

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 – 2011-2012

- *Educational*
- *Facilities*
- *Finance*

DATE: July 27, 2011, 2011

LOCATION: Willis Avenue School

OPEN BUSINESS MEETING

7:00 p.m. 2nd Floor Staff Lounge

Board of Education

Christine Napolitano, President
William Hornberger, Vice President
John McGrath
Irene Parrino
Terence Hale

Central Office

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

- A. Call to Order**
The meeting was called to order at 7:00pm by President Napolitano
- B. Pledge of Allegiance**
- C. Reading of Mission – John McGrath**
- D. Moment of Silent Meditation**
- E. Dais & Visitor Introductions**
- F. High School Student Organization Report**
- G. Old Business**
- H. New Business**

1. Appointment of District Clerk

RESOLUTION #5- BE IT RESOLVED that the Board of Education of the Mineola Union Free School District appoint Andrea Paggi to the position of District clerk. Salary: TBD

Motion: John McGrath
Second: Terence Hale

The Superintendent polled the Board members.

Yes: Terence Hale
Irene Parrino
John McGrath
William Hornberger
Christine Napolitano

No: None

Passed: Yes
Following the vote and the passing of Resolution #5, newly appointed district clerk, Andrea Paggi, took her spot at the dais.

2. **Policy – First Reading of Policy #6642 – Fund Balance**

RESOLUTION #6 – **BE IT RESOLVED** that the Board of Education of the Mineola Union Free School District waives the first formal reading of Policy #6642 (Fund Balance) due to its availability on the information table.

Motion: John McGrath
Second: William Hornberger

Yes: Terence Hale
Irene Parrino
John McGrath
William Hornberger
Christine Napolitano

No: None

Passed: Yes

3 **Section 75 Charges**

RESOLUTION # 7 **BE IT RESOLVED** that the BOARD OF EDUCATION hereby accepts the charges preferred by the District Superintendent pursuant to New York State Civil Service Law Section 75 against an employee named in the Statement of Charges dated July 7, 2011 (Employee #1),
AND IT IS FURTHER RESOLVED, that Joseph Wooley, Esq. is hereby designated as Hearing Officer to hear such charges and to make proposed findings of fact and a recommendation with respect to measure of discipline, if guilt be found, in accordance with the provisions of the Civil Service Law,
AND IT IS FURTHER RESOLVED, that said employee shall be suspended without pay for thirty days pending determination of the charges.

Motion: John McGrath
Second: William Hornberger

Yes: Terence Hale
Irene Parrino
John McGrath

No: None

William Hornberger
Christine Napolitano

Passed: Yes

4. **Section 75 Charges**

RESOLUTION # 8 **BE IT RESOLVED** that the BOARD OF EDUCATION hereby accepts the charges preferred by the District Superintendent pursuant to New York State Civil Service Law Section 75 against an employee named in the Statement of Charges dated July 27, 2011 (Employee #2),
AND IT IS FURTHER RESOLVED, that Joseph Wooley, Esq. is hereby designated as Hearing Officer to hear such charges and to make proposed findings of fact and a recommendation with respect to measure of discipline, if guilt be found, in accordance with the provisions of the Civil Service Law,
AND IT IS FURTHER RESOLVED, that said employee shall be suspended without pay for thirty days pending determination of the charges.

Motion: William Hornberger

Second: Terence Hale

Yes: Terence Hale
Irene Parrino
John McGrath
William Hornberger
Christine Napolitano

No: None

Passed: Yes

5 **Section 75 Charges**

RESOLUTION # 9 **BE IT RESOLVED** that the BOARD OF EDUCATION hereby accepts the charges preferred by the District Superintendent pursuant to New York State Civil Service Law Section 75 against an employee named in the Statement of Charges dated July 27, 2011 (Employee #3),
AND IT IS FURTHER RESOLVED, that Joseph Wooley, Esq. is hereby designated as Hearing Officer to hear such charges and to make proposed findings of fact and a recommendation with respect to measure of discipline, if guilt be found, in accordance with the provisions of the Civil Service Law,
AND IT IS FURTHER RESOLVED, that said employee shall be suspended without pay for thirty days pending determination of the charges.

Motion: Terence Hale

Second: William Hornberger

Discussion: Mr. McGrath inquired as to why the same Hearing Officer is being used for all three cases. The Superintendent responded that the decision was made based upon advice of counsel.

Yes: Terence Hale
 Irene Parrino
 John McGrath
 William Hornberger
 Christine Napolitano

No: None

Passed: Yes

I. Consensus Agenda

1. Accepting of Minutes

a. None

2. Instruction

a. Resignations

1. That the Board of Education accepts the resignation of Trevlin Alexander, art teacher, effective June 30, 2011

b. Appointments

1. That the Board of Education approves the appointment of Vincent Russo to the position of Driver Education Coordinator for Fall 2011 and Spring 2012 driver education program. Driver education coordinator and Instructor stipends: as per MTA contract. The driver education program is self funded.

2. That the Board of Education approve the following staff for Summer 2011 Band Camp:

Name	Position	2011- 5 Days
Frank Mauriello	Band Director	\$1,548.81
Chris Bonacorsa	Ass't Band Director	\$1,032.84
Anthony DeMarino	Colorguard Director	\$1,032.84
Jennifer Berthold	Guard Instructor	\$687.37
Steve Buglino	Marching Instructor	\$687.37
Mike Maraia	Guard Instructor	\$687.37
Kris Nuzzi	Guard Instructor	\$687.37
Lisa Granath	Guard Instructor	\$687.37
Mike Coppola	Drill Instructor	\$687.37
Tim Doran	Brass Instructor	\$687.37
Julio Cruz	WW Instructor	\$687.37
Ken Frank	Percussion Instructor	\$687.37
Lauren Granath	Percussion Instructor	\$687.37

Michelle Ferreira	Chaperone	\$602.56
Frank Lao	Chaperone	\$602.56
Kim Kennedy	Chaperone	\$602.56
Chris Wallitsch	Chaperone	\$602.56
Brandon Kraayenbrink	EMT	\$687.37

3. That the Board of Education approve a self-funded 2011 Summer Music Program. Staff will be:

Mark Bennett - \$3848.64

Kristin Frazer \$3848.64

2.1. Instruction: Committee on Special Education Actions

That the Board of Education approves the CSE/CPSE/SCSE recommended programs and services from May 1, 2011 to May 31, 2011.

2.2. Instruction: Contracted Instructional Services

- a. That the Board of Education approves the contract for related services between Marion Care, Inc. and the Mineola UFSD for the 2011-2012 school year.
- b. That the Board of Education approves the contract for related services between Brookville Center for Children’s Services and the Mineola UFSD for the 2011-2012 school year.

2.3. Instruction: Student Actions

That the Board of Education approves the following overnight field trips:

- Band Camp, Monday, August 15- Saturday, August 20, 2011
Circle Lodge/Camp Kinder Ring- Hopewell Junction, NY
- New York State Field Band Conference Marching Band Championships, Sat., Oct. 29- Oct. 31, 2011, Syracuse, NY

2.4. Instruction: Other

That the Board of Education approves the Professional Development Plan for the 2011-2012 school year.

3. Civil Service

- a. Resignations/Excessing

1. That the Board of Education accepts the resignation of Elaine Deo, part time bus aide in transportation, effective June 30, 2011
2. That the Board of Education approves the excessing of James Taylor, due to the closure of Cross Street School, effective June 30, 2011.

b. Appointments

1. That the Board of Education approves the appointments of the following Maintainer Subs, effective July 25, 2011. Salary: \$20 per hour.
 - Luis Cano
 - Robert Jordan
2. That the Board of Education approves the appointment of Nuno Tinoco to summer cleaner, effective July 5, 2011 through August 19, 2011. Salary: \$8.00 per hour
3. That the Board of Education approves the appointment of Jennifer Vlavianos to the position of Teachers-in-Training for the Summer Special Education Program, effective July 5, 2011. Salary: \$9.00 per hour.
4. That the Board of Education approves the appointment of Stephen Gaffney to the position of Teachers-in-Training for the Summer Special Education Program, effective July 5, 2011. Salary: \$8.50 per hour.
5. That the Board of Education approves the appointment James Taylor to the position of Cleaner Sub, effective July 1, 2011. Salary: \$12.25
6. That the Board of Education approves the appointment Elaine Deo to the position of Bus Aide Sub, effective September 1, 2011. Salary: \$10.75
7. That the Board of Education approves the appointment of Jillian Vento to the position of Teacher Aide Sub for the Summer Special Education Program, effective July 5, 2011. Salary: \$13.74 per hour.
8. That the Board of Education approves amending the salary of Melanie Reif, Teacher Aide in the Summer Special Education Program from \$21.85 to \$21.35, effective July 5, 2011.

4. Business/Finance

- a. Treasurer's Report
- b. Approval of Invoices and Payroll

4.1. Business/Finance: Contract Approvals

4.2. Business/Finance: Bids

5. Other

RESOLUTION #10 – **BE IT RESOLVED THAT** the Board of Education approves Consensus Agenda items I.1.a. through I.3.b.8. as presented.

Motion: John McGrath
Second: Terence Hale

Discussion of Consensus Agenda items: Ms. Napolitano stated that she enjoys reading the staff comments from the survey. She inquired how this information is used. Ms. Burns stated that the Professional Development Plan is generated from this information. Ms. Napolitano asked for clarification as to whether or not the plan is based solely on this information. Ms. Burns stated that it is just one piece and gave an explanation of the process of developing the plan. The survey is given to staff to determine their needs. Ms. Burns stated that in April a committee made up of administrators and teachers met (approximately 12 members). The group looked at what went well; what are the needs; what should be continued; and what staff development is still needed. This year, there was also the NWEA assessment. The next step involved the committee members going back to their schools for feedback and then everyone came back to the table to develop a plan. Ms. Burns will be traveling to Albany for the new state mandates. The Professional Development Plan will be tweaked accordingly. The Superintendent explained that this year, the process focused on the administrators and asked them to review initiatives of the last three years. They looked at what we wanted to accomplish and whether we were on the right track. Experts were brought to facilitate this process. There will be many new initiatives in the upcoming school year.

Mr. Hornberger discussed item 2b.3. Summer Music Program, he inquired if this is a salary or a stipend. The superintendent stated that it was more of salary. This program is self-funded and the total enrollment affects the fee that parents must pay, but the salary is constant. Mr. Hornberger stated this music program is children who play band and string instruments and they are grouped according to ability. His children attend and it is a great program.

Yes: Terence Hale
 Irene Parrino
 John McGrath
 William Hornberger
 Christine Napolitano

No: None

Passed: Yes

J. Public Comments

There were no public comments.

K. Walk On Agenda Item

RESOLUTION #11- BE IT RESOLVED that the Board of Education approves the award of the parking lot renovations bid at Mineola HS, opened July 20, 2011 to the lowest responsible bidder meeting specifications, A & R Capitol Associations Corp., \$228,901.00.

Motion: Terence Hale

Second: Christine Napolitano

Discussion: Mr. Hale inquired about the bid and that it was significantly lower than the other bids. The Superintendent stated that this bid was below the architect bid and \$60,000 less than the next lowest bid. Ms. Napolitano inquired about the specifics of the job. The Superintendent stated that the work includes the following: the tennis courts will be ripped out, tear up the asphalt, put down a new bed and asphalt. The handball wall will remain and is in good shape. Students will be able to use the wall when the parking lot is not in use. There has also been discussion of a possible mural on the wall and hopefully that will be done at some point.

Mr. McGrath inquired why the rush to accept the bid. The Superintendent stated that he wants the lead time to get the project done. The objective is to get the project completed including the improvements in the current parking facilities before school starts.

Mr. Hornberger asked how many more spots this project provides and the superintendent responded 70 spots. Mr. Hornberger also inquired what additional improvements will be completed. The current lot will be patched, resurfaced and relined. There will also be a new bus loop. Ms. Napolitano inquired about the area in the front of the building where students cross and asked if this area would be widened. She stated that in the bad weather, students experience difficulty in crossing. Ms. Napolitano asked if there was a possibility of adding a second crosswalk further down the block. The Superintendent stated that the plans could be looked at but this seems possible. Ms. Napolitano stated that she recommends this for the safety of the students.

Mr. Hornberger inquired if this project would solve the parking problem at the high school. The Superintendent stated that the problem should be resolved.

The board now voted on the resolution.

Yes: Terence Hale
Irene Parrino

No: None

John McGrath
William Hornberger
Christine Napolitano

Passed: Yes

L. Board of Education Reports

- Comments from Board President

Ms Napolitano stated that she hopes everyone is having a wonderful summer so far. She reported that there is a great deal of work going on throughout the district and everything seems to be moving at a great pace.

- Board Committee Report
- Superintendent of Schools' Reports & Comments
 - Superintendent Comments
 - Capital Updates

The Superintendent stated that we are currently ahead of schedule on various projects. We have moved 90 teachers and their belongings. Most have unpacked and it is anticipated that all classrooms will be ready. We are completely moved out of Cross Street and are finishing some patching and painting. At the High School, the science labs are nearing completion. The floor contractor was there today and the cabinets will be delivered next week. Ms Napolitano inquired if the labs are air conditioned and the superintendent replied that they are not. Ms. Napolitano further questioned as to whether the existing labs are air conditioned and the response was that they are not. The Superintendent stated that the Life Skills Room has been updated utilizing the approved donation of \$5000. The stipulation of this donation was that it be used to make improvements to this room. Mr. Hornberger asked for an update on the Jackson Ave. Cafeteria project. The Superintendent stated that the drawings will be available for the September 1st meeting. Mr. Hornberger inquired when the work will take place. The Superintendent stated that all work occur during a break when no children are present at school. Mr. Hornberger also asked if notification of cafeteria funds has been sent out yet. The Superintendent stated that a letter has been written and will be sent out by Ms. Judge.

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

- Table Reports
 - Finance and Operations Report
 - Monthly Financial Report
 - Building & Grounds Report
 - Building Usage
 - Vandalism
 - Work order status
 - Transportation Report

- Special Reports
 *Public Questions - Board Committee Reports; Student Organization Report; Superintendent's Report; Table Reports (All Finance & Operation Functions); and Special Report

M. Executive Session Time: 7:35pm

At 7:35pm, a motion was made for the Board of Education to go into executive session to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

Motion: Terence Hale
Second: William Hornberger

Yes: Terence Hale
 Irene Parrino
 John McGrath
 William Hornberger
 Christine Napolitano

No: None

Passed: Yes

N. Adjournment Time: _____ p.m.

Motion: _____
Second: _____

Yes: _____

No: _____

Passed: _____

Respectfully submitted,

Andrea Paggi
 District Clerk

