

# ICHABOD CRANE CENTRAL SCHOOL

BOARD OF EDUCATION

October 5, 2010

## MINUTES

A regular meeting of the Ichabod Crane Board of Education was held at 7:00 p.m. in the Middle School Library.

All Board members present:

John Antalek	Edward Harsen	Andrew Kramarchyk
Bruce Naramore	Thomas Neufeld	John Phillips
Regina Rose	Anthony Welcome	

School Officials Present:

Lee Bordick, Interim Superintendent, Gregory Giammarco, Business Administrator, William Schneider, High School Principal, Daniel Farley, Assistant High School Principal, Tim Farley, Middle School Principal, Shannon Shine, Assistant Middle School Principal, John Stickle, Elementary School Principal, Melissa Murray, Primary School Principal, Robert McCloskey, Special Education Director, Steve Marotta, Director of Facilities, Todd DiGrigoli, Food Service Director, Juan González, IT Coordinator, Paul Thompson, Athletic Director and Mindy Potts, District Clerk

Others Present:

Amy Cecelia – West and Co., Auditors  
Tracy Farrell – Administrative Intern  
Craig Shull – Administrative Intern

Board President, Andrew Kramarchyk called the meeting to order at 7:02 p.m.

Board President, Andrew Kramarchyk announced the fire exits, conducted the Pledge of Allegiance and read the District Mission Statement:

*"In our quest for excellence, the Ichabod Crane Central School District is dedicated to preparing all students to meet the challenges of our future and to appreciate the value of their own lives by nurturing each individual's unique talents, instilling a desire for life-long learning, and fostering a strong spirit of community."*

MOTION ROSE 2<sup>ND</sup> ANTALAK

To approve the agenda with modifications as presented including moving:  
Items 11(M), 11(N), 11(O), 11(P) and 11(S) to discussion action

Carried, 8-0

MOTION NARAMORE 2<sup>ND</sup> WELCOME

To approve the minutes of the 09/07/10 Regular Meeting

ANTALEK - YES	KRAMARCHYK- YES	PHILLIPS- YES
NARAMORE- YES	ROSE- YES	HARSEN - ABSTAIN
NEUFELD- YES	WELCOME- YES	

Carried, 7-0-1

### Meeting Open for Public Participation

No one from the public wished to address the Board.

Board Discussion Items

The Board discussed the following items:

- The schedule for interviewing candidates for the vacant seat on the Board
- The format for the Community Forums on October 7 and 28
- Draft of the Superintendent Search Brochure
- Follow-up from the meeting with Valatie Village Officials regarding the Martin H Glynn Square

Reports/Presentations/UpdatesAudit Report – West and Company (Acceptance of the Audit Report under Discussion Action)

Board member John Antalek briefly reported and answered questions on two Audit Committee meetings on September 20 and 28 then Amy Cecelia from West and Co. briefly reported to the Board and answered questions on the Audit Report prepared by West and Co. [The Board had been provided copies of the report prior to the meeting.]

Elementary Spelling Program (K-5) (Approval under Consent Agenda)

Interim Superintendent Lee A. Bordick briefly outlined the Elementary Spelling Program and answered questions for the Board. [The Board had been provided copies of the program prior to the meeting.]

Permission to Plan – Wrestling Trip

The Wrestling Team requested permission to plan for a trip to Buffalo over December break to participate in a tournament. The Board gave its permission.

Interviews

The Board interviewed the following three candidates for the vacant seat on the Board of Education:

- Susan Ramos
- Landra Haber
- Michelle Warner

Committee Meeting ReportsAudit Committee Report

Board Member John Antalek reported and answered questions on the two Audit Committee meetings of September 20 and 28.

Communication Committee

Board Vice-President John Phillips reported and answered questions on the Communication Committee meeting of 9/15/10 which focused on the Community Forums scheduled for October 7 and 28.

Policy Committee – Meeting of 9/8/10 – Regina Rose

Board member Regina Rose reported and answered questions on the Policy Committee meeting of September 8 and policies having first readings. Also noted, subsequent to this meeting, all reviewed policies, even those without any changes will be on the agenda for re-adoption with a new effective date.

## Reading of Board of Education Policies

First Reading:

- 4334.1 High School Credit for College Courses (revised)
- 4321.1 Allocation of Space for SPED Programs and Services (revised)
- 4322 Programs for the Gifted and Talented (revised)
- 4326 & R Limited English Proficiency Instruction and Regulation (revised)

Third Reading:

Adoption of the following policies under Consent Agenda:

- #8635 and 8635R Information Breach and Notification & Regulation (*new*)

Superintendent's Report

Interim Superintendent Lee A. Bordick reported on the following topics:

- Tomorrow is BEDS day and will give the official enrollment for the district for 2010-2011
- Medicaid/Overtime Audit
- Financial Status of Current Budget
- Efficiency Grant and the feasibility for merger or merger of services with Schodack Central School. On Thursday another meeting with Schodack will take place
- Residency Verification Proposal which when there is a question of residency, the district would use current employees to help determine actual residence

Treasurer's Report and Acceptance of Warrants:

MOTION PHILLIPS 2<sup>ND</sup> HARSEN

To accept the Treasurer's Report and Warrants as presented

Carried, 8-0

Consent Agenda

MOTION ROSE 2<sup>ND</sup> HARSEN

To approve the following items contained under the Consent Agenda:

- 11(A) CONSIDERATION FOR ACCEPTANCE  
To accept the CPSE and CSE Recommendations for the 2010-2011 school year as follows: Meeting Dates of: 09/21/10, 9/22/10, 9/30/10
- 11(B) CONSIDERATION FOR APPOINTMENT  
To appoint, upon the recommendation of Lee A. Bordick, Interim Superintendent, additional EXTRA-CLASS ACTIVITY ADVISORS for the 2010-2011 school year as listed
- 11(C) CONSIDERATION FOR APPOINTMENT  
To appoint, upon the recommendation of Lee A. Bordick, Interim Superintendent, additional INTERSCHOLASTIC COACHES for the 2010-2011 school year as listed
- 11(D) CONSIDERATION FOR APPOINTMENT  
To appoint, upon the recommendation of Lee A. Bordick, Interim Superintendent, the following addition to the teaching substitute listing for 2010-2011 school year:

Name	Position	Effective
Jason Brewer	Certified Substitute Teacher	October 5, 2010
Sandra Ford	Non-certified Substitute Teacher	October 5, 2010
Sandra Funk	Non-certified Substitute Teacher	October 5, 2010
Karen Pulver	Non-certified Substitute Teacher	Sept. 16, 2010
Jeff Issler	Certified Substitute Teacher	October 5, 2010
Sandra Richardson-Coons	Tutor	October 5, 2010
Ashley Hughes	Certified Substitute Teacher	October 5, 2010

- 11(E) CONSIDERATION FOR APPOINTMENT  
To appoint, upon the recommendation of Lee A. Bordick, Interim Superintendent, the following additions to the non-teaching substitute listing for 2010-2011 school year:

Name	Position	Effective
Martha Weiss	Occasional and Substitute Central Office Support	September 21, 2010
Judy Powell	Substitute Cleaner	September 7, 2010
Lori Shufelt	Food Service Helper Substitute	September 13, 2010

- 11(F) CONSIDERATION FOR APPROVAL  
 To approve, upon the recommendation of Lee A. Bordick, Interim Superintendent, STUDENT TEACHERS/INTERNS for the period of time listed as follows:

STUDENT TEACHER/ ADMINISTRATIVE INTERN	ASSIGNMENT	DATES
Morganne Lawrence	Nina Stegmann	September 27 - December 17, 2010
Jessica Van Allen	Lynda VanAlstyne	October 25- December 12, 2010

- 11(G) CONSIDERATION FOR APPOINTMENT  
 To appoint, upon the recommendation of Lee A. Bordick, Interim Superintendent, Sean Kipp, as Head Mechanic, effective October 6, 2010
- 11(H) CONSIDERATION FOR APPOINTMENT  
 To appoint, upon the recommendation of Lee A. Bordick, Interim Superintendent, John Dugan, to the position of Cleaner, October 1, 2010
- 11(I) CONSIDERATION FOR APPOINTMENT  
 To appoint, upon the recommendation of Lee A. Bordick, Interim Superintendent, Debra Matacchiero Clerk Typist, effective October 6, 2010
- 11(J) CONSIDERATION FOR APPROVAL  
 To approve the Elementary Spelling program as presented
- 11(K) CONSIDERATION FOR ACCEPTANCE  
 To accept, per Board Policy #1800 Gifts from the Public, a donation of \$543 from Target Take Charge for Kids, to the Primary School and to approve an increase in the 2010-2011 budget in the amount of \$543 from \$37,738,582 to \$37,739,125 in the following Appropriation Code:  
 A2110.510-01-0000 – Ps Reserve – in the amount of \$543
- 11(L) CONSIDERATION FOR ACCEPTANCE  
 To accept, per Board Policy #1800 Gifts from the Public, a donation of \$166 from Target Take Charge for Kids, to the Primary School and to approve an increase in the 2010-2011 budget in the amount of \$166 from \$37,739,125 to \$37,739,291 in the following Appropriation Code:  
 A2110.510-01-0000 – Ps Reserve – in the amount of \$166
- 11(M) moved to discussion action
- 11(N) moved to discussion action
- 11(O) moved to discussion action
- 11(P) moved to discussion action
- 11(Q) CONSIDERATION FOR APPROVAL AND AUTHORIZATION  
 To approve and authorize the Superintendent of Schools to make the budget transfers per the attached listing
- 11(R) CONSIDERATION FOR ADOPTION  
 To adopt the following policies pursuant to Board Policy #2410 – Formulation, Adoption and Amendment of Policies:  
 ➤ #8635 and 8635R Information Breach and Notification & Regulation (*new*)
- 11(S) moved to discussion action

## 11(T) CONSIDERATION FOR AUTHORIZATION

To authorize the President to execute the following:

- Columbia County Department of Health Early Intervention and Preschool Services

## 11(U) CONSIDERATION FOR AUTHORIZATION

To authorize the President to execute the following:

- Lease Agreement with Questar III – Leasing of Classrooms

## 11(V) CONSIDERATION FOR AUTHORIZATION

To authorize the President to execute the following:

- Assistive Technology Specialist Agreement

## 11(W) CONSIDERATION FOR AUTHORIZATION

To authorize the President to execute the following:

- Certificate of Substantial Completion -

## 11(X) CONSIDERATION FOR ACCEPTANCE

To accept, per Board Policy #1800 Gifts from the Public, a donation of \$123 from Target Take Charge for Kids, to the Primary School and to approve an increase in the 2010-2011 budget in the amount of \$123 from \$37,739,291 to \$37,739,414 in the following Appropriation Code:

A2110.510-04-0000 – Ms Reserve – in the amount of \$123

End of Consent Agenda

Carried, 8-0

12. Discussion Action

MOTION HARSEN 2<sup>ND</sup> NARAMORE

Whereas, we must safeguard school and communities for our children, and, through our recognition of the serious issues that face them day to day, offer our children an environment that holds promise and security; and

Whereas, many organizations, school districts, educators and parents have publicly expressed concern about the bullying of children; and,

Whereas, each day an estimated 160,000 children refuse to go to school because they dread the physical and verbal aggression of their peers, and the loneliness that comes from being excluded and made the target of rumors and cyber-bullying; many more students attend school in a chronic state of anxiety; and

Whereas, it is important that we acknowledge and heighten awareness about the serious issues and the negative effects of bullying, including long-term damage it can cause in our youth as well as the risks of teenage suicide; and

Whereas, providing a safe physical and emotional environment is a significant goal and a personal responsibility of each individual; and

Whereas, it is time to “Stand UP for Character – DOWN to Bullying!”; now therefore be it PROCLAIMED, that the Ichabod Crane Board of Education does hereby designate the month of October 2010 as Bullying Awareness Month as a symbol of our commitment to the year-round struggle against bullying

Carried, 8-0

MOTION HARSEN 2<sup>ND</sup> NEUFELD

To authorize Chief Operating Officer L. Jeffrey Baltes to be the Search Consultant for the purpose of recruiting a Superintendent of Schools, and furthermore, reimburse Questar III for expenses related to the process. The Ichabod Crane Central School District agrees to defend and indemnify L. Jeffrey Baltes with respect to any claim and/or civil action arising out of the performance of such duties to the maximum extent permitted by law.

Carried, 8-0

MOTION NEUFELD 2<sup>ND</sup> ANTALEK

To accept the AUDIT REPORT (Audited Financial Statements and Supplemental Schedules) as presented by West & Company

Carried, 8-0

Tenure AppointmentsMOTION NEUFELD 2<sup>ND</sup> WELCOME

Whereas Ann-Theresa Mueller commenced probationary service on November 1, 2007 as a probationary professional educator, and

Whereas Ann-Theresa Mueller's probationary appointment will expire on October 31, 2010, and

Whereas Ann-Theresa Mueller holds a valid New York State Public School Teacher Certificate in the certification area(s) of Teaching Assistant, and

Whereas Lee A. Bordick, Interim Superintendent of the Ichabod Crane Central School District, recommends Ann-Theresa Mueller's appointment to tenure, now therefore

Be it resolved that the Board of Education of the Ichabod Crane Central School District in compliance with Education law 3012 and 8 NYCRR Part 30.3 does hereby grant and appoint on tenure, Ann-Theresa Mueller, effective November 1, 2010, to the position of professional educator in the tenure area(s) of Teacher Assistant

Carried, 8-0

MOTION NEUFELD 2<sup>ND</sup> ROSE

Whereas Jessica Gardella commenced probationary service on November 13, 2007 as a probationary professional educator, and

Whereas Jessica Gardella's probationary appointment will expire on November 12, 2010, and

Whereas Jessica Gardella holds a valid New York State Public School Teacher Certificate in the certification area(s) of Teaching Assistant, and

Whereas Lee A. Bordick, Interim Superintendent of the Ichabod Crane Central School District, recommends Jessica Gardella's appointment to tenure, now therefore

Be it resolved that the Board of Education of the Ichabod Crane Central School District in compliance with Education law 3012 and 8 NYCRR Part 30.3 does hereby grant and appoint on tenure, Jessica Gardella, effective November 13, 2010, to the position of professional educator in the tenure area(s) of Teacher Assistant

Carried, 8-0

MOTION HARSEN 2<sup>ND</sup> ROSE

To approve the following field trip request, per Board Policy #4531:

DESTINATION: Amherst, MA (U-Mass Band Day)

DATE: 11/06/10

PARTICIPANTS: 50 Students

CHAPERONES: 5 (including Robert Richburg)

MOTION PHILLIPS 2<sup>ND</sup> NEUFELD

To amend the motion to include items 11 (N) and 11(P) and strike item 11(O) because the field trip had been canceled

Carried, 8-0

The Board voted on the amended motion as follows:

To approve the following field trip requests, per Board Policy #4531:

DESTINATION: Amherst, MA (U-Mass Band Day)

DATE: 11/06/10

PARTICIPANTS: 50 Students

CHAPERONES: 5 (including Robert Richburg)

To approve the following field trip request, per Board Policy #4531:

DESTINATION: Woonsocket, RI (Autumnfest Parade)

DATE: 10/11/10

PARTICIPANTS: 50 Students

CHAPERONES: 5 (including Robert Richburg)

To approve the following field trip request, per Board Policy #4531:

DESTINATION: North Adams, MA (Fall Foliage Parade)

DATE: 10/03/10

PARTICIPANTS: 50 Students

CHAPERONES: 5 (including Robert Richburg)

ANTALEK - YES

KRAMARCHYK- YES

PHILLIPS- YES

NARAMORE- YES

ROSE- YES

HARSEN - ABSTAIN

NEUFELD- YES

WELCOME- YES

Carried, 7-0-1

MOTION HARSEN 2<sup>ND</sup> ANTALEK

To authorize the President to execute the following:

- Contract with SpecEd Solution\$ (Medicaid reporting)

Carried, 8-0

Public Participation – Agenda Items Only

No one from the public wished to address the Board.

BOE open discussion

The Board discussed the composition of the group to be invited to interview Superintendent candidates.

Executive Session

MOTION NARAMORE 2<sup>ND</sup> ROSE

To adjourn to Executive Session at 9:56 p.m. to discuss collective negotiations pursuant to Article 14 of the Civil Service Law and to discuss employment history of particular employees

Carried, 8-0

MOTION NARAMORE 2<sup>ND</sup> ANTALEK

To appoint Anthony Welcome as Clerk Pro Tem

ANTALEK - YES	KRAMARCHYK- YES	PHILLIPS- YES
NARAMORE- YES	ROSE- YES	HARSEN - YES
NEUFELD- YES	WELCOME- NO	

Carried, 7-1

The District Clerk left the meeting.

Others present at Executive Session:  
Lee A. Bordick, Interim Superintendent

The meeting was reconvened at 11:20 p.m.

MOTION NARAMORE 2<sup>ND</sup> PHILLIPS

To adjourn the meeting at 11:25 p.m.

Carried, 8-0

Meetings:

Regular Meetings:

- 10/19 (Tue) – Special Board Meeting – MS Library – 6:30pm (w/Questar III Administration)
- 11/09 (Tue) – Regular Board Meeting– MS Library – 7pm

Committee Meetings:

- 10/13 (Wed) – Policy Committee Meeting – CO - 4pm

Other Meetings:

- 10/07 (Thu) – Community Forum – LGI – 7pm
- 10/28 (Thu) – Community Forum – LGI – 7pm

Topics For Next Meeting

- QUESTAR Administration – Jim Baldwin, Dist. Supt.
- Interviews for Vacant Seat
- Consultant Presentation of Efficiency Grant Proposal

X

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Anthony Welcom  
Clerk Pro Tem

X

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Mindy M. Potts  
District Clerk