

# ICHABOD CRANE CENTRAL SCHOOL

Board of Education

August 20, 2019

## MINUTES

A Special Meeting of the Ichabod Crane Board of Education was held on Tuesday, August 20, 2019 at 7:00 p.m. in the High School Library.

### Board Members Present:

John Antalek	Daniel Cohn	Tammy Crawford
Matthew Nelson	Jeffrey Ouellette	Susan Ramos

### Board Members Absent:

Jessica Berner	Elizabeth Phillips	Regina Rose
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### School Officials Present:

Lee Bordick, Interim Superintendent, Suzanne Guntlow, Assistant Superintendent, Michael Brennan, Business Manager, Craig Shull, High School Principal, Anthony Marturano, Assistant High School Principal, Andrea Williams, Primary School Principal, Peg Warner, Special Education Director, Steve Marotta, Director of Facilities, and Mindy Potts, District Clerk

Board President Matthew Nelson called the meeting to order at 7:00p.m.

Board President Matthew Nelson announced the fire exits and conducted the Pledge of Allegiance.

Board Member Tammy Crawford 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

Carried, 6-0

MOTION ANTALAK                      2ND CRAWFORD

To approve the minutes of the following meetings:

07/09/19 - Org Meeting and Regular Meeting

07/23/19 - Special Meeting

07/24/19 - Special Meeting

07/29/19 - Regular Meeting

07/30/19 - Workshop/Retreat

08/05/19 - Workshop Meeting

Carried, 6-0

## Public Participation

No one from the public wished to address the Board at this time.

## Board Discussion

- Committee Meetings
  - Facilities Committee Meeting  
Board Vice-President John Antalek briefly reported on the Facilities Committee meeting held on August 6, 2019
  - The Board discussed minutes for committee meetings in general
    - Minutes will be taken at all committee meetings and after Board discussion at a Board meeting to be public posted online
- Board Meeting Dates and Locations  
The Board discussed holding Regular Board meetings in each of the buildings with a tour of the building prior to those meetings. Approval of the change in meetings will be considered under Discussion Action.
- Superintendent Search  
Board President Matthew Nelson gave an overview of the process and timeline for the Superintendent Search, which would be a confidential search with stakeholders and community members given the opportunity to give input via an online survey and via meetings with the consultants. Forums for stakeholders and an Open Community Forum has been scheduled for Monday, September 9.

Board member Dan Cohn announced he was turning in his resignation to be effective at the end of the day August 20, 2019. Board members discussed the options once for a vacancy on the Board of Education: hold a special election, leave the seat vacant or appoint a Board member to fill the seat. After a short discussion it was decided the Board President would reach out to Tony Welcome as a recent experience Board member who may be interested in filling the seat with more discussion to follow at the next Board meeting scheduled for 9/10/19.

## Reports

- Academic Presentation: Grades 6-12

Assistant Superintendent Suzanne Guntlow, High School Principal Craig Shull and Assistant High School Principal Tony Marturano presented on academic achievement from grades 6-12.

## Superintendent's Report

Interim Superintendent Lee Boardick reported on the following:

- Opening of School - Hiring of staff is almost completed and Transportation will report on the GPS system at the next meeting. The District will be ready for the staff to report back on the 28th and students on the 3rd
- Capital Project - The District-wide road project will start after the start of school

Business Office Report

Business Manager Michael Brennan gave a brief report on the tax rate and the levy to be considered for adoption under the Consent Agenda.

Consent Agenda

MOTION CRAWFORD 2ND RAMOS

To accept the following items contained under the Consent Agenda:

11(A) CONSIDERATION FOR APPROVAL AND ADOPTION

To adopt a tax levy, inclusive of STAR reimbursement, at \$24,001,998 with the tax levy to be at 2.7% over last year's actual levy;

AND WHEREAS, the Board of Education of the Kinderhook Central School District at the Annual District Vote and Election held on May 21, 2019, was authorized by the voters of the district to expend sums in the total amount of \$ 41,597,201 during the 2019-2020 school year, and to levy the necessary tax therefor;

AND BE IT HEREBY DIRECTED, that the tax warrant of the Board of Education, inclusive of STAR reimbursement, dated August 20, 2019 in the amount of \$24,001,998 is hereby executed and the collection of said taxes to begin on September 3, 2019 and to end on November 1, 2019 giving the Tax Warrant an effective period of 60 days, at the expiration of which time said Tax Collector shall make an account in writing to the Board of Education;

AND BE IT FURTHER DIRECTED that the delinquent tax penalties shall be fixed as follows:

1 <sup>st</sup> month - Sept 3 to Oct 2	No Penalty
2 <sup>nd</sup> month - Oct 3 to Nov 1	2% Penalty

AND TO ESTABLISH the date of July 26, 2020 as the last date for accepting applications for third party notification of Real Property Taxes in accordance with Chapter 758 of the Laws of 1986

11(B) AUTHORIZATION FOR PRESIDENT TO SIGN

To authorize the President of the Board of Education to execute the following documents:

- Uncollected Levy for Rensselaer and Columbia Counties

11(C) CONSIDERATION FOR ACCEPTANCE (Full Report Contained in the Supplemental File)

To accept the Treasurer's Report (including Revenues, Appropriations and Transfers) and Warrants as presented

11(D) CONSIDERATION FOR ACCEPTANCE

To accept the resignation of Tierney Crone, Special Education Teacher, effective August 16, 2019 (appointed at the 7/9/19 BOE meeting)

11(E) CONSIDERATION FOR APPOINTMENT (Full Lists Contained in the Supplemental File)

To appoint upon the recommendation of Lee Bordick, Interim Superintendent the teaching substitute list for the 2019-2020 school year:

- Substitute Teachers
- Substitute Teaching Assistants
- Tutors

11(F) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Lee Bordick, Interim Superintendent, the following additions to the non-teaching substitute listing for 2019-2020 school year:

Name	Position	Effective
John Hatfield	Substitute Driver	08/19/19

11(G) CONSIDERATION FOR APPOINTMENT

To appoint upon the recommendation of Lee Bordick, Interim Superintendent the following Interscholastic Coaches Appointments for the 2019-2020 school year:

Position	Name	Step
Varsity Football Assistant Coach	Anthony Miller	Step 1
Varsity Football Assistant Coach	John Rivero	Step 1
Modified Football Head Coach	Dan Loeffert	Step 1
Varsity/Modified Football Assistant Coach	Brandon Egan-Thorpe	Step 1
Unpaid Varsity Football Assistant Coach	Dennis Shields III	n/a
Unpaid Varsity Golf Assistant Coach	Bill Graziano	n/a
Unpaid Modified Girls Volleyball Assistant Coach	Jacob Bortugno	n/a
Unpaid Varsity Girls Soccer Assistant Coach	Mary Choquette (Donahue)	n/a
Unpaid Varsity/JV Volleyball Assistant Coach	Catie Farrell	n/a
Unpaid Girls Varsity Soccer Assistant Coach	Don Bell	n/a

11(H) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Lee Bordick, Interim Superintendent, the following EXTRA-CLASS ADVISORS/ANNUAL APPOINTMENTS for the 2019-2020 school year:

Position	Staff
Enrichment/OM Coordinator	Remove: Laura Regan
OM Coordinator	Add: Laura Regan
Enrichment Coordinator	Add: Jamie Stickles

11(I) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Lee Bordick, Interim Superintendent, the following EXTRA-CLASS ADVISORS/ANNUAL APPOINTMENTS for the 2019-2020 school year:

Position	Staff
Music Director	Karolyn Eberhardt

11(J) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Lee Bordick, Interim Superintendent, additional Summer School Staff for the 2019 Summer Program as follows:

Summer School Staff	
Stephanie Howe	Summer School Nurse

11(K) CONSIDERATION FOR APPOINTMENT

To appoint Julie Grace as a professional educator in tenure area of Special Subject: Teaching Assistant for a probationary period of four years, effective August 28, 2019 and ending August 27, 2023

11(L) CONSIDERATION FOR APPOINTMENT

To appoint Olivia Faure, as a .5 FTE Music Teacher effective August 28, 2019 and ending June 30, 2020

11(M) CONSIDERATION FOR APPOINTMENT

BE IT RESOLVED, that the Board of Education of the Ichabod Central School District hereby appoints upon the recommendation of Lee Bordick, Interim Superintendent Lisa Small as a long term substitute to fill the position held by Jayne Ferguson who is out on a Leave of Absence. Ms. Small's appointment will be effective August 28, 2019 and, provided she renders satisfactory service, is intended to continue but no later than June 30, 2020. No term of employment is conferred by this resolution of appointment and Ms. Small'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 upon the recommendation of Lee Bordick, Interim Superintendent Kristen Roff as a long term substitute to fill the position held by Lauren Miter is who out on a Leave of Absence. Ms. Roff's appointment will be effective August 28, 2019 and, provided she renders satisfactory service, is intended to continue but no later than February 3, 2020. No term of employment is conferred by this resolution of appointment and Ms. Roff'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 upon the recommendation of Lee Bordick, Interim Superintendent Brandon Egan-Thorpe as a short term substitute to fill the position held by Sarah Cotsonas is who out on a Leave of Absence. Mr. Egan-Thorpe's appointment will be effective August 28, 2019 and, provided he renders satisfactory service, is intended to continue but no later than October 10, 2019. No term of employment is conferred by this resolution of appointment and Mr. Egan-Thorpe's employment may be terminated at any time.

11(P) CONSIDERATION FOR APPOINTMENT

To appoint upon the recommendation of Lee Bordick, Interim Superintendent, Jennifer Minahan to the probationary position of Head Cook (6 hrs), Step 1, effective September 3, 2019

11(Q) CONSIDERATION FOR APPOINTMENT

To appoint upon the recommendation of Lee Bordick, Interim Superintendent Michael Walsh, having successfully completed a 52 week probationary period which ends, August 22, 2019, to the permanent position of General Mechanic

11(R) CONSIDERATION FOR APPOINTMENT

To appoint upon the recommendation of Lee Bordick, Interim Superintendent Donna LaTorre, having successfully completed a 52 week probationary period which ends, September 6, 2019, to the permanent position of Bus Driver/School Monitor

11(S) CONSIDERATION FOR APPOINTMENT

To appoint upon the recommendation of Lee Bordick, Interim Superintendent Cindy Williams, having successfully completed a 52 week probationary period which ends, September 6, 2019, to the permanent position of Bus Driver/School Monitor

11(T) CONSIDERATION FOR APPOINTMENT

To appoint upon the recommendation of Lee Bordick, Interim Superintendent Holly Kilcer, having successfully completed a 52 week probationary period which ends, August 27, 2019, to the permanent position of Clerk-Typist

11(U) CONSIDERATION FOR APPOINTMENT

To appoint upon the recommendation of Lee Bordick, Interim Superintendent 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
Linda Renken	5 Hour Pre-Licensing
Jamie Cat Callan	Creative Writing
John White, Josh Wisniewski, Dalton Michaud Ron Jarvis	Basketball
Joyce Flower	Basketweaving
Katie Snyder	Zumba
Melissa Falkner	Crafting with Minz
Victor Bujanow	Notary Review
Abby Boothby	Cardio Sculpt
Alissa Weaver	Crafts
Melissa Kugler	Cardio Kickboxing
Jessica Nichols	POUND
James Seawood, Such a Voice	Voice Over Course
Julia Shea	Yoga
David Manarel	Adult ESL class
Laurel Jacon	Low Impact Weight class

11(W) CONSIDERATION FOR APPOINTMENT

To appoint upon the recommendation of Lee Bordick, Interim Superintendent designated staff members as Dignity Act Coordinators for the 2019-2020 school year:

- Peg Warner - Primary School
- Dale Tuczinski - Middle and Elementary Schools
- Anthony Marturano - High School

11(X) CONSIDERATION FOR APPROVAL AND APPOINTMENT

To appoint upon the recommendation of Lee Bordick, Interim Superintendent the following transportation department positions for the 2019-2020 school year:

Position	Names
School Bus Driver Instruction (SBDI)	Christine Foote, Amy Baker, Daniel Doyle Tami Barlow
19A Trainer	Tami Barlow, & Christine Foote

11(Y) 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, Lee Bordick, Interim 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
Lee Bordick	Lead Evaluator of Administrators

11(Z) CONSIDERATION FOR APPROVAL

To approve the establishment of the following club for the 2019-2020 School Year:

Club	Advisor
Garden Club	Gail Colton

11(AA) CONSIDERATION FOR ACCEPTANCE

To accept, per Board Policy #1800 Gifts from the Public, a donation to the Ichabod Crane Primary and Middle Schools of \$2,500 from OK Kids and approve an increase in the 2019-2020 budget from \$41,598,201 to \$41,600,701 into the following Appropriation Code:

A2110.510-01-0000 - in the amount of \$1,250

A2110.510-04-0000 - in the amount of \$1,250

11(BB) CONSIDERATION FOR APPROVAL&AUTHORIZATION (Full list Contained in the Supplemental File)

To approve and authorize the Interim Superintendent of Schools to budget transfers per the attached listing

11(CC) CONSIDERATION FOR ACCEPTANCE (Full Report Contained in the Supplemental File)

To accept the Internal Claims Auditor's Report for July 2019



11(DD) CONSIDERATION FOR AUTHORIZATION (Full Agreements Contained in the Supplemental File)

To authorize the Board president to execute the following document:

- Agreement with Questar III - Lease of Classrooms
- Agreement with Columbia County Sheriff - SRO
- MOU OK Kids

11(EF) CONSIDERATION FOR AUTHORIZATION (Full Agreement Contained in the Supplemental File)

To authorize the Interim Superintendent to execute the following document:

- CASDA Agreement

11(FG) CONSIDERATION FOR APPOINTMENT

To appoint Samantha Noxon as a professional educator in tenure area of Special Education for a probationary period of four years, effective August 28, 2019 and ending August 27, 2023

11(GG) CONSIDERATION FOR APPOINTMENT

To appoint Rochelle Sibilia as a professional educator in tenure area of Special Area: Teaching Assistant for a probationary period of four years, effective August 28, 2019 and ending August 27, 2023

11(HH) CONSIDERATION FOR APPOINTMENT

To appoint Mallory Favreau as a professional educator in tenure area of Special Education for a probationary period of four years, effective August 28, 2019 and ending August 27, 2023

11(II) CONSIDERATION FOR ACCEPTANCE

To accept the resignation for the purpose of retirement of Maria Wuchte, Teaching Assistant, effective January 31, 2020

End of Consent Agenda

Carried, 6-0

MOTION ANTALAK 2ND CRAWFORD

To approve a change in the Board meeting dates and locations as follows:

- October 8 Regular Board meeting to be held in the Middle School Cafeteria (Board tour of Middle School prior to the meeting)
- November Regular Board meeting from November 5 to November 12 at the Primary School (Board tour of the Primary School Prior to the meeting)
- December Regular Board meeting from December 3 to December 10 at the High School

Carried, 6-0

MOTION ANTALAK 2ND NELSON (Full Timeline Contained in the Supplemental File)

To approve the timeline for the Superintendent Search as presented  
Carried, 6-0

Public Participation (agenda items only)

Two members of the public addressed the Board regarding the following topics:

- Karen Vecillio - superintendent search survey
- Jerry Callahan - meetings open to the public

MOTION NELSON        2ND CRAWFORD

To appoint upon the recommendation of Lee Bordick, Interim Superintendent, Todd DiGrigoli as  
Media Specialist for the 2019-2020 school year with a stipend of \$4,000

Carried, 6-0

Meetings

Special Meeting

09/09 - Open Community Forum: Superintendent Search - 6:30pm High School  
Auditorium

Regular Meetings:

09/10 – Regular Meeting – 7:00pm – High School Library  
6:00 pm - New Teacher Newly Tenured Teacher Reception - High School Library

Committee Meetings:

08/27 - Communications Committee - 6:00pm - Central Office  
09/10 - Audit Committee Committee - 5:30pm - Central Office

MOTION ANTALAK        2ND RAMOS

To adjourn the meeting at 8:50 p.m.

Carried, 6-0

X

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Mindy M Potts  
District Clerk