

**Sheldon Elementary School  
Board of Directors Meeting  
February 10, 2009**

The Sheldon School Board of Directors met on Tuesday, February 10, 2009 at 5:30 pm in the school library.

Those in attendance were Board members Paula Howrigan, Celeste Kane-Stebbins, and Paul Madden, administrators Dr. Jack McCarthy and Lenny Rosenberg, business manager, Becky Hart, and board secretary Susan Brouillette. Guests included Sheldon resident, Jacob Bourdeau and Faith Johnson, Math Content Specialist. Other guests included Berta and Michael King, John Hutchins and Paulette Bocash.

Mr. Madden called the meeting to order at 5:36 p.m.

**Approval of Minutes:** Mr. Madden made a motion to approve and sign the January 13, 2009 minutes as amended. Ms. Howrigan seconded the motion.

**Correspondence:** Mr. Rosenberg shared a parent request for transportation for their pre-school child to be allowed to ride home on the bus with the child's older sibling. Ms. Kane-Stebbins made a motion to allow the pre-school child to ride the bus home with their older sibling. Ms. Howrigan seconded the motion.

**Discussion with Ms. Johnson:** Ms. Johnson gave a demonstration of the Smart Board as it is used for teaching math concepts and lessons in the classroom. She has been using this Smart Board technique for 6 years and finds that students adapt well to the techniques and enjoy learning math with the Smart Board. The Smart Board unit in Sheldon is a mobile unit and teachers have a sign-out sheet to use. The Smart Board is also audible and the computer can read words and sentences typed on the Board. The Smart Board can assist with teaching lessons, creating graphs, and offers hands-on activities for all grade levels.

The Smart Board was originally purchased with a grant for the middle school-age children and now any grade level teacher can use it to assist with teaching their math lessons. Programs demonstrated at this meeting included Easy Teach, Geometry Sketch Pad and Kolutis, which is a middle school program. Ms. Johnson also shared that the Smart Board can access the internet and that she has a webpage on the Sheldon School site with links to math activities and lessons by grade level expectation.

Mr. Rosenberg shared that last year, 32% of grades 3-8 met the math standard in NECAP testing. This year the scores showed 62% meeting the standard. This is a big jump and Mr. Rosenberg contributes this to the help from Ms. Johnson as she is very involved with the Math program at Sheldon, as well as our Math Specialist. Mr. Rosenberg would like to get another Smart Board for Sheldon School, which is around \$1,500.

The Board thanked Ms. Johnson for the presentation. She left the meeting at 6:05 p.m.

At 6:05 p.m. Mr. Madden made a motion to go into Executive Session; Ms. Howrigan seconded the motion.

Executive Session – The Board discussed a residency issue. Mr. Madden moved to exit Executive Session, seconded by Ms. Howrigan. The Board exited Executive Session at 6:15 p.m.

Ms. King and Mr. King left the meeting at 6:16 p.m.

Old business –

- Mr. Madden shared that the Forest Committee has some concern with the retirement of two teachers who were very involved in the committee. Mr. Madden and Mr. Rosenberg met to discuss this and Mr. Rosenberg agreed to discuss this with teachers and discuss including more science-related topics using the Sheldon Forest. Mr. Rosenberg reported that he did have a faculty meeting where this was discussed. He encouraged teachers to tie in the forest with their classroom curriculum as an additional learning aid and he also discussed including a forestry goal for the teachers to include more use of the Sheldon woods and its trails. Mr. Madden will remain on the forest committee.
- Ms. Kane-Stebbins asked Dr. McCarthy about the State Certification requirement for paraprofessionals. Dr. McCarthy shared that if a school is a Title 1 school, the paraprofessionals do have to complete some special requirements for State Certification. Sheldon School is not a Title 1 school. However, if any Sheldon paraprofessionals are working in any programs tied in with Title 1 funds, they will need to meet these State Certifications, which has been done. To receive their certification, the paraprofessional must have an Associate's Degree or have a portfolio project with certain requirements completed, or they can take a test.

### **Business Managers Report**

Ms. Hart presented the January 2009 financial report. Ms. Hart shared that the current carryover is \$32,000. Some changes were under instructional programs. There was Board discussion. Ms. Kane-Stebbins moved to accept the January 2009 financial report as presented and Ms. Howrigan seconded the motion.

Other –

- Ms. Hart shared that there will be an additional payment for the printing of the Town Report for February 2008 as a bill was not received until recently.
- Mr. Madden inquired about the Secondary Special Education Agreement. Ms. Hart stated that there was a concern regarding the agreement and she is holding it until further discussion.

### **Principal's Report**

Transportation – there was Board discussion regarding their concern that some high school bus routes have very few students on them. There were some questions regarding the efficiency of the current schedule. Dr. McCarthy will investigate and follow up at next meeting.

Boiler – Mr. Rosenberg provided an update on the boiler situation. Repairs have been made on

the old boiler for the past three weeks; the expansion tank is leaking air and the control box is not working. Estimated costs for repairs include \$2,500 for the expansion tank and \$500 for the control box. Mr. Rosenberg is moving forward with getting these items fixed.

Math – discussed in presentation by Ms. Johnson.

Residency Issue – discussed in Executive Session.

NECAP Results – Mr. Rosenberg shared results with the Board. The results reflect a good upswing in comparison to previous years.

Other –

- Mr. Madden asked Mr. Rosenberg to follow-up with Mr. Bradford, Ms. Martin, and the FNWSU Curriculum Director regarding NECAP content and to identify how and who will cover the required content, with follow-up for the next School Board meeting.
- Mr. Rosenberg reported he followed-up with Efficiency Vermont and a representative will be here by the end of February to evaluate the Sheldon School and will submit a written report.

### **Budget Information Meeting -**

At 7:00 p.m. the Board meeting opened to the Budget Informational Meeting. The Board provided a presentation on the 2009-2010 Sheldon School Budget. Budget highlights included teacher salaries, the kindergarten program, high school tuition, vocational education, special education, plant operation and maintenance, transportation, and health insurance. The FY2009-2010 proposed budget is \$5,371,515, which is a .98% increase from the previous year. The next budget informational meeting is scheduled for Monday, March 2, 2009 at 7:00 p.m. at the Sheldon School.

Guest John Hutchins who attended the budget informational meeting left the meeting at 7:25 p.m. Guest Paulette Bocash left the meeting at 7:42 p.m. after additional discussion regarding some budget questions with the Board members.

Ms. Hart left the meeting at 7:50 p.m.

### **Superintendent's Report –**

New Law – Dr. McCarthy shared that the school budget can be discussed during Town Meeting even if there is an Australian ballot in place, which is a change from the past.

Budget Presentation – completed in open session.

Policies – Dr. McCarthy shared that he made a change in Policy H3 Community Use of School Facilities and this policy was shared with the Board members. He also shared copies of policies H1 School-Community Relations, H2 Parental Involvement, H4 Distribution of Non-School Sponsored Literature in the School, H5 Business/Educational Partnerships, H6 Visits by Parents,

Community Members or Media Interviewing, Filming, Videotaping or Recording, and F21 Prevention of Harassment of Students. There was Board discussion.

Ms. Kane-Stebbins made a motion to adopt policies H1 School-Community Relations, H2 Parental Involvement, H6 Visits by Parents, Community Members or Media Interviewing, Filming, Videotaping or Recording, and F21 Prevention of Harassment of Students. Ms. Howrigan seconded the motion.

Ms. Kane-Stebbins made a motion to waive the first reading of policy H3 Community Use of School Facilities; Mr. Madden seconded the motion.

Ms. Kane-Stebbins made a motion to designate policies H4 Distribution of Non-School Sponsored Literature in the School and H5 Business/Educational Partnerships as reviewed. Ms. Howrigan seconded the motion.

Dr. McCarthy shared that the “I” policies remain to be reviewed; these are not State mandated.

Legislative Review – Dr. McCarthy shared information with Board members.

Negotiations – to be discussed in Executive Session.

**New Business –**

- Ms. Kane-Stebbins brought up a discussion looking at teacher potential and how Sheldon School can be sure all teachers are meeting their potential and that the teaching quality remains consistently high. Ms. Kane-Stebbins encouraged that we continue to try and raise the bar so that we continually provide a high standard of teaching at Sheldon School.

The School Board expressed a thank you to Paul Madden for all his years of service to the Sheldon School Board. His time and contributions have been greatly appreciated.

Meeting Dates - The next regular Sheldon School Board meeting is scheduled for Tuesday, March 10, 2009 at 5:30 p.m. The agenda meeting will be Thursday, March 5, 2009 at 7:30 a.m. An informational meeting for the proposed 2009-2010 school budget is scheduled for March 2, 2009 at 7:00 p.m. at Sheldon School. The next FNWSU Board meeting is April 1, 2009 at 7:00 p.m. at Swanton. The Support Staff Negotiation’s meeting is scheduled for February 19, 2009 at 6:30 p.m. at Sheldon School.

At 8:37 p.m. Mr. Madden made a motion to go into Executive Session; Ms. Kane-Stebbins seconded the motion.

Executive Session – The Board discussed a residency issue, personnel issues, a legal issue and student issues. Mr. Madden moved to exit Executive Session, seconded by Ms. Howrigan. The Board exited Executive Session at 9:15 p.m.

The Board reviewed and signed orders.

Mr. Madden moved to adjourn; motion seconded by Ms. Howrigan. Meeting adjourned at 9:42 pm.

Respectfully submitted by,

Celeste Kane-Stebbins, Board Clerk