

Middletown Springs Board of School Directors' Regular Meeting

DATE: February 11, 2010

TIME: 7:00PM

LOCATION: Middletown Springs Elementary School

Official Minutes

Present: Kimberly Mathewson (Chair), Steven Letendre (Vice-Chair), Jim Gilmour (Clerk), Clarence Haynes (Member). Also present: Joan Paustian (Superintendent), Louis Milazzo (Business Manager), Aaron Boynton (Principal), and Susan Rosso (Recording Secretary). Bob Bruttomesso (Grade 5/6 Teacher) arrived at 7:05PM. Jodi Comeau (Board Member) arrived at 7:30PM.

1. Call to Order

Kimberly Mathewson called the meeting to order at 7:00 PM.

2. Consent Agenda: (Action)

a. Approval of Minutes:

i. Unofficial minutes of January 21, 2010 and January 25, 2010 (special).

The unofficial minutes of January 21st were reviewed. Clarence Haynes moved to accept the minutes as presented, Steven Letendre seconded the motion; the motion carried. Minutes of January 25th are pending and tabled by consensus.

b. Report of Superintendent (Written)

Supt. Paustian checked with the district's attorney, John Zawistoski, regarding liability during public/community events held in the school building. Although the building use forms include a waiver of liability, the school district could still ultimately be responsible for injuries/damages. It is important to ensure that only the approved event/activity is taking place to minimize liability. Supt. Paustian distributed a budget comparison sheet on the schools in the supervisory union. Jim Gilmour requested a breakdown of the equalized pupil cost for the elementary school only; Louis Milazzo will provide one. The supervisory union technology audit is taking place right now. The tech people were at MSES this past week to complete their staff and student interviews. All personnel should have completed their online surveys by now. Supt. Paustian distributed an informative article on setting a vision for technology in our schools. A decision will be made on February 22nd regarding the hiring of a Speech-Language Pathologist for the coming school year.

c. Report of Principal (Written)

Principal Boynton shared information on last month's No Strings Marionette Residency which was combined with our annual luncheon where the students performed for our community's senior citizens. An evening chili dinner and performance also took place. Mr. Boynton was happy to report that the evening event included a lot of new and young families. He would like to express his appreciation to the FFE for all of the work involved in presenting these events annually. The faculty continues to work on the Science and Social Studies GE's (Grade Expectations) as well as the future of Living History, which involves investigating available community resources. Students in grades 3-6 traveled to Castleton State College recently to see an opera performance. He noted that the school is fortunate to have such high quality arts events available to our students via CSC and the Paramount Theatre. ASP Drama Club has been well received and well attended. The MSES basketball team went undefeated this year. Mr. Boynton would like to thank Chere Tournet for her fine coaching; teaching skills and good sportsmanship. During morning supervision, the students continue to play basketball and are getting along very well; a carryover from afternoon basketball with Coach Tournet. Thanks, as well, to Tracey Tinsley for scheduling games, arranging for referees, and keeping an eye on the weather, and for lining the field for soccer season. Mr. Boynton will present NECAP (New England Common Assessment Program) results at the next board meeting; school and district scores are currently available on the DOE website. Steven Letendre asked about coordination between the school's Action Plan and the RSWSU Curriculum Audit. Clarence Haynes asked about the NECAP results and meeting AYP (Adequate Yearly Progress). These issues will be discussed at the next meeting when scores are analyzed. Mr. Boynton shared that the school staff is very dedicated and is addressing student needs on both group and individual levels.

Clarence Haynes moved to accept the reports of the Superintendent and Principal, Jodi Comeau seconded the motion; the motion carried.

d. Report of the Business Manager

The current financials are included in the meeting packet, demonstrating that we are currently running under-budget by approximately \$60,000. In the April report, the revenues will be included as well as expenses; we will then have a clearer picture of how the year-end finances will look. The Board asked Louis Milazzo to continue to look into an account listed as "Henderson Fund," what it was actually set up for, and why. Mr. Milazzo will report back next month.

Jim Gilmour moved to accept the report of the Business Manager, Jodi Comeau seconded the motion; the motion carried.

i. Approval of Warrants:

1. Warrant #70 in the amount of \$11,764.95 dated 1/29/10.

Clarence Haynes moved to approve Warrant #70 in the amount of \$11,764.95 dated 1/29/10, Jodi Comeau seconded the motion; the motion carried.

ii. Financial Report

The Financial Report was covered in the earlier Business Manager's Report.

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

No public comment.

4. Report(s) from Committee(s):

No sub-committee reports were presented. Mr. Boynton would like to get the word out to the Recreation/Building Use Committee that more volunteer keyholders are needed; we currently have only one who has been background checked and received a key.

5. Old Business: (Possible Action)

None.

6. Policies:

- a. D-1 Personnel Recruitment, Selection, Appointment and Criminal Record Checks (1st reading)
- b. E-202 Animals in Schools (1st reading)
- c. E-9 HIV/AIDS (revised) (1st reading)
- d. E-201 FMLA (revised) (1st reading)
- e. F-2 Bus Discipline (1st reading)
- f. F-9A Transportation of Students in Private Vehicles (1st reading)
- g. F-101 International Exchange Students (1st reading)

The above listed policies have been reviewed by the board members. Policies E-202 and E-9 are going back to the Systems Management Committee for revision. Clarence Haynes asked about the hiring of teachers as presented in Policy D-1; he wants to ensure that the policy allows the local school board to retain the right to interview and select candidates for all teaching and administrative positions. Policy D-1 will be sent back to the Systems Management Committee for review/revision. Jodi Comeau moved to adopt Policy E-201(FMLA), Kimberly Mathewson seconded the motion; the motion carried. Kimberly Mathewson moved to adopt Policy F-2 (Bus Discipline), Jim Gilmour seconded the motion; the motion carried. Kimberly Mathewson moved to adopt Policy F-9A (Transportation of Students), Jim Gilmour seconded the motion; the motion carried. Kimberly Mathewson moved to adopt Policy F-101 (International Exchange Students). Clarence Haynes had a question regarding who would pay the tuition for a secondary exchange student if they were housed in Middletown Springs. The policy is a supervisory union one; however, all procedures apply only to PHS. Kimberly Mathewson moved that the policy be adopted after it is edited to "express support for international exchange experiences for appropriate age students" and omit the procedures, Jodi Comeau seconded the motion; motion carried.

7. New Business (Receive Information and possible action)

- a. Approve Substitute List (if applicable)

Kimberly Mathewson moved to accept the Substitute List, Clarence Haynes seconded the motion; the motion carried.

b. Prepare for Town Meeting (3/1/10) and Pre-Town Meeting (2/24/10)

A draft informational postcard for mailing to the community was presented which Steven Letendre, Jim Gilmour, and Louis Milazzo have collaborated on. The postcard was reviewed and some revisions made to improve clarity. Mailing details will be confirmed with the local post office. Clarence Haynes moved to mail the postcard to the community, Jodi Comeau seconded the motion; the motion carried. The School Board will host a pre-town informational meeting on February 24th at 7:00PM in the school multipurpose room. Mr. Milazzo will work with Mr. Boynton to create a PowerPoint presentation for the meeting highlighting financial and educational aspects of the budget. The goal of the meeting is to get the facts out and answer any questions that community members may have.

c. Henderson Fund Balance (\$55,933.00)

The Board has been notified by the trustees that the Henderson Fund has a balance of \$55,933.00.

8. Master Facilities Planning (Discussion, possible action)

The Master Facilities Assessment will be completed in mid-March. The energy efficiency grant is being prepared. An invoice from Ground Up for engineering, architect, and grant preparation fees has been received. The expense will be charged to the school's building maintenance budget line. The scope of the work for which the grant is being written is to replace insulation and remove rot to seal the building against significant air exposure. This will also require some exterior painting. The grant from the state (if received) would be for \$50,000; we would have to match this with \$25,000. The Board may need to reassess priorities when the facilities assessment report is completed. Steven Letendre, Jim Gilmour, and Aaron Boynton agreed to meet to identify building maintenance priorities bring recommendations to the next board meeting on what repairs need to be done first, and to bring suggestions a project manager to oversee the work.

9. Personnel and Contracts (Action)

- a. New Hires: None
- b. Terminations/Resignations - None
- c. Transfers – None
- d. Leave of Absences: None

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

Clarence Haynes moved to have the Board enter Executive Session for personnel issues at 9:45PM, Steven Letendre seconded the motion; the motion carried. Steven Letendre moved to exit executive session at 10:25 PM Clarence Haynes seconded the motion; the motion carried. Clarence Haynes moved that the Principal meet with a teacher regarding the board's discussions. Steven Letendre seconded; the motion carried.

11. Other Lawful Business (Information Gathering Only)

The board noted and appreciates Jodi Comeau's long service on the School Board.

12. Set Next Meeting Regular/Re-organizational (anticipated March 18, 2010 7:00 PM), and Agenda Building (Action)

The next regular/re-organizational meeting is tentatively scheduled for March 18, 2010 at 7:00PM. Date may be adjusted to meet state statutes.

13. Jim Gilmour moved to adjourn at 10:26 PM, Steven Letendre seconded the motion; the motion carried.