

Tinmouth School Board
Official Minutes
February 8th, 2010

Present were Helen Mango, Chair; Board member Kimberly Stewart. Also present were Susan McKelvie, Principal; Gail Fallar, Town Treasurer; Joan Paustian, Superintendent; Louis Milazzo, RSWSU Business Manager; Jonathan Czar, Secretary. Board member Cindy Taylor-Patch joined the meeting at 8:20 p.m.

Helen called the meeting to order at 7:00 p.m.

MINUTES

Helen moved to approve the minutes for January 11th, 2010 as amended. Kimberly seconded, all approved. Motion carried.

CONSENT AGENDA

Business Manager's Report

- Louis provided a written report (attached page 4). In addition, he provided FY11 budget points for the board to review for town meeting and will be working with Gail on NEMRC. There were questions about who has access to payroll and bank accounts, in light of the lack of oversight in a neighboring town. In Tinmouth, both the Treasurer and Assistant Treasurer have access to bank accounts.

Superintendent's Report

- Joan provided a written report (attached page 6). In addition she provided a spreadsheet of budget comparison across the SU schools.
- The Technology Assessment Committee is working to look at the use of technology within the schools.
- The board will need to approve the hiring of a Speech Language Pathologist.

Susan expressed a desire to be informed about the high school exam schedules since different exam schedules among the high schools leads to extra money being spent on busing. Joan responded that Walter Goetz would let her know RSSU's planned exam schedule.

Principal's Report

- Susan provided a written report (attached page 5) and passed out a summary of the NECAP results. On her visits to TES, Joan mentioned her observation of consistency with teacher language in regards to math and was impressed with that piece. Susan will look into the reading portion and will be using these scores as a baseline for comparison with changes and programs that have been put in place for the purpose of improvement.

Helen asked for clarification on cleaning responsibilities in the kitchen and other

areas.

RSWSU SUB-COMMITTEE REPORTS

- Systems Management – work on policies continues.
- HR – the next meeting is planned for February 22nd.

BILLS AND ORDERS/FINANCIAL STATEMENT

Gail passed out the Financial Statement and Bill and Orders for the board to review.

AP Warrants		
Warrant #	Date	Amount
15	01/25/10	\$10,918.27
16	02/08/10	\$38,916.01
Payroll Warrants		
Warrant #	Date	Amount
14	01/18/10	\$11,677.67
15	02/01/10	\$11,596.37

NEW BUSINESS

- **Approve Substitute List** – Helen moved to approve the substitute list, seconded by Kimberly. All approved, motion carried.
- **Town Meeting** – the board discussed the upcoming Town Meeting and methods for providing information. Helen will present the data that she used for the most recent Tales of Tinmouth, including projecting the cost-distribution pie charts on the new Community Center screen.

POLICIES

- E-515 School Activity Fund (for adoption)
- E-502 Budget Adoption (for adoption)
- E-503 Expenditure of Funds (for adoption)
- E-507 Bonding of Personnel (for adoption)
- E-508 Bids and Quotations (for adoption)
- E-510 Principles of Purchasing (for adoption)
- E-510A Purchasing (for adoption)
- E-512 Insurance (for adoption)
- E-513 Inventories (for adoption)
- E-514 Credit Cards (for adoption)
- E-515 School Activity Fund (for adoption)
- E-517 Capitalization of Assets (for adoption)
- E-202 Animals in Schools (1st reading)
- E-9 HIV/AIDS (revised) (1st reading)
- E-201 FMLA (revised) (1st reading)
- F-2 Bus Discipline (1st reading)

- F-9A Transportation of Students in Private Vehicles (1st reading)
- F-101 International Exchange Students (1st reading)
- H-3 Community Use of School Facilities (1st reading)

Helen moved to approve all except E202 Animals in Schools and will wait for a second reading for that policy. Seconded by Kimberly, all approved. Motion carried.

NEXT MEETING

The next meeting will be March 8th, 2010, 7:00 p.m., at the Tinmouth Elementary School.

EXECUTIVE SESSION

Helen moved to go into Executive session at 8:15pm for the purpose of personnel discussion. Kimberly seconded. all approved.

Respectfully submitted,
Jonathan Czar

CONTINUATION MINUTES

Motion to come out of executive session at 8:32 made by Helen, seconded by Cindy.
Motion passed.

No action taken.

Motion to adjourn at 8:33 made by Helen, seconded by Kimberly. Motion passed.

Respectfully submitted,
Helen Mango

February 8th, 2010

To: Tinmouth Board
From: Louis Milazzo, Business Manager
Re: Business Manager Report

1. NEMRC

I am working with NEMRC on cleaning up some old data and report writing. We discussed doing a data transfer of Tinmouth's financials to the SU, so that I would have read only access to your financials for review and state reports. I have discussed this with Gail and she has agreed to this. I just need to work with NEMRC and Gail on how and when this will work.

2. Audit

I am in the final stages of the audit review and hopefully should have a final copy by your March Meeting.

Curriculum, Instruction, Assessment

- NECAP Reading and Math Results, Fall 2009

Results are in from the testing in October. Data is provided to us for Tinmouth students who were in grades 2-6 last year (this year's 3rd through 7th graders). A total of 31 students took both the reading and math tests. In reading, 70% scored either "Proficient" or "Proficient with Distinction." 29% scored below proficiency. This compares across the state with 72% / 28% scores at the state level in reading.

In math, 78% of Tinmouth children scored "Proficient" or "Proficient with Distinction," while 22% scored below proficiency. This compares with 66% / 34% across the state.

Thus, in reading our students are very close to the same scores as the average student across the state, while in math our students score considerably higher. Due to small numbers of our students in each grade level, we cannot report the scores of individual grade levels.

This data is helpful to look at our overall achievement levels year to year and to determine where we need to focus our professional development. This test is not meant to be an individual achievement test.

Building and Grounds

- Painting estimates and lead concerns for old building

About 3 weeks ago I met with a representative from LuxBrush in Manchester. He explained to me that our costs would be impacted by the need to abide by lead regulations when painting the old building. While we have not yet received his estimate, we have received one estimate from Magic Brush in Rutland. This estimate also includes the cost of meeting lead regulations: \$18,375.

- Plumbing repairs

Bill Lohson was called last week due to some issues with our hot water. He determined hot water screens were clogged and that a heat sensor had been knocked off the hot water heater. All repairs were completed.

- Storage shed for bikes

A parent has offered to build a bike shed to store our new cross-training bikes purchased in January. Parents' Club will split the cost of materials with the 21st C grant. We will need to determine where to place the shed.



Report of the Superintendent

To: Tinmouth Board
From: Joan Paustian
Date: February 2, 2010

- The Curriculum Coordinating Council will be meeting again this week to begin to shape the strategic plan for curriculum development, professional development, assessment, and technology. They will shape the vision of high performing schools where all students are meeting 21st century learning expectations. It is an exciting time for this work as the Vermont Department of Education embarks on a new direction of transformation. Our administrators and educators have a huge task ahead of them, yet they are knowledgeable, dedicated, and will do a great job at accomplishing the work they set out to do.
- Administrators and teachers are in the process of taking an online technology survey that is being requested by our consultants. Examples of questions include such things as “How often do you use the following types of technology to carry out your duties” to “Which best describes your skill level with each of the following” to questions about student access to technology. The surveys are designed to ensure that everyone has a voice plus give the assessment team enough information to make judgments about the skill level of our teachers and administrators. ARC is also in the process of interviewing faculty and staff in each of our schools.
- NECAP (New England Common Assessment Program) results are being released today. A number of us will be headed to Killington tomorrow afternoon in order to learn the newly designed analysis reports and how best to use these. We will be sharing information both at the school and at the SU level.
- A March 19th in-service is currently being planned very well by the building administrators. The theme “The Role of Information Technology as we transform our Schools”. Peter Drescher, DOE Education Technology Coordinator, will give a brief overview the transformation initiatives at the state level and the use of information technology as we prepare our students for 21st century learning.
- Superintendents will be meeting tomorrow to accept a regional calendar for FY '11. The calendar must be the same for all schools sending students to the regional technical center (Stafford) and is very similar to that of this year. There are a few minor changes necessary due to individual school district negotiated agreements (e.g. the number of inservice days or student contact days).