



MANHASSET PUBLIC SCHOOLS

Gaurav Passi, Ed.D.
Superintendent of Schools

February 14, 2023

Stephanie Yacavone
President
Manhasset Educational Support Personnel Assn.

Dear Stephanie,

This letter will confirm our agreement on the terms of a sick leave contribution program for the benefit of MESPA unit member [REDACTED], who is currently on leave from his position of Security Aide.

We have both been made aware of [REDACTED] recent medical diagnosis. His medical condition has already caused him to expend all his accrued leave. In an effort to assist [REDACTED] and his family, we have agreed to establish a sick leave contribution program that allows his MESPA colleagues to donate their accumulated sick leave accruals to him. The contribution program will have the following terms and conditions which will become effective upon the execution of this letter:

1. All MESPA unit members who have at least five accrued sick days at the time of the execution of this letter will be eligible to contribute sick leave accruals to [REDACTED]
2. All contributions are strictly voluntary.
3. Unit members may choose to contribute up to two of their own accrued sick days, in whole-day increments.
4. On or before February 17, 2023, the District will provide written or e-mail notice to all MESPA employees of their opportunity to contribute accumulated sick leave accruals.
5. Eligible unit members who elect to contribute must send an e-mail or written note to the District's payroll office on or before close of business on March 1, 2023 indicating their name and the number of sick days they are willing to contribute. After submission to the payroll office, contribution pledges will not be revocable. The District will issue further instructions for submitting written consent.
6. The unit-wide contribution to [REDACTED] will be capped at 70 total sick days.

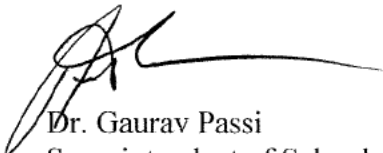
7. If circumstances prevent [REDACTED] from being able to use all the contributed sick days after they are transferred to him, the District will not be able to return leftover sick days to contributing unit members. Sick leave accruals contributed pursuant to the agreement but not used will be held by the District. To the extent that the parties establish a permanent sick leave bank, unused sick leave accruals pursuant to this agreement will be deposited into that bank.
8. If more than 70 eligible unit members elect to contribute, the District will select 70 names at random and deduct one accrued sick day from each person.
9. If the number of eligible unit members who elect to contribute is below 70, but the total number of pledged days is above 70, one sick day will be deducted from each contributing unit member and names of unit members who pledged two sick days will be selected at random to contribute a second sick day until the 70-day cap is reached.
10. The District will provide a summary to MESPA listing the names and amounts of all sick leave deductions made for [REDACTED] benefit.

We further agreed that this side letter and the terms of the contribution program are not intended to be precedent-setting and are not intended to establish any practice whatsoever between the parties. We also agreed that this side letter shall not be construed as a modification of the collective bargaining agreement between MESPA and the Board of Education.

Finally, we agreed that this side letter is subject to and contingent upon review, approval, ratification by the Board of Education.

If the above comports with your full understanding of our agreement, please so indicate by signing and returning one copy of this letter to my office.

Sincerely,



Dr. Gaurav Passi
Superintendent of Schools

For the Manhasset Educational Support Personnel Assn.



Stephanie Yacovone
President

Date: 2/14/23