

DRAFT

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MEETING OF THE
MONTPELIER BOARD OF SCHOOL COMMISSIONERS

November 15, 2017
MINUTES

Minutes Approved:

Present

Board: Bridget Asay, Becky Bowen, Michele Braun (dep. 7:20 p.m.), Steve Hingtgen, Tina, Muncy, Jim Murphy, Peter Sterling
Administration: Superintendent Brian Ricca, Business Manager Grant Geisler, Facilities Director Thom Wood
Public: Nathan Suter

Item I – Call to Order The meeting was called to order at 5:02 p.m.

Item II – Executive Session

- Motion to Move to Executive Session for the Purpose of Employee Evaluation

Ms. Asay moved that the Board enter into Executive Session in accordance with 1 VSA §313 to discuss an employee evaluation. Ms. Muncy seconded and the motion carried unanimously at 5:02 p.m. On a motion duly made and seconded, the Board voted unanimously to leave Executive Session at 6:58 p.m.

Item III – Return to Open Session 7:00 p.m.

Item IV – Public Comment None.

Item V – Consent Agenda

Superintendent Ricca requested the addition of a resignation to the consent agenda.

- **Approval of Minutes** of November 1, 2017 School Board Meeting
- **Approval of Warrants** for Payroll & Accounts Payable for November 24, 2017 (Limitations Policy 2.4)
- **Approval of Co-Curricular Appointments** (Limitations Policy 2.9)
- **Approval of Resignation** (Limitations Policy 2.9)

Ms. Asay moved, seconded by Ms. Bowen, to approve the consent agenda including minutes of the November 1, 2017 regular meeting, Warrant 11 dated November 22, 2017 in the amount of \$889,210.10, co-curricular appointments (see listing), and the resignation of Alixandra West Motion carried unanimously.

Item VI – Limitations Policy 2.8 – Communication and Support to the Board

- Discuss Reserve Fund

A list of proposed adjustments to the fund balance was provided (copy attached) and discussed. Following discussion, Ms. Asay moved, seconded by Mr. Murphy, that the Board increase the committed fund balance to \$1,304,412 as outlined in the presentation by Mr. Geisler. Motion carried unanimously.

At this point it was agreed that the meeting of the Montpelier Board would be adjourned and would reconvene immediately after the meeting of the Montpelier Roxbury Board. On a motion duly made and seconded, the Board voted unanimously to adjourn at 7:20 p.m.

The meeting was reconvened by Vice Chairperson Bridget Asay at 9:18 p.m.

Item VII – Limitations Policy 2.8 – Communication and Support to the Board

- End 1 Follow-Up

Superintendent Ricca provided details on the District's plan for addressing and evaluating progress on support for its "historically disadvantaged" students.

Item VIII – Adjourn

On a motion duly made and seconded, the Board voted unanimously to adjourn at 9:26 p.m.

Heather Michaud
Recorder

Co-Curricular Appointments

McCadden, Kerrin	Literacy Journal Advisor	MHS
Segale, Mike	Basketball, Girls: JV Coach	MHS

Proposed Fund Balance Adjustments - November 15, 2017

Description	Approved 5/31/17	Spent a/o 6/30/17	Balance a/o 6/30/17	Proposed Adjustment	Committed Fund Balance Total	Comments
MHS Bathrooms	\$315,000	\$90,974	\$224,026		\$224,026	Project is done, but punchlist items still being dealt with - may have about \$10K left
MSMS Boiler Room	\$335,000	\$6,060	\$328,940	(\$60,000)	\$268,940	Project is done and we're finalizing billing, but at least \$60K left
UES Playground	\$309,000	\$66,902	\$242,098		\$242,098	\$51K for D&E; \$250K for actual project; Add'l \$8K to for the stormwater permit
MHS Auditorium Equipment				\$30,000	\$30,000	Mounted projector and sound system update - for use now and after a renovation
MSMS Conference Room				\$170,000	\$170,000	Replace air handler and locate on roof so room can be used
UES Bathrooms				\$141,275	\$141,275	One of 3 sets needing renovation
Wiring - Cat VI in all Buildings	\$150,000	\$0	\$150,000		\$150,000	Fully spent in early FY'18
Website Upgrade	\$30,000	\$16,050	\$13,950		\$13,950	Ongoing - partially spent
iRead (Kindergarten Literacy)	\$27,580	\$27,580	\$0		\$0	Fully spent
UES Electrical & Fire Alarm	\$22,000	\$22,000	\$0		\$0	Add'l effort rolled into Bond Architect Work
UES Elevator D&E	\$11,925	\$11,925	\$0		\$0	Add'l effort rolled into Bond Architect Work
MHS Locker Room D&E	\$18,542	\$18,542	\$0		\$0	Add'l effort rolled into Bond Architect Work
MHS Auditorium D&E	\$10,000	\$10,000	\$0		\$0	Add'l effort rolled into Bond Architect Work
Bond Architectural Work	\$25,000	\$14,505	\$10,495	\$35,000	\$45,495	To fund additional A&E work in preparation for the overall bond
Replacement Vehicles	\$61,000	\$59,057	\$1,943		\$1,943	Purchased Facilities Truck & Food Service Van - balance spent after 6/30/17
MHS Server Room A/C	\$7,500	\$7,500	\$0		\$0	Fully spent
UES Playground Amphitheater Removal	\$6,500	\$6,501	(\$1)	\$1	\$0	To zero out
MHS Asbestos Removal	\$3,700	\$605	\$3,095	(\$3,095)	\$0	To zero out
MSMS Circulator Pump Replacement	\$12,700	\$12,699	\$1	(\$1)	\$0	To zero out
MHS Pressure Reducing Valve Replacement	\$10,200	\$10,200	\$0		\$0	Fully spent
Special Education - System 44 & Read 180	\$7,500	\$1,414	\$6,086		\$6,086	Partially spent
Food Service Deficit	\$5,000	\$5,000	\$0	\$10,000	\$10,000	No FY'17 deficit, but anticipate one for FY'18
Kitchen Equipment	\$5,000	\$4,401	\$599		\$599	Mostly spent
Total	\$1,373,147	\$391,915	\$981,232	\$323,180	\$1,304,412	

Fund Balance Status:

FY'17 Ending Balance	\$1,794,508
Plus: FY'18 MSMS Conf Rm Surplus	\$48,000
Less: Allowance for RVS Deficit	-\$150,000
Less: Amount from Above	-\$1,304,412
Remaining Fund Balance	\$388,096
% of FY'18 Budget	2.00%

Need to keep above 2% per Policy 2.4