

# Minutes

## Board of Education Meeting

December 16, 2009

7:00 P.M.

High School Library

<b>CALL TO ORDER</b>	President John Sutton called the meeting to order at 7:00 PM in the High School conference room.	
<b>ROLL CALL</b>	Was conducted by Board President Sutton. A quorum was present.	
<b>ATTENDEES:</b>	Board Members Present: Janet Glenn, Terry Ostrander, Mark Pribis, Cheryl Smith, John Sutton, Joan Slagle, Bradley Rooke Board Members Absent: None Mr. Michael J. Marcelle was welcomed as the newly hired Interim Superintendent of Schools replacing Mr. Moses, who retired at the end of November, 2009.	
<b>PLEDGE OF ALLEGIANCE</b>	was recited	
<b>Agenda Topics</b>		
<b>ADDITIONS TO THE AGENDA</b>	A substitute teacher appointment was added to the agenda along with the addition of dance and rec night chaperone appointments.	
<b>BOARD RECOGNITION PROGRAM</b>	Education Foundation checks were presented.	
<b>EDUCATIONAL PRESENTATION</b>	A report from Trent Clay, Dir. of Curriculum and Instruction and Lin Jackowski, Dir. of Pupil Services took place. Further information can be obtained by contacting Mr. Trent Clay or Ms. Jackowski at the school.	
<b>PUBLIC COMMENT ON AGENDA ITEMS</b>		

**SUPERINTENDENT'S REPORT**

Mr. Marcelle reported on possible reductions in state aid to school districts across the state. If these reductions take place, it will not affect the building aid or Excel aid for the facilities improvement project that was approved by voters on December 15, 2009.

A budget development calendar draft was reviewed by the Board along with a draft of board meeting Educational Presentations for the remainder of the 2009-10 school year. Plans for a Board retreat, with the assistance of the NYS School Boards Association, were discussed.

He also reported that the district received 52 responses to the Superintendent search on-line survey that is on the Galway School Web Site and encouraged everyone to please complete the survey if they haven't already done so.

**CONSENT AGENDA**

Motion made by: Cheryl Smith    Seconded by: Bradley Rooke

To approve the [consent agenda](#) which contains the November District Treasurer's Report, the November Student Activity Accounts Treasurer's Report, Minutes of the November 18, 2009 Board of Education Meeting and Minutes of the December 2, 2009 Board of Education Work Session.

All voted Aye to approve the motion.    Ayes:7    Noes: 0    Motion Carried

**REPORTS AND BOARD MEMBER COMMENTS & QUESTIONS**

The Technology Committee will be meeting in January.

**PERSONNEL**

Motion made by: Terry Ostrander    Seconded by: Janet Glenn

To approve the **non-instructional personnel items** below.

All voted Aye to approve the motion.    Ayes:7    Noes: 0    Motion Carried

- [Jennifer Griesemer](#) – accept resignation from her [Bus Monitor](#) position effective 12/1/09.
- [Jamie Hayes](#) – accept resignation from her [Teacher Aide](#) position effective 11/30/09.
- Appoint [Ambrea Brooks](#) as a [Teacher Aide](#) effective 12/17/09 at a rate of \$7.73/hour. She has fingerprint clearance and was previously a substitute teacher aide in the district.
- Appoint [Sally Crawford](#) as a [Substitute Cafeteria Worker](#) effective 12/1/09 at a rate of \$7.35/hour pending fingerprint clearance.
- Appoint [Tracy Seibert](#) as a [Substitute Cafeteria Worker](#) effective 12/1/09 at a rate of \$7.35/hour pending fingerprint clearance.

**PERSONNEL (Continued)**

Motion made by: Bradley Rooke                      Seconded by: Mark Pribis

To approve the **Instructional personnel items** below with the exception of the Ski Club Advisor appointment which was approved later in the meeting.

All voted Aye to approve the motion.      Ayes:7                      Noes: 0                      Motion Carried

- Appoint [Laura Trier](#) as a [Long-Term Substitute Elementary AIS Math Teacher](#) effective 12/3/09 – 6/11/09 at Step M1 of the salary schedule pro-rated replacing Katrina Barr who is on a LOA. She has fingerprint clearance.
- Appoint [Nancy Harris & Terri Atwell](#) as [Emergency Substitute Teachers](#) for October 23, 2009 only at an \$84/day rate for that date only. Per Mr. Bednarek, due to illness on this date, this was an emergency situation where aides were needed to replace teachers in the classroom.
- Appoint [Field Horne](#) as a [Substitute Gr. 9-12 Teacher](#) effective 12/17/09 per the SASIE agreement. He has fingerprint clearance.
- [Jeremy Ryan](#) as a [Substitute Gr. 6-12 Teacher](#) effective 12/17/09 per the SASIE agreement. He has fingerprint clearance.
- Appoint [Scot Prehn](#) as a [Substitute Gr. 6-12 Teacher](#) effective 12/17/09 per the SASIE agreement on an emergency conditional basis pending fingerprint clearance.
- [Sean Fortune](#) as a [Substitute Gr. 5-12 Music & Art Teacher](#) effective 12/17/09 per the SASIE agreement on an emergency conditional basis pending fingerprint clearance.
- [Sheena Caddell](#) as a [Substitute Gr. 1-6 Teacher](#) effective 12/17/09 per the SASIE agreement. She has fingerprint clearance.
- Appoint [Brian Bishop](#) to the unpaid position of [Varsity Club Advisor](#) for the 2009-10 school year.
- Appoint [Dave Fredette](#) as [Substitute chaperone, timer, shot clock and ticket sales](#) for all sports at the same rate of pay as the person being replaced for 2009-10.
- Appoint [Stuart Wilday](#) as [Substitute chaperone, timer, shot clock and ticket sales](#) for all sports at the same rate of pay as the person being replaced. For 2009-10
- Appoint the following [Rec Night & Dance Chaperones](#) for 2009-10 at a stipend of \$85 per event:
 

<a href="#">Barbara Dean</a>	<a href="#">Cathy Malakaukas</a>	<a href="#">Katherine McCleneghen</a>
<a href="#">Denise Kalinkewicz</a>	<a href="#">Karen Decker</a>	<a href="#">Carrie Herron</a>
<a href="#">Nick Morocco</a>	<a href="#">Susan Slater</a>	<a href="#">Lynn Wasserman</a>
<a href="#">David Nettleton</a>	<a href="#">Jim Reynolds</a>	<a href="#">Charmaine Hutcheson</a>
<a href="#">Elaine Vandenburg</a>		

**PERSONNEL (Continued)**

- Appoint [Spring Coaches](#) at the level & stipend shown below for 2009-10.

**Baseball**

Varsity	Toby Youngblood	C3	\$5,200	
JV	Neal Evans	C3	\$4,200	Pending fingerprint clearance
Modified	Nicholas Morocco	A2	\$1,500	
Modified Asst.	Kyle Laux	-	Unpaid	Pending fingerprint clearance

**Softball**

Varsity	Paula Canell	B5	\$4,200
Varsity Asst.	Jim Smith	-	Unpaid
JV	Stuart Wilday	D	\$5,200
JV Assistant	Pamela Wilday	-	Unpaid
Modified	Jennifer Mazzone	A3	\$1,500

**Track**

Varsity (Boys)	Geoff Maliszewski	D	\$6,200
Varsity Asst. (Boys)	Dennis Schaperjahn	-	Unpaid Pending fingerprint clearance
Varsity Girls	Jason Louder	B1	\$4,200
Modified (co-ed)	Judy Horigan	B2	\$2,500
Modified (co-ed)	Ruthann Daino	B2	\$2,500

- Following a discussion involving whether the Ski Club position was eliminated from the school budget and whether the position was to be a paid or unpaid position, [Gary Carlsen](#) was appointed [Ski Club Advisor](#) for the 2009-10 school year at a stipend of \$512 per the GTA contract pending fingerprint clearance. Motion was made by: Terry Ostrander    Seconded by: Bradley Rooke  
All voted Aye to approve the motion.    Ayes:7    Noes: 0    Motion Carried

**OLD BUSINESS**

**NEW BUSINESS**

- A 1<sup>st</sup> reading of the [Energy Management Conservation Policy](#) took place.
- A review of the [District's Investment Policy & Regulation #6240 and #6240R](#) took place with no changes made.
- Motion made by: Janet Glenn    Seconded by: Terry Ostrander  
To accept the following [Surplus equipment bids](#). Bids were publicly opened and read on December 4, 2009.

All voted Aye to approve the motion.    Ayes:7    Noes: 0    Motion Carried

Bingo board & controller	\$30	Debbie VanVranken
Refrigerated salad bar	\$25	Art Armstrong
1995 Chevy station wagon	\$25	Carol Hansen
Wet/dry shop vacuum	\$10	Jeff Stangle
Hako buffer	\$10	Jeff Stangle
Clark floor buffer	\$10	Jeff Stangle
Host carpet cleaner	\$75	Frank Mihalek
Hako Minuteman vacuum	\$125	Frank Mihalek
Clark shampoo machine	\$ 75	Frank Mihalek
Windsor carpet extractor	\$300	Frank Mihalek
Drill press	\$ 30	Gary Jones
Jointer	\$156	John Sparks

**NEW BUSINESS (Continued)**

No Bids Received: 70 Elementary student desks and chairs  
 Fluorescent light fixtures  
 30 VCR shelves for hanging TV stands  
 Fast Trax wax applicator  
 Hako minuteman buffer  
 Radial arm saw  
 Organ

- Motion made by: Mark Pribis                      Seconded by: Terry Ostrander  
 To accept the following [donations](#) and authorize the Treasurer to increase Account Code A6120.200. (Total donations received to date toward the LED Display sign is \$14,100)

All voted Aye to approve the motion. Ayes:7                      Noes: 0                      Motion Carried

Donations toward LED Display Sign:

E-Way Village Eagles Media Center	\$50
E-Way Village - Poppin Kernels	\$50
Jr. National Honor Society	\$50
High School Student Senate	\$100
Galway PTSA	\$10,000
Sutch Electric	\$500
Class of 2008	\$2,000

Donation in Memory of Ernest Sutton to be put toward Stage Renovations:

Nancy Kreutzer	\$25
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- Motion made by: Mark Pribis                      Seconded by: Cheryl Smith  
 To establish the date of Wednesday, January 27, 2010 at 6:30 PM (revised from 7:00 PM) for a [Special Meeting of the Board of Education](#) for the purpose of reviewing applications for the Superintendent of Schools vacancy in the District. It is anticipated that the Board will move directly into executive session for this purpose and adjourn immediately afterward.

All voted Aye to approve the motion. Ayes:7                      Noes: 0                      Motion Carried

- Motion made by: Bradley Rooke                      Seconded by: Cheryl Smith  
 To accept [December 15, 2009 election results](#).

All voted Aye to approve the motion. Ayes:7                      Noes: 0                      Motion Carried

**Proposition #1:** Shall the Board of Education be authorized to reconstruct various District buildings, including site work thereat, and acquire original furnishings, equipment, machinery or apparatus at a maximum cost of \$5,700,000 and to raise the cost of the Project (including the interest due on any District obligations), taking into account state aid and EXCEL grants received, by a tax levy to be collected in annual installments, with District obligations to be issued in anticipation thereof?

<u>PROPOSITION #1</u>	<u>YES</u>	<u>NO</u>	<u>TOTAL</u>
Regular Votes	381	234	615
Absentee Ballot Votes	10	8	18
Paper Ballot Votes	0	0	0
<b>TOTAL VOTES</b>	<b>391</b>	<b>242</b>	<b>633</b>

**PASSED by 149 votes**

**NEW BUSINESS (Continued)**

**Proposition #2:** IF PROPOSITION #1 IS APPROVED BY THE VOTERS, shall the Board of Education be authorized to renovate the high school gymnasium and acquire original furnishings, equipment, machinery or apparatus at a maximum cost of \$1,600,000 and to raise the cost of the Project (including the interest due on any District obligations), taking into account state aid and EXCEL grants received, by a tax levy to be collected in annual installments, with District obligations to be issued in anticipation thereof?

<u>PROPOSITION #2</u>	<u>YES</u>	<u>NO</u>	<u>TOTAL</u>	
Regular Votes	274	319	593	
Absentee Ballot Votes	6	12	18	
Paper Ballot Votes	0	0	0	
<b>TOTAL VOTES</b>	<b>280</b>	<b>331</b>	<b>611</b>	<b><u>DEFEATED by 51 votes</u></b>

TOTAL ALL VOTES INCLUDING ABSENTEE BALLOTS - 646

**PUBLIC COMMENT**

**EXECUTIVE SESSION**

Motion made by: Bradley Rooke Seconded by: Cheryl Smith  
 To move into [executive session](#) at 9:04 PM for CSE/CPSE recommendations and for two specific personnel matters.  
 All voted Aye to approve the motion. Ayes:7 Noes: 0 Motion Carried

(Board Member, Terry Ostrander, left the meeting at this time and was unable to return.)

Motion made by: Janet Glenn Seconded by: Joan Slagle  
 To arrange placement of the following students as recommended by the [CSE/CPSE](#): 4312, 24590898, 6005, 4619, 4605, 4618, 2324, 3514, 4311, 32510104, 472605, 3276, 4284, 32510104  
 All voted Aye to approve the motion. Ayes:6 Noes: 0 Motion Carried

**REGULAR SESSION**

Motion made by: Bradley Rooke Seconded by: Mark Pribis  
 To return to [regular session](#) at 10:08 PM.  
 All voted Aye to approve the motion. Ayes:6 Noes: 0 Motion Carried

**ADJOURN**

Motion made by: Janet Glenn Seconded by: Joan Slagle  
 To [adjourn](#) at 10:09 PM.  
 All voted Aye to approve the motion. Ayes:6 Noes: 0 Motion Carried

**Respectfully submitted,**

*Linda M. Casatelli*

**Linda M. Casatelli  
 District Clerk**

*The following minutes were approved by the Board of Education as part of the Consent Agenda at the December 16, 2009 Board of Education Meeting*

**Galway Central School District Board of Education**  
**Workshop Meeting Minutes**  
*12-02-2009*

*Present:* Terry Ostrander, Cheryl Smith, John Sutton, Joan Slagle, Janet Glenn, Mike Marcelle, Mark Pribis

*Next meeting:* 12/16/2009, 7:00pm, Galway High School Library

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The following topics were discussed.

**I. Superintendent Search**

- Mr. Marcelle announced that there are 7 applicants to date and things were going to plan.
- Board members were asked to fill out the online survey (characteristics of a superintendent) by the end of December and all results of the survey will be compiled and shared in January.
- Discussions were had on the representation on the application review committee. The board felt that all groups were adequately represented. There will be further opportunities for people to participate in the process during the interview phase.
- The board asked for the District Treasurer's job description to use as the board investigates the superintendent and treasurer's future roles as new personnel are hired.

**II. Building Project**

- The architect sent displays to use as presentation tools for the project. In the displays the elementary school office is *incorrectly* shown as being moved. Moving the elementary school office or changing the library is not in the plans for the renovation.
- On December 9<sup>th</sup> at 7 p.m. in the auditorium there will be a public forum. It was decided that Mr. Bednarek would be asked to present the project to the public due to his involvement and experience with the project. Mr. Marcelle and Mr. Pribis will be at the HS Winter Concert to answer any questions on the project as people enter the auditorium. Mrs. Smith will attend Pizza w/ Santa to answer questions. Discussions were had on obtaining a BOE banner to hang from tables at such events in the future.
- Mr. Marcelle passed out a flyer that will be mailed 12/3/09 to district households which explains the project.
- Discussions on the Footprint article on the project took place as well as discussions on concerns of having two versus three propositions on the ballot.

**III. Policy**

- It is believed that the Board has one more policy, which we are required to review annually, to review. This will be added to the agenda for the December Board meeting.
- Mr. Marcelle presented a policy for information to the Board regarding Energy Education. The policy will be proposed to the Board to adopt to endorse Energy Education and work with them to reduce energy costs. Galway will enter into a consortium agreement with several other local schools through BOCES to work with Energy Education and monitor energy consumption.
- Sex Offender Policy – Mr. Ostrander will send a copy of the proposed policy to Mr. Marcelle.

- Budget Transfer Policies – Mr. Pribis will meet with Mr. Marcelle and Mrs. Borucki (District Treasurer) to develop a proposal for the board to review
- Mr. Griffin and Mr. Marcelle are currently working together to develop a policy which regulates the advertisements and non-school papers that can be sent home with students.

#### **IV. Goals**

- The CAT and Curriculum committees are planning on meeting 12/3/09. Mr. Clay will report on the Curriculum/CAT team meeting at the next board meeting and efforts undergoing to consolidate their work.
- The CAT team will have a representative refresh the BOE at the December meeting of the Characteristics of a Galway Graduate for possible action.
- Mrs. Herron stated that the MS Math teachers were willing and planning on presenting at the January Board of Education Meeting.

#### **V. Technology Matrix**

- The matrix was presented to the high school on 11/30 and will be presented to the middle school and elementary school in December. Mr. Clay is introducing the matrix to the faculty.
- Mr. Marcelle and Mr. Clay suggested dedicating monies in the budget to summer curriculum work to further the Technology Matrix and move it towards full implementation over time.
- A discussion was had with all present on the matrix and what the plan was for items on the matrix that were not already being covered by teachers. Response was given that no plan was set, but feedback would be solicited from teachers and administrators on what items were already being covered, what items required more ‘tools’ to accomplish, any foreseen problems, etc.
- The Technology Ad Hoc Committee will be working on an acceptable use policy.

#### **VI. Telephone Switches**

- Mr. Marcelle reported that switches are desperately needed to maintain our system and BOCES vendors have been contacted for quotes. The switches will be installed as soon as possible when quotes are obtained.

#### **VII. Telephone System**

- Mr. Marcelle recommended we have an independent expert come and investigate the current phone system and make recommendations.
- Mr. Marcelle will have Carousel come in to explain the problems with our current phone system and discuss potential fixes.
- The teachers present expressed an interest in looking into fixing the telephone system rather than buying new.

#### **VIII. Superintendent Evaluation**

- Janet Glenn and Mr. Marcelle each passed out evaluation tools for review.
- Mr. Marcelle gave the board a copy of his entry plan he presented previously and suggested the board do a trial run evaluation on him to investigate the evaluation process.

#### **IX. Weekly Bulletin**

- Mr. Marcelle gave a weekly bulletin outline as a preview to what he plans to send the Board on a weekly basis. The Board will receive a weekly bulletin via email with updates at the end of most weeks.

#### **X. 2010-2011 Budget**

- A Budget Calendar was proposed. The calendar has portions of the budget discussed at several meetings as the budget is developed. All meetings will be open to the public.

**XI. Board Retreat**

- The following topics were suggested to be included in a board retreat
  - Open meetings law – in particular the use of email
  - Decision Making
  - Gathering information and how information is gathered
  - Goal Setting and Assessment of those Goals
  - Proper division of the BOE and Superintendent Labors
- NYSSBA will be contacted to lead the process. Dates will be determined based on Board and NYSSBA availability.

**XII. Other**

- The board asked the administration to look into drinking and/or driving programs with shown effectiveness for middle school and high school students.

Respectfully submitted by,  
Mark Pribis