

Meeting of the Board of Education
Hicksville Union Free School District
Town of Oyster Bay, Hicksville, NY
Auditorium, Hicksville High School

January 23, 2019

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

ABSENT: Mr. Carroll

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; Jodi Audette, Vice-Clerk.

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The Regular Meeting of the Board of Education was called to order by President Heckler at approximately 7:00 PM. Mr. Heckler requested a motion to go into Executive Session *to discuss Nurses and Custodial Negotiations, HCT Arbitration Updates, Summit Contracted Employee, MOA for sick day donations and Advice of Counsel in regard to action items on the January 23rd Agenda.*

EXECUTIVE SESSION

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

Voting on No. 1: 6-0. Motion carried unanimously.

The Board of Education recessed into Executive Session at approximately 7:01 PM.

The Board returned from Executive Session at approximately 8:29 PM. No action was taken. The Board of Education Meeting resumed at 8:31 PM.

PUBLIC SESSION

Mr. Heckler explained the Board meeting venue changed from the Board Room to the High School Auditorium due to the fact the Board Room was at capacity on the December 13, 2018 Regular Board meeting.

SUPERINTENDENT'S REPORT

- Budget Preview
(PowerPoint presentation is on file with the district office)

COMMITTEE REPORTS

- Curriculum Committee (Mr. Lubrano)
Curriculum committee held a meeting on Jan. 9th – at the meeting Ms. Snow spoke about increasing the number of ICT Teachers minutes for grades 3 & 4 by

40 mins. Mr. Lubrano at the meeting spoke about how the ICT program at the high school evolved over time. Mr. Williams and Ms. Rafaelides spoke about the WINGS program. Ms. Estrada proposed a new French textbook and also recommended continuing the FLEX program into 4 grade. Mr. O'Connell spoke about the work being done in regards to research elementary science programs. A program may be proposed at the February 9th meeting.

- Finance

Budget preview covered the committee report

- Facilities (Ms. Tannenbaum)

*The Facilities committee met on Jan. 10 and spoke about the Bond sale which took place on Jan. 15. The committee was given a time line for **Bid for Bond Phase II projects** which includes the HS cafeteria and HS Auditorium, Libraries for Dutch, Fork, Burns and Old Country Road.*

Bids will be open on Jan 31 and awarded at the next regular BOE meeting on Feb 13 for District wide electrical upgrades & HVAC upgrades in all schools except middle school.

The school architect addressed the district wide plan for Air conditioning.

Parking was discussed at Woodland, Burns and Old Country road. Also discussed were traffic concerns.

Mr. Bell provided locations for cross walks including Willet which need refreshing so they are visible to students and drivers.

Also discussed during the committee meeting was what the community could expect during construction at the district.

Ms. Tannenbaum said Mr. Carroll reported that the videos of the elementary libraries and HS Cafeteria are being well received by the public.

- Policy (Ms. Coletti)

Ms. Coletti said the policy committee met on Jan. 8 and discussed the two policies up for adoption tonight - Information Security Breach and Notification and Integrating Mental Health Education and Well-Being within an Entire School Environment. The policy up for abolition - Selection of All Civil Service Personnel. This policy was recommended for abolition by the New York State School Board Association because it is obsolete.

The Committee has worked with the BOE and Mr. LaDuca to update the Code of Conduct. Visitor to the School policy was also reviewed at the Last meeting and will be forward to Mr. LaDuca for review.

A new policy, Counseling and Guidance programs has been reviewed by the committee and has been sent to Ms. Rafaelides, the guidance chairperson for her feedback.

INDIVIDUAL BOARD MEMBER'S REPORT

- Mr. Heckler
Mr. Heckler stated that as school board president he was invited to attend the inauguration ceremony for 3 newly elected state senators. Hicksville political district was "chopped up" and is represented by one assemblyman and three state senators. Mr. Heckler said having 3 state senators represent Hicksville could be good or bad. Mr. Heckler said he was able to attend two of the tree inauguration ceremonies and was impressed by the life stories of the candidates. He hopes the Board will invite these new senators to speak to our High School or Middle School Students.

WARRANT REPORT

The Board of Education has received the Warrant Report from the Claims Auditor for the period ending December 31, 2018.

GENERAL PUBLIC (Agenda Items Only)

NO. 2 OMNIBUS MOTION

Mr. Heckler requested an omnibus motion to approve the Minutes and Personnel Action report as amended. Ms. Hoene moved and Mr. Amato seconded that the following items be approved:

APPROVAL OF MINUTES

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 December 12, 2018
- Minutes of the Facilities Committee on December 11, 2018 (committee approved on January 10th)

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

1. LEAVE OF ABSENCE REQUESTS:

Recommended Action: It is recommended by the Superintendent that the Board of Education approve leaves of absence for the following certified staff members:

A.	Stephanie Fries-Fontana	Mathematics High School	Unpaid Extended FMLA 1/4/19-1/18/19
B.	Lauren Dilenia	Grade 4 Woodland	Unpaid LOA 1/28/19-2/1/19
C.	Joe Romano	English High School	FMLA 2/4/19-3/22/19
D.	Nancy Nowak-Reilly	Grade 2	FMLA

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	Woodland	1/7/19-3/18/19
E.	Concetta Hurley	English High School
		FMLA 1/28/19-2/8/19
F.	Corinne Pope	Grade 3 Dutch Lane
		FMLA 4/29/19-6/30/19

2. RESIGNATIONS:

Recommended Action: It is recommended by the Superintendent that the Board of Education approve the resignations of the following certified staff members:

- A. Elisabeth Cody, Fork Lane, Teaching Assistant, effective at the close of business, December 13, 2018.
- B. Tara Venezia, Fork Lane, Teaching Assistant, effective at the close of business, January 11, 2019.
- C. Nicole Lennon, Dutch Lane, Teaching Assistant, effective at the close of business, January 7, 2019.
- D. Crystal Fuerst, Middle School, Teaching Assistant, effective at the close of business, January 25, 2019.
- E. Anne Johnson, Woodland, Librarian, effective at the close of business, March 22, 2019.
- F. Danielle Cirisano, Fork Lane/Lee Avenue, ENL Teacher, effective at the close of business, January 8, 2019. Ms. Cirisano was previously Board-appointed to serve as a Leave Replacement ENL Teacher, effective March 15, 2019 through May 10, 2019.

3. STATUS ADJUSTMENT:

Recommended Action: It is recommended by the Superintendent that the Board of Education approve an adjustment to the appointment from part-time .6 to part-time .8 for the addition of the High School PAES .2 Lab:

- A. Name: Victor Lam
Type: Part Time .8 – Practical Arts
Effective Date: January 7, 2019
Ending Date: June 30, 2019 (or earlier based upon the needs of the District)
*Location: High School/Middle School
Certification: Professional Certification
Salary: MA Step 2 \$55,908.80 (\$69,886 x .8)

4. APPOINTMENTS:

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

- A. Name: Christine Koncick
Type: Leave Replacement Teacher
Assignment: Special Education
Effective Date: February 11, 2019
Ending Date: May 21, 2019
*Location: Dutch Lane
Certification: Initial Certification
Salary: BA Step 1 \$290.79 per diem
Replacing: R. Ytuarte

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- B. Name: Elizabeth Milhaven
Type: Leave Replacement Teacher
Assignment: Elementary Education
Effective Date: February 25, 2019
Ending Date: May 29, 2019
*Location: Dutch Lane
Certification: Initial Certification
Salary: MA Step 1 \$336.48 per diem
Replacing: M. Congero
- C. Name: Cynthia Buccaran
Type: Leave Replacement Teacher
Assignment: ENL
Effective Date: March 15, 2019
Ending Date: May 10, 2019
*Location: Fork/Lee
Certification: Permanent Certification
Salary: MA Step 1 \$336.48 per diem
Replacing: M. Jeannette
- D. Name: Maria Cerniello
Type: Leave Replacement Teacher
Assignment: English
Effective Date: January 17, 2019
Ending Date: March 29, 2019
*Location: High School
Certification: Initial Certification
Salary: MA Step 1 \$336.48 per diem
Replacing: P. Grimaldi
- E. Name: David Foster Baer
Type: Leave Replacement Teacher
Assignment: English
Effective Date: February 4, 2019
Ending Date: March 22, 2019
*Location: High School
Certification: Initial Certification
Salary: MA Step 1 \$336.48 per diem
Replacing: J. Romano
- F. Name: David Foster Baer
Type: Leave Replacement Teacher
Assignment: English
Effective Date: April 11, 2019
Ending Date: May 31, 2019
*Location: High School
Certification: Initial Certification
Salary: MA Step 1 \$336.48 per diem
Replacing: E. Lawlor
- G. Name: Kelli Lastig
Type: Part Time .8
Assignment: Physical Education
Effective Date: To Be Determined
Ending Date: June 30, 2019 (or earlier based upon the needs of the District)
*Location: Middle School
Certification: Initial Certification

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Salary: BA Step 1 \$46,526 (\$58,158 x .8)

Replacing: T. Glenn

- H. Name: Cynthia Buccaran
Type: Per Diem Substitute ENL Teacher
Effective Date: February 25, 2019
Ending Date: June 30, 2019 (or earlier based upon the needs of the District)
*Location: Districtwide as needed
Certification: Permanent Certification: ENL
Salary: \$120.00 per diem
- I. Name: David Foster Baer
Type: Per Diem Substitute English Teacher
Effective Date: March 25, 2019
Ending Date: June 30, 2019 (or earlier based upon the needs of the District)
*Location: Districtwide as needed
Certification: Initial Certification: English
Salary: \$120.00 per diem
- J. Name: Diana Felix
Type: Part-Time
Assignment: Teaching Assistant
Effective Date: To Be Determined
*Location: Dutch
Certification: Teaching Assistant certification
Salary: \$23.36 per hour
- K. Name: Vivian Cai
Type: Part-Time
Assignment: Teaching Assistant
Effective Date: To Be Determined
*Location: Fork
Certification: Teaching Assistant certification
Salary: \$23.36 per hour
- L. Name: Ilded Kozlowski
Type: Part-Time
Assignment: Teaching Assistant
Effective Date: To Be Determined
*Location: Middle School
Certification: Teaching Assistant certification
Salary: \$23.36 per hour
- M. Name: Maria Bacalocostantis
Type: Part-Time
Assignment: Teaching Assistant
Effective Date: To Be Determined
*Location: Woodland
Certification: Teaching Assistant certification
Salary: \$23.36 per hour
- N. Name: Maureen Gillespie
Type: Part-Time
Assignment: Teaching Assistant
Effective Date: To Be Determined
*Location: Woodland
Certification: Teaching Assistant certification
Salary: \$23.36 per hour

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- O. Name: Justin Wiertz
Type: Part-Time
Assignment: Teaching Assistant
Effective Date: To Be Determined
*Location: Middle School
Certification: Teaching Assistant certification
Salary: \$23.36 per hour
Replacing: C. Fuerst

5. 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. Coaching Position for the School Year 2018-2019, Schedule No. P-1819-81.
2. Extra Classroom Activity Positions-MS, Schedule No. P-1819-82.
3. Mentoring-2018-19, Schedule No. P-1819-84.

CERTIFIED – ADDENDUM

1. RESOLUTION: MEMORANDUM OF AGREEMENT: Donation of Sick Days

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.

RESOLUTION: MEMORANDUM OF AGREEMENT: Additional Teaching Period

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

RESOLVED, that the Board of Education approve the attached Memorandum of Agreement between the Board of Education and the Hicksville Congress of Teachers whereas the parties agree that Justine Halcrow will teach an additional period of .2 Middle School PAES Lab on a prorated basis for the additional class taught, effective January 28, 2019 through June 30, 2019.

2. APPOINTMENT:

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

- A. Name: Daniela Coloma
Type: Temporary Part-time .4 Leave Replacement
(in addition to current part-time schedule)
Assignment: ESL
Effective Date: January 28, 2019
Ending Date: March 29, 2019
*Location: High School
Certification: Permanent Certification
Salary: MA Step 1 \$269.18 (336.48 x .4)
Replacing: P. Grimaldi

3. RESIGNATION:

Recommended Action: It is recommended by the Superintendent that the Board of Education approve the resignations of the following certified staff member:

- A. Michael Goldin, High School, Teaching Assistant, effective at the close of business, January 25, 2019.

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4. RETIREMENT:

Recommended Action: It is recommended by the Superintendent that the Board of Education approve the resignation, for the purpose of retirement, of the following professional staff member:

- A. Keith Klotsche, Burns Avenue, Special Education, effective at the close of business, June 30, 2019.

5. 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. Coaching Position for the School Year 2018-2019, Schedule No. P-1819-83.
2. After School Supervisor-HS, Schedule No. P-1819-85.
3. Supervision of Non-Athletic Events, Schedule No. P-1819-86.
4. After School Supervisor-HS-Back-up, Schedule No. P-1819-87.

CLASSIFIED

1. RESIGNATION:

Recommended Action: It is recommended that the Board of Education approves the following resignation:

Diane Papuzynski, Registered Professional Nurse, East Street School effective close of business January 17, 2019.

2. APPOINTMENTS:

Recommended Action: It is recommended that the Board of Education approves the following appointments:

- A. Name: Selina Clark
Title: School Monitor – Part-time
Location: Middle School
Salary: \$14.25 per hour
Effective Date: Pending Civil Service Approval
Replacing: A. Montazeme
- B. Name: Dorothy Ferrity
Title: Typist Clerk
Location: Administration
Salary: \$35,079
Effective Date: Pending Civil Service Approval
Replacing: E. Turturro

3. CHANGE OF STATUS:

Recommended Action: It is recommended that the Board of Education approve the following change of status:

- A. Name: Gillian Rhone
Previous Title: Account Clerk
New Title: Senior Account Clerk (Probationary)
Location: Administration/Business Office
Salary: \$66,073
Effective Date: December 21, 2018
Replacing: D. Spinelli

CLASSIFIED – ADDENDUM

4. RESIGNATION:

Recommended Action: It is recommended that the Board of Education approves the following resignation:

Wendy Pelliccia, School Monitor, Burns Avenue, effective close of business Friday, January 25, 2019.

Voting on No. 2: 6-0. Motion carried unanimously.

NO. 3 OMNIBUS MOTION

Mr. Heckler requested an Omnibus motion to approve Finance Action Items A1 to A11, New Business items A1 to A4 and Curriculum B1 to B3. Ms. Manjrekar 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 December 31, 2018.

2. Transfer Reports

- a. The Board of Education, upon the recommendation of the Superintendent, is asked to accept the Transfer Report for period December 1, 2018 to December 31, 2018.
- b. The Board of Education, upon the recommendation of the Superintendent, is asked to accept the Requests for Transfer of Funds in Excess of \$10,000/\$100,000 for the period December 1, 2018 to December 31, 2018.

3. IKEA-Promotion Agreement

The Board of Education, upon the recommendation of the Superintendent, is asked to approve a promotion agreement and parent release form to market and promote Hicksville High School Artwork, backup attached.

4. Special Education Services Contracts (DOL)-Farmingdale School District;

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, 2017 through June 30, 2018, backup attached. The Superintendent of Schools is hereby authorized to execute said contract(s) on behalf of the Board of Education.

5. Special Education Services Contracts (DOL)-Rider-Westbury UFSD; Smithtown Central School District

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.

6. SCOPE – After School Child Care Program
The Board of Education, upon the recommendation of the Superintendent, is asked to approve the agreement with SCOPE for the provision of after school childcare for the 2018-2019 school year, backup attached.
7. Disposal of Obsolete Equipment
The Board of Education, upon the recommendation of the Superintendent, is asked to approve the disposal of obsolete equipment, backup attached.
8. Disposal of Obsolete Books
The Board of Education, upon the recommendation of the Superintendent, is asked to approve the disposal of obsolete textbooks and/or library books, backup attached.
9. Donation
The Board of Education, upon the recommendation of the Superintendent, is asked to accept the a donation in the amount of \$2,000 from AHRC to Dutch Lane School which will be used to purchase a collection of picture books to support our Social Emotional Initiative, backup attached.
10. ST-3 Report
The Board of Education, upon the recommendation of the Superintendent, is asked to accept the ST-3 Report for the fiscal year ending June 30, 2018.
11. Application for Use of School Facilities & Waiver of Fees
A request has been made by the Michael Magro Foundation for the use of two gymnasiums and the bathrooms at the High School on Saturday, March 2, 2019, from 7:00 am to 7:00 pm for a 3V3 Basketball Tournament, with a waiver of fees, backup attached. Copy of insurance is on file.

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. Section 504
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 Section 504 reports.
3. 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.

4. Founders Day

The Board of Education is asked to approve the attendance of 5 Board Members to the Hicksville Council of PTAs Founders Day Dinner on Thursday, February 28th at 6:00PM at the Crest Hollow Country Club at a cost of \$50 per person, backup attached.

B. Curriculum

1. New Proposed Curriculum - Elementary Mental Health Literature Curriculum

The Board of Education, upon the recommendation of the Superintendent, is asked to approve the Elementary Mental Health Literature Curriculum as part of a multipronged approach to address students' needs.

2. Curriculum Guides

The Board of Education, upon the recommendation of the Superintendent, is asked to approve the following curriculum guides:

- Career Exploration: High Schools (Grades 9-12)
- Advanced Placement Seminar

3. New Textbook Proposal: French

The Board of Education, upon the recommendation of the Superintendent, is asked to approve the following new textbook proposal, backup attached:

Textbook & copyright: *Bien Dit!* © 2018

Publisher: Houghton Mifflin Harcourt

Authors: John De Mado, Severine Champeny, Marie Ponterio,

Robert Ponterio

Voting on No. 3: 6-0. Motion carried unanimously.

NO. 4 POLICY

Mr. Heckler requested a motion to adopt policies 8635 and 5435 and abolish policy 9310. Ms. Judson moved seconded by Ms. Hoene that the Board approve policies 8635 & 5435 and abolish policy 9310.

Adoption

8635 Information Security Breach and Notification

5435 Integrating Mental Health Education and Well-Being within an Entire School Environment

Abolishment

9310 Selection of All Civil Service Personnel

Voting on No. 4: 6-0. Motion carried unanimously.

DISCUSSION ITEMS

GENERAL PUBLIC

Ms. Sullivan – was here to support Norm get his job back

Ms. K. Sullivan – “was here for the same reason”

Mr. Williams – was also there to support Norm. Gave the board president a thumbs up.

Ms. Litzman explained to the public that Mr. Norm Horwitz was a Summit employee and not a district employee and from December forward he was employed with Summit. He was offered a position at the HS after a retraining but he declined and is now presently working for Summit at a new assignment.

INFORMATIONAL ITEMS

Announcements

- a. Tuesday, January 29, 2019

Policy Committee Meeting – 4:00PM

Board Room, Administration Building

- b. Wednesday, February 6, 2019

Budget Workshop #2 – 7:00PM

Focus on Proposed Elementary Programs, Proposed Secondary Programs, Proposed Special Education & PPS Budgets and Proposed Central Office Budget
Board Room, Administration Building

Wednesday, February 6, 2019

Curriculum Committee Meeting – 8:30PM

Board Room, Administration Building

- c. Wednesday, February 13, 2019

Safety Committee Meeting – 2:00PM

Board Room, Administration Building

Wednesday, February 13, 2019

Regular Meeting of the Board of Education

Executive Session – 7:00PM

Action Meeting – Approximately 8:30PM

Board Room, Administration Building

ADJOURNMENT

- NO. 5 Mr. Heckler requested a motion adjourn. Ms. Judson moved and Mr. Amato seconded that Board of Education Meeting adjourn.

Voting on No. 5: 6-0. Motion carried unanimously.

The Board adjourned at 9:48PM.

John O'Brien
District Clerk