



MANHASSET UNION FREE SCHOOL DISTRICT
MANHASSET, NEW YORK 11030
REGULAR BOARD MEETING MINUTES
MARCH 16, 2023
SECONDARY SCHOOL/DISTRICT OFFICE
COMMUNITY ROOM

MEMBERS OF THE BOARD PRESENT AND VOTING: Ms. Patricia Aitken, President; Ms. Jill Pullano, Vice President, Ms. Erin Royce, Mr. Steven Panzik, Ms. Nadia Giannopoulos, Trustees

MEMBERS OF THE BOARD ABSENT: NONE

STUDENT DELEGATE PRESENT: John Paul Grassano

ADMINISTRATIVE STAFF PRESENT: Dr. Gaurav Passi, Superintendent of Schools; Ms. Allison Rushforth, Assistant Superintendent for Student Services; Dr. Donald Gately, Assistant Superintendent for Curriculum, Instruction and Personnel; Ms. Mary Callahan, Interim Assistant Superintendent for Business and Operations

A. 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.

PROPOSED BY: Ms. Aitken

VOTE: Ms. Aitken, Ms. Pullano, Ms. Royce, Mr. Panzik, Ms. Giannopoulos – **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 proposed, pending, or current litigation and 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 proposed, pending, or current litigation and discussions involving matters 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. Pullano, Ms. Royce, Mr. Panzik, Ms. Giannopoulos – **YES**

MOTION APPROVED: 5-0

7:34 pm There were over 60 community and staff members present for recognition and another 60 present for the remainder of the meeting.

B. Student/Staff Recognition

All-County Artists

Katherine	Bachmann
Georgia	Bapis
Kaitlyn	Fong
Sharon	Huang
Emily	Jin
Lily	Knapp
Madeleine	Li
Sophia	Li
Loretta	Liu
Kirsten	Maurischat
Julia	Moss
Irene	Panousopoulos
Athena	Papadonikolakis
Charlotte	Pereira
Luke	Rushin
Megan	Sica
Zachary	Stanton
Alexis	Thomas
Lili	Tobar
Anastasia	Venetoklis
Kiley	Wang
Aidan	Wong
Lillian	Xie
Joanna	Yang

C. Approval of Minutes (Enclosure)

MOTION: The Board of Education hereby approves the minutes of the March 2, 2023 and March 14, 2023 Board Meetings.

PROPOSED BY: Ms. Aitken

VOTE: Ms. Aitken, Ms. Pullano, Ms. Royce, Mr. Panzik, Ms. Giannopoulos – **YES**

MOTION APPROVED: 5-0

D. Superintendent's Report

E. Student Delegate's Report**F. Preliminary Budget Presentation** – Dr. Passi**G. Gifts to District****Acceptance of Gift to Establish the James D. Kinsey, Jr Memorial Scholarship**

(Enclosures)

MOTION: The Board of Education of the Manhasset Union Free School hereby approves the establishment of the James D. Kinsey, Jr. Memorial Scholarship in accordance with the attached criteria.

Acceptance of Gift of a Memorial Plaque (Enclosures)

MOTION: The Board of Education of the Manhasset Union Free School District gratefully acknowledges and authorizes the administration to accept a gift of a memorial plaque (plus installation) in memory of Coleen Gallagher in the amount of \$3,000.

PROPOSED BY: Ms. Aitken

VOTE: Ms. Aitken, Ms. Pullano, Ms. Royce, Mr. Panzik, Ms. Giannopoulos – **YES**

MOTION APPROVED: 5-0

H. Policy Review

First Reading and Adoption	
6100	Implementation of the Annual Budget
MOTION: The Board of Education hereby waives any additional readings and adopts the policy as listed above.	
PROPOSED BY: Ms. Aitken	
VOTE: Ms. Aitken, Ms. Pullano, Ms. Royce, Mr. Panzik, Ms. Giannopoulos – YES	
MOTION APPROVED: 5-0	
Third Reading and Adoption	
8330	Authorized Use of District Owned Portable Devices or Other Equipment
8330E1	Student/Parent/Guardian Laptop Agreement - Form
8330E2	Agreement for Short Term Loan of Computer or Other Technology Equipment
8330E3	IEP or Financial Need-Based Agreement for Loan of Instructional Technology Equipment
8330E4	IEP or Financial Need-Based Agreement for Loan of Instructional Technology Equipment - SPANISH
8330E5 (being deleted / renumbered)	Student-Parent Chromebook Agreement Form
8630	Technology Resources and Data Management - POLICY
8630R (to be deleted when 8630 is approved)	Technology Resources and Data Management - REG
8635	Information and Data Privacy Security - POLICY
8635R	Information and Data Privacy Security - REG

8635E1	Parent's Bill of Rights for Student Data Privacy and Security
8635E2	Parent's Bill of Rights - Third Party Contractor Supplement
8635E3	NYSED Data Incident Reporting Form
MOTION: The Board of Education hereby adopts or deletes, respectively, the policies as listed above.	
PROPOSED BY: Ms. Aitken	
VOTE: Ms. Aitken, Ms. Pullano, Ms. Royce, Mr. Panzik, Ms. Giannopoulos – YES	
MOTION APPROVED: 5-0	
Third Reading	
4526	Acceptable Use - Technology - POLICY
4526R	Acceptable Use - Technology - REG
4526E	Computer Network Opt-Out Form
4526.4	Acceptable Use - Technology - Remote Learning
4526.1 (to be deleted when 4526 is approved)	Website Design and Maintenance Policy
4526.2 (to be deleted when 4526 is approved)	Web Publishing Guidelines
5695 (to be deleted when 4526 is approved)	Students and Personal Electronic Devices
9180 (to be deleted when 4526 is approved)	Staff Use of Personal Electronic Devices for Work Related Duties
Second Reading	
1120	School District Records - POLICY
1120R (for deletion when 1120 is approved)	School District Records - REG
1120E	Application for Public Access to District Records
1800	Donations, Gifts, and Grants to the District
1800E1	Proposed Donation or Gift to the District - FORM
1800E2	Criteria for Proposed Scholarship - FORM
5800 (for deletion when 1800 is approved)	Student Awards and Scholarships - POLICY
5800R (for deletion when 1800 is approved)	Student Awards and Scholarships - REG
5800E (for deletion when 1800 is approved)	Suggested Guidelines for Scholarships
9160	Personnel Records - POLICY
9160-R (to be deleted when 9160 is approved)	Personnel Records - REG
2111-R (to be deleted when 9160 is approved)	Board Member Authority - REG
9645	Disclosure of Wrongful Conduct (Whistleblower Policy)

I. Board Discussion and Committee Reports

1. Audit Committee
2. CAC Finance – Jill Pullano
3. MAAC (Athletics)
4. School Community Association (SCA) - Patricia Aitken
5. Tower Foundation – Erin Royce
6. PASE (Special Education) – Nadia Giannopoulos
7. CASA – Steven Panzik
8. CAC Technology – Steven Panzik
9. Diversity, Equity and Inclusion
10. Wellness Committee – Patricia Aitken

J. PERSONNEL (Enclosures)

RESOLUTION TO APPROVE THE PERSONNEL SCHEDULE (Enclosure)

BE IT HEREBY RESOLVED THAT, upon the recommendation of the Superintendent of Schools, the Board of Education of the Manhasset Union Free School District hereby approves the attached personnel schedule dated March 16, 2023 for Instructional and Non-instructional personnel in accordance with their appropriate collective bargaining and/or individual personnel agreements as follows:

Instructional Appointment: 7
 Instructional Termination: 1
 Non-instructional Appointment: 1
 Non-instructional Leave of Absence: 1
 Non-instructional Termination: 1

PROPOSED BY: Ms. Aitken

VOTE: Ms. Aitken, Ms. Pullano, Ms. Royce, Mr. Panzik, Ms. Giannopoulos – **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 16, 2023.

2. Ratification of Conference Requests (Enclosures)

MOTION: The Board of Education hereby ratifies the Conference Requests reviewed by the Assistant Superintendent for Curriculum, Instruction and Personnel and approved by the Superintendent and Assistant Superintendent for Business and Operations.

3. Approval of a Special Education Services Agreement (Enclosure)

MOTION: The Manhasset Union Free School District Board of Education authorizes the Board President to execute a Special Education Services Agreement with Liberty

Resources Psychology, Physical, Occupational, Speech Therapy, PLLC, in accordance with the IEP(s) of special education student(s) for the 2022-2023 school year.

4. Warrant and Wire Report for the Period Ended January 2023 (Enclosures)

MOTION: The Board of Education of the Manhasset Union Free School District approves the Warrant and Wire Report for the period ended January 2023.

5. Appointment of Assistant District Clerk

Be it resolved that, due to staffing changes, the Board of Education hereby appoints Reshma Jung as Assistant District Clerk for the remainder of the 2022-23 school year, effective immediately.

6. Approval of BOCES Summer School Agreement (Enclosure)

MOTION: The Board of Education of the Manhasset UFSD hereby approves an agreement with the Nassau BOCES Department of Regional Schools and Instructional Programs to participate in the Nassau BOCES Summer School Program from July 1, 2023 – August 31, 2023, and authorizes the Board President to execute said agreement on behalf of the District.

7. Approval of Long Island University Hold Harmless Agreement (Enclosure)

MOTION: The Manhasset Union Free School District Board of Education authorizes the Board President to execute a Memorandum of Understanding with Long Island University to expand their scope of their participation in student internship programs to include mentorship and clinical field experience for students seeking certification as school administrators.

8. SEQRA RESOLUTION FOR ENERGY PERFORMANCE CONTRACT

WHEREAS, the District's Energy Performance Contractor, Johnson Controls, Inc. ("JCI"), after conducting a comprehensive energy audit ("CEA"), has submitted a CEA Report setting forth a proposed Project Development Plan for the District-Wide Implementation of Energy Conservation Measures on a Performance Contracting Basis ("Project"); and

WHEREAS, the Board of Education intends to proceed with said Project; and

WHEREAS, the Board of Education is the lead agency under the State Environment Quality Review Process for the purpose of required determinations with respect to the proposed Project; and

WHEREAS, the aforesaid Project is a routine activity of the District, maintenance or repair involving no substantial change in the existing structure, and/or a replacement, rehabilitation or reconstruction of a structure, which will have no significant impact upon the environment; **NOW, THEREFORE,**

BE IT RESOLVED, that the Board of Education, as lead agency for the action contemplated herein, after review of the proposed action and the applicable SEQRA Regulations, and after consultation with its Architect, hereby determines that the aforementioned Project is a Type II Action which will have no significant impact upon the environment and which requires no additional action under SEQRA Regulations.

9. RESOLUTION TO AWARD ENERGY PERFORMANCE CONTRACT (Enclosure)

WHEREAS, the Board of Education of the Manhasset Union Free School District has selected Johnson Controls, Inc. (“JCI”), as the successful Energy Performance Contractor, following a Request For Proposals (“RFP”) for the District-Wide Implementation of Energy Conservation Measures on a Performance Contracting Basis (“Project”); and

WHEREAS, pursuant to the RFP and Board resolution dated July 28, 2022, JCI conducted a comprehensive energy audit (“CEA”) and has submitted a CEA Report setting forth its proposed Energy Generation Systems and Solutions and a final Project Development Plan for an Energy Performance Contract; and

WHEREAS, the Board of Education has determined, upon the review of the District’s Architect and Construction Manager, that JCI’s proposal and Project Development Plan best meet the RFP’s specifications and the District’s requirements for the Project; **NOW, THEREFORE,**

BE IT RESOLVED THAT, upon review of JCI’s CEA Report and final Project Development Plan, the Board of Education hereby approves JCI’s proposal and awards it an Energy Performance Contract, pursuant and subject to the requirements of section 9-103 of the New York Energy Law and section 155.20 of the Regulations of the Commissioner of Education; and

BE IT FURTHER RESOLVED THAT, the Board hereby authorizes the Board President to execute said Energy Performance Contract on behalf of the Board of Education and to execute such additional documents required to be delivered in connection therewith, subject to and contingent upon the review and recommendation of the District’s legal counsel as to their final form and content, and provided that said Energy Performance Contract shall not be executory until and unless both it and the CEA Report are approved by the Commissioner of Education.

10. Treasurer's Financial Reports - September, October, November and December 2022

(Enclosures)

1. Summary of Bank Balances
2. Interest Earnings
3. Budget Transfers
4. Trial Balances
5. Revenue Status Reports
6. Appropriation Status Reports
7. Quarterly Extraclassroom Activity (for September and December only)

11. Approval of Premises Use Agreement with Unitarian Universalist Congregation at Shelter Rock (Enclosure)

MOTION: The Board of Education of the Manhasset UFSD hereby approves the Premises Use Agreement between Manhasset Union Free School District and Unitarian Universalist Congregation at Shelter Rock, for the purpose of conducting advanced placement exams to be held on May 1, 2023 through May 12, 2023 at a total cost of \$7,614.00 and authorizes the Superintendent to execute said agreement on behalf of the Board.

MOTION: The consent agenda is hereby unanimously approved.

PROPOSED BY: Ms. Aitken

VOTE: Ms. Aitken, Ms. Pullano, Ms. Royce, Mr. Panzik, Ms. Giannopoulos – **YES**
MOTION APPROVED: 5-0

L. Upcoming Items of Interest

Upcoming Board of Education Meetings

Date	Day	Meeting	Anticipated Presentations/Discussions	Location	Time
March					
23	Thursday	Board of Education Meeting	Informal Budget Hearing	Shelter Rock School	7:30 PM
April					
4	Tuesday	Board of Education Meeting	<ul style="list-style-type: none"> • Informal Budget Hearing • Special Education Program Overview 	Munsey Park School	7:30 PM
18	Tuesday	Board of Education Meeting	<ul style="list-style-type: none"> • 2023/2024 Budget Presentation • Manhasset Budget Adoption • BOCES Budget Adoption/Board Election 	District Office	7:30 PM
May					
4	Thursday	Board of Education Meeting	<ul style="list-style-type: none"> • Formal Budget Hearing • World Languages and ENL Program Overview 	District Office	7:30 PM
16	Tuesday	Budget Vote/Election		HS Gym	7:00 AM - 9:00 PM
16	Tuesday	Board of Education Meeting	To accept the results of the vote/election	HS Gym	After Polls Close

M. PUBLIC COMMENT

N. MOTION TO ADJOURN REGULAR MEETING

At 9:47 p.m., a motion was made and unanimously approved to adjourn the Regular Meeting

MOTION: The Board of Education adjourns the Regular Meeting.

PROPOSED BY: Ms. Aitken

VOTE: Ms. Aitken, Ms. Pullano, Ms. Royce, Mr. Panzik, Ms. Giannopoulos – **YES**

MOTION APPROVED: 5-0

Respectfully submitted,
Christine N. Michelen, District Clerk