RIVENDELL INTERSTATE SCHOOL DISTRICT
BOARD MEETING
District Office – Orford, NH
May 3, 2016 – 6:30 p.m.

Members Present: Marc DeBois, David Ricker, Michael Smyth (Orford); Mark Avery, Bruce Lyndes, (Fairlee); Kathy Hooke, Jean MacDonald (Vershire); Kevin Dexter, Sarah Rinehimer (W. Fairlee); Kathy Blanchard (at-large);

Members Absent: Margaret Gladstone (Fairlee)

Administration and Staff Present: Mike Harris (Superintendent); Keri Gelenian (Head of Schools/RA Principal); Gail Keiling (Head of Elementary/SME Principal); Tammy MacQueen (WES Principal); Jan Cole (Director of Special Education); John Jakubens (Director of Operations); Michael Galli (RA Dean of Students)

Others Present: Bonnie McCouch (Orford), Mark Burger (Orford)

I. Call to Order: Meeting called to order at 6:30 p.m.

II. Agenda Revision/Time Allocation: The Board minutes of April 19, 2016, were added under the Consent Agenda.

III. General Public Comments: None.

IV. Presentation:
   A. Operations (J. Jakubens): Jakubens spoke to Board about WES skylights and roof project, as well as the SME roof project, reviewing process and that he had only received one quote, although he had reached out to many contractors. He stated the cost of SME would be $32,000 and WES $33,000. Once WES roof and skylights are done, he will need to have inside work done due to leaking. Keiling and Galli said that with the skylights at all buildings there is a need for electronic shades or filters due to the glare on Smartboards that are used in classrooms. Avery suggested $32,000 to for WES and save SME for another time as it did not seem to be done immediately and other Board members agreed. Discussion ensued on type of roof (asphalt shingles or standing seam). Action: Motion made to approve the use of $40,000 from the capital reserve for WES skylight/roof project and the urgency of completing this summer. (Avery, Blanchard) Approved.

V. Consent Agenda
   A. Minutes
      1) Board – April 5 & 19, 2016
         2) Annual District Meeting – March 15, 2016
   Action: Motion made to approve consent agenda, with changes to April 5 minutes. (Blanchard, Hooke) Approved.

VI. Informational Reports (written)
   A. Superintendent Report: Harris had no additions to his written report.
   B. Head of Schools Report: Gelenian stated that a community member had approached him about a foreign student attending RA, who would not be going through a foreign student exchange organization. Harris stated that the student would need to get an F1 visa and pay tuition in order to attend if not going through a foreign student exchange organization, adding that the laws and regulations on this are very specific now. Gelenian will report back to requester. MacDonald asked about the RA assembly when two Vermont gubernatorial candidates were invited to visit. Galli, who had arranged the assembly, spoke briefly about the assembly which was done in a town hall type meeting, one Republican and one Democrat, stating that they are also working on NH candidates coming, had invited every presidential candidate to come but all had turned them down. Lyndes suggested after primary perhaps inviting the gubernatorial candidates to come then. Gelenian reported that presently have four Warren students, two Waits River students, and
four Piermont students attending the Academy next year. DeBois said that the Piermont School Board Chair might invite a couple of the Rivendell Board to Piermont’s June Board meeting.

1) Student Government Report: None.

C. Elementary Schools Report: MacQueen reiterated some items from her written report. Keiling reminded everyone that a group of Harvard graduate students led by Pasi Sahlberg would be visiting SME on May 5th and that VT AOE Secretary Holcombe would also be there. Keiling reported that she had contacted the media (Journal Opinion and Valley News).

VII. Ongoing Business

A. Auditor Appointments: MacDonald said that Ken Stella had agreed to be a local auditor. Motion: Board appointed Ken Stella as a local auditor until the 2017 Annual District Meeting. (MacDonald, Hooke) Approved. MacDonald said she had another person in mind.

B. Head of Schools Evaluation: Harris reported that the survey data has been all reported to him and he is working on a way to summarize and present the findings. He plans to meet with Gelenian soon to go over it.

C. Administrative Hiring Process (Samuel Morey Principal): Harris reported that he would be meeting with Gelenian, Keiling, MacQueen and Cole to discuss and will be reopening the process and looking at additional candidates. Harris added that he hoped to get the Search Committee together next week. Also, planned to contact possible candidates who administrators knew and encourage them to apply. Hooke asked if there was a “Plan B” and Harris said no. Keiling stated that she is willing to help out short term if no one is found for July 1.

D. Act 46 Update from Study Group: Discussion on whether Board should contact VT AOE regarding withdrawing from the study grant. Action: Motion made to withdraw from the Act 46 study grant and notify VT AOE. (Ricker, Blanchard) Approved. Harris will take care notifying Brad James at VT AOE and DeBois will notify Thetford Board Chair. Board, also, thought teachers/staff and students should be notified. Hooke spoke about when she came to RA and spoke to students about Act 46 and had received lots of great feedback. Hooke and Galli stated that having Board members talk with students is valuable.

VIII. New Business

A. Board Meeting Schedule 2016-2017: DeBois reviewed the schedule. Board felt that they should have a Board Retreat and DeBois requested they send Tuesday dates they are available to Perryman. Action: Motion made to approve 2016-17 schedule dates as presented, with addition of Retreat when decided. (MacDonald and Lyndes) Approved.

B. Hiring/Resignation Updates: Harris recommended for hiring - Douglas Pilcher for RA Social Studies Teacher, Caroline McCrave as SME Title I Reading Teacher, and Story Graves as RA Special Education Teacher for 2016-17. He added that teacher positions still pending were RA Spanish, SME Kindergarten and WES Special Education. Action: Motion made to approve Pilcher, McCrave and Graves as recommended. (Lyndes and Ricker) Approved.

C. Overnight Senior Field Trip Request (May 22 & 23, 2016): Gelenian reported that the seniors were planning to go to Boston and have raised all the monies. Action: Motion made to approve overnight Senior Class Trip. (Lyndes, Hooke) Approved.

D. Correspondence: None.

IX. Future Agenda Items

Common Core, Crisis Response, Community Outreach, Policies to be Revised (ongoing), Student Presentations, Department Reports, Head of Schools Evaluation Process, SME Principal Hiring, Guatemala trip and Orford Task Force

X. Executive Session

Action: Motion made to move into Executive Session at 7:25 p.m. Approved. Board came out of Executive Session at 7:35 p.m.
Action: Motion made to approve Irene Drew’s request to extend her leave of absence through the end of the 2015-2016 school year using her accumulated paid leave. (Lyndes, Ricker) Approved.

XI. Adjournment
Action: Motion made to adjourn. (Ricker, Lyndes) Approved. Meeting adjourned at 7:37 p.m.

Recorded by:
Penny Perryman, CEOE
Executive Assistant/HR Manager

Note: All Board votes were unanimous unless noted otherwise.