



**MANHASSET UNION FREE SCHOOL DISTRICT**  
**MANHASSET, NEW YORK 11030**  
**REGULAR BOARD MEETING MINUTES**  
**NOVEMBER 21, 2019**  
**SECONDARY SCHOOL-DISTRICT OFFICE-COMMUNITY ROOM**

---

**MEMBERS OF THE BOARD PRESENT AND VOTING:** Ms. Patricia Aitken, President, Ms. Christine Monterosso, Vice President and Ms. Ann Marie Curd, Trustee

**MEMBERS OF THE BOARD ABSENT:** Mr. Carlo Prinzo and Ms. Regina Rule

**STUDENT DELEGATE PRESENT:** Sydney Ginsburg

**ADMINISTRATIVE STAFF PRESENT:** Dr. Vincent Butera, Superintendent; Rosemary Johnson, Deputy Superintendent for Business and Operations; Dr. Jean Kendall, Assistant Superintendent for Personnel; Allison Rushforth, Executive Director of District Special Education Programs and Pupil Personnel Services; Dr. Joy-Anne D'Anca, Director, Guidance and Counseling Services; Christopher Hale, District Director of Fine & Performing Arts; Dr. Rebecca Chowse, District Coordinator of English; Lauren Tallarine, District Coordinator of Mathematics; Thomas Elkins, District Coordinator of Science, Technology and Health Education

**CALL TO ORDER and VERIFICATION OF QUORUM**

On motion duly made at 7:00 p.m. Ms. Aitken verified the presence of a quorum and called to order a Regular Meeting of the Manhasset Board of Education Meeting.

**MOTION:** The Board of Education convenes herewith a Regular Board Meeting.

**PROPOSED BY:** Ms. Aitken

**VOTE:** Ms. Aitken, Ms. Monterosso, Ms. Curd - YES

**MOTION APPROVED:** 3-0

On motion duly made at 7:00 p.m., the Board adjourned the Regular Meeting and convened Executive Session to discuss personnel matters.

**MOTION:** The Board of Education adjourns the Regular Meeting and convenes Executive Session to discuss personnel matters.

**PROPOSED BY:** Ms. Aitken

**VOTE:** Ms. Aitken, Ms. Monterosso, Ms. Curd - YES

**MOTION APPROVED:** 3-0

There were several members of the community present for the recognition portion of the meeting in the auditorium

8:15 p.m. There were 3 community members present

**A. Approval of Minutes** – Tabled

**B. Superintendent's Report****C. Student Delegate's Report****D. Presentation** – Discussion of Proposed Course Enhancements – Dr, Gaurav Passi**E. Acceptance of Gift to Fund the High School Junior Tower Club** (Enclosure)

**MOTION:** The Board of Education of the Manhasset Union Free School District gratefully acknowledges and authorizes the administration to accept a gift in the amount of \$1908.43 from the Tower Foundation of Manhasset to be used to fund the High School Junior Tower Club's advisor stipend, inclusive of pension and payroll taxes.

**F. Board Discussion and Committee Reports**

1. Audit Committee
2. CAC Finance - Pat Aitken
3. MAAC - Pat Aitken and Indians Rock (Athletics)
4. School Community Association (SCA) - Christine Monterosso
5. Tower Foundation - Ann Marie Curd
6. PASE (Special Education) - Christine Monterosso
7. CASA - Christine Monterosso

**G. Personnel** - (Enclosure)**RESOLUTION TO APPOINT MEDICAL INSPECTOR:**

BE IT HEREBY RESOLVED that Dr. Jeffrey Marc Meyer be appointed to serve as a medical inspector for the Board of Education of the Manhasset Union Free School District pursuant to Education Law Section 913; and

BE IT FURTHER RESOLVED that pursuant to section 913 of the Education Law, the individual referred to in the confidential attachment 1 is directed to report for a medical examination in order to determine the capacity of such person to perform his/her duties as an employee of the Manhasset Union Free School District, the said medical examination to be before Dr. Meyer at his office located at 601 Franklin Avenue, Garden City, New York 11530 on a date and time to be determined, and at such other times as shall be deemed necessary to complete said evaluation; and IT IS HEREBY FURTHER RESOLVED that said individual is directed to produce at said medical examination any and all medical records related to the present state of his/her health.

**Personnel Schedule:**

**Appointments** (28) (As per MEA Agreement) The Board of Education of the Manhasset UFSD hereby approves Schedule A-10, Appointments

**Leave of Absence** (1) (As per MESPA Agreement) The Board of Education of the Manhasset UFSD hereby approves Schedule L-8, Leave of Absence

**Settings of Salary** (6) (As per MESPA Agreement) The Board of Education of the Manhasset UFSD hereby approves Schedule S-9, Settings of Salary

**Termination (2) (Sub)** The Board of Education of the Manhasset UFSD hereby approves Schedule T-9, Terminations

**PROPOSED BY:** Ms. Aitken

**VOTE:** Ms. Aitken, Ms. Monterosso, Ms. Curd - YES

**MOTION APPROVED:** 3-0

## **H. Consent Agenda**

**1. CSE/CPSE/Section 504 Minutes** (Enclosure)

**MOTION:** Upon recommendation of the CSE/CPSE/Section 504 Chairperson, the Board of Education hereby approves recommended placements, services, supports, and/or accommodations as recommended in CSE/CPSE/Section 504 meetings held on the dates so indicated in the Committee Recommendations for Board of Education Review with Details, dated November 21, 2019.

**2. Ratification of Conference Requests** (Enclosures)

**MOTION:** The Board of Education hereby ratifies the Conference Requests reviewed by Assistant Superintendent Passi and approved by the Superintendent and the Business Official. These requests are on file in Central Office and available for review, if requested.

**3. Resolution to Excess Textbooks**

**MOTION:** The Manhasset Union Free School District Board of Education has determined that the textbooks listed below are obsolete and cannot be salvaged or utilized effectively or economically by the District, and authorizes the textbooks to be discarded or donated in whatever way the District sees fit.

<b>TITLE/EDITION</b>	<b>PUBLISHER</b>	<b>QUANTITY</b>	<b>COPYRIGHT DATE</b>
Math in Focus Grade 1 Textbook A	Houghton Mifflin Harcourt	$90 + 18 = 108$	2013
Math in Focus Grade 1 Textbook B	Houghton Mifflin Harcourt	$88 + 42 = 130$	2013
Math in Focus Grade 2 Textbook A	Houghton Mifflin Harcourt	$90 + 122 = 212$	2013
Math in Focus Grade 2 Textbook B	Houghton Mifflin Harcourt	$81 + 92 = 173$	2013
Math in Focus Grade 3 Textbook A	Houghton Mifflin Harcourt	$110 + 128 = 238$	2013

Math in Focus Grade 3 Textbook B	Houghton Mifflin Harcourt	$112 + 120 = 232$	2013
Math in Focus Grade 4 Textbook A	Houghton Mifflin Harcourt	1	2013
Math in Focus Grade 4 Textbook B	Houghton Mifflin Harcourt	2	2013
Math in Focus Grade K Teacher's Edition A	Houghton Mifflin Harcourt	5	2012
Math in Focus Grade K Teacher's Edition B	Houghton Mifflin Harcourt	7	2012
Math in Focus Grade 1 Teacher's Edition A	Houghton Mifflin Harcourt	1	2012
Math in Focus Grade 1 Teacher's Edition B	Houghton Mifflin Harcourt	1	2012
Math in Focus Grade 2 Teacher's Edition A	Houghton Mifflin Harcourt	5	2012
Math in Focus Grade 2 Teacher's Edition B	Houghton Mifflin Harcourt	7	2013/2015
Math in Focus Grade 3 Teacher's Edition A	Houghton Mifflin Harcourt	3	2009
Math in Focus Grade 3 Teacher's Edition B	Houghton Mifflin Harcourt	5	2012

**4. Treasurer's Financial Reports - June and September 2019** (Enclosures)

1. Summary of Bank Balances
2. Interest Earnings
3. Budget Transfers
4. Trial Balance
5. Revenue Status Report
6. Appropriation Status Report
7. Quarterly Extraclassroom Activity

**5. Treasurer's Financial Reports July and August 2019** (Enclosure)

1. Summary of Bank Balances
2. Interest Earnings
3. Budget Transfers
4. Trial Balance
5. Revenue Status Report
6. Appropriation Status Report

**6. Approval of an Agreement for the Education of a Child with a Handicapping Condition in Accordance with the New York State Educational Law, Section 4404 (2B) (Enclosure)**

**MOTION:** The Manhasset Union Free School District Board of Education authorizes the Board President to execute the Agreement for the Education of a Child with a Handicapping Condition in Accordance with the New York State Educational Law, Section 4404 (2B), with the Martin de Porres School, in accordance with the IEPs of special education students for the 2019-2020 school year.

**7. Appointment of Impartial Hearing Officer for SED Case No. 532387**

**MOTION:** The Board of Education of the Manhasset Union Free School District hereby designates Jeffrey Guerra, as Impartial Hearing Officer in connection with the application of the Manhasset Union Free School District of student identification No. 112161492 for an Impartial Hearing.

**8. Bond Issue Related Capital Improvement Program Phase 4 - Site Work Reconstruction - Secondary School Water Line and Asphalt (Enclosure)**

Bid specifications were prepared, and an invitation to bid was advertised in the official newspapers of the District the week of October 28, 2019. Three sealed bids were submitted, opened and read aloud on Tuesday, November 19, 2019.

**MOTION:** The Board of Education of the Manhasset Union Free School District has determined and recommends, after consultation with the District's counsel, architect and Director of Facilities, that there is sufficient and appropriate cause to reject the bids received in connection with said work, and directs the District to re-advertise for bids in connection with said work, pursuant to Section 103 of the General Municipal Law.

**MOTION:** The Board of Education hereby unanimously approves the consent agenda.

**PROPOSED BY:** Ms. Aitken

**VOTE:** Ms. Aitken, Ms. Monterosso, Ms. Curd - YES

**MOTION APPROVED:** 3-0

**I. Upcoming Items of Interest**

**Upcoming Board of Education Meetings**

Date	Day	Meeting	Presentation	Location	Time
<b>December</b>					
5	Thursday	Board Meeting		Munsey Park School	8:00 pm

19	Thursday	Board Meeting		District Office - Community Room	8:00 pm
<b>January</b>					
9	Thursday	Board Meeting	Teachers College Reading Project	EOC Building-65 High Street	8:00 pm
22	Wednesday	Board Meeting	STEAM	District Office	8:00 pm

**Upcoming Board of Education Policy Committee Meetings - All at District Office**

Date	Day	Time
<b>December</b>		
6	Friday	8:30 am
13	Friday	8:30 am
<b>January</b>		
10	Friday	11:00 am
17	Friday	8:30 am
31	Friday	8:30 am

On motion duly made at 9:36 p.m., the Board adjourned the Regular Meeting.

**MOTION:** The Board of Education hereby adjourns the Regular Meeting.

**PROPOSED BY:** Ms. Aitken

**VOTE:** Ms. Aitken, Ms. Monterosso, Ms. Curd - YES

**MOTION APPROVED:** 3-0

Respectfully submitted,  
Christine N. Michelen,  
District Clerk