

ICHABOD CRANE CENTRAL SCHOOL

BOARD OF EDUCATION

October 4, 2022

MINUTES

A Regular Meeting of the Ichabod Crane Board of Education was held on Tuesday, October 4, 2022 at 7:00 p.m. in the High School Library.

All Board Members Present:

Jennifer Allard	Elaine Berlin	John Chandler
Kelly Firmbach	Meghan Lafferty-Brown	Matthew Nelson
Elizabeth Phillips	Anne Schaefer	Jared Widjeskog

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 7:06 p.m.

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

Student Board member Krzysztof Swieton 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

MOTION NELSON      2ND FIRMBACH

To approve the minutes of the September 13, 2022 Regular Meeting

Carried, 9-0

Public Participation

No one wished to address the Board at this time

## Board Discussion

- Board Officers Training Report  
Board Vice President Elizabeth Phillips reported on the NYSSBA Training she attended in October
- Committee Meetings
  - Communications Committee  
Board member Elaine Berlin briefly reported on the Communications Committee meeting held on September 13
  - Audit Committee  
Board member John Chandler briefly reported on the Audit Committee meeting held on September 20 which reviewed the external and internal audits

## Reports

- In recognition of Board Appreciation Week, October 17-21, 2022 as designated by the Governor, High School students gave a choral performance and Technology students presented the Board with an "IC" logo constructed in the new STEAM room using metal and wood.
- Science Department  
Teacher Leaders from each building level in the District reported on current and planned Science curriculum and activities
- West and Company, External Audit Report  
Amy Pedrick from West & Co briefly reported to the Board and answered questions on the external audit. Acceptance of the Audit report and Corrective Action plans are considered under the Consent Agenda

## Student Board Member Report

Student Board member Krzysztof Swieton reported to the Board on activities by students district-wide including sports and spirit week activities.

## Superintendent's Report

Superintendent Suzanne Guntlow reported to the Board on the following:

- October Board Recognition Week - Governor's Proclamation: October 17-21, 2022
- Academic Update

Assistant Superintendent Lucas Christensen presented to the Board on testing of grades 3-8 and how the results aligned with District targets and also updated the Board on summer school results.

At this time the Board announced Superintendent Suzanne Guntlow's intention to retire effective June 30, 2023. To begin the search for a replacement Board President Matthew Nelson suggested an ad hoc committee for Superintendent Search and requested Board members to notify him if they would like to serve on the committee.

Business Office Report

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

- Corrective Action Plan Recap
  - Internal
  - External (2)
- Reserves Plan
- Tax Collection Update
- Donation Updates

Consent Agenda

MOTION NELSON      2ND FIRMBACH

To approve the following items contained under the Consent Agenda:

11(A) CONSIDERATION FOR AMENDMENT

To amend the salary rate on the appointment of Paige Martin, Psychologist, from the September 13, 2022 Board meeting from "Masters +30 Step 2" to "Step 2"

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

To accept the Treasurer's Report for August 2022 (including Revenues, Appropriations and Transfers and Warrants) as presented

11(C) CONSIDERATION FOR ACCEPTANCE

To accept the CPSE and CSE Recommendations for the 2022-2023 school year as follows:  
Meeting Dates of: 6/1; 6/8; 6/13; 6/14; 6/15; 6/16; 8/11; 8/29; 9/13; 9/15; 9/20; 9/23

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 teaching substitute listing for 2022-2023 school year:

<b>Name</b>	<b>Position</b>	<b>Effective</b>
Colleen Dorval	Uncertified Substitute TA	10/4/22
Kristine Pregont	Certified Substitute Teacher and TA	10/4/22
Troy Muller	Uncertified Substitute Teacher and TA	10/4/22
Cynthia Desposito	Uncertified Substitute Teacher and TA	10/4/22
Nancy Crocker	Uncertified Substitute TA	10/4/22
Brody Chandler	Uncertified Substitute Teacher and TA	10/4/22
MaryBeth Strobel	Uncertified Substitute Teacher and TA	10/5/22
Emmett Bell	Certified Substitute Teacher	10/5/22

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 non-teaching substitute listing for 2022-2023 school year:

Name	Position	Effective
Sunny Gibson	Substitute Food Service Helper	10/3/22
Cynthia Desposito	Substitute Monitor, Clerical, and Food Service Helper	10/4/22
Nancy Crocker	Substitute Monitor and Clerical	10/4/22
Mary Beth Strobel	Substitute Clerical, Food Service Helper, and Instructional Aide	10/4/22

11(F) CONSIDERATION FOR APPOINTMENT AND APPROVAL

To to appoint upon the recommendation of Suzanne Guntlow, Superintendent, the following additional Extraclass Appointments and/or Annual Appointments for the 2022-23 school year:

Assignment	Staff
Extended Day Teacher and Homework Center	Rachael Imbert
Regents Review classes	Todd Megan, Chris Drumma, Scott Stafiej, Cori Drummond, Anastassia Gonyea, Jessica Porter, Curt Barford, Tim McErlean, Greg Miller, Linda Knight, David Vona, Emily Lock, John Wilary, Meredith Grizzaffi, Steven Cangemi, Chris Coffey, Victoria Austin, Margaret McMahan, Kim Funk, Daniel Farley, Megan Yeats, Stephen Werthner, Nancy Dolan, Tom Chiappinelli, Katherine Goold, Patrick Sanger, Jodi Gajadar, Randy Goold, Angela Pemberton, Maureen Van Tassel, Robert Allard, Lisa Duffek, Lorraine Warner
Regents Exam Proctors and Graders	Paul Giammarco, Justice Parker, Marcela Mason, Noah Vice, Angelique Hebert, Robin Sullivan, Blair Pantoja, Dara Rexhouse, Jean Barford, Kim Funk, Todd Megan, Chris Drumma, Scott Stafiej, Cori Drummond, Anastassia Gonyea, Jessica Porter, Curt Barford, Tim McErlean, Greg Miller, Linda Knight, David Vona, Emily Lock, John Wilary, Meredith Grizzaffi, Steven Cangemi, Chris Coffey, Victoria Austin, Margaret McMahan, Daniel Farley, Megan Yeats, Stephen Werthner, Nancy Dolan, Tom Chiappinelli, Katherine Goold, Patrick Sanger, Jodi Gajadar, Randy Goold, Angela Pemberton, Maureen Van Tassel, Robert Allard, Lisa Duffek, Lorraine Warner
Parent Chaperones for the Music Department	Kelly Nelson, Matthew Nelson, David Park, Samantha Oliver Jessica Lopez

- 11(G) CONSIDERATION FOR APPOINTMENT  
To appoint upon the recommendation of Suzanne Guntlow, Superintendent, Bruce Moore having successfully completed a 52 week probationary period which ends, October 4, 2022, to the permanent position of Bus Driver; and to approve an increase in hours from 2/day to 4/day for Bruce Moore
- 11(H) CONSIDERATION FOR APPOINTMENT  
To appoint upon the recommendation of Suzanne Guntlow, Superintendent, Fred Corie having successfully completed a 52 week probationary period which ends, October 4, 2022, to the permanent position of Bus Driver; and to approve an increase in hours from 2/day to 4/day for Fred Corie
- 11(I) CONSIDERATION FOR APPOINTMENT  
To appoint upon the recommendation of Suzanne Guntlow, Superintendent, Tori Jefferson having successfully completed a 52 week probationary period which ends, October 4, 2022, to the permanent position of Bus Driver; and to approve an increase in hours from 2/day to 4/day for Tori Jefferson
- 11(J) CONSIDERATION FOR APPROVAL  
To approve an increase in hours for Christine March, Bus Driver, from 2/day to 4/day
- 11(K) CONSIDERATION FOR APPOINTMENT  
To appoint, upon the recommendation of Superintendent Suzanne Guntlow, Deborah Smith to the probationary position of Bus Driver, Step 1, effective October 4, 2022
- 11(L) CONSIDERATION FOR APPOINTMENT  
To appoint, upon the recommendation of Superintendent Suzanne Guntlow, Linda Welch to the probationary position of Bus Attendant, Step 1, effective October 4, 2022
- 11(M) CONSIDERATION FOR APPOINTMENT  
To appoint, upon the recommendation of Superintendent Suzanne Guntlow, Jamie Stickles to the probationary position of Bus Attendant, Step 1, effective October 4, 2022
- 11(N) CONSIDERATION FOR APPOINTMENT  
To appoint upon the recommendation of Suzanne Guntlow, Superintendent, Darlene Smith having successfully completed a 52 week probationary period which ends, October 12, 2022, to the permanent position of Cleaner
- 11(O) CONSIDERATION FOR APPOINTMENT  
To appoint upon the recommendation of Suzanne Guntlow, Superintendent, Peter Bashford having successfully completed a 52 week probationary period which ends, November 1, 2022, to the permanent position of Cleaner

11(P) 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
Michelle Lagonia	Yoga
Katie Snyder	Zumba
Melissa Kugler	Cardio Kickboxing
Joyce Flower	Basket Weaving
James Farnam	Medicare 101
Adult basketball	Josh Wisniewski, John White

11(Q) CONSIDERATION FOR ACCEPTANCE

To accept, per Board Policy #1800 Gifts from the Public, a donation to the Dana Flax Scholarship of \$1,518 from Mandy Babirad into the following Appropriation Code:

- CM2989.400-05-0002 - in the amount of \$1,518

11(R) CONSIDERATION FOR ACCEPTANCE

To accept, per Board Policy #1800 Gifts from the Public, a donation to the Art Department and Primary School of \$4,754 from The ICC PTA and approve an increase in the 2022-2023 budget from \$46,684,860 to \$46,689,614 into the following Appropriation Codes:

- A2110.510-99-2000 - in the amount of \$94
- A2110.510-01-0000 - in the amount of \$3,500
- A2110.510-01-0000 - in the amount of \$1,160

11(S) CONSIDERATION FOR ACCEPTANCE (Full Report Contained in the 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 7/31/22  
\$ 163,703.40

Account Balance: AS OF 8/31/22  
\$ 165,019.62

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

To accept the Internal Claims Auditor's Report for September 2022

- 11(U) 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 and External Single Audit Cafe Corrective Action Plan as presented
- 11(V) 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(W) CONSIDERATION FOR APPROVAL&AUTHORIZATION (MOA Contained in the Supplemental File)  
To approve the following document(s) and authorize the Board president to execute the following document(s):
- MOA - ICTA - IT Curriculum Leader
- 11(X) CONSIDERATION FOR APPOINTMENT  
To appoint, upon the recommendation of Suzanne Guntlow, Superintendent, the following Interscholastic Coaches for the 2022-2023 school year:

<b>Position</b>	<b>Name</b>	<b>Step</b>
Girls Varsity Basketball Head Coach	Dave Ames	Step 2
Girls Varsity Basketball Volunteer Assistant	Jason Jause Robert Allard Marc Williams	n/a
Girls JV Basketball Head Coach	Phil Leader	Step 10
Girls Modified Basketball Head Coach	Tahnee Bickerton	Step 10
Varsity Basketball Head Coach	Will Ferguson	Step 10
Boys Varsity Basketball Volunteer Assistant	Chris Mueller Dave Dellehunt Mike Hoose	n/a
Boys Modified Basketball Head Coach	Tom Banks	Step 3
Indoor Track Head Coach	Devyn Fernandez	Step 6
Indoor Track Assistant Coach	John Longo	Step 1
Boys Varsity Volleyball Head Coach	Sean Connors	Step 10
Boys Modified Volleyball Head Coach	Jeffrey Montague	Step 1
Boys Modified Wrestling Head Coach	Dan Cremo	Step 10

Public Participation

No one wished to address the Board at this time

## Executive Session

MOTION NELSON      2ND FIRMBACH

To adjourn to Executive Session at 8:48 p.m. to discuss pending litigation  
Carried, 9-0

MOTION NELSON      2ND FIRMBACH

To appoint Elizabeth Phillips as Clerk Pro Tem  
Carried, 9-0

The District Clerk left the meeting.

Others present in Executive Session:

Superintendent Suzanne Guntlow

Business Manager Michael Brennan

Director of Special Education Peg Warner (arrived 9:00 p.m. and departed 9:30 p.m.)

Attorney Tara Moffett via phone

The Meeting was reconvened at 10:04 p.m.

MOTION NELSON      2ND BERLIN

To adjourn the meeting at 10:05 p.m.  
Carried, 9-0

## Meetings

### Regular BOE Meetings

- November 1 - Regular Board meeting - 7:00 pm

### Committee Meetings

- October 12 - Policy Committee - 5:30 pm - HS Library