

ICHABOD CRANE CENTRAL SCHOOL

Board of Education

January 10, 2023

MINUTES

The Ichabod Crane Board of Education held a Regular Meeting on Tuesday, January 10, 2023 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
Anne Schaefer	Jared Widjeskog	

Krzysztof Swieton, Student Member on the Board

Board Members Absent: Elizabeth Phillips

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, 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.

Board Member Jared Widjeskog 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 ALLARD

To approve the minutes of the following meetings:

December 6, 2022 - Regular Board meeting

December 7, 2022 - Executive Session

December 15, 2022 - Executive Session

January 5, 2023 - Workshop Meeting

January 9, 2023 - Workshop Meeting

Carried, 8-0

Public Participation

One member of the public, Jeremy Bertram, Scout Leader, brought scouts working on their Citizenship Badge. The scouts asked questions about variety in school lunch menus and late bus times.

Board Discussion

- Superintendent Search Update
Board President Matthew Nelson gave an update on the search for a Superintendent which will be headed by Questar III as well as assistance from Lee Bordick, former Interim Superintendent at Ichabod Crane.
- Committee Meetings
 - Academic and Curriculum Committee
Board Member Anne Schaefer provided minutes and reported briefly on the Academic Committee meeting of December 6, 2022
 - Budget and Finance
Board Member John Chandler provided minutes and updated the Board on the Budget Committee meeting of January 3, 2023
 - Policy Committee
The following policies are considered to have had their second readings:
Consideration for adoption under the Consent Agenda
 - 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

Reports

- Martin Van Buren Bust Presentation
A replica of a bust of Martin Van Buren which had been loaned to the District for decades from the NYS Museum was presented to the District and will be housed in the High School Library. Students from the District gave a detailed history of Martin Van Buren and his life and Devin Lander spoke on behalf of the New York State Museum where the bust resides after leaving Ichabod Crane School District.
 - Mark Schaming, Deputy Commissioner of Cultural Education and Director NYS Museum was absent but instrumental in the bust presentation
 - Patrick Sanger, High School Social Studies Teacher and Department Chair
 - High School Students: Mark Costanzo, Robert Hunter, Brianna Martin, David Oldrich, Grace Perito, and Evan Schieren
 - Devin Lander, State Historian
 - Members of the Friends of Lindenwald were present but did not address the Board

- Social Studies Department Presentation

Superintendent Suzanne Guntlow and Assistant Superintendent Lucas Christensen introduced members of the District’s Social Studies Department who presented to the Board curriculum and student activities and requirements in the Social Studies Department K-12.

Student Board Member Report

Student Board Member Krzysztof Swieton briefly reported on student events and activities district-wide.

Superintendent’s Report

Superintendent Suzanne Guntlow briefly reported to the Board on the following:

- 2022-2023 Enrollment Report (Full Report in Supplemental File)
- District-Wide DEI Committee Report (Full Report in Supplemental File)

Business Office Report

Business Manager presented to the Board and answered questions on the following:

- Rollover Budget Presentation - start of the 2023-24 budget planning
- Donations - from Hannaford Helps Kids

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 of Emily Marcella, Special Education Teacher, effective January 3, 2023

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

To accept the Treasurer’s Report for November 2022 including Warrants, Revenues, Appropriations and Transfers as presented

11(C) CONSIDERATION FOR APPROVAL

To accept the CPSE and CSE Recommendations for the 2022-2023 school year as follows:
Meeting Dates of: 11/22; 12/2; 12/12; 12/13; 12/15;12/16; 12/19; 12/20; 12/21;1/5

11(D) CONSIDERATION FOR APPOINTMENT

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

Name	Position	Effective
Nicole LaBatt	Uncertified Substitute Teacher and TA	12/19/22
Laurie Kelly	Uncertified Substitute Teacher and TA	1/3/23
Shannon Farley	Uncertified Substitute TA	12/20/22
Hannah Hoffman	Uncertified Substitute Teacher and Certified Substitute TA	9/29/22
Cameron Holzhauer	Uncertified Substitute Teacher and TA	1/9/23
Analisa Martino	Uncertified Substitute Teacher and TA	1/3/23
Robin Guthridge	Uncertified Substitute Teacher and TA	1/11/23

11(E) CONSIDERATION FOR APPOINTMENT

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

Name	Position	Effective
Nicole Luckfield, Chris Drumma, Lynn Nardacci, Karen Vecellio, Selena Cook, Jennifer Thompson, Berit Erickson, Andrea Williams, Blair Pantoja, Kathy Bolstad, Shane DeCanio, Jackie Purificato, Brittany Keller, Danielle Ooms, David Manarel, Katie Snyder	ELL Tutors	1/10/23

11(F) CONSIDERATION FOR APPOINTMENT

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

Name	Position	Effective
Robert Hall III Jason MacFarlane Joseph Pelizza	Scorekeeper	11/1/22

11(G) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Suzanne Guntlow, Superintendent, the following Interscholastic Coaches for the 2022-2023 school year:

Position	Name	Step
Winter Cheerleading	Shameeka Pompey	--

11(H) 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:

Staff	Appointment
Jason Brewer	Extended Day
Emily Marcella (resign)	K-5 Science Dept Co-Chair
Lauren Miller	K-5 Science Dept Chair
Dave Bartlett, Mike Martino, Vince Barton, Brian Dolge, Brad Walsh, Brian Sadowski Tim Balon	Ski Club Chaperones
Patricia Rathke	After-school Hallway Supervision Substitute
Kim Zorzi	Extended Day Teacher

11(I) CONSIDERATION FOR APPROVAL

To approve the following Student Teachers/Interns and assignments as listed:

Name	Assignment	Dates
Caitlin Doyle	Nicole Cucura (social worker)	January 16 - June 30, 2023
Elizabeth Heller	Susan Mallery	January 9 – March 10, 2023

11(J) CONSIDERATION TO AMEND

To amend the tenure area in the appointment of Margaret McMahan, from Academic Math to General Ed K-6 (original appointment 8/16/22)

11(K) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Superintendent Suzanne Guntlow, Raegan Beaucage to a long term substitute to fill the position held by Erin Casey who took a Leave of Absence from her teaching assistant position. Ms. Beaucage's appointment will be effective January 3, 2023 and, provided she renders satisfactory service, is intended to continue but no later than June 24, 2023 at a rate of Step 1 TA+6. No term of employment is conferred by this resolution of appointment and Ms. Beaucage's employment may be terminated at any time.

11(L) CONSIDERATION FOR APPOINTMENT

Whereas Justine Meehan 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 Justine Meehan 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 Justine Meehan to the position of professional educator in the tenure area(s) of Teaching Assistant, TA+6 Step 1 for a probationary period of four years to commence on December 15, 2022 and to expire on December 14, 2026

11(M) CONSIDERATION FOR APPOINTMENT

Whereas Jennifer Elbert who is eligible for a New York State Public School Teacher Certificate in the certification area(s) of Special Education

Whereas Suzanne Guntlow, Superintendent of the Ichabod Crane Central School District, recommends Jennifer Elbert 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 Jennifer Elbert to the position of professional educator in the tenure area(s) of Special Education, Masters Step 1 for a probationary period of four years to commence on January 3, 2023 and to expire on January 2, 2027

11(N) CONSIDERATION FOR APPOINTMENT

Whereas Baki Bozyel who is eligible for a New York State Public School Teacher Certificate in the certification area(s) of TESOL;

Whereas Suzanne Guntlow, Superintendent of the Ichabod Crane Central School District, recommends Baki Bozyel 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 Baki Bozyel to the position of professional educator in the tenure area(s) of English as a Second Language, Masters Step 3 for a probationary period of four years to commence on February 3, 2023 and to expire on February 2, 2027

11(O) CONSIDERATION FOR APPOINTMENT (Full Agreement in Supplemental File)

To accept the resignation of Angela Cowan, Secretary to the Assistant Superintendent, effective December 19, 2022 for the purpose of accepting another position in the district and;

To appoint, upon the recommendation of Suzanne Guntlow, Angela Cowan to the position of Secretary to the Superintendent, effective December 19, 2022, and;

To approve the amended employment agreement for Angela Cowan as attached

11(P) CONSIDERATION FOR APPROVAL (Full Agreement in Supplemental File)

To approve the amended employment agreement for Mindy Potts as attached

11(Q) CONSIDERATION FOR APPROVAL

To approve an unpaid Leave of Absence for Jennifer Wachunas, Teacher, effective on or about May 3 - June 1, 2023

11(R) 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 11/30/22

Account Balance: \$ 205,016.85

11(S) CONSIDERATION FOR ACCEPTANCE

To accept, per Board Policy #1800 Gifts from the Public, a donation to the District of \$2,278 from Hannaford Helps Kids and approve an increase in the 2022-2023 budget from \$46,689,709 to \$46,691,987 into the following Appropriation Codes:

- A2110.510-05-2000 - in the amount of \$396 - High School
- A2110.510-02-0000 - in the amount of \$330 - Middle School
- A2110.510-01-0000 - in the amount of \$1,552 - Primary School

11(T) CONSIDERATION FOR ACCEPTANCE

To accept, per Board Policy #1800 Gifts from the Public, a donation to Ichabod's Table of \$250 from following people into the following Appropriation Code:

- CM2989.400-05-0002 - in the amount of \$250 - Tri-Village Rotary

11(U) CONSIDERATION FOR ADOPTION

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

- 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
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- 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

11(V) 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 Greenville Central School District for one student attending a private school within the district (Grapeville Lutheran) in the amount of \$1,089.00 and to authorize the president of the Board to execute the contract

11(W) CONSIDERATION FOR ACCEPTANCE (Full Report in Supplemental File)
To accept the Internal Claims Auditor Report for December 2022 as presented

11(X) CONSIDERATION FOR APPROVAL (Full Listing in Supplemental File)
To approve per Board Policy #6900-(Disposal of District Property), as Surplus & Obsolete, the attached lists:

- IT Equipment

11(Y) CONSIDERATION FOR APPROVAL AND AUTHORIZATION (Full Agreement in Supplemental File)
To authorize the Board President to execute the following documents:

- Agreement - Lee Bordick

11(Z) CONSIDERATION FOR APPROVAL
To approve the establishment of the following club for the 2022-2023 School Year with the following unpaid advisors:

Club	Unpaid Advisor
Step Club	Melanie Diaz

11(AA) CONSIDERATION FOR ACCEPTANCE
To accept the resignation of Danielle Rosa, School Counselor, effective March 10, 2023

11(BB) CONSIDERATION FOR AMENDMENT
To amend the probationary period for Rachel Imbert, Special Education Teacher, from four years (August 30, 2022-August 29, 2026) to three years, (August 30, 2022-August 29, 2025) (*original appointment 8/16/22 BOE mtg*)

End of Consent Agenda
Carried, 8-0

MOTION NELSON 2ND LAFFERTY-BROWN
To adjourn the meeting at 8:41 p.m.
Carried, 8-0

Upcoming Meetings

Regular BOE Meeting

February 7 at 7pm High School

Committee Meetings

Budget and Finance: January 24 at 5:45pm HS Library Distance Learning Room

Policy: January 25 at 5:30pm HS Library Distance Learning Room

Budget and Finance: January 31 at 5:45pm HS Library Distance Learning Room

Academic: February 7 at 5:45pm HS Library Distance Learning Room

Budget Development Meetings	
01/24/23	Budget and Finance Committee Meeting - Cafeteria & Bus Purchase
01/31/23	Budget and Finance Committee Meeting - Non-Instructional Budget
02/07/23	Board Meeting Presentation - Non-Instructional Budget, State Aid Projections and Tax Cap
02/28/23	Budget and Finance Committee Meeting - Instructional Budget
03/07/23	Board Meeting Presentation - Instructional Budget, State Aid Projections and Tax Cap
03/28/23	Budget and Finance Committee Meeting - Revenue
04/4/23	Board Meeting Presentation - Draft Budget
04/18/23	Board Meeting Presentation - Final Budget and Anticipated Adoption
05/02/23	Budget Hearing and Regular Board Meeting
05/16/23	Vote and Election