

NORTH COUNTRY SUPERVISORY UNION
EXECUTIVE COMMITTEE MEETING MINUTES - Draft
THURSDAY, June 25, 2015
AT 6:30 P.M. @ NCSU CENTRAL OFFICE

PRESENT

Board Members:

Cliff Forster, Troy
Jason Brueck, Charleston
Mary Ellen Prairie, Newport City
Rose Mary Mayhew, Troy
Peter Moskovites, Charleston
Wilma Therrien, Newport Town
Katie Mientka, Brighton
Frank Carbonneau, Coventry
Lincoln Petell, Holland
Tim Bronson, Derby
Steve Mason, Lowell

Administrators and Staff:

John Castle, Superintendent
Kathy Nolan, Dir. Of Curriculum, Assessment, & Instruction
Richard Smith, Coordinator of Special Education
John Peters, Director of Technology Support
Glenn Hankinson, Director of Business and Finance
Diane Nichols Fleming, Coordinator of Early Childhood Prog.
Liz Butterfield, Executive Assist. To the Superintendent

I. The meeting was called to order at 6:30 p.m. by Chair Steve Mason, who led the Pledge of Allegiance to the Flag and called for any Agenda Changes. Two Discussion and/or Action Items were added: Hazing, Harassment and Bullying Policy and EEE hire.

II. **Motion** to approve the May Minutes – *Attachment A* BRONSON/BRUECK **APPROVED**

III. Superintendent's & Central Office Reports – *Attachment B*

Discussion:

A. NCSU Commitments & Continuous Improvement Plan – John Castle distributed Handouts of the Commitments and the CIP, plus the current NCSU Strategic Plan. John shared that the Commitments have been on local Board agendas recently, for discussion, and that the Leadership Team worked on refining them last Thursday. John said that the CIP is a first draft: eventually it will replace the Strategic Plan, with an increased focus on teaching and learning. John said that the CIP must be connected closely to the Commitments. The goal is for the Leadership Team to finalize the CIP in August, and to go back to the Boards in September for final approval of both the Commitments and the Continuous Improvement Plan. John led a discussion re: how to measure outcomes, and goals vs. strategies. Some Board members feel that they need to see the strategies in order to pull it all together, and thought that perhaps “Goals and Objectives” would be more clear. John said the key is to find the right level of commonality, while allowing each school to do it their way, thus the wording. “Each school will...” The Leadership Team will meet August 10 and 11 to refine the draft. John stated that, “This must be a living, dynamic document that defines our practices.”

John also distributed a document that describes MTSS, so that everyone can know what it is and have a common language. John described MTSS as, “A framework that designs continuous improvement.”

IV. Business Operations & Finance Report

Action:

A. **Motion** to accept the May Financial Statement – *Attachment C*. Glenn stated that little has changed since last month. He is predicting a Fund Balance of about \$45,000.00 in the General Fund. BKS: \$6,500.00 FB. BRONSON/PRAIRIE **APPROVED**

B. SLP Blended Rate Cost Consideration – *Attachments D-1, D-2, D-3*

Glenn explained that the SU has been providing Speech Language Pathology services to the schools, and the school is billed the direct cost: more if the SLP is high paid and benefits, less if lower paid and/or with no benefits. The question is: Is there merit in assessing for time at a blended rate? Will it level out over time? Glenn distributed new documents to replace the attachments sent with the Board Packet. In answer to an inquiry, Glenn said that there is no common way across SUs to assess these costs. It was agreed that the local Boards will discuss this in July and August, and then bring their thoughts back to the EC in August.

Mr. Castle reported that the VT AEO said they may consider a SpEd waiver based on needing more time, as far as centralization of NCSU SpEd services.

Information:

A. Update on NCSU Early Education/EEE Building: John Castle reported that the Early Childhood Program has been transitioning out of its former space, and commend Diane Nichols Fleming for supporting her staff, guiding them, and supporting them emotionally. John reported that all who wanted to stay employed have stayed employed. He is meeting tomorrow with Michelle Taryck from NEKLS about possibilities for the building, and has also started a discussion in the SU around looking at continuum of services and how we are meeting the needs of challenging students, such as day services, tutoring, etc. could the building be used to deliver services in a way that would be better for the students? He reported that Director of Special Education Leanne Desjardins is convening a committee that will examine if it would make sense to recover some of our students? John said that the plan is to use the Fund Balance to cover the cost of the building until we find a tenant. He reported that Diane Nichols Fleming and the SU EEE staff is moving into the SU Central Office building, which helps to make that building more cost effective.

John asked for the Board's endorsement to start exploring future possibilities for locating the Central Office, and to design a scope and sequence. He said there is nothing on the immediate horizon. The Board was in agreement that he should start looking at possibilities.

V. VSBA Update: Frank Carbonneau. Frank was not able to make the last VSBA meeting, but reported that their main focus right now is helping boards embrace Act 46, and to make sense of it.

VI. New Business

Action:

A. **Motion** to approve a 20% Instructional Innovation Coordinator Position (Title Funded), and to hire Kelli Dean to fill the position. – *Attachment E*.

John explained that this came out of a discussion with the Leadership Team in fall. The position will involve facilitation and coordination of the Instructional Coaches, helping to push things forward. John shared that Kelli is a valuable principal, has a Master's Degree in Curriculum Design, and would work one day per week in this position, as she will be a .8 principal in Holland next year.

BRONSON/CARBONNEAU **APPROVED**

B. **Motion** to approve ENCORE Coordinator salary adjustment of an additional \$5,000.00. – *Attachment F*
John explained that the Newport City after-school and summer programs have recently been brought under the NCSU ENCORE umbrella, which triggered him to look at what our ENCORE Director Katy Miller's role and compensation look like compared to others in Vermont. John reported that NCSU has the largest program in the state, but Katy is paid on the lower side of compensation. John proposed that her salary be increased by \$5,000.00, which will be covered by Title funds, as there is a strategy that allows for that.

BRONSON/MAYHEW **APPROVED**. Jason Brueck abstained, citing possible conflict of interest.

VII. Unfinished Business

Discussion:

A. Act 46 (H.361) Implementation: John and Glenn reported that NCSU do not qualify for the incentives under our current configuration. We do not fall under the four models that have been created. Westfield, Newport Town and Coventry are anomalies, and we would have to change their status by next July: bring them in as regular NCSU member districts, vote them out, or they could secede from the SU. He said the AOE could create non-contiguous SUs under Act 46, consisting of districts that are not part of an existing SU.

John reported that a group from NCSU was supposed to go to Montpelier, where they were invited to meet with VSA, VSBA, VPA, VT AOE and others all together, but the meeting was cancelled by the organizers because of scheduling conflicts. As a result, Secretary of Education Roberta Holcombe has offered to come here. John would like to arrange something with a larger group for her visit. Some of the topics that he would like to discuss are:

Governance: will it be proportional or at-large? The AOE currently says at-large, which means all SU board members could be from one town.

Non-operating school districts, such as Morgan: How will they be included?

Impact of thresholds: Glenn distributed a hand-out and discussed Cost Containment. Under Act 46 “phantom students” go away and there is no more “hold-harmless.”

What are you doing to mitigate poverty? Peter suggested that the NCSU Board be proactive and create a resolution to present to Secretary Holcombe. John offered to work on a resolution with the board.

VIII. Other Business

Information:

A. Policy Committee Minutes of May 28, 2015 – *Attachment G*

Action:

A. **HHB Policy.** John spoke to the EC about the new required Hazing, Harassment and Bullying Policy from the State of VT AOE. He said that our NCSU policies dealing with those items need to be combined with the new model policy, which came out one day after the last EC meeting. John said that schools need to have the new policy to include in their handbooks this fall. The NCSU Policy Committee had reviewed the model HHB policy at their board meeting earlier this evening, and voted to recommend it to the Executive Committee for “fast-track” approval. John is looking to advance that approval tonight, so local boards can put it on their July or August agendas.

Motion to approve the new VT AOE Model Policy on Hazing, Harassment and Bullying.

BRONSON/MAYHEW APPROVED

B. **Motion** to rescind the following Policies* (*Attachment P-1*):

CARBONNEAU/MAYHEW APPROVED

- 1) B.3 Board Member Ethics
- 2) C.4 Visits by Board Members
- 3) C.7 Board Relations with Principal
- 4) C.8 Board Relations with Staff

C. **Motion** to adopt the following Revised Policies* (*Attachment P-2*):

BRONSON/MAYHEW APPROVED

- 1) B.4 Conflict of Interest
- 2) C.9 Notice of Non-Discrimination

D. **Motion** to adopt the following Policies* (*Attachment P-3*):

CARBONNEAU/BRONSON APPROVED

- 1) B.1 Board Meetings, Agenda Preparation & Distribution

2) B.2 Public Participation at Board Meetings

E. **Motion** to hire Carla Graham to fill the .5 NCSU EEE Special Education position. Richard Smith reported that Ms. Graham has been hired as a .5 ECP teacher in Lowell, and that this will be a hybrid position – she will not provide direct services as a Special Educator.

BRONSON/MAYHEW **APPROVED**

F. Board Survey – *Handout*

John distributed a copy of the survey. He said he would like to have feedback on the survey in August, and asked the boards to share it and bring it back with their thoughts.

IX. Date of Next Meeting/Future Agenda Items

A. **Motion** to hold an Executive Committee meeting on August 20, 2015.

MAYHEW/CARBONNEAU **APPROVED**

B. September Full Board Meeting: John asked if the Board would like to structure the Full Board meeting in September as a retreat, possibly with presentations by teachers, to which all were receptive.

John commended the Admin Council for their support over last year, saying he has been blessed and impressed.

X. **Motion** to enter Executive Session at 8:29 to discuss Negotiations, as doing so in open session would put the board at a disadvantage. BRONSON/MAYHEW **APPROVED**

Motion to exit Executive Session at 8:39 BRONSON/MAYHEW **APPROVED**

No action was taken.

Discussion of the Superintendent Goal Reflection was tabled.

XI. Motion to Adjourn at 8:39 p.m. MOSKOVITES/MAYHEW **APPROVED**

** To view marked-up copies of the policies and/or new policies being considered, please use this link: [Policies Being Reviewed](http://www2.ncsuvt.org/ncsu-full-board/policies-being-reviewed) or go to: <http://www2.ncsuvt.org/ncsu-full-board/policies-being-reviewed>. You may need to hover your mouse over the link and use Control + click*

<u>Meetings:</u>	<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
NCSU Policy Committee	Thursday	August 20	5:30 p.m.	NCSU A213
NCSU Executive Committee	Thursday	August 20	6:30 p.m.	NCSU A209