

ICHABOD CRANE CENTRAL SCHOOL

BOARD OF EDUCATION MEETING

October 7, 2025

MINUTES

A Regular Meeting of the Ichabod Crane Board of Education was held at 7:00 p.m. in the High School Library. Prior to the meeting at 5:00 p.m., the Board and members of the public were taken on a tour of the District by District Administration.

Board Present:

Max DiOrio ( <i>arrived 7:22pm</i> )	Kelly Firmbach	Matthew Nelson
Meghan Lafferty-Brown ( <i>briefly left between 8:25pm-8:40pm</i> )		Elizabeth Phillips
Anne Schaefer	Christopher Scoville	

Board Members Absent: Valerie Spensieri      Cal Waits

School Officials Present:

Marie Digirolamo, Superintendent, Lucas Christensen, Assistant Superintendent, Michael Brennan, Business Manager, Marcella Sanchez, High School Assistant Principal, Anthony Marturano, Middle School 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 7:06 p.m.

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

Board Member Christopher Scoville 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 FIRMBACH      2ND PHILLIPS

To approve the agenda as presented

Carried, 6-0

MOTION SCOVILLE      2ND LAFFERTY BROWN

To approve the minutes of the September 9, 2025 BOE meeting

Carried, 6-0

Public Participation

None wished to address the Board at this time.

## Board Discussion

### Committee Meetings

At 7:21 p.m. Board Member Max DiOrio arrived

- Academic Committee

Board Member Christopher Scoville reported on the Academic Committee meeting on September 9

- Policy Committee

Superintendent Marie Digirolamo reported briefly on the Policy Committee meeting held on September 16

The following policies are considered to have had one reading

#### First Readings:

- 2245 Student Member on the Board - revised
- 9280 Professional Staff Development - rescind
- 9280-R Professional Staff Development Regulation - rescind
- 9700 Professional Learning and Staff Development - new (replaces 9280)
- 4741 Class Ranking - rescind
- 4740 Recognition of Students - rescind
- 5311.4 Care of School Property - rescind

- Facilities Committee Max DiOrio - Meeting minutes of 9/18

Board Member Max DiOrio reported on the facilities committee meeting held September 18 which led to a discussion on the Capital Project. Final language for the propositions to be placed before the voters will be considered after the Consent Agenda, Item 8(A)

- Budget Committee

Board Member Christopher Scoville reported on the Budget Committee meeting held on September 23

- Audit Committee

Board Member Kelly Firmbach reported on the Audit Committee meeting held on September 30

### Reports/Presentations/Hearings

- West and Company, External Audit Report

Amy Pedrick from West and Company presented the Board with hard copies of the Audit Report for the year ending June 30, 2025. She also reported that the District had a clean report.

- Student Leader Report - Denise Miranda

Student Board Member Denise Miranda reported on various activities and events in the district buildings

- Superintendent Report

Superintendent Marie Digirolamo reported to the Board on the following topics

- Board Appreciation Week (October 13-17, 2025)
- Proposed ICC Trap Team
- Capital Project
  - Community Forums - Oct 21 and Dec 3 at 6 p.m. in the Middle School Cafeteria
  - Replacement of the Multi-Purpose Field Analysis
  - 25-26 Capital Project Forum Presentation
- ***Congratulations ICC!*** - Ranked 25 Best School Districts in the Capital Region by Niche

Board Member Meghan Lafferty Brown left the meeting briefly at 8:24pm.

- Business Office Report

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

- External Audit - Corrective Action Plan
- Internal Audit - Risk Assessment
- Tax Collection Update
- Donation

Consideration of acceptance of the External Audit Report, Corrective Action Plan, Internal Audit and the donation are in the Consent Agenda.

Consent Agenda

MOTION DIORIO 2ND FIRMBACH

To approve the following items contained in the Consent Agenda:

- 7(A) CONSIDERATION FOR ACCEPTANCE (full report in Supplemental File)  
To accept the Treasurer's Report for August 2025 (including Revenues, Appropriations and Transfers and Warrants) as presented
- 7(B) CONSIDERATION FOR ACCEPTANCE  
To accept the CPSE and CSE Recommendations for the 2025-2026 school year per the following meeting dates: 6/17; 6/23; 8/4; 8/18; 8/26; 9/4; 9/5; 9/16; 9/19; 9/29
- 7(C) CONSIDERATION FOR APPOINTMENT  
To appoint the following additions to the substitute listing for the 2025-2026 school year:
- Tricia Atkinson: Substitute Bus Driver, effective 9/23/25
  - Holly Cross: Substitute Bus Attendant, effective 9/8/2025
  - Kristin Polizzi: Uncertified Substitute Teacher, Teaching Assistant, Home Tutor, effective 9/17/25
  - Samantha Kittle: Uncertified Substitute Teacher/Teaching Assistant, effective 9/16/25
- 7(D) CONSIDERATION FOR APPOINTMENT AND APPROVAL  
To approve upon the recommendation of Marie Digirolamo, Superintendent, the following additional Extraclass Appointments and/or Annual Appointments for the 2025-26 school year:
- Lara Marotta: DC Club Advisor
- 7(E) CONSIDERATION FOR APPOINTMENT  
Whereas Robert Gusty who is eligible for a New York State Public School Teacher Certificate in the certification area(s) of Teaching Assistant  
Whereas Marie Digirolamo, Superintendent of the Ichabod Crane Central School District, recommends Robert Gusty be appointed to a probationary position, 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 Robert Gusty to the position of professional educator in the tenure area(s) of Teaching Assistant, at a rate of Bachelors Step 1 for a probationary period of four years to commence on September 26, 2025 and to expire on September 25, 2029

- 7(F) CONSIDERATION FOR APPOINTMENT  
To appoint, upon the recommendation of Marie Digirolamo, Superintendent, Julie Plourde, to the probationary position of Food Service Helper, Step 1, effective August 27, 2025
- 7(G) CONSIDERATION FOR APPOINTMENT  
To appoint, upon the recommendation of Marie Digirolamo, Superintendent, Megan Tuczynski, to the probationary position of Aide, Step 1, effective on or about October 2, 2025
- 7(H) CONSIDERATION FOR APPOINTMENT  
To appoint, upon the recommendation of Marie Digirolamo, Superintendent, Erin Laughlin, to the probationary position of Aide, Step 1, effective on or about September 29, 2025
- 7(I) CONSIDERATION FOR ACCEPTANCE AND APPOINTMENT  
To accept the resignation of Zachery Rowe, Cleaner, for the purpose of accepting another position within the District; and furthermore  
To appoint, upon the recommendation of Marie Digirolamo Superintendent, Zachery Rowe to the probationary position of Custodian, at Step 1, effective October 1, 2025
- 7(J) CONSIDERATION FOR ACCEPTANCE AND APPOINTMENT  
To accept the resignation of Anthony Mertz, Cleaner, for the purpose of accepting another position within the District; and furthermore  
To appoint, upon the recommendation of Marie Digirolamo Superintendent, Anthony Mertz to the probationary position of Custodian, at Step 1, effective October 1, 2025
- 7(K) CONSIDERATION FOR APPOINTMENT  
To appoint upon the recommendation of Marie Digirolamo, Superintendent, Alba Velazquez having successfully completed a 52 week probationary period which ended, August 19, 2025, to the permanent position of Clerk-Typist
- 7(L) CONSIDERATION FOR APPOINTMENT  
To appoint upon the recommendation of Marie Digirolamo, Superintendent, Tori Jefferson having successfully completed a 52 week probationary period which ended, August 13, 2025, to the permanent position of Clerk-Typist
- 7(M) CONSIDERATION FOR APPOINTMENT  
To appoint upon the recommendation of Marie Digirolamo, Superintendent, Mary Beth Strobel having successfully completed a 52 week probationary period which ended, August 27, 2025, to the permanent position of Food Service Helper
- 7(N) CONSIDERATION FOR APPOINTMENT  
To appoint upon the recommendation of Marie Digirolamo, Superintendent, Dawn Kerber having successfully completed a 52 week probationary period which ended, September 11, 2025, to the permanent position of Driver
- 7(O) CONSIDERATION FOR APPOINTMENT  
To appoint upon the recommendation of Marie Digirolamo, Superintendent, Michelle Novak-McDonald having successfully completed a 52 week probationary period which ended, September 9, 2025, to the permanent position of Monitor

- 7(P) CONSIDERATION FOR APPOINTMENT  
To appoint upon the recommendation of Marie Digirolamo, Superintendent, Michelle Malchow having successfully completed a 52 week probationary period which ended, September 27, 2025, to the permanent position of Monitor
- 7(Q) CONSIDERATION FOR APPOINTMENT  
To appoint upon the recommendation of Marie Digirolamo, Superintendent, Elizabeth Briggs having successfully completed a 52 week probationary period which ended, September 26, 2025, to the permanent position of Monitor
- 7(R) Item removed
- 7(S) Item removed
- 7(T) CONSIDERATION FOR APPOINTMENT  
To appoint upon the recommendation of Marie Digirolamo, Superintendent, Michael Keegan having successfully completed a 52 week probationary period which ends, October 8, 2025, to the permanent position of Building Mechanic
- 7(U) CONSIDERATION FOR APPROVAL  
To approve the following field trip request and chaperones per Board Policy #4531:  
DESTINATION: Franklin D Roosevelt Presidential Library and Museum  
DATE: May 29, 2026  
PARTICIPANTS: 52 Eighth Grade Students  
CHAPERONES: 4 including Karen Brink
- 7(V) CONSIDERATION FOR APPROVAL  
To approve the following field trip requests and chaperones per Board Policy #4531:  
DESTINATION: Area All-State Music Festival, Arlington HS  
DATE: November 21, 2025 and November 22, 2025 (two trips, not overnight)  
PARTICIPANTS: 5 HS Music Students  
CHAPERONES: Karolyn Eberhardt and Jennifer Edwards
- 7(W) CONSIDERATION FOR APPROVAL  
To approve the following field trip requests and chaperones per Board Policy #4531:  
DESTINATION: Envirothon, NY Power Authority Blenheim-Gilboa Visitor Center  
DATE: May 1, 2026  
PARTICIPANTS: 6  
CHAPERONES: 2 including Greg Miller
- 7(X) CONSIDERATION FOR APPROVAL  
To approve a transportation lease agreement request submitted by St John the Baptist for use of school buses for youth trip on October 5, 2025

- 7(Y) 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 7/31: \$171,723.17  
Account Balance as of 8/31: \$170,711.77
- 7(Z) CONSIDERATION FOR ACCEPTANCE  
To accept, per Board Policy #1800 Gifts from the Public, a donation of 3 microscopes from Regeneron Pharmaceuticals, Inc.
- 7(AA) CONSIDERATION FOR APPROVAL AND AUTHORIZATION (full listing in Supplemental File)  
To approve and authorize the Superintendent to make budget transfer for the 2024-2025 budget as attached
- 7(BB) CONSIDERATION FOR ACCEPTANCE (full report in Supplemental File)  
To accept the Internal Claims Auditor's Report for September 2025
- 7(CC) CONSIDERATION FOR ACCEPTANCE (full report in Supplemental File)  
To accept the AUDIT REPORT (Audited Financial Statements and Supplemental Schedules) for the year ending June 30, 2025 as presented by West & Company and Corrective Action Plan
- 7(DD) CONSIDERATION FOR ACCEPTANCE (full report in Supplemental File)  
To accept the Risk Assessment Report as presented by Michael Wolff, Internal Auditor
- 7(EE) AUTHORIZATION FOR SIGNATURE (full agreements in Supplemental File)  
To authorize the Board President or Superintendent to execute the following documents:
- Twin Counties Agreement
  - Schodack Transportation Agreement

End of Consent Agenda

Carried, 6-0

Meghan Lafferty Brown returned to the meeting at 8:40 p.m.

MOTION PHILLIPS 2ND FIRMBACH

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE ICHABOD CRANE (KINDERHOOK) CENTRAL SCHOOL DISTRICT that the following propositions be presented to the voters at a special meeting of the qualified voters of the School District to be held on Tuesday, December 16, 2025 from 8:00 a.m. until 9:00 p.m. in the Ichabod Crane High School Gymnasium, 2910 Route 9, Valatie, New York 12184:

PROPOSITION #1

Shall the Board of Education of the Ichabod Crane (Kinderhook) Central School District be authorized to (1) reconstruct, renovate and improve various District buildings, facilities and sites, construct and replace the multi-sport field with a new grass field, acquire original furnishings, equipment, machinery or apparatus for which such buildings, facilities, sites and multi-sport field are to be used and pay incidental costs related thereto, at a maximum cost of \$31,281,651, (2)

expend such sum for such purpose, (3) expend \$300,000 from the Capital Reserve Fund, (4) levy the necessary tax therefor taking into account State aid received and the amount expended from the Capital Reserve Fund, to be levied and collected in annual installments in such years and such amounts as may be determined by the Board of Education, and (5) in anticipation of the collection of such tax, issue bonds and notes at one time or from time to time in the principal amount not to exceed \$30,981,651, and levy a tax to pay the interest on said obligations when due?

PROPOSITION #2

Only if Proposition #1 is approved by the voters, shall the Board of Education of the Kinderhook Central School District be authorized to (1) construct and replace the multisport field with a new synthetic turf field and pay incidental costs related thereto, at a maximum additional cost of \$2,018,270, (2) expend such sum for such purpose, (3) levy the necessary tax therefor taking into account State aid received, to be levied and collected in annual installments in such years and such amounts as may be determined by the Board of Education, and (4) in anticipation of the collection of such tax, issue bonds and notes at one time or from time to time in the principal amount not to exceed \$2,018,270, and levy a tax to pay the interest on said obligations when due?

BE IT FURTHER RESOLVED, that the vote upon such proposition shall be by machine or absentee, early mail and military ballot. The hours during which the polls shall be kept open shall be from 8:00 a.m. to 9:00 p.m., prevailing time or for as long thereafter as necessary to enable qualified voters who are in the polling place at 9:00 p.m. to cast their ballots.

BE IT FURTHER RESOLVED, that pursuant to Section 2014 of the Education Law or pursuant to Article 5 of the Election Law the School District provides personal registration of all voters at school meetings or elections. If a voter has already registered pursuant to the Education Law and has voted at an annual or special district meeting within the last four (4) calendar years, he or she is eligible to vote at this Special Vote; if a voter is registered and eligible to vote under Article 5 of the Election Law, he or she is also eligible to vote at this special vote. All other persons who wish to vote must register.

BE IT FURTHER RESOLVED, that individuals may register to vote with the District Clerk on school days from 8:00 a.m. to 4:00 p.m. at the District Clerk's office. An individual must be registered at least five (5) days preceding an election in order to vote in that election. The register of voters will be open for inspection between 9:00 a.m. and 4:00 p.m. Monday through Friday and Saturday (by appointment) on each of the five (5) days prior to and the day of the meeting, except Sunday, December 14, 2025 at the polling places on the day of the Special Vote.

BE IT FURTHER RESOLVED, applications for absentee and early mail ballots will be obtainable between the hours of 8:00 a.m. and 4:00 p.m. Monday through Friday, except holidays, from the District Clerk. Completed applications must be received by the District Clerk at least seven (7) days before the Special Vote if the ballot is to be mailed to the voter, or on or prior to December 15, 2025, if the ballot is to be delivered personally to the voter. Absentee and early mail ballots must be received by the District Clerk not later than 5:00 p.m., prevailing time, on December 16, 2025.

BE IT FURTHER RESOLVED, a list of all persons to whom absentee and early mail ballots shall have been issued will be available in the office of the District Clerk on school days from 8:00 a.m. until 4:00 p.m. through December 16, 2025. Any qualified voter may challenge the acceptance of the ballot of any person on such list, by making his or her challenge and reasons therefor known to the Inspector of Election before the close of the polls.

BE IT FURTHER RESOLVED, that the Education Law also makes special provisions for absentee voting by "permanently disabled" voters and for "military" voters of the District. Specifically, the law

provides a unique procedure for "military ballots" in school district votes. Whereas, early mail and absentee ballot applications and ballots must be received by the voter by mail, a military voter may elect to receive their absentee ballot application and absentee ballot by mail, email or facsimile. The military voter must, however, return their original military ballot application and military ballot by mail or in person. The District Clerk shall transmit the military voter's military ballot in accordance with the military voter's preferred method of transmission not later than 25 days before the Special Vote. The District Clerk must then receive the military voter's military ballot by mail or in person not later than 5:00 p.m. on the day of the Special Vote.

BE IT FURTHER RESOLVED, that the District Clerk is hereby authorized and directed to publish a notice of such meeting in two newspapers of general circulation within the School District, four (4) times within the seven (7) weeks next preceding such School District meeting, the first publication to be at least forty-five (45) days prior to the date of the meeting.

BE IT FURTHER RESOLVED, that this resolution takes effect immediately upon its adoption.

A short discussion ensued and each Board member gave a voice vote towards the adoption of this resolution.

Carried, 7-0

#### Public Participation

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

#### Meetings

##### Regular BOE Meetings

- November 4 - Regular Board meeting - 7:00 pm
- December 2 - Regular Board meeting - 7:00 pm

##### Committee Meetings

- *Pending need* - October 16 - Facilities Committee Meeting 5:00 pm
- October 22 - Superintendent Goals Committee Meeting - 5:45 pm - Central Office
- October 28 - Policy Committee Meeting 5:45 pm - Central Office
- November 4 - Communications Committee Meeting 5:00 pm - Central Office

##### Capital Project Community Forums

- October 21: Full Presentation, Community Forum with break-out rooms, 6:00 p.m. - MS Cafe
- December 3: Full Presentation, Community Forum with break-out rooms, 6:00 p.m. - MS Cafe
- December 16: Capital Project Vote 8am-9pm in the High School Gymnasium

MOTION PHILLIPS      2ND DIORIO

To adjourn the meeting at 8:52 p.m.

Carried, 7-0