

ICHABOD CRANE CENTRAL SCHOOL

REGULAR BOARD OF EDUCATION

January 12, 2021

MINUTES

A Regular Meeting of the Ichabod Crane Board of Education was held virtually via Zoom meeting on Tuesday January 12, 2021 at 7:00 p.m.

All 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, Tim Farley, Middle School Co-Principal, Andrea Williams, Primary School Principal, Peg Warner, Special Education Director, and Mindy Potts, District Clerk

The meeting was called to order at 7:00 p.m. by Matthew Nelson Board President

Board President Matthew Nelson lead the Pledge of Allegiance and Board Vice-President John Antalek 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 ANTALEK

To approve the meeting agenda as presented  
Carried, 9-0

MOTION NELSON      2ND RAMOS

To approve the minutes of the December 1, 2020 - Regular Board meeting as presented  
Carried, 9-0

Public Participation

After checking Zoom chat, District Clerk email and attendees for raised hands, no one from the public wished to address the Board at this time.

## Board Discussion

- Committee Meetings

### Policy Committee

Board member John Chandler began reporting but had internet connection issues and Superintendent Suzanne Guntlow continued with the report of the Policy Committee meeting held on December 8.

- The following policies are considered to have had a first reading:
- 0110 Sexual Harassment Policy (revised) and Regulation (delete)  
(current ICC policy and regulation )
- 0110.1 Sexual Harassment of Students Policy (new)
- 0110.1-R Sexual Harassment of Students Regulation (new)
- 0110.2 Sexual Harassment of Employees Policy (new)
- 0110.2-R Sexual Harassment of Employees Regulation (new)
- 0110.2-E Sexual Harassment of Employees Exhibit (new)
- 0105 Equity, Inclusivity, and Diversity in Education (new)
- 1120 School District Records (revised)
- 1120-R School District Records Regulation (reviewed - no changes)
- 5500 Student Records (revised)  
(current ICC policy and regulation)
- 5500-R Student Records Regulation (revised)
- 8635 Information and Data Privacy, Security, Breach and Notification (revised)  
(current ICC policy and regulation)
- 8635-R Information & Data Privacy, Security, Breach & Notification Regulation (revised)

### Academic Committee

Board Member Elizabeth Phillips briefly reported and answered questions on the Academic Committee meeting of December 14

### Budget and Finance

Board Member Kelly Firmbach briefly reported on the Budget and Finance Committee Meeting held on December 15

- Future Board Meetings

Board President Matthew Nelson introduced the topic of discussion for holding meetings either virtually, in-person or hybrid of in-person and virtual as COVID cases have spiked in the district. The suggestion to hold a meeting which is held virtually for the public but the Board members meeting in-person was considered pending approval from legal counsel.

## Student Board Member Report

Student Board Member Erin Curry reported on the end of the semester and full remote transition with no winter sports but some clubs holding virtual meetings.

## Superintendent's Report

Superintendent Suzanne Guntlow reported and answered questions on the following topics:

- Academic Follow Up - Presentation by Assistant Superintendent Lucas Christensen
- Capital Project - Completion of High School Guidance, High School Art Rooms, Middle School Wing, with work beginning on the High School Science
- COVID Testing and Vaccination Update - School Faculty are able to get vaccines, however, availability is limited
- The Rider Report

## Business Office Report

Business Manager Michael Brennan reported on the following topics:

- 2020-2021 Rollover Budget Presentation
- Reimbursement from PTA - donation toward lanyards purchased for students

## Consent Agenda

### MOTION NELSON 2ND RAMOS

To accept the following items contained under the Consent Agenda:

#### 11(A) CONSIDERATION FOR ACCEPTANCE

To accept the resignation for the purpose of retirement for Nancy McCowan, Teaching Assistant, effective January 30, 2021

#### 11(B) CONSIDERATION FOR ACCEPTANCE

To accept the resignation of Victoria Persico, Teaching Assistant, effective January 19, 2021

#### 11(C) CONSIDERATION FOR ACCEPTANCE (Report contained in the Supplemental File)

To accept the Treasurer's Report for November 2020 including Warrants, Revenues, Appropriations and Transfers as presented

#### 11(D) CONSIDERATION FOR APPROVAL

To accept the CPSE and CSE Recommendations for the 2020-2021 school year as follows:  
Meeting Dates of: 11/10; 11/12; 11/17; 11/18; 11/19; 11/23; 11/24; 12/1; 12/3; 12/4; 12/11;  
12/14; 12/15; 12/22

11(E) CONSIDERATION FOR APPOINTMENT

To appoint the following additions to the Teaching substitute listing for 2020-2021 school year:

<b>Name</b>	<b>Position</b>	<b>Effective</b>
Mary Moore	Uncertified Substitute Teacher	01/13/21
Sean Connors	Tutor	01/13/21
Jennifer Kelly	Uncertified Substitute Teaching Assistant	12/11/20
Erin Hofstetter	Uncertified Substitute Teaching Assistant	12/23/20
Michaela Christoffer	Uncertified Substitute Teaching Assistant	01/06/21
Nancy McCowan	Retired Certified Teaching Assistant	02/01/21
Victoria Persico	Certified Teaching Assistant	01/20/21
Richard Dorval	Uncertified Substitute Teacher, TA and Tutor	01/04/21
Chris McGuirk	Uncertified Substitute Teacher	01/05/21
Brooke-lyn Doyle	Uncertified Substitute Teacher and Teaching Assistant	01/12/21
Brian Smith	Certified Substitute Teacher	01/04/21
Lynn Nardacci	Tutor	01/12/21
Kevin Forbes	Uncertified Substitute Teacher	01/11/21

11(F) CONSIDERATION FOR APPOINTMENT

To appoint the following additions to the Non-teaching substitute listing for 2020-2021 school year:

<b>Name</b>	<b>Position</b>	<b>Effective</b>
Sherry Page	Substitute Cleaner	12/01/20
Kara Udway	Substitute Clerical	01/13/21
Jennifer Kelly	Substitute Clerical	12/11/20
Edward Ogden, Sr	Substitute Cleaner	12/14/20
Erin Hofstetter	Substitute Monitor, Substitute Clerical	12/23/20
Michaela Christoffer	Substitute Monitor, Substitute Clerical	01/06/21
Lawrence Sheldon	Substitute Bus Driver	12/22/20
Susan LaSalvia	Substitute Monitor	01/06/21
Anna Barker	Substitute Instructional Aide	01/05/21

11(G) CONSIDERATION FOR APPROVAL

To approve the following Student Teachers/Interns and assignments as listed:

<b>Name</b>	<b>Assignment</b>	<b>Dates</b>
Ashley Walsh	MaryAnn Gorke-Verro	January 20- March 12, 2021
Leah Meredith	Elisabeth Milot	January 4- March 5, 2021
Ryan Hinkle	Karen Vecellio	January 20- March 12, 2021

11(H) CONSIDERATION FOR APPOINTMENT

To appoint upon the recommendation of Suzanne Guntlow, Superintendent, the following additional Extraclass/Annual Appointments for the 2020-21 school year:

<b>Staff</b>	<b>Assignment</b>
Christine Hamm	Extended Day Teacher
Hannah Sive	Extended Day Substitute
Kate Cabral, David Manarel, Jessica Berner, Catherine Casey, Derek Berner, Michael McGrath	Odyssey of the Mind Coaches

11(I) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Suzanne Guntlow, Superintendent, Siobhan Connally as an hourly freelance writer effective December 7, 2020 at a rate of \$45 per hour and not to exceed 10 hours per month

11(J) CONSIDERATION FOR APPROVAL

To approve a leave of absence for Jodi Gajadar, teacher, effective January 4, 2021 through March 5, 2021

11(K) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Superintendent Suzanne Guntlow, Brian Smith as a short term substitute to fill the position held by Jodi Gajadar who is on a leave of absence. Mr. Smith's appointment will be effective January 4, 2021 and, provided he renders satisfactory service, is intended to continue but no later than March 5, 2021. No term of employment is conferred by this resolution of appointment and Mr. Smith's employment may be terminated at any time.

11(L) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Superintendent Suzanne Guntlow, Christopher Coffey as a short term substitute to fill the position held by Victoria Boor who is on a leave of absence. Mr. Coffey's appointment will be effective January 19, 2021 and, provided he renders satisfactory service, is intended to continue but no later than April 27, 2021. No term of employment is conferred by this resolution of appointment and Mr. Coffey's employment may be terminated at any time.

11(M) CONSIDERATION FOR APPOINTMENT

To appoint upon the recommendation of Suzanne Guntlow, Superintendent, Todd DiGrigoli as Media Specialist for the 2020-2021 school year with a stipend of \$4,000

11(N) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Superintendent Suzanne Guntlow, Michelle Spitler, to the probationary position of Custodian (Step 1) effective January 13, 2021

11(O) CONSIDERATION FOR ACCEPTANCE

To accept, per Board Policy #1800 Gifts from the Public, a donation to the Ichabod Crane Schools of \$1,153 from ICC PTA and approve an increase in the 2020-2021 budget from \$42,389,818 to \$42,390,971 into the following Appropriation Codes:

- A2110.510-01-0000 - in the amount of \$1,153

11(P) CONSIDERATION FOR ACCEPTANCE

To accept, per Board Policy #1800 Gifts from the Public, a donation to the Ichabod Crane Schools of \$3,127 from Hannaford and approve an increase in the 2020-2021 budget from \$42,390,971 to \$42,394,098 into the following Appropriation Codes:

- A2110.510-01-0000 - in the amount of \$3,127

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

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

	AS OF 10/31/20
Account Balance:	\$ 160,285.04

	AS OF 11/30/20
Account Balance:	\$ 160,293.51

11(R) CONSIDERATION FOR APPROVAL (List contained in the Supplemental File)

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

- IT Equipment

11(S) CONSIDERATION FOR AUTHORIZATION

To authorize the following budget transfers:

<b>Account</b>	<b>Transfer in</b>	<b>Transfer Out</b>
1620.422-00-0000 electric		\$15,000
1620.423-00-0000 fuels		\$10,000
1620.500-00-0000 supplies	\$25,000	

11(T) CONSIDERATION FOR ACCEPTANCE (Report contained in the Supplemental File)

To accept the Internal Claims Auditor Report as presented

11(U) CONSIDERATION FOR AUTHORIZATION (Agreement contained in the Supplemental File)

To authorize the Board President to execute the following document(s):

- o Agreement - LaSalle School

End of Consent Agenda

Carried, 9-0

Public Participation

No one wished to address the Board at this time

Meetings

Regular BOE Meetings

February 2 at 7pm

Committee Meetings

Racial Justice in Education: January 12 at 5:00

Budget and Finance: January 26 at 5:45

Other Meeting

Book Study: Not Light, But Fire on January 19 and March 9 from 6:00-8:00pm

Budget Development Meetings	
01/26/21	Budget and Finance Committee Meeting - Non-Instructional Budget
02/02/21	Board Meeting Presentation - Non-Instructional Budget, State Aid Projections and Tax Cap
02/23/21	Budget and Finance Committee Meeting - Instructional Budget
03/02/21	Board Meeting Presentation - Instructional Budget, State Aid Projections and Tax Cap
03/30/21	Budget and Finance Committee Meeting
04/13/21	Board Meeting Presentation - Draft Budget
04/20/21	Board Meeting Presentation - Final Budget and Anticipated Adoption
05/04/21	Budget Hearing and Regular Board Meeting
05/18/21	Vote and Election

Executive Session

MOTION NELSON      2ND FIRMBACH

To adjourn to Executive Session at 9:03 p.m. to discuss the employment history of particular individuals

Carried, 9-0

The district clerk kept the Zoom meeting active while the Board adjourned to Executive Session. Others present in Executive Session:

- Suzanne Guntlow, Superintendent
- Lucas Christensen, Assistant Superintendent
- Michael Brennan, Business Manager
- Craig Shull, Principal
- Tim Farley, Principal
- Anthony Marturano, Principal
- Andrea Williams, Principal
- Peg Warner, Director of Special Education

The Board returned to the Zoom meeting at 9:57 p.m.

MOTION ANTALEK      2ND FIRMBACH

To adjourn the meeting at 9:58 p.m.

Carried, 9-0