

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

Workshop Meeting Minutes

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

Board Goals - 2013-2014

Educational

- To continue to integrate the Common Core standards with an emphasis on new grade level assessments which measure student progress in specific standards
- Develop and implement a plan to encourage HS students to challenge AP and/ or College level coursework with the goal of every student gaining this experience before they graduate
- Develop a system to assess the District's Strategic Objectives and report on progress toward those objectives
- Explore the feasibility of 5 day Pre-K for all students

Facilities

- Explore the feasibility of green technologies as part of the projects associated with our Capital reserve expenditures
- Implement and maintain a comprehensive security plan

Finance

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

DATE: November 7, 2013

LOCATION: Willis Ave. School

OPEN WORK SESSION 7:00 p.m. 2nd Floor Board Room

Board of Education

Arthur Barnett, President
Christine Napolitano, Vice President
Patricia Navarra, Trustee
Nicole Matzer, Trustee
William Hornberger, Trustee

Central Office

Dr. Michael Nagler, Superintendent of Schools
Jack Waters, Asst. Supt. for Finance & Operations
Patricia Burns, Asst. Supt. of Curr.,Instr.,&Assess.
Andrea Paggi, District Clerk

A. Call to Order - 7:05pm

B. Pledge of Allegiance

C. Reading of Mission- Mr. Barnett

D. Moment of Silent Meditation

E. Dais & Visitor Introductions

F. High School Student Organization Report

There was no Student Organization report tonight.

G. BOE Reports

a. Comments from Board Trustees

Nicole Matzer stated that she attended her first Home Show and was amazed by the performances. She stated that it was a nice family event. Ms. Matzer and some of the Board members had attended the NYSSBA conference and was happy to report that Mineola is ahead of many districts in academics and technology. She also reported that she worked the Haunted House at the Jackson Avenue Halloween party. Finally, Ms. Matzer stated that she donated many bags to the Fall Clean Out clothing drive at the high school.

Patricia Navarra stated that the NYSSBA conference was very exciting and it was nice to see how well we are doing as a District. Ms. Navarra also congratulated the Volleyball team on their season and for making the playoffs.

Christine Napolitano reported that she had dropped off 13 bags of clothes at the High School and thanked Linda Ramos for organizing the event. She also attended the Home Show and it was fantastic. Ms. Napolitano attended the volleyball games and the girls made an amazing effort. She also attended the Conference and added that she didn't see anything "new" at the various workshops. Finally, Ms. Napolitano congratulated the Marching Band for their season.

William Hornberger reported that the financial committee needed to move the date of their meeting due to a conflict with the auditors.

Mr. Barnett stated that before his report, there is a special presentation this evening. Dr. Nagler introduced Mr. DeLuca to the group. Mr. DeLuca stated that the High School will be performing "The Heiress" on November 22nd and 23rd. He said this is a big production and has been on Broadway four times. He added that sets and costumes have been rented for this production. Mr. DeLuca was accompanied by three of the performers from the production and he introduced the actors. They stated that "The Heiress" is a period piece about a girl looking for love. The three actors did a small performance for the Board and the audience.

The Superintendent thanked Mr. DeLuca and the three students for coming tonight and for their performance. He looks forward to attending the play and encouraged everyone to attend. Dr. Nagler stated that he also wanted to acknowledge, while Mr. DeLuca was here, the donation his parents have made to the District. The Superintendent thanked Mr. DeLuca for their generosity.

b. Comments from Board President

Mr. Barnett thanked all of the volunteers who helped make the Home Show a success. Mr. Barnett also attended the NYSSBA Conference in Rochester and agreed that it was nice to see how our District compares to others in the State. Mr. Barnett attended the Marching Band performance in Syracuse and the girls volleyball game. He stated that in both cases the parents were heartbroken by the outcomes. But, the kids were fine and proud of themselves. Mr. Barnett attended the Halloween activities in Ms. Levi's class at Hampton and helped the children count pumpkin seeds.

c. Comments from Superintendent

The Superintendent stated that he joined the Board on many of the events that they had discussed. He attended the conference in Rochester and reported that we are on target with many things. Dr. Nagler also stated that it is nice to see what other districts are doing and how they are doing it. He also congratulated the Girl's volleyball and their playoff performance. He stated that the boys' Varsity football team made the playoffs and they will play on Saturday at 1:30pm against West Hempstead. Dr. Nagler will be attending Bingo Night at Jackson Avenue tomorrow. He stated that he will be taking his children to the cultural arts event at the high school on Saturday. He added that tickets are \$5 and they are always good kids shows.

Dr. Nagler stated that Tuesday was Superintendent's conference day and he and Ms. Burns had traveled around the District on that day. He congratulated everyone on their hard work. Dr. Nagler mentioned that on the Middle School webpage, teachers have made demonstration modules of how to complete various problems. Mr. Licht has 51 districts signed up to also make videos.

The Superintendent stated that November 19th is the Capital Reserve Vote and he will be doing presentations at all of the PTA meetings. On December 3rd, the Town Hall meeting will take place in the Middle School Music Room. He will do a brief presentation which will be followed by a panel of Mineola staff to answer questions from the community. On 11/13, Mineola will be the host venue for Commissioner King's forum on the Common Core from 4- 6pm. Senator Martins will be the moderator and his 15 districts will be represented. This will be a ticket only event and each district will be allotted 50 tickets. Dr. Nagler stated that he is soliciting questions for the event and added that the event will be streamed live on the website. The Superintendent asked the Board if there were any questions or comments.

Ms. Matzer asked what the deadline is for submitting questions for the 11/13 forum. Dr. Nagler would like to have all questions by this weekend. She also asked how to request tickets to the event. Dr. Nagler stated that some of the tickets have been reserved for the PTA and District Council presidents. Individuals who are interested in attending should contact the Superintendent. Ms. Navarra asked the Superintendent if he plans to meet with any senior groups to discuss the Capital Reserve Vote. Dr. Nagler stated that he would make some phone calls to set up possible meetings. There were no other comments.

H. Old Business

Mr. Barnett asked the Board if there was any old business. Mr. Hornberger asked the Superintendent for an update on the video and sound equipment upgrades for the Board meeting. The Superintendent stated that there are three options, for which he had previously sent information to the Board. He stated that there is only one option if we are looking to stream the meetings and it includes streaming, recording and warehousing the meetings. Mr. Barnett stated that he feels that streaming is the way to go and the Board also agreed. Mr. Hornberger asked if there will be any exit surveys conducted at the polling sites as previously discussed. Mr.

Barnett stated that he feels that the 11/13 forum will bring forth issues for the Town Hall meeting. It was suggested that we could ask community members for e-mail addresses, so they will receive various surveys. Mr. Hornberger asked for an update on the various grants to which the District is entitled. Mr. Waters stated that the grant of \$100,000 for the high school art room is a few weeks from approval and payment will be sent shortly after that time. The grant of \$150,000 for the science labs is still under review and is close to the final review. Mr. Waters reported that payment of these grants has taken awhile due to circumstances in the past. Mr. Hornberger feels that the Board should remain aware of the lag time of payment of the grants. Mr. Hornberger also asked for an update of the Board policy review. Mr. Barnett plans to get some dates together for the Board to review the 5000 policies and would like to get through the process by May. Mr. Hornberger expressed the need for the Board to get back on track with this project.

Ms. Matzer asked for an update of the alumni survey. Dr. Nagler stated that he plans to contact Mr. Escobar for help in reaching out to former students.

There was no additional old business.

I. New Business

Mr. Barnett stated that he had one item of new business. He reported that District has agreed to host Commissioner King's Common Core Forum on November 13, 2013. Mr. Barnett explained that the District was asked by Senator Martin to be the host venue and the cost of security for this event will be paid for by the Commissioner. Mr. Barnett also reminded the group that the District will be holding our Town Hall meeting on December 3rd at the Middle School. There were no other new business items from the Board. Mr. Barnett returned to the agenda items.

RESOLUTION #26- BE IT RESOLVED that the Board of Education accepts a donation from Marguerita & Matt DeLuca, Jr. in the amount of \$30,000 specifically and only for the upgrade of the microphones, speakers, and related sound equipment in the Mineola Middle School Auditorium.

Motion: Patricia Navarra

Second: Nicole Matzer

Discussion: The Superintendent stated that it is hard to express gratitude for a donation of this size. The acoustics in the Middle School auditorium are terrible and this donation allows the District to expedite the improvement project. Dr. Nagler again expressed his sincere gratitude.

Yes: William Hornberger
Nicole Matzer
Patricia Navarra
Christine Napolitano
Arthur Barnett

No: None

Passed: Yes

J. Consensus Agenda

RESOLUTION #27 -BE IT RESOLVED that the Board of Education approves the consensus agenda items J.1.a. through J.6.e., as presented.

Motion: Christine Napolitano

Second: William Hornberger

Discussion: The Superintendent stated that there is a need to amended the consensus agenda item J.2.d.- Appointment of Club/stipends: Matthew DeLuca needs to be removed as 8/9 Musical Director. A motion was made by Nicole Matzer to amend the consensus agenda and was second by William Hornberger. The Board was polled and all were in agreement with amending the consensus agenda. The motion passed. Mr. Barnett asked the Board if there was any discussion on the amended consensus agenda. Mr. Hornberger asked for clarification if a leave of absence is contractual or at the discretion of the Superintendent. The Superintendent stated that the item in question is at his discretion. There were no additional comments.

The Board was polled on the approval of the amended agenda.

Yes: William Hornberger
Nicole Matzer
Patricia Navarra
Christine Napolitano
Arthur Barnett

No: None

Passed: Yes

1. **Accepting of Minutes**

- a. That the Board of Education accepts the minutes of the October 17, 2013 Business Meeting as presented.

2. **Instruction**

- a. **Leave(s) of Absence/Child Rearing**
 1. That the Board of Education grants a request to Lisa Balogh-Richards, for an unpaid Leave of Absence, for child-rearing purposes, effective September 1, 2014 to June 30, 2015.
 2. That the Board of Education grants a request to Stephanie Klein, for a Leave of Absence, for child-rearing purposes, using accumulated sick days, starting approximately March 24, 2014.
 3. That the Board of Education grants a request to Sherry Scarcella, for a Leave of Absence, for child-rearing purposes, using accumulated sick days, starting approximately December 18, 2013.
- b. **Appointment(S) Sub Teacher per diem**

The Board of Education accepts the following individual(s) as Per Diem Substitute Teacher(s) for the current school year, at a daily rate of \$100.00 per day; and retirees at a daily rate of \$125.00 per day.:

- | <u>EMPLOYEE NAME</u> | <u>EMPLOYEE CERTIFICATION</u> |
|-----------------------------|--------------------------------------|
| 1. James Browning | Spanish 7-12 |

EMPLOYEE NAME

EMPLOYEE CERTIFICATION

2. Cindy Costa-Lopes PreK - Grade 6

c. Appointment(S) Perm Sub

1. The Board of Education approves the appointment of Katelynn Schmidt, to the position of Permanent Substitute Teacher, at Jackson Avenue, effective November 8, 2013 to May 31, 2014. Salary: \$100.00 per day.

2. The Board of Education approves the appointment of Laura Baldwin, to the position of Permanent Substitute Teacher, at Meadow Drive, effective November 8, 2013 to May 31, 2014. Salary: \$100.00 per day.

3. The Board of Education approves the appointment of Christina Medina, to the position of Permanent Substitute Teacher, at Meadow Drive, effective November 8, 2013 to May 31, 2014. Salary: \$100.00 per day.

4. The Board of Education approves the appointment of Jillian Vento, to the position of Permanent Substitute Teacher, at Meadow Drive, effective November 8, 2013 to May 31, 2014. Salary: \$100 per day.

5. The Board of Education approves the appointment of Michelle Topel, to the position of Permanent Substitute Teacher, at Meadow Drive, effective November 8, 2013 to May 31, 2014. Salary: \$100 per day.

6. The Board of Education approves the appointment of Raquel Piccirillo, to the position of Permanent Substitute Teacher, at Hampton Street, effective November 8, 2013 to May 31, 2014. Salary: \$100 per day.

7. The Board of Education approves the appointment of Casey Tierney, to the position of Permanent Substitute Teacher, at Hampton Street, effective November 8, 2013 to May 31, 2014. Salary: \$100 per day.

8. The Board of Education approves the appointment of Melissa Fusco, to the position of Permanent Substitute Teacher, at Mineola Middle School, effective November 8, 2013 to May 31, 2014. Salary: \$100 per day.

9. The Board of Education approves the appointment of Kaitlin Smith to the position of Permanent Substitute Teacher, at Mineola Middle School, effective November 8, 2013 to May 31, 2014. Salary: \$100 per day.

10. The Board of Education approves the appointment of Nicollette Iannelli, to the position of Permanent Substitute Teacher, at Mineola Middle School, effective November 8, 2013 to May 31, 2014. Salary: \$100 per day.

11. The Board of Education approves the appointment of Nicole Wissler, to the position of Permanent Substitute Teacher, at Mineola Middle School, effective November 8, 2013 to May 31, 2014. Salary: \$100 per day.

d. Appointment(s) Club/Stipends

That the Board of Education approves the following Club/stipend recommendations for the current school year:

<u>POSITION</u>	<u>EMPLOYEE NAME</u>	<u>STIPEND</u>
Drama Technical Director	Melissa Fusco	\$1,427.00
Art Honor Society	Gina-Marie Buongiovanni	\$980.00
8/9 Musical Asst Director	Donald Carreras	\$2,141.00
8/9 Musical Choreographer	Barbara Peters	\$1,427.00
8/9 Musical Stage Construction	Vincent Tunkel(1/2 stipend)	1/2 of \$1,784.00

<u>POSITION</u>	<u>EMPLOYEE NAME</u>	<u>STIPEND</u>
8/9 Musical Stage Construction	Paul Sommer(1/2 stipend)	1/2 of \$1,784.00
8/9 Musical Technical Director	Donald Carreras	\$1,427.00

3. **Civil Service**

a. **Resignation(s)**

1. That the Board of Education accept the resignation of Gladys Gaines, part time Teacher Aide at Hampton Street School, effective November 1, 2013.

b. **Appointments**

1. That the Board of Education approve the temporary appointment of Qian Xia, to the position of Account Clerk in the Business Office to assist in the Payroll Department during the medical leave of absence of Katherine Merendino, effective October 28, 2013. Her salary will be \$45,883, Step 1, pro-rated.
2. That the Board of Education approve the appointment of John Hassell, to the position of Cleaner Sub, effective November 12, 2013. Salary will be \$12.25 per hour.
3. That the Board of Education approve the appointment of Christina Langley, to the position of Teacher Aid Sub, effective November 12, 2013. Salary will be \$13.74 per hour.
4. That the Board of Education approve the appointment of Barbara Nichols, to the position of part time Bus Attendant to replace Michele Sciroppo, who retired. Salary is \$10.75 per hour on Step 1. Probation is 26 weeks.

c. **Leave(s) of Absence**

1. That the Board of Education approve a paid Medical Leave of Absence to Janet Lopez, part time Teacher Aide at Meadow Drive School, effective October 14, 2013, until further notice.
2. That the Board of Education approves a paid Medical Leave of Absence to Lynn Ross, 12 month Bus Driver, due to surgery, effective October 30, 2013 through November 18, 2013.

d. **Leave(s) of Absence**

1. That the Board of Education grant a request to Niloofar Lahijani, part time Teacher Aide at Meadow Drive School, for an extension of an Unpaid Medical Leave of Absence, effective October 21, 2013 through mid November.

e. **Reappointments**

1. That the Board of Education approve the reappointment of Jennifer Morelli, to the Teacher Aid Substitute List, effective November 12, 2013. Salary is \$13.74 per hour.
2. That the Board of Education approve the reappointment of Madeline Valentini, to the Teacher Aid Substitute List, effective November 12, 2013. Salary is \$13.74 per hour.

4. **Business /Finance**

a. **Budget Appropriation Adjustment**

1. That the Board of Education approves the following budget transfers for: \$25,000.00 from Budget code: 2110.120.02.4010; \$25,000 from Budget code: 2110.120.03.4010; \$25,000 from Budget code: 2110.120.04.4010; and \$25,000 from Budget code: 2110.120.10.4010 for a total of \$100,000 to Budget code: 2110.470.00.4010, monies to be moved from Gifted Program Salaries from the four schools to the Budget code for Gifted Tuition- LIU.

2. That the Board of Education approves the following budget transfers for: \$77,000.00 from Budget code: 2110.100.05.3009 to Budget code: 2110.121.06.1112. Teachers budgeted in 2013/14 in one code have been moved and are paid out of a different code. This transfer covers their salaries.

3. That the Board of Education approves the following budget transfers for: \$42,000.00 from Budget code: 2110.120.03.2500 to Budget code: 2110.120.04.2500. Teachers budgeted in 2013/14 in one code have been moved and are paid out of a different code. This transfer covers their salaries.

5. **Other**

a. That the Board of Education approves the appointment of the following individuals to serve as Registrars and Inspectors at the Annual Election and Budget Vote held **Tuesday, November 19, 2013** at the hourly rate of pay, \$10.00:

Chief Election Inspectors:

Meadow Drive: **Eileen Alexander**
Jackson Avenue: **Carolina Macedo**

Registrars:

Meadow Drive: Madeline Cegelski, Loretta Piotrowski
Jackson Avenue: Eugene Raffetto, Frank Iaquinto

Inspectors:

Meadow Drive: Ann Marie Smith, Raymond Kwiatek, Lynn Clifford
Jackson Avenue: Flore Rowe, Marie Encizo, Mary Ann Iaquinto, Marian Kessler, Karen Dombeck

NOTE: In the event that there should be a vacancy created in any of the positions of Inspector of Election or Registrar, the Superintendent of Schools is authorized to appoint a qualified voter of this District to fill such vacancy.

A one hour workshop will be given on **Monday, November 18, 2013** from 3:00pm to 4:00pm and the attending Registrars and Inspectors will be compensated at the hourly rate of \$10.00.

6. **Business/Finance: Disposal of District Property**

That the Board of Education approves the disposal of the following district property, according to Policy #6900, declaring them obsolete:

- a. Old Computers (inventory list supplied to the Board).
- b. (56) Bluebird- 1990- 1BAAFRCRA4LFO34423
- c. (61) Bluebird- 1991- 1BAAGCSAXMF045127
- d. (65) Ford- 1995- 1FDJE37F4SHA69212
- e. (73) Bluebird- 2000- 1BAAGCPA9YFO92194

K. Superintendent's Report

Superintendent of Schools' Reports for 11/7/13

Presentations:

1. Guidance Presentation- Dr. Whitney Smith and Mr. Ed Escobar

The Superintendent reported that one of the Educational Goals of the Board for the 2013-2014 school year involves encouraging all high school students to gain the experience of AP and/or College level coursework. Dr. Nagler met with Mr. Escobar, principal and Dr. Whitney Smith, assistant principal of Guidance, in order to discuss where we are at and a plan of how to move forward. The Superintendent introduced Mr. Escobar and Dr. Smith to present "College and Career Readiness". (This presentation can be found on the District website on the Board of Education page).

Mr. Escobar displayed the Board Goal for the group and stated that the key word is "challenge". He stated that the number of AP classes has increased to a total of 15 and approximately 400 AP exams were administered this past school year. Mr. Escobar stated that this is a credit to the Board, teachers and students. However, he added that we are still not reaching all of the students. The High School also offers some classes in which, students can receive credits in conjunction with local colleges. Mr. Escobar presented the goals of the high school: challenge students; give students the opportunity to explore their interests; and provide students with the opportunity to obtain credits while in high school since college is so expensive. Mr. Escobar introduced Dr. Smith to discuss "College and Career Readiness".

Dr. Smith reported that he visits many colleges and he has found that many do not display statistics for students graduating in four years. Many students attend college for 5- 6 years before graduating. Dr. Smith displayed a list of the AP (15) and College level (6) course currently offered to students at the high school. He stated that for the class of 2014 (203 students) - 68% are taking or have taken at least 1 AP or College level course; and of that number, 60% have take college level courses and 47% have taken AP classes. Dr. Smith stated that at the high school they looked at ways to increase student participation in these types of opprtunities. 1. **Analyze** the course catalog- targeting specific junior and senior classes. 2. **Compare** MHS courses with Adelphi courses and descriptions. 3. **Collaborate** by meeting with Adelphi University Coordinator of High School Programs. 4. **Determine** courses to apply for course approval from Adelphi. Dr. Smith discussed the reason for focusing on College level classes. Mineola High School currently offers 15 AP classes. The college level courses will help strengthen our partnership with local Universities. He stated that we can explore paralleling AP with College level credit. Finally, college level classes offer local control of grades and are widely accepted by colleges. Dr. Smith stated that courses are being evaluated by Adelphi and he added that it is felt that there are many promising options. Dr. Smith feels that many of these courses will attract students currently taking AP classes and also these courses, that will potentially be offered, will catch the other group of student who currently don't take AP or college level courses. Dr. Smith briefly explained the process for proposing new courses to Adelphi which includes: teacher resume, unofficial transcript, syllabus and the Adelphi University Review Process. The Adelphi High School Student requirements were discussed. High School juniors and seniors may participate; students may take up to 2 classes per semester; families register online for the class and the current tuition is \$315 per class. According to Adelphi, more than 90% of the students that apply for college credit receive it at a variety of post secondary institutions across the country.

Dr. Smith asked the Board if there were any questions or comments. Mr. Barnett stated that this opportunity opens the possibility of real savings for students and their families. Ms. Napolitano stated that she found the College level courses were a much better buy for her with her children. The Superintendent stated that the benefit of credits is secondary to students being given the experience of what a college wants from them. Dr.

