

Alburgh School Board
Meeting Minutes
July 20, 2015

In attendance:

Administration: Superintendent Barbara Burrington, Principal Jim Ross

Board: John Goodrich, Jennie Lund, Allyson Sweeney

Faculty: Tracey Giroux

Meeting called to order at 5:11PM.

Superintendent's Report:

Contracts for new hires were brought to this meeting tonight for new hires. Going forward, she will send this report electronically in advance. She will be doing this for all 5 boards including links of what we need to be aware of. Barbara along with the Business Office Manager are working together to create and implement new business procedures to remedy concerns to free up our federal funds that have been suspended because we were out of compliance with Act 166, Act 156, & Act 146.

Principal's Report:

See attached.

Board Discussion:

New Hire Interviews:

We have hired the .4 Guidance Counselor as well as the .5 Teaching Assistant. The hiring of the *teaching assistant* for Pre-K does not set a precedence for future candidates. We are moving forward with the MS ELA position, and are setting up interviews for the Behavioral Interventionist and the 1:1 in Kindergarten.

Summer Maintenance:

Most projects are completed. Please refer to Principal's report for more complete information.

Mr. Ross' Needs:

None at this time. Will keep us updated.

Bussing Updates:

Mr. Ross will be calling Mtn. Transit this week to discuss the bussing concerns and seek further information.

Alburgh Community Education Center Board of Education Meeting

July 20, 2015

Principal's Report

A. Curriculum and Instruction

- The Master Schedule for the 2015-2016 school year is nearly completed. I am currently receiving input from the faculty on the first draft.
- I attended the July 7th North Hero Board Of Education meeting to hear a presentation on Act 46.
- I have a meeting with Safe Routes To School scheduled for Tuesday July 21st.
- The GISU Admin Retreat was held on 7/09/15. Topics of discussion included:
 - **Transferrable Skills:** Superintendent Burrington initiated a discussion focusing on incorporating the 16 Habits of Mind into the Transferrable Skills section of the Pupil Learning Plans. In the discussion, questions were raised about how this fits with Common Core, PBIS and if similar language can be used when developing assessment rubrics.
 - **Decision Making Models:** The Admin Team briefly discussed the adoption of a decision-making model as suggested by Superintendent Burrington. The models presented were shared decision-making models. The final discussion was tabled until the August meetings. I intend to introduce the same agreed upon model at the first faculty meeting in August with the intent of utilizing it at ACEC.
 - **Grants:** Elaine Pentaleri (GISU Director of Curriculum) and Superintendent Burrington led a discussion regarding the disbursement of Consolidated Federal Program (CFP) funds.
 - **In-service Planning:** Elaine Pentaleri (GISU Director of Curriculum) shared her schedule (draft) for the August 21st and 25th professional in-service day. The main topics of discussion for both days will be Readers/Writers Workshop (K-8), Science (gr. 6-8) and Math (gr. K-5) and training for the Vermont Comprehensive Assessment Tool (VCAT). The schedule has not been finalized but will be before the August Admin meeting.
 - **New Teacher Information:** The new teacher orientation will be held on August 20th. The Admin Team sketched out a schedule of events for and will take the lead for the day. Joe Restighini (North Hero) introduced a draft of his Faculty/Staff Handbook. A brief discussion as to what might be included in this document was held before deciding to re-visit the subject at the August Admin meeting. I have begun work on our own Faculty/Staff Handbook for ACEC.

- **GISU Mentoring Program:** Elaine Pentaleri (GISU Director of Curriculum) and Superintendent Burrington lead a discussion focusing on the development of the GISU Mentoring program for 1st and 2nd year teachers. The SU has set aside \$6,000 to be used for the training of mentors and payment to mentors for meeting during afterschool hours.
- **Health/Wellness Position:** Superintendent Burrington indicated the creation of a “Health Coordinator” position at the SU level. The job description has yet to be written but would include overseeing and delivering of wellness programs throughout the SU. Joe Restighini (North Hero) suggested the position be used to coordinate our after-school programs; an idea I supported in lieu of the GRACE program. The position has since been filled. How the person will be utilized is still in discussion.
- **MTSS/Special Education Consolidation:** Superintendent Burrington and Beth Hemmingway lead the discussion regarding the Multi-Tiered Systems of Support (MTSS) model being required from VT AOE. The idea is to establish a system of supports for students that meets regularly (not crisis driven) to identify and provide interventions for behavioral and academic needs of our students. In addition, there needs to be a transition from a traditional pull out system to a co-teaching/push in model of instruction. This model is supported by the work being done with SWIFT.

B. Facilities

- Rick Baker has been completed work (90%) in transforming the former Kindergarten classroom to a 5th grade classroom by adding bookshelves and creating “hallway” on the way to the pre-school class.
- The floors have all been stripped and waxed. The carpets are being cleaned and will be ready for the start of school.
- The refrigerator in our kitchen has been repaired.

C. Faculty / Staff / Student News

- Personnel Update
 - We interviewed for the Pre-K-2 School Counselor position (.4) on July 1st. We had one successful candidate, **Marjorie Nyland-Funke**. I completed reference checks, which were very positive.
 - The Pre-K Teaching Assistant position drew one applicant. After receiving input from Simone Tefts (Pre-K teacher), Alisha Adams (EEE) and Beth Hemmingway, **Amanda Langlois** has been offered a contract. Mrs. Langlois worked in this position last year, as well as, substituted at ACEC. The Pre-K team enthusiastically endorsed her.
 - Today, July 20th, we conducted 3 of 5 interviews for the MS ELA position (2 candidates called to postpone their interviews). The interview committee (Eric Morton, Nancy Gardner, Polly McFarlin, Elaine Pentaleri, John Goodrich and

myself) feels we have 2 strong candidates for the opening. I will make follow up phone calls, including reference checks, and will have a final recommendation for the BOE at the next scheduled meeting.

- We still have openings for a Building Behavior Interventionist, a K 1on1 Behavior Interventionist and a 1st grade 1on1 Behavior Interventionist. Beth Hemmingway and I will be moving forward on these openings this week.

D. School Events

- The **NaturAlburgh Summer Enrichment Program** for grades 1st-5th, will be held July 21st-23rd, July 28th-30th and August 4th-6th, from 8:30am to 11:30am.
- **Kinder Camp** for students entering Kindergarten will be held August 11th-13th from 8:30am to 11:30am.

E. Other

- **Fourth of July Fireworks**
I spoke with Sheriff Ray Allen after receiving a parent concern about a SP on the school property during the 4th of July fireworks event. He confirmed that during school hours/events the SP should not be on school grounds. However, as this was a community event held when school was not in session there was no infraction.

Submitted: James Ross
07/20/2015

Act 46:

Tonight we will need to decide if we want to participate in the Act 46 study with the GISU. The VSBA will offer guidance to the group. The Act 46 Implementation Project will offer guidance and a template to follow.

Board Action:

Ms. Lund (2nd Ms. Sweeney) motioned to accept the contract of Amanda Langlois, Teaching Assistant Pre-K at (.5) for 2015-2016 (Unan.).

Ms. Lund (2nd Mr. Goodrich) motioned to accept the contract for Majorie Nyland-Funke, Guidance Counselor at (.4) for 2015-2016 (Unan.).

Ms. Lund (2nd Ms. Sweeney) motioned that Alburgh participate in a study committee to implement Act 46 with the GISU (Unan.).

Ms. Lund (2nd Ms. Sweeney) motioned that we approve the accounts payable for 2014/2015 as screened by Rene Prairie (Unan.).

Ms. Lund (2nd Ms. Sweeney) motioned that we approve the minutes from the meeting held on July 6, 2015.

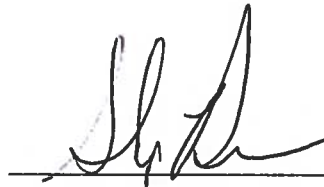
Executive Session:

None held.


Meeting adjourned at 6:02PM on a motion from Ms. Lund (2nd Ms. Sweeney) Unan.

Respectfully submitted,


Jennie Lund


Skip Prairie


John Goodrich


Allyson Sweeney, Clerk

Mike Savage, Chair