

**NORTH COUNTRY UNION JUNIOR HIGH SCHOOL**  
**BOARD MEETING MINUTES**  
**NCUJHS Library**  
**Tuesday, July 24, 2018 at 6:00 p.m.**

**PRESENT**

*Board Members:*

Scott Boskind, Derby  
Wendy McGillivray, Newport City  
Heidi Fortin, Morgan  
Jackie Young (by phone), Derby  
Richard Nelson (by phone until 6:25, then in person), Derby

*Administrators and Staff:*

John A. Castle, Superintendent of Schools  
Nicole Corbett, NCUJS Principal  
Colleen Storrings, NCUJHS Assistant Principal  
Glenn Hankinson, NCSU Director of Business and Finance  
Liz Butterfield, Executive Assistant to the Superintendent

I. The meeting was called to order at 6:11 p.m. by Chair Scott Boskind, who led the Pledge of Allegiance to the Flag and called for additions or adjustments to the agenda. Mr. Boskind added a discussion concerning the lack of meeting attendance by board members and Glenn added refinancing the debt for the renovation project.

II. **Motion** to approve the minutes of June 19, 2018 (*Attachment A*) MCGILLIVRAY/FORTIN, **APPROVED**

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

**IV. Financial Report**

Action:

A. **Motion** to approve the Warrant (*Attachment B*) MCGILLIVRAY/NELSON, **APPROVED**

B. **Motion** to approve the Financial Report of June 2018. End balance of approximately -\$198,000, due to \$96,000 shortfall in tuition and excess special ed costs; and \$13,000 state support grant “claw-back”. Overage: special ed costs and support services (tutorial services at \$48.00/hour). Scott pointed out that the budget was fine-tuned this year in an effort to keep it down, but the unanticipated items caused the deficit. John pointed out that the budget is created 18 months ahead and needs can change.

FORTIN/MCGILLIVRAY, **APPROVED**

C. Renovation refinance: \$1,360,000 payment for the coming year. Glenn said long-term rates are not attractive now, but when the VT Municipal Bank has a bond sale next summer, he recommends re-financing with them. For the coming year, Passumpsic has best rate at 1.95%.

**Motion** to refinance with Passumpsic Bank for one year. YOUNG/FORTIN, **APPROVED**

**V. Committee Reports & Recommendations**

Informational:

A. Building Committee – Summer Updates:

The fire alarm upgrade is on schedule and the windows have been ordered. Window replacements have been prioritized by Kevin. Cleaning is on schedule. Richard Nelson commended the junior high staff on the cleanliness of the building. Nicole commented that Kevin is very responsive to the needs of the staff.

- B. Fire Alarm Lease Payment – Glenn updated the board. The first payment is due now, the next payment in one year.

**VI. NCUJHS Principals' Report** (*Attachment C*)

Nicole reviewed her report. She has heard very positive reviews of recent PD, especially Responsive Classroom, which works well with PBIS.

**VII. Superintendent's Report:** All is well, hiring is in place, the Business Office has been busy. There is a Leadership Team Retreat on the 6<sup>th</sup> and 7<sup>th</sup> of August, and plans are in place for Convocation.

**VIII. Unfinished/New Business**

Information/Discussion:

- A. Staffing Update: science interviews tomorrow, candidates have strong references.
- B. Safety Grant Update: submitted to Dept. of Public Safety, we won't know until August 1<sup>st</sup>.
- C. Summer Programs: covered in Principal's Report.
- D. Fuel Oil Bids (*Attachment D*): will be awarded at the August meeting.

Action:

A. **Motion** to approve the Food Service Management Contract (*Attachment E*) This is simply an extension of the current contract with the Abbey Group. NELSON/MCGILLIVRAY, **APPROVED**

**IX. Other Business:** Scott initiated a discussion concerning attendance by board members at board meetings. NCUJHS is a nine-member board, with five present tonight. Le-Ann was not able to attend tonight, though she is very faithful. Richard Cartee has told John that he will not be attending any Junior High meetings, and said he is not sure if Tim will attend. Dan Maple has only been able to attend about 10% of the meetings. It is difficult to ensure a quorum. For now, we will check with board members each month to be sure we have a quorum for the meeting.

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

- Joint Meeting, August 28 at 6:00 p.m., NCUJHS Library

**XI. Executive Session** (*If Needed*) Not needed.

A. Negotiations Update: John informed the board that we are at impasse for SS negotiations, by mutual agreement. We are hoping for mediation in August and are waiting on that date before scheduling the next teacher negotiations session.

**XII. Motion** to adjourn at 7:00 p.m. NELSON/FORTIN, **APPROVED**

Respectfully submitted,  
Liz Butterfield  
Recording Secretary

<u>Meetings:</u>	<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
NCSU Policy Committee	Thursday	August 16	5:30 p.m.	NCSU A207
NCSU Executive Committee	Thursday	August 16	6:30 p.m.	NCSUA209
NCUJHS/NCUHS Joint Board	Tuesday	August 28	6:00 p.m.	<b>NCUJHS</b>