



GALWAY CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING / ORGANIZATIONAL MEETING

# MINUTES

THURSDAY, JULY 13, 2017  
EXECUTIVE SESSION - 5:30 PM ♦ REGULAR MEETING - 6:00 PM

## MEETING CALLED TO ORDER

Meeting was called to order at 5:30 PM in the High School Conference Room.

## BOARD MEMBERS PRESENT

Jay Anderson, Michelle Bombard, Stacey Caruso-Sharpe, Melodye Eldeen, Linda Jackowski, Dennis Schaperjahn, Joan Slagle

## BOARD MEMBERS ABSENT

None

## ANTICIPATED EXECUTIVE SESSION

Motion Dennis Schaperjahn Second Linda Jackowski

To enter executive session at 5:30 PM to discuss the Superintendent's contract extension.

All voted Aye to approve the motion. 7 Yes Votes 0 No Votes

## REGULAR SESSION

Motion Melodye Eldeen Second Dennis Schaperjahn

To return to regular session at 6:00 PM in the High School Library.

All voted Aye to approve the motion. 7 Yes Votes 0 No Votes

PLEDGE OF ALLEGIANCE - was recited

ADDITIONS TO THE AGENDA - were noted

PUBLIC COMMENT ON AGENDA ITEMS

## ADMINISTRATION/CERTIFICATION OF OATH OF OFFICE TO BOARD MEMBERS

Board of Education signed Oaths of Office and submitted them to the District Clerk for Certification.

## BOARD PRESIDENT ELECTION

- a. Linda Jackowski nominated Jay Anderson for Board President.  
There were no other nominations.
- b. Motion Linda Jackowski, Second Joan Slagle  
To elect Jay Anderson as President of the Board of Education for the 2017-18 School Year.  
All voted Aye to approve the motion. 7 Yes Votes 0 No Votes
- c. Jay Anderson was elected Board President and conducted the remainder of the meeting.

BOARD VICE-PRESIDENT ELECTION

- a. Joan Slagle nominated Dennis Schaperjahn for Board Vice President.  
There were no other nominations.
- b. Motion Joan Slagle, Second Linda Jackowski  
To elect Dennis Schaperjahn as Vice-President of the Board of Education for the 2017-18 School Year.  
All voted Aye to approve the motion. 7 Yes Votes 0 No Votes
- c. Dennis Schaperjahn was elected Board Vice-President.

PRESENTATION

The District’s Special Education Annual Report was presented by Jennifer Hall, Director of Pupil Services which was followed by comments and questions.

ANNUAL APPOINTMENTS

Motion Melodye Eldeen Second Michelle Bombard to approve the following annual appointments:

TITLE	NAME	RATE OF PAY
District Clerk	Linda Casatelli	\$3,750
Records Access Officer	Linda Casatelli	
Deputy Student Activity Accounts Treasurer	Linda Casatelli	
Records Management Officer	Linda Casatelli	
District Treasurer	Melissa Lovelass	
Deputy Treasurer	Shannon Shine	
Chief Emergency Officer	Shannon Shine	
Internal Claims Auditor	Barbara Sleight	\$26.27/Hour
Tax Collector	Barbara Sleight	\$4,200
Deputy Tax Collector	Ballston Spa National Bank	
Attendance Officer	Cindy Colby	
Purchasing Agent	Frank Ferraro	
Chief Information Officer	Lisa Marcellus	
Title VI Civil Rights Coordinator	Jennifer Hall	

ANNUAL APPOINTMENTS (Continued)

TITLE	NAME	RATE OF PAY
Title IX Civil Rights Coordinator	Jennifer Hall	
Section 504 Compliance Officer	Jennifer Hall	
Home School Liaison	Jennifer Hall	
McKinney-Vento Liaison	Jennifer Hall	
Medicaid Compliance Officer	Jennifer Hall	
Medicaid Billing Clerk	Barbara Semo	\$3,075
Student Activity Accounts Treasurer	Barbara Semo	\$1,435
DASA Coordinators	Jennifer Hall, Brita Donovan, Christine Bornt, Andrew Huszar	
Data System Administrator	Scot Carpenter-BOCES	
Asbestos Designee	Michael Sherman	\$1,250
Water Treatment Analyst	Michael Sherman	\$1,250
DEC/Inground Tank Licensee	Michael Sherman	\$1,250
Pesticide Applicator Licensee	George Simkins	\$1,250
Fixed Assets Manager	Dody Seelow-Podolec	\$1,250
Custodian of Voting Machines	Beth Ruman	\$200
Election Co-Chairperson/ Chief Inspectors	Ruth Gerardi, Chris DeCristofaro, Janet VanRijsewijk	\$13/Hour
Election Co-Chairperson/ Chief Inspectors	Ruth Gerardi, Chris DeCristofaro, Janet VanRijsewijk	\$13/Hour
Election Board of Registration	Ruth Gerardi, Doris Tretiak, Linda Pike, Pauline Muth	\$13/Hour
Election Inspectors	Linda Pike, Maureen Sauter, Ruth Gerardi, Doris Tretiak, Pauline Muth, Barbara Sleight, Karli Smith, Sharyn Kalinkewicz, Christine DeCristofaro, Audrey LaHoff	\$13/Hour
Voting Delegate - NYSSBA Annual Convention	Joan Slagle	

PROFESSIONAL SERVICES AND DESIGNATIONS

Motion Melodye Eldeen, Second Stacey Caruso-Sharpe to approve the following annual appointments:

TITLE	NAME	RATE OF PAY
School Physician	Saratoga Family Health Center	Per Agreement
School Attorney	Girvin & Ferlazzo PC	Per Agreement <ul style="list-style-type: none"> <li>● \$25,000 Retainer</li> <li>● Services not covered in Retainer - \$160/hour</li> <li>● Litigation &amp; Hearings - \$180/hour</li> </ul>
External Auditor	West & Co.	Per Contract <i>(Appointed on 4/7/16 for 3 years.)</i>
School Insurance Provider	NYS Schools Insurance Reciprocal	\$89,466
Official Bank Depository	Ballston Spa National Bank, NYCLASS	
Advanced Therapy, PLLC	Related Services-Speech Language Therapy/Assistant Technology, OT/PT	Per Contract <i>(Appointed for 3 years beginning with 2016-17 school year.)</i>
Architect/Engineer	CSArch	
Financial Planning	Capital Market Advisors, LLC	
Bond Counsel	Barclay Damon LLP	
Official Newspapers	Daily Gazette, The Recorder	
Bell's Auto Driving School	Driver Education Program	N/A for June 2017

All voted Aye to approve the motion. Motion Passed. 7 Yes 0 No

**BOARD OF EDUCATION MEETING SCHEDULE - FOR INFORMATIONAL PURPOSES ONLY**

The following Board Meeting Schedule was approved at a prior Board meeting. It appears on this Agenda for informational purposes only.

<b>JULY 2017 – AUGUST 2018 BOARD MEETING SCHEDULE</b> BOARD MEETINGS & WORK SESSIONS BEGIN AT 6:30 PM IN THE HIGH SCHOOL LIBRARY EXCEPT WHERE NOTED BELOW		
DATE		DESCRIPTION
Thursday, July 13		Organizational Meeting 6:00 PM
August 10, 2017		Work Session
August 24, 2017		Meeting
September 7		Work Session
September 21		Meeting
October 12		Meeting
October 26		Work Session
Wednesday, November 8		Meeting
December 7		Meeting
January 4		Work Session
January 18		Meeting
February 1		Work Session
February 15		Meeting
March 8		Work Session
March 22		Meeting
Thursday, April 12	Adopt Budget	Work Session
April 24	BOCES Vote	Meeting 8:00 AM HS Conference Room
May 3	Budget Hearing	Work Session / Budget Hearing
May 15	Election Day	Meeting 6:30 PM / Budget Vote 10-8 PM HS Gym
June 7		Work Session
June 21		Meeting
Thursday, July 12, 2018		Organizational Meeting 6:00 PM
Saturday, August 4, 2018		Board Retreat 9–3:00 PM Location TBD
August 9, 2018		Work Session
August 23, 2018		Work Session

CSE/CPSE COMMITTEE MEMBERSHIPS

Motion Linda Jackowski, Second Dennis Schaperjahn to approve the following 2017-18 committee memberships:

COMMITTEE ON SPECIAL EDUCATION - FULL COMMITTEE	
Chairperson/Administrator	Jennifer Hall
Alternate Chairperson	Andrew Huszar
Psychologist	Andrew Huszar
Physician	Saratoga Family Health Center
Classroom Teacher of Child Being Reviewed	Classroom Teacher of Child Being Reviewed
Special Ed Teacher of Child Being Reviewed (or as assigned)	Special Ed Teacher of Child Being Reviewed (or as assigned)
Parent Representative	Karin Bombard (as required)
Parent of Child Being Reviewed	Parent of Child Being Reviewed
Others as Deemed Appropriate	Others as Deemed Appropriate
COMMITTEE ON SPECIAL EDUCATION - SUB COMMITTEE	
Chairperson	Jennifer Hall
Alternate Chairpersons	Andrew Huszar, Shannon Britten
Classroom Teacher of Child Being Reviewed	Classroom Teacher of Child Being Reviewed
Parent of Child Being Reviewed	Parent of Child Being Reviewed
Others as Deemed Appropriate	Others as Deemed Appropriate
COMMITTEE ON PRESCHOOL SPECIAL EDUCATION	
Designee Authorized to Sign Pre-school STAC Forms	Jennifer Hall
Alternate Chairperson	Andrew Huszar
County Representative	As Assigned
Evaluator of Child as Appropriate	Evaluator of Child as Appropriate
Preschool Teacher or Provider as Appropriate	Preschool Teacher or Provider as Appropriate
Parent Representative (as required)	As Assigned

All voted Aye to approve the motion. Motion Passed. 7 Yes 0 No

SUPERINTENDENT OF SCHOOLS AUTHORIZATIONS

Motion Dennis Schaperjahn, Second Michelle Bombard to authorize the Superintendent of Schools to:

1. certify payrolls
2. approve attendance at conferences, conventions, workshops, etc. for all employees
3. apply for State and Federal Grants in Aid
4. sign and file all applications and certifications for federal funds
5. approve budget transfers up to \$15,000
6. execute annually renewed contracts
7. execute BOCES contracts
8. purchase and consult professional services
9. employ temporary, part-time and substitute personnel
10. represent the district in matters pertaining to school breakfast/lunch/milk programs - Resolved that the Galway CSD Board of Education delegates to the chief administrative officer the authority to act as its agent with regard to Galway CSD's participation in the National School Lunch/School Breakfast/Special Milk Programs and to enter into on its behalf all contracts and agreements associated with said participation.
11. authorize contracts for student services (such as health, cafeteria)

All voted Aye to approve the motion. Motion Passed. 7 Yes 0 No

OTHER

Motion Melodye Eldeen, Second Michelle Bombard to approve the following items:

Establish the Mileage Reimbursement Rate – the most current IRS rate.																		
Establish Petty Cash Funds: \$50 School Lunch Program    \$100 Transportation Department    \$50 Business Office																		
Establish the Following Hourly Pay Rates for the 2017-18 School Year: <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Substitute Teacher Aide</td> <td>NYS Minimum Wage</td> </tr> <tr> <td>Substitute Cafeteria</td> <td>NYS Minimum Wage</td> </tr> <tr> <td>Substitute Monitor</td> <td>NYS Minimum Wage</td> </tr> <tr> <td>Substitute Bus Driver</td> <td>\$16.01</td> </tr> <tr> <td>Substitute School Secretary</td> <td>\$14.85</td> </tr> <tr> <td>Substitute Secretary to CSO</td> <td>\$20.00</td> </tr> <tr> <td>Substitute Custodian/Cleaner</td> <td>\$12.47</td> </tr> <tr> <td>Substitute Automotive Repairer</td> <td>\$18.00</td> </tr> <tr> <td>Substitute Nurse</td> <td>\$23.00</td> </tr> </table>	Substitute Teacher Aide	NYS Minimum Wage	Substitute Cafeteria	NYS Minimum Wage	Substitute Monitor	NYS Minimum Wage	Substitute Bus Driver	\$16.01	Substitute School Secretary	\$14.85	Substitute Secretary to CSO	\$20.00	Substitute Custodian/Cleaner	\$12.47	Substitute Automotive Repairer	\$18.00	Substitute Nurse	\$23.00
Substitute Teacher Aide	NYS Minimum Wage																	
Substitute Cafeteria	NYS Minimum Wage																	
Substitute Monitor	NYS Minimum Wage																	
Substitute Bus Driver	\$16.01																	
Substitute School Secretary	\$14.85																	
Substitute Secretary to CSO	\$20.00																	
Substitute Custodian/Cleaner	\$12.47																	
Substitute Automotive Repairer	\$18.00																	
Substitute Nurse	\$23.00																	
Establish Custodial & Vehicle Driver Rates for School-related & Non-school Related User Groups: Non-School Group Custodial Rate - \$25/Hour (2 Hour minimum)    Driver Rate - \$20/Hour																		
Establish Mileage Rate for Bus User Groups - \$1.25/mile																		

Continued

OTHER (Continued)

Re-adopt all Policies and Regulations that are currently in effect.	
Approve the District's Professional Development/Mentoring Plan.	
Adopt the District's free and reduced price meal or special milk policy statement for the next school year which sets forth the conditions that the school must follow to participate in this program.	
Establish Food Prices:	
<u>Breakfast</u>	<u>Lunch</u>
Elementary Student Breakfast \$1.60	Elementary Student Lunch \$2.40
Jr./Sr. High Student Breakfast \$1.75	Jr./Sr/ High Student Lunch \$2.55
Adult Breakfast \$2.20 (Includes Tax)	Adult Lunch \$3.95 (Includes Tax)
Student/Adult Milk for Breakfast and Lunch - \$.60	

All voted Aye to approve the motion. Motion Passed. 7 Yes 0 No

CONSENT AGENDA

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

CONSENT AGENDA

FINANCIAL REPORTS / BOARD MEETING MINUTES			
May, 2017 June 22, 2017	District Treasurer's Report Board Meeting Minutes		
CSE/CPSE RECOMMENDATIONS			
Approve CSE/CPSE recommendations as presented to the Board prior to the meeting.			
APPOINTMENT			
Deborah Wilday	Modified Volleyball Coach	Level D - \$4,000/Year	Effective 08/14/17
Amy Kondrat	Substitute School Secretary	\$14.85/Hour	Effective 09/01/17

(End of Consent Agenda)

All voted Aye to approve the motion. Motion Passed. 7 Yes 0 No



CO-CURRICULAR APPOINTMENTS

Motion \_\_\_\_\_ Second \_\_\_\_\_ to approve the following co-curricular appointments:

POSITION	2016-2020 Rate of Pay	NAME
After School ELA/Math and Homework Lab (Per Hour Each)	\$42	Karen Decker, Jo-Anne Curtis, Mallory O'Reilly, Lynn Prehn, Elaine Vandenburg, Melanie McDonald, Scott Smith, Janis Palsgraf, Kathleen DiBlasi, Beth Brewster, Christin Sickels, Allison Leonard, Jeanne Bechand, Laura Moore, Deborah Hutchinson, Kristin Mars, Jacqueline Mullin, Nadine DesPres
Accompanist (per Hour)	\$23	
Art Club	\$1,030	
Banana Splits (up to 4)	\$303	Dorothy Chynoweth, Lucinda Ormiston, Mallory O'Reilly
Best Buddies	\$854	Christine Bornt, Christin Sickels
Buddy Up Galway (BUGS) (up to 2)	\$500	
Cadet Band	\$1,210	
Camp Chingachook Coordinator	\$203	Paula Canell
Chamber Singers (C&T)	\$1,922	Mellenie Booth
Chaperone-Basketball/Wrestling/Volleyball As needed per night	\$81	Lynn Prehn, Paul Levin, Elaine Vandenburg, Shauna Sitts, Kristin Mars, Janet van Rijsewijk, Barbara Semo
Chaperone-Dances (per night)	\$83	Karen Decker, Susan Peters, Elaine Vandenburg, Christine Sickels, Allison Leonardo, Jeannine Bechand, Kristin Mars, Tracy Smith
Chaperone-NYSSMA Activities** (per Hour)	\$21	Gary Barrow, Mellenie Booth
Detention Supervisor (per Hour)	\$29	Joanne Donnan, Susan Peters, Melanie McDonald, Jeanne Bechand
Distributive Education Club of America (DECA)	\$1,282	
District Photographer	\$521	Kris Darlington
District Newsletter Layout Editor (per issue)	\$130	
Drama Club - Grades 6-8	\$1,139	
Drama Club - Grades 9-12	\$1,139	Anne Valenti

(Continued)

CO-CURRICULAR APPOINTMENTS Continued

Elementary Band	\$356	Gary Barrow
Elementary Chaperone (per Hour)	\$25	Karen Moffatt, Deborah Neahr, Tracy Smith, Barbara Semo, Janet Van Rijsewijk, Kathleen DiBlasi, Lucinda Ormiston, Deborah Hutchinson, Mallory O'Reilly, Jo-Anne Curtis
Elementary Chaperone (Camp Chingachgook) (per night)	\$81	Scott Smith, Marianne Gribben, Carol Remscheid, Mark Kalinkewicz, Bradley Johnson
Elementary Newspaper	\$399	
Fitness Center Supervisor (per Hour)	\$21	Barb Semo, Scott Smith, Paula Canell, Janet Van Rijsewijk, Tracy Smith
Footprint Advisor	\$961 Shared	Kristin Ostrander, Karen Decker
Footprint Layout Editor	\$392	Kristin Ostrander
Freshmen Class Advisor	\$1,139	
Future Farmers of America	\$1,000	Taylor Clifford
GTV Advisor - Elem	\$2,135	Kris Darlington
GTV Advisor - Jr. Sr. High	\$2,500	Kristin Ostrander
Home Arts Club Advisor	\$1,021	
Intramural Activities Coordinator and Instructor	\$1,785 Shared	Christin Sickels Allison Leonardo
Jazz Band	\$1,922	Gary Barrow
Junior Class Advisor	\$1,709	Jackie Mullin
Junior Great Books (4-6 positions)	\$303	
Junior State of America Advisor	\$1,709	
Literary Magazine	\$1,353	
Marine Biology Club Advisor	\$498	Jeannine Bechand
Masterminds	\$712	Susan Peters
Mock Trial	\$712	
National Honor Society	\$1,282	Joanne Donnan
National Junior Honor Society	\$1,282 Shared	Diane Sartin Susan Peters
Newspaper Advisor - Grades 7 & 8	\$399	Karen Decker

CO-CURRICULAR APPOINTMENTS Continued

Odyssey of the Mind	\$405	Jeanine Flinton
One Act Play Director (one per grade level 9-12)	\$712	
Outdoor Adventure Club Advisor	\$595	Janet VanRijsewijk
Rec Night Supervisor (per night)	\$142	Jeannine Bechand
Robotics Club	\$1,000	Joanne Donnan
SADD	\$997 Shared	Maureen Mierzwa-Latza Christine Bornt
Science Club	\$498	
Scorekeeper (per night)	\$62	
Senior Class Advisor	\$1,994	Joanne Donnan
Ski Club - Elem.	\$498	Rachel Montalbano
Ski Club - Jr. Sr. High	\$498 Shared	Kristin Mars, Jacqueline Mullin
Sophomore Class Advisor	\$1,424	Allison Leonardo
Spring Play Production - Musical Director	\$1,566	Mellenie Booth
Spring Play Production - Director	\$1,566	Anne Valenti
Student Senate - Elementary	\$854	Mallory O'Reilly
Student Senate - Jr. High	\$997 Shared	Allison Leonardo, Jeannine Bechand
Student Senate - High School	\$1,851	Chris Kirvin
Summer Art Fair Advisor (per Hour)	\$42/Hour Each	Deborah Neahr, Karen Moffatt
Summer Curriculum (per Hour)	\$29	Trevor Tripp, Kris Toscano, Beth Deluca, Chris Kirvin, Geoff Maliszewski, Elaine Vandenburg, Susan Peters, Brenda Peconie, Diane Sartin, Joanne Donnan, Taylor Clifford, Christin Sickles, Katherine Huszar, Beth Brewster, Amy David, Maureen Latza, Shauna Sitts, Kelly Yetto-O'Brien, Kristen Ostrander, Jacqueline Mullin, Susan Kinne, Kristyn Akin, Ben Jacaruso, Lynn Prehn, Jeannine Beachand, Rachel Clay, Paul Levin, Kristin Mars, Cayla Gawrecki, Charles Diamond
Summer School Teacher (rate per Hour)	\$42	(Appointed at last Board Meeting)
Sunrise Reading Club Teacher (rate per Hour)	\$31	

CO-CURRICULAR APPOINTMENTS Continued

Supervisor - Bus or Game (per Night) (Head Chaperone)	\$93	Melanie McDonald Joanne Donnan
Supervisor - Library (rate per Hour)	\$23	
Ticket Sales (per Night)	\$62	Joanne Donnan, Susan Peters, Jo-Anne Curtis, Janet VanRijsewijk, Tracy Smith
Timer (per Night)	\$62	
Tutor (rate per Hour)	\$35	Melanie McDonald, Nadine DesPres
Varsity Club	\$712	
Yearbook - Elementary	\$532	David Nettleton
Yearbook - High School	\$1,994	David Nettleton
Audio Visual Supervisor	\$2,689	Kris Darlington
CEIP Coordinator	\$2,500	
Galway Jr/Sr High Chemical Hygiene Officer	\$250	Kris Darlington
Department Head	\$2,452	Joanne Donnan (CTE), Susan Peters (Spanish), Elaine Vandenburg (SS), Rachel Clay (Sci), Melanie McDonald (English), Maureen Mierzwa-Latza (Art), Lynn Prehn (Math), Mark Kalinkewicz (Health and PE), Allison Reynolds (K-12 AIS)
Grade Level Leader (K-5)	\$2,452	Bradley Johnson (G5), Kathleen DiBlasi (G1), Lucinda Ormiston (G3), Deborah Hutchinson (G2), Sara Immel (G4), Carla Gload (G6), Jennifer Suydam (K)
Guidance Director	\$6,090	
Pupil Services (Special Ed) Dept. Head (6-12)	\$2,452	Beth Brewster
Pupil Services (Special Ed) Team Leader (K-5)	\$2,452	Janis Palsgraf
Reading Coordinator	\$2,452	Allison Leonardo
Web Master	\$1,793	Kris Darlington

All voted Aye to approve the motion. Motion Passed. 7 Yes 0 No

NEW BUSINESS

Motion Melodye Eldeen, Second Stacey Caruso-Sharpe

Accept a donation in the amount of \$150 to help fund a trip for a Galway student to attend the 2nd Annual Project Fibonacci STEAM Conference in Rome, NY with thanks and appreciation.

All voted Aye to approve the motion. Motion Passed. 7 Yes 0 No

BOARD MEMBER COMMENTS

Various comments were made throughout the meeting.

PUBLIC COMMENT - None

Comment was made that one of the District's Bus Drivers, Robert Marshall, took it upon himself to help Galway students go to summer camp this year who may otherwise have not been able to attend. Mr. Marshall delivers newspapers prior to driving school bus in the morning. He takes all the tips and donations he receives from those on his newspaper route throughout the year to help fund summer camp. This year twelve students were able to enjoy summer camp due to his efforts and those on his newspaper route. Mr. Marshall has also purchased backpacks and helped fund activities in the past. It was noted that the Galway Community Education Foundation also contributed \$1,100 toward summer camp this year. Thanks and appreciation was extended to the Galway Community Education Foundation, Mr. Marshall, those that contributed and also to Michelle McDougall, Elementary School Principal, who was instrumental in finalizing the entire effort.

ADJOURNMENT

Motion Melodye Eldeen, Second Stacey Caruso-Sharpe

To adjourn at 7:15 PM.

All voted Aye to approve the motion. Motion Passed. 7 Yes 0 No

Respectfully submitted,

*Linda M. Casatelli*

Linda M. Casatelli  
District Clerk