

Tinmouth School Board  
Official Minutes  
September 19th, 2011

Present were Kimberly Stewart, chair; board members Cindy Taylor-Patch and Helen Telfer. Also present were Gail Fallar, Town Treasurer; Joan Paustian, Superintendent; Gail Curtis, Principal; Louis Milazzo, RSWSU Business Manager; Kathryn Fredericks, lead teacher; Allyn Kahle, teacher; Erin Predom, former co-director of After School Program; Jonathan Czar, Secretary.

The meeting was called to order at 5:59 p.m. The order of agenda was suspended to hear from Erin who informed the board that she had not been properly notified about changes to the afterschool program, namely her employment as co-director of that program. Apparently there was confusion about funding the program and Gail Curtis had been told at one point there would be no ASP. The board had assumed the program was still happening. Erin no longer wants to be involved with the ASP but wanted to voice her concern on how it was handled.

**MINUTES TO BE APPROVED**

Unofficial minutes: April 25, 2011, May 11, 2011, May 13, 2011; May 23, 2011 (all Specials) and August 15, 2011 (Regular).

**CONSENT AGENDA**

**Superintendent's Report** – Joan provided a written report (attached, page 4).

Additional notes are as follows:

- The RSWSU schools did not suffer damage from hurricane Irene.
- The inservice originally scheduled for August 29th will be held on November 11th (Veteran's day) which is the most logical day for the Aimsweb training..
- The SU is initiating English/Language Arts curriculum this week.
- Joan created a new form for Executive Session to serve as an aid in recording certain details.

**Business Manager's Report** – Louis provided a handout showing the district and local FY12 budget timeline. The goal is to have it completed by December, 2011. The first draft should be ready for the October meeting.

**Principal's Report** – Gail Curtis provided a written report (attached, page 5).

Additional notes are as follows:

- NECAP testing opens Oct 3 and ends the 26th.
- Homework club and After School numbers are being tracked.
- The school is getting an estimate for the installation of additional electrical outlets where needed.
- The water meter needs to be read daily – they're making an adjustment on the gauge for easier reading.

- The school is doing the Yankee Candle fund-raiser. A pizza fund-raiser is also in the works.
- The Wellness committee has been working to design better meals. Because food preparation takes longer, they are relying on parents to volunteer in the kitchen.

Helen asked if there were any NECAP weaknesses. Gail Curtis reported that science needs work.

Kim moved to approve consent agenda. Helen seconded, all approved. Motion carried

### **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
4	08/29/11	\$24,195.57
5	09/06/11	\$17,608.25
6	09/19/11	\$10,452.64
PR Warrants		
Warrant #	Date	Amount
4	08/29/11	\$10,618.46
5	09/12/11	\$13,040.29

### **NEW BUSINESS**

- **Principal's Mentor** – Joan made a recommendation for the board to approve funding \$2000 for the Principal's Mentor program. Peter Mello would provide the mentoring service. Cindy moved to approve mentor services, Kim seconded. All approved.
- **Jobs Fund Money** - The federal stimulus program (Jobs Fund) totaled 19.3 Million dollars to the state of Vermont. TES' portion of that stimulus money was a little over \$18,842 to be used on school level salaries, current jobs, or new jobs. The SU's recommendation is to use that to fund the difference between Susan McKelvie's and Gail Curtis' salary. Cindy moved to use the Jobs Fund money to make up the deficit for the FY12 Principalship. Kim seconded, all approved. Motion carried.
- **Action Plan** - Gail Curtis is finishing the action plan and should have it ready for approval by the next meeting. This is the last year of the current 3-year plan.
- **Public Water Designee** - Gail Fallar mentioned the need to approve Gail Curtis as the new public water system designee. Kim moved to approve Gail Curtis, Helen seconded. All approved, motion carried.

**SUBSTITUTE LIST**

- Kim moved to approve the substitute list from Kelly Services, Cindy seconded. All approved, motion carried.

**NEXT MEETING**

The next meeting is set for October 10<sup>th</sup>, 6:00 pm at Tinmouth Elementary School.

**EXECUTIVE SESSION**

for personnel and negotiations. 7:10 Kim moved to go into Exec Cindy seconded.

Respectfully submitted,  
Jonathan Czar

**CONTINUATION MINUTES**

Motion made by Kimberly Stewart seconded by Cindy Taylor-Patch to move the Board into executive session at 7:10pm for the purpose of personnel issues. Present were Kimberly Stewart, Cindy Taylor-Patch, Helen Telfer, Gail Curtis, Joan Paustian, Louis Milazzo

Motion by Kimberly Stewart seconded by Cindy Taylor-Patch to move the Board out of executive session at 7:55pm. No action taken.

Motion by Cindy Taylor-Patch seconded by Helen Telfer to adjourn at 7:58pm.

Respectfully submitted,  
Helen Telfer

To: Tinmouth Board  
From: Joan Paustian  
Date: August 29, 2011

**Comments:**

- The next Act 153 committee meeting will be held at Poultney High School from 4:30 to 5:30 on Tuesday October 18.
- There will be a Finance Committee meeting on Thursday, September 8 from 5:00 to 6:00PM at Central Office.
- I trust that you are all safely through the hurricane. Some of our folks experienced some severe water damage and of course travel was challenging if not impossible for some of our folks. We are very fortunate that the hurricane was not more devastating. As a result, I did postpone inservice today to a later time. Teachers and instructional assistants will begin tomorrow rather than today. Students will begin as planned on Wednesday. We will make up the inservice day later in the year, possibly on Veteran's Day since that is a day off for everyone. This will not involve students.
- Although we did not have our typical Welcome back ceremony, we did recognize a number of faculty and staff for their dedication to our schools and supervisory union: 16 folks for 15 – 19 years, 6 folks for 20 – 24 years, 8 folks for 25 – 29 years, 5 folks for 30 – 34 years, 4 folks for 35 – 39 years, and 1 person who has worked over 40 years for us. That's 40 people who have worked in some capacity for more than 15 years each in the RSWSU.
- The University of Vermont recognizes 2 outstanding teachers for every supervisory union in October each year. Our outstanding teachers are selected by their principals. In the past there was one high school and one elementary teacher selected. Now we rotate schools, so last year it was Middletown Springs and Tinmouth. This year's UVM Teachers' of the Year are Barbara Festa from Wells Village School and Jima Van Guilder from Poultney Elementary. They will be honored at UVM in mid- October.

# PRINCIPAL'S REPORT

DATE: **October**

## 1. ACADEMIC:

- NECAP testing
- Homework club and after school
- Morning round-up

## 2. MAINTENANCE:

- Sickness and disinfecting changes.
- Electrician – Outlets
- Meter reading – plumber
- Look at job description (attached)

## 3. FUNDRAISING:

1. Yankee Candle fund raiser
2. Offer of a pizza fundraiser (rules around this?)

## 4. WELLNESS:

Amazing work of the wellness committee

Corn contribution that Lynn received

John's help in putting food away for winter/garden club

Request for a volunteer in the kitchen

## 5. UPCOMING EVENTS:

- NECAP testing