

**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 - 2012-2013**

***Educational***

- To use technology and NWEA assessment data to provide differentiated homework thereby increasing individual student achievement.
- To implement the Common Core Curriculum with an emphasis on assuring a correlation between the grade level unit assessments and State exam.
- Create grade 7-12 ELA curriculum in line with Common Core shifts in ELA/Literacy
- Continue to encourage HS students to challenge AP and/ or College level coursework with the goal of every student gaining this experience before they graduate
- Continue to engage the community in the District's Strategic Plan with a specific focus on the quality indicators that define Mineola's expectations of academic excellence.
- Assess the long term viability and explore expansion of the elementary world language program. Assess current program through parental input and student data.
- Implement, monitor and assess the effectiveness of the Pre-K -7 science program

***Facilities***

- Continue projects that incorporate 'green' technologies that over time will decrease our dependency on fossil fuels
- Begin to fund our Capital Reserve with the goal of achieving new windows and doors on all 4 elementary buildings

***Finance***

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

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**DATE: December 20, 2012**

**LOCATION: Willis Ave. School**

**OPEN WORK SESSION**

**7:00 p.m. 2nd Floor Board Room**

**Board of Education**

William Hornberger, President  
Terence Hale, Vice President  
Irene Parrino, Trustee  
Arthur Barnett, Trustee  
Christine Napolitano, Trustee

**Central Office**

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

**A. Call to Order-** 7:05pm by Mr. Hale (Mr. Hornberger arrived at 7:10pm)

**B. Pledge of Allegiance**

**C. Reading of Mission-** Mr. Jack Waters

**D. Moment of Silent Meditation**

**E. Dais & Visitor Introductions** Guest Speaker- Catherine Maiman

## **F. High School Student Organization Report**

Tonight's report was by Sang Min Bak. Prior to his report, the Superintendent stated that he wanted to congratulate Sang Min on his performance at the High School Winter Concert. Sang Min reported that the SO sponsored a Christmas themed carnation sale and the funds raised will be donated to the victims of Hurricane Sandy. The SO is trying to organize "Olympics" for the students and staff as a fund raiser. The Key Club and SO held a joint toy drive in which each class "adopted" a child and many contributions were received. Sang Min reported that the auditions for the spring musical "In the Heights" are complete and the Christmas concerts took place at the high school over the past two weeks.

## **G. Old Business**

Mr. Hornberger asked the Board if there was any old business. Ms. Napolitano asked the Superintendent for an update of the current construction projects. The Superintendent gave an update of each project. On 12/7, they broke ground at Jackson Avenue and the work was completed today with the asphalt being laid. There will be some cosmetic work done in the spring. It was reported that there was a kick-off meeting today at Meadow Drive and they plan to mobilize over the break. The district is filing the Jackson Avenue cafeteria project and hopes to complete over the summer. We are currently in the process of getting quotes for the high school windows.

Mr. Hornberger stated that at the last meeting there was a presentation regarding changing the number of polling sites from 4 to 2 and asked if it will be possible for this to occur for the election in May. The Superintendent stated that it can, which is why the discussion is taking place now. Mr. Barnett added that he still feels it is best to go to 1 location because the cost of elections is a big issue. Mr. Hornberger expressed some concern about moving to 1 location; can one location handle everyone and parking. Mr. Hale stated that he agrees with Mr. Barnett and feels we need to determine if one site can work. The Superintendent stated that the Board must determine what is best for the District, balancing cost versus convenience. Mr. Barnett asked if the Mineola Village Hall could be utilized for the Elections as our voting place. The Superintendent stated that he will be meeting with the mayor and can discuss with him a possible partnership. He added that a decision should be made regarding the polling places by the end of January. Ms. Napolitano stated that she feels if we are going to 1 site, it would need to be the Village Hall and if we are going to use the school buildings, it should be 2 sites. Ms. Parrino stated that she is more inclined to have 2 locations; ideally 1 north and 1 south. This would allow all voters the opportunity to vote. Mr. Barnett stated that if 2 locations are used than there needs to be very clear voting lines. Mr. Hornberger stated that it appears that the District will definitely be reducing the number of polling places and a decision will be made after the Superintendent has a discussion with the mayor.

## **H. New Business**

There was no new business this evening.

## I. Consensus Agenda

**RESOLUTION #35 -BE IT RESOLVED** that the Board of Education approves the consensus agenda items I.1.a. through I.8.b, as presented.

**Motion:** Terence Hale

**Second:** Christine Napolitano

Discussion: The Superintendent stated that there will be some amendments made to the club/stipends at the next meeting. Mr. Hornberger inquired if any vacancies exist for club advisors at the Middle or High School. The Superintendent stated that he was not aware of any but he would follow-up with the building administrators.

**Yes:** Christine Napolitano  
Arthur Barnett  
Irene Parrino  
Terence Hale  
William Hornberger

**No:** None

**Passed:** Yes

### 1. Accepting of Minutes

- a. That the Board of Education accepts the minutes of November 15, 2012 Business Meeting as presented.

### 2. Instruction

- a. Appointment(s) Club/Stipends

That the Board of Education approves the following Club/stipend recommendations for 2012-2013 year:

<u>POSITION</u>	<u>EMPLOYEE NAME</u>	<u>STIPEND</u>
10/11/12 Musical Director	Joseph Owens	\$5,000.00
10/11/12 Musical Pit Orchestra	Donald R. Carreras Jr	\$2,840.00
10/11/12 Musical Stage Construction	Paul A. Sommer	\$3,142.00
Marching Band Director	Frank N. Mauriello	\$5,000.00
Marching Band Assistant Director	Christopher J. Bonacorsa	\$2,840.00
Marching Band Winds Coach	Timothy M. Doran	\$1,775.00
Marching Band Winds Coach	Erin T. Citrano	\$1,775.00
Marching Band Percussion Coach	Kenneth M. Frank	\$1,775.00
Marching Band Percussion Director	John M. Oddo	\$2,840.00

<u>POSITION</u>	<u>EMPLOYEE NAME</u>	<u>STIPEND</u>
Marching Band Guard Coach(Auxiliary Band Coach)	Lauren M. Granath	\$2,130.00
Marching Band Guard Coach(Auxiliary Band Coach)	Lisa D. Granath	\$2,130.00
Marching Band Guard Coach(Auxiliary Band Coach)	Michael A. Maraia	\$2130.00
Marching Band Guard Coach(Auxiliary Band Coach)	Amanda Alves	\$2,130.00
Marching Band Drill Writer	Michael R. Coppola	\$4,338.00
Marching Band Drill Arranger(.5)	Frank N. Mauriello	.5 of \$1,775.00
Marching Band Drill Arranger(.5)	John M. Oddo	.5 of \$1,775.00
Marching Band Guard Director	Anthony J. Demarino	\$3,350.00
Winter Guard Assistant Director	Lisa D. Granath	\$1,420.00
Winter Guard Coach	Lauren M. Granath	\$975.00
Art Club Advisor - MS	Andrea M. Antonelli	\$900.00
Chamber Ensemble-MS	Kristin Frazer	\$1,420.00
Jazz Ensemble-MS	James A. Dugal	\$1,420.00
Vocal Jazz-Treble Makers- MS	Brian E. Goldman	\$1,420.00
Musical Director-MS	Matthew Deluca	\$4,260.00
Musical Choreographer- MS	Barbara M. Peters	\$2,130.00
Art Club Advisor - Jackson	Jeanine S. Gallina	\$850.00
Animal Rights Advisor- PAWS(.5) - MS	Annmarie J. Palumbo	.5 of \$900.00
Animal Rights Advisor- PAWS(.5) - MS	Ilyse J. Milberg	.5 of \$900.00
Book Club Advisor-MS	Ilyse J. Milberg	\$900.00
Amend Bookstore Advisor- MS	Annmarie J. Palumbo(.5)	.5 of \$900.00
Color Night Advisor-MS	Annmarie J. Palumbo	\$2,850.00
Color Night Assistant-MS	Caryl A. Salesi	\$1,938.00
Community Action (.5)-MS	Ilyse J. Milberg	.5 of \$1,092.00
Community Action (.5)-MS	Annmarie J. Palumbo	.5 of \$1,092.00
Environmental Club(.5)- MS	Lindsay M. Spanhake	.5 of \$988.00
Environmental Club(.5)- MS	Courtney E. Zaleski	.5 of \$988.00
Math Olympiads Advisor- MS	Lindsay M. Spanhake	\$900.00

<u>POSITION</u>	<u>EMPLOYEE NAME</u>	<u>STIPEND</u>
National Junior Honor Society - MS	Ilyse J. Milberg	\$1,364.00
Newspaper Advisor - MS	John G. OMalley	\$2,840.00
Peace Club - MS	Jerrill L. Critchley	\$900.00
Projection Squad Advisor-MS	Brian E. Goldman	\$1,359.00
Robotics - MS	Kenneth G. Coy	\$900.00
Student Council Advisor-MS	Linda Villalta	\$3,055.00
Photography Club - MS	Laura M. Doherty	\$1,332.00
Yearbook Advisor(.5) - MS	Ilyse J. Milberg	.5 of \$2,840.00
Yearbook Advisor(.5)-MS	Annmarie J. Palumbo	.5 of \$2,840.00
8/9 Musical Director	Matthew Deluca	\$3,350.00
10/11/12 Musical Assistant Director	Andrew T. Smith	\$2,840.00
10/11/12 Musical Choreographer	Aislinn Oliveri	\$1,420.00
10/11/12 Musical Vocal Coach	Megan M. Messina	\$3,913.00
Musical Stage Construction-MS	Vincent Tunkel	\$1,775.00
Marching Band Percussion Coach	Christopher Rossi	\$1,775.00
Assistant Musical Director-MS	Brian E. Goldman	\$2,130.00
8/9 Musical Choreographer	Barbara M. Peters	\$1,420.00

b. Leave(s) of Absence/Personal

1. That the Board of Education grants a request to Carole Perciballi, for an unpaid Leave of Absence, due to personal reasons, effective December 3, 2012 to June 30, 2013.

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

That the Board of Education approves the CSE/CPSE/SCSE recommendations for programs and services for students with IEPs for the time period from 9/1/12- 10/31/12. Please be advised that all of the parents have received the student's IEP and a copy of their DUE process rights.

4. **Instruction: Student Actions**

- a. That the Board of Education approves the following overnight/out of state field trip for the Middle School 7th grade students:

-Washington DC, May 9, 2013- May 10, 2013.

5. **Civil Service**

a. Appointments

1. That the Board of Education approve the appointment of Coreen Dunn, to the position of PT Teacher Aide at Hampton Street School, replacing Kathleen Schumacher, effective December 14, 2012. Salary will be \$13.74 per hour; probation is 26 weeks.

b. Leave(s) of Absence

1. That the Board of Education grant a request to Margaret Roach, part time Teacher Aide at Jackson Avenue School, for an Unpaid Medical Leave of Absence, effective October 22, 2012 through January 1, 2013, at which time she will be re-evaluated.

6. Business /Finance

a. Treasurer's Report

That the Board of Education accepts the Treasurer's report for the period ending October 31, 2012 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 November 30, 2012

Warrant #9	November 14, 2012	\$1,126,158.65
Warrant # 10	November 28, 2012	\$ 380,223.79

**TOTAL EXPENSES \$ 1,506,382.44**

PAYROLL #9 & # 10

General	\$4,019,927.61
F Fund	\$ 60,139.70

**TOTAL PAYROLL \$4,080,067.31**

c. Budget Appropriation Adjustment

1. That the Board of Education approves the acceptance of revenue (insurance reimbursement) in the amount of \$1,738.83 for a truck repair and makes appropriation increase adjustments to the following Budget Code: 1621-417-00-7799 (Equipment Repair/ Vehicles).

2. That the Board of Education approves the acceptance of revenue (insurance proceeds from a bus accident) in the amount of \$97,397.00 and makes appropriation increase adjustments to the following Budget Code: 5510210007999 to be used for the purchase of a new bus for 2012-13.

3. That the Board of Education approves the following budget transfer for \$40,000.00 from Budget code: 1620.500.00.7699 to Budget code: 1621.500.00.7799, both Buildings and Grounds-Material and Supplies codes, for future encumbrances on purchase orders. There is no effect on the overall budget.

4. That the Board of Education approves the following budget transfer for \$30,000.00 from budget code: 1910400000000 to budget code: 2070400006430 for the use of an outside vender EVI to score grades 3-8 Math and ELA exams.

7. **Other**

Approval of New 2013 Standard Mileage Rate

a. That the Board of Education approves the new 2013 Standard Mileage Reimbursement Rate for approved travel at a rate of 56.5 cents per mile.

8. **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. Bus # 67- VIN- 1FDJE37F4SHB07795
- b. Bus #50- VIN- 1HVLPHYL9GHA46537

**J. Public Comments**

The Superintendent stated that before the meeting is opened up for public comments, he would like to discuss safety concerns at the schools first. The Superintendent stated that each school has an existing safety plan in place. Dr. Nagler stated that he would not give very specific details of these plans in public due to the fact that the plan would no longer be secure. Each building within the District practices both lock down and lock out drills. It was explained that in a lock down drill, the threat is inside the building and is practiced in conjunction with the 3rd precinct. These procedures are practiced so that everyone is aware what should happen. In a lock out drill, the threat is outside the building and nobody comes in or out of the building until the threat is cleared. The Superintendent stated that he will be attending a seminar on January 7th regarding the new protocol for the "Active Shooter". This new protocol is in response to the events at Sandy Hook. The Superintendent stated that currently the District has a Safety Committee, cameras in all of the buildings, all buildings have intercoms, cameras and greeters. He added that the high school is the most problematic to secure due to the fact that students go in and out. All of these measures have been in place for some time. But, the Superintendent stated due to recent events, it is time to relook at all of the schools and the safety plans and determine if there is anything that can be done or changed to make our schools more secure.

The Superintendent stated that the following are things that he plans to look at: before and afterschool activities, the playgrounds, and building concerts. The High School has started to enforce the practice of showing Id's and will put into effect the practice of having visitors leaving their license at the entry. All schools have one point of entry/exit and it needs to be insured that this is being enforced. Dr. Nagler stated that when breakdowns in safety occur, it usually is the result of adults not following procedures. Buildings are all secure and there are cameras, however they are not all monitored in one location. The Superintendent stated that there are some things which we cannot control; we need to weigh what is the tone that we want to set and how do we want to implement these measures. The Superintendent stated that he would open the floor to public comment, in order for people to discuss school safety.

Several resident/parents got up to address the Superintendent and the Board regarding the issue of school safety. One individual asked how a parent would know what to do in the case of an emergency. The Superintendent stated that the calling system would be utilized to give directions to parents. It was asked if each school has an evacuation point and if so where is it. The Superintendent stated that each building does have an evacuation spot but he is not going to say where they are as they would no longer be secure if given to the public. Several individuals voiced their concern with lapses of security in specific buildings. The Superintendent stated that he would speak with all of the principals regarding security procedures and surprise checks will take place to insure that these lapses do not continue to occur. Another parent stated that he felt the District should consider the use of metal detectors and armed guards with walkie talkies at every building. Two of the Board members responded that they were against the use of armed guards in the schools. Ms. Napolitano stated that while the priority is always the safety of the children, we also need to insure that the measures that are put in place do not scare the children and make them fear coming to school. Mr. Hornberger stated that the Board and the Superintendent will meet to discuss options and determine what should be done. Ms. Parrino agreed and stated that the ultimate goal is the safety of the children. Several more parents commented on the school safety. A parent asked if the different types of drills are practiced at different times throughout the day. The Superintendent stated that they are done at different times and also during lunchtime. A parent suggested the following ideas: signs throughout the building indicating what exit should be used, parents should be asked to leave their identification at the single point entry/exit location and parents should be limited during drop off and pick up. Another parent, who is in law enforcement made several suggestions. He stated that we need to be cautious but not too reactionary and stated that there is no perfect security plan anywhere. He suggested that there should be trained security guards in all of the buildings, possibly retired law enforcement professionals. He added that he was not in favor of armed guards in the schools. Another suggestion was a passive security system (with a panic button connected to the 3rd precinct). Another parent expressed her concerns and stated that she is in favor of security guards at the schools but not armed.

The Superintendent stated that he appreciates parents coming out tonight to voice their concerns. He assured everyone that he and the Board will take the current plan and make it better so that the children can come to school and be safe. He stated that he will be going to the schools and making surprise spot checks and drills. Dr. Nagler emphasizes that we want the children to be safe and happy and to love coming to school. A current high school student present at the meeting got up to comment. He stated that he would not like to see metal detectors put in place. He added that he was in support of security guards in the buildings and felt they should be armed with non-lethal weapons such as mace or tasers. The Superintendent asked this individual if he currently feels safe at the high school and he responded that at this time he most definitely does feel safe. Mr. Hornberger thanked everyone for their comments and promised that security will be looked and changes will be made as necessary.

## **K. Board of Education Reports**

### Comments from Board President

Mr. Hornberger stated he wanted to talk about "Mustang Pride". Mr. Hornberger stated that over the past two weeks he has attended concerts at the high school, the district council meeting and met with an e-spark vendor. The term "Mustang Pride" is what came to him when he saw the dedication from the parents, the teachers and the vendor; all working together for the children. He truly felt that pride at the concerts at the high school that were packed and the student performances were amazing. He also stated that he felt that pride when he saw the vendor from E-Spark giving their card to parents to allow them to call with their questions. Mr. Hornberger stated he feels this Mustang Pride and is thankful to be part of it.



## Superintendent of Schools' Reports for 12/20/12

### Presentations:

#### 1. Guest Presentation: Catherine Maiman- "The POSE Exam"

The Superintendent introduced Catherine Maiman, Director of Pupil Personnel Services, who would be presenting on "The POSE Exam". (This presentation can be found on the District website, on the BOE page). Ms. Maiman stated that "POSE"- phonological orthographic substitution evaluation, will be administered to third graders at Jackson Avenue. The POSE is a test that measures students' knowledge of phonics, specifically their mastery of specific vowel sounds. Some students do not hear the sounds correctly and this can result in reading and writing difficulties. Ms. Maiman explained why the test is administered to the third grade. A student by the second grade should be able to apply sounds to letters in order to read simple words. She stated that from K through 3rd grade, students are learning to read and from grade 4th and higher, students are reading to learn. Ms. Maiman explained how the POSE is administered to the students. For the spelling test; it is a group administration; it is 30 minutes; and there are 2 tests. For the reading test, it is individually administered, the time is 5 minutes per student and there are two tests. Ms. Maiman briefly explained the data analysis of the POSE responses. The student responses are entered into a computer program that analyzes the results and an individual report is produced for each teacher. The data then becomes a prescriptive template for classroom teachers, speech-language pathologists, reading teachers and ESL teachers and targets the interventions. Ms. Maiman explained some of the factors that contribute to high error patterns: bilingual speaking students and learning disabilities. Ms. Maiman displayed an example for the group of how short vowel errors affect reading comprehension. Ms. Maiman explained that the use of the POSE exam and its data can result in time efficient teaching. She explained that the POSE identifies the specific vowels that the student has difficulty with which allows remediation to be more targeted and efficient. Ms. Maiman showed a video of the POSE being used at Jackson Avenue by ESL teacher Christine Shields with one of her ESL groups. Ms. Maiman stated that this exam is being used as another way to improve the students reading skills. Ms. Napolitano asked Ms. Maiman how long does it take for the intervention to work. Ms. Maiman explained that the time will vary according to the children's specific issues. Mr. Hornberger opened up the floor to public comment related to the POSE presentation. There was one comment by a parent/resident.

### Superintendent Comments

The Superintendent stated that he has a few comments this evening. Dr. Nagler stated that he had just received a letter stating that the District has won the Apple Distinguished Program award for the IPAD program. He stated that we are 1 of 3 districts to win in the Northeast and 1 of 103 nation wide.

The Superintendent stated that he had some news about a few of our students. A parent had just notified him that her child had won an essay contest sponsored by Entenmann's. Jillian Parrino won an art contest sponsored by Newsday and her art will be in Sunday's paper. Finally, at the high school, Gabriella Ward, in the research program, discovered a new breed of spider and was able to name it.

The Superintendent stated that there have been many illnesses reported at the schools. At Hampton, there was a very high rate of absences of students and teachers. He thanked the custodial staff for their work in cleaning and disinfecting the entire school.

The High School Climate survey for parents is coming to a close and the data will then be analyzed. These surveys will be done at each of the other schools over the next couple of years.

The Superintendent gave an AGP update. The Superintendent stated that for AGP the plan is for a parallel three program track. The current program will remain and there will be volunteers from that group to

participate in a multi-grade science research program; there will be a new group from grades 3 and 4 with a new criteria; and a new twist an enrichment program at Meadow and Hampton, which will be a multi-grade experience. The Superintendent stated that the issues that are still being worked out are the numbers- how to select students, would we cap the number of participants and would we allow crossovers. The Superintendent stated that staffing is not an issue and he will write up the plan for the board to review.

Finally, the Superintendent wished everyone a very Happy Holidays and New Year.

The Superintendent stated that he was in need of an executive session.

**L. Executive Session Time: 9:20 p.m.**

At 9:20pm, a motion was made for the Board of Education to go into executive session to discuss negotiations.

**Motion:** Terence Hale

**Second:** Arthur Barnett

**Yes:** Christine Napolitano  
Arthur Barnett  
Irene Parrino  
Terence Hale  
William Hornberger

**No:** None

**Passed:** Yes

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

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

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

**Yes:** \_\_\_\_\_  
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\_\_\_\_\_

**No:** \_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_

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

Respectfully Submitted,

Andrea M. Paggi