

**Sheldon Elementary School
Board of Directors Meeting
October 13, 2009**

The Sheldon School Board of Directors met on Tuesday, October 13, 2009 at 5:30 pm in the school library.

Those in attendance were Board members Paula Howrigan, Celeste Kane-Stebbins, and Jacob Bourdeau, administrators Lenny Rosenberg, Jack McCarthy and Becky Hart and board secretary Susan Brouillette. Guests included Control Technologies Representative Mike Carr and Kathy Gorton, School Nurse.

Ms. Howrigan called the meeting to order at 5:30 p.m.

Discussion with Control Technologies: Mr. Carr attended the meeting per the request of Mr. Rosenberg to discuss the proposals for changing the two current air handlers, which include one in the gym and the other that controls the classrooms. Currently, the air handler in the gym runs 12 hrs per day with a fixed ventilation rate. The proposal is to replace the current handler with a variant speed motor which is temperature-based and occupancy-based on carbon monoxide levels. It will run only as needed and will bring in air from the outside as needed. This will reduce electrical consumption and will be more efficient. Mr. Carr stated energy savings calculated by VT Gas and Efficiency Vermont are \$800 per year for electrical costs and \$2,500 per year in natural gas. The air handler for the classrooms proposal would change it to run at varying speeds versus a fixed speed and the ventilation would be based on need. The estimated savings include \$350 per year in electrical costs and \$750 in gas savings per Efficiency Vermont. Reimbursement incentives are offered including \$1,855 offered by Vermont Gas if both units are fixed and \$800 offered by Efficiency Vermont. The rebates would directly offset a significant portion of the \$11,590 estimated cost. Mr. Carr offered to assist with the rebate contracts for the reimbursement incentives. Ms. Kane-Stebbins inquired about the life expectancy of these new air handler units. Mr. Carr stated that they have a one-year warranty and carbon dioxide transmitters have a life expectancy of a minimum of 5 years before replacement is needed. Mr. Carr noted that with a four-year payback on this work done, it will pay for itself in the energy savings twice in that four-year period. Mr. Bourdeau inquired about the school's service contract and these air handler proposals.

Mr. Carr left the meeting at 6:05 p.m.

Approval of Minutes: Ms. Kane-Stebbins moved to approve and sign the September 8, 2009 minutes as printed. Mr. Bourdeau seconded the motion.

Correspondence: none

Contracts: none

Old Business:

- Ms. Kane-Stebbins inquired about the decision regarding the school roof repair. Mr. Rosenberg shared that the work will be done by Dan Fitzgerald within the next couple of weeks.

Business Manager's Report

Ms. Hart presented the August 2009 financial report. The carryover is approximately \$4,000 less than last month. No high school tuition bills have been received yet. There was Board discussion. Mr. Bourdeau made a motion to accept the August 2009 financial report as presented; Ms. Kane-Stebbins seconded the motion.

Principal's Report

Buildings and Grounds – See the previous discussion with Control Technologies regarding the air handler proposals. Mr. Rosenberg also shared there is a problem with the water fountain in the gym; this fountain is original to the building and cannot be fixed. He and the Sheldon Custodian are looking into options and prices. Mr. Rosenberg suggested tabling this for the future when he has more information and recommendations available. Item tabled.

Netbook Update – Mr. Rosenberg shared a copy of the Netbook warranty information and stated Mr. Raynak estimated sleeves to carry the Netbook would cost approximately \$7 to \$9 each. There was Board discussion.

Enrollment – The current enrollment at Sheldon School is 264 students. Mr. Rosenberg stated given the current numbers, another 3/4 grade teacher may be needed next year.

FNWSU Outstanding Teacher – Doug Bradford will be receiving this award at UVM; Mr. Bradford will not be able to attend the awards ceremony on October 21, 2009 but Mr. Rosenberg will be there to receive it for him. There was Board discussion. The award will be presented to Mr. Bradford at a faculty meeting on November 4th at 2:35 p.m.

Personnel – will be discussed in Executive Session.

Open House – was held on September 17, 2009 and was another great success with over 300 people in attendance for the Spaghetti Dinner and Open House.

Parent Conferences – are being held October 15th, 2:30pm to 6pm and October 16th, 8am to 11:30am. Faculty will be leaving at 11:30am on October 16.

Other – none.

Superintendent's Report

Bus Transportation – Dr. McCarthy reported that per last month's discussion and approval, he sent a letter to the parents confirming their child can ride the bus as long as there are not any issues.

H1N1 – Dr. McCarthy reported the Health Department is arranging scheduled vaccination clinics for children in schools over 300 students. Sheldon and Franklin Elementary schools are under 300 students; Franklin is scheduling their own clinic. Dr. McCarthy is requesting School Boards

approve the use of their schools for these clinics. H1N1 vaccines are manufactured the same way as seasonal flu vaccines. Children under age 10 need two shots 28 days apart. Children over age 10 only need one shot. Adults, including staff, will not be able to be vaccinated during these clinics unless they are in a high risk position. There was Board discussion. Kathy Gorton stated she has been receiving calls inquiring about possible clinics being held at Sheldon School. Ms. Kane-Stebbins made a motion to approve Sheldon School as a host site for H1N1 flu vaccine clinic. Mr. Bourdeau seconded the motion. Ms. Gorton will send an information letter out to parents.

Superintendent's Evaluation – will be discussed in Executive Session.

Legal Matter – will be discussed in Executive Session.

December Meeting Date – The Board discussed changing the December 2009 School Board meeting date due to a conflict. The December meeting is rescheduled for Monday, December 7, 2009 at 5:30 p.m. The agenda meeting will be Thursday, December 3, 2009.

Long Term Planning Date – this meeting scheduled for October 5, 2009 was cancelled. Ms. Kane-Stebbins discussed possibly using a different approach and format for the next meeting including inviting parents and Sheldon Community members. This meeting has been rescheduled to Monday, November 2, 2009 at Sheldon School at 5:30 p.m. and pizza will be offered at 5:00 p.m. Ms. Kane-Stebbins would like the meeting to include a PowerPoint Presentation that was shown at the annual District meeting of the Vt. School Board Association. She will forward the link to the presentation to Board members.

FNWSU Meeting Update – At the October 7 there were presentations from: Dena St. Amour regarding the administrators' meeting, curriculum planning and detailed commitments to school change and working together, George Raynak provided a technology presentation and information on the three Netbook pilot classrooms, and Linda Chaim gave an overview regarding special education and trainings that have been offered. Ms. Kane-Stebbins noted that Ms. Chaim predicts Sheldon's special education numbers will remain stable. The next FNWSU Board meeting is scheduled for December 2, 2009 at 7:00 p.m. at Sheldon School.

Other –

- Dr. McCarthy shared a sample teacher candidate application; he would like FNWSU to adopt a similar style application to help improve the current system. There was Board discussion.
- There is a new sign for the Sheldon Community Forest attached to Sheldon School sign at the school entrance. This was made by Kurt Valenta.
- Ms. Kane-Stebbins inquired if a letter had been received from the teachers regarding negotiating their contracts. There was a brief Board discussion.

Ms. Gorton left the meeting at 6:41 p.m.

New Business - none

Meeting Dates - The next regular Sheldon School Board meeting is scheduled for Tuesday, November 10, 2009 at 5:30 p.m. The agenda meeting will be Thursday, November 5, 2009 at 7:30 a.m. The Long-Term Planning meeting has been scheduled for November 2, 2009 at 5:30 p.m. in the Sheldon library. The next FNWSU Board meeting is scheduled for December 2, 2009 at 7:00 p.m. at Sheldon School. The Early Education Collaborative meeting is scheduled for October 19, 2009.

At 7:15 p.m. Mr. Bourdeau made a motion to go into Executive Session. Ms. Kane-Stebbins seconded the motion.

Executive Session – The Board discussed personnel issues, a legal issue, and the Superintendent’s evaluation. Mr. Bourdeau moved to exit Executive Session, seconded by Ms. Kane-Stebbins. The Board exited Executive Session at 9 p.m.

Mr. Bourdeau moved to approve the purchase of 30 Netbooks; Ms. Howrigan seconded the motion.

Ms. Howrigan moved to replace the motor controls on the two air handlers as proposed by Control Technology; motion seconded by Mr. Bourdeau.

The Board reviewed and signed orders.

Mr. Bourdeau moved to adjourn; motion seconded by Ms. Kane-Stebbins. Meeting adjourned at 9:25 pm.

Respectfully submitted by,

Celeste Kane-Stebbins, Board Clerk