

**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 – 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: April 7, 2011

LOCATION: Willis Avenue School

OPEN WORK SESSION

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 7:15 p.m. the meeting was called to order by President Hale.

President Hale set the following ground rules for the meeting: no outburst will be allowed, which may result in removal; public comments will be held after presentations; must respect each other's views; only Mineola School District residents will be heard. Mr. McGrath objected to Mr. Hale's comment in not allowing non-residents the opportunity to speak. Mr. Hale retracted that portion of the ground rules.

Mr. Hornberger inquired of Legal Counsel if the objection was correct. Legal Counsel responded that divergence of opinion as to the open government law states that the Board cannot limit public comment to district residents. Mr. Hale stated that his intent was to have a smooth meeting. Mr. McGrath stated that the Board should hear from everyone, but non-residents' comments may not hold the same weight as residents.

- B. Pledge of Allegiance**
- C. Reading of Mission**
- D. Moment of Silent Meditation**
- E. Dais & Visitor Introductions**

Also in attendance were: Senator Martins; Matthew Gaven, Jackson Avenue Principal; John Heidelberger, Esq., Legal Counsel from the Firm of Frazer & Feldman.

F. Old Business

A motion was made to suspend the rules and hear presentations from Administration and the Finance Committee on Resolution #64 before taking action.

Motion: Terence Hale
Second: Christine Napolitano

Yes:	Irene Parrino	No:	None
	William Hornberger		
	John McGrath		
	Christine Napolitano		
	Terence Hale		

Passed: Yes

Mr. Waters presented the 2011-2012 proposed budget of the Mineola Union Free School District in the amount of \$84,221,638. Mr. Waters discussed the following: current budget (\$80,128,573); budget increased by 5.11%; transfer of \$2.6 million to capital reserve for the Hampton and Meadow projects are included in the budget; explained the tax cap pertains to the tax levy; when removing the \$2.6 million the spending portion of the budget lowers the increase to 1.83%; reviewed main pieces of revenue (3) (State Aid - \$5,216,831; Nextel \$846,780; and Other income - \$1,230,000); receipt of additional State Aid in the amount of \$130,000 from governors previous proposed budget; defer to next year obtaining EJFA monies; approval to spend \$2.1 million on Hampton renovations, which does not affect the tax levy (Paid for out of savings account); comparison of tax levy increase with the current year's increase, 2.37%.

The Superintendent of Schools explained the following if the budget should fail: the contingent budget (Removal of all equipment; and the need to find additional \$26,000); programs would be safe for the 2011-2012 school year.

The Superintendent of Schools welcomed Senator Martins to the meeting.

1. Adoption of the 2011-201 Educational Plan and Budget

RESOLUTION #64 - **BE IT RESOLVED** that the Mineola Board of Education approves the Adoption of the 2011-2012 Education Plan and Budget in the amount of \$84,221,638.00, as submitted or, if necessary, with revisions.

Motion: Christine Napolitano
Second: William Hornberger

Discussion: Mr. McGrath inquired about the Cross Street expenses. Mr. Waters responded that Cross' expenses were removed after the Board received the budget last week and now have been re-allocated. Mr. Hornberger looked for clarification that Cross' expenses were now allocated to Hampton and Meadow. Mr. Waters responded yes.

Mr. McGrath inquired if there were any other changes. Mr. Waters responded that the budget was increased by \$200,000 for the following: insurance line; 2 Special Education lines; and workman's comp line.

Mr. McGrath inquired as to why the Special Education lines were increased. Mr. Waters responded due to tuition and contractual services increases.

Mr. McGrath inquired as to the type of equipment that is in the budget that will be eliminated if the district were to go to a contingency budget. Mr. Waters listed the equipment as follows: Physical Education equipment; Music equipment, totaling \$140,000 and find an additional \$26,000 to get to contingency. Mr. McGrath inquired where the money would be taken from. Mr. Waters responded it has not been determined yet.

At 7:35 p.m. the Board recessed the meeting in order to address technical difficulties with the equipment in order for the Finance Committee to present their report.

At 8:12 p.m. the meeting resumed.

The Finance Committee presented their report on the 2011-2012 budget. Mr. Schumacher spoke on behalf of the committee and reported on the following: 2011-2012 Assumptions (Increases in TRS, ERS, Health Benefits, reduction in staff, educational enhancements, Hampton and Meadow renovations); budget components; revenue analysis; long-term planning; introduction of members of the Committee (Bryan Bradley, Kathy Darmstadt, Claudia Kessler, Doug Schumacher, Phil Wasserman, and Michele Zaransky).

Mr. McGrath inquired as to the reduction amount in State Aid this year. The Superintendent of Schools looked for clarification if it was with or without ARRA monies. Mr. McGrath responded without. The Superintendent of Schools responded, \$140,000.

Mr. McGrath inquired as to what the district anticipates receiving in State Aid. Mr. Waters responded \$5.2 million dollars.

Mr. Hornberger inquired about the spike in revenue. Mr. Schumacher responded there were 2 reasons: transfer from undesignated fund balance and lease of Cross Street School.

Ms. Darmstadt stated that the Finance Committee compared budget, and did not anticipate outside tuition for 2010-2011.

Mr. Hornberger inquired about the transfer of funds within revenue. Ms. Darmstadt stated she will get back to him on that.

Mr. Hornberger acknowledged the Finance Committee's work and thanked them for their analysis and time.

A motion was made to open up a public comment portion of the meeting, at this time, to address the Finance Committee's Report.

Motion: Terence Hale

Second: William Hornberger

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

No: None

Passed: Yes

Public Comments: A resident inquired if the budget were to fail would the work still get done at Hampton and Meadow. The Superintendent of Schools replied that the money will be transferred to the Capital Reserve Fund and be voted on in the next school year (After July 1st). The resident inquired what would happen if that voted was defeated. The Superintendent of Schools responded that Willis would then be the South School. The resident inquired about the money. The Superintendent of Schools stated that the money can only come out of the reserve by a community vote.

A resident inquired how the surplus money impacts the budget. Mr. Waters responded that the surplus is the money left at the end of the 2010-2011 fiscal year. The district will be taking out \$2.1 million from the fund balance and replenish it with this year's surplus. The resident asked if there is a surplus every year. Mr. Waters responded yes, the district had used it the last couple of years to pay down the BAN, saving the community \$4 million in interest. The resident inquired what the impact would be in using Cross as a community center. The Superintendent of Schools responded that as revenue dries up and expenses go up surplus gets smaller.

A resident commented that they want teachers paying more for their health benefits. The Superintendent of Schools stated that

their contract is not up yet. The Superintendent of Schools further explained that in order to keep the tax levy down expenses must be reduced.

A resident commented that the \$250,000 the district will receive for leasing Cross has a minor impact on the budget. The Superintendent of Schools stated that additional revenue brings down the tax levy. The resident suggested a community center would benefit the community.

A resident inquired about the net benefit in leasing Cross. The Superintendent of Schools responded that the district is using \$200,000 as the net revenue. The resident inquired about maintaining Cross. The Superintendent of Schools responded that the renters are paying for utilities and custodial fees. The Superintendent of Schools also explained discretionary spending of the budget (2 to 3 million dollars).

A resident inquired why salary increases were not zero for next year. The Superintendent of Schools explained there were 2 pieces to contractual salaries (Step increment (Part of collective bargaining) which is tied to the Taylor law; and percentage increase. The resident inquired about non-union employees possibly cutting \$1 million. The Superintendent of Schools responded no, because even if you add up all of their salaries it is under a million. The resident inquired about the salary of the Superintendent of Schools. The Superintendent of Schools responded \$202,000 and there were 6 non-unionized employees in the district. The resident inquired if the Superintendent of Schools felt he was obligated to take a pay cut. The Superintendent of Schools responded, no. The resident inquired if there was a way to re-negotiate to get salaries down. The Superintendent of Schools responded that the district is currently involved in negotiations.

A resident inquired about the cost of renovations to Hampton, Meadow, and Cross. Mr. Waters responded \$2.6 million and the renter would be liable for the \$200,000 at Cross. The Finance Committee's projection over 10 years in closing 2 buildings was \$37 million in savings, which predominantly comes from staff reductions.

A resident inquired about the revenue in leasing Cross being \$1.1 million for 5 years. The Superintendent of Schools responded that it is on top of the \$37 million. The resident inquired if there was any way to get more revenue for Cross. The Superintendent of Schools responded that the revenue the district will be getting will be appropriate for the square footage of the building.

A resident inquired about the surplus if it not only contributed to paying down the BAN, but added to the fund balance. Mr. Waters responded, yes.

A resident inquired if the surplus contributes to the fund balance. Mr. Waters explained that the district will have \$1 million over what the State requires. The resident inquired if Cross were not to close would that affect the surplus. Mr. Waters responded the \$1.2 million surplus was being generated through the expense side of the budget and the Cross lease is on the revenue side. Mr. Waters also stated that \$2.3 million savings includes salaries and benefits for 19.2 FTE. The resident inquired if the district continues to pay for those 19.2 into their ERS/TRS. Mr. Waters responded, no. The resident inquired if the surplus could be used for GASBE 45. The Superintendent of Schools responded that GASBE 45 funding comes at the end of a budget year. Using the fund balance to reduce the levy can only be done once.

A resident inquired about the tax levy if buildings were not to close and the budget rolled over. The Superintendent of Schools responded, 7%. The resident thanked the Board for bringing in a tax levy 4 years in a row under 2.5%, being pro-active, and stated a 2.37% tax levy is acceptable and she supports it.

Yes: William Hornberger
Christine Napolitano
Terence Hale

No: Irene Parrino
John McGrath

Passed: Yes

2. Take from Table

RESOLUTION #65 – BE IT RESOLVED that the Board of Education of the Mineola Union Free School District Take from the Table Item H.2.a. (2011-2012 School Calendar) of the February 3, 2011 Board of Education Workshop Agenda.

Motion: John McGrath
Second: William Hornberger

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

No: None

Passed: Yes

RESOLUTION #66 – BE IT RESOLVED that the Board of Education of the Mineola Union Free School District approves the 2011-2012 School Calendar, as set forth in Attachment "A".

Motion: Christine Napolitano
Second: William Hornberger

Discussion: Mr. McGrath asked the Superintendent of Schools to explain the change. The Superintendent of Schools explained that the last 2 days of the April break were chosen to be snow make-up days if needed instead of tacking 2 additional days at the end of the calendar, which the teachers' contract states can not go past the end of school unless the union agreed and they were unwilling to do that.

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

No: None

Passed: Yes

G. New Business

1. 1st Reading of Revised Policy #0115 - Harassment and Bullying

RESOLUTION #67– **BE IT RESOLVED** that the Board of Education of the Mineola Union Free School District waives the first formal reading of Revised Policy #0115 (Harassment and Bullying) due to its availability on the information table.

Motion: John McGrath
Second: Christine Napolitano

Discussion: Mr. Hornberger requested clarifications as to the policy if it pertained to staff. The Superintendent of Schools responded all staff and students.

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

No: None

Passed: Yes

2. 1st Reading of Policy #2101 - School Board Member Authority

RESOLUTION #68 – **BE IT RESOLVED** that the Board of Education of the Mineola Union Free School District waives the first formal reading of Policy #2101 (School Board Member Authority) due to its availability on the information table.

Motion: Christine Napolitano
Second: William Hornberger

Discussion: Mr. Hornberger discussed Board Members conduct with the community and what they are to abide by. Mr. Hornberger inquired of Legal Counsel if this policy was enforceable. Legal Counsel explained that within Education Law there is authority to bring charges to a Board Member and they may be removed by the Commissioner of Education.

The Superintendent of School stated he will create a regulation as per the last paragraph of the policy.

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

No: None

Passed: Yes

3. Adoption of Regulation #5470R – Life-Threatening Allergies and Anaphylaxis Management

RESOLUTION #69 – BE IT RESOLVED that the Board of Education of the Mineola Union Free School District approves the adoption of Regulation #5470R (Life-Threatening Allergies and Anaphylaxis Management) and directs it be placed on file.

Motion: John McGrath

Second: Christine Napolitano

Discussion: Mr. Hornberger inquired if training was in place. The Superintendent of Schools responded it is in place already, but will double check to make sure they are trained.

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

No: None

Passed: Yes

4. PARTICIPATE IN BOCES TRANSPORTATION COOPERATIVE

RESOLUTION #70 – BE IT RESOLVED that the Board of Education of the Mineola Union Free School District approves the following Resolution:

WHEREAS, a number of public school districts in Nassau County wish to jointly solicit proposals, together with the Nassau Board of Cooperative Educational Services ("BOCES") for pupil transportation services for the 2011-2012 school year (and any renewal period) in accordance with the applicable provisions of General Municipal Law;

WHEREAS, the public school districts and the BOCES have agreed to form a Cooperative (the "Cooperative") for this purpose;

WHEREAS, the Mineola School District, is desirous of participating in the Cooperative for joint solicitation of proposals for pupil transportation services as authorized by General Municipal Law, Section 119-0 in accordance with the terms and conditions of the Inter-Municipal Cooperative Transportation Agreement attached hereto; and,

NOW THEREFORE BE IT RESOLVED that the Board of Education authorizes the Mineola School District to participate in the Cooperative.

BE IT FURTHER RESOLVED that the Board of Education hereby approves the Inter-Municipal Cooperative Transportation Agreement attached hereto and authorizes the Board President to execute the Agreement on behalf of the Board of Education.

Motion: John McGrath
Second: Christine Napolitano

Discussion: The Superintendent of Schools explained the participation in this Cooperative (Get a better prices). Mr. Hale inquired if other districts were involved. The Superintendent of Schools responded, yes. The Board had to adopt participation in order for the district to take part if it decided to do so.

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

No: None

Passed: Yes

H. Consensus Agenda

1. Leave of Absence

- a. That the Board of Education grants a request for an unpaid leave of absence to Lisa Balogh-Richards, for child-rearing purposes, effective September 1, 2011 to June 30, 2012.
- b. That the Board of Education grants a request for a Medical Leave of Absence to Steven Christiansen, Bus Driver, effective February 8, 2011 through May, 2011.

2. Resignation

- a. That the Board of Education accepts the resignation of Gustavo Lopez, 5/8 Bus Driver, effective April 1, 2011.

3. Appointment(s)

- a. That the Board of Education approves the appointment of Jana Talamo, to the position of Leave Replacement Speech Teacher, for Lauren Reiff, effective approximately April 4, 2011 to June 30, 2011; salary, MA, Step 1, \$67,604.00 pro-rated.
- b. That the Board of Education approves the appointment of Christina Pontickio, to the position of Permanent Substitute Teacher, effective April 8, 2011 to June 30, 2011; salary, \$100.00 per day.
- c. That the Board of Education approves the appointment of the following staff members as Mentors for the 2010-2011 Mentoring Program:

Andrea Romano	\$2,000
Elsa Coelho	\$2,000
Stephanie Klein	\$2,000
Karen Werfelman	\$2,000
Lisa Applewhite	\$2,000
Karen Curran	\$2,000

- d. That the Board of Education approves, pending budget approval, 27 summer workers as cleaners to work in the schools at \$8.00 per hour, 7 hours per day, from July 5, 2011 through August 19, 2011, disbursed as follows:

District-wide	3	High School	8
Middle School	5	Meadow Drive	2
Jackson Avenue	3	Hampton Street	2
Cross Street	2	Willis Avenue	2

- e. That the Board of Education approves, pending budget approval, the following summer positions for the High School, effective July 1, 2011 through August 30, 2011:

Main Office	1 Clerical
Guidance	1 Clerical
Textbooks	1 Student Worker

- f. That the Board of Education approves the appointment of Anthony Reid to the position of substitute Bus Driver, effective April 11, 2011; salary will be \$21.81 per hour.
- g. That the Board of Education approves the appointment of Michael DeSantis to the position of substitute Teacher Aide, effective April 11, 2011; salary will be \$13.74 per hour.

4. Modification of District's Organizational Chart & Appointment

- a. BE IT RESOLVED: that effective July 1, 2011 the Board of Education of the Mineola Union Free School District hereby modifies the District's table or Organization to create the position of Director of Pupil Personnel Services, and be it further

RESOLVED, that the Board of Education hereby appoints Matthew Gaven to a three year probationary position as the Director of Pupil Personnel Services effective July 1, 2011; probationary period, July 1, 2011 to June 30, 2014; salary to be determined.

5. Field Trip(s)

- a. That the Board of Education approves the following out-of-state field trips:

- Six Flags Great Adventure, Jackson, New Jersey, Grade 7 Students, June 3, 2011
- Winter Guard Competition, Somerville, New Jersey, Saturday, April 2, 2011

6. Amendment of Salary

- a. That the Board of Education amends the salary for Jessica Bolz from \$21,893.00 to \$22,221.00, effective March 18, 2011.

7. Abolishment of Positions

- a. That the Board of Education approves the abolishment of the following positions:
- One (1.0) F.T.E. Home & Careers
 - One (1.0) F.T.E. Art
 - Three (1.0) F.T.E. Elementary
 - One (1.0) F.T.E. Special Education

8. Preferred Eligibility List

- a. That the Board of Education places the following excessed staff on the district Preferred Eligibility List effective July 1, 2011 to June 30, 2018:
- Maria SantAngelo, 1.0 F.T.E. Home & Careers Teacher
 - Jacqueline Manouvrier, 1.0 F.T.E. Art Teacher
 - Gina Amzler, 1.0 F.T.E. Elementary Teacher
 - Cynthia Kopp, 1.0 F.T.E. Elementary Teacher
 - Catherine Baker, 1.0 F.T.E. Elementary Teacher
 - Cheryl Lippert, 1.0 F.T.E. Special Education Teacher

RESOLUTION #71 – **BE IT RESOLVED THAT** the Board of Education approves Consensus Agenda items H.1.a. through H.8.a. as presented.

Motion: John McGrath
Second: William Hornberger

Discussion: Mr. Hornberger inquired about Consensus Agenda Item H.3.c. (Stipend for Mentoring Program). The Superintendent of Schools responded that there was a delay and that these are the mentors required by the State.

Mr. Hornberger also inquired about consensus Agenda Item H.3.d. (Summer Cleaners). The Superintendent of Schools responded effective July 1st.

Mr. Hornberger inquired about the timing for Item H.5.a. (Winter Guard Competition). The Superintendent of Schools responded that they did compete and had good news to report.

Mr. McGrath commented that he is satisfied with Mr. Gaven's credentials for the position of Director of Pupil Personnel Services. The Superintendent of Schools stated he is very proud to bring this recommendation to the Board and congratulated Mr. Gaven.

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

No: None

Passed: Yes

RESOLUTION #72 – **BE IT RESOLVED** that the Board of Education of the Mineola Union Free School District approves the Transportation Eligibility Proposition as follows:

WHEREAS, the Board of Education of the Mineola Union Free School District ("Board") has determined that it is the best interest of the District to present a proposition to the voters authorizing certain changes to the minimum mileage limitations previously adopted by the voters, which are currently prescribed in the District's student transportation eligibility policy, in order to align said policy with the District's current grade configuration for resident students, which change shall not result in any increase to the proposed 2011-12 school district budget;

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby authorizes and directs that the following proposition be placed before the voters of the Mineola Union Free School District at the Annual School District Election to be held on May 17, 2011:

PROPOSITION NO. 2 (Transportation Eligibility Proposition):

RESOLVED, that the Board of Education of the Mineola Union Free School District be authorized to modify its student transportation eligibility policy by increasing the minimum distance for transportation eligibility for students in Grade 5 from the existing 1/2 mile limit to a new 1 mile limit, and for students in Grade 8 from the existing 1 mile limit to a new 1 and 1/2 mile limit, effective as of the 2011-12 school year. Approval of this proposition will not result in any increase to the proposed 2011-12 budget amount as contained in Proposition 1 or the tax levy therefor.

Motion: Christine Napolitano

Second: John McGrath

Discussion: The Superintendent of Schools explained that the district is trying to get everyone in the same building at the same mileage, because there could be two children in the same house where one is taking a bus and the other is not.

Mr. McGrath inquired if there were any students crossing Jericho. The Superintendent of Schools responded it was quite possible.

Mr. Hale inquired about having crossing guards.

The Superintendent of Schools stated that this was the only way to change transportation in having the voters approve it.

Mr. McGrath requested clarification that there was no budget impact. The Superintendent of Schools responded that there was a savings by increasing the mileage.

Yes:	Irene Parrino	No:	None
	William Hornberger		
	John McGrath		
	Christine Napolitano		
	Terence Hale		

Passed: Yes

I. Superintendent's Reports

The Superintendent of Schools reported on the following: Colorguard coming in 2nd overall at the Ohio Competition; 2 students attending the Atlanta Convention for Student Service; reminded parents that April 25th is a day of school and they will receive a ConnectEd notification; relayed a discussion he had with an attendee of the Senior-to-Senior Luncheon regarding they types of Ivy League Colleges and Universities Mineola students will be attending.

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

J. Executive Session

At 9:36 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: Christine Napolitano
Second: Terence Hale

Yes:	Irene Parrino	No:	None
	William Hornberger		
	John McGrath		
	Christine Napolitano		
	Terence Hale		

Passed: Yes

President Hale thanked everyone for their attendance and stated that the Board may return at any time.

At 11:05 p.m. the Board returned to open session.

K. Adjournment

At 11:05 p.m. a motion was made to adjourn this meeting of the Board of Education.

Motion: John McGrath
Second: William Hornberger

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

No: None

Passed: Yes

Respectfully submitted,

Donna Martillo
District Clerk