

**MINEOLA UNION FREE SCHOOL DISTRICT
MINEOLA, NY**

Workshop Meeting MINUTES

The Mission of the Mineola Union Free School District is to inspire each student to be a life-long learner, pursue excellence, exhibit strength of character and contribute positively to a global society.

Board Goals – 2010-2011

- ***Educational***
 - *To further expand the district initiative of differentiated instruction specifically focusing on individual student achievement.*
 - *To continue our growth as professional learning communities focusing on common formative assessments to demonstrate individual student growth*
 - *To continue to provide the resources to attain a Intel finalist within the next three years*
- ***Facilities***
 - *To investigate and embrace projects that incorporate 'green' technologies that over time will decrease our dependency on fossil fuels*
- ***Finance***
 - *To continue the district initiative to actualize a five year plan to maintain a stable tax levy*

DATE: February 3, 2011

LOCATION: Willis Avenue School

OPEN WORK SESSION

7:00 p.m. 2nd Floor Staff Lounge

Board of Education

Terence Hale, President
Christine Napolitano, Vice President
John McGrath
William Hornberger
Irene Parrino

Central Office

Dr. Michael Nagler, Superintendent of Schools
Jack Waters, Asst. Supt. for Finance & Operations
Patricia Burns, Asst. Supt. of Curr., Instr., Assessment
Donna Martillo, District Clerk

A. Call to Order

At 7:04 p.m. the meeting was called to order by President Hale.

- B. Pledge of Allegiance**
- C. Reading of Mission – Irene Parrino**
- D. Moment of Silent Meditation**
- E. Dais & Visitor Introductions**

Also present: Dan Romano, Director of School Facilities & Operations; Saverio Belfiore and Veronica Byrnes, District Architects.

F. Old Business

1. Take from Table

RESOLUTION #51 – **BE IT RESOLVED** that the Board of Education of the Mineola Union Free School District take from the table Item H.3.a. (Stipend(s)) of the January 20, 2011 Business Agenda.

Motion: John McGrath
Second: Christine Napolitano

Discussion: Mr. McGrath inquired if anyone else was willing to take on this responsibility. The Superintendent of Schools responded no and further commented that the program was not going to be run unless Mr. Amitrano and Mr. Maurer agreed to do it. He also stated that as a result of the program students get recognized and that this is not district work. Mr. Hornberger inquired if MSG was paying the stipends. The Superintendent of Schools stated yes. Mr. Hale inquired if MSG was also paying for the scholarships. The Superintendent of Schools stated the following: MSG was donating 2 \$1,000 scholarships, equipment, and stipends for a total of \$7,000.

Yes: Irene Parrino
William Hornberger
John McGrath
Christine Napolitano
Terence Hale

No: None

Passed: Yes

2. Administrative Stipend(s)

RESOLUTION #52 – **BE IT RESOLVED** that the Board of Education of the Mineola Union Free School District approves of the following stipends for the 2010-2011 school year to be paid out of the MSG Varsity Donation:

- Ralph Amitrano \$1,500.00
- George Maurer \$1,500.00

Motion: John McGrath
Second: William Hornberger

Discussion: Mr. McGrath requested clarification that Mr. Amitrano and Mr. Maurer were not volunteering to perform this work for free. The Superintendent of Schools responded correct.

Yes: Irene Parrino
William Hornberger
John McGrath
Christine Napolitano
Terence Hale

No: None

Passed: Yes

3. Petition Calling for a Special Meeting

RESOLUTION #53 - BE IT HEREBY RESOLVED that the Board of Education of the Mineola Union Free School District is in receipt of a Petition to the Board of Education signed by 160 community residents requesting a special meeting of the Mineola Union Free School District for the purpose of placing before the voters of that school district, the following proposition for approval:

RESOLVED, that the Board of Education for the Mineola Union Free School District retain the current configuration of seven schools consisting of the Willis Avenue School, the Hampton Street School, the Jackson Avenue School, the Cross Street School, the Meadow Drive School, the Mineola Middle School, and the Mineola High School for the upcoming 2011-2012 school year and subsequent school years.

Motion: John McGrath

Second: Irene Parrino

Discussion: Mr. McGrath felt that the Board should grant the request of the 160 residents who signed the petition to call a Special District Meeting to vote on keeping the current configuration of schools (PreK-K; 1-5, 6-8, 9-12) and not close any buildings. Mr. Hale stated that legal counsel said it was not timely. Mr. McGrath stated he did some research and disagrees with legal counsel's opinion. Mr. Hornberger inquired of the Superintendent of Schools if Frazer & Feldman stated it was not timely. The Superintendent of Schools responded correct. Mr. Hornberger inquired if Mr. McGrath discussed this with Frazer & Feldman. Mr. McGrath stated that they have more experience and he could be wrong, but felt that the Board could have voted at the last meeting in order for it to be on the ballot. The Superintendent of Schools stated that it can only be used in an advisory capacity.

Mr. Hornberger inquired of Mr. Waters as to the cost of a roll over budget. Mr. Waters responded an increase of about \$5.6 million dollars over the current budget. Mr. Hornberger inquired about the increase in tax levy. The Superintendent of Schools responded just under 7%. Mr. Hornberger referred to the passage of a 2% cap. The Superintendent of Schools responded that the district would have trouble making a 2% cap without cutting programs, if the district were not closing buildings. The Superintendent of Schools discussed the following: the bill still has to pass

in the Assembly; if the budget exceeds the 2% cap it must be passed by the community by 60% of the voters; if the budget fails twice then the budget goes to a zero percent increase.

Ms. Parrino inquired as to the affect of not having PreK or part time Kindergarten programs. The Superintendent of Schools responded that it is a local choice if a community supports a PreK program and it is no different than having sports or music. Mr. McGrath stated that it is unlikely that the Assembly would approve a 2% cap.

Ms. Napolitano inquired as to the number of voters there was in the district. The Superintendent of Schools stated approximately 15,000, with an average voter turnout of 2,500. Ms. Napolitano remarked that the district received a petition with 160 names, and was not convinced that those individuals would be willing to pay the increase this year.

Yes: Irene Parrino
John McGrath

No: William Hornberger
Christine Napolitano
Terence Hale

Passed: No

4. **Implementation of Default Configuration Option**

RESOLUTION #54 – **BE IT RESOLVED** that the Board of Education of the Mineola Union Free School District directs and authorizes the Superintendent of Schools, in the event of the February 8, 2011 failure of the Bond Vote, to begin the process of implementing the school configuration default option.

Motion: Christine Napolitano
Second: William Hornberger

Discussion: Mr. Hale commented that this Resolution would authorize the Superintendent of Schools to implement the default option (5th grade to the Middle School and 8th grade to the High School) if the Bond fails on February 8, 2011.

Mr. Hornberger stated that this Resolution is for clarity purposes. Mr. McGrath stated that this Resolution is trying to reinforce to parents that the 5th and 8th grades will move and feels it is being accentuated now.

Ms. Napolitano commented that rumors were circulating regarding if the Bond fails, that the Board will come up with another plan. She wants the community to understand this is the plan.

Yes: William Hornberger
Christine Napolitano
Terence Hale

No: Irene Parrino
John McGrath

Passed: Yes

G. New Business

The Board discussed the following: Board Member e-mails regarding a comparison of Bond votes; children wearing stickers; targeting voters; suggestions by the Board in reminding people of the vote (ConnectEd, notice on website, and public library, making information cards available at this Board Meeting); mass mailing, which the Board was not in favor of; drafting a policy which includes how information is disseminated to the parents and public; representation of the Board of Education to outside entities set forth in a policy as well as addressing the use of internet sites; President of Board and Superintendent of Schools will meet with Legal Counsel to draft a policy for the Board to review; Mr. Hale commented that no individual Board Member should represent the Board on any issue unless designated, because it will not be tolerated.

The Superintendent of Schools discussed with the Board a letter from a parent that addresses Policy 5470 (Life Threatening Allergies and Anaphylaxis Shock). The Superintendent of Schools discussed the following: not changing the policy, but address the issue in a regulation that enforces the policy; more students with serious allergies; parent questioning procedures; students eating in the classroom; possible danger of students bringing foods that endangers another student; peanut free areas (lunch room); district sends a letter to parents regarding food allergies of students; he will speak to school physician about a regulation and review it with the Board.

H. Consensus Agenda

1. Amending the List of Registrars/Inspectors for the February 8, 2011 Bond Vote

- a. That the Board of Education amends the list of Registrars/Inspectors for the February 8, 2011 Bond Vote as follows:
- Replace Jacqueline Borstel, Registrar at Jackson Avenue School, on February 1, 2011 with Maryann Siwinski in the registration of potential voters from 4:00 p.m. to 8:00 p.m. at the hourly rate of \$10.00.

2. 2011-2012 School Calendar - TABLED

- a. That the Board of Education approves the 2011-2012 School Calendar, as set forth in Attachment "A".

3. Appointment – Civil Service

- a. That the Board of Education approves the appointment of Robert Mendes to the position of part time Teacher Aide in Special Education at the High School to replace Madeline Cegelski, effective February 1, 2011. Salary will be \$13.74 per hour on Step 1.

4. Medical Leave of Absence

- a. That the Board of Education approves a paid Medical Leave of Absence for Michele Krumholz, Bus Attendant in Transportation , effective January 5, 2011. Return date is at doctor's discretion.

5. Retirement

- a. That the Board of Education accepts, with regret, the resignation of MaryAnn Havron, Elementary Teacher, for the purpose of retirement, effective June 30, 2011.

6. Appointment(s)

- a. That the Board of Education approves the addition of the following individuals to the Per Diem Substitute Teacher List at a daily rate of pay, \$90.00:

| | |
|---------------|--------------------|
| Amanda Fisher | ESL |
| James Mackey | Physical Education |

- b. That the Board of Education approves the appointment of the following coaches for the Spring Interscholastic Season for the 2010-2011 school year:

| | | | |
|--------------------------------------|-----------------|--------|------------|
| JV Softball | Caitlin Orlando | Step 1 | \$4,559.00 |
| Varsity Softball | Melissa Skupp | Step 3 | \$8,283.00 |
| Asst. Varsity Softball | Daryl Whitmer | Step 1 | \$4,356.00 |
| Girls 7 th Grade Lacrosse | Danielle Adams | Step 1 | \$4,230.00 |

7. Field Trip(s)

- a. That the Board of Education approves the following out-of-state/overnight field trips:
- Student Service Center – 22nd Annual National Service Learning Conference, Hyatt Regency Atlanta Conference Center, Atlanta, Georgia, April 6, through April 9, 2011. Expenses will be paid by the SPARC Learn and Serve American Grant.
 - Winter Guard Competition – Saturday, February 5, 2011, Brookfield, CT.

8. Affiliation Agreement

- a. That the Board of Education approves the Affiliation & Internship Agreement between Mineola Union Free School District and Adelphi University for the 2010-2011 school year.

RESOLUTION #55 – **BE IT RESOLVED** that the Board of Education of the Mineola Union Free School District approves Consensus Agenda Items H.1. through H.8.a., as presented.

Motion: John McGrath
Second: Christine Napolitano

Discussion: The Superintendent of Schools discussed the 2011-2012 school calendar regarding snow days and the number of days students must attend school. The Superintendent of Schools also discussed: waivers requested of the Commissioner of Education; 182 days of instruction; \$225,000 represents a daily payroll; professional development days in June (25, 26) to make up if there are snow days; April 12 and 13 possible make-up for snow days.

A motion was made to remove from the agenda and table Item H.2.a. (2011-2012 School Calendar) pending further review.

Motion: John McGrath
Second: Christine Napolitano

Yes: Irene Parrino
William Hornberger
John McGrath
Christine Napolitano
Terence Hale

No: None

Passed: Yes

The Board now voted on Resolution #55 approving Consensus Agenda Items H.1. through H.8.a., as amended.

Yes: Irene Parrino
William Hornberger
John McGrath
Christine Napolitano
Terence Hale

No: None

Passed: Yes

RESOLUTION #56 – BE IT RESOLVED that the Board of Education of the Mineola Union Free School District approves of the following:

WHEREAS, the Board of Education of the Mineola School District desires to embark upon a capital improvement project at the Cross Street School for a renovation to the gymnasium and to add additional parking; and

WHEREAS, said capital improvement project at the Cross Street School, is subject to classification under the State Environmental Quality Review Act (SEQRA); and

WHEREAS, routine activities such as renovations to, or expansions of existing public school facilities by less than 10,000 square feet are classified as Type II Actions under the current Department of Environmental Conservation SEQRA Regulations (Section 6 NYCRR 617.5(8)); and

WHEREAS, the SEQR Regulations declare Type II Actions to be actions that have no significant impact on the environment and require no further review under SEQRA; and

WHEREAS, the Board of Education, as the only involved agency, has examined all information related to the capital improvement project and has determined that the capital improvement project for renovations to The Cross Street School is classified as a Type II Action pursuant to Section 617.5(8) of the SEQRA Regulations;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education hereby declares itself lead agency in connection with the requirements of the State Environmental Quality Review Act; and

BE IT FURTHER RESOLVED that the Board of Education hereby declares that the renovations to The Cross Street is a Type II Action, which requires no further review under SEQRA; and

BE IT FURTHER RESOLVED, that the Board of Education hereby shall forward an official copy of this Resolution to the New York State Education Department together with a copy of the correspondence from the New York State Office of Parks, Recreation and Historic Preservation in connection with its request for approval of the listed projects from the New York State Education Department.

Motion: John McGrath

Second: Christine Napolitano

Discussion: The Superintendent of Schools explained that these renovations were necessary in the leasing of Cross Street School.

Yes: Irene Parrino
William Hornberger
John McGrath
Christine Napolitano
Terence Hale

No: None

Passed: Yes

At 8:05 p.m. a motion was made for the Board of Education to go into executive session to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

Moved: John McGrath

Second: Irene Parrino

Yes: Irene Parrino
William Hornberger
John McGrath
Christine Napolitano

No: None

Terence Hale

Passed: Yes

At 8:10 p.m. the Board returned to open session.

I. Superintendent's Reports

The Superintendent of Schools reported on the following: 2 presentations this evening on facilities (Building Conditions Survey/Facility Upgrades, Hampton's Addition); an Affiliation Agreement with Adelphi which is the last piece of finalizing the Intel Program for the district.

Mr. Belfiore of H2M discussed the following: the Buildings Condition Survey; recent capital projects, green initiatives, second phase of energy performance contract; districts required by law to perform the survey; five year facility plan; buildings are rated overall; no significant change in Mineola's buildings this year; maintenance of fields; energy savings program.

Mr. Waters presented a recap of the 2006 Bond and discussed the work completed as a result of the Bond (HS Auditorium, windows & doors; MS HVAC Installation, windows & doors; Hampton roof; Jackson roof; Cross roof and elevator).

The following items were discussed by the Board: the remainder of the \$500,000 of building reserve fund; scenario if the Bond fails as it relates to the renovation of the High School Science Rooms and the loss of grant money; relocation of Girls Varsity Softball field and the need to address the irrigation system at the new site; district's green initiative; savings on duplicator paper; discussion at March meeting on savings relating to the district's copy center; mini-refrigerators and fans in the classrooms and the necessity of a Board policy regarding them; and meeting with the Architects and CHAP committee (15) regarding Hampton Street's addition.

The Superintendent of Schools introduced Mr. Belfiore and Ms. Byrnes of H2M to present and discuss Hampton's design.

Mr. Belfiore presented renderings of Hampton with the 5,500 square foot addition. The Superintendent of Schools discussed the following: windows; A/C included; casework and furniture as alternates; combining 3 libraries into 1; committee unanimous in this design; approximate cost of \$1,999,550 (with no alternates, i.e. casework, furniture).

Ms. Napolitano requested an aerial view of the site with the addition. Ms. Byrnes stated she will send one to her.

Mr. McGrath inquired about the size of the resource rooms. The Superintendent of Schools responded that the rooms will have different uses, i.e. one-on-one learning, reading recovery. Mr. McGrath inquired as to the number of students attending Hampton. The Superintendent of Schools responded 350 with approximately 30 Special Ed. Mr. McGrath is concerned about the size of the resource rooms.

Mr. Hornberger inquired if the committee discussed the exterior windows. The Superintendent of Schools stated the committee did discuss them and explained the type of windows as depicted in the Architect's renderings. Ms. Parrino commented that outside sound may be disruptive to students. Ms. Byrnes stated that the glass is 1" thick.

Mr. Hornberger inquired if the computer lab will be relative 5 years from now. The Superintendent of Schools responded that it is how the district adapts to Technology and space, and further stated that it maybe used differently, but it won't be wasted space.

Mr. McGrath inquired about the curriculum for Pre-K-2 as it relates to the new addition. The Superintendent of Schools responded that grades 1 and 2 begin using computers as well as students being tested on computers with the NWEA program.

Ms. Parrino inquired as to the number of students able to test at one time. The Superintendent of Schools responded as many as need to test a class.

The Superintendent of Schools stated he is looking for Board direction to move forward so the Architect can begin their work of drawings and filing with SED.

President Hale asked the Board for their input. Ms. Parrino thinks the addition looks great, but still feels it should be put out for a Bond. Mr. McGrath, Mr. Hornberger, Mr. Hale, Ms. Napolitano gave their approval and Ms. Parrino stated she was undecided.

The Superintendent of Schools made the following comments: reminded everyone of the Bond Vote on Tuesday, February 8, 2011; CHAP Committee is being flexible with their time, offering great input, meetings are very productive; thanked the custodians, maintenance department, and bus drivers for their work with snow removal; working with Mineola's Mayor regarding snow removal; a parent at Jackson, Anthony DeMelis, volunteered his equipment and time to clear snow at Jackson and the Middle School; beginning to discuss Pre-K with parents; 39 school districts signed on to the consortium of school districts v. Nassau County regarding tax certiorari. Mr. McGrath inquired if the district received an answer regarding a conflict of interest having Hamburger et al represent Mineola as part of the consortium. The Superintendent of Schools responded no. The Superintendent of Schools also discussed the following: a letter he received concerning Solomon Schechter renting Cross; High School Play Oklahoma; and there will be a free show at the High School on February 8, 2011 with Mark Wood (Tri-Siberian Orchestra) who is back for String Night.

The Superintendent of Schools stated that he was in need of an executive session.

J. Executive Session

At 9:20 p.m. a motion was made for the Board of Education to go into executive session to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

Motion: John McGrath
Second: Christine Napolitano

Yes: Irene Parrino
William Hornberger
John McGrath
Christine Napolitano
Terence Hale

No: None

Passed: Yes

President Hale stated that the Board may return at any time.

A resident approached the Board and requested to read a statement. President Hale inquired if the topic related to the agenda. The resident stated it was related to the Bond. President Hale polled the Board to ascertain if they had any objections. There were no objections to the resident reading his statement.

The resident read a statement that request the Board to amend Resolution 54 of the February 25th agenda and minutes as follows: "To take necessary steps to close one school building following the conclusion of 2010-2011 school year and to develop a budget reflecting the same, and to make appropriate plans for a successful transition into the new configuration." The resident stated that this is contingent upon the February 8, 2011 Bond vote. It will show the willingness of the Board to work with the community.

The Superintendent of Schools inquired about the resident's suggestion. The resident clarified his statement by repeating the motion he requested the Board to consider. Mr. McGrath tried to intervene by stating the resident is suggesting closing one school. The resident stated, close one school that is in the worse shape, and keep the remaining schools.

The Superintendent of Schools commented that staffing would not change, and there still would be odd class sizes. If 20 staff members are not reduced then program had to change.

Mr. Hornberger discussed the following: long term savings was dramatically different with the closing of 2 schools; budget cap; negative splits.

The resident suggested that negative splits can be corrected through redistricting. Mr. Hornberger responded that the lines would be drawn every single year for every single grade.

The resident stated that he is trying to reach a happy medium with his proposal, because he is not happy with closing anything. Ms. Napolitano commented that they too are not happy with closing buildings. The resident wanted it on record tonight and could not wait for the next meeting.

President Hale stated that he understands the residents concerns but the Board has to look out for all the children of the district and thanked the resident for his comments.

The Board then went into executive session as stated previous to the resident addressing the Board.

At 10:21 p.m. the Board returned to open session.

K. Adjournment

At 10:21 p.m. a motion was made to adjourn this meeting of the Board of Education.

Motion: John McGrath

Second: Irene Parrino

Yes: Irene Parrino
William Hornberger
John McGrath
Christine Napolitano
Terence Hale

No: None

Passed: Yes

Respectfully submitted,

Donna Martillo
District Clerk