

**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 - 2016-2017

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

DATE: December 22, 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- Patricia Burns**
- 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

Cheryl Lampasona attended the 4th grade concert and was blown away by their talent. She will be attending the Hampton sing-a-long.

Brian Widman attended the Septa Holiday with his family and his sons really enjoyed the photo booth with the props and costumes. Mr. Widman attended the 4th, 5th and 7th grade concerts and is always amazed at the talent of our students. He wished everyone Happy Holidays and Happy New Year.

Nicole Matzer attended the Life Skills Class Holiday party and had a wonderful time. She purchased many stocking stuffers at their boutique. She wished everyone Happy Holidays and Happy New Year.

Margaret Ballantyne noted that she loves the district live stream which enables her to enjoy the concerts even when she cannot be there personally. Dr. Ballantyne reported that Ms. Maynard's STEAM event- Paper Towers was very enjoyable. Dr. Ballantyne stated that as the year comes to an end, she looked back at all of the contributions our students made to the community and is so moved by all that has been done. She wished Happy Holidays to all and Happy New Year.

b. Comments from Board President

Christine Napolitano stated that she always gets sentimental at this time of year and she put together a statement that she read. Ms. Napolitano acknowledged everyone throughout the District who helped make the holidays fun and special including staff, teachers, administrators and students. Ms. Napolitano stated that throughout this past year, there have been some bumps in the road, but we got through them by working together. She stated that these bumps occur in all "families" and Mineola is truly a family. She also thanked the Board for all of their hard work and for the taxpayers in the community. Ms. Napolitano wished everyone Happy Holidays and Happy New Year.

c. Comments from Superintendent

Dr. Nagler stated that he attended all of the same events as the Board. He loves this time of year and seeing how happy the students are. Dr. Nagler attended the Hampton Sing-a-long and reported that the students were

very enthusiastic. He wished everyone a very happy holiday season.

Dr. Nagler presented on the 2017-2018 school calendar which will be discussed and finalized at upcoming meetings. The Superintendent displayed on possible calendar option in which students would begin school after Labor Day. He stated that it would be possible to get in the 182 student days and 2 teacher days. He reminded everyone over the past two years students began prior to Labor Day. Dr. Nagler stated that students would begin after Labor Day and end June 22; but this option would only allow for 1 snow day to be built into the calendar. Dr. Nagler discussed three possible alternates: 1- Start on September 1st and this would add 1 extra snow day; 2- Students would come in on Election Day and voting would be isolated in certain areas and 3- Veteran's Day falls on a Saturday next year and we are not required to close on November 10th. Also in this option students would begin after Labor Day. Additional snow days could then be built in to the calendar. Mr. Widman asked the Superintendent, the average number of snow days used each year. Dr. Nagler stated that it is hard to say, but added that it is hard to go against what other schools in the county decide to do in the case of snow. He would be most comfortable with having 3 days built into the calendar. Dr. Nagler stated that the Board doesn't have to decide now. He also mentioned another issue to be considered; NYC is closed on a day in June 2018 for a new holiday and on that day no regents will be administered.

Dr. Nagler stated that the Lead Testing Report is complete and will be posted on the District website. It was explained that the State requires every fixture that gives water be tested. Mineola tested for lead right away and after the report was complete, the law was changed and we needed to do additional testing. Dr. Nagler stated that overall, the report was good. There were a few fixtures in the science labs that were found to have lead, but no drinking fountains were found to be a problem. There were 339 fixtures tested and 41 were found to have higher than 15 ppb (part per billion). Dr. Nagler reported that 6 of the fixtures have been capped and over the break, signs will be hung -not to drink. There is also a discussion as to whether or not the sinks are needed in the labs; if not then they will either be shut off or removed.

Dr. Nagler had one final report. He stated that there was an incident in one of the buildings this week; it was a possible threat. Dr. Nagler was at the school during the entire time and the police were called in. After the investigation was completed it was determined that the threat was not credible. Dr. Nagler stated that the goal during the incident was to try to keep the students safe and to keep their day as normal as possible. Dr. Nagler stated that he was very disappointed by the actions of some parents who chose to weigh in and report information that was not true on social media. He stated that his first concern is always the safety of students and he would never put them in harm's way. Dr. Nagler also reminded everyone that he was in the building the entire time this went on. Dr. Nagler called some of the parents who posted this inaccurate information on social media to address their concerns and has not heard back from them. He stated that he always tries to take the most appropriate actions, without over reaction. He asked that if parents ever have any questions, please call him directly and he will be more than willing to discuss their concerns. Christine Napolitano stated that the Board was made aware of the incident and was kept up to date. They were all very confident in the district response. They too were disappointed by the action of some parents. Ms. Napolitano stated that the children's safety is always most important. She thanked Dr. Nagler for all of his efforts.

H. Old Business

There was no old business this evening.

I. New Business

Approval of CAP- Financial Statements

RESOLUTION # 33 - BE IT RESOLVED that the Board of Education of the Mineola Union Free School District hereby accepts the Corrective Action Plan ("CAP") for the 2016 Audited Financial Statements by Nawrocki Smith and hereby instructs the Assistant Superintendent for Finance and Operations to file such a plan with the NYSED Office of Audit Services.

Motion: Margaret Ballantyne

Second: Nicole Matzer

Discussion: Dr. Nagler stated that this was the corrective action plan for the external audit and there were only 3 or 4 items to be addressed.

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

No: None

Passed: Yes

Approval of Participation in National Joint Power Alliance (NJPA)

RESOLUTION # 34 - WHEREAS New York General Municipal Law requires a resolution authorizing the use of a Best Value Award methodology, in the competitive bidding process, for purchase contracts which may be awarded on the basis of low bid or best value, as authorized by General Municipal Law Section 103; and

WHEREAS a number of public agencies have registered with the National Joint Power Alliance (NJPA) in order to solicit proposals for the purchase of various commodities and/or services made available through NJPA; and

WHEREAS the Board of Education of the Mineola Public Schools wishes to participate in the purchase of various commodities and/or services as authorized by and in accordance with the Education Law, the General Municipal Law and Board Policy; and

WHEREAS the Board of Education has been presented a proposed Interlocal Agreement by and between the Region 4 Education Service Center, lead agency for NJPA and Board has found such agreement to be acceptable and in the best interests of the school district and the school community;

NOW THEREFORE BE IT RESOLVED THAT the terms and conditions of the agreement having been reviewed by the Board of Trustees of the Mineola Public Schools and found to be acceptable and in the best interests of the school district and the school community are hereby approved; and

BE IT FURTHER RESOLVED THAT the Mineola Public Schools designates the Assistant Superintendent

for Finance and Operations to act on the district's behalf in matters relating to NJAP.

Motion: Brian Widman
Second: Cheryl Lampasona

Discussion: Dr. Nagler stated that participation in this group allows for the district to shop for best prices when purchasing contracts.

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

No: None

Passed: Yes

Approval of Appointment

RESOLUTION # 35 - BE IT RESOLVED that the Board of Education approves the appointment of Matthew Gaven, to the position of Assistant Superintendent for Curriculum, Instruction, Assessment and Technology, effective 1/3/17, and the authorizes the Board President to execute an employee agreement the terms of which have been reviewed by the Board in Executive Session.

Motion: Margaret Ballantyne
Second: Nicole Matzer

Discussion: Dr. Nagler is recommending this appointment of Matt Gaven to replace the irreplaceable Pat Burns. Ms. Napolitano stated that she is thrilled to have Mr. Gaven and appreciates all of his hard work.

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

No: None

Passed: Yes

J. Consensus Agenda

RESOLUTION # 36 - BE IT RESOLVED that the Board of Education approves the consensus agenda items J.1.a. through J.6.b.1., as presented.

Motion: Nicole Matzer

Second: Margaret Ballantyne

Discussion: Ms. Napolitano stated that there is an item that must be tabled from the consensus agenda. Dr. Nagler stated that he would like to table item J.5.b.1 , appointment of Cristina Santos due to the need to do further research on the appointment . A motion was made by Margaret Ballantyne to table the item and was second by Nicole Matzer. The Board was polled and all were in favor. Ms. Napolitano asked if there was any comments or discussion on the amended consensus agenda. She acknowledged item J.5.a.1. the resignation of Andrea Paggi, district Clerk. Both Ms. Napolitano and Dr. Nagler acknowledged her service and hard work at the District. Dr. Ballantyne also thanked her for all of the work with District policies. There was no further discussion and a vote on the amended consensus agenda was taken.

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 December 1, 2016 Business Meeting as presented.

2. Instruction

a. Resignation(s)

1. That the Board of Education accepts the resignation of Thomas Nucci, as the Robotics Club advisor at the middle school, effective November 23, 2016.

b. Leave(s) of Absence/Child Rearing

1. That the Board of Education grants a request to Laura DeFeo, for a Leave of Absence, for child-rearing purposes, using accumulated sick days, starting approximately April 27, 2017.

c. Appointment(s) Sub Teacher per diem

That the Board of Education approves 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. Patrick Polit | Music |

d. Appointments 45 Day Subs

1. That the Board of Education approves the appointment of Victoria LiPuma, to the position of 45 Day Substitute Teacher for Kieran Molloy, effective December 21, 2016 to on or before June 30, 2017. Salary: Days 1-20, \$100.00, Days 21-39 \$110.00, Days 40-45 \$120, Day 46 - MA, Step 1, \$68,282.

e. Appointment(s) Permanent Substitute Teachers

That the Board of Education approves the following individual(s) as Permanent Substitute Teacher(s) for the current school year, at a daily rate of \$100 for days 0-10, \$110 for days 11-20, \$120 for days 21-30, \$130 for day 31+, effective October 1st to May 31st.

EMPLOYEE NAME

EMPLOYEE CERTIFICATION

1. Jenna Cavuto Childhood Education (Grades 1-6)

f. Appointment(s) Club/Stipends

That the Board of Education approves the following Club/stipend recommendations for the current school year:

<u>POSITION</u>	<u>EMPLOYEE NAME</u>	<u>STIPEND</u>
Dance Club Advisor	Aislinn Oliveri	\$2,151.00
Dance Club Assistant	Deborah Doherty	\$1,434.00
Science Club Advisor	Michael Mildon	\$909.00

3. Instruction: Contracted

a. That the Board of Education approves the Special Education Services Agreement for parentally placed students (receivable) between the Mineola UFSD and East Williston UFSD for the 2015-2016 school year.

b. That the Board of Education accepts the IDEA Flow- Through Allocation Contracts between the following list and the Mineola UFSD for the 2016- 2017 School Year:

1. All About Kids
2. Brookville Center for Children's Services
3. Center for Developmental Disabilities
4. Developmental Disabilities Institute
5. Interdisciplinary Center for Child Development
6. Kidz Therapy Services, LLC
7. Mill Neck Manor School for the Deaf
8. Nassau BOCES
9. New York Therapy Placement Services, Inc.

4. Instruction: Other

a. That the Board of Education approve the amendment of the language for the Sub Teacher salary to the following:

"Daily rate of \$100 days 0-10, \$110 after 11-20 consecutive days, \$120 after 21-30 consecutive days, \$130 after 31 + consecutive days and retirees at a daily rate of \$125 per day.

5. **Civil Service**

a. **Resignation(s)**

1. That the Board of Education accept the resignation of Andrea Paggi, from the positions of part time Typist Clerk in the Pupil Personnel Office, and as District Clerk of the Mineola School District, effective December 23, 2016.
2. That the Board of Education accept the resignation of Maura A. Hanretty, part time Teacher Aide at the Middle School, effective December 23, 2016.

b. **Appointments**

1. That the Board of Education approve the appointment of Cristina Santos, to the position of Teacher Aide at Meadow Drive School, to replace Donna LaRose who retired, effective January 3, 2017. Salary will be \$22,221 on Step 1; probation is 26 weeks.
2. That the Board of Education approve the appointment of Maria Crecco, to the position of part time Lunch Aide at Hampton Street School, effective January 3, 2017. Salary is \$13.95 on Step 1.
3. That the Board of Education approve the appointment of Brandon Pesa, to the position of Cleaner Sub, effective December 5, 2016. Salary is \$12.25 per hour.
4. That the Board of Education approve the appointment of Omar Khan, to the position of Cleaner Substitute, effective January 3, 2017. Salary is \$12.25 per hour.
5. That the Board of Education approve the appointment of Maura Pelham, to the position of Registered Nurse Substitute, effective January 3, 2017. Salary is \$125 per day.
6. That the Board of Education approve the appointment of Gregory Glover, from the position of 5 hour Bus Driver to 10 month Bus Driver, effective January 2, 2017. Salary will be \$42,374 on Step 7.

c. **Leave(s) of Absence**

1. That the Board of Education approve a paid Medical Leave of Absence to John Bregy Jr, Head Custodian III, due to shoulder surgery, effective December 20, 2016.
2. That the Board of Education approve a paid Medical Leave of Absence to Patricia Derosa, 10 month Sr. Typist Clerk at the High School, due to surgery, effective November 11, 2016 through December 16, 2016.
3. That the Board of Education approve a paid Medical Leave of Absence to Richard Haenel, Maintainer, effective 11/15/2016 through December 15, 2016.
4. That the Board of Education approve a paid Medical Leave of Absence to Sara Bond, Teacher Aide at Meadow Drive School, due to surgery, effective January 12, 2017. Leave will be approximately six to eight weeks.

d. **Resignation(s)**

1. That the Board of Education accept, the resignation, with regret, of Alice Boos for the purpose of retirement, effective December 7, 2016.

e. **Leave(s) of Absence**

1. That the Board of Education grant a request to Rose Higgins, part time Teacher Aide at the Middle School, for an Unpaid Medical Leave of Absence, due to a fracture of the humerus, effective November 29, 2016.

2. That the Board of Education grant a request to Beth Bradley for an Unpaid Medical Leave of Absence, due to surgery, effective January 17, 2017. Leave is approximately four to six weeks.

f. Reappointments

1. That the Board of Education approve the reassignment of Vincent Sanseverino, from the position of 10 month Bus Driver to 5 hour Bus Driver, due to family illness, effective December 16, 2016. Salary is \$27,708 on Step 9.

6. Business /Finance

a. Treasurer's Report

1. That the Board of Education accepts the Treasurer's report for the period ending October 31, 2016 and directs that it be placed on file.

b. Approval of Invoices and Payroll

1. That the Board of Education accepts the Invoices and Payroll for the period ending November 30, 2016

A/P Warrant # 9	November 16, 2016	\$ 3,590,891.95
A/P Warrant # 10	November 30, 2016	\$ 297,665.71

TOTAL EXPENSES \$ 3,888,557.66

PAYROLL # 9 & # 10

General	\$ 4,163,652.92
F Fund	\$ 44,156.34

TOTAL PAYROLL \$ 4,207,809.26

K. Superintendent's Report

Superintendent of Schools' Reports for 12/22/16

Presentations:

1. See Superintendent Report.

Superintendent Comments

At this point in the meeting, the Board and Dr. Nagler acknowledged Patricia Burns who is retiring from the District. The first speaker this evening was Dr. Gonzalez, principal of Jackson Avenue School. Dr. Gonzalez stated that she learned a great deal from Pat. She was glad that they were able to celebrate all of the good things that took place at Jackson Avenue together. Dr. Gonzalez stated that it was a privilege to have worked with Pat and wished her good luck. The next speaker was Christine Napolitano who stated that she was actually on the hiring committee for Ms. Burns. Her resume was 5 pages. Ms. Napolitano stated that she was looking for someone who was detail oriented, tough but fair and hardworking and by the end of the interview she knew Pat was the right one. Christine Napolitano stated that the Board is aware of all of Ms. Burns extraordinary contributions to the district and added that they will be forever in her debt.. She described Pat as warm, kind, tough but fair and hardworking and will truly be missed. Margaret Ballantyne stated that Pat has a "teacher's heart" and read a poem "Teacher for All Seasons". Dr. Ballantyne stated that Pat has all of the Board's gratitude. She is struck by Pat's vision and attitude and learned a lot from her. Dr. Nagler stated that when Pat was hired he had a lot of work to do and was overwhelmed. He knew that her position was going to be critical and needed a solid elementary educator. He stated that within a few weeks he knew that Pat was the right one for the job. Dr. Nagler stated that Ms. Burns is behind all of the changes that have taken place. Her legacy will be here for a long time. Ms. Burns will always be part of the Mineola family. He wished her good luck and told her to enjoy Florida. Finally, Ms. Burns said a few words. She stated that she truly loved every minute that she worked here. She thanked the Board, Dr. Nagler, Mr. Waters and Mr. Escobar. She added that Mr. Gaven will be great in his new role. Pat will miss the children and the teachers are caring and dedicated. She stated that the administrators are top notch. It is hard to leave and she truly loved her time here.

L. Public Comments

Ms. Napolitano opened the floor to public comments. The reporter from the Williston Times inquired if a police report had been filed for the incident at Jackson Avenue and the Superintendent stated that a report was filed. The next comment came from a parent/resident who thanked Dr. Gonzalez and Mr. Tolipano for how they handled the incident at Jackson Avenue and stated that she had complete faith in how everything was handled. She also commented that she tries to attend Board Meetings to keep informed of all that is happening throughout the District and recommends it to others. The Board thanked her for her comments.

M. Executive Session Time: 7:55 p.m.

At 7:55 pm, a motion was made to go into Executive Session to discuss Contract negotiations.

Motion: Nicole Matzer
Second: Brian Widman

Yes: Cheryl Lampasona **No:** None
 Brian Widman
 Nicole Matzer
 Margaret Ballantyne
 Christine Napolitano

Passed: Yes

N. Adjournment Time: _____ p.m.

Motion: _____
Second: _____

Yes: _____ **No:** _____

Passed: _____

Respectfully Submitted,

Andrea M. Paggi