

**Middletown Springs School District**  
**Board of School Directors' Regular Meeting**  
**Date: October 20, 2011**  
**Time: 6:00PM**  
**Location: Middletown Springs Elementary School**

**Official Minutes**

Present: Clarence Haynes, Kendra Larson, Matthew Peschl, Kimberly Mathewson and Steven Letendre (board members); Principal Rick Beal; Business Manager Louis Milazzo.

The meeting was **called to order** at 6:05PM by Board Clerk Clarence Haynes with three members present. (Steve Letendre and Kimberly Mathewson arrived later in the meeting).

**Consent Agenda:**

Approval of Minutes: **Motion was made by Kendra Larson, seconded by Matt Peschl to accept the minutes of September 15, 2011 (regular) and September 30, 2011 (special) as presented.** No amendments were requested. **Motion carried 3-0.**

(Minutes of June 3 and 6 (both special) are still pending at this time).

Report of the Superintendent: Superintendent Paustian's written report was included in the packet. Superintendent Paustian was attending the VSA Conference; therefore she was not able to attend the board meeting. Her written report was reviewed by the board (see attached).

Report of the Principal: Principal Beal's written report was included in the packet, in addition, he highlighted/reported:

- An After School Spanish Program has begun; Kimberly Shaw is the Instructor and we are very fortunate to have such a talented individual running this program. It is offered to students in grades K-6, but if Pre-K students are interested they can be included as well. It currently runs two days per week (one day for K, 1 & 2 students and one for 3-6 grade students).
- An After School Woodworking Program is planned for the near future. They will be working on cigar box guitars which will incorporate music and academics into the program.
- The Action Plan is being finalized (draft handed out to the board for their information) – discussion ensued. The Board was enthusiastic about the progress. The Teachers are working with Mr. Beal on the document and they are feeling good about the changes. If all goes as planned, the final draft will be presented to the Board for approval in November.
- The MSES Digital Wish Program was rolled out recently and everyone is very excited about it.

- The Odyssey of the Mind Program was also rolled out recently – there are many wonderful opportunities for the students.
- Principal Beal reviewed some recent staff changes with the Board (e.g. two resignations and proposed replacements).
- The Building/Maintenance Project (Lighting upgrade) was discussed. The bids came in higher than anticipated (\$23K). Discussion ensued on the best course of action. **Motion was made by Matthew Peschl, seconded by Kendra Larson to move forward with the lease contract company for a four-year period for the total amount, including the overrun. Motion carried 3-0.**
- Principal Beal informed the Board that he had been notified on Sunday that routine water testing had provided a result of a higher than acceptable level of E-coli and Chloroform. As a result, he has switched to an alternate, safe water source and has been treating the main source with the chlorination system. Since then, four other samples have been submitted (as required) and all have come back negative. All required steps are being followed, to include continued testing and treatment over the next few weeks. Principal Beal prefers to be overly cautious in this matter as safety is of the utmost importance, the Board concurred.
- Walk-to-School was well received. The Board praised Principal Beal for his personal efforts and participation in this program and in all activities within the school and community.
- Principal Beal has applied for a Farm to School Grant which if awarded will allow the school to bring in more fresh fruits and vegetables to the school lunch program. The Board confirmed that they are supportive of this initiative.

Report of the Business Manager: Mr. Milazzo handed out an updated Staff/Student Ratio report which provided valuable information to the board. Discussion ensued.

Clarence Haynes inquired if the 504/secondary tuition issue had been resolved. Discussion ensued. Superintendent Paustian shall update at a later date, probably at the RSWSU meeting as it affects more than the Middletown Springs school district.

Clarence Haynes also reported that he had attended the recent Vermont School Board Association (VSBA) Regional meeting. He had opportunity to discuss back-billing and the difficulties it poses to our school district. A lot of good information was exchanged at this meeting.

**Motion was made by Kimberly Mathewson, seconded by Matthew Peschl to approve the reports of the consent agenda. Motion carried 4-0.**

**Approval of Warrants: Motion was made by Kimberly Mathewson, seconded by Kendra Larson to accept warrant #114 in the amount of \$31,055.12, dated 9/9/11; #115 in the amount of \$21,490.60, dated 9/23/11; and #116 in the amount of \$90,546.32, dated 10/17/11. Motion carried 4-0.**

**General Public Comments:** None.

**New Business:**

Action Plan – was discussed earlier in the meeting (under Principal’s Report), and is anticipated to come before the Board for approval in November.

FY13 Budget Review – Draft #2 was reviewed with the Board and discussed section by section. The lunch program was discussed briefly, to include:

- Cost of Program
- Amount Charged
- Amount Reimbursed
- Future Options

The Board would like to discuss more in depth at a future date. **It was the consensus of the Board to transfer the food service budget out of the general fund except for the net cost.**

The difference in announced/allowed tuition was explained and discussed.

The possibility of adding foreign language into the curriculum was discussed. More discussion will follow in the near future.

The Board feels strongly about retaining the current staffing numbers.

The Board expressed their appreciation to Louis Milazzo for his skills and efforts in preparing the budgets (as well as other areas).

**Authorize Title I Sub-grant Agreement: Motion was made by Kimberly Mathewson, seconded by Steve Letendre to approve the FY12 Title I sub-grant agreement between RSWSU and Middletown Springs School District in the amount of \$44,000.00. Discussion ensued. Motion carried 5-0.**

School Counselor – Principal Beal provided background information on the proposed/recommended school counselor. He explained that the position would be one half-day per week, offering individual student services as required as well as offering group services. Tinmouth and Middletown Springs have collaborated together and will be sharing this counselor. This is to be an RSWSU Itinerant position with the expenses assessed back to both school districts. **Motion was made by Kimberly Mathewson, seconded by Kendra Larson to approve the reformulating of the school counselor position to be an RSWSU itinerant position. Motion carried 5-0.**

**Old Business:** None.

**Policies (for adoption):** Motion was made by Kimberly Mathewson, seconded by Kendra Larson to adopt H-5 Visits by Parents, Community Members or Media Interviewing, Filming, Videotaping or Recording as presented. Motion carried 5-0.

**Action on Personnel Contracts:**

**New Hires:** Motion made by Matthew Peschl, seconded by Kendra Larson to approve hiring:

Donna Dudley – Student Supervision;

Kimberly Shaw – After School Program Spanish Instructor;

Eva Gonova – Instructional Assistant

as presented. Motion carried 5-0.

**Resignations:** Motion made by Kimberly Mathewson, seconded by Kendra Larson to accept the resignations of Donald Garside (Instructional Assistant and After School Program Assistant) and Barbara Anagnos (School Based Clinician) effective immediately and with regret. Motion carried 5-0.

**Other:** The Board was informed of an FML (Family Medical Leave). Appreciation was expressed for all the work the person on leave handles as well as for all those who have pitched in during the absence.

**Other Lawful Business:** Kimberly Mathewson reminded the Board that the RSWSU Board meeting was being hosted at Middletown Springs Elementary School this month (on Monday, October 24, 2011 at 7PM) and all board members are welcome. Middletown Springs School Board is responsible for providing refreshments for that meeting.

**Executive Session:** None.

**Set Next Regular Meeting:** November 10, 2011 at 6:00PM at Middletown Springs Elementary School.

**Adjournment:** Motion was made by Steve Letendre, seconded by Matthew Peschl to adjourn the meeting at 7:45PM. Motion carried 5-0.

Respectfully submitted,  
Jan Dente  
Substitute Recording Secretary

## **REPORT OF THE SUPERINTENDENT**

To: Middletown Springs Board  
From: Joan Paustian  
Date: October 3, 2011

### Comments:

- The joint Vermont School Boards' Association and Vermont Superintendents' Association Conference will be held on October 20 and 21 at Lake Morey in Fairlee, Vermont. It is a two day event. There are a number of professional development opportunities for both school board members and for superintendents. Keynote speakers typically provide information that is inspiring and usually practical. A large number of Board members from across Vermont attend this conference – some for both days and some for just one day.
- Applications are closed for the Director of Student Support Services. Applications will be read and qualified applicants will be interviewed later this week or the beginning of next week.
- The Poultney Board hosted a Community Forum in May to gather community input and answer questions. There were a number of parents in attendance. Poultney is hosting another Community Forum at the beginning of their October meeting. This is scheduled as a part of their Board meeting. For the first hour, community members will have an opportunity to discuss anything that they wish with Board members. Other Boards may find this an interesting concept to build community relationships.
- Teacher leaders and administrators will begin to develop the Essential Standards for writing in mid-October. These standards will be specific to the writing process and also target writing across content areas as well. The standards will also be converted to student friendly language. The team also plans to begin the work of developing or selecting formative assessment tools to use to measure mastery of reading and English language arts standards for students at all grade levels.