

HOLLAND SCHOOLBOARD MEETING
At Holland Elementary School
June 7, 2016 at 6:00 P.M.
Minutes

Board Members: Lincoln Petell – Chair
Louise Campbell – Vice Chair
Kim Champney – Clerk

Administration: Kelli Dean – Principal
Glenn Hankinson – Director of Business & Finance
Kathy Nolan – Director of Curriculum, Instruction, & Assessment
John Castle – Superintendent

Farm-To-School: Maury Folan
Caroline Aubry

I Call the Meeting to Order

L. Petell called the meeting to order at 6:03pm

Additions or Adjustments to the Agenda

- A. Tax Anticipation Contract
- B. Engagement letter for Pace & Hawley

II Approve the minutes of May 2016

- L. Campbell made a motion to approve the minutes from May 3rd, 2016.
- L. Petell seconded. Motion carried.

III Public Comments, Communication with Parents/Staff/Citizens

None

IV Presentations

A. Caroline Aubrey and Maury Folan, Farm to School representatives, presented their annual recap of the learning activities they were able complete this school year. Farm-To-School is mostly funded by donations, the cost to the school was about \$3500, and Caroline was able to dedicate around 350 hours this year with Holland students. Next year they hope to be able to start teaching students about composting on site.

B. Kathy Nolan, NCSU Director of Curriculum, Instruction and Assessment, visited for the final time before her retirement. While there she was able to go over her thoughts on the grading system for the supervisory. There has been a committee meeting on a fairly regular basis throughout the year, to discuss how to create a better way to assess our students in the supervisory. They have come up with components for teachers to use in the upcoming school year as a guide. Each school will have the flexibility to use whatever components work best for them and their students.

V Financial Report

Action:

A. Approve the Warrants

- L. Petell made a motion to approve the board warrants. L. Campbell seconded.
Motion Carried.

B. Approve the Financial Report of June 2016

K. Champney made a motion to approve the financial report. L. Campbell seconded. Motion carried.

Holland Elementary Board Warrant

June 7, 2016

Check#	Description	Check Date	FY16 Amount
4822-4841	Payroll	5/12/16	\$17,434.47
4842	Accounts Payable	5/16/16	\$669.58
4843-4861	Payroll	5/26/16	\$17,539.23
4862	Accounts Payable	5/24/16	\$1,397.36
4863-4892	Accounts Payable	6/7/16	\$22,413.87
4893-4912	Payroll	6/9/16	\$17,523.36
4913	Void/Reissue	4/5/16	\$0.00
4914-4925	Accounts Payable	6/7/16	\$2,054.43
Total Orders			\$79,054.43

Student Activities Fund

Beginning Balance		\$16,060.07
Adjustments to prior month		(\$850.78)
Deposits to date	5/3/16-6/7/16	(\$1,749.22)
Checks to date	5/3/16-6/7/16	(\$2,243.00)
Activities Balance		\$11,217.07

Additions to Agenda:

A. Tax Anticipation Contract

L. Campbell made a motion to accept the tax anticipation note from the Community National Bank, not to exceed in the amount of \$158,100. L. Petell seconded. Motion Carried.

B. Engagement Letter for Pace & Hawley

L. Petell signed contract for next year’s audit.

VI Principal’s Report by Kelli Dean

Celebrations:

We were finally able to celebrate the long-awaited annual packing-away-of-the-winter-gear around mid-May! Students are now able to get ready for recess and end-of-day-dismissal in record time!

We combined our May, June and July birthdays with a celebration on June 1st; in all, we had twenty birthdays to acknowledge!

Miss Roxie and Miss Nikki were honored respectively as Teacher of the Year and Support Staff of the Year with a delicious dinner and presentation at the Eastside on May 4th.

Events & Activities:

May was another whirlwind of activity for our school. We started the month with the Spring has Sprung Craft Fair organized by Jen Martin, and we ended with our annual Circus put on by Wunderle’s Big Top Adventures. In between, we kept our Preschoolers in the building for a change, but gave our other students the opportunity to travel. Our kindergarteners and first graders attended the Teddy Bear Clinic at North Country Hospital where they had the chance to get an up-close look at an ambulance. They each also brought along a stuffed friend for an exam and “vaccination”. The second and third graders enjoyed a beautiful cruise on Lake Memphremagog courtesy of several local businesses. During the cruise they learned about the watershed and the animals that live in and around the lake; they even spied a bald eagle!

Our sixth graders attended Buddy Day at the junior high in preparation for their transition next year, and they visited Hollandeer Farm. The highlight of their month, however, was their class trip to Lake Placid! They went bobsledding, swimming, visited Ausable Chasm and went on a raft ride. The ENCORE Program wound down the year in May, but they are already making plans for next year. They collaborated with Parents Club to put on a Friday Fun Day on May 20th and around twenty students participated.

Preston Gregory from Green Mountain Power visited the older learning community to talk about renewable energy. He joined them again at their Celebration of Learning on June 2nd where they showcased the projects they have been working on over the past few weeks.

Curriculum/Instruction/Assessment:

*Natalie, Roxie, Dina, Christine and Sabrina attended the annual Vermont Council on Reading Spring Conference in Stowe. Northwoods was here to work with students throughout the afternoon.

*Kelli attended a half day Leadership meeting. *Ashley and Brenda attended a SpEd workshop at the SU.

*Kelli, Dina and Christine traveled to Portland, ME, for the King Middle School Site Seminar

*Art Teacher Carol Woodard was here for three consecutive Thursdays teaching each class various art techniques. She worked with students to create the beautiful decorations in the gym for the Spring Concert.

*Mr. Brennan and Miss Kinsley worked long hours preparing students for their incredible performances at our Spring Concert. The evening was well attended and energetic (there were even youngsters dancing in the aisle at one point).

Facilities:

*We are in the process of scheduling our annual maintenance appointments for various systems within the school.

Additional Comments:

- Sign out front of school needs repair
- Interviewing for the food service position

VII Superintendent's Report

A. The Supervisory has received a couple of grants for next year.

- Drug & Alcohol Grant = \$30,000 for 4 years
- Tobacco Prevention Grant = \$40,000 for 3 years

B. Transportation Compliance Update: The Supervisory will have to become compliant by this year not next year like it was originally thought. Currently there are not any transportation providers that are willing to take on such a contract since the supervisory is so big. In order to become compliant the supervisory will be re-routing our finances so that Holland will reimburse the supervisory the funds used for Holland's busing. All schools throughout the supervisory will have to centralize their transportation by the FY17 school year or we will receive a tax penalty from the State.

L. Campbell made a motion to approve the centralization of Holland's transportation to the supervisory as of July 2016 in order to be compliant with Act 46. L. Petell seconded. Motion carried.

VIII **Unfinished/New Business**

Information:

A. **Review audit:** Glenn reviewed the Audit report of June 30, 2015 with the Board.

Action:

A. **Approve NCSU Transportation Compliance Plan**

(See Above, Superintendent's Report)

B. **Determine bus lease for FY17**

L. Petell made a motion to accept the 1 year contract with Butler's Bus Service in the amount of \$23,649.50. L. Campbell seconded. Motion carried.

C. **Approve Bookkeeping Contract**

L. Campbell made a motion to accept the bookkeeping contract from Glenn Hankinson, in the amount of \$15,800 for the 2016-17 school year. L. Petell seconded. Motion carried.

D. **Approve hiring classroom teacher**

L. Petell made a motion to approve the hiring of Kate Underwood as the new classroom teacher. L. Campbell seconded. Motion carried.

E. **Approve copy paper bid**

L. Campbell made a motion to accept the paper bid from W.B. Mason for FY17. L. Petell seconded. Motion carried.

IX **Other Business**

Action:

A. **Approve Support Staff Terms and Conditions Policy Revisions**

- Holland Board will review policy change suggestions to be discussed at a later date.

B. **Adopt Policy Changes:**

L. Campbell made a motion to Rescind NCSU D. 26 Transfer of Staff* and Revise NCSU D. 6 Substitutes*. L. Petell seconded. Motion carried.

X **Agenda Items/Date for Next Board Meeting: July 5, 2016**

XI **Executive Session**

- Not needed

XII **Adjourn**

Meeting adjourned at 8:25pm

Meetings:

<u>Meetings:</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
Holland Board	Tuesday	July 5	6:00 p.m.	HES

*Policies under review can be found at: <http://www.ncsuvt.org/ncsu-full-board/policies-being-reviewed>