

Alburgh School Board

10/8/2014

Meeting Minutes

In attendance: Principal Janet Cerro, GISU Superintendent Robert Phillips; for the Board, Michael Savage, John Goodrich, Rene "Skip" Prairie, Allyson Sweeney (recording)

Mr. Savage called the meeting called to order at 6:01pm. Adjustments include discussion around the Financial Report which will be discussed under *Superintendent's Report* and also discussion in *Executive Session*. Minutes from the 9/15/2014 & 9/24/2014 minutes were approved as amended on a motion by Mr. Goodrich (2<sup>nd</sup> Mr. Prairie).

#### Principal's Report

We currently have 210 students and are expecting one more to begin at the end of the month.

We are still hiring for a classroom para-professional and Math Interventionist. We have had no *highly qualified applicants*. We interviewed for the Math Interventionist position this week and reference checks are underway.

The Alburgh School and Community Council met for the first time on 9/16/14 and discussed a wide variety of topics including but not limited to improving communication to parents about school events and strategies to increase connections between school and community, reinstating a holiday lunch schedule welcoming families to have a meal with their student, creating a school Facebook page and the Halloween Party. The next meeting will be held on 10/21/2014 at 5:00pm.

Grade Level Math meetings began for teachers in Alburgh and across all GISU schools.

Mr. Hammel's Modular Object Orientated Dynamic Learning Environment (Moodle) is up and running. The Moodle is an open source management system that is used by schools around the world to provide an organized interface for e-learning or learning over the internet.

We discussed the Pre-K Teacher hours. Last meeting we discussed the possibility of increasing this position from a .7FTE to an .8FTE. This would include a \$3,646 increase in her salary. She is putting in roughly 32 hours weekly, at least. The Board revisited the idea of increasing her position to an .8FTE.

Kindergarten enrollment has increased to 22 students.

Erik Bushey and Janet Cerro updated the *Emergency Response Plan*. Our staff list was updated as well as the crisis commands which were made to be more succinct. The Board reviewed and signed the new plan. More recommendations were made to revise the Emergency Response Plan which Janet will take into consideration and make further adjustments.

#### Superintendent's Report

Subgrant for Title Funds- Subgrant agreement was discussed. More wording needs to be changed to secure the funds which will also be required for future audits. These changes will be completed at Central Office.

Mr. Phillips presented the child care contract for Carolyn's Red Balloon. The cost per child was actually less than what we pay to our Parent Child Centers in the Islands per child. No action was taken around this as we already made a motion and authorized payment on this back when we approved the parent to send their child there in the summer.

Mr. Goodrich was presented with an award for his 5 years of service to the Alburgh School Board from the Vermont Schools Board Association.

Mr. Phillips provided the FY 2015 Summary Financial Status as of 10/7/2014 prepared by John C. Gifford. It is still early in the year to have a good idea on how the whole year will look, but in two months there will be a more realistic projection.

#### Board Discussion

##### Social Media Policy

We are looking into creating a Social Media Policy in hopes of including and negotiating into the next Master Agreement. We are concerned around negative conversations that are being made public through a social media outlet. More discussion on this topic will be held at the next meeting.

##### Building Update

Steve Aubin submitted the bill for the replacement of the hot water tank. The bill totals \$13,289 which is \$1,289 more than what was originally approved. The original bill did not include the expansion tank.

#### Board Action

Mr. Goodrich (2<sup>nd</sup> Mr. Prairie) moved that we adjust Ms. Tefts contract to equal .8FTE for 2014/2015 school year (2 yes, 2 abstained- no majority vote.).

Mr. Prairie (2<sup>nd</sup> Mr. Goodrich) moved for Mr. Savage to sign the Alburgh Sub-Grant Agreement once amended by Mr. Phillips (Unan.).

Mr. Goodrich (2<sup>nd</sup> Mr. Prairie) moved that the Board authorize an additional payment of \$1,289 for the water heater project to pay Mr. Aubin (Unan.).

Mr. Goodrich (2<sup>nd</sup> Ms. Sweeney) moved that we authorize payment of the payables as presented (Unan.).

Mr. Goodrich moved that we authorize a Building Use Contract for Oct 19, 2014 for a Zumba Event (Unan.).

Mr. Prairie (2<sup>nd</sup> Mr. Goodrich) moved that we implement a Code of Conduct for participants, parents, coaches and attendees to all school extracurricular events (Unan.).

## Alburgh Community Educational Center

Principal's Report  
October 2014

- Our current total enrollment at the Alburgh School is 210 students.
- There are currently two positions that need to be filled. This includes a classroom paraeducator and a Math Interventionist. An interview was held on Monday for the Math Interventionist position and reference checks are underway. There are currently no highly qualified applicants for the classroom para position and a long term substitute is filling that role.
- Alburgh's School and Community Council (ASCC) met for the first time on September 16<sup>th</sup>. The council consists of faculty, staff and parents. The agenda included an overview of our newly designed PBIS Program and the SWIFT Domains and Features and a review of our Family and Community Engagement (Domain Four) strengths and opportunities. Other topics included a discussion on how we can improve communication to parents about school events and strategies to increase connections between the school and community. Suggestions included reinstating a Holiday Lunch schedule for parents and students, creating a school Facebook page, continuing with the Halloween Party and planning a spaghetti dinner following an parent information video about the upcoming SBAC administration. Next meeting is scheduled for October 21<sup>st</sup> @ 5:00pm.
- Grade Level Math meetings have begun for teachers in Alburgh and across all GISU schools. Agenda items included establishing a Data Analysis protocol to make sense of the Fall Screeners and implications for instruction. Curriculum Coordinator Elaine Pentaleri and Math Coach Judi Maynard are facilitating these meetings.
- Middle School ELA teacher Mr. Al Hammel's Modular Object-Orientated Dynamic Learning Environment (Moodle) is up and running. Moodle is an open source management system that is used by schools around the world to provide an organized interface for e-learning, or learning over the internet.

Executive Session

Mr. Goodrich (2<sup>nd</sup> Mr. Prairie) moved that we go into Executive Session at 8:42pm to discuss a student matter.

Executive session ended at 9pm

Mr. Goodrich (2<sup>nd</sup> Ms. Sweeney) moved that we go into Executive Session at 9:05pm to discuss personnel matters.

Executive session ended at 9:39pm

No action was taken.

Agenda Building

Debating the value of the time-clock

Statistics on substitute teachers- cost, dates of service and for whom

Emergency Response Plan

Meeting adjourned at 9:43pm

Next Meeting October 20<sup>th</sup> at 5:00pm

Respectfully submitted,

\_\_\_\_\_

Rene "Skip" Prairie.



Alton Brusio



John Goodrich



Allyson Sweeney



Michael Savage, Chair