

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

Annual BOCES Vote/ 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 - 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: April 24, 2014

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- 7:05 pm**
- B. Pledge of Allegiance**
- C. Reading of Mission- Arthur Barnett**
- D. Moment of Silent Meditation**

E. Dais & Visitor Introductions

Absent: Patricia Burns

F. High School Student Organization Report

Tonight's Student Organization report was by Pallak Anad and Felicia Vella. Pallak reported that AP exams at the High School will begin on May 5th and run for two weeks. She stated the school year for seniors is winding down and they will be attending an assembly next Wednesday evening with their parents- "Choices and Consequences". The SO election is coming up at the High School and the students will vote on next year's Board. Felicia reported on three upcoming music events: the 8th/9th grade production of Mulan will take place on 5/9 and 5/10; the treble Choir will be performing at Lincoln Center on Monday evening at 8pm; and Marching Band begins its new season on May 1st.

G. BOE Reports

a. Comments from Board Trustees

Nicole Matzer stated that she hopes that everyone enjoyed their long break.

Patricia Navarra stated that she enjoyed the Regatta and congratulated Meadow Drive on their successful event. Ms. Navarra thanked the District Council for hosting the neighborhood event- Budget presentation, which will take place at Meadow Drive and Hampton Street on May 6th and 7th at 4pm.

b. Comments from Board President

Mr. Barnett stated that he would just like to acknowledge a few individuals. First, he would like to thank Jack Waters for all of his hard work in putting together the budget, details to be presented later in the meeting. He also thanked Nicole Matzer and Maugie Mannion for volunteering to run for the Board to serve the community. Finally, Mr. Barnett acknowledged Lindsay Spanhake, who has been recognized as Nassau County Middle School Math teacher of the year. He stated that we are lucky to have her in the District.

c. Comments from Superintendent

The Superintendent stated that he will be inviting Ms. Spanhake to the next meeting to be recognized and he thanked Andrew Casale, IL, for nominating Ms. Spanhake. He stated that Mineola now has an APP, which is a free download. As of 4/28, there will be a new feature on the website which will enable individuals to email any questions about the District that they want and it will be routed to the appropriate person. The Superintendent stated that he will let the community know about this feature. Dr. Nagler stated that the

climate surveys closed before the break. It was reported that there was strong turnout by students and teachers; however he was disappointed with the lack of parent response. The Superintendent stated that "Meet the Candidate" Night will take place on May 5th, there are two candidates running and the event will be hosted by District Council. Dr. Nagler stated that he would like to thank Pat for suggesting informal budget meetings at Meadow and Hampton and the dates have been set for 5/6 and 5/7 at 4pm. Finally, Dr. Nagler gave an update on the Fuel Station project: moving along very well and there will be a production meeting next week. The pump contractors are in now and the asphalt should be done next week.

H. Old Business

Ms. Napolitano asked for an update on the status of the summer camps. Dr. Nagler stated that he will send the Board an update in the Friday report, once he receives the numbers.

Ms. Matzer stated that she has downloaded the new APP and it is fun to use and asked who will be responsible for updating the APP. The Superintendent stated that each school will be responsible and he thanked Katie Sheehan for setting up the APP.

There was no additional old business.

I. New Business

Adoption of 2014/15 Budget and Property Tax Report Card

RESOLUTION # 54 - BE IT RESOLVED that the Mineola Board of Education approves the Adoption of the 2014- 2015 Education Plan and Budget in the amount of \$87,799,041, as submitted or, if necessary, with revisions, and further

BE IT RESOLVED that the Board of Education of the Mineola School approves the real property tax report card prepared by the District's Business Office for the 2014 Annual District Meeting: and be it further

RESOLVED that a copy of said report card shall be submitted to the State Education Department by the end of the next business day following this approval.

Motion: Nicole Matzer

Second: Patricia Navarra

Discussion: The Superintendent stated that the formal budget hearing will be held on May 8th and tonight he will present some of the 2014-15 highlights. *please see Superintendent report for these highlights*.

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

No: None

Passed: Yes

Impartial Hearing Officer Rates

RESOLUTION # 55 -RESOLVED that the Board of Education of the Mineola Union Free School District, upon recommendation of the Superintendent of Schools, shall compensate Impartial Hearing Officers who have been certified by the Commissioner of Education of the State of New York to serve as Impartial Hearing Officers in accordance with Education Law Section 4404 (1) and 8N.Y.C.R.R. Section 200.1(x), at the following rates for services and expenses:

[1] Certified Impartial Hearing Officers shall be compensated at the rate of one hundred dollars (\$100) per hour for time spent in pre-hearing, hearing, and post-hearing activities of researching and writing a decision. The District does not and will not pay for hearing dates which are adjourned or cancelled, regardless of the reason, when the adjournment or cancellation is on two or more business days' notice.

[2] Certified Impartial Hearing Officers will be reimbursed for reasonable and customary office expenses of photocopying, postage and facsimiles incurred and for travel time to and from the hearing at the rate of forty dollars (\$40) per hour.

[3] Automobile travel shall be reimbursed at the then-current per mile rate which is established from time-to-time for travel by District employees and representatives.

[4] Train travel shall be reimbursed at the actual reasonable costs incurred by the Impartial Hearing

Officer. It is anticipated that any airline travel will not be reimbursed without prior approval from the Board of Education.

[5] The District will reimburse Impartial Hearing Officers for the cost of their lodging up to one hundred dollars (\$100) per night with receipt submitted or sixty dollars (\$60) per night without receipt submitted for hearing dates that fall on consecutive days.

Motion: Christine Napolitano

Second: William Hornberger

Discussion: The Superintendent stated that this resolution will become a part of the annual Re-organization Meeting, to determine how to compensate a Partial Hearing Officer when needed. There was no additional discussion.

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

No: None

Passed: Yes

2014-2015 Cooperative Bid- Materials & Supplies (Bus, Van- Auto parts & Transmissions)

RESOLUTION # 56- WHEREAS, It is the plan of the Garden City UFSD, Herricks UFSD, Mineola UFSD, Great Neck UFSD, Levittown UFSD, North Shore Central School District, Port Washington UFSD, East Rockaway School District, Roslyn UFSD, Long Beach UFSD and Island Park UFSD, Floral Park-Bellerose School District, Plainedge School District in Nassau County, New York to bid jointly for Materials & Supplies (Bus & Auto Parts) and

WHEREAS, The Mineola School District is desirous of participating with other school districts in Nassau County in the joint bidding of the commodities mentioned above as authorized by General Municipal Law, Section 119-0 and

WHEREAS, The Mineola School District wishes to appoint a committee to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting the results to the Boards of Education and making recommendations thereon, therefore

BE IT RESOLVED, That the Board of Education of the Mineola School District hereby appoints David C. Murphy, Jr., of the Garden City School District to represent it in all matters related above, and

BE IT FURTHER RESOLVED, That the Mineola School District Board of Education authorizes the above mentioned committee to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned commodities, and

BE IT FURTHER RESOLVED, That the Mineola School District Board of Education agrees to assume its equitable share of the costs of the cooperative bidding, and

BE IT FURTHER RESOLVED, That the Mineola School District Board of Education agrees (1) to abide by the majority decisions of the participating districts on quality standards: (2) that unless all bids are rejected, it will award contracts according to the recommendations of the committee: (3) that after award of contract(s) it will conduct all negotiations directly with the successful bidder(s)

Motion: William Hornberger
Second: Nicole Matzer

Discussion: The District joins in on various Cooperative bids with other Districts in order to get better pricing or services which will benefit all of the Districts. This Cooperative bid is for auto and bus parts.

Yes: William Hornberger
Nicole Matzer
Patricia Navarra
Christine Napolitano
Arthur Barnett
No: None

Passed: Yes

Adoption of BOCES 2014-2015 Annual Operating Budget

RESOLUTION # 57-BE IT RESOLVED that the Board of Education of the Mineola Union Free School District approves the Nassau BOCES Proposed Administrative Operations Budget for the 2014/2015 school year in the amount of \$19,893,955.

Motion: Christine Napolitano
Second: Nicole Matzer

Discussion: The Superintendent stated that most of the 56 school districts participate in BOCES. They will often provide services which school districts cannot afford. All Districts are asked to vote on the BOCES proposed budget annually.

Yes: William Hornberger
Nicole Matzer
Patricia Navarra
Christine Napolitano
Arthur Barnett
No: None

Passed: Yes

Election of BOCES Candidates

RESOLUTION #58-BE IT RESOLVED that the Mineola Board of Education cast one (1) vote for three of the following candidates listed below to fill the Board of Cooperative Educational Services of Nassau County (BOCES) for three (3), three (3) year terms commencing July 1, 2014.

1. Deborah Ann Coates X
103 Hardy Lane
Westbury, NY 11590
East Meadow UFSD

2. Eric B. Schultz X
One Scott Place
Plainview, NY 11803
Plainview- Old Bethpage CSD

3. William P. Stris _____
41 Parkwold Drive East
Valley Stream, NY 11580
Valley Stream CHSD

4. Stephen B. Witt X
105 Finucane Place
Woodmere, NY 11598
Hewlett-Woodmere CHSD

Motion: Nicole Matzer
Second: Patricia Navarra

Discussion: Prior to taking the vote, Ms. Navarra made a motion to recommend supporting the incumbents, as they have all done a good job and there is no need to replace them. This motion was second by Christine Napolitano. The Board was polled and all were in agreement. The motion passed. The Board was polled on Resolution #58.

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

No: None

Passed: Yes

J. Consensus Agenda

RESOLUTION # 59- BE IT RESOLVED that the Board of Education approves the consensus agenda items J.1.a. through J.7.a., as presented.

Motion: Christine Napolitano

Second: William Hornberger

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 March 20, 2014 Business Meeting and the April 3, 2014 Workshop Meeting as presented.

2. **Instruction**

a. **Leave(s) of Absence/Child Rearing**

1. That the Board of Education grants a request to Maureen Wojis-Reyhanian, for a Leave of Absence, for child-rearing purposes, using accumulated sick days, starting approximately July 8, 2014.
2. That the Board of Education grants a request to Kim Morrissey for an extension to her unpaid Leave of Absence, for child-rearing purposes, effective September 1, 2014 to June 30, 2015.

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.:

EMPLOYEE NAME

EMPLOYEE CERTIFICATION

1. Stefanie Cristina Childhood Ed (Grades 1-6)

c. **Appointments 45 Day Subs**

1. That the Board of Education approves the appointment of Michelle Topel, to the position of 45 Day Substitute Teacher for Lisa Fiocco, starting approximately April 23, 2014 to on or before June 30, 2014; Salary: Days 1-20, \$100.00, Days 21-39 \$110.00, Days 40-45 \$120, Day 46 MA, Step 1, \$67,942 contract salary pro rated.

d. **Appointment(S) Perm Sub**

1. That the Board of Education approves the appointment of Stefanie Cristina, to the position of Permanent Substitute Teacher at Jackson Avenue School, effective April 25, 2014 to May 31, 2014. Salary: \$100 per day

e. Appointment(S) Summer Jumpstart

That the Board of Education approves the following teachers for the Summer Jump start Program, to be funded by Title III LEP (Salary, hourly summer wages are based on the MTA contractual rates):

	<u>EMPLOYEE NAME</u>	<u>STEP</u>	<u>STIPEND</u>
1.	Laura Kligman	2	\$1,895.70
2.	Andrea Romano	3	\$2,049.30
3.	Teri Wolfe	3	\$2,049.30
4.	Laura J. Baldwin	Sub (Step 1)	\$58.14 per hour
5.	Samantha Sanchez	Sub (Step 1)	\$58.14 per hour

3. **Instruction: Committee on Special Education**

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 3/1/14- 3/31/14. Please be advised that all of the parents have received the student's IEP and a copy of their DUE process rights.

4. **Instruction: Contracted**

a. That the Board of Education accepts the Special Education Services Contract for a Parentally Placed student between Bellmore Merrick UFSD and the Mineola UFSD for the 2013- 2014 school year.

b. That the Board of Education accepts the Nursing Services Contract between Health Source Group and the Mineola UFSD for the 2014- 2015 school year.

c. That the Board of Education accepts the Related Services Agreement between Gayle E. Kligman Therapeutic Resources and the Mineola UFSD for the 2014- 2015 school year.

5. **Civil Service**

a. Resignation(s)

1. That the Board of Education accept the resignation of Claire Gavin, part time Teacher Aide at the Middle School, effective April 11, 2014.

b. Appointments

1. That the Board of Education approve the appointment of Francis Feeley to the position of 5 Hour Bus Driver to replace Gonzalo Urrutia, effective April 28, 2014. Salary will be \$21,819 on Step 1. Probation is 26 weeks.

2. That the Board of Education approve, pending budget approval, 11 Teachers-in-Training positions for the Summer Special Education Program, effective July 1, 2014 through August 11, 2014 at the Middle School. Salaries will be \$8.50 to \$9.00 per hour. The hours will run from 8:15 am to 1:45 pm.

3. That the Board of Education approve, pending budget approval, 27 Summer Cleaner positions effective July 7, 2014 through August 15, 2014. It will be a seven hour day, Monday through Friday at \$8.00 per hour.

c. Leave(s) of Absence

1. That the Board of Education approve a paid Medical Leave of Absence to Gonzalo Gonzalez, Cleaner at the High School, due to surgery, effective March 28, 2014. Time frame for his return is undetermined at this time.

d. Civil Service: Other

1. That the Board of Education accept the letter rescinding the retirement of Marie DeSpirito, Stenographic Secretary at the High School, effective June 30, 2014.

6. **Business /Finance**

a. **Treasurer's Report**

That the Board of Education accepts the Treasurer's report for the period ending February 28, 2014 and directs that it be placed on file.

b. **Approval of Invoices and Payroll**

That the Board of Education accepts the Invoices and Payroll for the period ending March 31, 2014

A/P Warrant # 17	March 12, 2014	\$ 1,356,653.86
A/P Warrant # 18	March 26, 2014	\$ 283,352.09

TOTAL EXPENSES \$1,640,005.95

PAYROLL # 17 & # 18

General	\$4,022,687.16
F Fund	\$ 67,192.53

TOTAL PAYROLL \$4,089,879.69

7. **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, May 20, 2014** at the hourly rate of pay, \$10.00:

Chief Election Inspectors:

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

Registrars:

Meadow Drive: Madeline Cegelski, Rosetta Morris, Loretta Piotrowski, Robert Petraglia
Jackson Avenue: Eugene Raffetto, Frank Iaquinto, Michael Coniglio, Gary Nelson

Inspectors:

Meadow Drive: Ann Marie Smith, Douglas Cegelski, Raymond Kwiatek, Lynn Clifford
Jackson Avenue: Flore Rowe, Marie Encizo, Mary Ann Iaquinto, Karen Dombeck, Nora Coniglio, Marion Kessler

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.

The Superintendent of Schools recommends the appointment of the following Registrar to serve on Registration Day, Tuesday, **May 6, 2014**, between the hours of 4:00pm to 8:00pm at the authorized rate of pay of \$10 per hour.

Willis Avenue: **Eileen Alexander**

The Superintendent of Schools also recommends the appointment of : Eileen Alexander to open the Registration Books to the public on **Saturday, May 17, 2014** from 9:00am to 12:00 noon, at the same authorized rate of pay.

A one hour workshop will be given on **Monday, May 19, 2014** from 3:00pm to 4:00pm and the attending Registrars and Inspectors will be compensated at the hourly rate of \$10.00.

K. Superintendent's Report

Superintendent of Schools' Reports for 4/24/14

Presentations:

1. 2014/15 Budget

The Superintendent made this presentation prior to the Board vote on Resolution #54. *This presentation can be found on the District website, on the Board of Education page, under the heading "presentations".

The proposed budget for the 2014/15 school year is \$87,799,041, with a budget to budget increase of 1.92%. The proposed levy is 1.46%, which is achieved through the use of \$250,000 of fund balance from the teacher contract settlement. The Superintendent reminded everyone that this is the last year in which these funds will be available. The following are some of the Budget Highlights:

Educational: All current educational and co-curricular programs will continue. The District will continue the expansion of the technology program- virtualization of servers and desktops. Dr. Nagler stated that the technology plan will be presented on May 8th.

Curricular Enhancements: Expand existing pre-k program to 5 day 1/2 day for all students; outsource UPK to offer 54 full day seats. There will be a lottery on 5/8 for these spots. Expand dual language into Jackson and create a Spanish immersion program at Meadow Drive. Continuation of pre-k through grade 2 Kid Knowledge hands on science program. The Superintendent added that the June 5th meeting will be held at either Jackson Avenue or the Middle School for a 3D demonstration. There will be a continuation of science laboratory for grades 3-7, Kids Knowledge. Expand ipads in K-2 in classroom centers (this will be accomplished with use of the management efficiency grant).

Operational: Vehicles- continue 5 year Bus Replacement plan- 2 large buses will be replaced as well as a new truck for facilities including a new plow and sander (this will be done without an increase in the budget). Facilities Upgrade- new seats and flooring in MS auditorium; new public address system at Hampton; expand District wide monitoring to include water, temperature and boiler alerts; electrical upgrades at Hampton; air conditioning for non-instructional spaces at Meadow, Hampton and Jackson; maintain a 4% fund balance.

Equipment: \$217,000 is allocated for equipment and some items included are: new gym padding for Meadow Drive, new furniture for pre-k rooms, new equipment for HS science research laboratory, tire replacement equipment for bus garage, replacement desk and chairs district wide, spin cycles for the high school fitness center, musical instrument replacement and computer hardware.

The Superintendent stated that this is the 7th year in a row that the District has proposed a budget at or below 2.5%. This budget is the 6th lowest in the county.

The Superintendent asked the Board if there were any questions or comments. Mr. Hornberger asked for clarification of expanding the dual language program into Jackson. The Superintendent stated that they will continue the same program offered at Hampton to one class. All other students will have Spanish by a Spanish teacher and eventually all will have spanish immersion. Ms. Matzer asked if a child who was not in the class at Hampton, could request to be part of the class. The Superintendent stated that parents had been asked to commit to the program from K-4. Mr. Barnett asked if another child could opt into the class at Jackson and the Superintendent stated that it is unlikely that a native English speaker would opt-in. Ms. Navarra stated that she was happy to see that the MS auditorium will be getting new seats. Ms. Napolitano asked about the ipads, which are being purchased through use of the management efficiency grant, will eventually be part of the technology plan. Dr. Nagler stated that there will always be enough to replenish 200

and we have the grant for one more year. He thinks that we are in good shape. We are spending a lot of money on virtualization but the District will wind up saving money.

Mr. Barnett thanked Dr. Nagler and Mr. Waters for all of their hard work with the budget.

Superintendent Comments

The Superintendent had no additional comments this evening.

L. Public Comments

Mr. Barnett opened the floor to public comment. There were no public comments this evening.

M. Executive Session Time: 8:50 p.m.

At 8:20pm, a motion was made for the Board of Education to go into Executive Session for an audit presentation.

Motion: Christine Napolitano

Second: Nicole Matzer

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

No: None

Passed: Yes

N. Adjournment Time: _____ p.m.

Motion: _____

Second: _____

Yes: _____

No: _____

Passed: _____

Respectfully Submitted,

Andrea M. Paggi