

**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 – 2011-2012

- *Educational*
- *Facilities*
- *Finance*

Date: September 1, 2011

LOCATION: Willis Avenue School

OPEN WORK SESSION

7:00 p.m. 2nd Floor Staff Lounge

Board Members

Christine Napolitano, President
William Hornberger, Vice President
Irene Parrino
John McGrath
Terence Hale

Central Office

Dr. Michael Nagler, Superintendent of Schools
Jack Waters, Asst. Supt. for Finance & Operations
Patricia Burns, Asst. Supt. for Curr. & Instr. Assessment
Matthew Gaven, Director for Pupil Personnel Services
Andrea Paggi, District Clerk

- A. Call to Order Time: 7:04 p.m.**
- B. Pledge of Allegiance**
- C. Reading of Mission- Terence Hale**
- D. Moment of Silent Meditation**
- E. Dais & Visitor Introductions**

Absent- John McGrath

Also in attendance- Mark Barth, Middle School Principal
Vincent Interrante, 6th grade Teacher

F. Old Business

Mr. Hornberger requested an update on Cross Street and the traffic situation. The Superintendent had contacted the company to observe the bus traffic. It was recommended that they wait a week before observing and then they will make recommendations. The Superintendent also stated that district staff will be on site day 1 and 2 to observe.

Mr. Hornberger also requested an update on how the district fared during the recent storm. The Superintendent stated that overall the district made out well. All locations had power, except Cross Street. Also at that location, a curtain wall window was damaged and there was some flooding in the basement. It was reported that there was minor water in all buildings and one tree was lost at Hampton Street. Overall, the Superintendent was pleased with the lack of damage. The insurance company has been contacted already, in order to re-coup for the losses.

Mr. Hornberger inquired as to whether the district is ready for opening day on Tuesday, 9/6/11. The Superintendent stated that the district is in good shape and projects are complete with the exception of the plantings in the new high school parking lot.

Mr. Hornberger inquired about the status of the cafeteria fund balance. The Superintendent stated that many families have come in to make payments. He stated that many of the remaining account balances are minimal, most total under \$10. The efforts will continue to try to collect the remaining funds.

The Superintendent gave an update on the district projects. The High School parking lot- the asphalt is being poured and the striping will be done tomorrow. At Cross Street, the parking lot is complete, all other work will be completed and we will be out of there tomorrow. Projects at the individual schools have been completed. The buildings look good and everything should be ready for Tuesday.

Ms. Parrino inquired as to whether or not the speed bumps at the High School will be painted. The Superintendent stated that will be done tomorrow.

Mr. Hale commented that he had been to the Middle School and it looks good. He stated that he is excited for the new school year.

Mr. Hornberger inquired about the status of the January regents. The Superintendent stated that the January regents have been restored with the exception of the language test. The January tests are generally for students who performed poorly. The district will set up review sessions for students taking these tests.

G. New Business

1. Adoption of APPR

RESOLUTION # 17- BE IT RESOLVED that the Board of Education herewith adopts the attached documents in compliance with Education Law Section 3012-c, 8 N.Y.C.R.R. 30-2 and 8 N.Y.C.R.R. 100.2; and

BE FURTHER RESOLVED, that the Superintendent of Schools is directed to file the foregoing documents in the Office of the District Clerk and post the attached documents on the District website, on or after September 1, 2011 but before September 10, 2011.

Motion: Terence Hale

Second: Irene Parrino

Discussion: The Board asked for an explanation of what this resolution means. The Superintendent stated that this is a state initiative for districts to adopt an APPR (Annual Professional Performance Review). The state requires that the district negotiate with the unions on which rubric will be used to evaluate teachers. He stated that we are adopting the APPR which is currently in place, due to the fact that we are currently in negotiations and therefore cannot vote on something new.

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

Passed: Yes

2. Stipulation of Settlement

RESOLUTION # 18- BE IT RESOLVED that the Board of Education hereby approves a Stipulation of Settlement with Steven Oliveri, regarding a disciplinary matter initiated pursuant to Section 75 of the Civil Service Law, and authorizes the Superintendent of Schools to execute said agreement, and be it further

Resolved that the Board of Education hereby accepts a letter of resignation tendered by, Steven Oliveri effective October 31, 2011 pursuant to the terms of said agreement.

Motion:	Terence Hale
Second:	William Hornberger

No discussion.

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

Passed: Yes

3. Stipulation of Settlement

RESOLUTION #19- BE IT RESOLVED that the Board of Education hereby approves a Stipulation of Settlement with Paul Krumholz, regarding a disciplinary matter initiated pursuant to Section 75 of the Civil Service Law, and authorizes the Superintendent of Schools to execute said agreement, and be it further

Resolved that the Board of Education hereby accepts a letter of resignation tendered by Paul Krumholz, effective October 31, 2011 pursuant to the terms of said agreement.

Motion: William Hornberger
Second: Terence Hale

No discussion.

Yes: Terence Hale
Irene Parrino
William Hornberger
Christine Napolitano

No: None

Passed: Yes

H. Consensus Agenda

1. Accepting of Minutes

- a. That the Board of Education accepts the minutes of July 8, 2011 (Reorg. /workshop) and July 27, 2011(Business) as presented.

2. Instruction

a. Appointments

1. Be it Resolved that upon the recommendation of the Superintendent of Schools the Board of Education approves the appointment of John O'Malley to the position of Social Studies teacher at Mineola Middle School, a position in which he previously acquired tenure. Mr. O'Malley shall therefore be appointed to said position with tenure.

2. That the Board of Education accepts the following addition(s) to the Per Diem Substitute Teacher List: Salary \$90 per day.

Thomas Leninger	Math 7-12
Erik Holzkamp	Physical Education
Jennifer Levitt	Childhood Education (Grades 1-6)

3. That the Board of Education approves the appointment of Carole Perciballi, to the position of part time (.6) English teacher at the Mineola Middle School, effective September 1, 2011 to June 30, 2012. Salary: .6 of MA+ 20, Step 8, \$91,864 equaling \$55,118.

4. That the Board of Education approves the appointment of Annette Amber, Reading Teacher, at the Mineola High School, effective September 1, 2011 to June 30, 2012. Salary: .5 of MA, Step 4, \$76,381 equaling \$38,191.
5. That the Board of Education approves the appointment of Cynthia Kopp, to the position of Leave Replacement teacher for Elizabeth Goldman, at Meadow Drive School, effective September 1, 2011 to January 31, 2012. Salary: MA+10, Step 2, \$72,055 pro-rated.
6. That the Board of Education approves the appointment of Catherine Baker, to the position of Leave Replacement teacher for Lisa Balogh-Richards, at Jackson Avenue School, effective September 1, 2011 to June 30, 2012. Salary: MA, Step 3, \$73,450.
7. That the Board of Education approves the appointment of Cheryl Lippert,, to part time (.5) pre-kindergarten teacher, effective September 1, 2011 to June 30, 2012. Salary: .5 of MA, Step6, \$82,406 equaling \$41,203.
8. That the Board of Education approves the appointment of Heather Hazen, .5 Math AIS teacher, at Hampton Street and Meadow Drive, effective September 1, 2011 to June 30, 2012. Salary: .5 of MA+30, Step 8, \$93,477 equaling \$46,739.
9. That the Board of Education approves the appointment of John Fretz, to the position of part time (.4) Leave Replacement Social Studies Teacher for Nicole Moriarty, at Mineola High School, starting September 1, 2011 to on or before June 30, 2012. Salary: .4 of BA, Step 1, \$58,123 pro-rated.
10. That the Board of Education approves the appointment of Theodora Katsionis, to the position of Leave Replacement Social Studies Teacher for Francine Sclafani, at Mineola High School, Starting September 1, 2011 to on or before June 30, 2012. Salary: BA, Step 1, \$58,123.
11. Be it resolved that the Board of Education appoints Michael Lazan as the Impartial Hearing Officer for the impartial hearing related to the student identified by student identification number: 110740002.
12. That the Board of Education approves the appointment of Elizabeth Gazzini, to the position of Leave Replacement teacher for Margarita Maravel, at Jackson Avenue School, effective September 6, 2011 to September 28, 2011. Salary: MA+10, Step 1, \$69,104 pro-rated (cannot exceed \$30,000).

b. Abolish Position

1. That the Board of Education approves to abolish the following position:
 - One (1.0) F.T.E. Elementary

2.1 Instruction: Contracted Instructional services

- a. That the Board of Education approves the contract for related services between Gayle E. Kligman Therapeutic Resources and the Mineola UFSD for the 2011-2012 school year.
- b. That the Board of Education approves the contract for Parentally placed student between Hicksville UFSD and the Mineola UFSD for the 2011-2012 school year.
- c. That the Board of Education approves the contract for related services between TRI- The Rehabilitation Institute and the Mineola UFSD for the 2011- 2012 school year .
- d. That the Board of Education approves the contract for related services between New York Therapy Placement Services and the Mineola UFSD for the 2011- 2012 school year.
- e. That the Board of Education approves the License Agreements between SCOPE Education Services for the PSAT/SAT Preparatory Program and Mineola UFSD for the 2011- 2012 school year.
- f. That the Board of Education approves the License Agreement between SCOPE Education Services for the After Child Care Program and the Mineola UFSD for the 2011- 2012 school year.

3. Civil Service

a. Appointments

1. That the Board of Education approves the appointment of Julia Adames from 10 month to 12 month Bus Driver to replace Melanie Dnyprowsy, effective September 1, 2011. Salary will be \$47,819 on Step 3.
2. That the Board of Education approve the appointment of Gregory Sabato to the position of Bus Driver/Mechanic, replacing Matthew Bielawa, effective September 1, 2011. Salary will be \$46,392 on Step 1. Probation is 26 weeks.

b. Reinstatement of Title

1. That the Board of Education approve the title of Groundskeeper to be paid out of the Building Manager title in the Custodial Salary schedule, effective July 15, 2011.

c. Reinstatement of Positions

1. That the Board of Education approves the reinstatement of the title of Groundskeeper to Alan Balestrieri and James Cashin, effective August 16, 2011. Mr. Balestrieri's salary on Step 14 will be \$58,264 and Mr. Cashin's salary will be \$55,455 on Step 12 of the Building Manager Salary Schedule.

d. Employee Agreement- 2011/2012

1. That the Board of Education hereby authorizes the Board President to execute an employee agreement with Andrea Paggi, District Clerk, the terms of which have been reviewed by the Board in Executive Session.

4. Disposal of District Property

- a. That the Board of Education approves the disposal of obsolete computers, in accordance with District Policy #6900, as per the attached inventory.

RESOLUTION # 20 - BE IT RESOLVED that the Board of Education approve the consensus agenda H.1.a, through H.4.a., as presented.

A motion was made to amend the Consensus agenda in order to remove item 3. a. 1. Civil Service appointment.

Motion: Irene Parrino

Second: Terence Hale

Yes: Terence Hale
Irene Parrino
William Hornberger
Christine Napolitano

No: None

Passed: Yes

A motion was made to approve amended Resolution #20 Consensus agenda.

Motion: Terence Hale

Second: William Hornberger

Discussion: Ms. Parrino asked for clarification of the SCOPE program issue with the 5th grade. The Superintendent stated that the issue is the result of the fifth grade moving to the Middle School. There are parents who want their children to attend SCOPE afterschool. In order for SCOPE to run a program at the middle school, they require a total of 15 students. At this time there are only 9 students, therefore they will be accommodated at Jackson Avenue. An adult will accompany the students across the field to Jackson Ave. School. If additional students register, a program will open at the Middle School. Mr. Hornberger inquired about what will happen during inclement weather ie: snow. The Superintendent stated that he is hoping this will be resolved before winter, however if it is not we may need to look into running a bus. The Superintendent reminded everyone that as a district we are very different this year, and we need to let things run a little to see how everything plays out.

Yes: Terence Hale
Irene Parrino
William Hornberger
Christine Napolitano

No: None

Passed: Yes

Prior to introducing the Superintendent of Schools, Ms. Napolitano made her President Report. Ms. Napolitano stated that she had attended the Superintendent's Conference this morning and it was good to see everyone. It was a time to acknowledge all of the hard work that had gone on this summer. Ms. Napolitano is optimistic for the upcoming school year. She stated that this is an exciting time with many changes. Ms. Napolitano asked for everyone to have patience and we are trying to make things as smooth as possible.

I. Superintendent's Reports

The Superintendent of Schools stated that he is looking forward to exciting times ahead. He reminded everyone that things will not be perfect for the first few days and he expects some issues to arise. The Superintendent asked for patience and to keep in mind that the priority is always the safety of our students.

The Superintendent welcomed Mr. Mark Barth, Middle School Principal, to the meeting and thanked him for coming to provide his perspective on the test scores and upcoming changes.

Mr. Barth thanked the Board of Education and the Superintendent for giving him the opportunity to comment on the scores. Mr. Barth went through the process that took place at the Middle School in order to prepare for the state tests. They started by examining the students work, looked at data, and came up with a plan of action. The staff administered practice examines and also looked at previous data. They compiled data and came up with the weakness in each content area. Students were given targeted assignments over the holidays, review classes were offered on Saturdays. In March, a practice test was give to look at weaknesses. Unfortunately, the results on the state exams were less than stellar and they were very disappointed with the results.

Mr. Barth stated that there will be changes in the upcoming school year. There will be a new common core assessment. They will increase the amount of non-fiction reading. There will also be increased shared reading on grade level or higher. The plan is to push our students. The plan involves establishing a more clear purpose with the reading, working on inference skills and discussing the author's craft. There will also be a literacy coach at the Middle School. Mr. Barth stated that these things will produce results. The staff will be giving students more time based tasks. The NWEA will be coming to the Middle School for 5th, 6th, and 7th graders. The teachers will be receiving training on September 9 on NWEA. Mr. Barth stated that he is also excited about Math, as there will be a new Everyday Math. There is a new report card for 5th and 6th grade, which specifies goals in ELA and math. There will be a lot of staff training this year including the areas of NWEA and technology.

Mr. Barth stated that this is a new beginning and it is hoped that all of these efforts will produce positive results. Mr. Barth also added that this year, AGP will be run everyday during the intervention block of time. It is the first time that this is not a pull out for the students. Ms. Murphy is very excited about this.

The Superintendent asked Mr. Barth if he felt the current scores represent the Middle School. Mr. Barth stated that he does not feel they represent the students. The Middle School is so much more than these scores. The Middle school has been recognized as a school of excellence for its character intervention program. Mr. Barth stated that the Middle School has a lot to be proud of; the teachers are very dedicated and committed to the students. Mr. Barth also stated the staff is always talking about their students even before the child is referred for services. When the IST meetings are held to develop an action plan for students, it is required that a parent must attend the meeting. This is done to insure that everyone is working together to insure that student can be successful. Again, Mr. Barth stated that the efforts made are not reflective in the current state scores.

The Superintendent added that the Middle School will be recognized for the technology initiative. He then asked the Board if there were any questions for Mr. Barth.

Mr. Hale thanked Mr. Barth for coming and for presenting on the Middle school. Ms Napolitano also thanked Mr. Barth and stated that the planned initiative sound good but she has some questions. Ms. Napolitano asked Mr. Barth if he will be in the classrooms and assessing what is going on. Mr. Barth stated that he will be in the classrooms and that this is an essential piece in the success of the plan. Ms. Napolitano asked what month the assessments take place? Mr. Barth stated April. He also stated that starting 9/12, the NWEA will be in use. From the data, they will get a list of weaknesses and from that information an action plan will be developed. Ms. Napolitano asked who will be involved if there are red flags raised for a child. Mr. Barth stated it will be a collaborative team. He hopes that the NWEA data will give staff focus in terms of what needs to be addressed. The Superintendent added that differentiation is very difficult achieve. It involves looking at data, properly grouping children and developing plans to address needs. NWEA, if used correctly will help.

Ms. Parrino inquired as to how different the state tests were this year. Mr. Barth stated that the format was the same, however the teachers felt the test was very difficult. Ms. Burns stated that this is the last year that these assessments will be used. She stated that moving forward; there will be a Common Core Standard. The district is responding to

this standard. The Superintendent added that the state is changing many things at once. This is all as a result of the race to the top. A major part of the country is moving toward adopting the Common Core Standards.

Mr. Hornberger stated again that the test results were not good. It needs to be determined what we must do to get all students to a prepared level. They need to look at what was provided and where it fell short. Mr. Hornberger asked Mr. Barth how comfortable is he rolling out the NWEA for the first time. Mr. Barth stated that he expects there to be a whole learning curve. Mr. Hornberger stated that we need to insure that the NWEA is used correctly; he also added that it is not the tool to end all problems. Mr. Barth agreed but stated that he hoped it will help staff. Mr. Hornberger asked how we will know that there will be a true partnership between staff. The Superintendent stated that when you see a value in something, you will use it. He stated that Sharon Macken has started data teams. The Superintendent feels that teachers will see the value in the NWEA. The trick will be to also engage the students in the process, so they can see how their weaknesses are addressed and then see the results. The Superintendent stated that the middle school teachers are very willing to be trained. Mr. Hornberger stated that we as a district are providing many tools for success; he hopes that next year we see it in the results.

The Board thanked Mr. Barth for attending the meeting and providing his perspective on the state test scores.

Ms. Parrino inquired as to what is the guideline of class numbers for grades k- 2. The Superintendent stated 22 per class. Ms. Parrino asked about the enrollment for kindergarten. The Superintendent stated that there are 226 students; there are ten sections- 6 classes of 23 and 4 classes of 22. He is not recommending the opening of a new section yet because the program is not yet over the guideline. The Superintendent stated that he is waiting to see the attendance after the first few days. Ms. Parrino asked about the numbers at Hampton. The enrollment in the 2nd grade is high. Mrs. Small, principal, is in the process of asking parents of new students if they would like their child to go to Jackson Avenue, where they are below the guideline. Mr. Hornberger asked what is the timeline for a decision on adding another section at Willis Avenue. The Superintendent stated it will come down to class management. Mr. Hornberger stated that if another section is added then the class sizes would be 20 or 21 students. He expresses his concern over children starting in one class and then having to be moved. The Superintendent stated that there is no easy solution, but at this time he is not recommending opening a new section. The Superintendent stated we will continue to monitor attendance.

Mr. Hornberger asked if we have a problem with illegal enrollments. The Superintendent stated that Ms. Macken is very on top of proper documentation for all students. He stated that we rely on parents reporting issues and then we investigate.

The Superintendent presented on two upcoming projects. He presented the conceptual drawings of the new art room at the high school as well as the proposed new cafeteria at the Jackson Avenue School. The Superintendent explained the art room project. The renovation would involve knocking down a wall and creating different classroom areas including: ceramics, easels for painting, still life, studio work drawing and an instant theater. They will re-use the stage curtains from Cross Street for the theater. The budget for the art room project is in the equipment line. The Superintendent stated that the cost will run between \$70,000 and \$80,000, with most of the funds being used on furniture.

The Superintendent stated that Mr. Sommers has expressed interest in having the students doing some of the work, constructing the cabinetry. He stated that we could pay the students or set-up work study. The Superintendent stated that the plans will be going back to the architect for some modifications and a timeline will be determined for the project.

The Superintendent also presented the drawing of the Jackson Avenue Cafeteria. Currently, the children walk through the kitchen to be served their food. This project would involve knocking down a wall, expanding the kitchen, and moving the serving line outside. The children would never enter the kitchen. The cost of this project is being drawn up. One of the most expensive items with this project is the fire roll gate which in case of a fire would close off the opening to the kitchen. This project will be funded out of the cafeteria fund, which has a current balance of \$300,000. It will need to be determined if we can afford this project and it will go out to bid shortly.

The Superintendent stated that he had promised that Mr. Romano would present on the District facilities "Going Green" Report. However, due to the amount of work going on at the present time to prepare for the schools to open, he will come to the Business Meeting on 9/15. The Board thanked the Superintendent for his reports.

The Superintendent stated that he was in need of an executive session.

J. Executive Session Time: 8:45 p.m.

At 8:45pm, 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: Terence Hale
Second: William Hornberger

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

Passed: Yes

Returned: _____

K. Adjournment Time: _____ p.m.

Motion: _____
Second: _____

Yes:	_____	No:	_____
	_____		_____
	_____		_____

Passed:

Respectfully Submitted,

Andrea Paggi
District Clerk

SUPPORTIVE MATERIALS

FOR

BOARD MEETING

