

**Middletown Springs Board of School Directors
(Regular and Re-organization) Meeting**

Date: March 10, 2011

Time: 6:00 PM

Place: Middletown Springs Elementary School

OFFICIAL MINUTES

Present: Superintendent Joan Paustian, Board Members Kimberly Mathewson, Steven Letendre, Clarence Haynes, Matt Peschl, and Kendra Larson. Also present: Aaron Boynton, Principal and Susan Rosso, Recording Secretary.

1. Call to Order (Superintendent) (Once Board Chair is elected, the Chair may take over the meeting) Supt. Paustian called the meeting to order at 6:05PM. Clarence Haynes nominated Kimberly Mathewson as Chair, Steven Letendre seconded the motion; the motion carried. Matt Peschl nominated Steven Letendre as Vice-Chair, Clarence Haynes seconded the motion; the motion carried. Kimberly Mathewson nominated Clarence Haynes as Clerk, Steven Letendre seconded the motion; the motion carried.

2. Reorganize Board: (Action)

a. Election of Board Officers (new and re-elected members must be sworn in by town clerk prior to meeting)

i. Chair: Kimberly Mathewson

ii. Vice Chair: Steven Letendre

iii. Clerk: Clarence Haynes

b. Set schedule for regular monthly meetings (previously 3rd Thursday at 7:00PM)

Monthly meetings will be held on the second Thursday of the month at 6:00PM at MSES.

c. Appointment of RSWSU Board Representative(s)

i. Appointment of RSWSU Committee Representative(s)

1. Systems Management: Kimberly Mathewson

2. Finance: Matt Peschl

3. Human Resource: Clarence Haynes

4. SU-Wide Negotiations: Clarence Haynes & Kimberly Mathewson

Clarence Haynes, Matt Peschl, and Kimberly Mathewson will serve as representatives with Steven Letendre and Kendra Larson as alternates.

d. Appointment of School District Treasurer (*if none appointed, defaults to Town Treasurer per statute*)

Town Treasurer, Marilyn Parker, will serve as School District Treasurer.

e. Appoint Newspaper(s) of Record (*media source where agendas are sent*)

The Lakes Region Free Press will be the newspaper of record.

f. Appoint Truant Officer (*if none appointed, defaults to local law enforcement per statute*)

Clarence Haynes will continue to serve as Truant Officer.

g. Reaffirm Roberts Rules of Order for Small Boards (*as required per statute*)

The Board reaffirmed the use of Roberts Rules of Order for Small Boards.

h. Other re-organizational business (*if applicable*)

None.

Clarence Haynes moved to confirm items b-g, Steven Letendre seconded the motion; the motion carried.

3. Consent Agenda: (Action)

a. Approval of Minutes – Unofficial Minutes from February 10, 2011.
February minutes tabled until next meeting (by consensus).

b. Superintendent's Report (Written)

Supt. reported that Kelly Services fill-rate has improved this year with less unfilled absences and that the total number of absences within the district this year has decreased. For the in-service on March 18, Susan Hayes will be here to work on standards, Dr. Raja for math training, and a number of technology presentations will be offered. 2011-2012 employment contracts must be distributed by April 15 for teachers and support staff members. Reduction in Force (RIF) notices, if necessary, must be delivered by April 1. Last student day is June 15; last teacher day is June 16, due to five snow days this year.

c. Principal's Report (Written)

Principal Boynton reported on the improvement in NECAP scores. In the near future, the released items will be examined to see if a particular standard or area of instruction needs to be addressed. The current seventh graders' (our sixth graders last year) scores were impressive with a large number of 3's and 4's achieved. Kendra Larson asked about other academic indicators used in addition to the NECAP; Aaron Boynton reported on local assessments and measures used at MSES. March is a busy month: A Community Health Fair will take place at 6:00PM on March 31, showcasing student presentations on nutrition, fitness, and wellness. A community discussion on effective school practices based on the Roots of Success VT DOE document will take place on Tuesday, March 15 at 7:00PM at the town library. Student musical performances will take place during the school day on March 23 and March 30.

d. Business Manager's Report (Written)

i. Financial Statements

Mr. Milazzo was not present at the meeting; financial statements were included in the Board packets.

4. Approve Warrants:

a. Warrant #98 in the amount of \$65,064.96, dated 2/11/11.

Clarence Haynes moved to approve Warrant #98 in the amount of \$65,064.96, dated 2/11/11, Matt Peschl seconded the motion; the motion carried.

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

None.

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

a. Approve Substitute List (if applicable)

Clarence Haynes moved to approve the substitute list as presented, Matt Peschl seconded the motion; the motion carried.

b. Authorize Business Manager to have read only access to all accounts

Kimberly Mathewson moved to authorize the Business Manager to have read only access to school bank accounts, Matt Peschl seconded the motion; the motion carried.

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

a. E-Vermont Open Forum will take place at MSES on Wednesday, March 23 from 7:00-8:30PM about the community broadband project which will impact businesses, residents, school, library, town office. It will provide information on how to utilize the resources; Kimberly Mathewson encourages all to attend.

- b. Matt Peschl located someone to come to the school to look at the gutters. He will be meeting with him shortly to see how we can adjust/install gutters to take care of the issue of rain/ground water splashing onto the building.
- c. The Board asked questions of Supt. Paustian about the state mandate to transfer oversight of transportation and special education from the school level to the supervisory union level by FY2013. Transportation is not an issue for MSES; however, special educators and Para educators will be contracted and paid by the SU; not the school. Supt. Paustian reported that the goal is to reduce special education costs state-wide. Clarence Haynes expressed his concern that this is another action by the state to reduce local control.

8. Policies: (Possible Action)

Kendra Larson asked for information on the creation and adoption of policies. Kimberly Mathewson, Clarence Haynes, and Supt. Paustian described the process.

Policies for Input Only (Pink)

- i. C-4 School Visits by Board Members
- 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

The Board reviewed the policies presented, Kimberly Mathewson will take the Boards' comments and questions back to the Systems Management Committee.

Policies for action (to rescind) (white):

- Referral for Special Education*
- Student in Special Education Obtaining a High School Diploma*
- Homebound Instruction*
- Extended Year Services*

**All of the above listed policies are older local and/or RSWSU policies which have been reviewed by the Systems Management Committee, to include the Superintendent and the Director of Student Support Services and have been determined to be out-dated and non-compliant with the law. Since the law addresses all issues of these policies, it is the recommendation of the committee to rescind these policies across the supervisory union.*

Policies for action (to rescind) (white) (continued):

- Staff Conduct with Students**
- Employee Misconduct**

***The above policies have been reviewed by the Systems Management Committee and are recommended to be rescinded across the supervisory union.*

Kimberly Mathewson moved to rescind the six policies listed above, Matt Peschl seconded the motion; the motion carried.

9. Action on Personnel Contracts (Action)

- i. New Hires: Karen Klami—ASP Drama Program Instructor
- ii. Resignations: None
- iii. Termination: None
- iv. Leave of Absence: None
- v. Other: M. Amaral (substitute custodian @\$9.50/hour – attic work)

Clarence Haynes moved to approve the hiring of M. Amaral as substitute custodian for attic work and Karen Klami as ASP Drama Program Instructor, Kendra Larson seconded the motion; the motion carried.

10. Other Lawful Business (Information Gathering Only)

--Steven Letendre asked Mr. Boynton and Mr. Milazzo to report to the Board on possible cost savings in the current budget at the next meeting. Mr. Boynton and Mr. Milazzo have already met regarding this.

--Kimberly Mathewson offered copies of the RSWSU Technology Audit Report (April, 2010) completed by Sandy Latham from UVM. Kendra Larson and Clarence Haynes accepted copies of the report.

11. Set Next Regular Board Meeting: (Action) & Agenda Building for next meeting.
Next meeting will take place on Thursday, April 21 at 6:00PM at MSES.

Motion made by Steven Letendre moved into Executive session for personnel reasons at 7:53 P.M.
Kendra Larson seconded the motion; the motion carried.

Motion made by Steven Letendre moved out of Executive session at 8:53 P.M. Kendra Larson seconded the motion; the motion carried.

Motion made by Clarence Haynes to have the superintendent offer Aaron Boynton, Principal a contract for FY 12 school year: seconded by Kimberly Mathewson; the motion carried.

Motion to adjourn made by Kendra Larson and seconded by Matt Peschl; motion carried.

Respectfully submitted,

Susan Rosso, Recording Secretary
Clarence K Haynes, Clerk