

Unapproved Draft

Concord School Board Meeting
Minutes
August 1, 2011

Members Present: Karl Goulding, Chairman; Karen Call, Sten Lium, and Jaye Young.

Student School Board Representative: Kelsi Despins

Administration Present: Patrick Ely and Jill Peck.

Others Present: Louis Brach, Kathleen Joslin, Lisa Dufour, Michael Regan, Harold Lunnie, and Linwood Smith.

Citizens and Staff to be Heard: (None.)

Approval of 7/19/11 Minutes:

Sten made a motion to accept the July 19, 2011, minutes, seconded by Karen. The motion carried. Vote 4-0-0.

Student School Board Member Update:

Kelsi reported that she had participated in the CCV Intro to College course and was well prepared in comparison to students from St. Johnsbury Academy and Lyndon Institute. She will be attending the Student Leadership Program at Profile H.S.

Rosetta Stone Presentation:

Sten introduced the language training program and explained that the school buys 50 licenses (or chairs) for \$5,500 which is good for 12 months. There is an additional charge for instruction over program. The licenses would be offered to Concord School students first, and then to staff and community members. Kelsi asked if there was sign language. It was discussed that that might be a good after-school program. Sten will follow up with Rosetta Stone about credit, sign language, and oversight. It was discussed that test scores across the curriculum have gone up in schools after implementation of Rosetta Stone. Louis Brach suggested involving the select board and Public Library and encouraged the Board to include the Town in the endeavor as after-school language programs are very effective. The classes would be done as a student enrichment program.

Booklet for High School Opportunities:

Jaye suggested the school move forward on a booklet outlining classes and other opportunities for Concord High School students. Mr. Ely will start working on it as a priority.

Principal's Report:

Mr. Ely reported there are five potential tuitioning high school students for the fall semester. He presented a request for a long-term sub for para Della McBey while she recovers from medical treatment, which will be approximately two months. It was discussed in executive session. The new administrative assistant, Rosanna Burke, is working in the office part time and will become full time after Aug. 19. Mr. Ely asked the board if they wish to sit in on interviews for the English Language Learner (ELL) position. The consensus of the board was that their presence is not necessary. He would like to arrange interviews for the volunteer coordinator position as soon as possible. (Jaye will forward to him and Ms. Peck the job description.) He also clarified his request that he welcomes communication with all board/community members, but would like to channel requests through the board chair. He is researching JROTC programs in the area. Karl suggested contacting both Profile and White Mountain Regional. Ms. Peck recommended also looking at JROTC in Vermont schools. Financial reports were discussed. Karl requested financial reports monthly before the board meetings so they can be reviewed. Mr. Ely is developing a facilities use request form in hopes of yielding increased usage by the public. Karl suggested we may want to revisit the current facility use policy; Ms. Peck stated we may also need a procedure and the need to discuss custodial times and cleanup. There is no information on what teachers are doing for professional development this summer. There was no report from the Athletic Director, but Jaye inquired into making sure students planning to play varsity sports need to be made aware of their need for a physical before the season starts. Mr. Ely will talk to Mr. Link. Mr. Ely will be attending the VPA's Leadership Academy from Aug 2 -4 relating to "The Call for Transformational Leaders." He requested that the board work on an action plan.

Mr. Ely suggested offering Matt Link the stipend position of sub coordinator, as he performed the job last year. Karl and Jaye both agreed with the suggestion.

Mr. Brach asked why the new administrative assistant left her previous position to come to Concord. Mr. Ely was not sure if he could answer the question in a public session, but he said he would verify if he could.

Archery Presentation:

Linwood Smith, a certified archery instructor, explained how an archery program benefits students. He explained his experience in helping students succeed through the program and explained that his students' attitudes and academic achievement were positively affected. He brought various bows that might be used in the program. He also told of how well his students competed nationally, and that they had taken 4 out of 5 first places in the state competition the previous week. When asked by Mr. Ely if he would donate his time to help the program get started, he agreed that he would. Liability was discussed. Karl asked Ms. Peck to find out about the insurance issue.

Superintendent's Report:

Ms. Peck stated they are still awaiting information on the after-school bus run contract. She will present a Financial Statement at the next meeting. Ms. Peck reported the problem of covering payroll due to the date when taxes come in. In the past the School District borrowed from the Town, but that money is not available this year. The townspeople voted not to allow the school to borrow money. The problem is a result of the Nov. tax deadline, which does not make funds available until that time. There was a question about whether it has to be voted on. Ms. Peck and Karl will look into the options. Karl asked Ms. Peck if the treasurer has put the \$250,000 into an interest-bearing CD. Ms. Peck doesn't believe it has been done.

Mr. Ely reported that Mr. Sanborn had determined the difference between the principal's salary and the budgeted amount for principal and assistant principal is \$43,608.

Business Program:

The high school business program was discussed and its value to Concord students. Mr. Ely will look into the program and it will be further discussed.

There was an audio conference explaining the MMS program for real-time student academic and attendance information. The value of the discipline portion, which is not included in the present program, was discussed. The need for immediate parent communication when a discipline event occurs was discussed.

Sign Board for Route 2:

A sign was discussed for announcing activities of the school. A trailered sign was suggested to avoid the permitting process. The sign could be custom designed with the heading "Concord School Upcoming Events." Karl asked if the student body could update the information on the sign; Mr. Ely said they could, and the maintenance department could move the trailer as necessary. Mr. Sanborn and Mr. Ely will look into purchasing the sign and bring an update to the next meeting.

After-School Policy:

The suggested after-school policy was discussed. Mr. Ely will talk to Mr. Link, as well as students and coaches, to receive input on the needs.

Kitchen Floor:

Tiles in the kitchen storage area were covering severe cracks and more supplies are needed. Karl instructed that Mr. McCarty, who is doing the work, should speak with Mr. Ely and Mr. Fisher. Mr. Ely will follow up.

Policy Adoption:

The correction made at the previous board meeting has been made and the policy (D1) has been reposted. Karl will talk with the S.U. chair about the change at the S.U. level.

Mr. Ely stated a letter is going out to staff tomorrow and will include the information about the Sizzling Summer Social.

Sten made a motion to move into Executive Session, seconded by Karen. The next meeting will be on August 16. The motion carried. Vote 4-0-0.

The board moved into Executive Session at 8:20 p.m. The board moved out of Executive Session at 9:30. The meeting adjourned.

Karl Goulding, Chairman

M. Jaye Young, Clerk on the Board

Karen Call

Sten Lium