

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

3
4 Board Meeting
5 June 3, 2008

6
7 Present for a quorum: Jim Mercier, Sally Lindberg, Bruce Scott, and Nilda Gonnella-French

8 Absent: Al Corey

9 Administrators: Ned Caron, Principal; Sally Tarr, Director, NWTC; Dennis Hill, Assistant Principal; Geoff
10 Lyons, Assistant Principal; David Kimel, CPSC; Marilyn Grunewald, Superintendent; Laurence
11 Carnahan, Director of Support Services; Wendy Meunier, Associate Principal; and Rina Perrault,
12 Student Representative

13 Visitors: Doug Bell, Tech-Connections Instructor, NWTC; Silas Harris, Tech-Connections Student; Greg
14 McConnell, Tech Connections Student; and Amber Plante, Tech-Connections Student

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16 1. Jim Mercier called the meeting to order at 6:35 p.m.

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18 2. Pledge of Allegiance.

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20 3. Tech Connection Presentation: This was a report on an industry design project to produce high-quality
21 custom ceramic components with precision tolerances for a nuclear refurbishment project. Doug Bell
22 highlighted the handout describing the critical tasks that had to be met by the students, and displayed
23 samples of the component at various stages of production. Mr. Bell says the project energized his program.
24 He learned a great deal, along with the students. He succeeded in obtaining a grant to fund the project.
25 The project turned into a wonderful, but challenging monster, with unexpected events and changes that
26 were demanded midstream in the process. It was a huge learning experience.

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28 The students explained that initially they had to learn about the properties of ceramics, and had to work
29 around a shrinkage rate of as much as 25% when the components were fired in a kiln. To further
30 complicate the process, each batch produced had a slightly different shrinkage rate. Then Superior
31 Technical Ceramics changed the specs for inserts from ceramic to brass.

32
33 Essentially, they had to create a company modeled after an industrial company, and had to operate as a
34 company by doing such things as creating a company letterhead and logo; compiling a cost analysis that
35 included cost of materials, shipping costs, marketing costs, and salary and benefit costs for employees.
36 They then had to come up with a sales quote.

37
38 The engineering design aspect of the project meant compiling 3-D diagrams, and deciding on the tools they
39 would use. They had to use expensive tools because ceramic surfaces act like sandpaper, and tend to wear
40 out machine parts rapidly. After tooling, they got to actually build it. The shrinkage rate was about 16%
41 after firing in the kiln. After the firing, they had to analyze the results and measure precisely every side and
42 angle of the component. In the cost analysis they had to factor in samples and failures.

43
44 In the end, they had to present a notebook that would become an individual project portfolio, a project CD
45 documenting the process, and a final presentation CD. The students got to work with an engineer from the
46 Superior Technical Ceramics (STC) company. The entire process posed very interesting problems.

47
48 When asked if they plan to do this again next year, Sally Tarr says that they now have a very nice template
49 to work with, and are looking for more projects. She added that it costs STC a significant amount of
50 money to work with the students. Mr. Bell found it to be an amazing experience, and the most challenging
51 and rewarding thing he has done in high school. Jim Mercier thanked him and the students for their
52 presentation on this impressively executed project.

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54 4. Consent Agenda:

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56 **Bruce Scott made the motion to approve the Consent Agenda; Nilda Gonnella-French**

1 **seconded the motion, with all in favor. Motion carried 4-0.**

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3 4.1 Approval of Minutes of May 6, 2008--Included in mailed packet.

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5 Corrections: Under 5.3, second paragraph, ninth word: "weak" was meant to be "weakness", but
6 the board determined that "gap" would better reflect meaning, and should replace "weakness."

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8 4.2 Superintendent's summary--Included in mailed packet.
9 4.3 Student Representative Report: Rina Perrault reports that the Student Council just finished
10 elections, and listed the officers. An ice cream social is being held tomorrow to integrate new
11 officers, etc. They are planning a retreat to work with the Student Council during the summer.
12 They are putting together a new Executive Board.

13

14 5. Old Business:

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16 5.1 Acceptable Use of Electronic Resources and the Internet Policy: For Board Policy Notebook.

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18 5.2 Drug & Alcohol Policy: To be discussed further in Executive Session.

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20 5.3 SRO Memorandum of Understanding:

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22 **Bruce Scott made the motion to approve the SRO Memorandum of Understanding for
23 FY09; Sally Lindberg seconded the motion, with all in favor. Motion carried 4-0.**

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25 5.4 CPSC Bond Vote Update: The bond vote went very well, and everyone was urged to go out
26 and support the project. David Kimel has advertised for the Owner's Representative position, and
27 sent out the bid for the storm water project, seeking other price quotes. He will keep the board
28 informed and welcomes involvement of the board. It is possible that lighting, locker room, and
29 storm water work will take place this summer and fall. They will not do the rink or track this
30 summer. They are making every effort to spend wisely.

31

32 6. New Business:

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34 6.1 Committee Reports:

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36 a. Curriculum (Bruce Scott, Chair): The committee met this morning. They discussed
37 the present setup of the math system K-12, and considered why we did not rank higher in
38 testing. They worked on the Breaking Ranks timeline; statistical report on where
39 graduates are going after they leave BFA; and parents concerns about graduates and what
40 receiving colleges are sent regarding student applications. The next meeting will be in
41 October.

42

43 b. Finance/Building (Nilda Gonnella-French, Chair): They met May 20th, and discussed
44 the food catering contract, renewal of the busing contract, Special Services transportation
45 plan, SRO Memorandum of Understanding, renovation projects, negotiations, adult
46 education, and others.

47

48 c. Personnel (Nilda Gonnella-reach, Chair): They met the same day as the Finance
49 Committee, and discussed a lot of the same items as the Finance Committee.
50 Negotiation updates was a large part of the discussion, and they created a timeline for
51 teacher negotiations.

52

53 d. Policy Committee: The all-day meeting was cancelled. They are trying to
54 reschedule it for June 9th.

55

56 6.2 Collins Perley Report (Al Corey): Al Corey was not present to give a report.

57

58 6.3 Summer Maintenance Schedule Report: A memorandum to the board on the project costs was
59 included in the mailed packet. The total cost would be \$65,132 to be drawn from the Capital
60 Reserve Fund. Ned Caron reports that they are continuing the process of removing carpet and
61 restoring woodwork and tile, and are trying to get some serious paving done There are no major

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1 surprises. They may have to do roof replacement during the summer of 2009.

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3 **Nilda Gonnella-French made the motion to allocate \$65,132 from the BFA Capital Reserve**
4 **Fund; Sally Lindberg seconded the motion, with all in favor. Motion carried 4-0.**

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6 6.4 1st Reading Visits by Parents, Community Members or Media Interviewing, Filming,
7 Videotaping or Recording Policy (H5):

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9 **Sally Lindberg made the motion to warn the Visits by Parents, Community Members or**
10 **Media Interviewing, Filming, Videotaping or Recording Policy (H5); Nilda Gonnella-French**
11 **seconded the motion, with all in favor. Motion carried 4-0.**

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13 6.5 2nd Reading Board Member Conflict of Interest Policy (B3):

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15 **Sally Lindberg made the motion to warn the Board Member Conflict of Interest Policy (B3);**
16 **Nilda Gonnella-French seconded the motion, with all in favor. Motion carried 4-0.**

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18 6.6 2nd Reading Policy on Professional Development (D2):

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20 **Sally Lindberg made the motion to warn the Policy on Professional Development (D2); Nilda**
21 **Gonnella-French seconded the motion, with all in favor. Motion carried 4-0.**

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23 6.7 FY09 Food Service Program: This is the 5th year of a five-year contract with Underwood
24 Catering a.k.a. The Abbey Group. The DOE requires board approval annually.

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26 **Sally Lindberg made the motion to authorize renewal of the contract with Underwood**
27 **Catering a.k.a. The Abbey Group; Bruce Scott seconded the motion, with all in favor.**
28 **Motion carried 4-0.**

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30 6.8 Student Transportation for Athletics and Field Trips: This is the 2nd year of a three-year
31 contract with Terricel Transportation a.k.a. Grand Avenue Enterprises.

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33 **Bruce Scott made the motion to authorize renewal of the contract with Terricel**
34 **Transportation a.k.a. Grand Avenue Enterprises; Sally Lindberg seconded the motion, with**
35 **all in favor. Motion carried 4-0.**

36
37 6.9 CPSC Renovations: The administration and central office have been working on a timeline
38 for the renovations.

39 6.10 BFA/NWTC Renovations: Sally Tarr reports that this project expense covers building
40 costs, architect fees, and other fees. The opening bids came in higher than January's bids. The
41 mechanical and electrical costs were up significantly. NWTC needs more program space in
42 marketing, and this will result in better use of space. Laurence Carnahan reports that formal bids
43 went out May 15th. They will be modernizing personal space area, and make it more efficient and
44 more private, and will include a lift, and washer and dryer moved for CIP students. All will be
45 done by fall. Bruce Scott asked how many more times we could dip into the Capital Reserve
46 Fund, before depleting it. It was acknowledged that they should always have some reserve
47 remaining to deal with emergency needs.

48
49 **Bruce Scott made the motion to authorize the use of \$160,000 of Capital Reserve Funds to**
50 **cover all associated costs for renovations to the Welding Shop in the Northwest Technical**
51 **Center and student personal care area in the Special Services area, and to award the**
52 **General Contractor's bid for the renovations to Ruggco, Inc., at a construction cost of**
53 **\$127,521; Sally Lindberg seconded the motion, with all in favor. Motion carried 4-0.**

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55 7. Other Business (For board's information):
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1 7.1 Northwest Technical Center Director's Report: Included in mailed packet. Sally Tarr reports
2 that the Perkins Plan needs to be signed by the board. NWTC will need to do a hearing update for
3 this five-year plan, and to document what they have done. She distributed the Funding Summary
4 Sheet for FY 2009, which lists and describes projects and the amount of funding for each project.
5 The total allocation of funding for this plan is \$196,014. There is a five-year focused professional
6 development plan. If you do not meet indicators for two years in a row, you could lose funding
7 programs, and then there will have to be some negotiating.
8

9 Wendy Meunier explained the Virtual High School Consortium, which held two-day sessions that
10 included students, teachers, and administrators.
11

12 7.2 Department Reports: Included in mailed packet. Wendy Meunier reported on on-line courses
13 that BFA will be offering, and the administration is very excited about this opportunity . BFA has
14 the infrastructure to support this, and gives us the opportunity to offer courses otherwise not
15 possible to offer. They are offering training on Blackboard.
16

17 7.3 CPSC Manager's Report: Included in mailed packet.
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19 7.4 *Board & Administrator*: Included in mailed packet.
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21 8. Agenda Items for Future Meetings
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23 8.1 Health Insurance Portability and Accountability Act Compliance Policy: To be warned for a
24 future meeting.

25 8.2 Participation of Home Study Students in School Programs and Activities Policy: To be
26 warned for a future meeting.

27 8.3 Educational Support System Policy: To be warned for a future meeting.
28

29 9. Approve Warrants:
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31 **Bruce Scott made the motion to approve the April warrants; Sally Lindberg seconded the**
32 **motion, with all in favor. Motion carried 4-0.**
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34 10. Executive Session:
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36 **Sally Lindberg made the motion to enter Executive Session at 7:45 p.m. for personnel,**
37 **negotiations, and hiring procedures; Nilda Gonnella-French seconded the motion, with all in**
38 **favor. Motion carried 4-0.**
39

40 **Sally Lindberg made the motion to come out of Executive Session at 8:35 p.m.; Bruce Scott**
41 **seconded the motion, with all in favor. Motion carried 4-0.**
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43 **Bruce Scott made the motion to accept the resignation of David A. Battick in the Summit**
44 **Program for the 2008-2009 school year; Sally Lindberg seconded the motion, with all in**
45 **favor. Motion carried 4-0.**
46

47 11. Adjourn:
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49 **Bruce Scott made the motion to adjourn at 8:40 p.m.; Sally Lindberg seconded the motion.**
50 **Motion carried 4-0.**
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52 Respectfully submitted,
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54 Charlotte Ryan, Secretary
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