

Poultney Town School District
Board of School Directors Meeting
Official Minutes
August 18, 2009

Attending: Mary Jo Teetor, Board Chair, and Board Members Pat Davenport, Mike Nagar, and Al Jackson, Superintendent Joan Paustian, PHS Principal JeanMarie Oakman, PES Principal Kristen Caliguiri, Louis Milazzo, Business Manager, Anne Colpitts, Recording Clerk, Bonnie Lenihan, Joe DeBonis, Nancy Davenport, Debra Brown, Colleen Nagar, and Lacey Nagar.

Mary Jo Teetor called the meeting to order at 6:00 pm.

Consent Agenda:

a. Minutes: Approval of Unofficial Minutes of July 21, 2009 (Regular) and July 14, 2009 (Special). **Action:** *Al Jackson moved to approve minutes. Pat Davenport seconded. Motion carried with amendments. **Action:** *Mike Nagar moved to approve continuation minutes from July 21. Al seconded. Motion carried.

b. Superintendent's Report: Superintendent Paustian submitted a written report. She reported that the orientation for new teachers and professionals will be held on Thursday August 20, with help from Bonnie Lenihan. On Monday night, the administrative team will present on audit. She has asked Principal Oakman and Rich to paint lockers and remove all graffiti promptly to keep the building looking attractive and encourage students to respect the investment the community has made in the building.

c. Principals' Reports: PES - Maintenance: Rich Holcomb, PTSD Plant Manager, presented a list of pressing maintenance issues along with estimates of costs of resolving them. The issues include ongoing leaks in the elementary school roof, a new door for the PES walk-in freezer, an aging boiler at PES, fascia on the gym and high school that needs to be repaired, leaking faucets, heating unit ventilators in the Wellness Center that need to be replaced, and replacing software to control the PHS heating system. Resolving many of these issues will save money in the long run and could prevent future maintenance problems. The costs may exceed the amount of money designated in the budget for less pressing maintenance issues, such as paving the high school parking lot. Mary Jo Teetor recommended going over the budget with Louis to see how these expenses can best be covered. She said Rich should prioritize the projects and decide how the money in the budget would best be spent. Pat Davenport asked him to try to stay within the budget to avoid any deficit spending. Getting multiple bids and using local people when possible may help to cut costs. Joe DeBonis also brought up the issue that the lockers will need replacing in the near future. The most recent quote they got was \$37,000 to replace all the lockers, but there is currently only \$2500 per year in the budget for locker replacement, so they may need to increase the amount budgeted.

Other news: PES will celebrate the first week of school on August 28 with live music and a dunking booth. Fast ForWord training happened today with several faculty from PES and PHS. Principal Caliguiri passed out an evaluation of the classes with Dr. Abbess Raija. Principal Caliguiri has been asked to teach a class at Castleton State College, and she plans to hold some sessions at PES with the participation of teachers. Tammy Moyer was nominated to Region 4 chair for Vermont Association of Educational Office Professionals.

PHS - Fundraisers: Debbie Brown, class of 2011 advisor, proposed a fundraiser where groups can be chosen through a lottery to stuff or dress bears for the Vermont Teddy Bear Company in Burlington. Fifteen to 20 students would participate, and they need to be 16 or older. The students would need to go on a weekday, and they would earn \$1000-\$1200 for one day's work. According to field trip policy, 3 adults and an administrator would need to go as well. There are restrictions on parents transporting students in private cars, and it would also be a liability issue if students decided to drive themselves. Mary Jo Teetor said she was concerned about the precedent that would be set by releasing students for a fundraiser during the school day. The board said the class of 2011 could pursue this fundraising option if students could go on a vacation day, follow policies, and if it was cost effective considering transportation costs. Al Jackson also suggested seeing if it could be done remotely.

Nancy Davenport, advisor for the class of 2010, proposed a dance marathon to be held before Thanksgiving, between football and basketball seasons. Students in grades 9-12 could participate. Proceeds would be split between the senior class and the Poultney Food Shelf. The dance marathon would be held on Friday night and students would be locked in for the night. In the morning, they might do a march down the street to collect food. The event would be done by 11 or 12 the next morning. Students would get sponsors and there might be scheduled times that the event would be open to the public. There were some concerns about whether or not an event like this would be in violation of current policies regarding events (requirements that law enforcement and custodians be present during events, supervision, and curfew). The board said it was fine to continue planning the dance marathon as long as law enforcement would be on call and a ratio of 5 students to 1 adult was maintained. It will not be necessary to have a custodian on-site during the event. Principal Caliguiri also suggested including rest periods and possibly having a nurse on site.

Other news: A new fundraising spreadsheet was included in Principal Oakman's packet. **Action:** *Mary Jo Teetor moved to accept the equipment donated by Vermont Electric and Power for the science labs. Mike Nagar seconded. Motion carried. Open house for seventh graders is on Thursday - 48 have enrolled. They will not be able to take a tour, but they will go over the schedule, watch the DVD, talk with National Honor Society, and get a copy of the student handbook. Once construction is done, there will be a celebration that will include tours for 7th graders. PHS has lost many Pawlet students over the past few years, probably because the Pawlet board will only pay the amount required by Granville, the designated school, and many parents don't want to or are not able to pay the difference. They also may be reluctant to provide their own transportation. There will be movers available on Monday to get boxes

back into classrooms. Teachers are being given time during the in-service days before school starts to unpack and organize their rooms.

d. Business Manager's Report: Louis Milazzo reported that he has received payments of \$1000 from the students responsible for vandalism that occurred last year. This covered the deductible on the damage done to the PHS building.

1. Approve Warrants:

- a. Warrant #63, in the amount of \$930.00, dated 6/23/09 (verbal approval received on 6/23/09; has been pending signatures).
- b. Warrant #65, in the amount of \$490,510.47 dated 7/15/09.
- c. Warrant #66, in the amount of \$213,356.34, dated 7/31/09.

Old Business:

- a. IA Practices: Superintendent Paustian and Louis Milazzo have not had time to coordinate and look at this issue. They will bring a proposal to the next meeting.
- b. Training for Kelly Services subs: Superintendent Paustian has asked about the training date, but has not yet been able to confirm it.
- c. New bids for security system: Louis has not received any from Vinnie Covino, but Superintendent Paustian will check.

New Business:

- a. Approve textbooks: None.
- b. Approve Substitute List: None.
- c. Report of Facilities Committee Meeting: Update given previously.
- d. Poultney Pre-school: Louis Milazzo gave an update. Jamie Milazzo has been organizing the pre-school, with help from Eleanor Tyson and Dawn Sarli. Shannon Quelch will be the teacher. The indoor space is 95% done, and the outdoor space is about 50% done. The preschool is scheduled to open in September. A VCPC grant for \$30,000 was submitted on August 12 and will be reviewed in the coming weeks. VCPC likes to see community support and coordination and support from the local school district. If the preschool runs successfully for two years, PTSD can start to count these students and will receive .46 ADM funding for any student attending 10 hours a week, which would result in the tax rate going down by \$.01. The amount the district received would be prorated for students who attended fewer hours. Students would then be able to attend for free, whereas currently 3-year-olds will pay \$110 a month for 2 days a week, 2.5 hours a day, and 4-year-olds will pay \$140 a month for 3 days a week, 2.5 hours a day. The enrollment goal is 8 3-year olds and 8 4-year-olds, and currently there are 5 3-year-olds and 3 4-year-olds enrolled. **Action:** *Mary Jo Teetor moved to allow Poultney Town School District to be the fiscal agent for the VCPC grant. Pat Davenport seconded. Motion carried. **Action:** *Mary Jo moved to approve counting pre-school students from Leap Frog Nursery School on PTSD census. Al Jackson seconded. Motion carried.

Policies for 2nd Reading:

- a. H-1 School-Community Relations – (tabled in June and July): Tabled.

Action on Personnel:

a. New Hires:

- i. Nicolas Sawyer – PHS School Based Clinician
- ii. Brian Wade – 7/8 Grade Football Coach
- iii. Chris Capman – JV Football Coach
- iv. David Capman – Varsity Football Coach
- v. David Capman – PHS Athletic Director
- vi. Joey Williams- Varsity Football Cheering Coach
- vii. Sharon Sheldrick – IA (1:1) PES
- viii. Brittany Holden – PES Special Education Teacher
- ix. Erika Valenti – PHS Varsity Girl’s Soccer Coach
- x. David Carr – Varsity Boys Soccer Coach
- xi. Tracy Simons – Yearbook Advisor
- xii. Kathleen Duffy – .40 FTE IA
- xiii. Isaac Cota – IA
- xiv. Johanna DeKalb – IA
- xv. Sandra Miller – IA
- xvi. Matthew Pratt – Individual IA
- xvii. Patricia Perrine – Substitute School Nurse PTSD (pending favorable final reference check)

Action: *Al Jackson moved to approve new hires. Pat Davenport seconded. Motion carried.

- xviii. Sophie Chant – Special Ed PHS

Action: *Al moved to approve new hire, contingent upon a favorable reference check and the resignation of Kristi Hansen. Mike Nagar seconded. Motion carried.

- xix. Elizabeth Mimms – Long-term SPED Substitute
- xx. Amanda Loomis – Long-term Science Substitute

Action: *Mike moved to hire 2 long-term substitute contingent upon favorable reference checks. Pat seconded. Motion carried.

b. Resignations

- i. Sierra Melcher – Library IA
- ii. Kristi Hansen – PHS Special Educator (anticipated resignation)

Action: *Al moved to approve resignations. Mike Nagar seconded. Motion carried.

c. Terminations – None

d. Leave of absence request:

- i. PHS Science
- ii. PHS Special Educator

General Public Comment:

a) Classroom packing/unpacking: Colleen Nagar asked who packed the classrooms. Principal Oakman answered that teachers packed, some with student help. Custodians moved the boxes and packed the storage unit. Colleen said that she once had to pack her classroom and she did all the work herself, so she thought extra pay was unnecessary. She suggested pulling the custodians from PES to help. Mary Jo Teetor said that they are short-staffed, so that may not be possible.

Next Regular Meeting: September 15, 2009, 6:00 pm, PHS. *Time change to 6:00pm is now permanent.*

Mary Jo Teetor adjourned the meeting to move to executive session at 8:30 pm.

Respectfully submitted,

Anne Colpitts, Recording Clerk