

**NORTH COUNTRY UNION JUNIOR HIGH SCHOOL  
BOARD MEETING MINUTES - DRAFT  
NCUJHS Library**

**June 23, 2015 at 6:15 P.M.**

**Present**

***Board Members:***

Jackie Young, Derby  
Maggie Griffith, Newport City  
Scott Boskind, Derby  
Richard Cartee, Newport City  
Corey Therrien, Newport City  
Kristin Mason, Morgan

***Administrators and Staff:***

John Castle, NCSU Superintendent  
Glenn Hankinson, NCSU Director of Business  
John Peters, NCSU Director of Technology  
Kathy Nolan, NCSU Director of Curric., Assessmt., & Inst.  
Kevin Hodgeman, NCUJHS Maintenance Foreman  
Liz Butterfield, Executive Assistant to the Superintendent

***Press:*** Ed Barber, Newport Daily Express

The Principal and Assistant Principal were not present, as they were attending the BEST Conference.

I. The meeting was called to order by Board Chair Richard Cartee at 6:15 p.m. The Chair led the Pledge of Allegiance to the Flag, and called for Additions or Adjustments to the Agenda. Scott Boskind asked that the following items be added: An estimate from Magog Roofing for additional repairs to the roof, and a list of priorities from Principal Corbett to be considered if there is an end-of-year budget surplus.

II. **Motion** to approve the minutes of May 26, 2015 (Attachment A).  
**BOSKIND/GRIFFITH APPROVED**

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

**IV. Financial Report**

**Action:**

A. **Motion** to approve the Warrants, as recommended by Richard Cartee. Director of Business Glenn Hankinson distributed a copy of the Warrant Summary. **THERRIEN/YOUNG APPROVED**

B. **Motion** to approve the Financial Report of April, 2015 (Attachment B). Glenn distributed a revised Financial Report, updated as of this morning. He anticipates the Revenues at year-end to be \$282,000.00 more than budgeted, while Expenses are anticipated to be \$107,000.00 more than budgeted, for an anticipated year-end Fund Balance of approximately \$175,000.00.  
**THERRIEN/BOSKIND APPROVED**

**C. Approve 1:1 Chrome Book request based on budget outcome.** In discussion, Scott Boskind shared the latest quote that Ms. Corbett gave him, for 300 Chrome Books: \$175.00 each, which is less than the previous quotes. Additionally, there are Warranty and Management fees, which bring the total to \$63,000.00. The quote is good until July 1, 2015.  
Superintendent Castle shared his thoughts on the concept of Anticipated Fund Balances, and asked if it is best practice to spend the funds at this time, as it is typical to wait for an Audited Fund Balance and then let the voters decide at budget time. John stated that he is conflicted about moving forward with the Chrome Book purchase, as pedagogically he supports the 1:1 concept. He wondered if there were other bids, though it is not required under statute – the Board has the authority to decide to

spend the money. Glenn agreed that the community appreciates being included in the decision, as it is the taxpayers' money.

Corey asked if the teachers are prepared to integrate the technology into lessons, and suggested that the board put off spending the money for a year and let the taxpayers decide. John Peters said that the Junior High teachers use technology well and are excited to move forward. He said that the wiring has been updated to support 20 or more devices being used in a classroom, and that the fiber optic cable installation that is being planned will allow NCUJHS to be prepared for the next 25 years and to scale up bandwidth.

Richard Cartee pointed out that if the Board does not commit the fund balance by the end of June, the decision must go to the voters, which Glenn confirmed. Scott shared that Nicole's priorities are: 1. High speed wiring; 2. Chrome Books. Scott said that he is under the impression that the faculty is in consensus that they would like the Chrome Books purchased, and are excited to move forward. Kristin recalled that Nicole had called around for pricing.

**Motion** to spend up to \$63,000.00 of surplus funds to purchase up to 300 Chrome Books.  
**BOSKIND/MASON APPROVED BY MAJORITY (THERRIEN & GRIFFITH OPPOSED)**

## **V. Program Presentation**

A. Kathy Nolan, Director of Curriculum, Assessment & Instruction: Kathy spoke to the Board about Professional Development initiatives that have taken place this past year and are ongoing. The Teacher Leader Training has been very well received and is making a difference in the schools and classrooms. Kathy invited the Board to attend the next training that the Junior High staff will be involved in, on August 6<sup>th</sup> and 7<sup>th</sup>. Kathy was given kudos for the work that she and her staff are doing.

## **V. Committee Reports**

Information:

**A. Building Committee Update:** deferred to Unfinished/New Business

**VI. Principal's Report** (Attachment C): The Principal was not present, but her report had been distributed with the Board Packet.

## **VII. Superintendent's Report**

A. Planning Guide (Attachment D), B. Commitments (Attachment E), C. Agenda Guidelines (Attachment F): The Superintendent pointed out that these items were covered during the NCUHS meeting last week, and asked if there were any questions or items for discussion. There were none.

## **VIII. Unfinished/New Business**

Information:

**A. Hiring Update:** Mr. Castle said that the Junior High is still looking for a school nurse and a SpEd teacher, and are looking at the possibilities of creative ways to cover those positions.

**B. Community Eligibility:** no discussion.

Action (Attachment G):

The Fiber Optic bid was moved to the top of the list of bids being considered.

**E. Approve Fiber Optic Bid.** Bids were opened by the Chair:

Sertex LLC, Plainfield, CT	\$20,851.00
All Links Communication, S. Burlington, VT	\$10,633.00
MEI System Integrators, Jay, VT	\$12,600.00
TwinState, Morrisonville, NY	\$11,194.00

John Peters reported that according to the RFP, if two bidders are within 10% of each other, those bids must be considered, so All Links and TwinState were discussed. TwinState had recently installed the NCUJHS phone system successfully.

**Motion** to award the bid for Fiber Optic installation to TwinState for \$11,194.00.\*  
THERRIEN/GRIFFITH **APPROVED**

Kevin pointed out that the inner duct work and re-purposing of the switches from the High School is not included in the fiber optic bids. John Peters informed the Board that by repurposing switches from the High School, there is a savings of approximately \$10,000, though it will still cost about \$7,000.00 to repurpose them.

**\*Motion** to spend up to \$15,000.00 of surplus funds to pay for inner duct work and switches, and to pay TwinState \$11,194.00 for the Fiber Optic Installation out of surplus funds.  
BOSKIND/GRIFFITH **APPROVED**

**A. Approve Seal Coating Bid.** The bids were opened by the Chair:

Brown's Driveway Paving and Sealing, Troy, VT	\$ 8,756.36
North East Sealcoat, Newport Center, VT	\$11,500.00
Gray's Paving and Sealing, Newport, VT	\$12,300.00

**Motion** to award the bid for seal coating to Brown's Driveway Paving and Sealing for \$8,756.00, using surplus funds. BOSKIND/THERRIEN **APPROVED**

**B. Approve Parking Lot Striping Bid.** The bids were opened by the Chair:

Brown's Driveway Paving and Sealing, Troy, VT	\$3,097.00
Frank's Linestriping, Newport Center, VT	\$2,036.00

The board looked closely at the specifications provided in each bid, and felt that the bid from Brown's was more complete.

**Motion** to award the bid for parking lot striping to Brown's Driveway Paving and Sealing for \$3,097.00. THERRIEN/BOSKIND **APPROVED**

**C. Approve Roof Repair Bid.** The bids were opened by the Chair:

Fred's Energy, Derby, VT	\$58,996.00
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This was the only bid received. Scott clarified that he spoke to Dennis Percy of Fred's, and that Dennis confirmed that the Computer Room work and replacement of the drain in the Vestibule are included in the bid. It was pointed out that his does not include engineering and other fees that have been incurred.

**Motion** to award the bid for roof repairs to Fred's Energy for \$58,996.00, to be paid from the bond, as previously approved by the voters. THERRIEN/BOSKIND **APPROVED**

**D. Approve Propane Bid.** The bids were opened by the Chair:

Fred's Energy, Derby, VT	\$1.45 per gallon, fixed price
Nadeau's Plumbing and Heating, Newport, VT	\$1.51 per gallon, fixed price

Kevin shared that the school used 2,140 gallons of propane last year.

**Motion** to award the propane bid to Fred's Energy for \$1.45 per gallon, fixed.  
THERRIEN/YOUNG **APPROVED**

F. **Motion** to approve water use by the Community Garden. THERRIEN/YOUNG **APPROVED**

**Additions to the Agenda:**

**A. Additional Roof Repairs.** Scott reported that Magog Roofing is recommending that repairs be made to preserve the roof membrane, which will add 15 years to the life of the roof. They estimate that the repairs will cost \$5,942.00, plus an additional \$3,020.00 to repair the Workshop roof. Kevin and Scott discussed whether the repairs were imminent or could wait until next year, to be included in the budget. Scott feels it should be done as soon as possible.

**Motion** to allocate \$10,000.00 from surplus funds for additional roof repair, and to make a decision on whether to proceed at next month's meeting, after Kevin has done more research.  
THERRIEN/YOUNG **APPROVED**

**IX. Other Business**

Action:

A. **Motion** to rescind the following Policies\* (Attachment P-1):

- 1) B.3 Board Member Ethics
- 2) C.4 Visits by Board Members
- 3) C.7 Board Relations with Principal
- 4) C.8 Board Relations with Staff

THERRIEN/MASON **APPROVED**

B. **Motion** to adopt the following Revised Policies\* (Attachment P-2):

- 1) B.4 Conflict of Interest
- 2) C.9 Notice of Non-Discrimination

THERRIEN/MASON **APPROVED**

C. **Motion** to adopt the following Policies\* (Attachment P-3):

- 1) B.1 Board Meetings, Agenda Preparation & Distribution
- 2) B.2 Public Participation at Board Meetings

THERRIEN/BOSKIND **APPROVED**

**X. Agenda Items/Date for Next Board Meeting**

6:15 on July 28, 2015 at NCUJHS: Joint Meeting with NCUHS Board

**XI. Executive Session:** Not necessary.

**XII. Motion** to Adjourn at 8:18 p.m. THERRIEN/MASON **APPROVED**

Respectfully submitted,

Liz Butterfield  
Recording Secretary

\* To view marked-up copies of the policies, policies being rescinded and/or new policies being considered, please use this link:

[Policies Being Reviewed](http://www2.ncsuvt.org/ncsu-full-board/policies-being-reviewed) or go to: <http://www2.ncsuvt.org/ncsu-full-board/policies-being-reviewed>.

You may need to hover your mouse over the link and use Control + click

<u>Meetings:</u>	<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
NCSU Policy Committee	Thursday	June 25	5:30 p.m.	NCSU A213
NCSU Executive Committee	Thursday	June 25	6:30 p.m.	NCSU A209
NCUJHS Board (Joint Mtg.)	Tuesday	July 28	6:15 p.m.	NCUJHS Library