

**NORTH COUNTRY UNION JUNIOR HIGH SCHOOL
and
NORTH COUNTRY UNION HIGH SCHOOL
JOINT BOARD MEETING **DRAFT** MINUTES
NCUJHS Library**

July 28, 2015 at 6:15 P.M.

Present:

NCUJHS & NCUHS Board

Maggie Griffith, Newport City
Corey Therrien, Newport City
Richard Cartee, Newport City
Scott Boskind, Derby
Kristin Mason, Morgan
Jackie Young, Derby
Richard Nelson, Derby

NCUHS Board

George Swanson, Lowell
Rose Mary Mayhew
Peter Moskovites

Administrators and Staff

John A. Castle, Superintendent
Nicole Corbett, NCUJHS Principal
Eileen Illuzzi, NCCC Director
Bob Davis, NCUHS Asst. Principal
John Vogt, NCUHS Food Service

Public

Frank Niles, Frank's Line Striping

Press

Jennifer Hersey Cleveland
Ed Barber

I. A light dinner was provided by the NCUJHS Board.

II. The NCUJHS meeting was called to order by Chair Richard Cartee, who led the Pledge of Allegiance to the Flag and called for additions or adjustments to the Agenda.

A. Business and Finance Director Glenn Hankinson asked that the Board choose a proposal to recommend to the NCUHS Board, for refinancing the borrowing for the construction/renovation project.

B. Scott Boskind requested a review of the bid process.

III. **Motion** to approve the NCUJHS minutes of June 23, 2015 (Attachment A) THERRIEN/BOSKIND
APPROVED

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

A. The Chair read a Thank You note from Frances Taylor, thanking France Prevost & Bailey, who brought her vegetables from the school garden.

B. Frank Niles of Frank's Linestriping was recognized and said that he was disputing the decision of the Board to award the line striping bid to Brown's Paving. Mr. Niles stated that his bid was \$1,000.00 lower than other bid, but his bid was thrown out for inconsistencies. Mr. Niles stated that his bid is correct and offered to show where the difference is in the back parking lot. Chair Cartee told Mr. Niles that the board will take his comments under consideration and that the Board will not be discussing the matter tonight.

C. John Vogt stated that he was in attendance concerning the food service contract, and that he understands that awarding the bid to the Abbey Group instead of Sodexo is purely business, not personal. John shared that Lorie Kelly will not be returning, as she is an LNA now. The Board expressed their thanks for her service.

V. Financial Report

Action:

A. **Motion** to approve the Financial Report of June 2015 (Handout)

Glenn distributed the report, pointing out that it was in a new format, to better illustrate some large swings in the numbers since the June meeting. Mr. Hankinson explained that these are due to SpEd reimbursement.

Glenn did not realize that the time study adjustments had not been made when he reported the May 30th numbers. That accounts for a difference of approximately \$27,000.00. The total difference is approximately \$243,000.00, which also includes maintenance jobs and computer purchases that were approved at last month's meeting. **THERRIEN/MASON APPROVED**

B. Refinancing Renovation Project Bond Anticipation Borrowing (added agenda item)

Glenn presented proposals from various lending institutions, with a handout illustrating the proposals. He recommended the 1 year option from Community National Bank at this time, and said it could be revisited in a year. **Motion** to recommend to the NCUHS Board the Community National Bank 12 month option.

THERRIEN/YOUNG APPROVED

C. Warrants: Glenn Hankinson passed out a copy of the past month's warrants.

Motion to approve the warrants. **MASON/THERRIEN APPROVED**

VI. Building Committee Report

Information:

A. Minutes of July 1 and July 9 meetings (Attachments B-1 & B-2)

B. Building Committee Update

Committee Chair Scott Boskind reported that the roof drain installation is progressing well. Scott reported on the Derby Historical Society proposal for removal of telephone wire which runs through the Historical Building to the Junior High. The cost will be over \$5,000.00, which will be the responsibility of the Historical Society. The Junior High would be responsible for an additional \$3,500.00 for related wiring in the Junior High building, which Scott said may be included in the next budget. Corey Therrien questioned whether the school should incur any cost for Historical Society project. Scott shared that board member Dan Maple, who works for FairPoint, told him that there are legitimate upgrades to wiring that need to be done anyways, so it is reasonable to expect the Junior High to cover that. Some of the upgrades we had already planned, and Scott has a description of that work. Peter Moskovites pointed out that Historical Society could make us remove wiring completely, at any time, as they are allowing our wires to run through their building.

Scott reported that he went to the Derby Select Board and informed them of the driveway/parking lot project, which they appreciated. They requested that the Junior High inform local businesses and abutters, which Nicole has done, and asked that information about the project be posted on the marquis out front.

Scott shared that Magog Roofing is making good progress: wrapping the ducts is about 40% complete and the membrane replacement is 80% complete.

Scott reported that the inter-duct work for the high speed internet wiring has been completed and Twin State started wiring today.

C. Procedure for Opening and Awarding of Bids (additional agenda item)

Scott Boskind proposed that bids be given to the Building Committee to open and to bring recommendations to the next board meeting. John Castle recommended this as well. In light of this, Corey Therrien wondered if the Building Committee should be given regular standing, not just ad hoc, and more members added. John pointed out that this is simply a procedural change. It was agreed that the Building Committee will open bids and make recommendations to the Board for the time being, and that once that committee is dissolved the Board Chair will appoint an ad hoc committee as bids are solicited.

VII. Unfinished/New Business

Information:

A. Hiring Update: Nicole reported that a candidate for the School Nurse position would be recommended, but the committee is still searching for a special educator.

Action:

A. **Motion** to approve hiring Allison Shelp as School Nurse BOSKIND/THERRIEN **APPROVED**

B. Approve Hiring of Special Educator: still searching, NO ACTION TAKEN.

C. Approve Fuel Oil bid (Attachment FOB):

Two bids were received:

Oil Supply: \$2.05/gallon

D & C Transport: \$1.789/gallon

Motion to award the Fuel Oil bid to D & C Transport for \$1.789/gallon.

BOSKIND/THERRIEN APPROVED

VIII. Agenda Items/Date for Next NCUJHS Board Meeting: Aug. 25, 2015

IX. Executive Session: Not needed

X. The NCUHS Board meeting was called to order at 7:16 p.m. by Chair Rose Mary Mayhew, who called for additions or adjustments to the agenda.

Peter Moskovites asked that the Auditorium mezzanine and the Prett Marsh Scholarship Fund be added, and Glenn Hankinson asked that refinancing of the NCUJHS Renovation Project Bond Anticipation Borrowing be added.

The meeting continued as a Joint NCUJHS/NCUHS Board Meeting. Rose Mary Mayhew asked Richard Cartee, as chair of the host school, to continue running the meeting until the Junior High meeting adjourns.

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

XII. Motion to approve the Warrant Summary (Attachment C): THERRIEN/BOSKIND **APPROVED**

XIII. Principal's and Director's Reports

A. Nicole Corbett, NCUJHS: Principal Corbett distributed handouts describing summer activities and camps at the Junior High. Ms. Corbett asked Kristin Mason to talk about the horse camp that she ran. Richard Cartee commended Kristin for her work with children and horses, which was echoed by Corey Therrien and other board members.

Nicole reported that NCUJHS has been awarded a Certificate of Appreciation for the "Getting to the Why" project and Pat Gelo was recognized for her role.

Nicole showed the Board one of the Chrome Books that was recently purchased.

B. Bill Rivard, NCUHS Principal (Attachment E): Assistant Principal Bob Davis attended the meeting in Mr. Rivard's absence.

C. Eileen Illuzzi, NCCC director: Ms. Illuzzi reported that there have been many organizations using the NCCC facilities for summer camps and activities.

XIV. Superintendent's Report: Mr. Castle said he had nothing to report, that all is quiet.

XV. New/Unfinished Joint Board Business

Information/Discussion:

A. Speech Language Services (Attachment SLS)

John Castle explained that this is relative to the VT AOE required consolidation of SpEd licensed professionals, and that the time has come to start looking at the considerations. He stressed that going to a blended rate for SLP services should be a decision made by the SU Board, or else it could fall apart if one board votes no. Under the blended rate format, he SLP's will be SU employees, so John wants to make sure that each board understands the ramifications. Some schools may incur increased costs, but Mr. Castle encourages the boards to look at the long haul and the leveling of costs. Act 153 has been in existence since 2010, and we are still working on waiver for this next year. Act 46 now has a penalty if we do not reach compliance by 2016 for FY 18. Nicole shared her support of the blended rate, saying it is better for budget planning and consistent delivery of services.

B. Board Retreat: John has contacted Harry Frank to facilitate, and has scheduled the retreat for Wednesday, September 30th, which does not conflict with any board meetings. John asked what the board members would like as focus and topics, such as: governance, Act 46, NCUHS/and NCUJHS working more closely together, committees, where are we, how is this working, etc. Scott said that he likes when faculty present to the board and would like to see it happen several times per year on a regular basis. Peter said that he is interested in budgetary topics, such as Act 46, and that the HS and JHS administrators should be included, as they are going to drive all that we do in the future. RMM also expressed that she would like the Administrators to attend. John would like to see the board spend most of its retreat time on strategic initiatives and planning and moving forward, and some time on Board meetings and functions. The retreat will be held at the Eastside, by consensus, and will last about three hours.

C. Act 46 and Union District Membership:

John said that Newport Town is not a member of the NCUJHS district and tuitions it's students to the JHS. Will they become a part of the NCUJHS District? John shared that Troy is interested in having a conversation with the Junior High, and Westfield also does not belong to the NCUJHS district. For any of these towns to join the NCUJHS district, the town and each current member district would have to vote.

To meet the state model for NCUHS under Act 46, Coventry would have to join the unified district. NCUHS is projecting 750 students to start this school year. Glenn and John have been running numbers, and they show that the next few years will have a large impact on a number of our schools. Nicole said that 360-370 students can be accommodated at the Junior High, and they are projecting an enrollment of 270+/- this year.

XVI. Other Joint Board Business

Information:

A. Letter from VT AOE Secretary Rebecca Holcomb (Attachment D-1)

Action:

A. * **Motion** to rescind the following policies:

F.23 Policy on Prevention of Harassment of Students (Attachment NCSU F.23)

F.39 Hazing (Attachment NCSU F.39)

F.49 Anti-Bullying (Attachment NCSU F.49)

NELSON/BOSKIND **APPROVED**

B. * **Motion** to adopt the VT AOE required:

NCSU F.23 Policy on the Prevention of Harassment, Hazing and Bullying of Students
(Attachment D-2)

NCSU F.23P Procedures on the Prevention of Harassment, Hazing
and Bullying of Students (Attachment D-3)

NELSON/BOSKIND **APPROVED**

* To view marked-up copies of the policies, policies being rescinded, revised 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

XVII. **Motion** to adjourn the NCUJHS Meeting at 8:05 p.m. THERRIEN/GRIFFITH **APPROVED**

The NCUHS Board meeting continued at 8:05.

XVIII. **Motion** to approve the NCUHS minutes of June 16, 2015 (Attachment G)
THERRIEN/SWANSON **APPROVED**

XIX. Committee Reports and Recommendations

A. Business Operations

Information:

1. Minutes of July 14, 2015

Action:

1. **Motion** to approve the Abbey Group as food service provider for 2015-16 school year.

Scott Boskind asked if current Sodexo employees will be considered for positions with the Abbey Group. John Vogt answered that interviews are set for this Thursday, and Richard Cartee said that the Abbey Group assured him that they would offer jobs to all current Sodexo employees. Peter Moskovites said that the Abbey Group bid was \$30,000.00 better than Sodexo. John Castle said that Coventry has been with them, and Newport City just switched to them. Jon Vogt reported that as of tonight, Sodexo will not be providing public school meals in VT at all next year. MOSKOVITES/CARTEE **APPROVED**

2. **Motion** to award the Bathroom Renovation Contract to Kingdom Construction.
MOSKOVITES/CARTEE **APPROVED**

3. **Motion** to sell the school pickup and the Ford tractor, with proceeds used to lease a smaller pickup and to replace the tractor. BOSKIND/MOSKOVITES **APPROVED**

4. Prett Marsh Scholarship Fund

A. **Motion** to establish the Prett Marsh Memorial Scholarship Fund. MOSKOVITES/CARTEE **APPROVED**

B. **Motion** to accept the donations of \$27,500.00 which have been received so far for the Prett Marsh Memorial Scholarship Fund, as well as all future donations to the fund. CARTEE/THERRIEN **APPROVED**

5. **Motion** to replace the mezzanines in the Auditorium at a cost of \$24,960.00.

Committee Chair Moskovites reported that the mezzanines in the Auditorium must be removed, as they are made of wood and do not meet code. They will be replaced by two metal fabricated structures by NEVTEC of Newport, who submitted the only acceptable bid. MOSKOVITES/THERRIEN **APPROVED**

6. **Motion** to approve refinancing the NCUJHS Renovation Project Bond Anticipation Borrowing with Community National Bank, the 12 month option, as recommended by the NCUJHS Board (added agenda item). MASON/MOSKOVITES **APPROVED**

B. Curriculum & Instruction (did not meet)

C. Policy and Special Programs (did not meet)

D. Human Resources
Information/Discussion:

1. Minutes of June 30 and July 2, 2015 (Attachments H-1 & H-2)
2. Cosmetology Teacher position: Eileen shared that the applications close tomorrow.
3. Alternative Program Math teacher positions: One candidate has been interviewed so far, one more has applied.

John recommended that the HR committee move quickly to offer these positions.

Action:

1. **Motion** to approve hiring Aimee Alexander as a .5 FTE Titles Language Arts teacher.
BOSKIND/THERRIEN **APPROVED**
2. **Motion** to approve hiring Linda Desrocher as a full time School Nurse.
BOSKIND/GRIFFITH **APPROVED**

E. Negotiations (did not meet)

XX. Agenda Items/Date for Next Board Meeting: August 18, 2015

XXI. **Motion** to enter Executive Session at 8:26 to discuss a personnel matter. THERRIEN Reporter Jennifer Hersey Cleveland asked to be notified of any action taken as a result of Executive Session.*
Motion to exit Executive Session at 8:30 p.m. CARTEE/NELSON
No action was taken.

XXII. **Motion** to adjourn at 8:30 p.m. CARTEE/THERRIEN **APPROVED**

Respectfully submitted,

Liz Butterfield
Recording Secretary

<u>Meetings:</u>	<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
NCUHS Curriculum?	Tuesday	August 4?	5:30 p.m.	NCCC 316
NCUHS Bus. Ops	Tuesday	August 11	5:00 p.m.	NCCC 316
NCUHS Board	Tuesday	August 18	6:30 p.m.	NCCC Room 380
NCSU Policy Committee	Thursday	August 20	5:30 p.m.	NCSU A213
NCSU Executive Com.	Thursday	August 20	6:30 p.m.	NCSU A209
NCUJHS Board	Tuesday	August 25	6:15 p.m.	NCUJHS Library
NCSU Policy Committee	Thursday	Sept. 17	5:30 p.m.	NCCC Room 316
NCSU Full Board	Thursday	Sept. 17	6:30 p.m.	NCCC Room 380
NCUHS/JHS Board Retreat	Wednesday	Sept. 30	TBD	The East Side Restaurant