Rivendell Interstate School District – Board Meeting Minutes
Rivendell Academy, Orford, NH
September 4, 2007

Members Present: Sandra Smith-Ordway, Allen Avery (Fairlee); Doug Tifft (at-large), Carol Sobetzer, Mel Emerson (Orford), Harry Black (Vershire)

Administrators and Staff Present: Noelle Vitt (Head of Schools), Bob Sampson (Head of High School), Paul Fassler (Head of Middle School), Kathryn DalPra (School Nurse)

Others Present: Cicely Richardson (Journal Opinion), Cassie Pike, Paul Dalton, Theresa Woodward, Rebecca Wood, Marc DeBois, Cheryl Howe

I. Call Meeting: Carol Sobetzer called the meeting to order at 6:30 p.m.

II. Approve Board Minutes of August 14, 2007: Action: Motion was made to approve the minutes of August 14, 2007 making the correction to reprint the front of the financial page, not front cover of the annual report. Approved.

III. Public Input: None

IV. Communications and Reports: A. Report of the Chair: Action: Motion was made to take agenda items out of order and allow discussion about the ski program after Public Input and prior to Communications and Reports. Approved. Theresa Woodward introduced herself and requested that the School Board consider the idea of adding the CSO ski/snowboard program to the District’s insurance policy. The CSO insurance policy has dropped their liability insurance for skiing/snowboarding and the hockey program. Noelle reported her conversation with the insurance company and discussion followed regarding miscellaneous expenses (fingerprinting) enrichment activities and equity to students. Noelle will provide more information and detail at the next meeting and the Board will discuss at that time. B. Report of Head of Schools: Noelle referred to the enrollment numbers in her report. Regarding staffing, Noelle reported that there are no viable candidates for the public relations/grants position as of yet, but getting closer with the nurses’ aide position. There was discussion about the library aide position. Prices were raised for breakfast and lunch at the elementary level. There was discussion regarding the water at the Academy and Noelle reported there is no long-term problem at the Academy; just a lack of use problem over the summer. 1) Academy Discipline & Advisory Report: Paul Fassler reported that they wanted to put together a Student Handbook Committee and a Discipline Process Committee. Paul spoke about some of the changes in the discipline pyramid and how the middle school is building a system of student accountability. Bob Sampson spoke about the advisory system and the progress that has been made since last year. Bob clarified the roles of the office staff regarding academic concern notification and the bus discipline issue policy. There was discussion about separating an Athletic Handbook from the Student Handbook, about a student failing multiple courses and being able to make up those courses over a 6-week summer program and how a high school student maintains credit/status for completion. Carol asked about detention and discussion followed. Mel asked whether there could be a disciplinary data report for the Board. 2) Enrollment (see above) 3) UVBEP Noelle referred to Joy Michelson’s excellent work with Dartmouth-Hitchcock Medical Center and the Upper Valley Business Education Partnership. C. Reports of the Committee Chairs: 1) Long Range Planning: Doug reported that the public forum will take place on September 20 6:30-9:00 p.m. Board will discuss in executive session to confirm. 2) Negotiations: A post fact-finding meeting is scheduled for October 10th at 5:00 p.m.
V. Business Requiring Discussion & Action: A. Personnel 1) Athletic Director & Coaches: Noelle asked until 9/18 to provide a description of Bob Thatcher’s work as Athletic Director to include assignment of time, stipend, etc. Dustin Burnett was recommended as a high school soccer coach assistant (boys and girls) on a $1 agreement. Larry Duffy was recommended for NH driver’s education and Elizabeth Mooney for VT driver’s education. Also, a recommendation to move Jane Finlay in EEE from 95% to 100% FTE. **Action:** Motion was made to move Jane Finlay from 95% to 100% FTE, to hire Dustin Burnett on a $1 agreement as a high school soccer coach assistant, to hire Larry Duffy for NH driver’s education and Emily Mooney for VT driver’s education. **Approved.**

B. CSO – Request regarding Ski Program:

C. Policies – Second/Final Reading 1) Code E1 – Tobacco Prohibition – Revision **Action:** Motion was made to approve Code E1-Tobacco Prohibition after changing the phrase “may be confiscated” to “will be confiscated”. **Approved.** 2) Code F20 – Admission of Non-Resident Tuition Students – Revised Noelle referred to the change regarding unsatisfactory conduct withdrawal. The following corrections were noted: reword to “the school may terminate the student’s enrollment” and change “semester” to “trimester.” Carol asked about the number of suspended days and there was discussion about collecting a fee for extra curricular activities. **Action:** Motion was made to send policy F20 back for reconsideration. **Approved.** 3) Code G1 – Curriculum Development – Revision Noelle spoke about leaving curriculum coordinator as it is now. The policy was not revised. **Action:** Motion was made to table Code G1 – Curriculum Development indefinitely. **Approved.**

D. Executive Session, as needed: **Action:** Motion was made to move to executive session at 8:15 p.m. **Approved.**


Board came out of Executive Session at 8:55 p.m.

By consensus the Board supported moving forward with the September 20th meeting with Raymond Proulx, Ed.D.

VII. Adjourn: **Action:** Motion was made to adjourn. **Approved.** The meeting adjourned at 8:56 p.m.

Respectfully submitted,

Brenda Gray
District Clerk/Treasurer