

**Rutland Southwest Supervisory Union
Board of School Directors' Regular Meeting
May 23, 2011 7:00 P.M. at Poultney High School**

Official Minutes

Board Members Present: Kimberly Mathewson (M), Tammy Holcomb (M), Cindy Taylor-Patch (M), Karen Stomski (M), Jennifer Miller (M), Helen Telfer (M), Kimberly Stewart (M), Mary Jo Teetor (M), Pat Davenport (M), Alicia Marcy (M).

Administration Present: Superintendent Joan Paustian, Director of Student Support Services Darren McIntyre, Assistant Director of Student Support Services Paul Eaton, Business Manager, Louis Milazzo.

The meeting was **called to order** by Board Chair Kimberly Mathewson at 7:08PM.

Consent Agenda:

- **Motion made by Jennifer Miller, seconded by Kimberly Mathewson to approve the consent agenda.**

Approval of Minutes – Minutes of April 25, 2011 were reviewed.

- **The motion to approve minutes of the consent agenda with amendments, carried.**

Report of the Superintendent: Dr. Paustian's written report was included in the Board's packet; in addition she updated the Board regarding recent Legislative Action:

- The requirement for a 10-year prior employment check was repealed.
- Agency of Human Services (AHS) Record checks must be completed on all vendors, employees and any others who also require fingerprint supported criminal record checks. Anyone who completes an AHS record check for which a record is found is banned from working/volunteering in schools.
- Mentoring program (2-year) for all new Principals.
- Pre-K cap has been repealed. There is no longer a limit to the number of Pre-K students a school may accept.
- Dual Enrollment – All high schools are required to offer dual enrollment. Students enrolled in high school, taking college courses will receive both college credits and high school credits.
- There is a 5-year window to incur debt for energy savings projects.
- The requirement for transitioning all special education, finance and transportation to supervisory unions has now been moved to July 1, 2013 (formerly July 1, 2012).
- Change in legislation regarding school's power to enforce disciplinary action on students who are engaged in off campus bullying.
- Strict guidelines/regulations regarding head injuries of student athletes; students with known or suspected head injuries may not continue to play a sport unless released to do so, in writing, by a medical professional (physician).
- No action taken in legislation regarding proposed change to unemployment for school year employees.
- Health Care reform passed
- Changes to VT Public Record law.
- SAP Grant reduction to 50%
- Challenges for Change – no penalty

Dr. Paustian also reported on:

- The VSA meeting held recently. The keynote speaker highlighted 21st Century Learning.
- Suggested a schedule be established for representatives to meet with the board every other month or so prior to the SU Board meetings, for the Board's consideration.
- Fuel Oil bid with ARSU – bidding companies will not hold the fixed rate price for more than one day; therefore, it is necessary for our board to send representation to the bid opening and for the board to empower said committee to make a decision on behalf of the board. The bid opening is scheduled for

Wednesday, 5/25/11 at noon at ARSU. Discussion ensued. Kimberly Mathewson (available by phone) and Mary Jo Teetor were appointed board representatives, Dr. Paustian and Mr. Milazzo will also attend.

- **Motion made by Kimberly Stewart, seconded by Karen Stomski to authorize the forenamed board representatives to attend the fuel oil bid opening on May 25, 2011 and to make a decision on behalf of the board. Motion carried.**

- A board member requested that a sample of the Essential Standards be presented to the board at the next meeting as some are interested in seeing the work that has been completed to date.

Report of the Business Manager – Mr. Milazzo’s written report was included in the board’s packets. In addition he reported/highlighted:

- Estimated surplus (FY11) \$57,943.00 – details provided to the board.
- FY12 Rent for Central Office will not be increasing.
- Food Service Rates – new guidelines beginning July 1, 2011. Specifics reviewed with board.
- Wells and Tinnmouth School Districts have been awarded Food Service Grants which will be used to purchase or help to purchase new equipment.

Report of Director of Student Support Services: Mr. McIntyre’s written report was included in the board’s packets. In addition he highlighted/reported:

- APR – gains are being made. AIMS Web tool is helpful in tracking data and monitoring progress.
- I-Pad use is being implemented regionally. They are proving to be very successful for students in occupational therapy and other areas. Research is being completed for possible funding avenues. Discussion ensued.
- Goal View is highly successful.

Dr. Paustian reported that the additional responsibility of 504 Coordinator for out-of-district students will be added to the Assistant Director of Student Support Services responsibilities in July. Schools are currently charging our SU for providing this service at their school. We will have more of a voice, and will not incur additional costs by having our own staff act as 504 Coordinator in these meetings.

- **Motion made by Mary Jo Teetor, seconded by Tammy Holcomb to approve the consent agenda. Motion carried.**

- **By consensus, the board agreed to change the order of the agenda.**

Contracts:

Resignation: Kathleen (Katie) Duffy, EEE part-time IA has submitted a letter of resignation, effective May 25, 2011. She has accepted a full-time position elsewhere.

- **Motion made by Mary Jo Teetor, seconded by Alicia Marcy to accept the resignation of Kathleen Duffy effective May 25, 2011 with regret.** Discussion ensued. The position can be covered by a substitute for the remainder of this year. **Motion carried.** The Board wishes Ms. Duffy good luck in her new position.

Approve Warrants:

- **Motion made by Kimberly Stewart, seconded by Mary Jo Teetor to approve Warrant #113 in the amount of \$74,696.41, dated 4/8/11; #114 in the amount of \$33,520.26, dated 4/22/11 and #115 in the amount of \$12,484.76, dated 5/6/11. Motion carried.**

General Public Comments: None.

The Chair called for a short break at 8:04pm, calling the meeting back to order at 8:14pm.

Old Business:

Student Enrollment – **tabled to June meeting, by consensus.**

Act 153 Merger – **by consensus, tabled to the June meeting.**

Each local board should appoint representative(s) at their June meetings.

Board Self Evaluation – **tabled to July meeting, by consensus.**

Board Goals - **tabled to July meeting, by consensus.**

New Business:

Approve substitute list:

- **Motion made by Karen Stomski, seconded by Kimberly Mathewson to approve the substitute list as presented. Motion carried.**

Award Fuel Oil Bid: Discussed and motioned earlier in the meeting.

Central Office Staff & RSWSU Teacher Sick Bank – Proposed revisions were included in the boards’ packet. Discussion ensued. The HR Committee has met and recommends approving the following changes: page 1 – add (paragraph 4) “There may be no more than 60% of the total days in the bank drawn annually. In addition no more than one half of the annual total may be drawn by a single individual annually (not to exceed fifteen days annually).” Add to paragraph 2 under Guidelines – “Once the cap has been met, new participants may contribute to a reserve fund so that they are participants in the sick bank. If the cap is drawn down, the days accumulated in the reserve fund will be transferred to the sick bank.”

- **Motion made by Karen Stomski, seconded by Kimberly Stewart to approve the changes to the Central Office Staff and RSWSU Teachers’ Sick Bank as presented. Motion carried.**

Establish Committee to Study Transition of all Special Education, Transportation and Finance to the Supervisory Union:
Tabled to June meeting by consensus.

Committee Reports:

Finance: No meeting held or scheduled.

Systems Management: Next meeting scheduled for June 14, 2011 at MSES at 4:30PM

Human Resource: No meeting held or scheduled.

SU-wide Negotiations (Teachers): Upcoming meetings scheduled for June 6, 9, and 22 at 5:30PM at Poultney High School.

SU-wide Negotiations (Support Staff): Upcoming meetings scheduled for June 13 and 16 at 4:30PM at Middletown Springs Elementary School.

Policies:

Policies for adoption: All policies listed for adoption were **tabled to the June meeting, by consensus.**

Policies for rescinding: Independent Evaluation –

- **Motion made by Kimberly Mathewson, seconded by Karen Stomski to rescind the policy “Independent Evaluation”.** Discussion ensued. **Motion carried.**

Action on Personnel Contracts: There will be discussion under executive session at the end of the meeting.

Other Lawful Business: None.

Set Next Meeting: June 27, 2011 at 7:00 PM at Middletown Springs Elementary School.

Executive Session:

- **Motion made by Mary Jo Teetor, seconded by Tammy Holcomb to move the board and the Superintendent into executive session, for the purpose of contractual matters/personnel at 8:25PM (to include Mr. Milazzo, Business Manager and Jan Dente, Recording Secretary; all others were excused).** Motion carried.

- **Motion made by Tammy Holcomb, seconded by Karen Stomski to move out of executive session at 8:45PM.** Motion carried.

- **Motion made by Mary Jo Teetor, seconded by Karen Stomski to freeze the salaries for the three RSWSU employees in terms of the market adjustment plan for FY12 due to budgetary constraints, with regrets – to be revisited in a timely manner next year. Motion carried with one abstention (Pat Davenport abstained as she was not present at earlier meetings when this issue was discussed).**

Adjourn:

- **Motion made by Tammy Holcomb, seconded by Karen Stomski to adjourn at 8:50PM.** Motion carried.

Respectfully submitted,

Jan Dente
RSWSU Recording Secretary