

## ICHABOD CRANE CENTRAL SCHOOL

BOARD OF EDUCATION

June 3, 2025

### MINUTES

A Regular Meeting of the Ichabod Crane Board of Education was held on June 3, 2025 at 7:00 p.m. in the High School Library.

All Board Members Present:

Max DiOrio	Kelly Firmbach	Meghan Lafferty-Brown
Matthew Nelson	Elizabeth Phillips	Anne Schaefer
Christopher Scoville	Valerie Spensieri	Cal Waits

School Officials Present:

Marie Digirolamo, Superintendent, Lucas Christensen, Assistant Superintendent, Michael Brennan, Business Manager, Tim Farley, Principal, Craig Shull, High School Principal, Principal, Anthony Marturano, Middle School Principal, Erin Russo, Middle School Assistant Principal, Peg Warner, Special Education Director, Dan Doyle, Director of Operations, and Mindy Potts, District Clerk

Board President Matthew Nelson called the meeting to order at 7:05 p.m.

Board President Matthew Nelson announced the fire exits and conducted the

Student Board Member Amara Gabriel 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 SCOVILLE 2ND FIRMBACH

To approve the meeting agenda as presented

Carried, 9-0

MOTION WAITS 2ND SCOVILLE

To approve the minutes of the following meetings:

May 6, 2025 - Regular Meeting and Budget Hearing Minutes

May 20, 2025 - Special Meeting - Budget Vote and Election

Carried, 9-0

Public Participation

One member of the public addressed the Board concerning Substitutes and rates of pay.

Reports

- Girl Scout Troop 1539 was successful in having NYS OGS allow for purchase of age-appropriate feminine hygiene products and agree to review their guidelines

- Retiree Recognition: The following faculty and staff have retired or will retire during the 2024-2025 school year: Dan Funk, Theresa Longhi, Victoria Dick, Karen Seymourian, Dan Cremo, Terri LaBrie, Kim Palmer, Kathleen Bolstad, Stephanie Bell, Michele Carey, Susan Jermain, Steve Marotta, and Todd DiGrigoli
- 2025 Capital Project Update: The administrative team, CS Arch Architects, Turner Construction, and Bernard P. Donegan, Inc. Municipal Financing gave a comprehensive overview of the proposed capital project which will be presented to voters on December 16, 2025
- International travel - Consent Agenda Item 11(Q)  
Teachers from ICC and Guilderland CSD proposed a combined international field trip through EF Tours
- Board Excellence - NYSSBA  
Three Board members Meghan Lafferty Brown, Elizabeth Phillips, and Kelly Fimbach earned NYSSBA recognition for attending PD events and activities.

#### Board Discussion

- Committee meetings
  - Academic Committee  
Board member Anne Schaefer reported briefly on the Academic Committee meeting held on May 6
  - Facilities Committee  
Board member Meghan Lafferty Brown deferred her report as the Capital Project presentation contained information covered in the meeting held on May 15
  - Policy Committee  
Board member Anne Schaefer briefly reported on the May 27 policy committee meeting.  
The following policies are considered to have one reading:  
First Readings:
    - [4321 Programs for Students with Disabilities](#) - revised
    - [4772 Graduation Ceremonies Policy](#) - revised
    - [4772 Graduation Ceremonies Regulation](#) - reviewed, no revision
    - [8414.5 Alcohol and Drug Testing of Drivers Policy](#) - revised
    - [8414.5 Alcohol and Drug Testing of Drivers Regulation](#) - revised
    - [8414.5 Alcohol and Drug Testing of Drivers Exhibit](#) - new
    - 6440 NIMAS Purchase of Alternative/Electronic Texts for Students - renumber only, to 4321.6
- Proposed Meetings 2025-2026  
The Board reviewed proposed Board meetings for the next school year

#### Student Board Members' Last Report

Amara Gabriel and Sophia Karic were both present and the Board thanked both students for their service.

#### Superintendent's Report

- Superintendent Marie Digirolamo reviewed the many end of year celebrations and recognitions which are scheduled for the month of June and recognize the accomplishments of the students of the district.

Business Office Report

Business Manager Michael Brennan very briefly reviewed the updated information on State Aid.

Consent Agenda

MOTION DIORIO 2ND SCOVILLE

To approve the following items contained under the Consent Agenda:

11(A) CONSIDERATION FOR ACCEPTANCE

To accept the resignation of Kristi LaBarge, teacher, effective June 30, 2025

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

To accept the Treasurer's Report for the month of April 2025, Warrants, Transfers, Revenues and Appropriations as presented

11(C) CONSIDERATION FOR ACCEPTANCE

To accept the CPSE and CSE Recommendations for the 2025-2026 school year as follows: 2/24; 3/10; 3/20; 3/25; 4/7; 4/10; 4/11; 5/5; 5/6; 5/7; 5/8; 5/14

11(D) CONSIDERATION FOR APPOINTMENT

To appoint the following additions to the Non-teaching substitute listing for 2024-2025 school years:

Name	Position	Effective
Tammy LaRue	Substitute Bus Attendant	5/22/25
Jennifer VanWinkle Pulver	Substitute Registered Nurse	6/4/2025
Michele Amoroso	Substitute Bus Attendant	6/10/25

11(E) CONSIDERATION FOR APPOINTMENT

To appoint the following additions to the Teaching substitute listing for 2024-2025 school years:

Name	Position	Effective
Dylan McCrudden	Uncertified Substitute Teacher and TA	6/4/2025
Jennifer VanWinkle Pulver	Uncertified Substitute Teacher and TA	6/4/2025

11(F) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Marie Digirolamo, Superintendent, Denise Cipollino, to the probationary position of Aide, Step 15, effective June 2, 2025

11(G) CONSIDERATION FOR APPOINTMENT

To appoint upon the recommendation of Marie Digirolamo, Superintendent, Sarah Blasi having successfully completed a 52 week probationary period which ends, June 30, 2025, to the permanent position of Clerk-Typist

## 11(H) CONSIDERATION FOR APPOINTMENT

To appoint upon the recommendation of Marie Digirolamo, Superintendent, Dawn Richardson having successfully completed a 52 week probationary period which ends, June 30, 2025, to the permanent position of Assistant Head Bus Driver

## 11(I) CONSIDERATION FOR APPROVAL

To approve an unpaid Leave of Absence for Trina Silvis from her Speech Language Pathologist position, effective on or about August 27, 2025 through June 30, 2026

## 11(J) CONSIDERATION FOR APPROVAL AND APPOINTMENT

BE IT RESOLVED that the Board of Education of the Ichabod Crane Central School District hereby creates a full-time (1.0 FTE) Math and Science Teacher Coach, effective July 1, 2025; and

BE IT FURTHER RESOLVED that Kara DiMarino shall be assigned, as a Teacher on Special Assignment ("TOSA"), to the full-time (1.0 FTE) Math and Science Teacher Coach position for the 2025-2026 school year. While in this assignment as a TOSA, Ms. DiMarino shall remain in the Elementary Education tenure area and all time spent as a full-time employee, in the position of Math and Science Teacher Coach, shall be credited as time in the Elementary Education tenure area.

## 11(K) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Marie Digirolamo, Superintendent, Teacher-In-Charge for the 2025-2026 school year as follows:

- Primary School: Stephenson, Amy
- Middle School: Jause, Jason
- High School: TBD

## 11(L) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Marie Digirolamo, Superintendent, ANNUAL APPOINTMENTS for the 2025-2026 school year as follows:

<b>ANNUAL APPOINTMENT</b>	<b>Staff</b>
Adult Ed	Kneller, Amy
Athletic Director	Ames, Dave
Chatham Fair Coordinator	Mascolo, Jessica
Enrichment/Odyssey of the Mind	Kneller, Amy
Nurse Coordinator	Warner, Michelle
Student Wellness Coordinator	Mitchell, Erin
Central Treasurer	Wilary, John
Faculty Auditor	Marotta, Lara
Chemical Hygiene Officer	Drummond, Cori

## 11(M) CONSIDERATION FOR APPROVAL

To approve the following staff to work summer school: Invitations Program and Summer ENL and High School and Middle School Programs:

Name	Position
Nicole Luckfield, Jaime Eastman, Jennifer Beebe, Tessa Fox-Kondas, Cheryl Meenaugh, Gosia Geiger, Katherine Gardner, David Manarel, Don Dingee, Paul Giannarco, Elisa McNeil, Lynn Nardacci, Selena Cook, Deb Rivero, Nolan Wolfe, Jennifer Allard, Jennifer Two-Axe, Ingrid Monaghan, Nichole Naef, Kalyn Fleck, Courtney White, Maggie Allen, Britney Teehan, Sue Nichols, Brooke-Lyn Doyle, Amber Hills, Christine Suchoski, Ashley Mitchell, Joslyn Keezer, Rebecca Wiseman, Katherine Walter, Nikki Canuteson, Maria Doubrava, Robert Piel, Courtney Dobkins	Summer School Teachers (includes substitutes)
Lynn LaBounty, Michele Webb, Katie Hiemroth, Susan Bowker, Angelique Hebert, Dara Rexhouse, Blair Pantoja, Grace Doyle	Summer School TAs (includes substitutes)
Michele Warner, Mary Anne Hughes, Sara Altomer	Summer School RN

## 11(N) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Marie Digirolamo, Superintendent, TEACHER LEADERS for the 2025-2026 school year as follows:

CURRICULUM LEADER	Staff
Curriculum ELA 6-8	Rivero, Deb and McHugh, Kristyn
Curriculum ELA K-5	Gorke, MaryAnn and Pinelli Alexandra
Curriculum ENL K-12	Snyder, Katie
Curriculum Inst. Tech K-12	DiMarino, Kara and Miller, Greg
Curriculum Math 6-8	Warner, Margaret
Curriculum Math K-5	Beebe, Jennifer
Curriculum Science 6-8	Rowley, Rebecca
Curriculum Science K-5	Eastman, Jaime and Shevy, Angela
Curriculum SS 6-8	Marotta, Lara and Hannah, Bob

## 11(O) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Marie Digirolamo, Superintendent, TEACHER LEADERS for the 2025-2026 school year as follows:

TEAM/CURRICULUM LEADER	Staff
TL/CL AIS K-8 #1	Phillips, Andrea (k-3)
TL/CL AIS K-8 #2	Rathke, Tricia (4-8)
TL/CL Art K-12	Dwileski, Sandy
TL/CL English 9-12	Farley, Dan
TL/CL Guidance K-12	Silvas, Lucas
TL/CL Library K-12	Two-Axe, Jennifer
TL/CL World Languages 6-12	Spanswick, Nicholas
TL/CL Math 9-12	Knight, Linda

TL/CL Music K-12	Giammattei, Amy
TL/CL PE/Health K-12	Nytransky, Tracy
TL/CL Science 9-12	Drummond, Cori
TL/CL SpEd 4-8	Ooms, Judy (4-5) and Walter, Kathryn (6-8)
TL/CL SpEd 9-12	Sanchez, Marcella and Warner, Peg
TL/CL SpEd K-3	Kelly Bins
TL/CL SS 9-12	Sanger, Patrick
TL/CL TEch/FACS K-12	Bevington, Jared
TL Mentor	Rickert, Jen
TL Professional Development	White, Courtney

**11(P) CONSIDERATION FOR APPOINTMENT**

To appoint, upon the recommendation of Marie Digirolamo, Superintendent, TEACHER LEADERS for the 2025-2026 school year as follows:

<b>TEAM LEADER</b>	<b>Staff</b>
Team Leader 1	Welcome, Melissa
Team Leader 4	Imbert, Rachel
Team Leader 5	Rickert, Jennifer
Team Leader 6	Moon, Melanie
Team Leader 7	Hanna, Bob
Team Leader 7/8	Brink, Karen
Team Leader 8	Montross, Julianne
Team Leader ENL	Dunn, Jennifer
Team Leader K	Shevy, Angela
Team Leader MS Special Areas	Adam Vooris

**11(Q) CONSIDERATION FOR APPROVAL**

To approve the following international trip request and chaperones per Board Policy #4531.1:

DESTINATION: Germany, Italy, and Switzerland

DATE: March 25-April 5, 2027

PARTICIPANTS: members of the classes of 2027, 2028, 2029

CHAPERONES: dependant on student participation (ratio 6:1) including Maureen VanTassel and Libbie Chadwick

**11(R) CONSIDERATION FOR APPROVAL**

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

DESTINATION: New York City

DATE: June 7, 2025

PARTICIPANTS: Sala Latina Students

CHAPERONES: 4 including Theresa Longhi, Nancy Dolan and Nicole Naef

11(S) CONSIDERATION FOR APPROVAL

To approve the date of the 2024-2025 Organizational meeting as July 15, 2025

11(T) CONSIDERATION FOR APPROVAL

BE IT RESOLVED that the Board of Education of the Ichabod Crane School District hereby abolishes two (2) positions within the Teaching Assistant tenure area, effective July 1, 2025. The Superintendent is directed to notify the affected staff member of this action.

11(U) CONSIDERATION FOR APPROVAL

To approve a transportation lease agreement request submitted by OK Kids for use of school buses during the summer 2025 program

11(V) CONSIDERATION FOR ACCEPTANCE (Bid Tab in Supplemental File)

To award bid #2025-01 Propane Bid to the lowest responsible bidder, Nolan Bottle Gas Co., Inc.TBA, at a fixed rate, in the amount of \$1.22 per gallon for the 2025-2026 heating season. (per the bid opening held on 05/29/25)

11(W) CONSIDERATION FOR ACCEPTANCE ([bid tab attached](#))

To award bid #2025-02 Waste and Recycling Bid to the lowest responsible bidder, County Waste & Recycling in the amount of \$44,445 for the 2025-2026 school year (per the bid opening held on 05/29/25)

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

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

- Account Balance as of 4/30/2025: \$171,503.11

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

To approve a 2024-2025 Health Services Contract in accordance with Education Law Section 912, with the Rensselaer City School District for three students attending a private school within the district (Doane Stuart) in the amount of \$2,289.87 and to authorize the president of the Board to execute the contract

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

To accept the Internal Claims Auditor Report for May 2025 as presented

11(AA) CONSIDERATION FOR APPROVAL AND AUTHORIZATION

To approve the 2025-2026 Estimated Final Service Request for the QUESTAR III Board of Cooperative Educational Services, Rensselaer-Columbia-Greene Counties, in the amount of \$3,409,584 and to authorize the President of the Board of Education, to sign the Final Service Request and AS-7 upon receipt

11(BB) CONSIDERATION FOR AUTHORIZATION FOR SIGNATURE (Agreements in Supplemental File)

To authorize the Board President or Superintendent to execute the following documents:

- Needham Risk Management Resource Group Agreement
- School District Resource Deputy Agreement
- Juneteenth MOA

**11(CC) CONSIDERATION FOR APPROVAL**

To approve a transportation lease agreement request submitted by the Village of Kinderhook for use of school buses during the summer 2025 program

End of Consent Agenda

Carried, 9-0

**Meetings**

Board Meeting:

June 17, 2025 - Regular meeting of the BOE

July 15, 2025 - Organizational meeting at 7pm

**Committee**

Facilities: June 17 at 4:00 pm in Central Office

**Reminders:**

Grade 8 Moving Up Ceremony - June 25 at 6:00 pm

Graduation - June 27 at 6:30 pm (Weather date - June 28 at 10:00 am)

**Executive Session**

**MOTION NELSON 2ND SCOVILLE**

To adjourn to Executive Session to discuss the employment history of a particular individual

Carried, 9-0

**MOTION FIRMBACH 2ND NELSON**

To appoint Kelly Firmbach as Clerk Pro Tem

Carried, 9-0

**Executive Session**

**MOTION NELSON 2ND SCOVILLE**

To adjourn at 9:58 p.m. to Executive Session to discuss the employment history of a particular individual

Carried, 9-0

**MOTION FIRMBACH 2ND NELSON**

To appoint Kelly Firmbach as Clerk Pro Tem

Carried, 9-0

**Others present in Executive Session**

Superintendent Marie Digirolamo was present at the start of the Executive Session and left the meeting at 10:12 p.m.

The District Clerk left the meeting.

The Meeting was reconvened in public session at 10:30 p.m.

MOTION NELSON        2ND PHILLIPS  
To adjourn the meeting at 10:32 p.m.  
Carried, 9-0