



# GALWAY CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION WORK SESSION

## MINUTES

Thursday, June 11, 2015

6:30 PM – High School Conference Room

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### CALL TO ORDER

Board President Dennis Schaperjahn called the meeting to order at 5:30 PM in the High School Conference Room.

### BOARD MEMBERS PRESENT

Jay Anderson, Anita Crawford, Melodye Eldeen, Thomas Rumsey, Dennis Schaperjahn, Joan Slagle

### BOARD MEMBERS ABSENT

None

### EXECUTIVE SESSION

Motion was made by Anita Crawford, second by Jay Anderson to move into executive session at 5:30 PM for the annual evaluation of the Superintendent of Schools, Shannon C. Shine.

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

### REGULAR SESSION

Motion was made by Anita Crawford, second by Thomas Rumsey to move out of executive session and into regular session in the High School Library at 6:30 PM.

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

### OTHERS PRESENT

Shannon C. Shine, Superintendent of Schools; Tim Hilker, School Business Administrator; Galway School employees; community members; parents and students.

### ADDITIONS/REVISIONS TO THE AGENDA – were noted

### PUBLIC COMMENT ON AGENDA ITEMS – none

### RECOGNITION

Odyssey of the Mind team members were recognized by the Board of Education. Students, coaches and everyone involved were thanked for their participation in the program and congratulated on their efforts this year on a job well done. A reception in their honor followed where the Board recessed for a short while to attend the reception. They then returned to the meeting.

### PRESENTATIONS

Mr. Hilker, Business Administrator, talked about the budget and the District's financial plan. Mr. Shine reported that representatives of the GTA met with him and brought to his attention that the District is required to fill positions listed in Article 12 of the GTA contract which include the positions of Grade Level Leader, Team Leader and Department Head in the 2015-16 School Year.

### PRESENTATIONS (Continued)

These positions were not included in the recently adopted budget and amount to an expense of over \$60,000 that was not planned for. The assertion from the GTA was that the GTA voluntarily allowed the positions to go unfunded/unfilled for the past five years in order to help the district financially, but that the positions listed in Article 12 of the current GTA Collective Bargaining Agreement must be filled and funded for next year, as a District obligation, rather than being a financially dependent option. They cited the language in Article 12, the language in recently adopted Board of Education Policy #4200 and an arbitrator's decision regarding a similar situation (in Galway) in the past as evidence for their assertion. Melodye Eldeen, as part of the Policy Committee, stated that this was not the intent when Policy #4200 was recently approved by the Board. The Board was disappointed with how this matter was handled and the timing of it. After considerable discussion, the Board established a subcommittee to work with those involved with the anticipation of coming to some sort of solution.

Motion was made by Thomas Rumsey, second by Jay Anderson to create a subcommittee consisting of Melodye Eldeen and Dennis Schaperjahn with Mr. Shine present regarding Grade Level Leader, Team Leader and Department Head positions.

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

Exit poll results from the May, 2015 election were reviewed and posted on the District's website. Mr. Shine reported that the trend with the 2% tax cap resulted in a 99% passage of school budgets across New York State.

A school satisfaction survey has been posted on the District's website for two weeks. Everyone was encouraged to complete the survey. Mr. Shine will report back to the Board after results are compiled.

### BOARD OF MEETING SCHEDULE

Motion was made by Jay Anderson, second by Thomas Rumsey to approve the attached 2015-16 Board of Education Meeting Schedule with the July, 2016 Board meeting included. (Note: the July 9, 2015 Board meeting was changed to July 2, 2015 at 5:00 PM in the High School Library).

All voted aye to approve the motion except for Joan Slagle who preferred that the Board Retreat be held during the week instead of on a Saturday.

Motion passed. 5-Yes 1-No (Joan Slagle voted No)

### APPROVAL OF CONSENT AGENDA

Motion was made by Melodye Eldeen, second by Anita Crawford to approve the following Consent Agenda.

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

APPROVAL OF CONSENT AGENDA (Continued)

## FINANCIAL REPORTS

June, 2015	Budget Status Report
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## MINUTES

May 14 & 19, 2015	Board of Education Meeting Minutes
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## PERSONNEL APPOINTMENTS / RESIGNATIONS / OTHER

NAME	TITLE / DETAILS	RATE OF PAY	EFFECTIVE DATE
Kimberly Smith	Substitute Cleaner	\$12.47/hour	June 12, 2015
Phillip Peugh	Substitute Cleaner	\$12.47/hour	June 12, 2015
Rebecca Bain	Substitute Cafeteria Worker	\$ 8.86/hour	June 12, 2015
Appoint Katherine McCleneghen as an Elementary Teacher effective September 1, 2015 in the Elementary tenure area at Step M10 (\$55,718/year) of the GTA Contract. Katherine is being recalled from the District's Preferred Eligibility List in accordance with NYS Education Law Article 61§ 3013.			

## PERSONNEL - RESIGNATIONS

NAME	TITLE	EFFECTIVE DATE
Tiffany Armitage	Sr. Account Clerk/District Treasurer	July 2, 2015

*End of Consent Agenda*

Board Member Jay Anderson asked that Mr. Shine and administration evaluate the need to replace the Sr. Account Clerk in the Business Office. He provided some background information where the District originally hired a part-time Business Administrator. The Board then agreed to make Business Administrator full-time which we are now supporting. Since then, another full-time position (currently held by Tiffany Armitage) was added and this was not the plan. He said that this is good time to squeeze a little to reduce costs and asked Mr. Shine look at our options as it was just recently that saving costs was brought up. Mr. Shine commented that the position should be filled and said that, for example, if the job were made part-time no one would want it.

PERSONNEL

Motion was made by Melodye Eldeen second by Thomas Rumsey to approve the following resolution:  
 BE IT RESOLVED, that the Board of Education of the Galway Central School District hereby accepts the recommendation of the Superintendent of Schools that the probationary appointment of Stephen Hall III (an English Teacher) be terminated effective August 10, 2015. The Board directs the Superintendent to notify Stephen Hall III of the effective date of his termination.

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

NEW BUSINESS

Motion was made by Thomas Rumsey second by Jay Anderson to approve the following Memorandum of Agreement dated June 11, 2015 between the Galway Central School District Board of Education and Timothy Hilker, Business Administrator, effective July 1, 2015 - June 30, 2016 and authorize the Board of Education President to sign the Agreement below on behalf of the District.

MEMORANDUM OF AGREEMENT  
BY AND BETWEEN THE  
Galway Central School District Board of Education  
AND THE  
School Business Administrator  
June 11, 2015

WHEREAS, the Board of Education of the Galway Central School District ("Board") and Timothy M. Hilker ("School Business Administrator") are parties to an employment agreement dated April 24, 2014 (the "Agreement"); and

WHEREAS, pursuant to the terms of the Agreement, the School Business Administrator met with the Superintendent, acting on behalf of the Board, to consider amendments to the Agreement and all have agreed to amend the terms and conditions of his employment; and

NOW, therefore, it is hereby agreed that:

1. Paragraph 4 - Compensation, is hereby amended to provide that the School Business Administrator shall be paid \$91,800 for the 2015-2016 fiscal year.
2. Paragraph 8(A), Vacation Leave, the following language is hereby added to provide:  
The School Business Administrator may cash in, annually, up to five (5) days of unused vacation at his daily rate of pay. Daily rate of pay shall be 1/240<sup>th</sup> of base salary for the current year. If the School Business Administrator chooses to be paid for unused vacation days, he will be paid for them at the end of the school year in a separate check.
3. Paragraph 8(E), Personal Leave, the first sentence, is hereby amended to provide:  
Effective July 1, 2015, and each July 1 thereafter, the School Business Administrator shall be credited with five (5) days of paid personal leave. (Remainder unchanged).
4. Paragraph 8(G), Legal Holidays, the list is hereby amended to include Christmas Eve.

All other provisions of the Agreement shall remain in full force and effect, in accordance with the terms of the Agreement.

It was commented that Mr. Hilker is doing a great job.

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

A 1<sup>st</sup> reading of the following policies took place:

- Attendance #5100
- Confidentiality & Access to Individualized Education Programs, Individualized Education Services Programs and Service Plans #4321.5
- Availability of Alternative Format Instructional Materials for Students with Disabilities #4321.6
- Districtwide and Statewide Assessments of Students with Disabilities #4321.7
- Impartial Hearing Officer Appointment & Compensation #4321.8
- Declassification of Students with Disabilities #4321.9

A 1<sup>st</sup> reading of the following policies (continued)

- Programs and Services for Parentally-Placed Nonpublic School Students with Disabilities #4321.10
- Public Report on Revisions to District Policies, Practices and Procedures Upon A Finding of Significant Disproportionality #4321.11
- Preschool Special Education #4321.13
- Special Education Personnel #4321.14

Motion was made by Melodye Eldeen second by Anita Crawford to approve the following:

Accept a \$1,601.75 donation from the Dockstader Charitable Trust with thanks and appreciation. This donation was used to purchase photography equipment and related software used to market and sell photos of students in school-sponsored activities.

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

Motion was made by Melodye Eldeen second by Jay Anderson to adopt the following Bond Resolution for 2014-15 Buses:

Bond resolution dated June 11, 2015 of the Board of Education of the Galway Central School District authorizing not to exceed \$687,000 aggregate principal amount of serial general obligation bonds to finance the acquisition of school buses at an estimated maximum cost of \$687,000, levy of tax in annual installments in payment thereof, the expenditure of such sum for such purpose, and determining other matters in connection therewith.

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

Motion was made by Thomas Rumsey second by Jay Anderson to adopt the following Bond Resolution for 2015-16 Buses:

Bond resolution dated June 11, 2015 of the Board of Education of the Galway Central School District authorizing not to exceed \$410,000 aggregate principal amount of serial general obligation bonds to finance the acquisition of school buses at an estimated maximum cost of \$410,000, levy of tax in annual installments in payment thereof, the expenditure of such sum for such purpose, and determining other matters in connection therewith.

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

## BOARD MEMBER COMMENTS

Enactment of the new state budget brought about changes to laws and regulations impacting teachers and school leaders. Everything from entrance requirements for prospective teachers, to certification, to tenure was amended.

Some focused on teacher/administrator tenure and due process including longer probationary periods. Teachers/administrators appointed to probationary positions on or after July 1, 2015, must serve a four-year probationary period (rather than three). The law provides some exceptions for teachers who served as long-term substitutes. Teachers who have been previously tenured in another district or tenure area will serve a shortened three-year probationary period (rather than two). The shortened three-year period does not apply to previously tenured administrators. Given these changes, districts can consider whether new appointments should be made before or after the new provisions are effective.

### BOARD MEMBER COMMENTS (Continued)

The Galway Board of Education indicated their desire to put new teachers on the older tenure track of three years as a good will gesture. New teachers being hired for the 2015-16 school year will be appointed by the Board at the June 25<sup>th</sup> board meeting before the new probationary requirements take effect on July 1, 2015.

Shared decision-making was also a topic of conversation. The Board seemed to recollect that the elementary school had presented on this earlier but did not recall receiving anything from the Jr./Sr. High School or seeing anything on the District website. The Board requested a year end summary of topics and actions taken as a result of shared decision making meeting from both the Elementary and the Jr./Sr. High School by the June 25<sup>th</sup> Board meeting. (The last Board meeting of the 2015-16 school year.)

A requirement for Project Lead the Way to operate next year is to have state of the art computers in order to run the required software. An error occurred where this was not noticed until recently. The District will need to purchase the computers before the beginning of the school year at a cost of \$75,000 that was not budgeted for. As a result, motion was made by Thomas Rumsey, second by Jay Anderson to agree to fund \$75,000 toward the purchase of these computers for the beginning of the school year. All voted aye to approve the motion. Motion Carried 6- Yes 0-No

Mr. Hilker will be bringing forth a budget transfer for the Board to authorize at the next meeting.

Mr. Anderson stated that the concrete near the auditorium where people walk is not safe and asked that the District repair the area before the beginning of the school year in September preventing any injuries or liabilities.

The board was not in favor of the repair reserve going from 8% to 4%. They felt it was too low. They asked that it be keep at 6% until fully funded by State Aide. Mr. Hilker, Business Administrator will report back to the Board at the next meeting with other options reflecting the repair reserve at 6%.

### PUBLIC COMMENT

Comment was made regarding the importance of parental involvement and communication in the District. It was asked at Shared Decision Making information and end of year reports from both the Elementary and Jr./Sr. High School be placed on the District's website for parents and everyone to read as a means of communication.

Jeanine Flinton, Odyssey of the Mind Coordinator, thanked students, parents, coaches, volunteers and everyone involved in Odyssey of the Mind for their hard work and dedication and for the many hours put forth by them.

### ADJOURNMENT

Motion was made by Thomas Rumsey, second by Joan Slagle to adjourn at 8:50 PM.

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

Respectfully Submitted,  
*Linda M. Casatelli*  
Linda M. Casatelli  
District Clerk

Attachment:

BOARD MEETING SCHEDULE 2015-16 SCHOOL YEAR	
July 2	Organizational Meeting (5:00 PM)
August 13	Work Session
August 15	RETREAT
August 27	Meeting
September 10	Work Session
September 24	Meeting
October 15	Meeting
November 12	Meeting
December 10	Meeting
January 7	Work Session
January 21	Meeting
February 11	Work Session
February 25	Meeting
March 10	Work Session
March 24	Meeting
April 7	Work Session
April 19	BOCES Budget Vote (8 AM)
April 21	Meeting
May 5	Work Session/Budget Hearing
May 17	Meeting & Budget Vote (10-8 PM)
June 9	Work Session
June 23	Meeting
2016-17 SCHOOL YEAR	
July 7, 2016	Organizational Meeting