

**RUTLAND PUBLIC SCHOOLS**  
**REGULAR MEETING OF THE BOARD OF SCHOOL COMMISSIONERS**  
**October 27, 2015**

**School Board Members Present:**

Rob Kurchena  
Hurley Cavacas, Jr.  
Peter Fagan  
Alison Notte  
Matthew Olewnik  
Joanne Pencak  
Christian Wideawake  
Lydia Gulick

**Members Absent:**

Dick Courcelle  
Daniel Alcorn  
Erin Shimp  
Kate Thomas  
Nova Wang

**Also Present:**

Superintendent Mary Moran  
Assistant Superintendent Rob Bliss  
Patricia Aigner  
Peter Amons  
Melissa Connor  
Michael Derevjanik  
Susanne Engels  
Kristin Holsman-Francoeur  
Ellie McGarry  
Sharon Napolitano  
Michael Norman  
Bill Olsen  
Loren Pepe  
Pam Reed  
Daniel Roswell  
Steve Sampson

The meeting was called to order at 6:30 pm followed by the Pledge of Allegiance. Clerk Kurchena noted the absence of Chair Courcelle, Commissioners Alcorn, Shimp and Thomas and Student Representative Wang.

CALL TO  
ORDER  
ROLL CALL

**Motion** by Fagan/Cavacas to accept the minutes of the October 13, 2015 regular school board meeting as written. Minutes stand.

MOTION:  
MINUTES  
10/13/2015

Written Communications – None

COMMUNICA-  
TIONS

Audience - None

Oral Communications - None

Performance Excellence Initiative/Progress – A second meeting with the facilitator was held and it went exceptionally well. We have a great group with representation from all levels within the schools. It is an opportunity to see the micro and macro view of the schools and the data and how it is utilized. Commissioner Fagan noted that he is impressed with the facilitator and that she made sure of quick and easy understanding.

PEI  
PROGRESS

School Program Update – Assistant Superintendent Bliss introduced Kristin Holsman-Francoeur, Principal, Rutland Middle School and Sharon Napolitano, Assistant Principal.

SCHOOL  
PROGRAM  
UPDATE

RMS School Improvement Plan – Principal Holsman-Francoeur and Assistant Principal Napolitano reviewed the Rutland Middle School 2013 – 2015 School Improvement Plan. It was noted that they did not do as well with Goal 3 which was targeted toward working with families and students and it is challenging to engage middle school parents. It was noted that they are very pleased with the alignment of curriculum with the intermediate and high schools, the social emotional curriculum with the REAL program and the multi-tiered system of support.

RMS SCHOOL  
IMPROVE-  
MENT PLAN

Questions:

Clerk Kurchena asked what does the acronym REAL represent.

REAL – responsibility, excellence, acceptance and leadership.

Commissioner Fagan commented that the middle school level is the *heaviest lift* for social emotional learning as students transition from children to young adults. He asked how REAL helps play into social emotional learning.

Principal Francoeur noted that other than the first two years of their lives, students go through the biggest physical, emotional and intellectual growth during the middle school years. We went from assuming that all students came in with a basic knowledge to recognizing that this was something that needed to be taught consistently. The REAL program has been expanded from meeting once a day (last year) to meeting three times per day (beginning of the day, middle – movement break and at the end of the day.)

Commissioner Fagan asked if closer relationships with adult were being formed and what type of outcomes do you expect to see?

Assistant Principal Napolitano advised that the morning check in allowed teachers to get their eyes on the kids right off the bat and kids will go to teachers they have come to know if they need assistance. The mid-day movement break allows student to see teachers in a different light making connections better.

Commissioner Olewnik asked the administrators to talk about the School Community Council.

Our Goal 2 in the new plan relates to building connections with families and we had several community meetings with parents last year. We have struggled to get volunteers, but are working with Team Leaders to build. Goal 3 has much clearer reliance on data to expand and enhance after school programs.

Commissioner Cavacas asked what data and testing are you using?

AIMS Web, SR, SBAC, Read 180 and System 44 are being used, as well as close collaboration of MTSS (Multi-tiered System of Supports.)

Commissioner Olewnik asked: Are you embedding social emotional learning into weekly lesson plans?

Yes, for example we are tying leadership into learning about government – the same vocabulary is woven throughout lessons.

Commissioner Notte asked: Where do you think we stand with data?

We have always had a lot of data. Now we have clear data and can identify students who need support and those who do not need support. We currently have 46 students in math and 51 students in reading remediation. We are able to pull the data apart and target supports.

Commissioner Notte asked are there enrichment opportunities (similar to RIS) for students who do not need support? How are we meeting those needs?

Students who do not meet with a reading or math teacher during extension block may take French or Spanish (8<sup>th</sup> graders) or go deeper into science or social studies (7<sup>th</sup> graders.)

Commissioner Cavacas inquired about the increased need for MTSS with the full implementation of the Common Core?

Yes, there is a definitive difference in skills needed to jump from RIS to RMS. Some students can walk in understanding. Some struggle with the new tech. thinking. This is seen more in math than in English.

Commissioner Olewnik asked: Do you think that the Homework Club is working? Are you seeing growth in participation?

Principal Francoeur responded: Yes, we had 50-53 students participating last year. We have just over 25 this year, but it is early in the year. We are seeing students coming in to use Chromebooks to work on homework and it's neat to see the excitement from these kids.

Commissioner Olewnik commented that he especially likes that this is available for kids who don't have technology access at home.

It's nice to see kids working on social emotional learning through EPIC, the Tapestry program that serves middle and high school students. This is growing every week.

Activities and Athletics Report – Superintendent Moran introduced Mike Norman and Bill Olsen who are presenting the Activities and Athletics Report and noted that this report had previously been presented in the spring of the year.

Mr. Olsen commented that measuring students' progress and participation had been discussed at PEI meetings and that Mike has been working with Molly Wasserman with utilizing data. Mr. Norman recognized Molly Wasserman and Taylor Kenyon for their work in preparing the Activities and Athletics Report document. The Activities Athletics Council has met once and will meet again in early December and will be working on planning a homecoming weekend. A weekend will be selected for homecoming next fall and will include home athletic events, a dance and a theatrical production. Mr. Norman reviewed the report and explained how participants were being counted multiple times, but the pie charts represented hard numbers. Participation in community service is high.

Commissioner Kurchena inquired about significant/impressive growth in 2001 and what attributed to the increase in participation.

There was an increased membership in community service oriented groups: Club Giving, Key Club and the Spanish National Honor Society.

Commissioner Olewnik asked if a survey had ever been done to ask non-participating students why they are not participating.

A formal survey has not been done. Some students are not as engaged, have jobs, other interest or athletic commitments or are stressed out from being pulled different directions. Something similar to the survey done for the EPIC Program is something we could consider.

Student Representative Guilick commented that she noticed that as student interest has increased in Global Studies and STEM that more students are joining clubs. This has been a huge help.

Commissioner Wideawake inquired about the percentage of students involved in Global Studies and STEM.

All 9<sup>th</sup> and 10<sup>th</sup> graders are involved. Juniors and seniors have to make choices. This will be explained when the RHS Action Plan is presented in two weeks. The programs started two years ago and ended up with 9 students completing in the first year. Last year was the first year with 4 years of participation and 35 – 40 kids completed. Completing the Capstone Course is very challenging.

Mr. Norman reviewed the Athletic section of the Activities and Athletics Report again noting students being counted multiple times and the pie charts representing hard numbers. There are many volunteer/dollar contract coaches who donate their time. Tyler White works for Athletics in rehabilitation and training.

Commissioner Cavacas inquired about sports without a feeder program.

Hockey relies on AAU programs, Glades, and RAHA, football on the Recreation Department, Golf on the Junior Golf Program at the Country Club and Tennis on the club downtown.

Commissioner Notte asked: Are there 34 seniors playing Varsity Tennis?

No, this is a typo. There are four.

Commissioner Olewnik asked: Do you have to have a concussion protocol?

We have been tied in with the hospital and Vermont Orthopaedic Clinic long before the State required it.

Commissioner Wideawake inquired about coaches training.

Coaches requirements are: concussion training (renewable every 2 years,) coaching principles and first aid and safety. They are not allowed to coach in playoffs without this training (even if they are volunteers.)

Clerk Kurchena commented that Tyler White is amazing and thanked Mr. Norman and Mr. Olsen for their presentation.

Central Office Report – Student Representative Gulick noted that Nova is not at tonight's meeting because he is at the National Honor Orchestra in Nashville. He is an amazing violinist. Superintendent Moran advised that she had emailed photos and video just prior to tonight's meeting. In sport news: the Girls' Soccer Team lost their semi-final game, with dignity, against undefeated BBA – Boys' Football won their playoff game and will be playing again on Friday night. Japanese guests will be arriving on Thursday. There will be a Veterans' Day Assembly on November 10, 2015. Superintendent Moran recognized the Spanish National Honor Society as being the primary organizer of the event. They have invited 13 faculty/staff members, representing all 5 service branches. Superintendent Moran noted that Lydia and Nova will be expanding their reports to include K-8. Chair Courcelle is not in attendance tonight because of his involvement with RISE. Superintendent Moran noted the article: *Lighthouse Research: Boards Spending Time on the 'Right Stuff'* included in the packet per Chair Courcelle's request. Red Ribbon Week is being celebrated at all schools with age appropriate activities. Everyone should wear red on Friday. Kudos to Stafford Technical Center's annual Leaf Raking event – which included 25 homes and 2 playgrounds. The culinary program baked

and delivered apple pies to homes after the leaf raking was completed. We expect Stafford Technical Center to steal the show again at this year's Halloween Parade. There will be lots of student involvement. Last night was the First Annual Open House for Project Search at RRMC. Project Search is a program for developmentally challenged adults (18-24.) Six young people are currently involved in this program and working at the hospital. Each of the six participants gave a brief presentation. This is a great program and will only grow. Superintendent Moran thanked the Rutland Regional Medical Center for making this program possible. There is nothing new to report in regards to Act 46. Anne Marie Mahar, Biology Teacher at RHS is the runner-up for Vermont Teacher of the Year. Anne Marie is an incredibly talented teacher. Congratulations to Susan Koch, Kindergarten Teacher from Union Elementary in Montpelier.

Facilities and Finance –

FACILITIES  
AND FINANCE

Budget: Technology Plan – Patricia Aigner, Director of Instructional Technology and Daniel Roswell, Network Administrator reviewed the proposed FY '17 Information Technology Budget. Information technology is essential to all District activities and is critical for business, education, maintenance, attendance, grades, bussing and much more. We are currently utilizing 15-20 major software products. Changes were noted as we move to new products like Google Domain. In infrastructure we will be looking at prioritizing liability, redundancy and security. Campus Alert (replacing Alert Now) is level funded. Even though the budget proposal shows a decrease of \$90,000+, the Board should keep in mind that equipment will need to be replaced in 3-4 years.

BUDGET:  
TECHNOLOGY  
PLAN

Commissioner Wideawake asked: How close are we to 1:1 with students and Chromebooks?

We are very close (exception NE and NW because Chromebooks are not used in Kindergarten.) We are currently waiting for a new model Chromebook to be released prior to purchase.

Firewall Purchase – This is needed hardware that is included in the current budget.

Motion by Cavavas/Notte that the Board of School Commissioners accept the bid of \$45,000 from Top Floor Computer Solutions of Middlebury Vermont for the purchase of Firewall hardware.

MOTION:  
FIREWALL  
PURCHASE

Commissioner Fagan asked: What was the budget amount included in the current budget for this purpose?

The budgeted amount is \$45,000.

Motion passed unanimously by all those in attendance.

RPS Foundation Inc. – Mr. Amons reviewed the recommendation for the approval of Foundation Bylaws and Agreement. He noted that drafts of the documents had been presented in the spring and they had been reviewed by both Bill Meub, School Attorney and Jim Reynolds, of our auditing group. Prior issues have been resolved and we believe we have the right balance between liability and control.

Motion by Cavacas/Pencak that the Board of School Commissioners approve the draft of the Bylaws of the Rutland Public Schools Foundation, Inc. and approve the contract to be signed between Rutland City Public Schools and the Foundation.

**MOTION: RPS  
FOUNDATION  
INC.**

Motion passed unanimously by all those in attendance.

Commissioner Fagan thanked Commissioners Thomas and Pencak for their work in fine tuning the Bylaws.

Motion by Fagan/Notte to approve the Licensed and Non-licensed sections of the Personnel Memorandum No. 525 dated, October 23, 2015 as recommended by the Superintendent of Schools.

**MOTION:  
PERSONNEL  
MEMO #525**

Superintendent Moran reviewed Personnel Memorandum No. 525. We believe we will have a full slate in regards to Winter Coaching. Superintendent Moran is interviewing a candidate for the one vacant position, JV Boys' Basketball, in the morning.

Commissioner Wideawake asked: Will the amount listed for the vacant position hold true?

Superintendent Moran that the amount could fluctuate a bit, dependent on the candidate's experience.

Motion passed with one abstention (Cavacas.)

Committee Reports - None

**COMMITTEE  
REPORTS**

New Business - None

**NEW  
BUSINESS**

Old Business – will be moved to the next meeting due to Chair Courcelle's absence.

**OLD BUSINESS**

Motion by Fagan/Notte at 7:35 pm 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. Passed unanimously.

**MOTION:  
EXECUTIVE  
SESSION**

Motion by Fagan/Cavacas to come out of executive session at 8:00 pm. Passed.

**MOTION:  
OUT OF EXEC.  
SESSION**

Motion by Pencak/Notte to adjourn at 8:01 pm. Passed.

**ADJOURN**

Respectfully submitted  
Betty Kapitan, Recording Secretary

TO: Board of Education  
FROM: Mary E. Moran, Superintendent  
DATE: October 23, 2015  
RE: Personnel Memorandum – Licensed and Non-Licensed

RESOLVE: That the LICENSED and NON-LICENSED SECTION OF THE PERSONNEL MEMORANDUM NO. 525 dated **October 23, 2015**, be approved as recommended by the Superintendent of Schools.

***A. LICENSED SECTION***

1. Resignation

<u>Name</u>	<u>Position/Location</u>	<u>Effective</u>
Nicolette Lash	Special Educator/RIS	10/16/15

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

1. Winter Coaching Appointments and Re-Appointments ~ See Attached Memo

William K. Olsen Jr., Principal  
 Stephen A. Sampson, Associate Principal  
 Greg Schillinger, Associate Principal



Pamela J. Reed, Associate Principal  
 Michael J. Norman, Athletic Director  
 Peter Miller, Director of Fine Arts

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To: Mary Moran  
 From: Mike Norman  
 Date: October 14, 2015  
 Re: 2015-2016 Winter Coaches

I would like to recommend the following Winter Coaching Nominations for the 2015-2016 season.

**WINTER COACHES**

MIKE WOOD	BOYS BASKETBALL HEAD COACH	1	7	\$ 5,822.24
	JV BOYS BASKETBALL	3	7	\$ 4,248.66
TYLER GILBERT	F BOYS BASKETBALL	4	7	\$ 2,379.09
NATE TRAYNOR	MS BOYS BASKETBALL	5	7	\$ 2,660.80
NATHAN BELLOMO	GIRLS BASKETBALL HEAD COACH	1	7	\$ 5,328.17
DICK WRIGHT	F GIRLS BASKETBALL	4	7	\$ 4,195.68
BILL GREENO	JV GIRLS BASKETBALL	3	7	\$ 4,925.36
NICOLE KANEHL	MS GIRLS BASKETBALL	5	5	\$ 2,135.44
KATE LABELLE	MS GIRLS BASKETBALL	5	5	\$ 2,135.44
DAWN ADAMS	ALPINE HEAD COACH	1	7	\$ 4,938.20
LORI MCCLALLEN	ALPINE ASST	4	7	\$ 1,534.85
MELISSA PATTERSON	ALPINE ASST.	4	7	\$ 1,534.85
JESSI TRAVERS	SNOWBOARD	3	7	\$ 2,474.96
CARA GAUVIN	WINTER CHEER HEAD COACH	3	7	\$ 4,124.92
AMANDA PAGANO	WINTER CHEER JV	5	7	\$ 2,658.98
SABRINA KINSMAN	MS WINTER CHEER	6	7	\$ 2,448.08
MIKE AUDETTE	INDOOR TRACK HEAD COACH	3	7	\$ 4,004.74
TIM POCKETTE	INDOOR TRACK	5	7	\$ 2,736.06
JERRY GORRUSO	INDOOR TRACK	5	7	\$ 2,902.64
CHRIS CREED	BOYS HOCKEY HEAD COACH	1	7	\$ 5,652.94
CHRIS ADAMS	BOYS HOCKEY ASST	3	7	\$ 3,603.56
DIRK STEUPERT	GIRLS HOCKEY HEAD COACH	1	7	\$ 6,176.80
EMILY REYNOLDS	GIRLS HOCKEY ASST	3	5	\$ 3,675.67