

**Poultney School District
Board of School Directors' (Regular) Meeting
Date: December 13, 2010
Time: 7:00PM
Place: Poultney High School**

Official Minutes

Board Members Present: Tracee Oakman Rupe, Mary Jo Teetor, Pat Davenport, Alicia Marcy and Jerry Keezer.

Administrators Present: Superintendent Joan Paustian, Principal Kristen Caliguiri, Principal Tom Fitzgerald, Business Manager Louis Milazzo.

The meeting was **called to order** at 7:00PM by Chair Tracee Oakman Rupe and began with the Pledge of Allegiance.

The Chair requested the board (only) enter executive session for contractual and personnel matters. **Motion made by Alicia Marcy, seconded by Jerry Keezer to enter into executive session for contractual and personnel matters at 7:01PM. Motion carried.**

The board returned to open session at 7:30PM. No action taken.

The Chair called for any **amendments to the agenda**. Dr. Paustian noted that executive session would be needed at the end of the meeting to discuss personnel issues. Mr. Milazzo noted that he had final FY10 audits to present (no action needed), the Chair declared the audit would be added under new business, and acknowledged the need for executive session at the end of the meeting.

Consent Agenda:

Approval of Minutes: October 11, 2010 and November 16, 2010. **Motion made by Alicia Marcy to table approval of minutes, seconded by Tracee Oakman Rupe. Motion carried.**

Reports: There were no reports under the consent agenda this month (as directed by the board at the November meeting).

Approve Bills and Orders: Warrant #102 in the amount of \$58,915.59, dated 11/05/10, Warrant #103 in the amount of \$138,507.52, dated 11/19/10 and Warrant #104 in the amount of \$82,496.83, dated 12/3/10 were officially read into the minutes as approved.

Old Business:

FY12 Budget Finalization – **Motion made by Tracee Oakman Rupe, seconded by Jerry Keezer, to change the order of the agenda and move FY12 Budget Finalization to the end of the meeting. Motion carried.**

New Business:

Approve Substitute List: **Motion made by Jerry Keezer, seconded by Alicia Marcy to approve the substitute list as presented. Motion carried.**

FY10 Final Audits – Mr. Milazzo handed out the final FY10 financial audits to the board. He informed the board that there were no findings noted in the audit. Discussion ensued. The Board thanked Mr. Milazzo for his efforts.

Policies: Policies E-518 Mileage and Travel Reimbursement; F-105 Life Threatening Allergies; and G-14 Optimum Class Size were presented to the board for input. Brief discussion ensued. There were no changes requested. These policies will return at the January meeting for adoption.

Action on Personnel Contracts:

New Hires:

The following were recommended to the board for employment by Superintendent Paustian:

Brian Wade, 5/6 Grade Boys Basketball Coach
James Colantuono, Grade 7 Boys Basketball Coach

Motion made by Alicia Marcy, seconded by Jerry Keezer to approve Brian Wade and James Colantuono for employment as specified. Discussion ensued. **Motion carried.**

Superintendent Paustian recommended that the board enter executive session for personnel/contractual matters at the end of the meeting.

General Public Comments: A question was asked regarding the status of Project Graduation and whether or not a meeting had taken place. Mr. Milazzo and Principal Fitzgerald responded that contact had been made with a former Project Graduation parent and research was continuing regarding the tax identification number. Discussion ensued.

Other Lawful Business: Possible discussion needed in executive session regarding a leave of absence request.

Old Business:

FY12 Budget Finalization. Mr. Milazzo presented the board with information regarding Grant funds and Medicaid funds. Discussion ensued. Mr. Milazzo reviewed the final draft of the FY12 budget with the board. Discussion ensued. Principals Fitzgerald and Caliguiri provided the Board with 5-year Maintenance and Technology Plans (overviews) for informational purposes. Discussion ensued. Further budget discussion occurred.

Executive Session: **Motion made by Alicia Marcy, seconded by Jerry Keezer to move the board into executive session at 9:00PM for the purpose of personnel matters. Motion carried.**

Motion made by Alicia Marcy, seconded by Jerry Keezer to move the board out of executive session at 9:30PM. Motion carried.

Motion made by Alicia Marcy, seconded by Mary Jo Teetor to approve Matthew Hibbert as Grade 8 Boys Basketball Coach. Motion carried.

Old Business (continued) – FY12 Budget Finalization: At the board's direction, Mr. Milazzo presented an estimated tax rate (based on projected information available to him at the time). Discussion ensued. **By consensus, the Board agreed to postpone finalizing the FY12 budget until their January meeting (anticipated January 11, 2011); they instructed Mr. Milazzo and Principals Caliguiri and Fitzgerald to keep the tax rate level (from FY10).**

Set Next Meeting: January 11, 2011 (executive session beginning at 5:30PM; open session beginning at 6:00PM) at Poultney High School (library).

Adjourn: **Motion made by Alicia Marcy, seconded by Pat Davenport to adjourn at 9:40PM. Motion carried.**

Respectfully submitted,

Jan Dente
Poultney Recording Secretary