

Harwood Union Middle/High School
Board of Directors Meeting Minutes
February 20, 2013
6:00 p.m. Board Meeting
Library – Harwood Union

In attendance:

Board of Directors: Chris Koliba, Board Chair; Deb Hunter, Vice Chair/Clerk; Stephen Sands; Dale Smeltzer; David Goodman; Russ Bielke; Dan Raddock

Administration: Superintendent Brigid Sheffert; Co-principals Lisa Atwood and Amy Rex; Michelle Baker; Ray Daigle

Public: Jill Schwenderman; Channel 45 camera operator

CALL TO ORDER: Chair Chris Koliba called the meeting to order at 6:06 pm

APPROVAL OF BOARD MINUTES from January 16 Board Meeting: Dale Smeltzer moved to accept the meeting minutes of January 16 as corrected. Steve Sands seconded the motion and it passed unanimously with no abstentions

PUBLIC INPUT: None

DECISION ITEMS: None

OLD BUSINESS

- Finalize annual meeting preparations: Board members planning to attend the annual HU meeting on Saturday, February 23 at 10 am: Chris Koliba, Deb Hunter, Russ Bielke, David Goodman, Dan Raddock, Steve Sands and Dale Smeltzer. Chris is working on the presentation to the public. Thanks were extended to Dave Goodman for his work on behalf of the Board in drafting the Op/Ed article appearing in the press
- 1st Reading of Policy E-13 – Video and Audio Recording on Buses. Action: Dale Smeltzer moved to warn the policy and Dan Raddock seconded the motion which passed unanimously with no abstentions.
- 2nd Reading for Removal from Policy Manual: Minimum Class Size (G19) Dale Smeltzer explained that the AAPRC recommends that this policy be removed because it was no longer needed as a separate policy, as other revised policies address this. She made the motion which Deb Hunter seconded. The motion passed unanimously with no abstentions.
- 2nd Reading of three Policies for Adoption
 - o Transcripts and Weighted Grading (to replace Weighted Grading G9)
 - o Designation of Facility Space to Recognize Individuals (new policy)
 - o Board Standing Committees (new policy)

Deb Hunter moved to adopt the three policies as recommended by the AAPRC (Academic Affairs and Policy Committee). Dave Goodman seconded the motion which passed unanimously with no abstentions

NEW BUSINESS

- Superintendent's Evaluation: See below/Executive Session

INFORMATION ITEMS

- NEASC Special Report: Co-principal Lisa Atwood presented HU's Report submitted to NEASC and also thanked Co-principal Amy Rex and Greg Shepler for their contributions. This report presented HU's progress on the NEASC expectations and/or recommendations.
- Kunming Partnership: Co-principal Lisa Atwood explained that due to the complex planning process involved in crafting this partnership, the administration recommended that the yearlong enrollment of tuition paying high school students from China be deferred for a year and that instead next year visits of 3 weeks duration be arranged for approximately 8 students from Kunming High School to allow for continued work on curricular alignment and greater understanding of cultural needs in preparation for yearlong enrollment 2014-15.
- Fundraising Policy. Chris Koliba addressed a letter submitted by an area business expressing concern about last weekend's mattress sale that benefited the HU co-curricular fund. The letter raised the issue of whether this sale decreases sales of mattresses from local vendors. Russ Bielke expressed an opinion that public schools rely on private fundraising like this for the support of many school activities and that the opportunity is there for anyone in the community to approach HU regarding fundraising partnerships. Dan Raddock agreed that the sales of pizza, citrus, and holiday trees are similarly used to raise funds for student programs, although these too compete with local vendors. Discussion followed as to how to make known to area businesses that HU welcomes their initiatives to partner with the school for fundraising. Superintendent Brigid Sheffert acknowledged that our schools have no intention of drawing support away from area businesses who have been supportive in many ways of our schools, but that the school doesn't have sufficient personnel to explore all local options each time a vendor approaches the school about a fundraising opportunity. She urged that the school welcomes proposals, especially from the local business community, to support HU fundraising opportunities.
- Communication of Meetings. Dan Raddock raised concern about confusion regarding the publicity of two previous public meetings. Superintendent Sheffert clarified the dates of two future meetings: March 13 at 6pm, the Harwood leadership will sponsor a public session on the school's Transformation efforts and Monday, March 25, the Washington West Supervisory Union will host its 2nd seminar on the new Common Core Standards at Harwood at 7 pm.
- MS World Language: Dave Goodman raised concern over curricular alignment between Crossett Brook Middle School and HU with regard to French I instruction. The Board shared consensus to put this topic on the agenda for a future meeting and asked that the administration gather the appropriate data in preparation for that presentation.

REPORTS

- Co-Principals' Report –

Lisa Atwood and Amy Rex highlighted the public Cyber Safety Forum held at HU on February 6, as well as the student assemblies on cyber safety held earlier in the day. In addition, they shared the good news that a Tarrant Institute grant enables the acquisition by the Middle School of 52 I-Pads, 2 Mac Minis, and 5 I-Pod Touches. NECAP test scores recently released showed significant improvement in all areas of the assessment this year for both high school and middle school students. The tests were taken earlier in the Fall. Dale Smeltzer expressed praise for the students' performance and the Board joined in unison.

BOARD WARRANTS

A motion was made by Steve Sands based on the recommendation of Dale Smeltzer to confirm the following Board warrants:

Board Warrant #59 dated 2/07/13	\$2,957.00
Board Warrant #58 dated 2/07/13	\$157,175.60
Board Warrant #62 dated 2/20/13	\$265,970.54

The motion was seconded by Dan Raddock and it passed unanimously with no abstentions.

COMMITTEE REPORTS

- Finance –

Update:

Steve Sands moved that the amount of \$20,130.41 be spent for the purpose of having Spafford and Sons low bidder conduct a test drill for a new well and Russ Bielke seconded the motion which passed unanimously. Steve Sands also made a motion that if the first location does not result in adequate water supply that the HU administrators have the authority to direct the firm to move to a second or third site if necessary. This motion was seconded by Dave Goodman and it passed unanimously with no abstentions.

Next Meeting: March 20th @5:00 p.m.

- AAPRC –

Update:

Dale Smeltzer announced a request on behalf of members of the AAPRC that the committee name be changed to "Policy Committee." In addition, she requested permission to meet as a committee to meet in March, given that the committee membership was not expected to change, prior to the next HU board meeting when reorganization would take place. The consensus of the Board was that the committee could meet as desired.

Next Meeting: March 14th @7:45 a.m.

CONFIRMATION OF TOPICS FOR NEXT MEETING AGENDA – March 20th

- Hiring Update
- Board re-organization
- NECAP Data Review
- Staff evaluations – review
- Staff openings - discussion

- World Language curriculum
- Phase 1 of HU redesign

EXECUTIVE SESSIONS

The Board went into Executive Session for matters of personnel with the administration present on motion by Steve Sands and seconded by Dave Goodman at 8:30pm. The Board came out of Executive Session at 8:52pm with no action taken on a motion made by Russ Bielke and seconded by Steve Sands.

The Board went into Executive Session for matters of personnel with the administration present on motion by Steve Sands and seconded by Dave Goodman at 8:55 pm. The Board came out of Executive Session with no action taken at 8:59 pm on a motion made by Russ Bielke and seconded by Steve Sands. A motion to grant an unpaid Leave of Absence for Rebecca Allen was made by Dale Smeltzer and seconded by David Goodman and the motion passed unanimously with no abstentions.

The Board went into Executive Session for matters of personnel with the administration present on motion by Dan Raddock and seconded by Deb Hunter at 8:59 pm. The Board came out of Executive Session at 9:16 pm with no action taken on a motion made by Russ Bielke and seconded by Steve Sands. Chris Kolibe moved to endorse the recommendation by the administration for the creation of the post of Director of Student Management. Dale Smeltzer seconded the motion and it passed unanimously with no abstentions.

At 9:17 pm the Board went into Executive Session for the purpose of conducting the Superintendent Evaluation on a motion made by Russ Bielke and seconded by Steve Sands. The Board came out of Executive Session at 10:08 pm with no action taken.

ADJOURNMENT

At 10:11 pm Steve Sands made a motion to adjourn which Russ Bielke seconded. The motion passed unanimously with no abstentions.

Minutes prepared by Deb Hunter