

DRAFT  
MEETING MINUTES  
Chelsea Board of School Directors  
Regular Meeting  
Wednesday, October 1, 2008 @ 7:00 PM  
Chelsea School Business Education Room

**Board Members Present:**

Emily Marshia, Chair  
Chris Byrne, Vice Chair  
Joseph Spinella  
Tracy Crocker  
Kelly Lyford

**Community & Staff Members Present**

David Bickford, Superintendent  
Karoline Johnson, Principal  
Carmen Fleming, Special Services Director  
Donna Brown, Business Manager  
Calvin Johnson  
Jennifer Cypher, Recording Secretary

**Call to Order**

Emily called the meeting to order at 7:04 pm.

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**Approval of Minutes**

The minutes of September 17 were approved with no changes.

**Adjustments to the Agenda**

David requested that the reports of the business manager and special services director be moved to the top of the report section. Emily requested to add multiage planning to the Old Business topics, and the future of the Chelsea School to the New Business topics.

**Correspondence**

None.

**Public Comments**

None.

**Reports**

*Business Manager*

Donna provided a current financial report and a copy of last year's preliminary audit results. Excluding the roof project, the school is currently "in the black." The total contract for the roof was for 112, 017.00. Donna will be providing a budget calendar at the next Board meeting. A discussion ensued regarding the Heskett Fund, which has approximately \$23,000 in it and was not used last year. The Board would like to clarify the appropriate use of these funds. The Board agreed that they would come up with a proposed plan for using these monies and then approach the Hesketts.

#### *Special Services Director*

Carmen provided handouts detailing a flowchart of student support services; a timeline of events showing how a student may be accommodated, from Fully Mainstreamed into Regular Classroom to Long-Term Residential Placement; and a report of the estimated costs of Out-of-District Special Education for the coming year. Emily asked for an update on the status of our Special Services staff—Carmen reported that we are fully staffed and employ one contract speech/language pathologist.

#### *Principal's Report*

Karoline provided a principal's report. Karoline recommended the hire of Yolanda Perry for a 1.0 FTE Science position; the Board approved her recommendation. Karoline also explained the plan for filling the open 0.3 FTE chemistry position—she would like to advertise for both a 0.3 FTE chemistry position and a Science Lab Assistant. If an appropriately qualified Chemistry teacher cannot be found this late in the school year, then a Science Lab Assistant could provide assistance to Yolanda Perry who is qualified to teach the course. Karoline assured the Board that if this were the case, the arrangement would be only for the current school year, after which the search for a 0.3 FTE chemistry teacher would resume.

Karoline also discussed the need for a position to provide services for English Language Learners (students whose primary language is not English, or who grew up in a household whose primary language was not English). She anticipates 1 hr/day need for this position and hopes to pay for it via mini-grants. The Board supported this position.

Finally, Karoline reported that the girls' soccer team has an undefeated season thus far, and that the teachers were pleased that the Board will be represented at the faculty meeting on October 2, and that they had scheduled an earlier meeting on October 15 to better accommodate teachers' schedules.

#### *Superintendent's Report*

David will bring a recommendation to the October 15 meeting to increase the pay of substitute teachers to \$75/day. David also indicated that he has been analyzing the cost of secondary education for other schools in the supervisory union.

#### *OWSU Executive Committee Report*

None.

#### *RTCC Representative Report*

The RTCC Board met last Thursday. The school year is off to a strong start, and more discussion regarding next year's program took place.

### **Old Business**

#### *Multiage Planning*

The committee has met and will publish the minutes to Board members and faculty once they have been approved. They are still working on a revised timeline and hope to finalize it at a meeting on October 2. The Board agreed that it was important to keep parents updated on the committee's progress.

### **New Business**

David met with Bill Ackerman to discuss bus maintenance and the new proposed town garage. Bill suggested that David speak with the Selectboard about the town garage plan.

An appeal was made to the superintendent's office regarding a bus stop location. David and Bill drove the bus route and determined that a change in this particular location was not feasible due to limited accessibility/turn around area in the proposed location. The appeal was not granted.

David is in the process of collecting bids for bus service at Strafford, Sharon, and South Royalton, and asked the Board if they would like him to include Chelsea (for informational purposes). The Board agreed that this information would be good to have, while stressing that an immediate decision is not anticipated.

Chris reminded the Board that a ridership survey had been suggested at an earlier Board meeting. Karoline will ask Bill to coordinate with drivers to get an accurate survey of the current bus usage; she will also poll students whose children do not currently ride the bus to find out why and if adjustments could be made to accommodate those children's needs (changing bus routes/times, etc).

A first reading of the Admission of Resident Students Policy was performed. A second reading is scheduled for the October 15 meeting. David also provided Procedures for Admittance of Residential Students, which allows Chelsea School the right to investigate residency status. He requested that the Board act on the procedures; they were approved.

#### *Future of Chelsea Public School*

Emily requested that this topic be a standing topic for future agendas in order to move the conversation into the open. The Board hopes that community members will come to share their thoughts/ideas.

A community member asked for clarification of the steps taken recently when a first grade student was suspended. The Board agreed that the incident could not be discussed specifically due to confidentiality; however, they recommend that the parent speak with Karoline directly to get clarification of the process in general terms.

### **Future Meetings**

The next regular Board meeting will be held on October 15, 2008 at 3:00 pm.

**Executive Session**

The Board entered Executive Session at 9:14 pm to discuss personnel. The Board exited Executive Session at 9:55. No action taken

The Board entered Executive Session at 10:00 to discuss negotiations. The Board exited Executive Session at 10:10.

**Adjourn**

The meeting was adjourned at 10.11 pm.