



**MANHASSET UNION FREE SCHOOL DISTRICT**  
**MANHASSET, NEW YORK 11030**  
**REGULAR BOARD MEETING MINUTES**  
**MARCH 25, 2021**  
**VIA ZOOM VIDEO COMMUNICATIONS AND 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 6:00 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 for discussions involving matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation.

**MOTION:** The Board of Education adjourns the Regular Meeting and convenes Executive Session for discussions involving leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation.

**PROPOSED BY:** Ms. Aitken

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

**MOTION APPROVED:** 5-0

7:43 p.m. There were over 150 community members and staff in attendance via Zoom

**A. Recognition**

## DISTRICT NURSING STAFF

Jill McCarney	District Lead Nurse, Secondary School, Grades 9 - 12
Joann Marcucci	Nurse, Secondary School, Grades 7 - 8
Lisa Pfeifer	Nurse, Munsey Park School
Coleen Gerardi	Nurse, Munsey Park School
Patricia Galway	Nurse, Shelter Rock School
Jeanne Clark	Nurse, Shelter Rock School
Nancy Albanese	Nurse, Our Lady of Grace
Shahrazad Panzik	Nurse, St. Mary's Elementary School, K-8
Margaret Luth	Nurse, St. Mary's High School, Grades 11-12
Teresa Muller	Nurse, St. Mary's High School, Grades 9 -10
Margaret Coleman	P/T Nurse, Lunch Coverage, St. Mary's Schools
Donna Linden	Support Staff, Secondary School Nurse's Office
Samantha Todd	Support Staff, Munsey Park School Nurse's Office
Melissa Fratianni	Support Staff, Shelter Rock School Nurse's Office
Adriane Jarosche	Support Staff, Shelter Rock School Nurse's Office
Mary Lou DeVenoge	Substitute School Nurse
Susan Diamond	Substitute School Nurse
Margaret Dragotto	Substitute School Nurse
Abigail Kasselakis	Substitute School Nurse
Niki Ioannou	Substitute School Nurse
Laura Maurischat	Substitute School Nurse
Marissa Stewart	Substitute School Nurse

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

**MOTION:** The Board of Education hereby approves the minutes of the March 11, 2021 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. Informal Budget Hearing****E. Report on 2020/2021 Library Tax Levy Matter****F. Student Delegate's Report****G. Gift of Memorial Bench**

The Board of Education of the Manhasset Union Free School District gratefully acknowledges and authorizes the administration to accept a gift from employees of the District of a memorial bench and plantings valued at \$2,000 in memory of deceased employee Susan McGreevy who passed on 3/27/20 due to Covid-19.

**H. Policy Review**

<b>First Reading</b>	
5405	Student Wellness
5426	Anaphylaxis Treatment Policy
5426R	Anaphylaxis Treatment Regulation

**I. Board Discussion and Committee Reports**

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

**J. Personnel Schedule (Enclosures)****RESOLUTION TO APPROVE ADDITIONAL PROBATIONARY TERM:**

**Be It Hereby Resolved** that upon the recommendation of the Superintendent of Schools and upon the request of Michael Fabio, the Board of Education of the Manhasset Union Free School District hereby appoints Michael Fabio to an additional probationary term for the period 9/1/2021 through 8/31/2022, unless discontinued earlier by action of the Board of Education.

**RESOLUTION TO APPROVE INTERIM ADMINISTRATOR FOR HR POLICIES, PROCEDURES, AND TRAINING**

**Be It Hereby Resolved** that the Board of Education of the Manhasset Union Free School District approves an employment agreement dated March 25, 2021 between the Board and Karen Ricigliano as Interim Administrator for Human Resources, Policies, Procedures, and Training; and

**Be It Further Resolved** that the Board authorizes the President of the Board to execute said employment agreement on behalf of the Board.

**PERSONNEL SCHEDULE:**

**Appointments** (22) (As per MEA and MESPA Agreements) The Board of Education of the Manhasset UFSD hereby approves Schedule A-23, Appointments.

**Setting of Salary** (1) (As per MASA Agreement) The Board of Education of the Manhasset UFSD hereby approves Schedule S-16, Setting of Salary.

**Leave of Absence** (1) (As per MESPA Agreement) The Board of Education of the Manhasset UFSD hereby approves Schedule L-11, Leave of Absence.

**Terminations** (8) (As MEA and MESPA Agreements) The Board of Education of the Manhasset UFSD hereby approves Schedule T-21, Terminations.

**PROPOSED BY:** Ms. Aitken

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

**MOTION APPROVED:** 5-0

**K. 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 March 25, 2021.

**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 Warrant and Wire Report for the Period Ended February 2021** (Enclosure)

**MOTION:** The Board of Education of the Manhasset Union Free School District approves the Warrant and Wire Report for the period ended February 2021.

**4. Approval of Legal Notice for Annual Meeting and Election** (Enclosure)

**MOTION:** The Board of Education of the Manhasset Union Free School District hereby approves the attached Legal Notice for the May 18, 2021 vote and elections for the District and Manhasset Public Library.

**5. Acceptance of The Single Audit Report** (Enclosure)

**MOTION:** The Board of Education of the Manhasset Union Free School District hereby accepts the recommendation of the Audit Committee to accept the Single Audit Report for the fiscal year ended June 30, 2020, presented by the District's independent external auditor, R.S. Abrams & Company LLP, Islandia, New York, and hereby directs the District Clerk to file a copy of the resolution and the Single Audit Report with the Commissioner of Education, and all other required agencies.

**6. SEQRA Type II Determination - Secondary School Press Box** (Enclosures)

**SEQRA Type II Determination  
Proposed Construction of Press Box at Manhasset High School**

**WHEREAS**, the Board of Education of the Manhasset Union Free School District (Board of Education) is proposing to construct a 96-square-foot press box adjacent to an existing athletic field at the Manhasset High School;

**WHEREAS**, the proposed construction of the press box would not involve a change in zoning or a use variance and is consistent with the local land use controls for the Manhasset High School; and

**WHEREAS**, pursuant to 6 NYCRR §617.5(a), “Actions or classes of actions identified in subdivision (c) of this section are not subject to review under this Part, except as otherwise provided in this section. These actions have been determined not to have a significant impact on the environment or are otherwise precluded from environmental review under Environmental Conservation Law, article 8. The actions identified in subdivision (c) of this section apply to all agencies”; and

**WHEREAS**, pursuant to 6 NYCRR §617.5(c)(9), the “construction or expansion of a primary or accessory/appurtenant, nonresidential structure or facility involving less than 4,000 square feet of gross floor area and not involving a change in zoning or a use variance and consistent with local land use controls, but not radio communication or microwave transmission facilities” is a Type II action;

**THEREFORE, BE IT RESOLVED**, that the Board of Education, after review of the proposed action, 6 NYCRR §617.5, and the opinion provided by P.W. Grosser Consulting Inc., hereby determines that the proposed project is a Type II Action pursuant to 6 NYCRR §617.5 (c)(9) of the implementing regulations of the State Environmental Quality Review Act, and will, therefore, by definition, have no significant adverse impact on the environment.

## **7. SEQRA Type II Determination - Shelter Rock Roof**

### **SEQRA Type II Determination**

#### **Proposed Shelter Rock School Replacement of 6th Grade Wing and Link Corridor Roof**

**WHEREAS**, the Board of Education of the Manhasset Union Free School District (Board of Education) is considering improvements at the SHELTER ROCK ELEMENTARY SCHOOL located at 27a Shelter Rock Road, Manhasset, New York 11030 and

**WHEREAS**, the proposed project includes:

- Complete roof replacement of 6th grade wing and link corridor (1998 addition)

**WHEREAS**, pursuant to 6 NYCRR §617.5(a), “Actions or classes of actions identified in subdivision (c) of this section are not subject to review under this Part, except as otherwise provided in this section. These actions have been determined not to have a significant impact on the environment or are otherwise precluded from environmental review under Environmental Consideration Law, Article 8. The actions identified in subdivision (c) of this section apply to all agencies”; and

**WHEREAS**, pursuant to 6 NYCRR §§617.5(c) (1), (2) and (9), the “maintenance or repair involving no substantial changes in an existing structure or facility”, replacement, rehabilitation or reconstruction of a structure of facility, in kind, on the same site, including upgrading buildings to meet building or fire codes...”, and the “construction or expansion of a primary or accessory/appurtenant, nonresidential structure or facility involving less than 4,000 square fee of gross floor area...” are Type II actions.

**THEREFORE, BE IT RESOLVED**, that the Board of Education, after review of the proposed action, 6 NYCRR §617.5, and the opinion provided by John A Grillo Architect PC,

hereby determines that the proposed projects are Type II Actions pursuant to 6 NYCRR §§617.5(c) (1), (2) and (9) of the implementing regulations of the State Environmental Quality Review Act, and will, therefore, by definition, have no significant adverse impact on the environment.

**8. SEQRA TYPE II Determination - Broadcast Journalism Suite and Munsey Park Middle Playground**

**SEQRA TYPE II DETERMINATION  
2021-2022 CAPITAL IMPROVEMENT PROGRAM**

**WHEREAS**, the Board of Education of the Manhasset Union Free School District (Board of Education) is considering improvements at the SECONDARY SCHOOL and at MUNSEY PARK SCHOOL, and 1 Hunt Lane, Manhasset, New York 11030 and

**WHEREAS**, the proposed project includes:

- Renovation of classrooms to create Broadcast Journalism Suite at the Secondary School
- Replacement of Middle Playground at Munsey Park School

**WHEREAS**, pursuant to 6 NYCRR §617.5(a), “Actions or classes of actions identified in subdivision (c) of this section are not subject to review under this Part, except as otherwise provided in this section. These actions have been determined not to have a significant impact on the environment or are otherwise precluded from environmental review under Environmental Consideration Law, Article 8. The actions identified in subdivision (c) of this section apply to all agencies”; and

**WHEREAS**, pursuant to 6 NYCRR §§617.5(c) (1), (2) and (9), the “maintenance or repair involving no substantial changes in an existing structure or facility”, replacement, rehabilitation or reconstruction of a structure of facility, in kind, on the same site, including upgrading buildings to meet building or fire codes...”, and the “construction or expansion of a primary or accessory/appurtenant, nonresidential structure or facility involving less than 4,000 square fee of gross floor area...” are Type II actions.

**THEREFORE, BE IT RESOLVED**, that the Board of Education, after review of the proposed action, 6 NYCRR §617.5, and the opinion provided by John A Grillo Architect PC, hereby determines that the proposed projects are Type II Actions pursuant to 6 NYCRR §§617.5(c) (1), (2) and (9) of the implementing regulations of the State Environmental Quality Review Act, and will, therefore, by definition, have no significant adverse impact on the environment.

**9. Treasurer's Financial Report - February 2021 (Enclosures)**

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

**10. Appointment of Member to Manhasset Athletic Advisory Committee (Enclosures)**

**MOTION:** The Board of Education hereby approves the appointment of Valerie Bebbber to the Manhasset Athletic Advisory Committee for a three year term through June 30, 2023.

# **11. RESOLUTION AUTHORIZING THE SUBMISSION OF A CAPITAL PROJECTS PROPOSITION**

**WHEREAS**, on December 3, 2014, the voters of Manhasset Union Free School District (“District”) approved the expenditure of not to exceed \$22,609,870 for the construction of District-wide improvements to buildings and facilities and the sites thereof (the “Project”) and in the event the Project could be accomplished in all material respects at a cost of less than \$22,609,870, the Board of Education (the “Board”) reserved the right to expend any excess funds on additional ancillary infrastructure projects, including District-wide asphalt pavement replacement; and

**WHEREAS**, the Project has been accomplished in all material respects at a net cost of \$20,746,243, leaving \$1,863,627 available to be expended towards said asphalt pavement replacement; and

**WHEREAS**, on October 10, 2017, the Board determined that it was necessary and desirable to undertake the additional ancillary asphalt pavement replacement, including necessary replacement of the water main pipe utility located under the area to be paved, which replacement and remediation was and is a related and necessary component of the asphalt pavement replacement project (“Asphalt and Water Main Project”); and

**WHEREAS**, it has now been determined that the cost to complete said Asphalt and Water Main Project is \$2,870,020, and that voter approval is required to appropriate and expend an additional \$1,006,393 available from the District’s General Fund’s Unassigned Fund Balance for that purpose; and

**WHEREAS**, the Board has also determined that it is necessary and desirable to replace the roof of the 6<sup>th</sup> grade wing and link corridor at the Shelter Rock Elementary School at an estimated cost of \$459,492; to replace the Middle Playground at Munsey Park School at an estimated cost of \$151,800, and to renovate classrooms to create a Broadcast Journalism Suite at the Secondary School at an estimated cost of \$300,000, and that voter approval is required to appropriate and expend \$911,292 available from the District’s General Fund’s Unassigned Fund Balance for that purpose;

**NOW, THEREFORE**, be it **RESOLVED**, that the Board hereby authorizes and directs that the following proposition be placed before the voters of the District at the Annual District Meeting and Election to be held on May 18, 2021:

## **PROPOSITION #2:**

**RESOLVED**, (a) that the Board of Education of the Manhasset Union Free School District is hereby authorized to appropriate and expend \$1,006,393 from the District’s General Fund’s Unassigned Fund Balance to pay a like portion of the cost of the asphalt pavement replacement at the Secondary School, including the related and necessary replacement of the water main pipe utility located under the area to be paved (“Asphalt and Water Main Project”), and (b) that the Board of Education is hereby authorized to appropriate and expend \$911,292 from the District’s General Fund’s Unassigned Fund Balance to replace the roof of the 6<sup>th</sup> grade wing and link corridor at the Shelter Rock Elementary School at an estimated cost of \$459,492; to replace the Middle Playground at Munsey Park School at an estimated cost of \$151,800; and to renovate classrooms to create a Broadcast Journalism Suite at the Secondary School at an estimated cost of \$300,000 (“Additional Projects”); all of the foregoing to include site improvements, furnishings, equipment, apparatus, machinery, demolition and other incidental work or improvements required in connection therewith, as well as preliminary and other costs incidental thereto and to the financing thereof; provided that the estimated costs of the Additional Projects as set forth above may be reallocated among

such Additional Projects if the Board of Education shall determine that such reallocation is in the best interests of the District.

**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

#### **L. 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>April</b>				
8	Thursday	Board Meeting and Informal Budget Hearing	*	8:00 pm
20	Tuesday	Board Meeting/Manhasset Budget Adoption and BOCES Board Adoption/Board Elections	*	8:00 pm
<b>May</b>				
6	Thursday	Board Meeting and Budget Hearing	*	8:00 pm
18	Tuesday	School and Library Budget Vote and Elections Board Meeting	Secondary School Secondary School	8am-8pm After Vote Tally
<b>June</b>				
3	Thursday	Board Meeting	*	8:00 pm
16	Wednesday	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>April</b>				
16	Friday	Policy Meeting	*	8:30 am
23	Friday	Policy Meeting	*	8:30 am
30	Friday	Policy Meeting	*	8:30 am
<b>May</b>				
7	Friday	Policy Meeting	*	11:00 am
21	Friday	Policy Meeting	*	8:30 am
<b>June</b>				
4	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.**

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

**N. MOTION TO ADJOURN MEETING**

On motion duly made at 9:51 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