

Poultney Town School District  
Board of School Directors Meeting  
Official Minutes  
March 16, 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, W. Carris, Annette Arnold, Vanessa Duval, Tim Makepeace, Bonnie Lenihan, Debra Brown, Kathy Hunter, Stephanie Wade, Sue Brayton, Sheila Nichols, Ann Nesmith, Meredith Fletcher, Diana Fletcher, Mike Nagar, Colleen Nagar, Tammy Petty, Kandi Bradley, Mark Teetor, Todd Prior, Marli Rupe, Chrispin White, Eric Dickson, Shawn Blanchard, Richard Holcomb, Jason Phillips, Tim Loomis, Wendy Chestnut, Robert Chestnut, Joe DeBonis, Sr., Pedar Kristiansen, and Jenny Thomas.

Superintendent Paustian called the meeting to order at 6:03 pm.

Board Reorganization: **Action:** \*Pat Davenport nominated Mary Jo Teetor as board chair. Alicia Marcy nominated Tracee Oakman Rupe. Pat requested a roll call vote. Pat and Mary Jo voted in favor of Mary Jo. Tracee, Jerry Keezer, and Alicia voted in favor of Tracee. Tracee was elected board chair. **Action:** \*Pat nominated Mary Jo as vice-chair. Alicia nominated Jerry. Pat requested a roll call vote. Pat and Mary Jo voted for Mary Jo. Tracee, Alicia, and Jerry voted for Jerry. Jerry was elected vice chair. **Action:** \*Mary Jo nominated Pat as clerk. Pat was elected clerk unanimously. **Action:** \*Alicia moved to hold regular board meetings on the third Tuesday of the month at 6:00. Mary Jo seconded. Motion carried unanimously. **Action:** \*Pat nominated Mary Jo as one of the three RSWSU board representatives. Alicia nominated Tracee and Jerry. Jerry nominated Alicia. Mary Jo withdrew and nominated Pat Davenport. Pat requested a roll call vote. Votes for Tracee: Tracee, Alicia and Jerry. Votes against Tracee: Pat and Mary Jo. Votes for Jerry: Alicia, Tracee and Jerry. Votes against Jerry: Pat and Mary Jo. Votes for Alicia: Tracee, Alicia, and Jerry. Votes against Alicia: Pat and Mary Jo. Votes for Pat Davenport: Pat and Mary Jo. Tracee, Alicia, and Jerry were elected representatives to the RSWSU. Mary Jo and Pat will serve as alternates and should be notified if one of the other reps cannot attend. **Action:** \*Mary Jo volunteered to continue serving as representative to the RSWSU Systems Committee. Mary Jo was approved unanimously. **Action:** \*Jerry offered to be the representative to the RSWSU Human Resource Committee. Mary Jo requested a roll call vote: Tracee, Alicia and Jerry voted for Jerry. Pat and Mary Jo voted against. Jerry was elected representative to the RSWSU Human Resource Committee. **Action:** \*Tracee volunteered to be the representative to the RSWSU Finance Committee. Tracee, Alicia and Jerry voted for Tracee. Pat and Mary Jo voted against. Tracee was elected representative to the RSWSU Finance Committee. **Action:** \*Mary Jo moved to keep Pattie McCoy as School District Treasurer. Jerry seconded. Motion carried unanimously. **Action:** \*Mary Jo moved to keep the *Rutland Herald* as the newspaper of record. Jerry seconded. Motion carried unanimously. **Action:** \*Mary Jo moved to keep Dale Kerber as truant officer. Alicia

seconded. Motion carried unanimously. **Action:** \*Mary Jo volunteered to continue as representative to Stafford Technical Center. Mary Jo was approved unanimously. **Action:** \*Mary Jo moved to reaffirm Robert's Rules of Order for Small Boards. Jerry seconded. Motion carried unanimously. Mary Jo requested that the board sign the School Board Code of Conduct. Tracee passed out the Board Conflict of Interest Policy and board members signed it.

### **Consent Agenda:**

**a. Minutes:** Approval of Unofficial Minutes from June 8, June 9, and June 11, 2009, and February 9, 2010. **Action:** \*Mary Jo moved to approve minutes from February 9<sup>th</sup>. Pat seconded. Motion carried. **Action:** \*Mary Jo moved to approve all June minutes. Pat seconded. Motion carried.

**b. Superintendent's Report:** AP exam results from students in Vermont are very encouraging, with 69% scoring at least a 3. Across the state, 19.3% of students took AP exams, compared to only 15% nationwide. Vermont ranked 9<sup>th</sup> nationwide in total percentage of students taking AP exams. An in-service will be held on March 19<sup>th</sup> for all teachers to encourage effective use of technology. Board training will be on April 1, 19 or the 28. Superintendent Paustian asked board members to let her know when they are available.

**c. Principals' Reports: PES:** Some students were going to present to the board, but Principal Caliguiri asked them to present in April instead due to the full agenda. The Science Fair was held on March 2<sup>nd</sup>, with all grade levels represented. It was very successful thanks to help from teachers, students and PTO. PES received a thank you from the Poultney Snowmobile Club for allowing them to hold the pancake breakfast at PES.

**PHS:** Principal Oakman shared two articles with the board: "School Taxes May be More Complex, Less Fair" from the *Rutland Herald* and "Common Level of Appraisal and other Mysteries of School Funding." CVPS trimmed the tree that the flag was catching on, and the American Legion replaced the flag. PHS students collected pens, pencils, and other school supplies for Bridget Burnett, a member of Poultney's Women's Club who spoke at PHS in the fall, to take with her on her recent trip to Africa. Principal Oakman handed out a summary of test results for new board members. PHS will continue working with consultant David Liben on various ways to support more effective literacy development.

**Action:** \*Pat Davenport moved to accept the a check for \$200 from Brock on behalf of a homeless family. Alicia Marcy seconded. Motion carried unanimously. PHS recently hosted the Poultney Women's Club; student Zach Sawyer and Principal Oakman were the principal hosts. The Women's Club toured the science labs and watched and provided feedback on the DVD. A recent inspection by VT Department of Health gave the food service a score of 98%.

**d. Business Manager's Report:** School construction aid for sprinkler line is still in process. They are waiting for a letter from the fire marshal for approval. The DOE is recommending that Poultney pay the invoice for the disputed Tech Center tuition. All budgets in the SU have passed. They are working on a new

copier lease starting July 1. Louis is recommending renewing with Vermont Digital.

1. Approve Warrants:
  - a. Warrant #81, in the amount of \$138,336.75, dated 2/12/10.

**Old Business:**

- a. Dental/Eye Insurance Management: No update

**New Business:**

- a. Board Goals: Will discuss board goals during training.
- b. Possible Contract Ratification: Poultney teachers' union has ratified the contract. It needs board signature and then union representatives will sign. **Action:** \*Mary Jo Teetor moved to ratify the Poultney Teachers' Union Contract for 2009-2010. Pat Davenport seconded. Motion carried. Mary Jo thanked Al Jackson and Mike Nagar for the time they spent negotiating the contracts.
- c. Approve textbooks: Trish Capron and Linda Smith have requested approval of new textbooks. **Action:** \*Mary Jo Teetor moved to approve the textbooks for the library and English. Pat Davenport seconded. Motion carried.
- d. Approve Substitute List: **Action:** \*Pat Davenport moved to approve the substitute list. Alicia Marcy seconded. Motion carried.
- e. Report of Facilities Committee Meeting: Open House took place, unfortunately during a black out. One more item needs to go to builder's insurance company. They are still waiting for the locks on computers. The science lab project was completed within budget. Tracy Carris suggested using the science labs in the summer. Dawn Sarli met with the GMC president recently to talk about ways to collaborate on summer science programs.
- f. Award copier bid: Louis Milazzo recommended continuing with Vermont Digital. Their new bid included a decrease of \$600/month SU-wide, and the office staff are happy with the current level of service. **Action:** \*Mary Jo Teetor moved to approve a 3-year contract with Vermont Digital for copier services starting July 1, 2010. Alicia Marcy seconded. Motion carried.
- g. Newspaper ad for new positions: Tracee Oakman Rupe asked about an ad in the newspaper advertising positions she didn't know were available. Superintendent Paustian said that the ad was incorrect and she would update the board in executive session. Tracee asked what the role of the board would be in hiring in the future - hiring based on recommendation of superintendent or interviews by the board of 3 candidates chosen by committee. Superintendent Paustian said that the law requires that superintendents recommend candidates and that she will check references from the last 5 years in order to make appropriate recommendations. **Action:** \*Tracee moved that the board interview applicants for all teaching and administrative positions as per the board by-laws. Alicia seconded. Motion carried with Tracee, Alicia and Jerry voting yes. Pat voted no. Mary Jo did not vote. (She missed the vote because while she was looking up the bylaws, the discussion ended and vote was taken). Alicia asked if certified teachers must be hired before teachers who need waivers.

Superintendent Paustian said that all positions must be advertised and, if an appropriately qualified certified teacher cannot be found, the person hired must be working toward licensure. Tracee asked about the ad for the Technology Assistant Position in the Lakes Region Free Press. **Action:** \*Tracee moved that the technology audit be finished before the Technology Assistant hire is completed. Alicia seconded. Mary Jo pointed out that the decision to hire the assistant was made before the technology audit was started. Tracee said she thought it made sense to wait for the audit results to see what the recommendations would be. Motion carried with Tracee, Jerry, Mary Jo and Alicia voting yes. Pat voted no.

**Policies:** None

**Action on Personnel:**

a. New Hires:

- i. Morse, Justin – JH Gold (2<sup>nd</sup> year)
- ii. Rice, Kenneth – 7<sup>th</sup> and 8<sup>th</sup> Grade Baseball (2<sup>nd</sup> Year)
- iii. Williams, T. Daniel – Varsity Baseball (2<sup>nd</sup> Year)
- iv. Capman, David – Varsity Golf (co-ed) (Over six years)
- v. Howlett, Alphonso – JV Baseball (1<sup>st</sup> year)
- vi. Lambertson, Tony – Varsity Softball
- vii. Jones, Bill – Varsity Softball
- viii. Petty, Michelle – JV Softball

**Action:** \*Mary Jo moved to approve new hires. Pat seconded. Motion carried.

b. Resignations:

- i. David Capman – PHS Varsity Basketball Coach (FY10 last year)

**Action:** \*Mary Jo moved to accept Dave Capman’s resignation with many thanks for his years of dedication. He has been inducted into the state hall of fame for his many years of coaching. Pat seconded. Alicia suggested having a simple recognition at the next board meeting to honor him. Pat suggested waiting to allow for more time to plan the recognition. Motion carried.

c. Terminations: None

d. Leave of absence request: None

**General Public Comment:**

- a. Board agenda: Mike Nagar suggested having copies of the agenda available for the public at future board meetings.

**Action:** \*Pat Davenport moved to go into executive session for a student matter and personnel decisions. Mary Jo Teetor seconded. Mary Jo asked if any member of the board had met with the parent regarding the anticipated executive session. Tracee said that the conversation regarding conflict of interest should happen during executive session. Tracee asked if there are security cameras with audio in the library. Joe DeBonis said that there are, but the voice is difficult to hear. Tracee suggested moving

the executive session to another room so that the session would not be taped. Joe offered to mute the camera.

Tracee Oakman Rupe adjourned the meeting to move to executive session at 7:21 pm.

**Next Regular Meeting:** April 20, 2010, 6:00 pm, PHS.

Respectfully submitted,

Anne Colpitts, Recording Clerk