

# ICHABOD CRANE CENTRAL SCHOOL

BOARD OF EDUCATION

June 1, 2021

## MINUTES

A Regular Meeting of the Ichabod Crane Board of Education was held on Tuesday June 1, 2021 at 6:30 p.m. in the Primary School Auditorium while simultaneously streamed via Zoom.

### All Board Members Present:

Jennifer Allard	John Antalek	Elaine Berlin	John Chandler
Kelly Firmbach	Matthew Nelson	Jeffrey Ouellette	Elizabeth Phillips
Jared Widjeskog	Erin Curry – Student Member on the Board		
Tismark Boham – Alternate Student Member of 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, Steve Marotta, Director of Facilities, Todd DiGrigoli, Food Service Director, Dan Doyle, Transportation Director, and Mindy Potts, District Clerk

Board President Matthew Nelson called the meeting to order at 6:30 p.m.

District Clerk Mindy Potts administered the Oath of Office to the newly elected Board members whose seats were currently vacant:

- Jared Widjeskog
- Jennifer Allard

### MOTION NELSON 2ND ANTALEK

To adjourn to Executive Session at 6:40 p.m. to discuss the employment history of particular individuals and to discuss collective negotiations pursuant to Article 14 of the Civil Service Laws Carried, 9-0

The Board returned to open session at 7:28 p.m.

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

### 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 FIRMBACH

To approve the agenda as presented

Carried, 9-0

MOTION NELSON 2ND PHILLIPS

To approve the minutes of the following meetings:

May 5, 2021 - Regular Meeting and Budget Hearing Minutes

May 18, 2021 - Special Meeting - Budget Vote and Election

Carried, 9-0

#### Public Participation

The following people addressed the Board:

- Jim DiGioia - facilities committee meeting
- Kathy Dady - summer enrichment and capital project
- Melissa Schieren - summer enrichment
- Regina Rose - Diversity, Inclusivity and Equality Policy

#### Board Discussion

Policy Committee Meeting (no meeting)

Policies with second readings:

- 5310 Code of Conduct (reviewed - no changes)
- 5100 Attendance (revised)
- 5275 Athletic Code of Conduct (reviewed - no changes)
- 2160 School Board Member Code of Ethics and Regulation
  - Current ICC Policy and Regulation
  - Revised Policy (no Regulation)
- 6700 Purchasing Policy and Procedures (reviewed - no changes)
- 6240 Investment Policy (reviewed - no changes)

#### Academic Committee

Board member Elizabeth Phillips reported briefly on the Academic Committee meeting held on May 4

#### Facilities Committee (meeting May 18) - Matthew Nelson

Board President Matthew Nelson reported briefly on the Facilities Committee meeting held on May 18

#### Committee on Equity Inclusivity & Diversity in Education

Board member Elizabeth Phillips reported briefly on the Committee on Equity Inclusivity & Diversity in Education meeting held on May 20

#### BOE Retreat Dates/Workshop

The Board will meet twice over the summer to complete a training with Common Thread and to discuss Board Roles and Responsibilities, Committees and Best Practices, and Rider Goals.

#### Reports

Questar III - Harry Hadjoannou and Anthony Taibi spoke to the Board regarding Questar III's programs and their Capital Project.

## Student Board Member Report

Erin Curry reported the Board on news and activities happening in the district including the Senior Ball, Junior Prom, Awards Ceremonies, Graduation, Performances, and Mental Health Awareness.

### Student Board Members for 2021-2022

MOTION NELSON 2ND ANTALEK

To appoint, in accordance with policy #2245, Daniel Chen to serve as Student Representative to the Board of Education for the 2021-2022 school year and;

To appoint Lillian Gould to serve as an Alternate Student Representative to the Board of Education for the 2021-2022 school year

Carried, 9-0

High School Principal Craig Shull introduced the new Student Board Members

District Clerk administered the Oath of Office for newly appointed Student Board Members:

- Daniel Chen
- Lillian Gould

## Superintendent's Report

Superintendent Suzanne Guntlow reported to the Board on the following:

- Summer School/Enrichment Update - Lucas Christensen Assistant Superintendent
- Fall Opening Planning/COVID Update
- Retiree Recognition

The following faculty and staff retired during the 2020-2021 school year

- Karen Baillargeon
  - Vikki Skarskinzi
  - Christopher Soulia
  - Linda Wheeler
  - Maureen Kuhn
  - Susan Hallenbeck
  - Nancy Cowan
  - Jim Antalek
  - Sherry Page
  - Bob Broderick
- Capital Project Update - CS Arch and Turner  
Sarah Plitnik from Turner Construction reported to the Board on the Progress of the Capital Project

## 10. Business Office Report - Michael Brennan

- Capital Project and Financing Update
- Federal Stimulus Grants Update
- Donation - From Valatie Food Pantry to the ICC Backpack Program

Consent Agenda

MOTION NELSON 2ND ANTALEK

To approve the following items contained under the Consent Agenda:

11(A) CONSIDERATION FOR APPROVAL AND ACCEPTANCE

To approve an unpaid Leave of Absence effective May 17, 2021 through June 30, 2021 and to accept the resignation of Brittney Barnes, Teaching Assistant, effective July 1, 2021

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

To accept the Treasurer's Report for the month of April 2021, Warrants, Transfers, Revenues and Appropriations as presented

11(C) CONSIDERATION FOR ACCEPTANCE

To accept the CPSE and CSE Recommendations for the 2020-2021 & the 2021-2022 school year as follows: Meeting Dates of: 3/4; 3/5; 3/17; 3/22; 3/24; 3/29; 4/13; 4/19; 4/20; 4/21; 4/23; 5/25

11(D) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Suzanne Guntlow, Superintendent the following additions to the teaching substitute listing for 2020-2021 school year:

<b>Name</b>	<b>Position</b>	<b>Effective</b>
Ryan Hinkle	Certified Substitute Teacher	6/1/21

11(E) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Suzanne Guntlow, Superintendent the following additions to the non-teaching substitute listing for 2020-2021 school year:

<b>Name</b>	<b>Position</b>	<b>Effective</b>
Grace Doyle	Substitute Monitor	6/1/21
Collen Dorval	Substitute Attendant	5/25/21

11(F) CONSIDERATION FOR APPROVAL

To approve 2021 Seasonal Maintenance Staff, (conditionally, pending SED safety clearance):

<b>Name</b>	<b>Position</b>	<b>Effective</b>
Meg Bortugno	Substitute Summer Cleaner	6/1/21
Bruce Moore	Substitute Summer Cleaner	6/1/21
Lila Sue Rogers	Substitute Summer Cleaner	6/1/21
Jennifer Sweet	Substitute Summer Cleaner	6/1/21
Gabrielle Cox	Substitute Summer Cleaner	5/24/21

11(G) CONSIDERATION FOR APPOINTMENT

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

<b>Staff</b>	<b>Assignment</b>
Dan Farley and Nancy Konkle	Freshman Class Advisors

11(H) CONSIDERATION FOR APPOINTMENT

Whereas Shane DeCanio who is eligible for a New York State Public School Teacher Certificate in the certification area(s) of K-12 Distributive Business Education

Whereas Suzanne Guntlow, Superintendent of the Ichabod Crane Central School District, recommends Shane DeCanio be appointed to a probationary position, conditionally, pending New York State Education Department certification and safety clearance, 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 appoint Shane DeCanio to the position of professional educator in the tenure area(s) of Special Subject: General Business Education Step 1 for a probationary period of four years to commence on August 30, 2021 and to expire on August 29, 2025

Be it also resolved that Shane DeCanio is also approved to begin curriculum development prior to the start of the 2021-2022 school year at the regular curriculum writing rate.

11(I) CONSIDERATION FOR APPOINTMENT

Whereas Jacqueline LaBounty who is eligible for a New York State Public School Teacher Certificate in the certification area(s) of Teaching Assistant

Whereas Suzanne Guntlow, Superintendent of the Ichabod Crane Central School District, recommends Jacqueline LaBounty be appointed to a probationary position, conditionally, pending New York State Education Department certification and safety clearance, 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 appoint Jacqueline LaBounty to the position of professional educator in the tenure area(s) of Teaching Assistant, TA+12 Step 1 for a probationary period of four years to commence on June 2, 2021 and to expire on June 1, 2025

11(J) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Suzanne Guntlow, Superintendent, David Powell, having successfully completed a 52 week probationary period which ends, June 3, 2021, to the permanent position of Custodian

11(K) CONSIDERATION FOR APPOINTMENT

To appoint the following Interscholastic Coaches Appointments for the 2020-2021 school year:

<b>Name</b>	<b>Position</b>	<b>Step</b>
Jacob Bortugno	Track & Field Assistant Coach	STEP 1

11(L) CONSIDERATION FOR ADOPTION

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

- 5310 Code of Conduct (reviewed - no changes)
- 5100 Attendance (revised)
- 5275 Athletic Code of Conduct (reviewed - no changes)
- 2160 School Board Member Code of Ethics and Regulation
  - Current ICC Policy and Regulation
  - Revised Policy (no Regulation)
- 6700 Purchasing Policy and Procedures (reviewed - no changes)
- 6240 Investment Policy (reviewed - no changes)

11(M) CONSIDERATION FOR APPROVAL

To establish the following rates for summer instructors for 2021-2022 as follows:

<b>Responsibility</b>	<b>Rate</b>
Invitations/Summer School Teacher	\$ 40.00/hour
Substitute Invitations/Summer School Teacher	\$ 40.00/hour
Invitations/Summer School Teaching Assistant	\$ 20.00/hour
Invitations/Summer School Nurse	\$ 35.00/hour
Apex Teacher	\$ 40.00/hour

11(N) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Superintendent Suzanne Guntlow, Andrea Williams, Craig Shull and Anthony Marturano as Summer School Principals

11(O) CONSIDERATION FOR APPROVAL AND AUTHORIZATION

To approve the 2021-2022 Estimated Final Service Request for the QUESTAR III Board of Cooperative Educational Services, Rensselaer-Columbia-Greene Counties, in the amount of \$3,112,351.50 and to authorize the President of the Board of Education, to sign the Final Service Request and AS-7 upon receipt

11(P) CONSIDERATION FOR APPROVAL

Whereas it has been determined that unsafe conditions exist on the physical education fields, the school board has determined it to be prudent to apply a selective broadleaf herbicide to reduce weed populations on the fields. The unevenness of the various weeds constitutes a safety hazard, in that the uneven surface can potentially cause injuries by twisting ankles and other joints.

Therefore, it is recommended that a selective broadleaf weed control application be made to reduce broadleaf weeds. To reduce further applications of these products, the board is suggesting the following actions be taken:

1. Future overseedings of these fields will include endophyte enhanced Perennial ryegrasses and turf type fescues. These seed types are to be used, as endophyte enhances ryegrasses and fescues will not be damaged by insect pests.
2. Routine fertilizations are to be made that will help maintain turf vigor and density, which will reduce invasive broadleaf weeds.
3. Other cultural practices including mowing, irrigation, and aerations following standard horticultural practices will be followed to promote a dense turf stand and minimize invasive weeds and insect pests.
4. Any materials used for pest control under this Emergency Declaration will be "Caution" label only, the lowest risk category.

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

To accept the Internal Claims Auditor Report for May 2021 as presented

11(R) CONSIDERATION FOR ACCEPTANCE

To accept, per Board Policy #1800 Gifts from the Public, a donation to the Ichabod Crane Schools of \$5,000 to benefit High School Backpack Program from the Valatie Ecumenical Food Pantry.

Funds to go into the following Appropriation Code:

CM 2989-400-05-0002 - in the amount of \$5,000

11(S) CONSIDERATION FOR APPROVAL & AUTHORIZATION

(Agreement Contained in the Supplemental File)

To approve a 2020-2021 Health Services Contract in accordance with Education Law Section 912, with the East Greenbush Central School District for fourteen students attending a private school within the district (Holy Spirit and Montessori School) in the amount of \$12,207.30 and to authorize the president of the Board to execute the contract

11(T) CONSIDERATION FOR APPROVAL & AUTHORIZATION

(Agreement Contained in the Supplemental File)

To approve a 2020-2021 Health Services Contract in accordance with Education Law Section 912, with the Troy City School District for one student attending a private school within the district (Susan O'Dell Taylorl) in the amount of \$759.75 and to authorize the president of the Board to execute the contract

11(U) CONSIDERATION FOR APPROVAL AND AUTHORIZATION

BE IT RESOLVED that the Board of Education of the Kinderhook Central School District hereby amends the employment agreement for Lucas Christensen dated August 18, 2020, authorizes the Board President to execute said addendum and authorizes payment in accordance therewith.

11(V) CONSIDERATION FOR RATIFICATION

BE IT RESOLVED that the Board of Education of the Ichabod Crane Central School District hereby approves the memorandum of agreement by and between the District and the Ichabod Crane Nurses Association, dated June 1, 2021, for a successor collective bargaining agreement dated July 1, 2021 to June 30, 2025, ratifies and approves the payment of money contained therein and authorizes the Superintendent to execute the memorandum of agreement as well as any subsequent contract. The agreement will only be effective upon the ratification of the Ichabod Crane Nurses Association.

11(W) CONSIDERATION FOR APPROVAL

To award bid #2021-01 Maintenance and Cleaning Supplies Bid to the lowest responsible bidders, with amounts as follows: (per the bid opening held on 05/20/21)

Company Names	Total
Central Poly Corp	\$ 2,400.00
Hill & Markes, Inc.	\$ 8,067.02
WB Mason	\$ 635.66
LJC Distributors	\$ 166.00
Northeast Auto Parts, Inc.	\$ 533.76
Passonno Paints	\$ 7,933.93
EA Morse/Aramsco	\$31,068.92

11(X) CONSIDERATION FOR ACCEPTANCE

To award bid #2021-02 Garbage and Recycling Bid to the lowest responsible bidder, Twin Bridges Waste and Recycling in the amount of \$ 24,100 for the 2021-2022 school year (per the bid opening held on 05/20/21)

11(Y) CONSIDERATION FOR ACCEPTANCE

To award bid #2021-03 Propane Bid to the lowest responsible bidder, Long Energy, at a fixed rate, in the amount of \$1.399 per gallon for the 2021-2022 heating season. (per the bid opening held on 05/20/21)

11(Z) CONSIDERATION FOR ACCEPTANCE

To award bid #2021-04 Paving Bid to the lowest responsible bidder, DelSignore Companies, with a bid in the amount of \$140,062.50 for the summer 2021 (per the bid opening held on 05/20/21)



11(AA) CONSIDERATION FOR APPROVAL

To approve the date of the 2021-2022 Organizational meeting as July 13, 2021

11(BB) CONSIDERATION FOR APPROVAL

To approve, upon the recommendation of Suzanne Guntlow, Superintendent, 2021 summer hours for the district effective June 28, 2021 - August 27, 2021: Monday - Thursday 8:00am - 4:00pm and Friday 8am - 11am

11(CC) CONSIDERATION FOR APPROVAL AND AUTHORIZATION

To approve the attendance of Elaine Berlin to NYSSBA's Virtual 2021 Summer Law Conference on July, 22-23 at a cost of \$200

11(DD) CONSIDERATION FOR APPROVAL AND AUTHORIZATION

To approve the attendance of Jennifer Allard and Anne Schaefer to NYSSBA's Virtual New Board Member Academy on June 11-12 and 19 at a cost of \$260 each (fulfills mandated training requirements)

11(EE) CONSIDERATION FOR AUTHORIZATION

To authorize the Superintendent, Suzanne Guntlow to make the following budget transfers:

Budget Code	Transfer In	Transfer out
1621.467-00-0000 - Lease	\$ 34,974	
1620.422-00-0000 - Electric		\$20,000
1620.423-00-0000 - Fuel		\$14,974

End of the Consent Agenda

Carried, 9-0

Public Comment

Three members of the public addressed the Board on the following topics:

- Vaccinations
- Re-opening
- Financing of equipment

Meetings

Board Meetings:

June 15, 2021 - Anticipated Executive Session at 7pm

July 13, 2021 - Organizational meeting at 7pm

Committee:

Audit Committee - June 15 at 5pm - HS Distance Learning Room

MOTION NELSON 2ND PHILLIPS

To adjourn the meeting at 9:43 p.m.

Carried, 9-0