

ICHABOD CRANE CENTRAL SCHOOL

BOARD OF EDUCATION

November 3, 2020

MINUTES

A Regular meeting of the Ichabod Crane Board of Education was held on Tuesday, November 3, 2020 at 7:00 p.m. in the Primary School Auditorium. The meeting was also simultaneously held virtually via Zoom. Prior to the meeting at 6:00 p.m., the Board held a workshop meeting on the District's fiscal status.

Board Members Present:

John Antalek	Elaine Berlin	John Chandler	Kelly Firmbach
Ruth Moore	Matthew Nelson	Jeffrey Ouellette	Elizabeth Phillips
Susan Ramos	Erin Curry – Student Member on the Board		

School Officials Present:

Suzanne Guntlow, Superintendent, Lucas Christensen, Assistant Superintendent, Michael Brennan, Business Manager, Craig Shull, High School Principal, Marcella Sanchez, High School Assistant Principal, Anthony Marturano, Middle School Co-Principal, Andrea Williams, Primary School Principal, Peg Warner, Special Education Director and Mindy Potts, District Clerk

The Board President Matthew Nelson called the meeting to order at 7:03 p.m.

The Board President Matthew Nelson announced the fire exits, conducted the Pledge of Allegiance and 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 NELSON 2ND FIRMBACH

To approve the agenda as presented
Carried, 9-0

MOTION NELSON 2ND FIRMBACH

To approve the minutes of the following meetings:
October 6, 2020 - [Regular Meeting Minutes](#)
October 20, 2020 - [Workshop Meeting Minutes](#)
October 28, 2020 - [Workshop Meeting Minutes](#)

Carried, 9-0

Public Participation

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

Board Discussion

- NYSSBA Convention: Board President Matthew Nelson briefly reported on the NYSSBA Convention held October 24-26
- Board of Education Workshop Report - Board President Matthew Nelson briefly reported on the Budget and Finance workshop held prior to the meeting which focused on budget planning during COVID
- Committee Meetings
 - Policy Committee - [Meeting Minutes of 10/6/20](#)
Board member John Chandler reported on the policies listed as having a first reading:
First Reading ([attached](#)):
 - 1240 Visitors to the School
 - 5152 Admission of Non-Resident Students
 - 8131 Pandemic Planning
 - 4765 Online, Distance, and Remote Learning
 - 4327 Homebound Instruction
 Second Reading Policies ([attached](#)):
Consideration for adoption under Consent Agenda
 - 6705 Uniform Guidance Compliance (new)
 - 8334 Credit Card Policy (replaces 6750 Credit Cards)
 - 6750 Credit Cards (to be deleted)
 - 5151 Homeless Children Policy (revised) and Regulation (new)
 - 1900 Parental Involvement (name change and revision)
 - 1900 Parent and Family Engagement (revised)
 - 8121.1 Opioid Overdose Prevention Policy (revised) and Regulation (reviewed no changes)

Student Board Member Report

Student Board member Erin Curry briefly reported on the events in the district including remote learning and the Golf Team and Girls' Tennis Team.

Superintendent's Report

Superintendent Suzanne Guntlow briefly reported on the following items:

- Reopening: accommodating changes to remote or in-person
- [Enrollment Report](#) Enrollment in the district as of BEDS Day, October 7, 2020, showed an increase in homeschooled students
- [Technology Update](#): Technology Director Paul Caputo and Assistant Superintendent Lucas Christensen reported on devices and platforms currently being used district-wide as well as professional development and training and plans for future technology
- Capital Project Update: Progress is being made at both the Middle and High School with adjustments being made as areas are completed and new areas begin work
- Title III Funding Report

Business Office Report

Business Manager Michael Brennan reported on the following items:

- Moody's Rating: The full report is out online and we are a district in good standing
- Banking RFP: The district has issued a request for proposals with an anticipated recommendation for the December Board meeting.
- Tax Collection Update: Collection is complete with uncollected bills returned to the county for collection
- Board Workshop Summary: Because of COVID and State Aid uncertainty the district will need to be flexible and careful in planning for the current year and for the 2021-22 school year

Consent Agenda

MOTION NELSON 2ND ANTALEK

To approve the following items contained under the Consent Agenda:

11(A) CONSIDERATION FOR ACCEPTANCE

To accept the resignation for the purpose of retirement of Sherry Page, Cleaner, effective November 30, 2020

11(B) CONSIDERATION FOR ACCEPTANCE

To accept the resignation for the purpose of retirement of Robert Broderick, Maintenance Mechanic, effective October 30, 2020

11(C) CONSIDERATION FOR ACCEPTANCE

To accept the resignation of Michelle Malchow, Food Service Helper, effective October 23, 2020

11(D) CONSIDERATION FOR ACCEPTANCE

To accept the resignation of Mary George, Bus Driver, effective September 22, 2020

11(E) CONSIDERATION TO APPROVE

To approve a leave of absence for Barbara Kay, Bus Driver, effective September 9, 2020 through January 2, 2021

11(F) CONSIDERATION FOR ACCEPTANCE (Full report contained in the Supplemental File)

To accept the [Treasurer's Report](#) for September 2020 (including [Revenues, Appropriations and Transfers](#) and [Warrants](#)) as presented

11(G) CONSIDERATION FOR ACCEPTANCE

To accept the CPSE and CSE Recommendations for the 2020-2021 school year as follows:
Meeting Dates of: 8/26, 10/6, 10/13, 10/15, 10/19, 10/22, 10/23

11(H) CONSIDERATION FOR APPOINTMENT

To appoint upon the recommendation of Suzanne Guntlow, Superintendent of the Ichabod Crane Central School District the following addition(s) to the Extra-Class and Annual Appointment listing for 2020-2021 school year:

Name	Position	Effective
Mary Middleton	Extended Day	10/20/20
Janet Haywood	Extended Day	10/20/20

11(I) CONSIDERATION FOR APPOINTMENT

To appoint upon the recommendation of Suzanne Guntlow, Superintendent of the Ichabod Crane Central School District the following addition(s) to the teaching substitute and tutor listing for 2020-2021 school year:

Name	Position	Effective
Lindsey Porreca	Substitute Un-Certified Teaching Assistant	11/3/20
Lori Jeanne Kruger	Certified Substitute Teacher	11/3/20
Emily Fluegge	Certified Substitute Teacher and TA	11/16/20
Judith Ooms	Tutor	10/20/20
Nicole Luckfield	Tutor	11/4/20
Christine Hamm	Tutor	11/4/20
Tricia Rathke	Tutor	11/4/20
Marcela Mason	Tutor	11/4/20
Theresa Longhi	Tutor	11/4/20
Mallory Favreau	Tutor	11/4/20
Jean Barford	Tutor	11/4/20
Blair Pantoja	Tutor	11/4/20
David Manarel	Tutor	11/4/20
Kathryn Walter	Tutor	11/4/20
Katie Snyder	Tutor	11/4/20
Kathy Bolstad	Tutor	11/4/20
Kate Turrin	Tutor	11/4/20
Emily Marcella	Tutor	11/2/20
Lauren Miller	Tutor	11/2/20

11(J) CONSIDERATION FOR APPROVAL

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

Name	Assignment	Dates
Olivia Allen	Kara Abbatto	January 13 – March 5, 2020
	Melanie Moon	March 8 – April 30, 2020

11(K) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Superintendent Suzanne Guntlow, Wayne Denton to continue as a short term substitute to fill the position held by Jodi Gajadar who is out on a Leave of Absence. Mr. Denton's appointment will be effective October 26, 2020 and, provided he renders satisfactory service, is intended to continue but no later than November 7, 2020. No term of employment is conferred by this resolution of appointment and Mr. Denton's employment may be terminated at any time.

11(L) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Superintendent Suzanne Guntlow, Barbara Ireland to continue as a short term substitute to fill the position held by Sue Hallenbeck who resigned. Ms. Ireland's appointment will be effective September 18, 2020 and, provided she renders satisfactory service, is intended to continue but no later than November 13, 2020. No term of employment is conferred by this resolution of appointment and Ms. Ireland's employment may be terminated at any time.

11(M) CONSIDERATION FOR APPOINTMENT

To appoint upon the recommendation of Suzanne Guntlow, Superintendent of the Ichabod Crane Central School District the following addition(s) to the non-teaching substitute listing for 2020-2021 school year:

Name	Position	Effective
Lindsey Porreca	Substitute Monitor	10/16/20
Chelsea Clark	Substitute Instructional Aide and Substitute Monitor	10/14/20
Joslyn Cowan	Substitute Instructional Aide and Substitute Monitor	10/14/20
Lindsey Porreca	Substitute Clerical	11/03/20
Mary Moore	Substitute Monitor	11/03/20
Kelly Nicoletta	Substitute Monitor	10/26/20
Alison Garcia-Cabera	Substitute Monitor	10/26/20
Alexis Craig	Substitute Bus Attendant	10/28/20
Christine McGuirk	Substitute Monitor	11/3/20
Dell Potts	Substitute Food Service, Substitute Clerical	11/21/20

11(N) CONSIDERATION FOR APPROVAL

To approve an increase in hours from 2 hours/day to 4 hours/day for Richard Lapo, Bus Driver, effective October 6, 2020

11(O) CONSIDERATION FOR APPROVAL

To approve an increase in hours from 2.5 hours per day to 4.5 hours per day for Elizabeth Hlavack, Food Service Helper, effective November 2, 2020

11(P) CONSIDERATION FOR ADOPTION

To adopt the following policies pursuant to Board Policy #2410 – Formulation, Adoption and Amendment of Policies:

- 6705 Uniform Guidance Compliance (new)
- 8334 Credit Card Policy (replaces 6750 Credit Cards)
- 6750 Credit Cards (to be deleted)
- 5151 Homeless Children Policy (revised) and Regulation (new)
- 1900 Parental Involvement (name change and revision)
1900 Parent and Family Engagement (revised)
- 8121.1 Opioid Overdose Prevention Policy (revised) and Regulation (reviewed no changes)

11(Q) CONSIDERATION FOR ACCEPTANCE (Full report contained in the Supplemental File)

To accept the High School and Middle School Extra-classroom Activity Fund Reports as of the following date(s):

Account Balance: AS OF 7/31/20
\$ 160,115.60

Account Balance: AS OF 8/31/20
\$ 160,170.07

Account Balance: AS OF 9/30/20
\$ 160,216.02

11(R) CONSIDERATION FOR ACCEPTANCE

To accept, per Board Policy #1800 Gifts from the Public, a donation to the Ichabod Crane Middle School of \$2631 from Hannaford Helps Schools and approve an increase in the 2020-2021 budget from \$42,384,480 to \$ 42,387,111 into the following Appropriation Code:

- A2110.510-04-0000 - in the amount of \$2,631

11(S) CONSIDERATION FOR ACCEPTANCE

To accept, per Board Policy #1800 Gifts from the Public, a donation to the Ichabod Crane High School of \$2707 from Hannaford Helps Schools and approve an increase in the 2020-2021 budget from \$42,387,111 to \$ 42,389,818 into the following Appropriation Code:

- A2020.501-05-0000 - in the amount of \$2,707

11(T) CONSIDERATION FOR ACCEPTANCE

To accept, per Board Policy #1800 Gifts from the Public, a donation to the Ichabod Crane School District of rubber gloves from Sarah Clark of Thomas Pest Services

11(U) CONSIDERATION FOR APPROVAL AND AUTHORIZATION

(Full agreement contained in the Supplemental File)

WHEREAS, Article 5-G of the New York State General Municipal Law authorizes municipal corporations to enter into cooperative agreements for the performance or exercise of services, functions, powers or activities on a cooperative or contract basis among themselves or one for the other, and

WHEREAS, Section 119-n of the General Municipal Law defines the term "municipal corporation" for the purposes of Article 5-G as a county outside the city of New York, a city, a town, a village, a board of cooperative educational services, a fire district or a school district; and

WHEREAS, the Ichabod Crane Central School District (hereinafter sometimes referred to as "Participant") is a "municipal corporation" as defined above; and

WHEREAS, this Board wishes for this municipal corporation to become or remain a Participant pursuant to the Municipal Cooperation Agreement For Energy Purchasing Services dated the 1st day of May 2005 (the "Agreement"), among municipal corporations collectively identified as the New York School and Municipal Energy Consortium ("NYSMEC") upon the terms of the Agreement and further wishes to authorize participation as an energy consumer as specified below.

NOW THEREFORE, BE IT RESOLVED, that this Board hereby determines that it is in the interests of the Ichabod Crane Central School District to participate in the NYSMEC, and authorizes and directs Suzanne Guntlow, Superintendent, to sign the Agreement/and or the Billing Schedule and Agreement for electricity on its behalf; and

BE IT FURTHER RESOLVED, that this Board authorizes the Administrative Participant (as defined in the Agreement) to prepare, advertise, disseminate and open bids pursuant to the General Municipal Law and to award, execute and deliver binding contracts on behalf of this Board for the purchase of electricity delivered to the delivery point of the local utility distribution company for the Participant's facility or facilities, on a firm basis, for this Participant to the lowest responsible bidder as is determined by the Administrative Participant at a price for such commodity electricity not to exceed \$0.0736 cents per kWh for a term of at least one year and no more than three years commencing May 1, 2021, and other terms and conditions, all as may be determined by the Administrative Participant, or to reject any or all such bids; and

BE IT FURTHER RESOLVED, that this Participant agrees to advertise said bid as may be directed by the Administrative Participant; and

BE IT FURTHER RESOLVED, that the officers and employees of this Participant are authorized to execute such other confirming agreements, certificates and other documents and take such other actions as may be necessary or appropriate to carry out the intent of this resolution.

This Resolution shall take effect immediately.

11(V) CONSIDERATION FOR ACCEPTANCE (Full report contained in the Supplemental File)

To accept the [Internal Claims Auditor's Report for October 2020](#)

End of Consent Agenda

Carried, 9-0

MOTION NELSON 2ND FIRMBACH

Whereas Katherine Goold commenced probationary service on 1/24/2017 as a probationary professional educator, and
Whereas Katherine Goold's probationary appointment will expire on January 23, 2021,
and

Whereas Katherine Goold holds a valid New York State Public School Teacher Certificate in the certification area(s) English 7 - 12

Whereas Suzanne Guntlow, Superintendent of the Ichabod Crane Central School District, recommends Katherine Goold'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 Katherine Goold effective January 24, 2021, to the position of professional educator in the tenure area(s) of English.

Carried, 9-0

Public Participation

One member of the public addressed the Board with a question regarding the IT Presentation

Meetings

Regular BOE Meetings

- December 1, 2020 - Regular Board meeting - 7:00pm Primary School

Committee Meetings

- November 5, 2020 - Superintendent Evaluation - 5:45 pm - virtual
- November 9, 2020 - Budget and Finance - 5:45 pm High School Library
- November 10, 2020 - Racial Justice in Education - 5:00 pm High School Library
- November 17, 2020 - Facilities Committee - 5:45 pm High School Library
- November 23, 2020 - Audit Committee - 5:30 pm High School Library
- December 1, 2020 - Academic Committee - 5:45 pm Primary School

MOTION NELSON 2ND FIRMBACH

To adjourn the meeting at 8:11 p.m.

Carried, 9-0