

ICHABOD CRANE CENTRAL SCHOOL

BOARD OF EDUCATION

September 14, 2021

MINUTES

A Regular Meeting of the Ichabod Crane Board of Education was held on Tuesday, September 14, 2021 at 7:00 p.m. in the Middle School Cafeteria.

All Board Members Present:

Jennifer Allard	Elaine Berlin	John Chandler	Kelly Firmbach
Matthew Nelson	Jeffrey Ouellette	Elizabeth Phillips	Anne Schaefer
Jared Widjeskog	Dan Chen – 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

Board President Matthew Nelson called the meeting to order at 7:01 p.m.

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

Board Vice-President Elizabeth Phillips 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 FIRMBACH 2ND PHILLIPS

To approve the present agenda

Carried, 9-0

MOTION WIDJESKOG 2ND CHANDLER

To approve the Minutes of the August 17, 2021 - Regular Board meeting

Carried, 9-0

Public Participation

No one wished to address the Board at this time.

#### Board Discussion

- Rider Goals 2024  
Goals Reviewed with no questions from the Board. Approval under the Consent Agenda
- Committee Meetings
  - Superintendent Goals Committee & SuperEval  
Board President Matthew Nelson reviewed the meetings of August 17 and September 8
  - Communications Committee  
Board member Anne Schaefer reviewed the meeting of August 25
- NYSSBA Summer Law Conference Report  
Board member Elaine Berlin gave a brief overview of the Conference which focused on the opening of schools including mental health

#### Student Board Member Report

Student Board Member Daniel Chen reported on the opening of school in his first report to the Board

#### Superintendent's Report

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

- Capital Project - Presentation by Turner Construction and CS Arch
- School Opening
- COVID Protocols Update - weekly updates instead of updating case by case
- K-12 Open Houses in September

#### Business Office Report

Business Manager Michael Brennan reported to the Board on the following topics

- Tax Collection Update
- Grants Update
- Reserves and Fund Balance Update

#### Consent Agenda

MOTION NELSON      2ND PHILLIPS

To approve the following items contained under the Consent Agenda:

11(A) CONSIDERATION FOR ACCEPTANCE

To accept the resignation of Michael Spruck, Special Education Teacher, effective on or about September 29, 2021

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

To accept the Treasurer's Report for the month of July 2021 (including Revenues, Appropriations and Transfers and Warrants) as presented

11(C) CONSIDERATION FOR ACCEPTANCE

To accept the CPSE and CSE Recommendations for the 2021-2022 school year as follows: 4/13; 4/14; 5/7; 6/22; 6/23; 7/8; 7/22; 8/2; 8/18; and 9/9

11(D) CONSIDERATION FOR APPOINTMENT

To appoint the following additions to the teaching substitute listing for 2021-2022 school year:

<b>Name</b>	<b>Position</b>	<b>Effective</b>
LeeAnn Alessi	Non-Certified Substitute Teacher and TA	9/7/21
Lyn LaBounty	Summer school substitute teacher	7/1/21
William Tyler Ronan	Certified Substitute TA	9/14/21
Michelle Slovak	Non-certified Substitute Teacher and TA	9/14/21

11(E) CONSIDERATION FOR APPOINTMENT

To appoint the following additions to the non-teaching substitute listing for Summer 2021:

<b>Name</b>	<b>Position</b>	<b>Effective</b>
Espinoza (Talarico), Heather	Summer Maintenance	7/1/21
Ames, Camdyn	Summer Maintenance	7/1/21
Clickman, Owen	Summer Maintenance	7/1/21
Holzauer, Cameron	Summer Maintenance	7/1/21
Race, Jacob	Summer Maintenance	7/1/21
Smith, Darlene	Summer Maintenance	7/1/21
Walsh, Austin	Summer Maintenance	7/1/21
Walthour, Colby	Summer Maintenance	7/1/21

11(F) CONSIDERATION FOR APPOINTMENT

To appoint the following additions to the non-teaching substitute listing for 2021-2022 school year:

<b>Name</b>	<b>Position</b>	<b>Effective</b>
Sheri Gelineau	Substitute Clerk	9/1/21
LeeAnn Alessi	Substitute Monitor, Clerical, FSH, Health Aide	9/7/21
Deborah Smith	Substitute Bus Attendant	8/30/21
Erin Casey	Substitute Food Service Helper, Clerical	7/1/21
Stacy Casey	Substitute Food Service Helper, Clerical, Monitor	7/1/21
Alexis Craig	Substitute Food Service Helper	7/1/21
Crhistine McGuirk	Substitute Clerical	7/1/21
Sara More	Substitute Clerical	7/1/21
Lindsey Porreca	Substitute Clerical, Monitor	7/1/21
Jean Barford	Substitute Clerical	7/1/21
Alessi, LeAnn	Substitute Monitor	7/1/21
Wills, Laurie	Substitute Monitor	7/1/21
Wisniewski, Maureen	Substitute Monitor, Health Aide	7/1/21
Espinoza (Talarico), Heather	Substitute Maintenance	7/1/21
Myers, Tami	Substitute Maintenance	7/1/21
Walsh, Michael	Substitute Maintenance	7/1/21
David Walker	Substitute Cleaner	7/14/21
Christine McGuirk	Substitute Monitor	7/14/21

11(G) CONSIDERATION FOR APPOINTMENT

To appoint the following additions to the non-teaching substitute listing for transportation 2021-2022 school year:

<b>Name</b>	<b>Position</b>	<b>Effective</b>
Barlow, Tami	Substitute Driver	7/1/21
Benson, Bob	Substitute Driver	7/1/21
Conover, Rhonda	Substitute Driver	7/1/21
Coons, Barbara	Substitute Driver	7/1/21
Creeron, Lori	Substitute Driver	7/1/21
Doyle, Dan	Substitute Driver	7/1/21
Hamm, Michelle	Substitute Driver	7/1/21
Horowitz, Jonathan	Substitute Driver	7/1/21
Smith, Taylor	Substitute Driver	7/1/21
Novak-McDonald, Michelle	Substitute Driver	7/1/21
Puckett, Scott	Substitute Driver	7/1/21
Richardson, Dawn	Substitute Driver	7/1/21
Scheitinger, John	Substitute Driver	7/1/21
Smith, Deborah	Substitute Driver	7/1/21
Smith, Taylor	Substitute Driver	7/1/21
Sweet, Jennifer	Substitute Driver	7/1/21
Walsh, Kathleen	Substitute Driver	7/1/21

11(H) CONSIDERATION FOR APPOINTMENT AND APPROVAL (attached)

To to appoint upon the recommendation of Suzanne Guntlow, Superintendent, the following [Extraclass Appointments](#) and/or [Annual Appointments](#) for the 2021-2022 school year:

<b>Assignment</b>	<b>Staff</b>
MS Homework Center	Dara Rexhouse
ES Robotics Club	Susan Mallery (Co-Adviser)
Mentor	Britney Firstiun, Jaime Eastman
National Junior Honor Society	Lindsay Meyers (Co-Adviser)
Friends of Rachel	Jackie Purificato (Co-Adviser)
Extended Day Teacher	Jackie Purificato
After-School Athletic Supervision	Robert Hanna
K-8 AIS Team Leader	Resign: Laura Franzese
4-8 AIS Team Leader	Tricia Rathke
K-3 AIS Co-Team Leaders	Andrea Phillips and Katherine Gardner

11(I) CONSIDERATION FOR APPOINTMENT

Whereas Emma Torrey who is eligible for a New York State Public School Teacher Certificate in the certification area(s) of Literacy (AIS)

Whereas Suzanne Guntlow, Superintendent of the Ichabod Crane Central School District, recommends Emma Torrey 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 Emma Torrey to the position of professional educator in the tenure area(s) of Remedial Reading, Masters' Step 1 for a probationary period of four years to commence on August 31, 2021 and to expire on August 30, 2025

11(J) CONSIDERATION FOR APPROVAL AND APPOINTMENT

To accept the resignation of Danielle Ooms, long term substitute, for the purpose of accepting another position in the district and;

Whereas Danielle Ooms who is eligible for a New York State Public School Teacher Certificate in the certification area(s) of Literacy (AIS)

Whereas Suzanne Guntlow, Superintendent of the Ichabod Crane Central School District, recommends Danielle Ooms 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 Danielle Ooms to the position of professional educator in the tenure area(s) of Remedial Reading, Masters' Step 2 for a probationary period of four years to commence on August 31, 2021 and to expire on August 30, 2025

11(K) CONSIDERATION FOR APPOINTMENT

Whereas Jennifer Kelly 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 Jennifer Kelly 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 Jennifer Kelly to the position of professional educator in the tenure area(s) of Teaching Assistant, Associates' Step 1 for a probationary period of four years to commence on September 1, 2021 and to expire on August 31, 2025

11(L) CONSIDERATION FOR APPOINTMENT

Whereas Lorraine Warner, who is eligible for a New York State Public School Teacher Certificate in the certification area(s) of Foreign Language

Whereas Suzanne Guntlow, Superintendent of the Ichabod Crane Central School District, recommends Lorraine Warner, 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 Lorraine Warner, to the position of professional educator in the tenure area(s) of Academic Foreign Language, Masters' Step 3 for a probationary period of four years to commence on August 30, 2021 and to expire on August 29, 2025

11(M) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Superintendent Suzanne Guntlow, Kasey (Conklin) Moore as a long term substitute school counselor to fill the position held by Dale Tuczinski who took a Leave of Absence. Ms. Moore's appointment will be effective August 20, 2021 and, provided she renders satisfactory service, is intended to continue but no later than January 28, 2022. No term of employment is conferred by this resolution of appointment and Ms. Moore's employment may be terminated at any time.

11(N) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Superintendent Suzanne Guntlow, Lynn Nardacci as a term substitute professional educator to fill the position held by Jennifer Watchunas who took a Leave of Absence. Ms. Nardacci's appointment will be effective September 7, 2021 and, provided she renders satisfactory service, is intended to continue on or about October 5, 2021. No term of employment is conferred by this resolution of appointment and Ms. Nardacci's employment may be terminated at any time.

11(O) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Superintendent Suzanne Guntlow, Linda Wheeler as a term substitute professional educator to fill the position held by Tina Butterworth who is out on a Leave of Absence. Ms. Wheeler's appointment will be effective September 7, 2021 and, provided she renders satisfactory service, is intended to continue no longer than September 21, 2021. No term of employment is conferred by this resolution of appointment and Ms. Wheeler's employment may be terminated at any time.

11(P) CONSIDERATION FOR APPROVAL

To approve an unpaid leave of absence for Meredith Grizzaffi, teacher, effective on or about March 4, 2022 through the end of the 2021-2022 school year

- 11(Q) CONSIDERATION FOR APPOINTMENT  
To appoint, upon the recommendation of Suzanne Guntlow, Superintendent of the Ichabod Crane Central School District, Mary Jones to the probationary position of Food Service at Step 1, effective September 1, 2021
- 11(R) CONSIDERATION FOR APPOINTMENT  
To appoint, upon the recommendation of Suzanne Guntlow, Superintendent of the Ichabod Crane Central School District, Melodie Potter to the probationary position of Driver/Monitor at Step 1, effective August 30, 2021
- 11(S) CONSIDERATION FOR APPOINTMENT  
To appoint, upon the recommendation of Suzanne Guntlow, Superintendent of the Ichabod Crane Central School District, Lila Sue Rogers to the probationary position of Driver/Monitor at Step 1, effective September 7, 2021
- 11(T) CONSIDERATION FOR APPOINTMENT  
To appoint, upon the recommendation of Suzanne Guntlow, Superintendent of the Ichabod Crane Central School District, Sarah O'Neil to the probationary position of Driver/Monitor at Step 1, effective September 7, 2021
- 11(U) CONSIDERATION FOR APPOINTMENT  
To appoint, upon the recommendation of Suzanne Guntlow, Superintendent of the Ichabod Crane Central School District, Alexis Craig to the probationary position of Driver/Monitor at Step 1, effective September 7, 2021
- 11(V) CONSIDERATION FOR APPOINTMENT  
To appoint, upon the recommendation of Suzanne Guntlow, Superintendent of the Ichabod Crane Central School District, Jonathan Horowitz to the probationary position of Driver/Monitor at Step 1, effective September 7, 2021
- 11(W) CONSIDERATION FOR APPOINTMENT  
To accept the resignation of Lisa Wills, Cook, for the purpose of accepting another position within the district; and  
To appoint, upon the recommendation of Suzanne Guntlow, Superintendent of the Ichabod Crane Central School District, Lisa Wills to the probationary position of Head Cook at Step 1, effective August 30, 2021

11(X) CONSIDERATION FOR APPOINTMENT

To accept the resignation of Dawn Richardson, Driver/Monitor, for the purpose of accepting another position within the district; and  
To appoint, upon the recommendation of Suzanne Guntlow, Superintendent of the Ichabod Crane Central School District, Dawn Richardson to the probationary position of Clerk-Typist at Step 1, effective September 7, 2021

11(Y) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Suzanne Guntlow, Superintendent of the Ichabod Crane Central School District, Deborah Smith to the probationary position of Monitor at Step 1, effective September 15, 2021

11(Z) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Suzanne Guntlow, Superintendent of the Ichabod Crane Central School District, Erin Hofstetter to the probationary position of Monitor at Step 1, effective September 7, 2021

11(AA) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Suzanne Guntlow, Superintendent, David Walker to the probationary position of Custodian, at step 1, effective September 14, 2021

11(BB) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Suzanne Guntlow, Superintendent, Carol VanDenburgh to the probationary position of Clerk-Typist, at step 1, effective September 14, 2021

11(CC) CONSIDERATION FOR ESTABLISHMENT

To approve the establishment of the following club for the 2021-2022 School Year:

<b>Club</b>	<b>Advisor</b>	<b>Rate</b>
Socrates Cafe (started during 2020-2021 school year)	Scott Stafiej	2020-2021 = (unpaid) 2021-2022 = \$590

11(DD) CONSIDERATION FOR APPROVAL

To adjust for the 2021-2022 school year hours per building for full days of student attendance, as follows:

<b>Building</b>	<b>School Day Hours</b>	<b>Teacher Hours</b>
High School	7:45 am – 2:15 pm	<del>7:30 am – 2:30 pm</del> 7:25 am - 2:25 pm

11(EE) CONSIDERATION FOR APPOINTMENT

To appoint upon the recommendation of Suzanne Guntlow, Superintendent of the Ichabod Crane Central School District, the following people to provide after school instruction, per the ICTA contract, for Special Education Itinerant Services (SEIT):

Name	Position	Effective
Joanne Loviglio	SEIT Teacher	2021-2022 school year

11(FF) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Suzanne Guntlow, Superintendent, the following Interscholastic Coaches for the 2021-2022 school year:

Position	Name	Step
Volunteer Girls Soccer Assistant Coach	Don Bell	-
Volunteer Boys Soccer Assistant Coach	Josh Kugler	-
Volunteer Girls Volleyball Assistant Coach	Scott O'Leary	-
Volunteer Cross-Country Assistant Coach	Devyn Fernandez	-
Volunteer Cross-Country Assistant Coach	Molly Goodrich	-
Volunteer Cross-Country Assistant Coach	Connor Boyd	-
Volunteer Modified Football Assistant Coach	Chris Delaney	-
Volunteer Varsity Field Hockey Assistant Coach	Caroline White	-
Modified Girls Volleyball Head Coach	Jeffrey Montague	Step 1

11(GG) CONSIDERATION FOR APPROVAL AND AUTHORIZATION

To approve and authorize, upon the recommendation of the Superintendent, budget transfer to reserves as follows:

From	To
\$ 302,303 from General Fund	\$302,303 to the Capital Reserve

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

To accept the Internal Claims Auditor's Report for August 2021

11(II) AUTHORIZATION FOR SIGNATURE (Full Agreements contained in the Supplemental File)

To authorize the Superintendent to execute the following documents:

- MOU with Ichabod Crane Teachers Association
- MOA - High School Yearbook

11(JJ) AUTHORIZATION FOR SIGNATURE (Full Agreements contained in the Supplemental File)

To authorize the Board President to execute the following documents:

- Center for Spectrum Services (Special Education)
- Coarc (Special Education)
- OK Kids MOU

11(KK) CONSIDERATION FOR APPOINTMENT

Whereas Kelly Hindes 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 Kelly Hindes 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 Kelly Hindes to the position of professional educator in the tenure area(s) of Teaching Assistant, Masters' Step 1 for a probationary period of four years to commence on September 20, 2021 and to expire on September 19, 2025

11(LL) CONSIDERATION TO APPROVE (Printed Calendar Contained in the Supplemental File)

To approve a change in the 2021-2022 school calendar to add a half day, district-wide, on October 6, 2021

11(MM) CONSIDERATION TO APPROVE

To approve the Rider Goals 2024 as follows:

- Goal 1: Student Achievement

The Ichabod Crane Central School District is committed to ensuring that all students reach their maximum potential, and their readiness for college, career, civic engagement and adult life, by focusing on the educational experience through, among other things, providing equal access to enhanced and expanded educational and enrichment opportunities.

- Goal 2 - Technology

The Ichabod Crane Central School District will provide the resources and technological support necessary to ensure equitable access for all faculty, staff and students to ensure academic success in the 21st century.

- Goal 3: Health, Safety and Community Engagement

The Ichabod Crane Central School District will collaborate with families, students, faculty, and community members to recognize and promote the mental, physical and emotional well-being of students, create a respectful learning environment for all and capitalize on community outreach and engagement opportunities.

- Goal 4 - Budget and Finance

The Ichabod Crane Central School District will maximize student achievement by ensuring strong financial health that aligns district goals through annual and long range fiscal planning.

- Goal 5: Operational Support Services

The Ichabod Crane Central School District will evaluate the physical capacity of our school facilities and provide the resources and support needed to develop adequate teaching and learning spaces through capital improvement projects.

End of Consent Agenda

Carried 9-0

Public Participation -

One member of the public commented about the open touring held prior to the Board meeting

Meetings

Regular BOE Meetings:

10/12/21 Regular Board Meeting 7pm - Primary School

Committee Meetings:

9/28/21 Audit Committee 5:45pm - Central Office Conference Room

10/12/21 Facilities Committee 5:45pm - Central Office Conference Room

10/19/21 Policy Committee 5:45pm - Central Office Conference Room

Adjournment

MOTION CHANDLER 2ND BERLIN

To adjourn the meeting at 8:15 p.m.

Carried, 9-0