

**ST. ALBANS CITY SCHOOL DISTRICT  
BOARD OF COMMISSIONERS MEETING**

**BOARD MEETING**

January 14, 2016

Minutes

**Present for a Quorum:** James Farr, Denise Smith, Angela Bernard, Tayt Brooks, Patrick Daunais, Kristina Ellsworth-Spooner, Ken Wade

**Administrators:** Joan Cavallo, Principal; Georgie Andrews, Assistant Principal; Kevin Dirth, Superintendent; Martha Gagner, Business Manager

**Visitors:** None

1. Call to Order - James Farr called the meeting to order at 6:02.

2. Pledge of Allegiance

3. Agenda Review

4. Visitors

A. Presentations - There were no presentations.

5. Consent Agenda

B. Approval of Minutes December 10, 2015 - It was asked to change the spelling of the name on page 1, line 20 to Angela Sturn.

**Tayt Brooks made the motion to approve the minutes; Kristina Ellsworth-Spooner seconded the motion. The motion carried 7-0-0.**

C. FCSU Update - Kevin Dirth reported that Central Office has been working on budgets and Act 46. He also spoke about the additional space at Central Office; they are now able to bring people into confidential rooms for meetings, and have places for their confidential files.

D. Principal's Report - Joan Cavallo reported that culminating events occurred before break. The school will be hosting VSTEM in February. They will be observed, with the goal in mind to improve teaching the next gen science standards. There are bids for the alarm panel, and they are looking for a third bid. They will be asking the voters to free up some of the capital reserve funds. Upstairs, the middle core was never converted to energy efficiency, so they will be doing that with the funds. As for the solar project, the Milton site did not go through; Ms. Cavallo has been talking with Mike McCarthy about doing something small, and they might be looking into doing community solar. The tech position will be changed from a sabbatical back to a full-time, permanent position, and they will be filling it in-house. Unified Arts Night will be on February 2, 2016. On March 5, 2016, the school will be hosting Hearts on the Move for

Northwest Medical Center. They have received a \$500.00 award from ExxonMobil to go to technology.

E. VSBA/Act 46 Update - James Farr reported that he has no VSBA update, as there was a meeting last night but he went to Parent Community Council to talk about Act 46. As far as Act 46 is concerned, they have sent the Articles of Agreement to the State Board of Education for approval, and will go there next week to answer questions and testify. If approved, it will go to the voters on Town Meeting Day. The articles will be able to be viewed on January 20, 2016 if they are approved. They will be available on the website and in the paper. The next FCSU Board meeting will cover communication. Kevin Dirth added that he is hoping that there will be interest in forming a communications committee. There is a TV show planned for February 2, 2016, and it will mainly talk about the voting aspect. There will be four City seats on the consolidated board, so anyone interested needs 60 signatures by January 25, 2016, and the signatures can be from any of the three communities.

#### 6. Old Business

F. FCSU Professional Staff and Support Staff Negotiations - There is no update on support staff negotiations; professional staff negotiations will be discussed at the FCSU Board meeting next week. They will be looking for individuals to serve on the committee for the next round of negotiations.

#### 7. New Business

G. Budget - Joan Cavallo spoke to the Board about the copy of the budget that was attached in their agenda. They were given a cap of a 3.4% increase in per pupil spending. When they did their first draft in December, they thought that their numbers were down, but they ended up being up by thirteen students. Therefore, they didn't have to cut what they thought they would. One cut was made to the food service budget, because the food service is running a surplus. She and Martha Gagner spoke about some other small items that have changed in the budget, and talked about the revenue side. The spending per equalized pupil in this budget is \$12,866.00; this is a 1.91% increase, which is well under the cost containment level. Ms. Cavallo felt that, even though they could have added to the budget and still meet the cap, it wasn't necessary, and she didn't want to add anything that wouldn't be sustainable in the future. Ms. Gagner discussed the tax rate; based on current information from the state on the yield, the tax rate for City School's portion is \$0.8958. This is the same as the prior year.

**Denise Smith made the motion to adopt the budget for 2017 in the amount of \$12,591,180.00; Ken Wade seconded the motion. The motion carried 7-0-0.**

H. Town Annual Meeting Warning/Set Informational Meeting Date  
**Tayt Brooks made the motion to set the informational meeting date to February 25, 2016 at 6 p.m. at the St. Albans City School library; Ken Wade seconded the motion. The motion carried 7-0-0.**

Kevin Dirth reported that the Board will have to approve two warnings; one is the regular warning they do every year, and the other has Act 46 information on it. This is because the approval of the articles is still pending from the State Board of Education.

**Denise Smith made the motion to approve the St. Albans City School District warning as presented, and an alternate warning as presented; the warning used will be based on the outcome of the State Board of Education review of the FCSU Act 46 report and articles. Kristina Ellsworth-Spooner seconded the motion. The motion carried 7-0-0.**

I. As Per § 242a. Internal financial controls – FCSU Required Report - This item was an FYI to the Board.

J. FY17 Tuition Rate - Martha Gagner handed out information on the tuition rate to the Board members for background. This has to be set by January 15, 2016, or it will stay at the current rate of \$9,000.00. At the end of FY15, the AOE calculation stated that the allowable tuition could have been \$9,900.00. The Board decided to take no action on this, and keep the tuition at its current rate of \$9,000.00.

K. Employment Matters - The Board had a finding with this item, as it is a personnel issue.

**Ken Wade made the motion to move this item to executive session; Tayt Brooks seconded the motion. The motion carried 7-0-0.**

L. Student Matters - None.

8. Other Business (Information Gathering) - Included for the Board's information.

M. Warrants

N. Monthly Financial Report

9. Agenda Items for Future Meeting

O. Alarm Panel Bid

P. Facility Projects

10. Executive Session

**Kristina Ellsworth-Spooner made motion to enter into executive session at 7:11 p.m. for personnel matters; Patrick Daunais seconded the motion. The motion carried 7-0-0.**

Exited Executive Session at 7:29 p.m.

1 **Ken Wood made the motion to approve the unpaid leave of absence for Aleacia**  
2 **Landon for the remainder of this fiscal year if needed. Tayt Brooks seconded the**  
3 **motion. The motion carried 7-0-0**

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5 11. Adjourn 7:30 p.m.

6 Respectfully submitted,

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8 Abby DuBois