

**NORTH COUNTRY UNION HIGH SCHOOL
BOARD MEETING MINUTES
North Country Career Center, Room 380
December 15, 2015 at 6:30 P.M.**

PRESENT:

Board Members

Chair Rose Mary Mayhew, Troy
Kristen Mason, Morgan
Maggie Griffith, Newport City
Scott Boskind, Derby
Corey Therrien, Newport City
George Swanson, Lowell
Le-Ann Tetreault, Jay
David Yasharian, Brighton
Peter Moskovites, Charleston
Jackie Young, Derby

Administration and Staff

John A. Castle, Superintendent
Eileen Illuzzi, NCCC Director
Bill Rivard, NCUHS Principal
Nancy Griffith, Recording Secretary
Brent Hilliard, Operations Coordinator

Press

Ed Barber, Newport Daily Express
Robin Smith, Orleans Record

I. Chair Rose Mary Mayhew **called the meeting to order** at 6:30 p.m. and led the **Pledge of Allegiance to the Flag**. She then called for **Additions or Adjustments to the Agenda**: MOSKOVITES mentioned that there were a couple more items under Business Ops to clear things up.

II. **Motion to approve the minutes** of November 17, 2015 (*Attachment A*) - *SWANSON/BOSKIND*.
APPROVED.

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

IV. Financial Report:

Action:

- A. There were no warrants to approve.
- B. Presentation of FY17 NCUHS & NCCC Budgets: MOSKOVITES discussed two handouts, one of which goes into the town report. He encouraged the board members to review and ask questions if they had any.

MOSKOVITIES asked RIVARD to discuss overall changes to the NCUHS budget. RIVARD indicated they are proposing a \$258,162 overall reduction. That bottom number reflects the following:

1. Total reduction of \$494,990 in Personnel. This is thru reductions in all categories (support staff, certified staff and administration). The certified staff reductions total 5 FTEs, 3 of which are retirements and 2 will be Reductions in Force. The administration reductions include the retirement of the NCSAP director, and the reduction of 2 administrators from 260 day contracts to 210 day contracts.
2. Total reduction of \$172, 520 in non-personnel items, such as supplies, equipment, tutoring, insurance, transportation and SU assessment.
3. Increases in wages and insurance thru negotiations and Special Ed assessment offset some of the reductions listed above.

MOSKOVITIES mentioned that RIVARD should talk about the restructuring of the two alternative programs as that is the biggest change in the Personnel budget reductions. Currently NCSAP has a 21 FTE student enrollment with a 2.6 student/staff ratio and a cost of \$25,483 per student. The current NCA program has a 12.5 FTE student enrollment with a 4.8 staff/student ratio and a cost of \$14,086 per student. Goal is to combine both programs into one, and use current staff and have a current HS staff member oversee the new program under a stipend, rather than hire a new full time director. The new program would combine what works best from NCSAP and what works best from NCA. There is a committee in place to develop the actual structure, and a report will be given after the holidays. BOSKIND expressed some concern about not having a full time administrator dedicated to this program. RIVARD re-assured him that the committee is confident with their recommendations as all programs embrace the concept of shared leadership, but realizes there will be challenges. YASHARIAN asked if student numbers were decreasing in these programs and it was confirmed that they have as the program used to be for grades 5-12, and now it only serves grades 9-12. YOUNG asked if the Math teacher that was only given a one year contract at NCSAP was included in these budget figures, and Bill said that it included a Math position, just not certain who will hold that position. YOUNG also emphasized that the existing culture is valuable in the current program with a known leader and hopes the committee is certain this new model is a good one. BOSKIND questioned the scheduling of this larger number of students. RIVARD indicated this would not be a problem.

MOSKOVITIES mentioned that firm numbers were received from the State in regards to equalized pupils (drop from 892 to 857). He then invited ILLUZZI to present the NCCC budget.

ILLUZZI talked about a 65% participation rate from NCUHS students, which is great as the State average is 39%. However, with declining enrollment, cuts needed to be made to be fiscally responsible. The budget proposes the elimination of the Protective Services program, a RIF in a Building Trades aide (that they actually eliminated this year), reducing the Building Trades teacher position to 0.5 FTE, and eliminating the School Store Manager position. ILLUZZI feels the current Marketing Teacher could incorporate the management of the store into her curriculum. THERRIEN questioned the reduction under the CADD category budget line and ILLUZZI clarified that it was because that teacher is now classified under the Mechatronics budget line. Other variations in the budget lines are also due to the moving around based on actual assignments.

GRIFFITH asked how students' schedules were determined, and RIVARD confirmed that it was thru the guidance department. MASON inquired about the reduction in tutoring, and RIVARD confirmed that it was a contracted service.

The Board thanked Business Ops for their hard work on the proposed budget.

V. Committee Reports

A. Business Operations

Information:

1. BOSKIND asked CASTLE to talk about a request from Chris Schaffer in regards to covering his costs as a chaperone for the upcoming Africa trip. CASTLE indicated that the request was placed on the Business Ops agenda in December, but the committee did not have a quorum. BOSKIND asked how many other school trips have paid chaperones' expenses, liability insurances and medical insurances. The Foreign Exchange trips normally use free tickets earned thru travel providers for chaperones, and the chaperones for those trips are mostly the teachers that get academic supplemental stipends for that program during the school year. Most expenses are covered thru fundraisers. He finds these types of trips very enriching for the students, but stresses that this a huge extra responsibility placed on the chaperones' shoulders. He feels we should have an account set up that could help any shortcoming in fundraiser efforts. MASON asked if a policy or procedure needed to be put in place for this type of endeavor.

YOUNG mentioned that fundraiser efforts have been successful so far. BOSKIND inquired of MAYHEW as to how to move forward to get this discussion as an action item on a future agenda. MAYHEW indicated that we need further facts about past trips, past expenses, and proposed doing this after budget season.

2. Purchase of tractor. No action taken as it was done at a previous meeting.

3. Appoint treasurer: SWANSON volunteered until someone is elected at Town Meeting to take over as of July 1, 2016. **Approved.**

B. Curriculum & Instruction (did not meet)

C. Policy and Special Programs (did not meet)

D. Human Resources (did not meet)

VI. **Motion** to accept the NCUHS Principal's Report (*Attachment B*) - *GRIFFITH/BOSKIND*. **APPROVED**
GRIFFITH stated she was very pleased with her observations of Mr. Gunn as the Varsity boys basketball coach and wanted the board to know they should be very pleased with their hire.

VII. **Motion** to accept the NCCC Director's Report (*Attachment C*) - *TERRIEN/TETREULT*.
APPROVED.

VIII. **Superintendent's Report** – CASTLE talked about the effects of Act 46 for various districts and the anomalies attached to the thresholds and tax rate implications. Senate is considering changes to the thresholds but will likely not be in time for budget approval in each district.

X. Unfinished/New Business

Action:

- A. Approve Designee for Announced Tuition (*Attachments D1 & D2*): Motion to appoint board chair as the designee - *TERRIEN/BOSKIND*. **APPROVED.**
- B. Request for Unpaid leave: will have to be done in Executive Session.
- C. BOSKIND thanked TERRIEN for his dedication and positive contributions to the Board and wished him well in his new ventures.

XI. **Agenda Items/Date for Next Board Meeting:** none.

XII. **Motion** to enter Executive Session at 8:02 p.m. to discuss Personnel matter - *GRIFFITH/ BOSKIND*. **APPROVED.** **Motion** to exit Executive Session at 8:05 p.m.- *TERRIEN/SWANSON*. **APPROVED.**

Action:

A. **Motion** to grant unpaid leave thru January 31, 2016 -*TETREULT/TERRIEN*. **APPROVED.**

XIII. **Motion** to Adjourn 8:06 p.m. - *SWANSON/TERRIEN*. **APPROVED.**

Respectfully submitted,

Nancy Griffith
Recording Secretary

<u>Meetings:</u>	<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
NCSU Full Board	Thursday	December 17	6:30 p.m.	NCSU A209
NCUHS Curriculum Committee	Tuesday	January 5	5:30 p.m.	NCCC Room 316
NCUHS Business & Ops. Comm.	Tuesday	January 12	5:00 p.m.	NCCC Room 316
NCUHS Board (Joint Meeting)	Tuesday	January 26	6:15 p.m.	NCUJHS Library
NCUHS HR Committee	As needed			