

## **Mineola Union Free School District, Mineola, NY**

### **Workshop Meeting Agenda**

*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 - 2022 - 2023**

***TBD***

**DATE: July 5, 2022**

**High School Cafeteria**

**7:00 p.m.**

#### **Board of Education**

Dr. Margaret Ballantyne  
Patrick Talty  
Cheryl Lampasona  
Brian Widman  
Stacey DeCillis

#### **Central Office**

Dr. Michael Nagler, Superintendent of Schools  
Catherine Fishman, Deputy Superintendent  
Andrew Casale, Asst. Supt. for Business & Operations  
Linda Spagnola, District Clerk

- A. Call to Order
- B. Pledge of Allegiance
- C. Reading of Mission
- D. Moment of Silent Meditation
- E. Dais & Visitor Introductions
- F.
- G. BOE Reports
  - 1. Comments from Board Trustees
  - 2. Comments from Board President
  - 3. Comments from Superintendent

**H. Old Business**

**I. New Business**

**Approval of CAP - Risk Assessment Report**

**RESOLUTION #3** - **BE IT RESOLVED** that the Board of Education of the Mineola Union Free School District hereby accepts the Corrective Action Plan ("CAP") related to the Risk Assessment Report and hereby instructs the Assistant Superintendent for Business and Operations to file such a plan with the NYSED Office of Audit Services.

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

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

**Passed:** Yes \_\_\_\_ No \_\_\_\_

**Approval of CAP - Agreed Upon Procedures Report**

**RESOLUTION #4** - **BE IT RESOLVED** that the Board of Education of the Mineola Union Free School District hereby accepts the Corrective Action Plan ("CAP") related to the Agreed Upon Procedures Report and hereby instructs the Assistant Superintendent for Business and Operations to file such a plan with the NYSED Office of Audit Services.

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Yes:                      No:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Passed:    Yes \_\_\_\_    No \_\_\_\_

**RESOLUTION #5 - Tax Levy**

**BE IT RESOLVED** that the Mineola Board of Education adopts the tax levy of \$84,660,000 be raised by taxation for the Mineola Union Free School District of the Town of North Hempstead, Nassau County, New York for the 2022-2023 school year to be levied upon the taxable property of the said school district as said property has been certified to by the Board of Assessors for the said school year.

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Yes:                      No:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Passed:    Yes \_\_\_\_    No \_\_\_\_

**RESOLUTION #6 - Lease Agreement with Harbor Day Care Center, Inc., d/b/a Harbor Child Care**

**BE IT RESOLVED** that the Mineola Union Free School District Board of Education hereby determines that a Lease Agreement between the Board and Harbor Day Care Center, Inc., d/b/a Harbor Child Care ("Harbor Child Care"), with respect to classroom, office space and parking facilities at Willis Avenue School, is in the best interests of the School District, is for fair market value and that the space to be used by Harbor Child Care is not required for District purposes; and

**BE IT FURTHER RESOLVED**, that the President of the Board is hereby authorized and empowered to execute the Lease Agreement.

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

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

Passed: Yes \_\_\_\_ No \_\_\_\_

**RESOLUTION #7 - APPROVING ASSIGNMENT OF LEASE FOR PARKING**

**WHEREAS**, the Mineola Union Free School District ("Mineola") and the First Korean Church of New York ("Landlord") previously entered into a lease agreement for use of its Parking Lot; and

**WHEREAS**, Mineola and the Landlord extended such lease agreement through June 30, 2023; and

**WHEREAS**, Harbor Day Care Center, Inc., d/b/a Harbor Child Care ("Harbor Child Care") will be leasing the entire premises of the Willis Avenue School; and

**WHEREAS**, Mineola wishes to assign its right under the lease to Harbor Child Care and Landlord has agreed to the assignment

**BE IT RESOLVED**, that the Board of Education hereby approves the Assignment and Assumption of Lease Agreement among the parties; and

**BE IT FURTHER RESOLVED**, that the President of the Board of Education is authorized to execute said agreement, and

**BE IT FURTHER RESOLVED**, that the Superintendent of Schools and School District administrators are authorized and directed to take any action necessary to effectuate said agreement.

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Yes:                      No:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Passed:    Yes \_\_\_\_    No \_\_\_\_

**RESOLUTION #8 - District Payment of My School Bucks Program Fee**

**WHEREAS**, the Mineola Union Free School District ("Mineola") has policies and procedures in place favoring secure electronic transactions over less easily protected transactions by cash or check; and

**WHEREAS**, use of such a secure electronic payment system averts significant risks of loss and/or theft in comparison to payments made in cash or by check and additionally provides for more accurate accounting of such payments; and

**WHEREAS**, Heartland Payment Systems provides a secure electronic system of payment of various school-related fees, including but not limited to School Lunch Fund and other parent/student payments known as My School Bucks,

**BE IT RESOLVED**, that the Board of Education hereby approves payment by Mineola of the program fee associated with use of My School Bucks.

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Yes:                      No:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Passed:    Yes \_\_\_\_    No \_\_\_\_



**RESOLUTION #9 - Whitsons Nutrition LLC - Child Nutrition Program**

That the Board of Education approve the award of the contract for a Food Service Management Company to operate the Child Nutrition Program to Whitsons Nutrition LLC, 1800 Motor Parkway, Islandia, NY 11749 for the 2022-23 school year at the following meal rates:

	<u>Total per Meal</u>	<u>Estimated # of Meals</u>	<u>Total Aggregate</u>
Breakfast	\$2.15510	32,970	\$71,053.65
Lunch	\$3.35590	233,873	<u>\$784,854.40</u>
		Grand Total	\$855,908.05

as per the contract's documents; and further authorize the Board of Education President to execute said contract, which will be submitted to the New York State Education Department for final approval.

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Yes:                      No:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Passed:    Yes \_\_\_\_    No \_\_\_\_





1. That the Board of Education accepts the resignation of Joseph Owens, Supervisor of Fine and Performing Arts, effective June 30, 2022.

b. **Appointments**

1. That the Board of Education approves the appointment of Tracey A. Hanes, to the position of Part Time (.5) ELA Teacher, effective September 1, 2022 to June 30, 2023 with a salary of .5 of MA+30, Step 2, \$81,805 equaling \$40,903.
2. That the Board of Education approves the appointment of Kristen Knipfing, to the position of Part time (.5) Speech Teacher, effective September 1, 2022 to June 30, 2023 with a salary of .5 of MA, Step 1, \$74,753 equaling \$37,376.
3. That the Board of Education approves the appointment of Lindsey Ramos, to the position of Leave Replacement Teacher for Meagan Fabiitti, effective September 1, 2022 to on or before June 30, 2023 with a salary of MA, Step 2, \$74,753.
4. That the Board of Education approves the appointment of Dapheny Taveras, to the position of Probationary Pre-K teacher hired after 7/1/2013, effective September 1, 2022 with a salary of PreK, Step 1, \$47,023 and a Probationary Period from September 1, 2022 to August 31, 2026
5. That the Board of Education approves the appointment of Alejandra Fuentes-Lozano, to the position of Pre-K teacher hired after 7/1/2013, effective September 1, 2022 with a salary of PreK, Step 1 \$47,023 and a Probationary Period from September 1, 2022 to August 31, 2026.
6. That the Board of Education approves the appointment of Corrin Culhane, to the position of Part time (.5) ENL Teacher, effective September 1, 2022 to June 30, 2023 with a salary of .5 of MA, Step 1, \$74,753 equaling \$37,376.

c. **Permanent Sub Appointments**

That the Board of Education approves the following individual(s) as Permanent Substitute Teacher(s) for the current school year, between October 1st and May 31st, at a daily rate of \$130.

	<b><u>Employee Name</u></b>	<b><u>Certification</u></b>	<b><u>Effective Date</u></b>
1.	Tracey A. Hanes	ELA 7-12	10/01/22-5/31/23

d. **Per Diem Sub Appointments**

That the Board of Education approves the following individual(s) as Per Diem Substitute Teacher(s) for the current school year, at a daily rate of \$130.

	<b><u>Name</u></b>	<b><u>Certification</u></b>	<b><u>Effective Date</u></b>
1.	Tracey A. Hanes	ELA 7-12	09/01/22-09/30/22

e. **Instruction - Summer Fine & Performing Arts Program - Appointments**

That the Board of Education approves a self-funded Summer Fine and Performing Arts Program, (Salary, hourly summer wages are based on the MTA and/or MTAA contractual rates):

	<b><u>Position</u></b>	<b><u>Employee Name</u></b>	<b><u>Step</u></b>	<b><u>Salary-per hr</u></b>
1.	Art Teacher	Nicholas J. Rotolo	1	\$62.30
2.	Sub Teacher	Brian S. Buckhout	1	\$62.30

f. **Summer Special Ed/ESY Program (Extended School Year) - Appointments**

That the Board of Education approves the following staff members for the Summer Special Education/Extended School Year Program:

	<u>Position</u>	<u>Name</u>	<u>Step</u>	<u>Salary-per hr</u>
1.	Substitute Teacher	Catherine McCarthy	2	\$67.71
2.	Nurse Sub	Sheri L. Ragolia	1	\$42.05

g. **Instruction: Contracted**

1. That the Board of Education approves the Special Education Services Contract between Roslyn UFSD and the Mineola UFSD for the 2020-2021 school year.

h. **Instruction: Summer Enrichment Program - Appointments**

That the Board of Education approves the following staff members for the Summer Enrichment Program:

	<u>Position</u>	<u>Name</u>	<u>Step</u>	<u>Salary-per hr</u>
1.	Teacher	Jodi M. Dilemme	1	\$62.30
2.	Teacher	Valerie Garcia	1	\$62.30

2. **CIVIL SERVICE**

a. **Resignation(s)**

1. That the Board of Education accepts the resignation of Doris Fortino, Stenographic Secretary for the High School, effective August 31, 2022.
2. That the Board of Education accepts the resignation of Kristina Bilello, part time teacher aide at Meadow Drive, effective June 3, 2022.

b. **Appointment(s)**

1. That the Board of Education approves the appointment of Thomas E. Farrell, to the position of Head Custodian II, effective July 1, 2022 with a salary on Step F2 of \$78,547.00.

c. **Leave of Absence - Paid Medical**

1. That the Board of Education approves a paid Medical Leave of Absence to Jose Luna, Cleaner for the District, effective July 5, 2022 through July 29, 2022.

d. **Civil Service Summer Seasonal Appointment(s)**

That the Board of Education approves the following student workers for summer employment at \$15.00/hr:

	<u>POSITION</u>	<u>EMPLOYEE NAME</u>
1.	Summer Wrestling Camp	Joseph Keesee
2.	Summer Wrestling Cmap	Nicholas Kostulias
3.	Student Worker	James Franz
4.	Student Worker	Matthew Amitrano
5.	Student Worker	Megan Connolly
6.	Student Worker	Melissa Connolly
7.	Student Worker	Sabrina Matzer
8.	Student Worker	Julia O'Connor
9.	Student Worker	Goncalo Oliveira
10.	Student Worker	Bethany Shatz
11.	Student Worker	Jamie Valentino
12.	Student Worker	Natalie Rivera



	<b><u>POSITION</u></b>	<b><u>EMPLOYEE NAME</u></b>
13.	Student Worker	Ricardo Wright
14.	Student Worker	Andrew Aguilar Valle
15.	Student Worker	Ralph Amitrano
16.	Seasonal Worker	Alexander Baker
17.	Student Worker	Aidan Breen
18.	Student Worker	Richard Brocchini
19.	Student Worker	Michael Duda
20.	Student Worker	Jack Franz
21.	Student Worker	Stephen Franz
22.	Student Worker	Connor Kelly
23.	Student Worker	Samuel Kille
24.	Student Worker	Ethan Lavrado
25.	Seasonal Worker	Samuel Mora
26.	Student Worker	Paul Revelant
27.	Student Worker	Jack Sargent
28.	Student Worker	James Strobel
29.	Student Worker	Luis Toala
30.	Student Worker	John Valentino
31.	Student Worker	Raphael Widman

e. **Civil Service - Summer Special Ed Teacher Aide(s)**

That the Board of Education approves the following staff members for the Summer Special Education Program:

	<b><u>POSITION</u></b>	<b><u>EMPLOYEE NAME</u></b>	<b><u>SALARY</u></b>	<b><u>EFFECTIVE</u></b>
1.	TeacherAide	Lorena A. Romano	\$35.09/Hr	07/05/2022
2.	Greeter	Laura Colletti	\$15.00/Hr	07/05/2022
3.	Teacher Aide Sub	Marisse S. Hargrove	\$19.70/Hr	07/05/2022
4.	Teacher Aide	Carla J. Attard	\$29.01/Hr	07/05/2022
5.	Teacher Aide PT	Aferdita Becerra	\$20.11/Hr	07/05/2022
6.	Teacher Aide	Donna M. Coulon	\$39.50/Hr	07/05/2022
7.	Teacher Aide PT	Nancy E. Gessner	\$29.01/Hr	07/05/2022
8.	Teacher Aide	Judith Granath	\$39.50/Hr	07/05/2022
9.	Teacher Aide	Amanda M. Hagan	\$22.76/Hr	07/05/2022
10.	Teacher Aide	Angela M. Hagan	\$28.25/Hr	07/05/2022
11.	Teacher Aide	Joseph C. Lloyd	\$26.42/Hr	07/05/2022
12.	Teacher Aide	Barbara A. Miller	\$37.23	07/05/2022
13.	Teacher Aide	Patricia C. Rodrigues	\$20.11/Hr	07/05/2022
14.	Teacher Aide	Cristina R. Santos	\$23.63/Hr	07/05/2022
15.	Teacher Aide	Laurel Stavish	\$20.99/Hr	07/05/2022
16.	Teacher Aide	Marianne Wachter	\$28.25	07/05/2022
17.	Teacher Aide	Sarah Angela	\$15.00	07/05/2022

f. **Civil Service - Summer Special Ed Teachers-in-Training**

That the Board of Education approves the following Teachers-in-Training for the Summer Special Education Program:

	<b><u>POSITION</u></b>	<b><u>EMPLOYEE NAME</u></b>	<b><u>SALARY</u></b>	<b><u>EFFECTIVE</u></b>
1.	Teacher in Training	Victoria Ondris	\$15.00	07/05/2022

	<u>POSITION</u>	<u>EMPLOYEE NAME</u>	<u>SALARY</u>	<u>EFFECTIVE</u>
2.	Teacher in Training	Caroline Messemer	\$15.00	07/05/2022
3.	Teacher in Training	Alexa Raffo	\$15.00	07/05/2022
4.	Teacher in Training	Caitlin Calio	\$15.00	07/05/2022

g. **Civil Service - Summer Bus Aide(s)**

That the Board of Education approves the following staff members for the Summer Bus Aide(s) for the 2022-2023 school year:

	<u>POSITION</u>	<u>EMPLOYEE NAME</u>	<u>SALARY</u>	<u>EFFECTIV</u>
1.	Substitute Bus Attendant	Anne Glaser	\$17.11	July 1, 2022
2.	Substitute Bus Attendant	Ana Jaime	\$18.10	July 1, 2022
3.	Substitute Bus Attendant	Brenda Maguire	\$15.67	July 1, 2022

3. **BUSINESS / FINANCE**

a. **Treasurer's Report**

1. That the Board of Education approves the Treasurer's Reports for the period ending May 31, 2022.

b. **Business/Finance - Contract Approvals**

1. That the Board of Education hereby approves the letter of engagement letter with Nawrocki Smith for external auditing services for the 2022-2023 school year and authorizes the Assistant Superintendent for Business and Operations to execute said agreement.
2. That the Board of Education approves an agreement with HMB Consultants, LLC for the 2022-23 school year to at a cost of approximately \$19,846.50. HMB Consultants, LLC will provide consultation and bid development services and authorizes the Assistant Superintendent for Business & Operations to execute said agreement.
3. That the Board of Education approves Health contracts between the following districts and the Mineola UFSD, whereby said districts provide health and welfare services for the 2021-2022 school year.
  - Hempstead UFSD
  - Great Neck UFSD
4. That the Board of Education approves the Professional Development Agreement between True Brand Sports d/b/a/ Equilibria and the Mineola Union Free School District from July 2022 to August 2022.



5. **Employee Agreements**

That the Board of Education hereby authorizes the Board president to execute employee agreements with the following individuals, the terms of which have been reviewed by the Board in executive session, effective July 1, 2022:

1. Steven Argus, Jr. - Maintenance Supervisor II
  2. Lori Baker - Treasurer
  3. Jenny Carcana - Director of School Facilities & Operations
  4. William Gilberg- Supervisor of Transportation
  5. Linda Spagnola - District Clerk
6. That the Board of Education approves an agreement with School Aid Specialists Management Systems (SASMS) for the 2022-23 school year at a cost of \$27,900. SASMA will provide assistance with State Aide, STAC Assistant services, and with other State Aid schedules/filings and authorizes the Assistant Superintendent for Business & Operations to execute said agreement.
7. That the Board of Education approves the contract for JoAnn Greene, Internal Claims Auditor, placing her annual stipend at \$21,640 for the 2022-23 school year, and authorizes the Assistant Superintendent for Business & Operations to execute said agreement.
8. That the Board of Education hereby approves the letter of engagement letter with Cullen and Danowski for internal auditing services for the 2022-2023 school year and authorizes the Assistant Superintendent for Business and Operations to execute said agreement.
9. That the Board of Education approves an agreement with "Keeping Your Books" to provide accounting services for the period of July 1, 2022 through June 30, 2023 and authorizes the Assistant Superintendent for Business & Operations to execute said agreement.
10. That the Board of Education hereby approves the contract with Learner-Centered Collaborative for consulting services on student centered models of instruction for Jackson 21 and Synergy and authorizes the Deputy Superintendent to execute said agreement.
11. That the Board of Education hereby approves the contract with David Shanker for consultant services on improving the District's research programs and assisting to attract more students to participate in such programs and authorizes the president of the Board of Education to execute said agreement.

K. Superintendent's Report

Superintendent of Schools' Reports

Presentations:

1. PDP Report - By Dr. Nicole Moriarty

Superintendent Comments

L. Executive Session      Time: \_\_\_\_\_ p.m.

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Yes:                      No:

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_____	_____
_____	_____
_____	_____

Passed: \_\_\_\_\_

M. Adjournment Time: \_\_\_\_\_ p.m.

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Yes:                      No:

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_____	_____
_____	_____
_____	_____
_____	_____

Passed: \_\_\_\_\_

Respectfully Submitted,

Linda M. Spagnola  
District Clerk