

**RUTLAND PUBLIC SCHOOL
REGULAR MEETING OF THE BOARD OF SCHOOL COMMISSIONERS
SEPT. 24, 2013**

School Board Members Present:

Peter Mello
Daniel Acorn
Hurley Cavacas, Jr.
Richard Courcelle
Peter Fagan
Rob Kurchena
Jamie Pemrick
Erin Shimp
Kate Thomas
Rob Towle
Cooper Babbitt

Member Absent

Wayne Cooke

Also Present:

Superintendent Mary Moran
Assistant Superintendent Rob Bliss
Peter Amons
Steve Sampson
Bill Olsen
Kristen Hubert
Susanne Engels
Jay Slenker
Ellie McGarry
Kristin Francoeur
Patricia Aigner
Pam Reed
Peter Miller
Nicole Carter

The meeting was called to order at 6:30 pm followed by the Pledge of Allegiance. Chair Mello noted the absence of Commissioner Cooke.

Motion by Towle / Fagan to accept the minutes of the Sept. 10, 2013 regular school board meeting with the following correction: Acting Chair Courcelle chaired the meeting, not Mr. Mello. Motion passed unanimously by all those in attendance.

Written Communications - None

Oral Communications - Mr. Mello congratulated Commissioner Kate Thomas for passing the law bar exam.

School Improvement Plans - Part I - Assistant Superintendent Bliss said there are four School Improvement Plans 2013 - 2015 being reviewed tonight: the district's and K-6 schools' plans. Prior to writing their plans, each school had to do a needs assessment and he explained them. Mr. Bliss reviewed the highlights of the district plan. All the school plans align to the district plans. Commissioner Fagan said the plan is a lot of work and is very well done. He asked several questions about details of the plan and Mr. Bliss reviewed the particulars. Commissioner Courcelle said this is an ambitious document. He discussed his concern with the human and technological resources which might be needed to meet the aggressive schedule. Mr. Bliss said it is an ambitious plan and when he submitted it to the state, he also submitted a cost estimate. While the state does not currently have money allocated, they do know what we would need. Ms. Moran said this is appropriate for the discussion about our IT needs. There is a data analyst position approved for this year's budget but we have not found the right person to fill it. She said another IT staffer might be added in the next budget proposal. Mr. Mello said there is a direct link between the plan and the boards' goals and he made the connection.

Ms. Hubert thanked the planning team members from all the schools for all their work.

CALL TO
ORDER

ROLL CALL

MOTION:
MINUTES
09/10/13
MEETING

WRITTEN &
ORAL
COMMUN-
ICATIONS

EDUCATION
REPORT

SCHOOL
IMPROVE-
MENT
PLANS -
PART I

She presented the three big goals and tasks from Northwest School. Mr. Fagan asked about implementation and Ms. Hubert said it is dependent on specific tasks and she gave examples of what that would look like. She said they are using results to make next step decisions. Mr. Mello said the goals are written in measurable terms and it is a realistic document. Ms. Engels reviewed the process at Northeast School and she highlighted two goals. Mr. Fagan said he likes that the two documents are similar in their presentation. He asked about the outcome and Ms. Engels reviewed the work done this summer.

Mr. Courcelle commented on the redundancy of the two K-2 schools having to create two different plans when we are trying to do the same thing at both schools. He realizes different demographics but thinks the plans could be done together. Mr. Bliss said he would be willing to take the point forward. Our schools should be consistent at grade level. Ms. Moran said plans were done together but there is redundancy and bureaucracy. Mr. Slenker said RIS went through the same planning as the other schools and he reviewed the process. It is very ambitious plan and he reviewed the goals and tasks. Commissioner Towle asked about the Green Mountain Star program and Mr. Bliss said it is a vendor-based tool which helps create research based indicators of effective schools. The progress is reviewed by a state coach for each school in Vermont, and depending on where they are in the school improvement process, the indicators are evaluated. Mr. Bliss said it is mandated that we create a plan and follow it, based on the indicators. There are no established penalties but through this thoughtful process, we have created plans we believe in and want to execute. Each school makes their own plan based on their own indicators. Mr. Fagan said he thinks vertical integration at the district level is a great idea. Mr. Bliss said some of our summer work centered around those transition points and the continuity between grade levels. There were questions and discussion about Everybody Wins, a mentoring program at RIS centered around reading and the different ways RIS is connecting with parents. Mr. Mello said he likes the focus on learning at the board level with these presentations.

Supervision and Evaluation System Overview - Mr. Bliss said we have a very good teacher evaluation system that is approved by the state. We are always looking at the program and evaluating if it is good enough, if it aligns with what we want to do, and deciding if we can make it better. In the future, there might be an updated program, which is very comprehensive. He and Ms. Moran gave an overview of the evaluation cycle and the different programs for evaluation of administrators, teachers, and support staff. Ms. Moran and Mr. Bliss read every evaluation. Ms. Moran said the supervision and evaluation is very important work and takes an intense amount of time, energy, and writing. Cooper Babbitt asked about student input into evaluations and Ms. Moran said that has been discussed before and they will continue looking into it going forward. Mr. Mello emphasized that teachers need to demonstrate student achievement. He asked if every principal meets with every teacher for goal-setting and Mr. Bliss said every teacher meets with their supervisor every year about their goals. Mr. Mello said he thinks every teacher should get feedback every year and Mr. Bliss said teachers want that. Ms. Moran said Ms. McGarry reads every special educator evaluation.

Motion by Fagan / Towle to approve the Licensed and Non-licensed section of the Personnel Memorandum No. 487 dated Sept. 20, 2013, as recommended by the Superintendent of Schools.

PERSONNEL

MOTION:
PERSONNEL
MEMO #487

The family medical leaves and resignation were reviewed by Superintendent Moran. They are attached.

Motion passed unanimously by all those in attendance.

BUSINESS
REPORT

Business Report - None

SUPERIN-
TENDENT'S
REPORT

Announcements

ANNOUNCE-
MENTS

- Cooper Babbitt said from Sept. 15 - Oct. 15, the Spanish National Society is doing announcements about Latin American culture and community. As part of RHS school improvement, there is a new block called Flex Block. All students are assigned to a teacher for enrichment or extra help. Students can schedule a make-up test or talk with a teacher if they have questions. He is taking Global Studies during that block, as part of enrichment. Every student is involved and he said so far students are seeing it is helping. Most of the schools' clubs and organizations are starting up for the year.
- Ms. Moran pointed out a painting hanging at Longfellow by artist Pete Huntoon to commemorate the 70th anniversary of the founding of the United Way of Rutland. It will be auctioned in December. She also called attention to the Tapestry Summer Program's art work on the bulletin board and she reviewed the summer program highlights, partnerships, field trips and activities. Tapestry is now providing after school programming.
- "Lights on Afterschool" will be held on October 21 at RIS.
- Northeast School's local and Vermont products catalog is out. This is a fundraiser.
- Northwest School bus evacuation drills will be held on Thursday. Star student "hero" assembly on Thursday with Chief Baker. The fall fundraiser (Yankee Candle) starts on Friday.
- Rutland Intermediate School will have its make-up evacuation drill on September 30 in conjunction with the Rutland Middle School
- On Oct. 30, RHS Science teachers Erica Wallstrom and Mike Stannard, along with RHS students Allie Wolf, Anna Smiechowski, and Erin Dundas will present a talk at the annual Geological Society of America meeting in Denver, CO. The presentation is titled *Inspiring Future Geoscientists: Moving the Classroom into the Field* and focuses on the development, implementation, and outcomes of the new RHS science elective course New England Landscapes. This group will also have an opportunity to attend the entire conference. RHS thanks the National Science Foundation for the grant to support the creation and implementation of the course, as well as the invitation to present at the conference.

COMM.
REPORTS

POLICY
COMM.

Policy Committee - Commission Shimp reviewed the update to the Athletic Program - Safety Policy and the changes to Job Description #4340 Paraeducator and the one for Planning Room Paraeducator. The job descriptions will not be voted on because they are procedural.

Policy #7534 - Athletic Program - Safety

Motion by Shimp / Courcelle to adopt Policy #7534 - Athletic Program - Safety for first reading as presented. Motion passed unanimously by all those in attendance.

New Business - Mr. Fagan said the Fingon Memorial Golf Tournament was held last Friday and was very successful. Ms. Moran said about \$6800 was raised. There were 17 teams. Thanks to the Sodexo sponsorship. Money was raised for uniforms for women's lacrosse.

Commissioner Pemrick said a parent brought to her attention an issue with Sodexo and not enough food choices at RIS. Ms. Moran said she checked into the issue, which involved the kitchen running out of one food choice before the end of lunch. She said the Sodexo staff will be monitoring the pizza choices more closely to ensure enough for all lunch slots. There was discussion about the times of lunch at RMS and RIS.

Old Business - None

Motion by Cavacas / Thomas to adjourn at 7:59 pm. Passed.

Respectfully submitted

Janet Mondlak
Recording Secretary

**MOTION:
POLICY
#7534
APPROVE
FOR FIRST
READING**

**NEW
BUSINESS**

**GOLF
TOURN-
AMENT**

**RIS FOOD
CHOICES**

ADJOURN

TO: Board of Education
FROM: Mary E. Moran, Superintendent
DATE: September 20, 2013
RE: Personnel Memorandum – Licensed and Non-Licensed

RESOLVE: That the LICENSED and NON-LICENSED SECTION OF THE PERSONNEL MEMORANDUM NO. 487 dated September 20, 2013, be approved as recommended by the Superintendent of Schools.

A. LICENSED SECTION

1. Family Medical Leave

<u>Name</u>	<u>Position/Location</u>	<u>Effective</u>
Sarah Hagge	RHS/English	2/24/14 – 5/30/14

B. NON-LICENSED SECTION

1. Resignation

<u>Name</u>	<u>Position/Location</u>	<u>Effective</u>
Megan Grover	Paraeducator/RIS	9/25/13

2. Family Medical Leave

<u>Name</u>	<u>Position/Location</u>	<u>Effective</u>
Amanda Stockwell	Paraeducator/NE	12/15/13 - 1/31/14