



## SCHOOL BOARD MINUTES WEDNESDAY, APRIL 18, 2007

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Present: Ginny Burley, Chair; Mark Berry, Vice-Chair; Conrad Smith, Clerk; Susan Chickering, Allen Gilbert, Adrienne Magida, Keith Gerritt, Principal; and Tom McKone, HS Assistant Principal.

Also Present: Mary Ellen Hill and Denise Dalmasse.

- 1.0. The meeting was called to order by Chair, Ginny Burley at 6:03 p.m. and guests were welcomed.
  - 1.1. Reception of Guests
  - 1.2. Agenda Revisions – None.
  - 1.3. Public Comments and Correspondence – The project graduation committee talked about not being able to use the school grounds for a fundraising event. Ginny Burley noted that Project Graduation has a letter that states it is not a U-32 sponsored activity. There were questions relative to the use of the U-32 name when requesting donations. There was also discussion relative to security for such a fundraising event. Keith will further research the policy and the group's needs.
- 2.0. Consent Agenda
  - 2.1. Allen Gilbert moved and Conrad Smith seconded approval of the minutes of the April 4, 2007 School Board Meeting. Under section 5.2 the phrasing should read "... this lead to discussion of cutting programs instead of cutting staff." Under 8.0 Board comments. Copies should be an expense of the district, not of U-32. The motion to approve the minutes as amended carried.
- 3.0. Reports to the Board
  - 3.1. Finance – The first meeting of the new committee was held on April 10. The fund balance was \$437,712 in July 2006, and the projected fund balance after adjustment for added teaching positions was \$336,414. \$393,177 is the current projected fund balance for the end of the fiscal year. The maintenance budget is over budget by more than \$20,000. This seems to be due to overtime because of the school being open more than 5 days per week. The administrators are looking at other ways to configure work schedules in order to avoid overtime.
  - 3.2. Curriculum – No report.
  - 3.3. Vermont School Boards' Association – Allen Gilbert reported that the Senate has passed a plan that does not allow per pupil expenditures to exceed 4% without voter approval. The plan also changes the weighting of students in the Average Daily Membership from 1.25 to 1.14. This could mean a loss of up to \$40,000 for U-32. Mark Berry will invite Bill Doyle and Phil Scott to a future meeting to discuss their vote for the education cap.
  - 3.4. Facilities Report – No report.
  - 3.5. Student Representative's Report – No report.
  - 3.6. Administrator's Report – Keith Gerritt reported that he has approved the request for a student from Thailand to attend U-32 for the upcoming school year. The student is paying tuition. He is pleased to announce that U-32 has qualified as providing Adequate Yearly Progress (AYP) in all areas for last school year. The yearbook advisors will be using Josten's as the yearbook vendor for the next three years. Keith approved this recommendation and signed the contract after getting three bids. After air quality testing, the results of mold samplings were all within acceptable levels. The ventilation in the guidance area and offices near the library is still being worked on. The State of Vermont standard for relative humidity is 30-40% while noting that it is rare for a building in Vermont in the winter to achieve that level. Mark Berry suggested that Keith check with John LaRosa. Albert Petrella applied for and won a grant to purchase a meter that checks CO<sub>2</sub>, CO, and air velocity. The Cross Vermont Trail Association (CVTA) has received a substantial grant to build a hiking trail throughout Vermont. Their proposed trail goes across U-32 property. The CVTA is hiring an engineer to survey the area and provided a map for the board to review. If U-32 wants any input into design of the trail, this phase is where that can occur. Keith Gerritt suggested that Mark Chaplin serve as the liaison between CVTA and U-32. The CVTA will ask for a permanent easement before construction begins. Conrad Smith noted that perhaps the easement should contain language prohibiting motorized vehicles. Keith spoke about the policy relative to firearms. Vermont law states that a student cannot be expelled for more than 90 school days or the remainder of the year due to having a dangerous weapon. The only exception is firearms. The federal law appears to be in conflict with Vermont law. The current policy will stand until the Vermont Department of Education Legal Counsel can render a legal opinion. Tom McKone reported that a U-32 student, Ellen Jaworski recited three poems in the state Poetry Out Loud competition after winning at the local levels.
- 4.0. Discussion Agenda
  - 4.1. Substitute Report – Trimester 1 & 2 – Tom McKone distributed a report for substitute expenditures. The report covers regular education only. He explained the types of leave and the reasons that substitutes are used. There was a question relative to how much out of office time there is in the Guidance Department and how well substitutes are following teacher plans. Keith commended the staff for being very conscientious about taking leave and being



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responsible for students when they do need to be out. The current year budget is \$66,000 for substitutes (cut from \$77,000) with a current projected cost of \$78,000. Keith is concerned that the 3<sup>rd</sup> trimester may be higher than anticipated due to parental leave and medical leave. There was a discussion relative to the feasibility of permanent subs. The board asked to see a similar report for the special education department, and asked the administrators for recommendations for spending less in the future.

- 4.2. Official Name of School – The official name of the school is “U-32”. The state recognized name is Union High School District #32. The problems are that no one outside of the community (i.e. vendors) recognizes the significance of “U-32”, and that this school is a Middle and High School. Keith recommended that the board adopt the official name of “U-32 Middle and High School”. Discussion followed relative to the importance of the Middle School program and the difference between Jr. High School programs, as well as the historical significance of the name to some members of the community. There was the suggestion that the descriptor underneath the logo be changed if needed, but that “U-32” continues to be the official school name.
- 4.3. School Board Code of Conduct – Copies of the Code of Conduct were distributed in board packets. Ginny Burley also shared information provided by the VSBA relative to Conduct and Ethics. The bottom line is that you cannot take your school board hat off, whether you are a parent or not. Conrad mentioned that he spent one day shadowing Kenny Saxe. There was discussion regarding supporting board decisions vs. accepting board decisions. The clarification and consensus was that each member would work with the board and uphold the decisions of the board, without undermining the decision. There was also discussion relative to soliciting community feedback.
- 4.4. Policy Third Reading
  - 4.4.1. Petition to the School Board – E10 – Adrienne asked that the words “Middle and High School” be stricken from the policy.

5.0. Action Agenda

- 5.1. Mark Berry moved and Allen Gilbert seconded adoption of the Petition to the School Board Policy E10 as amended. The motion carried.**
- 5.2. Allen Gilbert moved and Conrad Smith seconded reserving the Microsoft settlement money for future technology purchases. There was discussion relative to the wording of Information Technology vs. Technology. Keith clarified that the money can only be used for hardware or software purchases. The motion carried.**
- 5.3. Mark Berry moved and Adrienne Magida seconded approval of the coaching contracts as presented. The motion carried.**
- 5.4. Resignations – no resignations
- 5.5. Appointments – no appointments

**6.0. Mark Berry moved and Allen Gilbert seconded approval of the board orders as presented. Sue Chickering asked a question about the bond payment.**

<b>April 18, 2007</b>	<b>\$259,477.84</b>	<b>General</b>
<b>April 18, 2007</b>	<b>2,964.74</b>	<b>Food Services</b>

The motion carried and the board orders were approved.

7.0. Ideas for Future Agenda – Trimester review, facilities report

8.0. Board Comments – Department reviews for Special Education, Design & Technology and PE will be coming this spring. Ginny Burley will serve on the District Special Education Task Force. Sue Chickering asked about reviewing administrative costs and how the structure of the Administrative Team at U-32 works. There was a question relative to Keith’s evaluation. Ginny will follow up with Robbe Brook regarding the evaluation. The group discussed having a board retreat in July.

9.0. Mark Berry moved and Allen Gilbert seconded a motion to enter executive session for the purpose of discussing personnel matters. The motion carried and the board entered executive session at 8:18 p.m.

The Board came out of executive session at 8:59 p.m.

10.0. Allen Gilbert moved and Conrad Smith seconded a motion to adjourn. The motion carried unanimously and the meeting was adjourned at 9:00 p.m.

Respectfully submitted,

Rosie Laquerre, CEO  
Recording Secretary, Pro Tem