RIVENDELL INTERSTATE SCHOOL DISTRICT
BOARD MEETING
Rivendell Academy, Orford, NH
September 9, 2008

Members Present: Carol Sobetzer, Brenda Gray, Marc DeBois (Orford); Margaret Gladstone, Doug Tifft, Sandra Smith-Ordway (Fairlee); Beverly Ash (W. Fairlee); Bruce Lyndes (at-large); Trevor Law, Jennifer Ricker (Vershire)

Administrators and Staff Present: Gail Keiling, Head of Schools (Superintendent); Gary Collins, Director of Operations; Tammy MacQueen, VISIONS Program Director

Others Present: Cicely Richardson (Journal Opinion), Bethany Miller, Sheri Clifford

I. Call to Order: Meeting was called to order at 6:35 p.m.

II. Agenda Revision/Time Allocation: Request was made to add a discussion of the 10th year anniversary event, hiring of an elementary school nurse and approving a new chair for the Long Range Planning Committee.

III. General Public Comments: Carol recognized Bethany Miller who stated that she was present to talk about the art program. Bethany appreciated the Board’s hard work with building last year’s budget but wanted to make sure that the Board was aware that, because of the cuts to the art position at the Academy, it seemed that there were very little offerings that students such as her daughter could take. She felt strongly that art should be considered an important part of the Rivendell program. Doug stated that Rivendell’s art requirements are fairly light and can be satisfied in the first two years of high school. Carol stated that the Board had been assured that art classes that Rivendell has always offered would be available but not as often as in the past. Margaret stated that it was her understanding that different classes would be offered each trimester. Bethany replied that it was her understanding that the same class (other than the introductory art class) was being offered each trimester so there was actually only one art class that her daughter could take all year. Gail and Donna Valentine agreed to look into the art schedule and respond back to the Board on how they would ensure that students had access to art classes either through the Rivendell program or perhaps by taking classes at another educational institution. Bethany was thanked for coming and bringing the issue to the Boards’ attention.

IV. Executive Session – Student Hearing: Action – Motion was made to go into executive session at 6:45 p.m. for the Student Hearing. Approved. Board came out of executive session at 7:30 p.m.

V. Student/Teacher Presentation & Recognition
Tammy MacQueen presented a PowerPoint on the Rivendell SummerScapes outlining the morning and afternoon sessions with 23 in attendance from the Middle School, 8 Elementary and 16 students from K, 1, 2. The total cost of SummerScapes 2008 was $27,500, transportation costing $8,000. She is working with Liz Sunde exploring other grants and funding in order to keep not only SummerScapes, but the VISIONS program as well, and is already planning on what to offer students next summer.

VI. Consent Agenda (Accept)
   A. Minutes (July 1, July 8, August 5 and August 12, 2008)
      Action: Motion was made to approve all above minutes with edits. Approved.
   B. Long Range Planning Committee Report
      There were no questions at this time.
   C. Head of Schools (Superintendent’s Report)
      Written report was in Board packet – no comments. Gail distributed copies of the minutes of the July 31, 2008 Orford Academy Task Force. Action: Motion was made to approve
these minutes of the Orford Academy Task Force. **Approved.** (Note – This motion was unnecessary as the School Board does not approve Orford Academy Task Force minutes.)

**VII. Ongoing Business (Deliberation & Possible Action):** None for this meeting

**VIII. New Business (Received Information & Possible Action)**

**A. Operations – Gary Collins:** Gary Collins asked the Board to consider having the Red Cross tour the new Academy Building. They have an agreement to use the school as an emergency shelter, but after speaking with Tim Surprenant from Tasco Security he learned that the agreement was not up to date. Collins reported on the Westshire water project and with the grant from the state of Vermont he expects it complete in late October. Also, he would like to set the building temperatures at 68 degrees during the winter time to assist with the total budget on oil prices. Doug Tifft suggested an energy comprehensive policy to show the public that the Board is doing all it can to spend tax dollar wisely and also suggested to make this part of the annual report. Gary then explained a new emergency school closing telephone system, “Alert Now,” that would enable a message to go to all parents in the event of school closing, early dismissal, late bus, cancellation of event(s). The system would send the message up to four times if not answered and after that would generate a report so he would know what did not receive the announcement. The cost would be $1,650 and there would have to be a training session for those responsible for sending the messages and uploading the information. There was discussion on how the system could be programmed to send to certain groups such as sports teams or a particular bus and also staff and Board members and to families with multiple children in different school receiving only one call. **Action:** Motion made to spend the $1,650 and have “Alert Now” reviewed during a Finance Committee Meeting and add as a budget item in the future. **Approved.**

**B. New Hires (School Nurse, Coaches):** Gail Keiling reported the hiring (pending Board Approval) of Amy Frandsen, RN as the Academy school nurse and is interviewing an excellent candidate for a .6 nurse position at the elementary schools to spend 1.5 days at each school and asked for the Board’s support to continue the interview process and this position. The Board agreed that Keiling should continue. **Action:** Motion made and seconded to hire Amy Frandsen, RN, as School Nurse at RA. **Approved.** **Action:** Motion made to hire Todd Pierson as Middle School Soccer Coach. There was a brief discussion on the hiring and advertising process. **Approved.** **Action:** Motion made to hire Tim Goodwin as coaching assistant ($1) for Varsity Girls’ Soccer. **Approved.**

**C. Correspondence:** Keiling stated that she had a positive meeting with Karen and Peter Thurston and will be reviewing the disciplinary policy involving tobacco and sporting events.

**D. Carol Sobetzer announced that Doug Tifft will be stepping down as chair of the Long Range Planning Committee and **Action:** made a motion to have Trevor Law fill the vacant position. **Approved.**

Gail asked that a card be sent District-wide (bulk mail) announcing the 10th anniversary of the Rivendell Agreement and suggested a celebration on Thursday, October 9th from 4-6 pm at Samuel Morey and at that time dedicate the Library as the Avery Library, in memory of Allen Avery. The Board agreed.

**IX. Strategic Action Plan**

**A. Update of Process:** Gail Keiling briefly outlined the Vision Statement 2008-2013 and said that with the impending timeline additional input was needed from the Long Range Planning Committee, who plan to have two meetings in October and will be prepared for a request for approval at the November meeting. Trevor Law described the
draft of the vision and felt that all strategies were in a workable format and requested additional input from the Board.

X. Future Agenda Items (Discussion)
None were discussed at this meeting.

**Action:** A motion was made following a disciplinary discussion. The Board agreed on a 90-day suspension after which time the student will meet with the Head of Schools (Superintendent) and the Guidance Counselor to review conditions prior to a return to school. **Approved.**

XI. Adjournment (Action)
The meeting adjourned at 9:06 pm.

Respectfully submitted,

Sheri Clifford  
District Clerk/Treasurer