

JAY/WESTFIELD JOINT SCHOOL BOARD MEETING

Tuesday, June 17, 2015 at 6:00 P.M.

AT THE JAY/WESTFIELD SCHOOL

Present: Chad, Kevin, Loren, Jeff and Sally. Kristy and Tara.

Agenda

6:00 p.m. I. Call the Meeting to Order – Sally Rivard, Board Chair

6:01 p.m. II. Approve the Minutes of May 12, 2015 (*Attachment A*) (**Kevin, Chad, approved**)

6:05 p.m. III. Public Comments - none

6:15 p.m. IV. Financial Reports

Action

A. Approve the May 2015 Financial Statement (*Handout*) (**Kevin, Chad, approved**)

B. Review and Sign orders - done

Information:

A. Bookkeeper's Report

B. Review of overpayment of staff member due to a paperwork glitch.

C. Reduction of position from .5 to .4, but no official RIF notice was issued. We offered to follow the contract as offered at .5, but staff member only wants .4 for next year. Resolved.

6:25 p.m. V. Principal's Report (*Attachment B*)

- Thank you to Jay Focus Group for a \$4,000 plus donation to our preschool program. \$3000 will be used for the program (playground addition of swings and sandbox and fencing)
- A lot of the current preschool program supplies will be shared with Jay/Westfield and Troy. Kristy and Julie will know more on Friday about materials that will still need to be ordered.
- Thank you to the Jay Town Crew for grading our driveway.
- Thank you to all the students and Wendell for an amazing spring concert!

Curriculum and Instruction

The staff continues to work on our restructuring for next year. We are focusing on our teaching as a team through collaboration and co-teaching. Interdisciplinary teaching and learning is also high on our list of priorities. The last in-service day was dedicated to finalizing plans and creation of the schedule for next year. Kristy will be teaching 2 separate ½ hour literacy blocks and 1 hour of Reading Recovery. As we move on, the % of teaching and % of principal in that person's role will need to be closely looked at.

ACT H.361 and conversation around direction of our school– We need to be proactive in the context of declining enrolment and H.361. We need to have a conversation with John Castle about his vision for the district around consolidation. Is there a way for us to become a semi-private or charter school or a school with a "specialization" in order to keep our governance structure? Lab /research school connected with a university? Responsive Classroom model program? University students might be able to complete the student contact hours portion of their education program by working as an intern here.

Personnel and Contracted Services

The curriculum for the summer program is out and many kids have signed up for all of some of the five weeks. We have three students attending who will need one to one support. Our special education folks have been hard at work training new folks to help our students have a positive experience.

6:40 p.m. VI. Superintendent's Report

- A. Commitments (*Attachment C*)
- B. Planning Guide (*Attachment D*)

6:50 p.m. VII. Unfinished/New Business

Discussion:

- A. Priorities for Jay/Westfield Elementary School – see above conversation
- B. Community Eligibility N/A No new information
- C. Board Agenda Guidelines (*Attachment E*)
- D. Follow up with Ruggiano Engineering, Inc.

Facilities

Kevin provided us with the name and contact information of an engineer to help us with the UV system. Paul has sent our water records and we are waiting to hear back on an official quote. We have \$6000 in the budget for next year. State required engineering fees \$3500 – 5000, plus permitting fees. Kevin will check into the possibility of grant money. We will also have the \$10,000 for capital reserve once taxes are collected.

Motion to get an analysis of our system and test results and get his expert opinion about our best option.) Kevin will touch base with his contact regarding this analysis. **(Chad, Jeff, approved)

With Pre-K license, the fire inspector came and discovered that we do not have magnetic strips on the hall doors in order to automatically release the doors in case of fire alarm going off. D&D Electric will do it.

Motion to authorize spending up to \$1500 to install magnetic strips. **(Loren, Kevin, approved.)

** Motion to authorize up to \$5000 to install a visual barrier in 1 / 2 classroom. **(Kevin, Loren, approved.)**

7:05 p.m. VIII. Other Business

Action:

- A. Set a summer Board Meeting schedule – Next meeting, Tuesday August 11, 6 pm

** Motion to rescind the following policies: B.3 Board Member Ethics, C.4 Visits by Board Members, C.7 Board Relations with Principal, C.8 Board Relations with Staff and Adopt the following policies: Revised: B.4 Conflict of Interest, C.9 Notice of Non-Discrimination, Adopt the following Policies* B.1 Board Meetings, Agenda Preparation & Distribution, B.2 Public Participation at Board Meetings **(Kevin, Loren, approved.)**

** Motion to hire 3 aids for summer program. **(Chad, Loren, approved.)**

7:15p.m. IX. Future Agenda Items/Date for Next Board Meeting Tuesday August 11, 6 pm

7:20 p.m. X. Executive Session (*if needed*) NONE

7:30 p.m. XI. Motion to adjourn until next meeting: Jay/Westfield Board Tuesday August 11

6:00 p.m. Jay/Westfield School (**Chad, Jeff, approved**)