

Galway Central School District
Board of Education Meeting
MINUTES

Thursday, December 13, 2012

5:30 PM – High School Conference Room- Executive Session

6:30 PM – High School Library – Regular Meeting

EXECUTIVE SESSION

Motion was made by Dennis Schaperjahn, Seconded by Nancy Lisicki to move into executive session for collective bargaining negotiations at 5:30 PM.

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

REGULAR SESSION

Motion was made by Joan Slagle, Seconded by Thomas Rumsey to return to regular session at 6:30 PM.

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

CALL TO ORER

The meeting was called to order at 6:30 PM in the High School Library.

PLEDGE OF ALLEGIANCE - was recited.

ATTENDANCE

Board members present: Cheryl Smith, President; Thomas Rumsey, Vice-President;
 Nancy Lisicki, Dennis Schaperjahn, Joan Slagle, Janet Glenn

Board members absent: None

Others present: William F. Scott, Superintendent of Schools; Linda Jackowski, Director of Pupil Services; Brita Donovan, Associate Principal Gr. 7-12; Michelle McDougall, Elementary School Principal; Michael Healey, Jr./Sr. High School Principal; Community Members; Faculty; Staff; Students

AWARDS AND PRESENTATIONS

Lions Club Citizenship Awards were presented to Emma Smith, Ashley Carter and Kendra Allen. Congratulations were extended to each of them. The Lions Club was thanked for funding these awards for the students.

Student of the Month Awards were presented to Heather Hunter, Tai White and Maya Vanderhorst. Congratulations were extended to each of them. The Galway Community Education Foundation was thanked for funding these awards for the students.

The Galway Chapter of the Junior State sought approval from the Board of Education to take a small group of Junior Statesmen to Washington, D.C. to attend the annual Winter Congress convention. This is a conference for high school students living in the Northeast United States and will be held from Friday, February 8th to Sunday, February 10th.

The Junior State is Galway's largest extra-curricular organization. After its establishment in 2011, JSA has attended six conventions, grown to incorporate 70 high school students, and won the prestigious Northeast Chapter of the Year Award. At Winter Congress, Galway's student delegates will compose pieces of legislation based on pertinent national issues. They will debate their bills (and legislation introduced by other delegations) with hundreds of students from across the Northeast in a mock-Congress, obtaining hands-on experience with legislative procedure. In addition, delegates will research and discuss a variety of resolutions and policies, ranging anywhere from the privatization of Social security to U.S. involvement in Libya to student rights in schools. Winter Congress not only gives students a deeper understanding of national, state, and local politics, it increases students' involvement in public policy and American democracy.

The cost of attendance is \$260, but will be significantly subsidized by a generous grant from the Galway Community Education Foundation, a discounted registration rate from JSA, and extensive fundraising initiatives currently underway. Students' payments will cover round-trip airfare from Albany International Airport to Reagan National Airport, two nights in the Hilton Double Tree Crystal City, exclusive tours of the nation's capital, and all JSA registration fees. The trip will be chaperoned by Farial English, the Board-approved parent adviser of the club. Questions and concerns regarding chaperones and funding for those who may not be able to afford to attend were clarified. A written request with details of the trip will be provided to the Board. This trip was approved later in the meeting during New Business.

Mr. Tim Hilker, School Business Official, gave a Tax Cap presentation. See attached for information covered in the presentation.

SUPERINTENDENT'S REPORT

Mr. Scott reported that Galway School submitted a Request for Proposal to the Edinburg Common School District to have Edinburg students in grades 7-12 attend Galway School on a tuition basis. Edinburg received four requests for proposals and selected two for review. Mr. Scott stated that the Edinburg Superintendent of Schools informed him that they were not able to utilize Galway School services because of morning transportation issues. Mr. Scott thanked those involved for the effort put forth in submitting this proposal to them.

Mr. Scott stated that 31 schools in BOCES get together once a year and brainstorm financial issues facing school districts including the high cost of state mandates, the need to stop unfunded mandates, support of equitable state aid for school districts across the state and the strong political opposition when it comes to helping school districts in financial crisis.

Mr. Scott stated that two weeks ago he received a phone call from the Broadalbin-Perth Superintendent of Schools, Mr. Stephen Tomlinson, indicating that he was interested in having a conversation about a possible merger between the Broadalbin-Perth Central School District and the Galway Central School District. Mr. Scott responded by saying he would advise the Galway Board of Education of Broadalbin-Perth's interest at their next Board meeting on December 13, 2012. Within the last few days, Galway School began hearing rumors about a merger discussion between Broadalbin-Perth and Galway which did not occur and included a detailed e-mail sent from Mr. Stephen Tomlinson to his staff describing a detailed merger plan. Mr. Scott said that the only communication that occurred was a phone inquiry from two weeks ago and that no Board of Education member or administrator has received any further communication from Broadalbin-Perth regarding this merger matter. He stated that any discussion of this magnitude, and the implications surrounding such a decision, would require intensive study, collaboration and communication both within our district and between any involved districts.

School mergers are a much more complicated and involved process than Mr. Tomlinson's e-mail would lead one to believe. Mr. Scott and the Board of Education assured everyone that any conversations pertaining to this type of matter would happen in public and with complete disclosure.

The old bus garage soil has been tested and is not contaminated. The building may be used for much needed storage space. Mr. Michael Sherman, Buildings, Grounds and Transportation Supervisor, is looking into getting it cleaned up and will contact salvage companies to remove some old scrap metal which will generate some revenue for the district as well as make space for storage.

CONSENT AGENDA

Motion was made by Thomas Rumsey, Second by Dennis Schaperjahn to approve the Consent Agenda below with the appointment of the 7th grade Girls Modified Coach removed and voted on separately and with additional information added to the November 15 and 29 Minutes.

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

CONSENT AGENDA

FINANCIAL REPORTS

Accept November, 2012 Student Activity Accounts Treasurer's Report

Accept Budget Transfers if applicable.

MINUTES

Accept November 8, 15 and 29, 2012 Board of Education Meeting and Work Session Minutes with additional information added to the November 15 and 29th minutes.

PERSONNEL

Appoint Robin Mulvena as a Teacher Aide effective December 17, 2012 at a rate of \$8.67 per hour. She is also a substitute in the district and has fingerprint clearance.

Appoint Dorothy Chynoweth as an AIS Math Teacher-Primary Grades effective January 1, 2013 - June 21, 2013 at Step M13 of the GTA contract \$57,943/year pro-rated to \$34,766. Dorothy has fingerprint clearance and is being recalled from the District's Preferred Eligibility List in accordance with NYS Education Law Article 61 §3013.

Approve the extension of Kristin Akin's Maternity Leave of Absence from her Math teacher position to January 18, 2013.

Appoint Allan Barkley as a Long-Term Substitute Math Teacher at Step B1 of the GTA salary schedule, \$40,572/year pro-rated to \$202.86 per day for one day on January 18, 2013, per the School Alliance of Substitutes in Education (SASIE) agreement. Mr. Barkley has been a regular substitute teacher. After 35 consecutive days he becomes a Long-Term Substitute Teacher.

Appoint Laura Sheehan as a Division I Odyssey of the Mind Volunteer Coach for the 2012-13 school year.

Appoint Emily Howard as a Substitute Bus Monitor effective November 28, 2012 at a rate of \$8.50 per hour. She is also a Teacher Aide and has fingerprint clearance.

CONSENT AGENDA (Continued)

Appoint Lori Burke as a Substitute Bus Monitor effective November 28, 2012 at a rate of \$8.50 per hour. She is also a Teacher Aide and has fingerprint clearance.

Appoint Dawn Leitheuser as a Substitute Bus Monitor effective December 14, 2012 at a rate of \$8.50 per hour. She is also a Teacher Aide and has fingerprint clearance.

Appoint Phillip Benscoter as a Substitute Cleaner effective December 14, 2012 at a rate of \$11.11 per hour. He has fingerprint clearance.

Appoint Tracy Smith as a Fitness Center Supervisor for the 2012-13 school year at a rate of \$21/hour.

Appoint Jo-Anne Curtis as a Chaperone-Basketball/Wrestling/Volleyball for the 2012-13 school year at a rate of \$81 per night.

Appoint Joanne Donnan as Detention Supervisor for the 2012-13 school year at a rate of \$29/hour.

Appoint Melanie McDonald as Detention Supervisor for the 2012-13 school year at a rate of \$29/hour.

Appoint Melanie McDonald as a Mentor for Chelsea Slosberg, Part-time (.67) English Teacher, for 16 hours during the 2012-13 school year at a rate of \$29 per hour.

Appoint Jim Reynolds as Marine Biology Club Advisor for the 2012-13 school year at a stipend of \$498/year.

Appoint the following Elementary Chaperones for the 2012-13 school year at a rate of \$25 per hour:

Dawn Leitheuser	Jennifer Coombs	Deborah Neahr	Katie DiBlasi
Janet VanRijsewijk	Regina Culbert	Elizabeth Wilson	
Emily Howard	Jo-Anne Curtis	Deborah Hutchinson	

Appoint Joseph Culbert as JV Wrestling Coach for the 2012-13 school year at Level B4 of the GTA Coaches Salary Schedule - \$3,600 per year.

Appoint Barbara Dean as Cook-Manager on a temporary basis at a per diem rate of \$115.17 per day for four hours per day effective December 3, 2012 – December 13, 2012 in order to provide training to her replacement.

Appoint Amy Trigg as a Temporary Clerk at a rate of \$11.24 per hour effective September 26, 2012 – November 30, 2012. She is also a Cook in the District

Appoint Amy Trigg as a Temporary Cook-Manager at a rate of \$165 per day effective December 3, 2012 - June 28, 2013.

PERSONNEL

Motion was made by Thomas Rumsey, Second by Dennis Schaperjahn

Appoint Mark Kalinkewicz as 7th Grade Girls Modified Basketball Coach for the 2012-13 school year at Level C2 of the GTA Coaches Salary Schedule - \$3,600 per year.

All voted Aye to approve the motion except for Nancy Lisicki and Janet Glenn.

Motion Passed 4 - Yes 2 - No

BOARD MEMBER COMMENTS

Dennis Schaperjahn said that he has not heard from anyone interested in talking about ways to save money and is willing to do so if anyone wants to contact him.

Cheryl Smith made the following statement in response to Mrs. Carrie Herron's request for GTA contract copies at the November Board of Education Meeting:

The GTA contract was negotiated during the spring and resulted in an MOA ratified by both the GTA and the BOE in June 2012.

Part of the negotiations involved the teacher evaluation process (APPR). The State Education Department requires submission of the details of our APPR through a computer portal named "Review Room". In May we received notification that we would be awarded a School Improvement Grant however it required submission of the APPR. What we did not know at the time was the requirement was submittal, approval by SED and implementation of the APPR by June 30, 2012.

Not realizing our misunderstanding, we agreed to submit the APPR through "Review Room" on June 28, 2012. At the time of the submission, our administrators were leaving for new ventures and our superintendent was on leave for illness. The acting superintendent, Lin Jackowski, administrator, Paul Berry, administrative intern Kurt Redman and I worked in the superintendent's office to discuss the submission. Also at that time, GTA president Carrie Herron was on Kurt's cell phone from an education event at RPI. Jim Reynolds was offering input with Mrs. Herron. I spoke to Mrs. Herron to discuss the submission process and she provided input to Mr. Redman regarding data for the submission. Mr. Berry was working from a document provided by BOCES as Mrs. Jackowski and I had requested their assistance and guidance. We allowed the input from the GTA leadership to change the submission recommended by BOCES and we knew SED would be reviewing the submission for approval. The submission requires the signatures of the superintendent, BOE president and the union president. Mrs. Herron came to school later that day and signed the submission.

The submission was rejected by SED. Our administration has been in contact with SED and as Mr. Scott has been announcing at our BOE meetings, much of the rejection was based on missing information. Approximately five of the items were rejected as they go against public policy and SED has requested re-negotiation of these items before resubmission. These items involve the rigor of the academic programs here at Galway and how that translates into the final evaluation scores for the faculty. We are currently attempting to work with the GTA to resubmit the APPR for approval.

As the APPR is part of the contract, the final version of the contract cannot be copied and bound until we receive approval.

NEW BUSINESS

Motion was made by Thomas Rumsey, Second by Dennis Schaperjahn to accept the Internal Auditor's Report for the 2012-13 school year conducted by the District's Independent Auditor, Mr. Alan Prindle of A-200 Municipal Services.

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

NEW BUSINESS (Continued)

Nancy Lisicki asked where we go from here with regard to the Auditor's Report. Discussion followed and questions and concerns were addressed by the Administrators present. Mr. Hilker, School Business Official, reported that he is looking into a new personnel software program for the district and possibly some different personnel approval processes for next year. It was suggested that the District obtain sample policies recommended in the Auditor's Report to look at. Mr. Scott said the District needs to consider purchasing a policy review system next year to keep all of our policies current. Nancy Lisicki stated that Extra Curricular Activity Fund Accounts were addressed in previous internal audit reports as being not in compliance with the guidelines of the NYSED and we are still not in compliance again this year; they keep getting rolled over from year to year in the Auditor's Report as being in non-compliance and we still don't have what is needed to operate the clubs. She asked that a list of clubs that do not have the required mission statements, minutes of their meetings, etc. be provided and looked into so they can be brought into compliance. She said that it has been a year and we still don't have the required paperwork. She stated that the Extra Curricular Activity Accounts Treasurer should be monitoring this and have missing items made readily available. She said this has been an ongoing issue and asked if there was anything Mr. Hilker, School Business Official, or administrators could do to help. Mr. Hilker replied that the treasurer, Barbara Agresta, recently informed him of the items she has not been able to obtain. The administrators said that they will assist in getting the required information to bring the district in compliance. All clubs need to have mission statements defining the purpose of the club and the duties of the officers. There also needs to be minutes recorded documenting the actions of the club at their official meetings. Student ledgers and profit and loss statements need to be maintained to record financial activity. Written procedures for club officers should be established and provided annually to reinforce participants' expectations; club activities need to be reviewed annually for compliance with district policies.

Motion was made by Janet Glenn, Second by Thomas Rumsey to approve a trip for students involved in the Eagles Media Center to New York City to attend the annual CSPA conference, a national gathering of students, editors, and faculty advisors held at Columbia University from Wednesday, March 20 through Friday, March 22, 2013.

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

Motion was made by Janet Glenn, Second by Thomas Rumsey to approve a 7th Grade Class trip to Boston to visit sites pertinent to their study of the Revolutionary War and the novel *Johnny Tremain* as well as aspects of their science curriculum on Friday, May 17, 2013 which is a half day for students in grades 7-12.

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

Motion was made by Janet Glenn, Second by Thomas Rumsey to approve a Junior State of America trip to Washington DC to attend a conference with details and a formal request to be submitted to the Board at their next meeting for review.

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

Motion was made by Nancy Lisicki, Second by Thomas Rumsey to accept a donation of \$57 received through the JustGive Organization.

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

NEW BUSINESS (Continued)

Board Member Applications were submitted from five candidates interested in serving on the Board until the next school election in May, 2013. The District Clerk will be contacting each of them to see if they are available to interview for the position on Thursday, December 27, 2012 at 5:00 PM in the High School Library. If this date/time is convenient with them there will be a special board meeting on this date for the purpose of conducting interviews. Potential questions to ask candidates need to be established.

PUBLIC COMMENT

Carrie Herron, GTA President, commented that they are working to get the APPR sent in by the deadline of Tuesday and that she is willing to come in tomorrow to meet that deadline.

Geoff Maliszewski, teacher, thanked the Board for making a strong statement about the merger with Broadalbin, especially since the last Superintendent mentioned a lot of things that upset staff and we would get a weak response. He said that our staff will appreciate getting such a strong statement regarding a merger.

Neal Evans, coach and community resident, said that everyone has to be very careful with conversations, even if it's ever so slightly. I don't know why the Broadalbin-Perth Superintendent felt that way about a merger and hope he wasn't misled. The Board and Superintendent both felt that these rumors will probably not go away and promised that if we were to ever go down the path of a merger that people would hear about it from the board and the damage that was done will not be able to do away with right away. They reassured everyone that they had no knowledge whatsoever of a merger with Broadalbin-Perth and the community would be the first to know if it were the case.

EXECUTIVE SESSION

Motion was made by Thomas Rumsey, Second by Janet Glenn to move into executive session for CSE/CPSE recommendations at 8:05 PM.

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

REGULAR SESSION

Motion was made by Dennis Schaperjahn, Second by Thomas Rumsey to return to regular session at 8:43 PM.

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

CSE/CPSE RECOMMENDATIONS

Motion was made by Nancy Lisicki, Second by Thomas Rumsey to approve CSE/CPSE recommendations for the following students: 2835, 5177, 3012, 3236, 5460, 3179 3407 and 2688.

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

ADJOURNMENT

Motion was made by Joan Slagle, Second by Dennis Schaperjahn to adjourn at 8:45 PM.

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

Respectfully submitted,

Linda M. Casatelli

Linda M. Casatelli
District Clerk