

GALWAY SCHOOL BOARD OF EDUCATION

**Reorganizational Meeting/Regular Meeting minutes**

Wednesday, July 9, 2008

7:00 P.M.

AGENDA

**DRAFT UNTIL APPROVED BY THE BOARD AT THEIR NEXT MEETING**

**CALL TO ORDER**

Meeting was called to order by Superintendent Moses at **7:00 P.M.** in the High School Library.

Present: Mark Pribis                      John Sutton                      Terry Ostrander                      Janet Glenn  
                    Joan Slagle                      Cheryl Smith                      Bradley Rooke

Bradley Rooke was welcomed by Mr. Moses as a new member of the Board of Education

Absent: None

**PLEDGE OF ALLEGIANCE** was recited

**ADDITIONS/CHANGES TO THE AGENDA** – a new business item (to form ad hoc committees) was added to the agenda and approved later in the meeting.

**PUBLIC COMMENT ON AGENDA ITEMS**

**ADMINISTRATION/CERTIFICATION OF OATH TO BOARD MEMBERS**

Oaths of office were signed by board members and certified by the District Clerk.

**BOARD PRESIDENT ELECTION**

John Sutton nominated Cheryl Smith as a candidate for the Board president seat.

There were no other nominations.

Motion was made by John Sutton, seconded by Terry Ostrander to re-appoint ***Cheryl Smith*** as ***President of the Board of Education for the 2008-09 school year.***

All voted aye to approve the motion. Yes Votes: 7    No Votes: 0    Motion passed.

**BOARD VICE-PRESIDENT ELECTION**

Janet Glenn nominated John Sutton as a candidate for the Board Vice-President seat.

There were no other nominations.

Motion was made by Janet Glenn, seconded by Terry Ostrander to re-appoint ***John Sutton*** as ***Vice-President of the Board of Education for the 2008-09 school year.***

All voted aye to approve the motion. Yes Votes: 7    No Votes: 0    Motion passed.

Motion was made by Mark Pribis, seconded by John Sutton to approve the following minus the school physician appointment what will be submitted later in the meeting for approval.

All voted aye to approve the motion. Yes Votes: 7    No Votes: 0    Motion passed.

**APPOINTMENTS:**

Attendance Officer

Attendance Officer

Student Activity Accounts Treasurer

Student Activity Accounts Deputy Treasurer

Student Activity Accounts Chief Faculty Advisor

Student Activity Accounts Auditor

Deputy Tax Collector

Carrie Winchester

Cindy Colby

Linda Casatelli

Barbara Agresta

Paul Jenkins

Rita Borucki

Ballston Spa National Bank

**APPOINTMENTS (continued):**

Records Access Officer	Linda Casatelli	
Records Management Officer	Linda Casatelli	
Title IX Section 504 Compliance Officer	Lin Jackowski	
Title IX Section 504 Alternate Compliance Officer	Norman Griffin	
District Treasurer	Rita Borucki	per management-confidential contract
External Auditor	Judith Klingebiel	per contract
Driver Ed Instructor	David Price	\$35/hour
Claims Auditor	Barbara Pawlowski	\$19.40/hour
District Clerk	Linda Casatelli	\$1,953
Tax Collector	Tracy Killeen	\$3,491
Chief Information Officer	Paul Jenkins	\$6,000
Water Treatment Analyst	Jay Tourtellot	\$1,000
Asbestos Designee	Jay Tourtellot	\$1,000
Fixed Assets Manager	Betty Neahr	\$2,000
Medicaid Billing Clerk	Barbara Agresta	\$3,000
Amy Kondrat	Substitute Caller- Middle & High School	\$1,273
Janet VanRijsewijk	Substitute Caller – Elem.	\$1,273
Barbara Sleight	Chief Inspector/Co-Chairperson Elections	\$7.15/hour
Ruth Gerardi	Chief Inspector/Co-Chairperson Elections	\$7.15/hour
Shirley Cornell	Board of Registration-School Elections	\$7.15/hour
Doris Tretiak	Board of Registration-School Elections	\$7.15/hour
Barbara Sleight	Board of Registration-School Elections	\$7.15/hour
Ruth Gerardi	Board of Registration-School Elections	\$7.15/hour

**AUTHORIZE SUPERINTENDENT OF SCHOOLS TO:**

- certify payrolls
- be purchasing agent
- approve attendance at conferences, conventions, workshops etc. for all employees
- proceed with the preparation of tax rolls and warrant
- apply for special state and federal funds
- approve budget transfers
- represent the district in matters pertaining to school breakfast/lunch/milk programs:

*Resolved that the Galway CSD Board of Education delegates to the chief administrative officer the authority to act as its agent with regard to Galway CSD's participation in the National School Lunch/School Breakfast/Special Milk Programs and to enter into on its behalf all contracts and agreements associated with said participation.*

**OTHER ITEMS:**

- Establish mileage reimbursement – the most current IRS rate
- Establish a petty cash fund for the school lunch program - \$100
- Purchase a bond for collector, treasurer and for all other school employees as follows: Collector - \$25,000, Treasurer - \$50,000, All Others - \$10,000
- Establish the following hourly pay rates:

<b>Substitute Bus Driver</b>	\$14.00
<b>Substitute Teacher Aide</b>	\$ 7.35
<b>Substitute Cafeteria</b>	\$ 7.35
<b>Substitute Clerical</b>	\$ 7.35
<b>Substitute Monitor</b>	\$ 7.35
<b>Substitute Custodian/Cleaner</b>	\$ 9.00
<b>Substitute Automotive Repairer</b>	\$13.00
<b>Substitute Maintenance Mechanic</b>	\$10.00
<b>Substitute Nurse</b>	\$11.50
<b>Instructional Tutors</b>	\$20.00
<b>Substitute Teacher</b>	

Per School Alliance of Subs. in Education Local 4805 Agreement

**OTHER ITEMS (Continued):**

- Establish custodial and vehicle driver rates for school-related and non-school related user groups:  
 School Groups: Custodian Rate - \$10/hour Driver Rate - \$14/hour  
 Non-School Groups: Custodian Rate \$25/hour (2 hour min.) Driver Rate - \$20/hour
- Establish mileage rate for bus user groups \$1.00/mile
- Re-adopt all Policies and Code of Ethics in effect during the last school year for the next school year.
- Resolved that the Board of Education of the Galway Central School District adopt the District's **free and reduced price meal or special milk policy statement** for the next school year which sets forth the conditions that the school must follow in order to participate in this program.
- Resolved, in accordance with the Local Finance Law §30.00, the President of the Board shall be, and hereby is empowered and directed to, authorize the issuance and to issue, **Bond, Tax or Revenue Anticipation Notes** of this board, and renewals of any and all such notes, at such time and under such circumstances as he (she) deems proper and advisable; and to prescribe the terms, form and content thereof, to execute the same in the name of and on behalf of the Board, and to sell at private sale and deliver the same; and the full faith and credit of the Board is hereby pledged to the punctual payment of principal and interest on all notes issued pursuant hereto by said President in pursuance to and consistent with the Local Finance Law of the State of New York; such authorization shall continue until the board, by resolution, shall elect to reassume the power herein authorized.

Motion was made by Janet Glenn, seconded by Terry Ostrander to approve the following with the School Physician appointment added to the list.

All voted aye to approve the motion except for Mark Pribis who abstained from voting.

Yes Votes: 6 No Votes: 0 Abstained: 1 Motion passed.

**DESIGNATION OF THE FOLLOWING:**

- School Physician Saratoga Care Family Health Centers per contract
- School Insurance Advisor - Bruce Rowledge
- Official Newspaper - Daily Gazette
- Official Bank Depository-Ballston Spa Nat'l. Bank, Chase Manhattan Bank, NBT Bank, CLASS
- Date/time of regular monthly Board of Education Meetings - 3rd Wednesday of each month at 7:00 PM. with the exception of the February meeting which will be held on February 11, 2009 and the April meeting which will be held on April 22, 2009.
- Date/time of the Reorganizational Meeting/Regular Board Meeting – Wednesday, July 8, 2009 at 7:00 P.M. (This will replace the July 15, 2009 Regular Board Meeting.)

**Committee memberships for 2008-09:****Committee of Special Education Full Committee**

Chairperson/Administrator – Lin Jackowski

Alternate Chairpersons - Andrew Huszar, Shannon Britten, Kathy Morck, Sarah Landers, Norm Griffin, Paul Jenkins, Paul Berry

Physician – Saratoga Care Family Health Centers

Psychologist – Andrew Huszar

Classroom Teacher of Child Being Reviewed

Parent of Child Being Reviewed

Special Education Teacher of Child Being Reviewed or as Assigned

Parent Representative – Mary Bramer, Maura Rydzewski Others as Deemed Appropriate

**Committee on Special Education – Subcommittee**

Chairperson – Lin Jackowski

Alternate Chairpersons – Andrew Huszar, Kathy Morck, Shannon Britten, Sara Landers

Classroom Teacher of Child Being Reviewed

Special Education Teacher of Child Being Reviewed

Parent of Child Being Reviewed

Others as Deemed Appropriate

**Committee on Preschool Special Education**

Chairperson – Lin Jackowski

Designee authorized to sign preschool STAC Forms – Lin Jackowski

Alternate Chairpersons – Andrew Huszar, Norman Griffin, Shannon Britten

County Rep. – As Appointed by the County – Leslie Monaco

Evaluator of Child as Appropriate

Preschool Teacher or Provider as Appropriate

Parent Representatives: Mary Bramer, Maura Rydzewski

## CONSENT AGENDA

Motion was made by Bradley Rooke, seconded by Terry Ostrander to approve the following:  
Resolved that the Board of Education of the Galway Central School District approve the **Consent Agenda** containing the Extra-Classroom Activity Account Treasurer's Report for June, 2008 and the Board of Education Minutes of June 18, 2008. (The District Treasurer's Report for June, 2008 will be submitted to the Board for approval at the August Board meeting.)

All voted aye to approve the motion. Yes Votes: 7 No Votes: 0 Motion passed.

## PERSONNEL

Motion was made by Terry Ostrander, seconded by Mark Pribis to approve the resolution below.  
All voted aye to approve the motion. Yes Votes: 7 No Votes: 0 Motion passed.

Resolved that the Board of Education of the Galway Central School District approve an unpaid one-year leave of absence for **Jennifer Payeur** from her **Music Teacher** position effective September 1, 2008 – June 30, 2009 in order to complete her teacher certification requirements.

Motion was made by Joan Slagle, seconded by Mark Pribis to approve the resolution below. All voted aye to approve the motion. Yes Votes: 7 No Votes: 0 Motion passed.

Resolved that the Board of Education of the Galway Central School District approve a paid/unpaid medical leave of absence for **Christine Adams** from her **Elementary School Teacher** position per the Family and Medical Leave Act of 1993 effective on or about October 18, 2008. This time can be up to twelve weeks and will run concurrently with her sick time. Be it also resolved that the Board of Education approve an unpaid leave of absence for her until December 2008 when the FMLA is terminated.

Motion was made by John Sutton, seconded by Terry Ostrander to approve the resolution below.  
All voted aye to approve the motion. Yes Votes: 7 No Votes: 0 Motion passed.

Resolved that the Board of Education of the Galway Central School District accept the resignation of **Roberta Waterman** from her **Teacher Aide** position effective June 30, 2008.

Motion was made by Janet Glenn, seconded by Bradley Rooke to approve the resolution below.  
All voted aye to approve the motion. Yes Votes: 7 No Votes: 0 Motion passed.

Resolved that the Board of Education of the Galway Central School District accept the resignation of **Karen Brice** from her **Teacher Aide** position effective June 12, 2008.

Motion was made by Terry Ostrander, seconded by Janet Glenn to approve the resolution below.  
All voted aye to approve the motion. Yes Votes: 7 No Votes: 0 Motion passed.

Resolved that the Board of Education of the Galway Central School District rescind the appointment of Katelyn Kondrat & Ashley Sheehan as **2008 Summer Student Workers** and appoint Karli Smith and Christian Beck instead at a rate of \$7.15/hour each effective June 30, 2008 – August 29, 2008.

Motion was made by Joan Slagle, seconded by Janet Glenn to approve the resolution below. All voted aye to approve the motion. Yes Votes: 7 No Votes: 0 Motion passed.

Resolved that the Board of Education of the Galway Central School District appoint **Lynn Prehn** as **JV Volleyball Coach** for the 2008-09 school year per the GTA contract.

## NEW BUSINESS

Motion was made by John Sutton, seconded by Mark Pribis to approve the resolution below. All voted aye to approve the motion. Yes Votes: 7 No Votes: 0 Motion passed.

Resolved that the Board of Education of the Galway Central School District approve **closing the following inactive student activity bank accounts - C&T, Ski Club and MS Drama Club** effective June 30, 2008 and to approve the transfers made. All have zero balances in their accounts.

Transferred	\$20.12	from C&T	to Sr. Band Account on 6/23/08
Transferred	\$214.58	from Ski Club	to Varsity Club on 6/23/08
Transferred	\$203.91	from MS Drama	to HS Drama on 6/23/08

Motion was made by Terry Ostrander, seconded by Bradley Rooke to approve the resolution below. All voted aye to approve the motion. Yes Votes: 7 No Votes: 0 Motion passed.

Resolved that the Board of Education of the Galway Central School District approve the following **Cooperative Bidding Resolution** with BOCES for various types of computers and technology commodities:

WHEREAS it is the plan of a number of Public School Districts, other BOCES organizations, and the Monroe 2-Orleans BOCES during the 2008-09 school year to bid jointly for the purchase of various types of computers and technology commodities; and

WHEREAS, the Galway Central School District is desirous of participating in the joint bidding of the commodities as authorized by General Municipal Law, Article 5-G; and

WHEREAS, this Board of Education has received and reviewed the Cooperative Bid Procedures governing its rights and responsibilities should it elect to participate in the joint bidding of the Commodities; and

BE IT RESOLVED, that the Board of Education hereby appoints the superintendent or designee to represent it in all matters related above and

BE IT FURTHER RESOLVED, that in accordance with Cooperative Bid Procedures the Board of Education agrees to award bid item purchases according to the recommendations of the BOCES if such award is in the best interest of the school district.

Motion was made by John Sutton seconded by Terry Ostrander to approve the resolution below. All voted aye to approve the motion. Yes Votes: 7 No Votes: 0 Motion passed.

Resolved that the Board of Education of the Galway Central School District approve a **Junior Class Trip to Salem, MA** on October 9, 2008 to see the play "Cry Innocent", to visit the House of Seven Gables, and to tour the harbor on the Schooner Fame ship.

Motion was made by Janet Glenn, seconded by Mark Pribis to approve the resolution below. All voted aye to approve the motion. Yes Votes: 7 No Votes: 0 Motion passed.

Resolved that the Board of Education of the Galway Central School District accept the following **scoreboard donations** in the amount of \$1,425 to be used toward the purchase of four scoreboards, one at the softball field, two at the soccer fields and one at the baseball field and to authorize the Treasurer to increase budget code A1620.200. (A total of \$28,340 has been collected so far.)

The Mancini Family	\$100	Galway Soccer Booster Club	\$500
John and Susan Boshart	\$100	Charles and Lorraine Sherman	\$200
John F. Baker	\$525		

Motion was made by John Sutton, seconded by Terry Ostrander to approve the resolution below. All voted aye to approve the motion except for Mark Pribis who voted no following a lengthy discussion where Mr. Pribis felt that leasing buses was not a cost savings to the district based on various studies and calculations he performed. Bradley Rooke abstained from voting.

Yes Votes: 5 No Votes: 1 Abstained: 1 Motion passed.

Resolved that the Board of Education of the Galway Central School District award a **bus lease bid** to Leonard Bus Sales Inc. for six school buses for a five year term at an annual cost of \$84,900 and to levy the necessary tax.

**NEW BUSINESS (continued)**

Motion was made by Mark Pribis, seconded by Janet Glenn to approve the resolution below. All voted aye to approve the motion. Yes Votes: 7 No Votes: 0 Motion passed.

Resolved that the Board of Education of the Galway Central School District approve **forming ad hoc committees** in areas of achievement, facilities, technology, communication and community involvement and finance for the 2008-09 school year as a result of the strategic planning committee. There will not be a staff development committee because staff development was considered an internal function.

**PUBLIC COMMENT**

Mr. Bednarek presented his annual Athletic Director's report and his Asst. Principal's report. Copies are available in his office for anyone interested in looking at it.

**ADJOURNMENT**

Motion was made by Terry Ostrander seconded by Joan Slagle to **adjourn** at 8:00 P.M. All voted aye to approve the motion. Yes Votes: 7 No Votes: 0 Motion passed.

Respectfully submitted,

Linda M. Casatelli  
District Clerk