

**Rutland Southwest Supervisory Union
Board of School Directors' Meeting**

Date: November 22, 2010

Time: 7:00PM

Location: Wells Village School

Official Minutes

Board Members Present: Alicia Marcy (M), Karen Stomski (M), Jim Gilmour (M), Jerry Keezer (M), Kimberly Stewart (M), Mary Jo Teetor (A), Charity Downs (M), Kimberly Mathewson (M), Clarence Haynes (M).

Administration Present: Superintendent Joan Paustian, Director of Student Support Services Darren McIntyre, Assistant Director of Student Support Services Paul Eaton, Business Manager Louis Milazzo

Guests: Dr. Shannon Newell

The meeting was **called to order** at 7:02PM by Chair Kimberly Mathewson.

Consent Agenda:

Approval of Minutes: Motion made by Karen Stomski, seconded by Mary Jo Teetor to approve the minutes of October 25, 2010 as presented. Motion carried.

Report of the Superintendent:

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

- Updated the board regarding recent meeting held between legislators and Superintendents. Dr. Paustian will continue to work with the legislators and plans a lunch meeting in the near future.
- Provided the board with a handout pertaining to curriculum course information being offered at Castleton State College. Sue, Joan and WestEd continue to collaborate on professional development opportunities in order to meet the goals of the CCC (Curriculum Coordinating Council). A professional development course will be offered at PHS by WestEd using their programs for all RSWSU professionals with credits available through Castleton State College.
- School Choice was discussed with legislators.
- Changes to workers compensation and unemployment laws will impact budgets and may result in a change in procedure (more information to follow later in the meeting).
- Handed out and reviewed the revised Organizational Chart (discussion ensued).
- Clarified that the state mandated 2% targeted cut is supervisory union wide (not individual school districts plus the supervisory union).
- Handed out *Oversight Role of School Boards* regarding Special Education as a tool to assist board members.
- For board information only, included in packets copy of Superintendent's Goals update.

A change was requested to the Organizational Chart and the addition of a key.

Report of the Business Manager: In addition to the written report included in the board packets, Mr. Milazzo reported:

- Details regarding the changes to worker's compensation and unemployment law and how the changes affect the school districts and supervisory union. Insurance for vendors who are sole proprietors must be paid by the supervisory union/school districts. There are fines/penalties imposed for non compliance. There are a few options which will need to be considered to determine the best solution for the supervisory union/school districts. It is estimated to cost at least \$5,000.00 annually for the additional insurance if we retain the same vendors (as vendors). Research is currently being completed by Mr. Milazzo regarding other possible options, and costs involved. Further information will be provided to the board as research is completed. Discussion ensued.

Report of Director of Student Support Services: In addition to the written report included in the board packets, Mr. McIntyre reiterated his concerns regarding the proposed decreases to staffing and/or funding. **By consensus of the board, further discussion on this matter will take place under the "budget item" on the agenda.**

Report of the Director of Educational Advancement: Dr. Paustian's report included information from this department.

Report/Update on Curriculum Coordinating Council: Dr. Paustian's report addressed updates in this area.

Motion made by Karen Stomski, seconded by Kimberly Stewart to approve the reports of the consent agenda. Motion carried.

Approve Warrants:

Motion made by Clarence Haynes, seconded by Karen Stomski to approve warrant # 100 in the amount of \$34,411.36, dated 10/22/10; warrant #101 in the amount of \$1,031.25, dated 10/29/10 and warrant #102 in the amount of \$40,862.57, dated 11/5/10. Motion carried.

General Public Comments: None.

Old Business:

FY12 Budget (finalization): Mr. Milazzo reviewed the grant section of the budget and answered questions posed by the board. Discussion ensued.

The Chair asked the board to consider the budget as prepared and to consider holding further discussion (at a future time) regarding how best to present information to their communities.

The board expressed appreciation regarding all the work that Mr. Milazzo had completed in order to provide detailed information regarding grants etc.

The Chair called for a short break at 8:30PM; calling the board back in session at 8:40PM.

Mr. Milazzo reviewed the regular supervisory union FY12 budget (as adjusted at the board's direction). Discussion ensued.

Mr. Milazzo reported that he had researched past minutes regarding 'market adjustments' for two supervisory union employees and noted that the motions did not reflect an approved three year plan, it was addressed year by year. Discussion ensued.

Every position has been level funded in the entire FY12 budget (except those educators who will receive a column movement) due to the state of the economy and the state mandated cuts.

Discussion ensued regarding the need for three special education administrators at the supervisory union level due to a decrease in student count. Past history was also discussed as well as the initial proposal for one of the positions to be phased out (only funded while ARRA funds available). The Director of Student Support Services spoke to the board regarding the benefits to the students and systems in having an in-house evaluator and Assistant Director of Student Support Services. He provided details and answered any questions posed by the board. Evaluations (both academic and psychological) were discussed. Dr. Shannon Newell answered questions pertaining to the psychological testing and requirements for administration of same. She also answered questions from the board. Assistant Director Paul Eaton provided a handout to the board comparing other supervisory unions with the Rutland Southwest Supervisory Union. He also provided insight to the board regarding the benefits to our students and cost savings to the district by having an in-house evaluator who provides consistency across the supervisory union as well as the benefit in having the oversight of all three staff members to ensure the supervisory union is compliant with all state and federal regulations. Some board members reiterated concern regarding funding three administrative positions for special education considering the decrease in student count. It was clarified that there are only two administrative positions for special education at the RSWSU level, the evaluator position is an educator position. Dr. Paustian informed the board regarding the Administrator's opinion regarding the current evaluation and LEA model. All comments from Administrators were very positive and supportive of retaining the model. Discussion continued.

Motion made by Clarence Haynes, seconded by Karen Stomski to approve the FY12 RSWSU budget as presented in the amount of \$880,542.57. Discussion ensued. Clarence Haynes recommended that further research/discussion continue regarding the benefits of the current model and costs associated with same, however, he also recommended that unless the board has an alternative plan already in place to account for eliminating or decreasing positions that no change to the model occur at this time and that the budget be considered as presented. Motion carried with one opposed.

Policies: The following DRAFT policies were provided for input:

E-518 Mileage and Travel Reimbursement

F-105 Life Threatening Allergies

G-14 Optimum Class Size (must be sent to the state by January 15, 2011)

Discussion regarding G-14 ensued. Input may be provided on G-14 via e-mail to local board representative (Systems Management Committee) prior to the December meeting.

By consensus of the board, G-14 Optimum Class Size will be warned for adoption at the December meeting, and F-105 Life Threatening Allergies and E-518 Mileage and Travel Reimbursement will be tabled for input to the December meeting.

New Business:

Approve Substitute List: No new names submitted this month.

Reports of Committees:

Systems Management: Notes from last meeting included in packet. Next meeting is set for December 7, 2010 at 2PM at CO.

Finance: No report.

Human Resource: Clarence Haynes reported that the committee had worked on a revised evaluation tool for the Superintendent. Executive Session is requested for further discussion.

Motion made by Kimberly Mathewson, seconded by Mary Jo Teetor to move the board into executive session (to include the superintendent and administrative assistant/recording secretary) at 9:59PM for personnel matters. All others were excused with thanks. Motion carried.

Motion made by Charity Downs, seconded by Jerry Keezer to move the board out of executive session at 10:09PM. Motion carried.

No action taken.

Human Resource Committee Report (continued): Clarence Haynes (Human Resource Committee) reported that the committee had worked on the Organizational Chart, Standardizing Job Descriptions and Evaluative Model. The next meeting is scheduled for January 18, 2010 at 1:00PM at Central Office.

Set Next Meeting: December 20, 2010, 7:00PM at Poultney High School, with an abbreviated agenda.

Adjourn: Motion made by Charity Downs, seconded by Jim Gilmour to adjourn at 10:12PM. Motion carried.

Respectfully submitted,

Jan Dente

RSWSU Recording Secretary