

MINEOLA UNION FREE SCHOOL DISTRICT  
MINEOLA, NY

**Business 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.*

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**Board Goals – 2008-2009**

- *Educational Expectations and Improvement*
- *School Quality*
- *Operations*
- *Fiscal Management/Stability*

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**DATE: February 26, 2009**

**LOCATION: Willis Avenue School**

**OPEN BUSINESS MEETING**

**7:00 p.m. 1<sup>st</sup> 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  
Sherri Goffman, Asst. Supt. of Curr. & Inst.  
John Waters, Asst. Supt. of Finance & Oper.  
Janice Patterson, Director of Pupil Services  
Donna Martillo, District Clerk

**A. Call to Order**

At 7:05 p.m. the meeting was called to order by President Siwinski.

**B. Pledge of Allegiance**

**C. Reading of Mission – John McGrath**

**D. Moment of Silent Meditation**

**E. Dais & Visitor Introductions**

After introduction of the dais, also in attendance were: Jack Feldman, Esq., District's Counsel; Maureen Judge, Assistant Business Manager; Ed Escobar, High School Principal; Dan Romano, Director of School Facilities & Operations.

**F. High School Student Organization Report**

The High School Student Representative reported on the following: Valentine's and chocolate sale generating \$470.00; general meeting where the Boys first floor bathroom near the cafeteria was discussed; and working on next year's S.O. elections.

**G. Old Business**

**1. Amendment of 2009-2010 School District Calendar**

**RESOLUTION #53** – **BE IT RESOLVED** that the Board of Education amends the 2009-2010 School District Calendar previously approved at the January 15, 2009 Business Meeting, as set forth per attachment "A".

**Motion:** William Hornberger

**Second:** Terence Hale

**Discussion:** The Superintendent of Schools explained the revisions to the 2009-2010 School District Calendar (September 28, 2009, Yom Kipper, not included as schools closed on the previous adopted calendar; and moved the start of the 2009-2010 school year from September 2, 2009 to September 8, 2009 after receiving feedback from the community).

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

**No:** None

**Passed:** Yes

At this time Mr. Hale apologized to the community for his remarks at the last Board of Education meeting. He stated he is passionate about three things in his life: his family; his faith; and the Mineola School District; and will now keep himself in check.

Mr. Hornberger inquired if results were ready from an analysis of State test scores involving students achieving level 4s. The Superintendent of Schools responded that nothing has been sent to the Board because of the extensive discussion. Ms. Goffman stated that contact with Principals revealed that a year-to-year test comparison is difficult because of the conversion charts are very different between level 4 and 3 based on different numbers. Ms. Goffman explained scoring (7<sup>th</sup> grade one question can determine whether you receive a grade of 4). A diagnostic review of each item on the test would be necessary.

Mr. Hornberger inquired if the Superintendent of Schools met with the bargaining unit Presidents, as per the Board's request, for a good will gesture. The Superintendent of Schools stated that he had several meetings with association Presidents and they demonstrated a willingness to discuss. He thinks people understand the very unique times and need for these conversations to continue.

**H. New Business**

**1. Donation**

- a. That the Board of Education accepts a donation of a Bowflex Commercial Treadmaster, 1 year old, valued at \$1,500.00 from Dr. Lorenzo Licopoli, Northport, NY.
- b. That the Board of Education accepts a donation in the amount of \$2,700.00 from Mr. Paul Cusato, Co-President of the Mineola Alumni Association for the High School Auditorium Project.

**RESOLUTION #54 – BE IT RESOLVED** that the Board of Education accepts items H.1.a. and H.1.b. as stated above.

**Motion:** Laraine Salvatore

**Second:** John McGrath

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

**No:** None

**Passed:** Yes

Mr. Paul Cusato, Co-President of the Mineola Alumni Association presented a check to the Board of Education in the amount of \$2,700.00 toward the High School Auditorium seats. The Superintendent of Schools stated that when the Alumni Association came to him it captured the best of the community. President Siwinski thanked Mr. Cusato on behalf of the Board of Education for his time.

**2. Contract**

**RESOLUTION #55 – BE IT RESOLVED** that the Board of Education approves the contract between the Mineola Union Free School District and Newton Shows for the purpose of commemorating the 80<sup>th</sup> year since the opening of the Middle School, pending legal Counsel's review.

**Motion:** Terence Hale

**Second:** William Hornberger

**Discussion:** The Board discussed Resolution #55. Ms. Salvatore inquired if a stipulation could be added to the resolution. Mr. Feldman responded yes, the Board does not want to sign a contract until it is reviewed.

The Superintendent of Schools stated that this was a project the Mineola Site Based Team recommended to commemorate the Middle School's 80<sup>th</sup> Anniversary, fund raiser/celebration where proceeds from carnival go to the district and vendor. It will be a 3-day event with many activities to

bring kids out. The district has received an opinion from Mr. Feldman's office. It might be more feasible to implement this through PTA. Mr. Hornberger inquired about the timeline regarding field usage involving student activities. The Superintendent of Schools responded that the concerns mentioned have to be assessed. Mr. Siwinski inquired as to why the Board should approve this tonight. The Superintendent of Schools responded that it was placed on the agenda before Mr. Feldman's review. There are hurdles to address, i.e. monitoring the exchange of money.

Mr. Feldman stated that tabling the resolution is the best approach unless they need more notice from the district. There are issues about the providing company on district property and the district is to get the bulk of the benefit.

A motion was made to table Resolution #55 pending further information.

**Motion:** John McGrath  
**Second:** William Hornberger

**Discussion:** Ms. Salvatore inquired who would be responsible for security. Mr. Feldman responded that the company wants the district to share in the responsibility. This is another issue that needs to be discussed further.

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

**No:** None

**Passed:** Yes

At this time Mr. McGrath read a statement that he will be seeking re-election to the Board of Education at the May 19, 2009 Annual Election and Budget Vote.

## **I. Consensus Agenda**

### **1. Accepting of Minutes**

- a. That the Board of Education accepts the minutes of the January 7, 2009 (Special); January 8, 2009 (Workshop); January 15, 2009 (Business) Meetings.

### **2. Instruction**

- a. Resignations/Leave of Absence
  1. That the Board of Education accepts the letter of resignation for the purpose of retirement, with regret, from Joan Ayoub, Middle School Foreign Language Teacher, effective June 30, 2009.

2. That the Board of Education grants a request to Marissa Burton for a leave of absence, using accumulated sick days, for child-rearing purposes, starting before or after June 22, 2009.
3. That the Board of Education grants a request to Christine O'Grady, for an unpaid leave of absence, for child-rearing purposes, effective September 1, 2009 to June 30, 2010.
4. That the Board of Education grants a request to Megan Messina for a leave of absence, using accumulated sick days, for child-rearing purposes, starting September 1, 2009.
5. That the Board of Education grants a request to Staci Durnin for a leave of absence, using accumulated sick days, for child-rearing purposes, starting before or after May 5, 2009.
6. That the Board of Education grants a request to Lisa Balogh-Richards for a leave of absence, using accumulated sick days, for child-rearing purposes, starting April 20, 2009.

b. Appointments

1. That the Board of Education approves the appointment of the following coaches and stipends for the 2008-2009 Spring Interscholastic Season:

<u>SPORT &amp; LEVEL</u>	<u>NAME</u>	<u>STEP</u>	<u>SALARY</u>
Varsity Baseball	Helms Bohringer	3	\$7,740.
Varsity Baseball Asst	Barry Silverstein	3	\$5,263.
Junior Baseball	Andrew Visconti	3	\$5,360.
7 <sup>th</sup> Grade Baseball	Bill DiGennaro	3	\$5,047.
8 <sup>th</sup> Grade Baseball	Dominick Tolipano	3	\$5,047.
Boys Varsity Lacrosse	Mark Miller	3	\$7,733.
Boys Varsity Lacrosse Asst	Michael Perro	3	\$5,261.
Boys JV Lacrosse	Chris Grimm	3	\$5,360.
7/8 Lacrosse Head	Anthony Barone	1	\$3,948.
7/8 Lacrosse Assistant	Matt Antoniou	3	\$4,425.
Boys Varsity Track	Mike Santamaria	3	\$7,253.
Girls Varsity Track	Kerry Cordova	3	\$7,253.
Varsity Softball	Mike Boccuzza	3	\$7,733.
Varsity Softball Asst	Melissa Skupp	2	\$4,615.
JV Softball	Natalie Brittell	1	\$4,256.
7 <sup>th</sup> Grade Softball	Bailey Lawrence	1	\$3,676.
8 <sup>th</sup> Grade Softball	Anthony Tramonte	3	\$4,691.
Girls Varsity Lacrosse	Frank Massaro	3	\$7,733.
Girls Varsity Lacrosse Asst	Katherine Hock	2	\$4,615.
Girls JV Lacrosse	Daniela Loverde	1	\$4,256.
Girls 7 <sup>th</sup> Grade Lacrosse	Diana Nick	3	\$5,030.
Girls 8 <sup>th</sup> Grade Lacrosse	Meghan Nelson	3	\$5,030.

Salaries based on 2008 – 2009 MTA Contract

2. That the Board of Education approves a stipend for Andrea Antonelli, Photography Club, Middle School, .5 of \$1,243.00 in

the amount of \$621.50 for the 2008-2009 school year, effective February 1, 2009 to June 30, 2009.

3. That the Board of Education approves the addition of the following individual to the Per Diem Substitute Teacher list at a salary of \$90.00 per day:

Marissa Burton            Early Childhood Education (Birth-2)

4. That the Board of Education approves the appointment of the following staff as Mentors for the 2008-2009 Mentoring Program:

Balogh-Richards, Lisa	\$2,000.00
Bartone, Nicole	\$2,000.00
Curran, Karen	\$2,000.00
DeVita, Kathleen	\$2,000.00
DeLuca, Matt	\$2,000.00
Helming, Jodi	\$2,000.00
Levi, Jen	\$2,000.00
Maichin, Jen	\$2,000.00
Maynard, Denise	\$2,000.00
Milberg, Ilyse	\$2,000.00
Romano, Andrea	\$2,000.00
Van Bell, Leslie	\$2,000.00

**2.1. Instruction: Committee on Special Education Actions**

- a. That the Board of Education approves the CSE/CPSE/SCSE recommendations for programs and services for students with IEPs for the time period from January 1, 2009 to January 31, 2009 as set forth in Confidential Attachment “B”.

**2.2. Instruction: Contracted Instructional Services**

- a. That the Board of Education approves a contract between the Mineola Union Free School District and School for Language and Communication Development for the 2008-2009 school year; tuition reimbursement to private schools from Special Education grants, per the SED process. Reimbursement is for Mineola students who receive services.
- b. That the Board of Education approves a contract between the Mineola Union Free School District and S.E.E.D.S. of the Willistons, Inc. for the 2008-2009 school year; tuition reimbursement to Special Education service agency from Special Education grants, per the SED process. Reimbursement is for Mineola students who receive services.
- c. That the Board of Education approves a contract between the Mineola Union Free School District and Association for Children with Down Syndrome for the 2008-2009 school year; tuition reimbursement to private

schools from Special Education grants, per the SED process. Reimbursement is for Mineola students who receive services.

- d. That the Board of Education approves a contract between the Mineola Union Free School District and Brookville Center for Children’s Services, Inc. for the 2008-2009 school year; tuition reimbursement to private schools from Special Education grants, per the SED process. Reimbursement is for Mineola students who receive services.
- e. That the Board of Education approves a contract between the Mineola Union Free School District and All About Kids for the 2008-2009 school year; tuition reimbursement to Special Education service agency from Special Education grants, per the SED process. Reimbursement is for Mineola students who receive services.

**2.3. Instruction: Student Actions**

**2.4. Instruction: Other**

**a. Textbook Adoption**

1. That the Board of Education approves the adoption of the following textbooks for the 2009-2010 school year:
  - World History: Patterns of Interaction 2008
  - Algebra II/Trigonometry Textbook with CD & Workbook
  - Elementary Health: The Great Body Shop

**3. Civil Service**

**a. Resignations/Leave of Absence**

1. That the Board of Education accepts the resignation of Maria Condoleo-Peitler, part time Teacher Aide, effective February 5, 2009.
2. That the Board of Education grant a Medical Leave of Absence for Thomas Hickey, Maintainer, from January 20, 2009 through March 20, 2009 due to an injury. Return is approximate at doctor’s discretion.

**b. Appointments**

1. That the Board of Education approves the appointment of Gloria Corrao to the position of part time Greeter/Monitor, effective February 23, 2009; probationary period, 26 weeks; salary, Step 1, \$10.00 per hour.

2. That the Board of Education approves the following candidates appointed to the support staff substitute list, effective February 23, 2009:

Frank Mazza	Cleaner Sub.	\$12.25
William Scheuer	Cleaner Sub.	\$12.25
Stacy Smith	Teacher Aid Sub	\$13.74
Lucie Toscano	Teacher Aide Sub.	\$13.74
Marilyn Watson	Teacher Aide Sub.	\$13.74
Theresa Wolf	Nurse Sub	\$90.00 per day

3. That the Board of Education approves the following summer positions for the High School for the 2009-2010 session:

2 Clericals (Guidance & the Main Office)  
 3 Summer Workers (Mineola East)  
 1 Student Worker (Textbooks)

4. That the Board of Education approves the following grant funded summer positions for the Elementary Summer Language Program:

<u>JACKSON AVENUE</u>	<u>Rate of Pay</u>
6 Elementary, Reading and/or ESL Teachers	Per MTA Contract
6 Teacher Aides	Hourly Wage/Step of Teacher Aide Contract
1 Principal/Administrator – Administrative Certification Required	Stipend per AMSA Contract

5. That the Board of Education approves the following grant funded summer positions for the Middle School Summer Program:

<u>MIDDLE SCHOOL</u>	<u>Rate of Pay</u>
4 Elementary, Secondary, Reading and/or ESL Teachers	Per MTA Contract
4 Teacher Aides	Hourly Wage/Step of Teacher Aide Contract
1 Principal/Administrator – Administrative Certification Required	Stipend per AMSA Contract

6. That the Board of Education approves the following grant funded summer positions for the Jump Start Program:

<u>WILLIS AVENUE</u>	<u>Rate of Pay</u>
3 Elementary, Reading, and/or ESL Teachers	Per MTA Contract

7. That the Board of Education amends the appointment of Brian Flynn, 10 month Bus Driver approved at the February 5, 2009 Board of Education Workshop meeting, from February 2, 2009 to February 9, 2009, at the same annual salary.

8. That the Board of Education approves the provisional appointment of William Gilberg, from Assistant Bus Dispatcher to Assistant

Supervisor of Transportation; salary, \$71,270.00, effective November 1, 2008.

**4. Business/Finance**

a. Treasurer's Report

1. That the Board of Education accepts the Treasurer's Report for the period ending December 31, 2008 and directed that it be placed on file.

b. Approval of Invoices and Payroll

1. That the Board of Education approves the Invoices and Payroll for the period ending January 31, 2009.

Warrant #12	\$1,239,336.62
Warrant #13	\$ 212,290.51
Warrant #14	\$ 963,172.03
Credits to Expense	\$ 910.64 Cr.
<b>TOTAL EXPENSES</b>	<b>\$2,413,888.52</b>

PAYROLL #13 & #14

General	\$3,931,220.08
Fund F	\$ 59,729.18
<b>TOTAL PAYROLL</b>	<b>\$3,990,949.26</b>

**4.1. Business/Finance: Contract Approvals**

- a. That the Board of Education approves Coser 659 between the Mineola Union Free School District and Nassau BOCES AESOP Substitute Management System at an annual cost of \$12,000.00

**4.2. Business/Finance: Bids**

- a. That the Board of Education approves the participation of the Mineola Union Free School District in the following BOCES Cooperative Bids for an aidable fee of \$350.00 each:

- Arts and Crafts Supplies #08/09-078
- Musical Instruments and Supplies #08/09-083

**4.3. Business/Finance: Change Orders**

- a. That the Board of Education approves Change Orders AC-01-Revised, AC-02-Revised, and AC-03 with DSA Services, Inc. for a decrease to their contract in the amount of -\$11,485.00.

**5. Other**

**RESOLUTION # 56 – BE IT RESOLVED THAT** the Board of Education approves Consensus Agenda items I.1.a. through I.4.3.a. as presented.

**Motion:** John McGrath  
**Second:** Laraine Salvatore

**Discussion:** Ms. Salvatore inquired about item I.2.b.4. (Mentors) if this was contractual. Dr. Nagler responded that this item was inadvertently left off the October 2008 Business Agenda. He further stated that any teacher with initial certification or a new teacher is assigned a mentor, and the stipend is contractual. Ms. Salvatore inquired as to how mentors are chosen. Dr. Nagler responded all mentors went through course work and classes to prepare them. There is not an equal amount of mentors for each school, there is travel time. Mr. Hornberger inquired about contractual hours per year. Dr. Nagler responded that there is a minimum in the agreement no less than 27 hours. Mr. Hornberger inquired if there is formal administrative assessment. Dr. Nagler responded, there is no formal evaluation. The design is for 2 teachers to speak to one another. Mr. Hornberger inquired if the mentoring has started. Dr. Nagler responded, yes.

Ms. Salvatore inquired about item I.3.b.3. (Summer positions) that part of Mr. Escobar's memo discussed clerical overtime. Dr. Nagler responded that this is considered summer workers and not overtime, that portion of Mr. Escobar's memo is not included as a Board resolution.

Mr. Hornberger inquired about item I.3.b.4., 5., and 6. (Elementary Summer Language Program; Middle School Summer Program; Jump Start Program) the percentage of the grant funding. The Superintendent of Schools responded, 100%.

Mr. Hornberger inquired about item I.2.b. 2. (Photography Club stipend) if this person was a replacement or the club just started late. Dr. Nagler responded, yes and yes. The original person approved never met with the students and was not compensated.

Mr. Hornberger inquired about item I.2.b.1. (Appointments of Coaches) if all were employees of the district. Dr. Nagler responded that someone does not have to be an employee to be a coach if there is a vacancy. The best person is selected. Mr. Siwinski inquired as to how coaches are evaluated. Dr. Nagler responded that Mr. Amitrano, Supervisor of Athletics, evaluates all coaches at the end of each season. Mr. Hornberger inquired if there is a vacancy and the individual selected is not from the MTA unit how is their salary established. The Superintendent of Schools responded that the MTA contract establishes the salary within the coaching salary schedule. Mr. Hornberger inquired if it is progressive. The Superintendent of Schools responded that Mr. Amitrano has done a

good job with recruiting coaches. Seven years ago there was no evaluation system in place for coaches.

Mr. Siwinski inquired about item I.4.3.a. (Change Orders). Mr. Waters explained that the change order reflects a decrease to the project due to the original contractor awarded the bid for the abatement project at the Middle School did not perform the work. Mr. Siwinski inquired if it came out of their bond. Mr. Waters responded, yes.

Ms. Salvatore inquired about the Internal Claims Auditor's comments if they have been resolved. Mr. Waters responded that resolutions were submitted to Ms. Greene and she will update her report next month. Ms. Salvatore inquired where the \$1,100.00 globe was located. Mr. Waters responded in the Middle School library.

Mr. McGrath inquired of Ms. Patterson item I.2.1.a., (Special Ed Instructional Contracts) if all IEPs were approved by the CSE? Ms. Patterson responded, yes.

<b>Yes:</b>	Terence Hale William Hornberger John McGrath Laraine Salvatore Stephen Siwinski	<b>No:</b>	None
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**Passed:** Yes

**J. Public Comments**

None

**K. Board of Education Reports**

- Comments from Board President

President Siwinski read a statement as to the accomplishments of his time on the Board and the conditions taking place with the current Board that drives his decision not to seek re-election to the Board of Education. He requested that the Board stay on target.

- Board Committee Report
- Superintendent of Schools' Reports & Comments

The Superintendent of Schools stated this evening's report will focus on the first draft of the Educational Plan and Budget for the 2009-2010 school year.

- Superintendent Comments

The Superintendent of Schools congratulated the Middle School on their performance of “*Once Upon a Mattress*” . He also announced: a High School student, Leonard Dul was going to the NYS Wrestling Championship; the hosting of the Senior Citizen brunch; the administrative team would be attending in-service training this weekend regarding Professional Learning Communities (PLC). Ms. Salvatore inquired if it would also be addressed on Superintendent’s Conference Days. Dr. Nagler responded that because it is very expensive to send people outside the district, the district decided to bring it to Mineola. The workshop will address: how students are assessed; and how to help them grasp what they are not getting, which will be a turn-key issue for teachers.

The Superintendent of Schools also announced: High School performance of “*Thoroughly Modern Millie*”, March 28<sup>th</sup>; Parent University, March 7<sup>th</sup> from 8:30 a.m. to 12:00 p.m. focusing on Technology. Mr. McGrath inquired if the workshops were offered in Spanish and Portuguese. Dr. Nagler responded yes. Ms. Goffman stated that one workshop was offered in Spanish. Mr. McGrath inquired about sign language for the hearing impaired. Ms. Goffman responded that someone requested that. The Superintendent of Schools further announced that he would be meeting with parents who were participating in the Portuguese Exchange Program. He stated that he will be a chaperone on the trip.

President Siwinski announced that there will be a celebration of the Color/Winterguard on Sunday, March 15<sup>th</sup> in the High School gym. It will be a Tri-State competition.

Ms. Salvatore requested that the school district look into offering sign language as a class. The Superintendent of Schools responded ASL (American Sign Language) is considered a foreign language. Ms. Goffman stated that BOCES is working on a curriculum project for ASL and will obtain more information.

- Educational Plan and Budget Status Report

The Superintendent of Schools presented an overview of the first draft of the 2009-2010 Educational Plan and Budget. Highlights of the presentation were: Reading Recovery Program; closing the gap; keeping tax levy under 4% and the budget low; neighborhood schools and consolidation; 2010-2011 will be impact year; recommendations for Board consideration; budget assumptions. Ms. Salvatore inquired as to what the budget-to-budget increase was. The Superintendent of Schools responded 4% tax levy and 5.6% budget-to-budget increase.

Ms. Goffman was asked to discuss guiding principles as they relate to Willis PreK and Kindergarten, Elementary 1-5, Middle School 5-6, and High School 8-12.

The Superintendent of Schools further discussed Program Planning (Implement 2009-2010 Central Office Reorganization Plan); maintain

appropriate class sizes with necessary support staff; continue literacy collaborative. At this time Dr. Nagler was asked to present the next phase of interactive white boards. Dr. Nagler discussed: partnering with BOCES; 40 additional interactive white boards, switches and servers; and plan if school closes, more details for April meeting. At this time the Superintendent called Ms. Judge up to the dais to assist in answering questions regarding the Budget summary, Revenue summary, and Reductions.

Mr. Waters addressed the budget summary and noted that the proposed budget line had an increase of 1.4% and the budget-to-budget increase was 2.32%. Mr. Waters also discussed: Tax Anticipation Notes (TANS); Bond Anticipation Note (BAN) that paid for High School Renovation work, Elementary Roofs and current Middle School work; and State Aid as it relates to the tax levy. Mr. McGrath inquired about equipment. Mr. Waters responded requests from Building & Grounds and Principals for classroom equipment needs, Athletic Department, Music Department, and all Technology equipment requests are through Dr. Nagler. Mr. McGrath inquired what would be excluded if the budget failed. Mr. Waters responded probably all. Mr. Siwinski inquired about football helmets being eliminated. Mr. Waters responded if Mineola fielded a football team they would be required to provide helmets. Mr. Siwinski inquired about the storage shed. Mr. Waters responded that it would go as well as desk and chairs unless there was an increase of enrollment. Mr. Waters stated he met with Middle and High School Principals, as well as the Supervisor of Fine Arts regarding possibly reducing other lines. Mr. Hornberger inquired about reviewing budget line by line with the Finance Committee. Mr. Waters responded that now that it was presented to the Board he will make sure the committee receives it. Mr. Siwinski inquired about purchasing calculators. Mr. Waters responded they will be replacements and BOCES offered a very good price. Mr. Siwinski inquired about the purchase of a portable white board. Mr. Waters responded that it will be purchased this year and it is not interactive. Mr. Siwinski inquired as to the next Finance Committee meeting. Mr. Waters responded probably next week.

The Superintendent of Schools announced that the second presentation of the 2009-2010 Educational Plan and Budget will be March 5<sup>th</sup> and the informal budget hearing, March 19<sup>th</sup>. Mr. Siwinski inquired if the Finance Committee comments will be received in time for the March 19<sup>th</sup> meeting. Mr. Waters responded that he does not know.

Ms. Salvatore inquired about clerical and custodial overtime not included in the budget. Mr. Waters responded that there is a line. He further explained reasons why custodial overtime is needed. Ms. Salvatore inquired about cutting clerical overtime in half. Mr. Waters responded that they will be looking at that. The Superintendent of Schools stated it is regarding 10 month clericals. Mr. Waters stated that 10 month secretaries are needed before the start of school. The Superintendent of Schools stated that if 10 month secretaries were 12 month, overtime would not be

an issue, but there is no interest in going 12 months. Ms. Salvatore suggested 11 month employees if it would save money. The Superintendent of Schools responded that it would save money to some degree.

Mr. Hornberger commented on recent changes the band previously practiced at Hampton and now are at the High School. A discussion ensued about the removal of the pitchers mound and the purchase of a clay groomer to be used throughout the district.

Dr. Nagler stated that the Capital Upgrades budget line will be reduced by \$100,000 and discussed the condition of the High School tennis court. He also noted a Middle School project in moving the Home and Careers room from the 3<sup>rd</sup> floor to the Annex. Mr. McGrath inquired why. Dr. Nagler responded that it was a better flow for students. Dr. Nagler also pointed out other projects: card access and alarms; and High School Science rooms. Mr. Siwinski inquired about designing new labs. Dr. Nagler described the furniture and Mr. Siwinski interjected, cookie cutter, and inquired if the district was paying for design services. Dr. Nagler responded no. Dr. Nagler further stated that the cabinetry at the Middle School is in good shape, possibly replace the counter tops. Mr. Siwinski inquired if the Science labs were laid out. Dr. Nagler responded it is dependent upon the class size. A discussion ensued regarding the difficulty in having interactive white boards due to visibility for students because of the current design. Dr. Nagler stated that vendors were invited in to view the setup to get their input. Other projects: Hampton library and computer lab to be redone, similar to Jackson Avenue; any project allocated for this year will turnover into next year. Mr. Siwinski discussed the High School bus drop off location options. Dr. Nagler stated that nothing will be done this year regarding the conversion of the south parking lot due to the extent of work. Mr. Siwinski inquired if converting the tennis courts into additional parking lot, do plantings to dress them up, or use the money for other projects. Dr. Nagler explained the condition of the tennis courts. Ms. Salvatore asked for clarification if the tennis court work would be outsourced and the Middle School project would handle most of the work by in-house employees. Dr. Nagler responded yes. Dr. Nagler further explained the type of work needed to be performed at the Middle School and the materials (Cabinets, sink, and electricity). Ms. Salvatore inquired about the High School work where the entrance and exit would be at the High School. Dr. Nagler responded the side streets would be used. Mr. Hale inquired about painting the Jackson Auditorium for 2009-2010. Dr. Nagler responded that \$100,000 was taken out of the Capital line and projects were scaled back. Mr. Hornberger stated projects had to be done regardless of what building they talked about closing. Dr. Nagler stated that safety is first concern (tennis courts, security, and antiquated science labs). Mr. Siwinski agreed to get down to \$400,000 for capital projects. The Superintendent of Schools stated that the Administration will be asking for direction. Mr. McGrath inquired how necessary was card access and Mr. Hornberger inquired how the district would benefit from it. Dr. Nagler responded that the Middle School and

High School need a single entrance and there is a need for alarms at the other buildings. Mr. Siwinski stated that the card swipe eliminates Greeters. Dr. Nagler stated that the card swipe records when an individual leaves and enters the building and if a student should not be leaving. Ms. Salvatore stated that the students would have to carry their cards all the time. Dr. Nagler stated it isn't pressing to accomplish now, but he would like a record of the students at the High School of their coming and going. A benefit to card access is the elimination of keys especially during sports and music activities. Ms. Salvatore inquired if it would be more cost effective to do all schools at the same time. Dr. Nagler responded the same access for all buildings. Mr. Siwinski inquired of the Board if the Capital project line should go back to \$500,000. Mr. Hornberger requested more detail. Ms. Salvatore inquired as to what \$400,000 will include and what \$500,000 will include. Mr. McGrath does not want to be stingy on the Hampton library. The Superintendent of Schools further asked regarding the 4% tax levy how far they wanted to go regarding the Capital project line.

Ms. Goffman spoke about the opportunity for teachers to share knowledge within their building. Mr. McGrath commented that an extra transition for students flies in the face of the consultants remarks. Mr. Siwinski stated that the Board has talked about consolidation for quite awhile and they may have to close a school. Mr. McGrath inquired about Washington's stimulus money. The Superintendent of Schools he is hoping to hear tomorrow. He also discussed the result in preparing next year's budget and future budgets in looking at small schools vs. consolidation. Ms. Salvatore inquired about Willis Avenue being a 2 year school and how transitioning affects students. Ms. Goffman responded that some of the research focused on the first year a student enters into a new school and they lose some ground. Ms. Goffman further stated that there wouldn't be a slide back regarding Willis because they don't perform assessments. There are many opportunities to transition students. Ms. Salvatore inquired about students being brought together from around the district. Ms. Goffman responded that students are brought together at the Middle School level. The Superintendent of Schools stated that clustering is a philosophy; there are some schools on Long Island that cluster. Ms. Salvatore inquired if clustering schools changed or did they always cluster. The Superintendent of Schools stated that some were that way and some switched. The Superintendent of Schools stated the only reason Cross was chosen was because of the amount of classrooms and square footage of the building. Mr. Hale commented about the number of Kindergarten students going into first grade next year. Ms. Goffman responded that Jackson always gets the most. Ms. Goffman stated that they have no enrollment numbers for Pre-K next year and are using current enrollment for all the other grades for next year. Ms. Goffman stated class sizes would be about the same if consolidated. The Superintendent of Schools stated the district is in a very good place regarding the 2009-2010 Budget; Mineola has lowest budget-to-budget increase on Long Island. If the district recovers money from the stimulus the 3.66% will drop. Mr. McGrath inquired what the tax levy would be with 3 million dollars. Mr. Waters responded

close to 8%. Mr. Hornberger was concerned about if the numbers shrunk too much there would be no wiggle room for the next year. He asked what would save PreK. The Superintendent of Schools responded that Literacy Collaborative is one person. Ms. Goffman interjected that may be overall for the district we may be able to reduce but would have to increase. Jackson needs to add first grade class due to unprecedented enrollment. She further stated that it would be hard to reduce staff next year knowing they will have to add it somewhere else. Ms. Salvatore inquired if Jackson could handle extra enrollment. Ms. Goffman responded yes. Mr. Hornberger inquired about 150 students going to 2 buildings. Ms. Goffman responded that Meadow has 35 coming from Willis. Dr. Nagler stated that personnel does not affect program if consolidated. He does not know where the seven will come from. Dr. Nagler also stated that the big ticket numbers are in the reduction of personnel. Mr. Hornberger stated that he sees more than some impact. Ms. Salvatore stated she does not want to affect programs, to look at other staff other than teachers. Dr. Nagler responded that the more you take from this budget this year you will increase the percentage next year and restricts where they can go. The Superintendent of Schools explained the Administration's proposal: need to find 1.2% in additional cuts; Board to not reduce staffing; time needed to assess financial situation; and address consolidation of schools no later than August 2009.

- Finance and Operations Report
  - Monthly Financial Report
  - Building & Grounds Report
    - Building Usage
    - Vandalism
    - Work order status
  - Transportation Report
- Special Reports
  - \*Public Questions - Board Committee Reports; Student Organization Report; Superintendent's Report; Table Reports (All Finance & Operation Functions); and Special Report
  - ❖ A resident commented on the gas whistling through the pipes going into the building (Willis) and to conserve energy. Ms. Salvatore inquired as to regulating the heat. Mr. Romano responded the building is set at 68°.
  - ❖ A resident inquired about gas charges in the budget. Mr. Waters responded that utility costs spiked in 2008-2009, there was a cushion within the budget, 5 % increase. For the 2009-2010 prices have gone down, reduction of 6%.
  - ❖ A resident inquired about a conflicting report on the cost of graduation; Tilles Center vs. High School. Mr. Siwinski responded that the offset was due if it was held at the High School. There was not that much of a savings, but they will look into it.
  - ❖ A resident suggested saving money by copying reports back-to-back.
  - ❖ A resident questioned the transparency of budgets due to the surplus of money not spent and complained budgets were too big. Mr. Waters explained that if the budgets were less the district would still have 10 million dollars over 15

years to pay. The district budgets \$950,000 per year toward paying the bond, 4 million dollars of interest costs over 15 years, estimate pay it down within 4 years have saved the taxpayer 3.8 million dollars. Mr. Siwinski requested looking into the savings associated with the reduction of 2 million dollars. The Superintendent of Schools stated that three years ago the district had 3 different people as business administrators and reiterated what Mr. Waters stated about getting your arms around the district's budget.

- ❖ A resident inquired if the district has aggressively pursued solar programs since he asked some months ago. Mr. Waters responded that the district met 2 or 3 months ago with LIPA and each building would cost approximately ½ million dollars according to the number of panels and their placement. He told LIPA that he would be in contact with them after investigating other financial variables and how quickly the district could obtain grant money.
- ❖ A resident inquired about the clerical staff. The Superintendent of Schools responded that the allocation of clerical overtime is 4 10 month secretaries at the elementary buildings working approximately 2 to 3 weeks during the summer months at the close and opening of the school year. Dr. Nagler stated it is not overtime, it is straight time. The resident inquired if it was better for them to work 12 months. Dr. Nagler responded it would be more expensive. Ms. Salvatore inquired having them work 11 months because when she first inquired about clerical overtime she thought it was time and a half. Dr. Nagler suggested changing the code. Mr. Hornberger requested clarification as to the time a clerical works. The Superintendent of Schools responded that it is only at elementary schools. Mr. Hornberger inquired if this was a contractual issue. The Superintendent of Schools responded that Administration would like them to work, but they are not obligated. Some choose not to and substitutes are called.
- ❖ A resident commented that this is not the time to enhance and beautify the fields and tennis courts. The Superintendent of Schools stated that in meeting with Supervisor of Fine Arts that phrase was used. There will be areas to cut back and sharpen pencils regarding the budget.
- ❖ A resident commented that he felt it was foolish to spend money without a decision on closing a building. The district must do what is good for the entire community. Mr. Siwinski responded that the Science Labs are in their original state at the High School and Middle School and it was one of the first discussions he had when he came on the Board.
- ❖ A resident inquired about security card access. Dr. Nagler stated the project has gone up to the State for approval and hasn't gone out for bid yet. Most of the project is wiring and electrical. The resident inquired if the district was using man hours for pulling cable for a building that may close. Dr. Nagler responded that the district is trying to plan as the best way to switch the Technology purchase in case a decision is made. So we are not buying more than what we need.
- ❖ A resident inquired what happens when a commercial landowner does not pay their taxes, does the district still get that money. Mr. Waters responded when the tax levy is set for the 4 classes the district does get what is sent to the Town regarding the tax levy amount, but if there is a significant default he cannot answer that question. When assessed values go down the percentage of commercial and residential goes up. Mr. Siwinski stated that commercial certiorari is going down while residential is going up.

- ❖ A resident commented that County Supervisor Suozzi has complained that the County is out money when school districts spend their tax levy. The Superintendent of Schools stated it would be devastating for districts.
- ❖ A resident inquired about borrowing practices of the district. Mr. Waters explained that the district borrows money by going out for a TANS. The resident suggested that instead of borrowing money in that manner could the district apply the surplus toward the borrowing.
- ❖ A resident inquired about card swipe that it could be a reoccurring cost due to students losing their cards. Dr. Nagler stated that it is a picture I.D. The resident commended the Board at capping the budget and inquired about capping it at its current rate. He also inquired about charging students participating on teams. The Superintendent of Schools stated that Administration will be looking at staffing. His overall recommendation is to maintain programs for next year and reduce as much as possible, keep the staffing the same, with the possibility of reallocating positions within the district with no new FTE. Mr. Hornberger recommended to refine numbers and continue to look at: line items, Tilles Center, and equipment. Mr. Hornberger inquired if the district has heard from the State regarding stimulus money. The Superintendent of Schools stated that some information may come out tomorrow. Mr. Hornberger inquired that the district is at 3.66% could it be at 2.66%. Does the district need to get lower and what is the impact? Can you streamline any positions internally? Ms. Salvatore commented especially if the Capital line is to be increased to \$500,000, the Board has to look at clerical and inquired if there were time constraints in alerting staff to the possibility of excessing. The Superintendent of Schools responded only for Administrators, April 1 and Dr. Nagler interjected, and Teachers. The Superintendent of Schools stated that they will review staffing issues. Mr. Siwinski inquired if class sizes will be revisited. The Superintendent of Schools responded that Administration has discussed the guidelines for staffing. Mr. McGrath stated that it would be done anyway because of Jackson's numbers. The Superintendent of Schools stated that if the Board commits to small schools you have to revisit class size. Mr. Siwinski requested that the Board look at these anomalies as stated by Ms. Goffman. Ms. Goffman thinks the guidelines are appropriate. Mr. McGrath stated that the Board did not have to split the class sizes because there was support staff in place. Dr. Nagler stated due to enrollment a class was added. Dr. Nagler stated Administration does not know what the Kindergarten numbers will be. If there is another spike this year we will need another teacher, but they believe no additional FTEs will be needed. The Superintendent of Schools stated that they will give the Board a staffing alignment for next year. Ms. Salvatore commented that she does not want teachers to be the only staff looked at.
- ❖ A resident suggested tougher negotiations when contracts come up. The Superintendent of Schools responded that Triboro keeps anyone in a union in a save harmless position. The Attorney stated that you cannot change a collective bargaining agreement. You can want to give your teachers less money in negotiations until you have an agreement, you will live with the hard contracts. The resident suggested that all contracts be looked at. The Superintendent of Schools stated the crash of the economy changed everything. The Teacher Aides are up this year and the Clericals next year.

They know they will be facing a difficult type of negotiations. The resident commented on getting back something from the collective bargaining agreements. The Attorney stated that if Administration goes to the table with reductions the units will sit there. Mr. Hornberger inquired about a good will gesture from the units. The Superintendent of Schools stated the discussions are on the right path.

- ❖ A resident commented about a reduction in staff.
- ❖ A resident commented that County Supervisor Suozzi intends to make the 4% permanent. The Superintendent of Schools interjected 7%. The resident inquired as to what the Administration is giving back. Mr. McGrath stated that the County is requesting a give back in exchange for not firing anyone. He feels negotiations would be necessary. The Superintendent of Schools spoke about a discussion he had with some Board Members of the interaction with the Associations as to the importance of giving back to the Mineola community who have contributed generously to district employees in the way of salaries and benefits and that there are many residents not experiencing those benefits in their own jobs. He further stated the importance of doing the right thing for the community in times like this. The Superintendent of Schools used himself as an example in the giving back to the community as he has done these past 4 years.
- ❖ A resident commented that it was nice of him to set an example and is not confident that the Associations will respond positively.

Mr. Siwinski requested that a Board Member cover a meeting for him on March 2<sup>nd</sup>. Mr. Hornberger will attend in his place.

**L. Executive Session**

At 11:10 p.m. a motion was made for the Board of Education to go into executive session to discuss proposed, pending or current litigation in the matter of Licopoli v. Salvatore. President Siwinski stated that the Board may return at any time.

**Motion:** Terence Hale  
**Second:** William Hornberger

**Yes:** Terence Hale  
William Hornberger  
John McGrath  
Stephen Siwinski

**No:** Laraine Salvatore

**Passed:** Yes

At this time Ms. Salvatore left the meeting.

At 11:50 p.m. the Board returned to open session.

**M. Adjournment**

At 11:50 a.m. a motion was made to adjourn this meeting of the Board of Education

**Motion:** John McGrath  
**Second:** William Hornberger

**Yes:** Terence Hale  
William Hornberger  
John McGrath  
Stephen Siwinski

**No:** None

**Passed:** Yes

Respectfully submitted,

Donna Martillo  
District Clerk