

**Middletown Springs School District  
Board of School Directors Regular Meeting**

Date: December 7, 2010\*

Time: 6:00 P.M.

Place: Middletown Springs Elementary School

[\\*Note date change this month](#)

---

**OFFICIAL MINUTES**

Present: Kimberly Mathewson (Chair), Steven Letendre (Vice-Chair), Matt Peschl (Member). Clarence Haynes (Member) arrived at 6:07 p.m., Jim Gilmour (Clerk) arrived at 6:22 p.m. Public Present: Bob Bruttomesso arrived at 6:49 p.m.

1. Call to Order

Kimberly Mathewson called the meeting to order at 6:01 p.m.

2. Consent Agenda: (Action)

a. Approval of Minutes:

November 9, 2010 (regular)

Steven Letendre moved to accept the minutes of November 9, 2010, Kimberly Mathewson seconded the motion; motion carried.

Minutes not received to date:

i. December 1, 2009 (special)

ii. December 10, 2009 (special)

Kimberly Mathewson moved to accept the minutes of December 1, 2009 and December 10, 2009 as presented, Steven Letendre seconded the motion; motion carried.

iii. March 24, 2010 (special)

Clarence Haynes moved to accept the minutes of March 24, 2010 as presented, Steven Letendre seconded the motion; motion carried.

b. Report of Superintendent (Verbal)

Supt. Paustian has been meeting with Dennis Wells and Sean Leach; they will meet again on January 6<sup>th</sup> at 5:30 at the SU office re district-wide negotiations. All teachers at MSES met HQT (highly-qualified) since all were licensed in the areas in which they are teaching. The SU meeting has been moved to Dec. 20<sup>th</sup> at 7:00 p.m. (originally scheduled for Dec. 27<sup>th</sup>). The SU budget was approved at the last meeting (reduced by 7%). Clarence Haynes asked about the Challenges for Change initiative—our district was able to meet the 2% cuts that were recommended by the legislature using surplus funds. Clarence Haynes asked about the CLA; Louis Milazzo states that the figure should be available at the next meeting.

c. Report of Principal (Written)

Mr. Boynton described to the Board efforts to increase student self-esteem. The staff has had professional development in this area, and it is a school-wide initiative. Student laptops have arrived and will be rolled out to students in grades 3-6 in January. Mr. Boynton, Mr. LaMora, Mr. Bruttomesso, and Miss Brzezinski met to discuss student responsibilities/guidelines regarding the laptops. Ms. Patterson has a schedule in place that is being followed for both special education and enrichment. The Winter Concert will be held on Dec. 16<sup>th</sup> at 6:30 p.m.; all are invited.

d. Report of the Business Manager

None

Steven Letendre moved to accept the reports of the Superintendent and Principal, Kimberly Mathewson seconded the motion; motion carried.

i. Finance Report

Will be covered later under "Old Business."

3. Approval of Warrants: (Action)

a. Warrant #91 in the amount of \$192,103.77, dated 11/05/10

b. Warrant #92 in the amount of \$27,462.49, dated 11/19/10

Clarence Haynes moved to accept Warrant #91 in the amount of \$192,103.77, dated 11/05/10 and Warrant #92 in the amount of \$27,462.49, dated 11/19/10, Matt Peschl seconded the motion; motion carried.

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

None

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

a. FY12 Budget Discussion

Mr. Milazzo presented Draft #3 of the 2011-2012 budget; all anticipated expenses are represented. Total expenses are currently up 4.4%, with education spending down 3.2%. Discussion ensued regarding various expense areas; anticipated increases include full day kindergarten (\$19,000); covering the decrease in Title I funding (\$23,000), maintenance costs for necessary projects (\$50,000), and maintaining the full time assistant added this year (\$18,000). The Board asked Mr. Boynton to share data with the community regarding the positive effects of a full-day kindergarten program. Clarence Haynes moved to accept the proposed budget, Jim Gilmour seconded the motion; motion carried. The 2011-2012 budget totals \$1,810,936.72, of which an estimated \$1,400,439.06 is to be raised by taxes.

b. Land Transfer

Mr. Haynes spoke to Mr. O'Toole, Attorney, and he will have information for the board after the first of the year regarding the land transfer.

c. Negotiations

Mrs. Mathewson informed the board that she in receipt of a letter from the support staff regarding entering contract negotiations. Supt. Paustian will check as to whether these negotiations need to be SU-wide. A tentative meeting is set for January 19, 2011 at 3:15 p.m. at MSES.

6. New Business (Receive Information and Possible Action)

a. Approve Substitute List (if applicable)

No new list.

b. Audit

Mr. Milazzo distributed copies of the 2009-2010 school year audit. Mr. Milazzo discussed the summary of findings; deficiencies were listed as inconsequential. There were instances of orders being placed prior to central office approval; this has been corrected. Clarence Haynes moved to accept the audit as presented; Steven Letendre seconded the motion; motion carried.

c. Award Bid

Steven Letendre reported on the bids received for the attic insulation and sealing of exterior holes. Three bids were received: from Wright Construction, Naylor & Breen, and Smalley Co. Mr. Letendre believes we should go with the full-deck flooring option and spray foam in addition to the cellulose insulation to reduce air infiltration. Kimberly Mathewson moved to authorize the Building Committee to move forward and award the job to either Wright or Smalley, contingent upon their ability to complete the job in the specified time frame, Matt Peschl seconded the motion; motion carried. Kimberly Mathewson moved to authorize payment of \$2,000 to Michael Beattie for oversight and periodic inspection of the job site to determine when the job is satisfactorily completed and final payment should be made, Matt Peschl seconded the motion; motion carried.

7. Policies: (DRAFT on pink paper for input only)

- a. E-518 Mileage and Travel Reimbursement
- b. F-105 Life Threatening Allergies
- c. G-14 Optimum Class Size

Policies E-518 (Mileage & Travel Reimbursement), F-105 (Life Threatening Allergies), and G-14 (Optimum Class Size), were reviewed by the board. Clarence Haynes asked about the mileage and travel reimbursement policy. Supt. Paustian informed the board that any mileage reimbursement requests submitted after sixty days will be subject to withholding taxes due to IRS regulations. Clarence Haynes also asked about the optimum class size policy; discussion ensued. The policies will be going back to the Systems Management Committee.

8. Master Facilities Planning (Discussion, possible action)

Mr. Letendre thanked Mr. Boynton and Mrs. Mathewson for coming with their children and a number of fifth/sixth graders to begin emptying out the attic. As a token of appreciation, the School Board would like to make a donation to the upcoming grade 5/6 trip to Washington, DC. Steven Letendre moved to donate \$100 to the trip fund, Kimberly Mathewson seconded the motion; motion carried. Additional attic clean-out may need to be done by approved substitute custodians. Clarence Haynes moved to authorize the Principal to hire substitute help and rent a dumpster to finish the attic clean-out, Jim Gilmour seconded the motion; motion carried.

- a. Planning for capital improvement  
None
- b. Prioritize maintenance plan  
None

9. Personnel and Contracts (Action, if warranted)

- a. New Hires: Randy Stewart (.50 Substitute for Julia Chamberlain), Sara Brzezinski (ASP Drama Teacher), and Kim Eugair and Steve Harrington (Asst. Odyssey of the Mind Coaches).
- b. Terminations: None
- c. Resignations: None
- d. Transfers: None
- e. Leave of Absences:
- f. Other: None

Clarence Haynes moved that the Board enter Executive Session for personnel and student issues, Steven Letendre seconded the motion; motion carried. Board entered Executive Session at 8:20 p.m. Kimberly Mathewson moved that the Board exit Executive Session, Steven Letendre seconded the motion; motion carried. Board moved out of Executive Session at 8:24 p.m. No action taken on student issue. Clarence Haynes moved to approve the hiring of Randy Stewart, Sara Brzezinski, Kim Eugair, and Steve Harrington, Steven Letendre seconded the motion; motion carried.

10. Anticipated Executive Session 1 V.S.A. § 313 (1-9)(a)(b) (if warranted)  
See above.

11. Other Lawful Business (Information Gathering Only)

Public Comment took place at this time. Bob Bruttomesso wanted to state that the school board has always worked hard independently to keep costs down at our school; including cutting a position in recent years, and feels that the Legislature's Challenges for Change initiative could be viewed as an intimidation measure. Since \$19 million came from the federal government to the state earmarked for education, the initiative seems unnecessary and could diminish local control. He asked the board what cuts were made or considered for next year's budget to meet the 2% reduction request. The Board stated that MSES did not need to cut the local budget; we were able to meet the challenge because we had a surplus last year.

12. Set Next Meeting (Action) (Anticipated January 20, 2011 6PM), and Agenda Building.

Next MSD Board Meeting scheduled for Thursday, January 20, 2011 at 6:30 p.m. at MSES. At that time, preparation for town meeting, board member terms, and school building maintenance will be discussed.

13. Adjournment (Action)

Steven Letendre moved to adjourn the meeting, Kimberly Mathewson seconded the motion; motion carried. Meeting adjourned at 8:37 p.m.

Respectfully submitted,

*Susan Rosso*

Recording Secretary