

ICHABOD CRANE CENTRAL SCHOOL

BOARD OF EDUCATION

May 7, 2024

MINUTES

A Regular meeting of the Ichabod Crane Board of Education and the 2024-25 Budget Hearing was held on Tuesday, May 7, 2024 at 7:00 p.m. in the High School Library.

Board Members Present:

Jennifer Allard	Kelly Firmbach	Matthew Nelson	
Elizabeth Phillips	Anne Schaefer	Christopher Scoville	Jared Widjeskog

Board Members Absent: Meghan Lafferty-Brown

School Officials Present:

Marie Digirolamo, 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, Tim Farley, 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 7:01 p.m.

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

Board President Matthew Nelson 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."

Board President Matthew Nelson announced the resignation of Megan Pelizza and the excused absence of Meghan Lafferty-Brown making the voting

MOTION NELSON 2ND FIRMBACH
To approve the agenda as presented
Carried, 7-0

MOTION NELSON 2ND FIRMBACH
To approve the minutes of the April 23, 2024 - Special Meeting
Carried, 7-0

Budget Hearing

Open Public Hearing

The hearing was declared open at 7:04 p.m.

Discussion 2024-2025 Budget

Business Manager Michael Brennan reviewed the budget development process, overview of the 2024-2025 budget

Hearing Open for Public Discussion

No one from the public commented or asked questions

Board Questions/Discussion

No one from the Board had further questions regarding the budget

Public Hearing Closed

The hearing was declared closed at 7:13 p.m.

Budget Vote to be held from 8am-9pm in the High School Gymnasium on May 21, 2024
All absentee and early mail voter ballots due in Central Office by 5:00 pm on May 21, 2024

Documents available for public inspection: (Please Contact District Clerk)

Legal Notice (as published)

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
- 2022-2023 AUDIT REPORT

Public Participation

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

Board Discussion

- District-Wide School Safety Team Meeting
Board member Kelly Firmbach briefly reported on the meeting held on March 21st
- Facilities Committee Meeting
Board President Matthew Nelson briefly reported on the meeting held on April 11th
- Communications Committee Meeting
Board member Jared Widjeskog briefly reported on the meeting held on May 1st

- Policy Committee Meeting

Board member Anne Schaefer briefly reported on the meeting held on April 16

The following policies are considered to have had one reading:

First Readings:

- 1741 Relations with Homeschools (revised)
- 1741 Relations with Homeschools Regulation (rescind)
- 4321.7 District-wide and Statewide Assessments of Students with Disabilities (revised)
- 4321.11 Public Report on Revisions to District Policies, Practices, and Procedures Upon Finding Of Significant Disproportionality (revised)
- 4325 Academic Intervention Services Policy (revised)
- 4325R Academic Intervention Services Regulation (new)
- 4321.5 Confidentiality and Access to IEPs (revised)

Second Readings:

Consideration for adoption under the Consent Agenda

- 8130.2 Workplace Violence Prevention (new)
- 1740 Relations with Non-Public Schools (revised)
- 8413 Transportation for Non-Public School Students (new)
- 4765 Online, Distance, and Remote Learning (revised)
- 8130 School Safety Plans and Teams (revised)
- 8131 Pandemic Planning (revised)
- Renumber the following:
 - Allocation of Space for Special Education Programs and Services
 - From #4321.1 to #4321.3
 - Provision of Special Education Services in the Least Restrictive Environment
 - From #4319 to #4321.1
 - Declassification of Students with Disabilities
 - From # 4320 to #4321.9

Board President Matthew Nelson briefly reported that collective bargaining with ICTA is making progress.

Board member Jennifer Allard noted that this was Teacher Appreciation week and expressed gratitude for our teachers.

Reports

Assistant Superintendent Lucas Christensen along with administration from each building gave a summary report of the results of the Climate Survey and areas of focus going forward.

Student Board Member Report

Student Board member Lillian Jensen briefly reported on district-wide events with the student body.

Superintendent's Report

Superintendent Marie Digirolamo reported to the Board on the following topics:

- Congratulations ICCSD K-12 Music and Art Departments
- Ichabod Crane High School named a U.S. News Best High School
- Community Coalition Report
- 2024 BOE Candidates

Business Office Report

Business Manager Michael Brennan reported on the following items:

- Donations to the district for consideration on the agenda

Consent Agenda

MOTION NELSON 2ND SCOVILLE

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 Jacqueline Cole, Clerk-Typist, effective June 26, 2024

11(B) CONSIDERATION FOR ACCEPTANCE

To accept the resignation, for the purpose of disability retirement, of Anna Kemp, ENL Teacher, effective May 3, 2024

11(C) CONSIDERATION FOR ACCEPTANCE

To accept the resignation, of Jean-Marie Davis, Counselor, effective June 27, 2024

11(D) CONSIDERATION FOR ACCEPTANCE

To accept the resignation, for the purpose of retirement, of Cynthia Gabriel, Clerk-Typist, effective June 28, 2024

11(E) CONSIDERATION FOR APPROVAL

To approve an unpaid Leave of Absence for Emma Accuosti effective August 28, 2024 through January 24, 2025

11(F) CONSIDERATION FOR ACCEPTANCE (Full report in the Supplemental File)

To accept the Treasurer's Report for the month of March 2024, Warrants, Transfers, Revenues and Appropriations as presented

11(G) CONSIDERATION FOR ACCEPTANCE

To accept the CPSE and CSE Recommendations for the 2023-2024 and the 2024-2025 school year as follows: Meeting Dates of: 2/8; 2/26; 3/1; 3/5; 3/11; 3/18; 3/20; 3/21; 3/25; 3/26; 4/9; 4/10; 4/15; 4/19; 4/23; 4/24

11(H) CONSIDERATION FOR APPOINTMENT

To appoint the following additions to the Non-teaching substitute listing for 2023-2024 school year:

Name	Position	Effective
Courtney Loucks	Substitute Cleaner	5/7/24
Elizabeth Briggs	Substitute Food Service Helper	4/29/24

- 11(I) CONSIDERATION FOR APPOINTMENT
To appoint, upon the recommendation of Marie Digirolamo, Taylor Smith to the position of Bus Driver, Step 3, effective July 1, 2024 (probationary period July 1 - August 26, 2024)
- 11(J) CONSIDERATION FOR APPOINTMENT
To appoint, upon the recommendation of Marie Digirolamo, Superintendent, David Scace, to the probationary position of Cleaner, Step 1, effective May 6, 2024
- 11(K) CONSIDERATION FOR APPOINTMENT
To appoint, upon the recommendation of Marie Digirolamo, Superintendent, Elizabeth Briggs, to the probationary position of Bus Attendant (4hrs), Step 1, effective May 8, 2024
- 11(L) CONSIDERATION FOR APPOINTMENT
To appoint, upon the recommendation of Marie Digirolamo, Superintendent, Kacey Veakins, having successfully completed a 52 week probationary period which ends, May 2, 2024, to the permanent position of Monitor
- 11(M) CONSIDERATION FOR APPOINTMENT
To appoint, upon the recommendation of Marie Digirolamo, Superintendent, Victoria Trombley, having successfully completed a 52 week probationary period which ends, May 7, 2024, to the permanent position of Instructional Aide
- 11(N) CONSIDERATION FOR APPOINTMENT
To appoint, upon the recommendation of Marie Digirolamo, Superintendent, Jamie Kikpole, having successfully completed a 52 week probationary period which ends May 10, 2024 to the permanent position of Director of IT
- 11(O) CONSIDERATION FOR ACCEPTANCE
To accept, per Board Policy #1800 Gifts from the Public, a donation from David Sutton to the HS Art Department of approximately two used cameras
- 11(P) CONSIDERATION FOR APPROVAL
To approve the following field trip request and chaperones per Board Policy #4531:
DESTINATION: New York City
DATE: June 8, 2024
STUDENTS: 25 Spanish Club Students
CHAPERONES: 5 including April Stromberg, Julia Johnson
- 11(Q) CONSIDERATION FOR APPROVAL & AUTHORIZATION (Full agreement in the Supplemental File)
To approve a 2023-2024 Health Services Contract in accordance with Education Law Section 912, with the East Greenbush Central School District for 24 students attending a private school within the district (Holy Spirit and Montessori) in the amount of \$24,731.76 and to authorize the president of the Board to execute the contract and to authorize the president of the Board to execute the contract

11(R) CONSIDERATION FOR APPROVAL & AUTHORIZATION (Full agreement in the Supplemental File)
 To approve a 2023-2024 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 \$925.89 and to authorize the president of the Board to execute the contract and to authorize the president of the Board to execute the contract

11(S) CONSIDERATION FOR ADOPTION

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

- 8130.2 Workplace Violence Prevention (new)
- 1740 Relations with Non-Public Schools (revised)
- 8413 Transportation for Non-Public School Students (new)
- 4765 Online, Distance, and Remote Learning (revised)
- 8130 School Safety Plans and Teams (revised)
- 8131 Pandemic Planning (revised)
- Renumber the following:
 - Allocation of Space for Special Education Programs and Services
 - From #4321.1 to #4321.3
 - Provision of Special Education Services in the Least Restrictive Environment
 - From #4319 to #4321.1
 - Declassification of Students with Disabilities
 - From # 4320 to #4321.9

11(T) CONSIDERATION FOR ACCEPTANCE

To accept, per Board Policy #1800 Gifts from the Public, a donation to Ichabod’s Table of \$930.00 into appropriation code CM3 2989.400-00-000 from the Empty Bowls Fundraiser

11(U) CONSIDERATION FOR APPROVAL

To establish the following rates for summer 2024 personnel as follows:

Responsibility	Rate
Summer School Teacher (High School, Middle School, Invitations, Apex)	\$ 42.50/hour
Substitute Invitations/Summer School Teacher	\$ 42.50/hour
Invitations/Summer School Teaching Assistant/Aide	\$ 21.25/hour
Invitations/Summer School Nurse	\$ 37.19/hour
Drivers’ Education	\$ 37.19/hour

11(V) CONSIDERATION FOR APPROVAL

To approve, upon the recommendation of Marie Digirolamo, Superintendent, 2024 summer hours for the district effective June 28, 2024 - August 23, 2024: Monday - Thursday 8:00am - 4:00pm and Friday 8am - 11am

11(W) CONSIDERATION FOR ACCEPTANCE (Full report in the Supplemental File)
 To accept the High School and Middle School Extraclass Activity Fund Report as of the following date(s):

AS OF 3/31/24

Account Balance: \$237,956.54

11(X) CONSIDERATION FOR APPROVAL AND AUTHORIZATION
 To approve and authorize the Superintendent to make the following budget transfers:

Budget Code	Transfer In	Transfer Out
A2610.490-00-0000 OT BOCES	\$100,000	
A2110.480-00-0000 text new series		\$40,000
A2630.460-00-0000 software		\$40,000
A2110.480-01-0001 tx gr 1		\$2,800
A2110.480-01-0002 tx gr 2		\$4600
A2110.480-01-0003 tx gr 3		\$4,000
A2110.480-01-0014 tx K		\$3,100
A2110.480-03-0005 tx gr 5		\$3,000
A2110.480-04-1200 Tx MS Math		\$1,000
A2110.480-04-1206 Tx MS SS		\$100

Budget Code	Transfer In	Transfer Out
A2630.460-00-0000 SW		\$20,000
A2630.400-00-0000 consult		\$8,000
A2110.480-80-0000 text private		\$12,000
A2630.500-00-0000 supply	\$40,000	

Budget Code	Transfer In	Transfer Out
A2630.460-00-0000 IT Supply	\$17,455	
A2110.510-01-110 K supply		\$1,000
A2060.400-00-0000 prof serv		\$5,000
A2010.411-00-0000 AS supply		\$2,500
A2010.440-00-0000 travel		\$750
A2110.437-00-0000 conf		\$2,000
A2020.526-01-0000 tech K-3		\$1,000
A2110.480-05-1100 text sci		\$2,000
A2250.470-00-3001 retro		\$3,205

11(Y) CONSIDERATION FOR ACCEPTANCE (Full report in the Supplemental File)
 To accept the Internal Claims Auditor Report for April 2024 as presented

11(Z) CONSIDERATION FOR AUTHORIZATION FOR SIGNATURE
 (Full agreements in the Supplemental File)

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

- Agreement with Columbia County - SEIT
- Needham Risk Management Consulting Agreement

11(AA) CONSIDERATION FOR APPOINTMENT AND APPROVAL

To approve upon the recommendation of Marie Digirolamo, Superintendent, the following Extraclass advisors for the 2023-24 school year:

Assignment	High School Club Advisors
Student School Store	Resign: John Wilary and Heather Scarano
Technology Club	Resign: Cole Moon and Chris Coffey
Yearbook - Production	Appoint: Jennifer Two-Axe and Holly Kilcer
Interact Club	Appoint: Greg Miller (co-advisor with Anastssia Gonyea)

End of Consent Agenda:

Carried, 7-0

Public Comment

One member of the public addressed the Board regarding the Facilities Committee Meeting scheduling

Meetings

Board Meetings

May 21 - Accept Results of Vote at approximately 9:20pm

June 4 - Regular Meeting 7:00 pm High School Library

Committees

Policy: May 28 at 5:45 in the CO Conference Room

Academic: May 30 at 5:45 in the CO Conference Room

Audit: June 4, 2024 at 5:45 in the CO Conference Room (tentative)

Facilities: TBD

Other

May 15 - Meet the Candidates - 6:00pm - HS Library

May 21 - Budget Vote and Election - 8am-9pm - HS Gymnasium

May 30 - District-Wide School Safety Team Meeting - 3pm - HS Library

Executive Session

MOTION NELSON 2ND WIDJESKOG

To adjourn to executive session at 8:22 p.m. to discuss the employment history of a particular individual

Carried, 7-0

MOTION NELSON 2ND PHILLIPS

To appoint Kelly Firmbach as Clerk Pro Tem

Carried, 7-0

Others in present in Executive Session

Superintendent Marie Digirolamo

The District Clerk left the meeting.

The meeting was reconvened in public session at 9:51 p.m.

MOTION NELSON 2ND SCOVILLE

 To adjourn the meeting at 9:52 p.m.
Carried, 7-0