

Galway Central School District
Board of Education Meeting
MINUTES

Thursday, September 27, 2012
6:30 PM – Jr./Sr. High School Library

Draft until approved by the Board of Education at their next meeting.

The Audit Committee consisting of the entire Board of Education met with the District's External Auditor, Mike Rossi from West and Company, at 5:30 PM in the High School Library for the purpose of reviewing the District Auditor's report of the 2011-12 school year.

CALL TO ORDER / PLEDGE OF ALLEGIANCE

The meeting was called to order at 6:40 PM. in the Jr./Sr. High School Library.

The Pledge of Allegiance was recited.

Board members present: Cheryl Smith, President; Thomas Rumsey, Vice-President; Janet Glenn, Nancy Lisicki, Dennis Schaperjahn, Joan Slagle,

Board members absent: John Sutton

Others Present: William F. Scott, Superintendent of Schools; Linda Jackowski, Director of Pupil Services; Brita Donovan, Associate Principal Gr. 7-12; Michelle McDougall, Elementary School Principal; Community Members, Students, Dorene Seelow-Podolec, Management-Confidential Employee, Barbara Sleight, Management-Confidential Employee

PUBLIC COMMENT ON AGENDA

None

SUPERINTENDENT'S REPORT

Fire Inspections were conducted on August 29, 2012 for the 2012-13 school year. There were a few minor non-conformances that have already been corrected in the Galway K-12 Facility and the Grounds Maintenance Building. The Bus Garage, HS Storage Unit, the Storage Unit by the track, and the Conex Box at the Bus Garage did not receive any non-conformances. Fire inspection reports have been completed and mailed to the NYSED.

Jim Dexter, WSWHE BOCES District Superintendent, will be attending the October 11, 2012 Board Work Session to begin the process of hiring a new Superintendent of Schools replacing Kimberly LaBelle. (William Scott is currently the Interim Superintendent of Schools).

Mr. Scott reported that many of the concerns regarding contaminated soil and other issues at the old bus garage site have already been addressed per information obtained from Cynthia Holmes, BOCES Safety Specialist. Cynthia worked for the district in the 1990's when the new bus garage was being built and was present in 1998 when the fuel storage tanks were removed. She informed the district that the DEC was present when the tanks were removed and there were no issues at that time.

The October 25, 2012 Board of Education meeting is being rescheduled to October 18, 2012 due to other commitments on the 25th.

APPROVAL OF CONSENT AGENDA

Motion was made by Janet Glenn, seconded by Thomas Rumsey to approve the consent agenda below.

All voted aye to approve the motion. Motion Carried 6-yes 0-no

CONSENT AGENDA

FINANCIAL REPORTS

Accept the August, 2012 Student Activity Accounts Treasurer's Report.

The July and August, 2012 District Treasurer's Report will be available at a future date.

Accept Budget Transfers (if applicable).

MINUTES

Accept August 23, 2012 Board Meeting Minutes.

PERSONNEL

Teachers and Substitute Teachers

Appoint Briana Nelder as a Substitute .67 English Teacher effective September 1, 2012 per the SASIE agreement. She has fingerprint clearance.

Appoint Rachel Montalbano as a Special Education Teacher for a two year probationary period effective September 1, 2012 – June 30, 2014. She will be placed on Step M1 of the GTA salary schedule - \$44,177/year (+6 additional credit hours at \$80 each because her master's degree is 36 hours instead of 30 hours for a total salary of \$44,657) in the tenure area of Special Education. She has professional certification in Students with Disabilities (Birth-Grade 12) and has fingerprint clearance.

Revise the appointment of Charles Diamond, Math Teacher, from a three year probationary period in the tenure area of Math to a one year appointment effective September 1, 2012 – June 30, 2012. Charles is filling a one year leave of absence vacancy.

Appoint Lynn Prehn as a mentor to Charles Diamond, Math Teacher, during the 2012-13 school year per the GTA Contract.

Appoint Gary Barrow as a mentor to Mellenie Booth, Music Teacher, during the 2012-13 school year per the GTA Contract.

Appoint Janis Palsgraf as a mentor to Rachel Montalbano, Special Education Teacher, during the 2012-13 school year per the GTA Contract.

Appoint Jim Reynolds as a mentor to Sara Korona, Reading Teacher (2nd year – half time), during the 2012-13 school year per the GTA Contract.

Appoint Charles Diamond to teach a Statistics course through the Distance Learning Program during the 2012-13 school year at a stipend of \$1,200/year per article 34.9 of the GTA contract.

Appoint Diane Sartin to teach a Spanish III course through the Distance Learning Program during the 2012-13 school year at a stipend of \$1,200/year per article 34.9 of the GTA contract.

Appoint Mark Swain to teach a Business Management/Sports Management course through the Distance Learning Program during the 2012-13 school year at a stipend of \$1,200/year per article 34.9 of the GTA contract.

CONSENT AGENDA (Continued)

Sports Appointments

Appoint Stuart Wilday as an unpaid Volunteer Asst. Girls Soccer Coach for the 2012-13 school year.

Appoint Robert Hartman as an unpaid Volunteer Asst. Boys Soccer Coach for the 2012-13 school

Teacher Aide Resignations

Accept the resignation of Betty Neahr from her Teacher Aide position effective August 30, 2012 for retirement purposes with thanks and appreciation for her many years of service to the district.

Accept the resignation of Maria Rescelo Pecor from her Teacher Aide position effective August 26, 2012.

Accept the resignation of Heather Minette from her Teacher Aide position effective August 27, 2012.

Accept the resignation of Marjorie Mickan from her Teacher Aide position effective August 27, 2012.

Accept the resignation of Mandy Bessette from her Teacher Aide position effective August 27, 2012.

Accept the resignation of Mary Bezio from her Teacher Aide position effective September 1, 2012. She will remain a Substitute Teacher Aide and a Bus monitor.

Accept the resignation of Taiya Armer from her Teacher Aide position effective August 27, 2012.

Teacher Aide Appointments

Appoint Karli Smith as a Teacher Aide effective September 4, 2012 at rate of \$8.67 per hour. She has fingerprint clearance.

Appoint Barbara Frasier as a Teacher Aide effective September 4, 2012 at rate of \$8.67 per hour. She has fingerprint clearance.

Appoint Lianne Koppenhafer as a Teacher Aide effective September 4, 2012 at rate of \$8.67 per hour. She has fingerprint clearance.

Appoint Jessica Pelcher as a Teacher Aide effective September 4, 2012 at rate of \$8.67 per hour. She has fingerprint clearance.

Appoint Lisa Zarrelli as a Teacher Aide effective September 6, 2012 at rate of \$8.67 per hour. She has fingerprint clearance.

Appoint Deborah Hanna as a 2 hour per day Teacher Aide effective September 4, 2012 at a rate of \$8.67/hour. She has fingerprint clearance.

Appoint Lisa Denison as a Teacher Aide effective September 6, 2012 at a rate of \$8.67/hour. She has fingerprint clearance.

Appoint Katherine Keller as a Teacher Aide effective September 17, 2012 at a rate of \$8.67/hour. She has fingerprint clearance.

Rescind the appointment of Emily Howard as a Substitute Teacher Aide effective September 1, 2012 and appoint her as a Teacher Aide instead effective September 4, 2012 at a rate of \$8.67/hour. She has fingerprint clearance.

CONSENT AGENDA (Continued)

Bus Drivers

Appoint Lisa DeRonda as a Bus Driver effective September 4, 2012 at a rate of \$16.01 per hour. She has fingerprint clearance.

Bus Monitors

Terminate the employment of Carol Ward from her Bus Monitor position effective September 1, 2012

Appoint Barbara Visco as a Bus Monitor effective September 4, 2012 at a rate of \$8.67/hour.

Appoint Cathy Malakauskas as a Bus Monitor effective September 4, 2012 at a rate of \$8.67/hour.

Other

Approve a paid/unpaid medical leave of absence for Beverly Staulters from her Assistant Food Service Helper position and Bus Monitor position per the Family and Medical Leave Act of 1993 effective September 17, 2012 for up to 12 weeks. This medical leave will run concurrent with her sick time

Appoint Allison Shinn as a Substitute Cafeteria Worker effective September 24, 2012 at a rate of \$8.86/hour. She has fingerprint clearance.

Accept the resignation of Camilla Colangelo from her Food Service Helper and part-time Typist position effective September 21, 2012 in order to accept a School Secretary 10 months + 20 days position.

Approve the provisional appointment of Camilla Colangelo to the position of School Secretary-10 months + 20 days effective September 24, 2012 at a rate of \$13.00/hour pending successful completion of civil service exam requirements for this position. She has fingerprint clearance.

See NEW BUSINESS for co-curricular appointments.

BOARD MEMBER COMMENTS

Joan Slagle congratulated Jim Reynolds, Science Teacher, for his STEM work with NASA. Mrs. Slagle was one of his teachers when he was a Galway student.

Nancy Lisicki requested some sort of feedback on why Galway School student enrollments are declining.

Cheryl Smith talked about getting a list of upcoming events sent to the Board so they know what events are taking place at school should they want to attend any of them. Dennis Schaperjahn stated that this information is available in the district calendar that everyone has and it is also on the district website.

NEW BUSINESS

Motion was made by Thomas Rumsey, seconded by Nancy Lisicki to approve 2012-13 Co-curricular appointments consistent with the GTA contract pay schedule. (See attached)

All voted aye to approve the motion. Motion Carried 6-yes 0-no

Motion was made by Janet Glenn, seconded by Nancy Lisicki to approve the resolution below.

Resolved that the Board of Education of the Galway Central School District accept the District's External Auditor's Report in draft form and with changes to be made for 2011-12 school year records indicating compliance with State of New York procedures and regulations and that the audit report be filed with the Office of the Comptroller of NYS as required by law and that the Superintendent inform the general public and have a copy available for a period of 30 days in the Superintendent's Office daily during working hours.

All voted aye to approve the motion. Motion Carried 6-yes 0-no

Motion was made by Joan Slagle, seconded by Dennis Schaperjahn to approve a field trip for the Jr. Class to Salem, MA on Thursday, October 4, 2012 at a cost of approximately \$60 per student.

All voted aye to approve the motion. Motion Carried 6-yes 0-no

Motion was made by Thomas Rumsey, seconded by Dennis Schaperjahn to approve the appointment of Cheryl Smith as the Voting Delegate and Alternate at the 2012 NYSSBA Annual Business Meeting on October 27, 2012 in Rochester, NY.

All voted aye to approve the motion. Motion Carried 6-yes 0-no

Motion was made by Nancy Lisicki, seconded by Janet Glenn to accept the donation of a batting cage in new condition from Mary Lou Sarraf, 140 Finley Road, Ballston Spa, NY 12020 valued at approximately \$500 to be used by Galway students with sincere thanks and appreciation.

All voted aye to approve the motion. Motion Carried 6-yes 0-no

Motion was made by Nancy Lisicki, seconded by Thomas Rumsey to approve Chief Information Officer Services for the 2012-13 school year

All voted aye to approve the motion. Motion Carried 6-yes 0-no

Mr. Scott reported that the board received a copy of a proposed Management-Confidential handbook. He said that he received an email from Robert Schofield, School Attorney, dated September 6, 2012 that indicated that he believes the Board of Education should approve it before distributing it to the management-confidential employees to look at. Mr. Schofield wanted to know if this occurred on August 23, 2012 and it did not. Mr. Schofield said that the Board needed to address it now. Mr. Scott stated that there are less than 10 or 12 management confidential employees and it is their belief that they would have had this information by now. Suggestions for revisions to the Management-Confidential Handbook were given to Attorney Schofield but Mr. Scott said that it is difficult to get a response back and he has not heard back from him.

Cheryl Smith stated she was present in the beginning when all this began with the Handbook and that they discussed grandfathering in the existing management-confidential employees and that any changes would only affect new hires, not anyone who is already a management-confidential employee. She said the Board may want to think about doing that and have the handbook take effect only as we bring new employees in. Cheryl Smith said she was present with Mrs. LaBelle when it was promised that there would be no revisions to any existing management-confidential employees.

NEW BUSINESS (Continued)

Mr. Rumsey stated that this new handbook, which has the same information in it as the Management Confidential Agreement, applies to current Management-Confidential employees now. He said that any revisions to it should affect only newly hired management-confidential employees. He said it was not fair if we were to make changes to the handbook that affects current employees. He said they are good loyal employees of the district and some have worked for the district many years and it wouldn't be fair. He also said it would be challenging and difficult to take people who, for example, believe they have so many vacation days and then have the Board cut those days. It wouldn't be fair. He said the Board needed more time and it's going to be tough to do to have the handbook apply to new hires.

Cheryl Smith stated that she was involved in the process and it was her understanding that those staff members that were in the previous agreement would appear in this new handbook and changes would affect only new hires and the Board should stick with that. She suggested the Board look at the Handbook every year, possibly on April 1 of each year, so there is a process. The Board said it was not fair for those who are existing Management-Confidential employees to change their terms of employment for which they were promised. Mr. Rumsey agreed and said it should, however, not hold them up, that the existing employees should keep what they have and the district not get in a crunch situation when a new Management-Confidential employee is hired and we don't have the framework for hiring them. He said the Board should not take from someone what they already have and right now they have no rules to operate, no cost of living increase; that they are working under no guidelines right now. He stated that we can hire someone new under different terms and it can be different for each person. We can have more than one handbook for new hires. Nancy Lisicki stated that the handbook could, for example, say that employees hired after a certain date that these are the conditions of employment for those people. Those hired after another date, that these are those conditions of employment. She said the board can't approve anything that they haven't seen in writing and not approved by Mr. Schofield, school attorney. Mr. Rumsey said that every management confidential employee would want to see what was being agreed to tonight-the handbook that was sent out before any edits.

Motion was made by Nancy Lisicki, seconded by Thomas Rumsey to approve the Management-Confidential handbook for those hired prior to October 1, 2012 which is the same as the Management-Confidential Agreement with no changes effective September 27, 2012. Revisions will only affect those hired after October 1, 2012.

All voted aye to approve the motion. Motion Carried 6-yes 0-no

Following discussion of a Treasurer vacancy in the District, Motion was made by Nancy Lisicki, seconded by Janet Glenn to create a full-time position of Senior Account Clerk to meet the accounting needs of the Business Office as well as to hold the title of Treasurer with a salary range of \$33,000-\$36,000.

All voted aye to approve the motion except for Thomas Rumsey. Motion Carried 5-yes 1-no

Mr. Scott reported that Mr. Norman Griffin, retired Galway Elementary School Principal, was under the understanding that he would receive a \$20,000 403B retirement incentive that was offered to him in April, 2012 by prior Superintendent of Schools, Mrs. LaBelle. Mr. Scott was not able to find any documentation regarding this and asked for feedback from the Board. The Board recalled this being promised to him and approved the following:

NEW BUSINESS (Continued)

Motion was made by Thomas Rumsey, seconded by Dennis Schaperjahn to approve a \$20,000 403B retirement incentive to Mr. Norman Griffin as promised to him in April, 2012.

All voted aye to approve the motion. Motion Carried 6-yes 0-no

Motion was made by Nancy Lisicki, seconded by Thomas Rumsey to reschedule the October 25th Board of Education meeting to October 18th due to a conflict in dates.

All voted aye to approve the motion. Motion Carried 6-yes 0-no

A building walk-through was rescheduled to October 18th.

PUBLIC COMMENT

Alyson Bingham from Support Our Schools stated that she turned in the SOS packet of materials to the District for approval and hopes to hear back soon so information can be placed in the next newsletter. Mr. Scott stated that he is waiting to hear back from the school attorney.

Students asked about a JSA club in the district which will be looked into.

Roger Kopa, community resident, voiced his concerns about a current Galway School board member regarding the Galway Players, use of the school building, etc.

EXECUTIVE SESSION

Motion was made by Thomas Rumsey, Seconded by Dennis Schaperjahn

To move into executive session for CSE/CPSE recommendations at 8:30 PM.

All voted aye to approve the motion. Motion Carried 6-yes 0-no

REGULAR SESSION

Motion was made by Nancy Lisicki, Seconded by Janet Glenn

To return to regular session at 9:12 PM.

All voted aye to approve the motion. Motion Carried 6-yes 0-no

CSE/CPSE RECOMMENDATIONS

Motion was made by Janet Glenn, seconded by Thomas Rumsey

To approve CSE/CPSE recommendations for the following students: 2835, 3167, 3276, 3325, 6036, 5460, 2867, 6012, 4550, 4660

All voted aye to approve the motion. Motion Carried 6-yes 0-no

ADJOURNMENT

Motion was made by Nancy Lisicki, seconded by Dennis Schaperjahn

To adjourn at 9:13 PM.

All voted aye to approve the motion. Motion Carried 6-yes 0-no

Respectfully submitted,

Linda M. Casatelli

Linda M. Casatelli
District Clerk