

## Middletown Springs Board of School Directors (Regular) Meeting

Date: September 26, 2012

Time: 6:00 PM

Place: Middletown Springs Elementary School

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### **OFFICIAL MINUTES**

Present: Clarence Haynes, Steven Letendre, Meredith Morgan, Karen Mach (Board Members). Also Present: Joan Paustian (RSWSU Superintendent), Richard Beal (Principal), Susan Rosso (Recording Secretary). Public Present: None.

1. Call to Order (**Action**)

Clarence Haynes called the meeting to order at 6:00PM.

2. Presentation (if applicable): None

3. Consent Agenda: (**Action**)

1. Approval of Minutes – Unofficial Minutes from:

a. August 16, 2012 (regular)

Karen Mach moved to approve the unofficial minutes from August 16, 2012, Clarence Haynes seconded; motion carried.

b. Superintendent's Report (Written)

Supt. Paustian reported that all of the schools had a great start to the school year. The new RSWSU Integration Specialist has begun. He is a .4 employee (since he has another position) and is available on Mondays and Fridays. He has both teaching and technology certifications and is currently reviewing our Tech Plan. The Henderson Fund Scholarship applications are due at the end of October—she will put have this topic placed on the October meeting agenda.

c. Principal's Report (Written)

Mr. Beal reported that MSES had a really successful opening day; complete with music and a whole-school poster activity on what makes each of us special. Mr. Beal is head of the RSWSU Science Committee and is looking into bringing Jean Ward to the district to model science lessons and work with teachers. He took a summer course: "Engineering K-12" and shared information from the course at the SU Science in-service on Sept. 25. He believes the application of science and engineering principles in other subject areas will be very beneficial by helping students become problem solvers and risk takers. The "Foundations" reading program has been introduced into the classrooms and has been going very well, allowing for some individualization in the upper grades. Some staff members have taken Wilson Writing training; three more will attend in October. He reported that the contract with Enman Engineering to design the repair of the water system has been approved by the state. Working with an engineer was required to qualify for loan forgiveness. Roof repairs have been completed on the shingled portion of the building. Mr. Beal is looking into getting a matching grant available to historical buildings in order to replace the slate on the roof of the old section of the building. Mr. Beal would like to hold Spanish and Art Clubs during the afterschool program as enriching and inclusive experiences. Mr. Beal is preparing a grant for the Vermont Arts Council to partially fund a Circus Smirkus week-long artist in residency program and performances for the senior citizens (daytime) and community (evening). FFE is applying for a Hills & Hollows Grant, as well. Funding for the afterschool clubs and artist in residency program was discussed.

d. Business Manager's Report

i. Financial Statements

Mr. Milazzo was not in attendance; he sent the budget preparation timelines for the school and the SU. The first SU budget meeting will be held in Ira in October. Mr. Haynes asked a question about a secondary tuition bill. Dr. Paustian will check with Mr. Milazzo.

Steven Letendre moved to approve the consent agenda as presented, Karen Mach seconded; motion carried.

4. Approve Warrants: **(Action)**

- a. Warrant #138 in the amount of \$24,451.14 dated 8/10/12
- b. Warrant #139 in the amount of \$70,295.12 dated 8/31/12
- c. Warrant #140 in the amount of \$27,844.24 dated 9/14/12

Clarence Haynes moved to approve Warrant #138 in the amount of \$25,451.14 dated 8/10/12, Warrant #139 in the amount of \$70,295.12 dated 8/31/12, and Warrant #140 in the amount of \$27,844.24 dated 9/14/12, Karen Mach seconded; motion carried.

5. General Public Comments **(Listen & Defer Action to Future Meeting)**: None

6. New Business: **(Receive Information & Possible Action)**:

- a. Approve Sub-grant Agreement (RSWSU)

Joan Paustian presented the sub-grant allowing MSES to pay the Title I Teacher using grant funds.

Steven Letendre moved to approve the sub-grant agreement with the RSWSU, Karen Mach seconded; motion carried.

- b. Approve the Enman Engineering contract for water system repair engineering.

Clarence Haynes moved to approve the contract with Enman Engineering to bring the water system into compliance, Karen Mach seconded; motion carried. Contract was signed.

- c. Approve Expenditure of Medicaid funds.

Clarence Haynes moved to approve the expenditure of Medicaid reimbursement funds as appropriate for a portion of the Circus Smirkus residency and for the ASP Spanish & Art Clubs, Karen Mach seconded; motion carried.

- d. Town Website

Meredith Morgan spoke with Kimberly Mathewson and wonders what information the Board would like to put on the new town website. Mr. Haynes would like to see the schedule of board meetings, final approved board meeting minutes, and an easy link to the school and RSWSU websites. Special events should also be posted on the Calendar of Events. Board members will consider options to discuss at the next meeting.

- e. Energy Efficiency Grant

Steven Letendre was contacted by Mary Lamson regarding a grant of \$5,000 awarded to the town for a number of buildings, homes, etc. becoming more energy efficient. She asked about any projects the school might have planned. Mr. Beal and Mr. Letendre will work together to identify potential projects.

7. Old Business: **(Itemize Subjects for Deliberation & Possible Action)**: None

8. Policies **(For Adoption) (Action)**: None this month.

Mr. Letendre asked if we were on a cycle to review policies. Supt. Paustian reports that we are up to date on all required policies. Mr. Haynes would like to revisit policies no later than January, 2013.

9. Action on Personnel Contract **(Action)** (if applicable)

- a. New Hires:

- i. .50 FTE Instructional Assistant – Shirl Harrington
- ii. 1.0 FTE Instructional Assistant – Tara Cancio-Bello
- iii. Farm to School Grant Coordinator – Tracey Tinsley
- iv. ASP Individual Assistant – Kim Carr

Steven Letendre moved to approve the hiring of Shirl Harrington, Tara Cancio-Bello, Tracey Tinsley, and Kim Carr for the positions listed above, Karen Mach seconded, motion carried.

- b. Resignations: None

- c. Terminations: None
- d. Other:
  - i. Renewals for FY13
    - 1. Mary Barron – Instrumental Music Instructor
    - 2. Leslie Klami – Instrumental Music Instructor
    - 3. Robert Bruttomesso – Soccer Coach
    - 4. Donna Dudley – Student Supervisor
    - 5. Susan Rosso – After School Program Billing/Data Entry Clerk
    - 6. Susan Rosso – School Board Recording Secretary
    - 7. Susan Rosso – Medical Designee
    - 8. Tracey Tinsley – Sports Coordinator
    - 9. Holly Crandall – After School Program Assistant
    - 10. Meghan Crandall – After School Program Coordinator

Meredith Morgan moved to approve the FY13 renewals of Mary Barron, Leslie Klami, Robert Bruttomesso, Donna Dudley, Susan Rosso, Tracey Tinsley, Holly Crandall, and Meghan Crandall for the positions listed above. Clarence Haynes seconded; motion carried.

- 10. Set Next Board Meeting (Regular) & Agenda Building: (Anticipated October 11, 2012, 6:00 p.m.)  
**(Action).**

Next MSD Board Meeting set for Wednesday, October 10, 2012 at 7:00PM at MSES; by consensus.

- 11. Other Lawful Business **(Information Gathering Only):** None.

12. Executive Session 1 VSA § 313 (1-9) (a) (b) if warranted (Discussion & Possible Action).  
Clarence Haynes moved to have the Board enter Executive Session at 7:22PM for personnel/legal issues. Meredith Morgan seconded; motion carried.

Meredith Morgan moved to have the Board exit Executive Session at 7:27PM, Clarence Haynes seconded; motion carried. No Action Taken.

- 13. Adjournment **(Action)**

Steven Letendre moved to adjourn the meeting at 7:29PM, Karen Mach seconded; motion carried.

Meeting adjourned.

Respectfully submitted,  
*Susan Rosso*  
Recording Secretary