

**NORTH COUNTRY UNION HIGH SCHOOL  
BOARD MEETING MINUTES  
North Country Career Center, Room 380  
May 19, 2015 at 6:30 P.M.**

**Present**

***Board Members:***

Rose Mary Mayhew, Troy  
Richard Cartee, Newport City  
Corey Therrien, Newport City  
Scott Boskind, Derby  
Maggie Griffith, Newport City  
George Swanson, Lowell  
Richard Nelson, Derby  
Le-Ann Tetrault, Jay  
David Yasharian, Brighton  
Kristin mason, Morgan  
Jackie Young, Derby

***Administrators:***

John A. Castle, NCSU Superintendent  
Bill Rivard, NCUHS Principal  
Eileen Illuzzi, NCCC Director  
Bob Davis, NCUHS Assistant Principal  
Royce Lancaster, NCUHS SRO  
Brent Hilliard, NCUHS Business Manager  
Liz Butterfield, Executive Assistant to the Superintendent  
Sam Nijensohn, NCCC Forestry Teacher  
Tom Rooney, NCCC Building Trades Teacher  
Natalie Guillette, NCUHS Visual Arts Teacher

***Press:***

Ed Barber, Newport Daily

**I.** The meeting was **called to order** at 6:32 p.m. by Chair Rose Mary Mayhew, who led the Pledge of Allegiance to the Flag and called for any additions or adjustments to the Agenda. Mr. Rivard asked that a presentation by the Visual Arts Program be added, and the Chair asked that a retirement request and a review of the joint NCUHS and NCUJHS meeting be added.

**II. Motion** to approve the minutes of April 28, 2015 (*Attachment A*). Scott Boskind asked for thoughts on how joint meeting went: thoughts, tweaks, improvements, etc. Rose Mary Mayhew shared that she and Richard Cartee have discussed handoffs for future joint meetings. They agree that the host school will run the meeting, and that after any joint presentations the first meeting will be adjourned, but those members will stay for the rest of the meeting. It was acknowledged that the HS Board members may not have realized that they were welcome to stay for the Junior High meeting. Richard Cartee hopes that High School board members will stay and see how the Junior High meetings are run, give input, suggestions, ask questions, and give comments. John feels the meeting went very well, for a first time effort. Rose Mary has invited Richard and Nicole to come to the Agenda Planning meetings in the future, when joint meetings are scheduled. John mentioned that we need to be intentional about seating arrangements, ensuring that both chairs and principals are at the head of the table. **CARTEE/THERRIEN APPROVED**, R. Nelson abstained.

**III. Public Comments, Communication with Parents/Staff/Citizens:** There were none.

**IV. Program Presentations**

**A. The Thoreau Cabin:** presented by NCCC Forestry teacher Sam Nijensohn, along with Building Trades teacher Tom Rooney and students Isaiah Carbonneau, Derrick Daigle, Henry Delabruere, Jed Wheeler, Branden Vigeant and Leland Smith . The teachers and students shared Power Points and perspectives of the project, which involved building a replica of Thoreau's Walden Pond cabin, which will be permanently installed near the entrance to Prouty Beach, off of the bike path. The project was a joint effort between the NCUHS English department and the NCCC Forestry and Building Trades departments.

**B. The Memory Project:** NCUHS Visual Arts teacher Natalie Guillette shared a Power Point and a video of the Memory Project, in which NCUHS students created portraits of orphaned children from the Dominican Republic and sent them the portraits. This was funded in part by a grant from the Redduds Foundation, and

deeply touched all involved. Visual Arts students Ezibel Sienna-Wolfe and Victoria Blais were also in attendance for the presentation.

**C. School Resource Officer:** SRO Royce Lancaster and Assistant Principal Bob Davis related the positive effects that the SRO has had on the school, sharing statistics which show that behavior has greatly improved. SRO Lancaster told the Board that he has a positive relationship with the students, and that he is trying to foster that early on by visiting the elementary schools.

#### **V. Financial Report:** NCUHS Business Manager Brent Hilliard

**A. Motion** to approve the Warrants: The Superintendent pointed out that this is legally required, as the Board is ultimately responsible for approving all payments. He senses that we have sound systems and protocols in place, and are fortunate to have Brent in the NCUHS Business Office, as well as Richard Cartee and Rose Mary Mayhew, with much experience, to review the bills, and Scott Boskind to fill in. Richard Cartee and others gave much credit to Finance Assistant Diane Binette, saying she always has the answers and is very competent.

**NELSON/TETRAULT APPROVED**

**B. Motion** to approve the Financial Report of April, 2015 (*Handout*): Brent reported that NCUHS is running a \$147,000.00 projected surplus, though that could change by June 30<sup>th</sup>. NCCC is currently running a \$21,000.00 surplus, less than anticipated, as state support revenue was less than anticipated. Maggie Griffith asked about the idea of building a bus garage, and was told that the bus company that we lease from is thinking of building a garage and would lease a portion of the garage to us. Brent shared that we are in the last year of the bus lease, which will go to bid in January. Brent feels the lease has saved us money: it allows us to simply transport, not repair; we don't have to keep extra busses on hand; and we don't have to constantly replace busses. There are 20 busses running now, and very seldom is there a breakdown. **THERRIEN/TETRAULT APPROVED**

#### **VI. Committee Reports and Recommendations**

##### **A. Business Operations**

George Swanson reviewed the committee minutes of May 12, 2015 (*Attachment B*)

##### Action:

1) **Motion** to approve Heat Pump Replacement: Brent and George explained that the circulation pumps in the building are original, and there is no redundancy: they can't be repaired or isolated if one goes down. Brent reported that we are eligible for an \$8,000.00 Efficiency VT rebate if the job is done by July 1. The funding will come from left-over NCCC money, and the total cost will be \$27,630.000, after the rebate. Mountain Air of Williston will do the work. **NELSON/ THERRIEN APPROVED**

2) **Motion** to approve Capital Construction Bid for Auditorium Seating (*Attachment G*): The quote to replace the seats is \$205.00/seat, for a total of \$147,000.00, which includes replacing and disposing of the existing and installing the new. There are 700+ seats. Brent has talked to people at U32, which has the same seats, and they are very happy with them. The seats carry a Lifetime Warranty. It takes 16 weeks from the time the order is placed to shipping. The plan is to remove the seats ourselves in September and paint the floor, which should allow us to negotiate the price down. Richard Cartee asked about the electrical system in the auditorium. Brent said we are waiting for the report, any violations will be addressed over the summer, and other issues will be addressed subsequently. The Fire and Electrical inspectors were in today. Many board members asked if the electrical should be done first, before replacing the seats, having concerns after seeing a video. George Swanson said this has been addressed by the Business and Operations committee. Brent stated that there is \$528,000.00 in the Capital Reserve fund, more than enough to address electrical issues, even after \$147,000.00 for seats. Bill stated that the safety of staff and students is paramount, and is being addressed. Brent shared that we must use experts in sound and stage for electrical work, as it is specialized, and that before the tech crews start every school year they meet with the fire marshal, who makes clear what they can or cannot do.

**NELSON/THERRIEN APPROVED**

3) **Motion** to approve awarding W.B. Mason the paper bid for FY16. (*Attachment I*): Brent explained that the HS collaborates with the SU to solicit bids, and that the NCSU Business Office is recommending WB Mason, which is \$6,000.00 less than the next bid. **CARTEE/SWANSON APPROVED**

## **B. Curriculum & Instruction**

Kristin Mason reviewed the committee minutes of May 5, 2015 (*Attachment C*). The C & I Committee will continue to meet on the 1<sup>st</sup> Tuesday of each month at 5:30 p.m. The next meeting will be on June 2<sup>nd</sup>.

1) The **Block 3 Survey Results** were reviewed. Bill explained that Block 3 is designed for extra help, art and music. The students responded on the survey that they like it, but want an easier sign up process, which Anita is working on. Corey requested that the Block 3 Survey results be distributed to the Board. Bill replied to an inquiry from Maggie about his desire to continue Block 3, saying that Block 3 was one of his initiatives and he is committed to it. He would like to see improvements, if appropriate, and is interested in what the students want and need. Bill said that for the most part, the students take accountability, sign up ahead of time, and use Block 3 productively. He reported that he is looking to implement an advisor/advisee program in Block 3 in the near future.

## **C. Policy and Special Programs** (*did not meet*)

## **D. Human Resources**

Scott Boskind reviewed the Committee minutes of May 11, 2015 (*Attachment D*)

### Action:

1) **Motion** to approve hiring Karen Chitamber as the Transportation Science Technology Instructor. Scott reported that the Committee feels that she is a great candidate. **BOSKIND/GRIFFITH APPROVED**, CARTEE Abstained

**E. Negotiations:** There is a meeting scheduled for tomorrow for Teacher Negotiations, at 5:00.

**VII. Student Reports:** There were no students present to give a report.

**VIII. NCUHS Principal's Report** (*Attachment E*) Principal Rivard reported that "all is good..." He said that the number of students accessing the After School Program is amazing, and that it is a great service that we are offering our kids. The Improbable Players performed for the students, sharing the consequences of poor choices around drinking and drugs. Also, former student Michael Lussier was released from prison for a day to talk to the kids about his poor choices. There is a mock crash activity tomorrow, which has been organized by the students, who directed the adults from the various agencies as to how they would like it set up. Awards nights are coming up, and there is information on the NCUHS web site for all upcoming events.

**IX. NCCC Director's Report** – (*Attachment F*) Director Illuzzi reported that the Completers Celebration invitations have gone out for the June 2<sup>nd</sup> event, and all are invited to come. Eileen reported that the students who took part in the Skills USA Competitions received the following awards:

- Gold: Nurse Assisting, Restaurant Service, Community Service
- Silver: Health Knowledge Bowl
- Bronze: Health Knowledge Bowl, Medical Terminology

Eileen reported that the Project WorkSafe letter came this afternoon and they did find a few hazards, which will be rectified by June 30<sup>th</sup>. The Cosmetology Department held a raffle for Prett and between \$3,000-4,000.00 was raised. The Career Center is raffling an Arbor that Building Trades constructed, also for Prett. NCCC FFA "knocked it out of the park" at the recent state competition, and she will report more on that at the next meeting.

**X. Superintendent's Report:** Mr. Castle reported that he spent about three-quarters of today going from class to class at NCUHS, and the students were being very productive.

## **XI. New/Unfinished Business**

### Action:

A. **Motion** to approve the SRO Memorandum of Agreement: This also authorizes the building principal and the superintendent to sign the MOA. **TERRIEN/TETRAULT APPROVED**

- B. **Motion** to approve FY16 IDEA-B budget (*Attachment H*) THERRIEN/MASON **APPROVED**
- C. Approve NCCC Support Staff RIF: **Tabled** to a future meeting.
- D. Approve Exempt Staff Wages for FY16: **Tabled** to Executive Session, as discussion in Open Session could put the Board in a disadvantage in Negotiations.
- E. **Motion** to accept the retirement of Carmella Young. THERRIEN/TETRAULT **APPROVED**
- F. **Motion** to hire Carmella Young for a 50% Title One position. THERRIEN/TETRAULT **APPROVED**

**XII. Other Business:**

John Castle reported that there was a great **New Board Member Orientation** last week, which was also attended by experienced Board members Scott Boskind, Steve Mason and Gigi Judd, who contributed to the program.

- A. **Motion** to rescind Policy NCSU B.1 Board Member Orientation and Education\*  
(*Attachment P-B.1*) THERRIEN/YOUNG **APPROVED**
- B. **Motion** to rescind Policy NCSU B.2 Board Goal-Setting & Evaluation\*  
(*Attachment P-B.2*) THERRIEN/BOSKIND **APPROVED**

**XIII. Agenda Items/Date for Next Board Meeting:** Scott Boskind asked John about the ramifications of H361. John said it will be on the agenda for the SU meeting next week, and will also be included in the Superintendent’s Report.

**XIV. Executive Session (*Anticipated*)**

**Motion** to go into Executive Session at 8:42 p.m. for Contractual reasons.  
THERRIEN/YOUNG **APPROVED**

The Chair exited Executive Session at 8:56 p.m.

Action:

**Motion** to issue letters of intent for employment to Exempt Staff, with salary contingent on the Support Staff negotiated agreement. NELSON/TETRAULT **APPROVED**

**XV. Motion to Adjourn at 8:57 p.m. NELSON**

Respectfully Submitted,

Liz Butterfield  
Recording Secretary

*\* To view marked-up copies of the policies, policies being rescinded and/or new policies being considered, please use this link:*

**[Policies Being Reviewed](http://www2.ncsuvt.org/ncsu-full-board/policies-being-reviewed) or go to: <http://www2.ncsuvt.org/ncsu-full-board/policies-being-reviewed>.**

**You may need to hover your mouse over the link and use Control + click**

<u>Meetings:</u>	<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
NCSU Policy Committee	Thursday	May 28	5:30 p.m.	NCSU A213
NCSU Executive Committee	Thursday	May 28	6:30 p.m.	NCSU A209
NCUHS Curriculum Committee	Tuesday	June 2	5:30 p.m.	NCCC Room 316
NCUHS Graduation	Saturday	June 6	7:00 p.m.	NCUHS Gymnasium
NCUHS Business & Ops. Comm.	Tuesday	June 9	5:00 p.m.	NCCC Room 316
NCUHS Board	Tuesday	June 16	6:30 p.m.	NCCC Room 380
NCUHS HR Committee	As needed			