

ICHABOD CRANE CENTRAL SCHOOL

BOARD OF EDUCATION

October 12, 2021

MINUTES

A Regular meeting of the Ichabod Crane Board of Education was held on Tuesday, October 12 , 2021 at 7:00 p.m. in the Primary School Auditorium.

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, Steve Marotta, Director of Facilities, Tim Stewart, Athletic Director and Mindy Potts, District Clerk

Board President Matthew Nelson called the meeting to order at 7:10 p.m.

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

Board member Kelly Firmbach 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.”

In honor of School Board Recognition week October 18-22, 2021, students around the district thanked the Board members for their efforts with music and hand made cards. Superintendent Suzanne Guntlow on behalf of the entire District expressed her appreciation for the time and dedication each Board member has given in support of all of our students.

MOTION NELSON      2ND CHANDLER  
To approve the agenda as presented  
Carried, 9-0

MOTION NELSON      2ND PHILLIPS  
To approve the minutes of the September 14 Regular Board meeting  
Carried, 9-0

## Public Participation

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

- Vaccinations and winter athletes
- Dyslexia Awareness month
- Mask requirements

## Board Discussion

- Committee Meetings

Board President Matthew Nelson reported to the full Board regarding the Audit Committee Meeting held on September 28

- NYSSBA voting delegate

Board President Matthew Nelson mentioned NYSSBA's request for a voting delegate from districts attending the annual convention

## Reports

- West & Company, External Auditors

Jill Thaisz from West & Company reported to the Board on the favorable Audited Financial Statements of the District

- English Department

English Language Teacher Leaders presented to the Board on English Department teaching and learning K-12

## Student Board Member Report

Student Board Member Daniel Chen reported to the Board on classes, clubs and sports throughout the district.

## Superintendent's Report

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

- Health and Safety Update
- Martin Van Buren Bust
- Solar Project Update

## Business Office Report

Business Manager Michael Brennan reported to the Board and answered questions on the following topics:

- Corrective Action Plan Recap
- Tax Collection Update

Consent Agenda

MOTION NELSON 2ND WIDJESKOG

To approve the following items contained under the Consent Agenda:

11(A) CONSIDERATION FOR ACCEPTANCE

To accept the resignation of Alexis Craig, Monitor, effective September 21, 2021 (Ms. Craig will continue as Bus Attendant in the Transportation Department)

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

To accept the Treasurer's Report for August 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:  
Meeting Dates of: 9/17; 9/20; 9/21; 9/27

11(D) 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:

<b>Name</b>	<b>Position</b>	<b>Effective</b>
Ross Cox	Substitute Cleaner	9/20/21
Lisa Cherwinski	Substitute Monitor	9/15/21
Mary Anne Hughes	Substitute Registered Nurse	9/22/21
Kelly Nicoletta	Substitute Health Instructional Aide	10/12/21
Sherri Gelineau	Substitute Monitor and Substitute Instructional Aide	9/30/21
Crystal First	Substitute Monitor, Substitute Health Aide	9/10/21

11(E) 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 listing for 2020-2021 school year:

<b>Name</b>	<b>Position</b>	<b>Effective</b>
Bryant Halpin	Uncertified Substitute Teacher and TA	10/12/21
Crystal First	Uncertified Substitute Teacher and TA	10/13/21
Sarah Dugan	Uncertified Substitute Teacher and TA	10/13/21
Heather LaTorre	Uncertified Substitute Teacher and TA	10/13/21

11(F) CONSIDERATION FOR APPOINTMENT AND APPROVAL

To to appoint upon the recommendation of Suzanne Guntlow, Superintendent, the following Extraclass Appointments and/or Annual Appointments for the 2021-22 school year:

Assignment	Staff
Marching Band Chaperones	Sarah Elghannani, Cindy Loucks, Resa Dimino, Jennifer Stupplebeen, Melissa Schieren, Joanna Deleissegues, Helen Brady
Mentor	Mary Middleton (prorated for half year appointment)
Freshman Class Co-Advisors	Todd Megan and Lorraine Warner
Headless Horseman Club Co-Advisors	Angelique Hebert and Ann Israel
Garden Club Advisor	Dan Farley
HS Yearbook Advisor	Jennifer Two-Axe
Teacher in Charge	Lisa Duffek

11(G) CONSIDERATION FOR AUTHORIZATION

To authorize the following personnel to issue working papers for the 2021-2022 school year:

Staff Member	Location
Carol Vandenburg	High School

11(H) CONSIDERATION FOR APPOINTMENT

Whereas David Manarel who is eligible for a New York State Public School Teacher Certificate in the certification area(s) of ELA 7-12

Whereas Suzanne Guntlow, Superintendent of the Ichabod Crane Central School District, recommends David Manarel 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 David Manarel to the position of professional educator in the tenure area(s) of Academic English 7-12, Masters +30 Step 14 for a probationary period of four years to commence on August 31, 2021 and to expire on June 30, 2025

11(I) CONSIDERATION FOR APPOINTMENT

Whereas Destiny Perez who is eligible for a New York State Public School Teacher Certificate in the certification area(s) of ELL

Whereas Suzanne Guntlow, Superintendent of the Ichabod Crane Central School District, recommends Destiny Perez 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 Destiny Perez to the position of professional educator in the tenure area(s) of English Language Learner, Masters Step 1 for a probationary period of four years to commence on September 27, 2021 and to expire on September 26, 2025

11(J) CONSIDERATION FOR APPOINTMENT

Whereas Mark Schaller who is eligible for a New York State Public School Teacher Certificate in the certification area(s) of Students with Disabilities 7 - 12

Whereas Suzanne Guntlow, Superintendent of the Ichabod Crane Central School District, recommends Mark Schaller 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 Mark Schaller to the position of professional educator in the tenure area(s) of Special Education, Master's +30, Step 4 for a probationary period of four years to commence on October 18, 2021 and to expire on October 17, 2025

11(K) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Superintendent Suzanne Guntlow, Karen Fitzgerald to a long term substitute to fill the position held by Jennier Wachunas who took a Leave of Absence from her AIS Teacher position. Ms. Fitzgerald's appointment will be effective October 7, 2021 and, provided she renders satisfactory service, is intended to continue but no later than January 28, 2022 at a rate of Masters' +30 Step 10. No term of employment is conferred by this resolution of appointment and Ms. Fitzgerald's employment may be terminated at any time.

11(L) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Superintendent Suzanne Guntlow, Chris Soulia to a short term substitute to fill the position held by Anna Kemp who took a Leave of Absence from her ENL Teacher position. Mr. Soulia's appointment will be effective November 23, 2021 and, provided he renders satisfactory service, is intended to continue but no later than December 31, 2021 at a rate of \$185 per day. No term of employment is conferred by this resolution of appointment and Mr. Soulia's employment may be terminated at any time.

11(M) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Superintendent Suzanne Guntlow, Christine McGuirk to the probationary position of Monitor, Step 1, effective September 20, 2021

11(N) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Superintendent Suzanne Guntlow, Anne Ryan to the probationary position of Monitor, Step 1, effective September 27, 2021

- 11(O) CONSIDERATION FOR APPOINTMENT  
To appoint, upon the recommendation of Superintendent Suzanne Guntlow, Darlene Smith to the probationary position of Cleaner, Step 1, effective October 12, 2021
- 11(P) CONSIDERATION FOR APPOINTMENT  
To appoint, upon the recommendation of Superintendent Suzanne Guntlow, Peter Bashford to the probationary position of Cleaner, Step 1, effective November 1, 2021
- 11(Q) CONSIDERATION FOR APPOINTMENT  
To appoint, upon the recommendation of Superintendent Suzanne Guntlow, Lisa Lyons to the position of Temporary COVID Testing Coordinator at a rate of \$27.00/ hour (up to 16 hours per week) effective October 1, 2021
- 11(R) CONSIDERATION FOR APPOINTMENT  
To appoint, upon the recommendation of Superintendent Suzanne Guntlow, Julianne Rulison to the position of Temporary IT Support at a rate of \$50.00/ hour (not to exceed a total of 40 hours) effective September 20, 2021
- 11(S) CONSIDERATION FOR APPROVAL (Full Agreement Contained in the Supplemental File)  
To approve the terms and conditions for Jaime Kikpole, Director of IT as presented
- 11(T) CONSIDERATION FOR ACCEPTANCE  
To accept the donation of a \$250 gift card from Hannaford Supermarkets to the Weekend Meal and Pantry Program
- 11(U) CONSIDERATION FOR ACCEPTANCE  
To accept the donation of a trumpet from Lisa Duffek to the Music Program
- 11(V) CONSIDERATION FOR AMENDMENT  
To amend the appointment of Kelly Hinds, TA from a rate of Masters Step 1 to TA+12 Step 1 rate (original appointment at the 9/14/21 BOE meeting)
- 11(W) CONSIDERATION FOR AMENDMENT  
To amend the appointment of Head Cook, Lisa Wills, from step1 to step 2 (original appointment at the 9/14/21 BOE Meeting)

11(X) CONSIDERATION FOR AMENDMENT

To amend the following non-teaching substitute listing for transportation 2021-2022 school year (originally appointed 9/14/21) as follows:

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

11(Y) CONSIDERATION FOR APPOINTMENT

To appoint upon the recommendation of Suzanne Guntlow, 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
Sherri Rose	Board Certified Health & Wellness Coach
Katie Snyder	Zumba
Melissa Kugler	Cardio Kickboxing

11(Z) CONSIDERATION FOR ACCEPTANCE

To award bid #2022-01 Vehicle Lease Bid to the lowest responsible bidder, Mangino Buick GMC, with a bid in the amount of \$58,707.99 (per the bid opening held on 10/07/21)

11(AA) CONSIDERATION FOR APPROVAL ((Full Request Contained in the Supplemental File)

To approve per policy 7335 and upon the recommendation of the administration and Turner Construction Company, a Change Order Request CO-(AC-M-001) for Contract # 01 – MJ's Contracting. The scope of this change order includes labor/material/equipment costs for removing and disposing of Transite-backed mansard panels at the Middle School gym as presented:

- Change Order AC-M-001 - \$69,798.00

- 11(BB) CONSIDERATION FOR ACCEPTANCE (Full Report Contained in the Supplemental File)  
To accept the Internal Claims Auditor's Report for September 2021
- 11(CC) CONSIDERATION FOR ACCEPTANCE (Full Report Contained in the Supplemental File)  
To accept the AUDIT REPORT (Audited Financial Statements and Supplemental Schedules) as presented by West & Company and Corrective Action Plan as presented
- 11(DD) CONSIDERATION FOR ACCEPTANCE (Full Report Contained in the Supplemental File)  
To accept the Risk Assessment Report as presented by Internal Auditor, Michael Wolffe and Corrective Action Plan as presented
- 11(EE) CONSIDERATION FOR ACCEPTANCE (Full Report Contained in the Supplemental File)  
To accept the Financial Oversight Report as presented by Internal Auditor, Michael Wolffe and Corrective Action Plan as presented
- 11(FF) CONSIDERATION FOR AUTHORIZATION (Full Agreements Contained in the Supplemental File)  
To authorize the Board President to execute the following documents:
- Agreement with Brianna Patnode Murratti - Consulting Assistive Technology Specialist
  - Agreement with LaSalle (Special Education)
  - Agreement with LaSalle (Summer Special Education)

Public Participation (agenda items only)

Three members of the public addressed the Board regarding vaccinations and winter sports

Meetings

Regular BOE Meetings

- November 2 - Regular Board meeting - 7:00 pm

Committee Meetings

- October 19 - Policy Committee - 5:45 pm
- November 2 - Communications - 5:30 pm

MOTION PHILLIPS      2ND FIRMBACH

To adjourn the meeting at 9:33 p.m.

Carried, 9-0