



MANHASSET UNION FREE SCHOOL DISTRICT
MANHASSET, NEW YORK 11030
REGULAR BOARD MEETING MINUTES
JULY 28, 2022
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, Ms. Nadia Giannopoulos, Trustees

MEMBERS OF THE BOARD ABSENT: Mr. Steven Panzik

STUDENT DELEGATE PRESENT: None

ADMINISTRATIVE STAFF PRESENT: Dr. Gaurav Passi, Superintendent of Schools; Mr. Joseph Dragone, Assistant Superintendent for Business and Operations; 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 5:00 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. Rule, Ms. Pullano, Ms. Royce – **YES**

MOTION APPROVED: 4-0

On motion duly made at 5:00 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.

6:40 pm – Approximately 4 staff and community members were present and 4 participated via Zoom

B. Approval of Minutes (Enclosures)

MOTION: The Board of Education hereby approves the minutes of the July 14, 2022 Organizational and Regular Meetings.

PROPOSED BY: Ms. Aitken

VOTE: Ms. Aitken, Ms. Pullano, Ms. Royce, Ms. Giannopoulos – **YES**
MOTION APPROVED: 4-0

C. Superintendent's Report

D. Presentations/Discussions

Long Term Facilities Planning Committee Discussion

Ms. Rosemary Johnson

Live-streaming and Public Participation via Zoom at Board of Education Meetings

E. Gifts to District (Enclosures)

Acceptance of Gift of Enrichment Program

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 \$4,345 for Project Adventure trip for the fifth grade students at Munsey Park for the 2021/2022 school year.

Acceptance of Gift from Manhasset SCA for Munsey Park Projects

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that a gift in the amount of \$40,000 to the district from the Manhasset School Community Association be accepted, and **BE IT FURTHER**

RESOLVED, that the budget for 2022-23 be amended in order to purchase for the Munsey Park Elementary School the following items:

1. Broadcast Media Equipment for Munsey Park Elementary School
2. Gaga Pit for Munsey Park Elementary School
3. Outdoor tables (4) for Munsey Park Elementary School

[Note: the acceptance of this gift and the appropriation of these funds will have no impact on the tax levy]

Acceptance of Gift from Manhasset SCA for Shelter Rock Project

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that a gift in the amount of \$31,812.55 to the district from the Manhasset School Community Association be accepted, and **BE IT FURTHER**

RESOLVED, that the budget for 2022-23 be amended in order to purchase Broadcast Media Equipment for the Shelter Rock Elementary School.

[Note: the acceptance of this gift and the appropriation of these funds will have no impact on the tax levy)

PROPOSED BY: Ms. Aitken

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

MOTION APPROVED: 4-0

F. Policy Review (Enclosures)

1. Code of Conduct

WHEREAS, at its reorganizational meeting on July 14, 2022, the Board of Education of the Manhasset Union Free School District passed a resolution approving an updated Code of Conduct (Policy 5300), as set forth in the meeting's agenda as Item L; and **WHEREAS**, the approved Code of Conduct, Section 5300.10 contained a clerical error; now, therefore

BE IT RESOLVED, that the Board of Education hereby approves the corrected Code of Conduct (Policy 5300) effective nunc pro tunc as of July 14, 2022.

5300.10	Definitions (Code of Conduct)
5300.30	Prohibited Student Conduct

PROPOSED BY: Ms. Aitken

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

MOTION APPROVED: 4-0

2. Financial Policies

	First Reading and Adoption
6100	Implementation of the Annual Budget
6110	Annual Budget - Planning and Adoption
6110R	Annual Budget - Planning and Adoption Regulation
6410	Authorized Signatures
6600	Fiscal Accounting and Reporting
6650	Internal Claims Auditor
6660	Independent External (Annual) Audits
6670	Petty Cash/Petty Cash Accounts
6670R	Petty Cash Accounts Regulation
6680	Internal Audit Function
6685	Medicaid Compliance
6690	Audit Committee
6690E	Audit Committee - Exhibit (Charter)
6710	Purchasing Authority
6741	Professional Services
	First Reading and Deletion
6670R	Petty Cash Accounts Regulation (Will be incorporated into 6670)
6800	Payroll Procedures (Will be incorporated into 6680)

MOTION: The Board of Education hereby adopts and deletes the above-named policies

PROPOSED BY: Ms. Aitken

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

MOTION APPROVED: 4-0

	First Reading
6900	Disposal of District Property

G. Board Discussion and Committee Reports – Liaisons assigned

1. Audit Committee - Pat Aitken and Jill Pullano
2. CAC Finance - Jill Pullano
3. MAAC and Indians Rock (Athletics) - Pat Aitken and Jill Pullano
4. School Community Association (SCA) - Pat Aitken and Jill Pullano
5. Tower Foundation - Erin Royce and Nadia Giannopoulos
6. PASE (Special Education) - Nadia Giannopoulos
7. CASA - Steven Panzik
8. CAC Technology - Steven Panzik
9. Diversity, Equity and Inclusion - Working Group Liaisons will be assigned in the fall when the groups meet
10. Long-Term Facilities Planning Committee - Erin Royce

H. PERSONNEL SCHEDULE:

The Board of Education of the Manhasset Union Free School District hereby approves the attached personnel schedule dated July 28, 2022 for Instructional and Non-instructional personnel in accordance with their appropriate collective bargaining and/or individual personnel agreements as follows:

Instructional Appointment: 262
 Instructional Setting of Salary: 8
 Non-instructional Appointment: 10
 Non-instructional Setting of Salary: 1
 Non-Instructional Termination: 4

PROPOSED BY: Ms. Aitken

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

MOTION APPROVED: 4-0

I. 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 July 28, 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. Approval of the 2021-2022 Final AS-7 Contract with Nassau BOCES (Enclosure)

MOTION: The Board of Education hereby approve the Final AS-7 Contract for Cooperative Educational Services between Manhasset Union Free School District and Nassau BOCES for the services provided to the District for the 2021-2022 school year and that the Board authorizes the President of the Board to execute said Contract.

4. Approval of the 2022-2023 Initial AS-7 Contract with Nassau BOCES (Enclosure)

MOTION: The Board of Education hereby approve the Initial AS-7 Contract for Cooperative Educational Services between Manhasset Union Free School District and Nassau BOCES for the services to be provided to the District for the 2022-2023 school year and that the Board authorizes the President of the Board to execute said Contract.

5. Tax Levy Resolution (Enclosure)

WHEREAS, the voters of the Manhasset Union Free School District have duly adopted the following budget (gross amounts) for the 2022-2023 school year:

\$104,596,962 for School Purposes; and

\$5,641,628 for Library Purposes; for a total budget of

\$110,238,590 now, therefore, be it

RESOLVED, that the sum (net amounts) which must be raised by taxation for the 2022-23 school year be set as follows:

\$94,341,649 for School Purposes;

\$5,616,328 for Library Purposes; for a total tax levy of

\$99,957,977 to be levied upon the taxable property of said School District; and be it further

RESOLVED, that the District Clerk is hereby authorized and directed, pursuant to Section 6 20.0 of the Nassau County Administrative Code, to file a certified copy of these resolutions with the Board of Assessors, Mineola, New York, on or before August 15th, 2022.

6. Award of Bid for Energy Performance Contract

WHEREAS, the Board of Education of the Manhasset UFSD solicited requests for proposals (“RFP”) from energy services companies for the design and implementation of district-wide energy conservation systems (“Project”) on an performance contracting basis; and

WHEREAS, based upon review and evaluation of the proposal received from Johnson Controls, Inc. (“JCI”), the District and its architect have determined that JCI meets the District’s needs for the Project and the requirements of the RFP, and recommend that JCI proceed with a comprehensive energy audit (“CEA”) of District facilities to determine the scope of energy conservation measures to be installed and energy savings to be achieved under an energy performance contract; now, therefore,

BE IT RESOLVED, that the Board of Education herewith accepts JCI’s proposal and selects JCI as its energy performance contractor for the Project in accordance with the RFP; and

BE IT FURTHER RESOLVED, that JCI is hereby directed to prepare and submit to the Board a Comprehensive Energy Audit Report and a proposed Project Development Plan for an Energy Performance Contract, which shall be subject to further review and approval of the Board, its legal counsel and/or the State Education Department prior to its

execution and commencement, in accordance with this resolution and the terms of the RFP at no obligation or cost to the School District.

7. Resolution to Amend Resolution Appointing District Positions

WHEREAS, at its reorganizational meeting on July 14, 2022, the Board of Education of the Manhasset Union Free School District passed a resolution approving certain District appointments for 2022-23, as set forth in the meeting’s agenda as Item G; and

WHEREAS, due to a clerical error the resolution incorrectly identified one of the Dignity Act Coordinator appointees; now, therefore

BE IT RESOLVED, that the Board of Education hereby corrects this clerical error by amending the resolution to read as follows:

Appointments of Other District Positions

MOTION: Resolved that the following 2022-2023 appointments be approved including approval of the contract with Mount Sinai South Nassau Communities Hospital d/b/a Mount Sinai South Nassau.

District Appointees
Asbestos Compliance and Hazardous LEA Materials Designee – Frederick Bruder
Assistant District Clerks – Virginia Waters-Coleman and Marianne Shields
Deputy District Clerk - Joseph Dragone
Attendance Officers: Chad Altman or designee, Richard Roder or designee, Dr. Dean Schlanger or designee
Central Treasurer for Extra Classroom Activity Accounts – Teeja Thomas
Certifier of Payrolls – Dr. Gaurav Passi and Joseph Dragone
Data Privacy/Protection Officer - Dr. Sean Adcroft
Designated Educational Official – Dr. Donald Gately
Dignity Act Coordinators – Allison Rushforth, Deana Folchetti-Puglin, Brian Nolan, Mark Oppenheimer
McKinney-Vento Liaison - Allison Rushforth
Medicaid Compliance Officer - Allison Rushforth
Purchasing Agent – Teeja Thomas Assistant Purchasing Agent - Virginia Coleman
Records Access Officer – Joseph Dragone
Records Management Officer – Christine Michelen
School Football Team Doctor - Dr. Richard D’Agostino @ \$200 per game
School Physicians - Dr Ronald Marino and Dr. Rosalia Guillen-Santana - Mount Sinai South Nassau Communities Hospital d/b/a Mount Sinai South Nassau
Section 504 Compliance Officer – Allison Rushforth
District Chief Title IX Compliance Coordinators- Allison Rushforth and Adam Kuranishi
Building Level Title IX Coordinators - Dean Schlanger, Maram Mabrouk, Richard Roder, Deana Folchetti-Puglin, Chad Altman and Ryan Aliperti

BE IT FURTHER RESOLVED, that the amended resolution above is made effective *nunc pro tunc* as of July 14, 2022.

***** Please note Item “7” was amended at the 11/3/22 BOE Meeting**

8. Tax Anticipation Note

TAX ANTICIPATION NOTE RESOLUTION OF MANHASSET UNION FREE SCHOOL DISTRICT, NEW YORK, ADOPTED JULY 28, 2022, AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$15,000,000 TAX ANTICIPATION NOTES IN ANTICIPATION OF THE RECEIPT OF TAXES LEVIED OR TO BE LEVIED FOR THE FISCAL YEAR ENDING JUNE 30, 2023

RESOLVED BY THE BOARD OF EDUCATION OF MANHASSET UNION FREE SCHOOL DISTRICT, IN THE COUNTY OF NASSAU, NEW YORK, AS FOLLOWS:

Section 1. Tax Anticipation Notes (herein called “Notes”) of Manhasset Union Free School District, in the County of Nassau, New York (herein called “District”), in the principal amount of not to exceed \$15,000,000, and any notes in renewal thereof, are hereby authorized to be issued pursuant to the provisions of Sections 24.00 and 39.00 of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called “Law”).

Section 2. The following additional matters are hereby determined and declared:

(a) The Notes shall be issued in anticipation of the collection of real estate taxes levied or to be levied for school purposes for the fiscal year commencing July 1, 2022 and ending June 30, 2023, and the proceeds of the Notes shall be used only for the purposes for which said taxes are levied.

(b) The Notes shall mature within the period of one year from the date of their issuance.

(c) The Notes are not issued in renewal of other notes.

(d) The total amount of such taxes remains uncollected at the date of adoption of this resolution.

Section 3. The Notes hereby authorized shall contain the recital of validity prescribed by Section 52.00 of the Law and shall be general obligations of the District, and the faith and credit of the District are hereby pledged to the punctual payment of the principal of and interest on the Notes and unless the Notes are otherwise paid or payment provided for, an amount sufficient for such payment shall be inserted in the budget of the District and a tax sufficient to provide for the payment thereof shall be levied and collected.

Section 4. Subject to the provisions of this resolution and the Law, and pursuant to Sections 50.00, 56.00, 60.00 and 61.00 of the Law, the power to sell and issue the Notes authorized pursuant hereto, or any renewals thereof, and to determine the terms, form and contents, including the manner of execution, of such Notes, and to execute tax certifications relative thereto, is hereby delegated to the President of the Board of Education, the chief fiscal officer of the District.

Section 5. The Notes shall be executed in the name of the District by the manual signature of the President of the Board of Education, the Vice President of the Board of Education, the District Treasurer, the District Clerk, or such other officer of the

District as shall be designated by the chief fiscal officer of the District, and shall have the corporate seal of the District impressed or imprinted thereon which corporate seal may be attested by the manual signature of the District Clerk.

Section 6. This resolution shall take effect immediately.

MOTION: The consent agenda is hereby unanimously approved.

PROPOSED BY: Ms. Aitken

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

MOTION APPROVED: 4-0

J. Upcoming Items of Interest

Upcoming Board of Education Meetings

Date	Day	Meeting	Anticipated Presentations/Discussions	Location	Time
August					
9	Tuesday	Live-Streaming and Public Participation via Zoom at Board of Education Meetings	Live-Streaming	District Office	6:00 PM
25	Thursday	Board of Education Meeting	Long Term Facilities Planning Committee Update	District Office	6:30 PM
September					
8	Thursday	Board of Education Meeting	District Priorities and Goals Long Term Facilities Planning Committee Update	District Office	7:30 PM
20	Tuesday	Board of Education Meeting	Long Term Facilities Planning Overview	District Office	7:30 PM

K. Public Comment

L. MOTION TO ADJOURN

At 8:14 p.m., a motion was made and unanimously approved to adjourn the Regular Meeting.

PROPOSED BY: Ms. Aitken

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

MOTION APPROVED: 4-0

Respectfully submitted,
Christine N. Michelen, District Clerk