

**NORTH COUNTRY UNION HIGH SCHOOL
BOARD MEETING MINUTES
North Country Career Center, Room 380
June 16, 2015 at 6:30 P.M.**

Present

Board Members:

Richard Cartee, Newport City
Corey Therrien, Newport City
Scott Boskind, Derby
Maggie Griffith, Newport City
George Swanson, Lowell
Rose Mary Mayhew, Troy
Kristin Mason, Morgan
David Yasharian, Brighton
Le-Ann Tetrault, Jay
David Ghelli, Newport Town
Peter Moskovites, Charleston
Jackie Young, Derby

Administrators and Staff:

John Castle, Superintendent
Eileen Illuzzi, NCCC Director
Anita Mayhew, NCUHS Assistant Principal
John Vogt, NCUHS Food Service Director
Liz Butterfield, Executive Assistant to the Superintendent

Press:

Jennifer Hersey Cleveland, Orleans County Record
Ed Barber, Newport Daily Express

I. The meeting was called to order at 6:30 p.m. by Board Chair Rose Mary Mayhew, who led the Pledge of Allegiance to the Flag and called for Additions or Adjustments to the Agenda.

The chair asked for the following additions, which were acted upon at this time:

A. **Motion** to accept the resignation of Board Treasurer Steve Brochu, with regret.

CARTEE/BOSKIND **APPROVED**

B. **Motion** to appoint Corey Therrien to serve as the Board's interim treasurer until his elected term begins on July 1. CARTEE/SWANSON **APPROVED** (THERRIEN ABSTAINED)

II. Approve the minutes of May 19, 2015 (Attachment A) CARTEE/THERRIEN **APPROVED**

III. Student Reports: None

IV. Staff Presentation: None

V. Public Comments, Communication with Parents/Staff/Citizens: None

VI. Financial Report

Action:

A. **Motion** to approve the Warrants. Glenn Hankinson distributed the Warrant Summary and Rose Mary Mayhew reported that it had been reviewed at the Business and Operations Committee meeting. The warrants totaled \$2,390,591.62 BOSKIND/SWANSON **APPROVED**

B. Approve the Financial Report of May, 2015: No report was available.

Mr. Hankinson was asked for an end-of-year projection, and said that he is predicting a fund balance of between \$100,000.00 - \$200,000.00.

VII. Committee Reports

A. Business Operations

Information:

1) Minutes of June 9, 2015 (Attachment B)

Action:

1) **Motion** to approve the revenue borrowing proposal from Union Bank. Glenn Hankinson reviewed the differences between the proposals from CNB, Passumpsic and Union Bank. The Business and Operations Committee recommends the Union Bank proposal, which would generate the most profit, of about \$30,000.00. In response to questions from reporter Ed Barber, Glenn explained that, as required by law, this is a Non-Arbitrage Agreement, meaning that the funds cannot be invested by a financial institution in any manner that would carry the risk of loss. MOSKOVITES/SWANSON **APPROVED**

2) Peter gave an update on the Auditorium seat replacement project.

B. Curriculum & Instruction: did not meet. Will possibly be scheduling a meeting for July 7, 2015 at 5:30 p.m.

C. Policy and Special Programs: did not meet.

D. Human Resources

Information:

1) Minutes of May 27, 2015 (Attachment C)

Action:

Scott Boskind recused himself from giving the report, due to a conflict of interest, and asked Maggie Griffith to present the committee report.

1) **Motion** to approve the hiring of Robert Boskind as a NCUHS Math Teacher.

THERRIEN/SWANSON **APPROVED** (BOSKIND ABSTAINED)

2. **Motion** to approve hiring Cody Duff as a NCSAP Math Teacher.

THERRIEN/SWANSON **APPROVED** (BOSKIND ABSTAINED)

E. Negotiations

All items were deferred to Executive Session:

1) Progress Update and Meeting Dates

2) Grievance Update

3) Retirements

VIII. NCUHS Principal's Report – (Attachment D)

In Bill's absence, Assistant Principal Anita Mayhew reviewed the Principal's report, sharing that the administration is meeting with all of those staff members who were observed this year and that it has been a very positive way to end the year.

Anita spoke about the **NCUHS Mission Statement**. She said that teachers, paras, parents, and department representatives have worked together all year, and have revised and narrowed it down. They now feel that it is a "living Mission Statement, valued and easy to remember": **Achievement through Perseverance**. Anita shared that the Faculty is very happy with the Mission Statement.

Richard questioned the cost of taking students to restaurants for end of year recognition. He said he signed vouchers for \$200.00, \$400.00, etc. and asked why there is no longer a gathering at school that students, teachers and parents attend. He said that the previous dinners were eliminated because of cost, but that there is a substantial cost to taking students to restaurants. Eileen shared that in the past there was the Completers' Dinner, which is now the Completers' Celebration. She said that formerly, many came to the

dinner, but many left in middle once they received their certificate, so the current Completer's Celebration in the Auditorium was instituted as an alternative. Eileen stated that it was very nice this year and that teachers and others have commented that it was the best ever. Eileen stated that the students from the High School who had achieved a 4.0 GPA were taken out, as were certain classes.

David Ghelli asked about website updates, and was told that site will be rolled over on July 1, as well as all NCSU sites, which are being converted to Google Sites. David stressed that the site needs to be maintained and updated regularly.

Maggie asked about the Athletic Awards, and wondered why the board was not invited. She said that one of the most prestigious awards is given in memory of her husband, and she is usually asked to present it, but was not contacted this year.

IX. NCCC Director's Report – (Attachment E)

Eileen reviewed the numerous individual FFA awards that NCCC students earned at the state convention, and announced that the NCCC team won 1st place over-all. Members of the team will be going to Nationals.

Eileen also reported on the NCCC Regional Advisory Board meeting that was held in early June: Instructor Sam Nijensohn and students gave a presentation to the RAB that was similar to the Thoreau Cabin presentation that they had given to the School Board. The presentation was well received, and the students did a fantastic job. Eileen also said that the RAB is looking at the future of many programs, discussing combining, eliminating, and morphing programs, based on enrollments...

Corey requested that the Regional Advisory Board meetings be listed on Board agendas and minutes. Eileen will give the schedule to Liz.

Scott Boskind asked about comments by a RAB member, quoted in an Orleans County Record article following the meeting. The comment was derogatory to some NCCC instructors, and Scott stated that he is vehemently opposed to the comment, and in fact has seen just the opposite.

X. Superintendent's Report

A. Planning Guide (Attachment F) and B. Agenda Guidelines (Attachment H)

John suggested that the Board be intentional about planning the monthly agendas and program reports, especially around curricular issues.

Scott Boskind asked about the Hiring Progress Report suggested for May agendas, and wondered if there is an established method or process for hiring in the SU. John Castle responded that the process is different throughout the SU, and that he would like to see it standardize more than it is now. Scott said that when HR Committee members conduct interviews, they should be able to expect that screening will be done prior to the interviews, that reference checks have been done and the candidates should know what the potential salary is. George Swanson feels the process has improved greatly over the past year. John said that he went into the hiring process wanting to see how it is done in this SU, and found that it varies greatly: some boards are very involved, others are not. John feels that we need to put more emphasis on things other than the interview. John will be working on hiring guidelines to create consistency, but not to force everyone to do it the same way. He said we can create clear protocols with the NCUHS HR committee. As for salary, John feels that the candidate should not ask up front. It is complicated by the fact that our salary schedule is hard to decipher by the public, but it should be made clear to the candidate by the second round, though discreetly. John stated that the most crucial thing is for us to hire the right people. We are selling the school and must present well, hoping that those not hired will feel, "Gosh, I wish I had gotten the job there."

C. Commitments (Attachment G)

John shared that he has been working with the Leadership Team and the Learning Design Council, hoping to be done with formulating the Commitments this Thursday. The Principals have been asking faculty for their input. John stressed that the Commitments must be a living document.

Along with the Commitments, John is working on the Framework for Action Plan, relative to the Strategic Plan. John says this will be more of a continuous action plan, and that it will go to the NCSU Full Board, along with the Commitments, in September.

XI. Unfinished/New Business

Action:

A. **Motion** to accept a donation from Dr. Peter Stuart of up to \$1,000.00 to purchase new uniforms for the girls cross country team. (Attachment I) THERRIEN/TETRAULT **APPROVED**

B. **Motion** to approve the RIF of Omer Roberge in the Building Trades Program. Eileen responded to an inquiry about the RIF, stating that the enrollment does not support having an aide. THERRIEN/TETRAULT **APPROVED**

C. **Motion** to approve the bookkeeping contract with the NCSU Business and Finance Department.

(Attachment J) Director of Business and Finance Glenn Hankinson said that the contract covers the High School, Junior High School and the NCCC, and that the contract last year was 1.8% less. Peter Moskovites stated that the service has been exemplary, and Richard Cartee asked if the Junior High has to approve the contract, also. Richard stated that the Junior High Board will vote as a formality.

MOSKOVITES/YOUNG **APPROVED**

D. **Motion** to accept the resignation Stephanie Franklin, School Nurse, with regret (Attachment K). (This is one of seven openings in NCSU for School Nurses) THERRIEN/YOUNG **APPROVED**

Scott Boskind asked about the food service contract. Rose Mary Mayhew said that the Business and Operations Committee will make a recommendation to the Full Board in July, at the joint NCUHS/NCUJHS meeting. She said that the committee decided not to make a decision in June, as there was too much information to digest at the committee meeting.

XII. Other Business:

Action:

A. **Motion** to rescind the following Policies* (Attachment P-1): THERRIEN/BOSKIND **APPROVED**

- 1) B.3 Board Member Ethics
- 2) C.4 Visits by Board Members
- 3) C.7 Board Relations with Principal
- 4) C.8 Board Relations with Staff

B. **Motion** to adopt the following Revised Policies* (Attachment P-2): THERRIEN/BOSKIND **APPROVED**

- 1) B.4 Conflict of Interest
- 2) C.9 Notice of Non-Discrimination

C. **Motion** to adopt the following Policies* (Attachment P-3): THERRIEN/YOUNG **APPROVED**

- 1) B.1 Board Meetings, Agenda Preparation & Distribution
- 2) B.2 Public Participation at Board Meetings

XII. Agenda Items/Date for Next Board Meeting:

A. Kristin Mason asked that the Board discuss Special Education children aging out of services, perhaps at the August meeting.

B. Planning for the September Board Retreat: July

C. Agenda Planning meeting with the NCUHS /NCCC/NCUJHS Principals and Board Chairs: 7:30 AM, July 22nd.

Jackie Young shared how impressed she was with the concert, saying that we have talented students and teachers, who work well under adversity (fire alarms during the concert!). She said it was an “extraordinary concert, with extraordinary students and teachers”.

XIII. Executive Session

Motion to enter Executive Session at 7:53 p.m. to discuss Negotiations matters, as discussion in open session would put the board at a substantial disadvantage. The Chair exited Executive Session at 8:14 p.m. No action was taken.

XIV. The chair adjourned the meeting at 8:15 p.m.

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

Meetings	Day	Date	Time	Location
NCSU Policy Committee	Thursday	June 25	5:30 p.m.	NCSU A213
NCSU Executive Committee	Thursday	June 25	6:30 p.m.	NCSU A209
NCUHS Curriculum Committee	Tuesday	July 7	5:30 p.m.	NCCC Room 316
NCUHS Business & Ops. Comm.	Tuesday	July 14	5:00 p.m.	NCCC Room 316
NCUHS Board (Joint Mtg.)	Tuesday	July 28	6:15 (7:30) p.m.	NCUJHS Library
NCUHS HR Committee	As needed			