

**NORTH COUNTRY UNION HIGH SCHOOL
and NORTH COUNTRY UNION JUNIOR HIGH SCHOOL
JOINT BOARD MEETING MINUTES**

North Country Union Junior High School

April 24, 2018 at 6:00 p.m.

PRESENT

BOARD MEMBERS

NCUHS and NCUJHS:

Heidi Fortin, Morgan

Le-Ann Tetrault, Jay

Richard Cartee, Newport City*

Wendy McGillivray, Newport City

Richard Nelson, Derby

Scott Boskind, Derby

Jackie Young, Derby

NCUHS only:

Dave Yasharian, Brighton

Rose Mary Mayhew, Troy

Dwight Brunnette, Newport Town

Administrators and Staff:

Eileen Illuzzi, NCCC Director

Brent Hilliard, NCUHS Operations Manager

Colleen Storrings, NCUJHS Assistant Principal

Nicole Corbett, NCUJHS Principal

Chris Miller, NCUHS Principal

John Castle, NCSU Superintendent of Schools

Liz Butterfield, Executive Assistant to the Superintendent

Guests:

Todd Morey, NCUJHS Teacher*

Emily Dehoff, NCUHS FFA Advisor*

Sam Nijensohn, NCUHS FFA Advisor

Olivia Fortin – FFA V.P.*

Addison Abbott – FFA Reporter*

Ryanne Nadeau – FFA Historian*

Press:

Ed Barber, Newport Daily Express*

Joseph Gresser, the Chronicle*

*Attended a portion of the meeting

I. The NCUJHS Meeting was called to order at 6:02 by Board Chair Scott Boskind. The NCUHS Meeting was then called to order by board chair Rose Mary Mayhew. Mr. Boskind led the Pledge of Allegiance to the Flag and called for additions or adjustments to the agenda. There were none.

II. FFA Presentation: FFA Advisors Emily Dehoff, Sam Nijenson and Todd Morey accompanied three students, Ryanne Nadeau, Addison Abbot and Olivia Fortin. The students told the board of the roots of FFA and described what FFA looks like now. The students extended an invitation to the board to attend the FFA Community Dinner and Silent Auction on May 9th at 6:00 pm at the Howard Haynes Land Lab. The purpose of the dinner is to bring together young farmers and established farmers from our area. Ms. Dehoff pointed out that the average age of farmers in Orleans County is 57, and very few of them are working with younger farmers who could take over the farms.

III. Public Comments, Communication with Parents/Staff/Citizens: Todd Morey, NCUJHS teacher had some questions for the board concerning a contractual issue. He is winding down his career after 33 years at the Junior High. Mr. Castle recommended that Mr. Morey put his request in writing and bring it to the board next month as an agenda item. John also said that he would arrange a meeting for Mr. Morey with himself and HR Coordinator Nancy Griffith.

Continue as NCUJHS Board Meeting

IV. **Motion** to approve the NCUJHS Minutes of March 27, 2018 (*Attachment A*)
TETRAULT/McGILLIVRAY, **APPROVED**

V. **Motion** to approve the NCUJHS Financial Report of March 2018 (*Attachment B*)
TETRAULT/McGILLIVRAY, **APPROVED**

VI. NCUJHS Principal's Report (*Attachment C*) Principal Corbett reviewed her report, and followed up on Wendy's query about ski club information going home to parents. Nicole said she has spoken to intramural and interscholastic coaches, and made clear that there need to be many notifications to parents of upcoming sports, re: SchoolMessenger, Facebook, web site, notices sent home, etc. Liz (Kirchner) has been making weekly calls to parents about call-backs.

Cell phone use: Jennifer Harlow and Jennifer Barrett came to school and spoke to students concerning responsible use and ramifications of using cell phones, lap tops, etc. Nicole said the school is stressing distraction-free time, and teaching students what that looks like. Cell phone use in the bathroom has been a problem, but the administration is drawing the line: it is absolutely not allowed. Students are always allowed to check in with a parent, and can go to office and see Liz to do so. The school is also stressing that students should be using only a Chromebook when in school, if possible, because those go through Go Guardian. She stated, "The more responsible you are, the more rights and freedoms you have."

VII. Committee Reports & Recommendations

A. NCUJHS Building Committee

Information/Discussion:

1. Updates: The committee has not met, but Scott shared that Jordan's Electric has installed conduit for the new fire alarm system.

VIII. NCUJHS Unfinished/New Business

Action:

Support Staff (exempt and non-union) increases: John Castle recommended 3%, which is what was budgeted.

Motion to grant exempt and non-union support staff an increase of 3% for the 2018-2019 contract year.

McGILLIVRAY/YOUNG, **APPROVED**

B. Administrators increases/contracts: John recommended 2.5%, saying that some boards have gone to 3%.

Motion to grant a 2.5% increase to the administrators for the 2018-19 contract year.

NELSON/TETRAULT, **APPROVED**

C. **Motion** to approve a reduction in force of .6 of a guidance position. Nicole explained that this is at the request of the employee. NELSON/TETRAULT, **APPROVED**

D. **Motion** to approve a reduction in force of .2 of an instructional coach position. Nicole explained that a 40% coach is asking to go to 20%. NELSON/TETRAULT, **APPROVED**

E. Consider request for unpaid leave: Nicole read a letter from Kelly Amyot and supports granting the time she is requesting.

Motion to grant Kelly Amyot's request for unpaid time. NELSON/FORTIN, **APPROVED**

F. **Motion** to approve Dorey Sublet Lemieux request to grant 2 hours of unpaid time for time already taken, and another 8 hours if needed before the end of the school year. NELSON/McGILLIVRAY, **APPROVED**.

VIX. NCUJHS Future Agenda Items, Date of Next Meetings:

- May 22, 2018
 - Options for food at board meetings
 - Nicole: report on 8th grade transition

Continue as NCUHS/NCUJHS Joint Board Meeting

X. Joint Financial Reports and Recommendations

Action:

A. **Motion** to approve the Warrant (*Attachment D*) NELSON/TETRAULT, **APPROVED**

XI. Common Program Reports

A. Update on Personalized/Proficiency Based Learning

Nicole reported that the Junior High has added new trimester classes, is building enrichment classes, and will be having student-led conferences on May 25th. She related how one student developed a story, did the research, got excited and motivated, and how this fits in with transferable skills.

Chris reported on how the high school is embedding proficiencies and developing scoring criteria. They are working on how to communicate HOWL to parents and community, and how to separate HOWL from proficiency of content. They are developing assessments of flexible learning. There is a Barr Grant meeting monthly, and the high school is developing a strong relationship with Bluffside, including incorporating trees and identification with writing projects.

XII. Superintendent's Report: John reported that he and Dr. Beatty are reviewing the Design for Learning, which has driven the work of the Leadership Team, as well as at the building level. All NCSU teachers were asked to complete a survey concerning the Design for Learning, and we are collecting evidence from the LT. The SU and LT will use this information to design the next iteration.

John shared that Small Schools Grants will change soon. He is very concerned and will put together more information for the boards. The State Board of Education will be making decisions by July 1st. NCSU has the most to lose in the state. Small Schools Grants account for 7% of our budgets. John is encouraging a letter writing campaign, and is inviting board members to accompany him to the State Board of Education meeting in Rutland on May 16th.

Rose Mary Mayhew commented that it seems like the High School is in a different place than some sending schools, and wondered how we get everyone coming from the same place. John said we are trying to support horizontal and vertical growth throughout the SU while supporting Freedom and Unity. Key decisions will have to be made when we look at reporting documents, without making people feel that it is cookie-cutter. The esprit d' corps of the Leadership Team with this work is much appreciated.

Rose May said she very much appreciates hearing what is going on at both schools and would like to hear what is going on at the other schools. Chris commented that it is challenging to have kids arrive from six different schools and help them to feel cohesion, that they are all there for one purpose. "We have to help them identify what it means to be a NCUHS student."

XIII. Joint Unfinished/New Business

Action:

A. **Motion** to approve the IDEA B Budget (*Attachment E*) NELSON/YOUNG, **APPROVED**

B. **Motion** to adopt NCSU Common Board Policy F.49 Transgender and Gender Nonconforming Students* TETRAULT/YOUNG, **APPROVED**

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

Discussion:

A. Board Stipends: John said there is a question around stipend payments for committees and joint meetings. Richard Cartee said he asked the Secretary of State if board members should be paid for two meetings when there is a joint meeting. He said that he was told that since two meetings are called to order, the junior high board needs

to be paid for two meetings. Richard stated that it was voted at the annual district meeting that board members be paid \$35/meeting.

Rose Mary said that she spoke with the VSBA after they were contacted, and they indicated that it was portrayed as two different meetings. She said the VSBA interprets that joint meetings are one meeting, and junior high board members should be paid for one meeting only.

Richard said that it was Tim who originally contacted the VSBA, and said that, "If the board decides not to honor the will of the public, it will be dealt with in court." The VSBA told Rose Mary that the meetings were misrepresented as being two meetings by Tim and Richard, when it is actually one meeting.

Jackie Young asked if being paid twice for one meeting would be considered double-dipping.

Heidi commented that she is concerned that the board needs to act professionally and not "have a pissing contest over \$35."

Dwight Brunnette and Richard Nelson commented that it is not a good representation of the board to expect to be paid twice to attend one meeting.

The discussion was tabled by the chairs.

Continue as NCUHS Board Meeting

XIV. **Motion** to approve the NCUHS minutes of March 20 and April 10, 2018, with the March 20 minutes corrected to include Richard Nelson as being in attendance. (*Attachments F1, F2*).

YOUNG/NELSON, **APPROVED**

XV. Financial Reports and Recommendations

A. **Motion** to approve the March 2017 Financial Report for NCUHS (*Attachment G*)

Brent Hilliard presented and reviewed the report. JROTC is below budget and the "claw back" are below budget, as well as other items. Expenditures are favorable compared to budget. Brent explained savings compared to budget, indicating that many of the savings are due to savings in staff and BC/BS. The NCCC is currently under budget by \$97,000, again due to staffing.

NELSON/TETRAULT, **APPROVED**

XVI. NCUHS Student Representative Report – Manisha Gratton: Not present.

XVII. Director's and Principals' Reports

A. Eileen Illuzzi (*Attachment H*) Ms. Illuzzi reviewed her report, and thanked Ed Barber of the Newport Daily Express for the great coverage of various NCCC programs. Eileen pointed out that NCCC Adult Ed has been named as a Pearson View testing site, and is also an ACT testing center. The Completers Ceremony is scheduled for June 2nd, and Interview Day is May 1st and 2nd. Richard Nelson asked about the John Deere tractor that has been unused for the past few years, and would like to see it used or sold. Eileen will follow up.

B. Chris Miller: Mr. Miller distributed and reviewed his report. He reported that the high school has implemented a new registration system for freshmen and sophomores this year, and will examine to see if effective. Juniors and seniors must register for a minimum of seven courses this year, instead of four.

Noel Pixley is signed as the new Assistant Principal, is on board, and Chris is very excited about what he will bring, especially for 9th and 10th grade transitions. Mr. Pixley will attend the Siskin Field Day for incoming freshmen. NCUHS has just finished exchange trips to France and Germany, which were very successful.

One Acts and dance recitals are this weekend and Chris encouraged board members to attend. He said Taryn Colby running a very good program and accommodates every single student that wants to participate.

180 incoming 9th graders visited the school from April 2-4. Many students had parents come in and pre-register them. Mr. Miller reported that NCUHS is in a new phase with the Barr Grant, which includes collecting data.

XVIII. Committee Reports & Recommendations

A. NCUHS Curriculum & Instruction

Information:

1. Minutes of April 12, 2018 (*Attachment I*) Committee Chair Jackie Young reviewed.

Jackie has a question concerning awarding of Phys Ed credits for Select Chorus participation. Chris will research and clarify.

B. NCUHS Human Resources

Information/Discussion: HR Committee Chair Scott Boskind asked for clarification of the role of the HR committee in light of new administration, re: Coaches, support staff and administrators. Chris responded that, concerning the Assistant Principal search, “We needed to move fast, it was important to have HR and the chair at table.” Athletic Director interviews were yesterday, the search being a similar structure to the assistant principal search. From 19 applications, they interviewed four, and two candidates are coming back on May 3rd. They will visit the school, meet the athletic leadership group and the student activities group. This will be followed by interviews with the HR committee that evening. Chris would like to hire by mid-May. NCSAP committee will meet on Monday, including NCSAP teachers, HR. There is a potential Math opening, and possibly a few others.

C. NCUHS Business Ops

Information:

1. Minutes of April 10, 2018 (*Handout*) Richard Nelson reviewed the minutes.

Action:

1. Award Re-Roofing Project Bid (*Attachment J*) Bids are due for the roof project soon. There has been some confusion about dates, but bids will be due in time for the next board meeting. The bidders understand that the original timeline must be met.

2. Class of 1976 savings account: it is a small account, and is costing money to keep open. Business Ops recommends that the NCUHS board chair be designated as the signer.

Motion that the NCUHS board chair be the authorized signer for the Class of 1976 savings account.

NELSON/TETRAULT, **APPROVED**.

3. Transportation Coordinator: Five people applied, and some only had experience as drivers. We wanted supervisory experience, and the person we would like to hire, Robin Brewster, has six years of experience at multiple sites with multiple employees, is well versed in CDL requirements, and the salary is acceptable to him. He will start working with Wendy right away, if offered the position, plus he will drive bus this spring. There is money available to cover the extra time until his contract begins on July 1. He works for VT DMV now. RN/SB

Motion to offer the position of Transportation Coordinator to Robin Brewster.

NELSON/BOSKIND, **APPROVED**

XIX. NCUHS Unfinished/ New Business

Information:

A. Graduation Seating: The sign-up sheet was passed around.

B. Staffing/Hiring Update: covered in HR.

Action:

A. Support Staff (exempt and non-union) increases:

Motion to grant exempt and non-union support staff an increase of 3% for the 2018-2019 contract year.

BOSKIND/YOUNG, **APPROVED**.

Salary adjustment recommended: Mr. Castle pointed out that Dan Pickering will pick up added responsibilities with Brent leaving, and John is recommending a total salary of \$59,500.00 next year.

Motion to pay Dan Pickering a total salary of \$59,500.00 for the 2018-19 year.

NELSON/TETRAULT, **APPROVED**

B. Administrators increases/contracts:

Motion to grant a 2.5% increase to the administrators for the 2018-19 contract year.

BOSKIND/TETRAULT, **Approved**

XX. NCUHS Future Agenda Items, Date of Next Meeting:

- May 15, 2018
 - Gwenn Bailey Rowe, end of year report on NCSAP
 - SRO or School Safety Audit

John reported that there has been a weapons violation and the board needs to have a student hearing. The hearing will be held on April 30th at 5:30 in room 380 of the NCCC. John is allowing the student to return to school pending the outcome of the hearing.

XXI. Joint Executive Session (*Anticipated*) Motion to enter joint Executive Session at 8:35 p.m. to discuss Negotiations and the Superintendent Evaluation

NELSON, **APPROVED**

The chairs exited Executive session at 8:45 p.m.

XXII. **Motion** to adjourn the NCUHS and NCUJHS Board Meetings at 8:45 p.m.

NELSON/TETRAULT, **APPROVED**

Respectfully submitted,

Liz Butterfield,
Recording Secretary

<u>Meetings:</u>	<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
NCUHS Curriculum Committee	Tuesday	May 1	5:00 p.m.	NCCC Room 316
NCUHS Business & Ops. Comm.	Tuesday	May 8	5:00 p.m.	NCCC Room 316
NCUHS Board	Tuesday	May 15	6:30 p.m.	NCCC Room 380
NCUJHS Board	Tuesday	May 22	6:00 p.m.	NCUJHS Library