

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

Budget Hearing/Workshop 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 – 2009-2010

- **Educational**
 - *To further expand the district initiative of differentiated instruction specifically denoting how schools plan to move student achievement from level to level as well as preventing student regression within and between levels.*
 - *To continue to develop our relationship with Winthrop Hospital to develop a career academy at the HS for students pursuing potential post HS opportunities.*
 - *To establish guidelines for the health and wellness of our children that encompasses curriculum, food program(s) and safety policies.*
- **Facilities**
 - *To investigate and embrace projects that incorporate ‘green’ technologies that over time will decrease our dependency on fossil fuels.*
- **Finance**
 - *To create a five year financial landscape that captures status quo and tax levy projections. Those projections will then be articulated to the community in order to open a dialogue about the future of Mineola.*

DATE: May 6, 2010

LOCATION: Willis Avenue School

OPEN WORK SESSION

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

Board of Education

William Hornberger, President
Terence Hale, Vice President
John McGrath
Laraine Salvatore
Christine Napolitano

Central Office

Dr. Michael Nagler, Superintendent of Schools
Sherri Goffman, Deputy Superintendent
John Waters, Asst. Supt. of Finance & Oper.
Janice Patterson, Asst. Supt. for Pupil Pers. Services
Donna Martillo, District Clerk

A. Call to Order

At 7:03 p.m. the meeting was called to order by President Hornberger.

B. Pledge of Allegiance

C. Reading of Mission – Sherri Goffman

D. Moment of Silent Meditation

E. Dais & Visitor Introductions
F. Old Business

- **Budget Hearing**

Mr. Waters presented the 2010-11 budget and briefly discussed the process from the first discussion at the November 19, 2009 Business Meeting (Review of the numbers; Roll-Over Budget; changes made) to where the District is now. He informed everyone that May 18th will be the day they vote. Mr. Waters also discussed: the Educational Plan and Budget (Highlights, page 6; and Revenue, page 7); the community will be voting on the proposed budget of \$80,128,573; State Aid and ARRA money; Fund Balance; decrease in revenue (Loss of interest); explained how the budget was developed; how they were able to make reductions; reduced debt service by \$700,000; increase spending by 1.12% in major expense categories; salaries increased by 1.91%; TRS and ERS will be increasing considerably next year and in the future; benefits are mandated; progression of the budget from October 2009; contingency budget, zero percent increase if budget fails; if the budget fails an additional reduction of \$889,332 is to be taken from the budget; loss of revenue makes the levy increase.

Mr. Hornberger inquired if the budget changes up or down. Mr. Waters responded that if revenue increases, there will be a surplus because the District budgeted less.

Mr. McGrath inquired about the decrease in BOCES. Mr. Waters stated he would have that figure by the end of this meeting.

Mr. Hornberger inquired about the State Aid held by Governor Patterson. Mr. Waters responded that all our State Aid is up-to-date, the reconciliation is done at the end of the year and whatever has not been received will arrive in September and be reflected in the financials. Mr. Waters further stated that the District received a little more ARRA money than projected, \$100,000.

Mr. Hornberger inquired how Mineola's 2.5% tax levy compares to other Nassau County school districts. Mr. Waters responded that Mineola is in the lower quarter. The Superintendent of Schools stated Mineola is in the bottom 5. Mr. Hornberger requested clarification if Mineola was 5 out of 56 budget-to-budget increase and 12 out of 56 for tax levy. The Superintendent of Schools responded, yes.

Ms. Napolitano inquired about page 11 of the Education Plan & Budget regarding extra-curricular activities being almost 10%. The Superintendent of Schools responded that it is salaries and fees and is broken out (2850) in more detail on page 36. Ms. Napolitano inquired about paying out for cafeteria duty. The Superintendent of Schools responded that it is contractual they are mandated to pay for supervision of the cafeteria. Ms. Napolitano inquired about the following: a significant increase from what was adopted to what was actual in 2008-09 regarding cafeteria duty; page 24 - substitutes at the elementary level; and budgeting for substitutes. Mr. Waters responded that the district should have budgeted more in 2008-09 for cafeteria duty. Mr. Waters responded 06 is Middle School and 07 is the High School; the district is trying to reduce the number of substitutes using the 3 codes may be sufficient to cover the costs, and AESOP assists the district better in

tracking employees. The Superintendent of Schools stated that the district also gets reimbursed from BOCES for teachers going out for training, which is aidable.

Ms. Salvatore inquired about page 34 (New York State Ed Reporting) if that refers to the Chief Information Officer. The Superintendent of Schools responded that BOCES CoSer requires Regional Certification, because we cannot send the information directly to Albany. It is not just testing, they tract cohort groups, and different sub-groups.

Ms. Salvatore inquired about what the \$175,000 a year fee for school attorney represents. Mr. Waters responded that it represents fees for Bond Counsel, retainer for Frazer & Feldman, on an hourly basis. Ms. Salvatore inquired about public relations service line as to why the difference of mailing public information. Mr. Waters responded that it includes a portion of Syntax, they help with the mailing. Their fee is reflected and they back out the mailing. Ms. Salvatore commented that she thought the Board was in the process of discussing what to do with security. Mr. Waters responded that there is an additional year left, that the district can roll over at no increase. Ms. Salvatore responded that she thought the scheduling would be changed. Mr. Waters responded that during the Spring they will be out patrolling more often. They will be more visible and making more rounds will not change the cost. Ms. Salvatore inquired about the security line if it was for the security officer sitting at the High School. The Superintendent of Schools responded, yes. Mr. Waters interjected that occasionally someone is posted downstairs in Willis. There are times security will be at High School performances, securing the grounds, going to schools during the budget vote, so no one gets near the children.

Ms. Napolitano inquired about page 17, fuel utility at Meadow, that the budgeted amount in 2008-09 was significantly more than what was the actual. Mr. Waters responded that over the last two years the district used very little fuel, and part of the surplus came from the utility line. Mr. Waters expected a surplus at the end of the 2009-10 school year of approximately \$300,000.

Mr. Hale inquired as to what type of fuel. Mr. Waters responded, oil heat. The Superintendent of Schools stated that all buildings are equipped with both gas and oil capability for generating heat, and will switch over when National Grid directs them.

Mr. Hale commented on the Willis Avenue parking lot door was open while the air conditioner was on.

At this time Mr. Hornberger opened the meeting up to the public for questions regarding the budget. Mr. Hornberger requested that when addressing the Board they state their name and address. There were no questions from the audience.

None at this time.

G. New Business

H. Consensus Agenda

1. Professional Development Plan

- a. That the Board of Education approves the revised Professional Development Plan by the Professional Development Committee for the 2009-2010 school year.

2. Technology Plan - AMENDED

- a. That the Board of Education adopts the 5 Year Technology Plan for 2010-2015 as set forth more fully in Attachment "A".

3. Jump Start Program

- a. That the Board of Education approves the appointment of the following teachers for the **Summer Jump Start Program**, to be funded through Title III Immg; salary, hourly summer wages as per MTA contract:

	<u>STEP</u>	<u>STIPEND</u>
Andrea Romano	1	\$1,726.80
Mary Kenny	3	\$2,028.90
Charyn Restituyo	3	\$2, 028.90

4. Summer Language Programs

- a. That the Board of Education approves the following staff members for the **Summer Language Programs 2010:**

		<u>STEP</u>	<u>STIPEND</u>
Elementary Admin.:	Maureen Cromwell	3	\$7,346.00
Elementary Teachers:	Lisa Fiocco	1	\$3,453.60
	Morgan Mercaldi	1	\$3,453.60
	Teri Wolf	1	\$3,453.60
	Margaret Moroney	3	\$4,057.80
	Thomas Nucci	3	\$4,057.80
	Marie Watson	3	\$4,057.80
M.S. Administrator:	Dominick Tolipano	3	\$3,673.00
M.S. Teachers:	Lindsay Spanhake	1	\$1,726.80
	Karin Shaw	2	\$1,876.80
	Michael Kandel	3	\$2,028.90
	Caryl Salesi	3	\$2,028.90

- b. That the Board of Education approve the summer appointments of the following 10 month employees for the **Elementary Summer Language Program**, which is funded by Title III. Salary is based on the 2010/2011 Teacher Aide salary schedule:

	<u>STEP</u>	<u>STIPEND</u>
Rose Constantino	9	\$18.05
Maria Dunlop	2	\$14.16
Claire Gavin	9	\$18.05
Nancy Gessner	9	\$18.05
Merlen Mills	2	\$14.16
Nina Mullane	4	\$15.38

- c. That the Board of Education approves the summer appointments of the following 10 month employees for the **Middle School Summer Language Program**, which is funded by Title I. Salary is based on the 2010/2011 Teacher Aide salary schedule:

	<u>STEP</u>	<u>STIPEND</u>
Patricia DelliGati	12	\$19.81
Judy Granath (F/T)	11	\$26.55

5. Instruction: Contracted Instructional Services

- a. That the Board of Education approves the contract between the Mineola Union Free School District and the Oceanside Union Free School District to provide special education services to one (1) Mineola child for the 2009-2010 school year.
- b. That the Board of Education approves the contract between the Mineola Union Free School District and the Manhasset Union Free School District to provide special education services to a Mineola student attending private school located within a different public school district.
- c. That the Board of Education approves the contract between the Mineola Union Free School District and the Oyster Bay-East Norwich Central School District to provide services to Mineola students parentally placed in out-of-district public schools for the 2009-2010 school year.

6. Field Trip

- a. That that the Board of Education approves the following overnight field trip for Ms. Susan Kennedy's High School Science Class:
- Brookville BOCES Project Adventure Camping site, Brookville, NY, May 27 - 28, 2010

7. Appointment

- a. That the Board of Education accepts the following addition(s) to the Per Diem Substitute Teacher List at a daily rate of pay, \$90.00:

Stacy Fried Special Education & Reading

8. Juul Agreement

- a. Upon the recommendation of the Superintendent of Schools and upon the request of Matthew Feinberg, the Board of Education of the Mineola Union Free School District hereby appoints Matthew Feinberg to a one year probationary term from September 1, 2010 to August 30, 2011, unless discontinued earlier by action of the Board of Education.

RESOLUTION #72 – **BE IT RESOLVED** that the Mineola Board of Education approves Consensus Agenda Items H.1.a. through H.8.a. as presented.

Motion: John McGrath
Second: Laraine Salvatore

Discussion: Ms. Salvatore inquired about the appointments in Item H.4.a. The Superintendent of Schools responded that Mr. Kandel will be appointed to the Middle School Program.

A motion was made to amend Item H.2.a. (Technology Plan) to reflect the correct period of time as 2010-2015 instead of 2009-2010.

Motion: John McGrath
Second: Christine Napolitano

Discussion: Ms. Salvatore inquired about the Technology Plan. The Superintendent of Schools stated that a presentation will be made this evening.

Ms. Salvatore suggested that the district offer students computer courses. The Superintendent of Schools responded that it is required for students in the 9th grade (Computer Applications). He further stated that everything listed in the book is what every student gets and other additional items for students to further their knowledge.

Yes: Christine Napolitano
John McGrath
Laraine Salvatore
Terence Hale
William Hornberger

No: None

Passed: Yes

Discussion: Mr. Hale inquired if the Summer Jump Start coordinator was the same person. The Superintendent of Schools stated that as long as the district has had the program, yes.

Mr. Hale inquired about the number of students attending AP Science class. The Superintendent of Schools responded, 16.

The Board of Education now voted on Resolution #72, approves Consensus Agenda Items H.1.a. through H.8.a. as presented including the amendment.

Yes: Christine Napolitano
John McGrath
Laraine Salvatore
Terence Hale
William Hornberger

No: None

Passed: Yes

I. Superintendent's Reports

The Superintendent of Schools stated that there will be two presentations rolled into one Technology Plan.

- Technology Plan – Year 5 of 5 Equipment Replacement Plan

The Superintendent of Schools discussed the following: every 5 years districts are required to adopt a Technology Plan that outlines specific budgets, inventory of equipment, and how to roll out over 5 years as well as professional development imbedded in the plan as to equipment in the classroom; we are in the 5th year of the last Technology Plan (Replaced all equipment in the district with new); complete overhaul this year; assessing the 4 years of the plan; robust system; Willis completely overhauled; all equipment purchase has a 5 year warrantee; no outdated equipment; goals of the plan; video capabilities; type of software (Discovery Education) teachers use as a resource; technology assessment and assessment of students; future jobs have not been created yet; document will be on website tomorrow; 2.2 million dollars worth of equipment purchased and the cost to the district is 1/5 of that; maintain a budget line of \$500,000; purchasing equipment agreement with BOCES will be approved at the June 3rd meeting; instituting a back up system. Mr. McGrath inquired what was wrong with the hard switches. The Superintendent of Schools responded they are at the end of their life. The Superintendent of Schools also discussed: cost of switches (\$50,000 each) and will finish the last purchase the district has to make for all equipment to be new. Ms. Napolitano inquired as to what the district does with the old equipment. The Superintendent of Schools responded, there is a public sale, and all sales are final. Mr. Hale inquired if the district only needs one more SAN. The Superintendent of Schools responded that a SAN holds a lot of information. Ms. Napolitano inquired if the district was purchasing cooperatively. The Superintendent of Schools responded that he is surprised that many districts don't do it this way. When you go through BOCES you are paying amortization and getting a bigger band for your buck quickly, and the district receives aid. The Superintendent of Schools further discussed: installing a WAC (Wireless Controller) that controls all wireless in the district which will be in every building, but currently it is only at the High School; because there is a waste of paper and ink there will be a quota on print jobs and the number of copies employees can make; after they exceed the limit a reason is needed to proceed (A safeguard for the equipment and a way to control paper). Ms. Salvatore inquired as to why the district was waiting to implement in 2011. The Superintendent of Schools responded that the district has the WACs now, but without the controller to regulate the wireless feed there will be dead spots in buildings.

Mr. Hornberger now opened up the discussion to the public if they had comments regarding the Technology Plan that was presented.

Public Comments:

- ❖ A resident inquired if wireless capabilities were for staff or children. The Superintendent of Schools responded that if they are using district equipment they will have access to it.

Mr. Hornberger reminded every of events that are coming up: Meet the Candidate Night sponsored by District Council. The Superintendent of Schools stated that it was not on the calendar and it will be on Tuesday, at 7:30 p.m. He will post it on the website. May

18th is the budget vote with 2 additional propositions (Capital Reserve fund and Voting At Large). Mr. Hornberger explained that the Capital Reserve Fund is for general construction and the Voting At Large was for the top 2 candidates receiving the most votes. Mr. Hornberger also reported that the Board has interviewed candidates for replacing Ms. Goffman. The Superintendent of Schools requested an executive session at 6:00 p.m. on May 20th so the Board can meet the two candidates.

The Superintendent of Schools described the process in the selection of candidates. Ms. Salvatore inquired as to the number of people interviewed. The Superintendent of Schools responded, nine, over two days.

Mr. Hornberger addressed next years budget meetings and specifically the April Business Meeting that it will be combined with the Annual BOCES Meeting, Wednesday, April 27, 2011.

The Superintendent of Schools inquired of the Board a meeting date in July for the Board's Retreat. Mr. McGrath offered the suggestion of the 3rd week in July. Mr. Hale stated he will try to attend.

Mr. Hornberger informed the Board that Chartwell is not going to review their contract with the district and the district will be going out to bid. The Superintendent of Schools stated that Chartwell cited they were losing money, and that their bid was very low compared to other bidders. The Superintendent of Schools explained to the Board that when you go out to bid the lowest responsible bidder is chosen. A question was raised if it affected the district's plan for a Point of Sale. The Superintendent of Schools responded that the district sets a price and are guaranteed to make a profit. Mr. Hale expressed disappointment in Chartwell's decision.

Mr. Hornberger inquired about an RFP for Architectural Services. The Superintendent of Schools responded that it is being finalized and will be put out next week. Mr. Hornberger inquired if the Board needs to view it. The Superintendent of Schools responded that it is a standard template. It's hard because the district does not have a project, this would be just for services. Ms. Salvatore inquired as to where it will be advertised. The Superintendent of Schools responded that it will appear in the newspaper and there have been companies who have solicited the district already. Mr. Waters interjected there were about 7 or 8 firms have expressed an interest. The Superintendent of Schools stated that the district wants a company who deals with schools.

The Board and Superintendent of Schools discuss the questions that would appear on the exit poll survey, May 18th. The following was discussed: Triple C Committee concerned with too much information appearing on survey; Superintendent of Schools is looking for direction from the Board as to questions on the survey; support a bond if it kept 5th and 8th graders out of Middle and High School; number of transition years; class size; keep the questions current; not too wordy; survey seems cut and dry that Hampton and Cross would be gone; names of buildings should be removed; transportation concerns; some construction will be needed for remaining schools; easily rentable buildings; what does the Board want the school system to look like; understanding that the consensus of the Board was not put up a 7 million dollar bond; North/South Jericho split; keeping the survey simple; prioritizing interests; time on a bus; distance not an issue because students from all over attend Willis; presenting questionnaire to Board after discussion with

Syntax; possibility of moving a child from one area to another if space issues exist; this item should have appeared on the agenda so the public could attend; excluding the question to keep the current configuration from the survey; voting on the budget should be kept completely separate from the reconfiguration, because the budget needs to stand alone; 50% return on the Kindergarten survey to parents as to their child attend their home school or future school (53 wanted to attend neighborhood school; 50 their future school; and 19 had no preference). The Superintendent of Schools stated that at this point he is not entertaining anything other than next year's first grade students going to their neighborhood school.

J. Executive Session

At 8:57 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: Terence Hale
Second: Laraine Salvatore

Yes: Christine Napolitano
John McGrath
Laraine Salvatore
Terence Hale
William Hornberger
No: None

Passed: Yes

President Hornberger stated that the Board may return at any time.

At 10:14 p.m. the Board returned to open session.

K. Adjournment

At 10:14 p.m. a motion was made to adjourn this meeting of the Board of Education.

Motion: John McGrath
Second: Terence Hale

Yes: Christine Napolitano
John McGrath
Laraine Salvatore
Terence Hale
William Hornberger
No: None

Passed: Yes

Respectfully submitted

Donna Martillo
District Clerk