

**NORTH COUNTRY UNION HIGH SCHOOL
BOARD MEETING MINUTES - DRAFT
North Country Career Center, Room 380
May 17, 2016 at 6:30 p.m.**

Present

Board Members:

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

Administration and Staff:

John A. Castle, NCSU Superintendent
Brent Hilliard, NCUHS Operations Coordinator
Bill Rivard, NCUHS Principal
Eileen Illuzzi, NCCC Director
Bob Davis, NCUHS Asst. Principal
Anita Mayhew, NCUHS Asst. Principal
Jessica Puckett, NCUHS Special Programs Coordinator
Amy Pickering, NCUHS Guidance*
Liz Butterfield, NCSU Executive Asst. to the Supt.
Tracey Muzerall, Teacher*
Duke Szymanski, Teacher, Union Rep.*

Press:

Ed Barber, Newport Daily Express
Robin Smith, Orleans County Record

*Partial meeting attendees

I. **Chair Mayhew called the meeting to order at 6:30.** She led the Pledge of Allegiance to the Flag and called for Additions or Adjustments to the Agenda: Protective Services Equipment disbursement was added to New and Unfinished Business, as well as an update on the Ad Hoc Committee for Field Trip Chaperones during the Policy portion of the meeting.

II. **Motion to Approve the minutes of April 26, 2016 (Attachment A) CARTEE/TETRAULT APPROVED**

III. **Faculty Leave Request:** Duke Szymanski and Tracey Muzerall, husband and wife faculty members, were in attendance to request 6 additional weeks of unpaid leave for Tracey, in addition to her twelve weeks of parental leave. They explained that this would cover the full fall semester. Mr. Szymanski shared that they feel it will be better for the students to have a long-term sub for the entire semester.

Motion to grant Tracey Muzerall an additional 6 weeks of unpaid leave, following her 12 weeks of parental leave allowed under state and federal law. **MOSKOVITES/CARTEE APPROVED**

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

V. Student Report: Erica Tweed

Erica thanked the Board for allowing her to be the student representative to the School Board for the past few years, saying that this is her last board meeting, as she will be graduating. She reported that the students held a carwash for the teachers for Teacher Appreciation Week. The seniors are wrapping things up, and there are a plethora of awards events next week. The Prom is on Friday, and Erica mentioned that there is a question of Life Skills teachers accompanying Special Ed students to the prom. The Superintendent asked that protocol be followed, and the issue be brought to the Principal. Mr. Rivard stated that that he will make an effort to contact the teachers tomorrow. Scott Boskind thanked Erica for her attendance, commitment and contributions over the past few years, and wished her well on behalf of the Board.

VI. Financial Report

Action:

- A. Approve the Warrants (*Attachment WARRANT*) Not available.
- B. Approve the NCCC Financial Report of April 2016 (*Attachment B*) NCUHS Operations Manager Brent Hilliard reviewed the report. MOSKOVITES/YASHARIAN **APPROVED**
- C. Approve the NCUHS Financial Report of April 2016 (*Attachment C*) NCUHS Operations Manager Brent Hilliard reviewed the report. MOSKOVITES/GHELLI **APPROVED**
- D. Approve FY17 Tax Anticipation Borrowing (*Handout*) Postponed until June meeting.

VII. Committee Reports

A. Business Operations

Information:

- 1. Minutes of May 10, 2016 (*Attachment D*) George reviewed minutes from the meeting.

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

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

Richard Cartee reported that the ad hoc Chaperone Policy Committee meeting will be scheduled, and the Committee will give a recommendation this fall.

D. Human Resources

Information:

- 1. Minutes of May 10, 2016 (*Joint Meeting with Business Ops: Attachment D*)
- 2. Principal Search
 - a. Update: The search is progressing, with 2nd round interviews being held on Monday, May 23. One person is confirmed for an interview and will be here for a full day, including a parent forum. There will be a Special Board Meeting at 6:00 p.m.

VIII. NCUHS Principal's Report (*Attachment E*) Bill reviewed his report. Graduation is Saturday, June 4, 11:00 a.m. Mr. Rivard assured the Board that the schedule should not affect any athletes or athletic events.

IX. NCCC Director's Report (*Attachment F*) Eileen reviewed her report.

X. Superintendent's Report: John reported that a conference call is scheduled with Great Schools Partnership and staff from the High School and Junior High. GSP will have people coming in July for 2 days, as well as for the August Admin Retreat, the SU in-service, and local in-services in August.

XI. Unfinished/New Business

Discussion:

NCSAP/NCA: Anita Mayhew, Jessica Puckett and Amy Pickering gave a presentation on the shifts that are planned for next year: NCA will now include grades 9-12, with the current staff, and differentiated instruction. The student profile will change – students with more significant behavior will be at NCSAP. NCA Enrollment: there are 15 students in the AM and 15 in the PM now, which will increase next year to about 20 AM and 20 PM. NCSAP will include grades 9-12 and the profile will remain the same. Staffing will be the same but there will be a lead teacher instead of a principal. Bob Davis will oversee the discipline piece. NCSAP and NCA will continue to be located in their current spaces.

Anita, Jessica and Amy discussed Act 77: Flexible Pathways and PLPs. The goal is to have a Flexible Pathways Coordinator. This will be accomplished by re-structure guidance, not hiring someone new. One person will have less case management and day-to-day guidance responsibilities. This will shift some case load numbers, which is okay with the guidance faculty. The coordinator will research best practice and what other schools are doing, including advisories. The Flexible Pathways Coordinator will support teachers in

implementing PLPs, moving from being reactive to proactive. PLPs are student driven; Faculty advised. The structure is already in place.

Joe Batista will work with the High School, in addition to NCCC (where he works now) on Work-Based Learning Programing. This is a mandated position, again made possible by restructuring guidance.

We will work with Great Schools Partnership to accomplish all of this.

John Castle shared that the only thing that will cost money is the 50% of the NCSAP Lead Teacher salary that is not reimbursable.

John said he appreciates that all of this was presented this evening as a holistic approach, with multiple alternatives for students. Kristin Mason suggested tapping retired teachers as volunteers

Motion to support the school-wide initiative to incorporate Personal Learning Plans and Flexible Pathways at NCUHS. MASON/TETRAULT **APPROVED**

Discussion/Action:

1. Food Service Contract: will go to Business Ops, and then on the June agenda.

Action:

1. **Motion** to restore the contracts of Ian Dinzeo and Bob Davis to 260 days per year for FY 2017.

GRIFFITH/CARTEE **APPROVED**

2. Approve pay increases for NCUHS Exempt Staff:

a. **Motion** to approve a one year contract as well as a 3% raise for FY17 for Ian Dinzeo, Bob Davis, Brent Hilliard and Gwen Bailey Rowe. CARTEE/TETRAULT **APPROVED**

b. **Motion** to approve a 3% increase for FY17 for Eileen Illuzzi. CARTEE/TETRAULT **APPROVED**

c. **Motion** to approve a 3% increase for FY17 Anita Mayhew. CARTEE/TETRAULT **APPROVED**

3. **Motion** to approve formation of the NCCC Student Council. Eileen explained that this will provide opportunity for the students to have a voice, with a representative from each program. The Council will follow the guidelines of the National Student Council Organization. CARTEE/MASON **APPROVED.**

4. **Motion** to award Copy Paper Bid to W.B. Mason. (*Handout*) BOSKIND/SWANSON **APPROVED**

5. **Motion** to allow NCCC Director Eileen Illuzzi to disburse all Protective Services equipment except the simulator, which will be loaned to NCFD. In answer to a question, Eileen said that she feels we should maintain ownership of the simulator: the NCFD will go into schools and businesses with the simulator for fire safety trainings. CARTEE/SWANSON **APPROVED.**

XII. Agenda Items/Date for Next Board Meeting:

A. Principal Interviews: May 23, 2016 6:00 p.m. NCUHS Library. Parent panel at 5:15.

B. Joint NCUHS/NCUJHS Board Meeting: June 21, 2016, 6:30 p.m. There will be a School Board Reception for Bill Rivard at 6:00 p.m.

Agenda items: Chaperone Policy, Food Service contract, Approve FY17 Tax Anticipation Borrowing. Negotiations must start in the fall; will be on next EC agenda.

XIII. Executive Session (If Needed):

Motion to enter Executive Session at 7:54 to discuss a personnel issue. CARTEE/BOSKIND **APPROVED**

The Chair exited Executive Session at 8:23 p.m.

No action was taken.

XIV. Motion to adjourn at 8:24 SWANSON/BOSKIND APPROVED

Respectfully submitted,

Liz Butterfield

<u>Meetings:</u>	<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
NCSU Policy Committee	Thursday	May 26, 2016	5:30 p.m.	NCSU A213
NCSU Executive Committee	Thursday	May 26, 2016	6:30 p.m.	NCSUA209
NCUHS/NCUJHS Joint Mtg.	Tuesday	June 21, 2016	6:30 p.m.	NCCC Room 38