

ICHABOD CRANE CENTRAL SCHOOL

BOARD OF EDUCATION

December 6, 2022

MINUTES

A Regular Meeting of the Ichabod Crane Board of Education was held on Tuesday, December 6, 2022 at 7:00 p.m. in the High School Library.

Board Members Present:

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

Board Members Absent: Jared Widjeskog

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, Tim Farley, Middle School Co-Principal, Andrea Williams, Primary School Principal, Peg Warner, Special Education Director, Dave Ames, Athletic Director 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 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 NELSON      2ND FIRMBACH

To approve the agenda as presented

Carried, 8-0

MOTION NELSON      2ND FIRMBACH

To approve the minutes of the 11/1/22 Regular Board meeting with the correction of a typo of the spelling of the Assistant Superintendent’s name on one specific space

Carried, 8-0

Correction was made by the District Clerk prior to posting and printing.

Public Comments

The following members of the public addressed the Board:

- Megan Pelizza - an unspecified parking lot incident

- Tom Driscoll - theft of a catalytic converter and safety on campus
- Jess Brown - removal of a specific library book'
- Jodee Kosnic - vaccine mandates

#### Board Discussion

- Update Superintendent Search Report  
The Board announced a request for proposals for Superintendent Search Consultants and will be interviewing the respondents in December.
- Committee Meetings
  - Policy Committee  
Board member John Chandler briefly reported on the committee meeting held on November 30. From that meeting the following policies are considered to have First Readings:
    - 0100 Non-Discrimination and Equal Opportunity - revise and rename
    - 0100-R Non-Discrimination and Equal Opportunity Regulation- revise and rename
    - 6690 Audit Committee Policy - revise and rename
    - 6690-E Audit Committee Exhibit - revise and rename
    - 6240 Investments - revise
    - 6240-R Investments Regulation - revise
    - 0320 Evaluation of the Superintendent - revise and rename
    - 0320-A Duties of the Superintendent -delete
    - 0320-B Evaluation of the Superintendent -delete
    - 0320-E Timeline - revise and renumber from 0320-C
    - 0330 Evaluation of Professional and Paraprofessional Staff - delete
    - 0335 Evaluation of Administrative Staff -delete
    - 0335-E1 Evaluation of Business Administrator - delete
    - 0335-E2 Evaluation of Assistant Superintendent for Administration - delete
    - 0340 Evaluation of Support Staff - delete
    - 9420 Evaluation of Staff - new

The following policies are considered to have second readings with consideration for adoption under the Consent Agenda:

- 7000 Facilities Development and Goals - revised
- 7100 Facilities Planning - new
- 6830 Expense Reimbursement - new
- 6830-R Expense Reimbursement Regulation - new
- 5205 Student Activity Grouping K-8 - to be deleted
- 5305 - Eligibility for Co-curricular and Extracurricular activities - revise and renumber from 5305 to 5205)
- 5305-R - Eligibility for Co-curricular and Extracurricular activities Regulation (reviewed - no change - only renumber to 5205-R)
- 5225- Student Personal Expression - revised

#### Reports

- BPD, Inc Fiscal Advisors Report:  
Melissa Kirkland from BPD, Inc. explained the financing of the most recent Capital Project and its impact on district finances

#### Student Board Member Report

Student Board Member Krzysztof Swieton reported briefly to the Board on students and activities happening around the district during the last month and upcoming events.

#### Superintendent's Report

Superintendent Suzanne Guntlow and Assistant Superintendent Lucas Christensen introduced members of the District's Music Department who presented to the Board activities, curriculum and student events in the Music Department K-12.

#### Business Office Report

Business Manager Michael Brennan discussed the following topics:

- Tax Collection Report (Consideration for approval under Consent Agenda)
- Budget Calendar and Budget Process
- Donations to Ichabod's Closet

#### Consent Agenda

MOTION NELSON          2ND FIRMBACH

To approve the following items contained under the Consent Agenda:

11(A) CONSIDERATION FOR ACCEPTANCE

To accept the resignation for the purpose of retirement of Amy Boothby, Secretary to the Superintendent of Schools, effective December 31, 2022

11(B) CONSIDERATION FOR ACCEPTANCE

To accept the resignation of Janet Haywood, Teaching Assistant, effective December 12, 2022

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

To accept the October 2022 Treasurer's Report including Warrants, Revenues, Appropriations and Transfers as presented

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

To accept the Tax Collection Report as prepared for the 2022-23 school year

11(E) CONSIDERATION FOR ACCEPTANCE

To accept the CPSE and CSE Recommendations for the 2022-2023 school year as follows:  
Meeting Dates of: 6/13; 9/13; 9/29; 10/4; 11/15; 12/1

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:

<b>Name</b>	<b>Annual Appointment</b>
Mackenzie Rigg	OM Coordinator
Mackenzie Rigg	Enrichment Coordinator
Selena Cook, Nick Spanswick, Jennifer Wachunas	Homework Center Substitutes
Holly Kilcer	HS Yearbook Production
Elizabeth Phillips, Marirose McCarthy, Brian Sadowski, Christi Sadowski, Mary Holliday	Odyssey of the Mind Coaches

11(G) CONSIDERATION FOR APPOINTMENT

To appoint the following additions to the teaching substitute listing for 2022-2023 school year:

<b>Name</b>	<b>Position</b>	<b>Effective</b>
Benjamin Scheriff	Uncertified Substitute Teacher	12/7/22
Wendy Bopp	Certified Substitute Teacher, TA and tutor	11/28/22
Ann Valley	Uncertified Substitute Teacher and TA	11/21/22
Traci Martino	Uncertified Substitute Teacher, TA and tutor	12/7/22
Tim Balon	Certified Substitute TA	11/14/22

11(H) CONSIDERATION FOR APPOINTMENT

To appoint the following additions to the non- teaching substitute listing for 2022-2023 school year:

<b>Name</b>	<b>Position</b>	<b>Effective</b>
Michelle Novak-McDonald	Substitute Monitor	11/15/22
Iridian Lucas Garcia	Translator	11/15/22
Cristina Cavaleri	Translator	11/15/22
Sara Ramos	Translator	11/15/22
Sergio Gomez Martinez	Translator	11/15/22
Elizabeth Corrado	Translator	11/15/22
Kylie Watt	Substitute RN	12/6/22

11(I) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Superintendent Suzanne Guntlow, Jennifer McGrath to a long term uncertified substitute to fill the position held by Elizabeth Rossback who took a Leave of Absence from her art teaching position. Ms. McGrath's appointment will be effective November 14, 2022 and, provided she renders satisfactory service, is intended to continue but no later than June 30, 2023 at a rate of \$190 per diem. No term of employment is conferred by this resolution of appointment and Ms. McGrath's employment may be terminated at any time.

11(J) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Superintendent Suzanne Guntlow, Nolan Wolfe to a long term uncertified substitute to fill the position held by Katie Orecki who resigned from her Social Studies position. Mr. Wolfe's appointment will be effective December 12, 2022 and, provided they render satisfactory service, is intended to continue but no later than June 30, 2023 at a rate of \$190 per diem. No term of employment is conferred by this resolution of appointment and Mr. Wolfe's employment may be terminated at any time.

11(K) CONSIDERATION FOR APPOINTMENT

Whereas Lauren Leavens who is eligible for a New York State Public School Teacher Certificate in the certification area(s) of School Counselor

Whereas Suzanne Guntlow, Superintendent of the Ichabod Crane Central School District, recommends Lauren Leavens 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 Lauren Leavens to the position of professional educator in the tenure area(s) of School Guidance and Counseling, Masters Step 1 for a probationary period of four years to commence on December 2, 2022 and to expire on December 1, 2026

11(L) CONSIDERATION FOR APPOINTMENT

Whereas Josh Overrocker who is eligible for a New York State Public School Teacher Certificate in the certification area(s) of Music

Whereas Suzanne Guntlow, Superintendent of the Ichabod Crane Central School District, recommends Josh Overrocker 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 Josh Overrocker to the position of professional educator in the tenure area(s) of Music K-12, Masters Step 5 for a probationary period of four years to commence on December 5, 2022 and to expire on December 4, 2026

11(M) CONSIDERATION FOR APPOINTMENT

Whereas Nicole Altomer 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 Nicole Altomer 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 Nicole Altomer to the position of professional educator in the tenure area(s) of Teaching Assistant, Step 1 for a probationary period of four years to commence on November 28, 2022 and to expire on November 27, 2026

11(N) CONSIDERATION FOR APPOINTMENT

To appoint upon the recommendation of Suzanne Guntlow, Superintendent, Jon Deere having successfully completed a 52 week probationary period which ends, December 6, 2022, to the permanent position of Cleaner

11(O) CONSIDERATION FOR APPROVAL

To approve and increase in hours for Deborah Smith, Bus Driver, from 2 hours/day to 4 hours/day, effective December 7, 2022

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
Remove: John White Add: Jeff Gibeault	Adult Basketball
Shane Morris	Adult Basketball

11(Q) CONSIDERATION FOR APPROVAL

To approve a transportation lease agreement request submitted by OK Kids for use of one or two school bus(es) (depending on enrollment in their program) for various field trips to be taken during the school vacation weeks (December, February and April)

11(R) CONSIDERATION FOR ADOPTION

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

- 7000 Facilities Development and Goals - revised

- 7100 Facilities Planning - new
- 6830 Expense Reimbursement - new
- 6830-R Expense Reimbursement Regulation - new
- 5205 Student Activity Grouping K-8 - to be deleted
- 5305 - Eligibility for Co-curricular and Extracurricular activities - revise and renumber from 5305 to 5205)
- 5305-R - Eligibility for Co-curricular and Extracurricular activities Regulation (reviewed - no change - only renumber to 5205-R)
- 5225- Student Personal Expression - revised

11(S) CONSIDERATION FOR APPROVAL

To approve an annual merger with the Schodack Central School District for the formation of a Boys' Lacrosse Team in Section II for Spring 2023 season

11(T) CONSIDERATION FOR APPROVAL AND AUTHORIZATION

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

Budget Code	Transfer In	Transfer Out
A2010.490-00-0000 Grant Funding Displacement		\$10,500
A1621.552-00-0000 MEP	\$10,500	

11(U) CONSIDERATION FOR ACCEPTANCE

To accept, per Board Policy #1800 Gifts from the Public, a donation to Ichabod's Table of \$1,025 from following people into the following Appropriation Code:

- CM2989.400-05-0002 - in the amount of \$25 - Janice Fingar
- CM2989.400-05-0002 - in the amount of \$25 - Anne Gillespie
- CM2989.400-05-0002 - in the amount of \$500 - Anne Krizar
- CM2989.400-05-0002 - in the amount of \$175 - Sandra Lopresto
- CM2989.400-05-0002 - in the amount of \$300 - Lisa Duffek

11(V) 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):

AS OF 10/31/22

Account Balance: \$ 216,963.05

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

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

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>
Volunteer Assistant Indoor Track Coach	Patrick Sanger	--
Volunteer Assistant Wrestling Coach	Hugh Sarno	--

End of Consent Agenda

Carried, 8-0

Public Comments

No one from the public wished to address the Board at this time.

Meetings

Special or Regular Board Meeting

12/07/22 Special Meeting - Consultant interviews 6-9 p.m.

01/10/23 Regular Board - 7:00 p.m. in the High School

Committee Meetings

01/03/23 Budget and Finance 5:45 p.m. in the High School Library

01/10/23 Communications 5:45 p.m. in the High School Library

01/25/23 Policy 5:30 p.m. in the High School Library

MOTION PHILLIPS 2ND ALLARD

To adjourn the meeting at 8:59 p.m.

Carried, 8-0