

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

North Country Union Junior High School

August 28, 2018 at 6:00 p.m.

**PRESENT**

*NCUHS (only) Board Members:*

Dave Yasharian, Brighton  
George Swanson, Lowell  
Peter Moskovites, Charleston  
Rose Mary Mayhew, Troy

*NCUHS and NCUJHS Board Members:*

Wendy McGillivray, Newport City  
Le-Ann Tetrault, Jay  
Dwight Brunnette, Newport Town  
Richard Nelson\*, Derby  
Scott Boskind, Derby  
Jackie Young, Derby

*Administration and Staff:*

John A. Castle, NCSU Superintendent of Schools  
Nicole Corbett, NCUJHS Principal  
Colleen Storrings, NCUJHS Assistant Principal  
Chris Miller, NCUHS Principal  
Anita Mayhew, NCUHS Assistant Principal  
Noel Pixley, NCUHS Assistant Principal  
Jessica Puckett, NCUHS Special Education Coordinator  
Glenn Hankinson, NCSU Director of Business and Finance  
Liz Butterfield, NCSU Executive Assistant to the Superintendent

**Call the NCUJHS Meeting to Order:** there was not a quorum at 6:00 PM for the NCUJHS board, so the Junior High meeting was not called to order until later in the meeting, when a quorum was reached.

**The Pledge of Allegiance to the Flag was recited.**

**The following adjustments were made to the agenda:**

- NCUHS: South Africa trip considerations
- NCUJHS Interact Fundraiser
- NCUJHS Board Meeting Start Time

**Introductions** were made around the room, including Sam Joyce, the new NCUHS Student Representative and Noel Pixley, the new NCUHS Assistant Principal.

***Chair Rose Mary Mayhew called the NCUHS meeting to order at 6:05 PM.***

**Motion to approve the NCUHS Minutes of June 19, 2018 (Attachment F)**

**MCGILLIVRAY TETRAULT, APPROVED**

**Financial Reports and Recommendations**

Glenn Hankinson reported that NCUHS and NCCC ended with a substantial fund balance. Glenn will provide written reports at the next meeting.

## NCUHS Student Representative Report – Sam Joyce

Sam reported that the start of school went well. He reported that Juniors were “a little cranky” with the new changes, including HOWL’s (Habits of Work and Learning).

### Director’s and Principals’ Reports

A. Eileen Illuzzi (*Attachment G*): NCCC starts classes tomorrow, and she is still receiving applications.

B. Chris Miller: Chris did not have a written report because typing is difficult with a broken arm! He reported that the Admin Team did a lot of work this summer and is working well together. The administration is tightening up discipline and has created a revamped handbook. E-portfolios and HOWL’s (Habits of Work and Learning) are coming. Chris will provide more information and documents next month.

Scott asked for more information about HOWL’s: Chris said it is important that students reflect content knowledge, participation, engagement, and involvement in the school community. Eileen added that NCCC is incorporating the same HOWL’s. Those LRUHS students attending the NCCC, and their parents, will be brought up to date on HOWL’s. Anita shared that there is a toolbox for each section of HOWL’s. Chris said he will bring more information next month, as there are specific guidelines. Jackie is worried about mediocrity. John feels this will motivate the opposite, because students can choose to improve and achieve a higher level. There was a healthy discussion among the board members and administration about HOWL’s and what it looks like.

Chris explained that the Admin Team has worked on behavior expectations. An infraction at the 1<sup>st</sup> tier is considered classroom level, related to relationship building. The 2<sup>nd</sup> tier is somewhat more serious and goes to the administration. The 3<sup>rd</sup> tier is for policy violations, with specific steps for each violation. All along the line, the school will communicate with parents. Jackie likes the idea of 1<sup>st</sup> tier discipline– “they can’t learn if they are not in class”. Chris explained that the school has been divided into a lower house and an upper house, with certain administrators handing discipline for each “house”. The teachers are expected to communicate with all parents at the beginning of the year, via phone, with a positive conversation. There will be phone logs kept of both positive and discipline related calls.

### Committee Reports & Recommendations

A. NCUHS Curriculum & Instruction

#### Information:

1. Minutes of May 1, 2018 (*Attachment H*)

B. NCUHS Human Resources

#### Information/Discussion:

1. Minutes of June 27 and July 26, 2018 (*Attachment I*)

Scott reviewed the actions of the HR committee over the past few months, as reflected in the committee meeting minutes. He said there was unanimous agreement to hire Chad Patten as NCSAP coordinator. The new Guidance Counselor, Rachael Montgomery, is an excellent fit for the position and had excellent references. Chris reported she has hit the ground running.

C. NCUHS Business Ops

#### Information:

1. Minutes of August 14, 2018 (*Handout J*)

#### Action:

1. Consider renewal of Missisquoi Hydro net metering contract:

**Motion** to renew the contract for 15 years. Peter reported that all else in the contract, besides the time frame, remains the same. It has been a successful relationship, saving NCUHS about 10% per month on electricity. Proposed legislative changes would not be beneficial, so it is to our advantage to go with a 15-year contract.

**MOSKOVITES/NELSON, APPROVED**

### NCUHS Unfinished/ New Business

#### Information:

A. Exchange Students: Mr. Miller informed the board about two additional exchange students, one from Brazil, one from Spain. Wendy asked if we ever send students to other countries. Anita said it does not happen often, but students can go through private organizations if they would like to travel.

Action:

A. **Motion** to approve the Food Service Management Contract Extension with the Abbey Group (*Attachment K*): BOSKIND/YASHARIAN, **APPROVED**

B. **Motion** to ratify hiring of Casey Dearborn as NCSAP LA teacher and to ratify hiring of Rachel Montgomery as NCUHS Guidance Counselor. Chris said of Casey that she was experienced, she has worked with Chris before, is an outside the box thinker, engaging with her students and “can wield a chainsaw and read Shakespeare at the same time.” BOSKIND/YOUNG, **APPROVED**

D. Award bids for fuel oil and propane (*Attachment D*) *Land Lab*:

**Motion** to award the bid for the Land Lab to the low bidder, Oil Supply, at \$2.52.

BOSKIND/MCGILLIVRAY, **APPROVED**

**Motion** to award the bid for the High School to Oil Supply, at \$2.40, delivered in increments. Fred’s bid of \$2.39 was incumbent on the entire order being delivered now, but the high school does not have the capacity to store the fuel. SCOTT/ TETRAULT, **APPROVED**

**South Africa Trip**

**Motion** to approve the South Africa Trip.

Chris reported that Elaine Lockwood and Chris Schaefer would like to hold the trip again. Chris would take on more responsibility. Elaine will not travel with the group - there would be a different chaperone. Twelve students will travel and will do all the fundraising. Chris has made it clear that fundraising will have to cover all the students, who will be chosen by the merit of their application. Each student will have a relevant project that they will work on and present to the community after the trip. Insurance and “unclear accounting” were issues last time, and some board members felt there were issues with the method used for choosing the students. Chris said Elaine has the money to cover one teacher, the other would be covered by fundraising. Some board members said they had heard good feedback after the last trip, others heard the opposite. Rose Mary asked if the accounting questions from the last trip were ever answered. John said, “Not completely. There was no deceit or maleficence, but we need more scaffolding and supervision of the process this time.”

BOSKIND/MCGILLIVRAY. Opposed: 3, Ayes: 5, **MOTION PASSES**

**NCUHS Future Agenda Items, Date of Next Meeting:**

September 18, 2018

*Continue as NCUJHS Board Meeting:*

**Chair Scott Boskind called the NCUJHS meeting to order at 7:01 PM**, following the NCUHS portion of the meeting. There was a full quorum for both boards.

**Public Comments, Communication with Parents/Staff/Citizens**

Jackie commented that she enjoyed Convocation, that the speakers were all good.

**Motion to approve the NCUJHS Minutes of July 24, 2018** (*Attachment A*)

McGILLIVRAY/NELSON, **APPROVED**

**Motion to approve the NCUJHS Financial Report of June 2018** (*Attachment B*)

NELSON/McGILLIVRAY, **APPROVED**

**NCUJHS Principal’s Report** (*Attachment C*) Nicole reviewed her report. Enrollment is now at 254 students, up from 234 last year. “July discipline was excellent!”

**Committee Reports & Recommendations**

Informational:

A. NCUJHS Building Committee - Update

1. Fire Alarm: The new system is 95% installed and will be 100% by October 1. The fire marshal cleared the system for school to start.
2. Windows: The new windows will arrive October 1.

3. Safety Grant: The junior high was awarded the full \$25,000. The windows being installed now represent the 25% match for the grant.

### **NCUJHS Unfinished/New Business**

#### Action:

A. **Motion** to ratify the hiring of Michael Ingram as Science Teacher. Wendy reported that the HR committee interviewed him. He has no experience as a teacher, but has a wonderful attitude, is pleasant, and has a lot of science background. Nicole added that he is an Environmental Scientist, teaching on a provisional license. Jess Tetrault, the NCSU science coach, and others, are working with him. He is a NCUJHS/NCUHS graduate.

**MCGILLIVRAY/TETRAULT, APPROVED**

B. **Motion** to approve a leave of absence for up to one year for Paraprofessional France Prevost. Ms. Prevost needs to temporarily relocate out west for a family situation. The administration supports her request.

**NELSON/MCGILLIVRAY, APPROVED**

C. Award bids for fuel oil and propane (*Attachment D*)

**Motion** to award the bid for fuel oil to the low bidder, Oil Supply, with a pre-buy price of \$2.40/gallon.

**NELSON/MCGILLIVRAY, APPROVED**

Glenn will investigate the lack of any propane bids.

D. **Motion** to approve the request from Derby Green to use NCUJHS as evacuation site. Rose Mary explained that this is a new requirement for nursing homes to have written contracts with multiple locations. Nicole said it would not be a problem. Rose Mary said it would have to be an extreme event to evacuate a nursing home. This would be very temporary, and the residents would quickly be relocated to other health care facilities. She said Derby Green has 23 beds. **NELSON/YOUNG, APPROVED**

Nicole informed the board that teacher Rob Boskind is on short-term leave for a new baby.

**Fundraiser:** Nicole informed the board that the Interact Group, a younger branch of Rotary, wants to be part of the sales of ducks for the Regatta, as some funds would come back to the junior high.

**Start time for JH meetings:** Scott polled the board and a 6:30 PM start time would be best for a couple of members. **Motion** to change the start time for NCUJHS board meetings to 6:30 PM for the remainder of the board year. **NELSON/MCGILLIVRAY, APPROVED**

### **NCUJHS Future Agenda Items, Date of Next Meetings:**

- September 25, 2018
  - Richard Nelson asked that the board discuss tolerance: he is sick of intolerance and the lack of civility in society. He said, "We need to teach our students tolerance of politics, lifestyle, other views, LGBTQ." He requested that Nicole update the board on the actions being taken at the junior high.

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

### **Joint Financial Reports and Recommendations**

#### Action:

A. **Motion** to approve the Warrant (*Attachment E*) **MAYHEW/SWANSON, APPROVED**

### **Common Program Reports**

#### Information:

A. Update on Personalized/Proficiency Based Learning: Anita Mayhew reported that Don Weafer will be at the high school for three days a month, working on assessments, proficiencies, and alignment to indicators. John commented that HOWL'S are K-12, each school has developed their own, but they are remarkably alike. The Leadership Team will be looking at them, finding commonalities. Transferable Skills are K-12 and are all the same. Scoring has been developed at the high school and will be developed by grade bands for the rest.

John told the board that there was a positive Leadership Team retreat in August. There was a good focus on “why”: why do we come to school every day? The 4 C’s were discussed.

The Design for Learning was examined, relative to expectations and encouragements. The DfL has been in place for three years and has had an open-ended time line. We are now moving to expectations for items such as E-portfolios and project-based learning. The Lt members have different points of view, but they all come together in the end with one goal, which they all support.

Barr Grant:

Chris Miller mentioned a UVEI partnership for professional development: a project-based learning course. It will equip teachers with tools to create a curriculum and assessment tools for flexible pathways. Chris intends to apply for an implementation grant, to provide more funding for flexible pathways development.

### **Superintendent’s Report**

Mr. Castle reported that Convocation was a very positive day, a day of celebration. Jon Gailmor performed and was perfectly suited for the educator crowd. There were a series of truly inspiring speeches. Graydon McCormick, an 8<sup>th</sup> grade student from CVS who had served on the principal search com, blew everyone away. Chris Young did an amazing job as the faculty speaker: he stressed how important it is to never give up on kids, to persevere, to have empathy for them. Jess Applegate, the new NCSU Director of Learning Design captured the idea of a NCSU eco-system: 13 schools wide and 15 grades deep. Diverse, but working together. John said that Jess has been dynamite already and is great at pulling people together.

**Joint Unfinished/New Business:** none

**Motion to enter Joint Executive Session** at 7:40 PM for a negotiations update. *(Anticipated)*

YASHARIAN/YOUNG, **APPROVED**

The chairs exited Executive Session at 7:50 PM

**The chairs adjourned the NCUHS and NCUJHJS meetings at 7:53 PM,** by unanimous agreement.

Respectfully submitted,

Liz Butterfield,  
Recording Secretary