



GALWAY CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING

MINUTES

Thursday, March 24, 2016
6:30 PM – High School Library

CALL TO ORDER

The meeting was called to order by Melodye Eldeen, Board of Education President at 5:30 PM in the High School Conference Room.

BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

None

EXECUTIVE SESSION

Motion was made by Thomas Rumsey, second by Jay Anderson to go into executive session at 5:30 PM for a specific personnel matter and to discuss GTA contract negotiations.

All voted aye to approve the motion. Motion passed. 7-Yes 0-No

REGULAR SESSION

Motion was made by Jay Anderson, 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. 7-Yes 0-No

OTHERS PRESENT

– Shannon C. Shine, Superintendent of Schools; Tim Hilker, School Business Administrator; Joseph Natale, Interim School Business Administrator; Michael Healey, Jr./Sr. High School Principal; Michelle McDougall, Elementary School Principal; Lucas LaBarre, Dean of Students/AD; Brita Donovan, Director of Curriculum, Instruction and Assessments; Jennifer Hall, Director of Pupil Personnel Services; Students, Employees, Community Members

ADDITIONS/REVISIONS TO THE AGENDA – were noted

AWARDS/PRESENTATIONS

Prior to moving to the Distance Learning room for a presentation, Melodye Eldeen informed those in attendance that coach appointments were not on the Agenda for Board approval and that they will be presented to the Board for approval on April 7th.

AWARDS/PRESENTATIONS (Continued)

At this point in the meeting, the Board and those in attendance moved to Distance Learning Room #1 for a Distance Learning / Agriculture / Future Farmers of America (FFA) Presentation and then returned to the High School Library for the remainder of the meeting.

AWARDS/PRESENTATIONS

Distance Learning / Agriculture / Future Farmers of America (FFA)

A summary of the 2014-15 and 2015-16 FFA Leadership Conference was provided. A demonstration of Distance Learning capabilities and Google Classroom took place. Information was provided regarding Galway's involvement in the Schuylerville Agriculture program and Future Farmers of America.

Galway Robotics

Students gave a presentation on Galway Robotics and what it is all about. Robotics is a branch of engineering that involves the conception, design, manufacture, and operation of robots. This field overlaps with electronics, computer science, nanotechnology and bioengineering. It also promotes collaboration, critical thinking and STEM skills. One of our teams was selected to attend the Northern NYS VEX Robotics Competition in Syracuse. The students demonstrated the robot that was used in the competition. They talked about what was involved in constructing it and how they continuously tweak it to make it better. The students appeared enthusiastic and excited about the program. Some expressed an interest in pursuing a career in the field of robotics when they graduate from high school, as a result of their involvement in Robotics. The Board of Education thanked the students for a great presentation and congratulated them on their achievements. They proudly stated that this was an example of what Galway School is all about and the great opportunities provided to our students. The Board also thanked their advisor, Mr. Fana, for going above and beyond his duties, which included putting forth many long hours to benefit the kids. The students and Mr. Fana were congratulated on a job well done and for an excellent presentation that everyone seemed to enjoy.

Budget Update

A Budget Update was provided by Tim Hilker, School Business Administrator which included revisions from the last board meeting. A PowerPoint presentation included the following: Budget Process Objectives, History of the Property Tax Levy, Property Tax Levy Limit, Property Tax Freeze Rebate, State Aid Proposal, Total Impact of the Gap Elimination Act (GEA), State Aide Proposal, Revenue Budget Summary, Elementary and Jr./Sr. High School Budgets, Special Education Budget, Student Support Services, Instructional Services, Professional Development Budget, Expenditure Budget, Open Items, Expenditure Budget, Bus Proposition, Capital Project information, and Important Dates. Mr. Hilker stated that it has been a positive year for the district financially and that the District is in good financial status. Priorities, open items, tax levy amounts, repair reserve amount and other options of the board were discussed. Mr. Rumsey indicated that he would like to end the year with approximately 6% in the fund balance reserve and expressed concerns with going lower than that. The budget will be presented at the next meeting where the Board has the option of finalizing the budget amounts.

AWARDS/PRESENTATIONS (Continued)

Child Nutrition/State Education Department Administrative Review

Mr. Hilker reported that the District received a positive review from the Child Nutrition/State Education Department as a result of their Administrative Review of Galway School's food service operations. Mr. Hilker stated that a great deal of credit needs to be given to Amy Thompson, the District's Cook Manager, not only for the work she did in regard to the positive administrative review, but also for all she does on a daily basis. He stated that Mrs. Thompson has done a lot for the district and wanted to recognize her for her outstanding accomplishments. He stated that Mrs. Thompson is an asset to the District in many ways and wanted to make sure everyone was aware of all she does. The Board and administration expressed their thanks and appreciation to her for a job well done.

PUBLIC COMMENT ON AGENDA ITEMS

A question was asked regarding outdoor track repair costs being included in a capital project vs. being a part the school budget which was explained by Mr. Shine.

DISTRICT COMPONENT UPDATES - None

BOARD COMMITTEE REPORTS

Facilities Committee

Capital Project signs came in and have been placed throughout the building. Mr. Shine stated that our facilities are used constantly, and these signs may help the public visually see what is going on with the capital project. These signs are part of our outreach in getting the word out about the upcoming capital project. Budget newsletters that will be sent to the community soon will include information about the capital project.

Policy Committee

Several policies and regulations appear later in the meeting for a 2nd review and adoption.

SUPERINTENDENT'S REPORT

The attached Election Day information was shared with those in attendance.

APPROVAL OF CONSENT AGENDA

Motion Thomas Rumsey, Second Dennis Schaperjahn to approve the following Consent Agenda:

CONSENT AGENDA			
FINANCIAL REPORTS / BOARD MEETING MINUTES			
February, 2016	Student Activity Accounts Treasurer’s Report		
January, 2016	District Treasurer’s Report		
March 10, 2016	Board Meeting Minutes		
RESIGNATION / OTHER			
NAME	DESCRIPTION	-	EFFECTIVE DATE
Lucille Murphy	School District Treasurer	-	03-31-16
APPOINTMENT(S)			
NAME	DESCRIPTION	RATE OF PAY	EFFECTIVE DATE
Kenneth Stewart	Assistant Food Service Helper	\$9.04/hour	03-25-16
Alex Rockwell	Substitute Bus Driver	\$16.01/hour	03-23-16

All voted aye to approve the motion. Motion Passed YES – 7 NO - 0

BOARD MEMBER COMMENTS

Congratulations were extended to Health Teacher Jennifer Gerber for being named WNYT's Top Teacher.

Edie Frisbie and Paul Levin were congratulated on being selected as NASA Airborne Astronomy Ambassadors. NASA has selected 11 educator teams for its 2016 Airborne Astronomy Ambassadors program. The program is a professional development opportunity for educators designed to improve teaching methods and to inspire students. As part of the preparation, the Airborne Astronomy Ambassadors complete a graduate credit astronomy course and are partnered with professional astronomers to participate as the scientists conduct research on board NASA’s flying telescope, the Stratospheric Observatory for Infrared Astronomy (SOFIA).

Comment was made that it was nice to see so many in attendance at the board meeting and appreciated that they were present. As a result of the Odyssey of the Mind Competition last week, one of our teams will be going to the State Competition. Congratulations were extended to them.

SPOTLIGHT ON ACADEMICS - None

NEW BUSINESS

Motion Jay Anderson, Second Dennis Schaperjahn to:

Approve a Health and Welfare Services Contract with the Scotia-Glenville Central School District for 13 students residing in the Galway School District that attend a non-public school in the Scotia-Glenville School District in the amount of \$11,653.72.

All voted aye to approve the motion. Motion Passed YES – 7 NO - 0

Motion Linda Jackowski, Second Dennis Schaperjahn to:

Approve a Health and Welfare Services Contract with the Schenectady City School District for 8 students residing in the Galway School District that attend a non-public school in the Schenectady City School District in the amount of \$9,532.72.

All voted aye to approve the motion. Motion Passed YES – 7 NO - 0

Motion Anita Crawford, Second Linda Jackowski to:

Accept the following donations with thanks and appreciation:

Dockstader Charitable Trust	\$1,550.00	For MiSi Learning Center Visit
Galway Players	\$1,000.00	For Stage Lighting Upgrade
Ilsababy Foundation	\$9,274.13	Arts in Education
Brita Donovan-DASA Funds	\$1,000.00	Custom Baseball Field Windscreen

All voted aye to approve the motion. Motion Passed YES – 7 NO - 0

(A donation from the Booster Club was inadvertently not included in the list above. The Board accepted their donation later in the meeting following executive session.)

Motion Jay Anderson, Second Thomas Rumsey that:

Following a 2nd reading, adopt the Board of Education Policies shown below:

(See next page)

TITLE	NUMBER
Student Focused District Policies	5000
Rights of Students with Disabilities Under Section 504	5020.3
Student Complaints	5030
Compulsory Attendance Ages	5130
School Admissions	5150
Homeless Children	5151
Homeless Children REGULATION	5151R
Admission of Non-Resident Students	5152
Admission of Foreign Exchange Students	5152.1
Admission of Foreign Exchange Students REGULATION	5152.1-R
Student Dismissal Precautions	5162
Student Dismissal Precautions REGULATION	5162R
Closed Campus	5181
Student Organizations	5210
School-Sponsored Student Expression	5220
Student Personal Expression	5225
Student Personal Expression REGULATION	5225R
Student Activity Funds Management	5252
Interscholastic Athletics	5280
Interscholastic Athletics REGULATION	5280R

All voted aye to approve the motion. Motion Passed YES – 7 NO - 0

Motion Dennis Schaperjahn, Second Linda Jackowski to approve the following:

The Board of Education of the Galway Central School District hereby authorizes participation in a Cooperative Purchasing Program coordinated by the WSWHE BOCES for the 2016-17 school year for the following commodities: Bread Products, Copy Paper/Envelopes and Custodial Paper Products.

All voted aye to approve the motion. Motion Passed YES – 7 NO - 0

Motion Jay Anderson, Second Thomas Rumsey to approve the following resolution:

Resolved that the Board of Education of the Galway Central School District approve the Agreement shown below between the Board of Education and Dr. Joseph L. Natale, Interim Business Official, and authorize the President of the Board of Education to sign this Agreement on behalf of District.

AGREEMENT

AGREEMENT made this 24th day of March, 2016 by and between the Board of Education of the Galway Central School District a municipal corporation having its principal place of business at 5317 Sacandaga Road, Galway, New York and Dr. Joseph L. Natale, residing at 60 Jean Place, Schenectady, NY 12303.

WHEREAS, the Board of Education of the Galway Central School District (hereinafter “the Board” or “the District”), desires to hire an Interim Business Official for the School District; and

WHEREAS, Dr. Joseph L. Natale (hereinafter “Dr. Natale”) desires to serve as Interim Business Official for the District;

NOW THEREFORE, in consideration of the mutual covenants and promises herein contained, it is agreed as follows:

1. The Board and Dr. Natale agree that, pursuant to a resolution of the Board, Dr. Natale shall be employed by the Board as Interim Business Official commencing March 17, 2016 and continuing on a per diem basis, to conclude upon the hiring of a permanent Business Official, but no later than August 1, 2016, unless extended by agreement between the parties.
2. Dr. Natale will be paid \$575 per day for his services. Half days will be paid on a pro-rated basis. Payment is for days worked only (e.g., there are no paid holidays).
3. The Board agrees to provide to the Interim Business Official the legal counsel and statutory indemnification/defense per Education Law and the Public Officers Law.
4. The Board will reimburse the Interim Business Official for the actual and necessary expenses incurred in the conduct of district business upon submission of appropriate claim information, including, but not limited to, mileage to attend conferences and meetings outside the district.
5. The Board shall be responsible for withholding taxes and social security payments from payments made to Dr. Natale. He shall not be entitled to any other fringe benefits, including but not limited to any leave, insurance, pension or retirement contributions.
6. Dr. Natale shall furnish and maintain throughout the length of this Agreement a valid appropriate certificate to serve as a Business Official in the State of New York.
7. Either party may terminate this agreement upon thirty (30) days written notice to the other.

All voted aye to approve the motion.

Motion Passed YES – 7 NO - 0

Motion Linda Jackowski, Second Dennis Schaperjahn to:

Approve the appointment of Dr. Joseph L. Natale as Interim Business Official effective March 17, 2016 as per the Agreement approved by the Board of Education on March 24, 2016.

All voted aye to approve the motion. Motion Passed YES – 7 NO - 0

Motion Thomas Rumsey, Second Dennis Schaperjahn to:

Approve the appointment of Dr. Joseph L. Natale as Records Management Officer effective March 17, 2016.

All voted aye to approve the motion. Motion Passed YES – 7 NO – 0

Motion Jay Anderson, Second Linda Jackowski to:

Approve the appointment of Dr. Joseph L. Natale as Interim Purchasing Agent effective April 1, 2016.

All voted aye to approve the motion. Motion Passed YES – 7 NO – 0

Motion Dennis Schaperjahn, Second Jay Anderson to approve the following:

RESOLUTION DATED MARCH 24, 2016 OF THE BOARD OF EDUCATION OF THE GALWAY CENTRAL SCHOOL DISTRICT AUTHORIZING A PUBLIC HEARING

WHEREAS, the Board of Education of the Galway Central School District (the “School District”) desires to authorize the transfer of \$300,000 from the Retirement Contribution Reserve Fund to the Capital Reserve Fund; and

WHEREAS, Section 6-r of the General Municipal Fund requires that any such transfer shall be made only by resolution of the Board of Education adopted after a public hearing held on at least fifteen days prior published notice in the official newspaper of the School District;

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE GALWAY CENTRAL SCHOOL DISTRICT that the Board of Education shall hold a public hearing on April 21, 2016 at 6:30 p.m. with respect to the transfer of \$300,000 from the Retirement Contribution Reserve Fund to the Capital Reserve Fund and that notice of such public hearing shall be published in the School District’s official newspaper at least fifteen days before the date specified for such public hearing; and BE IT FURTHER RESOLVED, that this resolution takes effect immediately upon its adoption.

All voted aye to approve the motion. Motion Passed YES – 7 NO - 0

Motion Thomas Rumsey, Second Dennis Schaperjahn to approve the following:

RESOLUTION DATED MARCH 24, 2016 OF THE BOARD OF EDUCATION OF THE GALWAY CENTRAL SCHOOL DISTRICT AUTHORIZING A PROPOSITION TO BE PRESENTED TO THE VOTERS AT THE ANNUAL DISTRICT MEETING.

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE GALWAY CENTRAL SCHOOL DISTRICT (the "School District") that the following proposition be presented to the voters at the annual meeting of the School District to be held on Tuesday, May 17, 2016.

PROPOSITION

Shall the Board of Education be authorized to: (1) renovate and reconstruct various School District buildings, undertake site work, reconstruct athletic fields, construct storage buildings, and acquire original furnishings, equipment, machinery or apparatus required for the purpose for which such buildings are to be used, at a maximum cost of \$26,700,000; (2) expend \$1,750,000 from the Capital Reserve Fund to pay a portion of the costs of such purpose; (3) levy the necessary tax therefore, to be levied and collected in annual installments in such years and in such amounts as may be determined by the Board of Education taking into account state aid and the amounts expended from the Capital Reserve Fund; and (4) in anticipation of the collection of such tax, issue bonds and notes of the School District at one time or from time to time in the principal amount not to exceed \$24,950,000, and the levy of a tax to pay the interest on said obligations when due, be approved?

BE IT FURTHER RESOLVED, that the District Clerk is hereby authorized and directed to include notice of such proposition in the Notice of the Annual School District meeting.

BE IT FURTHER RESOLVED, that this resolution takes effect immediately.

All voted aye to approve the motion. Motion Passed YES – 7 NO - 0

Motion Dennis Schaperjahn, Second Linda Jackowski to approve the following:

RESOLUTION DATED MARCH 24, 2016 OF THE BOARD OF EDUCATION OF THE GALWAY CENTRAL SCHOOL DISTRICT AUTHORIZING A PROPOSITION TO BE PRESENTED TO THE VOTERS AT THE ANNUAL DISTRICT MEETING.

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE GALWAY CENTRAL SCHOOL DISTRICT (the "School District") that the following proposition be presented to the voters at the annual meeting of the School District to be held on Tuesday, May 17, 2016.

PROPOSITION

Shall the Board of Education of the Galway Central School District be authorized to: (1) acquire a school bus and school vehicles at a maximum aggregate cost of not to exceed \$195,000; (2) expend such sum for such purpose; (3) levy the necessary tax therefore, to be levied and collected in annual installments in such years and in such amounts as may be determined by the Board of Education taking into account state aid; and (4) in anticipation of the collection of such tax, issue bonds and notes of the District and/or enter into installment purchase agreements at one time or from time to time in the principal amount not to exceed \$195,000, and levy a tax to pay the interest on said obligations when due?

BE IT FURTHER RESOLVED, that the District Clerk is hereby authorized and directed to include notice of such proposition in the notice of the annual School District meeting.

BE IT FURTHER RESOLVED, that this resolution takes effect immediately.

All voted aye to approve the motion. Motion Passed YES – 7 NO - 0

PUBLIC COMMENT

Neal Evans provided an update on sports activities.

EXECUTIVE SESSION

Motion was made by Linda Jackowski, seconded by Dennis Schaperjahn to move into executive session at 8:40 PM for CSE/CPSE Recommendations and a specific personnel matter.

All voted aye to approve the motion. 7 – YES 0 – NO Motion Passed

REGULAR SESSION

Motion was made by Jay Anderson, seconded by Dennis Schaperjahn to move out of executive session and return to regular session at 8:55 PM.

All voted aye to approve the motion. 7– YES 0 – NO Motion Passed

CSE/CPSE RECOMMENDATIONS

Motion was made by Dennis Schaperjahn, seconded by Linda Jackowski to approve CSE/CPSE recommendations for the following students: 6068, 5539.

All voted aye to approve the motion. 7– YES 0 – NO Motion Passed

DONATION

Motion Dennis Schaperjahn, Second Jay Anderson to:

Accept a donation from the Booster Club in the amount of \$1988.92 to be used toward the purchase of a Custom Baseball Field Windscreen, with thanks and appreciation.

All voted aye to approve the motion. Motion Passed YES – 7 NO - 0

(Note: This donation was inadvertently not included when donations were accepted earlier in the meeting.)

ADJOURNMENT

Motion was made by Jay Anderson, seconded by Linda Jackowski to adjourn at 9:00 PM.

All voted aye to approve the motion. 7 – YES 0 – NO Motion Passed

Respectfully submitted,

Linda M. Casatelli

Linda M. Casatelli
District Clerk

GALWAY CENTRAL SCHOOL DISTRICT
NOTICE OF PUBLIC HEARING AND BUDGET VOTE/ELECTION

PUBLIC HEARING – MAY 5, 2016

NOTICE IS HEREBY GIVEN that a Public Hearing of the qualified voters of the Galway Central School District, Galway, New York, will be held in the High School Library of said District on Thursday, May 5, 2016 at 6:30 PM prevailing time, for the presentation of the budget document. The budget will be available for review seven days before the hearing in the District Office of the Galway Central School District.

BUDGET VOTE AND ELECTION - MAY 17, 2016

NOTICE IS HEREBY FURTHER GIVEN that the Annual School Election of the qualified voters of the Galway Central School District will be held on Tuesday, May 17, 2016 between the hours of 10:00 AM – 8:00 PM prevailing time, in the Galway High School Gym, at which time polls will be opened to vote by electronic voting machine upon the following:

- ★ BUDGET
To adopt the annual budget of the Galway Central School District for the fiscal year 2016-2017 and to authorize the requisite portion thereof to be raised by taxation on the taxable property of said School District;
- ★ BOARD OF EDUCATION VACANCIES
To elect two members to the Board of Education to fill two vacancies. Each vacancy is a four-year term of office that begins on July 1, 2016 and ends on June 30, 2020.

STATEMENT OF MONEY REQUIRED TO FUND BUDGET

NOTICE IS HEREBY GIVEN that a copy of the statement of the amount of money which will be required to fund the School District's budget for 2016-17 may be obtained by any resident of the District during business hours beginning Tuesday, May 3, 2016 in the District Office of Galway School.

PETITIONS FOR SEAT ON THE BOARD OF EDUCATION / BOARD VACANCY INFORMATION

NOTICE IS HEREBY GIVEN that petitions nominating candidates for the office of member of the Board of Education shall be filed with the Clerk of said School District, Linda Casatelli, at her office located in the Galway Jr./Sr. High School, 5317 Sacandaga Road, Galway, NY no later than 5:00 P.M. on Monday, April 18, 2016. Each petition shall be directed to the Clerk of the District; be signed by at least 25 qualified voters of the District; must state the residence of each signer, and must state the name and residence of the candidate. The petition shall describe the length of the term of office and contain the name of the last incumbent. All seats are "at large" which means that each nominee is eligible for every vacancy rather than only for a specific seat.

ABSENTEE BALLOTS

NOTICE IS HEREBY GIVEN that applications for absentee ballots are obtainable during school business hours from the District Clerk. Completed applications must be received by the District Clerk at least seven (7) days before the election if the ballot is to be mailed to the voter, or the day before the election, if the ballot is to be delivered personally to the voter. Absentee ballots must be received by the District Clerk no later than 5:00 PM on Election Day on May 17, 2016.

GALWAY CENTRAL SCHOOL DISTRICT
NOTICE OF PUBLIC HEARING AND BUDGET VOTE/ELECTION (Continued)

REGISTRATION OF VOTERS – MAY 3, 2016

NOTICE IS HEREBY GIVEN that personal registration of voters is required. Anyone who wishes to vote must register if they are not a registered voter. Personal registration for district voters who have not voted in school or town elections during the past four years will be held on May 3, 2016 from 8 – 3:30 P.M. in the Office of the District Clerk located in the Galway Jr./Sr. High School. If a voter has heretofore registered pursuant to Section 2014 of the Education Law and has voted at an annual or special district meeting within the last four (4) calendar years, he/she is eligible to vote at this election; if a voter is registered and eligible to vote under Article 5 of the Election Law, he/she is also eligible to vote at this election. The Board of Registration will meet for the purpose of registering all qualified voters of the district pursuant to Section 2014 of the Education Law at the Galway Central School District, on May 3, 2016 between the hours of 8:00 A.M. and 3:30 P.M., and to add any additional names to the Register to be used at the aforesaid election, at which time any person will be entitled to have his or her name placed on such Register, provided that at such meeting of the Board of Registration he or she is known or proven to the satisfaction of said Board of Registration to be then or thereafter entitled to vote at such election for which the register is prepared. The register so prepared pursuant to Section 2014 of the Education Law will be filed in the Office of the Clerk of the School District at Galway School, and will be open for inspection by any qualified voter of the District beginning on May 3, 2016 between the hours of 8:00 AM - 4:00 PM, prevailing time, on weekdays, and each day prior to the day set for the election except on Saturdays, Sundays and holidays and at the polling place on the day of the vote.

FILING OF REFERENDA OR PROPOSITIONS

NOTICE IS HEREBY GIVEN, that pursuant to a rule adopted by the Board of Education in accordance with 2035 and 2008 of the Education law, any referenda or propositions to amend the budget, or otherwise to be submitted for voting at said election, must be filed with the Board of Education at the Administration Building of Galway School, located in the Board of Education Room of the Jr./Sr. High School no later than 30 days before the Annual Budget Vote at 4:00 P.M. prevailing time; must be typed or printed in the English language; must be directed to the Clerk of the School District; must be signed by at least 25 qualified voters of the District; and must state the name and residence of each signer. However, the School board will not entertain any petition to place before the power of the voters to determine, or any proposition which fails to include a specific appropriation where the expenditures of monies is required by the proposition.

Two Vacancies on the Board of Education – Nominating Petitions Available

Galway Central School has two vacancies on their Board of Education. Each are four year terms of office that begin on July 1, 2016 and end on June 30, 2020. These seats are currently held by Melodye Eldeen and Thomas Rumsey whose terms expire on June 30, 2016. At the end of a term, a Board member wishing to continue public service must be re-elected to another term. New York State Law does not limit the number of terms a member may serve.

The Galway Central School District Board of Education is composed of seven unsalaried citizens. Board of Education work sessions are generally held on the second Thursday of the month. Board meetings are usually on the fourth Thursday of each month. There are also special meetings called from time to time. The schedule of meetings is established prior to the beginning of each school year and is available on the District's website and calendar.

The Board of Education is an agency of the State of New York and is charged with governing the School District, not with day-to-day administration. Within the powers delegated by law, the Board is the policy-making, or legislative branch of the School District. The Superintendent of Schools is the executive officer charged with responsibility for administering the schools within Board policy.

The Board of Education is responsible for the general supervision of the schools. Although its members may not act individually, collectively they are responsible for all things done in the District. The Board exercises this responsibility by proper organization, delegation, and direction through policies adopted.

A meeting of the Board of Education must be conducted in a specified manner because laws and regulations require legal actions and the following of formal procedures. Meetings are for the transaction of the business of the school district. Board members, as elected officials, exercise their legislative authority. All formal actions of the Board must be conducted at a work session or meeting of the Board of Education. A vote of the majority of the Board is needed to pass resolutions.

Individuals seeking election to the Board of Education at the May 17, 2016 annual school election must submit a petition to the District Clerk, Linda Casatelli, with a minimum of 25 signatures from district residents. Completed petitions must be submitted to the District Clerk no later than 5:00 PM on Monday, April 18, 2016. To obtain a petition, or to ask questions, please contact the District Clerk, Linda Casatelli, at (518) 882-1033 Ext. 3224.

To qualify for membership on a school board, an individual:

- Must be able to read and write
- Must be a qualified voter of the district, that is, a citizen of the United States, at least 18 years or older; and not a convicted felon or adjudged an incompetent; (Note: a convicted felon is barred from running for a seat on the Board of Education if his/her maximum prison sentence has not expired or if he/she has not been pardoned or discharged from parole).
- Must be and have been a resident of the district for at least one year, but need not be a taxpayer
- May not have been removed from any school district office within the preceding one year, or the preceding three years in the case of New York City community school board members removed for malfeasance or criminal conviction while serving as a member of a community school board
- May not reside with another member of the same school board as a member of the same family
- May not be a current employee of the school board
- May not simultaneously hold another incompatible public office