

**NORTH COUNTRY UNION HIGH SCHOOL BOARD MEETING  
TUESDAY, APRIL 3, 2007 AT 6:30 P.M. IN THE NCUHS LIBRARY**

**Board Members Present:** Arne Amalixsen (Chair), Steve Brochu, Ken Canning, Richard Cartee, Rick Geisel, Rose Mary Mayhew, Harold Morse, Peter Moskovites, Muriel O’Gorman, June Rosenberg

**Board Members Absent:** Lucy Cannon (Holland), Tim DelaBruere (Newport City), Joe Gregersen (Newport Town), James Privee (Newport City), Mary Roy (Morgan)

**Administrators:** Bill Rivard, Thomas Pound, Brent Hilliard, Bob Fitts, Rod Weston

**Student Council:** Tyler Uhlendorf

**Faculty Forum:** Helen Poulin

**Media:** NEK-TV; Chris Roy: The Newport Daily Express; Robin Smith: The Caledonian-Record

**Guests:** Richard Smith, Frank Davis, others

A. Amalixsen, chair, called the meeting to order at 6:30 p.m. and led the Pledge of Allegiance to the Flag. **He asked for approval of the minutes of March 20, 2007. The minutes were unanimously approved as submitted (S. Brochu/R. Cartee).**

**IDEA-B Budget**

Dr. Weston noted this was money for special education they get from the federal government; adding a question arose at the junior high board meeting about the spreadsheet that ended up being a spreadsheet Excel issue.

S. Brochu asked if there were any changes from this year’s to next year’s budget as far as the services go. Mr. Smith reported they hadn’t added any services, as they don’t have additional funds to do so. He noted that last year they had a major computer purchase, with each case manager getting a computer; adding they don’t need to do that again. Dr. Weston asked how much less they would be receiving this year. Mr. Smith stated it was similar to the year before; adding previously they had carry over funds, which they used to buy the computers last year; adding the carry over funds had greatly diminished.

S. Brochu asked how much the surplus was and Mr. Smith said he didn’t know off hand. He noted the money that had accumulated over the year was because they were behind the curve and spending what they knew they had, and then more came in. He stated they were not anticipating any increase in funds received next year. He stated if they had a surplus it would be from line items not entirely used.

**S. Brochu moved the board authorize the chair of the NCS/OENSU board to sign the budget for the IDEA-B budget. The motion was unanimously approved (S. Brochu/M. O’Gorman).**

## Administrative Reports

### Principal, Bill Rivard

#### Member to Member Request

Mr. Rivard referred to a request included in the board packet and asked for board approval; noting the student attends UCA and would like to be a part of the tennis team. **K.**

**Canning moved the board approve the Member to Member Agreement request, seconded by M. O’Gorman.** S. Brochu asked if the administration was sure that all NCUHS students had been given the opportunity to play. Mr. Rivard reported they had been; adding that the VPA agreement stipulated that the agreement not displace any of the school’s students. **The motion was unanimously approved (K. Canning/M. O’Gorman).**

#### Graduation Platform Seating

Mr. Rivard noted he distributed this paperwork at the last board meeting, but didn’t get it returned to him and asked the board to re-do it.

### Associate Principal, Thomas Pound

#### Truancy & Excessive Absences Follow-Up

Mr. Pound reported they had a meeting today involving NCUHS, Department for Children and Families, Newport Community Justice Center, Orleans County Court Diversion and the Orlean’s County State’s Attorney’s office staff. He distributed information to the board including draft truancy program guidelines, a draft Memorandum of Understanding between the organizations; and a draft truancy program referral form. He reported they have a follow-up meeting scheduled for May 1<sup>st</sup>.

Mr. Pound stated they would need a strong paper trail if they were going to take parents to court; that they would need to have made several attempts to notify parents of the difficulty of their children not attending school. He also reported the group asked that NCUHS modify their truancy policy, which he would bring to the school committee. J. Rosenberg asked if email notices from parents would suffice and Mr. Pound stated that would be something for the school committee to decide. S. Brochu asked if they have an agreement with the agencies about privacy rights and Mr. Pound said they did. R. Cartee asked if this would be an added burden for the attendance office staff. Mr. Pound stated that all absences must be documented via a paper; adding the current personnel should be able to handle it.

**K. Canning moved the board refer this topic to the school committee. The motion was unanimously approved (K. Canning/M. O’Gorman).**

A. Amalixsen asked if they had current data and Mr. Pound reported there were 78 students with more than 20 absences: excused and unexcused, with at least 26 of them carrying an F on their report card.

### Career Center

#### Construction Aid Application

Mr. Fitts noted the application had been included in the board packet and he distributed the original for the superintendent, board chair and board members signatures. He reported construction would begin in mid-April and the estimated cost was \$14 million.

### NEASC Visiting Committee

Mr. Fitts reported he and the faculty had put a lot of work into this project; that they began in the fall of 2005; adding their self-evaluation took over a year with the whole staff compiling information the committee was looking for. He reported the team is currently verifying the information given to them; that he would receive a preliminary report this Thursday and if positive it would go to a committee of educators from throughout New England who would then recommend NCCC be accredited for another 10 years.

Mr. Fitts stated NCCC does a very good job; that they have a great staff and this was a good time for people from throughout New England to give affirmation to the teachers as to the good job they do. He reported there were 15 committee members and it was a very positive feeling. He noted that 2 members would visit Bel-Aire where NCCC has students in the LNA training program.

### Adult Services Coordinator's Report

Mr. Fitts noted that Ms. Illuzzi had included her report in the board packet. Mr. Fitts reviewed the Next Generation Commission, headed by Bill Stenger, with the board.

### Faculty & Student Council Representatives

Ms. Poulin reported the faculty were all busy working on planning for the 5-day inservice; that they met by departments today and were working in groups to support reading across the curriculum. She reviewed projects going on; and informed the board the English and math teachers are happy about working together during Block 3; adding she was starting to see teachers collaborate much more and have a lot more movement of information.

### Finance/Operation's Committee

#### Fundraiser Request

R. Cartee reported they received a request from Crystal Britch to hold fundraisers to pay for their trip to Greece and Italy in February 2008. **R. Cartee moved the board approve the fundraisers as recommended by the finance/operation's committee, seconded by S. Brochu.**

J. Rosenberg stated the reason the board wanted the fundraising list in the fall was so they wouldn't stress the community businesses. S. Brochu stated this group would now have the whole year to fundraise and if approved in the fall they would only have a few months. A. Amalixsen stated one concern would be if it puts one group with an advantage over another one. J. Rosenberg moved to amend the motion to include that the board wanting to stay in line with the fall policy approve 5 of the 6 fundraiser requests, with the first request being submitted in the fall. There was no second to the motion. The amendment failed.

**A vote was held on the original motion: all voted in favor. The motion carried (R. Cartee/S. Brochu).**

### Bus Garage

R. Cartee reported they received two proposals: one from Keith Gray and Bubba Holton, which included space for working on one bus at a cost of \$1,500 per month; and the other from Skip Gosselin of OEM Trucking on the Quarry Road, with a bay garage for \$500 per month. He noted the bus garage needed to be rented as the industrial arts program would be moving into the current bus garage site due to the construction project.

**S. Brochu moved the board authorize Brent Hilliard to go into a contract with Skip Gosselin to lease his space at \$500 per month for a minimum of 3 months, seconded by R. Cartee.**

K. Canning noted they had new buses and asked why the board needed to do this. S. Brochu stated they would still need to do oil changes and perform light repairs. Mr. Hilliard stated even if they weren't renting a garage they would still need to rent a lot, as the lot they currently have can't take 5 or 6 extra buses. Mr. Fitts reported once the bus garage was vacated it would take at least a week to get the facility ready for the industrial arts program.

**A vote was held on the motion: with all voting in favor. The motion carried (S. Brochu/R. Cartee).**

S. Brochu reported they had another request from Mr. Tanguay asking for another 30 day extension to perform air tests and sound tests required by the City. He reported he had an addendum to the original agreement prepared and read it to the board. **S. Brochu moved the board support the recommendation from the finance/operation's committee and approve that the chair signs the addendum. The motion was unanimously approved (S. Brochu/R.M. Mayhew).**

#### **Revenues**

R. Cartee reported the committee requested information from Mr. Hankinson about revenues to date; adding so far they were on target and not overspent. He stated they asked Mr. Hankinson to give them a monthly report. Mr. Hilliard reported the administration would be meeting with the department liaisons tomorrow and would make their best effort to look at what they had left. A. Amalixsen reported that Mr. Hankinson brought them detailed information.

#### **Adult Services**

R. Cartee reported the NCCC Regional Advisory Board had recommended issuing a contract for one more year to NEKLS. **R. Cartee moved the board agree with the RAB in entering into a management service contract with NEKLS for 2007-2008, seconded by R.M. Mayhew.** K. Canning noted this was a surprise and was not an agenda item. S. Brochu noted this came to the finance/operation's committee after the last planning meeting. R.M. Mayhew noted the board talked about this issue several meetings ago. **A vote was held: K. Canning voted against the motion; all others voted in favor. The motion carried (R. Cartee/R.M. Mayhew).**

R. Geisel asked if this couldn't have waited until the next board meeting. S. Brochu stated it could have, as the contract doesn't end until June 30<sup>th</sup>; adding that NEKLS would need some planning time to prepare a contract. S. Brochu stated this would be brought up again at their next meeting. R.M. Mayhew reported the recommendation from the RAB was that the appointed committee to set up the business plan would meet in early April. P. Moskovites noted there were two issues involved: one was the contract for next year and the other a plan with what to do with the adult services program the following year, which was still a work in progress. R.M. Mayhew stated perhaps the board should ask what it would cost to go forward with NEKLS.

### Cafeteria Fund Balance

S. Brochu reported they were asking that the cafeteria fund balances or profits be divided between NCUHS and NCUJHS; that all the money be put into one pot and then split on a percentage basis. He reported that Mr. Hilliard had already requested that information from Sedexho. Mr. Hilliard stated he had requested that Sedexho track all cafeteria sales between NCUHS and NCUJHS, as well as their costs. He noted they do everything associated with preparing meals; that they generate a surplus; and that they have ongoing expenses. Mr. Hilliard reported they currently receive more money for free and reduced lunches from the state than they do from the kids who pay; adding they had increased the cost per meal by 25 cents last year and would ask for that again next year. Mr. Hilliard noted that Sedexho could split up the costs, but not necessarily go back in years to do so. A. Amalixsen stated the committee would need numbers to back up a request for an increase in lunch costs.

### Personnel Committee

M. O’Gorman reported they met on March 28<sup>th</sup> at 4:00 p.m., with 6 committee members in attendance. She reported they interviewed Patrice Bennett for the girl’s varsity field hockey coach position and that they recommended she be hired. **R. Geisel moved the board accept the recommendation of the personnel committee and hire Patrice Bennett, seconded by R. Cartee.** J. Rosenberg asked if the previous coach resigned and Mr. Rivard stated there was a vacancy. A. Amalixsen noted the candidate showed a lot of enthusiasm. **A vote was held: J. Rosenberg abstained; all others voted in favor. The motion carried (R. Geisel/R. Cartee).**

M. O’Gorman reported the boys’ ice hockey coach was terminated and that the position would be posted. She added the girl’s ice hockey coach resigned and that position would also be posted.

M. O’Gorman reported they interviewed Tracy Muzerall and that the committee recommended her for one of the vacant guidance positions. **M. O’Gorman moved the board authorize hiring Tracey Muzerall as a guidance counselor, seconded by R. Cartee.** Mr. Rivard stated she could begin with the 2007-2008 school year or could also begin this year, as she could be available by June 1<sup>st</sup>, adding the salary would come out of this year’s guidance budget. A. Amalixsen asked Mr. Rivard to make a recommendation as to when he wanted to hire her and Mr. Rivard stated effective tomorrow and they would have to figure out when she could officially start. Dr. Weston suggested they ask the board for authorization to bring her onto the staff as soon as her background check was completed and as soon as she was available. **The motion was unanimously approved (M. O’Gorman/R. Cartee).**

### Teacher Contracts

M. O’Gorman reported the committee accepted the administrations recommendation of renewals and non-renewals. A. Amalixsen stated further discussion on this issue would need to be held in executive session.

### Student Council Representative

Tyler Uhlendorf informed the board that they had just completed their blood drive and had collected 124 pints, which they were very proud of. He reported the council provided food and fruit for those who donated. He noted this event was a great Bon Voyage for Ms.

Bailey, the school nurse, who was retiring at the end of this year. He reported that Jennifer Johnson would be bringing the board information on the GSA at their next meeting.

### School Committee

#### Approve Procedure B.1

K. Canning reported this was the end of a many month process of completing the new education committee description. He noted this committee was recommended by Dr. Weston and would now be a standing committee. K. Canning read the revised B.1 procedure referencing the education committee to the board. **K. Canning moved the board accept the committee's recommendation of the formation of the education committee and the committee's structure, seconded by M. O'Gorman.**

S. Brochu noted the board could add or delete to this procedure at any time. K. Canning reviewed some clerical change made to the first section of the procedure. A. Amalixsen noted the board focuses on many issues, but education is the main one and thanked Dr. Weston for bringing it forward. **A vote was held: with all voting in favor. The motion carried (K. Canning/R. Cartee).**

#### 1<sup>st</sup> Reading of the Revised NCUHS Policy I.6 – Diesel Idling

K. Canning reported they made some changes to this policy; then sent it to legal counsel for review, noting a revised copy had been distributed to the board tonight with recommendations from Chris Leopold. K. Canning stated they want this policy not only to apply for this school but for public buildings as well. **K. Canning moved the board approve the first reading of the revised Policy I.6 as revised by the attorney, seconded by S. Brochu.** K. Canning noted the committee would be meeting this Thursday and may have to tweak the policy in time for the second reading. S. Brochu stated in case he could not attend that meeting he wanted it noted that the last paragraph needed to be corrected.

**A vote was held: with all voting in favor. The motion was unanimously approved (K. Canning/S. Brochu).**

#### Community Relation's Committee

R. Geisel reported they met on March 26<sup>th</sup> and reviewed a procedure they had been looking at for about a year; that would give the board clear guidelines as to what to do when someone comes before the board with an issue under "comments from guests" so the board could respond in a rationale way. He reported the committee put a draft policy together and sent it to Dr. Weston for review; that Dr. Weston had comments that were relevant; adding the committee would review it again and bring it to the school committee soon.

**R. Geisel moved the board accept the minutes of their meeting of March 26, 2007. The motion was unanimously approved (R. Geisel/S. Brochu).**

R. Geisel stated the committee was considering summarizing pertinent information quarterly and distributing it to the public.

#### Negotiation's Committee

R.M. Mayhew reported they had 2 dates secured in June for the mediation sessions; June 13<sup>th</sup> and 20<sup>th</sup>; both beginning at 3:30 p.m.

**Old Business**

S. Brochu stated there was something that J. Rosenberg brought up before; and asked if the minutes and agendas were being sent to the website. Ms. Rubino reported they were.

**Status Report on Bid Openings**

A. Amalixsen reported he was in Williston when DEW opened the bids for the NCCC construction project; he noted the detail and paperwork involved was awesome; that they identified issues that need to go back to the bidders for clarification. He noted the NCCC ad-hoc committee would be meeting on April 10<sup>th</sup>; that he would not be there; but a report would be coming from DEW, but that he would mention it to Bill Stenger.

**At 8:15 p.m. S. Brochu moved the board enter executive session for a contractual issue. The motion was unanimously approved (S. Brochu/M. O’Gorman).**

S. Brochu stated they would take a 5 minute break before entering executive session.

**At 9:20 K. Canning moved the board return to open session. The motion was unanimously approved (K. Canning/H. Morse).**

**R.M. Mayhew moved the board extend medical benefits for Employee A until April 30<sup>th</sup>. The motion was unanimously approved (R.M. Mayhew/K. Canning).**

**R.M. Mayhew moved the board supports the recommendation of the 2 building administrators for the non-renewal of Chris Jenness and pending non-renewals for 5 staff members who have mutually accepted dates per the negotiated contract; administration have sent the appropriate notices. The motion was unanimously approved (R.M. Mayhew/P. Moskovites).**

**There being no further business to discuss the board unanimously agreed to adjourn at 9:30 p.m. (R. Cartee/S. Brochu).**

Respectfully submitted,

Sharon Rubino  
Recording Secretary