

Middletown Springs Board of Directors (Regular) Meeting

Date: June 16, 2011

Time: 6:00 PM

Place: Middletown Springs Elementary School

OFFICIAL MEETING MINUTES

Present: Kimberly Mathewson (Chair), Clarence Haynes (Vice-Chair), Matt Peschl (Member). Also Present: Joan Paustian (RSWSU Superintendent), Louis Milazzo (Business Manager), Aaron Boynton (Principal), and Susan Rosso (Recording Secretary). Public Present: Harry Lux (Lux Brush Painting), Parents: Cathy Verdon, Joy and Chris Ray.

1. Call to Order (**Action**)

Kimberly Mathewson called the meeting to order at 6:00 PM.

2. Consent Agenda: (**Action**)

- a. Approval of Minutes – Unofficial Minutes from: May 18, 2011 (regular), May 26, 2011 (special), June 3, 2011 (special) and June 8, 2011 (special).

Clarence Haynes moved to approve the minutes of May 18, 2011 as presented, and to table the minutes of May 26, 2011, June 3, 2011, and June 8, 2011, Kimberly Mathewson seconded; motion carried.

b. Superintendent's Report

Supt. Paustian reported that Mr. Stratton called to check on the quote he gave MSES some months ago regarding the school chimney; she will contact him to let him know that the project will not be moving forward at this time. An RSWSU committee is in the process of interviewing for a 50% Tech Integration Specialist for next year; a number of qualified candidates have applied. The Supt. has signed the agreement with BOCES for the G/T program for '11-'12. Mr. Richard Beal has signed his Principal's contract for the '11-'12 year. Mr. Beal will attend the four-day WestEd Assessment & Curriculum training this summer with other RSWSU administrators.

c. Principal's Report

Mr. Boynton thanked the Board for the opportunity he has had to learn and grow while leading the school. He has experienced tremendous support from the Board, the school staff, the Superintendent, and central office staff. It has been a very positive experience. MSES will always be part of his "roots" moving forward. He will be meeting with Mr. Beal before the year is out to help ensure a smooth leadership transition. Mrs. Mathewson and Mr. Haynes thanked Mr. Boynton on behalf of the Board for his hard work and dedication and the positive changes he has made at the school.

d. Business Manager's Report

i. Financial Statements

Mr. Milazzo shared information on the budget; it appears that the current year will end with an approximate \$6,000 deficit. The Board discussed transferring money out of the tuition fund before year end to help reduce the tax rate for next year. Kimberly Mathewson made a motion to transfer \$50,000 from the tuition fund to the general fund to help reduce next year's tax rate, Clarence Haynes seconded; motion carried. Tax anticipation note is not needed this year. We received a check for \$49,969.00 for the energy efficiency grant expenses. Heating oil prices are being monitored to lock in the best possible price for next year. Mr. Milazzo met with a representative from Efficiency Vermont which is offering generous rebates and incentives for installing energy efficient lighting. A lighting audit can be done at minimal or no cost to assess possible changes and cost savings. The incentives are expiring October 30 so we would need to act quickly; Mr. Milazzo will contact new Principal, Richard Beal, to work on this initiative. Mr. Milazzo asked for clarification on when he should move the A.D. Henderson Grant funds into the general fund. This should happen in the current school year.

Matt Peschl moved to accept the reports of the Superintendent, Principal, and Business Manager, Kimberly Mathewson seconded; motion carried.

3. Approve Warrants: **(Action)**
 - a. Warrant #104 in the amount of \$41,575.08, dated 5/6/11
 - b. Warrant #105 in the amount of \$63,064.17, dated 5/20/11
 - c. Warrant #106 in the amount of \$16,919.72, dated 6/3/11

Clarence Haynes moved to approve Warrant #104 in the amount of \$41,575.08, dated 5/6/11, Warrant #105 in the amount of \$63,064.17 dated 5/20/11, and Warrant #106 in the amount of \$16,919.72, dated 6/3/11, Kimberly Mathewson seconded; motion carried.

4. General Public Comments **(Listen & Defer Action to Future Meeting)**
None.

5. New Business: **(Receive Information & Possible Action):**

a. Approve Substitute List (if applicable):
No new names this month.

b. Painting Bid (review specs with Painters)
Harry Lux (Lux Painting) reviewed the painting project (old building) with the Board. The Board asked about the cost of using one color vs. two colors. The cost for one color would be approximately \$45,000 and it could cost up to \$55,000 depending on the amount of contrast color used. Mrs. Mathewson asked about the limitations of building use by students and staff during the project. Mr. Lux discussed establishing safety routes/zones for use during the building prep phase. The timeline for the job is fairly long; could take up to a month. The following payment schedule was agreed upon: \$25,000 first week of July, \$10,000 two weeks later, and the remainder in two additional payments. Matt Peschl will determine acceptable completion of job.

Matt Peschl moved to proceed with the painting project, Clarence Haynes seconded; motion carried.

c. Appoint a board representative to serve on the RSWSU Act 153 Committee
The Board appoints Clarence Haynes as representative with Kimberly Mathewson to act as alternate.

Executive Session (a): Kimberly Mathewson made a motion to enter Executive Session at 7:30PM for student/record issues, Clarence Haynes seconded; motion carried. Clarence Haynes made a motion to exit Executive Session at 8:45 p.m., Kimberly Mathewson seconded; motion carried. No Action Taken.???

6. Old Business: **(Itemize Subjects for Deliberation & Possible Action)**
 - a. Staffing for next year was discussed; all is in place.
 - b. G/T Program (Young Scholars) was discussed by the Board in terms of student attendance for next year and investigating program alternatives to expand services to more students in future years.
 - c. A notice will be sent to graduating seniors regarding available scholarships through the Henderson Fund.
 - d. SRTS (Safe Routes to School) Grant: The Board discussed details of the sidewalk project. The School Board would like to set up a meeting with the Select Board as soon as possible so that the project can move forward.
7. Policies: **(Possible Action)**
 - a. Policies for Adoption (White) (tabled from April & May meeting)
 - a) C-4 School Visits by Board Members (adopted by MSD 12/14/06)
 - b) D-3 Staffing and Job Descriptions (to replace all other local policies by same or similar title or subject)
 - c) F-6 Student Medication (to replace all other local policies by same or similar title or subject)
 - d) F-14 Admission of Non-Resident Students (to replace all other local policies by same or similar title or subject (e.g. Students Seeking Admission, etc.).

- e) F-103 Residency
- f) F-106 Idling of Vehicles Other than School Buses (new mandatory)
- g) F-109 Tuition Payment
- h) H-7 Title I Part A Parental Involvement (new mandatory)
- i) G-3 Field Trips
- j) G-5 Selection of Instructional Material (adopted by MSD 10/20/08) - no changes made, not necessary to re-approve at this time.

(sentence deleted) Clarence Haynes moved to adopt policies a-j listed above, Kimberly Mathewson seconded; motion carried.

8. Action on Personnel Contracts **(Action)**

i. New Hires:

1. Summer Program Employees (locally funded)

- a. Brzezinski, Sara – Morning Supervisor- 7/5-8/4. 11.25 hours @ \$15.00/hour
- b. Brzezinski, Sara – Activities Teacher – 7/5-8/4. 45 hours @ \$25.00/hour
- c. Simpson, April – Activities Teacher – 7/5-8/4. 45 hours @ \$25.00/hour
- d. Mahoney, Cheryl – 1:1 Assistant – 7/5-8/4. 90 hours @ \$15.00/hour
- e. Patterson, Lori—Summer Teacher - 7/5-8/4. 15 hours @ \$25.00/hour

Kimberly Mathewson moved to approve the above hirings as listed, Matt Peschl seconded; motion carried.

- ii. Resignations: None
- iii. Terminations: None
- iv. Leaves of Absence: None
- v. Other: None

Clarence Haynes moved to authorize the hiring of custodial substitutes as needed over a six week period this summer, Matt Peschl seconded; motion carried.

9. Anticipated Executive Session *I V.S.A. § 313 (1-9) (a) (b)* **(Discussion & Possible Action)**.

- a. (Student issue/record)
See above after # 5.
- b. Clarence Haynes made a motion to enter Executive Session at 10:15PM for ??? issues, Kimberly Mathewson seconded; motion carried. Clarence Haynes made a motion to exit Executive Session at ??? PM, Matt Peschl seconded; motion carried. **No Action Taken.**
???

10. Other Lawful Business **(Information Gathering Only)**

11. Set Next Regular Board Meeting & Agenda Building: *(Anticipated July 14, 2011, 6:00 p.m.)* **(Action)**. The next Board Meeting will take place on Thursday, July 14, 2011 at 6:00 PM at MSES.

12. Adjournment **(Action)** Matt Peschl moved to adjourn the meeting at ??? PM, Clarence Haynes seconded; motion carried. Meeting adjourned.

Respectfully submitted,
Susan Rosso