

**RUTLAND PUBLIC SCHOOLS  
REGULAR MEETING OF THE BOARD OF SCHOOL COMMISSIONERS  
January 22, 2019 - Amended**

**School Board Members Present:**

Dick Courcelle  
Michael Blow  
Hurley Cavacas  
Dena Goldberg  
Kam Johnston (6:36 pm)  
Alison Notte  
Joanne Pencak (6:31 pm)  
Charlene Seward  
Erin Shimp  
Haley Lassen, Student Representative  
Members Absent:  
Rob Kurchena  
Matthew Olwenik  
Isabella Gides, Student Representative

**Also Present:**

Assistant Superintendent Rob Bliss  
CFO Peter Amons  
Michael Derevjanik  
Ellie McGarry  
Peter McKenney  
Bill Olsen  
Pam Reed  
Steve Sampson  
Greg Schillinger  
Susan Holson, VSBA

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, Johnston (6:36 pm), Olewnik and Pencak (6:31 pm.)

Motion by Cavacas/Shimp to accept the minutes of the January 8, 2019 regular school board meeting as written. Minutes stand.

**MOTION: MINUTES 1/8/2019**

Communications – Susan Holson, VSBA, introduced herself and noted that she will be attending board meetings around the State so that board members may put a face with a name.

**COMMUNICATIONS**

Performance Excellence Initiative – Status of Engagement Survey – Assistant Superintendent Bliss noted that a draft of the Engagement Survey was finalized last week. An email will go out to faculty and staff on February 7, 2019 and the survey will be launched on February 12, 2019. Results will be available on March 15, 2019.

**PEI UPDATE**

School Program Update – Student Representatives – Northwest students are preparing to send cards and letters to Northwest Alumni who are deployed. Northwest PTC purchased snow sculpting tools. Northwest Grade 2 Teachers invited Northeast Grade 2 Teachers to participate in writing “love notes” in collaboration with the Downtown Partnership. Northeast will hold an information night on Thursday, presenting the Care for Kids Curriculum. The annual RHS Jazz Night will take place on Thursday. Upcoming winter sports events were noted.

**SCHOOL PROGRAM UPDATE**

Central Office Reports – Assistant Superintendent Bliss noted screening processes for the RIS Principalship and Director of Student Support Services positions will be starting soon.

**CENTRAL OFFICE REPORTS**

Supervision and Evaluation – Review of Process – Assistant Superintendent Bliss noted an updated handout and the Handbook for Teacher Evaluation (included in the Board Packet.) He reviewed the process for teacher evaluation, highlighting intended ended outcomes (improving teaching and learning), documents and research, Evaluation Cycles for Professional Staff and process vocabulary. He gave detailed explanations of Comprehensive Evaluation, Professional

**SUPERVISION AND EVALUATION REPORT**

Learning, Focused Growth, Peer Visitation, Structured Conference and Plan of Assistance. All are connected with student data/student learning. He explained how the Administrative Cabinet learned from their work. Discussion revolved around: “walk throughs,” process being tied to the contract (it is not negotiated – it is a collaborative process), who does teacher evaluations, frequency of Comprehensive Evaluations, supervisory role and responsibilities, opportunities for mentorship and assistance with goal setting, politics (does not enter into standing), confidentiality and sharing of evaluative documents with the Board and the breakdown of current evaluation cycle (depends on the hiring cycle.)

**SUPERVISION  
AND EVALU-  
ATION  
REPORT  
(CONT.)**

Facilities and Finance – Approve FY 20 Ballot Language

**FACILITIES &  
FINANCE**

Motion by Cavacas/Pencak to accept the ballot language for Article 1: Shall the voters of Rutland City School District approve the school board to expend \$54,779,194 which is the amount the school board determined to be necessary for the ensuing fiscal year? It is estimated that this proposed budget, if approved, will result in education spending of \$15,533 per equalized pupil. This projected spending per equalized pupil is 5.5% higher than spending for the current year.

**MOTION:  
BALLOT  
LANGUAGE**

Discussion followed regarding affect on tax rate (it will either be flat or down).

Motion by Notte to amend the ballot language to include a period at the end of the first sentence instead of a question mark.

**MOTION: TO  
AMEND**

Motion to amend withdrawn.

**MOTION  
WITHDRAWN**

Discussion ensued regarding attendance at budget information meeting, decline in equalized pupils and cap. This is the first time we’ve hit the cap.

Motion passed unanimously by all those in attendance.

Budget Discussion – Revenue – Chief Financial Officer Peter Amons reviewed Grants/Reimbursement revenue and General Fund Revenue highlighting: tuition (flat), carry forward (flat) and special education (up due to 13 new paraeducator positions.) We will be asking the State for \$539,000 which is up 1.7% (they are expecting 3.25%.) Discussion included expectations regarding security of Federal Grants and the turmoil in Washington, K-8 free meals, and outlook for Consolidated Federal Grants.

**BUDGET –  
REVENUE**

Community Outreach Planning – Peter Amons noted budget materials to be included on the District website, lawn signs, phone calls, voter information meeting and consideration of writing editorials for the Herald. More to come.

**COMMUNITY  
OUTREACH  
PLANNING**

Personnel - Motion by Cavacas/Notte to approve the Licensed and Non-licensed sections of the Personnel Memorandum No. 588 dated January 18, 2019 with regret, as recommended by the Superintendent of Schools.

**MOTION:  
PERSONNEL  
MEMO #558**

Personnel Memo No. 588 was reviewed by Assistant Superintendent Bliss and is attached.

Discussion included number of positions related to Personnel Memorandum No. 588 would be replaced and if reasons for resignations could be shared with the Board.

Motion passed with one abstention (Johnston.)

- **1120 – Board of School Commissioners’ Authority** – Updated on counsel’s advice and after consideration to reflect Board members’ authority as a group and as individuals.
- **7460 – Bus Rules and Regulations** – Minor wording correction.
- **7470 – Corporal Punishment** - Updated to align with law and current practice. Note: Corporal Punishment remains outlawed in the State of Vermont.
- **7480 – Suspensions** – Updated to reflect current regulations, practice and law.
- **7490 – Weapons in School** – Deleted an extraneous sentence at the end of the policy.
- **7491 – Bomb Threats or False Public Alarms** – Updated from “Bomb Threats” to reflect current law that “bomb threats and false public alarms” is the proper terminology reflected in statute.
- **7512 – Management of Funds** – Minor update to verbiage and remove passive voice.
- **7513 – Student Spectators Using School District Buses** – Reviewed and affirmed.
- **7530 – Sports and Athletic Program** – Deleted as redundant.
- **7531 – Selection/Classification Process for Interscholastic Activities** – Updated the name of the policy from “Selection/Classification Process.”
- **7532 – Student Athletic Injuries** – Reviewed and affirmed.
- **7533 – Athletic and Activities Councils** – Updated to fix typo and reflect the title, “Director of Athletics.”
- **7534 – Athletic Programs – Safety** – Updated to reflect that RCPS complies with VPA and NFHS rules.
- **7540 – Student Contests and Fund Raising Activities** – Updated to reflect appropriate administrative oversight.
- **7570 – Outside Support Groups** – Reviewed and affirmed.
- **7613 – HIV/Aids Policy** – Deleted. Outdated.
- **7620 – Student Accidents** – Reviewed and affirmed.
- **7621 – Safety Conditions** – Updated to reflect the job title of our Director of Buildings, Grounds, Maintenance and Transportation. Also streamlined verbiage.
- **7621.1 Eye and Face Safety Devices** – Reviewed and affirmed.
- **7622 Transporting an Ill or Injured Student** – Reviewed and affirmed.
- **7650 – Emancipated Minors** – Reviewed and affirmed.
- **7660 – Health Records** – Reviewed and affirmed.

Motion by Johnston/Pencak to accept policies as presented except for Policy 1120.

MOTION:  
POLICY 7000  
SERIES FIRST  
READING

Discussion ensued regarding Policy 7480 – Commissioner Johnston advised that he would like more reports, but would put the policy forward for now, and redundancy in regards to Policy 7530 (related to Policy 7533.)

Motion passed unanimously by all those in attendance.

Discussion continued regarding restrictions of individual board members, board authority, board communications, requests from staff members, philosophical differences (asking questions verses investigating a particular issue), chain of command, privacy laws concerning staff and students, right of community members attending board meetings and addressing the board regarding unresolved issues and continuing dialogue at the Board Retreat.

Motion by Cavacas/Notte to table Policy 1120 for first reading.

MOTION:  
TABLE  
POLICY 1120

Motion passed unanimously by all those in attendance.

New Business – A question was raised regarding delays in reimbursement of Federal money including commodities. Peter Amons advised that he has not heard anything about “slow moneys” and if this becomes an issue, we are okay to weather the storm.

**NEW  
BUSINESS**

President Courcelle noted that auditing of financial statements and the A133 for FY 18 is underway.

Old Business – President Courcelle reviewed items for the Board Retreat Agenda.

**OLD BUSINESS**

Motion by Cavacas/Notte to adjourn at 7:56 pm.

**ADJOURN**

Motion carried.

Respectfully submitted,  
Betty A. Kapitan, Recording Secretary

TO: Board of Education  
FROM: Adam Taylor, Superintendent  
DATE: January 18, 2019  
RE: Personnel Memorandum – Licensed and Non-Licensed

RESOLVE: That the LICENSED and NON-LICENSED SECTION OF THE PERSONNEL MEMORANDUM NO. 588 dated **January 18, 2019**, be approved as recommended by the Superintendent of Schools.

**A. LICENSED SECTION**

1. Resignations

<u>Name</u>	<u>Position/Location</u>	<u>Effective</u>
Renee Carpenter	Special Educator/RIS	6/30/19
Nicole Carter	Director/ASC Middle & High School	6/30/19
Lisa Crickenberger	Elementary/RIS	6/30/19
Katie McCormack	EEE Special Educator/PPLC	6/30/19

2. Retirements

<u>Name</u>	<u>Position/Location</u>	<u>Effective</u>
Janice Garrow	Elementary/RIS	6/30/19
Paula Tordonato	World Language/RHS	6/30/19
Jacqueline White	Elementary Teacher/NW	6/30/19

**B. NON-LICENSED SECTION ~ None**