

GALWAY CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
MINUTES

Thursday, October 24, 2019
Executive Session 5:45 PM
Regular Session 6:30 PM

MEETING CALLED TO ORDER

The Meeting was called to order by Board of Education President, Dennis Schaperjahn, at 6:30 PM in the High School Auditorium.

EXECUTIVE SESSION

Motion Linda Jackowski, Second Michelle Bombard

To enter Executive Session at 5:45 PM for Specific Personnel Matters.

All voted Aye to approve the Motion. Motion Passed 5-Yes 0-No

REGULAR SESSION

Motion Linda Jackowski, Second Stacey Caruso-Sharpe

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

All voted aye to approve the Motion. Motion approved 5-Yes 0-No

PLEDGE OF ALLEGIANCE – was recited.

ADDITIONS/REVISIONS TO THE AGENDA – were noted

PUBLIC COMMENT ON AGENDA ITEMS - none

BOARD MEMBERS PRESENT – Karen English, Linda Jackowski, Michelle Bombard, Stacey-Caruso Sharpe, Dennis Schaperjahn

BOARD MEMBERS ABSENT - Jay Anderson and Joan Slagle

OTHERS PRESENT

Brita Donovan, Superintendent of Schools; Robert Bonaker, Interim Business Administrator; Mike Miller, Jr./Sr. High School Principal; Michelle McDougall, Elementary School Principal; Jennifer Hall, Director of Pupil Services; Elise Britt, Assistant Principal/Athletic Director; Employees and Community Members.

PRESENTATIONS – School Board Recognition Week is October 21-25, 2019. Our school board members were each presented with a beautiful flower arrangement from our FFA students and were also treated to a performance from the Joseph Henry Elementary Chorus.

PUBLIC HEARING

A public hearing was held with regard to the Veterans Tax Assessment Exemption. Several veterans and community members spoke to the Board and thanked them for their considerations. This matter was tabled for the Board’s vote at their next board meeting on November 14, 2019. Mr. Robert Bonaker, Interim Business Administrator, answered various questions on the exemption.

SUPERINTENDENT’S REPORT - None

PERSONNEL - None

APPROVAL OF CONSENT AGENDA

Motion Linda Jackowski, Second Michelle Bombard to accept the following Consent Agenda:

CONSENT AGENDA			
FINANCIAL REPORTS/BOARD MEETING MINUTES			
September 19, 2019	Board Meeting Minutes		
October 10, 2019	Work Session Minutes		
September 2019	District Treasurer’s Report		
September 2019	Student Activity Report		
CSE/CPSE RECOMMENDATIONS			
Approve CSE/CPSE Recommendations as presented to the Board prior to the meeting for the following students: 7041; 7148; 7326; 7331; 7198; 6650; 6290; 5153; 6583; 7369; 5404; 7333; 6614 and 6796			
RESIGNATIONS/OTHER			
APPOINTMENTS			
NAME	DESCRIPTION	RATE OF PAY	EFFECTIVE DATE

Jennifer Lembo	After School ELA/Math and Homework Lab	\$42.00/per hour	10/21/19
Margaret J. Signor	After School ELA/Math and Homework Lab	\$42.00/per hour	10/21/19
Michael C. Cole	Substitute Cleaner	\$12.47/per hour	9/30/19
BilliJo Dolton	Food Service Helper	Minimum Wage	10/2/19
Edie Houle	Substitute Chaperone	\$81.00/per event	10/1/19
Nadine DesPres	Substitute Chaperone	\$81.00/per event	10/1/19
Janet VanRijsewijk	Substitute Chaperone	\$81.00/per event	10/1/19
Kristin Sheehy	Substitute Chaperone	\$81.00/per event	10/1/19
Joseph Culbert	Varsity Wrestling Coach	\$6,556 (Level D)	10/1/19
Michael Gray	Substitute Groundskeeper	\$15.00/per hour	9/28/19
Keira Hare	After School ELA/Math and Homework Lab	\$42.00/per hour	9/1/19
Melissa O'Connor	After School ELA/Math and Homework Lab	\$42.00/per hour	9/1/19
Melissa O'Connor	Tutor	\$35.00/per hour	9/30/19
Amanda Horton	Substitute Cleaner	\$12.47/per hour	10/15/19
Jeanine Flinton	1 st Year Mentor Family & Consumer Sciences	\$29.00/per hour/30 hours	9/3/19
Mariann Gribben	1 st Year Mentor Elementary Education	\$29.00/per hour/30 hours	9/3/19
Kelly O'Brien-Yetto	1 st Year Mentor English	\$29.00/per hour/30 hours	9/3/19
Trevor Tripp	1 st Year Mentor Agriculture	\$29.00/per hour/30 hours	9/3/19
Christopher Kirvin	1 st Year Mentor Social Studies	\$29.00/per hour/30 hours	9/3/19
Kristyn Akin	1 st Year Mentor Math	\$29.00/per hour/30 hours	9/3/19
Allison Reynolds	1 st Year Mentor Special Education	\$29.00/per hour/30 hours	9/3/19
Laura Moore	1 st Year Mentor Elementary Education	\$29.00/per hour/30 hours	9/3/19
Jennifer Suydam	1 st Year Mentor Elementary Education	\$29.00/per hour/30 hours	9/3/19
Keira Hare	2 nd Year Mentor Elementary Education	\$29.00/per hour/15 hours	9/3/19
Rachel Clay	2 nd Year Mentor Technology	\$29.00/per hour/15 hours	9/3/19

Geoff Maliszewski	2 nd Year Mentor Social Studies	\$29.00/per hour/15 hours	9/3/19
Jennifer Gerber	2 nd Year Mentor Physical Education	\$29.00/per hour/15 hours	9/3/19
Mark Kalinkewicz	2 nd Year Mentor Physical Education	\$29.00/per hour/15 hours	9/3/19
Kathleen Diblasi	2 nd Year Mentor Elementary Education	\$29.00/per hour/15 hours	9/3/19
Britany Kenyon	JV Girls Basketball Coach Winter JV Level A1	\$2,782	11/11/19

All voted aye to approve the Motion. Motion passed. 5-Yes 0-No

NEW BUSINESS

1. Motion Michelle Bombard, Second Stacey Caruso-Sharpe

Adopt the Budget Development Calendar for the 2020-2021 school budget (see below)

All voted aye to approve the Motion. Motion passed. 5-Yes 0-No

<u>BUDGET DEVELOPMENT CALENDAR FOR 2020-2021 SCHOOL BUDGET GALWAY CENTRAL SCHOOL DISTRICT</u>		
DATE		DESCRIPTION
PHASE I October 24	2019	<u>Board Meeting</u> -2020-21 Budget Development Calendar to the Board for adoption
November 4 – 18	2019	Meet with Administrators/Supervisors and distribute Budget Guidelines
December 12	2019	<u>Board Meeting</u> – Presentation of Long-Range Financial Plan (Update)
PHASE II January 9	2020	<u>Board Work Session</u> – Discuss and Develop Budget Goals
January 15 (est.)	2020	Governor’s Budget Proposal for State Aid Distribution made available to School Districts
January 23	2020	<u>Board Meeting</u> – Presentation of “Rollover” 2020-21 Budget
PHASE III February 13	2020	<u>Board Meeting</u> – Presentation of <u>Preliminary</u> 2020-21 Budget
March 1	2020	Submit 2020-21 Calculation for Tax Levy Limit to the Office of the Comptroller, Tax & Finance and State Education Department (SED)

OCTOBER 24, 2019 BOARD MEETING MINUTES

March 5	2020	<u>Board Work Session</u> – Presentation of <u>Tentative</u> 2020-21 Budget
March 19	2020	<u>Board of Education Meeting</u> – Presentation of <u>Revised Tentative</u> 2020-21 Budget
March 27	2020	Publication of 1st Legal Notice of School Budget Hearing and Budget Vote. (published again on April 9, 16 and 30)
PHASE IV April 9	2020	<u>Special Board of Education Meeting - ADOPT 2020-21 BUDGET & PROPOSITIONS</u> ; Approve Property Tax Report Card
April 10	2020	Submit Property Tax Report Card to SED and Local Newspapers (no later than April 24th)
April 20	2020	Deadline for Submission of Voter Petitions for Propositions to be Placed on Ballot (30 days preceding budget vote)
April 20	2020	School Board Candidate Nominating Petitions due in District Clerk's Office by 5:00 PM (30 days preceding budget vote)
April 21	2020	Date of Drawing by District Clerk for Determination of Order for Listing Board Candidates on Election Ballot. 9:00 AM – District Office Conference Room
April 27	2020	Budget Newsletter prepared and sent to the printing company
April 30	2020	Budget Statement and required attachments made available 7 days prior to budget hearing
May 1	2020	Voter Registration Day
PHASE V May 7	2020	<u>Board Work Session</u> and PUBLIC HEARING on <u>Proposed</u> 2020-21 Budget
May 8	2020	Budget Notice and newsletter mailed to eligible voters after the budget hearing, but no later than six days prior to the vote
May 19	2020	ANNUAL MEETING: Date of voting by eligible residents on <u>2020-21 Budget; Propositions; Members of the Board of Education</u>
May 19	2020	<u>Board of Education Meeting</u> – Board accepts election results after polls close and results are announced
June 12	2020	Last date for candidates for election to Board of Education to file final campaign expenditure report with District Clerk and Commissioner of Education
PHASE VI June 16	2020	Statewide Budget Revote Day
June 17	2020	Adopted 2020-21 Budget Finalized and Implemented

- 2. Motion Stacey Caruso-Sharpe, Second Michelle Bombard**
Accept the District's Independent Auditor's Report of 2018-19 school year financial records indicating compliance with State of New York procedures and regulations. It will be filed with the Office of the Comptroller of NYS and the State Education Department, as required by law. The general public will be informed and a copy will be available for a period of 30 days in the Office of the District Clerk daily during working hours.
All voted aye to approve the Motion. Motion passed. 5-Yes 0-No
- 3. Motion Linda Jackowski, Second Karen English**
Approve the 2019-20 District-Wide School Safety Plan after revisions.
All voted aye to approve the Motion. Motion passed. 5-Yes 0-No
- 4. Motion Michelle Bombard, Second Karen English**
Approve an FFA Leadership Conference to Syracuse Oncenter, Syracuse, New York on January 25 and January 26, 2020.
All voted aye to approve the Motion. Motion passed. 5-Yes 0-No
- 5. Motion Linda Jackowski, Second Karen English**
Approve an FFA Convention trip to Syracuse, New York on May 14 to May 16, 2020.
All voted aye to approve the Motion. Motion passed. 5-Yes 0-No
- 6. Motion Michelle Bombard, Second Karen English**
Accept a donation from David Mello in the amount of \$1,000.00 with sincere thanks and appreciation. This money will be used to award \$100.00 to one student yearly who realized the importance and value of a high school diploma and remained in school to graduate.
All voted aye to approve the Motion. Motion passed. 5-Yes 0-No
- 7. Motion Linda Jackowski, Second Karen English**
Approve a Resolution to Authorize Disposal of Surplus/Obsolete Property.
All voted aye to approve the Motion. Motion passed. 5-Yes 0-No
- 8. Motion Michelle Bombard, Second Linda Jackowski**
Approve a Resolution to Authorize Disposal of Surplus/Obsolete Property.
All voted aye to approve the Motion. Motion passed. 5-Yes 0-No
- 9. Motion Stacey Caruso-Sharpe, Second Karen English**
Approve a Resolution for a 2019-20 Budget Transfer for services for special needs pupil.
All voted aye to approve the Motion. Motion passed. 5-Yes 0-No
- 10. Motion Linda Jackowski, Second Stacey Caruso-Sharpe**
Accept the following musical instruments donated to the Galway Central School District:

*P.R.O Amplifier/Power Mixer – est.value \$300.00 from Richard Sleeper with sincere thanks and appreciation;

*Yamaha Trombone – est. value \$500.00; Yamaha Trombone – est. value \$250.00 from Dave Fredette with sincere thanks and appreciation;

*Artley Flute – est. value \$400.00 from Joanne Sole with sincere thanks and appreciation.
All voted aye to approve the Motion. Motion passed. 5-Yes 0-No

11. Motion Michelle Bombard, Second Karen English

Approve the Senior Class Trip to Philadelphia, Pennsylvania on May 1, 2019 to May 3, 2019.
All voted aye to approve the Motion. Motion passed. 5-Yes 0-No

12. Motion Stacey Caruso-Sharpe, Second Linda Jackowski

To authorize Board of Education President Dennis Schaperjahn to sign the Supervisor Agreement Between Galway Central School, Christine Bornt and Christine Riccio.
All voted aye to approve the Motion. Motion passed. 5-Yes 0-No

COMMITTEE REPORTS - None

PUBLIC COMMENT

- Peggy DeFoe expressed her concerns about the Halloween parade. She would like the Board to consider all options for next year. The Board tabled this discussion until a later meeting.
- Vickie Weaver thanked the Board members for putting in their time and effort for the school district and for being an active part in school functions.

BOARD MEMBER COMMENTS

PTSA was thanked for all they do and were congratulated on a wonderful book fair. Thanks were extended for the beautiful flowers presented to the Board for school board recognition week. Homecoming was very successful and thanks and appreciation were extended to the administrators, faculty and staff for their efforts. The veterans in attendance at the public hearing were thanked for their service.

ADJOURNMENT

Meeting was adjourned at 7:58 PM

Respectfully submitted,

Linda M. Dumblewski

Linda M. Dumblewski
District Clerk

Galway Central School District

Board of Education

Resolution to Accept Audit Report and Approve Corrective Action Plan

WHEREAS, the independent audit of the Galway Central School District's 2018-2019 school year finances was conducted and completed by the accounting firm, West & Company CPAs, PC, and

WHEREAS, the District is required to take appropriate actions to address any concerns reported by the audit firm,

NOW THEREFORE BE IT RESOLVED, that the Board of Education of Galway Central School District does hereby accept the audit report and management letter published by the accounting firm, West & Company CPAs, PC, and does hereby authorize and direct any necessary actions to address said independent audit report for the 2018-19 school fiscal year, and

FURTHER RESOLVED, that the Board of Education does hereby authorize and direct the District Clerk to make such independent audit report *available as a public record for inspection by all interested persons, and*

FURTHER RESOLVED, that the Board of Education, *pursuant to §35 of the New York State General Municipal Law, has prepared a corrective action plan to address the report of West & Company CPAs, PC, as is attached to this resolution, and shall file such plan in the District Clerk's office as a public record for inspection by all interested persons.*

Yes 5 No 0 Abstain 0 Result MOTION PASSED

The above resolution adopted this 24th day of October, 2019 upon the motion of Stacey Caruso-Sharp, and seconded by Michelle Bombard.



Linda Dumblewski,
District Clerk

(seal)



BOARD OF EDUCATION
GALWAY CENTRAL SCHOOL DISTRICT
RESOLUTION FOR 2019-2020 BUDGET TRANSFER:

Services for Special Needs Pupil

WHEREAS, there is a need to transfer appropriations within the adopted 2019-2020 General Fund operating budget in order to account for the reallocation of appropriations for mandatory services for a student with special needs,

WHEREAS, said transfer can be made within the appropriations allocated in the budget for Special Education services, without an impact to the original amount of the adopted budget;

BE IT HEREBY RESOLVED, that the Board of Education authorizes and directs an adjustment to the general appropriations of the Galway Central School District for the fiscal year 2019-2020, to provide for the proper expenditure of the appropriations, as follows:

<u>Purpose:</u>	<u>From:</u>	<u>To:</u>	<u>Amount:</u>
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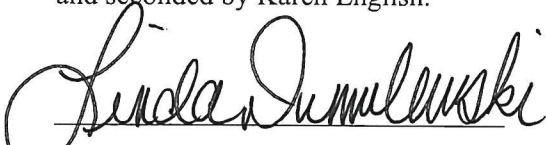
Special Education Services

	A2250.490-09-0000	A2250.472-09-0000	\$156,000
	BOCES (SpEd)	Tuition – All Other	

Yes 5 No 0 Abstain 0

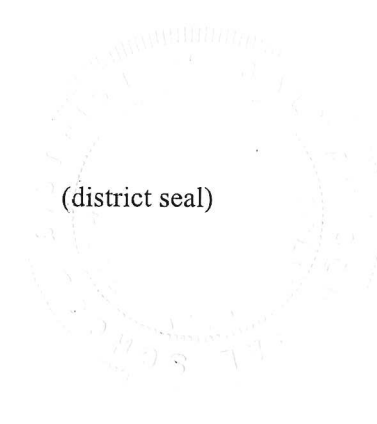
MOTION PASSED

The above resolution adopted this 24th day of October, 2019, upon the motion of Stacey Caruso-Sharpe, and seconded by Karen English.



Linda Dumblewski, District Clerk

(district seal)



Galway Central School District

5317 Sacandaga Road, Galway, NY 12074
BOARD OF EDUCATION

Resolution to Authorize Disposal of District Property

WHEREAS, by General Municipal Law of New York State, a school district may properly dispose of certain district personal property, better known as capital assets, when such assets are no longer needed for school district purposes, and

WHEREAS, the Board of Education has adopted Policy # 6900 entitled "Disposal of District Property", and

WHEREAS, said policy directs that administrators and supervisors are to identify obsolete or surplus equipment and supplies that may be judged to be no longer needed for use by the school district, and

WHEREAS, said policy further requires that if such equipment and supplies have a re-sale value beyond a salvage value, that said items are to be sold for the highest possible price, and

WHEREAS, if such equipment and supplies do not possess a re-sale value, then said items are to be properly disposed of and sold for salvage, if possible,

NOW, THEREFORE BE IT RESOLVED that the Board of Education of Galway Central School District does hereby authorize and direct the appropriate disposal of the following items that are deemed to be surplus:

Ice Maker (1)

Blood Pressure Cuffs (3)

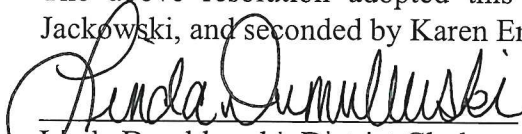
Yes 5

No 0

Abstain 0

Result MOTION PASSED

The above resolution adopted this 24th day of October, 2019 upon the motion of Linda Jackowski, and seconded by Karen English.


Linda Dumblewski, District Clerk



Galway Central School District

5317 Sacandaga Road, Galway, NY 12074
BOARD OF EDUCATION

Resolution to Authorize Disposal of District Property

WHEREAS, by General Municipal Law of New York State, a school district may properly dispose of certain district personal property, better known as capital assets, when such assets are no longer needed for school district purposes, and

WHEREAS, the Board of Education has adopted Policy # 6900 entitled "Disposal of District Property", and

WHEREAS, said policy directs that administrators and supervisors are to identify obsolete or surplus equipment and supplies that may be judged to be no longer needed for use by the school district, and

WHEREAS, said policy further requires that if such equipment and supplies have a re-sale value beyond a salvage value, that said items are to be sold for the highest possible price, and

WHEREAS, if such equipment and supplies do not possess a re-sale value, then said items are to be properly disposed of and sold for salvage, if possible,

NOW, THEREFORE BE IT RESOLVED that the Board of Education of Galway Central School District does hereby authorize and direct the appropriate disposal of the following items that are deemed to be surplus:

PLEASE SEE ATTACHED LIST OF ITEMS

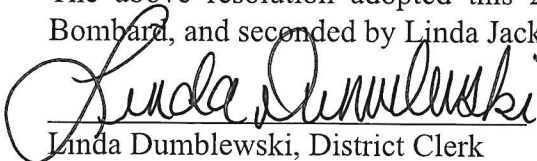
Yes 5

No 0

Abstain 0

Result MOTION PASSED

The above resolution adopted this 24th day of October, 2019 upon the motion of Michelle Bombard, and seconded by Linda Jackowski.


Linda Dumblewski, District Clerk



Galway Central School District
Declaring Fixed Assets as Surplus/Obsolete
 (Items with original value of \$1,000 unit cost or like aggregate)

Date Form Submitted to Business Office: 10/16/19

Administrator's Signature: *Christy Ferguson*

Date Declared Surplus by Board: _____

Approved for Disposal: _____ (Business Office)

(Business Office Only)

Quantity	Description	Tag #	Condition	Resale Value
1	HP Design jet 8500 Plotter printer	117	damaged beyond repair	\$0
3	Verizon Kyocera phones	N/A	Good	
3	Verizon Motorola phones	N/A	Good	
119	HP Chromebooks	Varies	damaged - good	\$0 - \$100
50	Samsung Chromebooks	Varies	damaged - good	\$0 - \$20
31 10	iPad Gen 4	Varies	Fair - good	\$50
1	iPad mini	Varies	damaged - good	\$46
1	MacBook Pro 2008	01217	good	\$20
1	MacBook Pro 2010	02301	good	\$150
7	Windows Surface Pro	Varies	good	\$80
1	Windows Surface Book	N/A	good	\$120
14	Dell Latitude 3350	Varies	good	\$60
2	Dell Latitude 3580	Varies	good	\$50
9	Dell Latitude 5440	Varies	good	\$30
1	iPhone 6	N/A	good	\$150
1	iPhone 7	N/A	good	\$250