

HOLLAND SCHOOLBOARD MEETING
Holland Elementary School
December 8, 2014 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**
 John Castle – Superintendent
 Glen Hankinson – Director of Finance & Business
 Ami English – Teacher
 Natalie Pion - Teacher

Present: **Michelle Craig - Community Member**

- I L. Petell called the meeting to order at 6:04 pm

- II L. Campbell made a motion to approve the minutes from November 10, 2014.
 L. Petell seconded. Motion carried.

III Public Comments, Communication with Parents/Staff/Citizens

Ami English thanked the board and Kelli for all the hard work put into the school this past summer/fall. There were times in the past that the classroom would have snow inside on the carpet and it has been very nice to not have to worry about it since they installed the new doors and windows.

Louise Campbell mentioned how nice she thought the newsletters have been. She thought it was put together well, very informative for parents, and was a nice piece to send out to the community as well.

IV Financial

Action:

A. Warrants signed

Holland Board Warrants
FY 15

Check#	Description	Check Date	FY15 Amount
3379-3402	Payroll	11/13/14	\$20,952.72
3403	Accounts Payable (Construction Fund)	11/19/14	\$38,200.50
3404-3429	Payroll	11/26/14	\$21,169.28
3430-3448	Accounts Payable	12/8/14	\$22,786.36
3449-3450	Accounts Payable (Construction Fund)	12/8/14	\$7,113.47
Total Orders			\$110,222.33

Student Activities Fund

Beginning Balance	11/10/14	\$15,210.47
Deposits To Date	11/10-12/8/14	\$0.00
Checks To Date	11/10-12/8/14	(\$167.50)
Activities Balance		\$15,042.97

B. L. Petell made a motion to approve the Nov. 2014, monthly financial report.

Kim seconded. Motion carries.

C. L. Campbell made a motion to approve the re-write to section 125 of the Affordable Care Act. L. Petell seconded. Motion carries.

D. L. Campbell made a motion to authorize the building principal to calculate the allowable tuition. Lincoln seconded. Motion carried.

Glen asks the board if he can close the tax anticipation account from the Community Bank since we no longer do business with them. The account has a balance of \$318.97 and he suggests we add it into the general fund. L. Petell made a motion to approve the closing of the tax anticipation account at the Community Bank in the amount of \$318.97, and add said funds to Holland School's general fund. L. Campbell seconded. Motion carried.

Discussion: FY16 Budget

Kelli, John and Glen met to begin planning the FY16 budget. Looking closely at the current expenditures, and projected enrollment (which could be less than 50 students next year) these are their recommendations for the FY16 school budget.

A. Bus reduction: Redesign of bus routes and using only one bus

B. Reduction of one full-time teacher

C. Reduction of principal to 80%

Glen also went over his 4 yr. comparison chart of the estimated homestead tax rate. He also explained how the school has done in the past and what we need to think about moving forward, this school year and in the next, while making decisions for the budget.

V Principal's Report

Kelli discussed her monthly school report.

Event Summary:

-Ms. Nikki has returned and students, as well as staff, greatly missed her.

-The community Thanksgiving Dinner was a big success. About 150 people were served for the meal. Ms. Deana had a wonderful support system of staff, and her mom, Lucille Driver. Her mom assisted with the meal, and baked 18 pies for the occasion.

-Our younger students participated in a Fire Safety presentation.

-The entire school attended the high school performance of Tarzan on November 7th.

Curriculum Summary:

-Professional Development days are no longer held as a district, they are in-house with Holland teacher-leaders. Ami English and Sabrina Zervas are the professional teacher leaders for Holland. They, along with other teacher-leaders in the SU, have been participating in professional development and then bringing it back to Holland to teach their peers. Ami and Sabrina have also been assisting Kelli with monthly instructional meetings held after-school, focusing on the writing program which also coincides with the VT Reads program. Their goal is to collaborate as often as possible to analyze student work, discuss it, and plan instruction based on the results.

Facility Summary:

-Meeting to be held in the next few weeks to finalize interior renovations left with Ruggco. Quote for doors did not include new hinges or openers. L. Petell made a motion to approve the needed materials for the hanging of the doors in the amount of \$1678.93. L. Campbell seconded. Motion carries.

-Nadeau's Plumbing & Heating and Nevtac submitted proposals for the installation and materials needed for air handlers. At this point the air handlers can't be used because they are lacking the heating coils, allowing cold air into the classrooms. Approximate estimate for the job is \$19,000. The Board will request financing for the project from the

fun balance at town meeting, and Glen will look into whether we qualify for help from the Emergency fund.

VI **Superintendent's Report**

John mentioned that he hopes to present the SU with his 4 C's structure. He hopes, with the support of Holland School (since it started here when he was principal) he can enact this philosophy to all the schools in the district. He used this structure in Rutland and continues to believe in it and wants to share it with everyone. John has also been working closely with Kelli to help her with any questions she has had about the FY16 budget. He has a lot of faith in her and recognizes how much time and care she puts into her position at the school for us.

VII **Unfinished/New/Other Business**

- A. L. Petell made a motion to approve Nadeau's Plumbing & Heating and Nevtec to provide the work needed to repair the air handlers. L. Campbell seconded. Motion carried.
- B. The Pre-K funding has been adjusted so that funds are less centralized and will be brought back to individual schools.

Action:

- A. Adopt Revised Policies F.04 and F.05

L. Petell made a motion to adopt revisions to policies F.04 & F.05. L. Campbell seconded. Motion carries.

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

IX **Executive Session**

L. Petell made a motion to enter into Executive Session at 8:55pm.
K. Champney seconded. Motion carried.
The Board exited Executive Session at 9:25pm.

X **Adjourn at 9:28pm.**

<u>Meetings:</u>	<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
NCSU Special Budget	Monday	December 15	6:30 p.m.	NCSU A209
NCSU Policy Committee	Thursday	December 18	5:30 p.m.	NCSU A213
NCSU Full Board	Thursday	December 18	6:30 p.m.	NCSU A209
Holland Board	Monday	January 12	6:00 p.m.	Holland Elementary