

ICHABOD CRANE CENTRAL SCHOOL

BOARD OF EDUCATION

MAY 2, 2023

MINUTES

A Regular Meeting of the Ichabod Crane Board of Education was held on Tuesday, May 2, 2023 at 7:00 p.m. in the High School Library.

Board Members Present:

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

Board Members Absent: Jennifer Allard

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, Andrea Williams, Primary School Principal, Peg Warner, Special Education Director, Director of Facilities, Todd DiGrigoli, Food Service Director, and Mindy Potts, District Clerk

Board President Matthew Nelson called the meeting to order at 7:04 p.m.

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

Student Board Member Colin Braswell 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 PHILLIPS

To approve the agenda as presented

Carried, 8-0

MOTION NELSON 2ND FIRMBACH

To approve the minutes of: April 25, 2023 - Special Meeting Minutes

Carried, 8-0

Budget Hearing

Board President Matthew Nelson declared the Hearing open at 7:07 p.m.

Business Manager Michael Brennan briefly reviewed the 2023-2024 budget development process and the final budget which will be presented to the voters.

No one from the public wished to comment or ask questions regarding the budget.
No one from the Board wished to comment or ask questions.

Board President Matthew Nelson declared the Budget Hearing closed at 7:16 p.m.

Budget Vote to be held from 8am-9pm in the High School Gymnasium on May 16, 2023
All absentee ballots due in Central Office by 5:00 pm on May 16, 2023

The following documents were available for public inspection:

Legal Notice

2023-2024 General Fund Budget Documents:

- Appropriations Budget
- Revenue Budget
- Three Component Budget (Admin/Program/Capital)
- Property Tax Report Card
- Salary Disclosure Information For Administration
- Budget Notice
- School District Report Card
- Tax Exemption Impact Report

2021-2022 AUDIT REPORT

Public Participation

No one from the public wished to address the Board at this time, however, Superintendent Suzanne Guntlow read a letter from a student requesting pajama day on testing days.

Board Discussion

Superintendent Search Update

Board President Matthew Nelson described the Superintendent search process, thanked the Board of Education, stakeholders and Questar III. He then announced the Board had made a decision and introduced Marie Digirolamo

MOTION NELSON 2ND from ALL Board Members Present

BE IT RESOLVED, that pursuant to Education Law, Section 1711, the Board of Education does hereby appoint and employ Marie Digirolamo as Superintendent of Schools for the period July 1, 2023 to June 30, 2026 and further approves the Employment Agreement dated May 2, 2023 setting forth the terms and conditions of such appointment and employment.

BE IT FURTHER RESOLVED, that the President of the Board of Education is hereby authorized to execute such Employment Agreement on behalf of the Board.

Carried 8-0

Communications Committee

Board Member Anne Schaefer briefly reported of the Communications Committee meeting held on April 4, 2023

Academic Committee

Board Vice-President Elizabeth Phillips briefly reported on the Academic Committee meeting held on April 25, 2023

Student Board Member Report - Colin Braswell

Student Board member Colin Braswell briefly reported to the Board on student events in the district including Prom and spring sports.

Superintendent's Report

Superintendent Suzanne Guntlow reported briefly.

- Summer School and Enrichment
Assistant Superintendent Lucas Christensen gave a brief overview of the summer school options available districtwide.

Business Office Report

Business Manager Michael Brennan reported briefly on the donations for the Board's consideration under the Consent Agenda

MOTION NELSON 2ND WIDJESKOG

To adopt the following items contained under the Consent Agenda:

11(A) CONSIDERATION FOR AMENDMENT

To amend the appointment title of Stephanie Howe from "instructional aide" to "aide"; and,
To amend the appointment title of Jennifer Handy from "health aide" to "aide" (*original appointments July 9, 2019 and October 6, 2020*)

11(B) CONSIDERATION FOR ACCEPTANCE

To accept the resignation for the purpose of retirement of Lorraine Warner, Spanish Teacher, effective July 1, 2023

11(C) CONSIDERATION FOR ACCEPTANCE

To accept the resignation of Cindy Williams, from the position of monitor only and to approve her as a substitute monitor both effective April 7, 2023 (no change in her appointment as bus attendant)

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

To accept the Treasurer's Report for the month of March 2023, Warrants, Transfers, Revenues and Appropriations as presented

11(E) CONSIDERATION FOR ACCEPTANCE

To accept the CPSE and CSE Recommendations for the 2022-2023 and the 2023-2024 school year as follows: Meeting Dates of: 03/07; 03/08; 03/09; 03/21; 03/24; 03/27; 03/30; 04/03; 04/05; 04/06

11(F) CONSIDERATION FOR APPOINTMENT

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

Name	Position	Effective
Kelly Hodges	Substitute Cleaner	4/20/23
Kathy Keyser	Substitute RN	5/8/23

11(G) CONSIDERATION FOR APPOINTMENT

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

Name	Position	Effective
Sophia Saccento	Uncertified Substitute Teacher and TA	5/3/23
Jessica Sweat	Certified Substitute Teacher	5/3/23
Christine McGuirk	Uncertified Substitute Teacher	4/24/23

11(H) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Superintendent Suzanne Guntlow, Leah Meredith as a short term substitute to fill the position held by Christine Hughes who is on a LOA from her Elementary teaching position. Ms. Meredith's appointment will be effective on April 24, 2023 and, provided she renders satisfactory service, is intended to continue but no later than June 23, 2023

No term of employment is conferred by this resolution of appointment and Ms. Meredith's employment may be terminated at any time.

11(I) CONSIDERATION FOR APPOINTMENT

Whereas Molly Magan Ryf who is eligible for a New York State Public School Teacher Certificate in the certification area(s) of Earth Science and General Science 7-12

Whereas Suzanne Guntlow, Superintendent of the Ichabod Crane Central School District, recommends Molly Magan Ryf 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 Molly Magan Ryf to the position of professional educator in the tenure area(s) of Academic Science, MA+6 Step 7 for a probationary period of four years to commence on August 29, 2023 and to expire on August 28, 2027

11(J) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Suzanne Guntlow, Superintendent, Kacey Veakins, to the probationary position of monitor, Step 1, effective May 3, 2023

11(K) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Suzanne Guntlow, Superintendent, Mackenzie Rigg, to the probationary position of School Information Specialist, effective March 27, 2023

11(L) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Suzanne Guntlow, Superintendent, Jessica Purcell, to the probationary position of Bus Driver, effective May 2, 2023

11(M) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Suzanne Guntlow, Superintendent, Victoria Trombley, to the probationary position of Aide, Step 1, effective May 8, 2023

11(N) CONSIDERATION FOR APPROVAL

To approve an unpaid Leave of Absence for Victoria Boor, Teacher, effective June 2, 2023 through June 23, 2023

11(O) CONSIDERATION FOR APPROVAL

To approve the following field trip request and chaperones per Board Policy #4531:

DESTINATION: NY Power Authority, Blenheim-Gilboa Visitor Center

DATE: May 5, 2023

PARTICIPANTS: 10 Envirothon Students with Greg Miller and Todd Megan

11(P) CONSIDERATION FOR APPROVAL

To establish the following rates for summer 2022 personnel as follows:

Responsibility	Rate
Summer School Teacher (High School, Middle School, Invitations, Explorers!, Apex)	\$ 40.00/hour
Substitute Invitations/Summer School Teacher	\$ 40.00/hour
Invitations/Summer School Teaching Assistant/Aide	\$ 20.00/hour
Invitations/Summer School Nurse	\$ 35.00/hour
Drivers' Education	\$ 35.00/hour
Summer Enrichment Coordinator Stipend	\$2500

11(Q) CONSIDERATION FOR APPROVAL

To approve, upon the recommendation of Suzanne Guntlow, Superintendent, 2022 summer hours for the district effective June 26, 2023 - August 25, 2023: Monday - Thursday 8:00am - 4:00pm and Friday 8am - 11am

11(R) CONSIDERATION FOR APPROVAL & AUTHORIZATION (Full Agreement in Supplemental File)

To approve a 2022-2023 Health Services Contract in accordance with Education Law Section 912, with the Averill Park Central School District for one student attending a private school within the district (Robert C Parker) in the amount of \$579.72 and to authorize the president of the Board to execute the contract

11(S) CONSIDERATION FOR APPROVAL & AUTHORIZATION (Full Agreement in Supplemental File)

To approve a 2022-2023 Health Services Contract in accordance with Education Law Section 912, with the Taconic Hills Central School District for 21 students attending a private school within the district (Hawthorne Valley) in the amount of \$17,047.12 and to authorize the president of the Board to execute the contract

11(T) CONSIDERATION FOR APPROVAL & AUTHORIZATION (Full Agreement in Supplemental File)

To approve a 2022-2023 Health Services Contract in accordance with Education Law Section 912, with the North Colonie Central School District for 1 student attending a private school within the district (Loudonville Christian and St. Pius X) in the amount of \$956.24 and to authorize the president of the Board to execute the contract

11(U) CONSIDERATION FOR ACCEPTANCE (Full Report in Supplemental File)

To accept the High School and Middle School Extra-classroom Activity Fund Reports as of the following date(s):

AS OF 3/31/23

Account Balance: \$ 161,539.90

11(V) CONSIDERATION FOR ACCEPTANCE

To accept, per Board Policy #1800 Gifts from the Public, a donation from Oliver Thiess-Helden to the Music Department a trumpet and a clarinet

11(W) CONSIDERATION FOR ACCEPTANCE (Full Report in Supplemental File)
To accept the Internal Claims Auditor Report for April 2023 as presented

11(X) AUTHORIZATION FOR SIGNATURE (Full Report in Supplemental File)
To authorize the Board President to execute the following documents:

- Needham Risk Management Resource Group, LLC

11(Y) CONSIDERATION FOR ACCEPTANCE
To accept the resignation of Julie Callaghan, Teaching Assistant, effective June 30, 2023
End of Consent Agenda
Carried, 8-0

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

Meetings

Board Meetings

May 16 - Accept Results of Vote at approximately 9:20pm

June 6 - Regular Meeting 7:00 pm High School Library

Committees

Facilities: June 6 at 5:45 in the HS Library

Audit: June 12 at 5:30 in the HS Library

Other

May 8 - Meet the Candidates - 6:00pm - HS Library

May 16 - Budget Vote and Election - 8am-9pm - HS Gymnasium

MOTION NELSON 2ND PHILLIPS
To adjourn the meeting at 7:49 p.m.
Carried, 8-0