

**Sheldon Elementary School
Board of Directors Meeting
May 12, 2009**

The Sheldon School Board of Directors met on Tuesday, May 12, 2009 at 6:30 pm in the school library.

Those in attendance were Board members Paula Howrigan, Celeste Kane-Stebbins, and Jacob Bourdeau, administrators Dr. Jack McCarthy and Lenny Rosenberg, business manager, Becky Hart, and board secretary Susan Brouillette. Guests included Dena St. Amour, Curriculum Coordinator Specialist and Michelle Spence, Coordinator of Early Childhood Programs.

Ms. Howrigan called the meeting to order at 6:40 p.m.

At 6:44 p.m. Ms. Kane-Stebbins made a motion to go into Executive Session. Mr. Bourdeau seconded the motion.

Executive Session – The Board had a discussion with Ms. Spence regarding a parent request. Ms. Kane-Stebbins moved to exit Executive Session, seconded by Mr. Bourdeau. The Board exited Executive Session at 6:51 p.m.

Ms. Kane-Stebbins made a motion for Superintendent Dr. McCarthy to respond to the parent letter as decided upon in Executive Session. Mr. Bourdeau seconded the motion.

Ms. Spence left the meeting at 6:54 p.m.

At 6:54 p.m. Mr. Bourdeau made a motion to go into Executive Session. Ms. Kane-Stebbins seconded the motion.

Executive Session – The Board had a discussion with Ms. St. Amour. Ms. Kane-Stebbins moved to exit Executive Session, seconded by Mr. Bourdeau. The Board exited Executive Session at 7:50 p.m.

Ms. St. Amour left the meeting at 7:40 p.m.

Approval of Minutes: Ms. Kane-Stebbins moved to approve and sign the April 14, 2009 minutes as written. Mr. Bourdeau seconded the motion.

Correspondence: The Board received a note from Diane Chaffee and a tuition-request letter to be discussed in Executive Session.

Old Business:

- Mr. Bourdeau inquired about the School Board minutes being posted on the school website. Ms. Brouillette indicated she had made contact with Rusty Gregory and will complete this.
- Ms. Kane-Stebbins reported she spoke with the Chair of the Town Select Board; the Select Board does not want to do any stump removal or sidewalk work at this time as the water project for the Town is coming up soon for bond vote; if approved there will be excavation work around the school property involved in this project..
- Mr. Rosenberg shared that no current agreement exists for the school's kitchen equipment maintenance. He obtained an estimate of \$900+ per year for this type of agreement. He is

checking on other estimates.

Contracts: to be discussed and signed in Executive Session.

Business Managers Report

Ms. Hart presented the April 2009 financial report. The projected carryover is still around \$50,000. There was Board discussion. Mr. Bourdeau moved to accept the April 2009 financial report as presented; Ms. Kane-Stebbins seconded the motion.

- Ms. Hart presented a draft copy of the current Food Service Agreement for Sheldon School with the Abbey Restaurant for the Board's review; she will present a final draft for approval of a one-year contract at the next School Board meeting. The food service contract is sent out for bid every 3 years; this will go out to bid in the spring of 2010.

Principal's Report

Buildings and Grounds – Mr. Rosenberg reported he is withdrawing his request for an addition to the storage garage as it has been cleaned and items rearranged, so there is adequate space. He obtained a quote for preventative maintenance of the kitchen equipment from Mechanics. There was Board discussion. Mr. Rosenberg agreed to contact the company with some clarifying questions as well as email the other local school principals regarding whether they have equipment maintenance agreements. Mr. Rosenberg checked on the cost for tile in the hallway from two vendors and he shared these quotes with the Board members. There was Board discussion.

ASPEN Summer Program – Mr. Rosenberg shared that the summer program will start on July 6th and end on July 31st, Monday through Friday. Hours are 8:30am to 3:30pm.

Vermont Math Institute – Mr. Rosenberg shared that with the District math grant, Sheldon has selected three teachers to attend the VT Math Institute. Part of this grant also pays for substitutes so there will be no cost to Sheldon. The teachers attending include 5/6 teacher Ms. Boudreau, 1/2 teacher Ms. Chagnon, and the new 7/8 math teacher.

School Building Security – Mr. Rosenberg shared visitors to the school currently sign the guest book; this is working. He suggested that, for additional security, all Sheldon Staff wear photo identification tags with that say "Staff" on them. There was Board discussion. Mr. Bourdeau made a motion to let Mr. Rosenberg handle this at his own discretion. Ms. Kane-Stebbins seconded the motion.

Student Item – Mr. Rosenberg shared that two students will be coming to Sheldon in the 2009-2010 school year that call for one-on-one attendant care. There was Board discussion regarding the impact on the budget.

Last Day of School – The 8th Grade Farewell Ceremony is scheduled for Thursday, June 11, 2009 and the last day of school is scheduled for Monday, June 15, 2009, which is a half-day. Teachers and students need to complete 177 days and teachers need to complete 7 additional days. There was Board discussion and a suggestion that school end for the children on Friday, June 12th. Ms. Kane-

Stebbins made a motion for school dismissal for children be Friday, June 12th and teachers attend Monday, June 15th for a full day. Mr. Bourdeau seconded the motion.

Parent Letter – was discussed in Executive Session with Michelle Spence.

MVU Parent Letter – The Board to reviewed a letter written by Deb Kittell to the parents of Sheldon students attending MVU notifying them of the discontinuation of busing to MVU. The Board requested Mr. Rosenberg to mail the letter out.

Other –

- Mr. Rosenberg was asked by Mr. Cole of Modern Woodmen if Sheldon would like to have a flag retirement ceremony done for the whole school which would happen between Memorial Day and Flag Day. It was agreed to do this.
- Mr. Rosenberg reported there is an FFA meeting scheduled for May 14th at 6:30pm in the school library for interested students and parents; Jill Kelly from the MVU FFA program will present. Mr. Rosenberg sent a letter to parents of students in grades 7 and 8 who expressed an interest in FFA.
- Mr. Rosenberg asked about purchasing a snow blower for the school. He had a discussion with Hazen regarding this and it be used for smaller areas and be stored in the boiler room. Mr. Rosenberg inquired about using funds from the repair and maintenance line item, which has funds available. He presented an estimate he obtained. There was Board discussion; Ms. Kane-Stebbins made a motion to approve this expenditure for a snow blower. Mr. Bourdeau seconded the motion.
- The Board discussed the upcoming two teacher retirements.
- Mr. Rosenberg shared that a verbal offer has been made to the selected 7/8 grade math teacher. Mr. Rosenberg will share all the information he has with Dr. McCarthy for the final approval of license requirements.
- A Long Term Planning meeting was discussed for the spring.
- Ms. Kane-Stebbins also inquired if the Board needed to revisit negotiations.

Superintendent's Report

Legislative Report – Dr. McCarthy shared information in the Board members packets.

Title One – was discussed in Executive session with Ms. St. Amour.

Negotiations – will be discussed in Executive Session.

Policies – none for discussion at this meeting.

FNWSU Board Meeting Date Change – has been rescheduled for May 27th at Highgate at 7:00 p.m.

New Business –

- Ms. Kane-Stebbins mentioned she attended the Future of Vermont Summit held by the VT Council on Rural Development yesterday. She attended the education breakout session; There was interesting discussion regarding what future education in Vermont might look like.

Meeting Dates - The next regular Sheldon School Board meeting is scheduled for Tuesday, June 9, 2009 at 5:30 p.m. The agenda meeting will be Thursday, June 4, 2009 at 7:30 a.m. The next FNWSU Board meeting is May 27, 2009 at 7:00 p.m. at Highgate.

At 9:15 p.m. Ms. Howrigan made a motion to go into Executive Session. Mr. Bourdeau seconded the motion.

Executive Session – The Board discussed personnel issues, legal issues and a student issue. Ms. Kane-Stebbins moved to exit Executive Session, seconded by Mr. Bourdeau. The Board exited Executive Session at p.m.

The Board signed 8th Grade graduation certificates. The Board reviewed and signed orders.

Ms. Kane-Stebbins moved to adjourn; motion seconded by Ms. Howrigan. Meeting adjourned at 9:50 pm.

Respectfully submitted by,

Celeste Kane-Stebbins, Board Clerk