



GALWAY CENTRAL SCHOOL BOARD OF EDUCATION MEETING MINUTES

Thursday, January 21, 2021

Executive Session 5:30 PM

Regular Session 6:30 PM

MEETING CALLED TO ORDER

The Meeting was called to order by Board President, Linda Jackowski, at 6:30 PM.

EXECUTIVE SESSION

Motion Karen English, Second Stacey Caruso-Sharpe

To enter Executive Session at 5:30 PM for Specific Personnel Matters.

All voted Aye to approve the Motion. Motion Passed 6-Yes 0-No

REGULAR SESSION

Motion Jay Anderson, Second Karen English

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

All voted aye to approve the Motion. Motion approved 6-Yes 0-No

PLEDGE OF ALLEGIANCE – was recited.

ADDITIONS/REVISIONS TO THE AGENDA – were noted

PUBLIC COMMENT ON AGENDA ITEMS – none

BOARD MEMBERS PRESENT – Jay Anderson, Dennis Schaperjahn, Karen English, Stacey Caruso-Sharpe, Joan Slagle and Linda Jackowski

BOARD MEMBERS ABSENT – Michelle Bombard

OTHERS PRESENT

Brita Donovan, Superintendent of Schools; Courtney Sayward, Director of Curriculum, Technology and Assessment; Jacqlene McAllister, Business Administrator; Employees and Community Members.

PRESENTATIONS

- Courtney Sayward, Director of Curriculum, Technology and Assessment presented the Board with a technology update including the instructional technology plan, smart schools investment plan and the data security and privacy plan.
- Jacqlene McAllister, Business Administrator, advised the Board of the budget priorities and goals and budget development factors. Ms. McAllister also reviewed the some factors impacting the budget.

SUPERINTENDENT'S REPORT

- Superintendent Donovan discussed the schools vaccination plan and the 2020-2021 Legislative Priorities.

PERSONNEL**1. Motion Stacey Caruso-Sharpe, Second Jay Anderson**

To accept the resignation for retirement purposes of Francine D. Hoffman, Elementary School Teacher, effective as of July 1, 2021. The Board of Education would like to express their thanks and appreciation for her years of service to Galway School and wish her the best.

All voted aye to approve the Motion. Motion passed. 6-Yes 0-No

APPROVAL OF CONSENT AGENDA

Motion Stacey Caruso-Sharpe, Second Jay Anderson to accept the following Consent Agenda:

CONSENT AGENDA	
FINANCIAL REPORTS/BOARD MEETING MINUTES	
December 17, 2020	Board Meeting Minutes
January 3, 2021	Board Meeting Minutes

November 2020	District Treasurer's Report		
December 2020	District Treasurer's Report		
October 2020	District Treasurer's Report		
CSE/CPSE RECOMMENDATIONS			
Approve CSE/CPSE Recommendations as presented to the Board prior to the meeting for the following students: 7508; 7320; 7331; 6227; 7489; 6625; 7044; 6067; 7404; 6822 and 7473			
RESIGNATIONS/OTHER			
APPOINTMENTS			
NAME	DESCRIPTION	RATE OF PAY	EFFECTIVE DATE
Geoff Maleszewski	Detention Supervisor	\$29/per hour	12/7/2020
Jonathan Taggert	DEC/Inground Tank Licensee	\$1,280/per year	18/18/2020
Carol Burdick	Substitute Internal Claims Auditor	\$26.27/per hour	1/13/2021

All voted aye to approve the Motion. Motion passed. 6-Yes 0-No

NEW BUSINESS

1. Motion Jay Anderson, Second Joan Slagle

Approve the Settlement Agreement by and between the Galway Central School District and the CSEA Association and Jarrod Abrams and authorize the Superintendent to sign said Settlement Agreement.

All voted aye to approve the Motion. Motion passed. 6-Yes 0-No

2. Motion Stacey Caruso-Sharpe, Second Joan Slagle

Be it resolved, that the Board of Education directs the Superintendent of Schools to make necessary salary adjustments in compliance with minimum wage requirements under Article 19 of New York State Labor Law, for any staff making less than the minimum wage. Effective December 31, 2020 minimum wage will increase from \$11.80 per hour to \$12.50 per hour.

All voted aye to approve the Motion. Motion passed. 6-Yes 0-No

3. Motion Jay Anderson, Second Stacey Caruso-Sharpe

Approve a Resolution to Accept Audit Report and Approve Revised Corrective Action Plan for the 2019- 2020 school year finances.

All voted aye to approve the Motion. Motion passed. 6-Yes 0-No

4. 1st Reading of the following Board of Education Policies and Regulations:

9620 Child Abuse in an Educational Setting

9620-E.1 Child Abuse in an Educational Setting Exhibit – Confidential Report of Allegation

9620-E.2 Child Abuse in an Educational Setting Exhibit – Notice/Reporting Requirements

COMMITTEE REPORTS

- The Facilities committee gave an update on the pavilion. Work should begin as soon as April 2021.
- Currently there are 2 safety issues at the bus garage which need attention including the vehicle lift and fuel tanks. These safety issues will be included in the budget vote as propositions for the 2021-22 budget vote.

PUBLIC COMMENT- None

BOARD MEMBER COMMENTS - None

ADJOURNMENT

Meeting was adjourned at 8:50 PM

Respectfully submitted,
Linda M. Dumblewski
Linda M. Dumblewski

REVISED

Galway Central School District
Audit Corrective Action Plan and Legal Notice
2019-20 Independent Audit Report

Board Meeting of January 21, 2021

The independent audit firm, West & Company CPAs, P.C., has completed the required annual examination of the finances of Galway Central School District. The firm has filed its report for the fiscal period of July 1, 2019 to June 30, 2020.

The auditor's report is an unqualified opinion regarding the District's finances for 2019-20, meaning that the financial statements present fairly, in all material respects, the financial position of the activities of the various monetary funds and subsidiary accounts for the 2019-20 school fiscal year.

The following items were noted by the auditors, and had not been addressed or otherwise corrected as of June 30, 2020, but shall be addressed and corrected during the current school fiscal year, by June 30, 2021:

- The auditors found that for the Extraclassroom Activities Fund: 1) not all clubs had a profit/loss and/or inventory accounting; 2) there were two inactive clubs as there were no transactions during the 2019-20 fiscal period. Also, a student treasurer's signature was missing from one of the required forms, and several purchases did not account for required sales tax. The District will proceed to make improvements regarding the items that were listed. These are repeat comments also noted in the 2018-19 independent audit report. The District will follow New York State Education Department Pamphlet # 2 in order to address the reported concerns. The business office will provide training for the Extraclassroom Activity Fund Treasurer. The District will meet with the advisors and will review regulations with them. The board is reviewing inactive accounts for closure within policy.
- The auditors reported that in the course of their review of the payroll process, one (1) I-9 form was missing. This is a repeat comment also noted in the 2018-19 independent audit report, when one (1) such form was missing. The District will exercise more care regarding the record keeping when new employees complete the I-9 forms.
- The auditors reported that the District's unassigned fund balance at June 30, 2020 was in excess of the New York State Real Property Tax Law limit, which restricts this balance to an amount of not greater than 4% of the District's appropriation budget for the upcoming year. The business office will monitor revenue and expenditures throughout the year and determine if additional funding of reserves will be necessary to comply with Real Property Tax Law 1318.
- The auditors found that the bank accounts were under collateralized at June 30, 2020. The business office will set up a monthly process that will require the treasurer to review the bank accounts and 3rd party collateral to determine it is sufficient. The business official will approve each month.

This audit corrective action plan is issued in compliance with Commissioner's Regulation 170.12(e)(4).

Legal Notice
2019-20 Corrective Action Plan
Galway Central School District Audit

Notice is hereby given that the fiscal affairs of the Galway Central School District for the period beginning on July 1, 2019 and ended on June 30, 2020, have been examined by an independent public accounting firm: West & Company CPAs, P.C., and that the report of examination and management letter prepared in conjunction with the external audit by the independent public accounting firm has been filed in my office where it is available as a public record for inspection by all interested persons. Pursuant to §35 of the General Municipal Law, the Galway Central School District has prepared a written response to the report of examination and management letter issued by the independent public accountant and has filed such response in my office as a public record for inspection by all interested persons.

Linda Dumblewski, Clerk of the Board of Education
Galway Central School District
Dated: January 21, 2021

REVISED

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 2019-2020 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,

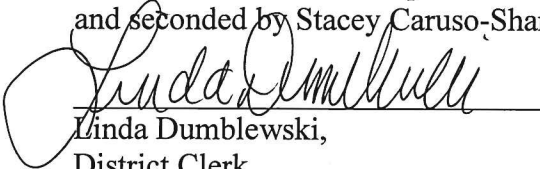
NOW THEREFORE BE IT RESOLVED, that the Board of Education of Galway Central School District does hereby accept the audit report and management letter published by the accounting firm, West & Company CPAs, PC, and does hereby authorize and direct any necessary actions to address said independent audit report during the current school fiscal year, by June 30, 2021, 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 6 No 0 Abstain 0 Result PASSED

The above resolution adopted this 21st day of January, 2021 upon the motion of Jay Anderson, and seconded by Stacey Caruso-Sharpe.


Linda Dumblewski,
District Clerk

(seal)