



# Manhasset Public Schools

Vincent Butera, Ed.D.  
Superintendent of Schools

August 24, 2020

Dr. Dean Schlanger, President  
Manhasset Administrators and Supervisors Association

Re: Additional Per Diem Work Days for Summer 2020 Pursuant to COVID-19 Tasks

Dear Dr. Schlanger:

This letter will confirm our understanding with respect to the 2020-2021 work year pursuant to Article IX ("Work Year") of the July 1, 2016 to June 30, 2020 collective bargaining agreement and the memorandum of agreement dated July 14, 2020 between the Manhasset Public Schools (the "District") and the Manhasset Administrators and Supervisors Association ("MASA") with respect to the terms and conditions of members of the administrators' bargaining unit for July 1, 2020 to June 30, 2025 (collectively, the "Agreement").

Article IX of the Agreement specifies the work year of each title in the MASA unit as the teacher work year plus a specific number of days. The parties agree that in order to meet the many challenges posed by the COVID-19 pandemic in a timely manner, the District needs several MASA unit members to work on certain projects during the summer of 2020. Specifically, the District has requested that certain unit members work additional work days, or partial work days (collectively, "work day"), above the number of work days specified in Article IX during Summer 2020 to do the following:

1. To chair or participate in the Working Committees of the Manhasset Public Schools Reopening Taskforce in order to plan for the re-opening of schools in September 2020.
2. To execute the Reopening Plan requirements in each building/department.
3. To plan and execute the High School Graduation Ceremony on July 29, 2020.

Compensation for additional work days pursuant to the above tasks will be paid at the unit member's per diem rate, determined by the unit member's salary in effect at the time divided by the number of work days in the work year for the unit member's title. To obtain such compensation, the unit member must:

1. Seek approval for the days worked through July 15<sup>th</sup>, and in advance for anticipated additional work days thereafter, up to and including August 25<sup>th</sup>, by submission of such request to Deputy Superintendent Rosemary Johnson.

2. Include a detailed explanation of the work conducted or to be conducted for each additional work day. All work must be related only to the items specified above. Any other work, including interviews and typical summer work are not covered by this side letter agreement.
3. Indicate all additional work days in bold and in red on the Google Doc created to record MASA Summer 2020 work days.
4. On or after August 26<sup>th</sup>, submit a timesheet and attach copies of all approval emails to the timesheet. The timesheets should be submitted to Dr. Schlanger, for forwarding as a single package to Central Office. Payments will be made within 30 days.

The above agreement pertains to the summer of 2020 and shall not be considered precedential.

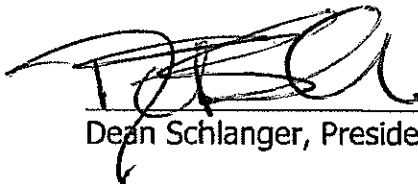
If this comports with your understanding of our agreement on the above matter, please sign and return one copy of this letter.

Very truly yours,



Vincent Butera, Ed.D.  
Superintendent of Schools

For MASA:

  
Dean Schlanger, President

Date: 8/24/20