

## JAY/WESTFIELD JOINT SCHOOL BOARD MEETING

Tuesday August 12, 2014 at 6:00 P.M.  
AT THE JAY/WESTFIELD SCHOOL

Board Members in attendance: Myra Alix, Chad Prue, Kevin Amyot, Loren Petzoldt; On the phone: Jeff Morse

Administration/School Personnel in attendance: Kristy Ellis, Principal; Tara Morse, Book-Keeper; Paul LeGrand, Maintenance/Custodian

- I. At 6:12 pm the J/W School Board meeting was brought to order by Loren Petzoldt.
- II. Agenda item B. under section VII, Principal's Report, was deleted.
- III. Chad Prue moved to approve the Minutes of June 10, 2014. Myra Alix seconded the motion, and the vote carried.
- IV. Public Comments: Parents were thankful for the summer tutoring provided by Krista Landrigan. There was also wondering about why hot lunch checks are just being cashed.

### V. Financial Reports

#### Action

The Principal and Bookkeeper recommend:

- A. Myra Alix moved to approve the July, 2014 Financial Statement. The motion was seconded by Kevin Amyot. The vote carried.

#### Information

- A. Bookkeeper's Report: It looks like we ended the 2014 year with a fund balance of \$1656.30. This is subject to change based on the audit.

### VI. Committee Reports

Policy Committee

Action: No discussion or action

### VII. Principal's Report,

Information:

#### Action

The Principal recommends approval of:

- A. Motion to approve Principal's Report to the Superintendent (*Handout*) Kevin Amyot moved to approve the principal's report. Chad Prue seconded the motion. Vote carried.

#### Information

- A. Curriculum, Instruction and Assessment: Kristy updated the board on new students. See the report from more information. She also shared that like all other schools who took the NECAP, we did not make AYP. At this point we needed 100% proficiency.

She stated while AYP has some inherent flaws and does not celebrate our high scores, we still have children that are not proficient which means we still have important work to do.

- B. Personnel: Myra Alix motioned to increase the sub rate to 50% of the BA/A, Or \$98.30 for both teacher and paraprofessional positions. Chad Prue seconded the motion. The vote carried.

C. Facilities: Paul explained the work on the parking lot. Each drain has a concrete tank that supports the draining of water from the parking lot. These tanks are not on the plans and have never been cleared. We will need to clean these out periodically, because they fill with sand and cause winter and spring flooding. The Town of Jay provided the man-power and equipment for this project.

Paul then talked about the new furnace. He recommended we have Ed to come back when we start the furnace to review the system with us. Paul explained that the furnace has a set temperature that teachers cannot override. Kevin suggested an open house so the community can see the project. Loren expressed that community members are supportive of regular upkeep to the school and we should have the open house during our fall Harvest Night. We still need to cover a vent in the boiler room. Kevin suggested an insect screen for the summer and then a closed panel for the winter. Paul will complete this task. One circulator still needs to be replaced by County Plumbing and Heating and that should be completed soon.

Our water tests are coming back clear. Paul used borax and sugar around the tank to help with the ant problem. Loren wondered about flushing the system because we have not used much water this summer. Paul explained that Kirk came in and ran all the faucets this week.

As for other building projects and maintenance, Paul shared that scheduled maintenance has been done. Floors are almost finished and we are in the home stretch. MEI is testing alarms on Friday.

- D. Events and Activities: Pancake breakfast on August 26, 2014 at 8:00 for families and community members. A flyer needs to be sent to Eve Daigle at the recycling center

## VIII. Superintendent's Report

### Information:

- A. Changes to Open Meeting Law: The board would like instruction on accessing NCSU e-mail. They also would like to know if paper copies are always necessary.

## IX. Old /New/Other Business:

- A. Myra Alix moved to approve copy paper bid from WB Mason. Chad Prue seconded the motion. The vote carried.
- B. Loren Petzoldt moved to approve the purchase of a new freezer with \$500 of the purchase coming from a state grant. Myra Alix seconded the motion. The vote carried.

X. Future Agenda Items/Date for Next Board Meeting: Open Meeting Law, approval of a minute taker, motion to put our oil purchase out to bid

XI. Executive Session: Chad Prue moved to enter executive session at 6:42 and invite Tara Morse to stay. Kevin Amyot seconded the motion, and the vote carried. Loren Petzoldt moved to exit executive session at 6:55. Chad Prue seconded the motion. Vote carried.

Action: Chad Prue moved to recommend the hire of Sheila Burger as a special education paraprofessional for a time to be determined by student IEPs. Kevin Amyot seconded the motion. Vote carried.

XII. Adjourn : Loren Petzoldt motioned to adjourn the meeting at 8:12. Chad Prue seconded the motion. Vote carried.

**Meetings:**

<b><u>Group</u></b>	<b><u>Day</u></b>	<b><u>Date</u></b>	<b><u>Time</u></b>	<b><u>Location</u></b>
NCSU Policy Com. NCSU Exec. Com.		No Meeting in August No Meeting in August		
Jay/Westfield School Board	Tuesday	Sept. 9	6:00 p.m.	School
NCSU Policy Com.	Thursday	Sept. 18	5:30 p.m.	NCCC Rm. 380
NCSU Full Board	Thursday	Sept. 18	6:30 p.m.	NCCC Rm .380