

**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 – 2009-2010

- **Educational**
 - *To further expand the district initiative of differentiated instruction specifically denoting how schools plan to move student achievement from level to level as well as preventing student regression within and between levels.*
 - *To continue to develop our relationship with Winthrop Hospital to develop a career academy at the HS for students pursuing potential post HS opportunities.*
 - *To establish guidelines for the health and wellness of our children that encompasses curriculum, food program(s) and safety policies.*
- **Facilities**
 - *To investigate and embrace projects that incorporate 'green' technologies that over time will decrease our dependency on fossil fuels.*
- **Finance**
 - *To create a five year financial landscape that captures status quo and tax levy projections. Those projections will then be articulated to the community in order to open a dialogue about the future of Mineola.*

DATE: January 21, 2010

LOCATION: High School

OPEN BUSINESS MEETING

7:00 p.m. High School Auditorium

Board of Education

William Hornberger, President
Terence Hale, Vice President
John McGrath
Laraine Salvatore
Christine Napolitano

Central Office

Dr. Michael Nagler, Superintendent of Schools
Sherri Goffman, Deputy Superintendent
John Waters, Asst. Supt. of Finance & Oper.
Janice Patterson, Asst. Supt. for Pupil Pers. Services
Donna Martillo, District Clerk

A. Call to Order

At 7:00 p.m. the meeting was called to order by President Hornberger.

B. Pledge of Allegiance

C. Reading of Mission – William Hornberger

D. Moment of Silent Meditation

E. Dais & Visitor Introductions

Also in attendance was Jacob S. Feldman, Esq., District's Legal Counsel.

F. High School Student Organization Report

The High School Student Representative reported on the following: Pancake Breakfast fund raiser to benefit Haiti Relief; sports teams assigned different items needed in Haiti Relief drive; selling of Haitian flags for \$1.00 for Relief drive; High School student addressed the Town Board to report on fund raising activities for Haitian Relief drive; working with Mr. Maurer regarding changing the 8th grade orientation, and possibly combining it with another activity at the High School.

G. Old Business

Mr. Hornberger inquired as to the status of the Point of Sale for the cafeteria. The Superintendent of Schools responded that the wiring will be looked into over the break regarding the computer drops for all cafeterias. Mr. Hornberger asked if the system will be in place for this school year and communicated to the parents. The Superintendent of Schools responded, yes. Mr. Hornberger explained to the audience that the district is working through a vendor that all cafeterias in the district will have an automated system that will eliminate the need for punch cards to reduce lines, so that students will have more time to sit and enjoy their lunch.

The Superintendent of Schools reported that the budget schedule containing presentation dates, times, locations, and adoption of the budget, will be mailed out to the community in the next couple of weeks.

H. New Business

1. Academic Intervention Services Plan

RESOLUTION #49 – **BE IT RESOLVED** that the Board of Education accepts and approves the Revised Academic Intervention Services Plan as set forth more fully in Attachment "A".

Motion: Terence Hale

Second: Laraine Salvatore

Discussion: Mr. McGrath inquired about the type of circumstance where it would warrant a parent to be part of the Instructional Support Team (IST). The Superintendent of Schools responded that if it was specifically about their child, because the information discussed is confidential. Mr. McGrath also inquired about the charts that are delineated for each school especially at the Elementary Schools where services appear different. Ms. Goffman responded that all schools basically have the same programs implemented, but within certain buildings people who arrive here received training from somewhere else. Mr. McGrath inquired about the RTI Model Tier 3 for Cross regarding Wilson Reading meant. Ms. Goffman responded

depending on the needs of the student if they are successful in Tier 1 they remain there. If not, they move up to Tier 2 and a variety of different strategies and programs are provided. If they are successful there, they remain, if not then they move into 1 of 5 options available within Tier 3. Mr. McGrath inquired about the various reading programs. Ms. Patterson explained that Wilson Reading is designed for 3rd grade and up. Ms. Goffman explained that Reading Recovery is for 1st grade and Level Literacy Intervention was for grades K, 1, and 2. Mr. McGrath inquired about the difference between level literacy intervention and reading recovery. Ms. Goffman responded that reading recovery was only for first graders, a one-on-one instructional program for 30 minutes, and literacy intervention uses strategies for grades K, 1, and 2 in small groups of 3 students. Mr. McGrath inquired about ERSS, Speech and Resource Room. Ms. Patterson responded that they are Educational Related Support Services for students who don't have IEPs. The Superintendent of Schools stated that the Middle School just received an award for implementation of the RTI, which will be presented at a future Board meeting.

Yes:	Christine Napolitano John McGrath Laraine Salvatore Terence Hale William Hornberger	No: None
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Passed: Yes

2. Tenure Appointment

RESOLUTION #50 – BE IT RESOLVED that the Board of Education grants tenure to Robert Kurtz, School District Administrator, effective January 2, 2010.

Motion:	Laraine Salvatore
Second:	Terence Hale

Discussion: The Superintendent of Schools explained the tenure process that the former Superintendent of Schools implemented, which is an intensive process. The Superintendent of Schools held up Mr. Kurtz's portfolio and stated it is required of all professional staff to submit it to the Superintendent of Schools for review as part of the tenure process encompassing the candidate's 3 years of working in the district. The Superintendent of Schools further commented that through observations of Mr. Kurtz he has seen the change he has made in the Social Studies Program at the Middle School and it is an honor to bestow upon him tenure.

Mr. Barth stated that he is very pleased to be a part of the tenure process recommendation for Mr. Kurtz. He has worked closely with Mr. Kurtz for the past 3 years and has collaborated on a variety of activities on behalf of the school community. Mr. Kurtz is dedicated, has a keen sense of humor,

is a life-long learner and is an integral part of the IL team at the Middle School.

Yes: Christine Napolitano
John McGrath
Laraine Salvatore
Terence Hale
William Hornberger

No: None

Passed: Yes

I. Consensus Agenda

1. Accepting of Minutes

- a. That the Board of Education accepts the minutes of December 3, 2009 (Workshop) and December 17, 2009 (Business) Meetings, as presented.

2. Instruction

a. Resignation(s)

1. That the Board of Education accepts the letters of resignation for the purpose of retirement of the following professional staff effective June 30, 2010:

Martha Bergman	Special Education Teacher
Judith Daddario	Math Teacher
Tilia Erreich	Special Education Teacher
Cheryl Gorman	Math Teacher
Suzanne Rymers	Elementary Teacher

b. Appointments

1. That the Board of Education approves the addition of the following individuals to the Per Diem Substitute Teacher List at a daily rate of pay, \$90.00:

Kathryn Klock	Physical Education
Vanessa Mannanice	Art
Thomas Wilkens	Earth Science

2. That the Board of Education approves the appointment of Michelle Palladino, to the position of Leave Replacement Special Education Teacher, for Allison Maffettone, effective January 5, 2010 to June 30, 2010; salary, BA+30, Step 2, \$63,701.00.

2.1. Instruction: Committee on Special Education Actions

a. Instruction: Committee on Special Education Actions

1. That the Board of Education approves the CSE/CPSE/SCSE recommendations for programs and services for students with IEPs for the time period from December 1, 2009 to December 31, 2009 as set forth in Confidential Attachment "B".

2.2. Instruction: Contracted Instructional Services

2.3. Instruction: Student Actions

2.4. Instruction: Other

3. Civil Service

a. Retirement/Resignation/Medical Leave of Absence

1. That the Board of Education accepts a letter of resignation for the purpose of retirement, with regret, for Carolyn Mueller, Stenographer, effective June 30, 2010.
2. That the Board of Education approves the resignation of Kerri Jenal, part time Teacher Aide, effective February 1, 2010.
3. That the Board of Education approves a medical Leave of Absence for Paul Krumholz, Maintainer, effective January 26, 2010, due to surgery, for a period of approximately four to six weeks, return date is at the doctor's discretion.

b. Appointments

1. That the Board of Education approves the addition of Kenneth Heimink to Cleaner Substitute List, effective January 25, 2010, at the hourly rate of pay, \$12.25.

4. Business/Finance

a. Treasurer's Report

1. That the Board of Education accepts the Treasurer's Report for the period ending November 30, 2009 and directed that it be placed on file.

b. Approval of Invoices and Payroll

1. That the Board of Education approves the Invoices and Payroll for the period ending .

Warrant #11	\$ 306,572.61
Warrant #12	\$1,294,665.27
TOTAL EXPENSES	\$1,601,237.88

PAYROLL #11 & #12

General	\$4,104,810.40
Fund F	\$ 82,902.46
TOTAL PAYROLL	\$4,187,712.86

4.1. Business/Finance: Contract Approvals

4.2. Business/Finance: Bids

5. Other – Annual Election and Budget Vote

a. Annual Election and Budget Vote Resolution

1. That the Board of Education approves the Annual Election and Budget Vote Resolution scheduled for Tuesday, May 18, 2010 as follows:

(a) The District's Annual Election will be held on **Tuesday, May 18, 2010**.

(b) The Clerk be authorized to make all necessary arrangements for the registration of qualified voters and for the conduct of the District's Annual Election to be held on **Tuesday, May 18, 2010**, including the rental and delivery of voting machines and the publication of the necessary notices of public budget hearing, and of said registration, as required by law, in the **Mineola American, Roslyn News and Williston Times**.

(c) The polls on the date of the Annual Election will be open for the period from 6:00 a.m. to 9:00 p.m., both inclusive.

(d) The polls for voting purposes at these locations will be designated as (1) Cross Street Elementary School; (2) Hampton Street Elementary School; (3) Jackson Avenue Elementary School, and (4) Meadow Drive Elementary School.

(e) Each of the Inspectors of Election and Registrars designated by the Board of Education serve for such Annual Election and be compensated in the sum of **\$10.00** per hour for their services.

(f) The form and content of the notice of the Public Budget Hearing and of the registration of voters and the annual election including the dates, times and places thereof as set forth in such notices, all as prepared by the Clerk and annexed hereto, be approved.

(g) Dr. Nagler and Mrs. Martillo be designated as Poll Clerks to canvass "affidavit ballots" to meet at the Superintendent's Office on **Wednesday, May 19, 2010**, at 3:00 p.m. for such purpose.

(h) The Budget Hearing will take place on **Thursday, May 6, 2010** at 7:00 p.m., at the Willis Avenue School, with regard to the special meeting.

(i) The date for registration of voters shall take place on **Tuesday, May 4, 2010**, from 4:00 p.m. to 8:00 p.m. at each of the following locations:

(1) Cross Street Elementary School; (2) Hampton Street Elementary School; (3) Jackson Avenue Elementary School, and (4) Meadow Drive Elementary School.

RESOLUTION #51 – **BE IT RESOLVED THAT** the Board of Education approves Consensus Agenda items I.1.a. through I.5.a.1. as presented.

Motion: John McGrath
Second: Christine Napolitano

Yes: Christine Napolitano
John McGrath
Laraine Salvatore
Terence Hale
William Hornberger

No: None

Passed: Yes

J. Superintendent's Presentation

The Superintendent of Schools discussed the following: changed earliest date to close a school to September 2011; how financial issues will affect education; increases in salaries, pension, and health costs; revenue loss (State Aid, interest, Federal Stimulus money); projected roll over budget increase of 4.42% which results in a 5.8% tax levy increase; to maintain a 2.5% tax levy the district needs to reduce 8 million dollars over 3 years; 80% of the budget is fixed (Salaries and benefits); contingency budget is currently at zero percent; areas they are looking at to reduce the budget, i.e. personnel, fund balance; school reconfiguration discussion (No increase in student population, history of Cross Street's reopening, lingering community resentment in the closing of neighborhood schools; oddly shaped borders of the Mineola School District; very difficult to redistrict students; enrollment trends from 2005-2010; replication of program in 4 separate buildings; student projection for Jackson will increase next year; clustering of schools is cost effective as well as addressing class size inequities, Willis as an example; amount of time students will spend on a bus; maximize staff reduction in the excessing of teachers; need to build onto the 2 remaining buildings to accommodate 600 and 400 students; build the capital reserve beginning in 2009-10 and 2010-11 to finance the additions; 3 year plan to maintain a 2.5% tax levy with closing 2 schools over a 2 year period; looking for direction from the Board as to how to proceed (Everything in tact with the taxpayer paying for it or close 2 buildings); discussed 5th graders going to the Middle School and 8th graders to the High School, but the community is not in favor of this.

The Board asked the following questions:
Ms. Napolitano inquired what the increase would be if the budget were status quo for next year. The Superintendent of Schools responded that if the tax levy is 4% this year it will automatically go up 1% next year due to the loss of ARRA (Federal Stimulus) money. Mr. Waters stated that if the budget increases \$700,000 then the tax levy increases by 1%. The Superintendent of Schools stated that reductions need to be made in next year's budget in order to build a capital

reserve. Ms. Napolitano inquired what the effect would be if the community votes down the budget and the State changes the contingency budget amount. The Superintendent of Schools responded that even when reductions are made (Removal of Equipment, Capital Reserve) the tax levy may still increase.

K. Public Comments

Public comments were as follows after the Superintendent discussed the budget:

- ❖ A resident read a statement that included the following: closing a school that has the least impact on a community; why close schools that are working well and have high standards; negative affect on grade configuration; children within the same families attending different schools; more transitions for students; concerned with student performance; recommended closing of Willis because it will least impact the community and children; addressed the district paying \$29,000 a year to lease parking spaces for Willis teachers. The Superintendent of Schools stated that Willis could also be an option. Removing Pre-K would result in an increase to staff. He further stated that closing schools does not mean increasing class sizes; clustering would control class size.
- ❖ A resident inquired what would happen to the Principals when 2 schools are closed. The Superintendent of Schools responded that by law the least senior administrator in a specific tenure area gets reduced and, at this time, Mr. Gaven is least senior. The resident expressed displeasure in excessing Mr. Gaven.
- ❖ A resident commented that in 3 years time we may be back to a 5% increase assuming revenue stays flat. The Superintendent of Schools responded yes. The resident commented on the 80% of the budget that is fixed. The Superintendent of Schools responded that in the course of 3 years all contracts will be up and they will negotiate new contracts. There are other mandated increases: TRS will increase by \$800,000 ~~this year and the district is mandated by the State to pay because the State sets the~~ rate, and that rate will increase again, as will health costs. Also, ERS (Employees Retirement System) will possibly increase as well. He further stated that all the projected numbers are conservative.
- ❖ A resident inquired about the cost of educating an elementary student compared to a student attending Willis. The Superintendent of Schools responded that the cost to run the lower grades is level, but most expensive is the High School due to electives. The Superintendent of Schools discussed that when he was Deputy Superintendent, the district laid-off people 2 years in a row, lost programs, and still had failed budgets.
- ❖ A resident suggested freezing salaries and if anyone has brought it to the staff's attention. The Superintendent of Schools responded yes, and they are fully aware of what is going on, but he has not flat out asked them to take a freeze. Mr. Hornberger interjected that when Dr. Licopoli asked for a 1% give back, the units politely told him no.
- ❖ A resident commented that she works in a district that has clustered schools and highly praised its effectiveness. She noted the positive qualities: class sizes are equitable; the children are not stressed moving from school to school; the children have friends all over the district; students have strong test scores; there is a strong parent involvement; and she supports clustering in order to maintain the current programs as well as keep the Marching Band program
- ❖ A resident requested clarification if there would be growth within the schools if clustered. The Superintendent of Schools responded that if the district builds the appropriate room.

- ❖ A resident inquired about teacher reductions. The Superintendent of Schools responded that reductions would be made when closing a building because they would not be needed.
- ❖ A resident inquired about the longest distance within the district. The Superintendent of Schools responded the entire district from point to point is 3 miles.
- ❖ A resident commented about students spending 20 to 25 minutes on a bus. The Superintendent of Schools responded he does not know the time, all details will be looked at, but they are focusing in on the program piece right now.
- ❖ A resident commented that she would support clustering to maintain and grow current programs, and feels it would better prepare students for the secondary schools.
- ❖ A resident commented about her family being educators and knows their salaries. The resident discussed that a teacher's average salary in Mineola is higher than some household incomes for people in the Village of Mineola. There is an aging population in the community, and because only 20% of the budget is for programs, a tough discussion to close schools and reduce staff is needed. The resident also compared per pupil costs of Mineola to Jericho, and then compared it to Chaminade. The resident complimented the Superintendent of Schools on his presentation and stated the 80% of the budget needs to be lowered. The Superintendent of Schools stated it is very difficult to separate program from personnel.
- ❖ A resident commented that Garden City runs 7 buildings and has more students. The Superintendent of Schools responded that there are 3 things that factor in why Mineola's per pupil is high (7 buildings, personnel, salaries).
- ❖ A resident commented on the average teacher salary being 14% higher than other districts.
- ❖ A resident inquired as to the plan to close 2 schools in 3 years. The Superintendent of Schools presented a scenario: year 1, begin with moving incoming 1st graders into 1 building, freeing up classrooms (5) in Jackson and moving 8 classes from Hampton to Jackson Avenue; build onto buildings; year 2, Cross would be absorbed into Jackson; 1st and 2nd graders would move into reconstructed building; and Meadow and Cross will collapse into Jackson; and each child gets one change.
- ❖ A resident thanked the 2 women who spoke on behalf of the Senior Citizen population. The resident felt Mineola needed a Board of Education like New York City. The district has to get the tax levy as low as possible and asked if football was mandated.
- ❖ A resident inquired if anyone on the Board or in Administration has ever experienced personally grade or school configuration like clustering. The Superintendent of Schools responded he has not worked in a clustering setting.
- ❖ A resident stated she supports what is being discussed and feels there are disparities among class sizes. The Superintendent of Schools commented that closing Willis is the least appealing site. The Superintendent of Schools also discussed the closing of Corpus Christi.
- ❖ A resident commented that he is one of the Superintendent of Schools' no votes and is concerned about the rapid increase in the per pupil cost and feels schools need to be closed in order to keep the budget under control.
- ❖ A resident expressed concern with large class sizes and inquired about the following: transportation, how it will affect the children; what will the district do with the closed buildings.
- ❖ A resident complimented the Superintendent of Schools on a good presentation and stated there are rumors that Willis cannot be rented because of the Bond. The Superintendent of Schools responded that what makes Willis least appealing is that it

is a single use building. The resident inquired if the district has had anyone expressed an interest in renting a building. The Superintendent of Schools responded that last year he had a conversation about it, but the district didn't have something big enough for what this person was looking for.

- ❖ A resident commented that they do not see a problem with transition because the students are transitioning already: from Willis, to elementary, to Middle School, and to the High School. She feels something should have been done a long time ago and that all employees should accept a salary freeze. The resident was hoping to see more detail in the school closing issue this evening. The Superintendent of Schools stated the district is waiting for the new County assessed average figures, because what is an average for Mineola won't be an average for Albertson and Williston Park.
- ❖ A resident commented that they had called the County and Town of Hempstead to find out about how tax bills were calculated and they could not give her an answer. The Superintendent of Schools stated he has a question and answer section on his blog and is always available to meet with neighborhood groups.
- ❖ A resident commented that when he attended the schools he walked from the Albertson border to the High School and he was not traumatized from the experience. He believes that something needs to be done because there are many Senior Citizens and unemployed people living in the district that can't afford higher taxes. The resident inquired of Administration how it would handle a zero contingency budget. The Superintendent of Schools explained what would happen: dig deeper into staff (Excessing administrators because they don't have a cap on excessing); part time teachers, equipment, and the capital line would all come out. The Superintendent of Schools stated that he is hopeful the legislators will pass something other than a zero percent contingency amount. He further stated the County does not want to pay for Special Education services and the State tells them to shift the cost to the schools.
- ❖ A resident thanked everyone for their effort. The resident also stated that if they want ~~the children to have the best then they have to pay for it. She is very proud of the~~ district.
- ❖ A resident inquired if the backup information was on the website. The Superintendent of Schools responded that it will be on the website tomorrow.
- ❖ A resident inquired about audience control. The Superintendent of Schools explained that it is supervision of a school event. The resident inquired why there was a budget line for it if it is contractual. The Superintendent of Schools responded that it is contractual, but he does not have to pay salaries if there is no event. The resident inquired if parents could supervise events. The Superintendent of Schools responded in an unofficial capacity, because the teachers own the work. The resident inquired about shifting the 8th graders to the High School. The Superintendent of Schools responded that the 8th graders could fit in the High School, because years ago it held 1,600 students, but he is not advocating it. The resident requested to keep all options open and may be some things that were not palatable years ago may now be palatable. The Superintendent of Schools responded that there are many options to achieve the same goal it's what will the community embrace, and support.
- ❖ A resident inquired if the Superintendent knew what the community was willing to do. The Superintendent of Schools responded that he is looking for direction from the Board in how to build this budget, and planning needs to happen.
- ❖ A resident commented about spending \$29,000 on parking at Willis, and supports having graduation held at the High School to save the district \$12,000.

L. Board of Education Reports

- Comments from Board President

Mr. Hornberger's comments were as follows: encouraged everyone to go to the Superintendent's blog; the community's voice is being heard and looks forward to hearing from all of the community; input about strengthening the program; technology enhancements; elementary level services we provide because how we are configured; need to discuss enhancing program; the Board wants the best for all children; what can the district supply to High School students; the Board looks to Administration and the community for further guidance.

- Board Committee Report
- Superintendent of Schools' Reports & Comments
 - Superintendent Comments

The Superintendent of Schools reported on the following: Pancake breakfast fundraiser at the High School, Saturday, January 23, 2010 from 8:30 a.m. to 10:30 a.m.; District Council PTA Meeting; Jackson Avenue's Blood Driver, February 1, 2010 and Cross Street's Blood Driver February 3, 2010 (He is already committed to Jackson).

- Capital Updates
- Table Reports
 - Finance and Operations Report
 - Monthly Financial Report
 - Building & Grounds Report
 - Building Usage
 - Vandalism
 - Work order status
 - Transportation Report
- Special Reports
 - *Public Questions - Board Committee Reports; Student Organization Report; Superintendent's Report; Table Reports (All Finance & Operation Functions); and Special Report

M. Executive Session

At 9:55 p.m. a motion was made for the Board of Education to go into executive session to discuss a lawsuit Licopoli v. Hale, Hornberger, and Salvatore.

Motion: Laraine Salvatore
Second: Terence Hale

Yes:	Christine Napolitano	No:	None
	John McGrath		
	Laraine Salvatore		
	Terence Hale		
	William Hornberger		

Passed: Yes

The Board may return at any time.

At 10:30 p.m. the Board returned to open session.

N. Adjournment

At 10:30 p.m. a motion was made to adjourn this meeting of the Board of Education.

Motion: Terence Hale

Second: John McGrath

Yes: Christine Napolitano
John McGrath
Laraine Salvatore
Terence Hale
William Hornberger

No: None

Passed: Yes

Respectfully submitted,

Donna Martillo
District Clerk
