

**RUTLAND PUBLIC SCHOOL
REGULAR MEETING OF THE BOARD OF SCHOOL COMMISSIONERS
AUGUST 28, 2012**

School Board Members Present:

Peter Mello
Richard Courcelle
Douglas Gage
Peter Fagan
Robert Kurchena (7:50 pm arrival)
Jamie Pemrick (7:50 pm departure)
Erin Shimp
Kate Thomas
Rob Towle
Lena Cohen

Member Absent

Hurley Cavacas, Jr.
Wayne Cooke

Also Present:

Superintendent Mary Moran
Assistant Superintendent Rob Bliss
Peter Amons
Bill Olsen
Ellie McGarry

The meeting was called to order at 7:00 pm followed by the Pledge of Allegiance. Chair Mello noted the absence of Commissioners Cavacas, Cooke and new Commissioner Kurchena, who will be arriving late and who will be officially sworn in when he arrives.

Motion by Fagan / Towle to accept the minutes of the June 12, 2012 regular school board meeting as written. Motion passed unanimously by all those in attendance.

Written Communication - Mr. Mello said he received a letter in the mail today from a prior employee. He will respond appropriately and update the Board.

Oral Communication - None

Opening of School Report - Ms. Moran said the Administration Team members are busy in their buildings anticipating students starting school tomorrow. There was a terrific in-service and an opening celebration Monday with the entire staff. Staff then spent time groups, teams, departments, etc. Ms. Moran said Dan Graves, Choral Music team leader and Director of Curbstone Chorus led the Chorus in a terrific presentation to the entire staff on Monday morning. Information about back to school has been sent home, published in the newspaper and is on the website. Grades K-9 start school tomorrow and RHS upperclassmen start on Thursday. RHS transfer students came to school today for orientations.

We have been installing the new telephone system district wide over the summer. It has been a big project and is now 90% complete. Ms. Moran said we have a much more robust phone system now with 911 at every handset, the exact location of where the call is being made from can be identified.

Technology Plan - Ms. Moran said this was presented last spring by Patricia Aigner. A formal board vote is needed prior to submitting the plan to the State.

CALL TO ORDER

ROLL CALL

MOTION:
MINUTES
06/12/12
MEETING

WRITTEN
COMMUN-
ICATION

ORAL
COMMUN-
ICATION

EDUCATION
REPORT

OPENING
OF SCHOOL
REPORT

TECHNO-
LOGY PLAN

Motion by Courcelle / Towle for the Rutland City Board of School Commissioners to accept the Technology Plan as presented at the previous meeting.

**MOTION TO
APPROVE
TECHNO-
LOGY PLAN**

Commissioner Fagan said he finds this plan is a complete re-write and not just an update and he appreciates that. He said he will vote favorably for the plan tonight but he has many questions and he will sit with Ms. Aigner to talk about them.

There were questions and discussion from Board members:

- Regarding policy and 24/7 access; student learning does not stop when they leave the building. How do we best work that into what we give our students, i.e., the Khan Academy? Students can now get information on-line at any hour. Ms. Moran said we do use some of those tools. She said there will be a more detailed presentation about these tools at a future Board meeting.
- Can we give (or sell for \$1) the computers we are replacing to students in the district who do not have home access? Ms. Moran said this can be discussed at a future Board meeting.
- The Plan shows a couple of potential budget items. Are they in the current budget? Ms. Moran said if the Plan refers to "budgeted" in 2013, it is in the budget. If it is further out on the timeline, it will come to the Board for discussion. Ms. Moran said the two more tech support positions discussed in the Plan have not yet been brought them to the Board.
- Typographical mistakes pointed out will be corrected.
- Ms. Moran said we do a needs assessment each year to determine the teacher professional development needed. There is an enormous amount of initiatives available. Ms. Moran praised Ms. Aigner and her department for the offerings.
- Is there any part of the Technology Plan that could be linked to installation of the new phone system. Ms. Moran said the phone system is hooked into the computers for safety but otherwise it is just utilitarian.
- Are the same safeguards in place for accessing the computers if students are using the system out of school? Ms. Moran said to the limit that the school district can control it. But what students do on their own devices outside of school cannot be controlled. She said safety lessons are built into the curriculum.
- Regarding public meetings, Ms. Moran said parents have been a part of the Technology Plan but overall, meetings are not well attended.
- When students are accessing the internet, are they monitored? Ms. Moran said teachers and librarians are aware but they cannot monitor every child at every moment.
- Is there a log of activity if someone bypasses filters? Ms. Moran said everything is logged.

Motion to approve the Technology Plan passed unanimously by all those in attendance.

**VOTE ON
TECHNO-
LOGY PLAN
MOTION**

Personnel - Mr. Mello said we followed summer hiring protocol and the Personnel Memorandum shows the new hires. All hires are a result of filling vacancies, not new positions although Ms. Moran said some paraeducators are new hires to support students moving in to the district.

PERSONNEL

Motion by Thomas / Fagan to approve the Licensed and Non-licensed section of the Personnel Memorandum No. 467 dated Aug. 24, 2012, as recommended by the Superintendent of Schools.

**MOTION:
PERSONNEL
MEMO #467**

The appointments, family / medical leaves, and resignations were reviewed by Superintendent Moran. They are attached.

Motion passed by all those in attendance.

Mr. Mello congratulated the Superintendent and all the administrators for the hirings and said it took a lot of work.

Motion by Towle / Thomas to approve the Non-licensed section of the Personnel Memorandum No. 467 dated Aug. 28, 2012, as recommended by the Superintendent of Schools

**MOTION:
PERSONNEL
MEMO #467
ADDENDUM**

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

Motion passed by all those in attendance.

Hiring Update - Ms. Moran commended everyone involved with hiring. It is the busiest hiring season we have ever had. There are several positions left to fill.

**HIRING
UPDATE**

Business Report

**BUSINESS
REPORT**

A. Dana Building Listing - Mr. Amons said the Board put the Dana School up for sale and we have a six month listing with Chris Fucci and Associates. There are no "nibbles" yet. There were two public meetings.

**DANA
BUILDING
LISTING**

B. Watkins Extension - Mr. Amons said the Housing Trust signed a Purchase and Sales with us and although the closing was supposed to be July 31, there have been delays. He said the Housing Trust officials are working on zoning issues and a grant for the underground storage tanks. They asked for a 90 day extension. Mr. Amons explained a new understanding he has regarding the school district buying / selling property and said the electorate has to approve the disposal of the buildings. Accordingly, he has proposed a ballot vote for November. He asked for a Watkins contract extension with the Housing trust until the beginning of December.

**WATKINS
EXTENSION**

Motion by Thomas / Fagan to approve the First Amendment as part of the Purchase and Sales Contract between Rutland Public Schools and Housing Trust of Rutland County as presented (and attached). Passed unanimously by all those in attendance.

**MOTION:
APPROVE
FIRST
AMEND-
MENT AS
PART OF
WATKINS
PURCHASE
& SALES
CONTRACT**

C. Watkins and Dana Sales on Ballot Items - Mr. Amons reviewed the state statute regarding a vote from the electorate needed to sell or dispose of school buildings. He said the school attorney in consultation with the city attorney helped craft the language for the ballot vote. Mr. Amons read the statute.

**WATKINS &
DANA
SALES ON
BALLOT
ITEMS**

Mr. Fagan asked if the language stating where the funds will be directed has to be a part of the ballot vote question. Ms. Moran said we have said at our public meetings

that funds will be used for other facilities. Mr. Fagan said he does not want to back us into having to use the funds in this way but if we have to approve this now in order to get on the ballot, he is all right with it. Mr. Amons said he has seen other ballot vote questions without a dollar amount listed but they always have a direction for the proceeds. Mr. Courcelle said the statute Mr. Amons read also talks about needing electorate vote for leases which are for three years or more. Mr. Fagan said the language is "may" not "shall" and he does not think it is a requirement. Mr. Amons said the State has told him this has to be voted upon. Mr. Fagan said "may" is not "must." Mr. Courcelle said if "may" is prescriptive, then that same statute applies to leases. There was discussion on needing Aldermen approval also. Mr. Amons said school attorney Meub and Associates, with confirmation by the Department of Education, have said the vote is needed and said the funds have to be used as an offset to be used for school purposes. Mr. Courcelle asked if we should have gone to the voters for the Stratton Road property. Ms. Moran said the point is well taken. Commissioner Thomas said if we do it now, it does not create a precedent. What we do today does not create the duty to have to do it in the future. Mr. Towle said he thinks getting this on the ballot and doing due diligence is a good thing. Mr. Mello said the motion is recommended by our attorneys.

**WATKINS &
DANA
SALES ON
BALLOT
ITEMS, cont.**

Motion by Towle / Fagan that the Rutland City Board of School Commissioners shall duly warn as required by law and present to the electorate at a special meeting / vote / ballot on November 6, 2012 the following ballot items:

**MOTION:
APPROVE
WARNING
BALLOT
VOTE
QUESTION
ON
WATKINS &
DANA
BUILDINGS**

First Article: Shall the voters of the Rutland City School District authorize the Board of School Commissioners to sell, on terms and conditions which the Commissioners find reasonable and appropriate, the former Watkins Avenue Maintenance Building, earlier known as Watkins School, located at 26 Watkins Avenue and now vacant, and to apply any proceeds to the repair and renovation of other facilities in the school district?

Second Article: Shall the voters of the Rutland City School District authorize the Board of School Commissioners to sell, on terms and conditions which the Commissioners find reasonable and appropriate, the former Dana School, located at 36 East Center Street and now vacant, and to apply any proceeds to the repair and renovation of other facilities in the school district?

Motion passed unanimously by all those in attendance.

Kurchena 7:50 pm arrived and Pemrick departed.

**BOARD
MEMBERS
ROB
KURCHENA
SWORN IN**

Board Members - Appointment - Rob Kurchena took the oath and was sworn in.

Announcements

- Mr. Mello asked Lena Cohen if she has been anticipating items for the school year. Lena said the Student Senate and Executive Board met today. They will be addressing the school dress code. Mr. Mello said Lena should have a finger on the pulse of what students are interested in. She should share upcoming board agenda items with students and either get their input or invite them to meetings.
- Ms. Moran commended everyone involved with the Summer Tapestry Program. There is a photo montage on the Longfellow bulletin board. Deb Hathaway has

**SUPERIN-
PENDENT'S
REPORT**

**ANNOUNCE-
MENTS**

taken over from Diana Pfenning and has done a great job so far. 555 students enrolled in the Tapestry summer program at RIS, NE, NW, WR, RT, and PES. 277 students attended Academy programs at RMS, RIS, NE, NW, WR, RT, and PES. The RMS MOVE program had 100 registrants and more than half of them participated in more than one week of MOVE. Many of the MOVE camps filled quickly. MOVE kids had a concert in the park, dissected frogs, learned ceramics, outdoor skills, and attended multicultural events. Academy provided children the opportunity to improve on skills in small groups with a teacher and a para educator. Literacy and math skills were the primary focus with time for enrichment. Many of these children participated in afternoon tapestry. Tapestry children went to state parks and enjoyed the natural environment, fishing, swimming, and hiking. All of our students had lots of opportunities to try new things and many improved their swimming skills. The themes of each school ranged from bugs to the Olympics. Field trips to Montshire Museum and Echo were popular. As a community we are very fortunate to provide such a diverse, safe and healthy environment for our children in the summer months.

- Ms. Moran said a first every Bus Driver Manual has been written. It is very comprehensive. Kudos to John Rice. She said there were many summer projects under John Rice's leadership. Major projects and routine cleaning. There were also schools housing students all summer. She said we are very proud of all the staff and what they have accomplished. She said the maintenance crew members were recognized during convocation on Monday.
- Congratulations to Bianca McKeen, science teacher at RMS, named the Vermont Outstanding Science Teacher of the Year K-8 in VT by the Academy.

Committee Reports - None

New Business

Board Calendar 2012-2013 - Calendar of future Board agenda items was distributed and reviewed.

Board Goals Discussion - Mr. Mello reviewed the Board's August retreat. He said two areas of focus for the year are:

- Improving relationships with all staff: Mr. Mello said he thinks we are positioned to do that.
- Student achievement across the district: How do we measure it and how do we accomplish it with an emphasis on improvement for everyone, including adults.

Mr. Mello said we have not articulated the specific goals and board members had no objections to Mr. Mello and Mr. Courcelle working on wording. They will be brought back to a future meeting.

Mr. Courcelle said at the Aug. 20 Aldermen meeting, there was discussion on the school's traditional annual request as it regards to the school district revenue stream. He said annually, a note is taken out prior to tax monies being received. He reviewed the meeting discussion in which some Aldermen questioned the practice and the item was sent to their Finance Committee. Alderman Wallstrom reviewed that not everyone understood the request and there are new members. He said some did not think the Treasurer's explanation was sufficient. The Committee has since approved it. Mr.

ANNOUNCE-
MENTS, cont.

COMM.
REPORTS

NEW
BUSINESS

BOARD
CALENDAR

BOARD
GOALS

ALDERMEN
MEETING
DISCUSSION
REGARDING
SCHOOL
TAX NOTE

Courcelle said he thinks when items like this come up on the Aldermen's agenda, someone from the school district should be present. There was discussion about the school district's cash flow, when money comes from the state and the gap before receiving the big September payment. Mr. Amons said we set up the line of credit every year but we do not always have to draw it down. The first note would get paid off after the September monies flow in. He said he will be meeting with the City Finance Committee members to let them know how this works.

**SCHOOL
TAX NOTE,
cont.**

Old Business

Committee Assignments - Mr. Mello said board members received a list of committee assignments. Mr. Kurchena will serve on Staff Relations Committee.

**OLD
BUSINESS**

**COMM.
ASSIGN-
MENTS**

Motion by Towle / Fagan to adjourn at 8:15 pm. Passed.

ADJOURN

Respectfully submitted

Janet Mondlak
Recording Secretary

TO: Board of Education

FROM: Mary E. Moran, Superintendent

DATE: August 24, 2012

RE: Personnel Memorandum – Licensed and Non-Licensed

RESOLVE: That the LICENSED, AND NON-LICENSED SECTION OF THE PERSONNEL MEMORANDUM NO. 467 dated August 24, 2012, be approved as recommended by the Superintendent of Schools.

A. LICENSED SECTION

1. Appointments

<u>Name</u>	<u>Position/Location</u>	<u>Salary</u>	<u>Effective</u>
Nathan Adams	Science (Physics)/RHS	\$31,706.00	8/24/12
Vanessa Aprilliano	RN/RIS and RMS	\$31,706.00	8/24/12
Kate Barkley	Elementary/RIS	\$36,462.00	8/24/12
Katie Chapman	Special Educator/RHS	\$36,462.00	8/24/12
Eric Derouchie	Special Educator/RIS	\$31,706.00	8/24/12
David Garland	LTS Special Educator/RIS	\$ 6,855.25	8/24/12-9/28/12
Emily Gilmore	Social Studies/RHS	\$31,706.00	8/24/12
Leanne Golfin	Special Educator/NE	\$31,706.00	8/24/12
Ruth Petteys	Special Educator/NE	\$49,144.00	8/24/12
Charles Stevens	LTS Guidance Counselor	\$16,932.24	8/20/12-10/31/12
William Woods	ELL Teacher/District wide	\$34,877.00	8/24/12

2. Resignations

<u>Name</u>	<u>Position/Location</u>	<u>Effective</u>
Kari L. Griner	Elementary/RIS	6/30/12
Chad Hodgkins	Science Teacher/RHS	6/30/12
Katie Hodgkins	Special Educator/NE	6/30/12
Susanna Mason	ELL/RIS	6/30/12

3. Family/Medical Leaves

<u>Name</u>	<u>Position/Location</u>	<u>Effective</u>
Hilary Poremski-Beitzel	English/RHS	12/21/12-TBD
Jennifer Kravitz	Social Studies/RHS	10/8/12-1/2/13
Erik Remsen	Social Studies/RHS	4/1/12-6/12/13
Lindsey Zeitler	Special Educator/NW	11/2/12-1/2/13

4. Grades 7-12 Department Chairs - 2012-2013

<u>Name</u>	<u>Team</u>
Breana Coombs	World Language
Tyler Weideman	Social Studies
Ann Marie Mahar	Science
Kevin Brown	Mathematics
Matt McDonough	English
Elaine Beal	Family & Consumer Studies
John Beerworth	K-12 Health/Physical Education
Jennifer Wigmore	Guidance
Jamie Holt	Howe Center

5. Middle School Team Leaders- 2012-2013

<u>Name</u>	<u>Team</u>
Joshua Bunker	Explorer Team
Sandy Celauro	Omega Team
David Cornwall	Synergy Team
Marisa Astin	Unified Arts
Kathleen Geno	Evolution Team

6. Rutland Intermediate School Team Leaders - 2012-13

<u>Name</u>	<u>Team/Grade</u>
Open	3
Susan Candon	4
Trish Marcell	5
Lisa Mazzariello	6
Jenna Chamberlain	Special Ed.
Bob Baxter	Paraeducator

B. NON-LICENSED SECTION

1. Appointments

<u>Name</u>	<u>Position/Location</u>	<u>Salary</u>	<u>Effective</u>
Jane Brown	Part-time Paraeducator/STC	\$10,050.75	8/27/12
Charlene Christian	Paraeducator/RIS	\$17,677.80	8/27/12
Kelly Clifford	Paraeducator/RHS	\$15,694.20	8/27/12
Candy Daniels	Paraeducator/RHS	\$14,956.20	8/27/12
Karen Davidson	Paraeducator/RHS	\$13,221.00	8/27/12
Gregory DeAngelis	Paraeducator/RIS	\$13,221.00	8/27/12
Megan Grover	Paraeducator/RIS	\$13,221.00	8/27/12
Todd Houston	Paraeducator/NE	\$14,238.00	8/27/12
Kyle Hutchins	Technology Assistant/District-Wide	\$46,213.28	7/16/12
Angela M. Iannuzzi	Paraeducator/RHS	\$17,677.80	8/27/12
Danielle Messick	Paraeducator/RIS	\$13,221.00	8/27/12
Jordan Miles	Paraeducator/RHS	\$14,238.00	8/27/12
Eric Penoyer	Paraeducator/RHS	\$14,578.20	8/27/12
Jody Poczobut	Part-time Paraeducator/STC	\$ 7,553.25	8/27/12
Kelly Roberts	Paraeducator/RIS	\$13,221.00	8/27/12
April Sloan	Paraeducator/Meadow Street – EEE	\$12,975.53	8/27/12

2. Resignations

<u>Name</u>	<u>Position/Location</u>	<u>Effective</u>
Archie Clark	Paraeducator/NE	6/30/12
Eliese Dykstra	Paraeducator/STC	7/31/12
Michele Harris	Paraeducator/RHS	6/30/12
Jamie Wakefield	Technology Assistant/District-Wide	6/30/12

3. Fall Coaching Appointments and Re-Appointments (See Attached Memo)

ADDENDUM

TO: Board of Education

FROM: Mary E. Moran, Superintendent

DATE: August 28, 2012

RE: Personnel Memorandum – Licensed and Non-Licensed ADDENDUM

RESOLVE: That the NON-LICENSED SECTION OF THE PERSONNEL MEMORANDUM NO. 467 – ADDENDUM dated August 28, 2012, be approved as recommended by the Superintendent of Schools.

A. NON-LICENSED SECTION

1. Appointment

<u>Name</u>	<u>Position/Location</u>	<u>Pro-Rated Salary</u>	<u>Effective</u>
Daniel Lovell	Forestry Paraeducator/STC	\$16,983.75	9/4/12

2. Resignation

<u>Name</u>	<u>Position/Location</u>	<u>Effective</u>
Michael Holbrook	Paraeducator/Allen Street Campus	9/7/12

3. Fall Coaching Appointment

<u>Name</u>	<u>Position</u>	<u>Stipend</u>	<u>Season</u>
Kayla Blank	MS Co-Field Hockey Coach	\$1,134.46	Fall

FIRST AMENDMENT

THIS FIRST AMENDMENT is made a part of the Purchase and Sale Contract dated March 22, 2012, between RUTLAND PUBLIC SCHOOLS, Seller, and HOUSING TRUST OF RUTLAND COUNTY, INC, Purchaser, for property at 26 Watkins Avenue, Rutland, Vermont (the "Contract").

1. The Closing date set forth in Paragraph 12 of the Contract is hereby changed from July 31, 2012 to December 1, 2012.
2. The date in Paragraph 3(b) regarding obtaining the loan is hereby changed to November 15, 2012.
3. The date in Paragraph 3(c) regarding obtaining a variance is hereby changed to November 15, 2012.
4. The following Paragraph 32 is hereby added to the Contract:

32. Contingency. The obligation of Seller under this Contract is contingent upon the vote and approval required by law of the citizens of Rutland City.

Except as modified herein, the Contract remains unchanged and is in full force and effect.

Housing Trust of Rutland County, Inc.

By: _____
Elisabeth Kulas

Date: _____

Rutland Public Schools

By: _____
Mary Moran

Date: _____