MANHASSET PUBLIC SCHOOLS

Gaurav Passi, Ed.D.
Superintendent of Schools

Ms. Stephanie Yacavone, President
Manhasset Educational Support Personnel Association

Re: Lead Security Guard Title

Dear Ms. Yacavone:

This letter will confirm our agreement regarding the Lead Security Guard, a new title which will be available for a qualified District security guard, and which will be added to Article I ("Recognition") of the 2023-27 collective bargaining agreement between the Board of Education and the Manhasset Educational Support Personnel Association ("MESPA").

This will be a full-time, 10 month position, assigned to the Manhasset Secondary School, required to report to work for the new school year on Superintendent's Conference Day. The Lead Security Guard will report to the Assistant Principal responsible for overseeing security at the Secondary School. The duties of the Lead Security Guard shall include assisting the Assistant Principal in determining daily needs for security coverage and developing the assignment schedule for security guards. The Lead Security Guard shall also be responsible for developing a coverage plan for each day, assisting with daily general supervision of security staff, and shall perform such other related duties as needed and assigned by the Assistant Principal.

The workday shall be consistent with that of District security guard. The Lead Security Guard salary shall be that of a 10-month security guard plus an annual stipend equal to that of Lead Teacher as noted in Schedule B of the collective bargaining agreement between the Board of Education and the Manhasset Education Association ("teachers' agreement"). All other terms and conditions of employment are contained within the collective bargaining agreement between the Board of Education and the Manhasset Educational support Personnel Association ("MESPA Agreement").

If the above comports with your understanding of our agreement, please sign where indicated below and return this side letter agreement to my office.

Very truly yours,

Gaurav Passi, Ed.D.
Superintendent

For MESPA

Stephanie Yacavone Date: 7/8/24
Stephanie Yacavone, President

---

200 Memorial Place, Manhasset, New York, 11030
(516) 267-7705 - gpassi@manhassetschools.org - www.manhassetschools.org