

RUTLAND PUBLIC SCHOOLS
REGULAR MEETING OF THE BOARD OF SCHOOL COMMISSIONERS
June 5, 2018

School Board Members Present:

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

Also Present:

Superintendent Mary Moran
Assistant Superintendent Rob Bliss
CFO Peter Amons
Michael Derevjanik
Deb Hathaway
Ellie McGarry
Bill Olsen
Glenn Olson
Steve Sampson
Jay Slenker
Haley Lassen

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 Kurchena, Pencak (6:31 pm) and Blow.

Motion by Johnston/Cavacas to accept the minutes of the May 22, 2018 regular school board meetings as written. Minutes stand.

**MINUTES:
5/22/18**

Communications – Student Representative Connor Solimano was recognized for his service to the Board and Haley Lassen was welcomed as the new Student Representative.

**COMMUNICA-
TIONS:**

Audience Communications – None.

AUDIENCE

Performance Excellence Report – Assistant Superintendent Rob Bliss presented additional information on PEI, highlighting: Mission 1 and Mission 2. He provided examples of each mission in action. An extensive list of participating community agencies was provided. Stafford Technical Center sending school numbers were reviewed. Cultural Proficiency work will take place this summer. Discussion ensued regarding course offerings driven by student interest, longevity of interactive posters and community display/use of posters and implicit bias training for teachers.

PEI REPORT

Student Representative Report – RIS is wrapping up their final concerts of the school year and end of the trimester assessments. Field Day and Step up Day will be taking place. At RHS, YES Plan is starting and sports are wrapping up. Underclass Awards Night, Senior Awards Night and Graduation are upcoming. Spanish Exchange Students are coming home tonight. Stafford Technical Center recognitions were noted.

**STUDENT REP.
REPORT**

Superintendent's Report - Superintendent Moran – Bill Olsen has been selected to present at Oxford University for the Aga Khan Foundation. RHS Alum, Andy Cunningham's doctorate was conferred at Cambridge this week. End of year events were reviewed and a reminder was sent to the Board by Mrs. Bizzarro. Dan Graves was recognized for his outstanding work with both students and the Faculty Choir.

**SUPERINTEN-
DENT'S
REPORT**

Legislative Report – The delegation presented a summary of events at the Legislative Breakfast on Monday at the Franklin Center. Our Rutland City/County Legislators are professional and attentive to service.

**LEGISLATIVE
REPORT**

Hiring Process – Two positions are not filled: RMS Math and STC Auto. We will continue to work diligently on recruiting for these positions. Challenges regarding hiring tech. ed. positions were noted. Summer hiring protocol is: The Board authorizes the Superintendent to offer and commit to candidates, invites the Board, via email, to address questions or concerns regarding a new hire, Board Members respond to the email within 48 hours and a contract is issued and the Board ratifies new hires at the first meeting in August. President Courcelle noted that we need to keep the hiring process going due to the short list of candidates for the open positions. The RMS Math Faculty is working on an alternative for coverage in the event that we don't find a math teacher, but we do want to fill it.

**SUMMER
HIRING
PROTOCOL**

Facilities and Finance – None.

**FACILITIES &
FINANCE**

Personnel - Motion by Cavacas/Notte to approve the Licensed and Non-licensed sections of the Personnel Memorandum No. 576 dated June 1, 2018, as recommended by the Superintendent of Schools.

**PERSONNEL
MEMO #576**

Personnel Memo No. 576 was reviewed by Superintendent Moran and is attached.

Discussion revolved around how Team Leaders and Department Chairs were selected. Commissioner Johnston advised that he will not take a position with no personal knowledge and that he will be abstaining. He noted he is not endorsing or opposing.

Motion carried with one abstention (Johnston.)

Superintendent Moran distributed an addendum to Personnel Memo No. 576.

Motion by Cavacas/Notte to approve the Licensed and Non-Licensed sections of the Personnel Memo No. 576 dated June 5, 2018, as recommended by the Superintendent of Schools.

**ADDENDUM
TO
PERSONNEL
MEMO #576**

Motion carried with one abstention (Johnston.)

Motion by Cavacas/Notte to approve the Non-Aligned employee salaries as presented.

**MOTION:
NON-ALIGNED
SALARIES**

Motion carried with one abstention (Johnston.)

A question was asked regarding filling the Project Search position. The program has been restructured and we are no longer an active participant so there is not a need to fill the position.

Motion by Johnston/Notte to approve the FY 2019 & FY 2020 Employment Contract between Peter P. Amons and the Rutland City Public Schools as presented.

**MOTION:
CONTRACT –
AMONS**

Motion carried unanimously by all those in attendance.

President Courcelle signed the contract.

Committee Reports – Policy Committee – Motion by Johnston/Cavacas to accept the following policies for second reading:

**MOTION: 6000
POLICIES 2ND
READING**

Commissioner Shimp noted the series 6000 policies for second reading and adoption:

- #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.

Motion carried unanimously by all those in attendance.

New Business – Superintendent Moran noted that copies of the 2018 Talisman are available for the Board to take with them tonight. She recognized Clarena Renfrow for the outstanding publication and noted that last year’s Talisman was one of the few high school yearbooks that received recognition from Balfour. President Courcelle noted the Talisman dedication to Superintendent Moran and noted the next meeting would be Ms. Moran’s last RCPS Board Meeting as Superintendent of Rutland City Public Schools.

Old Business – None.

OLD BUSINESS

Motion by Johnston/Cavacas at 7:16 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 7:58 pm.

**OUT OF
EXECUTIVE
SESSION**

Motion by Cavacas/Notte to add the position of Food Service Director as a Rutland City Public Schools position.

**MOTION:
FOOD
SERVICE
DIRECTOR**

Motion carried unanimously by all those in attendance.

Motion by Cavacas/Johnston to adjourn at 8:02 pm.

ADJOURN

Motion carried.

Respectfully submitted,
Betty A. Kapitan, Recording Secretary

TO: Board of Education
 FROM: Mary E. Moran, Superintendent
 DATE: June 1, 2018
 RE: Personnel Memorandum – Licensed and Non-Licensed

RESOLVE: That the LICENSED and NON-LICENSED SECTION OF THE PERSONNEL MEMORANDUM NO. 576 dated **June 1, 2018**, be approved as recommended by the Superintendent of Schools.

A. LICENSED SECTION

1. Transfer

<u>Name</u>	<u>Position From/To</u>	<u>Salary</u>	<u>Effective</u>
Kerry Coarse	From: Coord. of Support Services for Primary (Birth – Grade 2) Schools To: Assistant Principal at RIS	\$100,406.00	7/1/18

2. Appointments

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective</u>
Laura DesJardins	Science Teacher/RHS	\$56,387.00	8/23/18
Michael Tully	Special Educator/RIS	\$58,149.00	8/23/18

3. Department Chairs/Team Leaders 2018-2019 School Year

Grades 7-12 Department Chairs

<u>Name</u>	<u>Department</u>
Patricia Alonso	World Language
John Peterson	Social Studies
Erica Wallstrom	Science
Kevin Browne	Mathematics
Abby Brodowski	English
Adrienne Weld	K-12 Health/Physical Education
Jennifer Wigmore	Guidance
Jennifer McLemore	Howe Center

Middle School Team Leaders

<u>Name</u>	<u>Team</u>
Tegan Kirk-Elkin	Omega 7
Lisa Boerner	Explorer Team 7
Geoffrey Bloomer	Unified Arts
Leah Henry-Beauchamp	8 th Grade Humanities Team Leader
Patti Beaumont	8 th Grade STEM Team Leader

Rutland Intermediate School Team Leaders

<u>Name</u>	<u>Team/Grade</u>
Anita Crosby	3
Sally Stacom	4
Edward Dechen	5
Lisa Mazzariello	6
Open	Special Ed.
Jackie Gauthier	Paraeducator

B. NON-LICENSED SECTION

1. Resignation

<u>Name</u>	<u>Position/Location</u>	<u>Effective</u>
Christopher Brooks	Paraeducator/ASC	5/30/18

ADDENDUM

TO: Board of Education

FROM: Mary E. Moran, Superintendent

DATE: June 5, 2018

RE: Personnel Memorandum – Licensed and Non-Licensed – ADDENDUM

RESOLVE: That the LICENSED and NON-LICENSED SECTION OF THE PERSONNEL MEMORANDUM NO. 576 dated **June 5, 2018**, be approved as recommended by the Superintendent of Schools.

A. LICENSED SECTION

1. Resignation

<u>Name</u>	<u>Position/Location</u>	<u>Effective</u>
Monica Dirmeikis	Guidance Counselor at RHS	6/30/18

2. Transfer

<u>Name</u>	<u>Position From/To</u>	<u>Salary</u>	<u>Effective</u>
Jennifer Pros	From: School Counselor at NW To: Guidance Counselor at RHS	\$68,703.27	7/1/18

B. NON-LICENSED SECTION

1. Resignation/Retirement

<u>Name</u>	<u>Position/Location</u>	<u>Effective</u>
Michelle Browne	Secretary/RHS	6/30/18
Gary Wortman	Facilities Worker I/RHS	8/31/18