

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

Special 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 – 2008-2009

- *To be determined*

DATE: August 6, 2008

LOCATION: Willis Avenue School

OPEN WORK SESSION

6:00 p.m. 1st FLOOR CAFETERIA

Board of Education

Stephen Siwinski, President
Laraine Salvatore, Vice President
John McGrath
William Hornberger
Terence Hale

Central Office

Dr. Lorenzo Licopoli, Superintendent of Schools
Dr. Michael Nagler, Deputy Superintendent
Janice Patterson, Director of Pupil Services
Lori Dolan, Asst. District Clerk

A. Call to Order

At 6:10 p.m. the meeting was called to order by Vice President Siwinski.

At 6:15 p.m. Mr. Hornberger joined the meeting.

- B. Pledge of Allegiance**
- C. Reading of Mission**
- D. Moment of Silent Meditation**
- E. Dais & Visitor Introductions**
- F. Old Business**
- G. New Business**

A resident of the district, Mr. Illianick, thanked the Superintendent for his contribution to the Christopher Levy Fund, formed to raise money for renovations to the home of Christopher Levy, who was critically injured and lost both of his legs while serving in Iraq. Mr. Illianick has thus far raised approximately \$1200 for this fund.

1. Instructional

RESOLUTION #10 – **BE IT RESOLVED** that the Board of Education approves the appointment of Morgan Citrangola to the probationary position of Elementary Teacher effective September 1, 2008 through August 31, 2011; salary, BA, Step 1, \$54,259.00.

Motion: John McGrath
Second: Laraine Salvatore

Discussion: Mr. McGrath asked which school this position was for, and Dr. Nagler responded Jackson Ave.

Yes: Terence Hale
William Hornberger
John McGrath
Laraine Salvatore
Stephen Siwinski
No: None

Passed: Yes

RESOLUTION #11 – **BE IT RESOLVED** that the Board of Education approves the appointment of Laura Kligman to the probationary position of Elementary Teacher effective September 1, 2008 through August 31, 2011; salary BA+15, Step 2, \$59,088.00.

Motion: Terence Hale
Second: William Hornberger

Discussion: Mr. Siwinski stated that this position was due to increased enrollment at Cross Street.

Yes: Terence Hale
William Hornberger
John McGrath
Laraine Salvatore
Stephen Siwinski
No: None

Passed: Yes

RESOLUTION #12 – **BE IT RESOLVED** that the Board of Education approves the appointment of Maureen Wojis to the probationary position of Elementary Teacher effective September 1, 2008 through August 31, 2011; salary BA+30, Step 4, \$66,518.00.

Motion: Laraine Salvatore
Second: John McGrath

Discussion: Dr. Nagler stated that this position was to fill a vacancy at Cross Street, 1st grade. Ms. Salvatore asked if Ms. Wojis was related to someone in the district, and the Superintendent responded that she is related to Dee Wojis, a teacher at Jackson. Ms. Salvatore asked why the starting salary was higher than the other new hires, and Dr. Nagler responded that she had 3 years of experience in New York City.

Yes: Terence Hale
William Hornberger
John McGrath
Laraine Salvatore
Stephen Siwinski

No: None

Passed: Yes

2. Revised School Times

RESOLUTION #13 – BE IT RESOLVED that the Board of Education amends the school starting and ending times as follows effective July 1, 2008:

School	Students Schedule	
	AM	PM
HS	7:26	2:18
MS	7:49	2:41
Hampton/Jackson	8:02	2:39
Meadow/Cross	8:32	3:09
Willis	9:09	3:16

Motion: Terence Hale
Second: John McGrath

Discussion: The Superintendent stated that the MTA was in agreement with these revised times, and had a note indicating this. He further stated that there had been discussions with the MTA with regard to reducing lunch times to avoid the revision of start and end times, but the discussions were unsuccessful.

Yes: Terence Hale
William Hornberger
John McGrath
Laraine Salvatore
Stephen Siwinski

No: None

Passed: Yes

Mr. Siwinski stated that, for this meeting, the Superintendent's Reports would come before the next item on the agenda, the Superintendent Evaluation.

H. Superintendent's Reports

- Reorganization Study

Discussion: The Superintendent stated that at the July 23 Retreat, Ms. Salvatore presented a Reorganization Plan, to be available for discussion at the August 14 Meeting of the Board of Education. He further stated that his analysis would be complete and sent to the Board on Friday, August 8, and that he was still awaiting

feedback from Jack Feldman with regard to legal issues that could arise from this plan.

- Board Goals from Retreat

Discussion: The Superintendent stated that at the July 23 Retreat, the focus was to develop Board Goals and Superintendent Goals for the 2008-2009 school year. The Superintendent further stated that he will be asking the Board to establish the Goals, and that they be adopted at either the August 14 or September 3 Meeting of the Board of Education.

The Board then went back to agenda item G3.

G 3. Evaluation of the Superintendent of Schools

RESOLUTION #14 – **BE IT RESOLVED** that the Board of Education will evaluate the Superintendent of Schools in accordance to the attached document.

Motion: Laraine Salvatore
Second: Terence Hale

At 6:30 p.m. a motion was made for the Board to go into executive session for the purpose of discussing the Superintendent Evaluation .

Motion: Terence Hale
Second: Laraine Salvatore

Yes: Terence Hale
William Hornberger
John McGrath
Laraine Salvatore
Stephen Siwinski

No: None

Passed: Yes

At 7:40 p.m. a motion was made to come out of executive session.

Motion: John McGrath
Second: Laraine Salvatore

Yes: Terence Hale
William Hornberger
John McGrath
Laraine Salvatore
Stephen Siwinski

No: None

Passed: Yes

Discussion: The Superintendent stated that he waived his rights to discuss his evaluation in executive session so that it could be discussed in public session. The Board and the Superintendent then discussed how they rated each goal area:

Goal #	Goal Area	Board Rating	Superintendent Rating
1	Improve Student Achievement	3	4
2	Mobilize District Mission and Core Values	3	3
3	Ensure Fiscal Stability of School System	Budget Advisory Task Force – 2 Appropriations True Budget – 3.5 Settling Contracts – 3 Grade Configuration Study – 3.5 5 Year Capital Plan – 4	Accepted the 2 3.5 4 4 4
4	Improve Internal and External Communication	Advance BOE Agendas – 1 District Council Advisory Group – 4	
	Leadership and District Culture	Policy and Governance – 2 Communications and Community Relations – 2 Organizational Mgmt. – 2 Curriculum Planning & Development – 3 Instructional Leadership – 3 Human Resource Mgmt. – 2 Values and Ethics – 2.5 Intangibles – 2	3 3 3 4 4 3 3 3/4

With regard to Goal 1, Mr. Siwinski stated that the Board felt that there should be a more aggressive summer reading program in the High School during the summer months so that students would not fall behind. With regard to advance Board agendas, Mr. Siwinski stated that the reason for a rating of 1 was that the Board would like to receive their Board packets in a timely fashion. With regard to Curriculum Planning and Development, Mr. Siwinski stated that some members of the Board felt strongly that there should be more emphasis on a career outside of High School. Mr. McGrath stated that, with regard to some items, it was not clear what is being measured; it was not clear what objective measures to use to assess a particular goal, and therefore there might be a difference between what the Superintendent feels should be assessed and how the Board assessed a goal. He further stated that the purpose of this discussion would be to reconcile some of these matters.

The Superintendent stated that, the way it was supposed to work was that he would give his personal assessment and then he and the Board would reach a consensus on what was thought to be relevant and important.

Mr. Hornberger stated that, collectively as a group, for most of the goals, the Board had questions, and that the Board will have to regroup and develop measurable goals so they can measure the Superintendent's performance against those goals, thus avoiding the possibility of a difference in interpretation.

The Superintendent stated with regard to Goal 1, improve Student Achievement, he felt that he exceeded the standard, adding that the district had the highest assessment results it has ever seen, students were performing at the highest levels, and all areas with regard to student learning were met and reached beyond the standard. With regard to Goal 2, the Superintendent stated that, despite distractions to administrators and staff this past year, in terms of leadership, the priority and focus was always on the education of the students. With regard to Goal 3, he was

not sure how he could have been rated a 2 on the Budget Advisory Task Force, since he was not part of that committee, but that he would accept the Board's rating. Mr. Hornberger stated that the rating was because it was started too late, and the Superintendent replied that was a function of the Board. The Superintendent stated that, with regard to an appropriations true budget, he thanked Mr. Waters and Ms. Judge for their efforts this year in making that happen, adding that the district had an excellent bond rating due to its excellent financial standing. With regard to settling contracts, the Superintendent stated that he exceeded the standard, adding that all contracts had been passed before the end of June. With regard to the Grade Reconfiguration Study, the Superintendent stated that he had followed through on every aspect. He further indicated the increase in state aid to the district and an additional \$50,000 grant going toward the improvement of the Meadow Drive Library. With regard to Goal 4, the Superintendent stated that he does try to provide the Board ample time to review agendas and packets, but that he is aware that the Board would like this information the Friday before the Board meetings, which is not always possible. Mr. Siwinski stated that it is difficult for the 3 new Board members, as the agendas do not have a time schedule, and that they would feel better prepared if they understood when things were coming up.

With regard to Leadership and District Culture, Policy and Governance, the Superintendent asked how that was defined, indicating that all policies of the Board of Education are carried out. With regard to Organizational Management, the Superintendent stated that there was an effective delegation of duties in place, i.e., COLT, and that there was a flattened organization. Other initiatives that were met include Connect Ed and weekly meetings with administrators. With regard to Curriculum Planning and Development, all projects were implemented, there was increased teacher collaboration and there were new courses of study at the High School. With regard to Instructional Leadership, In-Service programs for staff is excellent, also indicating the addition of e-School, differentiated instruction and professional development. With regard to Human Resource Management, the Superintendent stated that the recruitment plan that is currently in place is excellent, staff evaluations are state of the art, and there is a collaborative relationship with all 4 union presidents. With regard to Values and Ethics, the Superintendent stated that his ethical and moral conduct is beyond reproach, and that he hopes that the low rating by the Board is not a result of unsubstantiated lawsuits, adding that he is very offended by the low rating.

Mr. McGrath stated that the evaluation instrument was developed by the School Boards Association, and assumes ideal conditions, which are not in play in our district. He further stated that there are different ideologies among Board members, and that it was unfair to "put that" on the Superintendent in terms of trying to put together a common ground. He further stated that his was a flawed process and that it would have been useful to have gotten the Superintendent's descriptions of goals in advance prior to the evaluation. The Superintendent responded that there is supposed to be an interaction with the Board, and then a reassessment. He further stated that the goal descriptions were supposed to have been handed out at the retreat in July, but they never had a discussion on his evaluation at the retreat.

Mr. Siwinski stated that he would like to re-evaluate all of the goals in light of the Superintendent's discussion, in order to more fully understand the goals. The Board agreed to re-evaluate the goals at the August 14 Meeting of the Board of Education. The Superintendent stated that he would like the evaluation on August 14 to be in open session.

No vote was taken on Resolution 14 at this time.

Mr. Siwinski presented a memo from Mark Barth, President of AMSA, regarding the Ms. Salvatore's Reorganization Plan.

A motion was made to open the session for public discussion.

Motion: John McGrath

Second: Terence Hale

Yes: Terence Hale
William Hornberger
John McGrath
Laraine Salvatore
Stephen Siwinski

No: None

Passed: Yes

Discussion:

- ❖ A member of the public asked when the Board usually sets the Board and Superintendent Goals, and Mr. Siwinski responded at the retreat in the summer. The same member of the public asked how long the Board had met to evaluate the goals, and Mr. Siwinski responded that this was begun at the retreat, but not completed. This member of the public expressed her concern that the first time the Board had discussed the evaluation as a group was during this evening's executive session. She further stated that, if they had a problem with the wording, they should not have given a rating; that it was unfair to give low ratings without knowing the specific reason for the rating.
- ❖ A member of the public stated that the Superintendent's job was not easy, and he deserved the respect of the Board and the public.
- ❖ A member of the public inquired about the reorganization plan, and Ms. Salvatore responded that it was developed as a way to cut costs for the school district, and that 5 new teachers had just been hired, and some members of the Board were opposed to closing schools. The same member of the public asked how Ms. Salvatore could know how much the district might need to cut if the final decision on the grade reconfiguration had not been made. The Superintendent stated that he would be presenting his analysis at the August 14 Meeting of the Board of Education. The same member of the public asked what positions would be cut, and Mr. Siwinski responded the Deputy Superintendent, the Director of Guidance, the Assistant Business Administrator, the Information Officer and the Administrative Assistant to the Deputy Superintendent. Ms. Salvatore stated that the excessing of the Supervisor of Guidance had already been taken off the table. The same member of the public expressed concern that she did not want the standards of the district lowered.
- ❖ The Superintendent clarified that the raises given this year were all at the County average or less than the County average; that salaries are competitive but not at the top of the scale.
- ❖ A member of the public asked if the Plan was going to be available before the next Board of Education meeting, and the Superintendent responded that he would e-mail it to whoever requests it.
- ❖ A member of the public asked if, in stating the districts that do not have Deputy Superintendents, would it also indicate that, in place of that position, there was a Director of Personnel, a Director of Technology and a Director of Curriculum and Assessment.

I. Executive Session

At 9:40 p.m. a motion was made for the Board of Education to go into executive session for the purpose of discussing matters leading to the medical, financial, credit or employment history of a particular person, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person.

Motion: John McGrath
Second: William Hornberger

Yes: Terence Hale
William Hornberger
John McGrath
Laraine Salvatore
Stephen Siwinski

No: None

Passed: Yes

At 10:19 p.m. the Board returned to open session

J. Adjournment

At 10:20 p.m. a motion was made to adjourn this meeting of the Board of Education.

Motion: John McGrath
Second: Laraine Salvatore

Yes: Terence Hale
William Hornberger
John McGrath
Laraine Salvatore
Stephen Siwinski

No: None

Passed: Yes

Respectfully submitted,
Lori Dolan
Assistant District Clerk