

NORTH COUNTRY SUPERVISORY UNION
EXECUTIVE COMMITTEE MEETING
THURSDAY, May 26, 2016
AT 6:30 P.M. @ NCSU CENTRAL OFFICE
MINUTES - DRAFT

PRESENT

Board Members:

Tim Bronson, Derby
Katie Mientka, Brighton
Sarah Hardin, Newport Town
Gaston Bathalon, Troy
Cliff Forster, Troy
Richard Cartee, NCUJHS
Viola Poirier, Coventry
Mary Ellen Prairie, Newport City
Rose Mary Mayhew, NCUHS
Peter Moskovites, NCUHS
Lincoln Petell, Holland*

Administrators and Staff:

John A. Castle, NCSU Superintendent
Leanne Desjardins, NCSU Director of Special Education
Kathy Nolan, NCSU Director of Curric., Assess. & Instr.
Liz Butterfield, NCSU Exec. Asst. to the Superintendent

*Partial Attendee

I. Vice Chair Peter Moskovites called the meeting to order at 6:31 p.m. Mr. Moskovites led the Pledge of Allegiance to the Flag & called for agenda changes:

New Business: a leave request and a request for payment of unused vacation leave

Executive Session: a personnel matter re: leave

Unfinished Business: NCSU Transportation Compliance Plan, Bus Lease.

The Superintendent Evaluation is postponed until next month.

II. **Motion** to approve the minutes of the April 28th meeting— *Attachment A* CARTEE/PRAIRIE **APPROVED**

III. Superintendent's & Central Office Reports – *Handout*

A. Mr. Castle reported that the **Wellness Council** met yesterday, thanks to Casey Boyle Eldridge. The Council discussed what our needs are, primarily focused on students. The council and its work are the result of a 3 year, \$40,000/year grant that Casey has obtained, as well as a 4 year \$30,000.00/year tobacco grant that we are hoping to be awarded next week. The monies will be combined to hire a coordinator for outreach, direct education and services.

B. Mr. Castle shared that a **Student Voice and Leadership Meeting** is scheduled for next Wednesday. Student voice and leadership does exist now, to some extent, with students engaged in leadership and decisions, but Mr. Castle wants to expand that. The organization Up for Learning, led by Helen Beattie, will be working with us. Mr. Castle said that Getting to the Why, the Youth Risk Behavior Survey, bringing in parents and students for conversations, and YATTS are aspects of the movement. Students will be at meeting and will be active participants in the planning and programs.

C. Kathy Nolan updated the Executive Committee on the work of the **Learning Design Council**. The council has focused on the Design for Learning, Feedback and Grading, and Professional Learning. The council has found that what is important to teachers is vertical and horizontal collaboration, cohesive education, learning and support in annual doses, plus coaching and facilitation along the way, with flexibility.

IV. Business Operations & Finance Report

Action:

A. **Motion** to approve March Financial Statement (*Handout*): BRONSON/FORSTER **APPROVED**

V. VSBA Update: Mr. Carbonneau was not able to attend the meeting.

VI. New Business

Action:

A. Special Education: Leanne Desjardins

Motion to hire Special Education Teachers and Staff: Sarah Toley, placed in Brighton; Jennifer Smith, placed in J/W; Dara Zorrit, placed in Lowell; Robert Walls-Thuma, NCUJHS; Chad Patten, Brighton; and Karen Eagan NCE and NCUJHS. HARDIN/FORSTER **APPROVED**

Leanne said that we still need staff for Holland, Troy, NCUHS, and NCUJHS

B. **Motion** to accept the following resignations, with regret (*Attachment B*):

Jessica Hinton, Vanessa Vincent. BRONSON/HARDIN **APPROVED**

C. **Motion** to award Copy Paper Bid to W.B. Mason (*Attachment C*). FORSTER/BRONSON **APPROVED**

D. **Motion** to approve Special Education side-letter (*Handout*) John reviewed and explained: the biggest consideration is health insurance. We now have to offer a better policy to be in compliance with ACA. Both Associations have approved and agreed to the side-letter, which was drafted by our lawyer, Chris Leopold. FORSTER/MAYHEW **APPROVED**

E. Contract Adjustment for Jessica Puckett. John explained that Ms. Puckett becomes an NCSU employee on July 1, because of the state mandate to bring Special Education personnel under the SU. Due to the recently determined shared leadership configuration at the High School next year, she will share in those duties. John suggest that she keep her SU contract, and adjust when stipends are established by the NCUHS board. Her roles and responsibilities will be modified. Mr. Castle will be the supervisor of all 3 leaders, just as he was for Mr. Rivard.

F. **Motion** to approve request from Samantha Paradis for a leave of absence for the next academic year, while she completes her practicum to finish her degree. The request is supported by John Castle and Diane Nichols-Fleming. FORSTER/HARDIN **APPROVED**

G. **Motion** to approve paying out 5.5 days of Kathy Nolan's vacation time for the remainder of the year. John supports the request. He said Kathy will be doing all she can to facilitate the transition to the new Director of Learning Design, and her last day will be 6/24. BRONSON/MAYHEW **APPROVED**

VII. Unfinished or Other Business

Information:

A. Facilities Update: John said that not a lot has changed. He will be meeting with Eileen Illuzzi on June 15th to look at options at NCCC. He said he will continue to explore all options. John said that the state has expressed their approval if we decide to occupy space at the NCCC. No one has expressed an interest in the building next door.

B. **Motion** to approve the NCSU Transportation Compliance Plan. Mr. Castle distributed an information packet, reviewing the requirements of Act 46, tax penalties, our progression, and communications with AOE Secretary Holcomb. He said the NCSU Central Office will serve as a pass-through for the local schools' transportation payments. Glenn reported that the SU board will have to take action on existing transportation

contracts in the next few months. A new fund will be established at each school and at the SU. We have to do a cost analysis, which Glenn is working on, and we are sharing the cost with Chittenden South SU. The schools will retain their employees, though there may be a new collective bargaining unit specifically for bus drivers. **FORSTER/HARDIN APPROVED**

C. Policy Update: John is hopeful for progress next month, expecting more momentum next fall. We are moving forward on Support Staff Terms and Conditions revision. Nancy Griffith and John are creating comparison of each board's actual policy with the cross-outs and changes, which will be easier to see than the previous cross-walk. The changes will formally happen in August.

Action:

A. **Motion** to approve Encore Program Assistant wage increase from \$12.00/hour to \$14.00/hour. This will be a total of approximately \$4,000.00 SU wide. **FORSTER/BRONSON APPROVED**

B. **Motion** to approve creation of Encore Assistant Site Director Positions, as needed; to approve Encore Assistant Site Director job description (*Attachment D*); and to approve \$24.00/hour rate of pay for Encore Assistant Site Directors. **FORSTER/POIRIER APPROVED**

C. **Motion** to approve leasing 20 buses from Daimler Truck Financial to be used at NCUHS. (*Handout*) **MAYHEW/HARDIN APPROVED** by Unanimous Vote: Tim Bronson, Derby; Katie Mientka, Brighton; Sarah Hardin, Newport Town; Gaston Bathalon, Troy; Cliff Forster, Troy; Richard Cartee, NCUJHS; Viola Poirier, Coventry; Mary Ellen Prairie, Newport City; Rose Mary Mayhew, NCUHS; Peter Moskovites, NCUHS

VIII. Date of Next Meeting/Future Agenda Items: June 16, 2016
SEPTEMBER: operating procedures, specifics (copy paper, encore, etc.)

IX. Executive Session (Anticipated)

Motion to enter Executive Session at 8:02 p.m. to discuss a personnel issue. **CARTEE/HARDIN APPROVED**
The Chair exited Executive Session at 8:10 p.m.

Motion to grant Kerrie Leavitt intermittent unpaid leave, retroactive to May 12th, 2016 and to allow benefits to continue at 1.0 FTE, for the remainder of this academic year. **CARTEE/MAYHEW APPROVED**
(HARDIN ABSTAINED)

Motion to enter Executive Session at 8:12 p.m. to discuss Negotiations. **CARTEE/MAYHEW APPROVED**
The Chair exited Executive Session at 8:21
No action taken

X. **Motion** to Adjourn at 8:22 p.m. **CARTEE/MAYHEW APPROVED**

Respectfully submitted,

Liz Butterfield
Recording Secretary

Meetings:

<u>Group</u>	<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
NCSU Policy Committee	Thursday	June 16	5:30 p.m.	NCSU A213
NCSU Executive Committee	Thursday	June 16	6:30 p.m.	NCSU A209