



# GALWAY CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION MEETING MINUTES

December 7, 2017

6:00 PM - Executive Session / 6:30 PM - Regular Session

## CALL TO ORDER

The meeting was called to order by Board President Jay Anderson at 6:00 PM in the High School Conference Room.

PLEDGE OF ALLEGIANCE - was recited

## BOARD MEMBERS PRESENT

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

## BOARD MEMBERS ABSENT

None

## EXECUTIVE SESSION

Motion Linda Jackowski, Second Melodye Eldeen to go into Executive Session at 6:00 PM for specific personnel matters.

All voted Aye to approve the motion. Motion passed 7-0.

## REGULAR SESSION

Motion Dennis Schaperjahn, Second Michelle Bombard to return to Regular Session at 6:30 PM in the High School Library.

All voted Aye to approve the motion. Motion passed 7-0.

## OTHERS PRESENT

Shannon C. Shine, Superintendent of Schools; Frank Ferraro, Business Administrator; Brita Donovan, Director of Curriculum, Assessment and Instruction; Jennifer Hall, Director of Special Education; Michelle McDougall, Elementary School Principal; Michael Miller, Jr./Sr. High School Principal, Nathan Kocak, Jr./Sr. High School Dean of Students/Athletic Director; employees, students and community members

ADDITIONS TO THE AGENDA - were noted

SUPERINTENDENT'S REPORT - none

## PRESENTATIONS

A Robotics Team Presentation was given by students on the team. Advisors Joanne Donnan and Jeannine Flinton were also present. Robotics teaches students core engineering concepts, problem-solving skills, and leadership principles. It helps students to discover and develop a passion for technology, engineering and science and is directly linked to the growing number of students who pursue careers in these fields. The students gave an overview of what they do and gave a demonstration of the project they are working on and how it will work when completed. They were thanked for their very informative presentation.

A Capital Project Update was presented by Turner Construction representatives. They talked about where we are now with the Capital Project and what the next steps are and the timeframe for each. The scheduled completion date of the project is August, 2019. As the project moves forward, updates will be provided and posted on the District's website and in the District Newsletter so the community is kept informed of what is taking place.

A Fall Athletics Presentation was given by Nathan Kocak, Athletic Director. An overview of each of the sports teams took place. Highlights were shown of how well our teams are doing where students are excelling in sports and doing so without compromising their studies by exhibiting excellent grades. The District is very proud of our students and their outstanding accomplishments. Mr. Kocak was thanked for the informative presentation.

A Multi-year Financial Plan Presentation was provided by Frank Ferraro, Business Administrator. Mr. Ferraro reported that Phase I of the budget development process is complete. Phase II follows which is the Budget Building Phase. It consists of the completion of a first draft of the budget; focusing on a revenue budget when the Governor's state aid proposal is released sometime in January; presenting the draft budget to the Board and public. Mr. Ferraro stated that he will begin Phase II by talking about programs with each of the K-12 departments and administration and finding out what is needed to fund their programs. He commented that our biggest responsibility is to the students and then the taxpayers.

Mr. Ferraro also reported that the District is in a very good financial state and that this will help us in the next few years. He stated that although we have a revenue problem, it is very manageable if we budget and spend correctly. He stated that we want to maintain the good financial state we are in and be careful not to overspend. He said that the District has a substantial fund balance, which is very good, and that it will help us in the future. He also stated that it is key to not spend our entire budget, although the funds allocated may be there, as we need to keep our fund balance stable for the future. He commented that we want to ensure that we are operating as efficiently as we can and that we are serving our students well. The budget is in the preliminary stages at this time.

PRESENTATIONS (Continued)

Additional information will be forthcoming as the budget development process continues. Mr. Ferraro stated that his door is always open if anyone has any questions or has input on the budget and to feel free to stop in or contact him at any time.

CONSENT AGENDA

Motion Michelle Bombard, Second Stacey Caruso-Sharpe to approve the Consent Agenda:

<b>CONSENT AGENDA</b>			
<b>FINANCIAL REPORTS / BOARD MEETING MINUTES</b>			
November 8, 2017	Board Meeting Minutes		
August, 2017	Revised District Treasurer’s Report for Payroll		
September & October, 2017	District Treasurer’s Report		
<b>CSE/CPSE RECOMMENDATIONS</b>			
Approve CSE/CPSE recommendations as presented to the Board prior to the meeting.			
<b>RESIGNATIONS</b>			
NAME	TITLE	EFFECTIVE DATE	
Mark Bickford	Teacher Aide	11/27/17	
Ernest Powers	Special Education Teacher	11/30/17	
<b>RESIGNATION/APPOINTMENT</b>			
Accept the resignation of Taylor Hugo from her Cleaner position effective November 12, 2017 and approve her appointment as a Custodian at a rate of \$15.00/hour effective November 13, 2017.			
<b>APPOINTMENTS</b>			
NAME	TITLE	RATE OF PAY	EFFECTIVE DATE
Christopher Cook	Custodian	\$15.00/hour	12/04/17
Noreen VanDeusen	Substitute Custodian/Cleaner	\$12.47/hour	11/14/17
Kelly O’Brien-Yetto	Literary Magazine Advisor	\$1,353/year	09/01/17
Jennifer Flint	Elementary Newspaper Advisor	\$399/year	12/08/17
Meghan Signor	After School ELA/Math & HW Lab	\$42.00/hour	11/09/17

[CONSENT AGENDA](#) (Continued)

APPOINTMENTS			
NAME	TITLE	RATE OF PAY	EFFECTIVE DATE
Stuart Wilday	Timer	\$62.00/night	11/16/17
Pamela Wilday	Timer	\$62.00/night	11/16/17
Jennifer Flint	Timer	\$62.00/night	12/06/17
Elaine Vandenburg	Scorekeeper	\$62.00/night	11/16/17
Megan Schultz	DASA Coordinator	-	11/30/17

All voted Aye to approve the motion. Motion passed 7-0.

[NEW BUSINESS](#)

Motion Linda Jackowski, Second Stacey Caruso-Sharpe

Approve a Robotics Team trip for Galway’s A team and Middle School team to attend a VEX Robotics Competition on Saturday, December 16, 2017 at Rome Free Academy in Rome, NY.

All voted Aye to approve the motion. Motion passed 7-0.

Motion Joan Slagle, Second Stacey Caruso-Sharpe

Approve a trip for student staff members involved in EMC<sup>3</sup>, Eagles Media Center, to Columbia University in New York City to attend the annual Columbia Scholastic Press Association Conference on Wednesday, March 14, 2018 - Friday, March 16, 2018.

All voted Aye to approve the motion. Motion passed 7-0.

Motion Stacey Caruso-Sharpe, Second Dennis Schaperjahn

Following a 2nd Reading adopt the following Board Policies and Regulations:

- Purchasing 6700
- Purchasing Regulation 6700R
- Purchasing Authority 6710
- Purchasing Procedures 6740
- Purchasing Procedures Regulation 6740R
- Contracting for Professional Services 6741
- Payroll Procedures 6800
- Disposal of District Property 6900

All voted Aye to approve the motion. Motion passed 7-0.

NEW BUSINESS (Continued)

A first reading of the following Board Policies took place:

Expense Reimbursement	6830
Gate Receipts and Admissions Regulation	6252R
Facilities Development Goals	7000
Facilities Planning	7100
Site Acquisition	7350
Construction Safety	7365
Support Services Goals	8000
School Building Safety	8110
Health and Safety Committee	8112
Pesticides and Pest Management	8115

An After Hours Building Security Discussion took place. As a result of that discussion, the Board of Education charged the Superintendent of Schools and Administration to provide the Board with a recommendation to implement a program for the safety and security of students at the next Board meeting.

Motion Dennis Schaperjahn, Second Linda Jackowski

Approve a Memorandum of Agreement between the Galway Central School District and the CSEA regarding filling a Bus Driver vacancy that occurred on November 28, 2017 and authorize the Superintendent of Schools to sign the Agreement on behalf of the District.

All voted Aye to approve the motion. Motion passed 7-0.

Motion Linda Jackowski, Second Stacey Caruso-Sharpe

Approve a Memorandum of Agreement between the Galway Central School District and the CSEA regarding the procedure to fill future Bus Driver vacancies and authorize the Superintendent of Schools to sign the Agreement on behalf of the District.

All voted Aye to approve the motion. Motion passed 7-0.

Following discussion in executive session earlier in the meeting:

Motion Stacey Caruso-Sharpe, Second Linda Jackowski

Approve the appointment of Amy Kondrat, retired Jr./Sr. High School Secretary, as a Consultant Jr./Sr. High School Secretary at a rate of \$20 per hour effective December 8, 2017 for up to 100 hours as determined by the Jr./Sr. High School Principal.

All voted Aye to approve the motion. Motion passed 7-0.

NEW BUSINESS (Continued)

Mrs. McDougall, Elementary School Principal, thanked the Board for supporting Grandparents Day in the elementary school which takes place once a year over a two day span. Grandparents Day was on December 7th and 8th this year and due to the large turnout, it will be extended to include an additional day next year. Over 250 grandparents and 119 children attended this year. Mrs. Thompson and the cafeteria staff did a great job serving breakfast to everyone. Janet VanRijsewijk was thanked for the great job in getting things set up and decorating for the event. Linda Casatelli was thanked for providing the many centerpieces and gifts she made for our grandparents as she does each year in memory of her father.

OLD BUSINESS

A discussion of students having a speaker at graduation took place which seems to be relatively new to the district. It was decided that students make the decision on whether or not they want a speaker and that a process be put in place for them to follow prior to obtaining a speaker. Students will need to provide information such as who the speaker is, what they will be speaking about, etc. and will require approval of the class advisor and administration.

PUBLIC COMMENTS - noneBOARD COMMENTS

Various comments were made by the Board. Everyone was thanked for all they do on a daily basis and wished a happy holiday season.

ADJOURNMENT

Motion Michelle Bombard, Second Joan Slagle to adjourn at 8:40 PM.

All voted Aye to approve the motion. Motion passed 7-0.

Respectfully submitted,

*Linda M. Casatelli*

Linda M. Casatelli  
District Clerk