

ICHABOD CRANE CENTRAL SCHOOL

Approved  
please post

BOARD OF EDUCATION

NOVEMBER 6, 2018

MINUTES

A Regular Meeting of the Ichabod Crane Board of Education was held on Tuesday, November 6, 2018 at 7:00 p.m. in the High School Library.

Board Members Present:

John Antalek	Jessica Berner	Tammy Crawford	Matthew Nelson
Jeffrey Ouellette	Susan Ramos	Regina Rose	Anthony Welcome

Board Members Absent:

Daniel Cohn                      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, Anthony Marturano, Assistant High School Principal, Marcella Sanchez, Middle/Elementary School Assistant Principal, Andrea Williams, Primary School Principal, Peg Warner, Special Education Director, Dan Doyle, Transportation 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 and conducted the Pledge of Allegiance.

Board Vice-President Anthony Welcome 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."*

The Board held a moment of silence in memory of recently retired Principal Melissa Murray who passed away at the end of October.

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

To approve the agenda as presented with the modification of moving item 11DD to Discussion Action

Carried, 8-0

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

To approve the minutes of the 10/02/18 – Regular Board Meeting

Carried, 8-0

Meeting Open For Public Participation

One member of the public addressed the Board on the following:

- Jim DiGioia – Capital Project

Permission to Plan

Officers from the class of 2019 addressed the Board to receive permission to plan for the Senior Class Trip which would be a camping trip at a YMCA Camp at Lake George in the spring of 2019.

The Board gave its permission.

Student Presentation

Brendan Lockmer addressed the Board regarding recycling of milk cartons at the Middle and Primary Schools.

Board Discussion Items

- Policy Committee  
Assistant to the Acting Superintendent Suzanne Guntlow reported from 11/06/18 Policy Committee Meeting
- After the Board reviewed in detail the recommendations of the Policy Committee, the following policies were considered to have had one reading:  
First Readings:
  - 0110 Sexual Harassment (*revised*)
  - 0110-R Sexual Harassment Regulation (*revised*)
  - 8505 Prohibition Against Meal Shaming (*revised*)
  - 4772 Graduation Ceremonies (*new*) – *take out only – put A instead – walk across the stage*
  - 4772-R Graduation Ceremonies Regulation
  - 8414.5 Alcohol and Drug Testing of Drivers (*revised*)
  - 8414.5 Alcohol and Drug Testing of Drivers Regulation (*revised*)
  - 8414.5 Alcohol and Drug Testing of Drivers Exhibit (*delete*)
  - 5252 Student Activities Funds Management (*revised*)
  - 1222 Relationship with Booster Organizations (*new*)
  - 1500 Public Use of School Facilities (*revised*)
- Communications Committee (Meetings on October 9 and November 6) – Tammy Crawford Board member Tammy Crawford briefly reported on the Communications Committee Meetings held on October 9 and November 6 which included reminding those in attendance of the November 14, 2018 Public Information Night for the Capital Project.
- The Board recommended each committee write minutes to be distributed at the Board meeting and posted on the Board webpages.
- Board President Matthew Nelson briefly reported on the NYSSBA Convention and Questar III luncheon held during the convention

Reports

- Academic Report: K-12 Music  
Dave Bulan Music Department Chair presented to the Board on the District-Wide Music Program.
- Enrollment Projection/ Demographic Calculations  
Paul Seversky discussed highlights of the study he conducted of the district's projected enrollment.

Board Member Jeffrey Ouellette left at 9:00 p.m.

Board Vice-President Anthony Welcome left the meeting at 9:10 p.m.

Superintendent Report

Assistant to the Acting Superintendent Suzanne Guntlow thanked the Board for its service to the District in honor of School Board Recognition Week - October 22-26, 2018

Business Office and Treasurer's Report

Business Manager Michael Brennan briefly reported on the following topics:

- OSC Audit Update
- Preliminary Tax Collection for 2018

Consent Agenda

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

To approve the following items contained 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 CPSE and CSE Recommendations for the 2018-2019 school year as follows:  
Meeting Dates of: 06/13/18, 09/18/18, 10/11/18, 10/15/18 and 10/26/18

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

<b>Name</b>	<b>Position</b>	<b>Effective</b>
Carly Cross	Un-certified Substitute TA	11/06/18
Ann Israel	Un-certified Substitute Teacher and TA	11/06/18
Taryn Phippen	Un-certified Substitute Teacher and TA	11/06/18
Frederick Werwaiss	Un-certified Substitute Teacher and TA	11/06/18
Gosia Geiger	Tutor	11/06/18
Cheryl Marchese	Certified Substitute Teacher, TA and Tutor	11/06/18
Carol Ueland	Certified Substitute Teacher and TA	11/06/18

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

<b>Name</b>	<b>Position</b>	<b>Effective</b>
Amy O'Donnell	Substitute Clerical	11/06/18
Ida Ryan	Substitute Bus Attendant Substitute Food Service Helper Substitute Cleaner	10/22/18
Amy Mitchison	Substitute Food Service Helper	11/06/18
Emmie Hagadone	Substitute Bus Attendant	11/06/18

## 11(E) CONSIDERATION FOR APPOINTMENT

To appoint the following Interscholastic Coaches Appointments for the 2018-2019 school year:

<b>Position</b>	<b>Name</b>	<b>Step</b>
Girls Varsity Basketball Head Coach	Adam Vooris	2
Girls JV Basketball Head Coach	Phil Leader	10
Girls Modified Basketball Head Coach	Tahnee Heins	10
Boys Varsity Basketball Head Coach	Will Ferguson	10
Boys JV Basketball Head Coach	Tom Call	5
JV Boys Basketball Non-Paid Assistant Coach	Matt Ragosta	n/a
Varsity Boys Basketball Non-Paid Assistant Coach	Christopher Mueller	n/a
Varsity Boys Basketball Non-Paid Assistant Coach	Mike Hoose	n/a
Varsity Boys Basketball Non-Paid Assistant Coach	Dave Dellehunt	n/a
Varsity Wrestling Head Coach	Hugh Sarno	10
Modified Wrestling Head Coach	Dan Cremo	10
Boys Volleyball Head Coach	Sean Connors	10
Non-Paid Boys Volleyball Assistant Coach	Bob Wheeler	n/a
Indoor Track & Field Head Coach	Devyn Fernandez	3
Indoor Track & Field Assistant Coach	Kolbi Smith	3
Non-Paid Indoor Track & Field Assistant Coach	Habib Affinnih	n/a

## 11(F) CONSIDERATION FOR APPOINTMENT

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

<b>Position</b>	<b>Name</b>
Marching Band Chaperones	Richard Lapo, Deb McDermott
Janet Haywood	Homework Center Substitute
High School Ski Club Chaperones	Brad Walsh, David Bartlett, Brian Dolge, Michael Martino, Vince Barton

## 11(G) 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:

<b>Teacher</b>	<b>Course</b>
Melissa Kugler	Cardio Kickboxing

## 11(H) CONSIDERATION FOR APPROVAL

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

<b>Name</b>	<b>Assignment</b>	<b>Dates</b>
Brittney Gerber	Amanda DeAloe	January 14 – May 8, 2019

## 11(I) CONSIDERATION FOR APPOINTMENT

To appoint Warren Wills, having successfully completed a 52 week probationary period which ends, November 6, 2018, to the permanent position of Cleaner

- 11(J) CONSIDERATION FOR APPOINTMENT  
To appoint George (Ross) Cox, having successfully completed a 52 week probationary period which ends, November 6, 2018, to the permanent position of General Mechanic
- 11(K) CONSIDERATION FOR APPOINTMENT  
To appoint Sarah O'Neil to the probationary position of Bus Driver/Monitor, at Step 1, effective November 6, 2018
- 11(L) CONSIDERATION FOR APPOINTMENT  
To appoint Mary George to the probationary position of Bus Driver (2 hours), at Step 1, effective November 6, 2018
- 11(M) CONSIDERATION FOR APPROVAL  
To approve an increase in hours for Jonathon Horowitz from 2 hours/day to 4 hours/day effective November 6, 2018
- 11(N) CONSIDERATION FOR APPOINTMENT  
To appoint, Shawnah Mitchison to the probationary position of Food Service Helper (5 hour) at Step 1, effective October 10, 2018
- 11(O) CONSIDERATION FOR APPOINTMENT  
To appoint, Liz Hlavac to the probationary position of Food Service Helper (2.5 hour) at Step 1, effective November 6, 2018
- 11(P) CONSIDERATION FOR APPOINTMENT  
To appoint, Stephanie Howe to the temporary position of Nurse's Aide at Step 1, effective October 22, 2018 through April 22, 2018
- 11(Q) CONSIDERATION FOR APPOINTMENT  
To appoint, Crystal First to the temporary position of Clerk-Typist at Step 1, effective October 22, 2018 through April 22, 2018
- 11(R) CONSIDERATION FOR APPROVAL  
To approve a leave of absence for Elizabeth Rossback effective on or about March 18, 2019 through the end of the school year
- 11(S) CONSIDERATION FOR APPOINTMENT  
BE IT RESOLVED, that the Board of Education of the Ichabod Central School District hereby appoints Megan Kim as a short term substitute to fill the position held by Erin Shull who is out on a leave of absence. Ms. Kim's appointment will be effective November 11, 2018 and, provided she renders satisfactory service, is intended to continue but no later than February 4, 2019. No term of employment is conferred by this resolution of appointment and Ms. Kim's employment may be terminated at any time.

## 11(T) CONSIDERATION FOR APPOINTMENT

BE IT RESOLVED, that the Board of Education of the Ichabod Central School District hereby appoints Nina Stegman as a short term substitute speech therapist to fill the position held by Taylor Dier who is out on a leave of absence. Ms. Stegman's appointment will be for 18 sessions per week at a rate of \$50 per session, effective on or about October 25, 2018 and, provided she renders satisfactory service, is intended to continue but no later than December 20, 2018. No term of employment is conferred by this resolution of appointment and Ms. Stegman's employment may be terminated at any time.

## 11(U) CONSIDERATION FOR APPOINTMENT

BE IT RESOLVED, that the Board of Education of the Ichabod Central School District hereby appoints Alyssa Weaver as a short term substitute to fill the position held by Jennifer Farrell who is out on a leave of absence. Ms. Weaver's appointment will be effective September 27, 2018 and, provided she renders satisfactory service, is intended to continue but no later than November 30, 2018. No term of employment is conferred by this resolution of appointment and Ms. Weaver's employment may be terminated at any time.

## 11(V) CONSIDERATION FOR APPROVAL

To approve the following field trip requests, per Board Policy #4531:  
 DESTINATION: Area All-State Music Festival  
 LOCATION: Roosevelt HS, Hyde Park, NY  
 DATES: November 16, 2018 and November 17, 2018  
 PARTICIPANTS: 14 Students  
 CHAPERONES: Dave Bulan and Robert Richburg

## 11(W) CONSIDERATION FOR APPROVAL

To approve the following field trip requests, per Board Policy #4531:  
 DESTINATION: Montreal, Quebec, Canada  
 DATES: May 18, 2019  
 PARTICIPANTS: 40 Students  
 CHAPERONES: 6 including Robert Payne

## 11(X) CONSIDERATION FOR APPROVAL

To approve the establishment of the following club for the 2018-2019 School Year:

<b>Club</b>	<b>Unpaid Advisor(s)</b>
School of Rock	Steve Werthner
Weightlifting Club	Kolbi Smith

## 11(Y) CONSIDERATION FOR ACCEPTANCE

To accept, per Board Policy #1800 Gifts from the Public, a donation to the Ichabod Crane School District of a trumpet and a clarinet from Ellen O'Reilly

## 11(Z) CONSIDERATION FOR APPROVAL

To approve transportation lease agreement requests submitted by Denise Holzhauer, Program Director of O.K. KIDS, INC., for the use of two (2) school buses for the purpose of providing transportation for field trips during school vacation weeks as follows:

- December 2018
- February 2019
- April 2019

11(AA) CONSIDERATION FOR ACCEPTANCE *(Full Report Contained in the Supplemental File)*  
 To accept the Internal Claims Auditor’s Report for October 2018

11(BB) 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 9/30/18  
 \$ 135,493.58

Account Balance: AS OF 10/31/18  
 \$ 173,134.41

11(CC) CONSIDERATION FOR APPROVAL AND AUTHORIZATION  
 To approve and authorize the Superintendent of Schools to make the following budget transfers:

ACCOUNT	Transfer In	Transfer Out
A2330.490-00-9001 PreK Special Schools		57,935
A2110.490-00-0000 PreK Reg Ed	57,935	
A2610.444-00-3200 Library Automation		21,000
A2610.490-00-0000 Library Auto Update-BOCES	21,000	

11(EE) CONSIDERATION FOR AUTHORIZATION  
 To authorize Holly Kilcer to issue working papers for the 2018-2019 school year  
 End of Consent Agenda  
 Carried, 6-0

ROSE 2<sup>ND</sup> CRAWFORD *(MOU Contained in the Supplemental File)*  
 To approve the MOU submitted by Capital Psychology  
 Carried, 6-0

Public Participation – Agenda Items Only  
 No one from the public wished to address the Board at this time.

MOTION NELSON 2<sup>ND</sup> RAMOS  
 To adjourn to Executive Session at 9:51p.m. to discuss the medical history of a particular individual  
 Carried, 6-0

MOTION ANTALEK 2<sup>ND</sup> CRAWFORD  
To appoint Matthew Nelson as Clerk Pro Tem  
Carried, 6-0

Others present in Executive Session:  
Business Manager Michael Brennan  
Assistant to the Acting Superintendent Suzanne Guntlow

The District Clerk left the meeting.

The meeting was reconvened at 10:04 p.m.

MOTION ROSE 2<sup>ND</sup> ANTALEK  
To adjourn the meeting at 10:05 p.m.  
Carried, 6-0

Meetings:

Regular Meetings:

12/04 – Regular Board Meeting – 7:00pm – High School Library

Committee Meetings:

11/19 – Academic Committee – 5:30pm - Central Office

Other Meetings:

11/14 – Public Information Night – 7:00pm – High School Auditorium

X

---

Matthew Nelson  
Clerk Pro Tem

X

---

Mindy M. Potts  
District Clerk