



GALWAY CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION WORK SESSION

REVISED AGENDA

THURSDAY, APRIL 7, 2016

6:30 PM – HIGH SCHOOL LIBRARY

Revisions are Shown in Green Print Below

It is anticipated that the Board of Education will act upon a resolution to convene an Executive Session at 6:00 PM for a specific personnel matter and to discuss GTA Contract Negotiations.

Call to Order	
Revisions to the Agenda	<ol style="list-style-type: none"> 1. Executive Session revised from 5:30 to 6:00 PM. 2. Teacher resignation added. 3. Coach rate of pay information added. 4. Details of Independent Audit Services RFP and Senior Class Trips removed and provided separately. 5. Extension of Memorial Day Holiday added.
Presentation	Budget Update / Finalization of 2016-17 School Budget
Approval of Consent Agenda	See Attached
Personnel	Coach Appointments
New Business	<ol style="list-style-type: none"> 1. 2016-17 School Calendar 2. Independent Auditor 3. Sr. Class Trips 4. Extension of Memorial Day Holiday
Board Member Comments	
Adjournment	

See Attached Consent Agenda

APPROVAL OF CONSENT AGENDA

Motion _____, Second _____ to approve the following Consent Agenda:

CONSENT AGENDA			
RESIGNATIONS / OTHER			
NAME	DESCRIPTION	-	EFFECTIVE DATE
Abigail McAvey	Resignation from Math Teacher position.	-	06/30/16
Shannon Shine	Rescind Deputy Treasurer appointment.	-	04/11/16
APPOINTMENT(S)			
NAME	DESCRIPTION	RATE OF PAY	EFFECTIVE DATE
Wendy Morris	<u>School District Treasurer</u> To be paid for days worked (e.g. there are no paid holidays, vacation time, etc.). The Board shall be responsible for withholding taxes and social security payments. Wendy Morris will not be entitled to any fringe benefits, including but not limited to any leave, insurance, pension or retirement contributions.	\$400/day	03/29/16 - 04/10/16
Wendy Morris	<u>Deputy Treasurer</u> To be paid for days worked (e.g. there are no paid holidays, vacation time, etc.) The Board shall be responsible for withholding taxes and social security payments. Wendy Morris will not be entitled to any fringe benefits, including but not limited to any leave, insurance, pension or retirement contributions.	\$400/day	04/11/16
Melissa Lovelass	<u>School District Treasurer</u> Approve the appointment of Melissa Lovelass to the position of School District Treasurer. This is a 12-month Management-Confidential position that is classified by Civil Service as Exempt.	\$43,500/year Pro-rated for the 2015-16 school year.	04/11/16

End of Consent Agenda

PERSONNEL

Motion _____, Second _____ to approve the following Coach appointment:

NAME	TITLE	RATE OF PAY	EFFECTIVE DATE
Rob Martin	Girls Varsity Soccer Coach	Level B5 \$3,600/year	08/15/16

Motion _____, Second _____ to approve the following Coach appointment:

NAME	TITLE	RATE OF PAY	EFFECTIVE DATE
Neal Evans	Boys Varsity Soccer Coach	Level B9 \$3,600/year	08/15/16

NEW BUSINESS

1. Motion _____, Second _____ to:
Adopt the 2016-17 School Calendar as presented.
2. Request for Proposals for Independent Audit Services for auditing services for years ending June 30, 2016, 2017 and 2018 were opened and read at 4:00 PM on Thursday, March 24, 2016. Three of the seven proposals were received.
Motion _____, Second _____ to:
Appoint West and Company, CPAs PC as the Galway Central School District's Independent Auditor for auditing services for years ending June 30, 2016, 2017 and 2018 and hereby authorize the Superintendent to sign an Agreement on behalf of the District.
3. Motion _____, Second _____ to:
Approve Senior Class Trips (Class of 2016) to Lake Placid, NY on Friday, May 13, 2016 and to Hershey Park, PA on Friday, May 20, 2016.
4. Motion _____, Second _____ to:
Approve the use of one unused emergency school closing day to extend the 2016 Memorial Day Holiday to include Friday, May 27, 2016 providing that emergency school closings require use of this day.

ELECTION INFORMATION ATTACHMENT

GALWAY CENTRAL SCHOOL DISTRICT

NOTICE OF PUBLIC HEARINGS AND BUDGET VOTE/ELECTION

Revised to include the following items approved at the March 26, 2016 Board of Education Meeting:
April 21, 2016 Public Hearing, Proposition #2 and Proposition #3

PUBLIC HEARING – APRIL 21, 2016

NOTICE IS HEREBY GIVEN that a Public Hearing of the qualified voters of the Galway Central School District, Galway, New York, will be held in the High School Library of said District on Thursday, April 21, 2016 at 6:30 PM prevailing time, with respect to the transfer of \$300,000 from the Retirement Contribution Reserve Fund to the Capital Reserve Fund as indicated in the following resolution approved by the Board of Education at the March 24, 2016 Board of Education Meeting:

WHEREAS, the Board of Education of the Galway Central School District (the "School District") desires to authorize the transfer of \$300,000 from the Retirement Contribution Reserve Fund to the Capital Reserve Fund; and WHEREAS, Section 6-r of the General Municipal Fund requires that any such transfer shall be made only by resolution of the Board of Education adopted after a public hearing held on at least fifteen days prior published notice in the official newspaper of the School District;

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE GALWAY CENTRAL SCHOOL DISTRICT that the Board of Education shall hold a public hearing on April 21, 2016 at 6:30 p.m. with respect to the transfer of \$300,000 from the Retirement Contribution Reserve Fund to the Capital Reserve Fund and that notice of such public hearing shall be published in the School District's official newspaper at least fifteen days before the date specified for such public hearing; and

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

PUBLIC HEARING – MAY 5, 2016

NOTICE IS HEREBY GIVEN that a Public Hearing of the qualified voters of the Galway Central School District, Galway, New York, will be held in the High School Library of said District on Thursday, May 5, 2016 at 6:30 PM prevailing time, for the presentation of the budget document. The budget will be available for review seven days before the hearing in the District Office of the Galway Central School District.

BUDGET VOTE AND ELECTION - MAY 17, 2016

NOTICE IS HEREBY FURTHER GIVEN that the Annual School Election of the qualified voters of the Galway Central School District will be held on Tuesday, May 17, 2016 between the hours of 10:00 AM – 8:00 PM prevailing time, in the Galway High School Gym, at which time polls will be opened to vote by electronic voting machine upon the following:

BUDGET

To adopt the annual budget of the Galway Central School District for the fiscal year 2016-2017 and to authorize the requisite portion thereof to be raised by taxation on the taxable property of said School District;

PROPOSITION #1 - Shall the Board of Education be authorized to: (1) renovate and reconstruct various School District buildings, undertake site work, reconstruct athletic fields, construct storage buildings, and acquire original furnishings, equipment, machinery or apparatus required for the purpose for which such buildings are to be used, at a maximum cost of \$26,700,000; (2) expend \$1,750,000 from the Capital Reserve Fund to pay a portion of the costs of such purpose; (3) levy the necessary tax therefore, to be levied and collected in annual installments in such years and in such amounts as may be determined by the Board of Education taking into account state aid and the amounts expended from the Capital Reserve Fund; and (4) in anticipation of the collection of such tax, issue bonds and notes of the School District at one time or from time to time in the principal amount not to exceed \$24,950,000, and the levy of a tax to pay the interest on said obligations when due, be approved?

PROPOSITION #2 - Shall the Board of Education of the Galway Central School District be authorized to: (1) acquire a school bus and school vehicles at a maximum aggregate cost of not to exceed \$195,000; (2) expend

such sum for such purpose; (3) levy the necessary tax therefore, to be levied and collected in annual installments in such years and in such amounts as may be determined by the Board of Education taking into account state aid; and (4) in anticipation of the collection of such tax, issue bonds and notes of the District and/or enter into installment purchase agreements at one time or from time to time in the principal amount not to exceed \$195,000, and levy a tax to pay the interest on said obligations when due?

ELECTION INFORMATION ATTACHMENT (Continued)

BOARD OF EDUCATION VACANCIES

To elect two members to the Board of Education to fill two vacancies. Each vacancy is a four-year term of office that begins on July 1, 2016 and ends on June 30, 2020.

STATEMENT OF MONEY REQUIRED TO FUND BUDGET

NOTICE IS HEREBY GIVEN that a copy of the statement of the amount of money which will be required to fund the School District's budget for 2016-17 may be obtained by any resident of the District during business hours beginning Tuesday, May 3, 2016 in the District Office of Galway School.

PETITIONS FOR SEAT ON THE BOARD OF EDUCATION / BOARD VACANCY INFORMATION

NOTICE IS HEREBY GIVEN that petitions nominating candidates for the office of member of the Board of Education shall be filed with the Clerk of said School District, Linda Casatelli, at her office located in the Galway Jr./Sr. High School, 5317 Sacandaga Road, Galway, NY no later than 5:00 P.M. on Monday, April 18, 2016. Each petition shall be directed to the Clerk of the District; be signed by at least 25 qualified voters of the District; must state the residence of each signer, and must state the name and residence of the candidate. The petition shall describe the length of the term of office and contain the name of the last incumbent. All seats are "at large" which means that each nominee is eligible for every vacancy rather than only for a specific seat.

ABSENTEE BALLOTS

NOTICE IS HEREBY GIVEN that applications for absentee ballots are obtainable during school business hours from the District Clerk. Completed applications must be received by the District Clerk at least seven (7) days before the election if the ballot is to be mailed to the voter, or the day before the election, if the ballot is to be delivered personally to the voter. Absentee ballots must be received by the District Clerk no later than 5:00 PM on Election Day on May 17, 2016.

REGISTRATION OF VOTERS – MAY 3, 2016

NOTICE IS HEREBY GIVEN that personal registration of voters is required. Anyone who wishes to vote must register if they are not a registered voter. Personal registration for district voters who have not voted in school or town elections during the past four years will be held on May 3, 2016 from 8 – 3:30 P.M. in the Office of the District Clerk located in the Galway Jr./Sr. High School. If a voter has heretofore registered pursuant to Section 2014 of the Education Law and has voted at an annual or special district meeting within the last four (4) calendar years, he/she is eligible to vote at this election; if a voter is registered and eligible to vote under Article 5 of the Election Law, he/she is also eligible to vote at this election. The Board of Registration will meet for the purpose of registering all qualified voters of the district pursuant to Section 2014 of the Education Law at the Galway Central School District, on May 3, 2016 between the hours of 8:00 A.M. and 3:30 P.M., and to add any additional names to the Register to be used at the aforesaid election, at which time any person will be entitled to have his or her name placed on such Register, provided that at such meeting of the Board of Registration he or she is known or proven to the satisfaction of said Board of Registration to be then or thereafter entitled to vote at such election for which the register is prepared. The register so prepared pursuant to Section 2014 of the Education Law will be filed in the Office of the Clerk of the School District at Galway School, and will be open for inspection by any qualified voter of the District beginning on May 3, 2016 between the hours of 8:00 AM - 4:00 PM, prevailing time, on weekdays, and each day prior to the day set for the election except on Saturdays, Sundays and holidays and at the polling place on the day of the vote.

FILING OF REFERENDA OR PROPOSITIONS

notice is hereby given, that pursuant to a rule adopted by the Board of Education in accordance with 2035 and 2008 of the Education law, any referenda or propositions to amend the budget, or otherwise to be submitted for voting at said election, must be filed with the Board of Education at the Administration Building of Galway School, located in

the Board of Education Room of the Jr./Sr. High School no later than 30 days before the Annual Budget Vote at 4:00 P.M. prevailing time; must be typed or printed in the English language; must be directed to the Clerk of the School District; must be signed by at least 25 qualified voters of the District; and must state the name and residence of each signer. However, the School board will not entertain any petition to place before the power of the voters to determine, or any proposition which fails to include a specific appropriation where the expenditures of monies is required by the proposition.

BOARD VACANCY ATTACHMENT

Two Vacancies on the Board of Education – Nominating Petitions Available

Galway Central School has two vacancies on their Board of Education. Each are four year terms of office that begin on July 1, 2016 and end on June 30, 2020. These seats are currently held by Melodye Eldeen and Thomas Rumsey whose terms expire on June 30, 2016. At the end of a term, a Board member wishing to continue public service must be re-elected to another term. New York State Law does not limit the number of terms a member may serve.

The Galway Central School District Board of Education is composed of seven unsalaried citizens. Board of Education work sessions are generally held on the second Thursday of the month. Board meetings are usually on the fourth Thursday of each month. There are also special meetings called from time to time. The schedule of meetings is established prior to the beginning of each school year and is available on the District's website and calendar.

The Board of Education is an agency of the State of New York and is charged with governing the School District, not with day-to-day administration. Within the powers delegated by law, the Board is the policy-making, or legislative branch of the School District. The Superintendent of Schools is the executive officer charged with responsibility for administering the schools within Board policy.

The Board of Education is responsible for the general supervision of the schools. Although its members may not act individually, collectively they are responsible for all things done in the District. The Board exercises this responsibility by proper organization, delegation, and direction through policies adopted.

A meeting of the Board of Education must be conducted in a specified manner because laws and regulations require legal actions and the following of formal procedures. Meetings are for the transaction of the business of the school district. Board members, as elected officials, exercise their legislative authority. All formal actions of the Board must be conducted at a work session or meeting of the Board of Education. A vote of the majority of the Board is needed to pass resolutions.

Individuals seeking election to the Board of Education at the May 17, 2016 annual school election must submit a petition to the District Clerk, Linda Casatelli, with a minimum of 25 signatures from district residents. **Completed petitions must be submitted to the District Clerk no later than 5:00 PM on Monday, April 18, 2016.** To obtain a petition, or to ask questions, please contact the District Clerk, Linda Casatelli, at (518) 882-1033 Ext. 3224.

To qualify for membership on a school board, an individual:

- Must be able to read and write
- Must be a qualified voter of the district, that is, a citizen of the United States, at least 18 years or older; and not a convicted felon or adjudged an incompetent; (Note: a convicted felon is barred from running for a seat on the Board of Education if his/her maximum prison sentence has not expired or if he/she has not been pardoned or discharged from parole).
- Must be and have been a resident of the district for at least one year, but need not be a taxpayer

- May not have been removed from any school district office within the preceding one year, or the preceding three years in the case of New York City community school board members removed for malfeasance or criminal conviction while serving as a member of a community school board
- May not reside with another member of the same school board as a member of the same family
- May not be a current employee of the school board
- May not simultaneously hold another incompatible public office.