



**MANHASSET UNION FREE SCHOOL DISTRICT**  
**MANHASSET, NEW YORK 11030**  
**REGULAR BOARD MEETING MINUTES**  
**APRIL 18, 2023**  
**SECONDARY SCHOOL/DISTRICT OFFICE**  
**COMMUNITY ROOM**

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**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:** NONE

**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, Ms. Rosemary Johnson, Administrator for Special Projects

**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

7:35 pm There were over 30 community and staff members present.

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

**MOTION:** The Board of Education hereby approves the minutes of the April 4, 2023 Board Meeting.

**PROPOSED BY:** Ms. Aitken

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

**MOTION APPROVED:** 5-0

**C. Superintendent's Report****D. Discussions:**

- **2023/2024 Budget**
- **Universal Pre-K 2023-2024**

**E. Approval of the Adoption of the Budget for the 2023-2024 School Year**

**MOTION:** The Board of Education of the Manhasset Union Free School District hereby adopts the proposed budget of expenditures in the amount of \$107,733,004 for the 2023-2024 school year, and is authorized to levy the necessary tax thereof after first deducting the monies available from State Aid and other sources as provided by law, subject to voter approval. The adoption of this budget would require a tax levy increase of 2.97% which is within the statutory tax levy increase limit of 2.97% for this school fiscal year and, therefore, would not exceed the state tax cap and must be approved by a majority of the qualified voters present and voting.

**PROPOSED BY:** Ms. Aitken

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

**MOTION APPROVED:** 5-0

**F. Approval of Universal Pre-Kindergarten Proposal (2023-2024)** (Enclosures)

**WHEREAS**, the Manhasset Union Free School District has solicited and evaluated proposals pursuant to a Request for Proposals ("RFP") for Universal Pre-Kindergarten ("UPK") services and has determined that Manhasset Afterschool Xperience ("MAX") meets the requirements for providing such services; now, therefore, be it

**RESOLVED**, that the Board of Education of the Manhasset Union Free School District hereby accepts and approves MAX's proposal for UPK services dated March 27, 2023 ("Proposal"), and awards to MAX the contract for UPK services for 2023-24, pursuant to and in accordance with the terms and specifications of the District's RFP and MAX's Proposal, and subject to the review, approval and execution of a formal UPK Services Agreement ("Agreement"); and be it further

**RESOLVED**, that the Board of Education hereby authorizes the Board President to execute said Agreement on behalf of the Board, upon review and approval of said Agreement as to form by the District's legal counsel.

**\*\*\*THIS ITEM WAS TABLED\*\*\***

**G. Acceptance of Gift to Establish the David Dorman Social Studies Memorial Scholarship** (Enclosure)

**MOTION:** The Board of Education of the Manhasset Union Free School District gratefully acknowledges and accepts gifts for the establishment of the David Dorman Social Studies Memorial Scholarship in accordance with the attached criteria

**PROPOSED BY:** Ms. Aitken

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

**MOTION APPROVED:** 5-0

#### **H. Policy Review**

|  |   |
|--|---|
| <b>Third and Final Reading</b>   |   |
| 8121.1   | Opioid Overdose Prevention  |
| 8121.1-R   | Administration of Opioid Antagonist – REG   |
| 8121.1-E-1 (DELETED - BEING REPLACED)  | Standing Non-Patient Specific Order for Registered Nurses to Administer Naloxone (NARCAN) |
| 8121.1-E-1 (FORMER E-1-A)  | How to Use Narcan Nasal Spray for an Opioid Overdose                                      |
| 8121.1-E-2   | NYS Department of Health Opioid Overdose Reporting Form                                   |
| 8121.1-E-3 (BEING DELETED)   | Naloxone Inventory Log  |
| <b>MOTION:</b> The Board of Education hereby adopts the policies as listed above.                            |   |
| <b>PROPOSED BY:</b> Ms. Aitken   |   |
| <b>VOTE:</b> Ms. Aitken, Ms. Pullano, Ms. Royce, Mr. Panzik, Ms. Giannopoulos – <b>YES</b>                   |   |
| <b>MOTION APPROVED:</b> 5-0  |   |
| <b>Second and Final Reading</b>  |   |
| 1740.1   | Textbook Loan for Non-Public Schools  |
| 1530   | Smoking, Vaping and the Use of Tobacco Products on District Premises                      |
| 1520 (for deletion when 1530 is updated)   | Comprehensive Tobacco Free School Policy  |
| 4317 (for deletion when 1530 is updated)   | Teaching About Drugs, Alcohol, and Tobacco  |
| 9330 (for deletion when 1530 is updated)   | Smoking Prohibition on School Premises by Staff   |
| <b>MOTION:</b> The Board of Education hereby waives a third reading and adopts the policies as listed above. |   |
| <b>PROPOSED BY:</b> Ms. Aitken   |   |
| <b>VOTE:</b> Ms. Aitken, Ms. Pullano, Ms. Royce, Mr. Panzik, Ms. Giannopoulos – <b>YES</b>                   |   |
| <b>MOTION APPROVED:</b> 5-0  |   |
| <b>First Reading</b>   |   |
| 8130.1   | Extreme Risk Protection Orders (Red Flag Laws)  |
| 8134   | School Closings   |
| 9320   | Staff Substance Abuse and Drug-Free Workplace   |
| 9320R (for deletion when 9320 is updated)  | Drug-Free Workplace   |
| 9610 (for deletion when 9320 is updated)   | Staff Substance Abuse   |

**PROPOSED BY:** Ms. Aitken

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

**MOTION APPROVED:** 5-0

**I. Board Discussion and Committee Reports**

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

**J. PERSONNEL** (Enclosure)

**RESOLUTION TO APPROVE THE PERSONNEL SCHEDULE**

**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 April 18, 2023 for Instructional and Non-instructional personnel in accordance with their appropriate collective bargaining and/or individual personnel agreements as follows:

Instructional Appointment: 8

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. Approval of the BOCES Administrative Budget**

**WHEREAS**, the Board of Cooperative Educational Services of Nassau County (hereinafter “Nassau BOCES”) has proposed and presented its Proposed Administrative Operations Budget for the 2023/24 school year (July 1, 2023 through June 30, 2024), now therefore be it **RESOLVED**, that the Nassau BOCES Proposed Administrative Operations Budget for the 2023-2024 school year in the amount of twenty-five million, two hundred twenty thousand, eight hundred twelve dollars (\$25,220,812) be, and hereby is **APPROVED** by this Board

**PROPOSED BY:** Ms. Aitken

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

**MOTION APPROVED:** 5-0

**L. Election of Three Members of the Board of Cooperative Educational Services**

There are three seats available for the Board of Education for Nassau BOCES. Each seat carries a term of three years beginning July 1, 2023. Three people are running for the three available seats; they are: Deborah Coates, Lawrence Greenstein and Eric B. Schultz. The three candidates receiving the highest number of votes will be appointed.

The Board of Education of the Manhasset Union Free School District cast one vote for Deborah Coates, Lawrence Greenstein and Eric B. Schultz to become elected as members of the Board of Cooperative Educational Services of Nassau County.

**PROPOSED BY:** Ms. Aitken

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

**MOTION APPROVED:** 5-0

**M. Approval of the Property Tax Report Card** (Enclosure)

**BE IT HEREBY RESOLVED** that pursuant to the requirements set forth in Section 1716 of the Education Law of the State of New York, the Board of Education of the Manhasset Union Free School District hereby approves the annexed Property Tax Report Card based on the proposed budget for the 2023-2024 school year.

**BE IT FURTHER RESOLVED** that the District Clerk of the Manhasset Union Free School District be authorized to transmit such Property Tax Report Card to the State Education Department by the end of the next business day following approval of this Resolution.

**BE IT FURTHER RESOLVED** that such Property Tax Report Card also be transmitted to local papers having general circulation in the District with a copy of the proposed budget, be appended to the proposed budget made publicly available as required by law, and be available for distribution at the May 16, 2023 annual meeting and election.

**PROPOSED BY:** Ms. Aitken

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

**MOTION APPROVED:** 5-0

**N. 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 April 18, 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 Memorandum of Agreement with Nassau County Board of Elections** (Enclosure)

**MOTION:** The Board of Education of the Manhasset UFSD hereby approves the Memorandum of Agreement between The Manhasset Union Free School District and The Nassau County Board of Elections for the rental of voting machines for the May 16, 2023 school vote and election, and authorizes the Board President to execute said Memorandum of Agreement on behalf of the Board.

**4. ANNUAL BREAKFAST SURVEY**

The Annual School Breakfast Program Survey of elementary schools was conducted in March and the results have been tabulated. For the State to grant a waiver for the program, a response rate of at least 33%, with 80% of those children indicating a lack of interest in the breakfast program is necessary for the State to grant a waiver to the District. As the Board is aware, the District received waivers for 1995/96 through 2022/23 school years, based upon a low parental interest in conducting a school breakfast program. The results received this year revealed a 61% response rate at Munsey Park with 85% of those responding indicating a lack of interest. At Shelter Rock the response rate was 39% with 93% of those responding indicating a lack of interest in the program. Based upon the lack of parental interest in a breakfast program, the District should apply for a waiver from the State.

**MOTION:** The Board of Education for the Manhasset UFSD authorizes the President of the Board of Education to request an exemption from the State Education Department for the requirement to operate a breakfast program for the 2023/2024 school year.

**5. Approval of a Private School Instructional Services Agreement (Enclosure)**

**MOTION:** The Manhasset Union Free School District Board of Education authorizes the Board President to execute a Private School Instructional Services Agreement with Our Lady of Peace Academy at Montfort Therapeutic Residence Ministry for Hope, Inc., in accordance with the IEP(s) of special education student(s) in the 2022-2023 school year.

**6. Excess Technology Equipment (Enclosure)**

**MOTION:** The Board of Education of the Manhasset UFSD hereby approves the removal of the attached list of computers and equipment. This is in keeping with the District's commitment to a five-year rotation cycle and includes computers and/or equipment that are damaged beyond repair.

**7. Approval of Agreement and Rider with Bridgeview Banquet Corp. for 2024 Senior Prom (Enclosures)**

**MOTION:** The Manhasset Union Free School District Board of Education hereby approves the agreement and rider with Bridgeview Banquet Corp. for the Senior Prom on April 5, 2024 and authorizes the Board President to execute said agreement and rider 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

**O. Upcoming Items of Interest**

**Upcoming Board of Education Meetings**

| Date | Day | Meeting | Anticipated Presentations/Discussions | Location | Time |
|------|-----|---------|---------------------------------------|----------|------|
| May  |     |         |                                       |          |      |

|             |           |                            |  |                 |                   |
|-------------|-----------|----------------------------|--|-----------------|-------------------|
| 4           | Thursday  | Board of Education Meeting | Formal Budget Hearing  | 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 |
| <b>June</b> |           |                            |  |                 |                   |
| 6           | Tuesday   | Board of Education Meeting | <ul style="list-style-type: none"> <li>World Languages and ENL Program Overview</li> <li>Summer Construction Overview</li> </ul> | District Office | 7:30 PM           |
| 21          | Wednesday | Board of Education Meeting | Fund Balance Update and Reserve Review   | District Office | 7:30 PM           |

**P. PUBLIC COMMENT**

**Q. MOTION TO ADJOURN REGULAR MEETING AND ENTER INTO EXECUTIVE SESSION**

At 9:30 p.m., a motion was made and unanimously approved to adjourn the Regular Meeting to enter into Executive Session.

**MOTION:** The Board of Education adjourns the Regular Meeting and enters into Executive Session for 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

**R. MOTION TO ADJOURN REGULAR MEETING**

At 10:20 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