

HOLLAND SCHOOLBOARD MEETING
Holland Elementary School
May 5, 2015 at 6:00 P.M.
At Holland School
Minutes

Board Members:

Lincoln Petell – Chair
Louise Campbell – Vice Chair
Kim Champney – Clerk

Administrative Staff:

Kelli Dean – Principal
Glenn Hankinson – Director of Finance & Business

I Call the Meeting to Order

L. Petell called the meeting to order at 6:10pm.

Additions to Agenda:

- Gutters in front of building
- Update on Pre-School Room
- Resignation of Carolyn Mader

II Approve the minutes of April 13, 2015

L. Campbell made a motion to approve the minutes for April 13th, 2015.
L. Petell seconded. Motion carried.

III Public Comments, Communication with Parents/Staff/Citizens

None

IV Financial Report

Glenn went over financial report. There was a brief discussion about the cost of food and possibilities for “community food services”. All students would receive free meals. He should know more at the next board meeting.

Board Warrant
FY2015
Board Meeting: May 5, 2015

| Check# | Description | Check Date | FY15 Amount |
|---------------------|--------------------|-------------------|--------------------|
| 3802-3827 | Payroll | 4/16/15 | \$20,387.94 |
| 3828-3850 | Payroll | 4/30/15 | \$17,873.73 |
| 3851-3869 | Accounts Payable | 5/5/15 | \$28,312.15 |
| Total Orders | | | \$66,573.82 |

Student Activities Fund

| | | |
|---------------------------|----------------|--------------------|
| Beginning Balance | 4/13/2015 | \$20,389.02 |
| Deposits To Date | 4/13/15-5/5/15 | \$1,576.44 |
| Checks To Date | 4/13/15-5/5/15 | (\$517.23) |
| Activities Balance | | \$22,448.23 |

Action:**A. Approve the Warrants:**

L. Petell made a motion to approve board warrants. L. Campbell seconded.
Motion carried.

B. Approve the Financial Report of April 13, 2015

K. Champney made a motion to approve the financial report for April 13th, 2015.
L. Petell seconded. Motion carried.

V Principal's Report

- Teacher Awards 4/30 at The Eastside to recognize Susie Moulton as Support Staff Teacher of the Year and Ami English as Distinguished Teacher of the Year.
- Students participated in TOLD, Trash On The Lawn Day, hosted by Northeast Kingdom Waste Management District as a start to the school-wide recycling project they doing. 6th Graders helped sort trash so they could see how much was thrown away that could have been recycled. They will also begin composting again with the help of Becca Mitchell, the Farm-To-School Coordinator, to help save on trash as well.
- Students will be finishing up their SBAC testing by the first week in May.
- John Calamaio is scheduling a meeting to finalize/wrap-up the construction project now that all the painting has been finished. Meeting is planned for the second week of May. Gutter hanging reimbursement of \$300 because they could not re-hang old gutters as planned. Seamless Gutters has been hired to hang new gutters for \$299.
- Pre-K room has some paint bubbling that has occurred during the year. Room has been looked at by a few different professionals. Unknown cause at this time. Room will have to be repaired this summer.
- Words By Kelli:

“With the faculty and staff, I have been having formal and informal conversations about the structure for next year with the reduction of one classroom teacher. We are planning to create two educational communities: one for the upper grades and one for the lower grades. Teachers will be assigned to these communities, along with a para-educator. Our special educator will divide her time between the two communities, serving students of all ages. This will be similar with an interventionist. There will be times when each community is together as a whole group – for breakfast and morning meeting for example, and for some instruction. With two teachers assigned to each community rather than grade band, we are intending to create flexibility in grouping students and providing instruction by teachers who are strongest in different areas. This will also allow the opportunity for team teaching and collaborative work time. In planning the schedule next year, we will be creating chunks of time for teachers and staff to plan within their community, and at times, as a whole faculty and staff. One of our goals in restructuring is to provide more opportunities for project based learning and individualized learning for students. Once staff is hired and in place, I will host an informational evening for parents to explain the

structure for next year. We are beginning interviews for an upper grade teacher, a .5 interventionist, and a .5 pre-school teacher.”

L. Campbell made a motion to approve the Principal’s Report.
K. Champney seconded. Motion carried.

VI Superintendent’s Report

(John was unable to attend.)

* Lincoln did speak with John about exit interviews and he said he would do them there, at Central Office.

VII Unfinished/New Business

Discussion/Information:

- A. Glenn went over the Audit Report we received for June 30th, 2014 by Pace & Hawley, LLC. Discussion covered, Letter to the Board, an explanation of report layout, and answered any questions. After review L. Campbell made a motion to accept the Audit Review from Pace & Hawley, Montpelier, VT, for June 2014. L. Petell seconded. Motion Carried.
- B. **Discuss process for faculty exit interviews with the superintendent:**
*(see comment under Superintendent’s Report)

Action:

- A. **Accept the resignation of Justina Dill:** K. Champney made a motion to accept the resignation of Justina Dill. L. Campbell seconded. Motion carried.
- B. **Approve the FY 16 IDEA-B Budget:** L. Campbell made a motion to approve the FY16 IDEA-B Budget. L. Petell seconded. Motion carried.
Central Office is a big support to Holland. Anytime Holland needs support that are right there to provide it.
- C. **Approve a resolution to borrow \$ 62,500.00 in anticipation of expenses and revenue for the 2015-16 school year and to sign a non-arbitrage agreement and a loan note.**
K. Champney made a motion to approve the bid proposal from the Union Bank, Morrisville, VT. L. Campbell seconded. Motion carried.
- D. **Approve the copy paper bid:** L. Campbell made a motion to accept the paper bid of \$ 41,274.58 from W. B. Mason for the 2015-16 school year. K. Champney seconded. Motion carried.
- E. **Approve the resignation of Carolyn Mader:** K. Champney made a motion to accept the resignation of Carolyn Mader. L. Campbell seconded. Motion carried.

VIII Other Business

Action:

- A. ***Rescind Policy NCSU B.1 Board Member Orientation and Education**
- B. ***Rescind Policy NCSU B.2 Board Goal-Setting & Evaluation**

L. Campbell made a motion to rescind NCSU policies B.1 & B.2. L. Petell seconded. Motion carried.

IX **Agenda Items/Date for Next Board Meeting**

- Next Board Meeting June 2nd, 2015
- Report on Activities & Food Services
- Follow-Up with John about Exit Interviews

X **Executive Session**

K. Champney made a motion to enter into Executive Session. L. Campbell seconded. Motion carried. Entered into Executive Session at 7:55pm and exited at 8:24pm.

XI **Adjourn**

Meeting adjourned at 8:30pm.

** To view marked-up copies of the policies, policies being rescinded 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)

Meetings:

| <u>Group</u> | <u>Day</u> | <u>Date</u> | <u>Time</u> | <u>Location</u> |
|--------------------------|-------------------|--------------------|--------------------|------------------------|
| NCSU Policy Committee | Thursday | May 28 | 5:30 p.m. | NCSU A213 |
| NCSU Executive Committee | Thursday | May 28 | 6:30 p.m. | NCSU A209 |
| Holland School Board | Tuesday | June 2 | 6:00 p.m. | Holland Elementary |