

NORTH COUNTRY SUPERVISORY UNION
ANNUAL MEETING MINUTES
THURSDAY, MARCH 24, 2016
AT 6:30 P.M. @ NCUHS Library

Present

Full Board Voting Members:

Katie Mientka, Brighton
Jason Brueck, Charleston
Patrick Austin, Charleston
Frank Carbonneau, Coventry
Viola Poirier, Coventry
Tim Bronson, Derby
Emily Micknak, Derby
Kim Champney, Holland
Myra Alix, Jay
Sally Rivard, Jay
Kristy Pillsbury, Westfield
Kevin Amyot, Westfield
Steve Mason, Lowell
Mary Ellen Prairie, Newport City
Wendy McGillivray, Newport City
Sarah Hardin, Newport Town
Lauren Dillon, Newport Town
Rose Mary Mayhew, NCUHS
Peter Moskovites, NCUHS
Richard Cartee, NCUJHS
Scott Boskind, NCUJHS
Cliff Forster, Troy
Gaston Bathalon, Troy

Alternate:

Christopher Royer, Newport City

Staff and Administration:

John A. Castle, Superintendent
Kathy Nolan, NCSU Dir. of Curr., Assess., and Instruction
John Peters, NCSU Director of Technology
Glenn Hankinson, NCSU Director of Business and Finance
Leanne Desjardins, NCSU Director of Special Education
Richard Smith, NCSU Special Education Coordinator
Liz Butterfield, Executive Assistant to the Superintendent
Denise Russell, Brighton Principal
Stacey Urbin, Derby Principal
Kelli Dean, Holland Principal
Kristy Ellis, Jay/Westfield Principal
Anita Gagner, Lowell Principal
Lisa Boskind, NCSAP Director
Bill Rivard, NCUHS Principal
Nicole Corbett, NCUJHS Principal
Diane Nichols-Fleming, Director of Early
Childhood Programs

Press:

Jennifer Hersey Cleveland, Orleans County Record
Ed Barber, Newport Daily Express

6:00-6:30 Informal Reception/Mixer (food provided!)

I. The meeting was called to order at 6:33 p.m. by Chair Steve Mason, who led the Pledge of Allegiance to the Flag, called for introductions and asked for Agenda changes. Added to the agenda were under VIII. New Business was Special Education hires.

Mr. Mason turned the meeting over to Superintendent Castle for reorganization.

II. Board Reorganization

Action: (Election of Officers)

A. Chair: Steve Mason was nominated by Peter Moskovites, seconded by Patrick Austin. There being no further nominations, the clerk cast one ballot for Steve Mason. Mr. Mason then resumed his duties as Chair for the remainder of the meeting.

- B. Vice Chair: Peter Moskovites was nominated by Rose Mary Mayhew, seconded by Jackie Young. There being no further nominations, the clerk cast one ballot for Peter Moskovites.
- C. Clerk: Cliff Forster was nominated by Patrick Austin, seconded by Jackie Young. There being no further nominations, the clerk cast one ballot for Cliff Forster.
- D. Treasurer: Richard Cartee was nominated by Rose Mary Mayhew, seconded By Pat Austin. There being no further nominations, the clerk cast one ballot for Richard Cartee.
- E. Assistant Treasurer (2): Rose Mary Mayhew was nominated by Jackie Young, seconded by Scott Boskind. There being no further nominations, the clerk cast one ballot for Rose Mary Mayhew. Jackie Young was nominated by Pat Austin, seconded by Rose Mary Mayhew. There being no further nominations, the clerk cast one ballot for Jackie Young.
- F. Designate Official Newspaper(s): Richard Cartee moved that the Newport Daily Express be designated, seconded by Pat Austin. APPROVED
- G. Establish Meeting Procedures: Sarah Hardin moved that meeting be run according to Robert's Rules of Order, seconded by Richard Cartee. APPROVED
- H. Establish Regular Meeting Dates and Times, *with exceptions: Frank Carbonneau moved that meetings be held on the 3rd Thursday of each month, seconded by Pat Austin. After some discussion, the motion was amended by Pat Austin, seconded by Sarah Hardin to state that meetings will be held on the third Thursday of each month, with the exceptions of April, May, October and March, which will be held on the 4th Thursday of the month. APPROVED

Information:

Review NCSU Bylaws (*Attachment BYLAWS*): Mr. Castle quickly reviewed the changes that have been made to the bylaws, explaining that they do not need to be approved by the state Board of Education because we are just changing the quorum requirements, as Jay and Westfield are recognized in the bylaws as Operating Districts. The real change is to the Executive Committee, which will now require an actual majority to constitute a quorum.

III. Standard Authorizations

Action:

- A. **Motion** to authorize the NCSU Chair, Vice Chair or Clerk to sign contracts for employment of NCSU administrators or licensed personnel. AUSTIN/CARTEE **APPROVED**
- B. **Motion** to authorize the NCSU Administration to make applications, accept and administer Federal and State funds and programs for the 2016-17 school year. BOSKIND/HARDIN **APPROVED**
- C. **Motion** to authorize Interim Payments: Treasurer and Assistant Treasurers to sign orders and to sign checks. HARDIN/POIRIER **APPROVED**

IV. Approve Minutes:

- A. Minutes from Annual Meeting March 23, 2015 (*Attachment A1*): BOSKIND/AUSTIN APPROVED
- B. Minutes from Full Board Meeting December 17, 2015 (*Attachment A2*):
- C. AUSTIN/MAYHEW APPROVED
- D. Minutes from Executive Committee, February 18, 2016 (*Attachment A3*):
- E. MAYHEW/YOUNG APPROVED

V. Superintendent's & Central Office Reports

- F. Presentation of Annual Report (*Attachment B*): John thanked Liz and Glenn for their work on the Annual Report. John stressed that we need to be mission-centered, learner-driven, standards-based and data-informed. He asked Board members to use the data at the local board level and holistically at the SU level.
- G. Update on NCSU Commitments & Design for Learning: John reviewed and spoke of the changes in grading that are forthcoming. He asked Board members to consider the Design for Learning a living document.

- H. Central Office Facilities & Transportation Considerations Time-Lines: John explained that the state has mandated centralized transportation, which can be accomplished in a number of ways. We will have to demonstrate that we have made an effort and that we are being most economical. There is a 5% tax penalty if we do not comply. The AOE has given us a 1 year extension on our waiver. The Business Office has put out informal feelers, and we may need to write specs, go out to bid, and show cost analysis of different scenarios to show that we have done our due diligence. Facilities Plan Scope and Sequence: John distributed a timeline scope and described some of the options, such as purchase of the current building, move the Central Office to the NCCC, and other considerations.
- I. General Updates and Information: Leanne Desjardins explained that the IDEA-B information will look different this year, as it is being processed by the Grantium system. Boards will be asked to review the information in April and May, and to approve at their June board meetings. Leanne explained the changes that will allow for additional reimbursements. Kathy Nolan encouraged all board members to attend the showing of “Most Likely to Succeed” on April 6th. It is a comprehensive look at changes in education, co-sponsored by NEKLS.

Review/Action:

- A. Required Statutory Review of Financial Practices: Glenn explained and distributed the completed Financial Management questionnaire and asked the Full Board to approve it. Motion to Approve: BATHALON/FORSTER **APPROVED**
- B. Motion to approve the January Financial Statement (Attachment C): FORSTER/HARDIN **APPROVED**

VI. Review of NCSU Efficiency, Effectiveness & Equity (*Attachments D1, D2, D3, D4*):

The Superintendent asked those gathered to break into three groups to examine and discuss the NCSU Profile, Integrated Field Review Findings, Board Survey and Principal Survey. There were good discussions followed by each group reporting out to the full gathering. John’s stressed that his goal is a culture of continuous improvement and asked Board members to use the documents for further discussion at the local board level.

VII. Legislative Forum and VSBA Update: Board members who attended the Legislative Forum recapped the event and shared their observations. Jason asked if it would be possible in the future to sit in small groups to discuss particular items with the legislators, perhaps making it easier to engage in discussion. Frank updated the Board on the VSBA, distributing a map showing who is embracing Acct 46 and who is not. Frank shared that the VSBA website has been revamped. He said there is a meeting on April 18th concerning VEHI plans.

VIII. New Business or Unfinished Business

Action:

- A. **Motion** to approve recommendation for Non-Renewal of EEE .5 FTE. Leanne explained that the current employee does not have a license and we had to hire a direct services provider. We have to open the position to someone who is licensed. FORSTER/HARDIN **APPROVED**
- B. **Motion** to change the beginning date for insurance coverage of new hires to September 1. It has traditionally been October 1. CARTEE/HARDIN **APPROVED**
- C. Special Education Hires (added at beginning of meeting): **Motion** to hire Aaron Larson, Meghan Stevens and Ami English. Leanne explained that there are 13 SpEd openings, and a collaborative group interview process is being utilized. AUSTIN/BRUECK **APPROVED**

Information:

A. Superintendent Evaluation Process: John described the timeline and the process.

IX. Other Business

Action:

A. Policies (*Attachment POLICY*):

Motion to adopt D.1 Personnel: Recruitment, Selection, Appointment, and Background Checks for Staff HARDIN/DILLON **APPROVED**

X. Date of Next Meeting/Future Agenda Items: April 28, 2016

XI. Executive Session: Not necessary.

XII. Motion to Adjourn at 8:56 p.m. CARTEE/AUSTIN **APPROVED**

Respectfully submitted

Liz Butterfield
Recording Secretary

Upcoming Meetings:

<u>Group</u>	<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
NCSU Policy Committee	Thursday	April 26	5:30 p.m.	NCSU A213
NCSU Executive Committee	Thursday	April 26	6:30 p.m.	NCSU A209