

GALWAY SCHOOL BOARD OF EDUCATION

**Reorganizational Meeting/Regular Meeting**

**Thursday, July 7, 2011**

**7:00 P.M.**

**MINUTES**

**1. CALL TO ORDER**

The meeting was called to order by Superintendent LaBelle at 7:00 P.M. in the High School Cafeteria.

Board Members Present - Dennis Schaperjahn, John Sutton, Janet Glenn, Joan Slagle, Cheryl Smith

Board Members Absent - Nancy Lisicki (attempts to have her attend the Board meeting from Cape Cod via Skype were unsuccessful)

**2. PLEDGE OF ALLEGIANCE**

Was recited

**3. ADDITIONS TO THE AGENDA**

Two additional transportation requests were added

**4. PUBLIC COMMENT ON AGENDA ITEMS - None**

**5. NEW BUSINESS**

There is a vacancy on the Board of Education. The Board has the following options in filling Bradley Rooke's seat on the Board of Education whose term of office was to expire June 30, 2014.

1. They board can appoint someone to complete the term and vote on it in May.
2. Can leave the seat vacant until May.
3. Can hold another election.
4. Can select the next highest person with the most votes from the last election.

They chose #4. Thomas Rumsey will be contacted to see if he is still interested.

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

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

**7. BOARD PRESIDENT ELECTION**

Motion was made by Janet Glenn, seconded by Joan Slagle to appoint Cheryl Smith as Board President for the 2011-12 school year.

Janet Glenn, Joan Slagle, Cheryl Smith and John Sutton voted yes

Dennis Schaperjahn Abstained

4 YES      1 ABSTAINED      0 NO      Motion Passed

**The above was revised by the District Clerk to reflect John Sutton voting YES instead of NO. This revision was approved at the July 21, 2011 meeting.**

**8. BOARD VICE-PRESIDENT ELECTION**

**Cheryl Smith was elected Board President** and conducted the remainder of the meeting.

Motion was made by John Sutton seconded by Joan Slagle to appoint Joan Slagle as Vice President of the Board of Education for the 2011-12 school year.

John Sutton and Joan Slagle voted yes

Dennis Schaperjahn Abstained

Janet Glenn and Cheryl Smith voted no

2 YES          1 ABSTAINED          2 NO                  Motion Did Not Pass

Motion was made by Cheryl Smith seconded by Joan Slagle to appoint Janet Glenn as Vice President of the Board of Education for the 2011-12 school year.

John Sutton, Cheryl Smith, Janet Glenn and Joan Slagle voted yes

Dennis Schaperjahn Abstained

4 YES          1 ABSTAINED                  Motion Passed

**Janet Glenn was elected Board Vice President**

**9. APPOINTMENTS**

Motion: John Sutton    Second: Janet Glenn    Ayes: 5    Noes: 0    Motion Carried

Attendance Officers	Susan Miner, Cindy Colby	
Deputy Tax Collector	Ballston Spa National Bank	
Purchasing Agent	Tammy Andrews	
Records Access Officer	Linda Casatelli	
Records Management Officer	Linda Casatelli	
Title IX Section 504 Compliance Officer	Linda Jackowski	
Title IX Section 504 Alternate Compliance Officer	Norman Griffin	
District Treasurer	Tammy Andrews	
Deputy Treasurer	Barbara Sleight	
School Attorney	Whiteman Osterman & Hanna LLP	
External Auditor	West & Co.	
Internal Auditor	A-200 Municipal Services	
Data System Administrator	Paul Berry	
Chief Information Officer	Paul Berry	
Student Activity Accts. Deputy Treasurer	Linda Casatelli	
Student Activity Accts. Treasurer	Barbara Agresta	\$1,200
Claims Auditor	Barbara Pawlowski	\$21.00/hour
District Clerk	Linda Casatelli	\$2,082
Tax Collector	Tracy Killeen	\$3,722
Water Operator & Responsible Charge	Joseph Whalen	\$50/hour
School Physician	Saratoga Care Family Health Centers	\$11,000 annual fee
Fixed Assets Manager	Betty Neahr	\$2,000
Medicaid Billing Clerk	Barbara Agresta	\$3,000
Amy Kondrat	Substitute Caller- Jr./Sr. High School	\$1,357
Janet VanRijsewijk	Substitute Caller – Elementary School	\$1,357
Barbara Sleight	Chief Inspector/Co-Chairperson Elections	\$7.25/hr. (or min. wage)
Ruth Gerardi	Chief Inspector/Co-Chairperson Elections	\$7.25/hr. (or min. wage)
Shirley Cornell	Board of Registration-School Elections	\$7.25/hr. (or min. wage)
Doris Tretiak	Board of Registration-School Elections	\$7.25/hr. (or min. wage)
Barbara Sleight	Board of Registration-School Elections	\$7.25/hr. (or min. wage)
Ruth Gerardi	Board of Registration-School Elections	\$7.25/hr. (or min. wage)

Motion: Janet Glenn    Second: Joan Slagle    John Sutton Abstained  
 Ayes: 4    Abstained: 1    Noes: 0    Motion Carried  
 Beth Ruman    Custodian of Voting Machines    \$150

**10. DESIGNATION OF THE FOLLOWING:**

Motion: John Sutton    Second: Janet Glenn    Ayes: 5    Noes: 0    Motion Carried

- School Insurance Agent - Bruce Rowledge
- Official Newspaper - Daily Gazette
- Official Bank Depository-Ballston Spa Nat'l. Bank, Chase Manhattan Bank, NBT Bank, CLASS
- Board Work Sessions to be held on the 2<sup>nd</sup> Thursday of each Month at 6:30 PM.

Official Board meetings to be held on the 4<sup>th</sup> Thursday of each month at 6:30 PM with the following exceptions:

November Meeting	November 17th instead of the 24th
December meeting	December 15th instead of the 22nd
February meeting	February 16th instead of the 23rd
May Meeting	May 15th instead of May 24th
Reorganizational/Regular Meeting	Tabled to 7/21/11 meeting

The Board of Education Work Session and Official Meeting Schedule for next year was reviewed.

• **Committee memberships for 2011-12:**

Committee of Special Education Full Committee

Chairperson/Administrator – Lin Jackowski  
 Alternate Chairperson - Andrew Huszar  
 Psychologist – Andrew Huszar  
 Physician – Saratoga Care Family Health Centers  
 Classroom Teacher of Child Being Reviewed  
 Special Education Teacher of Child Being Reviewed or as Assigned  
 Parent Representative – Mary Bramer, Maura Rydzewski  
 Parent of Child Being Reviewed  
 Others as Deemed Appropriate

Committee on Special Education – Subcommittee

Chairperson – Lin Jackowski  
 Alternate Chairpersons – Andrew Huszar, Shannon Britten  
 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 Chairperson – Andrew Huszar  
 County Representative – As Appointed by the County – Leslie Monaco  
 Evaluator of Child as Appropriate  
 Preschool Teacher or Provider as Appropriate  
 Parent Representatives - Mary Bramer, Maura Rydzewski

**11. AUTHORIZE SUPERINTENDENT OF SCHOOLS TO:**

Motion: Janet Glenn Second: Cheryl Smith Ayes: 5 Noes: 0 Motion Carried

- certify payrolls
- approve attendance at conferences, conventions, workshops etc. for all employees
- apply for special state and federal funds
- approve budget transfers up to \$15,000
- 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.*

**12. OTHER ITEMS**

Motion: John Sutton Second: Janet Glenn Ayes: 5 Noes: 0 Motion Carried

- Establish mileage and meal reimbursement – the most current IRS rate
- Establish the following petty cash funds:
  - \$100 for the school lunch program
  - \$100 for the transportation department
  - \$ 50 for the Business Office
- Purchase the following Bonds:
  - \$1,000,000 bond for the Tax Collector and the District Treasurer
  - \$ 500,000 bond for the Deputy District Treasurer
  - \$ 50,000 bond for the Student Activities Accounts Treasurer
- Establish the following hourly pay rates:
 

Substitute Teacher Aide	\$ 8.50
Substitute Cafeteria	\$ 8.86
Substitute Monitor	\$ 8.50
Substitute Bus Driver	\$16.01
Substitute School Secretary	\$14.00
Substitute Secretary to CSO	\$18.00
Substitute Custodian/Cleaner	\$11.11
Substitute Automotive Repairer	\$14.00
Substitute Nurse	\$14.00
Instructional Tutors	\$22.00
Substitute Teacher	Per the agreement with School Alliance of Substitutes in Education Local 4805
- Establish custodial and vehicle driver rates for school-related and non-school related user groups:
 

Non-School Groups:	Custodian Rate	\$25/hour (2 hour minimum)
	Driver Rate	\$20/hour
- Establish mileage rate for bus user groups \$1.15/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.
- Establish 2011-12 food prices as follows:

	<u>Breakfast</u>	<u>Lunch</u>
Elementary	\$1.25	\$2.00
Jr./Sr. High School	\$1.50	\$2.15
Adults	\$2.10 (Includes Tax)	\$3.75 (Includes Tax)

	<u>Milk</u>	<u>Ice Cream</u>
Students	\$.50	\$.80
Adults	\$.60	\$.80

**13. SUPERINTENDENT'S REPORT**

Stakeholder Council was discussed.

**14. PERSONNEL**

Motion: John Sutton Second: Janet Glenn Ayes: 5 Noes: 0 Motion Carried  
Accept the resignation of Patricia Swierzowski from her Bus Driver position effective June 30, 2011 for retirement purposes.

Appoint Gordie Bezio as Snow Removal Supervisor for the 2011-12 school year at a \$1.00/hour increase to his regular hourly rate of pay.

Appoint Terry Maloney as Head Cook for the 2011-12 school year at a \$1.00/hour increase to her regular hourly rate of pay.

**15. OLD BUSINESS**

Two requests for transportation were received. Following a lengthy discussion one was denied and the other tabled.

Motion: John Sutton Second: Janet Glenn Ayes: 5 Noes: 0 Motion Carried  
Request by a parent to bring all the students to Galway School first prior to any home drop offs. The reason is so the child can catch the elementary bus. Therefore, the parent does not have to pick up.

Motion was denied because the driver can drop off some of the students on the bus before getting to the elementary school. Otherwise, the bus would have to backtrack. The parent needs to come to the school to pick up.

The following was tabled to the July 21, 2011 Board Meeting:

A parent request was submitted and approved for Saratoga Catholic. The last week of school, the parent has decided to enroll their child at the Waldorf School. The parent is requesting transportation to Waldorf.

The change came in late after the parent received the notice, and is over the 15 mile requirement (only by .33). Routing has been developed based upon the action at the Board meeting and the district needs to adhere to deadlines; otherwise the routes will always be in a state of fluctuation.

**16. PUBLIC COMMENT**

Amy Zawisa, spoke at length regarding possibly saving the Jr. Varsity Sports Teams from being cut this year and asked for the Board's Support in her efforts and the efforts of volunteers to try to save the JV teams. It was agreed that Mrs. LaBelle would supply cost information that was developed during the budget process.

It was mentioned that new employees come to a Board meeting when they are being appointed so people could meet them.

The web site is not always current which will be looked into further. A Board agenda for the July 7, 2011 meeting could not be found on the website by a community member. The Clerk commented that it was placed on the site and will look into why it did not appear.

One person did not get the District Newsletter and another received two. This will be looked into with the postal service.

Discussion took place to have a Board Retreat locally instead of Longfellows in order to save money.

**17. EXECUTIVE SESSION**

Motion: John Sutton      Second: Janet Glenn      Ayes: 5      Noes: 0      Motion Carried  
To move into executive session at 8:35 PM for a specific personnel matter.

**18. REGULAR SESSION**

Motion: Joan Slagle      Second: Janet Glenn      Ayes: 5      Noes: 0      Motion Carried  
To return to regular session at 10:27 PM.

**19. ADJOURNMENT**

Motion: Janet Glenn      Second: John Sutton      Ayes: 5      Noes: 0      Motion Carried  
To adjourn at 10:27 PM.

Respectfully submitted,

Linda M. Casatelli  
District Clerk