

**NORTH COUNTRY UNION HIGH SCHOOL  
and NORTH COUNTRY UNION JUNIOR HIGH SCHOOL  
JOINT BOARD MEETING MINUTES  
North Country Union Junior High School  
December 19, 2017 at 6:00 p.m.**

**PRESENT**

*Board Members:*

\*Maggie Griffith, Newport City  
\*Scott Boskind, Derby  
\*Tim Cartee, Newport City  
\*Dan Maple, Holland  
\*Richard Cartee, Newport City  
Peter Moskovites, Charleston  
\*Jackie Young, Derby  
Dwight Brunnette, Newport Town  
Rose Mary Mayhew, Troy  
Dave Yasharian, Brighton  
\*Richard Nelson, Derby

*Administrators*

John A. Castle, Superintendent  
Dr. Nicole Corbett, NCUJHS Principal  
Colleen Storrings, NCUJHS Assistant Principal  
Chris Miller, NCUHS Principal  
Jessica Puckett, NCUHS Coordinator of Special Education  
Anita Mayhew, NCUHS Assistant Principal  
Bob Davis, NCUHS Assistant Principal  
Glenn Hankinson, NCSU Director of Business  
Brent Hilliard, NCUHS Operations Coordinator  
Eileen Illuzzi, NCCC Director  
Leanne Desjardins, NCSU Director of Special Education  
Liz Butterfield, Executive Assistant to the Superintendent

*Press:*

Ed Barber

\*Member of both the NCUHS Board and the NCUJHS Board

I. NCUJHS Board Chair Richard Cartee called the NCUJHS meeting to order at 6:00 p.m.

NCUHS Board Chair Rose Mary Mayhew then called the NCUHS meeting to order.

Richard Cartee led the Pledge of Allegiance to the Flag and asked for additions or adjustments to the agenda: Scott Boskind pointed out that the NCUHS HR Committee did meet last month and the minutes should be added, and that the schedule of upcoming meetings should indicate that there is a NCSU Full Board meeting on December 21<sup>st</sup>, not an Executive Committee meeting.

II. Public Comments, Communication with Parents/Staff/Citizens: Jackie Young asked to speak as a citizen, saying there are lot of unsung “teacher heroes”, who are doing a lot more than teaching in the classroom, with students who aren’t their own. They make recommendations, provide help for less fortunate students, and work extra hours helping with college applications. “The board should be very proud”. Jackie said that our teachers are intrinsically motivated to do what is best for the students, and that this is not uncommon throughout the SU.

**Continue as NCUJHS Board Meeting**

III. **Motion** to approve the NCUJHS Minutes of November 28, 2017 (*Attachment A*)

GRIFFITH/T. CARTEE, **APPROVED**

IV. **Motion** to approve the NCUJHS Financial Report of November 2017. Glenn reviewed the report, pointing out that tuition shortfall and recapture are affecting the balance. Glenn told the board that money can be transferred out of the contingency fund that was created for salaries in anticipation of negotiations.

BOSKIND/GRIFFITH, **APPROVED**

**Motion** to transfer the contingency salary funds into the general fund. BOSKIND/GRIFFITH, **APPROVED**

V. Committee Reports & Recommendations

A. NCUJHS Building Committee

Information/Discussion:

1. Alarm System Considerations (*Attachment B*) Scott followed up concerning alarm system recommendations that were presented at the previous meeting. The Fire Marshal did come and says the system should be updated at some point, but no time frame was given. We don't have to replace it now, but if it fails, we will have to replace it immediately and put a fire watch in place. Parts may not be available for repairs because of the age of the system. We received an estimate of \$85,000.00 from Jordan Electric, but the project would go out to bid. Glenn provided financing option information: Municipal borrowing, leasing or using a lease structure. Richard Cartee and Scott Boskind said the intent is to put the initial amount of \$20,000 in the budget for FY19, and then including the same amount for the following four years, to finance the project. If the budget passes, then we can move forward, and the work can be done in the summer. Dan Maple supports the proposal. Richard Nelson feels that if the system is okay now, and if there is a budget surplus, the board should escrow the money and "fix it right" in a couple of years.

**Motion** to pursue putting the alarm system replacement out to bid and to include \$20,000 in the FY19 budget towards a 5 year municipal bond to pay for it. BOSKIND/GRIFFITH, **APPROVED**  
(NELSON, YOUNG: OPPOSED)

Dan Maple asked for clarification: can we choose not to move forward once this goes out to bid? It was confirmed that going out to bid does not require us to move forward with the project.

## VI. NCUJHS Unfinished/New Business

### Discussion/Information:

A. FY19 NCUJHS Budget: Glenn distributed the budget and reviewed it with the board. There is no reduction in staff or programs. Nicole explained that reductions were achieved because new staff salaries came in lower than estimated, and long term debt went down. Richard Cartee asked if we should we add the \$20,000 for the alarm system to the budget. Richard Nelson said that will change the budget by approximately by .4%. We have lost 18.77 Equalized Pupils, so the cost per EP is up 9.89%. This budget reflects an increase in the tax rate of approximately 19 cents.

Concerning the fire alarm system item, Glenn pointed out that the board could ask the voters to approve an article to borrow \$85,000 at town meeting, if adding \$20,000 to the budget is the sticking point.

John suggested that the board give the administration guidance as to where possible cuts could be made, asking the board, "What is your comfort zone?" Richard Cartee said he feels that \$40,000 to fix the sidewalk is unreasonable, and could be postponed.

**Motion** that the administration bring considerations for budget cuts back to the board, and to hold a special board meeting on January 16th, at 5:30, before the high school board meeting.  
NELSON/T. CARTEE/MAPLE, **APPROVED**

### Action:

A. Appoint Announced Tuition Designee (*Attachment C*)

**Motion** to appoint Nicole Corbett as Announced Tuition Designee. GRIFFITH/T. CARTEE, **APPROVED**

B. Request to Waive Fees: tabled to January meeting

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

- January 16, 2018 – Special Meeting
  - Approve NCSU AGS Proposal
  - Request to waive fees
  - Approve budget

## **Continue as NCUHS/NCUJHS Joint Board Meeting**

## VIII. Joint Financial Reports and Recommendations

### Action:

A. **Motion** to approve the Warrant (*Attachment D*) MOSKOVITES/YOUNG, **Approved**

## IX. Director's and Principals' Reports

### Information/Discussion:

A. Nicole Corbett (*Attachment E*) Nicole asked if there were any questions concerning her report. Rose Mary Mayhew commented that she appreciates how discipline is reported in a positive light.

B. Eileen Illuzzi (*Attachment F*) Eileen answered a few questions from the board.

C. Chris Miller (*See Attachment JI*) Chris pointed out that his report consists of discussion points for the rationale around the budget, and the thought process of the NCUHS administrators in crafting the budget. They are taking into consideration pressures around poverty, parents and their educational attainment, addiction and substance abuse. Chris said, “We need to be able to provide students with clear post-secondary plans. We are striving to provide all students with a post secondary path.” He said this needs to be a mindset that is cultivated early, not just when students get to the HS or Career Center.

Richard Nelson said we should aspire to a 98-99% placement, similar to VTC. He said we must look at college affordability: with grants, scholarships, etc. it can be affordable, but we have to give students the tools to do it. Dan Maple agreed, saying the students need to have to have a plan all the way through college, including the 2<sup>nd</sup> - 4<sup>th</sup> years.

The superintendent shared that we have applied for a Nellie Mae grant to support college pathways, beginning in the intermediate years. The VT Community Foundation may also be helping us with that.

D. Update on Personalized/Proficiency Based Learning: Anita Mayhew said that at the high school the work is continuing: they are looking at grading, and creating a timeline of where we would like to see ourselves in the next few years. They are looking at the Barr Grant expectations, getting feedback from students, and working with Up with Learning. Nicole shared that at the junior high, they are focusing more in the direction of sharing out with families, including student-led conferences in March, student presentations in May, and opening conferences in the fall which will include goal-setting.

#### X. Superintendent’s Report

A. Leanne Desjardins, Special Services Director. Leanne gave an extensive review of the sped department, answered numerous questions, and was invited to return at another time to share more with the boards.

XI. Student Representative Report: The student rep was not able to attend.

### **Continue as NCUHS Board Meeting**

XII. **Motion** to approve the NCUHS Minutes of November 21, 2017 (*Attachment G*)  
BOSKIND/YOUNG, **APPROVED**

#### XIII. Financial Reports and Recommendations

A. Approve November 2017 Financial Report for NCUHS: There was not a report available.

#### XIV. Committee Reports & Recommendations

##### A. NCUHS Curriculum & Instruction

###### Information:

1. Minutes of December 5, 2017 (*Attachment H*) Committee Chair Jackie Young shared the recommendations of the C & I Committee.

###### Action:

1. **Motion** to grant one science credit for any two of the following classes:

Introduction to Agriculture

Introduction to Natural Resources and Conservation

Animal Science

Plant Science

NELSON/MAPLE, **APPROVED**

2. **Motion** to start an Outdoor Club. Jackie commented that this fits in with proficiency-based learning. Mr. Turner is not asking for salary, just permission to start the club. NELSON/MAPLE, **APPROVED**

##### B. NCUHS Human Resources

Minutes of November 29<sup>th</sup> were distributed (*added agenda item*)

NCSAP position: Committee Chair Scott Boskind reported that the HR Committee unanimously supports Chris’ recommendation for re-design of the MCSAP positions .

###### Information/Discussion:

1. Field Trips/Chaperone Update: Chris will discuss with this with staff people who have chaperoned, and others involved, as to how it is traditionally done, how it is paid for, the cost of subs to cover class, etc. Traditionally, parents must pay their own way.

### C. NCUHS Business Ops

#### Information:

1. Minutes of December 12, 2017 (*Attachment I*)

2. FY19 NCCC and NCUHS Budgets (*Attachment J1, J2*) Peter Moskovites and Glenn Hankinson reviewed the budgets, with input from Chris Miller and Eileen Illuzzi. The total high school budget is down 2.7%. Equalized Pupils are down by 7, compared to 44 the previous year, 38 the year before that, and 20 previous to that. The tax rate is up 1.5 cents. The budget mitigates most of the 8-9% state tax increase. From 2014 to now, we have 16 fewer teachers, mostly due to attrition.

NCCC: The budget, recommended by the Regional Advisory Board, is down 2.64%, with no change in programs. The budgets will be on the agenda for approval at the January board meeting.

3. Appoint Announced Tuition Designee (*Attachment K*)

**Motion** to appoint Rose Mary Mayhew as the designee. NELSON/BOSKIND, **APPROVED**

### XV. NCUHS Unfinished/ New Business

#### Action:

A. Leave request (*Attachment L*) Richard Nelson pointed out that the employee cannot use sick time if she is not sick. John agreed that would be a violation of the collective bargaining agreement. Chris asked if she could extend her year, by an equal number of days, and John said she cannot because of the CBA, but it is appropriate for her to use her discretionary time.

**Motion** to grant Jessica Guyette permission to use unpaid time, following use of her discretionary time, to attend her daughter's field trip. NELSON/BOSKIND, **APPROVED**

### XVI. NCUHS Future Agenda Items, Date of Next Meeting:

- January 16, 2018
- Approve NCSU AGS Proposal
- Approve Budgets

### XVII. Joint Executive Session (*Anticipated*)

**Motion** to enter Executive Session at 8:25 p.m. to discuss a personnel matter. NELSON, **APPROVED**

**The chair exited Executive Session at 8:37 p.m.**

### XVIII. **Motion** to adjourn the NCUHS and NCUJHS Board Meetings at 8:37 p.m.

YOUNG/MOSKOVITES, **APPROVED**

Respectfully submitted,

Liz Butterfield

Recording Secretary

#### Meetings:

<u>Meetings:</u>	<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
NCSU Negotiation Team	Thursday	December 21	5:00 p.m.	NCCC Room 379
NCSU Full Board	Thursday	December 21	6:30 p.m.	NCCC Room 380
NCUHS Curriculum Committee	Tuesday	January 2	5:30 p.m.	NCCC Room 316
NCUHS Business & Ops. Comm.	Tuesday	January 9	5:00 p.m.	NCCC Room 316
NCUHS Board	Tuesday	January 16	6:30 p.m.	NCCC Room 380
NCUJHS Board Special Meeting	Tuesday	January 16	5:30 p.m.	NCCC, Room 316
NCUJHS Board	Tuesday	January 23	6:00 p.m.	NCUJHS Library