

**NEWPORT CITY ELEMENTARY SCHOOL  
BOARD MEETING**

**August 11, 2014**

Board Members Present: Corinna Lancaster, Chair, Phil Laramie, Vice Chair, Jessica Ward, Victoria Lantagne, Mary Ellen Prairie

Administration Present: Judith Boucher, Principal, Melinda Mascolino, Assist. Principal

Guests: Samantha Knight

Recorder: Theresa Perrault

I. Call the Meeting to Order

Ms. Lancaster called the meeting to order at 6:03 p.m.

II. Additions or Deletions to the agenda.

Green Mountain Farm to School was not available for presentation.

Motion to approve Grant Titles should read as Review Grant Titles

III. MOTION to approve the minutes of July 21, and August 4 2014 (Attachment A)

A MOTION to approve the minutes of July 21 and August 4, 2014. (JW/VL) unanimous

IV. Staff or Student Presentation/Update on Activity/Honor/Award

Presentation : Green Mountain Farm to School-Deletion

V. Financial Reports

Action:

The Principal and Bookkeeper recommend:

A. Motion to approve the July, 2014 Financial Statement (Handout)

A MOTION to approve the July, 2014 Financial Statement (JW/VL) unanimous

B. Review and Sign orders-Monthly bills were reviewed and signed for Food Service in the amount of \$8,785.94. Monthly bills were reviewed and signed for the General Fund in the amount of \$225,247.05 and Insurance for the amount of \$3897.46.

VI. Communication with Parents/Citizens/Staff

VII. Principal's Report, Judith Boucher

Action:

The Principal recommends:

A. Motion to approve the Principal's Report to the Superintendent (Hand Out)

B. Motion to approve Titles Grant.

The Titles Grant was for review not approved.

This is a grant for Reading Recovery and Intervention. This year there is \$10,000.00 in there for Professional Development. We will use it for MTSS development.

C. Motion to approve job description for receptionist.

After reviewing, the board approved.

A MOTION was made to approve the receptionist job description. (JW/PL) unanimous

D. Motion to increase lunch prices from \$\_\_\_\_\_ to \$ \_\_\_\_\_ for the 2014-15 school year.

A MOTION to increase the lunch prices from \$2.25 to \$2.35 and the breakfast prices from \$.75 to \$1.00. (JW/VL) unanimous

E. Motion to approve a raise in day's pay for substitute support staff and teachers.

A MOTION to approve the substitute teacher's rate of pay from \$95.00 to \$98.39. (JW/MEP) unanimous

A MOTION to approve the substitute support staff (Para's) rate of pay from \$65.00 per day to \$75.00 per day. (JW/VL) unanimous

Information:

A. Enrollment: 322

B. Facilities: Update on maintenance schedule, Update Early Ed. transportation, Update on sidewalks in front of school, Update on cement stairs, office update.

Maintenance: Ms. Boucher and Ms. Macolino will be supervisors of the maintenance staff. They are working on job descriptions for each custodian making them leaders of departments to match their strengths.

Early E. Transportation:

A MOTION to approve transportation for the pre-K (EEE) students to and from school at no cost with the exception that the Early Education Program must supply a bus monitor to ride the bus at their cost. (JW/MEP) unanimous

Update on Sidewalks: Ms. Boucher will talk with custodians to see if we can rent a machine to grind down the sidewalks to remove high points.

Update on cement stairs: Stairs were fixed today.

Office Update: The remodeling in the office is completed and is being painted in the next couple of days.

C. Personnel: None

D. Miscellaneous: Notification of grant award, Vermont Superior Court notification to appear in court: Sherman Fund

Grant: This Grant comes from VT Statutes Title 16, Chapter 101: Special Education. NCES has been awarded \$116,207.00. Matching Funds are \$77,472.00. This means that if NCES spends at least that amount in local special education money during the 2014-15 school year we are entitled to \$116, 207.00. NCES easily spends that amount. We will receive half on August 15<sup>th</sup> and half on December 15<sup>th</sup>. All Grant money must be spent on special education, EST and 504 services.

Sherman Fund: Ms. Boucher commented that she would be going to court to get the final results on the Sherman Fund.

E. Tribute to Central Office

Ms. Boucher discussed how helpful the staff at the SU has been. They are always right there to help in any given situation. Many things could not be accomplished as professionally or as quickly without their help and services. Ms. Boucher gave several examples of quick responses and spoke about several offerings that many teachers took advantage of this summer. They are greatly appreciated.

VIII. Superintendent's Report

Action:

- A. Motion to approve the Principal and Superintendent's nomination to employ Cathy Coutu as a Special Educator, 1.0 FTE, Master's Step L for the 2014-15 School Year.

A MOTION to hire Cathy Coutu as a Special Educator, 1.0 FTE, Master's Step L for the 2014-15 School Year. (JW/MEP) unanimous

Information:

IX. Old /New/Other Business

- A. Discuss where property lines are. (The board will review just to remind themselves where the property lines are.)

Attic: After a brief discussion the board agreed to have all old metal parts in the attic sent for scrape.

A MOTION was made for Jessica Ward to bring her dump trailer for the janitors to fill and she will see it gets to Nadeau's. (VL/JW) unanimous

A MOTION was made to allow Administration to sell the old washer and dryer for \$25.00. (JW/VL) unanimous

Ms. Lancaster abstained from vote and discussion.

Yardsale: The board will give the teachers a chance to look at the things in the attic in case there is something they want. Once that is done they will plan for a possible yardsale.

Snowplowing: The board and Administration agreed to put the snowplowing, shoveling and sanding out to bid.

A MOTION was made to advertise for snow plowing, shoveling and sanding bids. (JW/VL) unanimous

Recreation Department: Mr. Laramie thought it would be best to have the bus driver on duty at the school to transport children for the recreation department.

A MOTION was made to draw out a contract for any organization that NCES provides bus transportation. The contract will include bus driver costs, mileage and diesel cost. Bus driver will be hired and paid for through the school. Request need to go through Administration. Administration will request Central Office's business department to draw up contract. (PL/VL) unanimous

Discussion:

NCES can no longer incur the costs of providing bus transportation to outside organizations. Transportation provided outside organization will need to be charged the actual cost of the trips. No profit will be made by school.

The Principal recommends, at this time we continue the in kind contribution for the After School/Summer Program transportation.

Pavement Seal Coating: The board agreed not to seal coat the driveway or the playground this year.

- X. Agenda Items/Date for Next Board Meeting  
September 8, 2014, 6:00 p.m., Library  
Finance Committee meets at 5:30 p.m.

- XI. Executive Session

A MOTION enter Executive session for personal inviting Administration at 8:28 p.m. (JW/MEP) unanimous

- XII. Adjourn

A MOTION to adjourn at with not action taken at 9:15 p.m. (PL/MEP) unanimous.