

**NORTH COUNTRY UNION JUNIOR HIGH SCHOOL**  
**BOARD MEETING AGENDA**  
**NCUJHS Library**  
**March 22, 2016 at 6:15 P.M.**

**PRESENT**

*Board Members:*

Maggie Griffith  
Dan Maple  
Le-Ann Therrien  
Richard Cartee  
Jackie Young  
Kristin Mason  
Scott Boskind

*Administration and Staff:*

John Castle, NCSU Superintendent  
Glenn Hankinson, NCSU Business Manager  
Nicole Corbett, NCUJHS Principal  
Colleen Storrings, NCUJHS Asst. Principal  
Kevin Hodgeman, NCUJHS Custodial Foreman  
Liz Butterfield, NCSU Exec. Asst. to the Superintendent

*Press:*

Ed Barber, Newport Daily Express

I. The meeting was called to order at 6:19 p.m. by Superintendent John Castle, who led the Pledge of Allegiance to the Flag and called for additions or adjustments to the agenda. Principal Nicole Corbett requested that Field Trip Consideration be added under Principal's Report.

**II. Board Reorganization**

Action:

A. Elect Chairperson: Mr. Castle opened the floor to nominations for Chairperson. Maggie Griffith nominated Richard Cartee, seconded by Kristin Mason. Mr. Castle made two more calls for nominations. There being none, the clerk was directed to cast one ballot for Richard Cartee.

B. Elect Vice Chairperson: Kristin Mason nominated Scott Boskind, seconded by Maggie Griffith. The Chair made two more calls for nominations. There being none, the clerk was directed to cast one ballot for Scott Boskind.

C. Elect Clerk: Le-Ann Tetrault nominated Kristin Mason, seconded by Scott Boskind. The Chair made two more calls for nominations. There being none, the clerk was directed to cast one ballot for Kristin Mason.

D. Elect two (2) NCSU Full Board Representatives: Maggie Griffith nominated the Chair and Vice Chair, seconded by Kristin Mason. Approved.

E. Elect alternate member for the NCSU Full Board: Scott Boskind nominated Kristin Mason, seconded by Le-Ann Tetrault. Approved.

F. Appoint one (1) NCSU Executive Committee member: Scott Boskind nominated Richard Cartee, seconded by Kristin Mason. Approved.

G. Appoint NCSU Policy Committee member: Jackie Young nominated Richard Cartee, seconded by Kristin Mason. Approved.

H. Appoint NCSU Negotiations Committee member: Kristin Mason nominated Scott Boskind, seconded by Maggie Griffith. Approved.

I. Appoint NCUJHS Building Committee: The Chair appointed Scott Boskind, Richard Nelson, Richard Cartee, and Dan Maple, and named Scott Boskind as Chair. The committee will meet once every two months, more often as necessary.

J. Designate an official newspaper: Scott Boskind moved that the Newport Dailey Express be designated, seconded by Kristin Mason. Approved.

K. Designate posting locations: Warnings will be posted in those locations designated by the local boards.

L. Establish regular meeting dates and times (including joint meetings with NCUHS): Richard Cartee recommends 4 joint meetings per year, even though the High School voted to hold six.

**Motion to hold four joint meetings per year. GRIFFITH/BOSKIND DEFEATED**

**Motion** to hold six joint meetings per year, and to hold the regular meetings on the 4th Tuesday of every month at 6:00 p.m. MASON/TETRAULT **APPROVED**

M. Review and approve Board Code of Ethics (*Attachment CoE*) **Motion** to approve.  
BOSKIND/MASON **APPROVED**

III. **Motion** to approve the minutes of February 15, 2016 (*Attachment A*)  
TETRAULT/BOSKIND **APPROVED**

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

V. Financial Report (Handout)

Action:

A. **Motion** to approve the Warrants in the amount of \$1,858,345.33. MASON/TETRAULT **APPROVED**

B. **Motion** to approve the Financial Report of February 2016. MASON/YOUNG **APPROVED**

VI. **Committee Reports**

Information:

A. Building Committee Update

1. Locker Room issue: Scott Boskind reported that the epoxy coating on the shower walls is cracking. DEW Corp. has investigated, determined that is not caused by shifting of the building, and that it is likely caused by one of the bonding agents being defective. Also, the epoxy flooring in the girl's bathroom keeps bubbling up. DEW and VT Protective Coatings will repair both problems. The office floor coating will be repaired during break, and the cost will be split between DEW and VT Protective Coatings.

Scott suggested that the Board may want to start looking at how they would suggest spending any surplus from this year's budget. Kevin Hodgeman will present a five or ten year plan for maintenance at the May board meeting. One consideration may be to establish a Capital Improvement Fund.

Scott will arrange a Building Committee meeting for the near future.

VII. **Principal's Report** (*Handout*): Principal Corbett introduced a new way of presenting discipline data, focusing on student successes. The school has instituted, at the request of the students, 10 minute breaks. This is a pilot project, and seems to be very successful.

**Motion** to approve the Life Science field trip to Granby Zoo. The entire school will take part, on the second-to-last day of school. GRIFFITH/YOUNG **APPROVED**

**Motion** to approve a trip to "World's" in Iowa on May 24<sup>th</sup> for the Junior High team that placed 2<sup>nd</sup> in the state Odyssey of the Mind competition, and to approve fundraising for the trip. The cost is approximately \$1,200.00 per child, and they will have to drive, with a parent chaperone, in order to get all of their equipment to the competition. The parent chaperone will undergo a Background Check. Glenn Hankinson affirmed that field trips within North America are covered by liability insurance. The team will perform for the board at the April meeting. MAPLE/BOSKIND **APPROVED**

VIII. **Superintendent's Report:** Mr. Castle reminded the Board about the Annual Meeting scheduled for Thursday evening in the NCUHS Library, and asked that Board members complete the survey that they had been sent.

VIII. **Unfinished Business**

Action:

A. **Motion** to approve selling the '99 Ford F150 pickup truck, and to allow Kevin Hodgeman to use his discretion to complete the sale. BOSKIND/YOUNG **APPROVED**

B. **Motion** to approve the Historical Society building telephone wire removal and to have Jordan's reconnect the copper wire to the Fire Alarms in the NCUJHS office at a cost not to exceed \$1,800.00. Dan Maple recused himself as a board member and assumed his role as a FairPoint employee to update the Board. Dan said the Historical Society is responsible for most of the cost of removing FairPoint wires outside of the Junior High

building. The Junior High will be responsible for reconnecting the wires inside the Junior High building, which Jordan's will do. The conduit was placed 2 years ago, so is ready to go. It should take no more than 1-2 minutes from the time the wires are disconnected to the time they are reconnected in the office. There is no cost to the Junior High from FairPoint. BOSKIND/MASON **APPROVED**

**IX. New Business**

Action:

- A. Motion to approve renewal of lawn mowing contract with Scott McAllister for the summer of 2016, at the same price as 2015. (*Attachment B*): BOSKIND/TETRAULT APPROVED
- B. **Motion** to approve Exempt Staff wage increases at the same amount as agreed to in the negotiated agreement, for the current year and next year, retroactive to July 1, 2015. GRIFFITH/BOSKIND APPROVED
- C. **Motion** to approve decreasing current nurse Allison Shelp to .6 FTE for FY2017. Allison and Jodi Fortin have proposed job sharing for a total of 1.0 FTE. BOSKIND/TETRAULT APPROVED
- D. **Motion** to approve hiring Jodi Fortin as .4 FTE Nurse for FY2017. GRIFFITH/MAPLE APPROVED
- E. **Motion** to approve new supplemental pay rates of \$26.00/hour for licensed staff and \$14.00/hour for support staff. BOSKIND/YOUNG APPROVED
- F. **Motion** to approve Support Staff Collective Bargaining Agreement. MAPLE/GRIFFITH APPROVED
- G. **Motion** to approve wage increases for Exempt Staff. Repeat of item IX.B
- H. **Motion** to approve bid of \$6,151.63 for Ormsby's Computer Services to configure and install new LAN switch and Wireless Access Points. (Note from John Peters: Ormsby's was the lower of 2 bidders and they installed switches in NCUHS last year.)MAPLE/TETRAULT **APPROVED**

**X. Other Business**

Action:

- A. **Motion** to adopt the following revised policies (*Attachment C*):
  - D. 1 Personnel: Recruitment, Selection, Appointment and Background Checks for Staff. YOUNG/TETRAULT **APPROVED**
- B. **Motion** to accept the resignation of Librarian Mary Roy, effective at the end of the school year. MAPLE/MASON **APPROVED**

**XI. Agenda Items/Date for Next Board Meeting:** April 26, 2016: Odyssey of the Mind presentation.  
May 24, 2016: 5 or 10 year Maintenance Plan

**XII. Executive Session** (*Anticipated*): Not needed.

**XIII. Motion** to adjourn at 7:58 p.m. GRIFFITH/MASON **APPROVED**

**Respectfully submitted,**

**Liz Butterfield**  
**Recording Secretary**

<u>Meetings:</u>	<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
NCUJHS Board	Tuesday	April 26	<b>6:00 p.m.</b>	NCUJHS Library
NCSU Policy Committee	Thursday	April 28	5:30 p.m.	NCSU A213
NCSU Executive Committee	Thursday	April 28	6:30 p.m.	NCSU A209

