

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

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 - 2016-2017

To Be Determined

DATE: September 1, 2016

LOCATION: Willis Avenue School

OPEN WORK SESSION 7:00 p.m. 2nd Floor Board Room

Board of Education

Christine Napolitano
Margaret Ballantyne
Nicole Matzer
Brian Widman
Cheryl Lampasona

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- Brian Widman

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

Margaret Ballantyne welcomed everyone back especially teachers students and administrators. She was happy to see that there was a great deal of curriculum work done over the summer. Dr. Ballantyne is looking forward to a good school year.

Nicole Matzer also welcomed everyone back. She is looking forward to the many upcoming events throughout the District and thanked the volunteers that help make them happen.

Brian Widman welcomed everyone back and wished everyone good luck in the new school year.

Cheryl Lampasona welcomed everyone back. She was at Hampton Street School this morning and reported seeing many happy faces.

b. Comments from Board President

Christine Napolitano stated that it was a wonderful summer and hopes that it was enjoyed by all. She reported that the District was very busy this summer and many projects took place. She thanked the Board for working during the summer to put together their goals for the 2016-2017 school year, which will be approved this evening. Ms. Napolitano stated that this Board is very committed and hard working. Ms. Napolitano welcomed everyone back and stated that she is very excited for the new school year.

c. Comments from Superintendent

The Superintendent stated that the summer always seems to go by very fast and even more so when many projects are going on throughout the district. He reported that with the exception of the Middle School Bus Lane, all new spaces are safe for students. Dr. Nagler stated that the greatest amount of work took place at the High School and he sends his thanks to the custodial staff. The Fab Lab looks good and a few items are being taken care of such as doors being installed. The following items have been delivered: plasma cutter and router and we are waiting for the laser cutter. Dr. Nagler is very excited to see these items in use and added that Mineola is one of the only school districts on Long Island to have these items. The music rooms are bright and colorful and are still need some work; but they are safe for students. For the chorus room, we are still in need of a HVAC unit. This room is a little behind schedule, but the chorus is able to use the stage as they have in the past. The turf field looks great and the fencing was going up today. After that takes place, the only

items left are painting the lines on the track and installing the goal posts. Dr. Nagler stated that barring bad weather, a ribbon cutting is planned for September 9th, prior to a Girls varsity soccer game. The Board stated that the date worked for them. The Superintendent reported that due to an error, the District Calendars mailed out to parents did not list the start of Hanukkah and Passover. Dr. Nagler stated that this has been corrected on the District website and the printed version now includes the correct. He apologizes for the error. The Superintendent reported that the Middle School Bus Lane has not been completed yet and he explained which sidewalks are done for the children to enter the building today. There were many staff members stationed outside to insure the students' safety. Dr. Nagler thanked Mr. Interrante for working traffic control at the Middle School today. He anticipates that the work will be completed by 9/12. Dr. Nagler also stated that they will be consulting on the best time for planting at the Middle School. He stated that the District is committed to the planting; however it may need to wait until spring based upon recommendations. Dr. Nagler stated that today he visited all classrooms at the Middle School and Jackson Avenue School and he had lunch with the 8th graders. Tomorrow, he will visit the classrooms at Meadow Drive and Hampton Street Schools. He is happy to see the children back in school and feels that this should be a special year.

H. Old Business

Christine Napolitano asked if there was any old business this evening. Margaret Ballantyne stated that she wanted to let the Board know that Erie 1 BOCES has already begun sending policy revisions for the school year. Dr. Nagler added that there is one policy that is pressing and will require Board action soon. Nicole Matzer asked the status of the Hampton Project. Dr. Nagler reported that the mechanical review is expected shortly and hopefully we will receive approval by the end of the month. The Superintendent reminded everyone that after approval is given, it will take another month to bid. He added that the district must be very strategic in how the project is bid, due to the fact that the original price estimates given are now two years old. It will be necessary to have many alternates in the bid. Margaret Ballantyne asked if once a project is approved if the work can be spread over time without having to go back again for approval. Dr. Nagler stated that the entire project will receive approval and can be done over time.

I. New Business

Approval of Board of Education Goals 2016- 2017

RESOLUTION # 13- BE IT RESOLVED that the Board of Education approves the following Board of Education Goals for the 2016- 2017 school year:

Educational

- Develop a comprehensive series of activities that actively engage parents in the District Mission.
 - Seek to engage parents in answering the question "How can Mineola best prepare students for the rapidly evolving and changing world of work and study"
- Continue to actualize the District's Mission and Strategic Objectives and measure progress toward these goals
 - Emphasis on increasing student choice
 - Emphasis on student portfolios
- Continue to expand and develop Queensboro certificate program to enable students to graduate HS with a full year of college credit

Facilities

- Continue to plan and fund a 5 year Capital improvement plan that addresses the outstanding items in the Building condition survey. Plan should include multiple funding sources- Energy performance contracts, Capital reserve fund, and budget transfers

Finance

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

Motion: Margaret Ballantyne

Second: Nicole Matzer

Discussion: Christine Napolitano stated that the Board worked on these goals all summer and she is very proud of the job that they did. Dr. Nagler congratulated the Board on a job well done.

Yes: Cheryl Lampasona
Brian Widman
Nicole Matzer
Margaret Ballantyne
Christine Napolitano

No: None

Passed: Yes

Memorandum of Agreement- AMSA

RESOLUTION # 14- BE IT RESOLVED, that the Board of Education of the Mineola Union Free School District hereby authorizes and approves the memorandum of agreement between the Board of Education and the Association of Mineola School Administrators, dated September 1, 2016; and

BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the Superintendent of Schools to incorporate said memorandum of agreement into the parties' more formal written agreement for the period July 1, 2011 through June 30, 2016. **Amended Date: July 1, 2016 through June 30, 2020.

Motion: Cheryl Lampasona

Second: Nicole Matzer

Discussion: Dr. Nagler stated that it is necessary to amend the date listed in the resolution. A motion was made by Margaret Ballantyne to amend the date from 7/1/11 through 6/30/16 to 7/1/16 through 6/30/20. This was second by Nicole Matzer. The Board was polled and all were in favor of amending the dates; motion passed.

Dr. Nagler explained that this is a very reasonable settlement. Both sides understood the each others needs and were willing to compromise. This agreement limits sick days for future members and requires more days over the summer for the ILs. The Board was happy with the agreement and the vote was taken.

Yes: Cheryl Lampasona
Brian Widman
Nicole Matzer
Margaret Ballantyne
Christine Napolitano

No: None

Passed: Yes

J. Consensus Agenda

RESOLUTION # 15 - BE IT RESOLVED that the Board of Education approves the consensus agenda items J.1.a. through J.5.a., as presented.

Motion: Margaret Ballantyne

Second: Cheryl Lampasona

Discussion: Dr. Nagler stated that it is necessary to amend two items on the consensus agenda due to the fact that an error was made in how the individuals were appointed. The following are the two amendments- Items J.2.a.5 and 8:

5. That the Board of Education approves the appointment of Stephanie Kelly to the position of part time (.5) Pre-Kindergarten **leave replacement teacher for Kim Morrissey**, effective August 31, 2016 to June 30, 2017, with a salary of .5 of MA, Step 1, \$68,282 equaling \$34,141.

8. That the board of education approves the appointment of Christina Castello to the position of part time (.5) Pre-Kindergarten **leave replacement teacher for Kim Morrissey**, effective August 31, 2016 to June 30, 2017, with a salary of .5 of BA₂ Step 1, \$58,706 equaling \$29,353.

A motion was made by Margaret Ballantyne to amend the two items and was second by Cheryl Lampasona. The Board was polled and all were in favor motion passed. Christine Napolitano asked if there was any other discussion or comments, but there was none. The Board was polled on the amended consensus agenda.

Yes: Cheryl Lampasona
Brian Widman
Nicole Matzer
Margaret Ballantyne
Christine Napolitano

No: None

Passed: Yes

1. Accepting of Minutes

- a. That the Board of Education accepts the minutes of the August 11, 2016 Business Meeting as presented.

2. Instruction

- a. Appointments Instruction
 1. That the Board of Education approves the appointment of Lucila Guzman, to the position of Probationary Elementary Teacher, effective August 31, 2016. Salary: MA, Step 2, \$ \$71,246. Probationary Period: August 31, 2016 to August 30, 2019.
 2. That the Board of Education amends the probationay period of Lisa Krawciw to August 31, 2016 to August 30, 2019.
 3. That the Board of Education amends the probationay period of Natalie Vattuone to August 31, 2016 to August 30, 2019.

4. That the Board of Education approves the appointment of Michael Chin, to the position of Leave Replacement Teacher for Terry Duignan, effective August 31, 2016 to June 30, 2017 with a salary of MA, Step 1, \$68,282.00.
5. That the Board of Education approves the appointment of Stephanie Kelly, to the position of part time (.5) Pre-Kindergarten Teacher, effective August 31, 2016 to June 30, 2017, with a salary of .5 of MA, Step 1, \$68,282 equaling \$34,141.
6. That the Board of Education approves the appointment of Nicole Oddo, to the position of Kindergarten Leave Replacement Teacher for Lisa Fiocco, effective August 31, 2016 to June 30, 2017, with a salary of MA, Step 1, \$68,282.
7. That the Board of Education approves the appointment of Brynn Maxwell, to the position of Special Education Leave Replacement Teacher for Susan Palladino, August 31, 2016 to January 31, 2017, with a salary of MA, Step 1, \$68,282.
8. That the Board of Education approves the appointment of Christina Castello, to the position of part time(.5) Pre-Kindergarten Teacher, effective August 31, 2016 to June 30, 2017, with a salary of .5 of MA, Step 1, \$68,282 equaling \$34,141.

b. 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 days 0-10, \$110 days 11-20, \$120 days 21-30, \$130 day 31+; and retirees at a daily rate of \$125.00 per day, \$130 per day after 30 days.:

	<u>EMPLOYEE NAME</u>	<u>EMPLOYEE CERTIFICATION</u>
1.	Maria S. Santangelo	Health, Home Ec, Business
2.	Christine Mulrooney	Nursery/K/Grades 1-6
3.	Jeannette E. Robinson	Nursery/K/Grades 1-6
4.	Laura Bruder	Nursery/K/Grades 1-6
5.	Raffaele DelliGatti	Childhood Education (Grades 1-6)
6.	Catherine A. O'Brien	Nursery/K/Grades 1-6
7.	Cailin M. Giard	Childhood Education (Grades 1-6)
8.	Jenna Cavuto	Childhood Education (Grades 1-6)

3. Instruction: Contracted

a. That the Board of Education approves the Professional Membership Affiliation Agreement between the Mineola UFSD and SCOPE Education Services for the 2016-2017 school year.

b. That the Board of Education approves the Home Instruction/ Consultant Services Agreement between the Mineola UFSD and the following agencies for the 2016-2017 school year:

1. Alternative Tutoring, Inc.
2. Long Island Tutorial Services

4. Civil Service

a. Appointments

1. That the Board of Education approve the appointment of Kelsey Baumann, to the position of Teacher Aid Substitute, effective August 31, 2016. Salary is \$13.95 per hour.
2. That the Board of Education approve the appointment of Vivian Depascale, retired Bus Driver to the position of Bus Drivers Sub, effective August 31, 2016. Salary is \$22.46 per hour.

3. That the Board of Education approve the appointment of Michele Galella, to the position of Sr. Library Clerk at the High School, to replace Susan Spevack who retired, effective August 31, 2016. Salary is \$40,521 on Step 1; probation is 26 weeks.
4. That the Board of Education approve the appointment of Laura Potter, to the position of Typist Clerk at the Middle School, to replace Judi Falck who retired, effective August 29, 2016. Salary is \$38,742 on Step 1; probation is 26 weeks.

b. Leave(s) of Absence

1. That the Board of Education grant a request to Alice Boos, part time Teacher Aide at the Middle School, for a paid Leave of Absence, due to a personal family matter, effective September 1, 2016, for approximately three months.

c. Creation of New Position

1. That the Board of Education approves a new full-time, 11 month position of Bilingual Typist Clerk for the High School in the Special Education office, effective September 1, 2016.

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

- a. That the Board of Education approves the amended Health and Welfare Services Contract (originally approved 3/3/16) between Mineola UFSD and the Hicksville UFSD, whereby Mineola UFSD provides health and welfare services for the 2015-16 school year.

Walk-On Agenda Items for 9/1/15:

Stipulation of Settlement

RESOLUTION # 16 - BE IT RESOLVED that the Board of Education of the Mineola Union Free School District hereby approves and authorizes the Superintendent of Schools to sign a stipulation of settlement with an employee whose identity has been made known to the Board in Executive Session, and authorizes the Superintendent to take the steps necessary to implement the terms of said agreement.

Motion: Margaret Ballantyne

Second: Brian Widman

Yes: Cheryl Lampasona
 Brian Widman
 Nicole Matzer
 Margaret Ballantyne
 Christine Napolitano

No: None

Passed: Yes

Stipulation of Settlement

RESOLUTION # 17 - BE IT RESOLVED that the Board of Education of the Mineola Union Free School District hereby approves and authorizes the Superintendent of Schools to sign a stipulation of settlement with an employee whose identity has been made known to the Board in Executive Session, and authorizes the Superintendent to take the steps necessary to implement the terms of said agreement.

Motion: Cheryl Lampasona

Second: Nicole Matzer

Yes: Cheryl Lampasona
Brian Widman
Nicole Matzer
Margaret Ballantyne
Christine Napolitano

No: None

Passed: Yes

K. Superintendent's Report

Superintendent of Schools' Reports for 9/1/16

Presentations:

1. ESY Program

Dr. Nagler introduced Catherine Fishman and Laurie Melesh to present "2016-2017 Extended School Year (ESY) Program. * This presentation can be found on the District website, on the Board of Education page under presentations. Catherine Fishman reported that this year, she had the opportunity to run the ESY program until Ms. Melesh began. She was impressed the relationships between staff and students. Ms. Fishman expressed the joy it gave her to see one of the students going into the pool for the first time and observing how encouraging the staff was towards that child. Ms. Fishman commends the teachers and aides on the job they did at the program. Ms. Fishman introduced Laurie Melesh, the new CPSE/CSE Chairperson.

Laurie Melesh explained the process for identifying students in need of this program: data, articulation, ESY eligibility form and half-day vs. full day.

ESY Program at a Glance:

- Work-Based Learning Class (1/2 day): 1 student attended
- Five (5) Full-day classes (8:15 am- 1:45 pm): 38 students recommended and 36 attended
- Five (5) half-day classes (8:15- 11:15 am); 44 students recommended, 41 attended
- Related Services only (speech, OT, PT, Counseling, Itinerant Hearing/vision)- 10 students

Half -Day Classes:

- Emphasis on reading skills with continued use of targeted interventions used during the school year
- ESY had one part-time Wilson trained teacher
- Students received recommended related services as part of the program

Work-Based Learning:

- Spent two days a week at Five Below and two days per week at Walgreens with a job coach developing career readiness skills
- One day per week was dedicated to travel training utilizing public transportation via bus and LIRR as well as local locations on foot

Full-Day Classes

- Academics focused on IEP goals including ELA, Math and Life Skills
- similar to previous years, program included lunch/recess and weekly visit to the Mineola pool
- Life Skills class focused on cooking, community activities and health
- Attended the Drama and Dance Club presentation at the High School

Photos were displayed of the School Store, the greenhouse, cooking activities, the Sea Star Museum and the Sweet Slices of Summer Spectacular.

Future Plans:

- Increased emphasis on teaching socialization and peer communication across the program
- Expand learning opportunities outside the classroom to community based environments
- Strengthen the focus on academics and functional academics skills
- Encourage consistent attendance

