

ICHABOD CRANE CENTRAL SCHOOL

BOARD OF EDUCATION

April 5, 2016

MINUTES

A Regular Meeting of the Ichabod Crane Board of Education was held on Tuesday, April 5, 2016 at 6:15 p.m. in the High School Library.

Board Members Present:

John Antalek	John Chandler	Barbara-anne Johnson-Heimroth
Susan Ramos	Regina Rose	Michael Stead
Cheryl Trefzger	Anthony Welcome	
Alexander Mangione-Smith – Student Member on the Board		

Board Members Absent:

Tracy Farrell

School Officials Present:

George Zini, Superintendent, Michael Brennan, Business Manager, Craig Shull, High School Principal, Daniel Farley, Assistant High School Principal, Tim Farley, Middle/Elementary School Principal, Anthony Marturano, Middle/Elementary School Assistant Principal, Suzanne Guntlow Primary School Principal, Robert McCloskey, Special Education Director, and Mindy Potts, District Clerk

Board President Anthony Welcome called the meeting to order at 6:15 p.m.

Executive Session

MOTION CHANDLER 2<sup>ND</sup> TREFZGER

To adjourn to Executive Session to discuss the employment history of particular individuals

ANTALEK - ABSENT	CHANDLER - YES	FARRELL – ABSENT
JOHNSON-HEIMROTH – ABSENT	RAMOS - ABSENT	ROSE – YES
STEAD – YES	TREFZGER - YES	WELCOME – YES

Carried, 5-0

Board Members Susan Ramos and John Antalek arrived at 6:17 p.m. and joined the Board in Executive Session. Superintendent George Zini and Business Manager Michael Brennan were also present in Executive Session.

Board member Barbara-anne Johnson-Heimroth arrived at 7:00 p.m.

The meeting was reconvened in public session at 7:00 p.m.

Board President Anthony Welcome announced the fire exits and conducted the pledge of allegiance.

Board Member Michael Stead read the District Mission Statement:

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 TREFZGER 2<sup>ND</sup> ROSE

To approve the agenda with modifications as presented  
Carried, 8-0

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

To approve the minutes of the 03/01/16 - Regular Board Meeting

ANTALEK - YES	CHANDLER - YES	FARRELL – ABSENT
JOHNSON-HEIMROTH - YES	RAMOS - YES	ROSE – YES
STEAD – YES	TREFZGER - ABSTAIN	WELCOME – YES

Carried 7-0-1

#### Meeting Open For Public Participation

No one wished to address the Board at this time.

#### Board Discussion Items

The Board members discussed the following topics:

- The Spring Production of Mary Poppins by Crane Acting Troupe
- First Snow Day for the 2015-2016 School year taken April 4, 2016

#### Superintendent's Report – Administrator's Comments

- Report Futures Inc.  
Michael Neiman and John McGuire, Futures Inc., reported and answered questions regarding their findings after reviewing special education services including transportation in the district. This report will be shared with the public.
- Draft of 2016-2017 Budget  
Superintendent George Zini gave a powerpoint presentation on the draft 2016-2017 budget. The budget adoption is scheduled for April 19

Committee Meetings:Policy Committee

Board Vice President John Chandler reported briefly on the meeting of March 22, 2016 and policies having their first reading:

## Reading of Policies

First Readings:

- 1500 Public Use of School Facilities (revised)
- 1500-R Public Use of School Facilities Regulations (revised)
- 8414.5 Alcohol and Drug Testing of Bus Drivers (revised)
- 8414.5-R Alcohol and Drug Testing of Bus Drivers Regulation (revised)
- 8414.5-E Alcohol and Drug Testing of Bus Drivers Exhibit (new)
- 1120 School District Records (revised)
- 1120-R School District Records Regulation (revised)
- 5420 Student Health Services (revised)
- 5420-R Student Health Services Regulation (revised)
- 2121 Board Member Qualifications (revised)

Third Reading:

Adoption of the following policies for consideration under Consent Agenda:

- 6750.2 Amazon Purchasing Policy (new)
- 8635 Security Breach Policy (revised)
- 8635-R Security Breach Regulation (reviewed – no changes)
- 4526 & R Computer Use in Instruction Policy (revised and renamed)
- 4526 & R Computer Use in Instruction Regulation (revised and renamed)
- 4526.1 R Internet Safety Policy (new)
- 4526.1 R Internet Safety Regulation (new)
- 8414.1 Bus Driver Qualifications and Training (revised)

Communications Committee

Board member Cheryl Trefzger reported briefly on the Communications Committee meeting held on March 22, 2016 which met to discuss the voter exit survey.

Audit/Finance Committee Meeting Report

Board Vice President John Chandler briefly reported on the Audit/Finance Committee meeting which was held just prior to tonight's Regular Board meeting.

## Treasurer's Report and Acceptance of Warrants:

MOTION TREFZGER 2<sup>ND</sup> RAMOS

To accept the Treasurer's Report and Warrants as presented

Carried, 8-0

Consent AgendaMOTION TREFZGER 2<sup>ND</sup> RAMOS

To approve the following items contained under the Consent Agenda:

## 11(A) CONSIDERATION FOR ACCEPTANCE

To accept the resignation of Carly Wills, Food Service Helper, for the purpose of accepting another position within the district, effective, February 29, 2016

## 11(B) CONSIDERATION FOR ACCEPTANCE

To accept the CPSE and CSE Recommendations for the 2014-2015 and 2015-2016 school year as follows: Meeting Dates of: 03/01/16, 03/03/16, 03/07/16, 03/09/16, 03/15/16, 03/17/16, 03/18/16, 03/22/16, 03/23/16, 03/29/16, 03/30/16, 03/31/16, 04/01/16 and 04/05/16

## 11(C) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of George Zini, Superintendent, the following *additions* to the teaching substitute listing for 2015-2016 school year:

Name	Position	Effective
Shannon DeCelle	Certified Substitute Teacher	4/5/16
Lindy-Ann Gray	Certified Substitute Teaching Assistant	4/5/16
Elaine Dragos	Uncertified Substitute Teacher	4/5/16
Ginger McDade	Certified Substitute TA	4/5/16

## 11(D) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of George Zini, Superintendent, the following *additions* to the NON-teaching substitute listing for 2015-2016 school year:

Name	Position	Effective
Russell Graham	Substitute Cleaner	4/5/16
Cliff Konkle	Substitute Bus Attendant	4/5/16
Michele Gleason	Substitute Clerical and Substitute Food Service Helper	4/5/16

## 11(E) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of George Zini, Superintendent, the following Interscholastic Coaches Appointments for the 2015-2016 school year:

Name	Position
Lisa Bodratti	Varsity Track & Field Assistant Coach
Stephen Naegeli	Unpaid Modified Track & Field Assistant Coach

## 11(F) CONSIDERATION FOR APPOINTMENT

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

Name	Effective Date
Kathryn Walter	4/5/16
Victoria Clouthier	4/5/16
Maureen McDonald	4/5/16
Alanna Navitski	4/5/16

- 11(G) CONSIDERATION FOR APPROVAL  
To approve the following field trip request and chaperones per Board Policy #4531:  
PARTICIPANTS: Sixth Grade Class  
ADVISORS/TEACHERS: 10 with Barbara Ireland (Science Curriculum Liaison)  
DESTINATION: Howe Caverns, Howes Cave, NY  
DATE: May 25, 2016
- 11(H) CONSIDERATION FOR APPROVAL  
To approve the following field trip request and chaperones per Board Policy #4531:  
PARTICIPANTS: Seventh Grade Students  
ADVISORS/TEACHERS: 5 each day with Julianne Rulison (Grade 7 Team Leader)  
DESTINATION: Old Fort Johnson, Fort Johnson, NY  
DATE: June 6 and June 7, 2016 (not overnight - two separate trips)
- 11(I) CONSIDERATION FOR ADOPTION  
To adopt the following policies pursuant to Board Policy #2410 – Formulation, Adoption and Amendment of Policies:
- 6750.2 Amazon Purchasing Policy (new)
  - 8635 Security Breach Policy (revised)
  - 8635-R Security Breach Regulation (reviewed – no changes)
  - 4526 Computer Use in Instruction Policy (revised and renamed)
  - 4526-R Computer Use in Instruction Regulation (revised and renamed)
  - 4526.1 Internet Safety Policy (new)
  - 4526.1-R Internet Safety Regulation (new)
  - 8414.1 Bus Driver Qualifications and Training (revised)
- 11(J) CONSIDERATION FOR APPROVAL & AUTHORIZATION *(executed agreement contained in Supplemental File)*  
To approve a 2015-2016 Health Services Contract in accordance with Education Law Section 912, with the North Colonie Central School District for 4 students attending private schools within the district (Loudonville Christian and St. Pius) in the amount of \$2,365.84 and to authorize the president of the Board to execute the contract
- 11(K) CONSIDERATION FOR APPROVAL & AUTHORIZATION *(executed agreement contained in Supplemental File)*  
To approve an amended 2015-2016 Health Services Contract in accordance with Education Law Section 912, with the North Greenbush Common School District for two (2) additional students attending a private school within the district (LaSalle) in the amount of \$477.20 and to authorize the president of the Board to execute the contract *(original agreement approved and authorized 3/1/16 BOE mtg)*
- 11(L) CONSIDERATION FOR APPROVAL & AUTHORIZATION *(executed agreement contained in Supplemental File)*  
To approve a 2015-2016 Health Services Contract in accordance with Education Law Section 912, with the Averill Park Central School District for 4 students attending private schools within the district (Robert C Parker School) in the amount of \$2,337.68 and to authorize the president of the Board to execute the contract

## 11(M) CONSIDERATION FOR ACCEPTANCE

To accept, per Board Policy #1800 Gifts from the Public, a donation to the District of \$5,016 from the Booster Club and to approve an increase in the 2015-2016 budget in the amount of \$5,016 from \$37,563,682 to \$37,568,698 and to increase the following Appropriation Code:  
A 2855.441-00-3400 – in the amount of \$5,016

## 11(N) CONSIDERATION FOR APPROVAL AND AUTHORIZATION

To approve and authorize the Superintendent of Schools to make the following budget transfers:

ACCOUNT FROM:	ACCOUNT TO:	AMOUNT
A.1964.400.00.0000	A.2060.400.00.0000	\$12,500

11(O) CONSIDERATION FOR ACCEPTANCE *(full report contained in 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 2/29/16  
\$ 114,908.56

11(P) CONSIDERATION FOR ACCEPTANCE *(full report contained in Supplemental File)*

To accept the Internal Claims Auditor Report as presented

11(Q) CONSIDERATION FOR AUTHORIZATION *(executed agreement contained in Supplemental File)*

To authorize the Superintendent to sign an agreement with Columbia County Board of Elections  
End of Consent Agenda  
Carried, 8-0

MOTION JOHNSON-HEIMROTH 2<sup>ND</sup> RAMOS

To ratify the 2015-2016, 2016-2017, 2017-2018, 2018-2019 & 2019-2020 contractual agreement between the Ichabod Crane Central School District and the Ichabod Crane Teacher's Association, and to authorize the President of the Board of Education to execute the contract

Carried, 8-0

RetirementsMOTION RAMOS 2<sup>ND</sup> TREFZGER

To accept the resignation for the purpose of retirement of Margaret Miller, Teaching Assistant, effective June 30, 2016 *(employed with ICC 1998)*

Carried, 8-0

Tenure Appointments

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

WHEREAS Kathryn Babendrier commenced probationary service on September 1, 2013 as a probationary teaching assistant, and

WHEREAS Kathryn Babendrier's probationary appointment will expire on August 31, 2016, and

WHEREAS Kathryn Babendrier holds a valid New York State Public School Teacher Certificate in the certification area(s) of Teaching Assistant

WHEREAS George Zini, Superintendent of the Ichabod Crane Central School District, recommends Kathryn Babendrier'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 Kathryn Babendrier effective September 1, 2016, to the position of teaching assistant in the tenure area(s) of Teaching Assistant.

Carried, 8-0

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

WHEREAS Margaret Bortugno commenced probationary service on September 1, 2013 as a probationary teaching assistant, and

WHEREAS Margaret Bortugno's probationary appointment will expire on August 31, 2016, and

WHEREAS Margaret Bortugno holds a valid New York State Public School Teacher Certificate in the certification area(s) of Teaching Assistant

WHEREAS George Zini, Superintendent of the Ichabod Crane Central School District, recommends Margaret Bortugno'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 Margaret Bortugno effective September 1, 2016, to the position of teaching assistant in the tenure area(s) of Teaching Assistant.

Carried, 8-0

MOTION CHANDLER 2<sup>ND</sup> RAMOS

WHEREAS Thomas Call commenced probationary service on February 23, 2015 as a probationary professional educator, and

WHEREAS Thomas Call's probationary appointment will expire on February 22, 2016, and

WHEREAS Thomas Call holds a valid New York State Public School Teacher Certificate in the certification area(s) of Physical Education

WHEREAS George Zini, Superintendent of the Ichabod Crane Central School District, recommends Thomas Call'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 Thomas Call's effective September 1, 2016, to the position of professional educator in the tenure area(s) of Physical Education

Carried, 8-0

MOTION RAMOS 2<sup>ND</sup> STEAD

WHEREAS Jennifer Cramer commenced probationary service on September 1, 2013 as a probationary professional educator, and

WHEREAS Jennifer Cramer's probationary appointment will expire on August 31, 2016, and

WHEREAS Jennifer Cramer holds a valid New York State Public School Teacher Certificate in the certification area(s) of Childhood Education (1-6); Literacy Birth – 6

WHEREAS George Zini, Superintendent of the Ichabod Crane Central School District, recommends Jennifer Cramer'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 Jennifer Cramer effective September 1, 2016, to the position of professional educator in the tenure area(s) of Remedial Reading  
Carried, 8-0

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

WHEREAS Nancy Dolan commenced probationary service on September 1, 2013 as a probationary teaching assistant, and

WHEREAS Nancy Dolan's probationary appointment will expire on August 31, 2016, and

WHEREAS Nancy Dolan holds a valid New York State Public School Teacher Certificate in the certification area(s) of Teaching Assistant

WHEREAS George Zini, Superintendent of the Ichabod Crane Central School District, recommends Nancy Dolan'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 Nancy Dolan effective September 1, 2016, to the position of teaching assistant in the tenure area(s) of Teaching Assistant.  
Carried, 8-0

MOTION STEAD 2<sup>ND</sup> JOHNSON-HEIMROTH

WHEREAS Maria Doubrava commenced probationary service on September 1, 2013 as a probationary professional educator, and

WHEREAS Maria Doubrava's probationary appointment will expire on August 31, 2016, and

WHEREAS Maria Doubrava holds a valid New York State Public School Teacher Certificate in the certification area(s) of Special Education

WHEREAS George Zini, Superintendent of the Ichabod Crane Central School District, recommends Maria Doubrava'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 Maria Doubrava's effective September 1, 2016, to the position of professional educator in the tenure area(s) of Special Education.  
Carried, 8-0



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

WHEREAS Jodi Gajadar commenced probationary service on September 1, 2013 as a probationary professional educator, and

WHEREAS Jodi Gajadar's probationary appointment will expire on August 31, 2016, and

WHEREAS Jodi Gajadar holds a valid New York State Public School Teacher Certificate in the certification area(s) of SOCIAL STUDIES 7 - 12

WHEREAS George Zini, Superintendent of the Ichabod Crane Central School District, recommends Jodi Gajadar'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 Jodi Gajadar effective September 1, 2016, to the position of professional educator in the tenure area(s) of Social Studies.

Carried, 8-0

MOTION TREFZGER 2<sup>ND</sup> STEAD

WHEREAS Emily Lock commenced probationary service on September 1, 2013 as a probationary professional educator, and

WHEREAS Emily Lock's probationary appointment will expire on August 31, 2016, and

WHEREAS Emily Lock holds a valid New York State Public School Teacher Certificate in the certification area(s) of MATHEMATICS 7 - 12

WHEREAS George Zini, Superintendent of the Ichabod Crane Central School District, recommends Emily Lock'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 Emily Lock effective September 1, 2016, to the position of professional educator in the tenure area(s) of Mathematics.

Carried, 8-0

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

WHEREAS Cole Moon commenced probationary service on September 1, 2013 as a probationary professional educator, and

WHEREAS Cole Moon's probationary appointment will expire on August 31, 2016, and

WHEREAS Cole Moon holds a valid New York State Public School Teacher Certificate in the certification area(s) of TECHNOLOGY EDUCATION

WHEREAS George Zini, Superintendent of the Ichabod Crane Central School District, recommends Cole Moon'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 Cole Moon effective September 1, 2016, to the position of professional educator in the tenure area(s) of Technology Education.

Carried, 8-0

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

WHEREAS Lindsay Meyers commenced probationary service on September 1, 2013 as a probationary professional educator, and

WHEREAS Lindsay Meyers' probationary appointment will expire on August 31, 2016, and

WHEREAS Lindsay Meyers holds a valid New York State Public School Teacher Certificate in the certification area(s) of Childhood Education (1-6; Literacy B-6

WHEREAS George Zini, Superintendent of the Ichabod Crane Central School District, recommends Lindsay Meyers' 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 Lindsay Meyers' effective September 1, 2016, to the position of professional educator in the tenure area(s) of Remedial Reading

Carried, 8-0

MOTION JOHNSON-HEIMROTH 2<sup>ND</sup> ROSE

WHEREAS Megan Yeats commenced probationary service on September 1, 2013 as a probationary professional educator, and

WHEREAS Megan Yeats' probationary appointment will expire on August 31, 2016, and

WHEREAS Megan Yeats holds a valid New York State Public School Teacher Certificate in the certification area(s) of ENGLISH LANGUAGE ARTS 7 - 12

WHEREAS George Zini, Superintendent of the Ichabod Crane Central School District, recommends Megan Yeats' 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 Megan Yeats' effective September 1, 2016, to the position of professional educator in the tenure area(s) of English Language Arts.

Carried, 8-0

MOTION TREFZGER 2<sup>ND</sup> RAMOS 8-0

WHEREAS Emily Zeh commenced probationary service on September 1, 2013 as a probationary teaching assistant, and

WHEREAS Emily Zeh's probationary appointment will expire on August 31, 2016, and

WHEREAS Emily Zeh holds a valid New York State Public School Teacher Certificate in the certification area(s) of Teaching Assistant

WHEREAS George Zini, Superintendent of the Ichabod Crane Central School District, recommends Emily Zeh'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 Emily Zeh effective September 1, 2016, to the position of teaching assistant in the tenure area(s) of Teaching Assistant.

Carried, 8-0

There was a round of applause for those appointed to tenure and Board President Anthony Welcome thanked the teachers and teaching assistants for their commitment to the students and the district.

Public Participation – Agenda Items Only

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

- Jim Digioia – budget
- Matthew Nelson – budget and fiscal projections
- Karen Vecellio – budget and lunch monitors

At this time the principals for each building recognized the hard work of the teachers and teaching assistants who had received tenure at tonight’s meeting.

Adjournment

MOTION ANTALEK 2<sup>ND</sup> TREFZGER  
 To adjourn the meeting at 9:35 p.m.  
 Carried, 8-0

Meetings

Regular/Special Meetings:

04/19 (Tue) – Special Board Meeting – 7:00pm – High School  
 05/03 (Tue) – Regular Board Meeting – 7:00pm – High School

Committee Meetings:

04/12 (Tue) Policy Committee – 5:00pm – Central Office  
 05/03 (Tue) Audit/Finance Committee – 5:30pm – High School

Other Meeting(s):

04/06/16 (Wed) – Annual Meeting and Dinner - Questar III Administrative Building - 5:30 pm

Other Important Dates

		Candidate petitions available from District Clerk
April 18, 2016	(Mon)	Return candidate petitions & expenditure statements to District Clerk by 5PM (30 Calendar Days Prior to Vote)
April 19, 2016	(Tues)	Determination of Candidates Order on the Ballot at 1 PM
April 19, 2016	(Tues)	Candidates Biographies/Statements Published on Website
April 19, 2016	(Tues)	Special Board Meeting 7PM (Questar III Vote & Election and ICC Budget Adopt)
MAY 3, 2016	(Tues)	Regular Board Meeting 7PM
MAY 10, 2016	(Tues)	Annual Budget Hearing 7PM - Candidates Introduced
MAY 17, 2016	(Tues)	Annual Meeting – Budget Vote And Election 8AM-9PM

**X**

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Mindy M. Potts  
 District Clerk