



**MANHASSET UNION FREE SCHOOL DISTRICT**  
**MANHASSET, NEW YORK 11030**  
**REGULAR BOARD MEETING MINUTES**  
**NOVEMBER 18, 2021**  
**MANHASSET SECONDARY SCHOOL**  
**DISTRICT OFFICE/COMMUNITY ROOM**

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**MEMBERS OF THE BOARD PRESENT AND VOTING:** Ms. Patricia Aitken President; Ms. Christine Monterosso, Vice President; Ms. Regina Rule, Ms. Jill Pullano and Ms. Erin Royce, Trustees

**MEMBERS OF THE BOARD ABSENT:** None

**STUDENT DELEGATE PRESENT:** Kathryn Gajdjis

**ADMINISTRATIVE STAFF PRESENT:** Dr. Gaurav Passi, Acting Superintendent of Schools; Ms. Rosemary Johnson, Deputy Superintendent for Business and Operations; Ms. Allison Rushforth, Assistant Superintendent for Student Services, Dr. Maureen Appiarius, Interim Assistant Superintendent for Curriculum, Instruction and Personnel and other administrators both in person and via Zoom.

**A. CALL TO ORDER and VERIFICATION OF QUORUM**

On motion duly made at 6:15 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, Ms. Rule, Ms. Pullano, Ms. Royce – **YES**

**MOTION APPROVED:** 5-0

On motion duly made at 6:15 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.

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**MOTION:** The Board of Education convenes herewith a Regular Board Meeting.

**PROPOSED BY:** Ms. Aitken

**VOTE:** Ms. Aitken, Ms. Monterosso, Ms. Rule, Ms. Pullano, Ms. Royce – **YES**  
**MOTION APPROVED:** 5-0

8:07 pm – over 60 staff and community members were present and over 60 participated via Zoom

**B. Student/Staff Recognition**

**2021 David McCullough Essay Prize**

Mingyan Liu

**2021 Susquehanna University’s Apprentice Writer Winner**

Emmanuelle (Ella) Si

**C. Approval of Minutes** (Enclosure)

**MOTION:** The Board of Education hereby approves the minutes of the November 3, 2021 Regular Board Meeting.

**PROPOSED BY:** Ms. Aitken

**VOTE:** Ms. Aitken, Ms. Monterosso, Ms. Pullano, Ms. Royce – **YES**

**MOTION APPROVED:** 4-0

**D. Acting Superintendent’s Report**

**E. Student Delegate’s Report**

**F. Presentation;** Review of Audited Financial Statements and Reserves for Year Ended June 30, 2021 - Deputy Superintendent for Business and Operations Rosemary Johnson

**G. Gifts to the District**

**Acceptance of a Gift from SCA for Enrichment Program** (Enclosure)

**MOTION:** The Board of Education of the Manhasset Union Free School District gratefully acknowledges and authorizes the administration to accept a gift from the Manhasset School Community Association in the amount of \$2,370 for Shelter Rock School 5th Grade Project Adventure Enrichment held on October 14, 2021.

**PROPOSED BY:** Ms. Aitken

**VOTE:** Ms. Aitken, Ms. Monterosso, Ms. Rule, Ms. Pullano, Ms. Royce – **YES**

**MOTION APPROVED:** 5-0

**H. Discussion of Interscholastic Athletics-Communication Protocol** (Enclosure)

**I. Board Discussion and Committee Reports**

1. Audit Committee – Patricia Aitken referred to presentation
2. CAC Finance – Patricia Aitken – Will reopen solicitation to revitalize this committee
3. MAAC – Patricia Aitken and Indians Rock (Athletics)
4. School Community Association (SCA) – Christine Monterosso
5. Tower Foundation – Erin Royce
6. PASE (Special Education) – Erin Royce

7. CASA – Patricia Aitken
8. CAC Technology - Patricia Aitken – Will reopen solicitation to revitalize this committee

**J. Personnel Schedule - (Enclosures)**

**PERSONNEL SCHEDULE:**

**MOTION:** The Board of Education of the Manhasset Union Free School District hereby approves the attached personnel schedule dated November 18, 2021 for Instructional and Non-instructional personnel in accordance with their appropriate collective bargaining and/or individual personnel agreements as follows:

- 11 Instructional Appointments
- 1 Instructional Setting of Salary
- 5 Non-instructional Appointments
- 3 Non-instructional Terminations

**BE IT HEREBY RESOLVED THAT** the Board of Education (“Board”) appoints Denisse Catano to a two-year probationary appointment as a Teacher Assistant (tenure area: Teacher Assistant) effective 11/22/2021, subject to applicable laws and regulations regarding the granting of tenure. \*

**BE IT HEREBY RESOLVED THAT** the Board of Education (“Board”) appoints Yasodra Sarabjit to a four-year probationary appointment as a Teacher Assistant (tenure area: Teacher Assistant) effective 11/22/2021, subject to applicable laws and regulations regarding the granting of tenure.

\*Receiving two-year credit due to previous position

**PROPOSED BY:** Ms. Aitken

**VOTE:** Ms. Aitken, Ms. Monterosso, Ms. Rule, Ms. Pullano, Ms. Royce – **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 November 18, 2021.

**2. Ratification of Conference Requests (Enclosures)**

**MOTION:** The Board of Education hereby ratifies the Conference Requests reviewed by Interim Assistant Superintendent Dr. Appiarius and approved by the Acting Superintendent and Deputy Superintendent. These requests are on file in Central Office and available for review, if requested.

**3. Resolution to Excess Social Studies Textbooks**

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

<b>Book Title</b>	<b>Publisher</b>	<b>Quantity</b>	<b>Copyright Date</b>
Economics: Principles and Practices	Glencoe	97	2005
World History Connections to Today (red cover)	Prentice Hall	73	1999
World History Connections to Today (black cover)	Prentice Hall	25	1997
World History Connections to Today (tan cover)	Prentice Hall	7	2005
World History Connections to Today Volume 1 (green cover)	Prentice Hall	1	2004
Doing Social Justice	McGraw Hill	13	1994
Macgruder's American Government	Prentice Hall	14	1993
Street Law: A Course in Practical Law	Glencoe	21	1994

4. **Resolution to Excess Math Textbooks**

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

<b>Book Title</b>	<b>Publisher</b>	<b>Quantity</b>	<b>Copyright Date</b>
Math in Focus: 4A	Marshall Cavendish	25	2015
Math in Focus: 4B	Marshall Cavendish	25	2015
Math in Focus 4A Teacher Manual	Marshall Cavendish	1	2015
Math in Focus 4B Teacher Manual	Marshall Cavendish	1	2015
Math in Focus: 5A	Marshall Cavendish	30	2015
Math in Focus: 5B	Marshall Cavendish	21	2015
Math in Focus: 2A	Marshall Cavendish	1	2015
Math in Focus: Course 1 A	Marshall Cavendish	225	2013
Math in Focus: Course 1 B	Marshall Cavendish	225	2013

5. **Approval of Agreement with New York State Coalition for Independent Religious Schools (NYSCIRS)** (Enclosure)

**MOTION:** The Board of Education hereby accepts the agreement from NYSCIRS and St. Mary's Elementary School for NYSCIRS to serve as a third-party facilitator center to contract with various providers for professional development opportunities provided to St. Mary's Elementary School staff, to be funded by their 2021-22 Title IIA grant allocation of \$3,092 and their Title IV grant allocation of \$693 provided by the district under the 2021-22 Consolidated Application for Every Student Succeeds Act Funded Programs, and that the Board of Education authorizes the Board President to execute said agreement.

6. **Resolution to Accept the Audit Reports for the Year Ended June 30, 2021** (Enclosures)

**MOTION:** The Board of Education of the Manhasset Union Free School District, based on the recommendation of the District's Audit Committee, hereby accepts the Audited Financial Statements and Supplementary Information for the Manhasset Union Free School District for the year ended June 30, 2021 and the Report on Audit for the Extraclassroom Activity Funds for the year ended June 30, 2021, both as 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 this resolution and the District's audited financial statements with the Commissioner of Education.

**7. Resolution to Accept the Corrective Action Plan Pursuant to the Audit Report for the Year Ended June 30, 2021** (Enclosure)

**MOTION:** The Board of Education of the Manhasset Union Free School District, based on the recommendation of the District's Audit Committee, hereby accepts the Management Letter for the year ended June 30, 2021 as presented by the District's independent external auditor, R. S. Abrams & Company LLP, Islandia, New York, approves the Corrective Action Plan and authorizes and directs the Administration to implement the Corrective Action Plan. Further, the Board of Education hereby directs the District Clerk to file a certified copy of this resolution and the District's Corrective Action Plan with the Commissioner of Education and the Office of the State Comptroller.

**8. Treasurer's Financial Report - June 2021** (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

**9. Approval of Agreements with Identity Theft Guard Solutions, Inc. and Charles River Associates** (Enclosures)

**MOTION:** The Board of Education hereby approves and ratifies the agreements with Identity Theft Guard Solutions, Inc. (DBA "IDX") dated October 25, 2021 for data breach response services and with Charles River Associates dated October 22, 2021, for digital forensics and incident response services, between and among the Manhasset Union Free School District, with and/or through Baker & Hostetler, LLP, and the performance of the Statement of Work in connection therewith, such professional services being necessary to enable legal counsel to render legal advice to the District in connection with a data security incident, in the best interests of the District and in accordance with the terms and conditions set forth therein; and hereby authorizes and ratifies the execution of the foregoing documents by the Deputy Superintendent on behalf of the District and the Board

**MOTION:** The Consent Agenda is hereby unanimously approved.

**PROPOSED BY:** Ms. Aitken

**VOTE:** Ms. Aitken, Ms. Monterosso, Ms. Rule, Ms. Pullano, Ms. Royce – **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>December</b>				

2	Thursday	Board Meeting	Munsey Park	7:30 pm
16	Thursday	Board Meeting	Shelter Rock	7:30 pm
<b>January</b>				
6	Thursday	Board Meeting	District Office	7:30 pm
19	Wednesday	Board Meeting	EOC Building	7:30 pm

### **Upcoming Board of Education Policy Meetings**

<b>Date</b>	<b>Day</b>	<b>Meeting</b>	<b>Location</b>	<b>Time</b>
<b>November</b>				
19	Friday	Board Policy Meeting	District Office	11:00 am
<b>December</b>				
3	Friday	Board Policy Meeting	District Office	9:00 am
10	Friday	Board Policy Meeting	District Office	9:00 am
17	Friday	Board Policy Meeting	District Office	9:00 am
<b>January</b>				
7	Friday	Board Policy Meeting	District Office	9:00 am
14	Friday	Board Policy Meeting	District Office	11:00 am
28	Friday	Board Policy Meeting	District Office	9:00 am

### **M. PUBLIC COMMENT**

### **N. MOTION TO ADJOURN**

At 9:57 p.m., a motion was made and unanimously approved to adjourn the Regular Meeting.

**PROPOSED BY:** Ms. Aitken

**VOTE:** Ms. Aitken, Ms. Monterosso, Ms. Rule, Ms. Pullano, Ms. Royce – **YES**

**MOTION APPROVED:** 5-0

Respectfully submitted,

Christine N. Michelen  
District Clerk