

# About Hawthorne Foundation Inc.



A Behavioral Approach to Lifelong Care®

## History

HFI is a private, not-for-profit organization that has provided education to children with significant disabilities for nearly Forty years. In 1981, the Margaret Chapman school (predecessor to HCDS), became the first ABA-based (applied behavior analysis) education program to provide services to children who were diagnosed with severe developmental disabilities, autism, and other behavior disorders. HCDS is the longest running and most successful ABA education program in NYS. Over subsequent years, we have expanded our programs to include a full continuum of lifespan services from birth through adulthood, including Early Intervention, Preschool, School Age, Self- Direction/Fiscal Intermediary, Group Homes, and Day Habilitation.

For over thirty five years, HFI has been a leader in the field of special education and developmental disabilities. HFI is distinguished amongst other special needs organizations in that we provide a continuum of care to 500 of Westchester, Putnam, Dutchess, and New York City's most disabled children and adults. Many of the children and adults attending HFI's programs have been turned away from district and adult programs because of their behavioral and educational needs. HFI provides a behavioral approach to lifelong care that meets the needs of these individuals, who have in turn, provided educational opportunities for our faculty, student teachers, psychologists, related service professionals, and the community at large.

## Philosophy



**To provide a learning environment that effectively teaches and supports children and adults with disabilities and their families**



**To select and promote educational practices that are grounded in science and applied behavior analysis in particular**



**To give families a reliable way of evaluating the services their loved ones receive**



**To maximize self-determination and dignity for all individuals in our care.**

# HAWTHORNE FOUNDATION INC.



## Staff



Our school faculty includes certified teachers, teaching assistants, and one-to-one aides who have been trained in applied behavior analysis. Adult services staff are also trained in ABA and meeting the needs of adult learners. The high staff to student/participant ratio supports the intensive educational and behavioral needs of the children and adults we serve. The staff in all programs operating at Hawthorne Foundation Inc. receive on-going training in the care and education of people with disabilities through a module system that ties training and job advancement within the Agency to increased student or adult outcomes. Trainings are supervised and conducted by Board Certified Behavior Analysts (BCBA). Additionally, Hawthorne Foundation Inc. has several program affiliations with local colleges and serves as a training site for future educators and clinicians.



## Contact Us

### **Hawthorne Country Day School Westchester**

5 Bradhurst Ave  
Hawthorne, NY 10532  
+1 (914) 592-8526

### **Day Habilitation**

525 Executive Blvd,  
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### **Hawthorne Country Day School Manhattan**

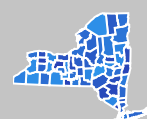
233 Broadway,  
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### **Self-Direction/ FI Services**

+1 (924) 999-3132 x5012

### **Residential Services**

(914) 372-7173 x5013



# Programs, Supports, and Services for Children with Disabilities

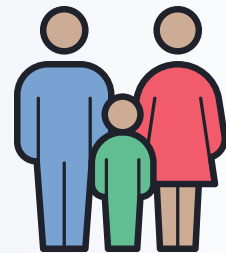


## Early Childhood Services

### Early Intervention (Birth-3 years) Westchester County Campus

Consistent with our behavioral philosophy, services are offered to children from birth to three years of age and their families in the home. These services include instruction and family training.

*\*The HCDS Early Intervention program is funded and regulated by the New York State Department of Health and Westchester County Department of Health.*



### Preschool (3-5 years): Westchester County Campus

The HCDS preschool is a center-based program for children ages three to five years who have been identified by their school district as eligible for special education services. The program focuses on verbal behavior, play skills, social skills, and academic readiness through intensive 1:1 and small group instruction. Class sizes in the preschool are six children, one teacher and two teaching assistants, and classes are conducted from 8:30 until 2pm five days a week. Parent education, speech, OT, and PT are provided in accordance with each child's IEP (Individual Education Program).



### Related Services (Speech, OT, PT, Counseling, Parent Education)

Related services are provided in accordance with each child's IEP. Services are provided either individually or in a group, depending upon individual need. Related services in preschool include speech language therapy, occupational therapy, physical therapy, parent education and counseling.

### Parent Education

The HCDS parent education program is uniquely designed for educating and training parents on the principles of behavior as they relate to their children with special needs. The goals of the program include generalizing newly learned student skills from the classroom to home, encouraging parent advocacy, and providing parents with the tools to manage difficult behaviors. The program offers workshops, support groups, and individual consultations for those parents who wish to address issues specific to their child. Participation is voluntary, but strongly encouraged.



# School Age Services

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## School Age (5-21 years): Westchester County Campus

## School Age (5-21 years): Manhattan Campus

Our school age program is the largest of our programs and serves children ages 5-21 years of age with a diagnosis of autism, intellectual disability, speech and language impairments, multiple disabilities, and other health impairments. The students are grouped in classes by age (within 36 months) and skill level to form the most conducive learning environment. Our class sizes include a ratio of six children, one teacher and two teaching assistants (6:1:2), or eight children, one teacher and three teaching assistants (8:1:3), and classes are conducted from 8:30 until 2:30 pm daily. Parent education, speech, OT, PT, and counseling are provided in accordance with each child's IEP. The HCDS curriculum is based on principles of applied behavioral analysis and reflects the NYS Common Core & CDOS Learning Standards.

## Physical Education

Physical education is a vital element in the development of our students and is offered three times per week and daily as required. The curriculum is based on targeting individual needs of the students with an emphasis on gross and fine motor coordination, teamwork, and sportsmanship. We also have a traveling basketball team that competes with other similar schools in the area.



## Working-Based Learning (WBL)

All HS students attending HCDS have opportunities to participate in WBL experiences reflective of their interests as self-reported on transition assessments, or by other means, and linked to their IEP goals. Teachers, Job Coaches, & TAs provide in-situ training during on-campus internships, such as operating our school-store and Peer Mentoring. Students with appropriate prerequisite skills travel to community-based sites across Westchester and the NYC for externships in local businesses.

## Transition Planning

A Transition Timeline is implemented for all students in order to prepare them for exit from high school. It can involve:

- Student transition planning meetings
- Applying for eligibility for OPWDD and/or ACCES-VR services
- Applying for guardianship, SSI, Medicaid
- Exploring/applying for post-secondary options (day/residential programs, vocational/post-secondary education, employment)
- Connections to other HFI depts. (Self-Direction, Fiscal Intermediary, Adult Community Services)

## Related Services (Speech OT, PT, Counseling)

Related services are provided in accordance with each child's IEP. Services are provided either individually or in a group, depending upon individual need. Related services in preschool and school age programs include speech language therapy, occupational therapy, physical therapy and counseling.



# Programs, Supports, and Services for Adults with Disabilities



## Day Habilitation - Westchester County



### Day Habilitation with Walls



The day habilitation center offers our adult participants a full day, structured environment where they learn vocational, social and daily living skills and engage in a range of community-based activities through which they can practice and generalize these skills. Principles of applied behavior analysis are utilized throughout the program in order to assist each person in achieving maximum independence. Individuals are provided with the specific skills training needed, along with the tools necessary for person-centered decision making.



### Day Habilitation Without Walls (WOW)



Day Habilitation **Without Walls** gives adults the ability to fully integrate into their local community through various daily activities, based on the interests and skill levels of the participants. Individuals develop interpersonal, communication, vocational and independent living skills. These important life skills are taught through a behavioral approach at various volunteer sites, and through peer activities, physical exercise, participation in cultural activities, learning money management, safety and self-advocacy skills and more. Participants in the WOW program spend the majority of their day in the community.

# Employment Services - Westchester County

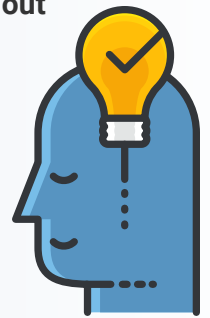
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## Community Based Prevocational Services (CBPV)

Day Habilitation **Without Walls** gives adults the ability to fully integrate into their local community through various daily activities, based on the interests and skill levels of the participants. Individuals develop interpersonal, communication, vocational and independent living skills. These important life skills are taught through a behavioral approach at various volunteer sites, and through peer activities, physical exercise, participation in cultural activities, learning money management, safety and self-advocacy skills and more. Participants in the WOW program spend the majority of their day in the community.

Community prevocational services are habilitation services that assist the individual to develop employment readiness skills and that are provided in the most integrated setting appropriate to the needs of the individual receiving such services. The services consist of learning and work experiences, including volunteer work, that are not job-task specific but contribute to an individual's ability to attain paid employment in the community. HFI provides community prevocational services that include the following activities:

- **Training the individual to follow directions, attend to task, multi-task, complete tasks,**
- **Problem solve, work safely, increase productivity, adapt to work routines, and carry out**
- **Assigned duties in an effective manner;**
- **Helping the individual to acquire appropriate attitudes and work habits, including**
- **Instruction in socially appropriate behaviors on and off the job site;**
- **Assisting the individual to adjust to the demands of the workplace;**
- **Familiarizing the individual with job production and performance requirements;**
- **Providing travel training, including the use of public and para-transit systems;**
- **Transportation between activities;**
- **Instruction in the appropriate use of job-related facilities (e.g., lounge areas, lunch**
- **Rooms/cafeterias, and rest rooms);**
- **Assessing the individual to determine his or her work interests and skills;**
- **Instruction in benefits planning**



## Supported Employment (SEMP) and Employment Training Program (ETP)

Hawthorne Foundation supports individuals who wish to obtain and maintain competitive employment in the community through skills and interest assessments, volunteer placements and internships, job development and matching, and on-site job coaching.



All Hawthorne Foundation Inc. employment services are provided by staff trained in Applied Behavior Analysis.



# Residential Services

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## Individualized Residential Alternative (IRA)

HFI operates five IRAs in Westchester County. An Individualized Residential Alternative (IRA) is a type of community residence that provides room, board and service options for people with disabilities. In an IRA, OPWDD provides supports for people with developmental disabilities to live in a certified home in the community with a small number of other people with developmental disabilities. HFI provides staff in the house to meet the needs of the people living in the home, according to their Life Plan.



## Housing Navigation

Housing Navigation is a focused, outcome oriented, and time limited service that helps people with disabilities who need or want to move to community based housing to obtain and maintain stable, long-term housing of their choice. Navigation services include: housing start up services, developing an individual housing action plan, implementing a housing action plan, including finding a home and coordinating a move, and creating a housing sustainability plan and transition to ongoing service providers.

## Individualized Supports and Services (ISS) Housing Subsidy

Hawthorne Foundation Inc. is an OPWDD approved ISS provider. We support people to live as independently in the community as possible by helping to manage individual ISS housing subsidies and providing assistance with the following:

- Viewing and approving the housing unit and reviewing the lease with the prospective tenant
- Processing and delivering rent checks
- Assisting the person to coordinate the move and setting up his/her home and utility and cable accounts and in maintaining his/her tenancy in conjunction with others as applicable
- Ensuring that the tenant is meeting their housing responsibilities

Individuals interested in pursuing ISS funding to live in the community in an apartment or non-certified single family home should have their Care Manager contact HFI.

# Self-Directed Services

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## OPWDD Self-Direction and Fiscal Intermediary Program

Children and adults who are eligible for OPWDD services and enrolled in the Home and Community Based Services (HCBS) Waiver can choose to self-direct their services. Self-direction gives individuals with disabilities flexibility to choose the mix of supports and services that are right for them. The individual (or their parent/advocate) chooses their services, the staff, and organizations that provide them, and a schedule that works best for them. Self-direction empowers people to design supports based on their unique strengths and needs. It gives them more control over the funding used to buy their services. Individuals in self-direction can choose if they want an agency to help them self-direct (agency-supported self-direction) or if they'd like to manage their own budget and staff with help from a Fiscal Intermediary and Support Broker (Self-Direction with Budget and Employer Authority).

**Hawthorne Foundation Inc. is an approved Fiscal Intermediary and can help individuals and their families/advocates manage self-direction budgets/staff.**

# Our Executive Staff



**Gail Nachimson, MS.Ed., SAS, SDA - Executive Director**  
[gnachimson@hfadm.org](mailto:gnachimson@hfadm.org)

Gail Nachimson has over thirty five years of experience working with individuals with intellectual disabilities, autism and other developmental disabilities in a variety of settings, as both an educator and administrator. After receiving her Bachelor's degree in Psychology, and Elementary Education Certification, Cum Laude from Vassar College, and a Master's degree in Special Education, Magna Cum Laude from C.W. Post College-Long Island University, Ms. Nachimson started her career as a preschool special education teacher and also taught at the elementary and secondary levels at public and private schools.

Ms. Nachimson soon became a sought-after staff development trainer and lecturer and has presented workshops across the State and nationally on a variety of topics within the education/developmental disabilities field. She is also a Level 3 Credentialed Trainer for the New York State Office of Children and Family Services. Ms. Nachimson also served on several non-profit boards and was awarded the Seymour Werbalowsky Leadership Development Award for outstanding work in her community.

Ms. Nachimson received permanent certification as a New York State School Administrator and Supervisor (SAS) and School District Administrator (SDA) and went on to leadership roles in public and private schools, and at Jawonio, a Rockland-based non-profit agency serving people with disabilities, where she was responsible for the overall administration, supervision and coordination of all aspects of special education and OPWDD respite programs for children with disabilities. She collaborated with residential, employment, day habilitation and other service providers to implement programs for children and adults with a wide range of disabilities. During this time, Ms. Nachimson was recognized by the Cerebral Palsy Associations of NYS for her dedicated service to individuals with disabilities and by the Alpha Gamma Pi chapter of Kappa Delta Pi, the international education honor society, for outstanding service as an exceptional educator.

Ms. Nachimson also served as an adjunct instructor in the graduate school of education at the College of New Rochelle and as the education department chair and adjunct instructor at SUNY Rockland, where she was recognized for her leadership by the New York State Association of Two-Year Colleges. Ms. Nachimson also serves as the Co-Chair of the Education Committee and Board member at Interagency Council of Developmental Disability Agencies, Inc.



**Eileen Bisordi, MEd - Founder, Chief Quality Improvement & Program Development Officer**  
[ebisordi@hfadm.org](mailto:ebisordi@hfadm.org)

Mrs. Bisordi has been involved in developing programs of inclusion for people with developmental disabilities for more than fifty years. In the early years of her career, she served as a teacher and Education Director of the Soundview School in Yorktown Heights, NY. She served as Executive Director of Margaret Chapman School, in Hawthorne, NY, for twenty-five years. Mrs. Bisordi served as Executive Director of Hawthorne Foundation Inc.

from 1996 to 2007, she now serves as Hawthorne's Chief Quality Improvement and Program Development Officer, she continues to be recognized for her dedication to serve and advocate, promoting for lives of inclusion for individuals with disabilities. As a proponent of community inclusion she founded the Area #3 Special Olympics in 1971 and served on the Board of Directors of the NYS Special Olympics Inc. organization for 18 years. She was instrumental in developing the Very Special Arts organization in New York State and served as Chairperson of that organization for 20 years. In 1976 she was named Very Special Educator of the Year by NYSED & VSANY.

Mrs. Bisordi is currently the President of Startech Inc., an organization that promotes inclusionary arts programs for people with disabilities. She is a member of Kappa Delta Pi, Teachers College, Columbia University Chapter, and was named to Who's Who in American Women, Edition 12 & 13. From 1984-1985 she served as a member of the Metropolitan Advisory Board to the Senate Select Committee for the Disabled- NYS. From 1983-1991 she served as member and Chairperson of the Advisory Committee of the Mental Retardation Institute, Westchester County Medical Center (now W.I.H.D.). In 1989 Westchester County, NY declared April 28, 1989 "Eileen Bisordi Appreciation Day" in recognition of her contributions to improving the lives of persons with developmental disabilities in Westchester County. In 2004 she was named an "Everyday Hero," awarded by NYS OPWDD for her contributions towards the national recognition of an autistic artist. On October 18, 2013, Mrs. Bisordi received Trustco Bank's Hall of Fame Award for improving the lives of individuals with disabilities. She has written and received funding for grants that encouraged the development of inclusionary programs in the arts and physical education and has been an adjunct instructor at local colleges. Mrs. Bisordi was born in Queens, NY and lived in Westchester County for most of her life. She received a Bachelor of Arts Degree from SUNY at Potsdam, NY and a Master of Arts and Master of Education Degree from Teachers College, Columbia University. She is permanently certified in New York State as a School District Administrator, School Administrator and Supervisor, Special Education.



# Our Executive Staff

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**Indu Bidichandani, MBA - Chief Financial Officer**  
[ibidi@hfadm.org](mailto:ibidi@hfadm.org)

Indu Bidichandani is the Chief Financial Officer of Hawthorne Foundation Inc. She joined the Agency in June 2000 as the Corporate Controller overseeing all business-related operations. She was promoted to Chief Financial Officer in 2007. She received a Bachelor of Commerce degree in Accounting and Auditing and a Master's degree in Accounting with specialization in Cost and Management Accounting from the University of Bombay. She is responsible for maintaining effective and efficient financial operations of the Agency. Her department manages all fiscal

operations including Accounts Payable, Receivable, Billing, Collections, Payroll, Treasury functions, Budgeting. Mrs. Bidichandani directs annual audits, tax filings, statutory compliance for the Agency. She oversees the Human Resources department, and her responsibilities also include contract management, grants administration, liaison with various NYS Agencies, and RFP writing. Mrs. Bidichandani supervises Maintenance and Support Services for all Agency facilities, and manages the Agency's Technology and Information Systems. With Hawthorne Foundation Inc.'s decision to provide Self-Directed Services, Mrs. Bidichandani now oversees the Agency's Fiscal Intermediary, Self-Direction Brokerage and Community Habilitation Services. She also serves as Corporate Controller for the Hawthorne Foundation Development Corp., which functions as an exclusive fundraising support for Hawthorne Foundation Inc. Before coming to Hawthorne Foundation, she worked for Westchester Jewish Community Services for 14 years. Mrs. Bidichandani has more than 37 years of overall management and leadership experience in not-for-profit organizations.

# Our Program Staff



**Darlene McGuirk-Morey, Human Resources Coordinator**  
[darlenem@hfadm.org](mailto:darlenem@hfadm.org)

Darlene McGuirk-Morey is the Human Resources Coordinator. In 2005 when Darlene joined Hawthorne Foundation Inc., her challenge was to expand an existing personnel department to a Human Resources Department with the growth of the agency. Her initial tasks were to develop and maintain HR systems and processes including recruiting, employee handbook, employee benefits programs, policy and procedures, and wage and salary administration systems. As she expanded Human Resources from a one-person office to a department of four, Darlene continues the work she started and oversees all aspects of Human Resources and Staff Development.



**Cynthia Burgos, MS – Chief Quality Assurance and Corporate Compliance Officer**  
[cburgos@hfadm.org](mailto:cburgos@hfadm.org)

Cynthia Burgos graduated with a BS in Business Administration from Fordham University at Marymount, and a MS in Organizational Leadership from Mercy College. She started her career as a teacher in the NYC public schools, and transitioned into positions in the field of Quality Assurance and Compliance within school, foster care, and residential programs. Cynthia has expertise in program auditing and quality improvement, staff training, and cross-department collaboration. Cynthia is very involved in her local community and volunteers for various non-profits in her spare time.



**Sherryl John, BA – Quality Assurance Coordinator/Investigator**  
[sjohn@hfadm.org](mailto:sjohn@hfadm.org)

Sherryl has more than ten years of experience in the Quality Assurance field in the non-for-profit setting. She earned her Bachelor's degree in social sciences from Dominican University, in Blauvelt, NY. Soon after she started her career as a Quality Assurance Specialist and then QA Coordinator and worked in non-for-profit agencies. Sherryl is a certified New York State Office for People with Developmental Disabilities (OPWDD) trained Investigator through IAC, Connecticut Department of Social Services trained Investigator, OPWDD Death based Investigator, and OMH trained Investigator.



**Katherine Williams – Coordinator of FI/Self-Direction and Community Services**  
[kwilliams@hfadm.org](mailto:kwilliams@hfadm.org)

Katherine Williams is the Coordinator of Self Direction & Community Programs. She has been with HFI for the past 32 years, starting in the Social Work department when HFI was a residential school. When the first Agency IRA opened in 1996, she became the Residence Manager and remained there almost 20 years, before becoming the Coordinator of the Fiscal Intermediary/Self Direction department. Kathy recently became a NYS Broker for Self-Direction and a NYS Housing Navigator.

# Our Program Staff



**Juliesa S McFarlane, MSOL – Training Coordinator**  
[juliesam@hfadm.org](mailto:juliesam@hfadm.org)

Juliesa McFarlane earned her Masters of Business, concentrating in Organizational Leadership from Mercy College in May of 2018. Ms. McFarlane has been with Hawthorne Foundation since 2014, starting at an entry level position as a Data Entry Clerk. Since working at Hawthorne, she has earned her certification as a New York State Broker and Housing Navigator. As Hawthorne's Training Coordinator, Ms. McFarlane collaborates agency wide to ensure all of our employees receive individualized professional development plans and remain within compliance of State regulations.



**Anna Chopra, BA – Day Habilitation Program Coordinator**  
[annac@hfadm.org](mailto:annac@hfadm.org)

Mrs. Chopra received her B.A. in Psychology from G.N.D. University, in India. She has worked with Hawthorne Foundation since 2002 first as a residence manager and then as the Coordinator of Residential Service. Ms. Chopra is now the Day Hab Coordinator of Without Walls Community Program. Ms. Chopra has extensive experience working the field of ID/DD and over twenty years with OPWDD.



**Donna Whyte, BA – Coordinator of Adult Community Services**  
[dwhyte@hawthornecountryday.org](mailto:dwhyte@hawthornecountryday.org)

Donna Whyte graduated with a BA in Psychology from Fordham University. Donna started her career with IDD population as an Assistant Manager 26 years ago. Over her career, Donna worked in various administrative positions in the IDD voluntary not-for-profit setting before transitioning to Quality Assurance and Compliance where she worked for 18 years. Donna has expertise in OPWDD program planning and development, quality improvement, Auditing, compliance, staff training and development, and investigations.



# Our Program Staff



**Ann Marie Babcock, BA – Admissions Coordinator**  
[ambabcock@hawthornecountryday.org](mailto:ambabcock@hawthornecountryday.org)

Ann Marie Babcock received her Bachelor Degree in Social Work from Dominican College in Rockland County. She began working at HCDS in February 2001 as an Education Coordinator. As Admissions Coordinator, Mrs. Babcock is responsible for receiving and reviewing all referrals and making the necessary arrangements for screening, interviewing, processing, and expediting new admissions to Hawthorne Foundation, maintaining an active wait list, setting up individual tours as well as group tours, sending out letters to districts/care coordinator's regarding status of referrals, sending out letters of acceptance and collecting all admission paperwork required.



**Nicole Prisco, MS, SBL – Coordinator of School Age Program Westchester**  
[nicolecp@hawthornecountryday.org](mailto:nicolecp@hawthornecountryday.org)

Ms. Prisco holds a Bachelor's degree in Psychology and a Master's degree in Special Education. She is also a NYS certified School Building Leader. She has worked in both public and private schools as a teacher and administrator for students with disabilities. Ms. Prisco started her career at Hawthorne in 2004 as a special education teacher, and since that time has served in various capacities at HCDS, including as a Senior Teacher and School Age Coordinator, and most recently as the Coordinator of the School Age-Westchester Program.



**Dr. Randall Glading, MS, PhD, SAS – Coordinator Manhattan Campus**  
[rglading@hawthornecountryday.org](mailto:rglading@hawthornecountryday.org)

Dr. Randall Glading received his Bachelor's degree in Physical Education from SUNY Cortland, Master's in Special Education from Long Island University, and Doctor of Philosophy in Educational Leadership from Fordham University. He also holds permanent certification in NYS as a School Administrator and Supervisor. Randall served as Assistant Principal in area school districts for 23 years and as a physical education and special education teacher prior. He also served as an Assistant Professor in the Education Departments at several area colleges.



**Kelly Hobbins, MA, MS, SDA, BCBA – Early Childhood Coordinator**  
[khobbins@hawthornecountryday.org](mailto:khobbins@hawthornecountryday.org)

Kelly Hobbins graduated with a BA and MA from Western Michigan University in Applied Behavior Analysis. She studied at Teacher's College Columbia University for two years with an emphasis in Special Education/Behavior Analysis, and completed an MS in Administration from Mercy College. She is a NYS certified teacher of general and special education, a NYS certified School Building Leader and School District Leader, and a Nationally Certified Board Certified Behavior Analyst (BCBA). Over her career, she has worked in various settings for children with disabilities. Including teaching in early intervention programs, self-contained and integrated preschool classrooms, and teaching and supervising school age self-contained classrooms. Ms. Hobbins has worked in the for profit field of educational curriculum development at Headsprout Reading in Seattle, WA curriculum. She began working for HFI in 2004 as a classroom teacher and quickly moved into a Senior Teacher/Behavior Analyst role. Ms. Hobbins is now the Coordinator for Early Childhood Education. She oversees the operations of all early childhood programs including Early Intervention and Preschool.

# Our Program Staff



**Diego Cáceres, Support Service Coordinator**  
[diegoc@hfadm.org](mailto:diegoc@hfadm.org)

Diego Cáceres started out at the Hawthorne Country Day School as a Paraprofessional 1:1 in September 2010. Mr. Cáceres transferred to the Support Services Department for Hawthorne Foundation Inc. in 2015 and was promoted to the position of Coordinator of Support Services for the Agency in 2020. Mr. Cáceres supervises the physical plant operations of Hawthorne Foundation Inc., which includes all buildings, grounds, utilities, and energy management systems, to provide a safe, healthy, and comfortable environment for students, faculty, and staff. His department is responsible for maintenance and repair activities, contracted services, and custodial services of all programs and departments which includes the Westchester and Manhattan schools, IRAs, the Day Habilitation Center, Administration, Human Resources, and Training. Mr. Cáceres has over 15 years of experience in residential and commercial environments.



**Dr. Olive Williams-Brown, PhD, DNP, Coordinator of Health Services**  
[obrown@hfadm.org](mailto:obrown@hfadm.org)

Dr. Olive Christine Williams-Brown migrated to England at the age of six months and spent most of her childhood there. She worked as a Nurse's Aide while in Nursing School and became an LPN. She received a Bachelor of Science in Nursing in 1988, obtained a Master of Science Degree in Nursing in 1993, completed a Doctor of Philosophy Degree (PhD) in Health Administration (2004) and earned a second doctorate (DNP) Doctorate in Nursing Practice in 2012. Professionally, she brings more than 30 years of clinical and educational experience beginning her career as a Certified Nurse's Aide. Progressing up the nursing career path she most recently served as the Chief Nursing Officer, for Long Term Care for the past fourteen years. at BronxCare Special Care Center.

# Our Board of Directors



## **John D. Shaw, *President***

Mr. Shaw worked for the New York Stock Exchange for over 25 years. During his career at the NYSE, he served as a Floor Official and as a NYSE Hearing Panel Member. Mr. Shaw's business expertise also includes five years of experience as a Partner at Marcus Schloss and Company, and eleven years of experience at Wagner Stott and Company. Mr. Shaw is also a former trustee at Our Lady of Mercy R.C. Church in Port Chester. Mr. Shaw's youngest son, Andrew attends HCDS, where Mr. Shaw has been a board member since 2001.

## **Richard Billson, Esq., *Vice President & Treasurer***

Mr. Billson received his MA in French and Italian from the University of Edinburgh, and then went on to complete his Postgraduate Law Degree from the College of Law in London. During his employment in the UK, Mr. Billson served as European General Counsel for Microsoft Online Services (MSN) in Paris, and was a private practice attorney in London. Mr. Billson and his family relocated to the United States in 2005. He has been the Vice President for AIG Product Development, and is currently the Vice President, Proposition Development for Zurich North America

## **Melanie Meyers, *Secretary***

Ms. Meyers received a BA in history from Purchase College and a MS in Library and Information Science from Long Island University. She currently serves as the Director of Collections and Engagement at The American Jewish Historical Society. Ms. Meyer is also an adjunct instructor at the Palmer School of Library and Information Science, Long Island University. Ms. Meyers has presented at numerous conferences across the country and internationally, and has published widely in her field. Ms. Meyers has a long-standing history of support for HFI and is an active participant in fundraisers and events.

## **Robert Doherty, MBA, *Director***

Mr. Doherty received his BA from the University of Pennsylvania and his MBA in Finance/Information Systems, from the Stern School of Business at NYU. Mr. Doherty has worked in the field of information technology as a Consultant for new Plan Realty Trust and Director of Information Technology for BBM Architects. Mr. Doherty most recently has worked in the information technology industry as the Vice President and CFO of Metromedia Fiber Network Inc. Mr. Doherty has extensive experience in the investment banking industry as the Managing Director for first Solomon Smith Barney Inc, then Jefferies & Company. He currently is a Partner at Redwood Capital Group, LLC.



# Our Board of Directors



## **Susan George, B.A., *Director***

Susan George is an accomplished non-profit leader who is passionate about education and making an excellent education accessible to all students regardless of economic status. As the Executive Director of Inner-City Scholarship Fund (Inner-City) since 2004, she has raised more than \$450 million in donations to help underserved families in the Archdiocese of New York access a Catholic school education. Susan has transformed the board of three organizations through her ability to connect alumni and business leaders with the mission of their colleges and education. Today she manages a board of over 30 individuals including many leaders from Fortune 500 companies. Susan holds a B.A. from the University of Connecticut and a Master of Letters from Drew University where her thesis was "Corporate Philanthropy."

## **Jason Palmer, *Director***

Mr. Palmer majored in Computer Science at SUNY ALBANY,, earning a BA in Computer Science. He has strong interpersonal skills and proven ability to communicate and implement new technology. His specialization is in e-commerce, website functionality, marketing, SEO and SEM. Mr. Palmer participates in Fundraising & Charity activities and was a recipient of the prestigious Fairfield County "30 under 30" award. Other organizations Mr. Palmer has participated with include the Parent Association (President) at Hawthorne Country Day School, Manhattan Campus and Membership with FAB (Friends of Autistic People) in Connecticut.

## **Jacqueline Ceonzo, *Director***

Ms. Ceonzo holds a BA in Economics from Villanova University and is a former Sales Executive in the textile industry and Founder/Executive Director of SNACK & Friends, Inc., serving children affected by Autism Spectrum Disorders and other developmental disabilities. She is the mother of Joseph, whose disabilities fall on the autistic spectrum and her inspiration for creating SNACK in 2003. Ms. Ceonzo's business experience includes sixteen years in the textile industry supplying major retailers and manufactures. At the time Joey was diagnosed, she had risen to the position of Vice president with responsibility for \$75 million of annual sales.