

**NORTH COUNTRY UNION HIGH SCHOOL and
NORTH COUNTRY UNION JUNIOR HIGH SCHOOL
JOINT BOARD MEETING MINUTES
North Country Union Junior High School Library
August 23, 2016 at 6:00 p.m.**

PRESENT

Board Members:

Richard Cartee
Rose Mary Mayhew
David Ghelli, Newport Town
Scott Boskind
Kristin Mason
Peter Moskovites
George Swanson
Maggie Griffith
Jackie Young

Press: Ed Barber, Newport Daily Express

Administrators and Staff

John Castle
Eileen Illuzzi
Anita Mayhew
Ian Dinzeo
Bob Davis
Jessica Puckett
Liz Butterfield
Nicole Corbett
Colleen Storrings

Partial Attendees:

Deanna Jenness
Colleen Deeb
Tim Martin
Karen Chitamber
Pat Haugwitz

Robert Wing
Tanya Martin
Steve Wright
Marcy Miller

Press: Joseph Gresser, the Chronicle

I. NCUJHS Board Chair Richard Cartee called the NCUJHS Meeting to Order at 6:17p.m., led the Pledge of Allegiance to the Flag, and called for Additions or Adjustments to the Agenda: Dan Maple, Unfinished/New NCUJHS Business

II. Public Comments, Communication with Parents/Staff/Citizens:

Deanna Jenness, shared that she and her husband have organized a **Fall soccer team for Derby 5th and 6th grade students**. She said the team is not associated with Derby Elementary School, and is an invitational team. She stated that Derby Elementary does not offer fall soccer, and she would like permission to use a field at the Junior High. She stated the team is Co-ed, they have insurance, and they will line field and pay for paint. Ms. Corbett assured the board that there are plenty of fields. Ms. Jenness said that she has arranged a preliminary schedule for the team to play local schools. Mr. Castle stated that he would discuss this with NCSU schools, as it may violate the Vermont Principals' Association rules. Mr. Castle shared that the VPA governs interscholastic sports and does not allow private teams to play public school teams. it may not be appropriate for a select team to play against inclusive public school teams.

Motion to allow the invitational team from Derby to use a field at no cost:

GRIFFITH/MASON **APPROVED** by Majority, with 1 Nay vote (MAPLE)

III. **Motion** to approve the Minutes of July 26, 2017 (*Attachment A*) BOSKIND/MASON **APPROVED**

IV. **Financial Report and Recommendations:** No report at this time.

V. Building Committee Reports and Recommendations

Information:

A. Minutes of August 15, 2016 (*Attachment B*)

B. Miscellaneous Buildings and Grounds Updates: Committee Chair Scott Boskind updated the board.

Mr. Boskind shared that there was only one bid to supply **wood chips** to both the High School and the Junior High, and the committee awarded the bid to Ivan Maxwell at \$65.00 per ton.

Motion to award the bid to supply wood chips for NCUJHS to Ivan Maxwell.

BOSKIND/GRIFFITH APPROVED

Mr. Boskind reported that D & C Transport and Oil Supply submitted bids to supply **oil** to the Junior High and the High School, with Oil Supply the low bidder, and the committee awarded the bid to Oil Supply.

NCUHS Board Chair Rose Mary Mayhew and Superintendent John Castle asked why bids for the High School were awarded at a Junior High School Building Committee meeting. Mr. Boskind and Mr. Cartee said that NCUHS Operations Manager Brent Hilliard had attended the meeting and assured them that it was proper procedure. It was agreed that the wood chip and oil bids for NCUHS would be re-issued, and would come before the NCUHS Business Ops Committee for a recommendation to the full NCUHS Board.

Mr. Boskind reported that the FairPoint **phone line transfer** from the Historical Society building is still pending.

Mr. Boskind, Mr. Cartee and Ms. Corbett spoke concerning installing a **crosswalk** in front of the school. Ms. Corbett reported that the review process was completed, but the town put the project on hold, stating that they believe the JHS must pay for it. There was a question of whether the cross walk is in the town or the village. The estimate from Gosselin is \$4,680.00. Mr. Cartee expressed that it is not the Junior High's responsibility to install a cross walk across a state highway, in town or on the village green. It was agreed that the Building Committee chair will go to the Select Board meeting on Monday, August 29th to try to figure out who will foot the cost. It was mentioned that there may be a law that requires the state to provide the crosswalk. Dan Maple pointed out that 2 cross walks are needed, one on each end, as kids will jay-walk if there is only one. Dan offered to draw up plans, for proposal purposes.

VI. Unfinished/ New NCUJHS Business

Discussion/Information:

A. Dates for Early Release: Nicole said this will be decided at the next NCUJHS Leadership Team meeting, and she will bring the dates to the board in September.

Action:

A. **Motion** to approved all of the **Job Descriptions** as presented in Attachment C. (*Attachment C*)

- Maintenance/Custodian
- Maintenance/Custodial Supervisor (Exempt)
- Computer Coordinator
- Athletic Director
- Part-Time Medicaid Clerk
- Instructional Interventionist

GRIFFITH/BOSKIND APPROVED

Mr. Castle thanked the JHS administration for completing this large task, and Ms. Corbett stated that the accolades should go to Annette for all of her work on the project.

Added Agenda Item: Dan Maple asked for an open discussion: He stated that the JH lost 40% of a SpEd teacher to another school. He is concerned about case load levels, the new AOE policy that the SU controls SpEd teachers, and the board not being notified. Nicole shared that SpEd staffing at the Junior High is up, and that the three open positions have been filled. It has been arranged that a case manager will fill a gap in Holland, which will also help the student transition to NCUJHS next year. She stated that all services are 100% in place and there is full coverage, though it is tight. She said, "Holland helped us last year, this year we are helping Holland." Dan is concerned with visibility, and feels the board should know when teachers are moved. John assured the board that he and Leanne Desjardins will do their due-diligence to keep the board informed of changes in SpEd assignments.

Scott Boskind commended Nicole and Colleen and the NCUJHS maintenance staff for the appearance of school. Nicole shared that the NCUJHS Maintenance Foreman has offered to assist Holland with floor repairs, which the board felt was a great idea.

VII. Future NCUJHS Agenda Items, Date of Next NCUJHS Meeting:

The next regular meeting of the NCUJHS Board is scheduled for September 27th. Dinner at 5:30, meeting at 6:00.

Agenda items: Early release dates

VIII. **NCUJHS Executive Session** (*If Necessary*) Not necessary.

IX. **Rose Mary Mayhew called the NCUHS meeting to order** at 7:03 p.m., and called for Additions or Adjustments to the Agenda. There were none.

The meeting continued as a NCUHS/NCUJHS Joint Board Meeting

X. Joint Financial Reports and Recommendations

Action: A. Approve the Warrant (*Handout*) No warrant available.

XI. Director's and Principals' Reports

Information/Discussion:

A. Nicole Corbett (*Attachment D*) Nicole briefly reviewed her report.

B. Eileen Illuzzi (*Handout*) Eileen briefly touched on staff development, GSP, and the Up for Learning: Student Voice and Choice Committee. She shared that Denise Bowen came in 6th in the National LNA competition. Eileen will include an Adult Ed section in her Director's Report each month. A few board members questioned the price of the Young Hacks camp – Eileen will check it out. She said scholarship money is available for Young Hacks and Tech Savvy Girls camps. Scott Boskind requested that Gwenn Bailey-Rowe attend meetings twice per year to report on what has been happening in the Adult Ed program, and to report on participation.

C. Anita Mayhew, Jessica Puckett & Bob Davis (*Report sent by separate email*).

The Tri-Principals shared a video presentation, featuring the High School Support Staff and their work to prepare for the new school year.

Tri-Principal Bob Davis spoke to the board concerning the **Restorative Practices and Restorative Justice** 3-day institute that he recently attended, sponsored by the St J. Community Justice Center. Mr. Davis is excited about instituting a student management system: besides reactive consequences, students will be funneled through a restorative justice panel, where they will answer four questions in the presence of a principal, guidance counselor, a teacher, and parents or guardians. The student must reflect on their action and how it impacts others, acknowledge it and make it right. This is a proactive approach. It will be piloted for “class cuts”, as there is a high likelihood of success, and will later be used with the two alternative programs, and possibly with larger issues: fights, etc. Mr. Davis said that there is a 33% drop in recidivism with restorative justice. Mr. Davis gave Kristin Beswick much credit for using restorative justice when she was working at the High School, and said that she generated positive teacher buy-in for this approach.

D. Board Feedback: Future Principal's Reports and Program Presentations

The board enjoyed the video presentation and said they would love to see this type of report regularly, with more details included. There was discussion concerning having a student rep and a faculty rep attend board meetings regularly, possibly rotating through the departments. The Tri's will follow-up. Mr. Cartee asked that the Tri's bring both the good and the bad to the board, so the board can assist them with any issues that may arise.

XII. Personalized/Proficiency Based Learning

Information: Update on work with Great Schools Partnership.

The Tri-Principals and Nicole reported that they are establishing a timeline through 2020. The focus for this year is transferable skills, which is an easy entrance point, and they will move into content proficiencies in February. Don Weafer, of Great Schools Partnership, will be at the High School on Thursday and the Junior HS on Friday. He will be asked to join the next joint meeting of the boards.

XIII. Superintendent's Report

Mr. Castle reported that Convocation is tomorrow, with a surprise musical guest, faculty speaker Michael Oquendo, and student speaker Tori Young. He invited the board to attend.

XIV. New/Unfinished Joint Board Business

Action:

A. Award Wood Chip and Fuel Oil Bids (*Attachment E*) This was discussed in the NCUJHS portion of meeting, and tabled for NCUHS to re-bid.

B. Motion to approve second-year contract with the **Abby Group**. We have a 5-year contract, but it must be approved each year. Nothing is changing with the contract. **MOSKOVITES/YOUNG APPROVED**

XV. Other Joint Board Business

Discussion/Information:

A. Board Retreat: It was agreed that the retreat would include both the High School and the Junior High School, and that the retreat would be held on Sept. 28th at 5:30 at the East Side. Items for discussion will include: the model for the High School administration going forward, concerning where we are heading next year; where do we want to go as far as programs, services, and action plans; the Commitments; the Design for Learning; budgets; demographic shifts; opportunities: What do we want for our students, and how do we get there; and horizontal and vertical integration with the Junior High. John Castle will facilitate and will work with the two board chairs to plan the retreat.

B. Central Office Considerations: John reported that the ad-hoc committee had met, and their recommendation was shared with the NCSU Executive Committee. John said there are two options left: remain where we are or move to the NCCC. He said a move to the NCCC would be challenging. The Executive Committee gave Mr. Castle permission to move forward with negotiating a potential lease with Jim Mulkin. John said the Career Center is a viable option over time, with demographics and programs over the next few years major considerations. Rose Mary Mayhew stressed that we do not want any movement or decrease in NCCC programs to be related to a move of the Central Office. Mr. Cartee shared that a member of the Executive Committee deals in commercial real estate, and helped the committee to determine that our lease is a fair representation of current real estate. John shared that Jim Mulkin has been very gracious and open, and understands that we are stewards of the public's money. John has made it clear that we need modifications to make a new lease work.

C. Vacant Board Seats:

Newport City: Advertisements were issued, only 1 person replied, but does not have US citizenship.

Westfield: has not been advertised because there was some interest expressed, and we are waiting for more information.

George Swanson confirmed that there may be a candidate.

XVI. Motion to Adjourn the NCUJHS Meeting at 8:01. BOSKIND/MASON APPROVED

Continue with NCUHS Meeting

XVII. Public Comments, Communication with Parents/Staff/Citizens:

A NCUHS staff member mentioned that two statistics students won third prize in the National Statistics competition.

XVIII. Motion to approve the NCUHS Minutes of July 19, 2016 (Attachment F) CARTEE/BOSKIND APPROVED

XIX. Financial Report and Recommendations

No report at this time.

XX. Committee Reports & Recommendations

A. Business Operations

Information: Minutes of August 9, 2016 (*Attachment G*) George Swanson reviewed.

B. Curriculum & Instruction

Information: Minutes of August 2, 2016 (*Attachment H*) David Ghelli reviewed.

C. Human Resources

Information: Minutes of August 22, 2016 (*Handout*) Scott Boskind reviewed.

Action:

1. **Approve** Modification/Elimination of some **Supplemental Contracts:** Ian reported that many of the current Supplemental Contracts are archaic. By eliminating some and replacing others, there will be a savings of approximately \$15,000.00. Ian explained that most of the new positions will carry a stipend, will include a change in step and a change in job description. The job descriptions are currently very general, whereas the new job descriptions will be specific, which makes it possible to hold people more accountable. The Supplemental Contracts and accompanying job descriptions will be re-evaluated regularly: are students attending, are students participating? Changes will be recommended accordingly. Richard Cartee asked that an updated list be provided to the board at the end of each year.

Motion to make the following changes to Supplemental Contracts:
Student Forum will become Student Voice, with a new job description.
Rotary Interact will be reevaluated at year's end.
Web Grade is eliminated.
Mentor Coordinators is eliminated.
Freshmen Team Leaders is eliminated; Freshmen Team Liaison is added.
STEM Liaison is eliminated; STEM Advisor is added.
ACA Liaison is eliminated. Academies Liaison is added.
BOSKIND/GHELLI APPROVED

2. Approve Hires

Emma Joslin has been hired as the **long-term sub** for Tracey Muzzerall.

There are still no **Driver Ed** teacher candidates. Anita Mayhew and Trish Buttice have met and come up with a plan: Trish will teach 3 full sections. Some 1st semester students will be bumped to 2nd semester. Anita and Trish have contacted Richard Lussier to help with the driving portion, and Mrs. Buttice will run an end of year summer school for an additional 1/5 of her salary. This will involve 23 students and allow all eligible students to participate in Driver Ed. John added that the money exists, as it was budgeted for hiring a teacher.

Motion to approve hiring the necessary Driver Education personnel and to establish a Driver Education summer program:
CARTEE/BOSKIND APPROVED

Motion to hire Dan Griffith as the Girls Varsity Hockey Coach: BOSKIND/CARTEE APPROVED.

Maggie Griffith recused herself from the vote.

XXI. Unfinished Business

Discussion/Information:

A. Celebration of Community: Scheduled for Sept. 21. Amy Pickering will form a committee once faculty are back.

B. Update on Field Trip Policy: The ad-hoc committee will meet in August.

D. Sports Awards Update: Ian distributed the Activities calendar for fall sports. He passed around samples of the coins to be awarded for athletics and academic achievements. Ian will contact Gordon from the Abbey Group concerning food for the awards, which are tentatively scheduled for Nov. 7th. The Committee will meet again soon.

XXII. New Business

Information/Action:

A. Motion to Approve the Member to Member football agreement with Lake Region (continuation) (*Attachment I*): LR is sending 5 athletes. Football is a no-cut sport, so all are welcome. **MOSKOVITES/YOUNG APPROVED**

B. School Resource Officer position: Karen Chitamber thanked the board for their attention to this matter. Karen reviewed the recent Community Commons and Newport City Council meetings that were attended by many community members in response to the Newport City Police Department's actions in pulling the SRO from the High School. She stated that there is an \$80,000.00 question for the City of Newport: where did the money go? Karen, John Castle, the Tri-Principals and Rose Mary Mayhew reviewed the events of the past few weeks, with Rose Mary stating that, "A bomb was dropped on us with no notice. On May 18th the City Council took action in open session and approved the MOU. Pulling the SRO was not on a Newport City agenda at any time. The Admins received a visit from the Chief a few weeks ago saying the MOU is being pulled and there will be no police representation at games, etc." Karen reiterated that the community is behind the board in creating a solution. All agreed that the particular SRO, Royce Lancaster, was integral to the NCUHS community.

Steve Wright commented that he attended both meetings and still doesn't understand. He said the City Council made it clear last night that money is not the issue, access to officers is. He feels there is a lack of transparency on the part of Newport City.

Rose Mary pointed out that the position is paid out of Medicaid money, for the benefit of all students. She said that when the administration asked to be put on the Newport City agenda, they were told no, there is a full agenda. She pointed out that we can't force them to give us an SRO. Richard Cartee suggested that it is a Union issue.

Karen Chitamber asked what can we do to meet the students' needs given this crisis?

Colleen Deeb asked what can we do as parents and staff members?

Mr. Castle stated that he has made a very clear, very strong request to Newport City to reinstate the position or the person, or support us in the transition, but has never heard back. He has heard that there was some overture at the Council meeting last night and was hoping for a phone call today, but it never came. He stated that, given the importance, we need to seek other options. The Orleans County Sheriff’s Department is willing to provide staff. They do not have person now, but do have a person they would recommend and train. John asked that the board support pursuing that. He said the public should still seek answers to the questions of money and staffing, but we do not have recourse in a timely manner.

Bob Davis asked the board for authority to pursue the Sheriff’s Department option.

Motion to authorize the administration, including Superintendent John Castle, to pursue contracting a SRO through the Orleans County Sheriff’s Department. BOSKIND/MASON APPROVED.

Pat Haugwitz asked John if he will follow up on the “olive branch” from Newport City. John assured him that he will.

Kristin Mason said thank you to all who took the lead on this issue. Robert Wing commented that this involves very important relationships with students, in a time when police are not respected.

XXII. Future Agenda Items, Date of Next NCUHS Meeting

September 20, 2016

XXIII. NCUHS Executive Session (Anticipated)

A. Personnel: Not needed.

XXIV. Motion to Adjourn the NCUHS Board Meeting at 9:00 p.m. CARTEE/MASON APPROVED

Respectfully submitted,

Liz Butterfield
Recording Secretary

<u>Meetings:</u>	<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
NCUHS HR Committee	As needed			
NCUHS Curriculum Committee	Tuesday	September 6	5:30 p.m.	NCCC Room 316
NCUHS Business & Ops. Comm.	Tuesday	September 13	5:00 p.m.	NCCC Room 316
NCUHS Board	Tuesday	September 20	6:30 p.m.	NCCC Room 380
NCSU Policy Committee	Thursday	September 15	5:30 p.m.	NCSU A213
NCSU Full Board	Thursday	September 15	6:00 p.m.	NCSU A209
NCUJHS Board	Tuesday	September 27	6:00 p.m.	NCUJHS Library
NCUHS/NCUJHS Board Retreat	Wednesday	September 28	5:30 p.m.	East Side