

**RUTLAND PUBLIC SCHOOL
REGULAR MEETING OF THE BOARD OF SCHOOL COMMISSIONERS
NOV. 26, 2013**

School Board Members Present:

Daniel Alcorn
Hurley Cavacas, Jr.
Richard Courcelle
Peter Fagan
Rob Kurchena
Jamie Pemrick
Erin Shimp
Kate Thomas
Rob Towle

Members Absent

Peter Mello
Wayne Cooke
Cooper Babbitt

Also Present:

Superintendent Mary Moran
Assistant Superintendent Rob Bliss
Lyle Jepson
Peter Amons
Glenn Olson
John Rice
Steve Sampson

The meeting was called to order at 6:30 pm followed by the Pledge of Allegiance. Acting Chair Courcelle noted the absence of Commissioners Mello and Cooke and Student Representative Babbitt.

Motion by Towle / Fagan to accept the minutes of the Nov. 12, 2013 regular school board meeting as written. Motion passed unanimously by all those in attendance.

Written and Oral Communications - None

Rutland High School Program of Studies - Superintendent Moran said this is the major academic document from RHS. Mr. Olson summarized the changes. He said many of the changes represent things already happening and the document is updated to better reflect actual practice. He reviewed the STEM concentration and other additions. There are some courses listed that will run only if there is student interest. They will not add staff. Commissioner Fagan asked about Jets Club. Mr. Olson said there is not yet an official Jets Club but there are some students and staff who are interested in robotics and engineering. Mr. Fagan asked for a presentation in the future on the freshmen interdisciplinary team. There were other questions and discussion about some of the offerings.

Budget: Capital Planning and Draft FY15 Budget Presentation

Capital and Maintenance Budget - Mr. Rice said the proposed maintenance / capital plan shows an increase for FY15 over FY14 of \$70,000. Life safety, grounds and maintenance, busing, and custodial remain flat. There are slight proposed increases in vehicle replacement / maintenance and building maintenance. He highlighted some of the changes year to year and said the majority of the budget does not change.

There were questions and discussion from Board members:

- What is the \$15,000 for refurbishing the main administration building for? Mr. Rice said it is the entire office area to include flooring, walls, and ceilings.
- RIS has noticeable issues on the stairway, railing, and paint work needed. In

CALL TO
ORDER

ROLL CALL

MOTION:
MINUTES
11/12/13
MEETING

WRITTEN &
ORAL
COMMUN-
ICATIONS

EDUCATION
REPORT

RHS
PROGRAM
OF STUDIES

BUDGET:
CAPITAL
PLANNING
AND DRAFT
FY 15
PRESENTA-
TION

CAPITAL &
MAINTEN-
ANCE
BUDGET

the auditorium there are missing and loose ceiling tiles. Commissioner Pemrick asked Mr. Rice to get back to her on why those problems have not been addressed.

- There was discussion on the rekeying of door locks for \$10,000. Mr. Rice said the high school campus has been completed. There are estimated to be between 90-100 doors. He said it includes other door items, such as replacing doors, in some cases. Ms. Pemrick asked for more specificity under the line item to see what it entails and Mr. Rice said he can get the detail.
- How do we make sure there is not abuse in gassing up vehicles? Mr. Rice explained the system in place to make sure fueling all vehicles, including busses, is not being abused.
- There was a better review of the deferred budget amount compared to the outstanding work list from the previous budget. Do we have a list of what the deferred maintenance bond would entail? Mr. Rice said he has updated some of his deferred work. There is approximately \$6 million in deferred work. A big component is the RIS ventilation system at \$1.2 million. There are a couple of other large projects, one of which is the high school roof, which will cost over \$500,000, but not for another five years or so. Mr. Rice reviewed the items and pointed out the coding so Board members could see what is a future project, what might be part of the bond, and what might be part of the energy performance contract. He said the items to be addressed by the bond total about \$4.5 million.
- Commissioner Cavacas suggested starting a sinking fund for some of the future long term projects.
- Ms. Pemrick said there are significant issues at RIS with the heating and ventilation. Mr. Rice explained the reason for the RIS problems and said his department is consistently fixing and maintaining problems.
- Commissioner Towle asked for clarification on the difference in budget amounts and about a carryover into the new budget. Mr. Amons said a budget is a forecast. At the end of every fiscal year, on the actual books, we have either a surplus or a deficit. We carry forward those real numbers into the next year's budget.

Budget - Mr. Amons reviewed the budget and said there are no proposed staff cuts in this budget. However, he said there will be some staff cuts presented at the Dec. 12 meeting. Those will reduce the 3.6%. Mr. Cavacas asked for clarification if we are looking at cuts to reduce the budget to a certain number or because of specific reasons, such as not meeting a class size or where there are low numbers in classes. Mr. Amons said there are no arbitrary cuts proposed to meet a number. Mr. Amons said there is one new job proposed: a computer technician. He reviewed the other assumptions like health insurance, technology purchases, increase in capital and maintenance budget, the energy performance contract and a new bond. He said the items reviewed are those increasing by more than the rate of inflation. He reviewed the need for an additional technology assistant discussing industry standard and information from other school districts. Mr. Amons reviewed all line items which have changes of more than \$30,000 and explained the reasoning behind them all and there were questions and discussion with Board members. Mr. Amons reviewed the current debt service and the RHS retiring bond and the proposed bond for deferred maintenance.

Mr. Courcelle said Mr. Mello has suggested an ad-hoc budget group that would meet

and spend more time with administrators. Commissioners Fagan, Kurchena, Cooke and Pemrick have expressed an interest and Mr. Courcelle directed them to meet in the near future. He said the intent is not for individual members to meet with administrators, but for the group, for the purposes of efficiency and clarity. He asked for a group report back to the full Board.

**FY15
BUDGET,
cont.**

There were questions about the cost to the Rutland budget for Stafford students. Mr. Amons said STC's budget is paid for by the sending schools based on their number of students attending. Mr. Fagan asked about the funding of the adult ed night classes. Mr. Amons said there are many sources of revenue for the adult ed programs. Mr. Jepson said there are about 66 Rutland City students x \$12,974 each at Stafford. Mr. Amons said that means \$856,000 of Rutland City's \$48 million budget goes to Stafford.

**STC
BUDGET**

STC Budget - The Regional Advisory Board has not yet ratified the STC budget. That is expected next week and then it will come back to this Board for final approval. Mr. Jepson explained the funding per student cost at STC, in answer to a question at a previous Board meeting. He thanked the folks from various area businesses such as GE and Omya, who spend a lot of time helping to put together the STC budget.

PERSONNEL

Motion by Towle / Fagan to approve the Licensed and Non-licensed section of the Personnel Memorandum No. 491 dated Nov. 22, 2013, as recommended by the Superintendent of Schools.

**MOTION:
PERSONNEL
MEMO #491**

The leave request, resignation and appointments were reviewed by Superintendent Moran. They are attached.

**BUSINESS
REPORT**

Motion passed unanimously by all those in attendance.

Update on Sale of Watkins Ave. - Mr. Amons said the Watkins closing date is December 6. Mr. Courcelle said the Dana property has transferred hands.

**UPDATE ON
SALE OF
WATKINS
AVE.**

Announcements

- Ms. Moran said Board members have received a copy of a letter from the Governor and the state Tax Department on education spending and its history.
- Northwest Primary School STAR student trip to the Bowlerama was on Nov. 26. Students participated in Denim and Orange day to support the MS association. There was a hero assembly last week with two army "heroes" - traits recognized were service and character. There was a magic show last Friday with Tom Joyce – congratulations to all NW students for participating in Stuff a Bus and earning this celebration!
- RIS students participated in Stuff A Bus this year and donated over 1,800 items.
- Northwest received a beautiful thank you note and a book, from the Sandy Hook Elementary PTA, for a gift that was sent after that tragedy last year.

**SUPERIN-
PENDENT'S
REPORT**

**ANNOUNCE-
MENTS**

Legislative Breakfast - December 2 at 7:30 am at Longfellow.

**LEGISLA-
TIVE
BREAK-
FAST**

Committee Reports - None

**COMM.
REPORTS**

New & Old Business - None

**NEW & OLD
BUSINESS**

Motion by Towle / Fagan at 7:48 pm, after a recess, for the board to convene to executive session for the purpose of discussing contractual matters, the premature release of information regarding those subjects which would place the Board at a substantial disadvantage. Unanimously passed by those in attendance.

**MOTION:
EXECUTIVE
SESSION**

The Board came out of executive session at 8:10 pm.

**PUBLIC
SESSION**

Motion by Cavacas / Fagan to adjourn at 9:45 pm. Passed.

ADJOURN

Respectfully submitted

Janet Mondlak
Recording Secretary

TO: Board of Education
 FROM: Mary E. Moran, Superintendent
 DATE: November 22, 2013
 RE: Personnel Memorandum – Licensed and Non-Licensed

RESOLVE: That the LICENSED and NON-LICENSED SECTION OF THE PERSONNEL MEMORANDUM NO. 491 dated November 22, 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>
Kylie Wolgamott	Creative Structure Teacher//RHS	4/25/14 – 6/12/14

B. NON-LICENSED SECTION

1. Resignation

<u>Name</u>	<u>Position/Location</u>	<u>Effective</u>
Danielle Messick	Paraeducator/RIS	11/4/13

2. Appointments

<u>Name</u>	<u>Position/Location</u>	<u>Pro-Rated Salary</u>	<u>Effective</u>
Geoffrey Bloomer	LTS PE/Health/RHS	\$14,799.12	1/13/14-5/23/14
Jerry Sojourner	Paraeducator/NW	\$8,707.73	11/25/13

3. 2013-14 Winter Coaching Appointment

<u>Name</u>	<u>Position</u>	<u>Stipend</u>	<u>Season</u>
Matt Tuscano	Varsity Wrestling Coach	\$2,802.77	Winter