

Galway Central School District
BOARD OF EDUCATION WORK SESSION

MINUTES

Thursday, November 8, 2012
6:30 PM – High School Library

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

Board members absent: None

NOTE: John Sutton resigned from his Board Member position on the Galway Central School District Board of Education effective November 1, 2012.

Others Present: William F. Scott, Superintendent of Schools; Linda Jackowski, Director of Pupil Services; Michelle McDougall, Elementary School Principal; Michael Healey, Jr./Sr. High School Principal; Tim Hilker, School Business Official; Mr. Jim Dexter, WSWHE BOCES District Superintendent of Schools; Community Residents; Dorene Seelow-Podolec, Management-Confidential Employee;

Mr. Jim Dexter, WSWHE BOCES District Superintendent of Schools, was in attendance to continue the process of hiring a new Galway Superintendent of Schools and obtain feedback from the Board of Education. The timeline for the search was discussed and the Board selected the most desirable characteristics they would like to see in the new Superintendent. The Board chose a salary range of between \$115,000-\$130,000. The understanding is that the lower amount will be used for candidates that meet the minimum qualifications. Candidates with a proven track record against the desired characteristics will be considered for additional salary. Only those candidates with a proven track record in all of the selected areas will be in consideration for the high end of the salary scale. The Board will not be listing residency in the district as a requirement or as a preference. The message will be that the Board is looking for the best candidate and if a candidate wants to move into the district the Board is open to having a discussion about moving expenses in the context of the contract negotiations. Upon discussion, the Board approved the make-up of the advisory committees. The district's website and electronic outdoor sign will be used to inform the community about the search. The Board approved the ad to be placed in the On Board newspaper which should appear in December. An online survey will be developed to solicit input on the selected characteristics that the Board selected and to offer input via the open ended questions. The Board will meet again on November 29 to review the draft brochure and to possibly review input from the on-line survey. Mr. Dexter will work with Mr. Scott to begin to identify dates to begin work on the development of interview questions and contract parameters, both of which will occur in executive session.

The following changes were made to Board meeting dates:

There will be a Board Work Session on November 29, 2012

The December 13, 2012 Work Session will now be a Board Meeting.

There will not be a Board meeting on December 29, 2012.

Christine DeCristofaro, Buildings, Grounds and Transportation Secretary, provided an overview of the District's Building Use Software named "School Dude" and how it schedules requests for building use in the Galway Central School District. Following discussion and feedback from Ms. DeCristofaro, the Board is going to look at the District's Building Use Policy to make changes if necessary and they may consider going back to using paper requests instead of "School Dude".

Robert Schofield, School Attorney, revised the Management-Confidential Employee Handbook incorporating changes for new employees. Mr. Scott, Superintendent of Schools, stated that the Board has emphasized many times that any revisions made to the Handbook would apply to new employees only and not those already in managerial confidential positions.

He said that for clarity purposes this new revised handbook needs to specify who is affected by the revisions and the Board needs to make sure that any revisions/additions made pertain to new employees only and that current employees are saved harmless. Cheryl Smith asked if he thought it needed clarification and he said that he could assume that it is clear but it should be looked at to ensure everything is clarified. He said that there are items in the handbook that did not clearly state that the changes applied to new employees, that there is reference made to a NYS Retirement System that doesn't exist, that there are incorrect titles of those in management-confidential positions, typos, etc.

Thomas Rumsey explained that the Management Confidential handbook that was approved at the September 27, 2012 Board meeting is the handbook applies to those already in management-confidential positions which is the same as the agreement they have worked by in the past and that the Board agreed that in fairness to them that no changes would be made to anyone already in those positions. He said that this handbook was approved in September so current employees had something to go by and that any revisions would not affect them. He said that when the revised handbook became available, and the Board approved it, that it would only be revised to include any additions and revisions pertaining to new employees and it would not affect current employees. Cheryl Smith agreed and said that the Board agreed that any changes being made to the revised handbook would only relate to new employees and the board would be agreeing to the handbook with the additions and revisions that pertain to new employees only next week.

Thomas Rumsey said that current employees should given the handbook to review before the Board approves it next week because it affects them. Janet Glenn objected and said "We develop this handbook for them and we give it to them. I don't know why we should show it to them. We are not negotiating it. We should just give it to them. They don't need to see it".

After discussion, it was decided that they should see the handbooks number one because it affects them and number two for accuracy purposes-they may find things that jump out at them and also as a courtesy to them. Janet Glenn disagreed and said "If they don't like something the Board is not negotiating it. I don't see why they need to see it."

Tim Hilker, School Business Official, volunteered to meet with Management-Confidential employees to gain their input and forward the information to Mr. Scott and the Board.

Board Goals approved at the August 23, 2012 Board meeting were reviewed. The Board established an attainable date of March, 2013 for the three year fiscal plan goal below.

Motion was made by Nancy Lisicki, seconded by Dennis Schaperjahn to adopt the Board goals shown below. All voted aye to approve the motion. Motion carried 6-Yes 0-No

2012-13 Board of Education Goals

1. Academic Achievement

- By August, 2013 Galway Central School students will achieve an increase of 10% of the number of students showing proficiency in all content areas and literacy as evidenced by the state exams. Proficiency shall be assumed by a score of 3 or 4 on Grade 3 to 8 assessments and grade of 65% on Regents examinations.
- By August 2013, Galway Central School students will achieve an increase of 5% of the number of students showing mastery in all content areas and literacy as evidenced by the state exams. Mastery shall be assumed by a score of 4 on Grade 3 to 8 assessments and a grade of 85% on Regents examinations.

2. Finance

- By March, 2013 the District will update the three year fiscal plan which reflects the values and goals of the District while securing the long term fiscal health, stability, dynamics of the Galway School District.

PERSONNEL

Motion was made by Dennis Schaperjahn, seconded by Nancy Lisicki

To approve the one-year probationary appointment of Tiffany Armitage to the Management-Confidential position of Senior Account Clerk-12 month effective November 9, 2012 at a salary of \$33,000 per year pro-rated to \$21,067 for the 2012-13 school year. She is also hereby appointed to the position District Treasurer. Tiffany has successfully completed the civil service requirements for this position and has fingerprint clearance.

All voted aye to approve the motion. Motion carried 6-Yes 0-No

The vacancy on the Board of Education due to the resignation of John Sutton will be talked about at the next meeting. Nancy Lisicki requested that the Board return to discussions regarding academics and talk about how to improve academics. Also to consider the many recommendations from Stakeholder Committees who put forth a lot of work getting information to the Board for consideration. The Board will talk about a RFP (Request for Proposal) from Edinburgh Common School District at the next meeting.

Motion was made by Nancy Lisicki, seconded by Dennis Schaperjahn

To approve the attached Budget Development Calendar.

All voted aye to approve the motion. Motion carried 6-Yes 0-No

Mr. Rumsey asked that Tim Hilker, School Business Official, get budget information to the Board as he gets it instead of waiting to get all if it to the Board at one time which he agreed to.

EXECUTIVE SESSION

Motion was made by Thomas Rumsey, Seconded by Nancy Lisicki

To move into executive session for negotiations purposes at 9:20 PM.

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

REGULAR SESSION

Motion was made by Nancy Lisicki, Seconded by Dennis Schaperjahn

To return to regular session at 10:55 PM.

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

ADJOURNMENT

Motion was made by Dennis Schaperjahn, seconded by Nancy Lisicki

To adjourn at 10:56 PM.

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

Respectfully submitted,

Linda M. Casatelli

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District Clerk

Attachment – Budget Development Calendar