



## **GALWAY CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION MEETING MINUTES**

**Thursday, November 17, 2022**

**Executive Session 6:00 PM**

**Regular Session 6:30 PM**

### **MEETING CALLED TO ORDER**

The Meeting was called to order by President Jay Anderson, at 6:30 PM in the High School Library.

### **EXECUTIVE SESSION**

Motion Dennis Schaperjahn, Second Linda Jackowski

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

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

### **REGULAR SESSION**

Motion Stacey Caruso-Sharpe, Second Linda Jackowski

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, Linda Jackowski, Stacey Caruso-Sharpe, Michelle Bombard, Dennis Schaperjahn and David Page.

**BOARD MEMBERS ABSENT** - Karen English

**PRESENTATIONS****SUPERINTENDENT'S REPORT**

Congratulations on your retirement Susan Peters. Thank you for your time here at Galway. The administrators, staff and many students you have taught over the years appreciate you.

A review of the 2022-23 Legislative priorities was presented to the Board.

**PERSONNEL****1. Motion Dennis Schaperjahn, Second Stacey Caruso-Sharpe**

Approve a recommendation to award tenure to Johnna Mitola effective January 6, 2022 in the tenure area of Elementary.

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

**APPROVAL OF CONSENT AGENDA**

Motion Dennis Schaperjahn, Second Linda Jackowski to accept the following Consent Agenda.

CONSENT AGENDA	
FINANCIAL REPORTS/BOARD MEETING MINUTES	
October 27, 2022	Board Meeting Minutes
September 2022	District Treasurer's Report
October 2022	Student Activities Treasurer Report
CSE/CPSE RECOMMENDATIONS	
Approve CSE/CPSE Recommendations as presented to the Board prior to the meeting for the following students: 6035; 7449; 6062; 7766; 7392; 7154 and 6830	
RESIGNATIONS/OTHER	
Accept the Resignation of Dawn Mead from her Payroll and Benefits Analyst position effective November 25, 2022.	
Accept the Resignation of Maria Falcon from her Bus Driver position effective October 28, 2022.	
APPOINTMENTS	



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NAME	DESCRIPTION	RATE OF PAY	EFFECTIVE DATE	
Phillip Meashaw	Varsity Girls Basketball Coach - D	\$6,654	11/14/2022	
Jaclyn Welch	JV Girls Basketball Coach - A2	\$2,824	11/14/2022	
Daniel Anderson	Modified Girls Basketball Coach - A2	\$1,864	11/14/2022	
Michael Glenn	Varsity Boys Basketball Coach - B8	\$4,753	11/14/2022	
Mark Kalinkewicz	Modified Boys Basketball Coach - D	\$4,660	11/14/2022	
Tyler Ecuyer	JV Boys Basketball Coach - A1	\$2,824	11/14/2022	
Christin Sickels	Varsity Cheer Coach - A5	\$3,802	11/14/2022	
Chad Wojtowecz	Varsity/Modified Wrestling - A2	\$3,802	11/14/2022	
Schyler Arnold	Volunteer Volleyball Coach	-	8/22/2022	
Alfaratta Eppley	Teacher Aide	\$13.20/hr.	10/31/2022	
Lindsey Biss	After School ELA/Math Homework Lab	\$43/hr.	10/24/2022	
Lindsey Biss	Chaperone - Dances	\$84/night	10/21/2022	
Shauna Sitts	Chaperone	\$84/night	10/21/2022	
Carla Gload	After School ELA/Math Homework Lab	\$43/hr.	10/25/2022	
Jessica Dolan	After School ELA/Math Homework Lab	\$43/hr.	10/24/2022	
Jaclyn Welch	Timer	\$63/night	11/14/2022	
Neal Evans	Scorekeeper	\$63/night	11/14/2022	
Joseph Kondrat	Groundskeeper	\$16/hr.	11/7/2022	
Maria Falcon	Substitute Bus Driver	\$19/hr.	10/28/2022	
Alex Brown	Auto Repairer - CSEA Level 1A with a one year probationary period effective November 15, 2022 to November 14, 2023	\$22/hr.	11/15/2022	
Jared Linck	After School ELA/Math Homework Lab	\$43/hr.	10/24/2022	
The probationary term of Cindy Klock, Food Service Helper, has ended and the position is now permanent effective November 9, 2022.				

The probationary term of Katherine Cusano, Cleaner, has ended and the position is now permanent effective November 15, 2022.

The probationary term of Barbara Webb-Horvath, Teacher Aide, has ended and the position is now permanent effective November 17, 2022.

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

### **NEW BUSINESS**

**1. Motion Linda Jackowski, Second Dennis Schaperjahn**

To Approve the Resolution to Accept Audit and Approve Corrective Action Plan.

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

**2. Motion\_\_\_\_\_Second\_\_\_\_\_**

To Approve the Resolution to adopt Advocacy Priorities for the 2023 Legislative Session.

**THIS MOTION WAS TABLED AND WILL BE VOTED ON AT THE NEXT MEETING OF DECEMBER 15, 2022.**

### **BOARD MEMBER COMMENTS**

- Congratulations to the Girls Varsity Volleyball team on a great season!!! Thank you to the bus driver who transported the girls to their volleyball tournament and provided them with dinner.
- Congratulations to Susan Peters on her retirement and Johnna Mitola on her tenure.
- Research continues on electric buses and as the board receives information it will be discussed at future board meetings.
- HAPPY THANKSGIVING!!!

### **PUBLIC COMMENT** - None

### **ADJOURNMENT**

Meeting was adjourned at 7:18 PM

Respectfully submitted,  
*Linda M. Dumblewski*  
Linda M. Dumblewski  
District Clerk

# 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 2021-2022 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,

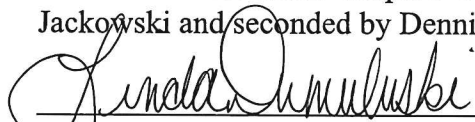
NOW THEREFORE BE IT RESOLVED, that the Board of Education of Galway Central School District does hereby accept the audit report and management letter published by the accounting firm, West & Company CPAs, PC, and does hereby authorize and direct any necessary actions to address said independent audit report for the 2021-22 school fiscal year, 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	No	Abstain	Result
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The above resolution adopted this 17th day of November, 2022 upon the motion of Linda Jackowski and seconded by Dennis Schaperjahn.

  
\_\_\_\_\_  
Linda Dumblewski,  
District Clerk

(seal)





Galway Central School District  
Audit Corrective Action Plan and Legal Notice  
2021-22 Independent Audit Report

**Board Meeting of November 17, 2022**

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, 2021 to June 30, 2022.

The auditor's report is an unqualified opinion regarding the District's finances for 2021-22, 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 2021-22 school fiscal year.

The following items were noted by the auditors, and had not been addressed or otherwise corrected as of June 30, 2022, but shall be addressed and corrected during the current school fiscal year, by June 30, 2023:

<b>Auditors' Findings and Evaluation</b>	<b>Responsible Person Date to be Completed</b>	<b>Corrective Action Planned</b>
Compliance with NYS Real Property Tax Law – unassigned fund balance exceeds 4%	Courtney Sayward, Business Administrator, Dr. Brita Donovan, Superintendent, and Board of Education 2022-23	Due to the uncertainty of the economy and state aid, the need for appropriated fund balance might need to increase. The district and the BOE will also review options for using unassigned fund balance for future property purchase and upcoming capital projects.
Four (2) timesheets were lacking supervisor signatures.	Courtney Sayward Business Administrator 6/30/2023	The District will continue to exercise more care regarding the record keeping and processing of timesheets especially during supervisor transitions. The district will continue to implement a second reviewer of timesheets.
<u>Extraclassroom Activities Fund:</u> 1) Profit/loss and/or inventory accounting control documents are not being used; 2) Fiscally inactive clubs - no transactions during the 2021-22 fiscal period. 3) Several purchases did not account for required sales tax	Courtney Sayward, Business Administrator  Extraclassroom Activities Advisor - Camilla Colangelo  6/30/2023	The Extraclassroom Activities Treasurer was new in the 2021-22 School Year. Therefore, the business administrator will meet with the Extraclassroom Activity Treasurer to review the 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.

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

Legal Notice  
2021-22 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, 2021 and ended on June 30, 2022, 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: November 17, 2022