

Poultney Town School District  
Board of School Directors Meeting  
Official Minutes  
April 20, 2010

Attending: Board Members Mary Jo Teetor, Pat Davenport, Tracee Oakman Rupe, Alicia Marcy, and Jerry Keezer, Superintendent Joan Paustian, PHS Principal JeanMarie Oakman, PES Principal Kristen Caliguiri, Business Manager Louis Milazzo, Recording Clerk Anne Colpitts, Joe DeBonis, Jr., Tracy Gallipo, Beverly Fedolfi, Bonnie Lenihan, Jacob McMahan, Laura McMahan, Bill McMahan, Dawn Sarli, Al Jackson, Chrispin White, Robert Glass, Caylin Glass, Lucas Glass, Christie Glass, Maureen Kahill, Kaleigh Brown, Tracy Simons, Vanessa Duval, Bill Winters, Ann Nesmith, Victoria Gray, Tammy Petty, Pedar Kristiansen, Melissa Kristiansen, Vinnie Covino, and Michael Nagar.

Board Chair Tracee Oakman Rupe called the meeting to order at 6:03 pm.

Student Presentations: Ms. Kahill introduced several students from her 2<sup>nd</sup> grade class. Lucas Glass who presented about stinkbugs. Nathan Egan presented about dragonflies. Jacob McMahan gave a PowerPoint presentation about Saturn. Dawn Sarli introduced Kaleigh Brown, who shared a 6-minute DVD about quarter horses she had created with the audience.

**Consent Agenda:**

**a. Minutes:** Approval of Unofficial Minutes from March 16, 2010. **Action:** \*Mary Jo Teetor moved to approve the minutes from March 16. Alicia Marcy seconded. Motion carried unanimously. Pat Davenport asked why the minutes from the special meeting were not included in the packet. Tracee Oakman Rupe answered that she had requested they be discussed at the May meeting because they were long and the April agenda was already very full. Mary Jo said that it is best practice to consider the minutes at the following meeting. Tracee said that the objection had been noted.

**b. Superintendent's Report:** Extra copies of the board meeting agendas are now available, and will be posted on the RSWSU website the week before or the Monday before each board meeting. Superintendent Paustian received a letter today reporting that the Department of Education has approved funding for the emergency fix of the water line. She is not sure how much the state will allocate, but the request has been approved. She has been working with John Malcolm and Andy Donaghy to change a house bill that said that Granville was the designated high school for Pawlet and Wells, and would restrict funding for parents choosing to send their children to Vermont high schools. The bill stated that if parents were to choose a high school other than Granville, the parents would have to pay the difference in cost, while currently the districts will pay up to the state approved amount. The district administrators and attorneys have been trying to get the language changed to continue to allow Wells parents to receive the state approved amount if they choose to send their children to Poultney or other Vermont high schools. Leap Frog Preschool recently received

a VCPC grant for \$15,000 for student tuition for Poultney and Wells students. Grant requirements include submitting various reports to the DOE, tracking financials, coordinating with other preschool programs, understanding the language of Pre-K caps, and aligning the pre-k curriculum with state standards. **Action:** \*Mary Jo moved to accept the grant. Pat seconded. Motion carried unanimously. Superintendent Paustian also reported that the technology audit is complete.

**c. Principals' Reports: PES:** Principal Caliguiri passed out the assessment brochure. She shared a request from the faculty to make the last day of classes, June 16, a half day for students. **Action:** \*Mary Jo moved to make the last day of classes at PES a half day for the students. Pat seconded. Motion carried unanimously. **Action:** \*Alicia Marcy moved to accept a donation of \$200 from the Poultney Snowmobile Club to support the PES band and a grant of \$1,125 from the Vermont Council on the Arts to support artist-in-residence John Gailmor. Mary Jo seconded. Motion carried unanimously. Principal Caliguiri congratulated Mr. Harrington and the students who participated in Vermont History Day. Four students will be going on to the national competition.

**PHS:** Professional development work continues in reading, writing, math and science. The library has received new books on bullying and cyber bullying.

**Action:** \*Pat moved to approve a \$10 donation from the Department of Health for participating in a survey and a \$200 donation from the Poultney Snowmobile Club for the PHS band. Mary Jo Teetor seconded. Motion carried.

**d. Business Manager's Report:** Financials were included in the packet. There is an anticipated surplus of \$54,000. Louis Milazzo submitted a request to the DOE for \$30,000 toward the sprinkler project. The DOE has approved the project but will need to approve each invoice separately. The maximum the district could receive is 30% of the total, or around \$11,000. **Action:** \*Pat moved to accept a \$200 donation from an anonymous donor to buy equipment to implement a social skills curriculum at PHS run by Nick Sawyer. Mary Jo seconded. Motion carried unanimously. A new steam table is needed at PES. The cost is \$1500, and there is currently a surplus of \$5000 that can be used to cover the cost. Louis is working on the transfer of the dental fund; this will be discussed in executive session. The new IA salary grid is included in the packet and will also be discussed in executive session.

**Action:** \*Mary Jo moved to approve the reports. Jerry seconded. Motion approved unanimously.

1. Approve Warrants:

- a. Warrant #82 in the amount of \$77,711.27, dated 2/26/10
- b. Warrant #83 in the amount of \$32,355.11, dated 3/12/10
- c. Warrant #84 in the amount of \$163,275.03, dated 3/26/10

## **New Business:**

- a. Presentation – Jonas Rosenthal, Poultney Town Manager, on Safe Routes to School: Jonas reported that the town will be applying for grants for infrastructure support, after creating a school travel plan and identifying hazards

for pedestrians walking to school. Twenty-one communities have indicated that they will be applying for this grant, which is intended to improve conditions for students in grades K-8 to walk to school. The current proposed project is completing the sidewalk in front of the high school where there is a gap of 300 feet. The grant would cover a necessary retaining wall, although paving the parking lot would not be covered. Another grant available in September could pay for 50% of the asphalt paving. The grant can also pay for replacement of signs. Solar powered radar speed signs with flashing lights in two locations on East Main could be added to the travel plan. Drainage improvements at the elementary school could also be included, and the costs of extending the curbing out. The grant requires letters of support in which the school district acknowledges that it will maintain the sidewalks. It would be approximately 24-36 months between award and completion of project. **Action:** \*Pat moved to amend the school travel plan to add radar speed signs on East Main Street between the Knight and LaBate properties and to replace the flashing beacons currently in the travel plan with radar speed signs near the Elementary School between Wilson and Allen. Alicia seconded. Motion passed unanimously. **Action:** \*Pat moved to provide a letter of support for the grant application acknowledging the responsibility of maintaining the sidewalk and the retaining wall. Mary Jo seconded. Motion carried unanimously.

b. Board Goals: (postponed until meeting with Winton): Meeting will be held on June 2. Tracee will try to set the meeting for 4:30.

c. Approve Substitute List: **Action:** \*Mary Jo Teetor moved to approve the substitute list. Pat Davenport seconded. Motion carried unanimously.

**Policies (draft - for discussion/input only):**

1. D-1 Personnel Recruitment, Selection, Appointment and Criminal Records Checks: Mary Jo proposed adding that board "may" interview candidates for teaching and administrative positions, since it is sometimes inconvenient to schedule interviews with board members during heavy hiring times, and there are times when there are not 3 qualified candidates to be brought forward.
2. D-6 Substitute Teachers: A minor change to the current policy was passed 5/19/09 stating that Poultney school district reserves the right to provide benefits to long-term substitutes.
3. E-202 Animals in School: This policy is inclusive of policy currently in force; some wording needs to be added on top of last page.
4. F-25A Truancy: Needs to go to administrators.
5. F-101 International Exchange Students: Bottom of page 2 includes a change to protect districts from having to pay for a student to attend a different school.
6. F-101R Procedures International Exchange Student
7. E-516 Sales Tax Reimbursement: New policy
8. A-1a Policy Development, Adoption, Dissemination, Administration and Review
9. D-101 Bullying: Sent back to Systems Management
10. D-101R Procedures Bullying: Sent back to Systems Management
11. G-5 Selection of Instructional Materials: Passed in March 2009

12. F-104 Entrance Age: New policy
13. F-104R Procedure Entrance Age
14. E-9 HIV/AIDS: Some board members raised questions about whether the district has the committee called for in the policy. The district does have wellness committees that cover health issues.

Policies will go back to Systems Management and will be brought back to the board next month for approval.

**Action on Personnel:**

- a. New Hires: Candidate will be presented in executive session.
- b. Terminations: None
- c. Resignations: None
- d. Leave of absence request: Linda Smith – medical leave (May 18 – end of FY10)

**General Public Comment:**

- a. Tammy Petty asked if the minutes from the special meeting held a week after the March regular meeting were available, since those minutes were not e-mailed to her. Superintendent Paustian said that they weren't mailed to anyone, since she was asked to hold them until the May meeting for approval. Superintendent Paustian said she would give Tammy a copy and Mary Jo recommended that Jan send the draft minutes out to the list of people who normally get them.
- b. Mike Nagar asked Jerry Keezer why the windows in the science labs had been screwed shut, as was noted by the fire marshal during an inspection in August. The fire marshal was unable to issue a certificate of occupancy until the issue was resolved. Tracee asked to see a written report before continuing the discussion. Jerry said that one window in each classroom needs to be openable for egress, but the other windows had been sealed shut after an energy audit. He said he did not know why the last window had been sealed shut.
- c. Bill Winters asked what the difference was between termination and non-renewal. Termination is usually due to something egregious, such as a failure to comply with responsibilities. Non-renewal can be because someone had a provisional license.

Tracee Oakman Rupe adjourned the meeting to move to executive session at 8:18 pm. Items to be discussed in executive session included:

- a. Contracts (support staff and other staff increases FY11)
- b. Non-renewals
- c. Para professional/maintenance pay guide change (correction to para pro column)
- d. Grievance discussion
- e. Co-curricular position (new) – board to determine years experience
- f. New hire

**Next Regular Meeting:** May 18, 2010, 6:00 pm, PHS.

Respectfully submitted,

Anne Colpitts, Recording Clerk