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**RUTLAND PUBLIC SCHOOLS
REGULAR MEETING OF THE BOARD OF SCHOOL COMMISSIONERS**

May 28, 2019

School Board Members Present:

Dick Courcelle
Hurley Cavacas
Michael Blow
Ann Dages
Dena Goldberg
Kam Johnston
Alison Notte
Matthew Olewnik
Joanne Pencak (7:05 pm)
Charlene Seward
Isabella Gides, Student Representative

Also Present:

Superintendent Adam Taylor
Assistant Superintendent Rob Bliss
CFO Peter Amons
Patricia Aigner
Michael Derevjanik
Ellie McGarry
Bill Olsen
Steve Sampson
Greg Schillinger
Jennifer Wigmore

Members Absent:

Erin Shimp
Haley Lassen, Student Representative

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 Shimp and Pencak (7:05 PM.)

The agenda was approved.

AGENDA

Motion by Johnston/Notte to accept the minutes of the May 14, 2019 regular school board meeting. Minutes stand.

**MOTION:
MINUTES
5/14/19**

Communications –None.

**COMMUNICA-
TIONS**

Performance Excellence Initiative – Chair Courcelle requested Assistant Superintendent Bliss to prepare a brief overview of progress and plans for the next meeting.

PEI

School/Program Update – Student Representatives Report – Dates for graduation (June 13, 2019) and Senior Awards Night (June 12, 2019) were noted.

**SCHOOL/PRO-
GRAM
UPDATE**

Student Recognition – Superintendent Taylor noted that a student from Northeast Primary School will be recognized by Google on Thursday.

**STUDENT
RECOGNITION**

Project PLACE (Promoting Learning by Activating Community Engagement) – Jennifer Wigmore noted that 51 students have requested to participate in PLACE next year. Numbers have been increasing every year and this is a positive program. Students: Maggie Schillinger, Alyssa Farrell and Liam Duby-Johnson shared their personal experiences with the PLACE program. Discussion included time requirements, how employers get involved in the program, student course loads while involved in the program and challenges of students from Stafford Technical Center participating in the program (STC has a strong COOP program.)

PLACE

Facilities and Finance – Review of the Audit FY18 Financial Statements – CFO Peter Amons reviewed the FY18 Audit Report of Financial Statements, highlighting: the auditor’s letter (clean opinion), current issues/threats (declining enrollment, rising special education costs, City Pension (is 85% funded is not a huge threat and is a unique benefit that is valuable for recruitment) and the potential for the State to change the funding mechanism (is the biggest threat.) Superintendent Taylor noted that we will be keeping a close watch on Act 173 to see how changes may impact us. Discussion included procedures for paying out accrued sick leave. Peter Amons noted that there was one finding on the A133 Report: a messy time sheet from the after school program (work must be tied to specific application/investment) the penalty was \$699.

**FACILITIES &
FINANCE –
AUDIT
REPORT**

Motion by Notte/Seward to approve the Licensed and Non-licensed sections of the Personnel Memorandum No. 595 dated May 24, 2019, and the Addendum to Memorandum No. 595 dated May 28, 2019, retirements and resignations with regret, as recommended by the Superintendent of Schools.

**MOTION:
PERSONNEL
MEMO #595 &
ADDENDUM**

Discussion followed regarding the role of the Lead Guidance Counselor (a stipend position.) Jennifer Pros will assume that role next year.

Motion carried with one abstention (Johnston.)

Chair Courcelle noted information included in the Board Packets – recommendations for Non-Aligned Salary Increases. This will be an action item for the next meeting. Superintendent Taylor noted that no changes to the employee health care contributions are recommended for the Non-Aligned Group and some non-standard pay raises were adjusted to retain highly qualified employees.

**NON-ALIGNED
SALARY
INCREASES**

Committee Reports – None.

**COMMITTEE
REPORTS**

New Business – Board Members should let Superintendent Taylor know if they are planning on attending graduation.

**NEW
BUSINESS**

Old Business – None

OLD BUSINESS

Motion Olewnik/Goldberg at 7:13 pm for the board to convene to executive session for the purpose of discussing personnel matters, the premature release of information regarding those subjects which would place the Board at a substantial disadvantage in the opinion of the chair.

**EXECUTIVE
SESSION**

Motion passed unanimously.

The Board came out of executive session at 8:43 pm.

**OUT OF
EXECUTIVE
SESSION**

Motion by Notte/Johnston to adjourn at 8:43 pm.

ADJOURN

Motion carried.

Respectfully submitted,
Betty A. Kapitan, Recording Secretary

TO: Board of Education

FROM: Adam Taylor, Superintendent

DATE: May 9, 2019

RE: Personnel Memorandum – Licensed and Non-Licensed

RESOLVE: That the LICENSED and NON-LICENSED SECTION OF THE PERSONNEL MEMORANDUM **NO. 594** dated **May 9, 2019**, be approved as recommended by the Superintendent of Schools.

A. LICENSED SECTION

1. Retirement

| <u>Name</u> | <u>Position/Location</u> | <u>Effective</u> |
|-------------|--------------------------|------------------|
| Glenn Olson | Director/STC | 6/30/19 |

2. Resignations

| <u>Name</u> | <u>Position/Location</u> | <u>Effective</u> |
|-----------------|--------------------------|------------------|
| Emily Brooks | School Counselor/ASC | 6/30/19 |
| Katherine Corbo | Interventionist/NW | 6/30/19 |
| Allison Cosey | School Psychologist/NW | 6/30/19 |
| Eric Derouchie | Special Educator/NW | 6/30/19 |
| Liz Filskov | World Language | 5/30/19 |
| Cara Gallagher | English Teacher/RMS | 6/30/19 |
| Shawn Lenihan | Science/RMS | 6/30/19 |
| Emily Loomis | RN/RHS | 6/30/19 |
| Michael Metz | Science/RMS | 6/30/19 |
| Jonathan Place | Special Educator/ASC | 6/30/19 |

3. Appointments

| <u>Name</u> | <u>Position/Location</u> | <u>Salary</u> | <u>Effective</u> |
|------------------|--------------------------|---------------|------------------|
| Frances Gould | Elementary Teacher/NW | \$59,760.00 | 8/22/19 |
| Turiya Levy | Interventionist/NE | \$63,382.00 | 8/22/19 |
| Jennifer Wigmore | Assistant Principal/RHS | \$112,546.00 | 7/1/19 |

B. NON-LICENSED SECTION

1. Resignations

| <u>Name</u> | <u>Position/Location</u> | <u>Effective</u> |
|-----------------------|--------------------------|------------------|
| Heidi Campbell Landon | Paraeducator/NE | 6/30/19 |
| Danielle Hughes | Paraeducator/NW | 6/30/19 |
| Connor Munukka | Paraeducator/NW | 6/30/19 |

ADDENDUM

TO: Board of Education
FROM: Adam Taylor, Superintendent
DATE: May 28, 2019
RE: Personnel Memorandum – Licensed and Non-Licensed

RESOLVE: That the LICENSED and NON-LICENSED SECTION OF THE PERSONNEL MEMORANDUM **ADDENDUM NO. 595** dated **May 28, 2019**, be approved as recommended by the Superintendent of Schools.

A. LICENSED SECTION

1. Administrative Appointment

| <u>Name</u> | <u>Position/Location</u> | <u>Salary</u> | <u>Effective</u> |
|----------------|--------------------------|---------------|------------------|
| Melissa Connor | Director/STC | \$126,616.00 | 7/1/19 |

2. Appointments

| <u>Name</u> | <u>Position/Location</u> | <u>Salary</u> | <u>Effective</u> |
|-----------------|--------------------------|---------------|------------------|
| Lesley Copans | Guidance Counselor/RHS | \$66,771.41 | 8/16/19 |
| Christine Smith | LTS Physical Ed./RIS | \$290.51/day | 9/16/19-12/16-19 |
| Amy Wright | Science Teacher/RMS | \$63,382.00 | 8/22/19 |

3. Resignation

| <u>Name</u> | <u>Position/Location</u> | <u>Effective</u> |
|--------------|--------------------------|------------------|
| Tara Hayford | Special Educator/RHS | 6/30/19 |

4. Team Leader at RIS 2019-2020 School year RIS Team Leader Addition

| <u>Name</u> | <u>Team/Grade</u> |
|----------------------------|---------------------|
| Sandy Harper/Ginger Bendig | Co-Team for Grade 6 |