

**JAY-WESTFIELD JOINT ELEMENTARY SCHOOL
BOARD MEETING Minutes AGENDA
Jay-Westfield Joint Elementary School
August 9, 2016**

Board Attendance: Kevin Amyot, Myra Alex, Kristy Pillsbury, Sally Rivard

Administration Attendance: Kristy Ellis, J/W Principal; John Castle, NCSU Superintendent

**I Call the Meeting to Order,
Additions or Adjustments to the Agenda**

Sally Rivard called the meeting to order at 6:19. There were no additions or adjustments at this time to the agenda.

II Approve the minutes of June 14, 2016 (Attachment A)

Kristy Pillsbury motioned to approve the minutes as written. Myra Alex seconded the motion and the motion carried.

III Public Comments, Communication with Parents/Staff/Citizens:

There were no public comments or communication with others at this time.

IV Financial Report:

No financial reports were presented at this time. Approval of Warrants and financial reports will be held until the next meeting.

Action:

A. Approve the Warrants

B. Approve the Financial Report of _____ (Attachment B)

V Principal's Report (Attachment C)

Kristy Ellis asked for clarifying questions and then discussed the new math program, Bridges. John explained that the SU CFP strategy that was used to purchase the program may not be approved. This means CO may assess the cost of the program back to the school.

VI Superintendent's Report

John discussed the conversation of the central office moving to an alternate location. Down the road, the CO may move to the career center, but that is not a viable option at this time. John thanked Kevin for his assistance in exploring the cost analysis of alternate leases.

Central Office is exploring various models of centralized transportation as mandated by act 46. This includes putting forth a RFP for NCSU Centralized Busing. There is going to be an honest study to see if our current system is more cost effective and the information generated from the study will be presented to the state. John will clarify the process for transferring the current contract with Morse Transportation to NCSU instead of Jay/Westfield and Jay.

VII Unfinished/New Business

A. Approve hiring of Jenn Smith for .5 FTE Titles Teacher

Kevin Amyot motioned to retroactively hire Jenn Smith for the .5 FTE Titles Teacher. Myra Alex seconded the motion and the motion carried.

B. Approve hiring of Julia Bolton for special education paraprofessional

Kristy Pillsbury motioned to retroactively approve the hiring of Julia Bolton for a special education paraprofessional. Kevin Amyot seconded the motion and the motion carried.

VIII Other Business

Action:

A. Adopt revised Policy D.19 Support Staff Terms and Conditions

John discussed how the greatest impact would be with year round employees and the administration assistant position. He recommended we table and take a closer look through the lens of the above mentioned positions and be sure it makes sense before approving the policy. Board members decided to hold off on a decision until they completed a more careful review. This motion will be on the September agenda.

Kristy Pillsbury will need to be replaced as a Westfield member as she is moving to Jay. We hope she consider coming back on the board should a position open in Jay.

Kevin feels that it will be a good idea to do a presentation at the recycling center around the idea of Westfield joining the NCUJHS district. He has the information he needs and is willing to host an information center on an upcoming Saturday. John feels an advanced vote in November will be premature. He believes we should hold the vote at Town Meeting. Kevin feels like he has the necessary information to present to the voters of Westfield sooner rather than later and would like to present the information this month. He would like to see a vote in November. Kevin will move forward with the informational meeting and work towards a November vote.

We did not have any applicants for the most recent nursing position. Kristy Ellis will connect with Nancy to advertise for an LPN. We will need a licensed school nurse or contracted service from the hospital to oversee this person. It is possible that we could also hire a paraprofessional to work under a licensed nurse if we do not have any LPN applicants.

IX Agenda Items/Date for Next Board Meeting

1. *Adopt Support staff policy*
2. *Discuss outcomes and recommendations of water testing*
3. *Hire candidate for nurse or approve alternate solution to fill the position*

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XI Adjourn

Kevin Amyot motioned to adjourn the meeting at 8:05. Myra Alex seconded the motion and the motion carried.

Respectfully submitted by Kristy Ellis