

**NORTH COUNTRY UNION JUNIOR HIGH SCHOOL  
BOARD MEETING MINUTES  
NCUJHS LIBRARY  
May 22, 2018 at 6:00 p.m.**

**PRESENT**

*Board Members:*

Scott Boskind, Derby  
Richard Nelson, Derby  
Jackie Young, Derby\*  
Le-Ann Tetrault, Jay  
Heidi Fortin, Morgan\*  
Wendy McGillivray, Newport City

*Administration and Staff:*

John Castle, NCSU Superintendent  
Nicole Corbett, NCUJHS Principal  
Colleen Storrings, NCUJHS Assistant Principal  
Amy Lucas-Brasseur, NCSU Finance Assistant

*Guests:*

Teresa Piette, NCUJHS Language Arts Teacher\*  
Todd Morey, NCUJHS Guidance Counselor\*  
Monique Hilliker, NCUJHS Guidance Counselor\*  
Christiane Brown, NCSU Middle Level Athletic Director  
and NCUJHS Physical Education\*  
Hailie Chilafoux, NCUJHS Jr. Rotary Interact Club\*  
Mikayla Cadieux, NCUJHS Jr. Rotary Interact Club\*  
Aleena Kearse, NCUJHS Jr. Rotary Interact Club\*

*Press:*

Ed Barber, Newport Daily Express\*

\*Attended a portion of the meeting

I. The meeting was called to order at 6:08 p.m. by Board Chair Scott Boskind. Mr. Boskind led the Pledge of Allegiance to the Flag and called for additions or adjustments to the agenda. There were none.

II. Presentations:

Interact Group:

NCUJHS Junior Rotary Interact Club Presentation: Jr. Rotary Interact Club Advisor, Teresa Piette, accompanied by three students, Hailie Chilafoux, Mikayla Cadieux, and Aleena Kearse. The students used a PowerPoint slide show to explain their year of events demonstrating "Service Before Self". The Club has led events and fundraiser for local and

far away organizations that include Disaster Relief, Local Food Shelves, Christmas Caroling at Derby Green, 2018 Geothon – Iron Giraffe Challenge (Africa), Pre-K Reading at Derby Head Start, Volunteered at the local Animal Shelter, Green-Up Day, Year-Round Spirit Days at NCUJHS, Wear Purple for Mother’s Day, Knit Hats for preemies and American Heart Foundation, and recently getting involved with the Relay for Life by selling luminaries. The club attended the Newport Rotary meeting where they were presented with their own gavel and bell.

**III. Public Comments, Communication with Parents/Staff/Citizens:** Christiane Brown, NCSU Middle Level Athletic Director and NCUJHS Physical Education Teacher presented a letter to the board to explore building two softball/baseball fields for middle school level behind NCUJHS. Currently the players use the fields at Gardner Park, which is a great location, but management wise it would be easier if the fields were located at the school. It is also felt the fields could be used for summer leagues as well. Ms. Brown asked the board for permission to contact Chip Stevens to look at the facility and provide a layout for all athletic needs, and an estimate. **Motion** to allow Ms. Brown to contact Chip Stevens. NELSON/TETRAULT, **APPROVED**.

Ms. Brown invited the Board to the Eighth Grade Recognition Ceremony.

#### **IV. Presentations:**

Recognize Distinguished Teacher and Outstanding Support Staff Member. The 2018 recipients are Christiane Brown, Distinguished Teacher and Sheila Baraw, Outstanding Support Staff Member. Nicole Corbett shared the letters read at the May 10, 2018 Celebration of contributions and Commitment.

Advanced Health Class: Postponed to a later date.

#### Guidance

6<sup>th</sup> Grade Transition: Guidance Counselors Todd Morey and Monique Hilliker gave an overview of how the 6<sup>th</sup> Grade Transition process works. They start in February meeting with every sending school. They learn where students need to be placed, if there are any special circumstances, and sit and meet every student. For the on-site transition day at NCUJHS, the students are given a mock schedule and attend classes on a shortened time line. On the first day of the school year, it is just 7<sup>th</sup> graders and new students.

8<sup>th</sup> Grade Transition: This process also starts in February with the Career Fair. 50-70 community members/businesses are present. Students get the opportunity to see what is available out there for their future. Teachers make class recommendations for students going to 9<sup>th</sup> grade. Guidance Counselors set up registrations at the high school. Three days are spent with groups touring the high school and land lab. Mr. Morey and Ms. Hilliker invited the board to attend the 8<sup>th</sup> Grade Transition day at Coutts 4-H Camp on Thursday, May 24<sup>th</sup>. All 8<sup>th</sup> graders in the Supervisory Union will be in attendance. This is a great opportunity for 8<sup>th</sup> graders to meet future classmates from other schools.

## V. Unfinished/New Business

C. Consider retirement request: Mr. Castle explained the meeting with the Association and Mr. Morey to clarify extending him the retirement bonus. **Motion** to allow Mr. Morey to be eligible for the retirement bonus. FORTIN/YOUNG, **APPROVED**.

VI. Motion to approve the minutes of April 24, 2018 (Attachment A)  
TETRAULT/YOUNG, **APPROVED**

## VII. Financial Report.

Action:

- A. **Motion** to approve the Warrant (Attachment B) NELSON/MCGILLIVRAY, **APPROVED**
- B. **Motion** to approve the Financial Report of April 2018 (Attachment C)  
MCGILLIVRAY/YOUNG, **APPROVED**

## VIII. Committee Reports & Recommendations

- A. Building Committee – Update on Flooring. Will move forward with scheduling tiling classroom floors over summer break.

IX. **Principal's Report** (Attachment D) Principal Corbett reviewed her report, and pointed out the updates for a new space called a Think Tank. Newport Rotary Club awarded the school \$8,000 for equipment to put in the new space. Student led conferences will be taking place at the end of the week, and so far the feedback is very positive.

X. **Superintendent's Report**: John gave an update about the Leadership Team meeting from today. The guest speaker at lunch was former Secretary of Education, Rebecca Holcombe. Ms. Holcombe presented feedback about the responsibility of the State Board.

## XI. Unfinished/New Business

Information/Discussion:

- A. Board Dinners: Catering service is expensive and takes time to plan. The other option is to have a platter of snacks. **Motion** to have light snacks with regular meetings, and go with a larger meal during joint meetings. NELSON/FORTIN, **APPROVED**

Action:

- A. Request for one-year leave of absence. Jessica Tetreault, Science Teacher requested to be granted a one-year leave of absence to accept a supervisory union Math/Science coach position, with the option to return to NCUJHS with current seniority. **Motion** to grant requested one-year leave of absence to Ms. Tetreault. MCGILLIVRAY/TETREault, **DENIED**.  
**Vote results: 1 yes, 3 no, 1 abstained.**

Jackie Young left the meeting at 8:05 p.m.

Heidi Fortin left the meeting at 8:05 p.m.

- B. Approve Continuous Improvement Plan (Attachment E) add to June 2018 agenda.
- C. Consider Retirement Request: happened earlier in the meeting, see above.

**XII. Other Business**

Information/Discussion:

- A. Staffing Update: Nicole read a letter from Marlene Lancaster that she will be retiring in July after 19 years of service, but would like to remain on the sub list.  
No credible candidate has been found for the Foreign Language opening. There will be one trimester of Spanish, and one of German.

**XIII. Agenda Items/Date for Next Board Meeting:**

June 19, 2018: Joint Board Meeting, NCCC Room 380, 6:30 p.m.

XIV: **Executive Session** (if needed) Not needed.

XV: **Motion** to adjourn at 8:07 p.m. NELSON

Respectfully submitted by,

Amy Lucas-Brasseur  
NCSU Finance Assistant