



GALWAY CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
ORGANIZATIONAL/REGULAR MEETING

**REVISED AGENDA**

THURSDAY, JULY 14, 2016

**6:30 PM** – HIGH SCHOOL LIBRARY

**(ADDITIONS/REVISIONS ARE IN GREEN PRINT)**

The meeting will begin at 6:30 PM instead of 6:00 PM.

It is anticipated that the Board of Education will enter Executive Session at 5:00 PM to conduct School Business Administrator interviews and for a specific personnel matter.

MEETING CALLED TO ORDER

Meeting called to order at 5:00 PM in the High School Conference Room.

BOARD MEMBERS IN ATTENDANCE

ANTICIPATED EXECUTIVE SESSION

Motion \_\_\_\_\_ Second \_\_\_\_\_

Enter executive session at 5:00 PM to conduct School Business Administrator interviews and for a specific personnel matter.

REGULAR SESSION

Motion \_\_\_\_\_ Second \_\_\_\_\_

Return to regular session at 6:30 PM and move to the High School Library to conduct the remainder of the meeting.

PLEDGE OF ALLEGIANCE

ADDITIONS/REVISIONS TO THE AGENDA - (ARE IN GREEN PRINT)

PUBLIC COMMENT ON AGENDA ITEMS

ADMINISTRATION/CERTIFICATION OF OATH OF OFFICE TO BOARD MEMBERS

Board of Education signs Oaths of Office and submits them to the District Clerk.

BOARD PRESIDENT ELECTION

- a. Nominations taken for Board President.
- b. Board to vote for President.
- c. Elected President assumes position and conducts balance of the meeting.

BOARD VICE-PRESIDENT ELECTION

- a. Nominations taken for Board Vice-President.
- b. Board to vote for Vice-President.
- c. Elected Vice-President assumes position.

## ANNUAL APPOINTMENTS

Motion \_\_\_\_\_ Second \_\_\_\_\_ to approve the following:

District Clerk	Linda Casatelli	\$3,750
Records Access Officer	Linda Casatelli	
Deputy Student Activity Accts. Treasurer	Linda Casatelli	
Records Management Officer	Linda Casatelli	
District Treasurer	Melissa Lovelass	
Deputy Treasurer	Shannon Shine	
Chief Emergency Officer	Shannon Shine	
Claims Auditor	Barbara Sleight	\$25.63/hour
Tax Collector	Barbara Sleight	\$4,200
Deputy Tax Collector	Ballston Spa National Bank	
Attendance Officer	Cindy Colby	
Purchasing Agent	Wendy Morris, Interim School Business Official	
McKinney-Vento Liaison	Jennifer Hall	
Title IX Officer	Jennifer Hall	
Section 504 Compliance Officer	Jennifer Hall	
Home School Liaison	Jennifer Hall	
Medicaid Compliance Officer	Jennifer Hall	
Medicaid Billing Clerk	Barbara Agresta	\$3,075
Student Activity Accts. Treasurer	Barbara Agresta	\$1,435
DASA Coordinators	Jennifer Hall, Brita Donovan, Christine Bornt, Andrew Huszar	
Data System Administrator	Scot Carpenter-BOCES	
Chief Information Officer	Lisa Marcellus-BOCES	
Asbestos Designee	Michael Sherman	\$1,250
Water Treatment Analyst	Michael Sherman	\$1,250
DEC/Inground Tank Licensee	Michael Sherman	\$1,250
Pesticide Applicator Licensee	TBD	\$1,250

ANNUAL APPOINTMENTS (Continued)

Fixed Assets Manager	Dody Seelow-Podolec	\$1,250
Custodian of Voting Machines	Beth Ruman	\$200
Election Co-Chairperson/ Chief Inspectors	Ruth Gerardi, Chris DeCristofaro	\$13/hou r
Election Board of Registration	Ruth Gerardi, Doris Tretiak, Linda Pike, Pauline Muth	\$13/hou r
Election Inspectors	Linda Pike, Janet VanRijsewijk, Phyllis Sleeper, Maureen Sauter, Ruth Gerardi, Doris Tretiak, Pauline Muth, Barbara Sleight	\$13/hou r
Voting Delegate - NYSSBA Annual Convention	Joan Slagle	

PROFESSIONAL SERVICES AND DESIGNATIONS

Motion \_\_\_\_\_ Second \_\_\_\_\_ to approve the following:

School Physician	Saratoga Family Health Center	\$11,557
School Attorney	Girvin & Ferlazzo PC	\$25,000 Annual Retainer <i>(Appointed on 6/23/16)</i>
External Auditor	West & Co.	Not to Exceed \$13,000/year <i>(Appointed on 4/7/16 for 3 years.)</i>
School Insurance Provider	NYS Schools Insurance Reciprocol (NYSIR)	\$88,071 <i>(Appointed on 6/23/16)</i>
Faithful Performance Blanket Bond Insurance Provider	Travelers Insurance Co.	
Architect Engineer	CSArch	
Financial Planning	Capital Markets Advisors	
Bond Counsel	Barclay Damon LLP	
Official Newspapers	Daily Gazette, The Recorder	

Official Bank Depository	Ballston Spa National Bank, NYCLASS	
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**BOARD OF EDUCATION MEETING SCHEDULE** - FOR INFORMATIONAL PURPOSES ONLY

The following Board Meeting Schedule was approved at the June 9, 2016 Board meeting. It appears on this Agenda for informational purposes only.

<b>JULY 2016 – AUGUST 2017 BOARD MEETING SCHEDULE</b> BOARD MEETINGS & WORK SESSIONS BEGIN AT 6:30 PM IN THE HIGH SCHOOL LIBRARY EXCEPT WHERE NOTED BELOW	
DATE	DESCRIPTION
July 14	Organizational Meeting 6:00 PM
August 4	Work Session
August 25	Meeting
Saturday, August 27	Board Retreat 9–3:00 PM Scotch Church Meeting Room
September 8	Work Session
September 22	Meeting
October 13	Meeting
October 27	Work Session
Wednesday, November 9	Meeting
December 8	Meeting
January 5	Work Session
January 19	Meeting
February 2	Work Session
February 16	Meeting
March 9	Work Session
March 23	Meeting
Wednesday, April 12 (Adopt Budget)	Work Session
April 25 (BOCES Vote)	Meeting 8:00 AM HS Conference Room
May 4 (Budget Hearing)	Work Session /Budget Hearing
May 16 (Election Day)	Meeting/Budget Vote 10-8 PM HS Gym
June 8	Work Session
June 22	Meeting
Thursday, July 13, 2017	Organizational Meeting 6:00 PM
Saturday, August 5, 2017	Board Retreat 9–3:00 PM Location TBD
August 10, 2017	Work Session
August 24, 2017	Work Session

CSE/CPSE COMMITTEE MEMBERSHIPS

Motion \_\_\_\_\_ Second \_\_\_\_\_ to approve the following committee memberships:

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	Mary Bramer (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 Chairpersons	Andrew Huszar, Shannon Britten
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	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 \_\_\_\_\_ Second \_\_\_\_\_ to authorize the Superintendent of Schools to:

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 \$15,000
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)

OTHER

Motion \_\_\_\_\_ Second \_\_\_\_\_ to approve the following items:

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 the 2016-17 School Year: Substitute Teacher Aide                    \$ 9.00 Substitute Cafeteria                         \$ 9.00 Substitute Monitor                           \$ 9.00 Substitute Bus Driver                        \$16.01 Substitute School Secretary                \$14.00 Substitute Secretary to CSO                \$18.00 Substitute Custodian/Cleaner              \$12.47 Substitute Automotive Repairer            \$14.00 Substitute Nurse                             \$14.00 Instructional Tutor                            \$22.00																								
Establish Custodial & 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, Regulations and Code of Ethics that are currently in effect.																								
Approve the District’s Professional Development and Mentoring Plan.																								
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 2016-17 Food Prices as follows: (Same prices as last year.) <table><thead><tr><th colspan="2"><u>Breakfast</u></th><th colspan="2"><u>Lunch</u></th></tr></thead><tbody><tr><td>Elementary Student Breakfast</td><td>\$1.50</td><td>Elementary Student Lunch</td><td>\$2.30</td></tr><tr><td>Jr./Sr. High Student Breakfast</td><td>\$1.75</td><td>Jr./Sr/ High Student Lunch</td><td>\$2.45</td></tr><tr><td>Adult Breakfast</td><td>\$2.20 (Includes Tax)</td><td>Adult Lunch</td><td>\$3.95 (Includes Tax)</td></tr><tr><td>Student Milk</td><td>\$ .60</td><td>Student Milk</td><td>\$ .60</td></tr><tr><td>Adult Milk</td><td>\$ .70</td><td>Adult Milk</td><td>\$ .70</td></tr></tbody></table>	<u>Breakfast</u>		<u>Lunch</u>		Elementary Student Breakfast	\$1.50	Elementary Student Lunch	\$2.30	Jr./Sr. High Student Breakfast	\$1.75	Jr./Sr/ High Student Lunch	\$2.45	Adult Breakfast	\$2.20 (Includes Tax)	Adult Lunch	\$3.95 (Includes Tax)	Student Milk	\$ .60	Student Milk	\$ .60	Adult Milk	\$ .70	Adult Milk	\$ .70
<u>Breakfast</u>		<u>Lunch</u>																						
Elementary Student Breakfast	\$1.50	Elementary Student Lunch	\$2.30																					
Jr./Sr. High Student Breakfast	\$1.75	Jr./Sr/ High Student Lunch	\$2.45																					
Adult Breakfast	\$2.20 (Includes Tax)	Adult Lunch	\$3.95 (Includes Tax)																					
Student Milk	\$ .60	Student Milk	\$ .60																					
Adult Milk	\$ .70	Adult Milk	\$ .70																					
Report of authorized personnel to use a Galway School District Credit Card (Board Policy #6860 requires that this list be reported to the Board of Education each year.) Shannon Shine - Superintendent of Schools Linda Casatelli - Secretary to Superintendent/Board Clerk																								

Michelle McDougall - Elem. Principal  
 Michael Healey - Jr./Sr. HS Principal  
 Brita Donovan - Dir. Curr. Inst. and Assessments  
 Jennifer Hall - Director of Pupil Personnel Services  
 Michael Sherman - Operations, Maintenance & Transp. Supervisor  
 Susan Kinne - Family & Consumer Science Teacher

CONSENT AGENDA

Motion \_\_\_\_\_ Second \_\_\_\_\_ to approve the following Consent Agenda:

CONSENT AGENDA			
FINANCIAL REPORTS / BOARD MEETING MINUTES			
June 9 and 23, 2016 June, 2016	Board Meeting Minutes Student Activity Accounts Treasurer's Report		
CSE/CPSE RECOMMENDATIONS			
Approve CSE/CPSE recommendations as presented to the Board prior to the meeting.			
RESIGNATIONS / OTHER			
NAME	TITLE	EFFECTIVE DATE	
Christopher O'Hara	Bus Driver	06/23/16	
Lisa DeRhonda	Bus Driver	07/01/16	
Terri VanDenHouten	Teacher Aide (Resigned in order to be appointed as a Bus Driver later in the meeting.)	07/31/16	
William Smith	Bus Monitor (Resigned in order to be appointed as a Cleaner later in the meeting.)	07/10/16	
APPOINTMENTS			
NAME	TITLE	RATE OF PAY	EFFECTIVE DATE
Terri VanDenHouten	Bus Driver	\$16.01/hour	08/01/16
William Smith	Cleaner	\$12.47/hour	07/11/16
Taylor Hugo	Cleaner	\$12.47/hour	07/20/16
Alex Rockwell	Substitute Cleaner	\$12.47	07/15/16

(End of Consent Agenda)

PERSONNEL

Motion \_\_\_\_\_ Second \_\_\_\_\_

Accept the resignation of Lucas LaBarre from his Dean of Students/Athletic Director position effective August 3, 2016 (his last day of work).

Motion \_\_\_\_\_ Second \_\_\_\_\_

Accept the resignation of Michaela Ethier from her Math Teacher position effective August 30, 2016.

## NEW BUSINESS

Motion \_\_\_\_\_ Second \_\_\_\_\_

Approve the following 2015-16 General Fund Budget Transfers and authorize the Treasurer to transfer funds as indicated below:

TO BUDGET CODE	FROM BUDGET CODE	AMOUNT	PURPOSE
A2630.490-10-0000	A2250.490-09-0000	\$51,639.90	BOCES Dell Servers, IMacs
A2110.120-04-0000	A2110.130-05-0000	\$99,481.57	Elementary Instructional Salaries
A2110.120-04-0000	A2250.150-09-0000	\$34,337.55	Elementary Instructional Salaries

Motion \_\_\_\_\_ Second \_\_\_\_\_

Accept a donation in the amount of \$900 from Galway PTSA to be used toward the purchase of Garmin GPS devices in the elementary school with thanks and appreciation and authorize the Treasurer to increase General Fund Budget Code A2110-540-04-000 in the amount of \$900.

Motion \_\_\_\_\_ Second \_\_\_\_\_

Approve the 3012(d) Annual Professional Performance Review (APPR) plan as negotiated between the Galway Central School District and the Galway Teachers Association (GTA) and authorize the Superintendent to sign the APPR on behalf of the District.

Motion \_\_\_\_\_ Second \_\_\_\_\_

Approve the 3012(d) Annual Professional Performance Review (APPR) plan as negotiated between the Galway Central School District and the Galway Administrators Association (GAA) and authorize the Superintendent to sign the APPR on behalf of the District.

Motion \_\_\_\_\_ Second \_\_\_\_\_

Following a second reading, adopt the following:

Policy #5205	Eligibility for Co-curricular and Extra-curricular Activities
Regulation #5205R	Eligibility for Co-curricular and Extra-curricular Activities
Policy #5300	Code of Conduct

Motion \_\_\_\_\_ Second \_\_\_\_\_

Approve an architect/engineering voter approved Capital Project Contract with CSArch and authorize the President of the Board of Education to sign the contract on behalf of the District.

Motion \_\_\_\_\_ Second \_\_\_\_\_

Resolved that due to declining student enrollment and other factors, the Board of Education hereby agrees to not fill a secondary social studies position formerly occupied by retiree William Brooks effective July 1, 2016.



CO-CURRICULAR APPOINTMENTS

Motion \_\_\_\_\_ Second \_\_\_\_\_ to approve the following co-curricular appointments:

2016-17 CO-CURRICULAR APPOINTMENTS		
POSITION	2012-16 GTA CONTRACT RATE OF PAY	NAME
After School ELA/Math and Homework Lab (Per Hour)	\$42	Jo-Anne Curtis, Dorothy Chynoweth Kristin Sickels, Elaine Vandenburg, Lynn Prehn, Jacqueline Redick, Allison Reynolds, Scott Smith, Carol Remscheid, Kathleen DiBlasi, Janis Palsgraf, Mallory O'Reilly, Joshua Schaperjahn, Deb Hutchinson, Mariann Gribben, Dave Nettleton, Stephanie Hoga, Regina Culbert, Beth Brewster, Rachel Montalbano, Lindsey Radloff, Laura Moore, Karen Decker ,Charles Diamond, Nancy Christiansen, Kristin Mars, Carla Gload
Art Club	\$1,030	Amy David
Banana Splits (up to 4)	\$303	Dorothy Chynoweth, Lucinda Ormiston Stephanie Hogan, Mallory O'Reilly
Camp Chingachook Coordinator	\$203	Paula Canell
Chamber Singers (C&T)	\$1,922	Mellanie Booth
Chaperone-Basketball/Wrestling/Volleyball (as needed) per night	\$81	Melanie McDonald, Elaine Vandenburg, Joanne Donnan, Terri VanDenButen, Shauna Sitts, Barbara Agresta, Janet VanRijsewijk, Dawn Landwehr, Kristin Mars, Joanne Curtis, Charles Diamond, Chris Kirvin, Trevor Tripp, Lynn Wasserman
Chaperone-Dances (per night)	\$83	Melanie McDonald, Elaine Vandenburg, Terri VanDenButen, Shauna Sitts, Dawn Landwehr, Kristin Mars
Chaperone-NYSSMA Activities** (per hour)	\$21	Gary Barrow, Mellanie Booth
Detention Supervisor (per hour)	\$29	Melanie McDonald, Joanne Donnan, Jeannine France Bechand, Josh Schaperjahn
District Photographer	\$521	Kristin Darlington
Elementary Band	\$356	Gary Barrow

Elementary Chaperone (per hour) (For grades 1-3 Concert)	\$25	Karen Moffatt, Kathleen DiBlasi, Barbara Agresta, Janet VanRijsewijk, Christine Adams, Lucinda Ormiston, Mallory O'Reilly, Deb Hutchinson, Jo-Anne Curtis
Elementary Chaperone (Camp Chingachgook) (per night)	\$81	Paula Canell, Scott Smith, Joshua Schaperjahn, Mariann Gribben
Elementary Newspaper	\$399	Mallory O'Reilly
Fitness Center Supervisor** (per hour)	\$21	Terri VanDenButen, Scott Smith, Barbara Agresta, Janet VanRisjewick, Tracy Smith
Footprint Advisor (shared position)	\$961 shared	Kristin Ostrander, Karen Decker
Freshmen Class Advisor	\$1,139	Allison Leonardo
GTV Advisor	\$2,135	Kristin Ostrander
Jazz Band	\$1,922	Gary Barrow
Junior Class Advisor	\$1,709	Joanne Donnan
Junior State of America	\$1,709	
Literary Magazine	\$1,353	Melanie McDonald
Marine Biology Club Advisor	\$498	Jeannine Franze Bechand
National Honor Society	\$1,282	Joanne Donnan
National Junior Honor Society	\$1,282	Kristin Mars
Odyssey of the Mind	\$405	Jeanine Flinton
SADD (shared position)	\$997 shared	Christine Bornt, Maureen Mierzwa-Latza
Science Club	\$498	Paul Levin
Senior Class Advisor	\$1,994	Mellenie Booth
Ski Club	\$498	Rachel Montalbano
Sophomore Class Advisor	\$1,424	Jacqueline Redick
Spring Play Production - Musical Director	\$1,566	Mellenie Booth
Spring Play Production - Director	\$1,566	Anne Valente
Student Senate - High School	\$1,851	Chris Kirvin
Summer Art Fair Advisor	\$29	Karen Moffatt & Deborah Neahr (already appointed)
Ticket Sales (per night)	\$62	Jo-Anne Curtis, Melanie McDonald-Wrestling, Susan Peters, Jacqueline Redick, Deborah Neahr, Barbara Agresta, Janet VanRijsewijk, Dawn Landwehr, Terri VanDenButen
Yearbook-Elementary	\$532	David Nettleton
Yearbook-High School	\$1,994	David Nettleton
Department Head	\$2,452	Melanie McDonald - English Elaine Vandenburg - Social Studies Joanne Donnan-Technology Lynn Prehn - Mathematics Jeannine Franze Bechand - Science Diane Sartin - Modern Language Gary Barrow- Music Mark Kalinkewicz - PE/Health

		TBD - Art
Grade Level Leader (K-5)	\$2,452	Jennifer Suydam, Kathleen DiBlasi, Lucinda Ormiston, Sara Immel, Deb Hutchinson, Mariann Gribben
Middle School Team Leader	\$2,452	Carla Gload
Pupil Services (Special Ed) Dept. Head (6-12)	\$2,452	Beth Brewster
Pupil Services (Special Ed) Team Leader (K-5)	\$2,452	Janis Palsgraf
A/V Supervisor	\$2,689	Kristin Darlington
Web Master/Cyber Club Advisor (shared position)	\$2,689 shared	Kristin Darlington & Eric Fana

[BOARD MEMBER COMMENTS](#)

[PUBLIC COMMENT](#)

[ADJOURNMENT](#)

Motion \_\_\_\_\_ Second \_\_\_\_\_ to adjourn.