



MANHASSET UNION FREE SCHOOL DISTRICT
MANHASSET, NEW YORK 11030
REGULAR BOARD MEETING MINUTES
JUNE 24, 2021
VIA ZOOM VIDEO COMMUNICATIONS AND LIVE ON YOUTUBE
DUE TO COVID-19 RESTRICTIONS

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

MEMBERS OF THE BOARD ABSENT: Ms. Christine Monterosso

ADMINISTRATIVE STAFF PRESENT: Dr. Gaurav Passi, Acting Superintendent; Rosemary Johnson, Deputy Superintendent for Business and Operations; 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, Mr. Prinzo, Ms. Rule, Ms. Curd- YES

MOTION APPROVED: 4-0

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 and collective negotiations pursuant to article 14 of the Civil Service Law.

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 and collective negotiations pursuant to article 14 of the Civil Service Law.

PROPOSED BY: Ms. Aitken

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

MOTION APPROVED: 4-0

7:10 p.m. There were approximately 24 community members and staff in attendance via Zoom

A. Fund Balance Presentation

B. Public Hearing – 2021-2022 District-Wide Safety Plan

C. Personnel (Enclosures)

RESOLUTION TO APPROVE MEMORANDUM OF AGREEMENT WITH THE MANHASSET EDUCATION ASSOCIATION

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 June 18, 2021, 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 Board President is authorized to execute the resulting collective bargaining agreement on behalf of the Board.

RESOLUTION TO ESTABLISH THE DIRECTOR OF MATHEMATICS AND BUSINESS, K-12 POSITION

BE IT RESOLVED THAT, upon the recommendation of the Acting Superintendent of Schools, the Board of Education of the Manhasset Union Free School District hereby establishes the administrative position of Director of Mathematics and Business, K-12 (tenure area: District Coordinator of Mathematics), effective July 1, 2021.

BE IT FURTHER RESOLVED THAT, the Director of Mathematics and Business, K-12 shall be required to work a total of 212 days in each school year.

BE IT FURTHER RESOLVED THAT, the position of Director of Mathematics and Business, K-12 shall be subject to all terms, conditions, and limitations applicable to directors as set forth in the collective bargaining agreement between the Board and the Manhasset Administrators and Supervisors Association.

RESOLUTION TO RENAME TENURE AREA

WHEREAS the newly-created position of Director of Mathematics and Business, K-12 has substantially similar job duties and responsibilities to the existing position of District Coordinator of Mathematics, with commonality in duties and responsibilities greatly in excess of 50%; and

WHEREAS the positions of Director of Mathematics and Business, K-12 and District Coordinator of Mathematics share a common tenure area;

BE IT RESOLVED THAT, upon the recommendation of the Acting Superintendent of Schools, the Board of Education of the Manhasset Union Free School District hereby re-names the existing tenure area of "District Coordinator of Mathematics," to henceforth be known as the tenure area of "Director of Mathematics and Business, K-12."

RESOLUTION TO APPOINT LAUREN TALLARINE AS DIRECTOR OF MATHEMATICS AND BUSINESS, K-12

BE IT RESOLVED THAT, upon the recommendation of the Acting Superintendent of Schools, the Board of Education of the Manhasset Union Free School District appoints Ms. Lauren Tallarine to the position of Director of Mathematics and Business, K-12 (tenure area: Director of Mathematics and Business, K-12) at the annual salary of \$160,060 effective July 1, 2021, with existing credit towards tenure within said tenure area.

RESOLUTION TO ABOLISH VACANT DISTRICT COORDINATOR OF MATHEMATICS POSITION

BE IT RESOLVED THAT, upon the recommendation of the Acting Superintendent of Schools, the Board of Education of the Manhasset Union Free School District hereby abolishes the position of District Coordinator of Mathematics, effective July 1, 2021.

RESOLUTION TO ESTABLISH THE DIRECTOR OF ENGLISH LANGUAGE ARTS AND READING, K-12 POSITION

BE IT RESOLVED THAT, upon the recommendation of the Acting Superintendent of Schools, the Board of Education of the Manhasset Union Free School District hereby establishes the administrative position of Director of English Language Arts and Reading, K-12 (tenure area: District Coordinator of English Language Arts), effective July 1, 2021.

BE IT FURTHER RESOLVED THAT, the Director of English Language Arts and Reading, K-12 shall be required to work a total of 212 days in each school year.

BE IT FURTHER RESOLVED THAT, the position of Director of English Language Arts and Reading, K-12 shall be subject to all terms, conditions, and limitations applicable to directors as set forth in the collective bargaining agreement between the Board and the Manhasset Administrators and Supervisors Association.

RESOLUTION TO RENAME TENURE AREA

WHEREAS the newly-created position of Director of English Language Arts and Reading, K-12 has substantially similar job duties and responsibilities to the existing position of District Coordinator of English Language Arts, with commonality in duties and responsibilities greatly in excess of 50%; and

WHEREAS the positions of Director of English Language Arts and Reading, K-12 and District Coordinator of English Language Arts share a common tenure area;

BE IT RESOLVED THAT, upon the recommendation of the Acting Superintendent of Schools, the Board of Education of the Manhasset Union Free School District hereby re-names the existing tenure area of “District Coordinator of English Language Arts,” to henceforth be known as the tenure area of “Director of English Language Arts and Reading, K-12.”

RESOLUTION TO APPOINT DR. REBECCA CHOWSKE AS DIRECTOR OF ENGLISH LANGUAGE ARTS AND READING, K-12

BE IT RESOLVED THAT, upon the recommendation of the Acting Superintendent of Schools, the Board of Education of the Manhasset Union Free School District appoints Dr. Rebecca Chowske to the position of Director of English Language Arts and Reading, K-12 (tenure area: Director of English Language Arts and Reading, K-12) at the annual salary of \$170,660 effective July 1, 2021, with existing credit towards tenure within said tenure area.

RESOLUTION TO ABOLISH VACANT DISTRICT COORDINATOR OF ENGLISH LANGUAGE ARTS POSITION

BE IT RESOLVED THAT, upon the recommendation of the Acting Superintendent of Schools, the Board of Education of the Manhasset Union Free School District hereby abolishes the position of District Coordinator of English Language Arts, effective July 1, 2021.

RESOLUTION TO APPROVE EMPLOYMENT AGREEMENT WITH ROSEMARY JOHNSON

BE IT RESOLVED THAT, the Board of Education of the Manhasset Union Free School District hereby approves the Employment Agreement between the Board and Rosemary Johnson, Deputy Superintendent for Business and Operations, dated June 24, 2021, and authorizes the President of the Board to execute said Employment Agreement on behalf of the Board.

RESOLUTION TO ESTABLISH THE ASSISTANT SUPERINTENDENT OF CURRICULUM, INSTRUCTION AND PERSONNEL POSITION

BE IT RESOLVED THAT, upon the recommendation of the Acting Superintendent of Schools, the Board of Education of the Manhasset Union Free School District hereby establishes the administrative position of Assistant Superintendent of Curriculum, Instruction, and Personnel (tenure area: Assistant Superintendent of Curriculum and Instruction), effective July 1, 2021.

RESOLUTION TO APPOINT DR. GAURAV PASSI AS ASSISTANT SUPERINTENDENT OF CURRICULUM, INSTRUCTION AND PERSONNEL

BE IT HEREBY RESOLVED THAT, Dr. Gaurav Passi be appointed as Assistant Superintendent of Curriculum, Instruction, and Personnel (tenure area: Assistant Superintendent of Curriculum and Instruction), effective July 1, 2021 in accordance with the terms of an Employment Agreement between the Board and Dr. Passi dated June 24, 2021.

RESOLUTION TO ABOLISH ASSISTANT SUPERINTENDENT OF CURRICULUM AND INSTRUCTION POSITION

BE IT RESOLVED THAT, upon the recommendation of the Acting Superintendent of Schools, the Board of Education of the Manhasset Union Free School District hereby abolishes the position of Assistant Superintendent of Curriculum and Instruction, effective July 1, 2021.

RESOLUTION TO APPROVE EMPLOYMENT AGREEMENT WITH DR. GAURAV PASSI

BE IT RESOLVED THAT, the Board of Education of the Manhasset Union Free School District hereby approves the Employment Agreement between the Board and Dr. Gaurav Passi, Assistant Superintendent for Curriculum, Instruction, and Personnel, dated June 24, 2021, and authorizes the President of the Board to execute said Employment Agreement on behalf of the Board.

RESOLUTION TO ESTABLISH THE ASSISTANT SUPERINTENDENT FOR STUDENT SERVICES

BE IT RESOLVED THAT, upon the recommendation of the Acting Superintendent of Schools, the Board of Education of the Manhasset Union Free School District hereby establishes the administrative position of Assistant Superintendent for Student Services (tenure area: Executive Director of District Special Education Programs and Pupil Personnel Services), effective July 1, 2021.

RESOLUTION TO RENAME TENURE AREA

WHEREAS, the newly-created position of Assistant Superintendent for Student Services has substantially similar job duties and responsibilities to the existing position of Executive Director of District Special Education Programs and Pupil Personnel Services, with commonality in duties and responsibilities greatly in excess of 50%; and

WHEREAS, the positions of Assistant Superintendent for Student Services and Executive Director of District Special Education Programs and Pupil Personnel Services share a common tenure area;

BE IT RESOLVED THAT, upon the recommendation of the Acting Superintendent of Schools, the Board of Education of the Manhasset Union Free School District hereby re-names the existing tenure area of “Executive Director of District Special Education Programs and Pupil Personnel Services,” to henceforth be known as the tenure area of “Assistant Superintendent for Student Services.”

RESOLUTION TO APPOINT ALLISON M. RUSHFORTH AS ASSISTANT SUPERINTENDENT FOR STUDENT SERVICES

BE IT HEREBY RESOLVED THAT, Allison M. Rushforth be appointed on tenure as Assistant Superintendent for Student Services (tenure area: Assistant Superintendent for Student Services), effective July 1, 2021 in accordance with the terms of an Employment Agreement between the Board and Ms. Rushforth dated June 24, 2021.

RESOLUTION TO ABOLISH EXECUTIVE DIRECTOR OF DISTRICT SPECIAL EDUCATION PROGRAMS AND PUPIL PERSONNEL SERVICES POSITION

BE IT RESOLVED THAT, upon the recommendation of the Acting Superintendent of Schools, the Board of Education of the Manhasset Union Free School District hereby abolishes the position of Executive Director of District Special Education Programs and Pupil Personnel Services, effective July 1, 2021.

RESOLUTION TO APPROVE EMPLOYMENT AGREEMENT WITH ALLISON M. RUSHFORTH

BE IT RESOLVED THAT, the Board of Education of the Manhasset Union Free School District hereby approves the Employment Agreement between the Board and Allison M. Rushforth, Assistant Superintendent for Student Services, dated June 24, 2021, and authorizes the President of the Board to execute said Employment Agreement on behalf of the Board.

RESOLUTION TO ESTABLISH THE DIRECTOR OF PHYSICAL EDUCATION, HEALTH, AND INTERSCHOLASTIC ATHLETICS POSITION

BE IT RESOLVED THAT, upon the recommendation of the Acting Superintendent of Schools, the Board of Education of the Manhasset Union Free School District hereby establishes the administrative position of Director of Physical Education, Health, and Interscholastic Athletics (tenure area: Director of Physical Education, Health, and Interscholastic Athletics), effective July 1, 2021.

BE IT FURTHER RESOLVED THAT, the Director of Physical Education, Health, and Interscholastic Athletics shall be required to work a total of 206 days in each school year.

BE IT FURTHER RESOLVED THAT, the position of Director of Physical Education, Health, and Interscholastic Athletics shall be subject to all terms, conditions, and limitations applicable to directors as set forth in the collective bargaining agreement between the Board and the Manhasset Administrators and Supervisors Association.

RESOLUTION TO APPOINT THOMAS A. HOWARD AS INTERIM DIRECTOR OF PHYSICAL EDUCATION, HEALTH, AND INTERSCHOLASTIC ATHLETICS

BE IT HEREBY RESOLVED THAT, Mr. Thomas A. Howard be appointed to a temporary position as Interim Director of Physical Education, Health, and Interscholastic Athletics, effective July 1, 2021 through June 30, 2022 as per the attached personnel schedule.

RESOLUTION TO ABOLISH VACANT DIRECTOR OF PHYSICAL EDUCATION AND ATHLETICS POSITION

BE IT RESOLVED THAT, upon the recommendation of the Acting Superintendent of Schools, the Board of Education of the Manhasset Union Free School District hereby abolishes the position of Director of Physical Education and Athletics, effective July 1, 2021.

RESOLUTION TO APPROVE SUMMER WORK DAY FLEXIBILITY MEMORANDUM OF AGREEMENT

BE IT RESOLVED THAT, the Board of Education of the Manhasset Union Free School District approves the terms of a Memorandum of Agreement dated June 23, 2021, between the District and the Manhasset Administrators and Supervisors Association regarding the introduction of limited summer workday flexibility provisions; and

BE IT FURTHER RESOLVED THAT, the Board President is authorized to execute said Memorandum of Agreement.

RESOLUTION TO APPROVE SIDE LETTER REGARDING LAUREN TALLARINE

BE IT RESOLVED THAT, the Board of Education of the Manhasset Union Free School District approves the terms of a side letter agreement dated June 21, 2021, between the District and the Manhasset Administrators and Supervisors Association regarding the position of Director of Mathematics and Business, K-12.

RESOLUTION TO APPROVE SIDE LETTER REGARDING DR. REBECCA CHOWSKE

BE IT RESOLVED THAT, the Board of Education of the Manhasset Union Free School District approves the terms of a side letter agreement dated June 21, 2021, between the District and the Manhasset Administrators and Supervisors Association regarding the position of Director of English Language Arts and Reading, K-12.

RESOLUTION TO APPROVE SIDE LETTER REGARDING DR. JOY-ANNE D'ANCA

BE IT RESOLVED THAT, the Board of Education of the Manhasset Union Free School District approves the terms of a side letter agreement dated June 21, 2021 between the District and the Manhasset Administrators and Supervisors Association regarding the position of Director of School Counseling Services.

RESOLUTION TO APPROVE SIDE LETTER REGARDING RYAN ALIPERTI

BE IT RESOLVED THAT, the Board of Education of the Manhasset Union Free School District approves the terms of a side letter agreement dated June 21, 2021, between the District and the Manhasset Administrators and Supervisors Association regarding the position of Administrator of Assessment and Data Analysis.

RESOLUTION TO APPROVE SIDE LETTER REGARDING THOMAS A. HOWARD

BE IT RESOLVED THAT, the Board of Education of the Manhasset Union Free School District approves the terms of a side letter agreement dated June 24, 2021, between the District

and the Manhasset Administrators and Supervisors Association regarding the position of Director of Physical Education, Health, and Interscholastic Athletics.

RESOLUTION TO APPROVE SIDE LETTER REGARDING CLARIFICATION OF WORK YEAR IN THE YEAR OF RETIREMENT

BE IT RESOLVED THAT, the Board of Education of the Manhasset Union Free School District approves the terms of a side letter agreement dated June 22, 2021 between the District and the Manhasset Administrators and Supervisors Association regarding clarification of the work year in the year of retirement.

RESOLUTION TO APPROVE EMPLOYMENT AGREEMENT WITH ADAM KURANISHI

BE IT RESOLVED, that the Board of Education of the Manhasset Union Free School District hereby approves the Employment Agreement between the Board and Adam Kuranishi, Assistant Administrator for Human Resources, dated June 24, 2021, and authorizes the President of the Board to execute said Employment Agreement on behalf of the Board.

RESOLUTION TO APPROVE EMPLOYMENT AGREEMENT WITH FREDERICK BRUDER

BE IT RESOLVED, that the Board of Education of the Manhasset Union Free School District hereby approves the Employment Agreement between the Board and Frederick Bruder, Director of Facilities III, dated June 24, 2021, and authorizes the President of the Board to execute said Employment Agreement on behalf of the Board.

CLARIFICATION OF PERSONNEL SCHEDULE OF JUNE 16

WHEREAS, Dr. Jessica Held was approved as a School Psychologist, effective September 1, 2021, at the June 16, 2021 Board of Education meeting; **BE IT RESOLVED** that it is clarified that Dr. Held's appointment is probationary, effective September 1, 2021 to August 31, 2023, and Dr. Held is receiving Jarema credit for two years served as a regular substitute School Psychologist in the Manhasset Union Free School District.

PERSONNEL SCHEDULE:

Appointments (48) (As per MASA, MEA and MESPA Agreements) the Board of Education of the Manhasset UFSD hereby approves Schedule A-31, Appointments.

Settings of Salary (28) (As per MASA and MESPA Agreements) the Board of Education of the Manhasset UFSD hereby approves Schedule S-21, Settings of Salary.

Leave of Absence (2) (As per MEA Agreement) the Board of Education of the Manhasset UFSD hereby approves Schedule L-15, Leave of Absence.

Terminations (5) (As per MASA, MEA and MESPA Agreements) the Board of Education of the Manhasset UFSD hereby approves Schedule T-28, Terminations.

PROPOSED BY: Ms. Aitken

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

MOTION APPROVED: 4-0

D. 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 June 24, 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 Proposal for Food Consultant Services for 2021-2022 (Enclosure)

MOTION: The Board of Education approve a proposal from Susan Merims, Food Service Consultant, to provide Food Service Consulting Services to the Manhasset Union Free School District for the 2021-2022 school year, at an hourly rate of \$200 per hour for funds to be provided from Cafeteria Funds; fees in excess of \$18,000 will require prior Board approval. The Board authorizes the President of the Board to execute said Proposal.

4. Approval of Emergency Response Plans for Munsey Park School, Shelter Rock School and the Manhasset Secondary School (Enclosures)

WHEREAS, pursuant to Project SAVE, the Manhasset Union Free School District is required to develop and annually update a building-level emergency response plan for Munsey Park School, Shelter Rock School and the Manhasset Secondary School on crisis intervention, and emergency response and management; and

WHEREAS, the Building-Level Emergency Response Teams have developed and updated the Building-Level Emergency Response Plans for 2021-22 for Munsey Park School, Shelter Rock School and the Manhasset Secondary School, respectively, in accordance with Project SAVE; now, therefore, be it

RESOLVED, that the Board of Education of the Manhasset Union Free School District hereby approves and adopts the Building-Level Emergency Response Plans for 2021-22 for Munsey Park School, Shelter Rock School and the Manhasset Secondary School.

5. RESOLUTION AUTHORIZING 2020-21 BUDGET REVISION (Enclosure)

WHEREAS, the COVID-19 Pandemic resulted in significant unbudgeted and unanticipated expenditures during the 2020-21 school fiscal year; and

WHEREAS, on November 5, 2020, the Board of Education accepted the District's audited financial statements for the year ended June 30, 2020 and

WHEREAS, such audited financial statements designated \$4,348,511 of General Fund fund balance as Assigned Fund Balance Designated for COVID-19 Reopening Plan for related expenses anticipated to be incurred in 2020-2021; now, therefore,

BE IT HEREBY RESOLVED that the Board of Education of the Manhasset Union Free School District authorizes a budget revision to increase the 2020-21 General Fund Budget in the amount of \$4,348,511, as a result of COVID-19 related expenses, to be funded from the Assigned Fund Balance Designated for COVID-19 Reopening Plan. The increase is to address unbudgeted and unanticipated expenses incurred in response to the COVID-19 pandemic that were necessary to comply with all laws and executive orders issued pursuant said response and to ensure the District's ability to maintain and deliver the K-12 instructional program, whether on-site, remote or hybrid, and to ensure the health and safety

of the students and staff; and that such increases be added to the appropriate line items within the voter approved budget for unanticipated expenses incurred or encumbered during the 2020-21 school year, substantially in accordance with the form attached hereto, including but not limited to: costs related to necessary cleaning and maintenance and preservation of property, personal protective equipment, HVAC/ventilation equipment, supplies and related repairs, other maintenance equipment, supplies and services, health services and supplies, information technology services, equipment and supplies, teaching and auxiliary staff, and other services, supplies and materials, all such expenses being necessary to safely reopen schools and maintain the district's educational program, preserve property, assure health and safety of students and staff and meet the legal obligations of the district.

6. Transfer of Funds to 2018 Capital Reserve Fund

MOTION: The Board of Education of the Manhasset Union Free School District hereby directs that the Deputy Superintendent for Business and Finance take the necessary action to transfer surplus money, as of June 30, 2021, in an amount not to exceed \$5,000,000 from the General Fund's unassigned fund balance into the 2018 Capital Reserve Fund.

7. Transfer of funds to TRS Reserve Sub-Fund

WHEREAS, on June 6, 2019, the Board of Education established a sub-fund within the District's Retirement Contribution Reserve Fund known as the TRS Retirement Contribution Reserve Sub-Fund, pursuant to Section 6-r(2-a) of the General Municipal Law; NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Manhasset Union Free School District hereby authorizes the transfer an amount not to exceed \$2,000,000 from the General Fund's unassigned fund balance into the previously established TRS Retirement Contribution Reserve Sub-Fund for the purpose of financing contributions to the Teachers' Retirement System.

8. Warrant and Wire Report for the Period Ended May 2021 (Enclosure)

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

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

PROPOSED BY: Ms. Aitken

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

MOTION APPROVED: 4-0

E. Upcoming Items of Interest

Upcoming Board of Education Meetings

Date	Day	Meeting	Location	Time
July				
7	Wednesday	Board Organizational Meeting	District Office Community Room	7:00 pm
		Board Meeting		
29	Thursday	Board Meeting	District Office	7:00 pm

Community Room

August

26 Thursday Board Meeting

District Office
Community Room 7:00 pm

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

G. **MOTION TO ADJOURN MEETING**

On motion duly made at 8:15 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, Mr. Prinzo, Ms. Rule, Ms. Curd- YES

MOTION APPROVED: 4-0

Respectfully submitted,

Rosemary Johnson, Deputy Superintendent for Business and Operations