

NEWPORT CITY ELEMENTARY SCHOOL
BOARD MEETING

March 9, 2015

Board Members Present: Corinna Lancaster, Chair, Jessica Ward Vice Chair, Mary Ellen Prairie

Administration Present: Judith Boucher, Principal, John Castle Superintendent

Guests: Tina Favereau, Melissa Lumbra, Erin M. Stirk, Glen Hankinson, Carrie Anne Roberge, Jeane Kadmiri,

Recorder: Jessica Ward

I. Call the Meeting to Order-Ms. Boucher called the meeting to order at 6:00p.m.
Additions or Adjustments to the Agenda -

II. Appoint Board Member Colleen Moore De Ortiz and Wendy McGillivray both expressed interest in joining the School Board and were write -in's on the election ballots. We will look into the numbers from town meeting and come back to this at the next meeting.

III. Board Reorganization

Action:

A. Elect Chairperson Corinna Lancaster

MEP/JW Approved

B. Elect Vice Chairperson Jessica Ward

MEP/CL Approved

C. Elect Clerk Jessica Ward

MEP/CL Approved

D. Designate Committee Assignments (as needed)

E. Elect two (2) NCSU Full Board Representatives
Corinna Lancaster

MEP/JW Approved

Mary Ellen Prairie

CL/JW Approved

F. Elect an alternate member for the NCSU Full Board Jessica Ward

MEP/CL Approved

G. Appoint one (1) NCSU Executive Committee member Mary Ellen Prairie

CL/JW Approved

H. Appoint NCSU Policy Committee member Vikki Lantagne

JW/MEP Approved

I. Appoint NCSU Negotiations Committee member Mary Ellen Prairie

JW/CL Approved

J. Designate an official newspaper Newport Daily

K. Establish regular meeting dates and times. 1st Monday of the month 5:30 PM. We won't need Sam to come to the meetings.

L. Review and approve Board Code of Ethics (*Attachment CoE*) CL, JW, MEP Signed at the

meeting.

IV. Approve minutes of February 2, 2015 meeting (Attachment A) JW/MEP Approved

V. Public Comments, Communication with Parents/Staff/Citizens

A. After School Program Presentation - Jeane Kadmiri presented the Board with an update on the ASP. The board was able to read letters and looked at picture from students involved in the program. The number of students has decreased. ASP has asked parents to pay a small fee of \$3.00 a day. Jeanne, Judy, John, and Christine Moseley met to discuss the future of the program. John stressed how important it was for Judy to be a part of the ASP. She will be a ASP Board Member.

VI. Financial Reports

Action:

A. Approve the Warrants

Review and Sign orders from March 9, 2015 in the amount of \$53,067.02 in the general fund and \$14,395.60 for food service. MEP asked Tina what the Pre order was. Tina said it's the fresh fruit.

JW/MEP Approved

VII. Principal's Report

Judy wanted to remind the Board of the audit recommendations for corrective actions and make sure we have addressed the issues. Glen, Sam and Judy will meet to develop a protocol to transfer funds. . Extra fuel card were cancelled. Drivers have to fill out 2 fuel logs and turn in monthly to be matched with billing. Judy and Melinda are working on a writing the procedures for the Sherman Fund based on recommendations from Glenn Hankinson and approved by the School Board. On March 19th Chris Poulos a motivational speaker will be at the school. The board was given the playground safety report. There was a P.D day on 2/13/15 that went well and was productive. Judy distributed the P.D survey results from the faculty.

VIII. Superintendent's Report All budgets in the SU passed at town meeting. Coventry was still waiting to hear on their budget. John appreciates the board. The annual report will provide student demographics, student outcome and a decline in students. MEP asked if there was anyway to track students that graduate from NCES. John said it would be valuable to inform.

IX. New Business

Action:

A. Kindergarten entrance request a parent and letter was presented to the board requesting early admission to kindergarten. The board denied the request. We are going to stay with the date stated in our policy.

B. Recommendations for hiring a preschool teacher

Motion to offer a contract as per the principals recommendation to Elizabeth

Lambert

MEP/JW Approved

C. Advertise for known staff openings

A motion to allow Judy to post all openings already approved.

JW/MEP Approved

Information

A. Asbestos Abatement – estimation

Motion to put asbestos abatement out to bid

MEP/JW Approved

B. Playground Safety Report

X. Unfinished Business

Information:

A. Audit - Review possible resolutions to findings and recommendations

B. Review outline for the Sherman fund moved to the next meeting

XI. Other Business

To view marked-up copies of these policies, please use this link:

[Policies Being Reviewed](#)

or go to: <http://www2.ncsuvt.org/ncsu-full-board/policies-being-reviewed>

Action:

A. Adopt the following policies (*Attachment P-A*):

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

D.10 Public Complaints about Personnel

G.11 Responsible Computer, Network and Internet Use

MEP/JW Approved

B. Rescind the following policies (*Attachment P-B*)

A.02 Policy Adoption

A.03 Policy Dissemination Administration and Review

F.47 Portable Electronic Communication Devices

C. Adopt Policy: A.04 Administrative Procedure Development (*Attachment P-C*)

MEP/JW Approved

XII. Agenda Items/Date for Next Board Meeting

XIII. Executive Session *Motion to go into executive session for personnel at 7:45 inviting administration and Mr. Castle*

JW/MEP Approved

IX. Adjourn 8:15 no action taken

<u>Meetings:</u>	<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
<i>Legislator/School Board</i>				
<i>Education Summit</i>	<i>Monday</i>	<i>March 16</i>	<i>6:30 p.m.</i>	<i>NCCC Room 380</i>
NCSU Policy Committee	Thursday	March 19	5:30 p.m.	NCSU A213
NCSU Full Board	Thursday	March 19	6:30 p.m.	NCSU A209