



**MANHASSET UNION FREE SCHOOL DISTRICT**  
**MANHASSET, NEW YORK 11030**  
**REGULAR BOARD MEETING MINUTES**  
**JANUARY 5, 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

**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

7:41 pm There were 11 community and staff members present

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

**MOTION:** The Board of Education hereby approves the minutes of the December 14, 2022 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. Presentation:** **Humanities Program Overview** – Dr. Rebecca Chowske and Ms. Margaret Ronai

**E. Policy Review**

**For Deletion**

8000 (For Deletion)

Support Services Goals

**MOTION:** The Board of Education hereby approves the deletion of the above-named policy.

**PROPOSED BY:** Ms. Aitken

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

**MOTION APPROVED:** 5-0

**Second Reading**

8130

School Safety Team and Plans

The relevant aspects of following are being incorporated into 8130 and will be deleted upon approval of an updated 8130:

8100 (For Deletion)

Safety Program

8100R (For Deletion)

Safety Program Regulation

8122 (For Deletion)

Accident Reports

8123 (For Deletion)

Infection Control

8123R (For Deletion)

Infection Control Regulation

8132 (For Deletion)

Fire Drills

8135 (For Deletion)

Safe Schools

**First Reading**

8110

School Building Safety

The relevant aspects of following are being incorporated into 8110 and will be deleted upon approval of an updated 8110:

8110R (For Deletion)

Buildings and Grounds Safety Review Regulation

8111 (For Deletion)

Reporting of Hazards

8111R (For Deletion)	Reporting of Hazards Regulation
8112 (For Deletion)	Health and Safety Committee
8115 (For Deletion)	Pesticides and Pest Management
8120 (For Deletion)	Accident Prevention and Safety Procedures
8120.2 (For Deletion)	Safe Use of Hazardous Chemicals
8220	Buildings and Grounds - Management and Maintenance

The relevant aspects of following are being incorporated into 8220 and will be deleted upon approval of an updated 8220:

8200 (For Deletion)	Buildings and Grounds Management
8210 (For Deletion)	Buildings and Grounds Security
8212 (For Deletion)	Vandalism

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

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

## **G. PERSONNEL** (Enclosures)

### **1. 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 5, 2023 for Instructional and Non-instructional personnel in accordance with their appropriate collective bargaining and/or individual personnel agreements as follows:

Instructional Appointment: 75

Instructional Leave of Absence: 1

Instructional Termination: 2

Non-instructional Appointment: 10

Non-Instructional Termination: 1

### **2. CREATION OF BROADCAST JOURNALISM INSTRUCTOR EXTRACURRICULAR STIPEND POSITION**

**BE IT HEREBY RESOLVED THAT**, the Board of Education of the Manhasset Union Free School District hereby creates the extracurricular position of Broadcast Journalism Instructor in accordance with the terms of a side letter dated December 21, 2022 between the Superintendent of Schools and the Manhasset Educational Association; and **BE IT FURTHER RESOLVED THAT**, on the recommendation of the Superintendent of Schools, the Board hereby appoints Matthew Coleman to the position of Broadcast Journalism Instructor retroactive to September 1, 2022.

**3. CREATION OF MEDIA CLUB DIGITAL CONTENT DIRECTOR EXTRACURRICULAR STIPEND POSITION**

**BE IT HEREBY RESOLVED THAT**, the Board of Education of the Manhasset Union Free School District hereby creates the extracurricular position of Media Club Digital Content Director in accordance with the terms of a side letter dated December 21, 2022 between the Superintendent of Schools and the Manhasset Educational Association; and **BE IT FURTHER RESOLVED THAT**, on the recommendation of the Superintendent of Schools, the Board hereby appoints David Romero to the position of Media Club Digital Content Director retroactive to September 1, 2022.

**4. CREATION OF ASSISTANT MEDIA CLUB CONTENT CREATOR EXTRACURRICULAR STIPEND POSITION**

**BE IT HEREBY RESOLVED THAT**, the Board of Education of the Manhasset Union Free School District hereby creates the extracurricular position of Assistant Media Club Content Creator in accordance with the terms of a side letter dated December 21, 2022 between the Superintendent of Schools and the Manhasset Educational Association; and **BE IT FURTHER RESOLVED THAT**, on the recommendation of the Superintendent of Schools, the Board hereby appoints Michael McDonough to the position of Assistant Media Club Content Creator retroactive to September 1, 2022.

**PROPOSED BY:** Ms. Aitken

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

**MOTION APPROVED:** 5-0

**H. 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 5, 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. Appointment of Members to Citizen Advisory Committees** (Enclosures)

**MOTION:** The Board of Education of the Manhasset Union Free School District hereby appoints the following members to Citizen Advisory Committees for the terms listed:

<b>Name</b>	<b>Committee</b>	<b>Term</b>
Mary Beth Cheatham	MAAC	7/1/22 - 6/30/25
J. Terry Gangaram	MAAC	7/1/22 - 6/30/24
Amy Nass	CAC Technology	7/1/22 - 6/30/25
Paul Pai	CAC Finance	7/1/22 - 6/30/25
Tejas Patel	CAC Finance	7/1/22 - 6/30/25
Meredith Randall	MAAC	7/1/22 - 6/30/24
Jane Russell	CAC Finance	7/1/22 - 6/30/25
Stephen Seremetis	CAC Finance	7/1/22 - 6/30/25

**4. Approval of Flexible Spending Benefits Plan Document (Enclosure)**

**MOTION:** The Board of Education hereby approves the Section 125 Flexible Spending Benefits Plan Document effective January 1, 2023, and authorizes the Board President to execute said Plan Document.

**5. Approval of Agreement with Labor Education and Community Services Agency (Enclosures)**

**MOTION:** The Board of Education hereby approves the renewal of the agreement between the District and Labor Education & Community Services Agency - Employee Assistance Program, effective January 1, 2023 through December 31, 2023 in the amount of \$9,030.

**6. Bond Resolution**

**BOND RESOLUTION OF THE MANHASSET UNION FREE SCHOOL DISTRICT, NEW YORK, ADOPTED JANUARY 5, 2023, AUTHORIZING THE CONSTRUCTION OF IMPROVEMENTS AND ALTERATIONS TO ALL DISTRICT SCHOOL BUILDINGS AND THE SITES THEREOF; STATING THE ESTIMATED MAXIMUM COST THEREOF IS NOT TO EXCEED \$43,996,484; APPROPRIATING SAID AMOUNT THEREFOR, INCLUDING \$70,000 DONATED FUNDS; AND AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$43,926,484 SERIAL BONDS OF SAID DISTRICT TO FINANCE THE BALANCE OF SAID APPROPRIATION**

**Recital**

**WHEREAS**, at the Special District Meeting duly called and held on December 8, 2022, in the Manhasset Union Free School District (the "District"), in the County of Nassau, New York, a majority of the qualified voters present and voting approved a Bond Proposition, authorizing said District to construct improvements and alterations to all District school buildings and the sites thereof (the "Project"), at a cost of not to exceed \$43,996,484; and such qualified voters then present and voting further authorized (i) the expenditure of \$70,000 of donated funds expected to be received by the District to pay a portion of the cost of the Project and (ii) the Board of Education of said District to levy and collect a tax to be collected in annual installments to pay the \$43,926,484 balance of said cost, as well as, the cost of interest on any bonds issued to finance the balance of such cost;

Now, therefore,

**THE BOARD OF EDUCATION OF THE MANHASSET UNION FREE SCHOOL DISTRICT, IN THE COUNTY OF NASSAU, NEW YORK, HEREBY RESOLVES** (by the favorable vote of not less than **two-thirds** of all the members of said Board of Education) AS FOLLOWS:

Section 1. The Manhasset Union Free School District (the “District”), in the County of Nassau, New York, is hereby authorized to construct improvements and alterations to all District school buildings and the sites thereof (the “Project”), substantially as described in a plan prepared for the District by John A. Grillo Architect, P.C., including (as and where necessary): the reconstruction and reconfiguration of interior space to provide for auditorium, theater, instructional, social studies, library, lavatory and other space; improvements to heating, ventilation, air conditioning, fire alarm, electrical, plumbing, and security systems; roof reconstruction and/or replacement; door, ceiling and floor replacement; exterior masonry improvements; roadway, parking lot, sidewalk and pavement improvements; and athletic and recreation improvements, including installation and/or replacement of turf fields, reconstruction of the baseball field, bleacher upgrades, tennis court reconstruction, and other athletic facilities enhancements; all of the foregoing to include the original furnishings, equipment, machinery, apparatus and ancillary or related site, demolition and other work required in connection therewith. The estimated maximum cost thereof, including preliminary costs and costs incidental thereto and to the financing thereof, is not to exceed \$43,996,484 and said amount is hereby appropriated therefor, including \$70,000 in donated funds expected to be received by the District to pay a portion of the cost of the Munsey Park pavement project. The plan of financing includes the expenditure of \$70,000 from said donated funds, the issuance of not to exceed \$43,926,484 bonds of the District to finance the balance of said appropriation, and the levy and collection of taxes on all the taxable real property in the District to pay the principal of said \$43,926,484 bonds and any bond anticipation notes issued in anticipation thereof, and the interest on said bonds and notes as the same shall become due and payable.

Section 2. Serial bonds of the District in the amount of not to exceed \$43,926,484 are hereby authorized to be issued pursuant to the provisions of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called “Law”) to finance a portion of said appropriation.

Section 3. The following additional matters are hereby determined and declared:

(a) The period of probable usefulness of the class of objects or purposes for which said serial bonds are authorized to be issued, within the limitations of Section 11.00 a. 97 of the Law, is thirty (30) years.

(b) The proceeds of the bonds herein authorized and any bond anticipation notes issued in anticipation of said bonds may be applied to reimburse the District for expenditures made for the purpose or purposes for which said bonds are authorized. The foregoing statement of intent with respect to reimbursement is made in conformity with Treasury Regulation Section 1.150-2 of the United States Treasury Department.

Section 4. Each of the bonds authorized by this resolution and any bond anticipation notes issued in anticipation of the sale of said bonds shall contain the recital of validity as prescribed by Section 52.00 of the Law and said bonds and any notes issued in anticipation of said bonds shall be general obligations of the District, payable as to both principal and interest by general tax upon all the taxable real property within the District. The faith and credit of the District are hereby irrevocably pledged to the punctual payment of the principal of and interest on said bonds and any notes issued in

anticipation of the sale of said bonds and provision shall be made annually in the budget of the District by appropriation for (a) the amortization and redemption of the bonds and any notes in anticipation thereof to mature in such year and (b) the payment of interest to be due and payable in such year.

Section 5. Subject to the provisions of this resolution and of the Law and pursuant to the provisions of Section 21.00 relative to the authorization of the issuance of bonds with substantially level or declining annual debt service, Section 30.00 relative to the authorization of the issuance of bond anticipation notes and Section 50.00 and Sections 56.00 to 60.00 of the Law, the powers and duties of the Board of Education of the District relative to authorizing bond anticipation notes and prescribing the terms, form and contents and as to the sale and issuance of all bonds herein and heretofore authorized and of any bond anticipation notes issued in anticipation of said bonds, and the renewals of said bond anticipation notes, are hereby delegated to the President of the Board of Education, the chief fiscal officer of the District.

Section 6. The validity of the bonds authorized by this resolution, and of any notes issued in anticipation of the sale of said bonds, may be contested only if:

- (a) such obligations are authorized for an object or purpose for which the District is not authorized to expend money, or
- (b) the provisions of law which should be complied with at the date of the publication of such resolution, or a summary hereof, are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or
- (c) such obligations are authorized in violation of the provisions of the constitution.

Section 7. This bond resolution shall take effect immediately, and the District Clerk is hereby authorized and directed to publish the foregoing resolution, in summary, together with a Notice attached in substantially the form prescribed by §81.00 of the Law in the District's official newspapers, and hereby designated the official newspapers of said District for such publication.

## **7. SEQRA Resolution for Secondary School HVAC Projects**

**WHEREAS**, the Board of Education of the Manhasset UFSD desires to embark upon the following capital improvement projects:

Replacement of Existing Auditorium and Library roof top units, Existing Ductwork to Remain, at Manhasset Secondary School (the "Projects"); and

**WHEREAS**, said capital improvements are subject to classification under the State Environmental Quality Review Act (SEQRAA); and

**WHEREAS**, maintenance or repair involving no substantial changes in an existing structure or facility are classified as Type II Actions under the current Department of Environmental Conservation SEQRA Regulations (Section 6 NYCRR 617.5 (c)(1)); and

**WHEREAS**, replacement, rehabilitation or reconstruction of a structure or a facility, in kind, on the same site, including upgrading buildings to meet building or fire codes, unless such action meets or exceeds any of the thresholds in section 617.4 are classified as Type II Actions under the current Department of Environmental Conservation SEQRA Regulations (Section 6 NYCRR 617.5 (c)(2)); and

**WHEREAS**, the SEQRA Regulations declare Type II Actions to be actions that have no significant impact on the environment and require no further review under SEQRA; and

**WHEREAS**, the Board of Education, as the only involved agency, has examined all information related to the capital improvement projects and has determined that the Project

is classified as a Type II Action pursuant to Section 617.5(c)(1) and (2) of the SEQRA Regulations;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education, after a review of the proposed action, hereby declares that the Projects are Type II Actions, which requires no further review under SEQRA.

**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

**I. Upcoming Items of Interest**

**Upcoming Board of Education Meetings**

<b>Date</b>	<b>Day</b>	<b>Meeting</b>	<b>Anticipated Presentations/Discussions</b>	<b>Location</b>	<b>Time</b>
<b>February</b>					
2	Thursday	Board of Education Meeting	Science/Tech Program Overview	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	Fund Balance as of January 31, 2023 Counseling Plan/Northwell Services Update	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

**J. MOTION TO ADJOURN REGULAR MEETING**

At 8:41 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