

NEWPORT CITY ELEMENTARY SCHOOL  
BOARD MEETING

**February 2 , 2015**

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

Administration Present: Judith Boucher, Principal, John Castle Superintendent

Guests:

Recorder: Jessica Ward

**I. Call the Meeting to Order**-Ms. Lancaster called the meeting to order at 5:59p.m.  
**Additions or Adjustments to the Agenda** - MP asked that we add discussion of Principal.

**II. Approve the minutes of January 5, 2015 (Attachment A) and January 13, 2015 (Attachment A1)**  
*JW/VL Approved*

**III. Public Comments, Communication with Parents/Staff/Citizens, Presentation-** We will pause the meeting to present the budget to City Council.

**IV. Financial Report**

*Motion to approve the Warrants*

***JW/MEP APPROVED***

*Review and Sign orders from January 20, 2015 in the amount of \$118,251.85 in the general fund and \$18,635.13 for food service and tonight's in the amount of \$224,345.52 for the general fund and \$111.30 for food service.*

***Motion to approve the January 2015, Financial Statement***

*JW/VL Approved*

**V. Principal's Report** – (Attachment B) Judy gave the board an update on building repairs that include a broken P-Trap in the girls locker room, the damper in Donna Youngs room was fixed, and the floor in front of the elevator collapsed and is being fixed. The Newport Baptist church will use the hill behind the school for a sliding party. We received the Reddus Foundation Pay it Forward Grant in the amount of \$5,000.00. Mary Oliver will be the onsite mentor for Helena Perry and the Central Office will continue to mentor our new teachers in their areas of expertise. Melinda has met with Diane Nichols Flemming to work on early childhood ed. There was professional development on Jan 12th. There were interviews held on Jan 28th for kitchen staff. We will be considering one of the candidates after she does an observation of the kitchen routine and requirements and after references are checked.. Melinda will be taking 7 students to Montpelier for a resource fair where NCES will be awarded \$2000. to use for our farm to school program. Gina Miller is organizing a staff vs student basketball game on Feb 20th. The 5th grade has missed 3 ski trips 2 due to weather and once because Mrs. Pare and Mrs. Lowell had a conference. Melinda and Jeane Kadmiri are going to a SBAC training. The testing window is from March 17th to June 12th. Practice testing will be done in the Month of February facilitated by Paul and Melinda.

**VI. Superintendent's Report-** John gave the board an update on the Learning design council meeting. Lisa Spooner is on the council from NCES. They will look at structure practices, collaboration, professional development, project based learning, integration of technology. They will bring this information into the Leadership meetings and Principal meetings. CL wanted to make sure we were in compliance with the minimum wage and mileage reimbursement laws. MEP asked if we reimburse for mileage. John said we do for conferences and workshops not coursework. CL asked if NCES would be participating in the survey. JC didn't think we would at the Elementary level. Judy will look into this.

**VII Unfinished Business**

*Discussion/Action:*

Transportation Policy MEP wanted this looked into. We want to create a walking radius. If we are a total bussing school we would need to add a third bus therefore adding more expense to the taxpayers. We are adding services and will not have room on the busses. We will add this to the agenda in May to make a final decision.

Motion to authorize Bid for Food Service Program. Judy asked Glen to look into this for us. Judy and John let the board know that we would not be committed to anything. Judy said the board would have final say in who is hired. We would be able to choose the programs. The SU is keeping an eye on the Universal Free lunch program.

JW/MEP Approved

**VII Recess to Join Newport City Council meeting** at 6:50 reconvened at 7:24.

**IX New Business**

*Information:*

The board would like to keep the attic clean and organized. The safety of the children are a priority. MEP suggested stacking the tables and chairs closest to the boiler room and setting the folding chairs on the outside acting as a barrier.

High Spending in Special Education Judy will set up a meeting with John and Richard and go over some ideas she has.

*Action:*

Motion to make the Majorette Program a part of NCES programs.

MEP/PL Approved

Telecommunications Contract (*Attachment C*)

Motion to grant the NCSU Executive Board the authority to approve Master Agreements telecommunications services on behalf of Newport City Elementary School

MEP/PL Approved

**X Other Business**

*Action:*

Motion to Approve First Reading of Policies: (*Attachments D1, D2, and D3*)

A.01 Policy Development, Dissemination and Administration (*Revised and Renamed*)

VL/MEP

D.10 Public Complaints about Personnel without the notations

MEP/PL Approved

G.11 Responsible Computer, Network and Internet Use

VL/MEP Approved

Motion to Approve Rescission of Policies: (*Attachments E1, E2, and E3*)

A.02 Policy Adoption

A.03 Policy Dissemination Administration and Review

F.47 Portable Electronic Communication Devices

VL/PL Approved

**XI Discussion of Principal** Motion to offer Judy Boucher the principal position for the 2015-2016 school year.

CL composed a letter to go out to the staff, Families and community letting them know.

MEP/VL Approved

**XII Agenda Items/Date for Next Board Meeting** MEP asked that we have a meeting to discuss the Sherman fund

before the March meeting. At that meeting we will also map out the walking radius and discuss what we want to do with the line item. We will meet February 16th.

**XIII Executive Session** (*Personnel matter*) *Motion to slide into executive at 8:05*

**XI Adjourn**

| <u>Meetings:</u>         | <u>Day</u> | <u>Date</u> | <u>Time</u> | <u>Location</u>                 |
|--------------------------|------------|-------------|-------------|---------------------------------|
| Teacher Negotiations     | Tuesday    | February 3  | 5:30 p.m.   | NCCC Room 380                   |
| NCSU Policy Committee    | Thursday   | February 19 | 5:30 p.m.   | NCSU A213                       |
| NCSU Executive Committee | Thursday   | February 19 | 6:30 p.m.   | NCSU A209                       |
| NCES Annual Meeting      | Tuesday    | March 3     | 8:00 a.m.   | City of Newport Municipal Bldg. |
| NCES Board Meeting       | Monday     | March 9     | 6:00 p.m.   | NCES Library                    |