

**Bellows Free Academy, Union District #48, and Northwest Technical Center
Board of School Directors**

Board Meeting
June 5, 2007

Present for a quorum: Nilda Gonnella-French, Jim Mercier, Al Corey, Bruce Scott, and Sally Lindberg

Student Representatives: Jenn Gissel, 2006-2007; and Rina Perrault 2007-2008

Administrators: Marilyn Grunewald, Superintendent, FCSU; Martha Gagner, Acting Business Manager, FCSU; Dennis Hill, Assistant Principal; David Kimel, Manager, Collins Perley Sports and Fitness Center; Sally Tarr, Director, NWTC; Geoff Lyons, Assistant Principal; Laurence Carnahan, Director of Support Services; and Ned Caron, Principal

Visitors: Dan Marlow, Athletic Director; Peggy Roberts, parent; Jenny Parent, coach; Bette Dunsmore, retired, former coach; Heather Young, parent; Heather Dunsmore, parent; Cassandra Dunsmore, student; Brian Dunsmore, parent; Ellen Dunsmore, parent; Bradley Dunsmore, parent; Alisa Aylward, parent, coach; Jeff Moulton, coach; Katharine Hutchinson, Student Council Advisor; and Dante Gimache, Student Council President

1. Call to Order at 6:30 p.m.: Jim Mercier called the meeting to order at 6:30 p.m.
2. Pledge of Allegiance
3. Executive Session
 - 3.1 Student Issue
 - 3.2 Personnel Issue

Al Corey made the motion to enter Executive Session at 6:32 p.m. for student and personnel issues; Sally Lindberg seconded the motion, with all in favor. Motion carried 5-0.

Al Corey made the motion to come out of Executive Session at 7:40 p.m.; Bruce Scott seconded the motion, with all in favor. Motion carried 5-0.

A motion was made by Nilda Gonnella-French and seconded by Al Corey. Sufficient evidence was presented to establish the Board's satisfaction that Student 2006/2007 #6 violated the school's policies and to approve the recommendations of the School Administrator regarding consequences of the student's actions. Motion carried 5-0.

4. Visitors:

- 4.1 Moss Point, Mississippi Powerpoint Presentation: Kaki Hutchinson gave background information on the Moss Point High School (MPHS) student exchange program, and passed around photographs. The Student Council decided to borrow the Sister City concept to create a partnership in a Sister School program for high school Katrina victims in collaboration with three other area high schools. Their first project involved bolstering the Moss Point annual Pumpkin Festival by sending pumpkins in Fall 2005. They conducted fund-raising events in support of MPHS by putting on talent shows and a Bash for Cash event. They wanted to establish meaningful relationships with the MPHS students. They exchanged visits; the MPHS representatives stayed at homes in St. Albans.

Dante Gimache was one of the students representing BFA at Moss Point. They were taken on a tour of the devastation from the Katrina Hurricane. They helped clean up local parks, etc. He experienced unexpected cultural differences. On the last day of their trip, they toured New Orleans to see the hurricane damage there. They are in the planning stages for another trip to help in the rebuilding of New Orleans working with the Habitat for Humanity program, which will probably take place next April.

Kaki noted that they stayed at a local church in Moss Point. BFA sent three students and a chaperone, as did the other collaborating schools. They became aware that the high school had an outstanding music program, and arranged to have the jazz band perform at the Burlington Jazz Festival this year. Dante says the Student Council will definitely keep this project going. They have been involved there two years now, and plan to keep the 35 Student Council members engaged in the project. Jim Mercier thanked Kaki and Dante for making the presentation to the board.

5. Consent Agenda:

Nilda Gonnella-French made the motion to add two items to the Agenda under New Business, 7.4 FY08 Tax Anticipation Loan Approval, and 7.5 Approval of the food service contract; Al Corey seconded the motion, with all in favor. Motion carried 5-0.

5.1 Approval of Minutes of May 8, 2007 and May 16, 2007:

Al Corey made the motion to approve the Minutes of May 8, 2007 with corrections; Sally Lindberg seconded the motion, with all in favor. Motion carried 5-0.

Corrections: Page 3, Item 10.1: In the first motion, the time entering Executive Session is missing. The fourth motion should read as follows: "Al Corey made the motion to allow Clark Russell to take advantage of both of", etc. In the sixth motion, delete "position" before "Math position." The seventh motion should read, "Motion carried 3-0-1. (one member abstained.)."

Al Corey made the motion to approve the Minutes of May 16, 2007, and the remainder of the Consent Agenda; Sally Lindberg seconded the motion, with all in favor. Motion carried 5-0.

- 5.2 Superintendent's Summary: Included in mailed packet.
- 5.3 Student Representative Report: This will be the last report by Jenn Gissel. She reports that the Student Council is winding down the year with elections and the Blood Drive. Seventy-five people signed up to make it a very successful drive. The new Student Council representative, Rina Perrault, was introduced to the board.
- 6. Old Business:
 - 6.1 Joint Meeting with Collins Perley Board: Jim Mercier will notify the board of the most agreed-upon-date for this meeting. David Kimel encouraged the board to submit information beforehand for items to be discussed.
- 7. New Business:
 - 7.1 Committee Reports:
 - a. Curriculum (Bruce Scott, Chair): Bruce reports that the committee met at 7:15 a.m. this morning until 8:00 a.m. They discussed teacher development; graduation and other events; end-of-the-year luncheon (the committee would like a board representative at the luncheon); NWTC; summer work that will be done; and best practices for teaching. The committee will be working on upgrading the school mission and expectations at the next meeting in August.
 - b. Finance/Building (Nilda Gonnella-French, Chair): Nilda reports that the Finance Committee met on May 16th. They worked on the Audit Report.
 - c. Personnel (Nilda Gonnella-French, Chair): Nilda reports that the committee sacrificed their meeting to accommodate the full-board meeting for May. The next meeting will be on June 19th.
 - d. Policy (Sally Lindberg, Chair): Sally reports that the committee met on May 4th for a full-day meeting. They worked on ten policies and are ready to present approximately seven policies for 1st hearings in the near future.
 - 7.2 Collins Perley Report (Al Corey): Al reports they have been working on issues to discuss for the meeting of the two boards.
 - 7.3 Audit: Martha Gagner reviewed the draft Audit Report with a focus on the fund balance. BFA generated \$1 million more than they had anticipated. Some of the excess was used for building repairs. The excess revenues came primarily from unexpected numbers of sending-school enrollment.

Al Corey made the motion to approve the FY06 Audit Report accepted by the Finance Committee; Nilda Gonnella-French seconded the motion, with all in favor. Motion carried 5-0.

- 7.4 FY08 Tax Anticipation Loan: Martha Gagner reports that BFA is required to do cash analysis governed by rules and laws by the state. The business office determines the month with the greatest cash-flow deficit. It is the highest amount you can borrow. They deposit and invest the loan, and earn interest on it. The earnings are used to offset expenses. Martha explained the advantages of using Chittenden Bank for the anticipation loan.

Nilda Gonnella-French made the motion to approve Bellows Free Academy Union High School to take out a tax anticipation loan for FY08 for the maximum amount allowable by law with the Chittenden Bank, and that the School Treasurer and a majority of the BFAUH School Board members sign the necessary documents prior to July 1, 2007; Al Corey seconded the motion, with all in favor. Motion carried 5-0.

- 7.5 Approval of Food Service Contract: **Al Corey made the motion to approve the Underwood Catering Group food service contract for 2007-2008; Bruce Scott seconded the motion, with all in favor. Motion carried 5-0.**

8. Other Business:

- 8.1 Northwest Technical Center Director's Report: Included in mailed packet. Sally Tarr reports there is a lot of testing this time of year on Industry Recognized Credentials. She described the Career Forum that she was asked to pilot in collaboration with BFA. Ten businesses came and met with seniors. It is an opportunity to connect the seniors with permanent employment in the area. They hope to replicate this model at other high schools. The program is designed to reach the 20-28% of students that do not go on to school after graduation. The plan to implement a career exploration program for sophomores in the fall, as well.
- 8.2 Department Reports: Included in mailed packet. Laurence Carnahan reports they hired a new teacher in the CIP program, and that most of the paraeducators are returning next year.
- 8.3 Board & Administrator: Included in mailed packet.
- 8.4 Harassment Policy for Employees and Members of the School Community: For Policy Notebook.
- 8.5 Policy on Prevention of Harassment of Students: For Policy Notebook.

9. Agenda Items for Future Meeting: A meeting was suggested for July 10 tentatively, since the board does not normally meet in July.

- 9.1 BFA Non-Certified, Non-Union Guidelines
9.2 Adopt Revised Bylaws
9.3 Policies

10. Approve Warrants: **Al Corey made the motion to approve the May Warrants; Sally Lindberg seconded the motion, with all in favor. Motion carried 5-0.**

11. Executive Session:

- 11.1 Personnel
- 11.2 Real Estate

Al Corey made the motion to enter Executive Session at 8:25 p.m. for personnel and real estate issues; Nilda Gonnella-French seconded the motion, with all in favor. Motion carried 5-0.

Al Corey made the motion to come out of Executive Session at 9:00 p.m.; Sally Lindberg seconded the motion, with all in favor. Motion carried 5-0.

Al Corey made a motion to accept the resignation of Melissa Dion; Bruce Scott seconded the motion. Motion carried 5-0.

Al Corey made a motion to appoint Krystal Norton as the Real Life Department Head per the Master Agreement; Sally Lindberg seconded the motion. Motion carried 5-0.

12. Adjourn.

Al Corey made the motion to adjourn at 9:05 p.m.; Bruce Scott seconded the motion. Motion carried 5-0.

Respectfully submitted,

Charlotte Ryan, Board Secretary