

CAVENDISH TOWN ELEMENTARY SCHOOL BOARD
Regular Meeting
Tuesday, June 20, 2017
CTES, Arts Center
5:30 p.m.

I. CALL TO ORDER/ROLL CALL

Board: Gene Bont, Fred Marin, Barbara Dickey, Doug McBride and Katie Hamlin
(arrived at 5:59 PM)

Staff: George Thomson and Debbie Carleton

Public: LPCTV-Videographer

Dr. Bont called the meeting to order at 5:35 p.m.

II. APPROVAL OF AGENDA

Mr. Marin **moved** to approve the agenda as written. Mr. McBride seconded and the motion carried unanimously.

III. APPROVAL OF MINUTES

Ms. Dickey **moved** to approve the regular meeting minutes of May 16, 2017 as written.

Mr. Marin seconded the motion. Motion carried unanimously.

IV. COMMUNICATIONS

a. Public Comments

None

b. Written/ Oral

Mr. Thomson said that Ms. Powden has a conflict tonight and apologies that she could not make it to this meeting. He said that Ms. Baker would cover for her at the graduation tomorrow night.

c. Board Comments

None

V. NEW BUSINESS

a. Approval of Professional Development Proposal

Mr. Thomson said this more so applies to the other elementary schools in the district. The proposal is for some common planning to work on Proficiency Based Learning with all schools on Tuesday afternoons. CTES already has these five additional half days scheduled for skiing. Therefore, the CTES Board doesn't have to vote to approve. The Board discussed assessments.

b. Approval of FY 2017-18 Revenue Anticipation Note

Mr. Thomson explained the Revenue Anticipation Note is needed each year, in case there isn't enough cash flow to pay the bills. The note will be issued on July 3, 2017 in the amount of \$275,000.00 with an interest rate of 1.5% an "as needed (line of credit)". The interest is only paid on the portion of money actually used.

Mr. Marin **moved** to approve the FY 2017-18 Revenue Anticipation Note from the Community Bank in the amount of \$275,000 with an interest rate of 1.5%. Ms. Dickey seconded. The motion carried unanimously.

c. Award Summer Work Bid

Mr. Thomson recapped the school building work that was put out for bid, noting there was \$10,000 budgeted for this work.

After advertising the specified work at CTES, he only received one bid. Chris Chadwick from Chadwick Builders submitted an estimate in the amount of \$10,128.50 with a 10% contingency for any unforeseen expenses for a grand total of \$11,141.35. The payment terms suggested 50% to be paid up front and the remaining 50% upon completion. Mr. Thomson negotiated these terms to align with the supervisory union to pay for materials up front with payments of 20% on July 7th, July 21st, August 4th and the final payment on August 18th or when the project is complete. Mr. Thomson added that Mr. Chadwick and his partner attended CTES. Board discussion ensued.

Ms. Dickey **moved** to award the bid to Chadwick Builders for the exterior school building work in the amount not to exceed \$11,141.35. Mr. McBride seconded. The motion approved unanimously.

d. Appointment of Farm to School Committee Member

Mr. Thomson said the After School Program is looking to get involved in the Farm to School Initiative. He explained that the supervisory union has received a grant to hire a part-time Farm to School Coordinator. He said there is an opening for a CTES Board representative on this committee. There was no interest.

e. Policies – (Second Read)

- i. D18 Employee Use of Social Networking, Social Media, Media Sites & Personal Sites

Mr. Thomson explained there was no action needed tonight as one of the other schools has made some suggested changes. Discussion ensued.

- ii. F24 Student Meal Charges – (Second Read)

Mr. Thomson explained the policy is required by the AOE.

Mr. Marin **moved** to approve the F24 Student Meal Charges policy. Mr. McBride seconded. The motion carried unanimously.

f. GMUSD Update

Mr. Thomson said the GMUSD vote was not contested in any of the 4 towns and the town clerks have now sent these votes on to AOE to review. Once reviewed, the AOE sends these votes on to the Secretary of State, who then certifies this vote. After the certification is complete, another 60 days is required to pass before the newly formed district has its first Board of Directors meeting. The first meeting is expected to be held in late August or September.

As we moved towards the end of 2018 school year, the GMUSD Board will meet more often while the current school boards will meet less.

- g. Agreement with Fletcher Community Library
Mr. Thomson noted the draft agreement between the Fletcher Community Library and CTES was included in the packet. This draft agreement includes responsibilities for each party. He added that the two organizations have worked very well together since the library was added to the school building in 1989. Board discussion ensued.
- h. Principal Report
On behalf of Ms. Powden, Mr. Thomson informed the Board that the AOE is performing an Integrated Field Review in the fall. He also distributed the vision and goals of the Continuous Improvement Plan from Ms. Powden; she will share in detail at another meeting.

Continuous Improvement Plan Goals

- 1.) Fully implement PBE for PreK through 12.
- 2.) The TRSU will maintain a safe and inclusive learning environment for all.
- 3.) All teachers and administrators take responsibility for student outcomes.

Budget Summary

Mr. Thomson said they would need to hire additional staff to accommodate the needs of special education students. We budgeted for 18 special education students and we currently have 27. He said the budget this year will be tighter than ever. There were lots of things going on this year that weren't in the budget. Mr. McBride asked what's causing these increases; it is the federal laws or the change in students. Mr. Thomson believes we are dealing with a population that has more needs that weren't as prevalent years ago. The laws have also changed regarding how these needs are met. Discussion ensued.

End of Year Activities

Last week they had a very successful Health Fair. In the Early Stages Program the 3rd grade participated in the play Really Rosie at the Weston Play House. The Arts Program usually decorates the hallways with student artwork, but due to the humidity they had to hang with ribbon from the ceiling. Tomorrow is the school outing at Camp Plymouth. Graduation is tomorrow night at 6:00 PM. Then Thursday is the last day with early release.

Summer camp offered this year through the After School Program. CTES and LES are combining this year. The camp will run for 7 weeks at LES and in August for 2 weeks at CTES. There will be bus transportation.

The Kindercamp Program is on August 22, 23 and 24th, run by Stephanie D'Abbraccio.

Mr. Thomson will be out of the building from July 3rd through August 14th and Ms. McNamara will be out the month of July.

VI. SUGGESTED MEETING DATES

The next regular board meeting is August 8th, 2017

VII. ADJOURNMENT

Mr. Marin **moved** to adjourn the meeting at 6:44 P.M. Ms. Dickey seconded. The motion carried unanimously.

Respectfully submitted,

Deborah Carleton
Board Recording Secretary