



**MANHASSET UNION FREE SCHOOL DISTRICT**  
**MANHASSET, NEW YORK 11030**  
**REGULAR BOARD MEETING MINUTES**  
**JANUARY 17, 2023**  
**EOC BUILDING**

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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

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

On motion duly made at 5:30 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 5:30 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

7:43 pm There were over 30 community and staff members present

**B. Student/Staff Recognition**  
**The William A. Shine Award**

Rashaun Gardner  
 Laurie Marshall-Lauria  
**The Maggie Grundman Award**  
 Adriana Marquez

There was a brief intermission

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

**MOTION:** The Board of Education hereby approves the minutes of the January 5, 2022 Board Meeting.

**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. Discussion:** 2023-2024 Calendar

**F. Presentation:** IT Infrastructure/Libraries Program Overview – Dr. Sean Adcroft and Peter Niceforo

**G. Policy Review**

**1. THIRD and FINAL READING / ADOPTION:**

**8130 – School Safety**

**APPROVAL TO DELETE:**

8100	Safety Program – POLICY
8100-R	Safety Program – REG
8123	Infection Control - POLICY
8123-R	Infection Control - REG
8132	Fire Drills
8135	Safe Schools

**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

**2. SECOND and FINAL READING; waiver of 3rd reading and ADOPTION:**

**1. 8110 – School Building Safety**

**APPROVAL TO DELETE:**

8110-R	Buildings and Grounds Safety Review - REG
8111	Reporting of Hazards - POLICY
8111-R	Reporting of Hazards - REG
8112	Health and Safety Committee
8115	Pesticides and Pest Management

- 8120 Accident Prevention and Safety Procedures
- 8120.2 Safe Use of Hazardous Chemicals
- 8122 Accident Reports

2. **8220 – Buildings and Grounds**

**APPROVAL TO DELETE:**

- 8200 Buildings and Grounds Management
- 8210 Buildings and Grounds Security
- 8212 Vandalism

**MOTION:** The Board of Education hereby waives a 3rd reading and 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

3. **FIRST READING**

- 1. **1230 Public Comment at Board Meetings**
- 2. **8505 Food Service Management, “Charging” School Meals and Prohibition Against Shaming**

1.

- i. 8500 Food Service Management – DELETION - being incorporated into 8505 and would be deleted when we adopt updated 8505

- 3. **8520 Free and Reduced-Price Food Services**

- 4. **5251 – Fundraising in the Schools**

- i. The following are being incorporated in to 5251 and would be deleted when we adopt the updated 5251:
- ii. 1510 Fundraising
- iii. 1510.1 Soliciting Funds from Staff
- iv. 1511 Advertising in the Schools

- 5. **Board of Education Bylaws**

4. **DELETION** – In accordance with our policy on policy development (2400), policies may not require three readings if they are being presented for deletion:

1. **Items covered in the Board of Education Bylaws:**

- 0310 Evaluation of School Board Operational Procedures
- 2140 Board Member Removal from Office
- 2260 Citizens Advisory Committees
- 2330 Executive Sessions
- 2340 Notice of Meetings
- 2342 Agenda Preparation and Dissemination
- 2350 Board Meeting Procedures
- 2360 Minutes
- 2521 School Board Conference, Conventions, Workshops

- 2. **8700 Insurance**

**MOTION:** The Board of Education hereby approves the deletion of 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

#### **H. Board Discussion and Committee Reports**

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

#### **I. PERSONNEL** (Enclosures)

##### **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 January 17, 2023, for Instructional and Non-instructional personnel in accordance with their appropriate collective bargaining and/or individual personnel agreements as follows:

Instructional Appointment: 25

Instructional Leave of Absence: 2

Instructional Termination: 4

Non-instructional Appointment: 5

Non-instructional Leave of Absence: 1

Non-instructional Termination: 3

**BE IT HEREBY RESOLVED THAT**, upon the recommendation of the Superintendent of Schools, the Board of Education of the Manhasset Union Free School District appoints Michelle Guido to a 2.8 year\* probationary appointment as a Teacher Assistant (tenure area: Teacher Assistant) effective 1/18/2023.

\*Receiving 1.2 year credit for leave replacement.

**PROPOSED BY:** Ms. Aitken

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

**MOTION APPROVED:** 5-0

#### **J. 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 January 17, 2022.

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. **Treasurer's Financial Reports - July and August 2022** (Enclosures)

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

4. **Warrant and Wire Report for the Period Ended November 2022** (Enclosure)

**MOTION:** The Board of Education of the Manhasset Union Free School District approves the Warrant and Wire Report for the period ended November 2022.

5. **Appointment to District Positions**

**Be it resolved** that, due to staffing changes, the Board of Education hereby appoints the following individuals to the following District positions for the remainder of the 2022-23 school year:

- Mary Callahan is hereby appointed as Assistant Treasurer, Deputy District Clerk, Certifier of Payrolls and Records Access Officer, effective as of January 3, 2023;
- Susan Kosser is hereby appointed as Alternate Chairperson of the District's Committee on Special Education, Committee on Preschool Special Education, and Section 504 Committee, effective as of January 9, 2023.

6. **Approval of Children's Residential Project Agreement** (Enclosure)

**MOTION:** The Manhasset Union Free School District Board of Education authorizes the Board President to execute a Children's Residential Project Agreement with Brookville Center for Children's Services, in accordance with the IEP(s) of special education student(s) for the 2022-2023 school year.

7. **Resolution to Accept the Corrective Action Plan Pursuant to the Audit Report for the Year Ended June 30, 2022** (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 Management Letter for the year ended June 30, 2022 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.

**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

**K. Upcoming Items of Interest**  
**Upcoming Board of Education Meetings**

Date	Day	Meeting	Anticipated Presentations/Discussions	Location	Time
<b>February</b>					
2	Thursday	Board of Education Meeting	Presentation: <ul style="list-style-type: none"> <li>• Science/Tech Program Overview</li> </ul> Discussions: <ul style="list-style-type: none"> <li>• Proposed NYSED Regulations regarding using indigenous names, mascots, and logos by public schools</li> <li>• Universal Pre-K</li> </ul>	District Office	7:30 PM
16	Thursday	Board of Education Meeting	Mathematics/Business Program Overview	District Office	7:30 PM
<b>March</b>					
2	Thursday	Board of Education Meeting	<ul style="list-style-type: none"> <li>• Fund Balance as of January 31, 2023 Presentation</li> <li>• Counseling Plan/Northwell Services Update Presentation</li> </ul>	District Office	7:30 PM
16	Thursday	Board of Education Meeting	Preliminary Budget Presentation	District Office	7:30 PM
23	Thursday	Board of Education Meeting	Informal Budget Hearing	Shelter Rock School	7:30 PM

**L. 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