

**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 - 2015-2016**

***Educational***

- Continue to actualize the District's Mission and Strategic Objectives and measure progress toward these goals
  - Continue to develop an electronic portfolio which recognizes the attributes embodied in the mission statement
  - Demonstrate that students are contributing positively to a global society
  - Demonstrate that students are exhibiting strength of character (habits of the mind)
  - Demonstrate that students are pursuing something about which they are passionate
- Continue to expand and develop college and career partnerships to ensure success for our HS graduates.
  - Expand Queensboro certificate program
  - Explore career partnerships with local institutions

***Facilities***

- Develop a comprehensive Building Condition Survey which outlines the health of all of the districts buildings
  - Create a new five-year Capital Plan to address outstanding items in the BCS
    - Leverage both the Capital Reserve and Energy Performance Contracts (EPC)

***Finance***

- Not to exceed the allowable tax levy cap while continuing to maintain and enhance all of our programs and facilities

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**DATE: April 21, 2016**

**LOCATION: Willis Avenue School**

**OPEN WORK SESSION**

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

**Board of Education**

Christine Napolitano  
Patricia Navarra  
Nicole Matzer  
Margaret Ballantyne  
Brian Widman

**Central Office**

Dr. Michael Nagler, Superintendent of Schools  
Jack Waters, Asst. Supt. for Finance Operations  
Patricia Burns, Asst. Supt. Curr.,Instr.,&Assess.  
Edward Escobar, Asst. Supt. Human Resources  
Andrea Paggi, District Clerk

- A. Call to Order - 7:00 pm**
- B. Pledge of Allegiance**
- C. Reading of Mission- Ed Escobar**
- D. Moment of Silent Meditation**

**E. Dais & Visitor Introductions**

**F. High School Student Organization Report**

There was no Student Organization report this evening.

**G. BOE Reports**

**a. Comments from Board Trustees**

Brian Widman expressed congratulations to the PTA boards that won awards at the dinner. He wished a Happy Passover to all those in the community who are celebrating. Mr. Widman is looking forward to the upcoming grade 8/9 production of the Wizard of Oz.

Margaret Ballantyne also sends wishes for a Happy Passover. Dr. Ballantyne reported that the recent SEPTA Social was a big success. She also added that at the last Septa Meeting, there was a wonderful presentation given by one of our social workers and one of our psychologists.

Nicole Matzer thanked all those involved with the PTA dinner. She attended the Meadow Drive Regatta and added that they did a great job. Ms. Matzer attended the fundraiser at McDonald's. Ms. Matzer hopes that everyone enjoys their vacation. She is looking forward to all of the upcoming Spring Concerts.

Patricia Navarra hopes everyone has a safe and relaxing vacation.

**b. Comments from Board President**

Christine Napolitano also enjoyed the District Council dinner. She also felt that the presentation at the Septa meeting was done very well and very informative. Ms. Napolitano felt that all parents could benefit from the presentation. Ms. Napolitano stated that the Board and Dr. Nagler had all attended the NSBA Convention in Boston and it was a great experience. She and the Board will present on the convention at an upcoming meeting. Finally, she wished everyone a Happy Passover and hopes people enjoy the spring break.

**c. Comments from Superintendent**

Dr. Nagler stated that a part of the District mission statement is to "inspire each student to be a lifelong learner". This raises the question of how staff continues to be lifelong learners. Dr. Nagler stated that this is achieved through professional development and even as the Superintendent, it is necessary for him to find these opportunities for professional development. Over the past few weeks, Dr. Nagler participated in several of these professional development opportunities. He found the NSBA Convention in Boston to be very productive. Dr. Nagler just returned from a school summit organized by Digital Promise and on Sunday his Ted Talk was filmed. Dr. Nagler added that the Ted Talk will be available 3-5 weeks. Dr. Nagler found this

past week to be very invigorating, to be with other Superintendents from around the country and talk about best practices. Dr. Nagler stated that he needed Board input regarding the Candidate Outreach supplement that is sent out each year when several candidates are running for the Board of Education. This year, there is only one candidate running for the Board of Education. He asked the Board if they felt that this should be done, given that there is only one candidate. In the past, when there is only one candidate, the supplement was not sent out. The Board stated that they feel that this supplement does not need to be sent. There will be opportunity to get information on Monday, May 2nd, at Meet the Candidate Night and both local papers will be printing information regarding the candidate. Dr. Nagler presented an update on the opt-out numbers for the State Math exams. He reminded everyone that for the 8th grade, all students will take the algebra regents instead of the State exam. Dr. Nagler stated that there was an opt-out rate of 24%, which reflects an increase for grades 3-7 from last year. He added that the number of children increased by 20 students. Dr. Nagler wished everyone a Happy Holiday and vacation. Finally, he thanked Ms. Burns for arranging Parent University which was attended by approximately 20- 25 parents. Dr. Nagler suggested that we should think about changing the format or renaming these presentations, in order to increase participation. Ms. Napolitano also suggested that these events should be taped and put on the website for parents who are unable to attend in person.

## **H. Old Business**

Christine Napolitano had one item of old business. She inquired about a timeframe for the District lead testing to be completed. Dr. Nagler and Mr. Waters reported that Mr. Romano had been in contact with the company that will be performing the lead testing to get everything needed in order.

## **I. New Business**

### **Adoption of 2016/17 Budget and Property Tax Report Card**

**RESOLUTION # 68 - BE IT RESOLVED** that the Mineola Board of Education approves the Adoption of the 2016- 2017 Education Plan and Budget in the amount of \$91,214,512, as submitted or, if necessary, with revisions, and further

**BE IT RESOLVED** that the Board of Education of the Mineola Union Free School District approves the real property tax report card prepared by the District's Business Office for the 2016 Annual District Meeting; and be it further

**RESOLVED** that a copy of said report card shall be submitted to the State Education Department by the end of the next business day following this approval.

**Motion:** Margaret Ballantyne

**Second:** Nicole Matzer

Discussion: At this point, the Superintendent presented the "2016- 2017 Budget- Final Draft". \*Please see minutes under the Superintendent report section\*

**Yes:** Brian Widman  
Margaret Ballantyne  
Nicole Matzer  
Patricia Navarra  
Christine Napolitano

**No:** None

**Passed:** Yes

### **Approval of the SMART Schools Investment Plan**

**RESOLUTION # 69 - BE IT RESOLVED** that the Board of Education of the Mineola Union Free School District approves the SMART School Investment Plan as presented.

**Motion:** Patricia Navarra

**Second:** Nicole Matzer

Discussion: The Superintendent stated that this resolution is to approve the spending of the District's allocation of SMART Money as outlined on March 3rd and at the Public Hearing on April 7th.

**Yes:** Brian Widman  
Margaret Ballantyne  
Nicole Matzer  
Patricia Navarra  
Christine Napolitano

**No:** None

**Passed:** Yes

**Approval of Employee Agreement**

**RESOLUTION # 70 - BE IT RESOLVED** that the Board of Education of the Mineola Union Free School District hereby authorizes and approves the Side Letter Agreement concerning Employee # 00188, between said Employee, the Mineola Teachers Association, and the School District dated April 14, 2016.

**Motion:** Brian Widman  
**Second:** Margaret Ballantyne

There was no discussion.

**Yes:** Brian Widman  
Margaret Ballantyne  
Nicole Matzer  
Patricia Navarra  
Christine Napolitano

**No:** None

**Passed:** Yes

**J. Consensus Agenda**

**RESOLUTION # 71 - BE IT RESOLVED** that the Board of Education approves the consensus agenda items J.1.a. through J.7.a.1., as presented.

**Motion:** Nicole Matzer  
**Second:** Margaret Ballantyne

**Yes:** Brian Widman  
Margaret Ballantyne  
Nicole Matzer  
Patricia Navarra  
Christine Napolitano

**No:** None

**Passed:** Yes

1. **Accepting of Minutes**

- a. That the Board of Education accepts the minutes of the April 7, 2016 Workshop Meeting as presented.

2. **Instruction**

- a. **Resignation(s)**
  - 1. That the Board of Education accepts the resignation of Bridget C. Murphy, Chairperson CSE/CPSE & Summer School Principal, effective June 30, 2016.

b. Leave(s) of Absence/Child Rearing

1. That the Board of Education grants a request to Theresa Duignan, for an unpaid Leave of Absence, for child-rearing purposes, effective September 1, 2016 to January 31, 2017.

c. Appointment(s) Sub Teacher per diem

That the Board of Education accepts the following individual(s) as Per Diem Substitute Teacher(s) for the current school year, at a daily rate of \$100.00 per day; and retirees at a daily rate of \$125.00 per day.:

	<u>EMPLOYEE NAME</u>	<u>EMPLOYEE CERTIFICATION</u>
1.	Margaret Spataro	Childhood Education (Grades 1-6)
2.	Briana Rubenstein	Mathematics 7-12
3.	Beverly Pead	Childhood Ed(1-6), SWD(1-6)

d. Appointments 45 Day Subs

1. That the Board of Education approves the appointment of Briana Rubenstein, to the position of 45 Day Substitute Teacher for Danielle Carretta, effective April 22, 2016 to June 30, 2016.; Salary: Days 1-20, \$100.00, Days 21-39 \$110.00, Days 40-45 \$120, Day 46 contract salary BA, Step 1, 58,706.

3. **Instruction: Contracted**

- a. That the Board of Education approves the Special Education Services contract for Parentally-Placed Students between the Mineola UFSD and the Manhasset UFSD for the 2015- 2016 school year.
- b. That the Board of Education approves the Related Services Agreement between the Mineola UFSD and Horizon Healthcare for the 2016- 2017 school year.
- c. That the Board of Education approves the Related Services Agreement between the Mineola UFSD and MKSA, LLC for the 2016- 2017 school year.

4. **Civil Service**

a. Appointments

1. That the Board of Education approve the appointment of Jane Lapin, from part time to full time Teacher Aide to replace Annette Karlewicz, who retired, effective April 18, 2016. Salary is \$26,462 on Step 5. Probation is 26 weeks.
2. That the Board of Education approve the appointment of Nicholas Liossatos, to the position of Cleaner Sub, effective April 18, 2016. Salary is \$12.25 per hour.
3. That he Board of Education approve the appointment of Anthony Nosike, to the position of Cleaner Sub, effective April 18, 2016. Salary is \$12.25 per hour.
4. That the Board of Education approve the appointment of Maureen Aquino, to the position of Clerical Sub, effective May 2, 2016. Salary is \$15.00 per hour.
5. That the Board of Education approve the appointment of Deana Allen, to the position of Teacher Aid Sub, effective May 2, 2016. Salary is \$13.95 per hour.
6. That the Board of Education approve the appointment of Lucia Schumann, to the position of Teacher Aid Sub, effective May 2, 2016. Salary is \$13.95 per hour.

b. Leave(s) of Absence

1. That the Board of Education extend a paid Medical Leave of Absence to William Lutkins, Custodian at the Middle School, effective April 5, 2016 through May 2, 2016.

2. That the Board of Education approve a paid Medical Leave of Absence to Gonzalo Giron, Cleaner at the High School, due to surgery, effective April 7, 2016 through May 5, 2016.

c. Leave(s) of Absence

1. That the Board of Education extend the unpaid leave of absence to Joan DiFranco, part time Teacher Aide at Hampton Street School, for the remainder of the school year due to surgery.

d. Civil Service: Other

1. That the Board of Education approves 27 Student Worker positions for the Summer of 2016, effective July 5, 2016 through August 19, 2016. They will work seven (7) hours per day. Salaries will be \$8.00 per hour for new Student Workers and \$8.50 for returning Student Workers.

e. Appointment(S) Summer Bus Aides

That the Board of Education approves the following staff members as Summer Bus Aides from 7/1/16 through 8/31/16:

	<u>POSITION</u>	<u>EMPLOYEE NAME</u>	<u>SALARY</u>	<u>EFFECTIVE</u>
1.	Bus Attendant	Donna Buckley	\$39.38	07/01/2016
2.	Bus Attendant	Dolores Delape	\$21.38	07/01/2016
3.	Bus Attendant	Regina Cappuccio	\$10.91	07/01/2016
4.	Bus Attendant	Kathleen Diskin	\$32.98	07/01/2016
5.	Bus Attendant	Karen Dombeck	\$39.38	07/01/2016
6.	Bus Attendant	Rhonda Kaletsky	\$21.38	07/01/2016
7.	Bus Attendant	Michele Krumholz	\$32.98	07/01/2016
8.	Bus Attendant	Frances Lapoff	\$32.98	07/01/2016
9.	Bus Attendant	William Miceli	\$20.32	07/01/2016
10.	Bus Attendant	Olga Santoli	\$18.07	07/01/2016
11.	Bus Attendant	Giovanna Randazzo Klein	\$28.59	07/01/2016

5. Business /Finance

a. Treasurer's Report

1. That the Board of Education accepts the Treasurer's report for the period ending February 29, 2016 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 March 31, 2016

A/P Warrant # 17	March 09, 2016	\$ 335,190.15
A/P Warrant # 18	March 22, 2016	\$ 1,338,337.50

**TOTAL EXPENSES \$ 1,673,527.65**

PAYROLL # 17 & # 18

General	\$ 4,051,896.30
F Fund	\$ 51,225.89

**TOTAL PAYROLL \$4,103,122.19**

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

a. That the Board of Education hereby approves the contract renewal with Tel/Logic Inc, d/b/a Central Ed, for the purchase of non public school textbooks and distribution services for the 2016-2017 school year.

7. **Other**

a. **Approval of Election Workers**

1. That the Board of Education approves the appointment of the following individuals to serve as Registrars and Inspectors at the Annual Election and Budget Vote held **Tuesday, May 17, 2016** at the hourly rate of pay, \$10.00:

**Chief Election Inspectors:**

Meadow Drive: **Eileen Alexander**  
Jackson Avenue: **Carolina Macedo**

**Registrars:**

Meadow Drive: Rosetta Morris, Loretta Piotrowski, Margaret Karazia  
Jackson Avenue: Michael Coniglio, Frank Iaquinto, Gary Nelson

**Inspectors:**

Meadow Drive: Ann Marie Smith, Robert Petraglia, Raymond Kwiatek, Lynn Clifford  
Jackson Avenue: Flore Rowe, Marie Encizo, Mary Ann Iaquinto, Marion Kessler, Ava Doshi and Nora Coniglio

NOTE: In the event that there should be a vacancy created in any of the positions of Inspector of Election or Registrar, the Superintendent of Schools is authorized to appoint a qualified voter of this District to fill such vacancy.

The Superintendent of Schools recommends the appointment of the following Registrar to serve on Registration Day, Tuesday, **May 3, 2016**, between the hours of 4:00pm to 8:00pm at the authorized rate of pay of \$10 per hour.

Willis Avenue: **Eileen Alexander**

A one hour workshop will be given on **Monday, May 16, 2016** from 3:00pm to 4:00pm and the attending Registrars and Inspectors will be compensated at the hourly rate of \$10.00.



## **K. Superintendent's Report**

### Superintendent of Schools' Reports for 4/21/16

#### Presentations:

#### 1. 2016- 2017 Budget Presentation- Final

\*This presentation took place during New Business- Resolution # 68\* (it can be found on the District website, on the Board of Education page)

Dr. Nagler presented a quick run through of the Budget. The tax levy cap this year is -.012. He reminded everyone that allocating monies from the unappropriated fund balance is a one-time expense. Since the money will not reoccur in next year's budget, they are identifying which codes will be reduced in the 2017-2018 budget: \$200,000 transfer to capital; \$330,000 facilities upgrade and \$470,000 in equipment.

The Superintendent presented "**What is in the Budget?**"

- All current educational and co-curricular programs
- All extra-curricular activities
- All current athletic programs
- Maintain 5 year technology plan (year 10)

#### **Recommend:**

-Increase transfer to Capital total of 1.5 million: air condition instructional spaces at Jackson Avenue; create a district storage facility at Hampton Field and renovate and construct 3 new music rooms at the High School

#### **-Maintain \$830,000 facilities upgrade line:**

- ~MS Bus loop
- ~Meadow playground surface
- ~Expand Meadow room 200, creating "Pre-K wing"
- ~Complete baseball field
- ~Jackson exterior painting and cupola repair
- ~Create Middle School Fab Lab

#### **-Increase equipment to \$800,000**

##### **High School**

- 4 additional 21st century classrooms
- New Library furniture
- New "iHub" furniture
- Fab Lab furniture and equipment
- Science research equipment
- 1,700 new student lockers
- New Music room instrument lockers

##### **Middle School**

- Fab lab furniture

##### **District**

- New furniture Jackson, Meadow, Hampton
- New truck and plow, "Bobcat" for bus garage
- Musical instruments, Jackson Art room cabinetry
- New football and lacrosse helmets and shoulder pads, replace practice wrestling mats, 2 exercise bikes, 2 ARC bikes (elliptical), new shot clock at HS

- Miscellaneous technology

Dr. Nagler stated that this is a very comprehensive budget and he is very proud of the budget as presented. He asked the Board if there were any questions or comments. The Board was in agreement that this is a very good budget. They thanked Mr. Waters for all of his hard work. \*\*Following this presentation, the Board voted on Resolution #68 to adopt the 2016-2017 Budget and Property Tax Report Card.

### Superintendent Comments

Dr. Nagler made a statement tonight regarding the protection of students, safety protocols followed and how a recent incident was handled. Dr. Nagler expressed his disappointment with the behavior of a few parents who chose to use social media as a means to discuss this incident; publicly naming a student, exaggerating the facts and commenting in an inappropriate manner. Dr. Nagler stated that the decision was made not to notify parents of the incident. This decision was not made lightly, but was done so after involving the police in the investigation of this matter. Dr. Nagler emphasized that no child should be subjected to the court of public opinion. The Superintendent stated that after looking back on how the situation was handled; he would not have changed any of his decisions. Ms. Napolitano commented after the Superintendent had finished, that she would like to commend Dr. Smith and his staff for their handling of the situation.

### **L. Public Comments**

Ms. Napolitano opened the floor to public comment. One resident/parent inquired if the students in each school are aware of and practice the protocols in place for emergency situations. Dr. Nagler responded to the questions as presented. He discussed the difference between: lock-out (threat is outside the building) and lock-down (threat is inside the building). He stated that all of our buildings are in lock-out mode. People must be buzzed into all buildings. There are buzzers on all exterior doors. The doors that can be opened with passes also have cameras to record who has entered. In the case of lock-down, the threat is inside the building. There are panic buttons that are used, which also alert the police and a message is sent over the PA system to notify everyone. The police precinct also has the blueprints and floor plans for every building. BOCES also has the ability to see our cameras in these situations. The protocol is reviewed and children at all buildings are practicing all of these drills. When asked, the parent felt that all of her questions had been answered by the Superintendent. There were no additional public comments this evening.

### **M. Executive Session Time: 7:40 p.m.**

At 7:40 pm, a motion was made for the Board of Education to go into Executive session to discuss Administrative Negotiations.

**Motion:** Margaret Ballantyne

**Second:** Patricia Navarra

**Yes:** Brian Widman  
Margaret Ballantyne  
Nicole Matzer  
Patricia Navarra  
Christine Napolitano

**No:** None

**Passed:** Yes

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

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

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

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

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

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

**Respectfully Submitted,**

**Andrea M. Paggi**