

ISLE LA MOTTE
School Board Meeting
Wednesday, August 17, 2016
at Isle La Motte School

Attendance: Louise Koss, School Board chair (LK), Thomas Tregan, Principal (TT), Jane Zera, School Board member (JZ), Pat Treckman (board secretary), Lynne Carpenter (GISU business manager) (LC), Barb Larvey (ILM administrative assistant) (BL), Joyce Tuck (JT), Chet Bromley (CB), Paul Zera (PZ)

LK called the meeting to order at 6:03 p.m.

Adjustments to agenda, LK called for executive session re: building maintenance and separately, a discussion of student athletics to Board Discussion.

Approval of minutes of July 13, 2016 meeting. JZ moved to approve. LK seconded. Approved.

Invitation to the public to add anything to the agenda. No additions offered.

LK indicated an additional item for board action. Resignation of current secretary JZ was accepted and Pat Treckman hired as new secretary for recording of board minutes.

Principal's report:

TT shared that work was ongoing readying for start of school; most classrooms done. Waxing not completely done yet. Kitchen cleaning has been completed. The school brought in someone to work with Toby Peacock to show him "tricks of the trade" to improve efficiency in cleaning in the kitchen.

Reported on a two day GISU administration retreat in Virginia.

TT talked about the new music and art teachers hired for ILM. New music teacher is Frank Langr, retired music teacher from Chazy, NY, who brings about 30 years of experience as band and chorus director. The new art teacher is Suzanne Blain, who has 8-9 years of experience. She will work at ILM one day a week and at Essex Town School four days a week.

The Title 1 person, a GISU funded position, will be Deb King. She will work three days a week in math and language arts.

Also, the new school counselor will be Margie Nyland-Funke. There will be a new full time special educator, Nancy Gardner, serving ILM and who will be allocated for a pro-rated percentage of time.

Principal's Report (continued):

TT talked about the status of the school playground. Funds were raised last year. Due diligence has been done. Bid requests were sent out with 3-4 companies invited to bid. Got back two bids. One was \$4,000.00 higher than the other.

There will be a community build September 24 with 2 or 3 company employees on site to supervise and advise.

TT brought up that at last month's board meeting, a community member brought up the Farm to School grant, that \$1,500-1,700.00 hadn't been spent that year. TT advised that he investigated and that all receipts were submitted then. He and Barb Burrington investigated and advise that ILM can access grant money to spend up to that previously mentioned amount, still needing to meet appropriate criteria. TT advised that nothing had been done wrong, that ILM just didn't spend to the balance.

TT met with Climate Systems for the HVAC. Essentially, Climate Systems will provide the school with some credits for work done in the past, credits toward things we questioned. CB asked how service has been lately. TT responded that school has a twice a year service contract, that there is no HVAC maintenance person at ILM School and that Climate Systems knows more about the system than the school. TT advised that he let them know that the school would be monitoring work done and that dollars are being spent wisely and that troubleshooting is being done when Climate Systems comes in. End principal's report.

Other building maintenance:

LK brought up questions raised at the last board meeting about maintenance of the flower beds, trails and the exterior of the building. Tree removal was done. BL obtained estimate for power washing of the exterior of the building, for a rate of \$45 an hour, up to a maximum of \$1,500 for the whole job. Discussion was held about this being an acceptable bid, that the job needs doing and that if there was any damage, the contracted worker would pay for it to be done. Motion made by JZ to use Mr. Langlois for the power washing job and for the cleanup of school grounds. Seconded by LK. Motion approved.

Student Athletics:

TT reported that an ILM family had approached the Alburgh School about joint participation in sports there. TT spoke with Jim Ross, Alburgh principal, who said that discussion would need to take place with their board. LK indicated that the liability piece of sports participation belonged to the GISU and that families would need to complete all required paperwork. LK indicated support of this happening. LK also suggested a conversation take place about joint activities beyond sports (dances, for example and other recreational activities). JZ spoke about how ILM historically partnered with North Hero on sports and suggested that ILM also have a conversation with them around this. JZ, LK and TT all voiced support of this.

Student Athletics (cont'd.)

LK made a motion to move forward with proposals for joint sports and other recreational activities with Alburgh and North Hero. JZ seconded the motion. Motion approved.

Superintendent's Report (presented and read by LK):

Reported on GISU attendance to a SWIFT conference in Virginia this summer, where GISU participants attended keynote presentations, workshops and MTSS training. Also, attendance at an education conference at Jay Peak.

August 8 and 9th, administration will be meeting to get ready for in-service and to review federal grant programs, and to review and analyze data on strengths, successes and weaknesses.

The business office is very busy, preparing for public CPA auditors (the GISU auditors). Auditors are there now doing pre-field work and back in the GISU offices Aug. 29.

Food Service Update:

LC informed the board that there was a miscommunication between the school and the state. An RFP has been prepared and sent in to the state by her. Only the Abbey Group responded.

LK asked if the Abbey Group was moving forward despite the delay with the state. LC responded yes.

Act 46 Update:

JZ reported that the committee met last week and a final draft was reviewed and approved. Also been reviewed by attorney. Three towns will vote to join a supervisory union, GI, NH and ILM for a K-6 configuration. South Hero has indicated they do not wish to join. Vote will take place this November.

Website Update:

LK indicated that someone had posted the school's policy manual on the school website, but it was posted in a draft not approved by the school board and in a form that could be edited by anyone. LK directed TT and BL to contact Kris Luce to delete this version from the website.

Library Access Update:

Discussion was held regarding moving a wall and putting a fire rated door to allow public access to the school library. Quotes were sought out. LK indicated that a fire rated door was available in the kitchen area for use, instead of purchasing a new one. Plans made to try and coordinate with TT about using school vacation time to complete this job.

Library Access Update (cont'd.)

Discussion was held about securing the front area of the school where admin. assistant has an office alcove, when the school permits other uses at the school. CB is working on this and other key lock troubleshooting (re: master control keys) with a locksmith from Burlington. Moving forward to get this done timely and reliably.

JT stated that the ILM library was willing to support door and wall job to support library access to the public.

Discussion continued about an issue with first use of the school building by the Mason's for their dinner. TT to work with the Masons on this and expressed willingness to be at the school that evening, if lock to front area wasn't in place. BL indicated she would clear confidential material from her area.

Building Usage:

CB asked that the Masons be permitted to store dinner supplies (plates, silverware, etc.) that they had stored in the past in the kitchen pantry area. LK said that would fall under the school usage policy that, if approved, storage would be permitted as long as it doesn't impede any area for food or other school supplies and that these items could be used by the school. CB will draft a letter from the Masons to submit to the school board.

Budget to Actuals:

LC presented and questions asked about net 2016 figures.

LK asked about status of food enterprise deficit and indicated board expectation to cover the balance in this fiscal year.

LK asked LC to go back to 2009 and figure out the accumulated deficit. LC indicated she will do that.

LK made a motion that a mini audit of the Food Enterprise Fund be done to calculate all deficits and that all deficits will be completely covered with the surplus from this year.

JZ seconded the motion. Motion approved.

LC indicated another item to talk about. A \$29,000 line item for the town appropriation, half of which should have been booked into FY15 as \$14,500 but wasn't and was booked into FY16. FY16's town appropriation added to this totaled the \$29,000. line item. An accounting adjustment was made.

Approval of Bills for Payment:

TT addressed a trash bill for recycling. LC indicated a bid request was going out for recycling for the district. Effective July 1, a cost of \$12-25 a month with current trash collector.

Approval of Bills for Payment (cont'd.)

LC shared that the GISU assessment due from ILM was not in the bills. It will be put through in September (September 10) for payment by ILM.

Other bills reviewed and a motion was made by LK to approve payment of bills for the 15-16 budget in the amount of \$6,899.75. JZ seconded the motion. Motion approved.

A second motion made by LK to approve an additional \$329.22 in bills for the 16-17 budget. JZ seconded it. Motion approved.

Emergency Call List:

Discussion held about all of the board, Toby Peacock, CB and PZ to be on the emergency call list. The emergency call list is for emergency use only (none school hours). CB is contact 1, JZ (and PZ) contact 2. Agreement was reached about order of who would be called and BL provided with this list.

Board concluded regular meeting and went into executive session until 7:42 p.m. JZ made motion to hire candidate for the long term sub position (to cover Ms. Walker's maternity leave). Seconded by LK. Motion approved.

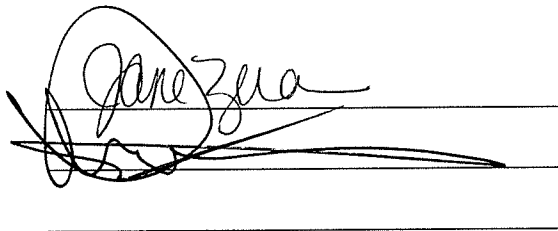
LK made motion to adjourn. JZ seconded. Motion approved. Meeting adjourned at 7:45 p.m.

Respectfully submitted.

Jane Zera

Louise Koss

Jen Rafferty

The image shows three handwritten signatures in black ink, each written over a horizontal line. The first signature is for Jane Zera, the second is for Louise Koss, and the third is for Jen Rafferty. The signatures are written in a cursive style.