

**NORTH COUNTRY UNION HIGH SCHOOL BOARD MEETING  
TUESDAY, DECEMBER 4, 2007 AT 6:30 P.M. IN THE NCUHS LIBRARY**

**Board Members Present:** Arne Amalixsen (Chair), Steve Brochu, Richard Cartee, Rick Geisel, Harold Morse, Peter Moskovites, James Privee, June Rosenberg, Mary Roy

**Board Members Absent:** Ken Canning (Lowell), Tim DelaBruere (Newport City), Joe Gregersen (Newport Town), Rose Mary Mayhew (Troy), Muriel O’Gorman (Brighton), Holland Rep

**Administration:** Bill Rivard, Bob Fitts, Thomas Pound, Glenn Hankinson, Brent Hilliard

**Media:** Chris Roy: The Newport Daily Express; Joseph Gresser: The Chronicle

**Student Council:** Jennifer Johnson

**Faculty Forum:** Helen Poulin

**Guests:** none

A. Amalixsen, Chair, called the meeting to order at 6:32 p.m. and led the Pledge of Allegiance to the Flag. **He asked for approval of the minutes of November 6, 2007. The minutes were unanimously approved as submitted (R. Geisel/S. Brochu).**

**EXECUTIVE SESSION**

**Moved by S. Brochu, seconded by R. Cartee, to go into Executive Session at 6:35 p.m. with adoption of the following resolution:**

**RESOLVED that pursuant to Title 1 §313.1 of the Open Public Meetings Act, the public shall be excluded from that portion of the meeting involving discussion of:  
Student Matter**

**FURTHER RESOLVED that discussion of such subject matter in Executive Session can be disclosed to the public, if appropriate, at such time as formal action, if any, is taken by the Board, either at conclusion of the Executive Session, or at a public session at some later date. MOTION CARRIED.**

**OPEN SESSION**

**Moved by S. Brochu, seconded by H. Morse to go into Open Session at 7:10 p.m. MOTION CARRIED**

**P. Moskovites moved the board accept the recommendation of the administration for Student A. The motion was unanimously approved (P. Moskovites/S. Brochu).**

**Career Center Director’s Report: Bob Fitts**

**NEASC Accreditation**

Mr. Fitts reported that after their November 8<sup>th</sup> and 9<sup>th</sup> meeting NEASC reviewed the report of the visiting committee dated April 2<sup>nd</sup> – 5<sup>th</sup>, 2007 and voted continued accreditation for NCCC for another 10 years. Mr. Fitts stated this was a good accomplishment for the staff, who had worked for about a year and a half preparing for

the April 2007 visit; adding he was particularly pleased to see the comments the commission made about the staff at NCCC. Mr. Fitts noted they listed 5 areas of excellence and 5 areas that need to be worked on. A. Amalixsen asked if there was a highlight or a one-liner about the report; Mr. Fitts stated they would have to read the entire letter as it spells out the process, and was included in the board packet. R. Geisel stated he did read the whole letter and stated Mr. Fitts and the staff should be complimented for a good job. Mr. Fitts stated it was the staff as a whole; and particularly Gillian Staniforth who headed up the team.

### **2007-2008 Enrollments**

Mr. Fitts referred to the enrollment numbers included in the board packet; noting the figures were listed for the last 3 years; and although fewer students this year he noted they were staying longer and their FTE count is slightly higher. J. Rosenberg noted that Nancy McDermott's numbers went from 42 down to 29. Mr. Fitts reported they had done away with some sections she had been teaching; noting she had fewer sections because they have her doing other classes. J. Rosenberg noted that the program at Lake Region with Dan Ross went down and asked if there was an explanation. Mr. Fitts stated there really wasn't one; that there was a real need for that program at Lake Region, but it seems the kids are not participating in it.

### **Career Connections Grant**

Mr. Fitts reported he included the cover sheet in the board packet for a grant that had been applied for, as part of the Next Generation Funding Grants, for a student apprenticeship program. He reported the grant application had been submitted and would be reviewed in January.

### **Department of Labor Awards**

Mr. Fitts referred to a letter he received from the Department of Labor also concerning Next Generation Funding, noting that the Adult Services department could get up to \$32,981 for program innovation. He reported Ms. Illuzzi was working on a proposal for the Department of Labor to get those funds.

### **SHARP Press Release**

Mr. Fitts reported the VT VOSHA came to the construction site for an inspection and reported that DEW was chosen to be the only construction site in the US for this certification; adding this was a result of excellence in safety. He noted this was a very prestigious award; and reported a flag would fly over the site. Mr. Fitts reported a ceremony was held at the site last week; that he was proud to be part of this project; adding the schools and construction project will receive an award as well.

### **Construction Update**

Mr. Fitts reported they were on budget and on schedule; that they would start transitioning in the new area on December 18<sup>th</sup> and would move culinary arts, the school store, the marketing class, VT Interactive TV and the Co-op office over the holiday break. He noted culinary and marketing would be in their permanent classes, with the school store in a temporary space. Mr. Fitts reported beginning January 2<sup>nd</sup> through the 31<sup>st</sup> they would move the entire 2<sup>nd</sup> floor that is occupied; that the area would be vacated, demolished and construction would start; adding they would also demolish the green house and old bus garage. He noted everything was on schedule and if they proceed as planned they would be slightly ahead of schedule.

S. Brochu asked if they were on budget as it was first sent to them, or as revised by the state. Mr. Fitts reported the GMP “guaranteed maximum price” approved by the board was on budget; that they would not go over the GMP, which voters approved at \$18.7 million. He noted \$6.4 million was to come from local voters and the remaining \$12 million from the state. He reported since that original figure the state changed how it funds projects; adding they were now going to get \$14.4 million from the state, which would lower the amount local tax payers would have to pay.

S. Brochu asked if there was any part of that that could be saved. Mr. Fitts said there was not. He noted the demolition of the green house and old bus garage was part of the contract for site work; that when the contractor agreed to price it the contractor then owns those buildings; that it was part of their bid when they recognized the value of those buildings; adding they would probably take them apart and re-use or sell them.

### **CUBE Newsletter**

Mr. Fitts noted the CUBE newsletter had been included in the board packet; adding they put it out 3 times a year; that this edition was also put into the Newport Daily Express, as an insert and also mailed to parents.

### **2008-2009 NCCC Budget**

Mr. Fitts noted the budget, as approved by the NCCC Regional Advisory Board, had been included in the board packet. He noted the finance/operation’s committee would review the budget on December 10<sup>th</sup>.

### **Administrative Reports**

#### **Principal: Bill Rivard**

#### **Action Plan**

Mr. Rivard noted board members received a copy of the plan at their last meeting, at which time he reviewed parts of the plan. He noted it was recommended by P. Moskovites and the education committee that the full board has time to review it before granting approval. He asked if they had any questions on the plan. There were none. **P. Moskovites moved the board approve the action plan as submitted. The motion was unanimously approved (P. Moskovites/R. Geisel).**

### **German Exchange Student**

Mr. Rivard referred to an enclosure in the board packet from Youth for Understanding USA, which was a request for a German exchange student to attend NCUHS. Mr. Rivard referred to Policy and Procedure F.17: Admission of Non-Resident Tuition Students to NCUHS. **S. Brochu moved the board accept the German exchange student to NCUHS. The motion was unanimously approved (S. Brochu/R. Cartee).**

### **Senior Calendar of Events**

Mr. Rivard noted the senior calendar of events had been included in the board packet, which lists all important dates. Mr. Rivard reported they like to get this information out early to parents. Mr. Rivard reported he would have Ms. Currier come to the board early next year to talk about graduation.

### **Faculty/Student Council Representatives**

Ms. Poulin reported they had been working hard on getting a teacher advisor program; adding she would like to do a PowerPoint presentation on December 18<sup>th</sup>. She reported

they would begin this program on January 19<sup>th</sup>; and were training teachers as part of the school improvement initiative.

Jennifer Johnson reported the French exchange students were in France from November 6<sup>th</sup> through the 20<sup>th</sup>; that they had a great time and distributed some group pictures for the board to see. She reported December 13<sup>th</sup> would be the fundraising Italian dinner and silent auction, which would benefit the French kids when are here in the spring. Jennifer reported someone would be donating a golden retriever puppy. She reported the band concert would be held after the dinner. Jennifer reported the annual dance concert would be held this Sunday. She also informed the board that the band was thinking of taking a trip to Philadelphia.

### Comments from guests

There were none.

### Personnel Committee

A. Amalixsen reported that M. O’Gorman would not be present tonight as she had been injured by falling snow and had suffered a concussion. **S. Brochu moved the board order a sunshine basket for M. O’Gorman. The motion was unanimously approved (S. Brochu/J. Privee).**

### Minutes

**R. Geisel moved the board approve the November 26, 2007 minutes as submitted. The motion was unanimously approved (R. Geisel/R. Cartee).**

### Snowboard Ski Coach

**R. Geisel moved the board offer Natalie Gaines the snowboard ski coach stipend position. The motion was unanimously approved (R. Geisel/S. Brochu).**

### Revised Job Descriptions

R. Geisel noted the revised job descriptions were for the registrar and the student services secretary; reporting the only change was in who they report to. **R. Geisel moved the board approve the revised job descriptions. The motion was unanimously approved (R. Geisel/H. Morse).**

### Update on Math & School Nurse Positions

R. Geisel reported they received an update, but there was no action required at this time.

### School Committee

**S. Brochu moved the board approve first reading of the revised NCS/OENSU Common Board Policy: F.23 Prevention of Harassment of Students. The motion was unanimously approved (S. Brochu/R. Cartee).** S. Brochu stated if anyone wanted changes made they should contact K. Canning, as the second reading would be done on December 18<sup>th</sup>.

### Community Relations Committee

#### Minutes

**R. Geisel moved the board approve the minutes of their November 29, 2007 meeting. The motion was unanimously approved as submitted (R. Geisel/J. Privee).**

J. Rosenberg asked what the committee was doing with their position statement. R. Geisel reported they had a spirited discussion; that they were looking for an opportunity to influence local legislators. He reported they would meet again next week and have a recommendation for the board at their December 18<sup>th</sup> meeting. He stated they hoped to be able to meet with legislatures this month, noting they had a small window of opportunity. He reported they had received information from the VSBA, which had been helpful. R. Geisel encouraged people who had a passion about this to attend their next meeting; adding they want to be clear about what they were going to ask the legislators to do. A. Amalixsen noted the committee was charged with determining a strategy on how to bring the information out to the community and legislators.

### **Finance/Operation's Committee**

R. Cartee reported they met last night; that there was discussion on the budget; some questions on the budget; some questions were resolved; and it was probably one of the few committee meetings he had attended where everyone treated each other like human beings.

Mr. Hilliard reported part of the changes were in line 1192; which was the same as reflected on the warning last year, which reflects a 2.89% increase as warned in that report. He noted the contract just awarded teachers called for a 4.25% increase in salaries. Mr. Hilliard noted the administration did more work on this budget than in past years and did a good job; noting the finance/operation's committee challenged them; adding the process worked well. He reported his target was to be between 3-4% and they came in under that. A. Amalixsen stated when the committee meets again they would change the figure in their draft minutes to correctly reflect this information

R. Cartee reported the committee made a decision not to nickel and dime the budget, but only looked at major increases; adding they cut \$3,000 out of one line item. A. Amalixsen reported \$118,000 had been reduced from last year's special education budget, which they were pleased with. He stated they put a proposed \$7,500 tractor rental fee into the contingency fund. Mr. Hilliard reported they reduced the legal expense line item by \$3,000. R. Cartee stated this was a good year for working on the budget; adding he couldn't envision the public being upset by it.

S. Brochu asked for an explanation of line #66 for the contingency fund. Mr. Hilliard reported in certain areas they were mindful of their best estimate for the additional expansion; noting there would be increased costs for custodial and maintenance services; adding that while it was for NCCC the high school was responsible for all costs associated with the building; that they would allocate costs back to the NCCC they put funds in the contingency fund just in case something came up. He stated those funds were not there to be spent randomly; giving examples of things that could come up that would require additional funds, such as an air conditioner in the band room needing to be replaced that could cost \$10,000. Mr. Hilliard noted that all controls that run the equipment were being replaced, but the equipment was not being replaced. He stated it would be an interesting and challenging year for the maintenance and custodial departments. He reported that next winter they would run oil and wood heat simultaneously, as some changes had to be made to accommodate the additional square footage.

S. Brochu stated line item #245 for the bus garage was misleading as they don't have a bus garage and asked that it be changed to bus garage rental. Mr. Hilliard stated he would change it.

S. Brochu stated the budget was appropriate and good for the students and staff; R. Cartee stated he hoped the tax payers would accept it, noting it would be a 3.22% total increase to the towns. Mr. Hilliard stated it was an increase of \$864,723 over last year, or a 3.18% increase over last year's budget.

S. Brochu congratulated the administration; noting the staff raises were 4.25% and the budget came in under that. **S. Brochu moved the board approve the budget as presented at \$10,872,473 and present it to the tax payers. The motion was unanimously approved (S. Brochu/R. Cartee).**

R. Cartee noted the local press had to leave and asked that Mr. Hilliard call them with the correct figures.

S. Brochu reported the finance/operation's committee would meet December 10<sup>th</sup> at 6:00 p.m. to discuss the NCCC budget proposal and would present it to the NCUHS board on December 18<sup>th</sup>.

Mr. Hilliard reported it would cost up to \$5,000 for an engineer to look at the Land Lab property for the purpose of using it for a bus garage or for bus parking. **S. Brochu moved the board allow Mr. Hilliard to spend up to \$5,000 to conduct the investigation for the possibility of a bus garage or bus parking at the Land Lab. The motion was unanimously approved (S. Brochu/R. Cartee).**

A. Amalixsen stated the administration did a good job on the budget.

**There being no further business to discuss the board unanimously agreed to adjourn at 8:10 p.m. (S. Brochu/R. Cartee).**

Respectfully submitted,

Sharon Rubino  
Recording Secretary