

**Barnet School Board Meeting Minutes
Tuesday, October 14, 2014
Barnet School**

Members in Attendance: Louis Bushey, Robert Farlice-Rubio, Shellie Samuels, Mary Skovsted, David Warden; Principal Shawn Gonyaw; Superintendent Mat Forest, Business Manager Pat Amsden

- 6:05 p.m. The meeting was called to order by Chair Shellie Samuels.
- 6:05 p.m. A motion was made by Mary Skovsted and seconded by David Warden to enter Executive Session to discuss contracts. The motion passed unanimously.
- 6:10 p.m. A motion was made by Mary Skovsted and seconded by Robert Farlice-Rubio to exit Executive Session. The motion passed unanimously.
- 6:32 p.m. The public portion of the meeting was called to order by Chair Samuels. Ellen Hinman, Katie Young and Dave Glentz Brush, and a News 7 news team joined the meeting.

Approval of Minutes

The name of Jackie Gilmour was added as the member of the public in attendance. A motion was made by Robert Farlice-Rubio and seconded by Mary Skovsted to approve the minutes of the September 9, 2014 meeting as amended. The motion passed unanimously with no further discussion.

Approved

Public Input

There was no public input at this time.

Administrative Reports

- a. Business Manager Report. Pat Amsden updated the Board on the budget. There are four retirement packages to pay out this year; this is the last year for one and the first year for the other three. There are some savings in salaries – custodial, Tier II support staff, one para-professional position. Tuition has changed and Pat will report more on that at the next meeting. Right now there is about \$108,000 in savings. There was discussion on covering the Food Service fund deficit of \$31,000 from the last year. Board members thought that deficit was covered from a past surplus amount. Pat will look into that. Louis Bushey said at Town Meeting is was decided to use surplus funds to make the last payment on the building. There was no financial benefit to pay this off early and it has not been done. Board members also discussed paying off the debt for the boiler as well; that would be about \$60,000. Pat reported that Mary will probably move to CCSU the second week of November.
- b. Principal’s Report. In addition to the report handed out earlier, Principal Gonyaw gave an update on the roof. All necessary parties have finally been contacted by Mike. The roof has holes in different panes. The roofing company (Palmieri Roofing) does not want to replace the entire roof, just the panes with holes. The company told Mike the rot is coming from the bottom up, caused by moisture and some Styrofoam on the bottom. They have proposed to come in summer, remove the damaged panes, sandblast the roof,

put panes back on, and paint the roof. This may not be the best thing to do. The Board will have to make a decision on whether to replace the panes with holes or pursue a different course. David Warden asked about the student count; Principal Gonyaw reported the school has lost some students but gained some too and some classrooms are in fact full. Principal Gonyaw reported there have been some bussing issues this fall – changing routes, being short a bus and/or driver. Superintendent Forest asked if the busses have cameras; they are supposed to have cameras but Principal Gonyaw said the cameras have been taken out. He has asked that the cameras be put back in but that has not happened yet. There is an issue with one driver in particular. Superintendent Forest will address issues with the bussing company; there may be a contract issue here. Mary Skovsted asked about the Star assessments and if that had started. This is the first year for Star assessments and Principal Gonyaw reported to date some students have done the assessments up to three times. Shellie asked about Science NECAPs; those have been done but the data is not available yet. There was discussion on how current the information in the principal’s report is if it is sent out so early. Superintendent Forest said the report could be sent out a week later if needed. Louis asked if the reports would be included with minutes; they can be.

- c. Superintendent’s Report. Superintendent Forest discussed the consolidation of services. CCSU will be looking at this very strategically and it may not be wise to consolidate everything. Bussing is not something that should be consolidated; Danville has their own busses and consolidation would not be cost effective. Moving forward, all the pieces should be looked at to see what can be consolidated and what cannot. Louis asked about getting a waiver from the Agency of Education. Superintendent Forest said one waiver would be requested; not a waiver year to year. One piece to look at is Special Ed consolidation. The SU will have some time to think through this and to determine a unified salary schedule with teachers. There were no questions on the Superintendent’s report.
- d. Curriculum Report. There were no questions on this report.
- e. Special Services Report. There were no questions on this report. Superintendent Forest reported there have been some issues with 504 plans. A 504 plan is an accommodation plan for students with special needs. It is becoming a challenge at St. Johnsbury Academy and Superintendent Forest is meeting with Tom Levitt to discuss this issue. The regional SU committee is talking about developing a policy to address this issue as it is happening regionally and not just in CCSU.

New Business

- a. ESP Agreement. The support staff contract needs Board approval and the Board Chair’s signature. After reviewing the contract, David Warden made a motion to approve the contract as presented. The motion was seconded by Louis Bushey and passed unanimously with no further discussion. Shellie Samuels signed the document.
Approved
- b. First Reading, Finance Policies. These policies are in place to comply with the audit. The other Boards within CCSU have adopted the policies. Superintendent Forest asked that recommendations be sent to Pat Amsden. The policies will be brought back for second reading and adoption. Louis said one goal for the Business Office should be to be as transparent as possible. Also in reference to receiving bids, wording should be changed to read three bids should be solicited; saying three bids must be received is too limiting.

Old Business

- a. Playground Committee. It was decided this is not a Board function and should be taken off the agenda.
- b. Policies. CCSU has done a cross analysis of all policies which will be presented at the CCSU Board meeting on 10/20/2014. Louis said the goal is to take the four different policy manuals, and the CCSU manual, and reduce that down to a consistent set of policies that are applicable SU wide. Each school may still have policies that are individual to that school. Faculty/staff and student hand books will be developed reflective of each school and Boards will be reviewing those yearly.

Other Business

- a. There was discussion on the janitorial service. A part time custodian was hired after Burleigh Huntoon retired. This person has been working 25 hours a week. This is not working well and Principal Gonyaw asked to add 10 more hours per week to the position. A motion was made by Louis Bushey and seconded by David Warden to authorize an increase in hours for the night custodian to 35 hours per week. The motion passed unanimously with no further discussion. **Approved**
- b. There was discussion about Food Service and how Annette is doing. Principal Gonyaw reported they are trying to find the right combination in the kitchen to get things done efficiently. He suggested having students help at lunchtime and is looking at how the day is structured in general. Annette has one person who comes in to help with snack and comes back later to help as well. Louis said he would prefer an adult volunteer rather than a student taken away from classes to assist in the lunchroom. Principal Gonyaw will investigate and try to recruit volunteers.
- c. Budget. There was discussion on budget preparation. The Board is generally supportive of the school and the best program available for students and level funding would be best. The budget needs to be done mid-January to get into the Town Report. Preliminary figures should be available for November; a working document would be fine. Principal Gonyaw suggested preparing a budget level funded and also a budget with proposed cuts at the same time and not later on in budget discussions.

Future Agenda Items

Budget - November
2nd Reading Financial Policies
Update on CCSU Policies
ELOP coordinator presentation (Donna)
Negotiations

Adjournment

A motion was made by Louis Bushey and seconded by David Warden to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 7:49 p.m. **Approved**

Respectfully Submitted,

Louis Bushey, Acting Board Clerk
Ellen Hinman, Recording Secretary