

Stewartstown School Board Meeting Minutes

Date	October 1, 2018
Time	4:15 p.m.
Location	Stewartstown Community School Library
Chairperson	Philip Pariseau

Attendance

Attendance Legend: **P** – Present **A** – Absent

School Board Members				Principals		SAU Members	
P	Kathleen Covell	P	Philip Pariseau	P	Jennifer Mathieu	P	Bruce Beasley
P	Kara Sweatt					P	Cheryl Covill

Public in Attendance: Patricia Grover, Minutes Taker

Item	Subject	Action
1.	The meeting was called to order at 4:17 pm <ul style="list-style-type: none"> • Roll Call – All present 	
2.	Adjustments to the Agenda: <ul style="list-style-type: none"> • Under New Business: Strike the Collaborative Committee member nomination. That was done at the last meeting. • Add Update on student at Charter Academy 	
3.	Hearing of the Public: None	
4.	Reading of the Minutes: <u>K. Covell/K. Sweatt:</u> Accept the minutes of September 10, 2018 as printed.	Vote: Unanimous
5.	Policy Review (30 Minutes) – Student Handbook: <ul style="list-style-type: none"> • Section G Policies – Second Reading & Adoption <ul style="list-style-type: none"> o GBJ Personnel Records o GBJ-R Personnel Records o GBJA Health Insurance Portability Accountability Act o GBJA-R Notice of Privacy Practices o GBK Employee Concerns, Complaints o GBK-R Employee Complaints and Grievances o GCA Professional Staff Positions o GCB Professional Staff Contracts o GCCBC Family and Medical Leave Act o GCCBC-R FMLA Documents o GCEB Administrative Staff Recruiting o GCF Professional Staff Hiring o GCH Professional Staff Orientation o GCI Professional Staff Development Opportunities o GCK Professional Staff Assignments and Transfers o GCNA Supervision of Instructional Staff o GCO Teacher Performance and Evaluation System o GCO-R SAU #7 Evaluation System o GCP Professional Staff Promotion/Reclassification o GCQ Non-Renewal, Termination and Dismissal of Certified Staff o GCR Non-School Employment by Professional Staff Members 	

	<ul style="list-style-type: none"> o GDO Evaluation of Support Staff o GDQ Termination of Non-Certified Personnel o GEA Athletic Team Coaches <p><u>K. Sweatt/K. Covell:</u> To accept the Section G policies for a second reading and Adoption.</p> <ul style="list-style-type: none"> • Section J Policies as approved at the SAU #7 Policy Committee meeting of 9/27/18 were distributed for a First Reading. 	Vote: Unanimous
6.	<p>School Administrator's Report: Jennifer Mathieu</p> <ol style="list-style-type: none"> 1. As budget season approaches, I would like to ask the board to consider adding up to 20 Flex Days into my yearly contract for me to use over vacation time, as necessary (i.e., Christmas break, February/April breaks, summer time). In the past, I have been able to use time from a grant; however, grants have been cut considerably and since I am not on a year-round contract, I feel Flex Days would be a fair option for me to be compensated for the considerable work load I take on during these times. 2. Cheryl and I have been discussing the necessary steps and policy to follow to meet the needs of students who have school choice as part of the Vermont Compact. She has more information for you on this topic. 3. I'm extremely happy to report that I've received a great deal of positive feedback from both Pittsburg and Canaan. PE and Woodworking classes continue to go well in Pittsburg. The high school visit in Canaan on September 18th was also very successful. 4. Our school Leadership team has met and is working on determining some school-wide goals/initiatives aligned with the SAU 7 Strategic Plan, as well as creating a Parent Team. The team will continue to meet and work to establish these goals, as we have done in years prior. 	
7	<p>Superintendent's Report: Bruce Beasley</p> <ul style="list-style-type: none"> • The collaborative effort of the schools is going well again this year. We have between 30 and 35 students participating in the collaborative courses. Each time I see the students in the schools I check in with them to see how it is going and they all report that things are well. • The building and transportation sub-committee of the larger Collaborative Committee has completed tours of all schools. This team will be meeting on Tuesday October 2nd in the CES library at 5:00 pm. The team will begin compiling information on the schools that will then be shared with the members of the larger committee on 10/4. • Make sure to check your email for a message that I sent along to you (9/11) which includes a link from the hearing held in Newport. This hearing featured the attorneys (Volinski and Tobin) that tried the initial Claremont case. John Falconer attended a similar hearing in Berlin and shared with the Colebrook board that the training really helped to understand the funding situation. • Congratulations to the Pittsburg/Canaan athletes and coaches for their recent sportsmanship recognition. Several the kids that participate on the teams are Stewartstown students. Also, a shout out to Phil Shaw who has been named AD of the Year. The fall seasons are now underway. Both teams have opened the season in competitive fashion. If you have a chance to get out and support the teams I am sure they would love to see a large group cheering them on from the sidelines. 	

	<ul style="list-style-type: none"> The GEAR UP team met recently to begin the process of putting our yearly plan together and to establish our budget. We will meet again on October 11 to finalize some of the ideas that we put together. Arlene Allard has done a great job in kicking off the GEAR UP week for the students at SCS. 	
8.	<p>Business Administrator's Report: Cheryl Covill</p> <ul style="list-style-type: none"> The books are now closed. We will be turning back \$339,624.00. She will have a budget analysis at the next meeting as well as staffing salaries 	
9.	<p>Unfinished Business:</p> <ul style="list-style-type: none"> Bruce stated that the Collaborative Committee would meet on Thursday evening. He is unable to attend, but Karen Conroy will be there. Bids: <ul style="list-style-type: none"> Window Film: Received two bids – Window Film Depot \$2,673.00 and American Window Film \$2,795.00. Films are compatible. Cheryl recommended going with the lowest bidder. <p><u>K. Sweatt/K. Covell:</u> Approve the bid from Window Film Depot for \$2,673.00</p> <ul style="list-style-type: none"> Security Cameras: Two bidders – both did a demonstration. Questions arose for zoom rather than fixed. Cheryl asked them to submit a bid for fixed with manual zoom. These are due October 12. Keyless Entry: Do we want central control or school control? We have sent this out for rebid with Central control. These are due back on October 12 also. Cheryl asked the Board to give permission for her, Bruce, and Phil to award the bids. <p><u>K. Sweatt/K. Covell:</u> To grant Phil, Bruce and Cheryl permission to award the Bids.</p> <ul style="list-style-type: none"> Telephone Bids: Two bidders – one was not complete. They asked for two or three weeks more. If that is not possible, they are not interested. Goulet Communications was the other bidder. Cheryl wants to accept that one. The SAU can be tied into it in the future. A landline will be included. We may receive over \$18,000 extra in grant. Requesting preliminary approval if we need it. <p><u>K. Covell/K. Sweatt:</u> To accept the funds if they become available.</p>	<p>Vote: Unanimous</p> <p>Vote: Unanimous</p> <p>Vote: Unanimous</p>
10.	<p>New Business:</p> <ul style="list-style-type: none"> GEAR-UP NH met on September 25 and will meet again on October 10. There will be a site visit on October 16 and a visit for the students to PSU on November 2. We have been looking at the budget. Bruce would like to increase the amount being paid to Arlene. She devotes a lot of time on the program. Students are spread out in three schools. We may have to use a WW Berry for busing to PSU. Legislative Summary was enclosed in the packet. Bruce discussed those that are pertinent to education. Jen mentioned that the Coos Summit will meet at the Mountain View Grand. <p>Kathleen had to leave the meeting at 5:15 pm.</p>	

	<ul style="list-style-type: none"> • A staff member has requested leave for 6 – 7 weeks to pursue making a movie. He has done this in the past and Bruce recommended that the Board approve. Jen has found a substitute for him. <p><u>K. Sweatt/P. Pariseau</u>: To approve the leave request.</p> <ul style="list-style-type: none"> • Charter Academy: At the moment we have one student there. Canaan School has approached Bruce for a student to go. Charter did an intake. Lincoln Woodstock has a seat they will sell at a reduced price. The student will continue with a CTV course at Canaan. • Medical Leave: Jen said she has a staff member who will be out from 10/22 – 12/14 on medical leave. She has located a certified teacher to sub. • Kara stated she has had an issue with Canaan on an IEP. There was a lack of communication so IEP wasn't implemented until last week. Bruce said he will make sure plan is implemented in a timely manner in the future. 	Vote: Unanimous
11.	Meeting adjourned at 5:22 pm.	
Respectfully Submitted, Patricia E. Grover, Minutes Taker		