

LAMOILLE UNION DISTRICT #18 BOARD MEETING MINUTES
LAMOILLE UNION LIBRARY
TUESDAY, MAY 15, 2007

Board members present: B. Bailey (7:26), D. Baker, J. Eisenhardt, S. Hamlyn-Prescott (7:36), P. Ingvaldstad, D. Osborn, S. Reber, K. Roberts, W. Sander, D. Whitcomb. Absent: C. Hickory. Others: T. Bailey, C. Hindes, S. Fortune, J. Teegarden, M. Spaulding, M. Frederick.

Note: All votes taken are unanimous unless otherwise noted.

1. *Call to Order, Introductions, Announcements and Public Input*

A. Call to Order – 6:32

B. Announcements

P. Ingvaldstad said David Ford and Jim Levinsky (chair of the Hazen school board) will be coming to the June 1 meeting to talk about policy governance. He asked if there is anything board members particularly want them to address. D. Osborn said she would like them to talk about what time of year is best to start implementing policy governance. S. Reber said he'd like to hear a concrete example of a case where a new policy was used to make a decision, and also hear about situations where policy governance did not work.

W. Sander said there is a car club meet on Sunday at his place, and board members are invited.

2. *Directors' Orders, Review of the Annual Meeting Minutes and Approval of Minutes of the May 1st Meeting*

A. Directors' Orders

ACTION: D. Osborn moved to approve expense orders in the amount of \$427,205.35, seconded by W. Sander. Expenses are broken down as follows: VOC Building Trades \$4,070.32; GMTCC Building Project \$253,956.51; District #18 (LUMS, LUHS, GMTCC) \$166,138.72. Notable expenditures include: \$9000 Augmentative Learning; \$14,068.25 Brosseau Fuels; \$9,704.00 Eden Town School District; \$40,478.03 First Student; \$20,975.13 Village of Hyde Park (electric). There was also a 5/4/07 order for \$1,049.80 and a 5/8/07 order for \$1,990.00. **The motion was passed.**

B. Review of the Annual Meeting Minutes

P. Ingvaldstad had neglected to ask C. McFarlane to send out copies of the annual meeting minutes, so this was postponed.

C. Minutes of the May 1st Meeting

ACTION: W. Sander moved to approve the minutes of May 1, seconded by D. Whitcomb, and the motion was passed.

3. ***Administrative Reports / Action Items***

A. **High School – S. Fortune**

Graduation will be June 16. S. Fortune passed out invitations for board members.

S. Fortune would like to hire Holly Page-Bjerke for the dance instructor position. She will be working on meeting requirements for licensure and would be hired at .33 of a Bachelor's Step 1 salary (\$31,000.)

ACTION: K. Roberts moved to employ Holly Page-Bjerke as .33 dance instructor for 2007-08, at .33 of the Bachelor's Step 1 salary, seconded by W. Sander, and the motion was passed.

W. Sander asked the graduating class total. S. Fortune said she didn't know the exact number, but it will be around 160.

There will be a retirement party for S. Fortune and 2 teachers on Friday, June 8, at 6 PM.

S. Fortune summarized for new board members the history of the end of year luncheon for teachers. The board has sponsored it in the past on the last day of the school year, usually at 12 or 12:30. There have been different kinds of food provided in different years. The Board has ordered pins for teachers who have been there 5 years, 10 years, etc. S. Fortune is willing to buy little gifts for people who are leaving if the board wants her to. W. Sander said the luncheon is a valuable thing for minimal investment.

ACTION: W. Sander moved to proceed with plans for an end of year luncheon, spending a reasonable and proper amount, seconded by D. Baker, and the motion was passed.

B. **Middle School – C. Hindes**

There is a candidate for the business ed teacher position who has some licensure issues that are being looked into. C. Hindes thinks that candidate will work out, but he has also reopened the search just in case. He has opened a search for a long term sub for a science teacher going on maternity leave in the fall.

The portable computer lab components have arrived. Enhancement efforts are moving forward. During the second half of next year, 8th period will be dedicated to remedial and enhancement work on math, literacy, social sciences, and science. Pairs of teams will be working together. Science NECAP pilot testing will be Monday at the middle school (for 8th graders) and Tuesday at the high school. The Discovery program will be offered to 7th and 8th graders next year.

C. Hindes recently met with area emergency personnel as part of his work for AdCo to develop school bus emergency procedures. K. Roberts asked if the hospital is involved. He said indirectly. The hospital has a protocol

established. He is interested in what is happening in the field. For instance, who is in charge at the scene? He will give a copy of the proposed procedures to AdCo next week. Communications is a difficult factor for various reasons which he discussed. D. Osborn said it would be important for the plan to include when responsibility shifts from parent to school and vice versa. M. Spaulding and C. Hindes said that is being addressed.

Tomorrow the incoming 7th graders will be divided into teams, using info received from teachers and parents. W. Sander asked about the class size. C. Hindes said it will be about 140. There should be about the same student population next year as this year. They have been to Wolcott talking to students and parents about coming to LU.

C. GMTCC – J. Teegarden

The heavy technology building is still on course to be done June 1. One person has indicated interest in buying the modules so far. The Hardwick site is still on schedule to be completed July 15. In the culinary arts kitchen there has been concern about the ceiling. Black River Design and DEW are looking into the costs of replacing the ceiling.

The pre-tech banquet is June 8 at Hillary's. J. Teegarden hopes someone from the board will come. Graduation is on June 11 at 7PM at the Dibden Center. Board members are invited, but will need tickets to get in.

D. Central Office – M. Frederick

There has not been much change in financials since last month's projections. SPED has one less paraeducator, so that has reduced expenditures by about \$18K.

Some new Apple computers are in the budget for next year. We could lease them or purchase them by way of current expense notes. So far it seems that leasing from Apple will be the best deal. S. Reber asked how it was decided what kind of computers to buy. Was this for a particular use? S. Fortune said yes, for imaging.

M. Frederick said it still seems that purchasing a new driver's ed car will be a better deal than leasing. She will probably need to come to the board to talk about how to finance it. She will have more on both the computers and the driver's ed car in June.

4. Committee Reports and Action Items

A. Individual Committee Goals and Timelines

S. Reber said the policy committee hasn't made enough progress to report. W. Sander said the curriculum committee will address this at its next meeting. *(B. Bailey arrived at 7:26.)*

S. Reber said at the policy committee meeting it came up that, by law, committee meetings must be warned and have minutes. He wondered how committees have handled that in the past. P. Ingvaldstad said committees

have not been good at doing what the law says. W. Sander said we have been warning them pretty well, but not doing minutes. He suggested having D. Griffiths attend to take minutes. K. Roberts suggested maybe recording and transcribing the proceedings would make more sense. She pointed out that any important issue discussed in committee would come before the board. P. Ingvoldstad said he would discuss this with D. Griffiths and investigate other options, then come back to the board with information at the next meeting. D. Osborn said that under Robert's Rules the requirements for minutes are very minimal. W. Sander said having a record of what happened for future reference is useful.

B. Finance Subcommittee

M. Spaulding distributed Sweeney House profit/loss figures for 2006-07. He explained that the current year's leases for both Sweeney House tenants will be up for renewal June 30. We could renew a lease, possibly changing terms and amount, give tenants 30 days notice to vacate, or let the current lease default to a month-to-month lease, keeping conditions the same. The recommendation from finance is to let it go month-to-month. K. Roberts asked, couldn't we let it go month-to-month, but send notice to the tenants that rent would be increased, without having to have a new lease? B. Bailey and W. Sander said 60 days notice is needed to increase rent. (*S. Hamlyn-Prescott arrived at 7:36.*) D. Baker asked why taxes on the property have increased for 2007. M. Spaulding said it changed because the use of the building changed. D. Baker asked if it was a town reappraisal, and M. Spaulding said yes.

M. Spaulding handed out a memo describing the situation with the wastewater system and subdivision of the Sweeney property. The wastewater system must be brought up to code, whether or not the property is subdivided; the estimated cost is \$22,000. The new system design has been submitted for permitting. The total estimated costs if the board decides to proceed with subdivision are \$29,544.

ACTION: D. Whitcomb moved to notify the Sweeney House tenants that when the lease expires it will go to a 30 day basis, seconded by S. Hamlyn-Prescott. W. Sander recommended not raising the rent, to encourage the tenants to stay as long as possible. **The motion was passed.**

ACTION: S. Hamlyn-Prescott moved to complete the multi family 4 acre subdivision of the Sweeney property, seconded by J. Eisenhardt. S. Reber asked, are there arguments against this? S. Hamlyn-Prescott said this would be done just to make it possible to sell the house at some future date; it wouldn't necessarily mean we would sell it. D. Baker asked, do we need permission from the voters to sell it? S. Hamlyn-Prescott said no. W. Sander said the property was purchased as a location for a leach field. It just happened to have a house, but the house doesn't seem to be very useful to us. His concern is that a future owner doesn't do anything that

would make it harder for us to use the property for a leach field. M. Spaulding said Forcier and Aldrich assured him that wouldn't be an issue.

The motion was passed, with K. Roberts opposed.

4. *Discussion of Draft for Full Board Annual Calendar*

This will be postponed, because P. Ingvaldstad has not yet sent out the draft. He asked that S. Hamlyn-Prescott and T. Bailey look at it and give him feedback before he sends it out.

B. Bailey asked if T. Bailey had provided the list of salaries and benefits that had been requested at the last meeting. T. Bailey said no, he would probably be able to provide it in July. B. Bailey said she had asked for last year's figures, but T. Bailey said he intended to provide figures for the upcoming year. B. Bailey felt his response was inappropriate.

5. *Policy Warnings*

There were no policy warnings, but the policy committee will have a draft of one policy for the next meeting.

6. *Request for Future Agenda Items and Adjourn*

A. Future Agenda Items:

J. Eisenhardt suggested an explanation of Act 526. P. Ingvaldstad said he thought that would be better for the LNSU board.

B. Adjourn:

ACTION: It was moved and seconded to adjourn at 7:56 and the motion passed.

Respectfully submitted by,
Donna E. Griffiths

Actions taken at the LU District #18 Board Meeting 5-15-07:

2. ***Directors' Orders, Review of the Annual Meeting Minutes and Approval of Minutes of the May 1st Meeting***
 - A. **Directors' Orders**

ACTION: D. Osborn moved to approve expense orders in the amount of \$427,205.35, seconded by W. Sander. Expenses are broken down as follows: VOC Building Trades \$4,070.32; GMTCC Building Project \$253,956.51; District #18 (LUMS, LUHS, GMTCC) \$166,138.72. Notable expenditures include: \$9000 Augmentative Learning; \$14,068.25 Brosseau Fuels; \$9,704.00 Eden Town School District; \$40,478.03 First Student; \$20,975.13 Village of Hyde Park (electric). There was also a 5/4/07 order for \$1,049.80 and a 5/8/07 order for \$1,990.00. **The motion was passed.**
 - C. **Minutes of the May 1st Meeting**

ACTION: W. Sander moved to approve the minutes of May 1, seconded by D. Whitcomb, and the motion was passed.
3. ***Administrative Reports / Action Items***
 - A. **High School – S. Fortune**

ACTION: K. Roberts moved to employ Holly Page-Bjerke as .33 dance instructor for 2007-08, at .33 of the Bachelor's Step 1 salary, seconded by W. Sander, and the motion was passed.

ACTION: W. Sander moved to proceed with plans for an end of year luncheon, spending a reasonable and proper amount, seconded by D. Baker, and the motion was passed.
4. ***Committee Reports and Action Items***
 - B. **Finance Subcommittee**

ACTION: D. Whitcomb moved to notify the Sweeney House tenants that when the lease expires it will go to a 30 day basis, seconded by S. Hamlyn-Prescott. The motion was passed.

ACTION: S. Hamlyn-Prescott moved to complete the multi family 4 acre subdivision of the Sweeney property, seconded by J. Eisenhardt. The motion was passed, with K. Roberts opposed.
6. ***Request for Future Agenda Items and Adjourn***
 - B. **Adjourn:**

ACTION: It was moved and seconded to adjourn at 7:56 and the motion passed.