

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

January 24, 2018

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

ABSENT: Mr. Carroll, Ms. Manjrekar

ALSO PRESENT: Dr. Carl Bonuso, Superintendent of Schools; Marianne Litzman, Assistant Superintendent of Curriculum; Marcy Tannenbaum, Assistant Superintendent for Business; Rosemarie Coletti, Assistant Superintendent for Personnel; 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 7:14 PM. Mr. Heckler requested a motion to go into Executive Session to discuss matters of Legal guidance for Superintendent Search, Contracts and Leases, Particular Personnel and District Polling Places.

EXECUTIVE SESSION

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

Voting on No. 1: 5-0. Motion carried unanimously.

The Board of Education recessed into Executive Session at approximately 7:115 PM.

The Board returned from Executive Session at approximately 8:26 PM. No action was taken. The Board of Education Meeting resumed at 8:35 PM.

ANNOUNCEMENTS

- A. Wednesday, February 6, 2018
Policy Committee Meeting – 4:00PM
Board Room, Administration Building
- B. Wednesday, February 7, 2018
Curriculum Committee Meeting – 7:00PM
Budget Committee Meeting – 8:00PM
Board Room, Administration Building
- C. Wednesday, February 14, 2018
Safety Committee Meeting – 2:00PM
Board Room, Administration Building

D. Wednesday, February 28, 2018

Regular Meeting of the Board of Education

Executive Session – 7:00 PM

Action Meeting – *Approximately* 8:30 PM

Board Room, Administration Building

GENERAL PUBLIC – SUPERINTENDENT SEARCH INPUT

Mr. Phil had Ms. Hoene call on members of the public who wish to give feedback on the Superintendent Search. Public comments are below:

Will the Board be doing an external or in-house search? Mr. Heckler explained the Board would be making the decision tonight. *Other than current and past experiences what else is the board looking for? Doesn't want people without school experience.* Mr. Heckler explained that educational background was important and the district was considering look in and out of district for a Superintendent.

Will be seeing the written results comments of the survey? The district clerk explained that the Board had just seen the completely results of the survey this evening for the first time and that he would been to contact the attorney to see if release the written comments can be done.

I'm have been a resident since 1955 and a 1971 graduate of Hicksville High School. The Superintendent position is more than PR, we need someone who can manage the large budget and move the district forward. The Superintendent is expected to guide the Board, experience is priceless. We need a visionary with experience and who would stop wasteful spending. Our District is wide and diverse. The district is facing a difficult financial future with state budget deficit. This will cause the schools and tax payer more financial pressure. Need a superintendent who will do more with less with a proven track record.

What requirements/credentials/background/level is required for the position? Mr. Heckler said they would need district level certification but the board would be determining that in its next steps.

Can you nominate a person? Mr. Steffanetta explained a member of the public could send a letter to the school board with a nomination.

Will the search be an external or internal search? Mr. Heckler said that would be discussed during next steps.

Board Discussion – Superintendent Search

Mr. Heckler explained he and Ms. Judson had meet with Nassau BOCES this morning and they conduct Superintendent searches. They would offer the services at no cost but for only expenses. The expenses includes: ads, questionnaire, resume screening, first level interviews and reference checks. Last search firm present six candidates to the Board. The Board would have an internal posting with a level of outside advertising for the position.

Ms. Judson said that BOCES was the proper entity to provide assistance in the search. They have the expertise and the price is right. They would be a partner in the thought out the process and they would create a cover letter which would include what the district is looking for in a superintendent.

Mr. Heckler said that BOCES suggested advertising in many medium. NYSSBA, NYSSBA and the NY Times were some of the suggestions. Candidates would be a regional resident.

During discussion, the Board agreed that the Board would make the final decision on hiring and that the Board could asked for reports and resumes from BOCES.

A public member asked about parent participation on a interview committee. Mr. Steffanetta explained that the Board of Education would be responsible for the conduct of its members and the possible of a non-public officer asking an unlawful interview question places the district at risk. This creates a potential of a claim against the district. Confidentiality issues is another reason for not having non-public officers on the interview committee. The school board has been elected and as take oath to uphold the law.

Some members of the audience were unhappy with the idea of parents and residents not being a part of the process of the interviewing. Some individuals suggest that the Board find creative ways to include members of the public as part of the process.

The Board said that they did not want to limit the pool of candidates if they were to open the interviewing process and that they would search for a middle ground to include residents.

SUPERINTENDENT REPORT

Dr. Bonuso gave a Budget Preview focusing on five areas:

- Technology – Dr. Bonuso had spoken with Dan Friedman and area of focus would be Smart Schools Funds, Chromebooks, Phase 3 of the HS TV studio and makerspaces
- Staffing – Giving Infrastructure a closer look. Examining staff at all department at all levels
- Instructional Enhancements – growth of Pre-K, Pre-K Lottery, Foreign languages and new courses
- Facilities & Capital Work – Marcy Tannenbaum spoke of the facilities board tours and how they were being used to help form the budget
- State Aid – discussed the reduction of state aid and how it was due to our lower expenditures.

BOARD DISCUSSION ON DISTRICT ENHANCEMENTS

Ms. Hoene discussed the need for more staff and support to fix handheld devices in a more expedient way. The staff does a wonderful job but they may need more staff to keep up with demand. Mr. Heckler made the suggestion of the creation of a report for

tracking devices.

Ms. Parmely spoke about her stakeholders group which focuses on improving communications between the district and the community.

Mr. Heckler spoke about how he reached out to PTA presidents for their input on building needs and concerns.

Ms. Judson talked about renovation in HS Guidance and the need to re-examine the staffing in guidance. She also discussed the issue of needing to improve techs infrastructure so tech repairs can be made more quickly. We need more techs! Ms. Judson praised Dan and his team for what they do. Data programs are needed to help guide the decision making process. We need more capabilities to analyze data. Need tech and data analysis to streamline the process to make it more effective.

Mr. Heckler added that we are looking at the Clearinghouse data to help improve college graduation rates. Need to mine that data.

Ms. Judson also added that the we need to ensure PTAs are supported by the district and they get the financial support they need.

Ms. Hoene spoke about us using excess funds to help improve our menu selections and food quality.

GENERAL PUBLIC

Ms. Carlamusto spoke how the funding of Arts and cultural events and programs has fell on the PTAs over the years and it is becoming more difficult to find funding.

WARRANT REPORT

The Board of Education has received the Warrant Report from the Claims Auditor for the period of December 1, 2017 through December 31, 2017.

NO. 2 OMNI BUS MOTION

Mr. Heckler requested an omnibus motion to approve the following items: Approval of Minutes and the Personnel Actions report. Mr. Amato moved and Ms. Hoene second that the Board of Education approve the following two items:

APPROVAL OF MINUTES

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

- Minutes of Regular Meeting of the Board of Education on December 13, 2017
- Minutes of the Curriculum Committee Meeting on January 10, 2018
- Minutes of the Special Meeting of the Board Education on January 17, 2018

PERSONNEL

CERTIFIED

1. RESIGNATIONS:

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

- A. Donna Brody, Teaching Assistant, Dutch Lane, effective at the close of business, December 22, 2017.
- B. Jennifer Lamb, Teaching Assistant, High School, effective at the close of business, January 23, 2018.

2. LEAVE OF ABSENCE REQUESTS:

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

- | | | | |
|----|-------------------|-------------------------------|-------------------------|
| A. | Tina Villalobos | ESL
Old Country Road | FMLA
1/9/18-2/16/18 |
| B. | Stacy Polidoro | Reading
East | FMLA
2/12/18-3/28/18 |
| C. | Katelyn Slawitsky | Science
High School | FMLA
2/26/18-5/4/18 |
| D. | Eva Shtein | English
High School | LOA
1/29/18-6/30/18 |
| E. | Lauren Kranz | Social Studies
High School | FMLA
3/26/18-6/30/18 |

3. CHANGE OF STATUS:

Recommended Action: It is recommended by the Superintendent that the Board of Education approve a change of status for the following professional staff member:

- A. Name: Leah Marshall
Type: Leave Replacement English Teacher
Effective Date: January 29, 2018
Ending Date: June 30, 2018 (or earlier based upon the needs of the District)
*Location: High School
Certification: Initial Certification
Salary: BA Step 1 \$57,582 (prorated)
Replacing: E. Shtein

4. APPOINTMENTS:

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

- A. Name: Joanne Prendergast
Type: Part Time .5
Tenure Area: School Psychologist
Effective Date: January 29, 2018
Ending Date: June 30, 2018 (or earlier based upon the needs of the District)

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*Location: Parochial Schools
Certification: Provisional Certification
Salary: MA Step 1 \$34,597 (\$69,194 x .5)
Replacing: New Position

- B. Name: Matthew Fox
Type: Long Term Substitute Social Studies Teacher
Effective Date: January 2, 2018
Ending Date: January 26, 2018
Location: High School
Certification: Initial Certification for this position
Salary: MA Step 1 \$333.15 per diem
Replacing: D. Keller
- C. Name: Ryan McCaffery
Type: Long Term Substitute Social Studies Teacher
Effective Date: January 29, 2018
Location: High School
Certification: Initial Certification for this position
Salary: BA Step 1 287.91 per diem
Replacing: D. Keller
- D. Name: Thomas J. Caramore
Type: Interim Assistant to Assistant Superintendent for Personnel
Effective Date: February 1, 2018 to March 30, 2018*
*Location: Personnel Office
Certification: Permanent Certification for this position
Salary: \$750 Per Diem

*Previously approved number of days to be worked remains the same. This is an extension of the time period within which the approved days will be worked.

- E. Name: Peyton Walters
Type: Long Term Substitute Elementary Teacher
Effective Date: March 19, 2018
Ending Date: May 31, 2018
Location: Old Country Road
Certification: Initial Certification for this position
Salary: BA Step 1 \$287.91 per diem
Replacing: L. Degen
- E. Name: Amanda Leyden
Type: Part Time
Tenure Area: Teaching Assistant
Effective Date: January 25, 2018
*Location: Dutch
Certification: Professional Certification
Salary: \$22.90 per hour
Replacing: T. Eccher
- F. Name: Mary Ecker
Type: Part Time
Tenure Area: Teaching Assistant
Effective Date: January 25, 2018
*Location: Dutch
Certification: Professional Certification
Salary: \$22.90 per hour

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Replacing: New Position

G. Name: Samantha Hishmeh
Type: Part Time
Tenure Area: Teaching Assistant
Effective Date: January 25, 2018
*Location: Fork
Certification: Professional Certification
Salary: \$22.90 per hour
Replacing: New Position

H. Name: Brian Pascucci
Type: Part Time
Tenure Area: Teaching Assistant
Effective Date: January 25, 2018
*Location: Dutch
Certification: Professional Certification
Salary: \$22.90 per hour
Replacing: New Position

5. ASSIGNED SERVICES:

Recommended Action: It is recommended by the Superintendent that the Board of Education approve the following assigned services schedules for the 2017-2018 school year:

1. High School & Middle School Supervision for Athletics 2017-2018, Schedule No. P-1718- 67.
2. High School & Middle School Supervision for Athletics 2017-2018, Schedule No. P-1718-68.
3. High School & Middle School Supervision for Athletics 2017-2018, Schedule No. P-1718-69.
4. Extended Day Academic Program, Schedule No. P-1718-70.

CLASSIFIED

1. RETIREMENTS:

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

Gregory Chalich, Maintainer, District Wide, effective December 15, 2017

Maureen Sullivan, School Monitor, High School, effective January 2, 2018.

Sharon Tenenbaum, Registered Professional Nurse, Fork Lane, effective June 30, 2018.

2. RESIGNATION:

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

Dorinda Spinelli, Principal Account Clerk, Business Office, effective, close of business, February 9, 2018.

Voting on No. 2: 5-0. Motion carried unanimously.

NO. 3 OMNIBUS MOTION

Mr. Heckler requested a motion to approve Business & Finance Action items A1 to A12 & B1 and New Business Items A1 to A7 & B1. Ms. Hoene moved and Ms. Judson seconded that the Board of Education approve the following:

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, 2017.

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, 2017 to December 31, 2017.
- 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, 2017 to December 31, 2017.

3. Change Order-Milcon Construction

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 #28-05-17-03-0-009-041. This Change Order will result in a decrease in the contract sum of \$22,500, backup attached.

4. Special Education Services Contract(s)-Andersen Center for Autism:

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 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)-Herricks UFSD;Levittown Public Schools;

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.

6. Special Education Services Contracts (DOR)-Oyster Bay East Norwich CSD;

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 (DOR) 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.

7. Special Education Consulting Services Contract-Zycron Industries, Inc.(Stacs): Zycron Industries Inc.;

The Board of Education, upon recommendation of the Superintendent is asked to approve the special education services contract with the above named service provider and the Board of Education of the Hicksville Public Schools from February 1, 2018 through February 28, 2019, backup attached.

8. 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, 2017.

9. IKEA-Promotion Agreement

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

10. 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.

11. Donation

The Board of Education, upon the recommendation of the Superintendent, is asked to accept the following monetary donation, backup attached.

Old Country Road NEFCU \$250

12. Donation

The Board of Education, upon the recommendation of the Superintendent, is asked to accept the donation of three New Bobblock Violin Cases' to the Middle School Music Department from Victor Lam a Middle School Home and Careers teacher, backup attached.

B. Facilities

1. 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 3, 2018, from 7:00 am to 7:00 pm for a 3V3 Basketball Tournament, with a waiver of fees. Copy of insurance is on file.

XII. 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. 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.

4. NYSCOSS 2018 Winter Institute & Lobby Day

The Board of Education is asked to approve the attendance of Superintendent of Schools, Dr. Carl Bonuso to the NYSCOSS 2017 Winter Institute & Lobby Day in Albany, NY on March 4, 2018 to March 6, 2018, at a cost not to exceed \$1,800, backup attached.

5. Donation (Eagle Scout Project)

The Board of Education, upon the recommendation of the Superintendent, is asked to approve Matthew Henderson's, of Troup 291, Eagle Scout Project to plan, design and build storage shelving for books at Hicksville High School, backup attached.

6. VEHICLE STORAGE RESOLUTION

WHEREAS, on or about November 15th, 2017, the Board of Education ("District") entered into an Assignment and Release Agreement with the Baumann Bus Company, Inc., ("Baumann") releasing the Baumann from its obligations under their transportation contract with the District; and

WHEREAS, the District assigned the transportation contract to Educational Bus Transportation, Inc ("EBT") effective November 20th, 2017, and as a provision of EBT accepting the contract assignment, EBT would be allowed to store needed school buses and vans used in fulfillment of said contract, on District property for a period of 90 calendar days; and

WHEREAS, EBT has requested that they be allowed to extend the period of time permitted for storing their vehicles at the Hicksville Middle School until June 30, 2018 in exchange for consideration of \$1000.00 per month; and

WHEREAS the Board has determined that such space is not currently needed for District purposes, and there is no identifiable extra cost to the District for allowing such use by EBT, and whereas the Board has determined that it is in the District's best interest to allow such used by EBT;

NOW, THEREFORE, be it RESOLVED that, upon the recommendation of the Superintendent of Schools and upon further discussion in executive session, the Board of Education hereby extends the period of time that EBT is allowed to store their vehicles at the Hicksville Middle School, which are used for transporting District students, until June 30, 2018 in consideration of \$1000 per month.

7. RESOLUTION – Appointment of Search Firm

RESOLVED, the Board of Education hereby approves the appointment of Nassau BOCES to assist the Board of Education in its search for a Superintendent of Schools for the Hicksville Union Free School District, effective immediately.

BE IT FURTHER RESOLVED, that upon review by counsel, the President of the Board of Education is authorized to execute an Agreement setting forth the terms and conditions of the appointment and which indicates that the cost of the service shall not exceed \$15,000 for reasonable expenses such as advertising, mailings, candidate screening and reference checks.

B. Curriculum

1. New Course Proposal

The Board of Education, upon the recommendation of the Superintendent, is asked to approve the new course proposal, Grade 3 FLES (Foreign Language in the Elementary School) Program, backup attached.

Voting on No. 3: 5-0. Motion carried unanimously.

COMMITTEE REPORTS

- Safety Committee
- Curriculum Committee
- Finance/Bond Committee
- Policy Committee

DISCUSSION ITEMS

ADJOURNMENT

NO. 9 Mr. Heckler requested a motion adjourn. Ms. Judson moved and Mr. Amato that Board of Education adjourn.

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

The Board adjourned at 10:20PM.

John O'Brien
District Clerk