

NORTH COUNTRY UNION HIGH SCHOOL
BOARD MEETING MINUTES - Draft
North Country Career Center, Room 380
August 18, 2015 at 6:30 P.M.

PRESENT:

School Board

David Ghelli, Newport Town
Rose Mary Mayhew, Troy
Scott Boskind, Derby
George Swanson, Lowell
Jackie Young, Derby
Richard Cartee, Newport City
Corey Therrien, Newport City
Maggie Griffith, Newport City

Parents

Sheila Burger
Carole Briere

Administration and Staff

John Castle, Superintendent
Kathy Nolan, NCSU Dir. Of Curriculum
Glenn Hankinson, NCSU Director of Business
Bill Rivard, NCUHS Principal
Liz Butterfield, Exec. Asst. to the Supt.
Natalie Guillette, NCUHS Teacher
Pat Sanders, NCUHS Teacher
Helen Poulin, NCUHS Teacher
Pam Wade, NCUHS Teacher and *Parent*
Karen Chitambar, NCUHS Teacher and *Parent*

Press

Robin Smith, OC Record
Ed Barber, ND Express

Students

Sydney Whipple
Savannah Burger
Joey Wade
Hannah Chitambar
Katelyn Briere

I. The meeting was called to order at 6:35 p.m. by Chair Rose Mary Mayhew, who led the Pledge of Allegiance to the Flag, and called for Additions or Adjustments to the Agenda. The following adjustments were made:

1. Add consideration of Lake Region Union High School Member-to-Member request
2. Move Kathy Nolan's presentation to take place immediately after the Europe Trip presentation
3. Move reading of Thank-You note to Public Comments

II. Motion to approve the minutes of July 28, 2015 (*Attachment A*) **THERRIEN/YOUNG APPROVED**

III. Staff Presentation

A. Pat Sanders and Natalie Guillette: The Europe Trip. Ms. Guillette and Ms. Sanders gave an overview of the trips that they take with students to NYC and Europe, in the hope that the Board would approve the NYC trip for 2016 and the Europe trip for 2017. A number of students and parents were on hand to share their experiences and to ask for support of the upcoming trips. Students Sydney Whipple, Savannah Burger and Katelyn Briere spoke eloquently of their experiences and personal growth, as did parents Sheila Burger, Pam Wade and Carole Briere.

Motion to approve the 2016 NYC trip and the 2017 Europe trip. **GRIFFITH/THERRIEN APPROVED**

IV. Homeless Students

NCSU Director of Curriculum, Assessment and Instruction, Kathy Nolan, gave a presentation on homeless students in the SU. Kathy is the Homeless Liaison for NCSU. She shared that there are from 15-22 homeless students in NCSU each year. Elementary students are usually referred to her by the school nurse or secretary, while High School students are generally referred by the guidance counselor. The definition of "homeless" can be: doubling up; living with grandparents; placed at the Border Motel by an agency; couch surfing; living with a boyfriend or girlfriend; or parents simply moving and leaving the child behind (unaccompanied youth). Kathy stated that if she is given a referral, she is required to follow up on it, to find out how and why the student is homeless. This is often a difficult conversation to have with parents.

If a child is declared Homeless, they have the right to free meals, school supplies and clothing, from a small pot of Title 1 monies. Transportation can now also be provided, as the student has the right to continue at their former school if they are no longer living in that district or SU, or go to school where they are now living. This

can be a huge expense and SU's often work together to make it happen. The Homeless Liaison arranges for the transportation, and RCTA is sometimes utilized. The main objective is to keep the kids in school.

Kathy said that she sees spikes in the number of homeless students in October and March, and that NCUHS currently has three homeless students. Richard Cartee asked if the liaison can make sure that these children have a roof over their head. Kathy answered that Homeless Liaisons do not place the children, but that she has never encountered a situation where the child did not have some place to stay.

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

A. Thank You Note (added agenda item): The Chair read a Thank You note from Mike Marsh, Pret Marsh's husband, stating how much Pret loved her job at the NCCC and how much they both appreciated the support given to them by the Board. Bill Rivard shared that an anonymous donation of \$25,000.00 has been made to the Pret Marsh Scholarship fund.

VI. Financial Report

Action:

A. **Motion** to Approve the Warrants (*Attachment B*) CARTEE/THERRIEN **APPROVED**

B. **Motion** to Approve the End of Year Financial Report for 2015 (*Attachment C*) Finance Director Glenn Hankinson reported that the NCCC currently has a surplus of \$180,000.00. He said that some of that may need to be refunded to the schools that fund the tech center, depending on an annual determination that is made by VT AOE each October. He stated that the Career Center netted \$53,000.00 from the Adult Ed program. NCUHS will end the year with a \$192,000.00 surplus. Richard Cartee asked about excess spending on building projects, and Glenn and Bill said they would have the information for the next NCUHS Business Ops meeting. CARTEE/THERRIEN **APPROVED**

VII. Committee Reports

A. Business Operations

Information:

1. Minutes of August 11, 2015 (*Attachment D*)
2. Budget Process: Glenn and Peter reported that the budget process is beginning, now that the "summer lull" has passed.

B. Curriculum & Instruction (*did not meet*)

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

D. Human Resources

Information:

1. Minutes of August 6 (*Attachment E*)
2. Minutes of August 14, 2015 (*Handout*)

Action:

1. **Motion** to hire Laurie Jacobs as the Cosmetology teacher. BOSKIND/GRIFFITH **APPROVED**
2. **Motion** to hire Joe Doro as the NCSAP Math Teacher. BOSKIND/GRIFFITH **APPROVED**
Scott pointed out that this is contingent on Mr. Doro obtaining an Emergency License.
3. Approve Athletic Trainer MOU – **Tabled** to Executive Session
4. **Motion** to authorize the Human Resources Committee and the Superintendent to hire the Protective Services teacher, once the interview process has been completed. GHELLI/THERRIEN **APPROVED**

E. Negotiations

Information:

1. Update – John reported that he and Attorney Chris Leopold will be meeting with Joyce Foster next week around equity of Support Staff terms and agreements. John has asked Chris to work with Joyce to schedule meetings to deal with impasse.

VIII. NCUHS Principal's Report

Bill Rivard reported that the teachers come back to school tomorrow for Professional Development, and the students return Monday and Tuesday.

Mr. Rivard reported that the implementation of InfoSnap for new and returning student registrations has reduced paper-handling, is very efficient, and has elicited positive comments from parents.

Bill also reported that IT upgrades have been made over the summer, including an increase in internet speed. Concerning the food service contract, Bill reported that the Abbey Group management team is very excited to be here, everyone is ready to go, and they hired back all staff, including John Vogt..

IX. NCCC Director's Report: Eileen Illuzzi was not able to attend the meeting.

X. Superintendent's Report

John Castle reported that Convocation will take place tomorrow and invited the Board to attend. He said Convocation will involve teachers and some support staff, and will be celebratory with a surprise musical guest. He said that increased personalization of learning is the thread running through all of the PD this year, and that our PD is “home-grown”, with delivery by teachers and principals. He said the teachers are very excited to be leading the PD sessions. Mr. Castle also mentioned that this will be the 2nd annual pot-luck, for over 350 people!

XI. Unfinished/New Business

Information/Discussion:

A. Auditorium Building Project: Principal Rivard reported that the current seats will be removed this week, possibly immediately after Convocation tomorrow, and the new seats are scheduled to be delivered the 1st week in September. The mezzanines are being constructed and the lighting and electrical have been addressed. Bill said the project should be completed by the second week in September, and the community will be very, very proud of their auditorium. The seating capacity of the auditorium will be around 700, including handicapped seating.

B. Bathroom Building Project: Mr. Rivard reported that the renovations to the bathrooms, including handicapped accessibility, is continuing and is on schedule.

Mr. Rivard added that the facilities and grounds are in great shape: the summer team has done an amazing job. The heat pumps have been replaced, student art has been hung, and more will be going up. Richard Cartee asked about the possibility of selling student art-work as a fundraiser.

C. Board Retreat: Mr. Castle shared that the Board Retreat is scheduled for Sept. 30th at 5:00 at the East Side. He recommends that the retreat focus on future planning and budget planning; Act 46; declining enrollment; and, what are the schools going to look like in the next 5 years.

D. Homeless Students: this item was moved to earlier in the agenda.

Action:

A. **Motion** to approve the football Member-to-Member requests from Richford Junior/Senior High School and Lake Region Union High School. (*Attachment M2M*) GRIFFITH/THERRIEN **APPROVED**

B. Motion to adopt the NCUHS Mission Statement and Core Values. (*Attachment F-1*): Principal Rivard shared with the Board that the process of developing a new Mission Statement had begun last September. Margaret McLain facilitated the process and teachers, administrators, parents, and student groups were all involved at different points. The full faculty voted to approve the Mission Statement and Core Values in June.

GHELLI/BOSKIND APPROVED

C. Motion to adopt the NCUHS Action Plan (*Attachment F-2*): Mr. Rivard pointed out that the Action Plan has many common threads with SU Continuous Improvement Plan. He said that those involved in its creation took it to heart. The goal is to keep the plan in the forefront, and amend it as needed.

GRIFFITH/BOSKIND APPROVED

Other Business

Information:

A. Thank-You Note: was shared at the beginning of the meeting.

XII. Agenda Items/Date for Next Board Meeting

- A. Special Ed Program Presentation
- B. September 15, 2015

XIII. Motion to enter **Executive Session** at 8:15 to discuss a personnel/contractual matter.

GHELLI/MAYHEW APPROVED

Motion to exit **Executive Session** at 8:22. **GHELLI/BOSKIND APPROVED**

Motion to authorize NCUHS Board Chair Rose Mary Mayhew to sign the Athletic Trainer Memorandum of Agreement once the Superintendent has worked out the final edits with the union.

CARTEE/THERRIEN APPROVED

XIV. Meeting Adjourned at 8:23 by unanimous consent.

Respectfully Submitted,

Liz Butterfield
Recording Secretary

<u>Meetings:</u>	<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
NCUHS Curriculum Committee	Tuesday	September 1(?)	5:30 p.m.	NCCC Room 316
NCUHS Business & Ops. Comm.	Tuesday	September 8	5:00 p.m.	NCCC Room 316
NCUHS Board	Tuesday	September 15	6:30 p.m.	NCCC Room 380
NCSU Policy Committee	Thursday	September 17	5:30 p.m.	NCCC Room 316
<i>NCSU Full Board</i>	Thursday	September 17	<i>6:30 p.m.</i>	NCCC Room 380
NCUJHS Board	Tuesday	September 22	6:15 p.m.	NCUJHS Library
<i>NCUHS/NCUJHS Retreat</i>	<i>Wednesday</i>	<i>September 30</i>	<i>5:00 p.m.</i>	<i>The East Side</i>
NCUJHS Building Committee	As needed			
Negotiations	TBD			