

**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.

Board Goals - 2017-2018

Educational

- Continue to actively engage parents in the District Mission.
- Continue to actualize the District's Mission and Strategic Objectives and measure progress toward these goals
 - o Emphasis on increasing student choice
 - o Emphasis on student portfolios
- Continue to expand and develop Queensborough certificate program to enable students to graduate HS with a full year of college credit
- Implement a districtwide initiative to introduce and develop a Growth Mindset for students, staff and parents

Facilities

- Continue to plan and fund a 5 year Capital improvement plan that addresses the outstanding items in the Building Condition Survey. Plan should include multiple funding sources- Energy performance contracts, Capital reserve fund, and budget transfers

Finance

- Not to exceed the allowable tax levy cap while continuing to maintain and enhance all of our programs and facilities

DATE: July 20, 2017

LOCATION: Willis Avenue

OPEN WORK SESSION 7:00 p.m.

Board of Education

Christine Napolitano, President
Dr. Margaret Ballantyne-Mannion, V.P. – absent
Brian Widman
Cheryl Lampasona
Patrick Talty

Central Office

Dr. Michael Nagler, Superintendent of Schools
Jack Waters, Asst. Supt. Finance & Operations
Edward Escobar, Asst. Supt. Human Resources
Matthew Gaven, Asst. Supt. C.I.A. & Technology
Linda Spagnola, District Clerk

- A. Call to Order – 7:04 P.M.**
- B. Pledge of Allegiance**
- C. Reading of Mission – Brian Widman**
- D. Moment of Silence**
- E. Dais & Visitor Introductions**
- F. High School Student Organization Report – (none)**
- G. BOE Reports**

- a. Comments from Board Trustees**

Patrick Talty congratulated our graduates again. He spoke about visiting the Hampton Field today. He said the community will be proud. He spoke about the electrical work being done at Jackson Avenue. He was excited with everything he saw going on in our district.

Cheryl Lampasona hoped everyone is enjoying their summer. She stated she follows Twitter and sees how excited the parents are about the Fab Lab.

Brian Widman stated he enjoys seeing all the pictures of the all the improvements in the district. He stated his children are enjoying the activities at the high school.

- b. Comments from Board President**

Christine Napolitano stated she has been driving around the district looking at the all work being done. She enjoys Twitter. She also stated she is enjoying our hash tag #MineolaProud.

- c. Comments from Superintendent**

Dr. Nagler stated that summer has been quiet but busy. He reminded the board if they are available next Friday the summer school music will be putting on a production the music and arts. Our next board meeting is August 10. A Student Data Report will be presented. We are knee deep in curriculum writing. The teachers are working on this.

He asked Mr. Escobar to do a presentation on the capital improvements being done throughout the district. His presentation had pictures of a few of the classrooms at Jackson Avenue that were painted bright colors, the improvements in the gym, the electrical work being done and the work being done on the Jackson and Meadow playgrounds. He spoke about the work being done at the high school library and the high school baseball field. He spoke about the work being done at the middle school library and the hallway by the library that was opened, work being done on the middle school cafeteria and hallway by cafeteria. He showed pictures of work being done at the Hampton Street cafeteria, Hampton classrooms, the gym and the work being done on the Hampton Bus Loop. He had pictures of the Hampton Field, maintenance garage and the concession stand. He also spoke about the lights at the stadium and the new entrance to the field.

Dr. Nagler wanted to publicly thank all our custodians and maintenance men who are working hard getting our buildings ready.

H. Old Business – no old business

I. New Business – Walk-on

RESOLUTION #7 – That the Board of Education approves the contract between Government Capital Corporation and the Mineola UFSD, effective July 1, 2017.

Cheryl Lampasona made a motion, seconded by Patrick Talty to amend the agenda adding this resolution to the consensus agenda.

J. Consensus Agenda

RESOLUTION #6 – BE IT RESOLVED that the Board of Education approves the consensus agenda items J.1.a. through J.9.a., as presented.

Motion: Brian Widman

Second: Cheryl Lampasona

Yes:	Christine Napolitano	No:	_____
	Dr. Margaret Ballantyne-Mannion		_____
	Brian Widman		_____
	Cheryl Lampasona		_____
	Patrick Talty		_____

Passed: Yes

1. Accepting of Minutes

- a. That the Board of Education accepts the minutes of the May 16, 2017 Special Meeting Minutes, May 16, 2017 Business Meeting, June 1, 2017 Special Meeting Minutes, June 1, 2017 Workshop Meeting Minutes, June 15, 2017 Business Minutes, as presented.

2. Instruction

a. Resignation

- 1. That the Board of Education accepts the resignation of Jamie Ackerman, Math Teacher, effective August 30, 2017.

b. Appointment(s) Coaches

<u>Position</u>	<u>Employee Name</u>	<u>Hours</u>	<u>Rate of Pay</u>
Self-Funded Wrestling Coach	Joseph Cerulli	30	\$68.31
Self-Funded Girl’s Lacrosse Coach	Frank Massaro	20	\$68.31

c. Appointment Instruction

1. That the Board of Education approves to amend the probationary period of Alexandra Bauer to September 1, 2017 through August 31, 2020.
2. That the Board of Education approves the appointment of Marty Joyce to the position of part time (.5) Physical Education teacher effective September 1, 2017 to June 30, 2018. Salary: .5 of MA, Step 1, \$68,282, equaling \$34,141.

d. Appointment Summer Art

1. That the Board of Education approves the appointment of Jeanine Gallina to the position of substitute art teacher for Andrea Antonelli at a rate of pay of Step 1, \$59.81 per hour.

Walk-ons

Appointment – Coaches

Position	Name	Step	Stipend
Strength & Conditioning	Chris Schacca	3	\$9220
8 th Grade Girls Soccer	Karin Weidlein	1	\$3935

Appointments – Summer Special Ed/ESY Program

Position	Name	Step	Stipend
Psychologist	Manny Romero	3	\$68.31 per hour
Speech Pathologist	Erica Perez-Flowers	3	\$68.31 per hour

3. Civil Service

a. Appointments

1. That the Board of Education approve the appointment of Santa Cabral, to the position of 11 month Typist Clerk in the Copy Center at the High School, to replace Alba Zambrano, effective August 1, 2017. Salary is \$38,742 on Step 1; probation is 26 weeks.
2. That the Board of Education approve the appointment of Chloe Katinas, to the position of Seasonal Worker for the Summer Special Ed Program, effective July 3, 2017. Salary is \$10.00 per hour.
3. That the Board of Education approve the appointment of Katie Giffuni, to the position of Teacher Aid Substitute, effective September 5, 2017. Salary is \$13.95 per hour.
4. That the Board of Education approve the appointment of Nicole Matzer to the position of Clerical Substitute, effective September 5, 2017. Salary is \$15.00 per hour.

4. Instruction: Contracted

- a. That the Board of Education approves the agreement between the Mineola UFSD and Branching Minds, Inc. to purchase software licenses for the 2017-2018 school year to

Progress Monitoring of AIS. The schedule of services shall be mutually determined between the school district and the contractor.

- b. That the Board of Education approves the agreement between the Mineola UFSD and consultant firm Teaching Matters to work with principals and teachers for the 2017-2018 school year. The schedule of services shall be mutually determined between the school district and the contractor.
- c. That the Board of Education approves the agreement between the Mineola UFSD and Fred Robert Bocchino, Heart of Change Consultant, to work with principals and Key Leaders (teachers) for the 2017-2018 school year. The schedule of services shall be mutually determined between the school district and the contractor.
- d. That the Board of Education approves the agreement between the Mineola UFSD and the Center for Teaching for Biliteracy, LLC consultant, to work with HS ESL & bilingual teachers for the 2017-2018 school year. The schedule of services shall be mutually determined between the school district and the contractor.
- e. That the Board of Education approves the Instructional Services Contract/Rider between the Mineola UFSD and the Hagedorn Little Village School for the 2017-2018 school year.
- f. That the Board of Education approves the Nursing Services Contract & Rider between Horizon Healthcare and the Mineola UFSD for the 2017-2018 school year.
- g. That the Board of Education approves the Speech Language Pathologist Consulting Services Agreement between Carol A. Sullivan and the Mineola UFSD for the 2017-2018 school year.
- h. That the Board of Education approves the Summer Related Services Contract between All Island Kids Therapy, LLC and the Mineola UFSD for the 2017-2018 school year.
- i. That the Board of Education approves the Related Services Contract between All Island Kids Therapy, LLC and the Mineola UFSD for the 2017-2018 school year.
- j. That the Board of Education approves the Special Education Services Contract for a Parentally Placed student(payable) between Manhasset Public Schools and the Mineola UFSD for the 2017-2018 school year.
- k. That the Board of Education approves the contract between NOIZ IVY, Inc. and the Mineola UFSD for Kid OYO for the 2017-2018 school year.
- l. That the Board of Education approves the contract between ALPHATOO, LLC, *d.b.a.* Roble Education and the Mineola UFSD for the 2017-2018 school year.

5. **Business/Finance:**

a. **Treasurer's Report**

1. That the Board of Education approves the Treasurer's Report for the period ending May 31, 2017 and directs that it be placed on file.

b. **Approval of Invoices and Payroll**

1. That the Board of Education accepts the Invoices and Payroll for the period ending June 30, 2017.

A/P Warrant #22	June 14, 2017	\$1,527,635.66
A/P Warrant #23	June 30, 2017	\$1,134,758.19
Prof. Leave Warrant	June 30, 2017	\$9,617.33
TOTAL EXPENSES		\$2,672,011.18

PAYROLL #23 & #24

General Fund	\$8,788,439.51
Federal Fund	\$105,951.58
TOTAL PAYROLL	\$8,894,391.09

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

a. **BOCES Contract**

That the Board of Education approves the 2016-2017 Final AS-7 Agreement with Nassau BOCES in the actual amount of \$4,720,839 for services provided throughout the school year.

b. **BOCES Contract**

That the Board of Education approves the 2017-2018 Initial AS-7 Contract with Nassau BOCES in the amount of \$4,260,994 for services provided throughout the school year.

c. **Inter-Municipal Agreement**

That the Board of Education approves ("IMA") between the East Williston UFSD and the Mineola UFSD for the purpose of Mineola Providing transportation for certain children residing in the East Williston School District to St. Mary's High School Manhasset, NY for the 2017-2018 school year.

7. **Business: Bids**

- a. That the Board of Education rejects a bid for the Meadow Drive Classroom extension.

8. Business/Finance: Disposal of District Property

a. That the Board of Education approves the disposal of the following district property, according to Policy #5250, declaring them obsolete:

ID	Model	ID	Model	ID	Model
14080	Hp 5700	14810	Hp dc5700	15624	Xd500u projector
20370	Hp8300	15106	Hp dc5800	16306	Xd221u projector
15042	-	14570	Hp monitor	16273	Xd221u projector
17199	-	15055	Hp dc5800	18414	Ex240u projector
20325	-	15085	Hp dc5800	16420	Xd221u projector
14370	-	16044	Hp dc7900	19183	Ex240u projector Plc-xw55a
17107	-	16090	-	15567	projector
17079	-	16017	Hp dc7900	16280	Xd221u projector Plc-xw55a
17188	-	16088	Hp dc7900	15506	projector
14964	-	15084	Hp dc7900	14295	Xd206u projector
15032	-	16107	Hp dc7900	16303	Xd211u projector Plc-xw55a
15538	-	14992	Hp dc5800	15615	projector
7YS8DF1	-	14551	Hp dc5700	17052	Xd221u projector Plc-xw55a
14817	-	16070	Hp dc7900	15502	projector
14044	-	20369	Hp 8300	12839	MI-1710 Samsung
14559	-	16064	Hp dc7900	14871	E206dn Lexmark
14061	-	14023	Hp dc5700	14921	Lexmark t644
14745	-	16030	Hp dc7900	14923	Lexmark t644
14573	-	15100	Hp dc5800	18016	Lexmark x656de
14571	-	16058	Hp dc7900	12826	Hp laser jet 4200
20432	-	14970	Hp dc5800	14303	Xd206u projector
14927	-	14716	Hp dc5700	14772	Xd206u projector
15062	-	15127	Hp dc5800	14012	Xd205r projector
15090	-	16038	Hp dc7900	16277	Xd221u Mitsubishi
20297	-	14668	Hp dc5700	14866	Plc-xw55a Sanyo
18994	-	15083	Hp dc5800	16301	Xd221u Mitsubishi
14053	-	14724	Hp dc5700	15482	Plc-xw55a Sanyo
14106	-	16111	Hp dc7900	14862	Plc-xw55a Sanyo
20279	-	13487	Hp l1706 monitor	17048	Xd221u Mitsubishi
20349	Hp 8300	15183	Hp l1750 monitor	15490	Plc-xw55a Sanyo
17114	Hp 8000	14220	Hp l1740 monitor	16299	Xd221u Mitsubishi
17211	Hp 8000	14225	Hp l1740 monitor	17664	Xd221u Mitsubishi
19095	Hp 8200	14540	Hp l1706 Hp l1706	16297	Xd221u Mitsubishi
19080	Hp 8200	14384	monitor	13182	Epson emps1h

19060	Hp 8200	14138	Hp 1740 monitor Hp l1750	12387	Epson emps1
17219	-	15244	monitor Hp l1706	16394	Xd221u Mitsubishi
17072	-	15517	monitor Hp l1740	16286	Xd221u Mitsubishi
19090	Hp 8200	14142	monitor Hp l1706	16275	Xd221u Mitsubishi
19077	-	14391	monitor Hp l1750	16300	Xd221u Mitsubishi
19081	Hp 8200	15307	monitor	12117	Epson emp52
19094	Hp 8200	14429	Hp l1706 Hp l1706	12125	Epson emp52
19097	Hp 8200	14428	monitor	16293	Xd221u Mitsubishi
19100	-	14314	Avocent switch Xd206u	14305	Xd206u Mitsubishi
19078	Hp 8200	14286	projector Xd206u	14300	Xd206u Mitsubishi
19083	Hp 8200 Xd205r	14304	projector Ex240u	16302	Xd221u Mitsubishi
14011	projector	18418	projector	17047	Xd221u Mitsubishi
ID	Model	ID	Model	ID	Model
12386	Epson emps1	16233	Acer kav10	13479	Cisco phone
13183	Epson emps1	16239	Acer kav10	13624	Cisco phone
12383	Epson emps1 Xd205r	16221	Acer kav10	13508	Cisco phone
14000	Mitsubishi Xd221u	16219	Acer kav10	15647	Cisco phone
16421	Mitsubishi Plc-xw55a	16241	Acer kav10	13775	Cisco phone
15473	Sanyo Pcl-xw55a	16228	Acer kav10	13766	Cisco phone
15464	Sanyo Xd206u	16215	Acer kav10	13477	Cisco phone
14308	Mitsubishi Xd206u	16240	Acer kav10	13611	Cisco phone
14296	Mitsubishi Xd205r	16218	Acer kav10	17638	Cisco phone
14016	Mitsubishi Xd205r	16223	Acer kav10	13541	Cisco phone
14017	Mitsubishi Pcl-xw55a	16220	Acer kav10	13912	Cisco phone
15476	Sanyo Xd206u	16225	Acer kav10	13526	Cisco phone
14289	Mitsubishi Xd206u	17635	Acer kav10	13860	Cisco phone
14310	Mitsubishi Xd205r	17627	Acer kav10	13791	Cisco phone
14007	Mitsubishi Xd206u	17632	Acer kav10	13649	Cisco phone
14302	Mitsubishi	17618	Acer kav60	13663	Cisco phone

	Xd206u				
14293	Mitsubishi Pcl-xw55a	18150	Acer ze6	13520	Cisco phone
15472	Sanyo Pcl-xw55a	18350	Acer ze6	13821	Cisco phone
15494	Sanyo Pcl-xw55a	18322	Acer ze6	13613	Cisco phone
15498	Sanyo Pal-xw55a	18380	Acer ze6	13796	Cisco phone
15492	Sanyo	18392	Acer ze6	13459	Cisco phone
12384	Epson emps1	18298	Acer ze6	13650	Cisco phone
20200	NEC ve281x	18371	Acer ze6	13472	Cisco phone
12159	Toshiba tlp- t401	16236	Acer ze6	13632	Cisco phone
14004	Mitsubishi Xd205r	11901	Canon n670u	13803	Cisco phone
14309	Mitsubishi Xd206u	11915	Canon n670u	13768	Cisco phone
14290	Mitsubishi Xd221u	11914	Canon n670u	13554	Cisco phone
16285	Mitsubishi Xd206u	12973	Canonscan	13601	Cisco phone
14291	Mitsubishi	11916	Canon n670u	13565	Cisco phone
12127	Epson emp52 Xd205r	12977	Canon n670u	13570	Cisco phone
14019	Mitsubishi Xd206u	14874	Hp laptop	13648	Cisco phone
14288	Mitsubishi Xd206u	16250	Hp laptop	13440	Cisco phone
14292	Mitsubishi	14267	Dvr	13569	Cisco phone
13203	Epson emp52	14881	Hp laptop	13466	Cisco phone
14662	Dell 1200 mp Dell Inspiron	13332	Dell pp21l	13610	Cisco phone
11880	4100	12841	Dell laptop	13471	Cisco phone
15225	Hp L1750	11913	Canon n670u	13614	Cisco phone
14525	Hp L1706	12978	Canonscan	13643	Cisco phone
13155	Dell latitude d505	13335	Canonscan	13609	Cisco phone
13113	Dell latitude d505	12974	Canonscan	13787	Cisco phone
13122	Dell latitude d505	15562	Canonscan	13851	Cisco phone
13125	Dell latitude d505	12162	Canonscan	13431	Cisco phone
16237	Acer kav10	11899	Canonscan	13608	Cisco phone
16222	Acer kav10	11909	Canonscan	13627	Cisco phone
17619	Acer kav10	11911	Canonscan	13571	Cisco phone
18214	Acer kav10	11910	Canonscan	13923	Cisco phone
ID	Model	ID	Model	ID	Model

16232	-	13772	Cisco phone	15644	Cisco phone
14836	Hp l1706	15564	Canonscan	14489	Hp 5700
18967	Hp 8200	12161	Canonscan	14490	Hp 5700
14147	Hp 1740	15563	Canonscan	14460	Hp 5700
17376	Hp le1711	14049	Hp 5700	14494	Hp 5700
14517	Hp l1706	19052	Hp 8200	14471	Hp 5700
14529	Hp l1706	14098	Hp 5700	14454	Hp 5700
14828	Hp l1706	14495	Hp 5700	14479	Hp 5700
14548	Hp l1706	14461	Hp 5700	14499	Hp 5700
14166	Hp l1740	14464	Hp 5700	18972	Hp 8200
14513	Hp l1706	14820	Hp 5700	14472	Hp 5700
14511	Hp l1706	14719	Hp 5700	18981	Hp 8200
14523	Hp l1706	14043	Hp 5700	18982	Hp 8200
14838	Hp l1706	18974	Hp 8200	14463	Hp 5700
14502	Hp l1706	19014	Hp 8200	14477	Hp 5700
14840	Hp l1706	14469	Hp 5700	14476	Hp 5700
14507	Hp l1706	14487	Hp 5700	14474	Hp 5700
14521	Hp l1706	14453	Hp 5700	14488	Hp 5700
14830	Hp l1706	14481	Hp 5700	18971	Hp 8200
15521	Hp l1706	14451	Hp 5700	14109	Hp 5700
14128	Hp 1740	14036	Hp 5700	18991	Hp 8200
15332	Hp l1750	14452	Hp 5700	14115	Hp 5700
14833	Hp l1706	14113	Hp 5700	14798	Hp 5700
14526	Hp l1706	14467	Hp 5700	14030	Hp5700
17276	Hp le1711	18984	Hp 8200	19171	Ex240u Mitsubishi
17394	Hp le1711	14821	Hp 5700	14299	Xd206u Mitsubishi
14832	Hp l1750	18968	Hp 8200	13208	Epson emps1h
14159	Hp 1740	19031	Hp 8200	16307	Xd221u Mitsubishi
14825	Hp l1706	18969	Hp 8200		
14527	Hp l1706	14027	Hp 5700		
14843	Hp l1706	14468	Hp 5700		
14824	Hp l1706	14822	Hp 5700		
17424	Hp le1711	14101	Hp 5700		
14845	Hp l1706	14042	Hp 5700		
14826	Hp l1706	18987	Hp 8200		
14844	Hp l1706	14805	Hp 5700		
15393	Hp l1750	19038	Hp 8200		
14395	Hp l1706	19005	Hp 8200		
14846	Hp l1706	14073	Hp 5700		
14541	Hp l1706	14480	Hp 5700		
14129	Hp l1740	14482	Hp 5700		
15518	Hp l1706	14458	Hp 5700		
19088	Hp 8000	14497	Hp 5700		
14531	Hp l1706	14483	Hp 5700		
11902	Canonscan	14498	Hp 5700		
11904	Canonscan	14456	Hp 5700		

9. Business: Other

a. Agreement

That the Board of Education approves the 2% increase for JoAnn Greene, Internal Claims Auditor, placing her annual stipend to \$19,596 for the 2017-2018 school year effective July 1, 2017.

K. Superintendent's Report

Dr. Nagler stated Ed Escobar will be presenting a report on Teacher Attendance.

Teacher Attendance

Presentation to the Mineola Board of Education

Teacher Attendance

- **Teacher attendance is directly related to student achievement.**
- **Teacher attendance is directly-related to a positive school culture.**
- **Teacher attendance and teacher effectiveness is the foundation of a positive growth mindset.**

Article XXV Non-attendance Days

- **15 sick days – all unused days can be accumulated in a “sick bank.”**
- **A teacher may accumulate a maximum of 200 days.**
- **2 Personal Days can not be accumulated (use it or lose it)**
- **20 Family Illness days of which 3 are not deducted from bank (3 free days).**
- **Death in family – up to 5 days not deducted from bank.**
- **Summary: 20 days available each year; 5 days are “free.”**

2016-2017

- **Three categories – Sick, Personal and Family Illness.**
- **Mineola has 280 teachers who took a total of 2,874.5 days for an average of 10.2 days.**
- **A caveat – 19 teachers had over 21 absences each due to medical issues, family illness or maternity leaves for a total of 914 days.**
- **If we remove that number, we are left with 261 teachers who took 1,960.5 days for an average of 7.5 days for the year.**

Total Absences 2016-2017 by Years Teaching

# of Years Teaching	Total # Teachers	Average Days
1--4	50	3.34
5--10	29	6.64
11--15	30	8.0
16-19	50	8.93
20-24	58	9.34
25-29	22	9.20
30+	22	8.77

% of Absences not Charged to Bank

Number of years	total # teachers	Avg days	% free days
1--4	50	2.83	43%
5--10	29	6.64	44%
11--15	30	8.0	49%
16-19	50	8.93	44%
20-24	58	9.34	41%
25-29	22	9.20	37%
30+	22	8.77	37%

Summary of Data

- 42% of all days taken for the 2016-2017 school year were not charged to a teacher's bank.
- 25% of these days were taken as Family Illness.
- If we remove untenured teachers, there were 211 teachers who took 1,816 days last year for an average of 8.6 days.

Overall Attendance

- **16 untenured teachers and 6 tenured teachers had 100% attendance against their banked days.**
- **Each of the above 22 teachers took “0” Personal and “0” Family Illness days.**
- **48 untenured teachers had exceptional attendance and took less than 3 Personal and Family Illness days.**

Final Thoughts

- **Teachers are vital to student learning and student achievement.**
- **We need to encourage good attendance and discourage excessive absences.**

Dr. Nagler had a few comments about teacher absences. He feels this is a problem.

L. Public Comments – no public comments this evening.

M. Executive Session **Time: 8:04 p.m.**

Motion: Brian Widman
Second: Cheryl Lampasona

Yes:	Christine Napolitano	No:	_____
	Dr. Margaret Ballantyne-Mannion		_____
	Brian Widman		_____
	Cheryl Lampasona		_____
	Patrick Talty		_____

Passed: Yes

N. Adjournment **Time: _____ p.m.**

Motion: _____

Second: _____

Yes:	_____	No:	_____
	_____		_____
	_____		_____
	_____		_____

Passed: _____

Respectfully Submitted,

Linda M. Spagnola
District Clerk