

**Lamoille North Modified Unified Union School District**  
**Minutes of Meeting**  
**July 10, 2017**

**Members Present:** Cambridge: Bill Sander, Jan Sander, Mark Stebbins; Eden: David Whitcomb; Hyde Park: Chasity Fagnant, Patti Hayford, Lisa Barry; Johnson: Katie Orost, Bobbie Moulton, Mark Nielsen, Angela Lamell; Waterville: Amanda Tilton-Martin

**Others:** Catherine Gallagher, Deb Clark, Michele Aumand, Jennifer Stevens, Charleen McFarlane, David Manning, Jan Epstein

**Minute Taker:** Sue Trainor

**Call to Order, Adopt the Agenda, Announcements and Public Comment:** Whitcomb called the meeting to order at 6:30 p.m. McFarlane asked that the agenda be amended in order to approve the salaries of a new part-time custodial position, a business assistant and a paraeducator. Moulton made a motion to approve the revised agenda. J. Sander seconded the motion. The motion passed unanimously.

**Routine Business:**

**Consent Agenda Items: Minutes of the June 19, 2017 Meeting and June 27, 2017 Personnel Committee Meeting:** Orost made a motion, seconded by Moulton, to approve the minutes. The motion passed unanimously.

**Central Office Report:** Gallagher recommended that a Board retreat be scheduled on August 14<sup>th</sup>. Items to be discussed at the retreat would include approving the Board's work calendar for the year, setting up presentations by the Building Administrators, distributing and explaining new policies, providing a confidentiality training, and training on the roles and responsibilities of Board members. Gallagher clarified there were new Board members who may not fully understand the difference between policy and procedure. Gallagher suggested the meeting begin at 5:00 p.m. The Board members agreed with the date and time.

Gallagher also explained that going forward, the agenda would include a Central Office Report, which would contain reports from the Superintendent, Business Manager, or other administrative staff. Administrator Reports would be when the Building Principals would inform the Board of events at their schools.

McFarlane reported to the Board that, due to the merger, changes to plan documents for the 401(b) plan and cafeteria plans were made.

**Personnel Committee Report:** Stevens requested approval from the Board to hire Becca Raymon as an EEE/Special Educator at WES. Orost made a motion, seconded by Moulton, to approve the hire. The motion passed unanimously.

Orost then reported on the Personnel Committee actions. In Waterville, Roy Hutchins had been approved to teach math and Gail Whitten would be moving to the Kindergarten position. The Lamoille Union Middle School Math Teacher position had been filled by Jonathan Brown. Ashley Rubenstein had been hired as an Art Teacher at the High School. The Johnson Elementary School 3rd Grade Teacher position had been filled by Christine Newberg, and Marcella Daley had been hired as the 4th Grade Teacher. The Hyde Park 3rd Grade one-year position was filled by Nolan Frey.

Manning then clarified that the Johnson 3rd and 4th grade teaching positions had been swapped, with Newberg now teaching the 4th grade class and Daley teaching 3rd grade.

Tilton-Martin made a motion to ratify the hiring of the Middle School Math Teacher and the High School Art Teacher. Stebbins seconded the motion. The motion passed unanimously. Moulton then made a motion to ratify the hiring of the Elementary School positions. Lamell seconded the motion and the motion passed unanimously.

McFarlane requested approval to hire David Brochu in a .2 forestry custodial position at \$16/hour, which was above base. She noted this was a difficult position to fill as it involved working one hour in the morning and one hour in the afternoon. Orost made a motion to approve the hire, seconded by Tilton-Martin. Laflam explained that Brochu had twenty years of custodial experience from Global Foundries. He had been a part-time custodian at Hazen Union and was looking at retiring from that position. This position required filling the wood stove twice daily. B. Sander asked if the wood furnace needed monitoring or maintenance during the day. Laflam said that staff monitored the woodstove. The motion then passed unanimously.

McFarlane then requested approval to hire Jessica West as a paraeducator at Johnson Elementary School. She held this position for four years at JES and had left in the fall. She would like to return and there was union support to place her on the salary schedule based on her four years of experience. Following a question from B. Sander, McFarlane explained that West had left while on the JES pay schedule. Now she was being hired on the LNMUUSD pay schedule and would be earning a little less. Tilton-Martin made a motion to approve the request, seconded by Lamell. The motion passed unanimously.

McFarlane requested approval to hire Crystal Woodward as an Administrative Assistant, once classified as Business Assistant, for the Johnson Elementary School at Step 5. The rate of pay would be \$15.33/hour. Moulton made a motion, seconded by Tilton-Martin, to approve the hire at a Step 5. The motion passed unanimously.

**Wood Chip Bid:** Clark informed the Board that Limlaw Chipping was the low bidder for the Lamoille Union School campus. However, Laflam had experience with both providers and was recommending that the Board accept the Catamount Forest Products bid, as their product was better and they provided better service. Clark noted that the price being quoted this year by both companies was significantly less than last year's contract. Laflam explained this was a three-year bid, which was the first year of requesting multiple year bids. This had come about as a result of contractors asking for longer contracts. He explained there had not been a single shutdown or malfunction because of bad chips from Catamount. Orost made a motion, seconded by Moulton, to approve awarding the contract to Catamount Forest Products. The motion passed unanimously.

Clark informed the Board the preferred vendor for Johnson Elementary School was Catamount Forest Products. Orost made a motion, seconded by Moulton, to approve awarding the contract to Catamount Forest Products. The motion passed unanimously.

**iPads for Board Members:** Clark explained that, as part of the Lancer 1 project, iPads were available to distribute to Board members. Paperwork was distributed to Board members who wished to sign up for one. Barry asked about requirements for the acceptable use of the iPad. Clark stated a use policy would be presented at the July 24<sup>th</sup> meeting.

**Committees Meet:** Vice Chair Orost took over the running of the meeting at this time.

**Communications:** Hayford reported that Jade Hazard, the Director of Curriculum, was working on the LNSD website and logo and would present options at the upcoming retreat. Additionally, the agenda for the retreat had been set. Items on the agenda included developing the Board calendar for the year, administrator presentations, confidentiality training, training for all members on their roles and responsibilities, develop the Board's vision and mission, and receive an update on Community Advisory Councils.

**Operations/Facilities/Technology:** Stebbins reported that Dylan Laflam had provided an update on the summer projects. Everything was moving along well, with the Hyde Park site work being a little ahead of schedule. He noted the access road might not be open by the beginning of the school year.

**Discussion, Final Reading and Possible Approval of Required and Recommended VSBA Policies:** Gallagher stated that the policies disseminated included all required policies and one recommended policy. The recommended policy had to do with student in-district transfers. Only two policies elicited comments:

the drug and alcohol testing for transportation employees and the student in-district transfers. Andrew Beaupre wanted to weigh in on the drug and alcohol testing policy. Because he was not able to attend this meeting, approval of that policy would be postponed until the next meeting. Gallagher explained that David Manning had begun the process of creating a policy by collaborating with other districts. Stebbins, Rodriguez and Lamell had made revisions. Because Rodriguez had questions pertaining to special education and was not at this meeting, Gallagher suggested postponing discussion on the in-district transfer policy as well. Gallagher stated they could approve all the other policies at this meeting or hold off to approve them all together at the next meeting.

Stebbins asked if there was any impact in waiting. Gallagher stated it was only two weeks. Fagnant asked if the two members could make the next meeting and then noted that, if not, the Board could move forward without them. Stebbins noted that all transfer deadlines had passed for this year so there wasn't a rush on that policy. The Board agreed to wait until the next Board meeting to take action on the VSBA policies.

**Other Business:** There was no other business.

**Adjourn:** Moulton made a motion, seconded by Tilton-Martin, to adjourn the meeting at 7:15 p.m. The motion passed unanimously.