



GALWAY CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
WORK SESSION

MINUTES

Thursday, May 2, 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, Jay Anderson, at 6:32 PM in the High School Library.

EXECUTIVE SESSION

Motion Linda Jackowski, Second Dennis Schaperjahn

To enter Executive Session at 6:00 PM for Specific Personnel Matters.

All voted Aye to approve the Motion. Motion Passed 4-Yes 0-No

REGULAR SESSION

Motion Linda Jackowski, Second Dennis Schaperjahn

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

All voted aye to approve the Motion. Motion approved 4-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, Linda Jackowski, Michelle Bombard

BOARD MEMBERS ABSENT - Stacey Caruso-Sharpe and Joan Slagle

OTHERS PRESENT

Brita Donovan, Superintendent of Schools; Robert Bonaker, Interim Business Administrator; Employees and Community Members.

PRESENTATIONS –

- The Class of 2021 informed the Board about their fundraiser that is currently taking place from April 15, 2019 to June 10, 2019. You can donate gently worn, used and new shoes to help raise funds. They also informed the Board they will be having their annual BBQ the day of the Budget Vote, May 21, 2019.
- Albert Einstein and Thomas Edison gave a brief presentation of their inventions.
- Jesse Radoski, teacher of the Galway life skills program, informed the Board what he does in his classroom with the students on a daily, weekly and monthly basis and also informed them of his plans for next year’s program.
- Melanie McDonald, Department Head of the English Department, updated the Board on the department’s growth mindset initiative, department goals for the year and how they were accomplished and ongoing things that are done on a monthly basis along with the departments recommendations for the English department for the school year 2019-2020.

SUPERINTENDENT’S REPORT – Harvard is doing a study of 30 schools in New York State and 30 schools in Ohio. Over 300 schools applied in New York State and Galway was granted an interview with Harvard. This is a very exciting opportunity for the Galway school.

PERSONNEL - none

APPROVAL OF CONSENT AGENDA

Motion Dennis Schaperjahn, Second Michelle Bombard to accept the following Consent Agenda:

CONSENT AGENDA

FINANCIAL REPORTS/BOARD MEETING MINUTES

| | |
|----------------|-----------------------------|
| April 11, 2019 | Board Meeting Minutes |
| April 30, 2019 | Board Meeting Minutes |
| March 2019 | District Treasurer’s Report |

CSE/CPSE RECOMMENDATIONS

Approve CSE/CPSE Recommendations as presented to the Board prior to the meeting for the following students: 7140; 6282; 6998; 3629; 5327; 6032; 6796; 6599; 5279; 6525; 5417; 0005048; 5152; 5170; 5552; 5061; 3865; 5326; 5315; 5001; 6212; 6305; 5539; 6485; 6693; 7111; 6039; 3868; 7175; 7009; 6217; 5049; 3633; 5118; 6997; 6227; 6344; 0006067; 3357.

RESIGNATIONS/OTHER

Accept the Resignation of Sarah J. McCabe from her Teacher Aide position effective April 26, 2019.

Accept the Resignation of Christopher Cook from his Head Custodian position effective April 15, 2019 in order to accept a position as Director of Facilities.

Approve the appointment of Christopher Cook to the position of Director of Facilities effective April 16, 2019 with a pro-rated salary of \$50,000.00.

Accept the Resignation of Andrea Bambara from her Special Education Teacher position effective June 30, 2019.

APPOINTMENTS

| NAME | DESCRIPTION | RATE OF PAY | EFFECTIVE DATE |
|---------------|--------------|--------------|----------------|
| Alicia Weaver | Teacher Aide | Minimum Wage | 5-6-19 |

Approve a one-time stipend in the amount of \$1,500 to Michelle McDougall, Elementary School Principal, for the implementation of the 2019-2020 Pre-K program.

All voted aye to approve the Motion. Motion passed. 4-Yes 0-No

NEW BUSINESS

1. Motion Michelle Bombard, Second Linda Jackowski

Approve the order in which the following propositions appear on the May 21, 2019 election ballot:

- **PROPOSITION #1** - Shall the proposed budget of expenditures for the Galway Central School District for the 2019-2020 school year in the amount of \$22,299,130 and for the purposes shown in the statement of estimated expenditures adopted by the Board of Education, be approved and the amount thereof be raised by a levy of a tax upon the taxable property of the school district, after first deducting monies available from State Aid and other sources by law?
- **PROPOSITION #2** - Shall the Board of Education of the Galway Central School District be authorized to establish a Capital Reserve Fund in an amount not to exceed \$1,750,000, with a probable term of ten years, for the purpose of financing the construction of additions to, and reconstruction of, various District buildings, construction and reconstruction of athletic fields and improvements, site work, and acquisition of original furnishings, equipment, machinery or apparatus required for the purpose for which such buildings are to be used, with such Capital Reserve Fund being funded with such portion of the unallocated fund balance as may be determined from time to time by the Board of Education?
- **PROPOSITION #3** - Shall the Board of Education of the Galway Central School District be authorized to establish a Bus Purchase Capital Reserve Fund in an amount not to exceed \$500,000, with a probable term of five years, for the purpose of financing the acquisition of school bus vehicles, with such Bus Purchase Capital Reserve Fund being funded with such portion of the unallocated fund balance as may be determined from time to time by the Board of Education?

- **PROPOSITION #4** - Shall the Board of Education of the Galway Central School District be authorized to: (a) purchase two 72-passenger school buses at the maximum aggregate cost not to exceed \$255,000, (b) expend such sum for such purpose, and (c) fund the acquisition of the school bus vehicles not to exceed the total amount of \$255,000, from available unallocated fund balance of the District?

All voted aye to approve the motion. Motion passed. 4-Yes 0-No

2. Motion Linda Jackowski, Second Michelle Bombard

Approve the order in which the following Board Member candidates appear on the election ballot on May 21, 2019 as determined by a random drawing held on April 18, 2019:

Karen English

Sarah Leszczynski

Dennis Schaperjahn

Linda Jackowski

James Heuser

All voted aye to approve the motion. Motion passed. 4-Yes 0-No

3. Motion Dennis Schaperjahn, Second Michelle Bombard

Appoint the following Election Inspectors for the May 21, 2019 election at a rate of \$13.00 per hour:

Mary Labombard

Anna Szabo

Claudia Brownell

Ardeth Deay

All voted aye to approve the motion. Motion passed. 4-Yes 0-No

4. Motion Dennis Schaperjahn, Second Michelle Bombard

Approve the use of one unused emergency school closing day to extend the 2019 Memorial Day Holiday to include Friday, May 24, 2019 providing that emergency school closings do not require use of this day.

All voted aye to approve the motion. Motion passed. 4-Yes 0-No

5. Motion Dennis Schaperjahn, Second Michelle Bombard

Adopt the 2019-2020 Comprehensive School Counseling Plan for grades K-12.

All voted aye to approve the motion. Motion passed. 4-Yes 0-No

6. Motion Michelle Bombard, Second Linda Jackowski

Approve a Resolution to Designate Assignment of Fund Balance as of June 30, 2019.

All voted aye to approve the motion. Motion passed. 4-Yes 0-No

7. Motion Linda Jackowski, Second Dennis Schaperjahn

Approve a Resolution to Establish a Retirement Contribution Reserve Fund and a Retirement Contribution Reserve Sub-Fund.

All voted aye to approve the motion. Motion passed. 4-Yes 0-No

8. Motion Michelle Bombard, Second Dennis Schaperjahn

Approve a Resolution to Authorize Transportation to Non-Public Schools for the 2019-2020 School Year.

All voted aye to approve the motion. Motion passed. 4-Yes 0-No

9. Motion Dennis Schaperjahn, Second Linda Jackowski

To accept a donation in the amount of \$1,000 from Joseph Anderson (Representative for North Western Mutual) to be used for funding the Heroes and Sweethearts presentation scheduled to be presented to the students and staff of the Galway School District.

All voted aye to approve the motion. Motion passed. 4-Yes 0-No

10. Motion Dennis Schaperjahn, Second Michelle Bombard

Approve a Resolution to Authorize Bank Account: Capital Projects Fund.

All voted aye to approve the motion. Motion passed. 4-Yes 0-No

UNFINISHED BUSINESS

- Baseball and Softball fields repair – IN PROGRESS
- Track landscaping – IN PROGRESS
- Conex Box – IN PROGRESS
- Superintendent evaluation – COMPLETE
- Determine if weeds growing in the track can be sprayed – Further Discussion
- Installation of communication in library (cost estimate) – awaiting quotes
- Discussion on the purchase of Board Docs – Further Discussion
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RETREAT

- Board of Education Work Session format
- Discuss moving date of Retreat

MONTHLY

- YTD update on spending/budget by major category

AS PER BUDGET CALENDAR

- Budget planning will be conducted

PARKING LOT – TO BE DISCUSSED

YEARLY

- Team leader and department head presentations (Brita Donovan)

ADDITIONAL ITEMS

- Additional building storage of equipment from old bus garage – TBD
- Social Studies teaching position needs to be filled. Recommendation from Administration – COMPLETE

COMMITTEE REPORTS

Facilities Committee – There is 8,000,000 worth of work left and this summer will be very active at the school with construction. Please note there will be no water in the building from July 1, 2019 to July 12, 2019.

PUBLIC COMMENT

BOARD MEMBER COMMENTS

Various comments were made by the Board throughout the meeting.

May is Mental Health Month. Sweethearts and Heroes will be coming to the school on May 7 for a presentation for grades K-12.

Bus Driver Appreciation Day was a great success. Thank you to our bus drivers.

As always a thank you to the teachers, administrators and staff for their continued effort to make Galway School great.

ADJOURNMENT

Meeting was adjourned at 8:05 PM

Respectfully submitted,

Linda M. Dumblewski

Linda M. Dumblewski
District Clerk

Galway Central School District
Board of Education

**Resolution to Designate Assignment of Fund Balance as of June 30, 2019
Amended from February 28, 2019**

WHEREAS, New York State laws, Commissioner’s regulations, and regulations of the State Comptroller govern the accounting for reserve funds and the assignment of fund balance for school districts, and

WHEREAS, New York State laws limit the annual amount of unassigned fund balance of the General Fund to no more than four (4) percent of the ensuing school year’s operating budget;

NOW THEREFORE BE IT RESOLVED that the Board of Education of Galway Central School District does hereby authorize and direct that any available fund balance of the General Fund in excess of four (4) percent of the adopted General Fund operating budget for the 2019-2020 school year that remains after the closing of the financial transactions for the school fiscal year ending on June 30, 2019, be recorded in appropriate amounts as calculated for the potential financial liability of the school district in the following reserve accounts within the General Fund, **including the change in the Retirement System Reserve Account from the amount previously approved by the Board of Education during the Meeting of February 28, 2019, changing the estimate from \$300,000 to \$450,00,0 to account for a sub-fund reserve for the employer contribution to the Teachers’ Retirement System.**

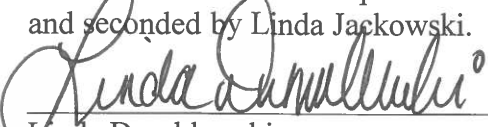
| | | |
|--|------------------|---------------------|
| Employee Benefit Accrued Liability Reserve Account | estimate: | \$ 350,000 |
| Unemployment Insurance Reserve Account | estimate: | \$ 75,000 |
| Retirement System Reserve Account | estimate: | \$ 450,000 |
| Liability Insurance Reserve Account | estimate: | \$ 33,000 |
| Workers’ Compensation Reserve Account | estimate: | \$ 125,000 |
| Repair Reserve Account | estimate: | \$ 250,000 |
| Capital Reserve Fund | estimate: | \$ 1,750,000 |
| Bus Purchase Reserve Fund | estimate | <u>\$ 500,000</u> |
| | | \$ 3,533,000 |

, and

FURTHER RESOLVED, that the Board of Education be provided with a report at the time of the adoption of the tax warrant during a Board meeting in August, 2019 of the official amount of fund balance recorded in each of the above reserve accounts, and that on said date, the Board take official action to confirm the designation and assignment of available fund balance in such reserve accounts.

Yes 4 No 0 Abstain 0 Result PASSED

The above resolution adopted this 2nd day of May, 2019 upon the motion of Michelle Bombardì and seconded by Linda Jackowski.


Linda Dumblewski
District Clerk

(seal)



Galway Central School District

Board of Education

Resolution to Establish a Retirement Contribution Reserve Fund and a Retirement Contribution Reserve Sub-Fund

WHEREAS, as a part of the 2019-2020 Budget Legislation, New York State has amended certain provisions of section 6-r of the General Municipal Law, relating to Retirement Contribution Reserve Funds, and

WHEREAS, as amended, section 6-r of the General Municipal Law allows a school board to establish a reserve fund to be known as the Retirement Contribution Reserve Fund ("RCRF") and Sub-Fund to be used for the purpose of financing retirement contributions, and/or to finance appropriations authorized by law to offset all or a portion of the amount deducted from the moneys apportioned to the school district from the state for the support of common schools; and

WHEREAS, "retirement contribution" is defined as all or any portion of the amount payable by a school district to the New York State and Local Employees Retirement System ("ERS") or the New York State Teachers' Retirement System ("TRS") pursuant to Education Law section 521; and

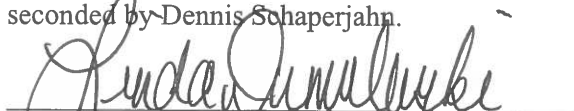
WHEREAS, if a school board establishes an RCRF pursuant to section 6-r of the General Municipal Law, for the purpose of financing retirement contributions to the ERS, it may also create a "sub-fund" within the RCRF, which is to be separately administered, for the purpose of financing retirement contributions to the New York State Teachers' Retirement System and/or to finance appropriations authorized by law to offset all or a portion of the amount deducted from the moneys apportioned to the school district from the state; and

WHEREAS, the Galway Central School District Board of Education desires to establish a Retirement Contribution Reserve Fund and a Retirement Contribution Reserve Sub-Fund for such purposes;

IT IS HEREBY RESOLVED: The Galway Central School District hereby establishes a fund to be known as the Retirement Contribution Reserve Fund ("RCRF"), as well as a sub fund to be known as the Retirement Contribution Reserve Sub-Fund ("RCRS"), to be separately administered within the RCRF, as of June 30, 2019 to be funded from the available fund balance from the 2018-2019 school year and additional contributions from future budgetary appropriations or raised by taxes; or from such revenues as are not required by law to be paid into any other fund or account; or transfers from other reserve funds as permitted by law, to be used in accordance with applicable laws for the purpose of paying retirement contributions to the New York State and Local Employees' Retirement System or the New York State Teachers' Retirement System.

Yes 4 No 0 Abstain 0 Result PASSED

The above resolution adopted this 2nd day of May, 2019 upon the motion of Linda Jackowski and seconded by Dennis Schaperjahn.



Linda Dumblewski
District Clerk

(seal)



Galway Central School District
Board of Education

Resolution to Authorize New Bank Account: Capital Projects

May 2, 2019

WHEREAS, in accordance with Board of Education Policy 6240, the objectives of the district's investment policy are to safeguard district funds and to minimize risk, to ensure that investments mature when cash is required to finance operations and to ensure a competitive rate of return. In accordance with this policy, the Treasurer or his/her designee is authorized to invest and/or deposit all funds, including proceeds of obligations and reserve funds, in time-deposit accounts, certificates of deposit, short-term government securities, repurchase agreements or other investment instruments permitted by law, subject to the investment regulations approved by the Board of Education. To the extent feasible, investments and deposits shall be made in and through local or regional financial institutions. Concentration of investments in a single financial institution should be avoided. Diversification of investments and deposits is encouraged, and

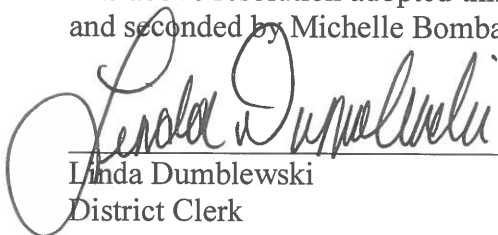
WHEREAS, the district has an opportunity to maximize interest earnings through the establishment of an additional account through the New York Cooperative Liquid Assets Securities System (NYCLASS), of which Galway Central School District is a member,

NOW THEREFORE BE IT RESOLVED that the Board of Education of Galway Central School District does hereby authorize and direct the establishment of the following new bank account as governed under the auspices of New York Cooperative Liquid Assets Securities System (NYCLASS):

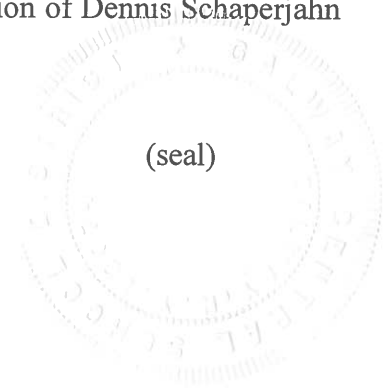
Galway Capital Projects Account

Yes 4 No 0 Abstain 0 Result PASSED

The above resolution adopted this 2nd day of May, 2019 upon the motion of Dennis Schaperjahn and seconded by Michelle Bombard.



Linda Dumblewski
District Clerk



Galway Central School District
Board of Education

**Resolution to Authorize Transportation to Non-Public Schools
2019-2020 School Year**

WHEREAS, Section 3635 of the Education Law requires all non-city districts to provide transportation for pupils enrolled in kindergarten through grade 8 who live more than two miles from the school they attend and for pupils enrolled in grades 9-12 who live more than three miles from the school they attend up to a distance of fifteen miles. The distances in each case are measured by the nearest available routes from home to school. In order to obtain transportation for their children, parents must file requests with the district in which they live by April 1 of the preceding school year or within 30 days of moving to the district, and

WHEREAS, Galway Central School District has received requests from parents/guardians for required transportation of students to non-public schools during the 2019-20 school year, and

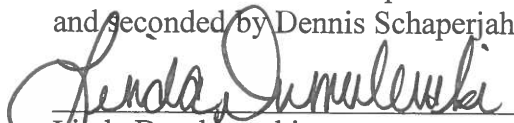
WHEREAS, there are several non-public schools that are within the fifteen-mile limit that would require Galway CSD to transport pupils to such non-public schools,

NOW THEREFORE BE IT RESOLVED that the Board of Education of Galway Central School District does hereby authorize and direct that transportation be provided by the Galway CSD Transportation Dept. to the following non-public schools during the 2019-2020 school year:

Mekeel Christian Academy, 36 Sacandaga Road, Scotia, NY
Saratoga Central Catholic, 247 Broadway, Saratoga Springs, NY
Spa Christian Academy, 206 Greenfield Ave., Ballston Spa, NY
St. Mary's School, 40 Thompson St., Ballston Spa, NY
St. Mary's Institute, 10 Kopernik Ave., Amsterdam, NY
Waldorf Elementary School, 62 York Ave., Saratoga Springs, NY
Waldorf High School, 122 Regent St., Saratoga Springs, NY

Yes 4 No 0 Abstain 0 Result PASSED

The above resolution adopted this 2nd day of May, 2019 upon the motion of Michelle Bombard and seconded by Dennis Schaperjahn.


Linda Dumblewski
District Clerk

