



MANHASSET UNION FREE SCHOOL DISTRICT
MANHASSET, NEW YORK 11030
REGULAR BOARD MEETING MINUTES
FEBRUARY 27, 2020
SECONDARY SCHOOL – DISTRICT OFFICE
COMMUNITY ROOM

MEMBERS OF THE BOARD PRESENT AND VOTING: Ms. Patricia Aitken, President, Ms. Christine Monterosso, Vice President, Mr. Carlo Prinzo, Ms. Regina Rule and Ms. Ann Marie Curd, Trustees

MEMBERS OF THE BOARD ABSENT: NONE

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; Dr. Gaurav Passi, Assistant Superintendent for Curriculum and Instruction; Allison Rushforth, Executive Director of District Special Education Programs and Pupil Personnel Services; Adam Kuranishi, Administrator for Assessment and Data; Chad Altman, Principal, Munsey Park Elementary School; Richard Roder, Principal, Shelter Rock Elementary School; Thomas Elkins, District Coordinator of Science, Technology and Health Education; Lauren Tallarine, District Coordinator of Mathematics; Mara Steindam, District Coordinator of Social Studies; Laurie Lauria, District Coordinator of World Languages

CALL TO ORDER and VERIFICATION OF QUORUM

On motion duly made at 6:00 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, Mr. Prinzo, Ms. Rule, Ms. Curd- YES

MOTION APPROVED: 5-0

On motion duly made at 6:00 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, Mr. Prinzo, Ms. Rule, Ms. Curd- YES

MOTION APPROVED: 5-0

7:35 p.m. There were several community members present.

A. Staff Recognition**Todd Heimer Award - Nassau County Chapter of the NYS Athletic Administrators Association**

Carol Jaronczyk

TESOL Teacher of the Year

Adriana Marquez

HARVARD CLUB OF LONG ISLAND**Distinguished Teacher**

Kentis Brown

Distinguished Teacher 2020

Pavithra Sundar

National Board Certified Teachers

Christina Arata

Erin McCormack

Susan Shea

B. Superintendent's Report**C. Presentation: Elementary Math Program Recommendations**

Gaurav Passi, Lauren Tallarine, Adam Kuranishi, Debbie Papadopoulos

D. Student Delegate's Report**E. Approval of Minutes** (Enclosure)**MOTION:** The Board of Education hereby approves the minutes of the February 6, 2020 Regular Board of Education Meeting.**PROPOSED BY:** Ms. Aitken**VOTE:** Ms. Aitken, Ms. Monterosso, Ms. Rule, Ms. Curd- YES**MOTION APPROVED:** 4-0**F. Presentation: Fund Balance**

Rosemary Johnson

G. Policy Review

| Final Read and Deletion | |
|--------------------------------|-----------------------------------|
| 2000 | Board Operational Goals |
| 2100 | School Board Legal Status |
| 2110 | School Board Powers & Duties |
| 2122 | Board Member Oath of Office |
| 2220 | Board Officers (Duties) |
| 2240 | Board-Superintendent Relationship |
| 2310 | Regular Meetings |

| | |
|--------------------------------|--|
| 2320 | Special Meetings |
| 2351 | Quorum |
| 2410 | Formulation Adoption and Amendment of Policies |
| 2430 | Suspension of Policies |
| 2440 | Administration in Policy Absence |
| 2450 | Policy Dissemination |
| 2460 | Policy Review and Evaluation |
| 4700 | Academic Achievement |
| 4700R | Academic Achievement Regulation and Graduation Requirements Regulation |
| 4770 | Graduation Requirement |
| 4830 | Assemblies |
| First Read and Adoption | |
| 2400 | Board Policy Development |
| 3300 | District Regulations - Development and Implementation |
| Fifth Read and Adoption | |
| 4325.2 | Academic Integrity |
| 4531 | Field Trips and Excursions |
| Fifth Read and Deletion | |
| 4325.2R | Academic Integrity (will be combined into policy) |
| 4531R | Field Trips and Excursions Regulation (will be combined into policy) |
| First Read and Adoption | |
| 4850 | Animals Dissection |

MOTION: The Board of Education hereby approves the adoption and deletion of the above-named policies.

PROPOSED BY: Ms. Aitken

VOTE: Ms. Aitken, Ms. Monterosso, Mr. Prinzo, Ms. Rule, Ms. Curd- YES

MOTION APPROVED: 5-0

| | |
|--------------------|---------------------------------------|
| Second Read | |
| 6700 | Purchasing |
| 6700R | Purchasing Regulation |
| 6710 | Purchasing Authority |
| 6741 | Contracting for Professional Services |

H. Board Discussion and Committee Reports

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

I. Personnel - (Enclosures)

Personnel Schedule

Appointments (66) (As per MEA & MESPA Agreements) The Board of Education of the Manhasset UFSD hereby approves Schedule A-16, Appointments

Settings of Salary (8) (As per MEA & MESPA Agreements) The Board of Education of the Manhasset UFSD hereby approves Schedule S-14, Settings of Salary

Terminations (6) (As per MASA, MEA & MESPA Agreements) The Board of Education of the Manhasset UFSD hereby approves Schedule T-15, Terminations

PROPOSED BY: Ms. Aitken

VOTE: Ms. Aitken, Ms. Monterosso, Mr. Prinzo, Ms. Rule, Ms. Curd- YES

MOTION APPROVED: 5-0

J. Consent Agenda

1. CSE/CPSE/Section 504 Minutes (Enclosures)

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 February 27, 2020.

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. APPROVAL OF DEDUCT CHANGE ORDER #1 (Enclosures)

2019/2020 Capital Improvement Program

Change Order Authorization – Patriot Organization, Inc.

Shelter Rock Elementary School – Interior Reconstruction, Contract No. 2

NYSED Project # 5-026

MOTION

Whereas – It is recommended that the contractor supply labor to install lockers and accessories in the newly renovated Boys Locker Room.

Whereas – The Bid award documents include a \$23,500 allowance for unforeseen conditions and the installation of the lockers was not included in the contract, Be it Hereby Resolved – The Manhasset Board of Education approves the aforementioned Change Order #1 in the amount of \$12,959.10 and authorizes the Board President to sign on behalf of the Owner and also authorizes the Superintendent to execute the Change Order.

4. **Authorization to Increase Food Service Consulting Agreement**

MOTION: The Board of Education authorizes an increase to the food service consulting agreement with Susan Merims previously approved on June 20, 2019 for the 2019/2020 school year for an additional 50 hours/\$8,750 to attend monthly meetings with Aramark, instituted in 2019-2020 as an on-going management and quality control measure for the District's school lunch program.

5. **Approval of Agreement for Food Consultant Services for Equipment Management Services** (Enclosure)

MOTION: The Board of Education of the Manhasset UFSD hereby authorizes the Board President to execute an agreement with Susan Merims for food service consulting services for cafeteria equipment management, to include: the design and installation of a walk-in refrigerator unit at Shelter Rock, coordination of a bid for food services equipment purchases district wide, coordination of a bid for food services equipment repairs district wide, and to manage food services equipment repairs at an hourly rate of \$175 per hour, not to exceed \$10,150.

6. **Approval of Instructional Services Agreement** (Enclosure)

MOTION: The Manhasset Union Free School District Board of Education authorizes the Board President to execute an Instructional Services Agreement with Dr. Sepideh Homayoonfar in accordance with the IEPs of special education students in the 2019-2020 school year.

1. **Surplus Computer Equipment** (Enclosure)

MOTION: In keeping with the District's commitment to a five year rotation cycle on computer and equipment, The Board of Education hereby declares the attached list of computers and equipment as surplus and approves its removal.

8. **Treasurer's Financial Report - December 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

9. **Resolution to Excess Cafeteria Equipment**

MOTION: The Manhasset Union Free School District Board of Education has determined that the cafeteria equipment listed below is obsolete and cannot be salvaged

or utilized effectively or economically by the District, and authorizes the equipment to be discarded or donated in whatever way the District sees fit.

| Asset | Description | Location | Date Purchased | Date Capitalized | Life in Years | Expiration Date | Quantity | Replacement Cost | Purchase Cost | Bar Code | Manufacturer | Serial Number |
|--------|-----------------------|---------------------|----------------|------------------|---------------|-----------------|----------|------------------|---------------|----------|--------------|---------------|
| 001738 | REFRIGERATOR (2-DOOR) | Shelter Rock School | 6/30/2006 | 6/30/2006 | 15 | 5/31/2021 | 1 | \$4,390 | \$4,162.43 | 110351 | VICTORY | A074122 |

10. Acceptance of Gift for The Interact 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 Rotary Club of Manhasset to be used to fund the Secondary School Interact Club.

11. Approval of Warrant and Wire Report for the Period Ended December 2019 (Enclosure)

MOTION: The Board of Education of the Manhasset Union Free School District approves the Warrant and Wire Report for the period ended December 2019.

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

VOTE: Ms. Aitken, Ms. Monterosso, Mr. Prinzo, Ms. Rule, Ms. Curd- YES

MOTION APPROVED: 5-0

K. Upcoming Items of Interest

Upcoming Board of Education Meetings

| Date | Day | Meeting | Presentation | Location | Time |
|--------------|----------|---------------|---|---------------------|---------|
| March | | | | | |
| 12 | Thursday | Board Meeting | Budget Workshop & Budget Presentation | District Office | 8:00 pm |
| 26 | Thursday | Board Meeting | APPR and Modern Teacher Informal Budget Hearing | Shelter Rock School | 8:00 pm |
| April | | | | | |
| 2 | Thursday | Board Meeting | Informal Budget Hearing | Munsey Park School | 8:00 pm |
| 21 | Thursday | Board Meeting | Manhasset Budget Adoption and BOCES Budget Adoption/Board Elections | District Office | 8:00 pm |

| | | | | | |
|-------------|----------|----------------------|-----------------------------|-----------------------|---------|
| May | | | | | |
| 7 | Thursday | Board Meeting | Budget Hearing | District Office | 8:00 pm |
| 19 | Tuesday | Budget Vote/Election | Election/Vote | High School Gymnasium | 8:00 pm |
| | | Board Meeting | Accept Budget/Election Vote | District Office | |
| June | | | | | |
| 4 | Thursday | Board Meeting | Fund Balance Presentation | District Office | 8:00 pm |
| 18 | Thursday | Board Meeting | | District Office | 8:00 pm |

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

| Date | Day | Time |
|-----------------|--------|----------|
| February | | |
| 28 | Friday | 8:30 am |
| March | | |
| 13 | Friday | 11:00 am |
| 20 | Friday | 8:30 am |
| 27 | Friday | 8:30 am |
| April | | |
| 3 | Friday | 11:00 am |
| 24 | Friday | 8:30 am |
| May | | |
| 8 | Friday | 11:00 am |
| 15 | Friday | 8:30 am |
| 29 | Friday | 8:30 am |
| June | | |
| 5 | Friday | 8:30 am |
| 19 | Friday | 8:30 am |

L. Public Comment

On motion duly made at 10:53 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, Mr. Prinzo, Ms. Rule, Ms. Curd- YES

MOTION APPROVED: 5-0

Respectfully submitted,

Christine N. Michelen, District Clerk