

JAY/WESTFIELD JOINT SCHOOL BOARD MEETING
Tuesday December 9 at 7:00PM
AT THE JAY/WESTFIELD SCHOOL

Board Members in attendance: Sally Rivard, Loren Petzoldt, Jeff Morse, Myra Alix, Kevin Amyot

Administration/School Personnel in attendance: Kristy Ellis, Principal; Tara Morse, Book-Keeper; Helen Before, Food Service Agent; Rebecca Velazquez, Recording Secretary.

- I. At 7:07 pm the School Board meeting was brought to order by Sally Rivard.
- II. Agenda item A. under section III, Teacher presentation from Patti Ovitt, was postponed. . Agenda Discussion item B, First look at draft budget, was moved to Executive Session
- III. Jeff Morse moved to approve the Minutes of November 11, 2014. Loren Petzoldt seconded the motion, and the vote carried.
- IV. Financial Report
Action
The Principal and Bookkeeper recommend:
 - A. Jeff Morse moved to approve the Warrants. The motion was seconded by Loren Petzoldt and the vote carried.
 - B. Jeff Morse moved to approve the November 2014 Financial Statement. The motion was seconded by Loren Petzoldt and the vote carried.
 - C. The Board agreed to continue to offer the Section 125 Plan, considering the updates to it, as there is at least one Employee currently on the Plan. Kevin Amyot voted to sign the approval of updates. Myra Alix seconded and the vote carried.
 - a. There was some discussion about where the pre-taxed funds being deducted from a participating Employee's pay check are being held. Tara Morse reported that they are currently kept in the school's liability account. Checks are cut to the Employee after he/she presents a receipt for eligible services rendered (i.e. dental, eye exam). Sally Rivard and Loren Petzoldt wondered if the pre-taxed money should be held by a third party or at least in a separate account.
 - D. Kevin Amyot moved to approve the Designee for Announced Tuition, which is \$13,266 for FY15. Jeff Morse seconded the motion and the vote carried.

Discussion:

- A. Helen Before presented her research into USDA funding options for the Jay/Westfield Hot Lunch program.
 1. Regarding the Community Eligibility Provision (CEP): 40% of students must be identified for free meals in the previous year to be eligible. While Jay had 44% of its

student body, Westfield only had 14%, bringing the school's joint total under the minimum.

- a. Future eligibility in CEP would bring federal aid for hot breakfast and lunch, with the school covering any difference in cost.
- b. CEP multiplies the percentage of students on the State's direct certification list by 1.6, meaning that reaching 64% would result in 100% funding.
- c. Once eligible, the school would be on the program for 4 years without any additional paperwork.
- d. There is the potential to join with other schools in our LEA, but, at this point in time, neighboring schools would not help bring our percentage up.

Sally Rivard inquired as to whether or not preschoolers could be factored into these numbers. Helen Before confirmed that they would, but all agreed that the majority of incoming preschool students are members of current families already being considered.

2. Regarding Provision 2: This is a five year program in which the USDA reimburses the cost of meals based on the participation numbers during the Base year (year one). After the Base, there is no paperwork or reapplication moving forward for four years.
 - a. Example: During November of the Base year, if 60% of participants in the hot lunch program qualify for free meals, 30% qualify for reduced and 10% are full pay students, then the school would be reimbursed for 60% of free lunches, 30% of reduced lunches and 10% of full pay lunches in the month of November for the next four years. This means that it is vital to have as many students participating during the Base year as possible.
 - b. Helen Before presented some current facts: 52% of Jay/Westfield students qualify for Free and Reduced meals (60% in Jay and 33% in Westfield). Federal funds, under Provision 2, reimburse at \$2.85 per meal and the Jay/Westfield meal charge is currently \$1.95, making this program even more appealing.
 - c. The current year has already begun, so any consideration would be for the 2015-2016 school year.
 - d. While the program would cover free breakfast, lunch or both, Helen Before would opt to start with just breakfast during the Base year and see what the school's costs and the participation numbers are.

Sally Rivard asked if a school is punished for opting out after a Base year. Helen Before said No. It would only mean that the school would need to begin the process again the next time a Base year is attempted. Five schools in OCSU are taking part in this program this year. The Board will watch to see how they liked it.

The Board agreed that a low number of students qualifying for aid is a good thing. As per Helen Before's recommendation, the status quo will be kept for now and the Board will watch the numbers moving forward, as well as looking to see how other schools in the area proceed.

The Board thanked Helen Before for her presentation and her great work. Helen Before exited the meeting.

V. Principal's Report

Action:

The Principal Recommends approval of:

Motion to approve the November 2014 Principal's Reports to the Superintendent

Kevin Amyot moved to approve. Myra Alix seconded the motion. Vote carries.

Information:

Kristy Ellis would like to schedule a Building Committee meeting after Christmas to discuss the water system.

There has been no word back from Simons about the well camera. Kristy Ellis would like to contact another provider.

We have an estimate from Manosh for moving from a chlorination system to a UV system. The benefits would include no chemicals, less maintenance. The Board is excited about this idea. Kevin Amyot recommended pursuing more quotes, then moving forward. Loren Petzoldt recommended placing \$6500 in the budget to cover whatever costs will be incurred. All agreed.

VI. Superintendent's Report

Required no discussion or action.

VII. Unfinished/New/Other Business:

Action:

- A. Loren Petzoldt moved to approve the Revised Policies F.04 and F.05. Myra Alix seconded the motion and the vote carried.

Discussion:

The Board is unclear of the changes to these policies. Moving forward, they would like any policy changes to be highlighted on future documents

- B. Kristy Ellis requested clarification as to the Board's intent regarding the accrual of her sick days. The Board clarified: As per the teacher's contract and retroactive to her start date.
- C. Kristy Ellis requested clarification of an employee's holiday time as per the Full Time Support Staff Policy. The Board approves the retroactive reimbursement for past holidays.

VIII. Agenda Items/Date for Next Board Meeting:

Tuesday, January 13, 2015 at 6:30 pm is confirmed by all as the next Board Meeting date.

Separate Jay and Westfield meetings will follow.

As per item A, Section IX, a Public Meeting will directly precede, at 6:00 pm.

- IX. Executive Session: Jeff Morse moved to enter executive session and invited Tara Morse, Kristy Ellis and Rebecca Velazquez to stay. Kevin Amyot seconded the motion, and the vote carries. Kevin Amyot moved to exit executive session. Jeff Morse seconded the motion and the vote carried.

Action:

- A. The Board approves Kristy Ellis' request for a Public Meeting regarding Pre-K. This will take place the first week back from holiday break. Loren Petzoldt moved to approve funding, not to exceed \$1000, for the addition of a frequency to the bus radios. Myra

Alix seconded the motion and the vote carries. Jeff Morse, citing a conflict, abstained from voting.

- X. Adjourn: Loren Petzoldt motioned to adjourn the meeting at 9:06 pm. Jeff Morse seconded the motion. Vote carried.

Meetings:

Group	Day	Date	Time	Location
NCSU Special Budget	Monday	December 15	6:30pm	NCSU A209
NCSU Policy Committee	Thursday	December 18	5:30pm	NCSU A213
NCSU Full Board	Thursday	December 18	6:30pm	NCSU A209
Public Meeting	Tuesday	January 13	6:00pm	J/W Elementary School
Jay/Westfield Board	Tuesday	January 13	6:30pm	J/W Elementary School
Jay Board	Tuesday	January 13	8:30pm	J/W Elementary School
Westfield Board	Tuesday	January 13	8:30pm	J/W Elementary School