

Middletown Springs Board of School Directors' Regular Meeting

DATE: April 16, 2009

TIME: 7:00 PM

LOCATION: Middletown Springs Elementary School

Official Minutes

Present: Kimberly Mathewson (Chair), Steven Letendre (Vice-Chair), Jim Gilmour (Clerk), Jodi Comeau (Member) and Clarence Haynes (Member). Also present: Aaron Boynton (Principal), Thomas Gallagher (Superintendent), Louis Milazzo (Business Manager), and Susan Rosso (Board Recording Secretary).

1. Call to Order

Kimberly Mathewson called the meeting to order at 7:01 p.m.

2. Consent Agenda: (Action)

a. Approval of Minutes:

- i. Unofficial minutes of February 5, 2009 (emergency) (tabled from March meeting)
- ii. Unofficial minutes of February 19, 2009 (regular) (tabled from March meeting)
- iii. Unofficial minutes of February 27, 2009 (special) (tabled from March meeting)
- iv. Unofficial minutes of March 1, 2009 (special) (tabled from March meeting)
- v. Unofficial minutes of March 19, 2009 (regular)
- vi. Unofficial minutes of March 25, 2009 (special)

Steven Letendre moved to accept the minutes of February 5, 2009, February 19, 2009, February 27, 2009, March 1, 2009, March 19, 2009, and March 25, 2009, as corrected. Clarence Haynes seconded the motion; the motion carried.

b. Report of Superintendent (Written)

The Superintendent's Report referenced possible energy savings for the school through alternative lighting methods. The report also addressed pending Senate Education Committee Bill S.127, also referred to as the "small schools bill," which focuses on tuition costs and regulations for districts that tuition all of their secondary students.

c. Report of Principal (Written)

The Principal's Report addressed the recent Living History Event, the Action Plan, and building maintenance issues, including roof repairs and proposed carpet/tile replacement in the Art/Music classroom.

d. Report of the Business Manager (Written)

Louis Milazzo is currently forecasting an estimated surplus of approximately \$26,000 for the school year. Louis Milazzo recently attended a VSBIT meeting where he saw a presentation on a 20-year stewardship (maintenance) plan produced by the South Burlington school district. He will provide information on this plan to the Board for their review.

Jim Gilmour moved to accept the written reports of the Superintendent, Principal, and the Business Manager, Clarence Haynes seconded the motion; the motion carried.

i. Approval of Warrants:

1. Warrant #46, in the amount of \$12,830.69, dated 3/13/09
2. Warrant #47, in the amount of \$16,200.75, dated 3/27/09

Clarence Haynes moved to approve Warrant #46, in the amount of \$12,830.69 dated 3/13/09 and Warrant #47 in the amount of \$16,200.75 dated 3/27/2009, Jodi Comeau seconded the motion; the motion carried.

ii. Financial Report

3. General Public Comments (Listen and Defer Action to Future Meeting)

No members of the public were present at the meeting.

4. Old Business: (Possible Action)

Louis Milazzo addressed the Board regarding the audit results. The FFE account uses the school federal ID#, the auditors suggest that the FFE either get their own ID# or that the account be overseen by the School Treasurer. Clarence Haynes moved that the board advise FFE of the auditor's findings and allow FFE input on how to address the matter; the board agreed by consensus. The Grade 5-6/Student Council account also uses the school federal ID# and should also be overseen by the School Treasurer. Supt.

Gallagher will bring recommendations on systems that can be used to manage student accounts. Jim Gilmour moved to have the Grade 5-6/Student Council account overseen by the School Treasurer; Steven Letendre seconded the motion. Clarence Haynes moved to table the motion pending further information from Supt. Gallagher, Jim Gilmour seconded the motion; motion to table carried.

5. Policies: Kimberly moved to table policy readings and review – seconded by Jodi.

6. New Business (Receive Information and possible action)

a. Approve Substitute List

Jim Gilmour moved to accept the substitute list, Kimberly Mathewson seconded the motion; the motion carried.

b. Prepare for Informational Meeting

Wednesday, April 22 is the Open House at the school, Tuesday, April 28 is the pre-vote informational meeting, and voting will be held on Thursday, April 29. The Board reviewed the proposed budget information packet. Changes were made and the packet will be sent out to all community members on Monday, April 20. Clarence Haynes moved to approve the information packet with revisions, Jodi Comeau seconded the motion; the motion carried.

c. Roof

Mr. Boynton shared the estimate from Doran Roofing in the amount of \$5,500 for repairs to the roof and hopes to move forward promptly with the repairs as water is coming in and causing damage to the ceiling in the Grade 5/6 classroom. Steven Letendre moved to authorize the Principal to proceed with scheduling the roof repairs immediately, Jim Gilmour seconded the motion; the motion carried.

d. Attendance

Mr. Boynton addressed the Board about the school's vigilance in ensuring that we receive written explanations for student absences and tardiness. This has resulted in a decrease in the number of absences and tardies so far this year (as compared to the same time period last year).

The subject of mowing and plowing for the coming school year was discussed. Clarence Haynes moved to table this issue until the next meeting. Jim Gilmour seconded the motion; the motion carried.

7. Master Facilities Planning (Discussion, possible action)

Steven Letendre reported that he will be meeting with Dan Querry and an engineer at MSES on April 27th at 4:30 PM to discuss/propose a budget for preparation of a Master Facilities Plan and that other Board members are welcome to attend the meeting.

8. Personnel and Contracts (Action)

a. New Hires - None

b. Terminations/Resignations - None

c. Transfers – None

d. Leave of Absences: None

9. Anticipated Executive Session *1 V.S.A. § 313 (1-9)(b)* (if warranted)

Jim Gilmour moved that the Board enter into Executive Session at 9:38 PM for a personnel issue, Kimberly Mathewson seconded the motion; the motion carried.

Steven Letendre moved to move out of executive session at 9:48, Jodi seconded.

Kimberly Mathewson moved to approve Julia Chamberlin's unpaid leave request for the week of the 25th, Clarence Haynes seconded; the motion carried.

10. Other Lawful Business (Information Gathering Only)

None

11. Set Next Regular Meeting (anticipated) May 21, 2009 7:00 PM, and Agenda Building (Action)

12. Adjournment: Steven Letendere moved to adjourn at 9:52, Kimberly Mathewson seconded; the motion carried.