

**Minutes of School Directors Meeting
Smilie Memorial School, Bolton, VT
October 5, 2005**

Attendees: Vicky Congdon, Phil Graff, Fred Kenney, Jim Massingham, Steve May, Michael Woods
Guest: Joanne Machia

Meeting came to order at 7:05 pm.

GENERAL ITEMS

1. There were no comments from community members.
2. Vicky moved to accept the August 31 minutes as amended; Fred seconded. All in favor.

3. Principal's Report

Michael distributed Guidelines for Intruder/Dangerous Person in the Building and Flood Evacuation Procedures and reviewed the procedures for the board.

In mid-October, grades 3 and 4 will be participating in the NECAP (New England Common Assessment Program), which assesses objectives in Math and Reading.

Smilie students collected more than \$700 for the Red Cross Hurricane Katrina relief fund and made quilts that were sent to hurricane victims.

In October, Smilie students will be participating in the Governor's annual Daylight Savings Challenge.

Michael attended the "Building Blocks to Literacy" conference.

Fred asked about the second day of phy. ed. (added to the school day in the 2005-06 school year). Michael said he thinks it has been very worthwhile.

4. Superintendent's Report

Jim Massingham reported on the first meeting of support staff contract negotiations.

As part of a statewide program, the VT Dept. of Health has asked to use Camel's Hump and Mount Mansfield as sites to distribute medical supplies in the event of an emergency or disaster. Fred asked if the supplies would be stored at school. Jim clarified that the supplies are stored in secret locations around the state.

5. Committee reports:

Policy: The final draft of the Harassment policy will be available for review at the October 24 meeting. Steve's concerns with the policy are reflected in the committee's minutes. CESU is developing a bullying prevention plan based on the VT Dept. of Ed.'s model. The committee discussed whether there was a need for a policy stating that school handbooks must be formally adopted as approved administrative procedures; it was agreed that the respective boards could approve their handbooks annually as they do their action plans and no formal policy was required. The committee is reviewing revised Health policies from the CESU nursing staff (Allergy/Anaphylaxis; HIV/AIDS; medication).

Curriculum: Work has begun on approval of the high school curriculum. There is ongoing interest in foreign language instruction at the elementary school level.

Executive: The committee will be reviewing the transportation study along with Bob Magee's comments and discussed budget implications of fuel oil and gasoline price increases.

Negotiations: The union negotiators have declared an impasse in the contract negotiations and have requested mediation and factfinding; CESU released a statement on September 27.

Transportation: Tony Lamb has completed his interviews with busing personnel as part of the transportation operations study and the report and recommendations will be ready soon. In light of rising fuel costs, the committee will be evaluating: route and stop consolidation; transportation for field trips and sports events; door-to-door service for K and younger students.

Long-Range: Steve May was elected chair of the committee.

DISCUSSION ITEMS

1. Joanne Machia presented draft 1 of the 2006-07 Smilie budget. The board reviewed Michael's budget recommendations. Joanne will add tile replacement in the preschool (Michael to supply estimate to Joanne) and the science materials needed to align science curriculum with the grade level expectations and present draft 2 at the next meeting. Vicky asked that the board receive copies of Carl Sword's 3-year preventive maintenance plan for the building to be reviewed as part of the budget building process; it will be available at the Oct. 24 meeting.
2. Building security: Michael reported that there would be no additional cost from Vermont Life Safety to respond to the burglar alarm; it would be covered under the fire protection services VLS already supplies. The property insurance savings would be negligible because this insurance is purchased districtwide so the savings would be distributed. Carl Sword will review the estimate to determine the work he could perform to help lower the cost. Steve May asked about putting the alarm system out for bid. The consensus was the board would like to utilize the local business, especially since it already services the fire alarm system.
3. Emergency shelter: Fred did not have the chance to follow up with the selectboard regarding use of Smilie as the town's emergency shelter and will update the board at the next meeting. Vicky noted that the policy committee is beginning to discuss a districtwide emergency procedures policy and passed along a copy of VSBA's model guidelines.
4. Fred distributed a draft of the Bolton Town Plan chapter on educational facilities he had received from Greg Brown at the Chittenden County Regional Planning Commission. The Bolton Planning Commission and CCRPC have asked for board feedback. The board will review it for the October 24 meeting.
5. Fred moved to accept the Invoice Edit List in the revised amount of \$57,304.66; Vicky seconded. All in favor.
6. Jim Massingham recommended that, as a regular procedure, the board set its next meeting's agenda at the end of the current meeting. Phil recorded the items for the October 24 meeting.
7. At 8:45 pm, Fred moved that the Board enter into Executive Session under the authority of Title I, Section 313 (3) Negotiations to discuss teacher contract negotiations; Phil seconded. At 9 pm, Steve moved to come out of Executive Session; Fred seconded.

The meeting adjourned at 9 pm.

The next meeting is scheduled for October 24, 2005 at 8 pm at Jericho Elementary School.

Respectfully submitted,

Vicky Congdon
Approved