

ICHABOD CRANE CENTRAL SCHOOL

BOARD OF EDUCATION

June 7, 2022

MINUTES

A Regular Meeting of the Ichabod Crane Board of Education was held on Tuesday, June 7, 2022 at 7:00 p.m. in the High School Library.

Board Members Present:

Jennifer Allard	Elaine Berlin	John Chandler	Kelly Firmbach
Matthew Nelson	Jeffrey Ouellette	Elizabeth Phillips	Anne Schaefer
Jared Widjeskog	Dan Chen and Lilly Gould - Student Board Members		

School Officials Present:

Suzanne Guntlow, Superintendent, Lucas Christensen, Assistant Superintendent, Michael Brennan, Business Manager, Craig Shull, High School Principal, Anthony Marturano, 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 conducted the Pledge of Allegiance

Alternate Student Board member Lillian Gould 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 SCHAEFER

To approve the agenda as presented

Carried, 9-0

At this last Board meeting of the school year, Board President Matthew Nelson, on behalf of the full Board acknowledged the faculty and staff for jobs well done.

MOTION NELSON 2ND ALLARD

To approve the minutes of the:

- May 3, 2022 - Regular Meeting and Budget Hearing Minutes
- May 17, 2022 - Special Meeting - Budget Vote and Election

Carried, 9-0

Board President Matthew Nelson, on behalf of the full Board thanked the community for coming to vote and for supporting the budget for the 2022-2023 school year.

Public Participation

No one wished to address the Board at this time.

Board Discussion

❖ 2022-2023 Board Calendar and Committee Meetings

The Board discussed the draft schedule for Board and Committee meetings and committee membership which will be determined by the 2022-23 Board President

❖ Policy Committee Meeting

No policy committee meeting was held and the following policies are considered to have had second readings:

- 0115 - Student Harassment and Bullying Prevention and Intervention Policy, Regulation and Exhibit - new
- 4321.5 - Confidentiality and Access to Individualized Education Programs, Individualized Education Services Programs and Service Plans - new
- 5550 - Student Privacy - new
- 9260 - Conditional Appointment - Student Safety - new
- 1400 - Public Complaints - revised
- 1405 - Complaints About Certain Federally Funded Programs - new
- 2160 - School Board Member Code of Ethics - policy revised, regulation delete
- 2330 - Executive Sessions - revised
- 6680 - Internal Audit Function - new

❖ Academic Committee

Board Vice-President Elizabeth Phillips briefly discussed the Academic Committee meeting which was held on May 3

Reports

Capital Project Update - Turner and CS Arch

Melissa Renkin from CSArch and Sarah Plitnik from Turner Construction gave a status update including completed work and anticipated completion times for the various stages of the capital project.

Student Board Members Report

Both Student Board Member Daniel Chen and Alternate Student Board Member Lillian Goad reported to the full Board on activities and events throughout the district including Prom, Athletics, Awards and anticipated graduation activities.

- Student Board Member Recognition

The Board thanked the students for their service through the 2021-22 school year.

Superintendent's Report

Superintendent Suzanne Guntlow recognized the following staff retiring after the 2021-22 school year:

- 2021-2022 Retiree Recognition

Jean Calvin, Gail Colton, Dale Tuczinski, Maryann Noll, Robin Sullivan, and Jean Barford

Additionally, Board Member Jeffery Ouellette was recognized for service as a Board member.

Superintendent Suzanne Guntlow updated the Board on the following topics:

- School Safety
- Academic Update
- DEI Update

Business Office Report

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

- Results of the Internal Audit Request for Proposals
- Communications Update

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 for purpose of retirement of Jean Barford, Teaching Assistant, effective September 10, 2022

11(B) CONSIDERATION FOR ACCEPTANCE

To accept the resignation of Ashley Knowles, Speech Pathologist, effective August 2, 2022

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

To accept the Treasurer's Report for the month of April 2022, Warrants, Transfers, Revenues and Appropriations as presented

11(D) CONSIDERATION FOR ACCEPTANCE

To accept the CPSE and CSE Recommendations for the 2022-2023 school year as follows:
Meeting Dates of: 3/15; 4/1; 4/4; 4/5; 4/11; 4/12; 4/13; 4/14; 4/28; 5/9; 5/16; 6/1

11(E) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Suzanne Guntlow, Superintendent the following additions to the teaching substitute listing for 2021-2022 school year:

Name	Position	Effective
Ashley DeKraai	Uncertified Substitute Teacher and TA	5/9/22
Sydney Cook	Uncertified Substitute Teacher and TA	5/23/22

11(F) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Suzanne Guntlow, Superintendent the following additions to the non-teaching substitute listing for 2021-2022 school year:

Name	Position	Effective
Alexandria Houseworth	Substitute Bus Attendant	5/3/2022
Colleen Dorval	Substitute Monitor	5/16/22
William Butcher	Substitute Driver	5/31/22
Avery Clickman	Seasonal IT Support/Substitute	6/7/22

11(G) 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
ENL Curriculum Leader	Resign: Anna Kemp (4/25/22)
ENL Curriculum Leader	Appoint: Kathryn Snyder (4/25/22)

11(H) 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 Anna Kemp who took a Leave of Absence from her ELL teaching position. Ms. Fitzgerald's appointment will be effective May 9, 2022 and, provided she renders satisfactory service, is intended to continue but no later than June 24, 2022 at a rate of Masters' 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(I) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Suzanne Guntlow, Superintendent, the following Summer Substitute Maintenance Staff to work as needed May 2022- September 2022 (conditionally, pending SED safety clearance):

- Gabby Cox
- Camdyn Ames
- Austin Walsh
- Thomas Yankowski
- Christina Clevenger

- 11(J) CONSIDERATION TO CREATE AND APPOINT
BE IT RESOLVED that the Board of Education of the Ichabod Crane Central School District hereby creates a full-time (1.0 FTE) Literacy Coach, effective July 1, 2022; and
- BE IT FURTHER RESOLVED that Berit Erikson shall be assigned, as a Teacher on Special Assignment ("TOSA"), to the full-time (1.0 FTE) Literacy Coach position for the 2022-2023 school year. While in this assignment as a TOSA, Berit Erikson shall remain in the Special Education tenure area and all time spent as a full-time employee, in the position of Literacy Coach, shall be credited as time in the Special Education tenure area.
- 11(K) CONSIDERATION FOR TERMINATION
BE IT RESOLVED that the Board of Education of the Ichabod Crane (Kinderhook) Central School District hereby terminates the probationary period of Daniel Loeffert, General Mechanic, effective June 1, 2022.
- 11(L) CONSIDERATION FOR APPOINTMENT
To appoint, upon the recommendation of Suzanne Guntlow, Superintendent, Larry Sheldon, having successfully completed a 52 week probationary period which ends, May 4, 2022, to the permanent position of Driver
- 11(M) CONSIDERATION FOR APPOINTMENT
To appoint, upon the recommendation of Suzanne Guntlow, Superintendent, Jeffrey Altomer having successfully completed a 52 week probationary period which ends, July 26, 2022, to the permanent position of Building Mechanic
- 11(N) CONSIDERATION FOR APPOINTMENT
To appoint, upon the recommendation of Suzanne Guntlow, Superintendent, Taylor Smith, having successfully completed a 52 week probationary period which ends, July 6, 2022, to the permanent position of Assistant Head Bus Driver
- 11(O) CONSIDERATION FOR APPOINTMENT
BE IT RESOLVED that the Board of Education of the Ichabod Crane (Kinderhook) Central School District hereby appoints and employs Carolyn Krohn to a term position as an AIS Social Studies Teacher, for the maximum period May 18, 2022 to June 30, 2023, at a rate of Bachelors' Step 1. This is a term appointment and is not a probationary appointment. It is specifically acknowledged that Carolyn Krohn 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(P) CONSIDERATION FOR APPROVAL

To approve an unpaid Leave of Absence for Danielle Welch, Teacher, effective on or about September 9 - November 21, 2022

11(Q) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Superintendent Suzanne Guntlow, Madison Rascoe as a short term substitute to fill the position held by Jessica Iorio who resigned from her Counselor position. Ms. Rascoe's appointment will be effective May 16, 2022 and, provided she renders satisfactory service, is intended to continue but no later than June 30, 2022. No term of employment is conferred by this resolution of appointment and Ms. Rascoe's employment may be terminated at any time.

11(R) 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 a Math Teacher, for the maximum period July 1, 2022 to June 30, 2023, at a rate of Masters Step MO 15. 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(S) CONSIDERATION TO AMEND

To extend, upon the recommendation of Superintendent Suzanne Guntlow, Maureen Wisniewski's short term substitute appointment to fill the position held by Anna Kemp who took a Leave of Absence from her Teacher position. Ms. Wisniewski's appointment will be effective May 9, 2022 and, provided she renders satisfactory service, is intended to continue but no later than June 24, 2022. No term of employment is conferred by this resolution of appointment and Ms. Wisniewski's employment may be terminated at any time. *(original appointment at the 2/1/22 BOE mtg and extended at the 5/3/22 BOE mtg)*

11(T) CONSIDERATION FOR ADOPTION

To adopt, upon recommendation of Suzanne Guntlow, Superintendent, Core Knowledge Language Arts (CKLA) as the reading program for grades K-3 at the Primary School.

11(U) CONSIDERATION FOR ADOPTION

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

- 0115 - Student Harassment and Bullying Prevention and Intervention Policy, Regulation and Exhibit - new
- 4321.5 - Confidentiality and Access to Individualized Education Programs, Individualized Education Services Programs and Service Plans - new
- 5550 - Student Privacy - new
- 9260 - Conditional Appointment - Student Safety - new
- 1400 - Public Complaints - revised
- 1405 - Complaints About Certain Federally Funded Programs - new
- 2160 - School Board Member Code of Ethics - policy revised, regulation delete
- 2330 - Executive Sessions - revised
- 6680 - Internal Audit Function - new

11(V) CONSIDERATION FOR APPROVAL & AUTHORIZATION

(Full Agreement Contained in Supplemental File)

To approve a 2021-2022 Health Services Contract in accordance with Education Law Section 912, with the North Colonie Central School District for 2 students attending a private school within the district (Loudonville Christian and St. Pius X) in the amount of \$1,686.88 and to authorize the president of the Board to execute the contract

11(W) CONSIDERATION FOR APPROVAL AND AUTHORIZATION

(Full Agreements Contained in Supplemental File)

To amend the following agreements and to authorize the President of the Board of Education to execute the documents:

- Len Bates
- Amy Boothby
- Michael Brennan
- Lucas Christensen
- Angela Cowan
- Todd DiGrigoli
- Dan Doyle
- Dwight Grant
- Jaime Kikpole
- Steven Marotta
- Nancy Matusiak
- Wilhelmena Mazure
- Mindy Potts
- Karen Wied-Carpenter

11(X) CONSIDERATION FOR ACCEPTANCE (Full Report Contained in Supplemental File)
 To accept the High School and Middle School Extra-classroom Activity Fund Reports as of the following date(s):

Account Balance: AS OF 3/31/22
 \$ 140,002.50

Account Balance: AS OF 4/30/22
 \$ 140,004.81

11(Y) CONSIDERATION FOR APPROVAL AND AUTHORIZATION
 To approve the 2022-2023 Estimated Final Service Request for the QUESTAR III Board of Cooperative Educational Services, Rensselaer-Columbia-Greene Counties, in the amount of \$3,358,071 and to authorize the President of the Board of Education, to sign the Final Service Request and AS-7 upon receipt

11(Z) CONSIDERATION FOR ACCEPTANCE (Full Report Contained in Supplemental File)
 To accept the Internal Claims Auditor Report for May 2022 as presented

11(AA) CONSIDERATION FOR APPROVAL
 To award bid #2022-01 Maintenance and Cleaning Supplies Bid to the lowest responsible bidders, with amounts as follows: (per the bid opening held on 05/19/22)

Company Names	Total
Central Poly Corp	\$ 2,980.00
Hill & Markes, Inc.	\$ 7,801.77
WB Mason	\$ 3,173.43
LUC Distributors	\$ 272.00
Northeast Auto Parts, Inc.	\$ 379.44
Pioneer Manufacturing	\$ 5,725.66
EA Morse/Aramsco	\$ 27,218.90
Total:	\$ 47,551.20

11(BB) CONSIDERATION FOR ACCEPTANCE

To award bid #2022-02 Mop Uniform Apron and Towel Bid to the lowest responsible bidder, UniFirst in the following monthly amounts for the 2022-2023 school year: (per the bid opening held on 05/19/22)

Company Names	Total
Mops	\$124.60/Month
Uniforms	\$345.72/Month
Aprons	\$50.40/Month
Towels	\$33.60/Month
DEFE	\$96.00/Month

11(CC) CONSIDERATION FOR ACCEPTANCE

To award bid #2022-03 Propane Bid to the lowest responsible bidder, Long Energy, at a fixed rate, in the amount of \$1.749 per gallon for the 2022-2023 heating season. (per the bid opening held on 05/19/22)

11(DD) CONSIDERATION FOR ACCEPTANCE

To award bid #2022-04 Paving Bid to the lowest responsible bidder, Evolution Construction, with a bid in the amount of \$86,136.00 for the six locations on the bid and additional "Mill & Fill" of 4000 Sq. Ft. at \$2.05/sq. ft. for the sum of \$8,200.00 during the summer 2022 (per the bid opening held on 05/19/22)

11(EE) CONSIDERATION FOR ACCEPTANCE

To award bid #2021-05 Garbage and Recycling Bid to the lowest responsible bidder, Twin Bridges Waste and Recycling in the amount of \$35,905.28 for the 2022-2023 school year (per the bid opening held on 05/19/22)

11(FF) CONSIDERATION FOR APPROVAL

To approve the date of the 2021-2022 Organizational meeting as July 12, 2022

11(GG) CONSIDERATION FOR APPROVAL (Complete Document Contained in Supplemental File)

To approve per policy 7335 and upon the recommendation of the administration and Turner Construction Company, a Change Order Request CO-(GC-082) for Contract # 02 – Bast Hatfield. The scope of this change order includes labor/material/equipment costs for installing the concrete pad for the Multi Purpose field bleacher system as presented:

- Change Order GC-082 - \$78,602.00

11(HH) AUTHORIZATION FOR SIGNATURE (Full Agreements Contained in Supplemental File)

To authorize the Board President to execute the following documents:

- Langan School (Special Education Services) for 2022-2023 School Year
- Agreement with Needham Risk Management Resource Group, LLC
- Agreement with Tom Lee - Summer Enrichment
- Agreement with Michael Wolff (per RFP)

End of Consent Agenda

Carried, 9-0

MOTION NELSON 2ND WIDJESKOG

To approve the attendance of Elaine Berlin and Anne Schaeffer to NYSSBA's 2022 Summer Law Conference on July, 28-29 and to authorize the expense of \$200 per registrant

Carried, 9-0

Public Comment - Agenda Items Only

Two members of the public addressed the Board on the following topic(s):

- Safety on Campus
- OK Kids appreciation of support for safety of after school program

Meetings

Board Meeting:

July 12, 2022 - Organizational meeting at 7pm

Committee:

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

Executive Session

MOTION NELSON 2ND PHILLIPS

To adjourn to Executive Session at 9:09 p.m. to discuss the employment history of particular individuals

Carried, 9-0

MOTION NELSON 2ND FIRMBACH

To appoint Elizabeth Phillips as Clerk Pro Tem

Carried, 9-0

Board Member Jeffrey Ouellette left the meeting

The District Clerk left the meeting.

The meeting was reconvened in open session at 10:45 p.m.

MOTION NELSON 2ND ALLARD

To adjourn the meeting at 10:46 p.m.

Carried, 8-0