

**Poultney Town School District
Board of School Directors
May 22, 2009 Regular Meeting**

Official Minutes

The meeting was called to order at 6:35.

In attendance, board members: Mary Jo Teetor (board chair), Mike Nagar, Tracee Oakman-Rupe, Al Jackson and Pat Davenport. Administration: Tom Gallagher (Superintendent), Kristen Caliguiri (PES principal), Jean Oakman (PHS principal), Tracy Gallipo (guidance director), Bonnie Lenihan (director of special education) and Joe DeBonis (dean of students). Louis Milazzo (business manager), Vinnie Covino (technology coordinator), Dave Capman, Linda McWaters Smith, Melissa Kristiansen, Pedar Kristiansen, Alicia Marcy, Vanessa Duval, Tammy Petty, Colleen Nagar.

The meeting started with a presentation by Vinnie Covino on the prospects of a camera system for the two schools. A slide presentation was given, supplied by CDW-G. The two quotes given were: \$86,225 from Long Trail Electrical Contractors, Inc. and \$68,355.72 submitted by CDW-G. Louis, Tom, Vinnie, Jean and Kristen will get together to look at budgets and formulate a recommendation for the board.

Minutes: April 21, 2009 corrections: Consent Agenda, Superintendent's report- the first sentence should read: Attorney will not be here....., the second correction is in mid-paragraph: The federal stimulus package includes money for Title programs, and the district will be....., the spelling of Pawlet is to be corrected, on page 5, at the top, needs to read: also very low enrollment in technology classes, so the decision was made to cut the technology program..., the wrong attachment was included.

On the May 6, 2009 minutes: the salaries need to be corrected to reflect a 3% increase, after the paragraph-Mike Nagar made a motion to move into executive session at 7:00PM for legal issue. Al Jackson seconded the motion. Motion carried. Tracee recused herself prior to executive session.

Motion to approve minutes with corrections. Motion made by Al, seconded by Tracee. Motion carried 4-0.

Tom informed the board of upcoming topics of interest from the legislature. It is being considered that cost per pupil be frozen according to last year's figure. There is also a push to move teacher pensions to local districts. If we froze the budget, the increase would be 2%; if the pension comes locally, the increase would likely be up 6%. Tom suggested that this concept be followed closely. He suggested that we meet regularly with our representatives.

Our pre-school is currently a success. Gaps have been closed. Louis offered a handout regarding the need for pre-school. The need for a pre-school is evident and the board does support this concept. Even Start may be moving to Rutland from Poultney. Wells students currently attend our EEE program.

Business Manager's Report: Louis shared that the grant he applied for to cover the food service software was denied. The cost of \$5500 now must be paid by us.

Louis researched the options for a drivers ed car. He looked at a Ford and a Honda. The Ford was the cheaper option. A used 2007 car was \$13,000.; a new 2009 car was \$16,000. His concern, the car is small in size. The next size up will add an additional \$3,000. Regarding the Honda: a 2000 Civic was \$12,860. (with 43,000 miles); a new Civic was \$17,488. Vanessa Duval offered some advice from the insurance point of view and offered to get a printout on the safety of vehicles. Leasing was not a good option. Louis handed out a comparison sheet on the two cars.

The Honda Civic has 5 stars for frontel and 4 for rear collision. Whereas, the Accord has 5 stars for frontal and 3 stars for rear collision. Mike suggested looking for a 2007-2008 model year Civic or Accord with low mileage. It would be \$300-\$350 to install the safety brake in the new car. However, we can use the brake in the Subaru. Labor for the installation should be the only expense. Louis needs to know by the next meeting in order to use the FY '09 budget funds. Insurance rates between the Ford and the Honda needed to be checked as well. A question was raised as to raffling the current car off. Tom will check the legality of raffling off the car.

Warrants approved:

#57, amount of \$140,625.77, dated 4/24/09

#58, amount of \$65,349.88, dated 5/8/09

#54, amount of \$100.

#55, amount of \$2582.75

Jean questioned the Stafford Technical monies; Mary Jo stated that we got a refund. Louis clarified the overpayment.

Regarding the surplus, it is imperative that the monies be tracked.

Dave Capman and Tracy Gallipo presented a year long contract for all students who participate in any extra curricular activities. Discussion followed. The new contract will be presented to all students at an assembly. A discussion followed about the use of a 20 passenger bus. It would be cost effective to be used to transport Pawlet students. Dave expressed the thought that it could be used for sports teams on weekends and the PE classes. He felt it would be a good investment. Louis added that we may have to pay up to \$18,000 a year. Tom suggested that a custodian may be able to drive and do their duties as well. Bet-Cha stated that a bus to Pawlet would cost \$24,900. for a daily bus. Final cost after reimbursements: \$14,900. A late bus would cost \$60.00 a day for Poultney only; a district bus would cost \$100.00 a day.

Jean presented the honor roll percentages. The faculty has done a good job of following the numbers. Looking at the audit, the teachers are doing a good job, students are learning. Testing does not match our curriculum. The Fast Forward Summer School will be at PHS this summer

Joe is working on a bullying policy. The model he is using came from Systems Management. Tom shared the programs he has used. It is imperative to target the bystander if things are to turn around. Jean and Joe will work through Systems Management and bring a draft to the next meeting.

A motion was made by Al and seconded by Pat to accept a donation of \$300.00 from Chris Keyser (Bixby's) for the purchase of a bat.

Gary Jurnak questioned the packing of rooms at the end of the year. Suggestions made were to have all exams in the gym or all science exams at the same time. Discussion followed. Students are required to put in 180 days and that will remain. Exams will be as they have been in the past. Teachers will have some time in the afternoons to pack. The Clerk of the Works will work with teachers in regards to the packing and storing of materials. Al offered boxes to be used for packing.

Kristen shared that the first audit will be Wednesday, May 20 at PES. It will look at the standards, where the school is and where they need to go as a school.

Soaring Vail and Dawn Sarli have received a grant for \$700.00 from Hills and Hollows to bring grades 3, 4, and 6 to a museum in Albany. Motion to accept the grant was made by Al and seconded by Mike. Motion carried 4-0.

Teachers have requested that the last day of school (June 19) be a half day for students and a full day for faculty at PES. Motion to approve the half day for students was made by Pat, seconded by Mike. Motion carried 4-0.

Discussion took place regarding home schoolers and billing them for services. It was decided that they need to register at the beginning of the year, therefore we can claim on ADM. Home schoolers will be contacted regarding summer school, sports and fall courses.

Tom proposed the following salaries for school year 2009-2010:

Jean Oakman: 3 year contract \$85,233.00 for the first year years 2-3 TBD Motion by Mike, seconded by Al Carried 4-0

Kristen Caliguiri: 3 year contract \$64,715.00 for the first year years 2-3 TBD Motion by Mary Jo, seconded by Mike Carried 4-0

Joe DeBonis: 1 year contract \$55,620.00 years 2-3 pending certification Motion by Mike, seconded by Al Carried 4-0

Tracy Gallipo: 3 year contract \$64,890.00, 6 credits at UVM rate years 2-3 TBD Motion by Mary Jo, seconded by Mike Carried 4-0

Mark Fedolfi As recommended by the Facilities Committee: Clerk of the Works Motion by Al, seconded by Mike Carried 4-0

The following policies were approved, motion made by Mary Jo, seconded by Mike, carried 4-0.

Substitute Teachers
Volunteers and Work Study Students
Drug and Alcohol Testing; Transportation Employees
Health Insurance Portability and Accountability Act
Tobacco Prohibition
Education Records
Transportation
Student Attendance
Curriculum Development and Coordination
Grade Advancement

Old Business:

Board Code of Conduct: tabled until June. Tracee did not have a copy of it to preview and did not receive one after a request.

Action on a drivers ed car will take place in June.

New Business:

Substitute list was approved. Motion was made by Al and seconded by Mike. Motion carried 4-0.

Notes from the Facilities Committee: Mark Fedolfi is the Clerk of the Works.

On May 28, bids will be opened at Central Office for the high school project.

Change of Orders for the project: It was decided that the Clerk of the Works can make adjustments up to \$1000.00; the facilities committee will deal with changes from \$1000. to \$3000.; the board will need to address changes over \$3000. Motion made by Al, seconded by Mike. Motion carried 4-0.

Action on Personnel Contracts: Motion made by Al, seconded by Pat, Motion carried 4-0.

New Hires: correction on spelling: Diana VanDillewijn

Resignations: Additional resignation is Karen Powers; her last day is June 5, 2009. Letters to be sent to Karen and Liz Filskov, with regret.

Leave of Absence: Jessica Nadeau, leave for the remainder of the year.

Public Comment:

Alicia Marcy read a prepared statement regarding the demeanor of the board at our last meeting. She stated that tonight's meeting was much more positive. A question was raised as to public questions on issues raised during a meeting. Tom explained that a meeting is for information only and, if there are questions, the topic could be put on the agenda, according to Roberts Rule for Small Boards. The topic of the use of the cards was discussed and it was explained that it was a way to control the meetings as some meetings in the past have not been conducive to conduct business. Mary Jo stated that she was appreciative of Alicia's concerns but felt it was not understood that there is a great deal to be accomplished; the cards are a way to streamline that process and public participation did occur tonight. The board has been repeatedly answering questions that are based in gossip and backlash. Public comments and questions are welcome to be put on the agenda, or, as Tom explained, addressed at a meeting when there is a small group in attendance. Alicia did request an apology from Mary Jo and Tom. Both addressed this request. Alicia ended the discussion by stating that she does appreciate all the time and effort the board members put forth and all the work the principals have done. An outstanding question remained: when are questions to be asked?

Tammy Petty addressed the demeanor of the SU board. She stated that it is not a welcoming board, no chairs are provided for people attending and the board sits with their back to the audience. Tom stated that this is being addressed. Tammy also asked about the Code of Conduct document. It will be signed next month and it is a public document.

Executive Session for personnel. Motion to go into executive session at 10:20. Made by Tracee and seconded by Mary Jo. Motion carried 4-0.

Motion to come out of executive session at 10:45. Made by Al, seconded by Mike. Motion carried. Motion made by Mary Jo, seconded by Mike to issue contracts to the IA's and support staff with an increase of 3%. Motion carried 4-0.

Adjournment at 10:50. Motion made by Mary Jo, seconded by Mike. Motion carried 4-0. Next board meeting is June 16, 2009.