

**Middletown Springs Board of School Directors  
(Regular) Meeting**

Date: April 21, 2011

Time: 6:00 PM

Place: Middletown Springs Elementary School

Please Note Change to the date for this meeting

**OFFICIAL MINUTES**

Present: Kimberly Mathewson (Chair), Steven Letendre (Vice-Chair), Clarence Haynes (Clerk), Matt Peschl (Member), and Kendra Larson (Member). Also present: Louis Milazzo (Business Manager), Aaron Boynton (Principal), and Susan Rosso (Recording Secretary). Community Member, Rosemary Moser, arrived at 7:10PM.

1. Call to Order (Action)

Kimberly Mathewson called the meeting to order at 6:05PM.

2. Consent Agenda: (Action)

a. Approval of Minutes – Unofficial Minutes from February 10, 2011; March 10, 2011. Minutes of February 10, 2011 will be reviewed at the next meeting. Matt Peschl moved to approve the minutes of March 20, 2011 with the addition of the unofficial continuation minutes, Steven Letendre seconded the motion; motion carried.

b. Superintendent's Report

Supt. Paustian was unable to attend this evening.

c. Principal's Report (Written)

Mr. Boynton reviewed his written report with the Board. Dr. Seuss Night went well. He worked with Lori Jensen of RCPCC, who will be here for playgroup next year. The Rutland County Parent Child Center will provide weekly playgroup at MSES at no cost to the school district. Living History will take place on May 6 as a community event. Cradle to Cubby deliveries will take place on May 10. Our school's Odyssey of the Mind team will be traveling to Maryland on Memorial Day weekend for the World Finals. Field Day will take place at Tinmouth School on June 6, with kindergarten and grade six graduations on June 14 at MSES. The E-VT Digital Wish grant student laptops have arrived. A Technology Integration Teacher comes in biweekly to work with Mr. Bruttomesso, Miss Brzezinski, and the grade 4-6 students. In the fall, he will be every week. Mr. Boynton states that it is a great benefit that professional development and technology instruction are part of the grant; not just equipment. The school server crashed, necessitating the purchase of a new server and back-up equipment. Gutters were installed on the north and south sides of the new building. There was an issue in February where the low water level alarm malfunctioned; causing one of the booster pumps to burn out. The pump needed to be replaced. Parker Water Wells is working on the alarm issue. Propane usage has decreased due to the installation of the new water heater. School menus are being revised to include more fresh produce. We are investigating a farm to school program in conjunction with the Tinmouth School. A trainer from the VT Feeds organization may be able to work with our Cook, Melissa O'Bara, on budgeting, menu planning,

and culinary skills. The Wellness Fair was a great success with both student and community involvement. No major changes are anticipated in educational structure aside from kindergarten moving to a full day. All kindergarten students will have the opportunity to participate in the Fast ForWord reading program. Title I and Special Ed services will move toward a push-in (in class) model to increase co-teaching and collaboration.

d. Business Manager's Report

i. Financial Statements

Mr. Milazzo distributed the latest financial analysis reports. Mr. Milazzo and Mr. Boynton met recently; they "froze" some budget lines and cut others, reducing the \$55,000 deficit to a \$20,000 deficit. A potential strategy for eliminating the remaining deficit is to move the unanticipated secondary education 504 expenses totaling \$20,214 to the tuition fund. Clarence Haynes had questions about bill-backs for secondary education 504 services. Mr. Milazzo will check on regulations and statutes regarding this. Discussion ensued about the small schools grant and jobs program funds for next year. Mr. Milazzo asked about A.D. Henderson grant funds and moving them into the general fund. The dates of the grant and the deposit will be verified. The energy efficient grant paperwork for reimbursement is still in process.

Clarence Haynes moved to accept the reports of the Principal and Business Manager, Kimberly Mathewson seconded the motion; the motion carried.

3. Approve Warrants:

a. Warrant #100 in the amount of \$14,609.49, dated 3/11/11

b. Warrant #101 in the amount of \$19,449.06, dated 3/25/11

Clarence Haynes moved to approve Warrant #100 in the amount of \$14,609.49, dated 3/11/11 and Warrant #101 in the amount of \$19,449.06, dated 3/25/11, Steven Letendre seconded the motion; the motion carried.

4. General Public Comments (Listen & Defer Action to Future Meeting)

Rosemary Moser reported that a \$1,000 federal grant has been received to expand the school garden. Ms. Moser is requesting that the Board install an outdoor spigot on the side of the building near the garden to assist with the increased watering that will be needed. The Board will follow up on this and congratulates Ms. Moser on the receipt of the grant.

5. New Business: (Receive Information & Possible Action):

a. Approve Substitute List (if applicable)

Clarence Haynes moved to approve the Substitute List as presented, Kimberly Mathewson seconded the motion; the motion carried.

b. Strategies to balance deficit

This topic was addressed under the Business Manager's Report.

c. Faculty/Staff/Student Attendance at Board Meetings

Kendra Larson asked about the possibility of having faculty, staff, and/or student representation at Board Meetings; she feels that the voices of the faculty, staff, and students are missing. In the past, faculty members came monthly on a rotating basis to share some of their projects/areas of

instruction. Mr. Haynes would welcome this since the Board does not often have the opportunity to thank the teachers and support staff for all they do—they are the ones that make things happen for the students. Mr. Boynton talked about ways to prepare students to attend these meetings. Clarence Haynes suggested asking the teachers about this at a faculty meeting and about inviting student alumni (high school juniors and seniors) to participate.

6. Old Business: (Itemize Subjects for Deliberation & Possible Action)

a. Henderson Fund—Kimberly Mathewson spoke with Nan Gilmour who is a Trustee of Public Monies. It was suggested that an announcement could be put in *The Magnet* regarding the availability of the funds for Middletown Springs' resident high school seniors. More information is being sought for clarification on scholarship guidelines/practices.

b. Exterior Painting—Mr. Boynton is hoping to be able to attend to two sides of the old building this summer. Mr. Letendre suggests getting a price for the whole building and per each side from some of the larger painting companies familiar with EPA procedures. The project needs to have at least three bidders and work needs to be completed by mid-August. Specifications would include scraping, priming, caulking, and painting. Mr. Peschl and Mr. Letendre will collaborate with Mr. Boynton on bid preparation. Mr. Letendre suggested also getting bids for replacement of roof shingles on the addition. Interior painting was also discussed, specifically the ceilings in the upstairs classrooms.

7. Policies: (Possible Action)

Policies for Adoption (White)

- i. C-4 School Visits by Board Members (*adopted by MSD 12/14/06*)
- ii. D-3 Staffing and Job Descriptions (*to replace all other local policies by same or similar title or subject*)
- iii. F-6 Student Medication (*to replace all other local policies by same or similar title or subject*)
- iv. F-14 Admission of Non-Resident Students (*to replace all other local policies by same or similar title or subject (e.g. Students Seeking Admission, etc).*)
- v. F-103 Residency
- vi. F-106 Idling of Vehicles Other than School Buses (*new mandatory*)
- vii. F-109 Tuition Payment
- viii. H-7 Title I Part A Parental Involvement (*new mandatory*)
- ix. G-3 Field Trips
- x. G-5 Selection of Instructional Material (*adopted by MSD 10/20/08*)

The policies have not yet been revised to include any proposed changes. Clarence Haynes moved to table the policies until the next meeting, Steven Letendre seconded the motion; the motion carried.

8. Action on Personnel Contracts (Action)

- i. New Hires: None
- ii. Resignations: A letter of resignation was received from Carolyn Dahm, IA.
- iii. Terminations: None
- iv. Leave of Absence: None
- v. Other: Increase Sherry Lantman to 1.0 Kindergarten Teacher for 11-12.

--Kimberly Mathewson moved to accept, with regret, the resignation of Carolyn Dahm, Kendra Larson seconded the motion; the motion carried.

--Clarence Haynes moved to increase the position of Sherry Lantman to 1.0 FTE for FY '12, as per the approved budget. Kimberly Mathewson seconded the motion; the motion carried.

9. Other Lawful Business (Information Gathering Only)

a. Young Scholars Program:

Mr. Boynton asked the Board for clarification on student eligibility and attendance at the program. Discussion ensued. The Board suggested having a rubric for deciding on levels for enrichment: at MSES and at YSP. The Board reiterated that three students would be the yearly limit, however, if teachers recommended additional exceptional students, their attendance would be considered.

10. Set Next Regular Board Meeting: (*Anticipated May 12, 2011, 6:00p.m.*) (Action) & Agenda Building for next meeting.

The next MSD Board Meeting will take place on Wednesday, May 18 at 6:00PM at MSES.

11. Anticipated Executive Session *I V.S.A. § 313 (1-9) (a) (b)* (Discussion & Possible Action).

Steven Letendre moved to have the Board enter Executive Session at 8:14 PM for personnel and legal reasons, Kendra Larson seconded the motion; motion carried. (Recording Secretary excused at 8:15PM.)

Motion made by Clarence Haynes to move out of Executive Session at 8:30PM, Kendra Larson seconded the motion; the motion carried.

12. Adjournment (Action)

Motion to adjourn made by Steven Letendre and seconded by Matt Peschl; motion carried.

Respectfully submitted,  
*Susan Rosso*

**The Middletown Springs School Board typically meets on the second Thursday of each month at 6:00p.m. at the Middletown Springs Elementary School. Times and/or dates will occasionally change.**