

# NORTH COUNTRY UNION JUNIOR HIGH SCHOOL

## BOARD MEETING MINUTES

NCUJHS Library

August 22, 2017 6:00 p.m.

### Present

#### *School Board Members:*

Richard Cartee, Newport City  
Tim Cartee, Newport City  
Scott Boskind, Derby  
Maggie Griffith, Newport City  
LeAnn Tetrault, Jay  
Richard Nelson, Derby

#### *Administrators and Staff*

John A. Castle, NCSU Superintendent  
Glenn Hankinson, NCSU Director of Business and Finance  
Kevin Hodgeman, NCUJHS Maintenance Foreman  
Liz Butterfield, NCSU Exec. Asst. to the Superintendent

#### *Press:*

Ed Barber, Newport Daily Express

I. Chair Richard Cartee called the meeting to order at 6:13 p.m., led the Pledge of Allegiance to the Flag and called for additions or adjustments to the agenda. Scott Boskind added “communication from the Derby Select Board” to the agenda.

II. **Motion** to approve the minutes of June 27, 2017 (*Attachment A*) TETRAULT/GRIFFITH, **APPROVED**

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

### IV. Financial Report

#### Action:

A. **Motion** to approve the Warrant (*Attachment B*) in the amount of \$1,592,473.47.

TETRAULT/T.CARTEE, **APPROVED**

B. **Motion** to accept the Financial Report of July 2017 (*Attachment C*) BOSKIND/T.CARTEE, **APPROVED**

Glenn presented the report, which shows a year-end net of minus \$37,919.00, unaudited. Glenn distributed an illustration of \$30,580.00 that can be applied to this year’s budget from the Special Education Assessment Carry Forward. Glenn also distributed an illustration of the changes in the year-end projections since the May 31 report. The superintendent explained that some expenses had not been encumbered, such as tutoring and more substitute pay than anticipated. These expenses will be encumbered regularly in future years. Richard Cartee asked why the SpEd expenses for the Junior High “are so high”. John explained that some special ed costs are dictated, such as licensed staff, and some are due to the use of para educators. We have built capacity at the junior high for kids who either would have gone to a program such as Turning Points or are returning to the school from such a program.

**Motion** to receive the Special Education Assessment Carry Forward of \$30,580.50 to the FY 2017 budget.

NELSON/BOSKIND, **APPROVED**

V. **Principal’s Report** (*Principal Corbett was not in attendance due to a death in the family*)

### VI. Superintendent’s Report

Mr. Castle reported that Convocation is tomorrow, and professional learning will focus on feedback and grading at the junior high level, while the high school will focus on proficiency based learning. The focus all year will include the progression of the proficiencies. John said the NCSU full board meeting on Sept. 21 will focus on poverty and the effect on our communities and our schools; the challenges we have in meeting the needs; the correlation of poverty and stress. He hopes for it to be inspirational, giving a sense of purpose and commitment while redouble our efforts: “our children and our schools deserve our best”. Richard Cartee would like to address how we can reduce hunger for our students, both before and after school. A discussion concerning

Community Eligibility then ensued. 40% of students at a school must be directly certified to be eligible for Community Eligibility. Everyone agreed that all students must be fed.

The high school/junior high school board retreat is tentatively scheduled for Oct. 30<sup>th</sup>. Board members are asked to let Liz know if this is a good date.

## VII. Unfinished/New Business

A. Building Committee: Scott Boskind and Kevin Hodgeman reported.

### Information/Discussion:

1. Minutes of August 16, 2017 (*Attachment D*)

*The floor tile from Barre Tile was estimated at \$15,000.00, but ran about \$4,000.00 more. The science room was costlier, as many cuts around the science tables were needed.*

*The carpet tiles in the library, chorus and band rooms came in under estimate.*

*Doors and hardware: Kevin and crew installed, these came in under the budgeted amount.*

*Cross walk: we had a grant, with an agreement with the Derby select board to cover the excess. Scott will go to their meeting on August 28 to request the funds. There were some other expenses, not associated with crosswalk: conduit and replacement of sidewalk was about \$1,300.00.*

*Scott McAllister offered to remove the old fence. He mows our lawns, and a rock went through a window, though no one knows if it was from the mower. Mr. McAllister felt that removing the fence was something he could do to help mitigate the cost of the window.*

*Heat pumps: Kevin has not had time to follow up*

*This year's window shades were done as of today: we do a few each year, have done about 60%.*

*The phone lines have all been transferred/removed. Every classroom has a Wi-Fi portal, and we have removed those in the hallways. This only cost \$800.00 (e-rate covered \$4,000.00).*

*Bus circle side walk: Kevin reported that 80% is still okay, and he will look into options: perhaps turn some sections on the end back into lawn, or there is a company in St. Jay that could remove and just replace the bad sections. To replace whole thing would run about \$40,000.00.*

*Inventory of reading materials: we have an overabundance of same books. Maggie Griffith stated, "This should not have happened." The inventory is now on computer, and any book purchases must go through Nicole.*

*Kevin reported that Claude Paul, of the Wildcats Soccer Program, donated labor and materials and built two 12'x12' areas on one end of the garage, and donated one to the school. Wild Cats Soccer is also putting up a new kickboard.*

*Holland School: when the Holland custodian quit last year, Kevin and crew went to Holland and helped out.*

*Kevin reports they now have an excellent custodian. This year the Junior High crew went to Holland and did all their floors with our equipment. Holland School reimbursed the Junior High for our employees' time. Mr.*

*Castle stated, "This is a perfect example of schools working together, because that's what a community does."*

*Chair Cartee asked for acknowledgment of the wonderful job Kevin does. Kevin replied, "I love my job, I love this building and I just want to leave it better than I found it."*

**Added Agenda Item: Derby Select Board.** Scott Boskind shared that the Derby select board has asked if the junior high would help with the expense of upgrading the tennis court behind the town office. We use it for 2-3 weeks/year.

**Motion** to respond to the Derby select board's request, that it is not appropriate for the respective towns of the Junior High district to pay for improvements to the Town of Derby tennis courts.

GRIFFITH/TETRAULT, **APPROVED**

Glenn will see if there are any grants available that could be used to help refurbish the courts.

### Action:

A. **Motion** to ratify hiring of .6 FTE Nurse, Sara Bourgeois. NELSON/BOSKIND, **APPROVED**

B. Ratify hiring of other positions: There are no other hirings to ratify at this time.

**VIII. Other Business**

Action:

A. **Motion** to adopt the following revised NCSU Common Board Policies and Procedures\*:  
NELSON/TETRAULT, **APPROVED**

1. I.1 Bus Transportation Policy
2. G.3 Field Studies and Co-Curricular Field Trips policy
3. G.3P Field Studies and Co-Curricular Field Trips procedure

B. **Motion** to rescind NCSU Common Board Policy F.38 Success in the Regular Classroom\*  
NELSON/TETRAULT, **APPROVED**

\*Policies being reviewed can be found at <http://www.ncsuvt.org/ncsu-full-board/policies-being-reviewed>.

**IX. Agenda Items/Date for Next Board Meeting:** September 26, 2017: Meet and Greet for new staff.

**X. Executive Session** (*if needed*)

**XI. Motion** to adjourn at 7:30 p.m. NELSON/T.CARTEE, **APPROVED**

Respectfully submitted,

Liz Butterfield  
Recording Secretary

**Meetings:**

NCSU Policy Committee

**NCSU Full Board Fall Forum**

NCUJHS Board

**Day**

Will not meet in September

**Thursday**

Tuesday

**Date**

September

**September 21**

September 26

**Time**

**6:00 p.m.**

6:00 p.m.

**Location**

**NCUHS Library**

NCUJHS Library