

ICHABOD CRANE CENTRAL SCHOOL

BOARD OF EDUCATION MEETING

February 1, 2022

MINUTES

A Regular Meeting of the Ichabod Crane Board of Education was held on Tuesday, February 1, 2022 at 7:00 p.m. in the Primary School Auditorium.

Board Members Present:

Jennifer Allard            Elaine Berlin            Kelly Firmbach (*arrived 7:03pm*)            Matthew Nelson  
Jeffrey Ouellette        Elizabeth Phillips        Anne Schaefer            Jared Widjeskog  
Dan Chen – Student Member on the Board

Board Members Absent:            John Chandler

School Officials Present: Suzanne Guntlow, Superintendent, Lucas Christensen, Assistant Superintendent, Michael Brennan, Business Manager, Craig Shull, High School Principal, and Mindy Potts, District Clerk

Board President Matthew Nelson called the meeting to order at 7:00 p.m.

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

Board Member Jennifer Allard 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 WIDJESKOG  
To approve the agenda as presented  
Carried, 7-0

MOTION PHILLIPS            2ND SCHAEFER  
To approve the minutes of the January 11, 2022 Regular Board Meeting  
Carried, 7-0

Board Member Kelly Firmbach arrived at 7:03 p.m.

Public Participation

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

- The District’s ELA program
- Masks
- Notice of Claim
- SRO
- Curriculum
- Taxes/District’s Budget

## Board Discussion

- Questar III Nomination - Ed Brooks
- Committee Meetings

### Budget Finance Committee

Board member Kelly Firmbach reported briefly on the meeting of January 25 which discussed the non-instructional budget.

### Policy Committee Meeting (no meeting)

The following policies were given a second reading and the Board and consideration for adoption is under the Consent Agenda:

- Policy 0101 Gender Neutral Single-Occupancy Bathrooms
- Policy 2342 Agenda Preparation

## Student Board Member Report

Student Board Member Daniel Chen reported on activities around the district which reflected December's character trait of honesty, the Model UN Club Trip, National Honor Society and athletics. He also mentioned upcoming activities including the 8th grade DC Club Trip and National Honor Society Inductions.

## Superintendent's Report

Superintendent Suzanne Guntlow reported briefly on the following items

- Health and Safety Update
- Calendar Update and Professional Development in February and March

## Business Office Report

Business Manager Michael Brennan reported on the following items

- Fiscal Stress Monitoring
- Donation of \$5,000 toward the mural project
- 2022-2023 Budget Development – Non-Instructional Budget Presentation

## Consent Agenda

### MOTION NELSON 2ND FIRMBACH

To accept the following items contained under the Consent Agenda:

#### 11(A) CONSIDERATION FOR ACCEPTANCE

To accept the resignation of Destiny Perez, ENL Teacher, effective February 27, 2022

#### 11(B) CONSIDERATION FOR ACCEPTANCE

To accept the resignation of Deborah Smith, Monitor, effective January 27, 2022

#### 11(C) CONSIDERATION FOR ACCEPTANCE

To accept the resignation of Wendy O'Leary, Bus Attendant, effective February 28, 2022

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

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

11(E) CONSIDERATION FOR ACCEPTANCE

To accept the CPSE and CSE Recommendations for the 2021-2022 school years as follows:  
Meeting Dates of: 1/7; 1/25; 1/27

11(F) CONSIDERATION FOR APPOINTMENT

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

| Name           | Position                              | Effective |
|----------------|---------------------------------------|-----------|
| Mollie Drew    | Uncertified Substitute Teacher        | 1/20/22   |
| Kasey Moore    | Certified Substitute Teacher          | 2/14/22   |
| Dan Farley     | Uncertified Substitute Teacher and TA | 1/14/22   |
| Victoria Zidel | Uncertified Substitute Teacher and TA | 1/14/22   |
| Robert Kuhn    | Uncertified Substitute Teacher        | 2/2/22    |
| Erin Graham    | Uncertified Substitute Teacher        | 2/2/22    |

11(G) CONSIDERATION FOR APPOINTMENT

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

| Name          | Position           | Effective |
|---------------|--------------------|-----------|
| Anthony Mertz | Substitute Cleaner | 1/31/22   |

11(H) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Superintendent Suzanne Guntlow, Victoria Zidel to a short term substitute to fill the position held by Jennifer Beebe who took a Leave of Absence from her Teacher position. Ms. Zidel's appointment will be effective January 20, 2022 and, provided she renders satisfactory service, is intended to continue but no later than March 30, 2022. No term of employment is conferred by this resolution of appointment and Ms. Zidel's employment may be terminated at any time.

11(I) 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 Lauren Garzon who took a Leave of Absence from her Teacher position. Ms. Fitzgerald's appointment will be effective January 31, 2022 and, provided she renders satisfactory service, is intended to continue but no later than March 31, 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(J) CONSIDERATION FOR APPOINTMENT

Whereas Jennifer Fish 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 Fish 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 Fish to the position of professional educator in the tenure area(s) of Teacher Assistant, TA+12 Step 1 for a probationary period of four years to commence on January 31, 2022 and to expire on January 29, 2026

11(K) CONSIDERATION FOR APPOINTMENT

BE IT RESOLVED that the Board of Education of the Ichabod Crane (Kinderhook) Central School District hereby appoints and employs Margaret McMahan to a term position as an AIS Math Teacher, for the maximum period February 28, 2022 to June 30, 2022, at a rate of Masters Step 15 (prorated). This is a term appointment and is not a probationary appointment. It is specifically acknowledged that Margaret McMahan has agreed to waive any rights they may have to a probationary appointment and consideration for tenure and such agreement is evidenced by a writing signed by both parties.

11(L) CONSIDERATION FOR APPOINTMENT

To appoint upon the recommendation of Superintendent Suzanne Guntlow, Heather LaTorre, to the part-time, temporary position of Teaching Assistant (3hrs/day; 15hrs/week) at a rate of TA+12, Step 1, effective January 20, 2022 through June 30, 2022

11(M) CONSIDERATION FOR APPOINTMENT

To appoint upon the recommendation of Superintendent Suzanne Guntlow, Brian Simmons, to the temporary position of Technology Teacher (6hrs/day) at a rate of \$159 per day effective on or about January 31, 2022 through February 28, 2022

11(N) CONSIDERATION FOR APPOINTMENT

To appoint upon the recommendation of Suzanne Guntlow, Superintendent, Michelle Spittler, having successfully completed a 52 week probationary period which ends, January 12, 2022 the permanent position of Custodian

11(O) CONSIDERATION FOR APPOINTMENT

To appoint upon the recommendation of Suzanne Guntlow, Superintendent, Mary Moore, having successfully completed a 52 week probationary period which ends, February 8, 2022, to the permanent position of Monitor

11(P) Removed

- 11(Q) CONSIDERATION FOR APPROVAL  
To approve an unpaid Leave of Absence for Melissa Welcome effective on or about June 8- 30, 2022
- 11(R) CONSIDERATION FOR APPROVAL  
To approve an unpaid Leave of Absence for Meghan Loeffke, Teacher, effective on or about April 13-June 30, 2022
- 11(S) CONSIDERATION FOR APPROVAL  
To extend the long-term substitute position of Kasey (Conklin) Moore to end effective February 11, 2022 (original appointment approved at the 9/14/21 BOE meeting with effective dates 8/20/21-1/28/22)
- 11(T) CONSIDERATION FOR APPROVAL  
To approve an extension of Jacqueline LaBounty's unpaid Leave of Absence through May 8, 2022 (original LOA ended April 25, 2022 - approved at the 1/11/22 BOE meeting)
- 11(U) CONSIDERATION FOR APPROVAL  
To approve an extension of Lori Creeron's unpaid Leave of Absence through February 3, 2022 (original LOA ended January 19, 2022 - approved at the 1/11/22 BOE meeting)
- 11(V) CONSIDERATION FOR ACCEPTANCE  
To accept, per Board Policy #1800 Gifts from the Public, a donation to the Ichabod Crane School's Teen Weekend Meal and Pantry Program of \$395.14 from Jane Krebs in the following Appropriation Code:  
  - CM 2989.400-05-0002
- 11(W) CONSIDERATION FOR ACCEPTANCE  
To accept, per Board Policy #1800 Gifts from the Public, a donation to the Ichabod Crane Art Department to assist in the High School Mural Project of \$5,000 from Evelyn Bordewick Charitable Foundation in the following Appropriation Code:  
  - CM 2989.400-05-0002
- 11(X) CONSIDERATION FOR ADOPTION  
To adopt the following policies pursuant to Board Policy #2410 – Formulation, Adoption and Amendment of Policies:  
  - Policy 0101 Gender Neutral Single-Occupancy Bathrooms - Revised
  - Policy 2342 Agenda Preparation - Revised
- 11(Y) CONSIDERATION TO APPROVE (Calendar Contained in the Supplemental File)  
To approve a change in the 2021-2022 school calendar to add a half day as follows:  
  - Grades K-5 half day on February 16, 2022

11(Z) CONSIDERATION FOR APPROVAL

To approve, per Part 174 of the Regulations of the Commissioner of Education, Tuition Rates Actual for 2020-2021 and Estimated Tuition Rates for 2021-2022 as follows:

|                                | Actual Tuition Rates<br>2020-21 | Estimated Tuition Rates<br>2021-22 |
|--------------------------------|---------------------------------|------------------------------------|
| Full Day Grades K-6            | \$10,237                        | \$9,402                            |
| Full Day Grades 7-12           | \$10,070                        | \$11,337                           |
| Special Education Student K-6  | \$39,837                        | \$40,730                           |
| Special Education Student 7-12 | \$39,669                        | \$42,665                           |

11(AA) CONSIDERATION FOR APPROVAL AND AUTHORIZATION

To approve and authorize the Superintendent to make the following budget transfers:

| Budget Code                          | Transfer In | Transfer Out |
|--------------------------------------|-------------|--------------|
| 2110.501-99-2710 ENL                 |             | \$10,000     |
| 2010.400-00-0000 AS General Programs | \$10,000    |              |

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

To accept the Internal Claims Auditor Report for January 2022 as presented

End of Consent Agenda

Carried, 8-0

MOTION NELSON 2ND OUELLETTE

Be it resolved that the qualifications of Edmund Brooks have been reviewed by the Ichabod Crane Board of Education and deemed qualified to serve; and therefore

Be it resolved that the Board approves the nomination of Edmund Brooks to the Rensselaer Columbia Greene BOCES Board

Carried, 8-0

Public Participation (agenda items only)

Two members of the public addressed the Board:

- Voting
- Curriculum

Board Presiden Matthew Nelson noted the following:

- Faculty and Staff focus on February as Black History Month with theme of Black Health and Wellness
- Lunar New Year celebrated tonight

Board President Matthew Nelson, Board Member Jennifer Allard, and Superintendent Suzanne Guntlow spoke to the comments from the community members, suggested reaching out to education advocacy groups to put pressure on the government to give clear direction and, in general, the division of not only the parents in the district, but also the students, staff and the entire community as the District navigates through the school year.

MOTION NELSON      SECOND PHILLIPS

To adjourn at 8:47 p.m.

Carried, 8-0

Meetings

Regular BOE Meetings

March 1 at 7pm

Committee Meetings

Academic Committee February 15 at 5:45pm HS Library Distance Learning Room

Budget and Finance February 16 at 5:45pm HS Library Distance Learning Room

| Budget Development Meetings |  |
|-----------------------------|--|
| 02/16/22                    | Budget and Finance Committee Meeting - Instructional Budget                          |
| 03/01/22                    | Board Meeting Presentation - Instructional Budget, State Aid Projections and Tax Cap |
| 03/29/22                    | Budget and Finance Committee Meeting - Revenue                                       |
| 04/5/22                     | Board Meeting Presentation - Draft Budget  |
| 04/12/22                    | Board Meeting Presentation - Final Budget and Anticipated Adoption                   |
| 04/18/22                    | Candidate Petitions Due  |
| 05/03/22                    | Budget Hearing and Regular Board Meeting   |
| 05/17/22                    | Vote and Election  |