

**Mineola Union Free School District, Mineola, NY**  
**Business Meeting AGENDA**

*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 for 2024 - 2025**

- To be determined

**DATE: Thursday, August 15, 2024 / Synergy Building - 5:00 p.m.**

**Board of Education**

Dr. Margaret Ballantyne, President  
Cheryl Lampasona, Vice President  
Stacey DeCillis  
Patrick Talty  
Brian Widman

**Central Office**

Michael Nagler, Ed.D., Superintendent of Schools  
Catherine Fishman, Deputy Superintendent  
Will Herman, Asst. Superintendent for Business & Operations  
Cindy Velez, District Clerk

**A. Call to Order**

**B. Pledge of Allegiance**

**C. Reading of Mission**

**D. Moment of Silent Meditation**

**E. Dais & Visitor Introductions**

**F. Student Organization Report**

**G. BOE Reports**

1. Comments from Board Trustees
2. Comments from Board President
3. Comments from Superintendent

**H. Old Business**

**I. New Business**

**RESOLUTION #7 - Adoption of Code of Conduct 2024-2025**

**WHEREAS**, the District has conducted an annual review and updating of its Code of Conduct: and

**WHEREAS**, a public hearing with the opportunity for the participation of school personnel, parents/persons in parental relation, students and any other interactive parties was conducted concerning the proposed Code of Conduct:

**NOW THEREFORE BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board hereby approves and adopts the attached 2024-2025 school year Code of Conduct, and further directs that the Code of Conduct be filed with the Commissioner of Education within 30 days.

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

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

Yes:

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No:

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Passed: Yes \_\_\_\_\_ No \_\_\_\_\_

**RESOLUTION #8 - BE IT RESOLVED** that the Board of Education of the Mineola UFSD waives the first formal reading of the following Revised Board Policies/Regulations due to their availability on the information table and the website.

Policy 7315 - Student Use of Computerized Information Resources (Responsible Use Policy)

Policy 7316 - Student Use of Personal Technology

Policy 8271 - Internet Safety/Internet Content Filtering Policy

Policy 6190 - Workplace Violence Prevention Policy Statement

6190R - Workplace Violence Prevention Program

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

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

Yes:

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No:

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Passed: Yes \_\_\_\_\_ No \_\_\_\_\_

**RESOLUTION #9 - BE IT RESOLVED** that the Board of Education of the Mineola UFSD approves the appointment of:

Kathleen Bulfin-Rella as District CSE/CPSE Chairperson for the 2024-2025 school year.

Vanessa Lealand as District CSE Sub-Committee Chairperson, School Psychologist and 504 Chairperson for the 2024-2025 school year.

Ashley Fernandez as District CPSE/CSE Sub-Committee Chairperson, School Psychologist and 504 Chairperson for the 2024-2025 school year.

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

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

Yes:

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No:

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Passed: Yes \_\_\_\_\_ No \_\_\_\_\_

**RESOLUTION #10 - BE IT RESOLVED** that the Board of Education of the Mineola UFSD approves the District Wide Safety Plan for the 2024-2025 school year.

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

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

Yes:

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No:

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Passed: Yes \_\_\_\_\_ No \_\_\_\_\_

**RESOLUTION #11 - BE IT RESOLVED** that the Board of Education of the Mineola UFSD approves the Board Goals for the 2024-2025 school year.

Motion: \_\_\_\_\_  
Second: \_\_\_\_\_

Yes:	No:
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Passed: Yes \_\_\_\_\_ No \_\_\_\_\_

**RESOLUTION #12 - BE IT RESOLVED** that the Board of Education of the Mineola UFSD hereby authorizes and approves the Memorandum of Agreement with an employee whose identity is known to the Board of Education, dated August 15, 2024;

**BE IT FURTHER RESOLVED** that the Board of Education of the Mineola UFSD authorizes the Superintendent of Schools to execute said Memorandum of Agreement.

Motion: \_\_\_\_\_  
Second: \_\_\_\_\_

Yes:	No:
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Passed: Yes \_\_\_\_\_ No \_\_\_\_\_

**RESOLUTION #13** - BE IT RESOLVED that the Board of Education of the Mineola UFSD authorizes the initiation and litigation of a due process proceeding to demonstrate the appropriateness of the District's evaluation of student - 711001940, with a disability and deny the request for an independent educational evaluation of said student.

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

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

Yes:

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No:

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Passed: Yes \_\_\_\_\_ No \_\_\_\_\_

**RESOLUTION #14** - BE IT RESOLVED that the Board of Education of the Mineola UFSD hereby acknowledges receipt of the Internal Auditor's Detailed Testing / Extra-classroom Activities Report previously reviewed by the Audit Committee.

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

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

Yes:

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No:

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Passed: Yes \_\_\_\_\_ No \_\_\_\_\_

**RESOLUTION #15** - BE IT RESOLVED that the Board of Education of the Mineola UFSD hereby acknowledges receipt of the Internal Auditor's Risk Assessment Report previously reviewed by the Audit Committee.

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

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

Yes:                      No:

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11/11/2021 11:21

Passed: Yes \_\_\_\_\_ No \_\_\_\_\_

## J. CONSENSUS AGENDA

**RESOLUTION #16** - BE IT RESOLVED that the Board of Education approves the consensus agenda items J.1.a. through J.4.d.13, as presented.

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

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

**Yes:**

No:

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514-515

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Passed: Yes \_\_\_\_\_ No \_\_\_\_\_

## **1. Accepting of Minutes**

- a. That the Board of Education accepts the minutes of the July 2, 2024 Reorganization Meeting and the July 2, 2024 Business Meeting as presented.

## 2. Instruction

### a. Resignations

1. That the Board of Education accepts the resignation of Michael Dotzler, Math Leave Replacement Teacher for Sabrina Knoff, effective July 2, 2024.
2. That the Board of Education accepts the resignation of Sydney Perruzza, Leave Replacement Teacher for Stephanie Eden, effective July 22, 2024.



3. That the Board of Education accepts the resignation of Sydney Perruzza, Permanent Substitute Teacher, effective July 22, 2024.
  4. That the Board of Education accepts the resignation of Jillian McKenna, Probationary English Teacher, effective July 17, 2024.
  5. That the Board of Education accepts the resignation of Margaret Hall, Leave Replacement Elementary Teacher for Megan LaMantia, effective August 8, 2024.
  6. That the Board of Education accepts the resignation of Margaret Hall, Permanent Substitute Teacher position, effective August 8, 2024.
- b. **Leave of Absence - FMLA/Child-Rearing**
1. That the Board of Education grants a request to Sabrina M. Knopf, for a leave of absence, for child-rearing purposes using accumulated sick days, starting approximately September 9, 2024 followed by FMLA.
- c. **Leave of Absence - Child-Rearing**
1. That the Board of Education grants a request to Toby Klein, for a Leave of Absence, for child-rearing purposes, using accumulated sick days, starting approximately December 19, 2024, followed by FMLA.
- d. **Leave of Absence - Medical**
1. That the Board of Education approves a paid Medical Leave of Absence to Lisa Krawciw, effective August 29, 2024 to on or about October 28, 2024.
- e. **Appointments**
1. That the Board of Education approves to amend the appointment of Kathleen Bulfin-Rella, position of Supervisor of Special Education, effective July 29, 2024 from August 1, 2024 with a salary of \$168,080 and a Probationary Period from July 29, 2024 to July 28, 2028.
  2. That the Board of Education approves the appointment of Christine Russo, to the position of Reading/ENL Teacher, effective August 29, 2024 with a salary of MA Step 1 \$76,823 and a Probationary Period from August 29, 2024 to August 28, 2028.
  3. That the Board of Education approves the appointment of Allison Weston, to the position of Leave Replacement Teacher for Toby Klein, effective on or about December 19, 2024 with a salary of BA Step 1 \$66,355 until on or about May 1, 2025.
  4. That the Board of Education approves the appointment of Carina P. Waldman, to the position of Instructional Leaders, retroactive to July 1, 2024 with a salary of IL 1-4 Step 1 \$147,452 and a Probationary Period from July 1, 2024 to June 30, 2028.
  5. That the Board of Education approves the appointment of Ashley Fernandez, to the position of Probationary School Psychologist, effective August 29, 2024 with a salary of MA Step 1 \$76,823 and a Probationary Period from August 29, 2024 to August 28, 2028.
  6. That the Board of Education approves the appointment of Jessica Rowan, to the position of Leave Replacement Teacher for Stephanie Eden, effective August 29, 2024 to on or about February 1, 2025 with a salary of MA Step 1 \$76,822.

7. That the Board of Education approves the appointment of Ryan Sojka, to the position of Leave Replacement Teacher for Christopher Toomey, effective August 29, 2024 to on or about September 27, 2024 with a salary of BA Step 1 \$66,355.
8. That the Board of Education approves the appointment of Ryan Sojka, to the position of Leave Replacement Teacher for Zachary St. John, effective on or about October 7, 2024 to on or about November 5, 2024 with a salary of BA Step 1 \$66,355.
9. That the Board of Education approves the appointment of Keith May, to the position of English Teacher, effective August 29, 2024 with a salary of MA Step 1 \$76,823.00 and a Probationary Period from August 29, 2024 to August 28, 2028.
10. That the Board of Education approves the appointment of Christine Braunstein, to the position of Leave Replacement Teacher for Sabrina Knoff, effective on or about August 29, 2024 to on or about February 3, 2025 with a salary of MA Step 1 \$76,823.

f. **Permanent Sub Appointments**

That the Board of Education approves the following individual(s) as Permanent Substitute Teacher(s) for the current school year, between October 1st and May 31st, at a daily rate of \$150.

	<b><u>Employee Name</u></b>	<b><u>Certification</u></b>	<b><u>Effective Date</u></b>
1.	Julianne Wotruba	Early Childhood Education (Birth - 2)	10/01/2024
2.	Allison Weston	Biology 7-12	10/01/2024
3.	Jordyn Hershman	Elementary	10/01/2024
4.	Alliyah Ali	Childhood Education (Grades 1-6)	10/01/2024
5.	Zehra Hassan	Childhood Education (Grades 1-6)	10/01/2024
6.	Olivia Blum	Childhood Education (Grades 1-6)	10/01/2024
7.	Melissa Rodriguez	Childhood Education (Grades 1-6)	10/01/2024
8.	Chendi Hu	Childhood Education (Grades 1-6)	10/01/2024
9.	Jessica Saoulidis	Childhood Education (Grades 1-6)	10/01/2024
10.	Katelyn Biernacki	Childhood Education (Grades 1-6)	10/01/2024
11.	Victoria M. Vatakis	Childhood Education (Grades 1-6)	10/01/2024
12.	Austin J. Nowak	Social Studies 7-12	10/01/2024
13.	Spiridoula Lountzis	Physical Ed	10/01/2024
14.	RosaLee F. DiBenedetto	English Language Arts 7-12	10/01/2024
15.	Ryan Sojka	Music	11/06/2024
16.	Christine Braunstein	Mathematics 7-12	10/01/2024

g. **Per Diem Sub Appointments**

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 \$150.

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	<u>Name</u>	<u>Certification</u>	<u>Effective Date</u>
1.	Erin Minnick	Childhood Education (Grades 1-6)	09/01/2024
2.	Annemarie Patalano	Generalist in Middle Childhood Ed (5-12)	09/01/2024
3.	Julianne Wotruba	Early Childhood Education (Birth - 2)	09/01/2024
4.	Daniela Lister	Childhood Education (Grades 1-6)	09/01/2024
5.	Lynne Cobin	ESL	09/01/2024
6.	Allison Weston	Biology 7-12	09/01/2024
7.	Jordyn Hershman	Elementary	09/01/2024
8.	Alliyah Ali	Childhood Education (Grades 1-6)	09/01/2024
9.	Zehra Hassan	Childhood Education (Grades 1-6)	09/01/2024
10.	Olivia Blum	Childhood Education (Grades 1-6)	09/01/2024
11.	Melissa Rodriguez	Childhood Education (Grades 1-6)	06/01/2025
12.	Anthony Arata	Social Studies 7-12	08/29/2024
13.	Jenna R. Iavaroni	Childhood Education (Grades 1-6)	08/29/2024
14.	Aishah Jaber	Social Studies 7-12	08/29/2024
15.	Christine Mulrooney	Nursery/K/Grades 1-6	08/29/2024
16.	Kieran E. Molloy	Social Studies 7-12	08/29/2024
17.	Matthew R. Novella	Health	08/29/2024
18.	Maria Ciaravino	PreK - Grade 6	08/29/2024
19.	Chendi Hu	Childhood Education (Grades 1-6)	09/01/2024
20.	Jessica Saoulidis	Childhood Education (Grades 1-6)	08/29/2024
21.	Giovanna R. Cavalli-Gallo	ELA 7-12	08/29/2024
22.	Katelyn Biernacki	Childhood Education (Grades 1-6)	09/01/2024
23.	Victoria M. Vatakis	Childhood Education (Grades 1-6)	09/01/2024
24.	Austin J. Nowak	Social Studies 7-12	09/01/2024
25.	Spiridoula Lountzis	Physical Ed	09/01/2024
26.	RosaLee F. DiBenedetto	English Language Arts 7-12	09/01/2024
27.	Caroline Stringer	Nursery/K/Grades 1-6	09/01/2024
28.	Ryan Sojka	Music	06/01/2025
29.	Christine Braunstein	Mathematics 7-12	06/01/2025

h. **Summer Special Ed/ESY Program (Extended School Year) - Appointments**

That the Board of Education approves the following staff members for the Summer Special Education/Extended School Year Program:

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	<u>Position</u>	<u>Name</u>	<u>Step</u>	<u>Salary-per hr</u>
1.	Special Education Teacher	Gabriella Sferrazza	1	\$64.02

i. **Instruction: Student Actions**

1. Please review the following request for an out of the country field trip to Costa Rica and consider recommending this trip to the Board of Education for approval.

Number of Students: 20-25 students  
Destination: Costa Rica  
Date/Time: Departure/Return: February 2025  
Group Leader: Ms. Annmary Lopez  
Transportation: Airline

3. **CIVIL SERVICE**

a. **Resignation(s)**

1. That the Board of Education accepts the resignation of Andrew Zink, Science Teacher Aide, effective August 28, 2024.
2. That the Board of Education accepts the resignation of Erica Monge Menjivar, Assistant Dispatcher, effective July 5, 2024.
3. That the Board of Education accepts the resignation of Maria Burdier de Rodriguez, Bus Aide, effective July 29, 2024.
4. That the Board of Education accepts the resignation of Ming Chyi Chen, Part Time Teacher Aide, effective June 26, 2024.

b. **Appointment(s)**

1. That the Board of Education approves the appointment of Elena Picatagi, to the position of Substitute Teacher Aide, effective September 1, 2024 with a salary of \$16.00/hr.
2. That the Board of Education approves the appointment of Lucas Lutz, to the position of Summer Technology Aide, effective July1, 2024 with a salary of \$16.00/hr.
3. That the Board of Education approves the appointment of Sameena Malik, to the position of Substitute Teacher Aide, effective September 3, 2024 with a salary of \$16.00/hr.
4. That the Board of Education approves the appointment of Erica Monge Menjivar, to the position of 12 Month Bus Driver, retroactive to July 8, 2024 with a salary of Step 4 \$55,184.
5. That the Board of Education approves the appointment of Herberth Sorto Sanchez, to the position of 10 Month Bus Driver, effective August29, 2024 with a salary of Step 1 \$41,544.

6. That the Board of Education approves the appointment of Woody Saint-Vil, to the position of 10 Month Bus Driver, effective August 29, 2024 with a salary of Step 1 \$41,544.
7. That the Board of Education approves the appointment of Aneurys Hernandez, to the position of 10 Month Bus Drive, effective August 29, 2024 with a salary of Step 1 \$41,544.
8. That the Board of Education approves the appointment of Nancy Wong, to the position of Part Time Teacher Aide, effective September 1, 2024 with a salary of Step 1 \$16.00/hr.
9. That the Board of Education approves the appointment of Herlinda Alarcon, to the position of Part Time Teacher Aide, effective September 1, 2024 with a salary of Step 1 \$16.00/hr.
10. That the Board of Education approves the appointment of Salome Singh Ramasami, to the position of Part Time Teacher Aide, effective September 3, 2024 with a salary of Step 1 \$16.00/hr.

4. **BUSINESS / FINANCE**

a. **Treasurer's Report**

1. That the Board of Education approves the Treasurer's Reports for the period ending June, 2024

That the Board of Education approves the Extra Class Financials Statement as of June 30, 2024.

That the Board of Education approves the NY Class Financials Statement as of June 30, 2024

2. That the Board of Education approves the Treasurer's Reports for the period ending July, 2024

b. **Approval of Invoices and Payroll**

1. That the Board of Education accepts the Invoices and Payroll for the period ending, June 30, 2024.

**Invoices**

A/P Warrant #25	June 12, 2024	\$ 565,669.42
A/P Warrant #26	June 26, 2024	\$ 1,263,088.29
<b>TOTAL EXPENSES</b>		<b>\$ 1,828,757.71</b>

**Payroll #23 (June 14, 2024) & #24 (June 26, 2024)**

General Fund	\$ 9,586,271.60
Federal Fund	\$ 270,019.83
<b>TOTAL PAYROLL</b>	<b>\$ 9,856,291.43</b>

2. That the Board of Education accepts the Invoices and Payroll for the period ending, July 31, 2024

**Invoices**

A/P Warrant #1	July 10, 2024	\$ 1,787,055.62
A/P Warrant #2	July 10, 2024	\$ 812,340.21
A/P Warrant #3	July 24, 2024	\$ 1,163,663.45
A/P Warrant #4	July 24, 2024	\$ 270,770.41
<b>TOTAL EXPENSES</b>		<b>\$ 4,033,829.69</b>

**Payroll #1 (July 15, 2024) & #2 (July 31, 2024)**

General Fund	\$ 1,358,943.81
Federal Fund	\$ 226,459.99
<b>TOTAL PAYROLL</b>	<b>\$ 1,585,403.80</b>

c. **Internal Claims Audit Report**

1. That the Board of Education approves the Internal Claims Audit Reports for June 1, 2024 through June 30, 2024 and July 1, 2024 through July 31, 2024

d. **Business/Finance - Contract Approvals**

1. That the Board of Education approves the Physical Examination Agreement between Rabu Diagnostic Services/Mineola UFSD for the 2024-2025 School Year.
2. That the Board of Education approves the Special Education Service Contract for Parentally-Placed Non-Public School Students between Great Neck Public Schools (District of Residence) and Mineola UFSD (District of Location) for 2023-2024 School Year.
3. That the Board of Education approves the 2023-2024 IDEA Flow-Through Allocation Contract between Nassau BOCES and Mineola UFSD.
4. That the Board of Education approves the Related Services Agreement between Strong Kids, Inc. and Mineola UFSD for the 2024-2025 School Year.
5. That the Board of Education approves a Service Agreement between Hagedorn Little Village School, Jack Joel Center for Special Children/Mineola UFSD for the 2023-2024 School Year.
6. That the Board of Education approves the 2024-2025 Extension of Food Services Contract with Aramark Educational Services, LLC.
7. That the Board of Education hereby approves the contract with David Shanker for consultation services to support the District's research programs and assisting in, supporting student participation in such programs and authorizes the president of the Board of Education to execute said agreement.
8. That the Board of Education approves an agreement between Mineola UFSD and Harbor Day Child Care, Inc - Harbor UPK Program for the 2024-2025 School Year.
9. That the Board of Education approves the Data Security and Privacy Plan between Everyday Speech LLC and Mineola UFSD for the 2024-2025 School Year.

10. That the Board of Education approves the 2024-2025 Extension of TPA Services Contract with PMA Management Corp.
11. That the Board of Education approves the 2024-2025 Yearbook Contract with Legacy Studios .
12. That the Board of Education approves the 2023-2024 AS-7 Agreement with Nassau BOCES in the actual amount of \$6,138,837.14.
13. That the Board of Education approves the 2024-2025 AS-7 Agreement with Nassau BOCES in the projected amount of \$5,823,114.62.

**K. Superintendent's Report**

Superintendent of Schools' Reports

Presentations:

1. Capital update 1 - Michael Nagler
2. Finalize - BOE goals and deliverables - Michael Nagler
3. NY Class - Will Herman

Superintendent Comments

**L. Public Comments**

**M. Executive Session      Time: \_\_\_\_\_ p.m.**

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

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

Yes:                      No:

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

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

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

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

Yes:                      No:

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

**Respectfully Submitted,**  
**Cindy Velez**  
**District Clerk**