

Meeting of the Board of Education
Hicksville Union Free School District
Town of Oyster Bay, Hicksville, NY
Board Room, Administration Building

December 12, 2018

BOARD MEMBERS PRESENT: Mr. Heckler, Ms. Judson, Ms. Hoene, Mr. Carroll, Ms. Parmely, Mr. Amato, and Ms. Manjrekar

ABSENT:

ALSO PRESENT: Marianne Litzman, Superintendent of Schools; Marcy Tannenbaum, Assistant Superintendent for Business; Rosemarie Coletti, Assistant Superintendent for Personnel; Rosemarie Coletti, Assistant Superintendent for Curriculum; Gary Steffanetta, School Attorney; Dennis McGrath, School Attorney; John O'Brien, District Clerk.

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The Regular Meeting of the Board of Education was called to order by President Heckler at approximately 7:04 PM. Mr. Heckler requested a motion to go into Executive Session *to discuss parental complaints regarding a district employee, district employee's extended leave of absence, Custodial Negotiations, Nurse's Negotiations, CSEA Appeal to Commissioner of Education and Advice of Counsel in regard to action items on the December 12th Agenda plus issues related to the Summit Security Contract.*

EXECUTIVE SESSION

- NO. 1 Ms. Judson moved, seconded by Mr. Amato that the Board of Education recess into Executive Session.

Voting on No. 1: 7-0. Motion carried unanimously.

The Board of Education recessed into Executive Session at approximately 7:05 PM.

The Board returned from Executive Session at approximately 8:31 PM. No action was taken. The Board of Education Meeting resumed at 8:45 PM.

- NO. 2 MOTION TO MOVE GENERAL PUBLIC DISCUSSION

Mr. Heckler requested a motion to move the General Public Discussion (Non-Agenda Items) to the front of the meeting since most of the audience present were there to discuss a particular non-agenda topic.

Mr. Carroll moved and Ms. Manjrekar seconded that the Board of Education move general public discussion as the first item on the public agenda.

Voting on No. 2: 7-0. Motion carried unanimously.

GENERAL DISCUSSION

Mr. Heckler stated he would call on those who wish to speak about the dismissal of a

security guard since the majority of the members of the public wish to speak about it.

- *Norm Horwitz – Mr. Horwitz stated until yesterday he was a Summit security Guard at Hicksville HS. He said he was told yesterday that is services would be no longer needed. He said an incident occurred on November 2 but was assured everything was fine. He said an incident occurred with three young ladies and anything that he said was said in joking manner and he meant no ill will. And he would never put a child in harm's way. Mr. Horwitz believes his release was unjust.*
- *Cynthia Stein, Hicksville HS Student - Ms. Stein said "If you are going to roam the halls, I am going to have to take a picture of you" was a comment made to three students as a joke and was misinterpreted by the students. Mr. Horwitz has a joking manner and impacted all the students in the room and more in a positive manner. Ms. Stein's said his firing was absurd.*
- *Mia Volpe – Hicksville HS Student – Ms. Volpe said Norms dismissal was disturbing news. Ms. Volpe asked if Norm was terminated or placed on leave? Will this matter be investigated and if so by whom? When will the termination take place? How can the district do something? Norm was not just security; he cares about the mental and emotional well-being of the students. He makes us feel comfortable and confident. The student body deserved answers to my questions*
- *Randy Pierce, Hicksville Resident – came to show his support to Norm. Talked about his experiences and interactions with Norm six years ago. Norm has been professional, the kids, like and respect him. Mr. Pierce said I think a big mistake was made and I wish for you to reconsider and re-state him.*
- *James Littlefield, non-resident – knows Mr. Horwitz since 1972. Worked in the police department with Norm. Mr. Littlefield said Norms character is beyond reproach. Great cop, detective sergeant and trainer at the police department. Mr. Littlefield said Norm wants to help people and if you don't bring him back you are doing your kids a disservice.*
- *Pierce, Hicksville Resident – wanted to know who did the firing of Norm. His is a wonderful guy, greets you with a smile. You have teenagers who want to go to school because of Norm. Norm would put himself in front of the children to protect them.*
- *Carly – Hicksville High School graduate – Norm provided comfort, he was always there for the kids, he always calmed me down. He knew a teenagers mind and was able to provide comfort. Hurts to see him lose his job. Taught me life lessons. I came back to this school just to support Norm. It is sad – everything is so sensitive.*
- *Alison Worthington – Hicksville resident – went to Hicksville school and her two children attend Hicksville Schools. Disturbed Norm was fired based on the allegations is wrong. Felt the allegations were taken out of context.*
- *Melissa Volpe, Hicksville resident – Board is setting a dangerous precedent for the students by terminating a man because someone was offended.*
- *Komal Sharma – Hicksville HS Student – Been at the high school for 3 years and one of the first security guards she met was Norm. Doesn't know Norm well but knows he wouldn't hurt anyone. Mosha said she was one of the three girls interviewed and "not once did I think he meant anything bad, not once was I uncomfortable"*

- *Cassie Russo – Hicksville HS Student – said “Norm had changed my life” He was the one man who was always there, he made me smile and was at every single game and I knew I had a supporter.” “All day everyday he would say that’s my girl Cass.” He is admired, adored and loved. He wants to say with the kids at the HS.*
- *S. Vyrie - Hicksville HS Student – met Norm through her cousin. She always saw Norm afterschool in the hallways. Said Norm was always approachable and motivated her to run track. Says he is an important adult figure in her life. Want him back because of how comforting he is especially with all the tests and stress kids have.*
- *Kerry Bernet - Hicksville High School Student – said there was nothing like this during her High school career that has united the students. “Norm would never do anything to harm anybody” “I hope you guys listen to what everyone has been saying”*
- *Ashley Ulmschneider -High School Student – said she is a transfer student and Hicksville was her third transfer. “Norm has made this transfer one of the easiest transfers that I have ever experienced. He made me feel that Hicksville is where I belong.” Said she feels at home at Hicksville High school because of Norm.*

Mr. Heckler asked Mr. Steffanetta to summarize/answer some of the questions that were asked this evening. Mr. Steffanetta said people who were in the audience tonight were here to discuss a person who was not a district employee. Mr. Steffanetta was happy to see the board was not interacting with the public with these particular questions because “the Board has the difficult task of balancing the public’s right to know about the things going on in the school with an individuals’ right to privacy.” Mr. Steffanetta said Mr. Horwitz described an incident/encounter that was reported to an adult staff member and the school. He said a full and fair investigation did take place by the members of administration. This investigation included interviews of students, staff members and administrators and review of security cams. It also included an interview of Mr. Horwitz to share his thoughts of what transpired during the incident in question. After reviewing the results of the investigation and the contract with Summit, it was asked that this individual not be assigned to the Hicksville school district. Mr. Steffanetta said that Mr. Horwitz’s employer said he was still employed. The district and the school board did not take action to terminate him since he is not employed by the district. Upon the completion of the investigation, administration told the security company that Mr. Horowitz services were no longer required by the district. Mr. Steffanetta repeated that a thorough investigation was conducted and a determination was made. The decision was shared with the Board at tonight’s Executive Session. The Board is not a liberty to discuss anything further about the incident.

Mr. Heckler asked Mr. Steffanetta to speak about the generality of the Consultant Services Contract and that the person is not a district employee. Mr. Steffanetta said a provision of a consultant services contract, which is a benefit to everyone, says the district has the right to not approve of a particular individual the vendor has staffed at the district. This provision is in place in many of the contracts in place at the district.

Mr. Heckler explained to the public that he appreciated the passion of everyone who came forward and the board will take what was said under advisement. Mr. Heckler said

that no one Board member has authority as an individual. We only have authority when we speak as a majority. Mr. Heckler said this was not something that could be discussed with the 70 audience members and the Board would take their statements under advisement.

Audience members started yelling to rehire "Norm"

Mr. Heckler reminded the public that they could not have this discussion in public and that the Board was just hearing all this information for the first time today.

Mr. Steffanetta reminded the public that the 7 Board Members can only discuss a matter at a duly convened meeting. Tonight was the first opportunity the school members had to hear about the incident, the investigation, and the information. They did that at around 7pm tonight so what Mr. Heckler was saying is that is the first time they had to discuss it. The only way the Board can discuss the situation is at a duly convened meeting in Executive Session.

Mr. Horowitz stated that he only wants to work at this school and the situation didn't warrant his "termination"

Mr. Heckler said the Board would finish the business portion of the meeting and if a motion was made the Board would recess back into Executive Session to discuss the situation.

Mr. Heckler paused so audience members who wished to leave could and continued with the Board meeting.

SUPERINTENDENT REPORT

- Final Statistics for the Climate Survey and Next Steps
Mrs. Litzman stated the climate survey closed on Nov. 30th and there was a high percentage of respondents.
Parents 5-12 response rate of 4.2%
Parents K-4 response rate of 6.5%
Non-instructional staff response rate of 56%
Teachers response rate of 84.2%
Students response rate of 84.3%
Next Steps is to download and analyze the data and parse it out into reports and share the results with the public.'

COMMITTEE REPORTS

- Curriculum (Mr. Lubrano)
 1. Land Use update
Will be using a multi prong approach by using curriculum and site based committee to develop uses for the land.
 2. MS Advisory
Mr. Lubrano said Dr. Mrorik spoke about mindfulness initiatives at the Middle School

3. Evening High School & Special Education Day Program
Both the Evening HS and Special education day program were discussed at the committee meeting – suggestions were made but no action was taken.
- Finance
 1. Budget Calendar – Mr. Heckler
Budget Calendar resolution is on tonight's agenda for approval. It includes 3 nights of detailed breakout and 2 nights of formal review.
 2. Debt Services – Ms. Tannenbaum
The district is at a point where we need to raise money to fund current and future projects so we will be going out for a bond. We will be doing this in three phases. Phase I was completed which was the 3 roofs – OCR, Woodland and Lee. We are moving in to phase II, where we need to raise funds to pay for the projects that we are working on and will be working on. Ms. Tannenbaum said we would be doing this in three phases. One bond would be Phase I and II projects except for the Pool. We would be looking to go out for the bond in Jan. 2018 with our first bond payment in Jan. 2020. These renovation projects are a 15 year bond and the pool is a 20 year bond. That is why they are separated. Phase II includes the pool for 14.7 million with its first payment in Jan. 2020. The Phase III projects we can't bond until we receive SED approval. These projects would be bonded in Jan 2020 with the first payment due in Jan 2021.
- Safety Committee & Facilities Committee (Ms. Judson)
 1. Traffic Safety Update
The committee looked at traffic safety at Woodland, Burns and OCR and received updates from the Principals and site-based teams. The committee will be looking at these recommendations and budget implications. We will also be looking at those recommendations during this weekend's board tour.
 2. Robocalls
Ms. Judson said that the district now has an adequate system to deal with the parochial and private schools parents receiving robocalls pertaining to transportation issues. The committee may suggest putting something up on the web for parents to let us know if they are receiving the calls or to re-sign up.
 3. Safety Mission Statement
A draft mission statement has been written at the last committee meeting in November and at today's meeting it was approved. It will be posted on the web site. A facilities committee mission statement has also been approved as part of our communication strategy.
 4. Code of Conduct
The code of conduct was reviewed by our safety consultants at BOCES and some minor changes have been sent to the policy committee for review.
 5. Bond and capital update (Ms. Tannenbaum)
2017-2018 capital reserved projects – we have completed MS floor tile, MS gym floor, MS field fence, completed site work at Woodland includes interior doors, HS & Middle school bleachers, MS boy and girls second floor bathrooms have been completely renovated. MS Makerspace is completed. We are still working on the MS Drop off area and are working with a traffic engineer on that. Bond projects - roof replacement at OCR, Woodland, and

Lee is complete. We have SED approval on the HS Auditorium and Kitchen & Cafeteria, and Elementary Library Media Center. And we will be looking to go to bid on those projects. The pool has been sent up to SED for approval. We also have approval on the district wide upgrades to electrical service at East, Woodland and Lee which is our AC initiative. SED has given architectural approval on the Middle school so we can set up a mantrap there.

6. Facilities Tour Dec.15

Mr. Heckler added that the Board would be looking at moving the maintenance shop to another location to free up more acreage at the HS.

- Policy (Ms. Hoene & Ms. Coletti)

Policy meeting was held yesterday to review two legally required policies which are on the agenda for a first reading. They are the Information Security Breach and Notification Policy and Integrating Mental Health Education and Well-being with an Entire School Environment Policy. The Policy Committee was also asked to review a few policies that are already in place.

At the direction of the Board the policy committee reviewed policy number 9310 – Selection Of All Civil Service Personnel and have decided to present that policy at the next regular Board Meeting and recommend abolishment. Since the way we operate is in accordance with Civil Services and the policy committee will be reviewing the 9000 series of policies later this year. Many of those 9000 policies encompass this old policy..

Second policy that was reviewed was policy 1010 – Visitors to the schools. And it was decided the committee would like to have a conversation with Mr. La Duca and review the current policy.

Third policy for review was a required notice 4600 regarding Counseling and Guidance in accordance with the new regs for 2020. The committee felt it was a good policy and the next steps are to have the superintendent and chairperson of guidance to review the policy further.

Next meeting is Tuesday, Jan 8 at 4pm

INDIVIDUAL BOARD MEMBER’S REPORT

WARRANT REPORT

The Board of Education has received the Warrant Report from the Claims Auditor for the period ending November 30, 2018

GENERAL PUBLIC

NO. 3 OMNIBUS MOTION

Mr. Heckler requested an omnibus motion to approve the Minutes and the Personnel Action Report as amended in Executive Session. Mr. Amato moved and Ms. Judson seconded that the following be approved:

APPROVAL OF MINUTES

Minutes of the Meeting December 12, 2018

The Board of Education is asked to accept the minutes of the following meetings as prepared by the District Clerk:

- Minutes of the Regular Meeting of the Board of Education on November 28, 2018

PERSONNEL

The Board of Education, upon the recommendation of the Superintendent, is asked to approve the actions detailed in the attached Personnel Actions Report.

CERTIFIED

LEAVE OF ABSENCE REQUEST:

Recommended Action: It is recommended by the Superintendent that the Board of Education approve a leave of absence for the following certified staff member:

A. Thomas Glenn	Physical Education Dutch Lane	Unpaid LOA 1/1/19-1/1/21
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APPOINTMENTS:

Recommended Action: It is recommended by the Superintendent that the Board of Education approve the following appointments:

- A. Name: Lauren Clarke
Type: Leave Replacement Teacher
Assignment: Special Education
Effective Date: February 4, 2019
Ending Date: May 3, 2019
*Location: Fork
Certification: Professional Certification
Salary: MA Step 1 \$336.48 per diem
Replacing: C. Werner
- B. Name: Dawn Wicks
Type: Leave Replacement Teacher
Assignment: Foreign Languages/American Sign Language
Effective Date: February 11, 2019
Ending Date: April 17, 2019
*Location: High School
Certification: Initial Certification
Salary: BA Step 1 \$290.79 plus \$58.15* = \$348.94 per diem
*Increased daily rate due to additional class taught
Replacing: N. McCabe
- C. Name: Diana Felix
Type: Part-Time
Assignment: Teaching Assistant
Effective Date: December 13, 2018
*Location: Dutch
Certification: Teaching Assistant certification
Salary: \$23.36 per hour
Replacing: T. Wells
- D. Name: Vivian Cai
Type: Part-Time
Assignment: Teaching Assistant
Effective Date: December 13, 2018

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*Location: Fork
Certification: Teaching Assistant certification
Salary: \$23.36 per hour
Replacing: New Position

- E. Name: Ilded Kozlowski
Type: Part-Time
Assignment: Teaching Assistant
Effective Date: December 13, 2018
*Location: Middle School
Certification: Teaching Assistant certification
Salary: \$23.36 per hour
Replacing: New Position
- F. Name: Maria Bacalocostantis
Type: Part-Time
Assignment: Teaching Assistant
Effective Date: December 13, 2018
*Location: Woodland
Certification: Teaching Assistant certification
Salary: \$23.36 per hour
Replacing: New Position
- G. Name: Dana Miller
Type: Part-Time
Assignment: Teaching Assistant
Effective Date: January 2, 2019
*Location: Middle School
Certification: Teaching Assistant certification
Salary: \$23.36 per hour
Replacing: V. Khiara
- H. Name: Maureen Gillespie
Type: Part-Time
Assignment: Teaching Assistant
Effective Date: January 7, 2019
*Location: Woodland
Certification: Teaching Assistant certification
Salary: \$23.36 per hour
Replacing: T. Gross
- I. Name: Lauren Clarke
Type: Per Diem Substitute Special Education Teacher
Effective Date: December 13, 2018
*Location: Districtwide
Certification: Professional Certification
Salary: \$115.00 per diem

STATUS ADJUSTMENT:

Recommended Action: It is recommended by the Superintendent that the Board of Education approve an adjustment to the appointment from part-time .75 to 1.0 probationary for the following staff member:

- A. Name: Maria Torto
Type: Probationary
Assignment: Speech Teacher
Effective Date: December 17, 2018
Ending Date: December 16, 2022

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*Location: Middle School/Parochial Schools
Certification: Permanent Certification
Salary: MA Step 1 \$67,297 (prorated)
Replacing: New Position

In order to be eligible for tenure, an individual receiving a probationary appointment as a teacher must receive annual composite or overall APPR ratings of H or E in at least three of the four preceding years, and if the individual receives a rating of I in the final year of the probationary period, he or she will not be eligible for tenure at that time.

ASSIGNED SERVICES:

Recommended Action: It is recommended by the Superintendent that the Board of Education approve the following assigned services schedules for the 2018-2019 school year:

1. Coordinator Position-HS, Schedule No. P-1819-77.
2. Director of Continuing Education, Schedule No. P-1819-78.
3. Extra Classroom Activity Position – MS, Schedule No. P-1819-79.
4. Extra Classroom Activity Position – HS, Schedule No. P-1819-80.

RESOLUTION: STIPULATION OF AGREEMENT

Recommended Action: It is recommended by the Superintendent of Schools that the Board of Education approve the following Memorandum of Agreement:

RESOLVED, on the recommendation of the Superintendent of Schools, the Board of Education hereby approves a Memorandum of Agreement between the Board and the Hicksville Congress of Teachers, as more fully discussed in executive session, and hereby authorizes the President of the Board of Education to execute said Stipulation on behalf of the Board.

CERTIFIED - ADDENDUM

RESOLUTION: STIPULATION OF AGREEMENT

Recommended Action: It is recommended by the Superintendent of Schools that the Board of Education approve the following Memorandum of Agreement:

RESOLVED, on the recommendation of the Superintendent of Schools, the Board of Education hereby approves a Memorandum of Agreement between the Board and the Hicksville Congress of Teachers, as more fully discussed in executive session, and hereby authorizes the President of the Board of Education to execute said Stipulation on behalf of the Board.

CLASSIFIED PERSONNEL

RETIREMENTS:

Recommended Action: It is recommended that the Board of Education approve the following resignations for the purpose of retirement:

Alison Montazeme, School Monitor, Middle School, effective close of business December 21, 2018.

Diane Brousseau, Community Aide, Special Education, effective close of business February 26, 2019.

Joan Chiarello, Account Clerk, Facilities Department, effective close of business February 28, 2018

Voting on No. 4: 7-0. Motion carried unanimously.

NO. 5 OMNIBUS MOTION

Mr. Heckler requested an Omnibus motion to approve Finance Action Items A1 to A6

and New Business items A1 to A4. Ms. Judson moved and Mr. Amato seconded that the following items be approved:

BUSINESS & FINANCE

A. Finance – Action Items

1. Treasurer’s Report

The Board of Education, upon the recommendation of the Superintendent, is asked to approve the Treasurer’s Report for the period ending November 30, 2018.

2. Transfer Reports

The Board of Education, upon the recommendation of the Superintendent, is asked to accept the Transfer Report for the period November 30, 2018.

3. Change Order-JP Daly & Sons, Inc.

The Board of Education, upon the recommendation of the Superintendent, is asked to authorize the Board President to execute Change Order No.1 for Project SED #28-05-17-03-0-009-043. This Change Order will result in a decrease in the contract sum of \$5,000, backup attached.

4. Resolution-Senate Grant

WHEREAS, the Hicksville Union Free School District (“District”) has been apportioned a Grant-in-Aid of \$10,000 from the State Education Department; and

WHEREAS, the State Education Department has informed the District this Grant-in-Aid is an additional apportionment in support of the general expenditures of the District and should be recorded as “Other State Aid, Revenue Account Code A3289.

NOW, THEREFORE, be it resolved, that the Board of Education hereby accepts the Grant-in-Aid of Ten Thousand Dollars (\$10,000.00) from The State Education Department, and hereby authorizes the Assistant Superintendent for Business to increase code A 1624.500.55 by Ten Thousand Dollars (\$10,000.00).

5. Resolution-Budget Development Calendar

IT IS HEREBY RESOLVED, on the recommendation of the Superintendent of Schools and the Finance Committee, the Board of Education hereby approves the District’s budget development calendar for the 2019/2020 school year.

6. Special Education Services Contracts (DOL)-Westbury UFSD; Oyster Bay East Norwich;

The Board of Education, upon the recommendation of the Superintendent, is asked to approve the special education services contract(s) (IESP) for above named school district(s) and the Board of Education of the Hicksville Public Schools (DOL) from July 1, 2018 through June 30, 2019, backup attached. The Superintendent of Schools is hereby authorized to execute said contract(s) on behalf of the Board of Education.

NEW BUSINESS

A. Action Items

1. Committee on Special Education

Resolved, that the Board of Education hereby accepts, and shall through the Administration, arrange for the provision of the appropriate special education programs and services for students enumerated in the CSE reports.

2. Committee on Preschool Special Education

Resolved, that the Board of Education hereby accepts, and shall through the Administration, arrange for the provision of the appropriate special education programs and services for students enumerated in the CPSE reports.

3. Suffolk School Board Association/Nassau County Council of School Superintendents & Suffolk County School Superintendents Conference

The Board of Education is asked to approve the attendance of 3 Board Members to the Nassau-Suffolk School Boards Association/Nassau County Council of School Superintendents & Suffolk County School Superintendents Conference *“Long Island Public Schools Meet the Challenges of Shifting Political and Educational Landscapes”* to be held on January 30, 2019 at 6:30 pm at the Hilton Long Island/Huntington at a cost of \$75 per person backup attached.

4. Resolution – Delco Development

RESOLVED, the Board of Education hereby ratifies the submission of a Verified Answer and crossclaims in the matter of Delco Development v. Nassau County, et al., Index No.: 612350/2018 by Guercio & Guercio, LLP and authorizes the firm to take other actions as deemed necessary to protect the District’s interest in such matter.

Voting on No. 5: 7-0. Motion carried unanimously.

Policy

The following policies are presented to the Board of Education for a First Reading:

8635 Information Security Breach and Notification

5435 Integrating Mental Health Education and Well-being with an
Entire School Environment Meal Shaming

DISCUSSION ITEMS

• ESCO Contract

Ms. Tannenbaum said the contract was being reviewed by legal. Mr. Heckler expressed his concerns regarding the modification that the district is under no commitment until SED approves. Mr. Steffanetta said the contract needs to be modified to present that change and to match the resolution passed at the last meeting.

NO. 6 MOTION TO RECESS BACK INTO EXECUTIVE SESSION

Mr. Heckler request a motion to go back into Executive Session to discuss the current contract with Summit and advice of counsel. Ms. Judson moved and Mr. Amato

seconded that the Board move back into Executive Session.

Voting on No. 6: 7-0. Motion carried unanimously.

The Board of Education recessed into Executive Session at 10:07PM

The Board of Education Returned from Executive Session at 11:05PM taking no action.

ADJOURNMENT

NO. 7 Mr. Heckler requested a motion adjourn. Mr. Amato moved and Mr. Carroll seconded that Board of Education Meeting adjourn.

Voting on No. 7: 7-0. Motion carried unanimously.

The Board adjourned at 11:07PM.

INFORMATIONAL ITEMS

Announcements

- a. Tuesday, January 8, 2019
Policy Committee – 4:00PM
Board Room, Administration Building
 - b. Wednesday, January 9, 2019
Budget Committee Meeting – 7:00PM
Curriculum Committee Meeting – 8:30PM
Board Room, Administration Building
 - c. **Wednesday, January 23, 2019**
Regular Meeting of the Board of Education
Executive Session – 7:00PM
Action Meeting – *Approximately* 8:30PM
Board Room, Administration Building
- Budget Summary

John O'Brien
District Clerk