

1 **MAPLE RUN UNIFIED BOARD OF DIRECTORS MEETING**

2 **June 6, 2018 6:00 Central Office 28 Catherine St. St. Albans, VT**

3 **MINUTES**

4 **Present for a Quorum:** James Farr, Jeff Morrill, Nilda Gonnella-French, Susan Magnan, Sally Lindberg,
5 Nina Hunsicker.

6 **Unable to Attend:** Michael Malone, Al Corey, Jack McCarthy, Steven LaRosa.

7 **Administrators:** Kevin Dirth, Superintendent; Martha Gagner, Business Manager; Kathy Finck, HR
8 Director, Michelle Spence, Early Education Coordinator, Joanne Wells, Assistant Special Education
9 Director; Stacie Rouleau, SACS Dean of Students, Joan Cavallo, SACS Principal; Chris Mosca, BFA
10 Principal; Shannon Warden, BFA Assistant Principal; Leeann Wright, NWTC Director; Preston Randall,
11 BFA Guidance Director; David Kimel, Collins Perley Director.

12 **Others:**

13 1. **Call to Order** – Jim Farr called the meeting to order at 6:21 p.m.

14 2. **Agenda Review** – add under future meetings CIP update

15 **Jeff Morrill made a motion to approve the agenda; second by Nilda Gonnella-French. The motion**
16 **passed unanimously.**

17 3. **Pledge of Allegiance**

18 4. **Visitors** –

19 5. **Presentation** - Rise Vermont representatives Denise Smith, Dr. Elizabeth Fontaine, and Jessica
20 Frost presented measurement study results that shows BMI of students by supervisory unit. They
21 reviewed the impact of childhood obesity, their goals, and how schools can affect the outcome.
22 James Farr asked that they bring back results as they can to keep this a priority.

23 6. **Consent Agenda**

24 A. Approval of Minutes of May 16, 2018

25 B. Grants

26 C. Staff Changes – New Hires and resignations

27 D. Media Packet

28 **The consent agenda was adopted.**

29 7. **Old Business**

30 A. Phone System Bid Award – Martha Gagner reported on the three bids received. They were
31 ConvergeOne = \$272,876.30; TwinState Technologies = \$354,654.39; and Carousel
32 Industries = \$247,655.24. Ms. Gagner explained that Carousel Industries was the lowest
33 bidder, and that the team working on this district-wide phone upgrade, which consisted
34 of technology staff representing each school including Travis Vigneau, Hadley Markoski,
35 Juan Martinez, Alan Steel and Tom Hebert, as well as herself and Kevin Dirth, also
36 recommended them. Their system is being used at some of the buildings currently.

37 **Jeff Morrill made a motion to award the phone bid to Carousel Industries as presented; second by**
38 **Susan Magnan. The motion passed unanimously.**

39 B. Board Retreat – The Board will revisit this again in December unless a need arises sooner.

40 C. Conscious Discipline Update – Joan Cavallo reported on the week-long Workshop that is
41 being hosted at SACS from 6/25 – 7/1. People from 22 states are registered. This is very
42 good for the area; restaurants, motels, and events during that week, and for the school.

43 D. Solar Panel Update – Kevin Dirth discussed current solar sites in Maple Run. Changes in
44 state incentives made the projects as SACS and Collins Perley unattractive to investors.
45 Michael McCarthy, with Sun Common, provided information on an alternative funding
46 plan for the proposed projects. There were three options for Maple Run. Mr. McCarthy
47 asked if there was still interest in the canopy projects at SACS and Collins Perley. If so they
48 would come back with a more formal presentation. The Board indicated a continuing

- 49 interest in the projects and requested Michael McCarthy to return with a detailed
50 proposal for each of the options and potential contracts.
- 51 **E.** FY18 Budget Projection Update – Martha Gagner reported her projected year end. There
52 were some unexpected increases in costs about mid-year, so expenses have been
53 monitored closely. It looks like we may end somewhere around \$200,000 positive
54 balance. Ms. Gagner reported that the business office is working on providing reports on
55 a more regular basis.
- 56 **F.** Staff Changes
- 57 **F1.** *Special Education Director and Assistant Director Contracts – Kevin Dirth
58 spoke to the changes in administration reported last month. He proposed that
59 Joanne Wells move to Special Ed Director and Michelle Spence move into
60 Assistant Special Ed Director position.
- 61 **F2.** *Early Childhood Director Candidate/Contract – Kevin Dirth reported that with
62 Michelle Spence vacating the Early Childhood Director position to go to the
63 Assistant Special Ed Director position, Melanie Boyle, a former Assistant Early
64 Childhood for the supervisory union, which will provide mentors on site to help
65 with the transition.
- 66 **Jeff Morrill made a motion to approve hiring Joanne Wells as Special Ed Director, Michelle Spence as**
67 **Assistant Special Ed Director and Melanie Boyle as Early Childhood Program Director as presented;**
68 **second by Nina Hunsicker. The motion passed unanimously.**
- 69 **F3.** Unpaid Leave Request – a staff member is seeking up to 10 days of unpaid
70 leave to deal with family needs.
- 71 **Sally Lindberg made a motion to grant the leave of up to 10 days unpaid leave as requested; second**
72 **by Nina Hunsicker. The motion passed unanimously.**
- 73 **8. New Business**
- 74 **A.** BFA Board Award – Preston explained that some seniors may not get other recognitions
75 but their path to graduation represent some major accomplishments. The names are
76 withheld here to maintain the surprise factor at graduation. There was discussion about
77 other awards now that there is proficiency-based scoring. This will be covered at another
78 meeting as there are many questions.
- 79 **Jeff Morrill made a motion to award the two students referred to in the confidential document (to**
80 **keep it secret until awarded) with the BFA Board Award; second by Nina Hunsicker. The motion**
81 **passed unanimously.**
- 82 **B.** Graduation Logistics – Directors to attend Elementary schools June 13 at 6:00.
83 Fairfield: Susan and Michael
84 SACS: Kevin and Jeff
85 SATEC: Jim and Jack
86 BFA on June 16 at 11:00 at Collins Perley: Nilda, Nina, Susan, Jim, and Steve
87 Sally and Nina will attend the tech Center appreciation night
- 88 **C.** Drug & Alcohol Policy Review – Sally Lindberg reported that she spoke with VSBA who
89 suggested waiting until the VSBA completed their model policy. Kathy Finck reported that
90 she feels we are covered with our current language. Jim Farr feels we are not covered in
91 the current language and it should be strengthened. It was asked that marijuana be added
92 with alcohol to cover us until the model policy is complete. A draft will be posted for input
93 and on the next agenda.
- 94 **D.** Fairfield Community Center request - The Fairfield Community Center is requesting that
95 MRUSD provide \$800 to help defray the cost of buses for summer programs. The buses
96 are used only for field trips. Students from within the district should be able to attend.
97 The Board will keep an eye on these types of requests.

98 **Nina Hunsicker made a motion to approve \$800 for Fairfield Community Center to help defray the**
 99 **cost of buses for their summer programs; second by Susan Magnan. The motion passed unanimously.**

100 **9. Other Business**

101 **A. Warrants -**

102 **Susan Magnan made a motion to approve the warrants; second by Nina Hunsicker. The motion passed**
 103 **unanimously.**

104 **B. Superintendent's Report –** Kevin Dirth reported that his newsletter is attached along with
 105 a letter on how emergencies are handled. Dr. Dirth is considering placing the safety letter
 106 as a letter to the editor. It will be placed on the website and newsletter as well. Dr. Dirth
 107 called attention to the Seven Days article on BFA Arts which was very nice. He also
 108 reported that we have begun implementing things in an effort to help with
 109 communication, especially in Fairfield. The District is sending the agendas and other
 110 postings to Bet Howrigan who will help get them out to other specific locations; and for
 111 warnings will publish in the County Courier as well as the SA Messenger. He spoke proudly
 112 of the SACS students who did a presentation at the Lake Morey convention showing off
 113 their leadership skills. Stewardship Day at SACS today and T-shirts were provided for the
 114 Board members.

115 **C. Board & Administrator –** These were handed out.

116 **D. Central Office Administrator Reports**

117 Kathy Finck – Working on communication with the union through monthly meetings with
 118 the union reps, herself, and the superintendent; a business and HR staff meeting is held
 119 weekly; as positions are posted job descriptions are updated; wrapping up contracts and
 120 letters of employment. Ms. Finck has begun preparing for support staff negotiations to
 121 begin in the fall. There will be a grievance on the next board agenda. The meeting may
 122 start at 5:30.

123 Martha Gagner – Spending time on online application process for food services; gearing
 124 up for year-end processing and starting the new fiscal year.

125 Sally Lindberg left the meeting.

126 Joanne Wells – Working on transition both with the schools and to the Special Ed Director
 127 position. Working in the schools on Title 9 compliance. Both she and Michelle are into
 128 data which will lend well for data driven decisions. There is discussion on building capacity
 129 within the school to reduce the need for consultants.

130 Jill Ballou – Report was attached.

131 Michelle Spence – Shared a [link](#) to data. This is the first year for the collaboration with
 132 NWTC's Curiosity Corners, which has gone well. Early Ed has seen an increase in children
 133 coming to the program with trauma. The number of trauma incidents a child has
 134 experienced is also increasing. This makes them less likely to be able to bounce back.

135 Michelle is working on both the transition plan into Special Ed and the transition plan out
 136 of Early Ed.

137 **10. Agenda Items for Future Meeting –** Continuous Improvement Plan (CIP); grievance hearing; note
 138 from Fairfield Town request; curriculum update, drug and alcohol policy; food service contracts;
 139 discussion about other awards now that there is proficiency-based scoring.

140 **11. Potential Executive Session –** none needed.

141 **12. Adjourn**

142 **The meeting adjourned at 9: p.m.**

143

144 Respectfully submitted,

145 Brenda Comstock

