

Tinmouth School Board
Official Minutes
August 9th, 2010

Present were Helen Mango, Chair; Board member Kimberly Stewart. Also present were Kathryn Fredericks, Lead Teacher; Gail Fallar, Town Treasurer; Joan Paustian, Superintendent; Jonathan Czar, Secretary.

Helen called the meeting to order at 7:07 p.m.

MINUTES

Helen moved to approve the minutes for June 14th, 2010 as amended. Kimberly seconded, all approved. Motion carried.

CONSENT AGENDA

Business Manager's Report

Louis provided a written report (attached page 3). In addition, Joan handed out a document explaining the State recommended spending cuts and calculations for schools in the RSWSU. The group discussed whether some of the surplus could be used in place of the cuts.

Superintendent's Report

Joan provided a written report (page 5). In addition, Jen Calvey and Erin Predom are working on a mailing to parents describing the afterschool program. A draft was sent in an email and there needs to be more emphasis that the program is still a school function, funded by Medicaid for homework club and user fees for the remainder of the time. Joan asked Kathryn to look over the letter before it is mailed to prevent any misinterpretation.

Principal's Report

Susan provided a written report (attached page 4). The Lead Teacher job description was not attached but will be available next meeting.

Helen moved to accept the consent agenda, Kimberly seconded. All approved, motion carried.

RSWSU SUB-COMMITTEE REPORTS

- Systems Management – almost done with the last few policies. Jan Dente will be communicating with Pam Garceau about the TES policy book.
- HR – did not have a quorum at last meeting.
- Finance - met before SU board. Info is in the SU minutes.

BILLS AND ORDERS/FINANCIAL STATEMENT

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

AP Warrants FY10		
Warrant #	Date	Amount
26	06/29/10	\$152,533.18
27	06/30/10	\$2119.73
28	06/30/10	\$101,775.85
29	06/30/10	\$1417.50
AP Warrants FY11		
Warrant #	Date	Amount
1	07/26/10	\$64,114.98
PR Warrants FY10		
Warrant #	Date	Amount
25	06/21/10	\$1046.29
26	06/28/10	\$299.45
PR Warrants FY11		
Warrant #	Date	Amount
1	07/19/10	\$963.11
2	08/05/10	\$899.71

POLICIES - (DRAFT for input only)

- F-3 Search, Seizure and Interrogation of Students by School Personnel
- F-4 Search, Seizure and Interrogation of Students by Law Enforcement Personnel or Non-School Personnel
- Bullying (including Rubric)

The group discussed changing the word “interrogation” to “interview”.

PERSONNEL CONTRACT

- New Hires: the board is waiting for the contract for Darcie Parrott, the new IA. Helen moved to approve Darcie Parrott, IA, for FY10-11 academic year. Kim seconded, all approved. Motion carried.

NEXT MEETING

The next meeting will be September 13th, 2010, 7:00 p.m., at the Tinmouth Elementary School.

Helen moved to adjourn at 8:00pm, seconded by Kimberly. All approved, motion carried.

August 9, 2010

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

1. Reports

I have been working on submitting year end reports. All reports have been submitted according to deadlines.

- Medicaid Reports completed
- Special Ed Reports completed
- Year End Close Reports completed
- Year End Balance Sheet Reconciliations completed
- Grant Reports completed
- Annual Statistical Report in progress

2. Audit

The auditors will be coming to the SU the week of August 30th. We will be pulling together all necessary information during the month of August.

3. Preschool

The Ira board approved the preschool contract with Tinmouth, and has given the board chair the authority to finalize the contract once Tinmouth has completed their portion. They have also asked that if any parents are interested in attending preschool for their children that they submit a letter of intent to the Ira School Board.

Principal's Report
Tinmouth Board Meeting
August 9, 2010

1.) Summer maintenance is beginning to wrap up. Harold has completed most of the major projects on his list and has moved to the detailing in each classroom. The deep cleaning in the kitchen will take place on Saturday the 21st.

After a problem with the fire alarms in June, due to a bag of leaking "Snow Melt" product in the attic, the alarms are now in good shape. The fire extinguishers have been inspected as well.

The landscaping around the community center requested by the manager will be done in the fall.

2.) The "Welcome Back" letter to families went out in the mail today.

3.) Erin Predom and Jen Calvey have prepared a letter explaining the new K-6 after-school program which will be attached to the school letter. The program will now be known as "T.A.S.C.C." – Tinmouth After-School Child Care, pronounced "task," to differentiate it from the previous program. We met over the summer to discuss their vision and how the school can support them. While the school will continue to provide the site license, funding for homework club and snack, the program will be managed and supervised by Erin and Jen under the state regulations for child care, separately from the school. The intent is that ultimately the program will be self-sufficient and generate enough income to stand alone. However, this year it will be a pilot program as we work towards that goal with assistance from the school. Please see the letter for additional details. Note that this letter may have some minor edits before it is sent out.

4.) Recently Gail requested a job description outlining the duties of the "Lead Teacher" position. I have attached this draft for your consideration. It made sense to me to define the role in broad terms rather than extreme detail. It is open to your questions and input.

5.) Many thanks to the Parents' Club for supporting the purchase of an additional 5 bicycles. This brings the number of student bikes up to 15 and means that they can be used in PE classes, as well as for after-school activities for students in grades 3-6.

6.) Staff will be in the building officially on August 18th for meetings and a staff retreat. The first in-service day is August 20th. An open house for parents/guardians will be held Monday evening, the 23rd. Students arrive on Wednesday the 25th with an opening "First Day Celebration" from 8:15 to 9 a.m. Parents and community members are welcome to attend.

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

Comments:

- Please find attached the welcome back to faculty and staff. The welcome back inservice is being held at Tinmouth Elementary School on August 23rd beginning at 8:00 am. We would love any Board member that is able to attend to please do so. It will be a great way to begin the year showing that we are all working together in a united front for all of the students in RSWSU.
- The Administrative Team will be at the Vermont Leadership Academy on August 3, 4, and 5. The keynote address (the first day) this year will be given by Tony Wagner and is on “Leading 21st Century Education & School Transformation”. Tony is the Co-Director of the Change Leadership Group at Harvard Graduate School of Education and has authored a number of books including Reinventing America’s Schools and Making the Grade. In addition, there are 7 professional strand choices this year for administrators’ training for day 2 and 3.
- Since mentoring is paid for out of the Consolidated Federal Grants, Susan McKelvie has offered to oversee the mentoring program. This was a piece we struggled with last year as it had been one of the curriculum coordinator’s responsibilities. All first and second year teachers are required for licensure to have a mentor.