

COVENTRY VILLAGE SCHOOL BOARD MINUTES

Wednesday, October 19, 2016

There was a regular meeting of the Coventry Village School Board on Wednesday, October 19, 2016 at 5:30 pm. **These are the unofficial minutes until approved by the Board.**

Present: Frank Carbonneau, Viola Poirier, Amanda Jensen, Matt Maxwell and Rosalie Bowen

Community: Kathleen Ahearn, Chris Whiting, Carol Simons and Daniel Medina

Administration/Staff: Debbie Brunelle – Finance Assistant, Matthew Baughman – Principal, John Castle – Superintendent,

- I. The meeting was called to order at 5:33 pm by Chair Frank Carbonneau.
- II. A **Motion** was made to approve the September 21st Regular Board minutes. Motion **Approved** with the correction that the REDUCS account is verified through the Coventry Parents Club. **[MM/AJ]**
- III. **Public Comment** - None
- IV. **Program Presentation** – Josh Estes – CVS Guidance Counselor, presented a brief overview of what the guidance counselor's position consists of. He showed a typical day's schedule. Mr. Estes explained that he sees students on a scheduled basis if they are on IEP's, EST students or if a parent/teacher recommends a student meet regularly. In addition to meeting with students individually, he also does several "lunch bunch" groups with students of various ages. Mr. Estes also delivers a guidance curriculum – he is currently using the *Michigan Model*. Some topics covered include empowerment, kindness, persistence, bullying and self-concept. He also assists with high school transition (visit to NCUHS & LRHS; visits from HS officials, course registration, 8th grade advisory). He also organizes enriching field trips and guest speakers. Mr. Baughman commented on how helpful it has been having a full-time guidance counselor this year. Mr. Estes has been able to assist in processing with students who receive office referrals so that they are not only receiving an administrative consequence, they are also able to work through what lead to receiving an office referral.
- V. **Executive Session**
Motion to enter executive session at 5:57pm for a student issue. Motion **Approved** **[MM/AJ]** Exited executive session at 6:15pm

Motion to accept the recommendation of the Administration. Motion **Approved** [VP/MM]

Motion to enter executive session at 6:20 for a student issue. Motion **Approved** [RB/MM] Exited 6:29pm

Motion to accept the recommendation of the Administration. Motion **Approved** [RB/MM]

VI. Financial Report

The Board reviewed and signed warrants as follows:

GENERAL FUND		FY17
Payroll	9/30/16	\$40,556.09
Accounts Payable	9/27/16	\$6,425.71
Payroll	10/14/16	\$43,283.29
Accounts Payable	10/19/16	\$54,692.31
Accounts Payable	10/19/16	\$213,642.05
TOTAL ORDERS		\$358,599.45
FOOD SERVICE		
Accounts Payable	10/19/16	\$1,546.10
Accounts Payable	10/19/16	\$1,423.35
TOTAL ORDERS		\$2,969.45

A **Motion** was made to accept the September 2016 Financial Statement. Motion **Approved** [MM/AJ]

Treasurers Report – None

VII. Principal's Report

Matthew updated the Board on the issue of the Arsenic Level in the Coventry municipal water supply. Jay Gonyaw of Gonyaw Environmental Services conducted an independent test of the school water and found our arsenic levels are below the maximum level allowed according to state guidelines. The school has purchased Arsenic testing kits to be able to test our water monthly so we can take necessary steps should the level rise above the allowable amount.

The Air handler motors need to be replaced. Nadeau's has quoted us a price for the motors that we are not comfortable paying as we can get the same product through Amazon at a much cheaper rate. Matthew will check with other local plumbing and

heating businesses for quotes. If he can confirm the model and product number of the motors, he could also order the motors and have the labor for installation contracted out.

A **Motion** was made to allow Matthew to purchase the necessary motors at the best cost, that the dollar amount be in the best interest of the school and to contact a contractor to install the motors that are purchased. Motion **Approved [FC/MM]**

Middle School students are engaging in VMath on Wednesdays, Thursdays and Fridays for math intervention.

Matthew is doing weekly walk throughs. He has met with almost all certified staff for goal setting. He will also be meeting with Lenore periodically to look at expenditures for the food service program. Frank suggested meeting monthly for the first 6 months because the program is new. Matthew would also like to follow-up with Lenore about the vision for the food service program. Matthew discussed the issue of the drop in breakfast participation. The Board discussed the various options and asked Matthew to do what needs to be done to increase the participation.

Matthew discussed some areas of the budget that he believes should be increased including enrichment, technology and books/periodicals.

The Small Schools Grant that CVS receives is connected to Educational Quality Standards. The EQS states that we must employ a library media specialist to meet the literacy and information technology needs of students. Matthew has completed a waiver outlining how we are meeting those standards without the help of a certified library media specialists. Matthew asked the Board to review the EQS waiver for approval. Chair Frank Carbonneau signed the waiver as did Superintendent Castle who supports the information within the waiver.

VIII. Superintendent's Report -

Superintendent Castle attended the National Rural Education conference in Columbus Ohio. What he took away from the conference is that rural is relative and that there is an incredible sense of celebration and support for rural education. "We have more assets than we have deficits. Although rural schools may lack certain resources we have amazing assets as well".

IX. Board Business & Operations

VSBA: Frank was in attendance and led the beginning of the meeting. The Regional meeting was not well attended. Frank had an opportunity to discuss ACT 46 with the Superintendent of OCSU which gave him so good insight into the community forum process. Frank will attend the annual conference on October 20th & 21st..

Policy: None

Executive: None

Negotiations: The process of exchanging proposals will hopefully begin in the very near future.

Our focus over the next 5 or 6 months in relationship to Act 46, should be encouraging dialog with the community and soliciting feedback. Frank will chat with the act 46 Implementation Director at the VSBA annual meeting to get some guidance regarding the community forum process. The Board discussed the logistics of planning the community forum on November 16th. Matthew is working with Superintendent Castle to create a PowerPoint presentation. The Board discussed asking the parents club to help with the food. Also, possibly asking the student government to participate in the process (perhaps help serve and clean-up. **The schedule for that evening will be 5:00 – 5:30 Finance Committee Meeting, 5:30 – 6:30 Regular Board Meeting, 6:30 – 8:00 Community Forum.**

Board Food Payment – Tabled until November Regular meeting.

A **Motion** was made to appoint Chair Frank Carbonneau as authorized representative to vote at the annual meeting of the Vermont Education Health Initiative on behalf of the CVS Board. Motion **Approved [MM/AJ]**

X. Unfinished/New Business - None

XI. Agenda Items for Next Board Meeting

Act 46 Forum
Set Budget Meeting Date
Board Food – payment process

- XII. The Board entered **Executive Session** at 7:58pm to discuss a contractual matter [FC/MM]. Exited executive session at 8:12pm **No action taken.**

The Board adjourned by unanimous consent at 8:13 pm

Respectfully Submitted,

Jessica Prue