

ICHABOD CRANE CENTRAL SCHOOL

BOARD OF EDUCATION

SEPTEMBER 11, 2018

MINUTES

A Regular meeting of the Ichabod Crane Board of Education was held on Tuesday, September 11, 2018 at 7:00 p.m. in the High School Library. Prior to the Meeting, at 6:30p.m., a Reception for Newly Tenured Teachers and Newly Hired Teachers was held.

All Board Members Present:

John Antalek	Jessica Berner	Daniel Cohn	Tammy Crawford
Matthew Nelson	Jeffrey Ouellette	Susan Ramos	Regina Rose
Anthony Welcome		Olivia Chandler – Student Member on the Board	

School Officials Present:

Suzanne Guntlow, Principal Responsible for APPR and Curriculum and Instruction and Assistant to the Acting Superintendent, Michael Brennan, Business Manager, Craig Shull, High School Principal, Anthony Marturano, Assistant High School Principal, Tim Farley, Middle/Elementary School Principal, Marcella Sanchez, Middle/Elementary School Assistant Principal, Andrea Williams, Primary School Principal, Suzanne Guntlow, Principal Responsible for APPR and Curriculum and Instruction and Assistant to the Acting Superintendent, Peg Warner, Special Education Director, Steve Marotta, Director of Facilities, Dan Doyle, Transportation Director, Tim Stewart, Athletic Director and Mindy Potts, District Clerk

Board President Matthew Nelson called the meeting to order at 7:01 p.m.

Board President Matthew Nelson announced the fire exits, conducted the Pledge of Allegiance and held a brief moment of silence in remembrance of the events of September 11, 2001.

Student Board Member Olivia Chandler read the District Mission Statement:

"The Ichabod Crane Central School District is dedicated to preparing students to become contributing members of society in an ever-changing world by valuing diversity; providing a safe environment; and promoting unique talents, a desire for life-long learning, a strong spirit of community, and Rider pride."

MOTION COHN 2ND CRAWFORD

To approve the agenda as presented with modification of moving discussion of capital project and consideration of SEQRA to after the Consent Agenda

Carried, 9-0

MOTION CRAWFORD 2ND WELCOME – 9-0

To approve the minutes of the following meetings:

- 08/21/18 – Regular Meeting
- 09/05/18 – Special Workshop Meeting

Carried, 9-0

Meeting Open For Public Participation

Three members of the public addressed the Board on the following topics:

- Jim DiGioia - Gloversville student recognized; Capital project
- Eric Schmitt - Transportation issue
- Mary Lanzer- Transportation issue

Board Discussion Items

The Administration introduced and recognized newly hired members of the faculty and newly tenured teachers.

MOTION NELSON 2ND CRAWFORD

To enter into an exempt session at 7:20 p.m. to discuss specific students and personally identifying information

Carried, 9-0 MOTION to exempt session

The Board reconvened in open session at 7:37 p.m.

Board President Matthew Nelson shared Board Committee membership and shared the schedule of committee meetings.

Other Discussion

- Denise Holzhour of OK Kids addressed the Board thanking them for the cooperation in running the Before-School and After-School programs at the District

Student Board Member Report

Student Board Member Olivia Chandler discussed the start of school, Freshman orientation, mentors and Spirit Week.

Superintendent's Report

Assistant to the Acting Superintendent Suzanne Guntlow discussed the following items:

- Summer School
- Staff Development
- Opening Day

Business Office Report

Business Manager Michael Brennan discussed the following:

- Tennis Court Practice Wall – Eagle Project
- Audit Committee Meeting
- Single Bus Run Update – Transportation Supervisor Dan Doyle

Consent Agenda

MOTION WELCOME 2ND COHN

To accept the following items listed under the Consent Agenda:

- 11(A) CONSIDERATION FOR ACCEPTANCE *(full report contained in the Supplemental File)*
To accept the Treasurer’s Report and Warrants as presented

- 11(B) CONSIDERATION FOR ACCEPTANCE
To accept the resignation of Richard Kratt, Bus Mechanic, effective August 28, 2018

- 11(C) CONSIDERATION FOR ACCEPTANCE
To accept the resignation of Debbie Halloran, Food Service Helper, effective August 27, 2018

- 11(D) CONSIDERATION FOR ACCEPTANCE
To accept CPSE and/or CSE Recommendations for 2018-2019 school year as follows: Meeting Date(s) of: 05/08/18, 05/17/18, 06/05/18, 06/06/18, 06/20/18, 07/02/18, 07/02/18, 08/08/18, 08/20/18, 08/23/18

- 11(E) CONSIDERATION FOR APPOINTMENT
To appoint, the following *additions* to the teaching substitute listing for 2018-2019 school year:

Name	Position	Effective
Vivien James	Certified Substitute Teacher and TA	09/11/18
Taryn Phippen	Tutor	09/11/18
Amy Griesemer	Tutor	09/11/18
Barb Ireland	Tutor	09/11/18
Caitlin Laurange	Tutor	09/11/18
Elizabeth Hlavac	Uncertified Substitute TA	09/11/18
Britney Gerber	Certified Substitute TA and Uncertified Substitute Teacher	09/11/18
Amy Griesemer	Uncertified Substitute Teacher and TA	09/11/18

- 11(F) CONSIDERATION FOR APPOINTMENT
To appoint the following *additions* to the non-teaching substitute listing for 2018-2019 school year:

Name	Position	Effective
Bridget Harvey	Substitute Registered Nurse	09/11/18
Amber Barnard Dusenbury	Substitute Registered Nurse	09/11/18
Jean Bartkus	Substitute Registered Nurse	09/11/18
Cynthia Nunez	Translator	09/11/18
Shawnah Mitchison	Substitute Food Service Helper	09/05/18
Sarah O'Neil	Substitute Food Service Helper	09/05/18
Mary George	Substitute Food Service Helper	09/05/18
Florence Kopec	Substitute Clerk/Typist & Substitute Food Service Helper	09/05/18

11(G) CONSIDERATION FOR APPOINTMENT

To appoint the following additional Extraclass, District-Wide Department Chairs, Curriculum Liaisons, Team Leaders & Grade Level Annual Appointments for the 2018-2019 school year:

Position	Staff
Extended Day Substitute	Patricia Rathke

11(H) CONSIDERATION FOR APPOINTMENT

To appoint the following EXTRA-CLASS ADVISORS AND ANNUAL APPOINTMENTS for the 2018-2019 school year:

Position	Name
Mentor	Joan White
Marching Band Chaperones	Tom Blau, Resa Dimino, Karen Saunders, Melissa Barford, Melanie Moon, Maria Nansteel, Cory Stupplebeen, Donna Smith, Bridget Malanowski, Francis McKearnin, Laura Michell-Regan

11(I) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Michael Vanyo, Superintendent, the following people to provide after school instruction, per the ICTA contract, for Special Education Itinerant Services (SEIT):

Name	Effective Date
Joanna Stegmann	2018-2019 school year
Alison Doan	2018-2019 school year
Maureen McDonald	2018-2019 school year
Barbara Ireland	2018-2019 school year

11(J) CONSIDERATION FOR APPOINTMENT

To appoint Adult Education Instructors, with such appointments to take effect if there is sufficient enrollment to offer the courses of study to which a teacher is appointed:

Teacher	Course
Barbara Saskia Klap	Introductory to Astrology
Ronald Jarvis	Basketball

11(K) CONSIDERATION FOR APPROVAL

To approve STUDENT TEACHERS/INTERNS for the period of time listed as follows:

Name	Assignment	Dates
Brianna Maisenbacher	Emily Marcella	9/4/18-10/19/18

11(L) CONSIDERATION FOR APPOINTMENT

To appoint Holly Kilcer to the probationary position of Clerk/Typist, at Step 1, effective August 27, 2018

11(M) CONSIDERATION FOR APPOINTMENT

BE IT RESOLVED, that the Board of Education of the Ichabod Central School District hereby appoints Jayne Ferguson as a short term substitute to fill the position held by Patricia Westover who is out on a leave of absence. Ms.Ferguson’s appointment will be effective September 4, 2018 and, provided she renders satisfactory service, is intended to continue but no later than October 18, 2018. No term of employment is conferred by this resolution of appointment and Ms. Ferguson's employment may be terminated at any time.

11(N) CONSIDERATION FOR APPOINTMENT

BE IT RESOLVED, that the Board of Education of the Ichabod Central School District hereby appoints Barbara D’Alberto as a short term substitute to fill the position held by Jayne Ferguson who is out on a leave of absence. Ms. D’Alberto’s appointment will be effective September 4, 2018 and, provided she renders satisfactory service, is intended to continue but no later than October 18, 2018. No term of employment is conferred by this resolution of appointment and Ms. D’Alberto's employment may be terminated at any time.

11(O) CONSIDERATION FOR APPOINTMENT

BE IT RESOLVED, that the Board of Education of the Ichabod Central School District hereby appoints Abrayshka Ortiz as a short term substitute to fill the position held by Sylvia Ellis who has resigned. Ms. Ortiz’s appointment will be effective September 4, 2018 and, provided she renders satisfactory service, is intended to continue but no later than December 4, 2018. No term of employment is conferred by this resolution of appointment and Ms. Ortiz's employment may be terminated at any time.

11(P) CONSIDERATION FOR APPOINTMENT

To appoint Donna LaTorre to the probationary position of Monitor at Step 1, effective September 6, 2018

11(Q) CONSIDERATION FOR APPOINTMENT

To appoint Cindy Williams to the probationary position of Monitor at Step 1, effective September 6, 2018

11(R) CONSIDERATION FOR APPOINTMENT

To appoint David Weaver to the probationary position of Bus Mechanic at Step 1, effective September 10, 2018

11(S) CONSIDERATION FOR APPROVAL

To approve Services for Summer 2018 to be performed by the following staff members:

Name	Service	Rate
Andrew Mead	Attend CSE meetings	\$32 per hour

11(T) CONSIDERATION FOR APPROVAL

To approve a paid FMLA Leave for Tracy Dauria effective September 4, 2018 and continuing for 12 weeks

11(U) CONSIDERATION FOR APPROVAL

Whereas, the Ichabod Crane administrators have completed training which meets the requirements of 8 NYCRR 30-2.9 and the Ichabod Crane Central School District Annual Professional Performance Review Plan for certification as a Lead Evaluators, therefore

Be it resolved, that, upon recommendation of, Michael Vanyo Superintendent of Schools, the administrators be certified as follows:

Administrator	Certified
Suzanne Guntlow	Lead Evaluator of Teachers
Tim Farley	Lead Evaluator of Teachers
Andrea Williams	Lead Evaluator of Teachers
Anthony Marturano	Lead Evaluator of Teachers
Marcella Sanchez	Lead Evaluator of Teachers
Craig Shull	Lead Evaluator of Teachers
Peg Warner	Lead Evaluator of Teachers
Michael Vanyo	Lead Evaluator of Teachers Lead Evaluator of Principals

11(V) AUTHORIZATION FOR PRESIDENT TO SIGN *(executed agreement contained in the Supplemental File)*
To authorize the President of the Board of Education to execute the following document:

- MOU with OK Kids 2018-2019 school year

11(W) CONSIDERATION FOR APPROVAL

To approve per Board Policy #6900-(Disposal of District Property), as Surplus & Obsolete, the following items:

Item Name	Item Number
Tabbing Machine	ICC #001837
High School Plotter	HP 755
High School Plotter	HP 650
HS Texts: Electronics	Printed 1994
HS Workbooks: Electronics	Printed 1994
HS Texts: Carpentry	Printed 1983
HS Texts: Construction	Printed 1980
HS Texts: Aviation	Printed 1991
HS Workbooks: Aviation	Printed 1989

11(X) CONSIDERATION FOR ACCEPTANCE

To award bid #2018-10 Vehicle Lease to the lowest responsible bidder, Mangino Chevrolet, for the lease of a 2019 GMC Vehicle for a five (5) year term, commencing October 2018 *(per the bid opening held on 08/23/18)*

11(Y) CONSIDERATION FOR ACCEPTANCE

To accept, per Board Policy #1800 Gifts from the Public, a donation to the Ichabod Crane Schools of \$3,279 from Ichabod Crane PTA Schools and approve an increase in the 2018-2019 budget from \$40,196,962 to \$40,200,241 into the following Appropriation Codes:

- A2110.510-01-0000 - in the amount of \$1,257
- A2110.510-01-0000 - in the amount of \$2,022

11(Z) CONSIDERATION FOR ACCEPTANCE *(full report contained in the Supplemental File)*
To accept the High School and Middle School Extra-classroom Activity Fund Report as of the following date(s):

Account Balance: AS OF 7/31/18
\$ 134,077.51

Account Balance: AS OF 8/31/18
\$ 134,152.67

11(AA) CONSIDERATION FOR ACCEPTANCE *(full report contained in the Supplemental File)*
To accept the Internal Claims Auditor’s Report for August 2018

11(BB) AUTHORIZATION FOR SIGNATURE *(executed agreements contained in the Supplemental File)*
To authorize the Superintendent or designee to execute the following document:

- Agreement with Vanderheyden
- Agreement with CoArc

End of Consent Agenda
Carried, 9-0

Capital Project Update and Discussion

- Capital Project Update – CS Arch

MOTION RAMOS 2ND BERNER

WHEREAS, the Ichabod Crane Central School District Board of Education (“Board”) is proposing to undertake a project consisting of additions, alterations, renovations, and improvements to the Elementary, Middle and High School, and Transportation buildings at the Ichabod Crane Central School District Campus, including improvements to building envelopes, security and IT upgrades, and improvements to mechanical, electrical and plumbing systems; site improvements including replacement of paved surfaces and improvements to traffic circulation and student drop-off areas; improvements to athletic facilities including new bleachers; and other improvements to support transportation, student, and program needs (“the Project”); and

WHEREAS, the State Environmental Quality Review Act (“SEQRA”) and the regulations thereunder require the Board to undertake a review of the potential environmental impacts, if any, associated with the Project before approving same; and

WHEREAS, the Project is an Unlisted action within the meaning of SEQRA; and

WHEREAS, a Full Environmental Assessment Form was transmitted to all involved agencies, together with notification of the Board’s desire to act as lead agency with respect to the environmental review of the proposed Project; and

WHEREAS, all involved agencies have either consented to Board acting as lead agency with respect to the environmental review of the proposed Project, or have failed to raise any objection thereto within thirty (30) calendar days; and

WHEREAS, 6 NYCRR Section 617.7 requires the lead agency to issue a written determination of significance with respect to any proposed Unlisted action; and

WHEREAS, the Board has carefully considered the nature and scope of the proposed Project, as set forth in the Full Environmental Assessment Forms prepared with respect to such action, and makes the following determinations:

1. The proposed action involves additions, alterations, renovations, and improvements to the Elementary, Middle and High School, and Transportation buildings at the Ichabod Crane Central School District Campus, including improvements to building envelopes, security and IT upgrades, and improvements to mechanical, electrical and plumbing systems; site improvements including replacement of paved surfaces and improvements to traffic circulation and student drop-off areas; improvements to athletic facilities including a new bleachers; and other improvements to support transportation, student, and program needs.
2. The proposed action has classified under SEQRA as an Unlisted action.
3. Upon consideration of the action, review of the Full Environmental Assessment Forms, the criteria contained in 6 NYCRR § 617.7(c), and all other supporting information, the Board identifies the following relevant areas of environmental concern, as set forth hereafter, and analyzes whether the proposed action may have a significant adverse impact on the environment.
4. The proposed project will not result in any substantial adverse change in existing air quality, ground or surface water quality or quantity, traffic or noise levels, or a substantial increase in solid waste production, or a substantial increase in potential for erosion, flooding, leaching, or drainage problems. The work to be performed primarily involves the repair, replacement, renovation, and upgrade of existing improvements on real property which has long been previously developed and used as educational facilities. The proposed improvements are consistent with the continued use of the sites as school buildings and facilities, and none of the proposed improvements will materially change the character or intensity of the existing uses of the sites. The development of the proposed new drives, sidewalks, and artificial turf field will not result in any substantial adverse changes to existing air quality, ground or surface water quality or quantity, traffic or noise levels, solid waste production, or related impacts. Any increase in storm water runoff resulting from the addition of approximately one acre of new impervious surface on the site will be managed by standard stormwater management practices. The proposed project is not expected to adversely affect existing traffic levels or patterns near the site. Any increase in existing noise levels during construction activities will be temporary and short-term in nature. Sediment and erosion control measures during construction will be implemented according to NYSDEC requirements.
5. The proposed project does not involve, and therefore will not result in, the removal or destruction of large quantities of vegetation or fauna, a substantial interference with the movement of any resident or migratory fish or wildlife species, impacts on any significant habitat area, substantial adverse impacts on a threatened or endangered species of animal or plant, or the habitat thereof, or other significant adverse impacts to nature resources.
6. The project is not located within a designated Critical Environmental Area.
7. The proposed project will not create a material conflict with the community's current plans or goals as officially approved or adopted.

8.The proposed project will not result in the impairment of the character or quality of any important historical, archeological, or aesthetic resources, or of existing community or neighborhood character. Prior to performing any work, the project will be submitted for review by NYSHPO regarding any potential impacts to historic and/or archaeological resources, and any recommendations received will be incorporated into final project planning. The proposed project is not within a scenic vista nor does it contain a designated scenic resource and, thus, will not impact any such resource. The proposed improvements will not result in a significant adverse change to existing views of the property. The proposed project is consistent with existing property uses in the area, and will not impact the existing community or neighborhood character.

9.The proposed project does not involve, and therefore will not result in, any major, adverse, change in the use of either the quantity or type of energy.

10.The proposed project will not result in the creation of a hazard to human health.

11.The proposed project will not result in a substantial change in the use, or intensity of use, of land including agricultural, open space, or recreational resources, or in its capacity to support such uses.

12.The proposed action will not result in the encouragement or attraction of a large number of people to the site as compared to the number of people that would come absent the action.

13.The proposed action will not result in a material demand for other actions, will not result in changes to two or more elements of the environment which together would result in a substantial adverse impact, and will not cumulatively result in a substantial adverse impact when considered with any related actions.

NOW, THEREFORE, BE IT RESOLVED, that the Board finds and concludes that the proposed action is an Unlisted action within the meaning of 6 NYCRR 617.2(ai); and it is further

RESOLVED that the Board hereby declares itself lead agency with respect to the environmental review of the proposed project; and it is further

RESOLVED, that upon consideration of the foregoing, the Board finds and concludes that the proposed action will not result in any significant adverse impacts to the environment; and it is further

RESOLVED, that the Board hereby issues a Negative Declaration with respect to the proposed action.

Carried, 9-0

A lengthy discussion of the scope of the Capital Project ensued

Board Vice-President Anthony Welcome and Board member Susan Ramos left the meeting

MOTION NELSON 2ND ROSE
To extend the meeting at 10:05 p.m.
Carried, 7-0

Meetings:

Regular Meetings:

10/02 – Regular Meeting – 7:00pm – High School Library

Committee Meetings:

09/25 – Communications Committee – 5:30pm – Central Office

10/02 – Policy Committee – 5:30pm – Central Office

MOTION COHN 2ND CRAWFORD

To adjourn the meeting at 11:14 p.m.

Carried, 7-0