

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

3  
4 Board Meeting  
5 June 2, 2009

6  
7 **Present for a quorum:** Al Corey, Sally Lindberg, Nilda Gonnella-French, Bruce Scott, and Jim Mercier  
8 **Administrators:** Robert Rosane, Superintendent, FCSU; Martha Gagner, Business Manager, FCSU;  
9 Dennis Hill, Assistant Principal; Laurence Carnahan, Director of Support Services; Geoff Lyons, Assistant  
10 Principal; Sally Tarr, Director, Northwest Technical Center; Wendy Meunier, Associate Principal; David  
11 Kimel, Manager, CPSC; Rina Perrault, Outgoing Student Representative; and Liesl Ulrich-Verderber,  
12 Student Representative  
13 **Visitors:** Isaac A. Russell, NWTC Student; William Manning, NWTC Student; Lindsey Miller, NWTC  
14 Student; Leeann Wright, Instructor; and Joyce Kemp, Instructor

- 15  
16 1. Call to Order: Jim Mercier called the meeting to order at 6:30 p.m.  
17 2. Pledge of Allegiance  
18 3. Agenda Changes: Item 6.7 The Student Performance Data presentation will take place at a future  
19 meeting.  
20 4. Visitors:

21 4.1 NWTC DECA Presentation: Joyce Kemp distributed a handout listing the State Career  
22 Development Conference winners, and she explained that DECA, an association of marketing students,  
23 gives students opportunities to attend conferences to develop skills and competence for marketing careers.  
24 The participating NWTC students experienced a very successful year. The students were introduced and  
25 the medals and honors were highlighted; they earned 35 medals in the state competition. This was the best  
26 year they have had over the past six years. Ms. Kemp summarized the fundraising efforts the students  
27 undertook to cover expenses for the competition. The Board congratulated them for the excellent job they  
28 did this year.

- 29  
30 5. Consent Agenda:  
31 5.1 Approval of Minutes of May 5, 2009, and May 12, 2009:

32  
33 **Al Corey made the motion to approve the Minutes of May 5, 2009, as modified; Sally**  
34 **Lindberg seconded the motion. Motion carried 4-0-1.**

35  
36 On Page 3, Line 22, amend the motion to read, "...to approve hiring Luke Larocher for a one-year  
37 appointment as Boys' Varsity Soccer Coach...."

38  
39 **Al Corey made the motion to approve the Minutes of May 12, 2009; Sally Lindberg seconded**  
40 **the motion. Motion carried 4-0-1.**

41  
42 5.2 Student Representative Report: Rina Perrault says the prom was a success, with 450 tickets  
43 sold. She introduced next year's representative, Liesl Ulrich-Verderber. Dennis Hill added that  
44 the prom was held at the Davis Center, and that the staff complimented BFA by saying that they  
45 were the best behaved group they had ever had for a prom event.

- 46  
47 6. New Business:

48 6.1 Committee Reports:

49 a. Curriculum: Bruce Scott reports that there was no meeting, and that there won't be  
50 another meeting until October; however, there will be a lot of activity over the summer.

51 b. Finance and c. Personnel: Nilda Gonnella-French reports that there was a joint  
52 meeting on May 19th, and that everything that was on the agenda for that meeting is on the agenda  
53 for this meeting tonight.

54 d. Policy: Sally Lindberg reports that there was a meeting yesterday, and that there will  
55 be a meeting in August. The meetings tie in with working on a process whereby policies will be  
56 seen and vetted by everyone, and then they would go to the Policy Committee, and in the future all

1 policies will be monitored by the FCSU. Fairfield has finally approved of the Wellness Policy.  
 2 The committee worked on several policies, and approved of them, as amended. They will be  
 3 coming to the Board over the next several months. The administrative team will be working on  
 4 other policies and procedures. Superintendent Rosane says they are hopeful in establishing and  
 5 facilitating a different procedure. The individual boards, especially BFA, will approve procedures.  
 6 There will be significant differences, because it is a high school. He is pleased that the Policy  
 7 Committee has been so supportive.  
 8

9 Nilda Gonnella-French wondered if there will no longer be SU updates, since they have not had  
 10 one for a while. Superintendent Rosane says they are discussing the content for reporting on the  
 11 Board Retreat. He noted that the SU report tends to be on the confidential side, but there is plenty  
 12 to report that is not confidential.  
 13

14 6.2 Collins Perley Report: Al Corey says the construction projects are going well and moving  
 15 steadily along. At the May 19th meeting they reviewed what was done, what is being done, and  
 16 changes that had to be made in the project. He says David Kimel has been working very hard on  
 17 this. Tomorrow they will be pouring cement for the rink. Activities on the track have been going  
 18 well, in spite of the rain. He warned visitors to be careful where they walk, when on the CP  
 19 premises. David Kimel added that we are a little ahead of schedule on construction, and are ahead  
 20 on the budget, as well.  
 21

22 Jim Mercier added that the "Lost in Oz" theatrical presentation in the auditorium was videotaped ,  
 23 and he highly praised the students for a job well done and thanked them for putting their hearts  
 24 into the production.  
 25

26 6.3 Job Descriptions:

27 a. Outreach Coordinator:  
 28

29 **Al Corey made the motion to approve the job description for the Outreach Coordinator;**  
 30 **Sally Lindberg seconded the motion. Motion carried 5-0.**  
 31

32 b. Support Services Secretary:  
 33

34 **Al Corey made the motion to approve the job description for Support Services Secretary;**  
 35 **Sally Lindberg seconded the motion. Motion carried 5-0.**  
 36

37 6.4 Tax Anticipation Notes: Martha Gagner distributed a handout showing the proposal figures,  
 38 and she reports that the FY10 Tax Anticipation Loan was discussed at the Finance Committee  
 39 meeting. They decided to reinvest the funds with Chittenden Bank, because they had the better  
 40 investment rate. The other two banks had a different sliding scale. Of the 6-7 different banks  
 41 invited to submit proposals, they received three responses.  
 42

43 **Al Corey made the motion to authorize the Bellows Free Academy Union High School**  
 44 **(BFAUHS) to take out a tax anticipation loan for FY10 for the maximum amount allowable**  
 45 **by law with the Chittenden Bank, and that the School Treasurer and a majority of the**  
 46 **BFAUHS Board members would sign the necessary documents; Sally Lindberg seconded the**  
 47 **motion. Motion carried 5-0.**  
 48

49 The Board members will sign the loan and banking documents during the Executive Session.  
 50

51 6.5 Food Service Bids: Martha Gagner distributed a handout showing the bid proposals for The  
 52 Abbey Group and FreshPicks. Four different vendors were invited into the bidding process, and  
 53 two responded. The two vendors submitted proposals for the food service at BFA starting with  
 54 FY10. There was no change in the prices for The Abbey Group, and there was a higher price for  
 55 student breakfast for FreshPicks. Also, The Abbey Group Adm/Management Fee was \$7,500 less  
 56 than FreshPicks; the Annual performance guarantee was \$4,000 greater for The Abbey Group than

1 for FreshPicks. In addition, The Abbey Group offered a staff of nine, while FreshPicks offered a  
 2 staff of six. Martha is recommending The Abbey Group for a one-year contract that may be  
 3 renewed annually for an additional four years. Martha would need approval from the Board each  
 4 year. It was pointed out that the only reason we could deny The Abbey Group is if there was  
 5 dissatisfaction with their services, and there were none voiced. Martha says they receive a  
 6 monthly report on their expenditures and revenues.

7  
 8 **Al Corey made the motion to award the Food Service contract to The Abbey Food Service**  
 9 **Group for a one-year contract that may be renewed annually up to an additional four years;**  
 10 **Sally Lindberg seconded the motion. Motion carried 5-0.**

11  
 12 6.6 Collins-Perley Bond Application: Martha Gagner listed the usual multiple forms that need  
 13 signatures.

14  
 15 **Bruce Scott made the motion for the adoption of the Collins Perley Bond Application and**  
 16 **execution of the Collins Perley Bond Application documents; Al Corey seconded the motion.**  
 17 **Motion carried 5-0.**

18  
 19 6.7 School Choice Agreement: Ned Caron highlighted the Public School Choice Agreement  
 20 between BFA Union High School and Lamoille Union High School to establish the program in  
 21 2009-2010 and 2010-2011. He sees it as an opportunity for students.

22  
 23 **Al Corey made the motion to approve the Articles of Agreement in the Public School Choice**  
 24 **Agreement between B.F.A. Union High School and Lamoille Union High School for**  
 25 **Academic Years 2009-2010 and 2010-2011; Sally Lindberg seconded the motion. Motion**  
 26 **carried 5-0.**

27  
 28 6.8 Summer Projects: Ned Caron projects that the overall project will cost \$416,500, but they are  
 29 still waiting for final data numbers. Some of the projects include roof replacement for the gym  
 30 and NWTC; one boiler project, and the future prospect of moving forward on two other boiler  
 31 projects; the elevator; the cosmetology facility; access to the nurse's office; the north/south  
 32 entrances and stairwells, which are in very sad shape; painting of the exterior doors that were  
 33 replaced last summer, and address other doors not done; and exterior painting that would bring  
 34 back the original trim colors. They have put a hold on the hospital trim and roof work; there is a  
 35 \$30,000 contingency on this. The primary source of funding for these projects is the Capital  
 36 Improvement Funds. There will be a major presentation in the fall on a multi-year auditorium  
 37 project. Jim Mercier commends the administration for taking care of the building and preventing  
 38 costly repairs due to neglect and deterioration, which will amount to considerable savings to the  
 39 community.

40  
 41 6.9 Early Retirement: Superintendent Rosane explained that this is not directly related to BFA,  
 42 but will have an impact on the other schools. There has been a change in the IRS regulations. He  
 43 explained the window of opportunity open to employees to make choices. Outside of that  
 44 window, the school has to decide how it would pay for that benefit. The BFAEA and a majority  
 45 of the other associations agreed to move to a cash payment. This works best for everyone, and is  
 46 simpler from the central office perspective. He needs a directive from the Board authorizing the  
 47 central office to pay benefits as cash for employees not under the current contract in order to  
 48 comply with the IRS changes.

49  
 50 **Al Corey made the motion to authorize the FCSU central office to pay early retirement cash**  
 51 **benefits for employees not under the current contract, as presented; Bruce Scott seconded**  
 52 **the motion. Motion carried 5-0.**

53  
 54 6.10 Amended Non-Union, Non-Certified Salary Schedule: The Job Classification Structure Pay  
 55 Scale Model was amended to include the Outreach Coordinator on Step 5.

1 **Al Corey made the motion to approve amending the Non-Union, Non-Certified Salary**  
2 **Schedule, as presented; Bruce Scott seconded the motion. Motion carried 5-0.**  
3

4 6.11 Side Letter to Master Agreement: This side letter reflects a change in the start/stop time for  
5 the school day, but does not change the number of hours. It reflects reorganization, and not an  
6 addition of hours. They will be going back to starting the school day at 7:30 a.m.  
7

8 **Al Corey made the motion to approve and execute the Side Letter amending teacher work**  
9 **day times; Bruce Scott seconded the motion. Motion carried 5-0.**  
10

11 7. Other Business:

12 7.1 Northwest Technical Center Director's Report: Included in mailed packet.

13 7.2 Collins Perley Sports Center Manager's Report: Included in mailed packet.

14 7.3 Department Reports: Included in mailed packet.

15 7.4 New Signage: Ned Caron announced the Design Advisory Board (DAB) approval for an  
16 electronic sign to be located where the granite sign is located in the horseshoe plot between the  
17 entrance/exit to the parking lot and tech center. The granite sign will be relocated to the flag pole  
18 area in front of the main building. The Boosters have been working hard fundraising and  
19 designing this sign; it has been a long process. BFA is very lucky to have the Boosters working  
20 for us. Chris Payne, the Student Council President, was present at the DAB meeting.

21 7.5 Rail City Writing Workshop: Sally Lindberg called attention to the upcoming summer  
22 workshop. Geof Hewitt works with teachers and students during the school year. The Board  
23 would be interested in seeing writings that come out of that workshop.

24 7.6 July Meeting: There probably will not be a meeting in July. The next meeting will be August  
25 4th.  
26

27 8. Agenda for Future Meetings:

28 8.1 Weighted Grades

29 8.2 Collins Perley Trust

30 8.3 English Language Learner Policy (F19): To be warned for adoption.

31 8.4 Greece Trip

32 8.5 Supervisory Union Update

33 8.6 Student Performance Data

34 8.7 Rail City Writing Workshop  
35

36 9. Approve Warrants:

37  
38 **Al Corey made the motion to approve the May Warrants; Bruce Scott seconded the motion.**  
39 **Motion carried 5-0.**  
40

41 10. Executive Session:

42 10.1 Personnel  
43

44 **Al Corey made the motion to enter Executive Session at 7:25 p.m. for personnel matters;**  
45 **Bruce Scott seconded the motion. Motion carried 5-0.**  
46

47 The Board came out of Executive Session at 8:25 p.m.  
48

49 **Sally Lindberg made the motion to approve hiring Rob Corey and Dana Spencer as Drama**  
50 **Assistants; Bruce Scott seconded the motion. Motion carried 5-0.**  
51

52 **Al Corey made the motion to approve hiring Julie Faas as an Allied Health instructor; Bruce**  
53 **Scott seconded the motion. Motion carried 5-0.**  
54

55 **Al Corey made the motion to approve hiring Jennifer Hill as Marketing and Video**  
56 **Production Instructor; Bruce Scott seconded the motion. Motion carried 5-0.**

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21

**Al Corey made the motion to approve hiring Patton Massengill as an English teacher at Northwest Technical Center; Bruce Scott seconded the motion. Motion carried 5-0.**

**Al Corey made the motion to approve hiring Tom Koldys as a Science teacher; Bruce Scott seconded the motion. Motion carried 5-0.**

**Al Corey made the motion to approve hiring Michelle Wheeler as a Science teacher at Bellows Free Academy; Bruce Scott seconded the motion. Motion carried 5-0.**

The Board authorized the administration to offer contracts to teaching candidates during the summer months prior to bringing them to the Board for approval.

11. Adjourn:

**Al Corey made the motion to adjourn at 8:30 p.m.; Sally Lindberg seconded the motion. Motion carried 5-0.**

Respectfully submitted,

Charlotte Ryan, Board Secretary