

LAMOILLE UNION DISTRICT #18 BOARD MEETING MINUTES
LAMOILLE UNION LIBRARY
TUESDAY, JULY 17, 2007

Board members present: B. Bailey, D. Baker, S. Hamlyn-Prescott, P. Ingvoldstad, C. Mann (6:37), D. Osborn, S. Reber, K. Roberts, W. Sander, D. Whitcomb. Absent: J. Eisenhardt. Others: T. Bailey, B. Schaffer, M. Frederick, S. Cano, J. Teegarden, G. Chicoine, M. Spaulding, Jennifer Hulse, Bill Ford, Larry Bertrand, Mike Smith.

Note: All votes taken are unanimous unless otherwise noted.

1. *Call to Order, Introductions, Announcements and Public Input*

A. Call to Order – 6:31

B. Introductions

Introductions were made.

2. *Presentation of the New SPED Director*

B. Schaffer introduced Jennifer Hulse, the proposed new SPED director. S. Cano talked about her extensive background in programming and budgeting, and working with students with very challenging needs. J. Hulse talked about her interest in this position. She said she has been an administrator with a supervisory union for 3 years now, but she misses working in a building with students. (*C. Mann arrived at 6:37.*) T. Bailey recommended employing her. He said they have negotiated with her current supervisor that she could start Sept. 24.

ACTION: W. Sander moved to employ Jennifer Hulse as SPED and 504 Coordinator for Lamoille Union, seconded by K. Roberts.

ACTION: S. Hamlyn-Prescott moved to go into executive session to discuss the terms of the contract, inviting G. Chicoine, T. Bailey, S. Cano, and B. Schaffer to remain, at 6:39, and the motion was seconded and passed. The board consented out of session at 6:45.

W. Sander agreed to a friendly amendment that the salary will be \$65,000, prorated. The motion was passed. (*J. Hulse and S. Cano left at 6:46.*)

3. *Directors' Orders*

Because there was no meeting on the first Tuesday of this month, D. Osborn went ahead and signed orders for \$5,403,658.09 on July 9. Most of that was the bond anticipation note. On July 16, additional orders approved - \$134,411.68 for the first quarter assessment.

D. Osborn moved to approve directors' orders in the amount of \$307,227.98 plus \$171,219.70 and \$458,590.50, seconded by W. Sander. The breakdown was as follows: GMTCC Building Project \$223,024.67 (major expenditures include \$22,705.44 Black River Design; \$183,438.03 Kingdom Construction); District #18 \$83,980.07 (major expenditures include \$23,566.50 Bellcate; \$11,933.00

Kevin Smith's Sports; \$Ormsby's Computer Store); plus two payments to DEW of \$171,219.70 and \$458,590.50. **The motion was passed.**

4. Administrative Reports / Action Items

A. GMTCC

J. Teegarden talked about a problem with the building project. In the area where the hallway from the high school meets the hallway to the parking lots, they were going to use the existing hallway walls. But the drywall is in poor condition. There is water damage and traces of mold, and some of the footings for the metal studs are badly rusted. Those walls need to be replaced or repaired. The cost estimate is around \$100K. M. Smith said the total area involved is about 35K square feet. L. Bertrand said there is no vapor barrier under the slab. If it is decided that some sealing material needs to be added to address the problem of vapor coming up, that would be another big ticket item. D. Osborn asked, are there are other things that need to be considered to prevent the newly installed studs and drywall from having the same problem? B. Ford said we can install the drywall so it doesn't touch the floor, and that will help. The worst corrosion seems to have been caused by cleaning the floors. Now these are classrooms, not shops, so they won't be cleaned the same way. K. Roberts asked how the 1/8 inch separation between the drywall and floor that B. Ford recommended affects the fire rating on the wall, and also asked if we have talked to our insurance carrier to see if there is any coverage. J. Teegarden said hasn't talked to the insurance carrier yet. B. Ford said he thought because the building is being sprinklered, the separation wouldn't be an issue. He said the current sheetrock is square-edge sheetrock, so it would be almost impossible to get good workmanship with it anyway. M. Frederick said she doesn't see this as a situation that would require a rebid.

ACTION: W. Sander moved that the board approve the expenditure to replace or repair the walls, estimated to be about \$100,000, seconded by D. Whitcomb.

D. Baker asked if the rusting of the metal track holding up the studs could be due to leakage from the roof. B. Ford said they haven't observed signs of leakage from above. D. Baker asked, if we don't put a new barrier on, will vapor still cause problems? M. Smith said the places with problems seem to be where the use or application was different. He said he's never been much in favor of putting a barrier on the positive (inside) side of a wall. S. Reber asked about the effect on the schedule. M. Smith said we need to understand the magnitude of the problem first. We will need to ask the drywall installer how quickly he can do the work. Probably it will be a couple of weeks. J. Teegarden is creating a plan for where kids will have classes. T. Bailey said he thought the TV studio area used to be a shop, too, so damage there is probably also due to cleaning. D. Whitcomb said he was not sure if that was right. D. Whitcomb said it really is a mess, and there is no question the work must be done. W. Sander agreed. **The motion was passed.** K. Roberts asked

if J. Teegarden could contact the insurance carrier. M. Frederick said she would.

J. Teegarden presented a project estimate summary comparing budgeted amounts to amounts encumbered/expended. We still have \$1,383,844 in revenue that can be used as contingency. M. Frederick said it will be 2-3 years before we get all the money from the state, but even taking interest into account, we are still not in a panic state. J. Teegarden will have a more updated picture at the next meeting.

John Hemmelgarn recently put the data portion of the project out to bid. SymQuest was the only group that came back with both equipment and installation, so we will accept their bid (\$134,385.) Bids were not all opened on the same day, but J. Teegarden is comfortable that nothing untoward occurred.

ACTION: W. Sander moved to award the data portion of the project to SymQuest, seconded by S. Reber. M. Frederick said that even though this was not the normal way we would conduct a bid, SymQuest was the only one that would do the installation in the timeline we were looking at. S. Reber asked if they had an estimate beforehand of the cost for the data portion. J. Teegarden said yes - \$135K. C. Mann asked, did SymQuest know that? J. Teegarden said they weren't told it, but they might have found out. **The motion was passed with K. Roberts opposed.**

ACTION: D. Whitcomb moved that the board authorize M. Frederick to write a letter to J. Hemmelgarn saying that the board was disappointed by the manner in which this portion of the project was put out to bid, because it did not meet the spirit or the letter of the law, and the motion was seconded and passed.

Over 40 people attended the RAB retreat on June 22. The end result of the retreat was that the 5 sending high schools agreed to meet on a monthly basis to address issues, something that has never happened before. Retreat attendees discussed the things they would like to stop, start, and continue doing. Things they want to stop include: different testing schedules, inflexible scheduling, and per-student funding (which may lead to competition for students.) Things they want to start include: clarifying policies and direction, improving communication, an environmental program, expanded summer school, magnet programs, and embedded credits clarification. Things they want to continue include: expanding adult ed, a variety of quality programs, risk taking and flexibility. The sending schools will next meet on September 12 to create an action plan.

C. Mann asked whether J. Teegarden would like to see core classes at the tech center or at the high schools. He said there is no one size fits all an-

swer - we will need to look at each student. One idea they discussed is that students be required to either have algebra before they come or agree to take it while they're there.

P. Ingvoldstad asked about the alternative energy program. J. Teegarden said it would be a new program they are working on creating where kids could get involved in wind, solar, etc. There is currently a position budgeted that is empty, so they could add someone for the new program if necessary.

C. Mann asked, is the tech center set up so kids can take classes there and still be college bound? J. Teegarden said about 35-40% of kids go on to a 2 year or 4 year college. The problem is that schools like UVM or St. Michael's always have a lot of requirements which are hard to meet while attending the tech center, so most go to schools like Johnson State, automotive schools, or 2 year schools. Some kids take classes at their sending school while attending GMTCC, some don't. They are working on developing 4 year plans with kids so they know what classes they need to take.

B. Central Office

Central office was going to send out 403(b) documents to participants, but John Youland found out that a 3rd party should not be distributing info with his letterhead, so we won't do it.

There has been virtually no change in projections or the fund balance. A new accountant just started. She will train on Lamoille Union.

D. Osborn asked, when she reviews directors' orders, is she expected to do a comparison to what was budgeted? For example, she recently saw an \$11K expenditure for sports equipment – should she ever look into things like that further? M. Frederick said one reason the clerk reviews directors' orders is because only the board has the authority to spend money. The clerks' job is to double check that documentation is there, but not to double check whether the expenditure is budgeted for. Administration, the business director, and the finance committee are expected to do that. S. Hamlyn-Prescott agreed, and said if D. Osborn has questions, she could direct them to B. Schaffer or to her.

ACTION: K. Roberts moved to ratify the action of the clerk in approving repayment of the tax anticipation bond and directors' orders from July 9 and July 16, and the motion was seconded and passed.

T. Bailey said B. Schaffer was at the RAB retreat, and the following week came to a 3-day retreat with the rest of the administrators. They had 100% participation. They are planning a staff development day on using technology.

Les Johnson, the former physics teacher, has died. T. Bailey described him as a very positive individual. P. Ingvaldstad said his daughter called Les Johnson "the best teacher she never had." He used to run a great study hall, where he would demonstrate physics experiments.

David Hartnett has resigned to pursue other educational opportunities. They are advertising to fill his position and have established an interview committee. T. Bailey distributed salary and benefits sheets. D. Whitcomb said D. Hartnett originally expected to stay about 3 years, but stayed 9. T. Bailey said D. Hartnett has done an outstanding job and worked very well with the teachers at ECS. J. Teegarden said there is not a person he knows of who is more concerned about individual kids than D. Hartnett.

P. Ingvaldstad passed out copies of sections of Vermont statutes dealing with access to public records.

C. High School

B. Schaffer said he has been participating in interviews for the SPED director, retreats, handbook revision, and planning for the beginning of the school year. He thanked the board for hiring him, and said he would like to know what the board's expectations of him are. He said he hoped next time the board would have some guidance for him, or people could speak to him individually.

D. Middle School

B. Schaffer recommended hiring Christopher Mooney for the business teacher position shared between the high school and middle school, at a Bachelor's Step 3 salary, based on his experience. K. Roberts asked if someone had done a reference check.

ACTION: S. Reber moved to authorize hiring Christopher Mooney for the business teacher position, at a Bachelor's Step 3 salary, seconded by W. Sander. W. Sander asked if the issue of the applicant's licensure had been satisfied. T. Bailey said it has been difficult to find a qualified individual. K. Roberts reviewed the letters that had been distributed regarding his licensure status and noted that he just needs to write a letter in order to be licensed. **The motion was passed.**

5. *Approval of Minutes of the June 19th Meeting*

ACTION: W. Sander moved to approve the minutes of June 19, seconded by K. Roberts, and the motion was passed. K. Roberts commented that the minutes were very well done.

C. Mann said her understanding was that individual board members shouldn't go to the principal. P. Ingvaldstad agreed. D. Whitcomb said he thought B. Schaffer meant his door was always open for board members to talk to him as citizens. He doesn't want to see any policy saying board members can't talk to the principal.

6. ***Committee Reports and Action Items***

P. Ingvaldstad said there is a requirement that minutes be taken at all committee meetings, but the board has been lax about it. He has asked D. Griffiths to come up with a proposal for pay to take minutes for the policy and curriculum committees. No other committees feel the need for a minute taker, but P. Ingvaldstad reminded everyone that each committee should turn minutes in to Charleen after meetings. S. Hamlyn-Prescott said first the board needs to get the pay proposal, then a change form needs to be filled out showing where in the budget the money would be taken from. She won't be sure whether there is enough money in the budget until she can review last year's expenditures. She'll know by the second meeting in August.

The policy and curriculum committees were not yet prepared to discuss goals and timelines. S. Hamlyn-Prescott said the finance committee will have goals and a timeline by the second meeting in September.

7. ***Discussion of and Possible Action to Create a Resolution for Directing the Vermont School Boards Association***

K. Roberts said that VSBA, as an organization representing all state boards, invites individual school boards to submit resolutions for consideration by the entire group. She gave examples of past resolutions. D. Osborn asked, are these directing VSBA or the legislature? K Roberts said they are directing VSBA to take a position, sometimes with the legislature. The deadline is August 15. T. Bailey suggested there could be a resolution on tech center funding. W. Sander said the major statewide issue is funding. There are proposals the legislature will be taking up for reform, and if VSBA would get on board, it might help. K Roberts suggested we could have a subcommittee look at proposals for a resolution. D. Osborn said she would be uncomfortable agreeing with something that was put together that way. K. Roberts said the resolution would come before the resolutions committee, then still could be changed on the floor by VSBA. P. Ingvaldstad said he is willing to put it on the agenda and see if the board can agree. K. Roberts and W. Sander will be on the resolution subcommittee, and people can talk to them if they have any ideas. The committee will bring proposals forward on August 7.

8. ***40th Birthday Discussion for GMTCC / LUHS-MS***

D. Baker said homecoming is September 22. She asked J. Teegarden if the new kitchen equipment is going to be in. He said no, and the old equipment will not still be there. She was hoping the kids could make cake. J. Teegarden said they could make it in the food service kitchen. D. Baker will contact B. Schaffer about getting kids involved. They tried for a grant and got turned down. C. Hickory has resigned, but is still interested in participating. D. Baker suggested art classes could do banners, maybe graphic design could do something (P. Ingvaldstad suggested an advertisement and J. Teegarden said the radio station could do an ad), and there could be guest speakers. It might last an hour or two in the afternoon before or after the homecoming game. B. Schaffer asked if she had spoken to the Boosters yet. She said no, but she will. D. Whitcomb said he would like to see

something written up. Then he asked if Mickey Smith had been hired to run the radio station. J. Teegarden said yes.

9. Policy Warnings

P. Ingvoldstad said M. Spaulding would like to have an updated policy on usage of facilities in place for the start of school. He suggested bringing it forward at the next meeting, then voting to adopt it at the meeting after that. The board agreed to that. K. Roberts said there are no big changes to the policy. C. Mann asked if it could be emailed in advance of the next meeting. P. Ingvoldstad said possibly. It may not be ready to bring forward at the next meeting after all.

10. Review of Full Board Annual Calendar

P. Ingvoldstad said he would like to discuss the high school action plan at the August 7 meeting. He will be talking to the admins after each meeting to discuss the next meeting's agenda.

11. Request for Future Agenda Items and Adjourn

A. Future Agenda Items:

D. Whitcomb said Joe Page is going to be at the next meeting and said he would put together the whole program on MySpace, etc, which will be about an hour and a half long. J. Teegarden clarified that he had not yet officially hired Mickey Smith. D. Whitcomb suggested advertising to give the general public a chance to come to the meeting. K. Roberts suggested taping it. D. Whitcomb said teachers should be notified, too.

K. Roberts suggested the board should work on getting some board material on the website so board members can access it before and after meetings.

B. Adjourn:

ACTION: It was moved and seconded to adjourn at 8:56 and the motion passed.

Respectfully submitted by,
Donna E. Griffiths

Actions taken at the LU District #18 Board Meeting 7-17-07:

2. *Presentation of the New SPED Director*

ACTION: W. Sander moved to employ Jennifer Hulse as SPED and 504 Coordinator for Lamoille Union, seconded by K. Roberts.

ACTION: S. Hamlyn-Prescott moved to go into executive session to discuss the terms of the contract, inviting G. Chicoine, T. Bailey, S. Cano, and B. Schaffer to remain, at 6:39, and the motion was seconded and passed.

W. Sander agreed to a friendly amendment that the salary will be \$65,000, prorated. The motion was passed.

3. *Directors' Orders*

D. Osborn moved to approve directors' orders in the amount of \$307,227.98 plus \$171,219.70 and \$458,590.50, seconded by W. Sander. The breakdown was as follows: GMTCC Building Project \$223,024.67 (major expenditures include \$22,705.44 Black River Design; \$183,438.03 Kingdom Construction); District #18 \$83,980.07 (major expenditures include \$23,566.50 Bellcate; \$11,933.00 Kevin Smith's Sports; \$Ormsby's Computer Store); plus two payments to DEW of \$171,219.70 and \$458,590.50. **The motion was passed.**

4. *Administrative Reports / Action Items*

A. GMTCC

ACTION: W. Sander moved that the board approve the expenditure to replace or repair the walls, estimated to be about \$100,000, seconded by D. Whitcomb. The motion was passed.

ACTION: W. Sander moved to award the data portion of the project to SymQuest, seconded by S. Reber. The motion was passed with K. Roberts opposed.

ACTION: D. Whitcomb moved that the board authorize M. Frederick to write a letter to J. Hemmelgarn saying that the board was disappointed by the manner in which this portion of the project was put out to bid, because it did not meet the spirit or the letter of the law, and the motion was seconded and passed.

B. Central Office

ACTION: K. Roberts moved to ratify the action of the clerk in approving repayment of the tax anticipation bond and directors' orders from July 9 and July 16, and the motion was seconded and passed.

D. Middle School

ACTION: S. Reber moved to authorize hiring Christopher Mooney for the business teacher position, at a Bachelor's Step 3 salary, seconded by W. Sander. The motion was passed.

5. *Approval of Minutes of the June 19th Meeting*

ACTION: W. Sander moved to approve the minutes of June 19, seconded by K. Roberts, and the motion was passed.

11. *Request for Future Agenda Items and Adjourn*

B. Adjourn:

ACTION: It was moved and seconded to adjourn at 8:56 and the motion passed.