

Poultney Board of School Directors' Meeting
November 16, 2010
5:30PM (Executive Session)
6:00PM (Open Session)
Poultney High School

Official Minutes

Executive Session:

The meeting was called to order by Chair Tracee Oakman Rupe at 5:30PM.

Present: Tracee Oakman Rupe, Jerry Keezer, Pat Davenport, Alicia Marcy, Mary Jo Teetor, Superintendent Joan Paustian, Principal Kristen Caliguiri, Principal Tom Fitzgerald, Dean of Students Joe DeBonis, Jr.

Motion made by Alicia Marcy, seconded by Jerry Keezer to move the board into executive session at 5:32PM for personnel matters, to include Christie Gloss and Melissa Kristiansen. Motion carried.

Christie Gloss and Melissa Kristiansen were dismissed from executive session at 5:55PM.

Motion made by Alicia Marcy, seconded by Mary Jo Teetor to move the board out of executive session at 6:03PM. Motion carried.

No action taken.

Respectfully submitted,
Pat Davenport
Poultney School Board Clerk

Open Session:

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

Administration Present: Superintendent Joan Paustian, Principal Kristen Caliguiri, Principal Tom Fitzgerald, Dean of Students Joe DeBonis, Jr., Director of Guidance Tracy Gallipo.

Guests: Tia Hewes (Grade 5/6 PES Teacher), Maureen Kahill-Brown (Grade 2 PES Teacher), Melissa Kristiansen, Christie Gloss, Al Jackson, Chrispin White, Mike Nagar and Colleen Nagar.

The meeting (open session) was **called to order** by Chair Tracee Oakman Rupe at 6:08PM and began with the Pledge of Allegiance.

Presentation: Tia Hewes and Maureen Kahill-Brown gave Smart Board presentations of lessons and activities that their students are currently using. The presentations represented some of the technology used on a daily basis and the teachers took the time to explain how the technology tied into the curricula for each grade and students' level/ability. The board thanked each teacher for the informative presentation. Principal Caliguiri also thanked the two teachers for all their efforts in their classrooms and with the students each and every day.

The Chair called for any **amendments to the agenda**. Superintendent Paustian noted that there were several additional new hires; Mary Jo Teetor inquired if further discussion was needed regarding Project Graduation.

Consent Agenda:

Approval of Minutes: Motion made by Alicia Marcy, seconded by Jerry Keezer to approve the minutes of October 11, 2010. Discussion ensued. **Motion failed.** (Jerry Keezer, NO; Alicia Marcy, NO; Tracee Oakman Rupe, NO; Pat Davenport, Yes; Mary Jo Teetor, Yes).

Motion made by Tracee Oakman Rupe to approve the minutes of October 11, 2010 as amended.

After further discussion the board could not reach an agreement on suggested amendments to the minutes. Superintendent Paustian suggested that the board members submit changes to the recording secretary electronically, copying all board members on the suggestions, but not holding any further dialog in order not to hold an unwarned meeting. She suggested that the board consider moving forward with the agenda and to regain proper decorum of the meeting. **It was agreed by consensus of the board that each board member would send via e-mail their suggested changes/amendments to the recording secretary (cc to each board member with the understanding that no e-mail discussion may occur regarding the suggestions); the suggestions shall be made and presented for board approval at the next meeting.** Tracee Oakman Rupe withdrew her earlier motion to approve minutes as amended.

Motion made by Alicia Marcy, seconded by Jerry Keezer to approve the minutes of October 19, 2010 as presented. Motion carried with one abstention –) Pat Davenport abstained as she was not present at the October 19, 2010 meeting).

Motion made by Alicia Marcy, seconded by Tracee Oakman Rupe to approve the minutes of November 1, 2010. Discussion ensued. One change requested. **Motion to approve the minutes of November 1, 2010, with noted amendment, carried.**

Tracee Oakman Rupe commented that she would like to dispel any rumors that the board was trying to close the schools. She felt she was speaking for all board members when she said that it certainly is not the wish or intent of the board to close the schools. The board treasures and values the schools as an important part of the community.

Report of the Superintendent:

In addition to the written report (included in the board packets), Dr. Paustian reported:

- It is anticipated the Granville (NY) tuition rate will be increased by approximately 10% which may result in students being attracted to attend Poultney High School as Poultney's tuition would be less than Granville's. Dr. Paustian has notified the legislators of the news and will be meeting with them tomorrow.
- Three more teachers have notified her of their intent to move horizontally on the pay scale for FY12, this brings the total to seven.
- There will be several new hires added to the agenda.

In response to questions from the board, Dr. Paustian responded:

- December 15th is the deadline for notifying the state if schools intend to meet the targeted amount (2% cut), the budgets do not have to be finalized by that date; however. Supporting documentation must accompany the notification to the state by December 15th.
- It is still unknown what consequences, if any, will be imposed by the state if a school does not plan to meet the targeted 2% decrease. Superintendents have been trying to obtain this answer from the Vermont Department of Education, the Commissioner, and from the Legislators to no avail.
- Superintendents Paustian and Ryan have spoken by phone regarding setting up meetings with the superintendents and business managers to discuss the possibilities of collaboration on cost effective savings. They are working on scheduling a meeting in the near future when all parties

are available.

- Principal Fitzgerald responded regarding virtual/long distance learning opportunities. PHS is currently working out an agreement which will facilitate this for next year. If all goes as planned, PHS would teach one course, and in exchange would have access to 25 "seats" in other virtual classrooms (it could be 25 seats all in one classroom or 25 total seats in different classrooms). They are very excited about the possibilities and opportunities this would provide.

Report of Principal Caliguiri:

In addition to the written report submitted in the board packet Principal Caliguiri reported:

- Draft Town Report in packet; she asked the board for any feedback before it is finalized.
- Congratulated Melissa Kristiansen and two students for awards received from participation in earth science poster contest.
- Congratulated Soaring Vail for being selected to present at the recent Horace Greeley Conference.
- Soon all assessments will be online. It is important that all students receive access and education in technology in order to take these assessments.
- Integration Specialist, Jay LaMora will be trained in all aspects of the software, etc in order that he may integrate this information for our teachers and students.
- Donation from the Vermont Community Foundation in the amount of \$900.00 has been received. **Motion made by Alicia Marcy, seconded by Mary Jo Teetor to accept the donation with thanks. Motion carried.**
- Congratulations to Keith Harrington for being selected to present at the Vermont History Day event this year. This is an honor, in recognition of Keith's many years of participation in this event, and students' consistently high achievement under his guidance as Vermont History Day Advisor.

Report of Principal Fitzgerald:

In addition to the written report submitted in the board packet, Principal Fitzgerald reported:

- Student Council members attended a high school transformation conference "Be the Buzz" this week. This will dovetail well with the Breaking the Ranks program.
- Student athletes are attending a conference today with Mr. & Mrs. Capman.
- Band students recently participated in the Halloween parade in Rutland and did very well. Another student, Leah Delpizzo represented the school in the parade as Poultney High School's Pumpkin Princess.
- Students have represented Poultney High School impressively this month.
- Donation received in the amount of \$100.00 from Kyleen Martelle for the purpose of tuning the piano (also donated last year by Mrs. Martelle). **Motion made by Alicia Marcy, seconded by Jerry Keezer to accept the donation with thanks. Motion carried.**

Report of the Business Manager:

In addition to the report submitted in the board packet, Mr. Milazzo reported:

- Announced tuition base rate for FY12 is anticipated to be \$8,618.00. **Motion made by Tracee Oakman Rupe, seconded by Alicia Marcy to set the FY12 announced tuition rate at the anticipated \$8,618.00 or the final base rate if different.** Discussion ensued. **Motion carried.**

Motion made by Alicia Marcy, seconded by Mary Jo Teetor to approve the reports (Superintendent, Principals and Business Manager) of the consent agenda as presented. Motion carried.

Approval of Warrants:

Warrant #100 in the amount of \$89,206.76, dated 10/8/10 and warrant #101 in the amount of \$152,699.00, dated

10/22/10 were officially read into the minutes as approved. Discussion ensued.

- Principals Caliguiri and Fitzgerald will research and report back to the board regarding whether the purchase of security cameras (warrant #100) is a replacement, or new purchase. The Principals will also report back to the board regarding the number of security cameras currently in use, and whether it is anticipated to purchase additional cameras. For security purposes, locations of the cameras will not be reported, however, the Principals welcomed the board members to visit the schools in order to receive a tour and further information regarding the security systems at each building.
- Principal Fitzgerald explained that the questioned purchase (warrant #100) was for a water fountain, not a cooler.

Old Business:

Project Graduation:

Discussion ensued regarding Project Graduation, the funds and board's liability. **By consensus of the board, the Business Manger, Principal Fitzgerald and Mr. DeBonis will contact the present parent representatives as well as most recent past parent representatives and possibly junior class parent representatives to discuss options and concerns.** The board supports Project Graduation and would like to see it continue. Mary Jo Teetor suggested a policy or practice be established which will provide guidance for future years. Mary Jo was asked to work collaboratively with Principal Fitzgerald and Mr. DeBonis on creating a practice.

FY12 Budget:

- Mr. Milazzo reviewed the 2nd draft of the FY12 budget section by section with the board answering any questions posed by the board (principals Caliguiri and Fitzgerald also answered questions). Discussion ensued.
- It was suggested (by a board member) that the Enrollment Study (as it pertained to the budget) should be discussed further in executive session (due to the possibility of discussion regarding personnel cuts).
- Smokey House programs were discussed (and alternatives). Principal Fitzgerald elaborated on discussions in the works for possible alternative programs.
- Suggested for discussion and consideration was whether or not there were long range plans for maintenance projects and technology purchases. Discussion ensued. Principals Caliguiri and Fitzgerald assured the board that they have taken into consideration the long range plans for technology and maintenance and have worked with both the Technology Coordinator and Plant Manager to develop a budget that would not jeopardize either department's short term or long term plans.
- Further discussion ensued regarding long range plans for technology, smart board purchases, poverty driven needs, and student enrollment.
- It was determined that further discussion regarding student enrollment and possible impact on staffing (e.g. budget) would be held at the end of the meeting in executive session.

New Business:

Approve substitute list: no new names submitted this month.

Computer Use: Discussion ensued regarding whether computer use is being researched. Both Principals responded that it was being researched and they are already addressing changes for FY12 as a result.

Army National Guard Agreement: An agreement was authorized by the Board Chair (by consent of the board) to allow the Army National Guard to land a helicopter at PES. This is a cumulating event based on an anti drug program presented by a Guard member.

Policies: No action on policies at this meeting.

Action on Personnel Contracts:

New Hires:

Tiffany LaFond - grade 5/6 Girls Basketball Coach
Tammy Moyer - renewal of Athletic Scheduler contract
(both locally funded)
Soaring Vail, Amy Kelley, Maureen Kahill-Brown, and Kay Mahoney (After School Program
Literacy/Math Tutors)
(funded by Title I funds).

Motion made by Mary Jo Teetor, seconded by Jerry Keezer to approve the above listed new hires. Motion carried.

Barry Schoenwetter – PSD Substitute Custodian
Jonathan Amaral – PSD Substitute Custodian

Motion made by Alicia Marcy, seconded by Jerry Keezer to approve the above listed new hires. Discussion ensued. Motion carried.

Leave of Absence: For board information only, Superintendent Paustian reported one qualifying FML (family medical leave) for an employee for approximately one month (11/18/10 - 12/13/10).

General Public Comments:

Al Jackson inquired whether or not Pat and Mary Jo agreed that Pat had a conflict of interest (re: October 11, 2010 meeting). Mr. Jackson quoted from the Board policy (Conflict of Interest). He indicated that the steps in the policy do not appear to have been followed (according to the minutes of October 11, 2010). Discussion ensued. The Board responded that it has not approved the minutes as yet. The board members will be discussing further. Some details occurred within executive session and may not be reflected in the minutes.

Mike Nagar commented on the board's decision regarding an arbitration matter. Discussion ensued. Information which occurred within executive session could not be disclosed, therefore, there were details which the board could not discuss publicly.

Mr. Nagar posed a follow up question regarding whether or not two members (of a five member board) constituted a quorum. Discussion ensued. Dr. Paustian informed Mr. Nagar that she had contacted John Nelson, Attorney and Director for the VSBA (Vermont School Boards Association) and Mr. Nelson suggested she contact the board's attorney for clarification on this issue, however, the board's attorney was unable to discuss with the Superintendent without the board's authorization since he was representing the board and had attorney/client privilege. The board's attorney was to contact the board regarding same.

Other Lawful Business: None.

Set Next Meeting: December 13, 2010 at 7:00PM at Poultney High School (Library) with an abbreviated agenda. The board will hold open session beginning at 7:00PM and will only move into executive session near the end of the meeting if warranted.

Executive Session: Motion made by Alicia Marcy, seconded by Tracee Oakman Rupe to move the board into executive session at 8:34PM for the purpose of personnel matters. Motion carried.

The recording secretary was excused at this time.

Respectfully submitted,

Jan Dente
Poultney Board Recording Secretary