

**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 – 2010-2011

- ***Educational***
 - *To further expand the district initiative of differentiated instruction specifically focusing on individual student achievement.*
 - *To continue our growth as professional learning communities focusing on common formative assessments to demonstrate individual student growth*
 - *To continue to provide the resources to attain a Intel finalist within the next three years*
- ***Facilities***
 - *To investigate and embrace projects that incorporate 'green' technologies that over time will decrease our dependency on fossil fuels*
- ***Finance***
 - *To continue the district initiative to actualize a five year plan to maintain a stable tax levy*

DATE: March 16, 2011

LOCATION: Willis Avenue School

OPEN BUSINESS MEETING

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

Board of Education

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

Central Office

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

A. Call to Order

At 7:04 p.m. the meeting was called to order by President Hale.

B. Pledge of Allegiance

C. Reading of Mission – Patricia Burns

D. Moment of Silent Meditation

E. Dais & Visitor Introductions

Also in attendance: Larry Puccio, Assistant Principal of Mineola High School; Dan Romano, Director of Facilities & Operations; and Jacob S. Feldman, Legal Counsel.

F. High School Student Organization Report

The High School student representative reported on the following: Start of Spring Sports; Spring Fine Arts Performance (Guys and Dolls) March 25 and 26; Senior-to-Senior luncheon (Senior Citizens are invited to a luncheon and preview of the Spring Fine Arts Performance) March 23; High School Red Cross club to help Japanese Tsunami/Earthquake survivors.

G. Old Business

Mr. Hale requested that the following appear on the next agenda: status of the Regulation pertaining to food allergies; and communications.

H. New Business

None

I. Consensus Agenda

1. Accepting of Minutes

- a. That the Board of Education accepts the minutes of February 3, 2011 (Workshop); February 8, 2011 (Special District Meeting); February 17, 2011 (Business) Meetings, as presented.

2. Instruction

a. Resignation(s)/Leave of Absence(s)

- 1. That the Board of Education accepts the resignation of Manuelina Ambrosio, Permanent Substitute Teacher, effective March 7, 2011.
- 2. That the Board of Education grants a request to Trevlin Alexander, for an unpaid leave of absence, for child-rearing purposes, effective September 1, 2011 to June 30, 2012.
- 3. That the Board of Education grants a request to Deborah Doherty, for an unpaid leave of absence, for child-rearing purposes, effective March 17, 2011 to April 13, 2011.
- 4. That the Board of Education grants a request to Lisa Fiocco, for an unpaid leave of absence, for child-rearing purposes, effective January 27, 2011 to June 30, 2011.

b. Appointment(s)

1. That the Board of Education approves the appointment of Jaime Becker, to the position of Permanent Substitute Teacher, effective March 8, 2011 to June 30, 2011; salary \$100.00 per day.
2. That the Board of Education accepts the following addition(s) to the Per Diem Substitute Teacher List at a salary of \$90.00 per day:

Marc Peters	Social Studies 7-12
Anthony Zapelli	Physical Education
Arielle Seidner	Physical Education
Casey Costanzo	English Language Arts 7-12

3. That the Board of Education approves the appointment of Christina Raguseo, to the position of Hourly Special Education Teacher, effective March 7, 2011 to June 30, 2011 at the hourly rate of \$54.77.
4. That the Board of Education amends the Spring Interscholastic Coaching list with the addition of the following coaches:

<u>SPORT & LEVEL</u>	<u>NAME</u>	<u>STEP</u>	<u>SALARY</u>
Spring Track Asst.	Thomas Wilkens	2	\$4,704.
Boys Winter Track	Thomas Leninger	2	\$6,919.

c. Abolishment of Position

1. Be it Resolved: that effective June 30, 2011 the Board of Education hereby abolishes one (1.0) Elementary Principal position, and be it further Resolved that Effective June 30, 2011 the Board of Education hereby excesses Matthew Gavin as a result of said abolition of position.

d. Preferred Eligibility List

1. That the Board of Education approves placing Matthew Gaven, 1.0 F.T.E. Elementary School Principal on the District's Preferred Eligibility List.

2.1. Instruction: Committee on Special Education Actions

- 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 February 1, 2011 to February 28, 2011 as set forth in Confidential Attachment "A".

2.2. Instruction: Contracted Instructional Services

2.3. Instruction: Student Actions

- a. Field Trip(s)

1. That the Board of Education approves following overnight out-of-country exchange for the High School Spanish Students to Leon & Madrid, Spain, February 9-21, 2012.

2.4. **Instruction: Other**

3. **Civil Service**

a. Resignations

None

b. Appointments

1. That the Board of Education approves the appointment of Matthew Bielawa, 12 month Bus Driver, to the position of Assistant Head Mechanic/Bus Driver, to replace William Baker, who retired, effective March 18, 2011; salary will be \$70,655, Step 16; probationary period, 8 weeks.
2. That the Board of Education approves the appointment of James Taylor, Cleaner Sub, to the position of permanent Cleaner to replace John Wigand, effective March 18, 2011; salary will be \$41,459, Step 1; probationary period, 26 weeks.
3. That the Board of Education approves the appointment of Jessica Bolz , part time Teacher Aide, to the temporary full time position of Teacher Aide at Jackson Avenue School, replacing Dolores Levy, effective March 18, 2011 through June 30, 2011; salary will be prorated at \$21,893, Step 1.
4. That the Board of Education approves the appointment of Carolyn Lucchesi to the position of part time Greeter at Jackson Avenue School, to replace Lisa Lappin, effective March 18, 2011; salary will be \$10.00 per hour, Step 1; probationary period, 26 weeks.
5. That the Board of Education approves the appointment of the following names to the Cleaner Substitute list, effective March 17, 2011; salary will be \$12.25 per hour.

Anthony Bennardo
James Bruno

6. That the Board of Education approves the appointment of Student Workers as Locker Room Attendants, effective March 10, 2011; salary will be \$8.50 per hour as follows:

Kashanti Lawson	Middle School
Ryan Mehra	High School

4. **Business/Finance**

a. **Treasurer's Report**

1. That the Board of Education accepts the Treasurer's Report for the period ending January 31, 2011 and directed that it be placed on file.

b. **Approval of Invoices and Payroll**

1. That the Board of Education approves the Invoices and Payroll for the period ending February 28, 2011.

Warrant #15	\$1,271,624.99
Warrant #16	\$ 479,516.50
TOTAL EXPENSES	\$1,751,141.49

<u>PAYROLL #15 & #16</u>	
General	\$4,108,157.66
Fund F	\$ 107,055.32
TOTAL PAYROLL	\$4,215,212.98

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

4.2. **Business/Finance: Bids**

5. **Other**

a. **Amend list of Petty Cash Fund Facilitators**

1. That the Board of Education amends the list of Petty Cash Fund Facilitators with the addition of William Gilberg, Supervisor of Transportation, in the amount of \$100.00 for the 2010-2011 school year.

RESOLUTION #61 – **BE IT RESOLVED THAT** the Board of Education approves Consensus Agenda items I.1.a. through I.5.a.1. as presented.

Motion: John McGrath
Second: Christine Napolitano

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

No: None

Passed: Yes

President Hale announced that the public comments portion of the meeting would take place after the presentations.

J. Board of Education Reports

- Comments from Board President

President Hale's comments were as follows: thanked everyone for attending this evening and announced his intent to seek re-election to the Board and invited anyone interested to sign his petition.

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

The Superintendent of Schools reported that there would be 3 presentations this evening (Budget, Reconfiguration of Schools, and Bullying and Harassment). He also discussed the following: contingent budget; all programs will remain the same for the 2011-2012 school year; State regulations for Annual APPR for teachers is different next year and the district is responsible for funding the training; 5 year Technology Plan does not affect the budget because the payments remain the same; expansion of the iPad program next year (entire 6th grade and select 5th and 7th grade classes); implement an elementary world language program (Spanish); inclusion of keyboarding in the 3rd grade; begin Algebra classes in 8th grade; streamline Science program to accommodate incoming 8th graders; facilities upgrading using \$500,000 from Capital Repair (Varsity Softball field, convert tennis courts into parking, create bus lane at High School, cabinetry, cardio-vascular equipment, musical instrument replacement, additional equipment for Science research program (Intel)); Meadow Drive library project preliminary rendition (Under \$500,000); a 160 minute block of time for 1st grade both at Hampton and Meadow next year.

Mr. Waters presented the 2nd draft of the 2011-2012 Budget and discussed the following: proposed budget (\$84,021,638); dollar and percentage increase; tax levy; transfer to Capital Reserve Fund; State allows districts to maintain 4% in General Fund Balance and excess will be used to fund the Hampton project; district chose to defer EJFA amount to next year; Nextel revenue remains constant; add other income (Cross Street lease \$250,000) to that budget line; tax levy increase 2.44%; \$173,000 needed to cut for a contingency budget; possibility of Governor instituting a 2% cap next year; difficulty in implementing a 2% cap due to salaries and benefit increases; teacher reductions (15.2 FTE); scenario if only Cross was a school to close.

Mr. Hornberger inquired about monies coming out of the undesignated fund balance (\$2 million for Hampton and \$495,000 for Meadow). The Superintendent of Schools responded that \$495,000 will not be coming out of undesignated fund balance. Mr. Hornberger inquired as to the financial status of the district ending the 2010-2011 school year. Mr. Waters responded that the district tries to spend within 99% of the full budget to anticipate generating \$1.1 million, due to under spending. Mr. Hornberger inquired if at the end of the 2010-2011 school year the undesignated fund balance would be 4%. Mr. Waters responded yes, which is what the district is permitted to have without touching the reserves. Mr. Waters further explained that

the district could use a portion of the employee benefits reserve. Mr. Hornberger requested clarification that Administration anticipates utilizing this reserve. Mr. Waters responded correct. Mr. Hornberger inquired about using the undesignated fund balance next year in anticipation of a reduction in State Aid. The Superintendent of Schools explained the reason in creating the Capital Reserve two years ago, and that the district is trying to avoid an additional vote. The Superintendent of Schools also discussed the following: build up a savings account; many districts are using their reserves to bring down their tax levy; average tax levy in Nassau County is 3.5%; the district saved almost \$5 million in paying down the BAN with reserves.

Ms. Napolitano commented on e-mails she received from residents having a change of heart in the closing of Willis instead of Hampton. The Superintendent of Schools comments were as follows: renovations at Hampton would also have to be made at Willis; Central Office going to the High School; playground and parking at Willis; clustering of grades realizes significant savings due to staffing reductions. Ms. Napolitano inquired if Jackson would be able to handle grades 2 to 5. The Superintendent of Schools responded that more space would be needed with older children and it would be tight in both buildings.

Mr. McGrath inquired as to what is being budgeted for unemployment. Mr. Waters responded \$160,000. The Superintendent of Schools explained why it would be sufficient (Moving of employees). Mr. McGrath inquired as to when the unemployment cost would be realized. The Superintendent of Schools responded that he already knows which employees will be excessed and the individuals will be notified next week.

The Superintendent of Schools introduced Ms. Patterson who made a presentation on Harassment and Bullying.

Ms. Patterson discussed the following: new law introduced as a result of suicides this past year attributed to bullying and harassment; DASA (Dignity for All Students Act); defined harassment and bullying; requirements for all school districts; being a good role model; types of bullying; long-term effects; statistics regarding bullies; what schools can do (Intervention strategies, establish policy, training all school community, establish bullying intervention team at building level, intervention plan, and what is being done currently).

The Superintendent of Schools commented that the Code of Conduct has repercussions for bullying. Ms. Patterson explained that a special policy is needed on bullying. The Superintendent of Schools also commented that it is more educational than punitive. Mr. McGrath commented that it would be up to the Superintendent to give out punishment.

The Superintendent of Schools stated that cyber-bullying is more problematic. Legal Counsel suggested that the district limit it to district computer equipment because the school would then be able to discipline students.

- Superintendent Comments

The Superintendent of Schools reported on the following: unintentionally omitted recognition of a student for her accomplishment in achieving All-County Bowler, Amanda Hassett, and apologized for the oversight at the last meeting; High School production of Guys and Dolls; Parent University; Senior-to-Senior luncheon; and thanked Mr. Puccio for arranging for the babysitting service this evening.

President Hale thanked Ms. Patterson for her presentation.

- Capital Updates
- 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

K. Public Comments

President Hale requested that anyone coming to the podium to state their name and address.

The public comments were as follows:

- ❖ A resident complimented the building Principals on the anti-bullying presentation performance.
- ❖ A resident inquired about bullying and extended a compliment to Ms. Patterson for her presentation this evening. Ms. Patterson recommended viewing an internet site that will be linked on the district's website.
- ❖ A resident inquired about the possibility of the State reinstating Aid that was cut. The Superintendent of Schools responded that if the State were to do that it would reduce the tax levy.
- ❖ A number of residents and a non-resident made the following inquiries and comments regarding the leasing of the Cross Street School to Solomon Schechter Day School:
 - Postcard placed in mailboxes containing information that 50 buses would be arriving at Solomon Schechter Day School on a daily basis
 - Rental fee is 3/8 of 1% of the district's 2011-12 budget
 - Capital work to Cross in order for Solomon Schechter to lease the building
 - Easier to maintain an empty building
 - Three traffic accidents on Winthrop
 - Utility costs
 - Parking issues
 - Impact on community
 - Safety

- Traffic congestion
- Number of students attending Solomon Schechter Day School
- Bus arrivals and departures
- Field usage by community and Solomon Schechter Day School
- Stopping traffic on Hillside Avenue at dismissal time
- LIRR train schedule
- Possibility in using St. John's parking lot
- Solomon Schechter students driving to school
- Not enough classroom space at Cross to accommodate Solomon Schechter enrollment
- Suggested conducting an impact study
- Traffic study needed before lease is signed
- Cost of renovations to Cross
- Savings in the closing of 2 buildings
- St. Aidan's Religious Ed program 2 days a week dismissing at 4:00 p.m.
- Placards for Solomon Schechter's students vehicles
- There was no parking on the street when the Police Academy occupied Cross
- Lease does not help the community
- Possible eminent domain action
- Marketing of Cross
- Community pays for fields
- Deputy Mayor was offended by Superintendent's remarks
- Superintendent of Schools came to Village of Williston Park to discuss Bond Vote
- Class sizes
- Can the 8th grade remain at the Middle School
- No comparison between Cedar Swamp Road and Cross Street
- Charge Solomon Schechter for in-district personnel working at Cross
- Survey how many parents drive their children to Solomon Schechter
- Was Meadow Drive ever considered for sale
- Would Cross ever be re-opened

The Superintendent of Schools addressed the comments and inquires as follows:

- Lease is additional revenue for the school district
- Savings comes from staff reductions
- District planning on 8 large buses in front of school and 19 in parking lot
- Type of Capital work to be performed and cost (\$100,000)
- Building would need to be maintained even it were empty
- Briefing the Trustees of the Village of Williston Park
- Unable to discuss lease proposal openly due to ongoing negotiations
- Field usage is holding up negotiations
- Utility costs even if building were empty
- Expenditures for Capital work passed onto Solomon Schechter in first 2 years of lease
- District maintenance employees would be performing the work
- Not many parents dropping off and picking up their children
- Capping the enrollment number at Solomon Schechter
- Stopping traffic on Hillside at dismissal time for an orderly line of buses to exit at one time
- Accepted invitation to attend Village of Williston Park meeting, March 21st

- No Day Camp was interested in Meadow
- 78 parking spaces at Cross
- Responds to all questions asked
- Filing of plans with State Education Department
- Bidding out the project
- 3 different entities inquired about Cross and 2 withdrew
- Playground will remain intact
- 2 cuts in parking lot for entering and exiting
- Solomon Schechter has 2 campuses and they may not bring the 6th grade
- Obtained BOCES input as to renting of property
- 2.44% tax levy
- 4 years in a row that the tax levy was under 2.5%
- Class sizes are based on 24
- If the last Bond passed the 8th graders would have remained at the Middle School, and the High School has room
- No other district will have a tax levy less than Mineola's
- Hoping to sign the lease at the April 27th meeting
- Inquired if the Village of Williston Park or St. Aidan's was interested in renting Cross
- Meadow Drive has more classrooms than Cross
- Cross Street will not re-open unless there is a boom in population

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

L. Executive Session

At 10:10 p.m. 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: John McGrath
Second: Christine Napolitano

Yes: Irene Parrino
 Christine Napolitano
 Terence Hale

No: William Hornberger
 John McGrath

Passed: Yes

President Hale stated that the Board can return at any time.

At 10:55 p.m. the Board of Education returned to open session

M. Adjournment

At 10:55 p.m. a motion was made to adjourn this meeting of the Board of Education.

Motion: John McGrath

Second: Irene Parrino

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

No: None

Passed: Yes

Respectfully submitted,

Donna Martillo
District Clerk