



GALWAY CENTRAL SCHOOL  
DISTRICT  
BOARD OF EDUCATION/  
ORGANIZATIONAL MEETING  
MINUTES

Thursday, July 12, 2018  
Executive Session 5:30 PM  
Regular Session – 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, Melody Eldeen, Linda Jackowski, Dennis Schaperjahn, Joan Slagle

BOARD MEMBERS ABSENT

None

ANTICIPATED EXECUTIVE SESSION

Motion Linda Jackowski Second Dennis Schaperjahn

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

Motion Passed 7 Yes 0 No

REGULAR SESSION

Motion Linda Jackowski Second Stacey Caruso-Sharpe

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

PLEDGE OF ALLEGIANCE – was recited.

ADDITIONS TO THE AGENDA – were noted.

PUBLIC COMMENT ON AGENDA ITEMS

ADMINISTRATIVE/CERTIFICATION OF OATH OF OFFICE TO BOARD MEMBERS

Board of Education signed Oaths of Office and submits them to the Business Official for Certification.

## BOARD PRESIDENT ELECTION

- a. Nominations taken for Jay Anderson for Board President.  
There were no other nominations.  
Motion Dennis Schaperjahn Second Linda Jackowski  
Motion Passed 7 Yes 0 No
- b. Nominations taken for Dennis Schaperjahn for Board Vice-President  
Motion Linda Jackowski Second Michelle Bombard  
Motion Passed 7 Yes 0 No

## BOARD OF EDUCATION COMMITTEES

APPR	Dennis Schaperjahn/Melodye Eldeen
FINANCE	Stacey Caruso-Sharpe/Linda Jackowski
FACILITIES	Joan Slagle/Dennis Schaperjahn
POLICY	Stacey Caruso-Sharpe/Joan Slagle
FACILITIES SAFETY	Michelle Bombard/Linda Jackowski/Dennis Schaperjahn

Motion Dennis Schaperjahn Second Michelle Bombard  
Motion Passed 7 Yes 0 No

## ANNUAL APPOINTMENTS

Motion Dennis Schaperjahn Second Stacey Caruso-Sharpe  
Motion Passed 7 Yes 0 No

TITLE	NAME	RATE OF PAY
District Clerk		
Records Access Officer		
Deputy Student Activity Accounts Treasurer		
Records Management Office		
District Treasurer	Jeannine Yates	
Deputy Treasurer	Brita Donovan	
Chief Emergency Officer	Brita Donovan	
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	
Title IX Civil Rights Coordinator	Jennifer Hall	
Section 504 Compliance Officer	Jennifer Hall	
Home School Liaison	Jennifer Hall	

TITLE	NAME	RATE OF PAY
McKinney-Vento Liaison	Jennifer Hall	
Medicaid Compliance Officer	Jennifer Hall	
Medicaid Billing Clerk	Barbara Semo	\$3,075.00
Student Activity Accounts Treasurer	Barbara Semo	\$1,435.00
DASA Coordinators	Jennifer Hall, Nathan Kocak, Kathy Morck, Shannon Britte4n, Christine Bornt	
Data System Administrator	Scot Carpenter – BOCES	
Asbestos Designee	Jonathan Taggart	\$1,250.00
Water Treatment Analyst	Joseph Whalen	\$85.00/Hour
DEC/In ground Tank Licensee	William Clark	\$1,250.00
Pesticide Applicator Licensee		
Fixed Assets Manager	Dody Seelow-Podolec	\$1,250.00
Custodian of Voting Machines	Beth Ruman	
Election Co-Chairperson/Chief Inspectors	Ruth Gerardi, Janet VanRijsewijk	
Election Board of Registration	Ruth Gerardi, Doris Tretiak, Linda Pike, Pauline Muth, Barbara Sleight, Audrey LaHoff	
Voting Delegate – NYSSBA Annual Convention	Joan Slagle	

### PROFESSIONAL SERVICES AND DESIGNATIONS

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 - \$170/Hour</li> <li>• Litigation &amp; Hearings \$190/Hour</li> </ul>
External Auditor	West & Company	Per Contract (Appointed on 4/7/16 for 3 Years)
Official Bank Depository	Ballston Spa National Bank, NYCLASS	
Advanced Therapy, PLLC	Related Services-Speech Language Therapy/Assistant Technology, OT/PT	Per Contract (Appointed 3 Years Beginning with 2016-17 School Year)
Architect/Engineer	CSArch	
Financial Planning	Capital Market Advisors, LLC	
Bond Counsel	Barclay Damon LLP	
Official Newspapers	Daily Gazette, The Recorder	

## BOARD MEETING SCHEDULE

Motion Dennis Schaperjahn Second Stacey Caruso-Sharpe to approve the following 2018-2019 Board of Education schedule with the addition of a February 28, 2019 Meeting.

Motion Passed 7 Yes 0 No

JULY 2018 – AUGUST 2019 BOARD MEETING SCHEDULE	
BOARD MEETINGS AND WORK SESSIONS BEGING AT 6:30 PM	
IN THE HIGH SCHOOL LIBRARY, UNLESS WHERE NOTED BELOW	
July 12	Organizational Meeting (6 PM)
August 4	Board Retreat (8:00 AM - 2:00 PM)
August 9	Work Session
August 23	Meeting
September 6	Work Session
September 20	Meeting
October 11	Work Session
October 25	Meeting
November 8	Meeting
December 6	Meeting
January 3	Work Session
January 17	Meeting
February 7	Work Session
February 28	Meeting
March 7	Work Session
March 21	Meeting
April 11	Work Session
April 25	Meeting
April 30	BOCES Budget Vote (8 AM)
May 2	Work Session/Budget Hearing
May 14	VOTE (10-8 PM) Meeting (6:30 PM)
June 6	Work Session
June 20	Meeting
2019-20 SCHOOL YEAR	
July 11	Organizational Meeting (6 PM)
August 3	Board Retreat (9 AM – 3:30 PM)
August 8	Work Session
August 22	Meeting

## CSE/CPSE COMMITTEE MEMBERSHIPS

Motion Stacey Caruso-Sharpe Second Dennis Schaperjahn

Motion Passed 7 Yes 0 No

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 Chairperson	Shannon Britten, Andrew Huszar
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	Shannon Britten, 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

## SUPERINTENDENT OF SCHOOLS AUTHORIZATIONS

Motion Dennis Schaperjahn Second Stacey Caruso-Sharpe to authorize the Superintendent of Schools to:

Motion Passed 7 Yes 0 No

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 \$10,000
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)

## PERSONNEL

Motion \_Dennis Schaperjahn Second Stacey Caruso-Sharpe to approve the four year probationary appointment of Brianne Bellon as a Junior Senior High School Social Studies Teacher effective September 1, 2018 – August 31, 2022 in the tenure area of Secondary Social Studies at Step M1 of the GTA Salary Schedule - \$46,013/year.

In order to be eligible for tenure, individuals receiving a probationary appointment as a classroom teacher must receive annual composite or overall APPR ratings of Highly Effective or Effective in at least three of the four preceding years. If the individual received a rating of Ineffective in the final year of the probationary period, (he or she) will not be eligible for tenure at that time. The regulations do not require that a teacher have Professional Certification at the time of tenure but the District may make it a requirement.

Motion Passed 7 Yes 0 No

Motion Dennis Schaperjahn Second Stacey Caruso-Sharpe to approve the appointment of William Clark as Supervisor of Transportation and Grounds effective July 9, 2018 at a salary of \$55,000/year with a probationary period from July 9, 2018 to July 8, 2019.

Motion Passed 7 Yes 0 No

## OTHER

Motion Dennis Schaperjahn Second Melodye Eldeen to approve the following items:

Motion Passed 7 Yes 0 No

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 School-Related & Non-School Related User Groups: Non-School Group Custodial Rate - \$25/Hour (2 Hour Minimum)      Driver Rate - \$20/Hour			
Establish the Following Hourly Pay Rates for the 2018-19 School Year:			
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 and 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			
Re-adopt all Policies and Regulations that are currently in effect.			
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
Junior/Senior High Student Breakfast	\$1.75	Junior/Senior High Student Lunch	\$2.55
Adult Breakfast (Includes Tax)	\$2.20	Adult Lunch (Includes Tax)	\$3.95
	Student/Adult Milk for Breakfast and Lunch \$0.60		
Authorize the School Business Official to approve all Construction Project Change Orders not to Exceed \$35,000.			

## CONSENT AGENDA

Motion Melodye Eldeen Second Dennis Schaperjahn to approve the following Consent Agenda:

Motion Passed 7 Yes 0 No

CSE/CPSE RECOMMENDATIONS			
Approve CSE/CPSE Recommendations as Presented to the Board Prior to the Meeting.			
APPOINTMENTS			
Albert Duell	Summer Substitute Bus Driver	\$16.01/Hour	Effective 07/09/18
RESIGNATIONS			
Albert VanDeusen	Bus Driver	06/30/18	Effective

## CO-CURRICULAR APPOINTMENTS 2018-19 SCHOOL YEAR

Motion Linda Jackowski Second Michelle Bombard to approve the following co-curricular appointments:

Motion Passed 7 Yes 0 No

POSITION	2016-2020 RATE OF PAY	NAME
After School ELA/Math and Homework Lab (Per Hour)	\$42	Katelyn Hurley, Mallory O'Reilly, Elaine Vandenburg, Beth Brewster, Deborah Hutchinson, Kathleen DiBlasi, Jo-Anne Curtis, Laura Moore, Scott Smith, Allison Leonardo, Jessica Carter, Dorothy Chynoweth, Lynn Prehn, Charles Diamond, Karen Decker, Jennifer Suydam
Accompanist (per hour)	\$23	
Art Club	\$1,030	Lynn Wasserman
Banana Splits (up to 4)	\$303	Katelyn Hurley, Mallory O'Reilly, Lucinda Ormiston, Dorothy Chynoweth



Best Buddies	\$854	Christine Bornt
Buddy Up Galway (BUGS) (up to 2)	\$500	Jennifer Gerber
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	Elaine Vandenburg, Shauna Sitts, Lynn Prehn, Melanie McDonald, Kristin Sheehy
Chaperone-Dances (per night)	\$83	Shauna Sitts, Charles Diamond, Melanie McDonald, Karen Decker, Kristin Sheehy
Chaperone-NYSSMA Activities** (per hour)	\$21	Gary Barrow, Mellenie Booth
Detention Supervisor (per hour)	\$29	Rachel Clay, Susan Peters, Paul Levin, Jeannine Bechand, Melanie McDonald
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	Mellenie Booth
Elementary Band	\$356	Gary Barrow
Elementary Chaperone (per hour)	\$25	Mallory O'Reilly, Lucinda Ormiston, Deborah Hutchinson, Kathleen DiBlasi, Jo-Anne Curtis
Elementary Chaperone (Camp Chingachgook) (per night)	\$81	Bradley Johnson, Marianne Gribben, Carol Remscheid, Scott Smith, Mark Kalinkewicz, Edie Houle, Jeanine Flinton
Elementary Newspaper	\$399	Jessica Carter and Dorothy Chynoweth

Fitness Center Supervisor** (per hour)	\$21	Camilla Colangelo, Mary Pokrzywka
Footprint Advisor	\$961	Kristin Ostrander, Karen Decker
Footprint Layout Editor	\$392	Kristin Ostrander
Freshmen Class Advisor (shared)	\$1,139	
Future Farmers of America	\$1,000	Taylor Clifford
GTV Advisor - Elem	\$2,135	Kris Darlington
GTV Advisor - Jr. Sr. High	\$2,500	Krisin Ostrander
Home Arts Club Advisor	\$1,021	
Intramural Activities Coordinator and Instructor (shared)	\$1,785	Susan Peters, Allison Leonardo, Christin Sickels
Jazz Band	\$1,922	Gary Barrow
Junior Class Advisor	\$1,709	Allison Leonardo
Junior Great Books (4-6 positions)	\$303	
Junior State of America Advisor	\$1,709	
Literary Magazine	\$1,353	Kelly O'Brien-Yetto
Marine Biology Club Advisor	\$498	Trevor Tripp
Masterminds	\$712	Susan Peters
Mock Trial	\$712	
National Honor Society	\$1,282	Kelly O'Brien-Yetto and Paul Levin
National Junior Honor Society (shared position)	\$1,282	Susan Peters
Newspaper Advisor - Grades 7 & 8	\$399	Karen Decker
Odyssey of the Mind	\$405	Jeanine Flinton
One Act Play Director (one per grade level 9-12)	\$712	

Outdoor Adventure Club Advisor	\$595	
Rec Night Supervisor (per night)	\$142	
Robotics Club	\$1,000	Trevor Tripp
SADD	\$997 Shared Position	Christine Bornt, Maureen Mierzwa-Latza
Science Club	\$498	Paul Levin
Scorekeeper (per night)	\$62	Elaine Vandenburg(GBB)
Senior Class Advisor	\$1,994	Kristin Ostrander
Ski Club – Elem	\$498	Rachel Montalbano
Ski Club - Jr. Sr. High	\$498	Kristin Sheehy
Sophomore Class Advisor	\$1,424	Cayla Gaworecki
Spring Play Production - Musical Director	\$1,566	Mellenie Booth
Spring Play Production - Director	\$1,566	Anne Valente
Student Senate - Elementary	\$854	Mallory O'Reilly
Student Senate - Jr. High	\$997	Allison Leonardo
Student Senate - High School	\$1,851	Chris Kirvin
Summer Art Fair Advisor (per hour)	\$29	Deb Neahr, Karen Moffatt
Summer Curriculum (per hour)	\$29	Mallory O'Reilly, Trevor Tripp, Kathleen DiBlasi, Jo-Anne Curtis, Keira Hare, Scott Smith, Jeannine Bechand, Lynn Prehn, Charles Diamond,
Summer School Teacher (rate per hour)	\$42	Mallory O'Reilly, Melanie McDonald, Scott Smith
Sunrise Reading Club Teacher (rate per hour)	\$31	
Supervisor - Bus or Game (per night) (head chaperone)	\$93	Melanie McDonald (Volleyball, Wrestling, Girls Basketball)

Supervisor - Library (rate per hour)	\$23	
Ticket Sales (per night)	\$62	Camilla Colangelo
Timer (per night)	\$62	Camilla Colangelo
Tutor (rate per hour)	\$35	Laura Moore, Nadine DesPres, Jeannine Bechand, Melanie McDonald
Varsity Club	\$712	
Yearbook-K-5	\$532	Dave Nettleton
Yearbook-Grades 6-8	\$550	
Yearbook - Grades 9-12	\$1,994	Dave 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	Jeanine Flinton (CTE), Elaine Vandenburg (SS), Gary Barrow (Music), Susan Peters (Foreign Language), Rachel Clay (Science), Lynn Prehn (Math), Melanie McDonald (English)
Grade Level Leader (K-5)	\$2,452	Jen Suydam (K), Kathleen DiBlasi (1st), Deborah Hutchinson (2nd), Keira Hare (3rd), Edie Houle (4th), Brad Johnson (5th), Carla Gload (6th), Allison Reynolds (RTI)
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	Tina Grolley
Reading Coordinator	\$2,452	Allison Leonardo
Web Master	\$2,689	Kris Darlington

## NEW BUSINESS

1. Motion Stacey Caruso-Sharpe Second Melodye Eldeen to fill the positions of One-Act Play Directors and Sunrise Reading Club.

Motion Passed 7 Yes 0 No

2. Motion\_Michelle Bombard Second Melodye Eldeen to accept the following donation with thanks and appreciation:

- \$690.00 from the Galway Community Education Foundation for the purpose of three (3) children for summer camp for one (1) week.

Motion Passed 7 Yes 0 No

Brita Donovan gave an update on the hiring process for the Director of Curriculum, Assessment and Technology. Melodye Eldeen is representing the Board on the Search Committee.

Brita Donovan gave an update on the hiring process for the Confidential Secretary to the Superintendent. The posting closes on July 17, 2018.

Brita Donovan informed the Board of Education of the District-Wide School Safety Plan is posted on the web site for a 30 day public review. The Board of Education will be asked to adopt the District-Wide Safety Plan and the Building-Wide Safety Plans at the August Regular Session Board of Education Meeting. Brita Donovan introduced our School Resource Officer, John Casey.

## BOARD MEMBER COMMENTS

Board of Education members thanked the staff for their efforts during the construction project. Dennis Schaperjahn gave a Facilities Committee Report on the construction project.

## PUBLIC COMMENT

Community members requested the Facilities Committee to discuss field conditions at a future Committee Meeting.

## ADJOURNMENT

Motion \_Joan Slagle Second Melodye Eldeen to adjourn at 7:20 PM.

