

**RUTLAND PUBLIC SCHOOL  
REGULAR MEETING OF THE BOARD OF SCHOOL COMMISSIONERS  
DEC. 10, 2013**

**School Board Members Present:**

Peter Mello  
Daniel Alcorn  
Wayne Cooke  
Richard Courcelle  
Peter Fagan  
Rob Kurchena  
Jamie Pemrick  
Erin Shimp  
Cooper Babbitt

**Members Absent**

Hurley Cavacas, Jr.  
Kate Thomas  
Rob Towle

**Also Present:**

Superintendent Mary Moran  
Assistant Superintendent Rob Bliss  
Peter Amons  
Lyle Jepson  
Bill Olsen  
John Rice  
Susanne Engels  
Jay Slenker  
Glenn Olson  
Ted Guilmette  
Steve Sampson  
Patricia Aigner  
Ellie McGarry  
Pam Reed  
Peter Miller

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The meeting was called to order at 6:30 pm followed by the Pledge of Allegiance. Chair Mello noted the absence of Commissioners Cavacas, Thomas and Towle.

Motion by Kurchena / Fagan to accept the minutes of the Nov. 26, 2013 regular school board meeting as written. Motion passed unanimously by all those in attendance.

Written and Oral Communications - None

Rutland Middle School Principal Search - Superintendent Moran said after the first of the year, the principal search will begin to replace Wil Cunningham. She reviewed the process and timeline. The goal is to have a candidate by mid-March. Mr. Mello said Assistant Superintendent Bliss will chair the committee. Mr. Mello will serve on the committee and asked for other interested board members to let him know.

Rutland High School Program of Studies Final - Mr. Mello said the Board does not need to approve the Program of Studies but asked for any questions. There were no further questions. Ms. Moran thanked everyone involved with developing the document.

STC Budget Ratification

Motion by Cooke / Fagan that the Rutland City Board of School Commissioners accept the FY14 Vermont State Equipment Grant in support of equipment purchases at Stafford Technical Center in the amount of \$28,235. Passed unanimously by all those in attendance.

Motion by Cooke / Fagan that the Rutland City Board of School Commissioners accept the Federal Carl D. Perkins grant for FY15 for use in support of the operation of Stafford Technical Center with an anticipated award amount of \$226,859. Passed unanimously by all those in attendance.

CALL TO ORDER

ROLL CALL

MOTION:  
MINUTES  
11/26/13  
MEETING

WRITTEN &  
ORAL  
COMMUN-  
ICATIONS

EDUCATION  
REPORT

RMS  
PRINCIPAL  
SEARCH

RHS  
PROGRAM  
OF STUDIES

STC  
BUDGET  
RATIFICA-  
TION

MOTION:  
ACCEPT  
FY14 VT  
STATE  
EQUIPMENT  
GRANT FOR  
STC

MOTION:  
ACCEPT  
FY15  
PERKINS  
GRANT FOR  
STC

Motion by Cooke / Fagan that the Rutland City Board of School Commissioners accept the FY15 Stafford Technical Center budget as presented by the Regional Advisory Board with total expenditures of \$4,584,091 resulting in an assessment figure of \$5,013 per student to sending towns.

**MOTION:  
ACCEPT  
FY15 STC  
BUDGET**

Mr. Cooke said the Regional Advisory Board approved this unanimously.

Passed unanimously by all those in attendance.

Budget: Final FY15 Budget Presentation and Deliberation - Ms. Moran said there was a good committee meeting last night with herself, three Board members, Mr. Bliss and Mr. Amons. There was a review of all of the staff reductions due to anticipated class sizes. She said all anticipated class sizes are manageable. With the reductions, the proposed budget increase from FY14 to FY15 is 2.9%. Mr. Mello asked for input from the Board members who met with the administrators. Commissioner Kurchena reviewed some of the items discussed including deferred maintenance, fixed costs, and energy efficiency.

**BUDGET:  
FINAL FY15  
PRESENT-  
ATION**

Mr. Amons said FY14 has a \$450,000 bond payment, which is the last of 20 annual bond payments on the original RHS construction project. The suggestion is to take the same \$450,000 annual payment to a new bond to cover improvements of many of the deferred maintenance items. This would be separate from the other financing item which will be on the ballot which is for energy items. That ballot item will be to address the proposal for the wood pellet conversion of all schools and some HVAC and other capital maintenance items. The energy savings from those improvements would pay for the bond payment. Mr. Amons said Johnson Controls is still working on the energy audit to determine which items can be included in the energy performance bond. They have to self-finance and not increase the budget. The deferred maintenance bond payment will not be more than the current RHS construction bond annual payment. Mr. Amons reviewed that neither bond payment will increase the budget over the previous year's budget.

Commissioner Cooke said the committee is expecting the increase to remain at 2.9% although there are still a few variables such as retirements and health insurance. Mr. Mello said he thinks the administration has been very prudent at looking at staffing and class sizes. The proposal maintains a favorable class size at the elementary school level. There is not a compromise on the quality of the program. Mr. Kurchena said the administration was very thorough. Mr. Mello thanked the Board members for their scrutiny. The Board will be asked to approve the budget at the January 14 meeting. Mr. Mello said he would like to make sure the information is represented well to the community and Ms. Moran said work has already begun in that regard.

Motion by Kurchena / Fagan to approve the Licensed and Non-licensed section of the Personnel Memorandum No. 492 dated Dec. 6, 2013, as recommended by the Superintendent of Schools.

**PERSONNEL  
MOTION:  
PERSONNEL  
MEMO #492**

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

Motion passed unanimously by all those in attendance.

Motion by Cooke / Fagan to approve the Non-licensed section of the Personnel Memorandum Addendum No. 492 dated Dec. 9, 2013, as recommended by the Superintendent of Schools.

**MOTION:  
PERSONNEL  
MEMO  
ADDENDUM  
#492**

The retirement was reviewed by Superintendent Moran. It is attached. Mr. Mello thanked Karen McGurl for her years as Registrar for the district.

Motion passed unanimously by all those in attendance.

**BUSINESS  
REPORT**

Update on Sale of Watkins Ave - Ms. Moran said the sale of Dana School was successful last month and last week there was successful completion of Watkins Ave. Both properties are now on their way to being developed successfully and will be back on the tax rolls in the future. Ms. Moran thanked Chris Fucci, John Rice, Peter Amons, and legal counsel.

**UPDATE ON  
SALE OF  
WATKINS  
AVE**

Update on Northwest School classroom - Mr. Rice presented an update on the problem and work being done on the classroom at Northwest School. He reviewed that it was a moisture problem due to the original design of the building addition. An outside contractor has been doing the work. They are now doing final cleanup. There is only brick, mortar and steel left in the classroom. Air quality tests have been done in the classroom and corridor and all came back in the normal range. Mr. Rice said there is a lot of exterior and roof work which will not all be completed before the end of the school year. Ms. Moran said this classroom is in a separate section of the building on the northeast corner and is self-contained. Ms. Moran congratulated Mr. Rice and his team for all their work. Mr. Cooke stressed that licensed, certified professionals were hired. Mr. Amons said the Board voted to approve \$38,000 to be charged to contingency but costs will go past that. He suggested waiting to approve the balance until we know the final amount. Insurance will not cover any of the expenses. There was discussion on the relocation of the classroom. Ms. Moran said staff has been very involved and cooperative. Letters have gone home to all parents keeping them informed.

**NORTH-  
WEST  
CLASS-  
ROOM  
UPDATE**

**Announcements**

- Student Representative Cooper Babbitt said the Model UN Club was assigned to represent Belarus when they go to NYC. Honor Society caroling at local nursing homes is ongoing. Next Tuesday is the Gift of Life Marathon and RHS has registered about 80 students, the largest student group ever.
- Upcoming winter concerts were announced at all schools.
- Northeast School will be having a puppet show Dec. 13 to highlight the importance of "gifts from the heart" and other kind gestures during the holiday season. The school will hold classroom holiday celebrations on Dec. 19 - 20 and a schoolwide sing along on Dec. 21.
- The Northwest School martial arts presentation for STAR jar celebration is this Thursday; thank you to VT Martial Arts Academy. Make-it take-it craft day occurs throughout the next several days; parents and students make holiday crafts in the classrooms. Holiday sing along is on Dec 17. Dec 20 is RIF distribution.
- At RIS, students will celebrate "The Raider Way" with a dance party on December 19 in the Keefe Gym. This is a way of rewarding students for their hard work in and out of the classroom. Also at RIS, the staff will hold a holiday concert on December 20.

**SUPERIN-  
TENDENT'S  
REPORT**

**ANNOUNCE-  
MENTS**

Legislative Breakfast Report - Ms. Moran said there was a successful legislative breakfast last week. There was a good discussion on current realities, city needs, potential policy changes, and potential legislation. Mr. Mello said our legislators asked to keep them in the loop with any information we are concerned about. Mr. Fagan said it is important for legislators to hear from the public before an issue gets to the floor. Ms. Moran said communications with legislators and school officials are copied to all Board members.

**LEGISLA-  
TIVE  
BREAK-  
FAST  
REPORT**

**COMM.  
REPORTS**

Staff Relations Committee - Commissioner Courcelle said to address one of the Board goals, "to promote a district climate that welcomes open communication and collaborative decision-making" Board members are meeting with some representatives of employee groups: REA and RSSA. Several Board members recently met with the teacher group and they looked together at how the Board can assist the administration and staff to promote open communication and a positive climate. There are increasingly challenging issues teachers are facing with struggling students and families. Ms. McGarry addressed the complexity of these issues with regard to special education and support services. Mr. Courcelle said these will be ongoing dialogues.

**STAFF  
RELATIONS  
COMM.**

**NEW & OLD  
BUSINESS**

New & Old Business - None

Motion by Fagan / Cooke at 7:23 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 7:55 pm.

**PUBLIC  
SESSION**

Motion by Shimp / Kurchena to adjourn at 7:56 pm. Passed.

**ADJOURN**

Respectfully submitted

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Janet Mondlak  
Recording Secretary

TO: Board of Education  
FROM: Mary E. Moran, Superintendent  
DATE: December 6, 2013  
RE: Personnel Memorandum – Licensed and Non-Licensed

RESOLVE: That the LICENSED and NON-LICENSED SECTION OF THE PERSONNEL MEMORANDUM NO. 492 dated **December 6, 2013**, be approved as recommended by the Superintendent of Schools.

***A. LICENSED SECTION***

***B. NON-LICENSED SECTION***

1. Resignation

<u>Name</u>	<u>Position/Location</u>	<u>Effective</u>
Heather Kent	Paraeducator/NE	12/20/13

2. Appointments

<u>Name</u>	<u>Position/Location</u>	<u>Pro-Rated Salary</u>	<u>Effective</u>
Dawn Carlson	Paraeducator/RIS	\$8,399.56	12/2/13
Heidi Demers	Paraeducator/NW	\$8,226.66	12/16/13
Bonnie Pedro	Paraeducator/ASC	\$11,282.04	12/9/13
Molly Wasserman	Data Analyst/District	\$32,355.56	1/6/14

## ADDENDUM

TO: Board of Education  
FROM: Mary E. Moran, Superintendent  
DATE: December 10, 2013  
RE: Personnel Memorandum –Non-Licensed

RESOLVE: That the NON-LICENSED SECTION OF THE PERSONNEL MEMORANDUM NO. 492 dated **December 10, 2013**, be approved as recommended by the Superintendent of Schools.

### ***A. NON-LICENSED SECTION***

1. Retirement

<u>Name</u>	<u>Position/Location</u>	<u>Effective</u>
Karen C. McGurl	Registrar/District	1/24/14