

Wells Town School District

Board of Directors

November 9, 2011

(Official Minutes)

Attendance: Tammy Holcomb, Karen Stomski, Jennifer Miller, Linda O’Leary (Principal), Joan Paustian (Superintendent) Louis Milazzo (Business Manager)

Audience: Rebecca Carr (Teacher Rep.)

1. Call to order: Tammy Holcomb called the meeting to order at 7:02 pm.

2. Consent Agenda: Karen Stomski made a motion, seconded by Tammy Holcomb, to accept the Consent Agenda. Motion carried 3-0.

a. Approval of Minutes: Minutes of October 12, 2011 were approved with changes.

b. Superintendent Report:

A team of teachers and administrators have been meeting to write the essential standards for writing. The team has completed identifying the essential standards through grade 7. One of the goals for this team is to identify a uniform writing process that will be used from kindergarten through grade 12 with increasing appropriate skills. By using a uniform process from grade to grade, teachers will use common language and increase needed skills with consistency. This should ensure that all of our students understand the writing process and are able to build skills yearly from grade to grade. This team is chaired by Linda O’Leary and they have completed writing through grade 7.

There is a state organization for office professionals called the Vermont Association of Education Office Professionals (VAEOP). The organization promotes best practices and provides professional development opportunities for school office folks. Saturday there was a conference focusing on a number of time saving and efficient strategies in using the newest version of Microsoft Office. Jan attended this and said it was extremely valuable. Congratulations to Tammy Moyer who was elected to the executive board as Secretary, and Jan Dente who was elected Region Four Chair.

Poultney High School Principal, Tom Fitzgerald, has extended an invitation to some of the students at our four elementary schools to see the dress rehearsal of “33 Reasons Not to be

in a Play”, on November 17. He has also offered to help with transportation. What a great opportunity for our students.

We have been fortunate to have storage space on Main Street for RSWSU containers with Mr. Colvin for over 2 years. Mr. Colvin has informed us that he will be doing some work with this space so we have been looking for other places to store our containers. One of the efficiencies that we have built into our process is to label every box with a destroy date on the outside. When they reach their destroy date they are returned to the office for shredding. This allows us to only store those records required by law.

The Southwest Vermont Superintendents have invited all of the Vermont Senators and representatives of the towns from Leicester to Pownal and from the Green Mountains to the New York border to join our November 16 meeting. This will be the third time we have invited our legislators to join our group. It gives the Superintendents an opportunity to share concerns that our school districts have, to get some information about the intentions of our legislators, and ask how we can service them as well.

Make up Professional Development day for 8/29 will be done at the end of the school year.

c. Principal’s Report:

David Webb from the VT Dept. of Water Supply has approved the Wells Village School Operations & Maintenance Manual submitted by Craig Jewett from Otter Creek Engineering and we now have our copy on file.

The teachers felt that our Parent-Student-Teacher Conferences held on Oct. 20th & 21st were a big success. The students did a commendable job in leading the discussion regarding their own learning and were incredibly honest in their self evaluations. (Action Plan Follow Up Focus Area 1 #4)

We have made strides in the review and revision of the Writing Essential Standards. Cindy Cassidy is our teacher representative with this group. We are well on our way of meeting our goal to have the final version in every teacher’s hands by December break. (Action Plan Follow Up Focus Area 1 #2).

Cindy Cassidy and Linda will be attending the Common Core Training at CSC on the English Language Arts on Nov. 7th, and Rebecca Carr and Barb Festa will be attending the session on Mathematics on Nov. 14th. (Action Plan Follow Up Focus Area 1 #2).

Our Thanksgiving Feast is scheduled for Thursday, November 17th at 11:30 am. We have invited the Wells Senior Citizens to join us this year.

Our K-6 Traditional Holiday Concert is scheduled for Thursday December 15 at 6:30pm.

National Geographic Geo-Bee has been purchased for students in grades 4-6.

The Wells Volunteer Fire Department used our building for training on Oct. 25. It is important to have the members familiar with our building in case we ever need to rely on them in an emergency.

On October 27th we welcomed the Wells Senior Citizens to join us for lunch. Sixteen of them arrived at the end of second grade Music class and were promptly entertained, much to their delight. Any empty seats at their tables were filled by students and faculty. This is an activity that Mrs. Bates would like to duplicate each month.

Basketball season is fast approaching our 5&6th grade coaches will be Rich Holcomb and Brain Dunbar, 3&4 Dave Miceli, and we are still looking for a K-2 coach.

We have formed a Preschool Committee to explore the possibility of offering preschool here at wells. Steve Kainen, Barb Festa, Kathryn Byrne-Grossarth and Linda are serving. Sheri Kinney from the RSWSU will join them at their next meeting to offer her expertise. Eventually this committee will include a parent and a community member. (Action Plan Follow Up Focus Area 4 #5).

On November 8th we will hold grade level meetings throughout the district. (Action Plan Follow Up Focus Area 2 #2).

Linda will be attending the Rutland County Realtors' Meeting in Rutland tomorrow at this meeting the members bring in toys for children and they are donated to area schools and they are giving to us again this year.

The Granville Lions Club has contacted us for the name of two student's one boy and one girl to go Christmas shopping with them. The children shop for everyone in their family and also go out to lunch.

The Action Plan was presented to the PTO and it will be announced in the chalkboard for parents to request a copy if they need it. The Action Plan will also be available on the school website.

Drama Club performance will be in early December. They will be performing "Ellis Island". Thanks to Mickey Moore and April Simpson for all their hard work.

On December 12 the Methodist Church will be here to do their Holiday Store where the children are able to purchase gifts for their parents for 25 cents each.

d. Business Manager's Report: Changes are still being made to the FY13 Budget. The secondary tuition amounts and the preliminary service plan numbers.

i. Financial Statements: Were handed out and discussed.

3. Approve Warrants:

a. Warrant #123 in the amount of \$53,551.07, dated 10/7/11

b. Warrant #124 in the amount of \$34,993.32, dated 10/21/11

Tammy Holcomb made a motion to approve the Consent Agenda, seconded by Jen Miller. Motion carried 3-0.

4. General Public Comments:

Rebecca Carr spoke about her third grade class and how they are having a great start to their school year. Next she spoke about Co-Teaching in her classroom. She stated that it is an asset to have the Special Educator in her classroom during Reading and Math. The IA assistant in the room also helps out so they are able to have three groups. In reading they are working on structured responses. Mrs. Carr wishes that she could use co-teaching all day long. All of the students have been consistently engage in learning.

She spoke about how it would be nice to have an I Pad for her classroom. She has seen her students use the Special Educators to do writing for some of the students who struggle with writing. The students are very engaged with interacting with the I Pad.

She was also very excited about the third grade camp out. She has spoken to the ranger at the state park about the class spending a night there. The ranger will check with the state department to look into possibly creating a service learning opportunity. During this the students would help with environmental needs at the park in exchange for staying overnight. The Ranger told her that he would be willing to work with the students on different environmental education topics.

5. New Business:

a. FY 13 Budget draft #2

b. Reminder Town Reports due to the Superintendent by the 2nd week in December or before.

c. Tuition Rate: Karen Stomski made a motion, seconded by Tammy Holcomb to set the Wells Tuition Rate for 2011-2012 school year at the State Rate of \$8544. Motion carried 3-0.

6. Old Business:

a. Update Efficiency Vermont RELIGHT Project:

It is estimated that the efficiency improvements at the Wells Village School will save us approximately \$3,850. This will assist with the reduction of the statewide energy consumption and improve our environment.

7. Policies:

a. D-1 Personnel Recruitment, Selection, Appointment and Criminal Record Checks

b. D-6 Substitute Teachers

Tammy Holcomb made a motion, seconded by Jen Miller to adopt these policies. Motion carried 3-0.

c. E-11 Electronic Communications use and Retention- for review and input.

8. Action on Personnel Contract:

i. New Hires: Karen Stomski made a motion, seconded by Jen Miller to hire Melissa Woodbury as an Office Substitute. Motion carried 3-0.

ii. Resignation: none

iii. Terminations: none

iv. Leave of Absence: none

v. Other: Karen Stomski made a motion seconded by Jen Miller to approve all new Kelly Service Substitutes. Motion carried 3-0.

9: Anticipated Executive Session: Tammy Holcomb made a motion, seconded by Jen Miller to enter into executive session at 9:22 pm. for contracts and personnel. Motion carried 3-0.

Tammy Holcomb made a motion, seconded by Jen Miller to leave executive session at 9:27 PM. Motion carried 3-0.

10. Other Lawful Business:

11. Set Next Regular Board Meeting: Next Meeting Wednesday, December 14, 2011 at 6:00 p.m. Focusing on FY13 Budget, and Policies.

12: Adjournment: Tammy Holcomb made a motion, seconded by Karen Stomski to adjourn at 9:30 PM.

Respectfully Submitted,

Karen Stomski

Board Clerk