

**Rutland Southwest Supervisory Union  
Board of School Directors' Regular Meeting  
January 26, 2009  
7:00 PM - Wells Village School**

**Official Minutes**

**Present:** Mary Jo Teetor (M), Tammy Holcomb (M), Kimberly Mathewson (M), Russ North (M), Jodi Comeau (M), Steve Letendre (M), Tracee Oakman Rupe (A), Pat Davenport (M), Mike Nagar (M), Anne Robbins (M), and Superintendent Thomas Gallagher. Louis Milazzo, Business Manager, Bonnie Lenihan, Director of Student Support Services, Darren McIntyre, Assistant Special Education Coordinator. Audience: Bob Bruttomesso.

Vice Chair Mary Jo Teetor called the meeting to order at 7:06 PM. The Vice Chair reminded the board that they would be working from the December 2008 board packet as well as the January 2009 packet.

**Consent Agenda:**

Approval of Minutes - Amend Minutes of November 24, 2008 as follows: page 4, under HR Committee, paragraph two, change "is" to "if". No other changes noted.

Report of the Superintendent: Written report included in the board packet. Superintendent Gallagher briefed the board on the status of the Superintendent's Search process. He mentioned that there were many openings for Superintendents in the State and many of the same candidates are applying as have applied for the RSWSU opening. Several applicants (for the RSWSU position) have already been offered a position elsewhere. He encouraged the board to move as quickly as possible in order to secure the best candidate. The Superintendent indicated that he would elaborate further in executive session.

One board member inquired regarding the Curriculum Audit Training. The Superintendent outlined the history and details for the board. Superintendent Gallagher stated that he had researched several options: 1) was to have the auditors come here to perform the audit 2) was to have them come here to train the administrators, and 3) was to send our administrators to receive the training. The third option proved to be the most cost effective. The total cost for all training and associated travel costs (with the possible exception of meals) was estimated to be \$22,000.00 - \$23,000.00 (option 3). There were funds available in Title II Grant monies, and all the administrators were enthusiastic about receiving the training. Michelle Folger had asked to be included as she felt the knowledge gained would be valuable. Superintendent Gallagher felt that it was "the right thing to do" to include Michelle in the training. The training is a large part of the Curriculum Council (mentioned at an earlier board meeting). The Superintendent elaborated further for the board. No further questions were posed.

Report of the Business Manager: Written report included in the board packet. Louis Milazzo brought the board's attention to the material in the December board packet. Mr. Milazzo indicated that the ADM figures used to calculate the assessments (in the FY10 budget) were from FY08. This is the process which has been used prior to his arrival. He wanted to be sure the board was aware and inquired whether they wished to change the methodology in the future. The ADM figures of FY08 allowed the board to move ahead faster in the FY10 budgeting process; they may wish to consider using one year prior to the budget year to obtain a more current number. If the board decides to use the more recent year's ADM figure; this figure will not be available as early in the budgeting process as before. Brief discussion ensued. The board agreed by consensus to discuss again as they approached FY11 budget season.

Mr. Milazzo spoke regarding the difference between an independent contractor vs. an employee. He felt that a

change may be in order for some contracts starting in FY10. Discussion ensued. The board agreed by consensus to comply with IRS regulations as it pertained to independent contractors vs. employees as suggested by the Business Manager.

Mr. Milazzo provided the board with information regarding his research on scanning documents. The cost ranged from \$17,000 (spread out over three years); to \$25,000.00. Mr. Milazzo provided details to the board regarding scanning, storing files, and shredding documents. Back up storage (via CD, hard drive, or server) could incur an additional \$4,500.00 per year. Discussion ensued. Mr. Milazzo took into account that not all boxes or files currently stored would need to be scanned. It was suggested that a guideline be put in place regarding the timeline for storing documents, and a policy be established outlining the process.

Mr. Milazzo reported that the VSBIT MultiLine Health Insurance premium costs would not increase in FY10 over the current years costs.

Report of the Director of Student Support Services: Written report(s) included in board packet. Bonnie Lenihan inquired if the board would receive a presentation from VocRehab at the February or March meeting. The board agreed by consensus to hear the presentation at the February meeting. One board member inquired regarding Mrs. Lenihan's proposal for establishing an Evaluation Team. Mrs. Lenihan indicated the proposal would have an Evaluation Team provide evaluation services (to determine the services the students required) rather than having the actual service providers complete the evaluations. Mrs. Lenihan clarified for the board the Child Count numbers reported were for EEE-Grade 12 and included all students in the SU (those receiving services within and outside of our SU). She further clarified that the numbers represented only those students currently on an IEP. Mrs. Lenihan responded to a board member's inquiry regarding the TIENET program (as noted in Mrs. Lenihan's written report). Mrs. Lenihan explained that the cost came in at double the original estimate.

Mrs. Lenihan inquired of the board's preference regarding establishing the Evaluation Team.

\*Motion made by Tammy Holcomb, seconded by Kimberly Mathewson to allow Mrs. Lenihan to move forward with establishing the Evaluation Team as outlined. Discussion ensued.  
Motion carried.

Report of the Curriculum Director: Written report included in board packet. No questions.

Report of the Grant Coordinator: Written report included in board packet. No questions.

\*Motion made by Kimberly Mathewson, seconded by Karen Stomski to approve the consent agenda. Motion carried.

**General Public Comments:** Bob Bruttomesso addressed the board regarding Michelle Folger. Mr. Bruttomesso praised Mrs. Folger for her professionalism and willingness to go above and beyond that which was expected. He spoke regarding his disappointment in learning her position was being eliminated next year, and commented that it (the decision) did not lend incentive for others to go above and beyond in their roles. Mr. Bruttomesso inquired regarding the decision. He made several inquiries regarding the plan for curriculum and how the additional responsibilities (currently assigned to Mrs. Folger) would be handled. Mr. Bruttomesso expressed a desire for Mrs. Folger to receive a generous severance package due to the years of dedicated service she provided this SU.

Superintendent Gallagher responded: Research had been completed regarding the enrollment in the SU and

how it related to the number of staff and administrators. With a student population of approximately 650 students, it was not feasible to validate having eleven and one half administrators. Based on the enrollment figures and financial considerations, the decision was reached to eliminate the Curriculum Director's position. Superintendent Gallagher stated that Michelle Folger does a good job; the decision was not based on performance. The Superintendent is doing all he can to assist Michelle in securing another position. One of the primary roles of a Principal is to implement curriculum. The Curriculum Council and Curriculum Audit will become strong tools in allowing the Supervisory Union to work smarter. The Superintendent indicated that the decision (to eliminate the position) was reached after careful consideration and research; it did not make the decision any easier however. The plan for curriculum will evolve over time and in part, will be dependent upon the candidate selected as Superintendent, and the length of time the Interim Superintendent will be required to stay on. Responsibilities for CFP Grant administration as well as other grant administration will be distributed to others within the Supervisory Union. 21<sup>st</sup> Century Grant was designed to have the Coordinator's position phased out. Dr. Carrie Becker will continue to assist with grants.

**New Business:**

**Approval of Substitute List:**

\*Motion made by Annie Robbins, seconded by Mike Nagar to approve the Kelley Services substitute list dated 1/26/09. Discussion ensued. Motion carried.

**Approval of Warrants #41, 43,44,45,46 and 47 as listed on the agenda.**

**Policies:**

It was agreed by consensus to table action on the policies for 2<sup>nd</sup> reading until the February meeting or until the local boards have reviewed at least for 1<sup>st</sup> reading.

**Set next Meeting Date:** February 23, 2009 at Middletown Springs.

**Set dates for committee meetings:** Superintendent Gallagher expressed his desire for the System Management Committee to continue the work it started, and to set a meeting in February prior to the next regular board meeting. The Superintendent will contact the Committee Chair to determine the meeting date, time and location. Tammy Holcomb commented that the Finance Committee would be meeting in February, and would advise of the date, time and location once determined. It was agreed that the Human Resources Committee did not have the need to meet in February.

Vice Chair Mary Jo Teetor called for a short break at 8:25 PM after which the board was to move into executive session to discuss personnel matters.

The recording secretary was excused at this time.

Respectfully submitted,

Jan Dente

RSWSU Board Recording Secretary