

1 **Shaker Regional School Board**  
2 **Meeting Minutes**  
3 **December 15, 2011**  
4

5 IN ATTENDANCE

6 **School Board:** Chairman: Pret Tuthill (5:35pm), Sean Embree, Richard Bryant, Heidi  
7 Hutchinson, Robert Reed, Diane O’Hara, Tom Goulette

8 **Administration:** Acting Superintendent: Tom Haley; Business Administrator: Debbie  
9 Thompson; Director of Buildings and Grounds: Doug Ellis; Director of Technology: Jon  
10 White

11  
12 CALL TO ORDER AND ROLL CALL

13 Vice-Chairman, Heidi Hutchinson, called the meeting to order at 5:16 pm  
14

15 MINUTES OF PREVIOUS MEETING

16 *December 8, 2011:* Page 3, line 11 added “this year’s budget money” to the sentence.  
17 The minutes were accepted with that addition.  
18

19 OLD BUSINESS

20 *Budget Development Work Session:* Pret stated that the Budget Book presentation is very  
21 good. Diane said that the budget is at 1.12% increase over the current budget. Field trips  
22 were cut from the budget this year. Administration has put half of the field trips back in  
23 for the new budget. There are many new positions in this new budget. Administration  
24 did a very good job making some cuts in the budget when they were asked to.  
25

26 Tom Goulette asked what we are updating in textbooks this year. They are completing  
27 the Math in Focus books. There isn’t anything being skipped for textbooks this year.  
28

29 There was some discussion about the cuts in the Buildings and Grounds budget. The  
30 truck needs to be replaced because it is a safety hazard. The mower should be replaced as  
31 well. It is in rough shape. The cost is \$45,000.00 which may come from the surplus of  
32 this year’s budget.  
33

34 The Board went through the budget book and asked Debbie questions about different  
35 dollar amounts in the budget. They asked if there has been enough money put into the  
36 legal fees line. This year was an unusual year to spend \$40,000.00 in legal fees. This  
37 coming year should be much less.  
38

39 Tom Goulette asked if the middle school Gifted and Talented position had been cut from  
40 the budget. Aaron Pope would like to keep that position in. There is a new person in that  
41 position and there are some changes being made to the program.  
42

43 There was some talk about the official’s fees for next year. The Board asked what is  
44 being done for golf and ski team transportation. Debbie said that this new budget is  
45 almost the same as the current budget.  
46

1 The budget increase is at 2.04% which includes the first year of raises in the teacher's  
2 contract. Diane asked what is in the "unknown" at this time. Debbie said that the  
3 support staff salaries and benefits need to be decided on as well as the Foreign Language  
4 position. She also said that some of this year's budget money can be used to cover next  
5 year's expenses. The Finance Committee will begin working on these items. There are no  
6 changes to the State funding at this time.

7  
8 Pret asked if the additional Reading Specialist was going to be an early intervention  
9 outreach program. Emily is looking for a Reading Specialist to work on remediation and  
10 outreach for students. Pret added that we need the students ready to enter Kindergarten  
11 when they are old enough. This position would help identify those students, in the  
12 community, when they are younger. Tom Haley added that he has seen a small amount  
13 of money set aside and when children turn 2 years old a letter is sent to the families and a  
14 book. This is to help families educate their children at home and introduce them to books  
15 and reading before they enter Kindergarten. Also, when the kids are school age, those  
16 books can be donated back to the schools and used for a preschool age lending library.  
17 Research shows that the earlier the kids are read to, the better prepared when they enter  
18 school.

19  
20 Debbie added that Title I will have a significant dollar amount remaining this year. Some  
21 of those funds can be used for Tier 3 books. Diane stated that Administration has been  
22 asked to inform the Board when they use funds from a different area to pay for something  
23 that the Board thought had been cut from the budget.

24  
25 If the truck and mower can be paid for with surplus from this year's budget, then we can  
26 use \$40,000.00 from the new budget for the Reading Specialist at BES. Also, the gym  
27 floor at BHS needs to be refinished. It has been put off for 3 years. This should be done  
28 in June with this year's surplus money, which is \$21,000.00

29  
30 February 8<sup>th</sup> is the first Public Hearing. The Public Hearing books will need to be  
31 finalized before the hearings and make them available. There will need to be a Public  
32 Hearing to use the funds from this year's budget to pay for the truck and to refinish the  
33 gym floor at BHS.

34  
35 *Superintendent Search Update:*

36 *Timeline Review:* Tom Haley updated the timeline in the packet. The January public  
37 forums were set for January 4<sup>th</sup> at BHS and January 5<sup>th</sup> at CES. The forums are to invite  
38 the general public and explain the process of the Superintendent Search. The public will  
39 have a chance to ask questions and make comments. People can also submit comments  
40 via email to Board members. Tom Haley said that an action is needed from the Board to  
41 confirm the dates and times of the forums. Then, the district needs to get the word out.

42  
43 ***A motion was made by Diane O'Hara, and seconded by Richy Bryant, to hold the***  
44 ***community forums on Wednesday, January 4<sup>th</sup> at BHS and Thursday, January 5<sup>th</sup> at***  
45 ***CES, beginning at 6:00pm. The motion passed unanimously.***

1 *Superintendent Search Advisory Committee Applicants:* The Board reviewed the  
2 applicants. There were only 7 applicants. The Board will choose the Advisory  
3 Committee members. There was some discussion about having a student on the  
4 committee. The Board decided that they would not have a student on the committee. It  
5 was also decided that there will be an ex-officio Board Member, Heidi Hutchinson, on  
6 the Advisory Committee.

7  
8 ***A motion was made by Richy Bryant, and seconded by Bob Reed, to select 6 community***  
9 ***members for the Superintendent Search Advisory Committee. The motion passed***  
10 ***unanimously.***

11  
12 A letter will be sent to the student that applied to be on the committee, letting them know  
13 that they were not chosen. Tom Haley distributed the draft of the confidentiality  
14 agreement to the Board. There was some discussion about the form and the wording.  
15 There were a few changes recommended by the Board.

16  
17 Tom recommended the first Advisory Committee meeting be in mid to late January. The  
18 Superintendent applications are due in early January. They will first go to the Board and  
19 they will decide which applicants will go forward for the interview process. Then the  
20 Advisory Committee will look at those applications. It was decided that the first  
21 Advisory Committee meeting should be after the first Public Forum on January 4<sup>th</sup>.

22  
23 *On the Horizon:* Heidi asked about the Orientation for new Board Members. She thought  
24 it was only scheduled for August. It is on the February 9<sup>th</sup> agenda, which is good timing,  
25 because new Board members are elected in March. Heidi said that the orientation should  
26 have an outline set up to inform new members what they will be doing. She would like  
27 to have the information put together by February or early March. New Board Member  
28 Orientation will be removed from the August schedule. Diane moved the State of Special  
29 Education from January to February.

30  
31 NEW BUSINESS

32 *Bid Selection*

33 *EECGB Grant:* Sean stated that there were 2 bids. They were both significantly higher  
34 than what the District has available in funds. One of the bids was at \$786,000.00 and the  
35 other was over 2 million. The original total cost was going to be around \$400,000.00.  
36 The Buildings and Grounds committee will meet with the low bidder, to revise the scope  
37 of work to be done. There was some discussion about the scope of work. Pret said they  
38 should see if the available rebates were included in the bid prices. The committee is  
39 looking for authorization from the Board to move forward with getting money from the  
40 energy trust and the maintenance trust. There is 50,000 available in the energy trust and  
41 30,000 will be taken from the maintenance trust. That will leave enough in the  
42 maintenance trust for the anticipated roof replacements. The Board will have a public  
43 hearing before the regular Board meeting on January 12<sup>th</sup> to inform the public.

44  
45 *Technology Bid:* Jon White stated that this is the second round of bidding. The first bid  
46 they had received and the Board agreed upon, was no longer available. This lowest,

