

**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.

DATE: March 21, 2013

LOCATION: Mineola High School

OPEN WORK SESSION

7:00 p.m. Library

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 - 7:00pm

B. Pledge of Allegiance

C. Reading of Mission- Arthur Barnett

D. Moment of Silent Meditation

E. Dais & Visitor Introductions

F. High School Student Organization Report

Tonight's SO report was by SangMin Bak and Britney Vera. It was reported that spring musical, "In the Heights", had a great run and there was Senior Recognition at the end of the production. The production of the 8th and 9th grade play has begun. The spring sports are starting and the pep rally was held last week. Tonight is the 2nd Annual Macaroni Night to raise money to support the INN. Everyone's support is appreciated. There was nothing else to report. The Superintendent stated that he attended the play and loved the show. He thanked SangMin and Britney for their report.

The Superintendent stated that tonight there is a special presentation; Mr. Amitrano will be recognizing the Winter Athletes. Mr. Amitrano presented certificates and acknowledged athletes who participate in Wrestling, Girls and Boys Bowling, Track, Girls and Boys Basketball. He invited each of the athletes to come up to receive their awards.

G. BOE Reports

a. Comments from Board Trustees

Ms. Napolitano stated that she attended "In the Heights" and it was fantastic. She stated that she also attended some of the PARP events at Jackson Avenue and Hampton Street. Ms. Napolitano stated that it was a lot of fun and thanked the PTA's for their hard work.

Mr. Barnett stated that the play was phenomenal and the students put in so much hard work. He stated that he went on the security walk through with Dr. Nagler and Mr. Romano and really focused on the needs of the District. Finally, he wished all of the National Honor Society Nominees good luck.

Ms. Parrino attended PARP events and enjoyed them. She stated also went on the security walk through. Ms. Parrino stated that she wanted to thank the administration for getting the Spanish report cards out to families.

Mr. Hale stated that he attended PARP events at Hampton and had a great time. He congratulated the athletes honored by Mr. Amitrano.

b. Comments from Board President

Mr. Hornberger stated that he attended the District Council event addressing Bullying on 3/13 and stated that it was very impactful. He thanked the District Council for bringing this presentation to the District. Mr. Hornberger stated that the Financial Planning Committee would like to take a look at a comparison of home schools and they have looked at the figures from the reconfiguration process.

c. Comments from Superintendent

The Superintendent stated that he has referenced on the blog the various events which he has attended- Senior to Senior day, Ryan's Story and "In the Heights". He stated that all events were excellent and many kids had

the opportunity to shine. He also attended various PARP events and the Meadow Drive Regatta. He stated that this morning, the Town of North Hempstead had its event "Women of Honor" and Ms. Napolitano was recognized and he congratulated her. Yesterday, he brought a 5th grade class, from the Middle School, to a Technology meeting of the Nassau County Superintendents. The students talked to the Superintendents about what they do in class with their I Pads. The other Superintendents were very impressed and interested. Dr. Nagler showed all present tonight the short film of the event put together by two of the students. He stated that the students related how they use the I Pads and why they want them. The Superintendent stated that the security walk through of the buildings took place and he visited Plainedge to see the work of one company. He added that he will be making a presentation at the next meeting on the security plan. Dr. Nagler reported the two surveys- Pre-k and Language are complete and 26% of parents responded, which is a good percentage. He stated that the Pre-k survey results overwhelming show that people want a 5 day program. The Superintendent stated that there will be a Technology presentation at the April 4th meeting. He stated that letters have been sent to the 7th grade parents regarding "bring your own device" to school. The Superintendent stated that the Strategic Planning Committee met last Monday, in order to refine the goals and objectives. He stated that the next step will be a presentation to the Board at the 4/17 meeting. The Superintendent stated that the AGP contract is being reviewed and it will be presented on 4/4.

H. Old Business

Mr. Hornberger asked the Board if there was any old business. Mr. Hale inquired about the policy review. Mr. Hornberger stated that currently the Board is going through the policies with Erie BOCES and is doing some comparison. The Superintendent stated that we are not ready yet to change our policies.

Mr. Hornberger asked the Superintendent for an update of the Jackson Avenue music lesson schedule. The Superintendent stated that the schedule has been changed and music is now on a 5 day cycle. Mr. Hornberger thanked the Superintendent for getting this done. Mr. Hornberger also inquired about the status of the Middle School sound system. It was reported that Mr. Gaven is in the process of obtaining quotes for several enhancements. There was no other old business.

I. New Business

There was no new business.

J. Consensus Agenda

RESOLUTION # 48 -BE IT RESOLVED that the Board of Education approves the consensus agenda items J.1.a. through J.7.a., as presented.

Motion: Terence Hale

Second: Irene Parrino

Discussion: Mr. Hornberger asked the Board if there were any questions/discussion. Mr. Barnett inquired about item J6c- budget transfer. The Superintendent stated that the \$50,000 was the first payment from the grant from Senator Martins and it was originally budgeted in BOCES however the District received a better rate from APPLE. There was no other discussion.

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

No: None

Passed: Yes

1. **Instruction**

a. **Appointments Instruction**

1. That the Board of Education approves the appointment of Nicholas Tonini, to the position of Part Time (.7) Physical Education Teacher, at Meadow Drive, to fill the vacancy left by the transfer of Hilary Pavels, effective March 8, 2013 to on or before June 30, 2013, with a salary of .7 of BA, Step 1, \$58,123 equaling \$40,686 pro-rated.
2. That the Board of Education approves the appointment of Anthony Demarino, to the position of Chaperone for the following field trips:
 - Winter Guard, over-night field trip to Providence, RI, March 22-24, 2013
 - Winter Guard, over-night field trip to Dayton OH, April 10-14, 2013
3. That the Board of Education approves the appointment of Lisa Granath to the position of Chaperone for the following field trips:
 - Winter Guard, over-night field trip to Providence, RI, March 22-24, 2013
 - Winter Guard, over-night field trip to Dayton OH, April 10-14, 2013
4. That the Board of Education approves the appointment of Lauren Granath to the position of Chaperone for the following field trips:
 - Winter Guard, over-night field trip to Providence, RI, March 22-24, 2013
 - Winter Guard, over-night field trip to Dayton OH, April 10-14, 2013
5. That the Board of Education approves the appointment of Amanda Alves to the position of Chaperone for the following field trips:
 - Winter Guard, over-night field trip to Providence, RI, March 22-24, 2013
 - Winter Guard, over-night field trip to Dayton OH, April 10-14, 2013

2. **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 1/1/13- 1/31/13. Please be advised that all of the parents have received the student's IEP and a copy of their DUE process rights.

3. **Instruction: Contracted**

a. That the Board of Education approves the Regional Summer School and Nassau County Virtual School Program Agreement between Nassau BOCES and the Mineola Union Free School District for the 2012- 2013 school year.

b. That the Board of Education accepts the Special Education Services Contract between the Westbury UFSD and the Mineola UFSD for the 2012- 2013 school year.

c. That the Board of Education accepts the Special Education Services Contract for a Parentally Placed student between the Bellmore-Merrick UFSD and the Mineola UFSD for the 2012- 2013 school year.

d. That the Board of Education accepts the Special Education Services Contract for a Parentally Placed student between the Herricks UFSD and the Mineola UFSD for the 2012- 2013 school year.

e. That the Board of Education accepts the Special Education Services Contract for a Parentally Placed student between the Glen Cove UFSD and the Mineola UFSD for the 2012- 2013 school year.

f. That the Board of Education accepts the Special Education Services Contract for a Parentally Placed student between the Half Hollow Hills Central School District and the Mineola UFSD for the 2012- 2013 school year.

g. That the Board of Education accepts the Special Education Services Contract for a Parentally Placed student between the Plainview-Old Bethpage Central School District and the Mineola UFSD for the 2012- 2013 school year.

h. That the Board of Education accepts the Special Education Services Contract for a Parentally Placed student between the Jericho UFSD and the Mineola UFSD for the 2012- 2013 school year.

i. That the Board of Education accepts the Special Education Services Contract for a Parentally Placed student between the North Shore Central School District and the Mineola UFSD for the 2012- 2013 school year.

j. That the Board of Education accepts the Special Education Services Contract for a Parentally Placed student between the Wantagh UFSD and the Mineola UFSD for the 2012- 2013 school year.

k. That the Board of Education accepts the Special Education Services Contract for a Parentally Placed student between the Hewlett Woodmere UFSD and the Mineola UFSD for the 2012- 2013 school year.

l. That the Board of Education accepts the Special Education Services Contract for a Parentally Placed student between the Huntington UFSD and the Mineola UFSD for the 2012- 2013 school year.

m. That the Board of Education accepts the Agency Agreement Agreement between Life's WORC and the Mineola UFSD for the 2012- 2013 school year.

4. **Instruction: Student Actions**

- a. That the Board of Education approves the Selective Classification request for the following students:

- Erin Meehan, 8th grade student, to compete on the Girls Softball Team for the 2012- 2013 school year.
- Christen Patalano, 8th grade student, to compete on the Girls Lacrosse Team for the 2012- 2013 school year.

- b. That the Board of Education approves the following out of state/ overnight field trip for the Winter Guard (Rockettes) competitions:

-Fri/Sun 3/22/13- 3/24/13 Winterguard Competition, WGI East Coast Championship, Providence, RI (no school missed)

-Wed/Sun 4/10/13- 4/14/13 Rockettes Competition, WGI Championships, Dayton, OH

5. **Civil Service**

- a. **Appointments**

1. That the Board of Education approves, pending budget approval, the following High School Summer Worker positions, to be paid at their hourly wage as per their contracts:

2 - Clericals from 07/01/2013 - 08/30/2013 to Cover Office; Assist with the Opening & Closing of School. Assist with orders. Assist with Mineola East.

1 - Student Workers from 07/01/2013 - 08/30/2013 to Barcode new books, organize the book-room, unpack new supplies, distribute Parochial school books, assist with Mineola East.

3 - Summer Workers for one week prior to School Opening for three half days & two evenings to assist with Mineola East.

- b. **Leave(s) of Absence**

1. That the Board of Education grants a request to Mary Spollen, Bus Attendant for Transportation, for an unpaid Leave of Absence due to personal reasons, effective March 15, 2013 through March 22, 2013.

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

1. That the Board of Education approve a paid Medical Leave of Absence due to family illness, to Frances Lapoff, Bus Attendant in Transportation, effective April 3, 2013 through April 12, 2013.

6. **Business /Finance**

- a. **Treasurer's Report**

That the Board of Education accepts the Treasurer's report for the period ending January 31, 2013 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 February 28, 2013

Warrant # 15	February 13, 2013	\$ 1,780,832.37
Warrant # 16	February 27, 2013	\$ 244,478.80

TOTAL EXPENSES \$2,025,311.17

PAYROLL # 15 & # 16

General	\$3,991,392.34
F Fund	\$ 72,877.03

TOTAL PAYROLL \$4,064,269.37

c. **Budget Appropriation Adjustment**

1. That the Board of Education approves the acceptance of revenue (for Disney Trip chaperones) in the amount of \$6,350.00 and makes appropriation increase adjustments to the following Budget Code: 2850.158.00.2200.

2. That the Board of Education approves the acceptance of revenue (for Drivers Education) in the amount of \$26,400.00 and makes appropriation increase adjustments to the following Budget Code: 2330.150.07.0000.

3. That the Board of Education approves the following budget transfer for \$50,000.00 from Budget code: 2630.490.00.0000 to Budget code: 2630.401.00.2930, for the 2nd year of APPLE lease. The funds were budgeted in the BOCES account, however lease did not go through BOCES and the District must pay APPLE directly.

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

a. That the Board of Education approves the Health Contract, providing health services for Mineola resident children attending non-public school, between the Mineola UFSD and the Bellmore UFSD for the 2012- 2013 school year.

K. Superintendent Reports/Presentations

Superintendent of Schools' Reports for 3/21/13

Presentations:

1. Winter Athlete Recognition (done at the beginning of the meeting)
2. Art All-County Art Exhibition
3. Facilities Report
4. Transportation Report

It was reported by the Superintendent that the "Art All County art Exhibition" presentation will be rescheduled. Tonight, there will be two presentations: Facilities Report by Dan Romano and Transportation Report by Bill Gilberg.

Mr. Romano was introduced to present on Facilities (Mr. Romano's presentation can be found on the district website on the Board of Education page) . He stated that there are 7 buildings which are staffed 6am through midnight. Mr. Romano stated that there are 40 employees, a secretary and him within the Facilities department. Mr. Romano presented a list of the regulations and inspections with which the District must comply. Mr. Romano stated that currently there are several cost saving measures in place throughout the District. These include the following: Co-Op Bid (irrigation bid), preventative maintenance, LED technology, Green Initiatives (including recycled papertowels), and EPC's. The EPCs, also known as Energy Performance Contracts are in three phases. Currently, Hampton Street and Meadow Drive Schools have Energy Star Ratings. Mr. Romano went through a list of the Facilities upgrades which have taken place over the last 8 years, at a cost of \$500,000. The list included the upgrades at all buildings. It was reported that although much has been done, there are still many items that must be completed. Mr. Romano stated that the District must complete a Building Conditon Survey and the following is a list of the items which are left to be done. Districtwide items: all elementary buildings need windows and doors; all buildings need brick pointing; new ventilation and classroom HVAC; and the High School boilers- 3. Mr. Romano asked the Board if there were any questions/comments.

The Superintendent stated that a great deal has been done with \$500,000; but he feels that we need to explore the possibility of a bond for infrastructure improvements. Mr. Barnett commented that he feels that the brick pointing must be completed prior to the windows being replace. The Superintendent stated ideally the work will be done simultaneously. He added that the items outlined by Mr. Romano must be completed and that none of them were surprises. We must begin to plan for these improvements and determine how it will be done. The board asked for an update on the Meadow Drive project. Mr. Romano stated that he had a meeting at Meadow Drive and the electric is complete.He also stated that the slab is going down tomorrow. Ms. Napolitano stated that she wanted to commend the custodians on the cleanliness of the buildings. There were no other questios for Mr. Romano. Mr. Hornberger stated that he feels it is necessary to set up an action plan for big ticket items and it must be determined whether a bond should be explored. Ms. Parrino inquired if the Superintendent has put together a committee to look at the bond issue. The Superintendent stated that this has not yet been done but he has put together a list of individuals. He stated that he wants to finish the budget before putting the committee together. The Superintendent stated that he is also looking at the spacing for the Pre-K program. He stated that it is possible to survey the whole community on the idea of a bond.

The Superintendent introduced Bill Gilberg to present the "Transportation Report" (Mr. Gilberg's presentation can be found on the district website on the Board of Education page). Mr. Gilberg began by giving an overview of the Transportation Department including: the current staffing, driver's duties and assignments, and a list of current routes. Mr. Gilberg also discussed the various safety procedures that the department must follow. He explained the SED reugulations, which require all drivers and aides to attend 2 refresher courses

per year and a physical performance test (even years). Mr Gilberg also briefly explained DOT vehicle safety and DMV 19A regulations. Mr. Gilberg discussed the Bus Fleet and alternative fueled bus feasibility. He stated that the current buses are greener. He outlined the alternative fuel buses: Hybrid, Propane and CNG/LPG. Mr. Gilberg stated that based on the cost he doesn't feel we would get back a return on the hybrid buses and he added that the propane buses would save on fuel but have less mpg. Mr. Gilberg displayed for the board a cost analysis of the various bus types and the fuel costs. It is his recommendation that the district continue to use the clean diesel buses and consider building our own fueling station. The Superintendent stated that Mr. Gilberg, Mr. Waters and he met with the sellers and could not get good reasons for purchasing hybrid buses. He added that he will be presenting a plan to the Board at the next meeting, to replace the bus fleet over the next 5 years. The Superintendent stated that he was looking for direction from board regarding replacing the fleet with the same buses that we currently use as well as putting in a fueling station on District property. Mr. Hornberger polled the Board to determine support for the continued use of clean diesel buses and all were in favor of this option. Mr. Hornberger also polled the board regarding building a fueling station within the district and all were in favor. Mr. Hornberger stated that he looks forward to the Superintendent's presentation.

Mr. Hornberger asked the Board if there were any other questions or comments for Mr. Gilberg. Ms. Napolitano inquired what the farthest distance on a regular run is and Mr. Gilberg stated it is 14 miles to the school. Ms. Parrino asked if drivers are required to report if they receive a ticket and Mr. Gilberg stated that drivers must report it to him. Mr. Hornberger asked if the District partners with other districts regarding buses and their maintenance. Mr. Gilberg stated that we do try to work together with other districts. Mr. hornberger asked Mr. Gilberg to describe the process of how the transportation department deals with a situation in which a driver doesn't show and the children are late. Mr. Gilberg explained the process and stated that after an event earlier in the year, the dispatcher must check that all drivers are present. Drivers who are calling in sick must speak to a person in the office, not just leave a message. Mr. Hornberger thanked Mr. Gilberg for his presentation.

L. Public Comments

There were no public comments this evening.

M. Executive Session Time: 8:55 p.m.

At 8:55pm, a motion was made to go into executive session to discuss negotiations.

Motion: Arthur Barnett

Second: Christine Napolitano

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

No: None

Passed: Yes

N. Adjournment Time: _____ p.m.

Motion: _____

Second: _____

Yes: _____

No: _____

Passed: _____

Respectfully Submitted,

Andrea Paggi