

Tinmouth School Board
Official Minutes
October 13, 2008

Present were Helen Mango, Chair; Board Members Anne Robbins and Lisa Patry. Also present were Susan McKelvie, Principal; Gail Fallar, Town Treasurer; Louis Milazzo, Business Manager; Ann Czar, parent; Jonathan Czar, Secretary.

Helen called the meeting to order at 7:04 p.m.

MINUTES

Helen moved to approve the minutes for September 8, 2008 (Regular and Continuation); and September 17, 2008 (Special). Anne seconded, all approved. Motion carried.

CONSENT AGENDA

Superintendent's Report:

Tom sent answers to questions the board had asked him to research (attached, page 4). Helen commended Tom on his timely responses. Helen requested suspending the order of agenda to hear from Ann Czar (see General Public Comments).

Principal's Report:

a. Standby Water Disinfection System update

The Select Board moved to vote for the least expensive option. This would be the chlorine system located at the firehouse. The water treatment system will be off-line unless there is a case of bacterial contamination, in which case it will be turned on and the system flushed until the problem is solved. There has not been a contamination problem to date.

b. NECAP Spring 08

Average scores for TES students in the science assessment were above average compared with the district and state. The science NECAP test is only taken by fourth graders.

c. Professional Development

The staff has been learning Crisis Prevention Intervention methods to deal with students who are on the verge of becoming violent.

Susan has been working to strengthen the behavioral system by having the staff respond to behavioral issues with a common method.

The faculty have been working with Math consultant Clare Earley.

Both of these development programs have been paid for with grants.

Business Manager's Report:

Louis submitted a written report (attached, page 5). Two questions have been raised regarding bussing. First, there are a couple Ira students that are riding the

Tinmouth bus to make the connection with the Mill River bus. We need to charge Ira for this use of our bus. The second issue is that Tinmouth is being charged by Mill River to ride the Mill River bus (a different bus than issue #1), but think that Ira is not being charged by Mill River for the same service. This needs to be investigated.

BILLS AND ORDERS

Gail presented the following warrants for the board to sign.

<i>Payroll Warrants</i>		
Warrant #	Date	Amount
5	09/22/08	\$12,126.19
5a	10/01/08	\$1000.97
6	10/06/08	\$12,892.41
<i>AP Warrants</i>		
Warrant #	Date	Amount
3	09/18/08	\$7,757.50
4	09/29/08	\$16,406.27
5	10/13/08	\$37,673.74

GENERAL PUBLIC COMMENTS

Ann Czar was in attendance to request that Zohara Zarfati's replacement be skilled in handling diverse special needs children. She asked to be part of the decision-making process.

Helen mentioned the board's appreciation for Alan Held's donation of a large-screen TV to the school.

NEW BUSINESS

a. SLP Services

There are a number of students in Pre-kindergarten being recommended for SLP services (speech/language pathologist). EEE (Essential Early Education) money could possibly be used.

b. FY08 Hot Lunch bill

By consensus, the board ratified Susan's actions regarding one outstanding hot lunch bill from FY08.

c. SU Volunteer Committee

Ruth Drachman, Stan Wilbur, and Doug Fontein have been appointed to the volunteer committee that is studying the possible supervisory union switch.

NEXT MEETING

The next meeting is set for November 10th, 2008, 7:00 p.m. at Tinmouth Elementary.

EXECUTIVE SESSION

Helen moved to go into Executive Session at 8:32 p.m. for discussion of Special Education needs and personnel hiring. Lisa seconded, all approved. Motion Carried.

Respectfully Submitted,
Jonathan Czar

CONTINUATION MINUTES

Motion to come out of executive session at 8:46 p.m. made by Helen, seconded by Anne.
Motion carried.

No action taken.

Motion to adjourn at 8:46 p.m. made by Annie, seconded by Helen. Motion carried.

Respectfully submitted,
Helen Mango

Superintendent's Report
October 2008
Tinmouth

A number of questions arose at the last board meeting. I am hopeful all are covered in this report.

1. There are two background checks available for employees as well as volunteers. The first is the most comprehensive. The cost is \$15.25 to have fingerprints processed and an additional \$15.00 to have them taken. The total to the employee/volunteer is \$30.25.
A second check is more cursory and is limited to the State of Vermont. The name of the employee/volunteer is provided along with the date of birth. There is no cost associated with this check.
2. There was a question regarding the variance in the physical education line item (\$6700). I asked Louis to check this item. He in turn called the treasurer for clarification. We are still tracking this down.
3. The question of Kelly Services being used for custodial services was discussed. Kelly Services can provide substitute custodians. They will also provide summer "deep cleaning" services if given enough lead time to prepare. Short term substitutes would be \$13.50 per hour. Deep cleaning services would be \$14.86 per hour.
4. If a student is unable to attend school for medical reasons (eg. broken leg), the School has an obligation to provide a tutor for up to 10 hours a week. The high school requirement is 2 hours a week for each subject.
5. We have had a number of inquiries regarding the driving of students by volunteers or staff members. Generally, the driver should check with his or her own insurance company to determine if they are covered. The volunteer driver's coverage is the primary coverage and the school district's coverage is secondary. It should be noted that if a volunteer or employee takes it upon himself to drive a student without authority is not covered by the Board's insurance and takes a great personal risk
6. The special education audit report has been forwarded as requested.

Note: regarding item 4, the board clarified that a tutor will be provided by the school after 10 days of absence. - JJC

October 13 2008

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

1. Tinmouth Budget Time Line

Attached is the SU approved budget timeline and the district budget timeline for Tinmouth which is being submitted for discussion and approval. The district timeline has been approved by Wells, Middletown and Poultney.

1st Draft budget will be ready for presentation in November.

I met with Susan yesterday to go over some preliminary information for FY10 budget. We will be meeting again towards the end of October to start putting together the first draft.

2. High School and Junior High School Coding

Starting this year districts are no longer required to report High School and Junior High School expenses separately. Would you like to continue to break these expenses out or is it okay to combine the 2 expenses?

3. 2nd Quarter Assessments went out on Oct 1st to all districts.

4. Audit

Auditors are scheduled to arrive on November 10th. They will be working on the audit for about 5 days. I will be working with Gail to pull together the required information. Due to the Business office not having access to the Tinmouth Financial information we will depend on Gail to pull together most of the required information. I emailed Gail the auditors list of items on Oct 1st. The Trial balance is due to them by October 27th and all other info is due on November 10th.

Note: regarding item 2, the board agreed it would be easier to put all secondary expenses together. - JJC

