

**Sheldon Elementary School  
Board of Directors Meeting  
April 18, 2012**

The Sheldon School Board of Directors met on Wednesday, April 18, 2012 @ 5:30 pm at Sheldon School.

Those in attendance were Board members Celeste Kane-Stebbins, Laurie Oliver, Jason McConnell, administrators Jack McCarthy, Becky Hart, Lora McAllister, acting principal Jake Schuler and board secretary Debbie Kittell.

Guests include Art Teacher, Lisa Bird and Heather Prive.

Mrs. Oliver called the meeting to order at 5:37 pm. (Note: This is a rescheduled board meeting from April 10<sup>th</sup>, 2012.)

**Citizens and Staff**

**Year in Review – New Teachers** - Discussion moved to the May 8<sup>th</sup>, 2012 board meeting.

**Other** – There was a parent request for the school board to consider the use of close circuit television giving the school the ability to observe a student/class from a different area. The parent reasoned it may be useful for school psychologists or a parent to be able to observe a student or their own child without classroom disruption.

She also requested Kindergarten teachers consider allowing students to have a recess following their lunch break and build it into their daily schedule.

**Approval of Minutes**

Ms. Kane-Stebbins made a motion to accept the School Board Notes dated March 13<sup>th</sup>, 2012; seconded by Mr. McConnell. Motion passed 3-0.

Ms. Kane-Stebbins made a motion to accept the School Board Notes dated March 28<sup>th</sup>, 2012, seconded by Mr. McConnell. Motion passed 3-0.

**Correspondence**

Ms. Oliver shared a letter received from a parent regarding our current Food Program and upcoming new regulations. Dr. McCarthy suggested a meeting with the parent, principal, superintendent and a representative from the Abbey Food Group to discuss the changes regarding the nutrition policy and any concerns.

A letter of resignation, correspondence from legal counsel, an extension request, and a letter from a staff member were tabled for discussed in executive session.

**Contracts** - To be discussed in executive session.

### **Old Business**

A water quality report from Chevalier Drilling Company was received with data showing the school does indeed have hard water, which may cause long term problems with the boilers and kitchen equipment. Chevalier's recommended a registered engineer assessment so that proper devices can be installed. Ms. Kane-Stebbins will check with Sheldon Town Select board to see what firm engineered the Sheldon Water Project; they may be able to do these types of assessments.

There was discussion regarding our current Maintenance Agreement and what collective possibilities may exist with personnel within our district; including specialized shared custodians for district wide maintenance. Trainings also may be used to increase productivity.

Efficiency Vermont continues to provide free assessment reports with recommended energy improvements and possible rebates. Efficiency Vermont's last visit to our school was April, 2009 and many new suggested energy improvements were installed within the last three years to keep our building updated.

### **Business Manager's Report**

**Financial Report** – Ms. Hart presented and distributed the March 2012 Financial Report. Tuition lines have been updated on final tuition bills. Ms. Hart reported that substitute lines are over budget due to long term subs; however, there is an expected carryover of \$150k. Mr. McConnell motioned to accept the Financial Report and was seconded by Ms. Kane-Stebbins. Motion passed 3-0.

### **Food Service**

Ms. Hart reported that are some new changes in the Child Nutrition Policy. There will be an expected 10 cent increase in lunch and 15 cent increase in breakfast next school year. The 2012-13 school year will be the 3<sup>rd</sup> year of a 5 year contract with the Abbey Food Service Group; no changes are expected.

**Other** - none.

### **Principal's Report**

**Principal's Update**

Mr. Jake Schuler, acting principal, reported he has really enjoyed working with the faculty and staff during his 4 weeks covering for Mr. Rosenberg, who is on medical leave. There are many great things happening in our school and it was an easy transition for him.

**Kiln/Electric Hookup Estimate** – Art teacher, Ms. Lisa Bird, addressed the board regarding the purchase of a kiln. Art-sponsored fundraising, activity funds, as well as a significant donation from Sheldon CARES held the expense to the school budget to \$300. There was discussion about the cost of professional installation; the Board requested another quote. The kiln will be located in the custodial office on an outside wall for proper ventilation.

Ms. Bird would like to provide adult pottery classes in the future and feels the addition of the kiln will enhance the art program dramatically.

Ms. Bird also presented an idea for the Art Club and middle school students to create a mural at the end of the front office hallway. The mural would enhance the school's positive behavior and bully-free culture within our school community. Ms. Bird will present a sketch for Board approval.

**Hot Lunch Program Review** – Discussed under correspondence.

**Personnel/PE Position** – To be discussed in executive session.

**Parent Conference Report** – Spring conferences attendance by parents was down slightly from Fall but still very impressive with a school-wide percentage rate of nearly 86%.

**Calendar Approval** – The Board discussed the two first days of school (half days) and the former Teacher Convention Dates, now considered Fall Break. Jason McConnell made a motion to accept the calendar; seconded by Celeste Kane-Stebbins. Motion passed 3-0 to accept the 2012-13 Sheldon School Calendar as presented.

**Other** – The Sheldon 8th Grade Farewell Ceremony is scheduled for Tuesday, June 12<sup>th</sup> @ 6pm.

There was discussion for the need and purchase of cafeteria tables. The Board asked the principal to look into the cost of shipping. A decision was tabled until the May board meeting.

### **Superintendent's Report**

**Extension Requests** - To be discussed in Executive Session.

**Legislative Report** – Key points include a bill that would establish a Secretary of Education who would oversee and manage the Department of Education, including all current duties assigned to the Commissioner of Education.

Bill H.412 was approved by the House and is now before the Senate. This bill requires a stricter bully / harassment prevention policy that would hold schools to a higher standard. Bill S.201 was approved by the Senate and would allow middle school students to participate in school choice.

**ESP Master Agreement Handout** – The new ESP Master Agreement has been signed and delivered to personnel; retroactive payroll has been completed.

**Personnel** – To be discussed in executive session.

**Building Use Form** – Dr. McCarthy suggested reviewing the current Building Use Policy and to add language that includes use of the Sheldon Forest; such as no camping, fires, etc.

**Other** – Educational Support Staff contracts, a resignation letter, an extension request, correspondence from legal counsel, Physical Education teacher interview results and a letter from a staff member will be discussed in executive session.

### **Meeting Dates**

Next Regular Board Meeting will be on Tuesday, May 8th, 2012 @ 5:30 pm.

The June Board Meeting will be moved to Tuesday, June 5<sup>th</sup>, 2012 @ 5:30 due to the 8<sup>th</sup> grade Farewell Ceremony.

Next FNWSU Board Meeting will be on October 3, 2012 @ Sheldon School.

The Board moved into executive session @ 8:25pm. The Board discussed a legal issue, ESS contracts, and a letter from a staff member, a request for an extension, a letter of resignation, and a letter from a parent.

The Board exited executive session at 10:28 pm.

Mr. McConnell moved to accept the teacher retirement proposal as discussed in executive session; seconded by Ms. Kane-Stebbins. Mr. McConnell moved to accept the resignation of Mr. Russell Gregory; seconded by Ms. Kane-Stebbins. Dr. McCarthy will post position internally for 10 days. Mr. McConnell moved to deny the request for an extension to contract return; seconded by Ms. Kane-Stebbins. Mr. McConnell moved to authorize the superintendent to communicate with the Board's legal counsel regarding the legal matter discussed in executive session; seconded by Ms. Kane-Stebbins. The Board signed contracts. The Board also signed Achievement certificates for 8<sup>th</sup> Graders. The Board reviewed and signed orders.

**Adjournment**

Ms. Kane Stebbins motioned meeting be adjourned; Mr. McConnell seconded. Meeting adjourned at 11:23 pm.

Respectfully submitted,

Celeste Kane-Stebbins, Board Clerk/Debbie Kittell, Board Secretary