



## MANHASSET UNION FREE SCHOOL DISTRICT

MANHASSET, NEW YORK 11030

REGULAR BOARD MEETING MINUTES

OCTOBER 8, 2020

SECONDARY SCHOOL/DISTRICT OFFICE/COMMUNITY ROOM  
AND VIA ZOOM VIDEO COMMUNICATIONS – LIVE ON YOUTUBE  
DUE TO COVID-19 RESTRICTIONS

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**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:** Mir Zayid Alam

**ADMINISTRATIVE STAFF PRESENT:** Dr. Vincent Butera, Superintendent; Rosemary Johnson, Deputy Superintendent for Business and Operations; Dr. Gaurav Passi, Assistant Superintendent for Curriculum and Instruction; Allison Rushforth, Executive Director of District Special Education Programs and Pupil Personnel Services and several other administrators.

### **CALL TO ORDER and VERIFICATION OF QUORUM**

On motion duly made at 6:30 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 6:30 p.m., the Board adjourned the Regular Meeting and convened Executive Session to discuss collective negotiations pursuant to article 14 of the Civil Service Law and for discussions involving personnel and proposed, pending, or current litigation.

**MOTION:** The Board of Education adjourns the Regular Meeting and convenes Executive Session to discuss collective negotiations pursuant to article 14 of the Civil Service Law and for discussions involving personnel and proposed, pending, or current litigation.

**PROPOSED BY:** Ms. Aitken

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

**MOTION APPROVED:** 5-0

7:42 p.m. There were over 40 community members and staff in attendance via Zoom

### **A. Student Recognition**

**National Merit Semifinalists**

Mir Zayid Alam  
 Ava J. Balacek  
 Joshua M. DeLeeuw  
 Taylor G. Fox  
 Ben Glauner  
 Noemie S. Gomes-Jourdan  
 Ethan J Horowitz  
 Sanjna Kedia  
 Sarah B. Kim  
 Michael A. Raybetz  
 Gwendolyn A. Seto  
 Emma Wang  
 Eric H. Wang

**B. Approval of Minutes** (Enclosures)

**MOTION:** The Board of Education hereby approves the minutes of the September 23, 2020 Board Meeting.

**PROPOSED BY:** Ms. Aitken

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

**MOTION APPROVED:** 5-0

**C. Superintendent’s Report**

**D. Student Delegate’s Report**

**E. Acceptance of a Gift for the Middle School Bridge Program** (Enclosure)

**MOTION:** The Board of Education of the Manhasset Union Free School District gratefully acknowledges and authorizes the administration to accept a gift of \$1000 to provide food and resources to students involved in the Middle School Bridge Program from the Plandome Woman’s Club.

**PROPOSED BY:** Ms. Aitken

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

**MOTION APPROVED:** 5-0

**F. Policy Review**

**Resolution Regarding Manhasset UFSD Policies During Covid-19**

**WHEREAS** the COVID-19 global health pandemic (“COVID-19”) has caused and continues to cause a threat to public health and safety; and

**WHEREAS**, in response to COVID-19, the Governor of the State of New York has issued, and may continue to issue, various executive orders (“Executive Orders”); and

**WHEREAS**, in furtherance of the Executive Orders, the New York State Department of Health and New York State Department of Education (NYSED) have issued, and may continue to issue, certain directives and guidance (together with the Executive Orders, the “NYS Orders and Directives”); and

**WHEREAS** the Manhasset Union Free School District (the "District") has developed a reopening plan in compliance with the NYS Orders and Directives (the “District Reopening Plan”); and

**WHEREAS** the District Reopening Plan and NYS Orders and Directives may, from time to time, conflict with District policies, regulations, and procedures (“District Policy” or “District Policies”).

**NOW THEREFORE, IT IS HEREBY RESOLVED** that during COVID-19, any District Policy that is inconsistent with NYS Orders and Directives and/or the District Reopening Plan is hereby superseded thereby to the extent necessary to comply therewith so long as such NYS Orders and Directives and/or the District Reopening Plan remain in effect, and be it further **RESOLVED** that certain of the affected policies may be updated, from time to time, and or listed on the home page of the online Board of Education Policy Manual located on the District website at <https://www.manhassetchools.org/domain/96>.

**PROPOSED BY:** Ms. Aitken

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

**MOTION APPROVED:** 5-0

<b>First Reading and Adoption</b>	
1925	Interpreters for Hearing Impaired Parents
1925E1	Request for Interpreters for Hearing Impaired Parents
1925E2	Response to Request for Interpreters for Hearing Impaired Parents
4321.3	Allocation of Space for Special Education Programs
5550	Student Privacy
6685	Medicaid Compliance
9260	Conditional Appointment & Emergency Conditional Appointment Student Safety Policy
9320	Drug-Free Workplace
9320R	Drug-Free Workplace Regulation
<b>First Reading and Deletion</b>	
4750R	Promotion and Retention of Students *Content will be incorporated into policy
8613	Telephone Calls and Use of Facsimile Machines
9460	Incidental Teaching

**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

<b>First Reading</b>	
4750	Promotion and Retention of Students
5151	Homeless Children
5151R	Homeless Children Regulation
5460	Suspected Child Abuse, Maltreatment or Neglect in a Domestic Setting
5460R	Suspected Child Abuse, Maltreatment or Neglect in a Domestic Setting Regulation
5500 and Exhibits	Student Records
8635	Information and Data Privacy Security, Breach and Notification
8635R	Information and Data Privacy Security, Breach and Notification Regulation
8635E	Information and Data Privacy Security, Breach and Notification Exhibit

**MOTION APPROVED: 5-0**

### **G. Board Discussion and Committee Reports**

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

### **H. Personnel** (Enclosures)

#### **Approval of Memorandum of Agreement**

BE IT HEREBY RESOLVED THAT the Board of Education of the Manhasset Union Free School District approves the terms of the Memorandum of Agreement dated October 8, 2020 between the District and the Manhasset Education Association regarding the terms and conditions of employment for the members of the teachers' bargaining unit; and

BE IT FURTHER RESOLVED that the Superintendent of Schools is authorized to execute the resulting collective bargaining agreement on behalf of the Board.

#### **PERSONNEL SCHEDULE:**

**Appointments** (154) (As per MASA, MEA & MESPA Agreements) The Board of Education of the Manhasset UFSD hereby approves Schedule A-10, Appointments.

BE IT HEREBY RESOLVED THAT the Board of Education (“Board”) appoints Elizabeth Fiore to a four year probationary appointment as a Special Education Teacher (tenure area: Education of Children with Handicapping Conditions/General Special Education) effective 10/6/2020, subject to applicable laws and regulations regarding the granting of tenure. \*

BE IT HEREBY RESOLVED THAT the Board of Education (“Board”) appoints Gavin Gandulla to a four year probationary appointment as a School Guidance Counselor (tenure area: School Guidance Counselor) effective 10/13/2020, subject to applicable laws and regulations regarding the granting of tenure.

BE IT HEREBY RESOLVED THAT the Board of Education (“Board”) appoints Kristi Keingstein (revision) to a four year probationary appointment as Director of CPSE, Elementary

Special Education, and Pupil Personnel Services (tenure area: Director of CPSE, Elementary Special Education, and Pupil Personnel Services) effective 9/1/2020, subject to applicable laws and regulations regarding the granting of tenure.\*

\*Pursuant to Education Law section 3012-d and Commissioner's Regulations, in order to be considered for tenure, said individual probationary appointees must have received an APPR rating of effective or highly effective in three of the four probationary years and must not receive an ineffective in the fourth year.

**Settings of Salary** (30) (As per MEA Agreement) The Board of Education of the Manhasset UFSD hereby approves Schedule S-8 Settings of Salary.

**Leaves of Absence** (2) (As per MEA Agreement) The Board of Education of the Manhasset UFSD hereby approves Schedule L-6, Leaves of Absence.

**Terminations** (15) (As per MESPA Agreement) The Board of Education of the Manhasset UFSD hereby approves Schedule T-10, Terminations.

**PROPOSED BY:** Ms. Aitken

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

**MOTION APPROVED:** 5-0

## I. 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 October 8, 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. Resolution to Excess Math Textbooks

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

Book Title	Publisher	Quantity	Copyright Date
Math in Focus, 5A Textbook	Houghton Mifflin Harcourt	7	2015
Math in Focus, 5B Textbook	Houghton Mifflin Harcourt	9	2015
Math in Focus, 5A Workbook	Houghton Mifflin Harcourt	56	2015
Math in Focus, 5B Workbook	Houghton Mifflin Harcourt	44	2015
Math in Focus, 4A Textbook	Houghton Mifflin Harcourt	1	2015
Math in Focus, 4B Textbook	Houghton Mifflin Harcourt	1	2015
Math in Focus, 4A Workbook	Houghton Mifflin Harcourt	9	2015
Math in Focus, 3A Textbook	Houghton Mifflin Harcourt	1	2015

Math in Focus, 3BTextbook	Houghton Mifflin Harcourt	1	2015
Math in Focus, 3AWorkbook	Houghton Mifflin Harcourt	1	2015
Math in Focus, 3BWorkbook	Houghton Mifflin Harcourt	1	2015
Math in Focus, 2ATextbook	Houghton Mifflin Harcourt	1	2013
Math in Focus, 2BTextbook	Houghton Mifflin Harcourt	2	2013
Math in Focus, 2AWorkbook	Houghton Mifflin Harcourt	2	2013
Math in Focus, 2BWorkbook	Houghton Mifflin Harcourt	2	2013
Math in Focus, 1ATextbook	Houghton Mifflin Harcourt	2	2015
Math in Focus, 1BTextbook	Houghton Mifflin Harcourt	2	2015
Math in Focus, 1AWorkbook	Houghton Mifflin Harcourt	2 English5 Spanish	2015
Math in Focus, 1BWorkbook	Houghton Mifflin Harcourt	2 English5 Spanish	2015
Math in Focus, KA Part 1Workbook	Houghton Mifflin Harcourt	2 English5 Spanish	2014
Math in Focus, KA Part 2Workbook	Houghton Mifflin Harcourt	2 English5 Spanish	2014
Math in Focus, KA Part 1Workbook	Houghton Mifflin Harcourt	2	2014
Math in Focus, KA Part 2Workbook	Houghton Mifflin Harcourt	2 English5 Spanish	2014

4. **Approval of Special Education Service Agreements** (Enclosures)

**MOTION:** The Manhasset Union Free School District Board of Education authorizes the Board President to execute the Special Education Service Agreements with the following service providers in accordance with the IEP(s) of special education student(s) in the 2020-2021 school year:

- Savasta Medical Services PC
- The Center for Developmental Disabilities

5. **Approval of a DOL/DOR Special Education Services Contract** (Enclosure)

**MOTION:** The Manhasset Union Free School District Board of Education authorizes the Board President to execute a DOL/DOR Special Education Services Contract with the Locust Valley Central School District for a student from the Manhasset Union Free School District ("District of Residence") who attends a private school in the Locust Valley Central School District ("District of Location") and receives special education services from the Locust Valley Central School District in the 2020-2021 school year.

6. **Approval of Private School Agreement** (Enclosure)

**MOTION:** The Manhasset Union Free School District Board of Education authorizes the Board President to execute the Instructional Services Agreement with the Anderson Center

for Autism, in accordance with the IEP of a special education student for the 2020-2021 school year.

**7. Approval of a DOL/DOR Special Education Services Contract** (Enclosure)

**MOTION:** The Manhasset Union Free School District Board of Education authorizes the Board President to execute a DOL/DOR Special Education Services Contract with the Herricks Union Free School District for a student from the Manhasset Union Free School District ("District of Residence") who attends a private school in the Herricks Union Free School District ("District of Location") and receives special education services from the Herricks Union Free School District in the 2020-2021 school year.

**8. Appointment of Title IX Compliance Officer**

**MOTION:** The Board of Education of the Manhasset Union Free School District hereby appoints Allison Rushforth as the District's Title IX Compliance Officer.

**9. Appointment of Records Access Officer**

**MOTION:** The Board of Education of the Manhasset Union Free School District hereby appoints Rosemary Johnson as the District's Records Access Officer.

**10. Approval of Agreement and Amendment with Professional Athletic Training Services** (Enclosures)

WHEREAS, the Board of Education of the Manhasset Union Free School District has determined that, due to the on-going COVID-19 pandemic, it is necessary and appropriate to enter into a modified agreement with Professional Athletic Training Services, PLLC ("Professional") for athletic training services in connection with the District's sports program, which may be subject to change, modification or cancellation during the 2020-21 school year; now, therefore

BE IT RESOLVED, that the Board of Education hereby approves the Athletic Trainer Support Agreement with Professional Athletic Training Services, PLLC, dated as of July 1, 2020, and the Amendment to said Agreement, dated as of October 1, 2020, for athletic training services for the period October 1, 2020 through November 7, 2020, subject to further extension or modification by mutual agreement of the parties; and

BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the President of the Board of Education to execute said Agreement and Amendment on behalf of the Board of Education.

**11. Approval of Agreement with Applied DNA Clinical Labs, LLC** (Enclosure)

**MOTION:** The Board of Education of The Manhasset UFSD hereby approves the COVID-19 Proactive Surveillance Testing Proposal and Agreement between Applied DNA Clinical Labs, LLC and the Manhasset Union Free School District for COVID-19 surveillance testing for the 2020-2021 school year ("Agreement") at the rate set forth in the Agreement, and authorizes the Board President to execute said Agreement.

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

**PROPOSED BY:** Ms. Aitken

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

**MOTION APPROVED:** 5-0

**J. Upcoming Items of Interest****Upcoming Board of Education Meetings**

<b>Date</b>	<b>Day</b>	<b>Meeting</b>	<b>Location</b>	<b>Time</b>
<b>October</b>				
22	Thursday	Board Meeting	*	8:00 pm
<b>November</b>				
5	Thursday	Board Meeting	*	8:00 pm
18	Wednesday	Board Meeting	*	8:00 pm
<b>December</b>				
3	Thursday	Board Meeting	*	8:00 pm
17	Thursday	Board Meeting	*	8:00 pm

**Upcoming Board Policy Meetings**

<b>Date</b>	<b>Day</b>	<b>Meeting</b>	<b>Location</b>	<b>Time</b>
<b>October</b>				
9	Friday	Policy Meeting	*	8:30 am
23	Friday	Policy Meeting	*	8:30 am
30	Friday	Policy Meeting	*	8:30 am
<b>November</b>				
6	Friday	Policy Meeting	*	8:30 am
13	Friday	Policy Meeting	*	11:00 am
20	Friday	Policy Meeting	*	8:30 am
<b>December</b>				
4	Friday	Policy Meeting	*	8:30 am
11	Friday	Policy Meeting	*	8:30 am
18	Friday	Policy Meeting	*	8:30 am

**\*Due to Covid-19 restrictions, meetings will continue to be held via Zoom Video Communications or other similar platform.**

**K. Open Discussion:** Participants were invited to ask questions and make comments.

**L. MOTION TO ADJOURN MEETING**

On motion duly made at 9:12 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