



GALWAY CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING  
**MINUTES**

THURSDAY, DECEMBER 8, 2016

6:30 PM - High School Library

CALL TO ORDER

The meeting was called to order by Board President Jay Anderson at 6:30 PM in the High School Library.

BOARD MEMBERS PRESENT

Jay Anderson, Michelle Bombard, Anita Crawford, Melodye Eldeen, Linda Jackowski, Dennis Schaperjahn, Joan Slagle

BOARD MEMBERS ABSENT

None

EXECUTIVE SESSION

Motion Dennis Schaperjahn, Second Melodye Eldeen

To go into executive session at 5:30 PM for negotiation purposes with the Galway Administrators Association.

All Voted Aye to Approve the Motion. Motion Passed. 7 YES 0 No

REGULAR SESSION

Motion Melodye Eldeen, Second Linda Jackowski

To return to regular session at 6:30 PM in the High School Library.

All Voted Aye to Approve the Motion. Motion Passed. 7 YES 0 No

OTHERS PRESENT

Shannon C. Shine, Superintendent of Schools; Frank Ferraro, Business Administrator; Jennifer Hall, Director of Pupil Personnel Services; Michelle McDougall, Elementary School Principal; Brita Donovan, Director of Curriculum, Instruction & Assessments; Nathan Kocak, Dean of Students/Athletic Director; Employees & Community Members

PLEDGE OF ALLEGIANCE - was recited

ADDITIONS TO THE AGENDA - were noted

## PRESENTATIONS

A Legislative Priorities Overview was presented by Brita Donovan, Director of Curriculum, Instruction & Assessments on the priorities listed below. A resolution will be presented to the Board for approval at the next meeting calling on the New York State Legislature and Governor Andrew Cuomo to act upon the priorities below.

- Fund and Adjust the Foundation Formula
- Increase the \$30,000 Threshold on BOCES Aid for Career and Technical Education (CTE) Programs
- Adjust the Regional Superintendent Salary Cap
- Small Group Insurance

A multi-year financial plan was presented by Frank Ferraro, Business Administrator. Those in attendance felt that it was presented in a manner in which it was very understandable which is what Mr. Ferraro's intent was. The Board was grateful that it was so easily understood and felt that it was important that the community and everyone understands what is being presented to them. They also appreciated that it was provided so early in the budget development stages. Mr. Ferraro reported that the District is fortunate because we are in a very good financial state and that it is our responsibility to preserve our good financial status and keep the fund balance stable for the future. He stated that fixed costs of staffing and benefits are the only way to keep the budget under control and with student enrollment decreasing significantly, we need to look at this. We want to ensure that our staffing model is as efficient as it can be and we want to make sure that we are serving our students well. We need to align enrollment with staffing without impacting instruction. That is very important. The budget is in the preliminary stages at this time. Additional information will be forthcoming as the budget development process continues. This presentation will be posted on the District's website. Mr. Ferraro stated that his door is always open and asked that if anyone has any questions or input on the budget to please stop by or contact him at any time.

## SUPERINTENDENT'S REPORT

In September, Governor Cuomo signed a law mandating that NYS public schools conduct lead testing on all sources of water used for drinking or cooking purposes. The district continues their required remediation and is fully in compliance, ensuring the safety of all staff and students.

Michelle McDougall, Elementary School Principal reported that collaborative work by the Academic Stakeholder's Council continues on standards-based elementary report cards. These report cards effectively communicate students' progress, areas of strength, where improvement is needed and is the result of current educational research. Further information is forthcoming.

Mr. Shine reported on the status of hiring a Jr./Sr. High School Principal that begins with applications being screened by all committee members on December 23 - January 6. In filling this key District administrative position, the District will follow recently updated Recruiting and Hiring Board Policy and Regulation #9240 and #9240R. Comment was made regarding the importance of this position. It was determined that there may be a need to hire an interim should more time be needed to find a suitable candidate for the position.

[APPROVAL OF CONSENT AGENDA](#)

Motion Linda Jackowski, Second Melodye Eldeen

To approve the Consent Agenda below.

CONSENT AGENDA	
FINANCIAL REPORTS / BOARD MEETING MINUTES	
November 9, 2016	Board Meeting Minutes
October, 2016	Student Activity Accounts Treasurer's Report
October, 2016	District Treasurer's Report
CSE/CPSE RECOMMENDATIONS	
Approve CSE/CPSE recommendations as presented to the Board prior to the meeting.	
RESIGNATION / OTHER	
NAME	DESCRIPTION
Margaret Staulters	Resignation from Teacher Aide position for retirement purposes effective January 3, 2017 with thanks and appreciation for her years of service to the District.
Nadine DesPres	Unpaid Leave of Absence for Nadine DesPres from her Teacher Aide position for 16 weeks beginning on January 9, 2017.
Christopher Kirvin	Rescind appointment as Girls' Modified Basketball Coach for the 2016-17 School Year.

CONSENT AGENDA (Continued)			
APPOINTMENTS			
NAME	TITLE	RATE OF PAY	EFFECTIVE DATE
Kathleen Schaperjahn	School Nurse - Level IAA	\$34,500/year Pro-rated	12/19/16
Jennifer Flint	Teacher Aide - Level II	\$ 9.00/hour	11/28/16
Robert Forand	Bus Monitor - Level II	\$ 9.00/hour	12/05/16
Marcie Page	Mentor (Nicole Best)	\$29.00/hour	11/28/16
Allison Reynolds	AIS Department Head	\$ 2,452/year	2016-17 School Year
Christine Bornt	Best Buddies Co-Advisor	\$ 477/year	2016-17 School Year
Allison Leonardo	Best Buddies Co-Advisor	\$ 477/year	2016-17 School Year
Taylor Clifford	Future Farmers of America (FFA) Advisor	\$ 1,000/year	2016-17 School Year
Susan Peters	Masterminds Advisor	\$ 712/year	2016-17 School Year
Mark Boudreau	Volunteer Boys' Modified Basketball Coach Assistant	-	12/09/16
Pamela Wilday	Girls' Modified Basketball Coach	Level IA \$ 1,809/year	2016-17 School Year
Pamela Wilday	Timer	\$ 62/night	2016-17 School Year
Stuart Wilday	Timer	\$ 62/night	2016-17 School Year
Robert Hartman	Timer	\$ 62/night	2016-17 School Year
Judy Kenyon	Scorekeeper	\$ 62/night	2016-17 School Year
Neal Evans	Scorekeeper	\$ 62/night	2016-17 School Year

All voted aye to approve the motion with the exception of Dennis Schaperjahn who abstained from voting due to one candidate being a relative.

Motion Passed. 6-YES 0-NO 1-ABSTAINED

## PERSONNEL

### 1. Motion Dennis Schaperjahn, Second Melodye Eldeen

Approve the four year probationary appointment of Taylor Clifford as a Technology/Agriculture Teacher Grades 7-12 effective December 9, 2016 – December 8, 2020 in the tenure area of Agriculture at Step M2 of the GTA Salary Schedule. Taylor has Animal Production, Science & Business 7-12 Transitional Certification that was issued on 10/26/16 and expires on 01/31/20.

In order to be eligible for tenure, individuals receiving a probationary appointment as a classroom teacher must receive annual composite or overall APPR ratings of Highly Effective or Effective in at least three of the four preceding years. If the individual received a rating of Ineffective in the final year of the probationary period, (he or she) will not be eligible for tenure at that time. The regulations do not require that a teacher have Professional Certification at the time of tenure but the District may make it a requirement.

All Voted Aye to Approve the Motion. Motion Passed. 7-YES 0-NO

### 2. Motion Melodye Eldeen, Second Dennis Schaperjahn

Approve the four year probationary appointment of Nicole Best as an Elementary Teacher Grades K-6 effective November 28, 2016 – November 27, 2020 in the tenure area of Elementary at Step M3 of the GTA Salary Schedule. Nicole has initial Early Childhood Education (Birth-Grade 2) certification that was issued on 12/24/15 and expires on 01/31/21. She also has initial Childhood Education (Grades 1-6) Certification that was issued on 03/06/14 and expires on 08/31/19.

In order to be eligible for tenure, individuals receiving a probationary appointment as a classroom teacher must receive annual composite or overall APPR ratings of Highly Effective or Effective in at least three of the four preceding years. If the individual received a rating of Ineffective in the final year of the probationary period, (he or she) will not be eligible for tenure at that time. The regulations do not require that a teacher have Professional Certification at the time of tenure but the District may make it a requirement.

All Voted Aye to Approve the Motion. Motion Passed. 7-YES 0-NO

## NEW BUSINESS

1. Discussion continued on a Senior Class trip in April, 2018 to Disneyworld and Universal Studios in Florida. Superintendent Shine shared feedback from the District's legal counsel which indicated that such a trip, for technically non-educational purposes, was not advisable and carries large liability concerns on the District and taxpayers should something go wrong. (Continued)

NEW BUSINESS (Continued)

Also, Board Policy #4531 regarding such trips indicates that approval of the Superintendent is required prior to Board consideration. Based on the above, Mr. Shine advised the Board of Education not to approve this trip. He stated that the students could always agree on a similar trip during their April break which would be a non-district sponsored trip without liability to the District. Further discussion will take place at the next Board meeting.

2. The Board was in agreement with moving forward with the draft School Alliance for Substitutes in Education (SASIE) Side Letter of Agreement that authorizes the Superintendent of Schools to place substitutes on salary step placement when there are extenuating circumstances.
3. The Policy Committee is going to include Gate Receipts and Admissions Policy #6252 or possibly a Regulation instead when they meet next week to review and update an additional series of District policies. They will then be brought to the Board for a 1st reading followed by a 2nd reading/adoption.

4. Motion Dennis Schaperjahn, Second Anita Crawford  
Approve a 7th, 9th and 10th grade Honors Science Class trip to Boston, MA on Tuesday, April 25, 2017 to attend the Boston Museum of Science and to visit other sites in the Boston area.

All Voted Aye to Approve the Motion. Motion Passed. 7-YES 0-NO

Motion Linda Jackowski, Second Michelle Bombard

Approve a Band trip to Holyoke High School in MA and Six Flags New England on Friday, May 5, 2017.

All Voted Aye to Approve the Motion. Motion Passed. 7-YES 0-NO

Motion Dennis Schaperjahn, Second Melodye Eldeen

Approve a trip to Syracuse, NY on Saturday, January 28 - Sunday, January 29, 2017 for approximately seven students in grades 8-12 to participate in the NYS Future Farmers of America Leadership Conference.

All Voted Aye to Approve the Motion. Motion Passed. 7-YES 0-NO

5. Motion Michelle Bombard, Second Dennis Schaperjahn  
Accept the following donations with thanks and appreciation and authorize the Treasurer to increase the budget codes indicated below:

NEW BUSINESS (Continued)

AMOUNT	RECEIVED FROM	PURPOSE	BUDGET CODE
\$100	Women of the Moose Riverview Chapter 1031	Elementary School Use	-
\$750	Michael Smith/ Adirondack Fur	Batting Cage	A 2855-200-08-0000
\$1,000	David Mello	Batting Cage	A 2855-200-08-0000
\$8,336.68	Ilsababy Foundation	Arts in Education	A 2110-490-00-0000
\$1,003.49	Dockstader Trust Grant #2016-04	Preservation of Nature Trails	-

A flag from Stacie Butterfield, Teacher Aide, in memory of her late Uncle, Edward Shepard Jr. to be displayed in the district. Edward Shepard Jr. served during the Vietnam War, was an army intelligence officer, and also served as a color guard for President John F. Kennedy. The flag itself was flown outside the Dalton, MA VFW in his memory on November 11, 1981.

All Voted Aye to Approve the Motion. Motion Passed. 7-YES 0-NO

- 6. Motion Linda Jackowski, Second Melodye Eldeen  
Accept the following Tax Collector's Report:

DESCRIPTION	AMOUNT
Tax Warrant Amount - School	\$ 10,066,021
Tax Warrant Amount - Library	148,500
Amount Collected - School	8,040,405
Amount Collected - Library (Represents approximately 94% of the Levy.)	139,703
STAR Amount to be Reimbursed by NYS	1,495,544
Amount Returned to Counties	533,615
Amount Collected in Penalties during October	7,579

(No returned check fees.)	
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All Voted Aye to Approve the Motion. Motion Passed. 7 YES 0 No

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### NEW BUSINESS (Continued)

7. Motion Dennis Schaperjahn, Second Linda Jackowski

Approve a Construction Manager Contract with Turner Construction Company for construction management services for the Capital Project approved by voters on May 17, 2016 and authorize the President of the Board of Education to sign the contract on behalf of the District.

All Voted Aye to Approve the Motion. Motion Passed. 7-YES 0-NO

### PUBLIC COMMENT

- Comment was made that in the short time that Nate Kocak has been employed as the District's Athletic Director his attendance at sporting events is very noticeable. He was thanked for coming to so many events in support of our students and for all he does.
- The high school gym was suggested as possibly a good location to hang the donated flag talked about earlier in the meeting.
- Comments were made regarding the hiring of a new Jr./Sr. High School Principal and the importance of taking our time to find the right candidate.
- A concern was brought up regarding the Senior Class Trip to Florida in 2018 that if the Board approved this trip, what options would be available for students who could not afford to go and would it set precedent for future classes.
- Maryellen Symer, an administrator from Burnt Hills Central School District thanked everyone for their assistance while working on a Comparative Governing Study and made a donation to the Galway Community Education Foundation as a token of appreciation.
- It was stated that the recent elementary concert and the dance recital was great. The kids were very enthusiastic and did a great job.
- Michelle McDougall talked about this year's Grandparents Day. Since the program began, the District found the need to extend Grandparents Day to three days instead of one to accommodate everyone. She commented that Linda Casatelli, District Clerk and Secretary to the Superintendent of Schools, donated items in the past, but this year donated so many items that she made that we were able to give a gift to almost every grandparent. She does this in memory of her father, Michael (Mitch) Zajackowski, who would make things together with her and give them away to people just to make them smile. She is carrying on his legacy. Linda also obtained donations from several area businesses that were used as gifts or to decorate the school for the holidays.



Mrs. McDougall thanked her and presented her with a gift in appreciation of what she did.

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### BOARD MEMBER COMMENTS

- Comment was made on our outstanding Volleyball team this year. Students were recognized for their hard work and accomplishments and exhibited a great sense of Galway Pride.
- Comments were made in support of hiring an interim Jr./Sr. High School Principal if necessary.
- Brita Donovan, Director of Curriculum, Instruction and Assessments and Michael Healey, Jr./Sr. High School Principal, were congratulated on a magazine article they wrote that was published in the Fall issue of Vanguard Magazine. The article highlights how efforts to improve the school's physical space also boosts and improves academic performance, student conduct and attendance. The article is entitled "Innovative Spaces Transformed Our School Climate and Culture" and is available on the District's website. Vanguard magazine is published three times per year by the School Administrators Association of New York State as a conduit for sharing and exploring educational leadership.
- Michelle Bombard stated that the recent NERIC Regional Technology Day Conference that she attended was very informative. They spoke about what's available to schools and inspiring ways to help students learn by the use of technology. It was a great learning experience.
- Those in attendance were thanked and encouraged to continue to attend board meetings and to get others to attend also as the Board wants to hear from them and gain input as the Budget Development Process continues.

### ADJOURNMENT

Motion Dennis Schaperjahn, Second Linda Jackowski to adjourn at 8:00 PM.

All Voted Aye to Approve the Motion. Motion Passed. 7-YES 0-NO

Respectfully submitted,

*Linda Casatelli*

Linda M. Casatelli  
District Clerk

