

**NORTH COUNTRY SUPERVISORY UNION**  
**EXECUTIVE COMMITTEE MEETING MINUTES**  
**THURSDAY, June 16, 2016**  
**AT 6:30 P.M. @ NCSU CENTRAL OFFICE**

**PRESENT**

*School Board Members:*

Kevin Amyot, Jay  
Pat Austin, Charleston  
Richard Cartee, Newport City  
Frank Carbonneau, Coventry  
Cliff Forster, Troy  
Lincoln Petell, Holland  
Gaston Bathalon, Troy  
Mary Ellen Prairie, Newport City  
Rose Mary Mayhew, NCUHS  
Sarah Hardin, Newport Town  
Steve Mason, Lowell

*Administrators and Staff:*

John A. Castle, NCSU Superintendent of Schools  
Glenn Hankinson, NCSU Director of Business and Finance  
Kathy Nolan, NCSU Director of Curr., Assess., & Instruction  
Diane Nichols-Fleming, NCSU Early Childhood Coordinator  
Leanne Desjardins, NCSU Director of Special Education  
John Peters, NCSU Director of Technology Services  
Liz Butterfield, Executive Assistant to the Superintendent

I. The meeting was called to order at 6:31 p.m. by Chair Steve Mason, who led the Pledge of Allegiance to the Flag and called for agenda changes. There were none.

II. **Motion** to approve the Minutes for the May Meeting – *Attachment A*

Gaston Bathalon pointed out that his name should be removed from the roll-call vote on Article VII, Action, Item C: “Motion to approve leasing 20 buses...” as he is not a voting Executive Committee member.

CARTEE/HARDIN **APPROVED**

III. Superintendent’s & Central Office Reports

John Peters updated the board on summer work that is planned for technology, which has already begun.

Leanne Desjardins discussed MTSS and Response to Instruction

John Castle reported that he has been appointed by Rebecca Holcomb to the National Center for Education Statistics. He also reported that he attended a panel discussion today on the ESSA in Montpelier.

**Motion** to accept the Superintendent’s Report, with the clarification that Michael Oquendo teaches in Lowell, not Troy.

FORSTER/AUSTIN **APPROVED**

IV. Business Operations & Finance Report

Action:

A. **Motion** to accept the May Financial Statement – *Handout*.

Mr. Hankinson distributed the Financial Statement and reported that the SU will end the year with a positive net balance.

FORSTER/CARBONNEAU **APPROVED**

V. VSBA Update: Frank Carbonneau reported on the National School Board Association Conference that he attended in April. He felt that the conference was very educational and inspiring, and he shared highlights with the EC.

VI. New Business

Action:

A. Hire Special Education Teachers: Leanne said that we need to wait until the positions have been offered and accepted.

**Motion** to authorize the Administration to hire for the remaining vacant positions. Cliff wanted assurance that background checks will be completed before any positions are offered, which John and Leanne confirmed. FORSTER/HARDIN

**APPROVED**

B. Special Education Support Staff Considerations: Leanne updated the Board on the Neurodevelopmental Team, saying that we are trying to build internal capacity and trying to avoid out-of-district placements. We have been hosting trainings,

“training up our own people.” She is asking the board to consider a model similar to the Behavior Interventionist program for the Neurodevelopmental Team. The Special Education Department estimates that they are touching 85-90 kids per year who have need for Neurodevelopmental services, and that Principals have requested the service. She is asking the EC to consider advertising for an anticipated 1.0 FTE Neuro-Team Assistant position, which would be a fee for service to local schools. The Neuro-Team Assistant would be paid at an hourly rate of \$18-20/hour, which would be reimbursable at 56%. Leanne and John stressed that we would not move forward without solid commitments from the principals.

**C. Health Benefits Approval – Attachment C:**

Glenn explained that the JH, HS and NCCC moved to a \$1,200.00 deductible plan a few years ago, and the boards agreed to reimburse for the deductible. Now that the SpEd licensed staff is moving to the SU, the SU plan should be amended to accommodate the agreement.

**Motion** to amend the SU-wide Section 125 plan to accommodate the deductible agreement.

**CARBONNEAU/CARTEE APPROVED**

**VII. Unfinished or Other Business**

Information:

A. Facilities Update: John reported that he and Glenn met with Eileen Illuzzi for a walk-thru of the NCCC. John pointed out that any move would have a domino effect, displacing and/or moving programs, and physical modifications would be needed. The square footage and facility of the Career Center make it do-able. The SU would need to work with the HS board to determine if such a move would be viable or possible. We would need to start planning in August, as our lease runs out in 1 year. The current options are: explore buying the current building; stay and continue to lease (perhaps a shorter lease?), or move to NCCC. We are also looking at other buildings, but they are not very likely to fit our needs. John pointed out that we also must consider NCSAP in the equation. Richard asked if the SU can own property, which John said is questionable: the building would probably need to be owned by NCUHS. We lease 10,500 square feet now, and if we moved to the NCCC we would pay the lease to NCUHS. We now pay \$140,000.00/year, which is approximately \$9.00-\$10.00/sq. ft. John also mentioned that parking could be a challenge.

C. Policy Update: John Castle and Steve Mason updated on the EC on the work of the Policy Committee. John shared that the revised Support Staff Terms and Conditions Policy is making its way around the SU, and that it is “quite remarkable”: almost every board has approved the revised policy, with only a couple of slight modifications. John cited this as a great demonstration of collaborative work in the NCSU.

**VIII. Date of Next Meeting/Future Agenda Items: August 18, 2016**

**IX. Executive Session (Anticipated)**

**Motion** to enter Executive Session to discuss Negotiations and Personnel at 7:56 p.m.

**CARTEE/CARBONNEAU APPROVED**

The Chair moved out of Executive Session at 8:15 p.m.

**Motion** to approve the Superintendent’s Evaluation. **CARBONNEAU/FORSTER APPROVED**

**X. Motion to adjourn at 8:18 p.m. FORSTER/AUSTIN 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	August 18	5:30 p.m.	NCSU A213
NCSU Executive Committee	Thursday	August 18	6:30 p.m.	NCSU A209