

BFA/NWTC BOARD OF DIRECTORS MEETING

March 22, 2016

Minutes

Present for a Quorum: Sally Lindberg, Al Corey, Jeff Morrill, Nilda Gonnella-French

Student Representatives: Cordelia Bell, Kamryn Montague

Administrators: Chris Mosca, BFA Principal; Kevin Dirth, Superintendent; Joanne Wells, Assistant Special Education Director; Julie Regimbal, Special Education Director; David Kimel, CPSC Manager; Leeann Wright, NWTC Director; Preston Randall, Guidance Director; Geoff Lyons, Assistant Principal; Shannon Warden, Assistant Principal; Rebecca Day, Assistant Principal; Kathy Finck, Human Resources Director; Martha Gagner, Business Manager

Visitors: Armand Messier, Tyler Labdell, Emily Robtoy, Rep. Lynn Dickinson, Katie Grub, Andrew Young, Sarah Jane Young

1. Call to Order – Nilda Gonnella-French called the meeting to order at 6:35 p.m.

2. Pledge of Allegiance

3. Approval of Agenda – It was asked to add item M9. Assistant Track and Field Coach, and M10. Paraeducator Resignation.

Al Corey made the motion to approve the amended agenda; Sally Lindberg seconded the motion. The motion carried 4-0-0.

4. Visitors – Representative Lynn Dickinson came to talk about the breakfast she recently attended with other legislators at the NWTC Hideaway Restaurant. They were invited by Leeann Wright and Lisa Durocher to talk about all of the things going on at NWTC; also, February is Career and Technical Education Month, so they asked the legislators to come up with a resolution for that. Rep. Dickinson had other legislators co-sign on the resolution in support of it. A presentation was given at the legislature regarding this, and it recognized all of the good work NWTC does. Ms. Wright presented the resolution, which has been framed and will be displayed at NWTC.

5. Student Recognition/Presentations - BFA

A. Student Recognitions/Presentations – Chris Mosca recognized several music students who recently performed at the New England Music Festival. He handed out certificates to those students present, and mentioned the names of the other participants. Emily Robtoy was recognized for receiving the President’s Volunteer Service Award. She received this award for all of the activities she participates in, and her commitment to service. Ms. Robtoy spoke about some of the events she has helped organized and other activities that she is active in.

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2 B. Student Recognitions/Presentations NWTC
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4 6. Consent Agenda
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6 **Al Corey made the motion to accept the consent agenda; Sally Lindberg seconded the**
7 **motion. The motion carried 4-0-0.**
8

9 C. Approval of Minutes February 2 and March 16, 2016
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11 **Al Corey made the motion to approve the minutes of February 2 and March 16,**
12 **2016; Sally Lindberg seconded the motion. The motion carried 4-0-0.**
13

14 D. Student Representative Report – Cordelia Bell spoke about One Acts that were held
15 last weekend, at which BFA came in third, and the state debate tournament where BFA
16 students placed in the top ten teams in the state. NHS will be putting together and
17 handing out teacher appreciation baskets next week. Kamryn Montague reported on
18 sports; for winter sports teams, there were two state champions and three runners-up.
19 Spring sports have also just started. Ms. Montague also spoke about the blood drive held
20 last week.
21

22 E. BFA Administrator's Report - Chris Mosca handed out t-shirts to the Board, which
23 were the shirts handed out at student pep rally to celebrate the success of our athletic
24 teams, multiple student accomplishments and to acknowledge the championship tradition
25 of the Academy. Mr. Mosca added that his Board report includes a copy of a letter they
26 received from the NEASC (New England Association of Schools and Colleges), the
27 association that does the accreditation for many high schools in the region. Recently,
28 BFA submitted their five year report, and this letter states that they received ten
29 commendations and no recommendations, which is a positive for the school. The next
30 visitation from the NEASC will be five years from now.
31

32 F. BFA Guidance Report – Preston Randall reported that over one-third of the student
33 body received either high honors or honors. He also noted that he worked with a group of
34 students, including Emily Robtoy, on homeless care packages for BFA students that
35 might need them. He noted that a lot of thought was put into them on what a student
36 might need in that situation.
37

38 G. NWTC Director's Report - Leeann Wright noted the photo in her Board report that
39 shows the staff and students accepting the resolution at the State House. She also pointed
40 out several upcoming events that the Board is invited to attend.

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2 H. Supervisory Union Report - Kevin Dirth spoke about his newsletter, which highlighted
3 the role each part of central office played in making Act 46 happen. He also gave his
4 congratulations to all of the students that were mentioned previously during the meeting.
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6 I. FCSU Board Report - Nilda Gonnella-French reported that the FCSU Board met on
7 March 16, 2016, and they did their board reorganization. The FCSU Board bylaws dictate
8 who is chair, so this year it is Fairfield's turn and Michael Malone is chair. The vice chair
9 is James Farr, Ms. Gonnella-French is the clerk, and Diana Kelly is the treasurer. They
10 took care of the other standard items for reorganization, approved an authorization for a
11 grant, talked about the superintendent's contract, and planned for talking about central
12 office administrator contracts.
13

14 J. BFA Board Committee Reports

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16 J1. Personnel/Finance - Al Corey reported that the Personnel/Finance Committee
17 spoke at their meeting about several of the items that are later on the agenda, such
18 as the audit report for BFA and CPSC, the recommendation for the BFA tennis
19 coach, and the resignation letter.
20

21 J2. Policy – The Policy Committee has not met yet.
22

23 J3. Curriculum – Sally Lindberg reported that the Curriculum Committee met on
24 March 17, 2016, where they talked about the proficiency-based requirement
25 language that will be coming before the Board shortly, as it has to be voted on
26 before the end of the school year.
27

28 K. Collins Perley Report - Al Corey reported that the Collins Perley Board met mid-
29 February, where they had discussions in reference to approving the manager's job
30 description, and possible renovations to the facility. This past weekend the rotary expo
31 was held at Collins Perley, and it ran smoothly. March 31, 2016 will be the annual career
32 expo at Collins Perley.
33

34 L. Collins Perley Manager's Report

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36 M. Personnel/Finance Committee

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38 M1. Revised Retirement Proposal
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1 **Al Corey made the motion to discuss item M1 in executive session, because it**
2 **would leave the Board at a disadvantage to do so in public session; Sally**
3 **Lindberg seconded the motion. The motion carried 4-0-0.**
4

5 M2. Designation of Capital Reserves Funds for CPSC Capital Expense – Martha
6 Gagner reported that in FY15, the Board authorized the BFA administration to
7 forward to the CPSC savings that were realized when one position was not funded
8 at CPSC. One such payment was processed in FY15, but they did not process the
9 second payment.
10

11 **Al Corey made the motion to make the expenditure for the Collins Perley**
12 **Sports Complex in the amount of that was determined by the Finance**
13 **Committee (\$27,012.00); Jeff Morrill seconded the motion. The motion**
14 **carried 4-0-0.**
15

16 M3. CPSC Proposed Capital Expenditure
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18 **Jeff Morrill made the motion to table item M3; Sally Lindberg seconded the**
19 **motion. The motion carried 4-0-0.**
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21 M4. Accept BFA Audit –The Personnel/Finance Committee received the audit
22 that was performed by Kittell, Branagan and Sargent, and there were no findings,
23 so they moved to bring it forward for approval to the full board.
24

25 **Al Corey made the motion to accept the BFA audit; Sally Lindberg seconded**
26 **the motion. The motion carried 4-0-0.**
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28 M5. Accept CPSC Audit – The CPSC audit was received by the Personel/Finance
29 Committee as well, and was also performed by Kittell, Branagan, and Sargent;
30 there was one finding related to membership that is being worked on, but is not a
31 significant finding.
32

33 **Al Corey made the motion to accept the CPSC audit; Sally Lindberg**
34 **seconded the motion. The motion carried 4-0-0.**
35

36 M6. Recruiter Position Posted
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38 **Al Corey made the motion to table item M6 until the next meeting as they are**
39 **still working on getting this position posted; Sally Lindberg seconded the**
40 **motion. The motion carried 4-0-0.**

M7. Recommendation Boys Tennis Coach

Al Corey made the motion to approve Brad Ferland as the BFA boys' tennis coach. Sally Lindberg seconded the motion. The motion carried 4-0-0.

M8. Potential New Position Automotive Lab Supervisor – Al Corey reported that the information on this potential new position will be brought back to the Personnel/Finance Committee, and to the full Board at next month's meeting.

M9. Assistant Track and Field Coach

Al Corey made the motion to approve the assistant track and field coach Gavin Santacross; Sally Lindberg seconded the motion. The motion carried 4-0-0.

M10. Paraeducator Resignation – This resignation from para educator Kristen Rondo at the end of the year was an FYI to the Board.

7. Old Business

N. Negotiations

O. Grievance

Al Corey made the motion to move both items N and O to executive session as discussing them in open session would leave the Board at a disadvantage; Sally Lindberg seconded the motion. The motion carried 4-0-0.

P. Act 46 – Kevin Dirth reported that, as many know, Act 46 passed significantly in all three towns. Now they are following state statutes relative to union school districts, and then they can have a meeting with the new “super board.” They are looking at April or May for that meeting, as the Vermont Secretary of Education Rebecca Holcombe will have to be there to certify the new board, so they are waiting to find out when she can come. Jeff Morrill added that this means that the BFA Board will be done by the end of June 2017, and until then, the two boards will be functioning at the same time.

8. New Business

1 Q. Request from CPSC for BFA Board to consider display of a gun or guns (not to
 2 exceed three guns) at the St. Albans Rotary Home and Recreation EXPO – David Kimel
 3 reported to the Board on the state statutes prohibiting guns on school property unless it is
 4 under specific conditions, and the administrators or board have deemed it proper. Even
 5 though the Expo has already occurred, he was looking for guidance on this issue in future
 6 circumstances at CPSC. The options are to have it approved by the Board on a case-by-
 7 case basis, though sometimes it may be time sensitive, or the Board could give the
 8 authority to the principal or superintendent to make the decision. The Board discussed
 9 what they would like to do with this item, and they requested that the administration put
 10 together some sort of potential policy or procedure for this issue so that the Board can
 11 look at it further at a future meeting.

12 13 9. Other Business

14 15 R. Potential Changes for FY17 BFA Board Meetings

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17 **Al Corey made the motion that move the regular January Board meeting to**
 18 **January 10, 2017, and to also move the March Town Meeting Day meeting to the**
 19 **following week, March 14, 2017; Jeff Morrill seconded the motion. The motion**
 20 **carried 4-0-0.**

21
22 S. Appointment for BFA Vacancy – The Board noted that they are currently looking for
 23 candidates for the vacancy, and the representative has to be from St. Albans Town. They
 24 recommended putting something in the paper as they have done in the past, which would
 25 get sent to the superintendent so they can have candidates to look at next month. This
 26 would also be an eighteen month appointment.

27
28 T. Permission to Hire – It is now hiring season, and in order to stay competitive in the
 29 current job market, the administration was seeking Board approval to be able to hire
 30 desirable candidates without having to make them wait for a Board meeting.

31
32 **Jeff Morrill made the motion to authorize the superintendent to hire without Board**
 33 **approval; Sally Lindberg seconded the motion. The motion carried 4-0-0.**

34
35 U. School Choice Wording – Chris Mosca explained to the Board that historically, BFA
 36 has allowed twenty students to attend from other schools, and it has been limited to five
 37 per grade. This coming year, there are an estimated total of eighteen students looking to
 38 utilize school choice, and nine of them will be incoming freshmen. He is looking for the
 39 Board to change the wording on school choice so that BFA will still allow twenty
 40 students to come from outside schools, but that is not limited to grade level.

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2 **Al Corey made the motion to modify the school choice wording to set a limit of a**
3 **total of twenty students; Sally Lindberg seconded the motion. The motion carried 4-**
4 **0-0.**

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6 V. Monthly Financial Report - FYI

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8 W. Department Reports - FYI

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10 X. Employment Matters

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12 10. Approve Warrants

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14 Y. Current warrants are included for Board approval. Signatures required.

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16 **Al Corey made the motion to approve the warrants; Sally Lindberg seconded the**
17 **motion. The motion carried 4-0-0.**

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19 11. Agenda Items for Future Meeting

20 CPSC Proposed Capital Expenditure

21 Recruiter Position Posted

22 New Position Automotive Lab Supervisor

23 Proficiency Based Graduation Requirements

24
25 12. Potential Executive Session

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27 **Al Corey made the motion to go into executive session at 7:58 p.m. for the purposes of**
28 **discussing the revised retirement proposal, and the negotiations and grievance update;**
29 **Sally Lindberg seconded the motion. The motion carried 4-0-0.**

30
31 Executive Session ended at 8:27 p.m.

32
33 **Al Corey made the motion to approve the revised retirement proposal from Sal Wiggin;**
34 **Sally Lindberg seconded the motion. The motion carried 3-1-0.**

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37 13. Adjourn – The meeting adjourned at 8:36 p.m.

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39 Respectfully submitted,

1 Abby DuBois