

RUTLAND PUBLIC SCHOOLS
REGULAR MEETING OF THE BOARD OF SCHOOL COMMISSIONERS
May 22, 2018

School Board Members Present:

Dick Courcelle
Rob Kurchena
Michael Blow
Dena Goldberg
Kam Johnston
Alison Notte
Joanne Pencak (6:31 pm)
Charlene Seward
Connor Solimano, Student Representative
Isabella Gides, Student Representative

Members Absent:

Hurley Cavacas
Matthew Olewnik
Erin Shimp

Also Present:

Superintendent Mary Moran
Assistant Superintendent Rob Bliss
CFO Peter Amons
Melissa Connor
Michael Derevjanik
Susanne Engels
Cathy Farman
Deb Hathaway
Kristin Hubert
Ellie McGarry
Bill Olsen
Steve Sampson
Greg Schillinger
Bianca McKeen
Sarah Hagge
Jennifer Wigmore
Delayne Courcelle
Austin Pearo
Emma Murphy

The meeting was called to order at 6:30 pm followed by the Pledge of Allegiance.

**CALL TO
ORDER**

It was noted that all Commissioners are in attendance except for Commissioners Cavacas, Olewnik, Pencak (6:31 pm) and Shimp.

Communications – None.

**COMMUNICA-
TIONS:**

Motion by Johnston/Notte to accept the minutes of the May 8, 2018 regular school board meetings as written. Minutes stand.

**MINUTES:
5/8/18**

Student Representative Report – Upcoming at RIS is a Grade 2 Parent Night, SBAC Testing for Grade 5 and a Talent Show. From RHS: Ms. Wallstrom and Ms. Cassel presented on the GIN Conference at the Harvard Think Tank on Global Education and the NEASC Self Study is starting. The Vermont State Board of Education met at Rutland High School last Wednesday. Student presentations to the Board were well received. Superintendent Moran noted that Student Representative Solimano was honored by the Board for his service. Connor Solimano and Sophia Moore have been selected as speakers for graduation. National Honor Society Inductions, prom and the Evening of the Arts were all successful events. The students won the Students vs Faculty Basketball Game. The New Neighbors club will be visiting Burlington High School. All participants in the Stafford Technical Center LNA Program passed licensing exams. STC Auto Tech. will host the RAVE Car Show. The annual STC Awards Ceremony will take place on June 1st.

**STUDENT REP.
REPORT**

Project PLACE (Promoting Learning by Activating Community Engagement) – Bianca McKeen introduced student presenters: Delaney Courcelle, Austin Pearo and Emma Murphy, and her colleagues, Sarah Hagge and Jennifer Wigmore. Delaney Courcelle provided background and

**PROJECT
PLACE**

enrollment information for the PLACE Program. The program was started with a grant from the Rowland Foundation. Currently the program includes 3 teachers and 20 students (15 with completed internships and 5 more that will commence during YES Plan.) Numbers are rising and next year include 45-55 placements with 4 sections and more than 20 community mentors. The students shared their experiences with interning: Delaney at the Rutland City Police Department, Austin at the Rutland City Fire Department and Emma at the Rutland Regional Medical Center Emergency Department. Discussion revolved around student aspirations, building relationships with community mentors and developing soft skills within the program.

**PROJECT
PLACE
(CONT.)**

Superintendent Moran publicly thanked Ms. McKeen for her service and congratulated her on being selected as the next Principal at Barstow Memorial School. Ms. McKeen noted that she is excited about her new position and thankful for the teacher leadership at RCPS. She advised that her children attend RCPS and she plans to remain very involved at RCPS.

**MC KEEN –
THANK YOU &
CONGRATULA
-TIONS**

Central Office/Legislative Reports – Superintendent Moran noted the National Technical Honor Society Induction Ceremony last week and highlighted upcoming year end events. She noted the last day of school for students is June 20th and the last day of school for teachers is June 22nd. STC Class of 2018 Congratulations lawn signs are available for display around Rutland County to celebrate Stafford Technical Center graduates. There is not much specific to education to report in regards to Legislature – 4 bills were vetoed today, but none were education related. Commissioner Johnston inquired about the open meeting law. Superintendent Moran advised that she believed that all of the bills vetoed today were related to labor and she will continue to forward reports to the Board.

**SUPERINTEN-
DENT/LEGIS-
LATIVE**

Facilities and Finance – Food Service Contract – An updated recommendation was distributed to the Board. Mr. Amons reviewed the food service contract bidding process and point system selection used by the Food Service Committee.

**FACILITIES &
FINANCE –
FOOD
SERVICE**

Motion by Notte/Johnston that the Rutland City Public Schools Board of School Commissioners authorize the Superintendent to enter into a food service contract with Aladdin Food Service Management Services, Inc. for FY19 using Vermont Agency of Education contract documents and terms and subject to its final approval.

**MOTION:
FOOD
SERVICE
CONTRACT**

Discussion centered on the point scale selection process and local sourced foods. Commissioner Johnston noted that he was pleased with the low bid selection and the commitment to monitor the performance of the contracted service.

Motion passed unanimously by all those in attendance.

Bid – STC Water Jet Tool – Mr. Amons noted the water jet tools included on the STC recommendation are proprietary and that the lowest cost item was recommended.

**BID: STC
WATER JET
TOOL**

Motion by Notte/Johnston that the Board of School Commissioners accept the price quotation of \$21,450 to purchase a water jet cutting tool from OMAX Inc. of Kent, Washington.

**MOTION: STC
WATER JET
TOOL**

Discussion centered on comparing costs of sole source proprietary equipment. Commissioner Johnston noted that he was pleased to see that consideration to operating cost was given and encouraged the use of this factor to be continued.

Contingency Charge – RHS Heating Pipeline – Michael Derevjanik reviewed the recommendation for the replacement of the heating pipeline at Rutland High School.

**RHS HEATING
PIPELINE**

Motion by Notte/Seward that the Board of School Commissioners approve the expenditure to the contingency account for up to \$75,000 of which a minimum of \$65,421 will be paid to Vermont Mechanical Inc. of Williston, Vermont, for repairs to the Rutland High School heating system piping.

**MOTION:
CONTIN-
GENCY RHS
HEATING
PIPING**

Discussion followed by motion included payments made for temporary fix, different approaches presented by bidders to complete the work and vendor locations (other vendors are Vermont based.) Commissioner Johnston asked to confirm the budgeted amount for the project. The project was not included in a separate line item and is to be covered by contingency.

Motion carried unanimously by all those in attendance.

Commissioner Johnston inquired regarding warranty of the work. Michael Derevjanik advised that he will provide that information.

Michael Derevjanik reviewed the recommendation for in-depth repair of the Keefe Gym Floor, noting that this will be the last time we can do this type of sanding. He expects the need to completely replace the flooring in 7-10 years (estimated cost \$100,000 - \$150,000.)

**KEEFE GYM
FLOOR**

Motion by Notte/Pencak that the Board of School Commissioners approve the price quotation of \$26,000 to Danaher Floor Restoration of Clarendon, Vermont, to refinish Keefe Gym Floor.

**MOTION:
KEEFE GYM
FLOOR**

Discussion followed motion in regards to pricing comparisons.

Motion carried unanimously by all those in attendance.

Summer Buildings and Grounds Work Plan – Michael Derevjanik reviewed summer work plans previously discussed and budgeted including: running track resurfacing, Keefe Gym floor, refinishing of RHS Gym floor, window replacement at RHS, carpet replacement, paint and STC Makeover. He noted a change to plans: the electronic marquee will not be installed at RHS due to a power issue and he is currently researching an alternative location.

**SUMMER
BUILDINGS &
GROUNDS
WORK**

Commissioner Johnston asked when the pillars will be painted. Mr. Derevjanik advised: within the next couple of weeks and the vendor was waiting for the weather to turn.

Personnel - Motion by Notte/Seward to approve the Licensed and Non-licensed sections of the Personnel Memorandum No. 575 dated May 18, 2018, as recommended by the Superintendent of Schools.

**MOTION:
PERSONNEL
MEMO #575**

Personnel Memo No. 575 was reviewed by Superintendent Moran and is attached.

Motion carried unanimously by all those in attendance.

Motion by Notte/Kurchena to approve the Addendum, dated May 22, 2018, to Personnel Memo No. 575.

**MOTION:
ADDENDUM
TO
PERSONNEL
MEMO #575**

The Addendum to Personnel Memo No. 575 was reviewed by Superintendent Moran and is attached.

Motion carried unanimously by all those in attendance.

Committee Reports – Policy Committee – Commissioner Goldberg noted that the Policy Committee had reviewed the majority of the 6000 policies. A few more are currently in review and will be coming up in a little while.

Motion by Goldberg/Notte to accept the following policies for first reading:

- #6110 – Goals and Objectives of the Personnel System (Minor update in verbiage to reflect practice)
- #6120 – Evaluation of Personnel (Reviewed and affirmed)
- #6131 – Computer/Internet Use (Minor wording update to reflect “District”)
- #6132 – Employee Use of Social Networking, Social Media Sites, Including Personal Sites (Updated to include invitations to join personal sites of students and others.)
- #6140 – Alcohol and Drug Free Workplace (Reviewed and affirmed)
- #6150 – Health Examinations – (Re-ordered text)
- #6151 – HIV/Aids (Deleted. No longer needed, or recommended, according to VSBA and counsel)
- #6160 – Code of Ethics for All District Personnel – (Correct spelling, grammar, and reference to “District”)
- #6170 – Equal Employment Opportunity (Deleted outdated language. Updated to reflect current laws)
- #6180 – Employee Assistance Program (Updated to reflect purpose of EAP and defines Invest EAP)
- #6190 – Employment of Immediate Relatives of the Board of School Commissioners (Updated to reflect desired, and current, practice)
- #6200 – Sexual and Other Unlawful Harassment (Reviewed and affirmed)
- #6201 – Criminal Records Check (Updated “Headmaster” to “Principal”)
- #6210 – Certified Personnel Management (Changed title to “Personnel Management” and made a minor language update to reflect Superintendent and Board roles)
- #6211 – Recruitment and Appointment (Updated to reflect all personnel and requiring disclosure of immediate family relationships with current employees)
- #6212 – Certification (Reviewed and affirmed)
- #6213 – Student Teachers (Reviewed and affirmed)
- #6214 – Substitute Teachers (Updated to reflect “long term” substitutes)
- #6310 – Political Activities (Updated to reflect the Federal Hatch Act, Modernization Act Amendment of 2012)
- #6320 – Solicitations by Staff Personnel (Updated to include school resources)
- #6330 – Negotiations (Updated to reflect current configuration of bargaining units)
- #6340 – Theft of Services or Property (Spelling correction)
- #6350 – In-service Training and Staff Development (Updated to reflect District responsibility)
- #6410 – Employee Protection (Changed title to Employee Legal Defense)
- #6441 – Health Insurance Portability and Accountability Act Compliance (Reviewed and affirmed)
- #6450 – Workers’ Compensation (Reviewed and affirmed)
- #6470 – Casual Part Time Employees (Deleted effective date of 2010)
- #6475 – No Overtime for Hourly Employees (Updated titles of District Officers and deleted effective date of 2010)
- #6480 – Grant Funded Programs (Added “EPIC” and deleted effective date.

Commissioner Johnston noted the Hatch Act in relation to Policy #6310, its effect on the entire District and the importance of awareness related to this policy.

Motion carried unanimously by all those in attendance.

New Business – Superintendent Moran noted date changes for June Board Meetings (June 5th and 19th.) Copies of “Raiders of the Arts” annual magazine were distributed to the Board.

**NEW
BUSINESS**

Motion by Blow/Pencak to make a donation of \$1,000 to kick start fundraising for Homecoming.

**MOTION:
HOME-
COMING**

Discussion followed regarding funding for donations. Commissioner Notte asked: What is budgeted and where does it come from? Mr. Amons responded that the account is Board Supplies and includes \$5,000 - \$10,000. Superintendent Moran noted that the account is rarely used. Commissioner Johnston noted that he will abstain, not because he feels it isn't a good thing, but because he does not like surprise presentations and is not comfortable with the progression.

Motion carried with one abstention (Johnston.)

Commissioner Johnston raised a question about investigating a 4 day school week as a way of increasing cultural activity. Discussion center on complexity of advancing.

Commissioner Johnston noted that he feels like the Board is rubber stamping personnel memos and would like to see new hires attend meetings and speak briefly to the Board in the spirit of welcoming new staff. Discussion revolved around policy, setting precedent, authorization of Superintendent to vet and hire with approval of the Board based on State Law, practicality and New Staff Orientation.

Commissioner Blow asked if anything was being sent to support the victims of Santa Fe, Texas. This is being done through respective associations.

Old Business – the new Junior Student Representative will be introduced at the next meeting.

OLD BUSINESS

Motion by Notte/Kurchena at 7:31 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**

The Board came out of executive session at 8:08 pm.

**OUT OF
EXECUTIVE
SESSION**

Motion by Notte/Kurchena to adjourn at 8:09 pm.

ADJOURN

Motion carried.

Respectfully submitted,
Betty A. Kapitan, Recording Secretary

TO: Board of Education
FROM: Mary E. Moran, Superintendent
DATE: May 18, 2018
RE: Personnel Memorandum – Licensed and Non-Licensed

RESOLVE: That the LICENSED and NON-LICENSED SECTION OF THE PERSONNEL MEMORANDUM NO. 575 dated May 18, 2018, be approved as recommended by the Superintendent of Schools.

A. LICENSED SECTION

1. Appointment

<u>Name</u>	<u>Position/Location</u>	<u>Salary</u>	<u>Effective Date</u>
Loren Pepe	Principal/NW	\$114,269.00	7/01/18
Maureen Schillinger	School Psychologist/District	\$ 51,991.65	8/16/18

2. Resignations

<u>Name</u>	<u>Position/Location</u>	<u>Effective</u>
Kelly Anderson	Mathematics/RMS	6/30/18
Bianca McKeen	Science/RHS	6/30/18

B. NON-LICENSED SECTION

1. Appointment

<u>Name</u>	<u>Position/Location</u>	<u>Salary</u>	<u>Effective Date</u>
Miranda Burton	Administrative Secretary/RMS	\$42,447.00	7/1/18

2. Resignation

<u>Name</u>	<u>Position/Location</u>	<u>Effective</u>
Nikki Adams	Paraeducator/RHS Library	5/25/18

ADDENDUM

TO: Board of Education
FROM: Mary E. Moran, Superintendent
DATE: May 22, 2018
RE: Personnel Memorandum – Licensed and Non-Licensed

RESOLVE: That the LICENSED OF THE PERSONNEL MEMORANDUM NO. 575 ADDENDUM dated May 22, 2018, be approved as recommended by the Superintendent of Schools.

A. LICENSED SECTION

1. Appointment

<u>Name</u>	<u>Position/Location</u>	<u>Salary</u>	<u>Effective Date</u>
Allison Cosey	School Psychologist/District	\$45,815	8/23/18
Diana Lee	STEM Instructor/STC	\$56,387	8/23/18