

1 Mont Vernon Village School Board
2 Thursday, October 8th, 2015
3 Meeting Minutes

4 Attendees:

5
6 Administrative Team: Peter Warburton- Superintendent, Betty Shankel – Business
7 Administrator, John Schuttinger-Principal, Christine Landwehrle- Director of Curriculum &
8 Professional Development, Meg Beauchamp- Director of Student Services, Jill Camitta- Teacher
9 MVVS

10 Mont Vernon School Board: Thomas Driscoll- Chair, Sarah Lawrence-Secretary, Wesley Sonner

11 MVVS Budget Committee: Willard Archibald, and Brian Bunner

12 Minute Taker: Danae Marotta

13 I. CALL TO ORDER - Chair Thomas Driscoll

14
15 Mr. Thomas Driscoll called the meeting to order at 6:04 pm

16
17 II. ANNOUNCEMENTS

18
19 A. Principal's Report-

20
21 Mr. John Schuttinger discussed his Principal Report for October 2015. He discussed the total
22 amount of families totaling 191.

23
24 He discussed the recent PTA meeting October 5th, and thanked the ladies in the cafeteria for their
25 work.

26
27 He also discussed that the 6th graders returned from Environmental Camp, Nature's Classroom
28 in Connecticut.

29
30 Mr. Thomas Driscoll thanked Mr. Schuttinger for his report.

31
32 B. Correspondence-

33
34 None

35
36 III. PUBLIC TIME-

37
38 No public comment

39
40 IV. CONSENT AGENDA-

41

42 **Mr. Thomas Driscoll made a motion to accept the consent agenda items A. Minutes from**
43 **August 20th and September 10th, 2015, B. August 2015 Treasurers Report, C. Budget**
44 **Transfer and D. Audit Engagement Letter Authorization. Ms. Sarah Lawrence seconded,**
45 **the vote was unanimous, motion passed. Mr. Wesley Sonner abstained**

46

47 V. PRESENTATION

48

49 A. 6th Grade Environmental Camp-

50

51 Ms. Jill Camitta discussed the Nature's Classroom 6th grade environmental camp located in
52 Colebrook, Connecticut. Here the students learned about Environmental Science. She discussed
53 how the kids learned about the Earth and how to take care of it. She stated that they created
54 friendships and learned and experienced so much.

55

56 There were four 6th grade students who gave a presentation and discussed their experiences at
57 Natures Classroom.

58

59 The four children discussed rock climbing, meeting animals and learning about their habitats and
60 got a lot of hands on learning.

61

62 The Board thanked the kids for their presentation

63

64 Mr. Thomas Driscoll asked the students if they all took the same classes or did they choose their
65 own curriculum. The students stated, yes, they did choose their own classes.

66

67 The students also stated that they would like to visit Nature's Classroom again.

68

69 Mr. John Schuttinger discussed how the kids are learning about reducing food waste in the
70 cafeteria. The kids discussed being conscious of the amounts of food waste.

71

72 The Board thanked the students for their presentation.

73

74

75 C. FY 16' 1st Quarter report-

76

77 Ms. Betty Shankel stated that the school year just started and that she is looking at salaries and
78 benefits once they finished hiring. She stated that there is a projected savings of \$32,000 in the
79 first quarter due to hiring and will review it again in December.

80

81 Ms. Shankel stated that the enrollment decreased.

82

83 Mr. Wesley Sonner asked Ms. Shankel what happens with the surplus tax money.

84 Mr. Shankel stated that at the year-end they prepare the DOE/MS 25 and use them to set the tax
85 rate for October of the next year.

86

87 The Board thanked Ms. Shankel for her report.

88
89 D. FY17 Budget
90
91 Ms. Betty Shankel discussed the FY 17' Mont Vernon Budget Assumptions.
92
93 She first discussed grants and that the Title and IDEA grants stay the same. She stated that for
94 the State Aid they use the FY 16' as the amount for estimate. She then discussed the catastrophic
95 aid and that it will be based on current year expenditures. Additionally the Medicaid portion
96 depends on the need and it's a projection based on guess work.
97
98 Discussion ensued about Cat Aid.
99
100 Mr. Wesley Sonner asked Ms. Shankel a question about the possibility of doing an analysis on
101 not taking IDEA funds. He stated that he knows of some schools that are opting out of taking
102 IDEA funds.
103
104 Discussion ensued about IDEA funds.
105
106 Mr. Peter Warburton stated that there are State and Federal laws that require them to take certain
107 funding.
108
109 Ms. Shankel told Mr. Sonner that we could look in to the analysis of IDEA funding.
110
111 She then discussed the Unassigned Fund Balance.
112
113 Ms. Shankel then discussed enrollments and how they use zero based budgeting. She stated that
114 enrollments are tied to supplies, materials, educational initiatives and staffing. She discussed the
115 FY 16' budget enrollment at 177 and FY 16' actual enrollment at 191. The FY 17' budget is 180.
116 She then stated the AMS FY 16' enrollment budget at 64 students and the FY 16' actual
117 enrollment at 63. The FY 17' budget is 58.
118
119 She then discussed the enrollments by grade level. She stated for projections they look at births
120 per thousand, and does not think there were many that were born in Mont Vernon. She discussed
121 that at this point in time this is a best guess. She stated that she would like to use these
122 projections and she is looking for better ways of predicting enrollment.
123
124 She discussed the staffing administration, special education, facility staff, support staff etc.
125
126 Ms. Shankel discussed staffing contracts for MVEA and that FY 17' is in the second year of a
127 three year agreement.
128
129 She discussed staffing benefit costs, and stated that for health care the GMR will be between 2%
130 and 6.5% increase for FY 17'. She stated that there is no increase in dental insurance cost. Ms.
131 Shankel stated that the retirement rate for certified staff for FY 17' remains at 15.67%
132 For non-certified staff for FY 17' the rate remains at 11.17%
133

134 Ms. Shankel discussed health insurance cost containment. She stated that they eliminate the
135 expensive JY plan, and reduced the Rx and dental benefit. She discussed the introduction of the
136 high deductible/HSA plan and the Compass Smart Shopper. She stated that the Compass Smart
137 Shopper is helpful to employees as it helps them lower their costs. She stated that there are also
138 wellness initiatives that were implemented and that Ms. Carrie James is assisting with that.
139

140 Ms. Shankel then discussed the historical health insurance costs, and stated that it was rising but
141 now it is going down and they are making a best effort to reduce costs.
142

143 She discussed the tuition agreement and that the rate is based on FY 17' AMS actual
144 expenditures. She stated that 58 students are expected to be tuitioned into to AMS for FY 17', and
145 that overall AMS enrollment is decreasing.
146

147 Discussion ensued about decreasing enrollment.
148

149 Ms. Shankel discussed operations and stated that she looks at the ECI (Employment Cost Index).
150 She stated that there is a 3.0% annual increase. She stated that she also looks at the CPI
151 (Consumer Price Index- Urban) for budgeting estimates. She stated that for fuel costs the FY 16'
152 budget is for \$3.50 a gallon and that the actual is \$1.96 per gallon.
153

154 She detailed the topics of electricity, maintenance and repairs, transportation and food service.
155 Ms. Shankel stated that electricity costs are down by 3%. She also stated that for transportation
156 for FY 17' they will be in the second year of a five year contract. She added that food service
157 continues to be self-supporting, and that the ladies do a wonderful job.
158

159 She discussed the topic of technology, and that Mr. Bruce Chakrin did a great job last month
160 with his presentation to the Board.
161

162 Mr. Thomas Driscoll asked Ms. Shankel a question about being technology deficient and the
163 lower and upper grades. He stated that he wants to make sure they have the correct footprint.
164

165 Ms. Shankel stated that one of the main things is that a lot of the technology is subscription
166 based.
167

168 Ms. Christine Landwehrle discussed curriculum and professional development highlights. She
169 discussed the new survey for students from the company Tripod, stating that it's an exciting tool.
170 She also stated that they are just field testing these surveys for this year. She discussed universal
171 screening to see if students are at Benchmark (Star Assessment) and stated that progress
172 monitoring assessments would help to see if students aren't up to benchmark. She also discussed
173 the alignment of pedagogy and instructional materials to new standards. She stated that they are
174 embracing classroom libraries, have created new units and are needing more materials to move
175 in a greater STEM approach.
176

177 Ms. Betty Shankel then discussed the effect of default budgets. She stated that there are
178 instructional supplementary material shortfalls, service contracts and testing shortfalls,
179 preventative maintenance shortfalls, and irregular support staff increases.

180
181 Mr. Wesley Sonner asked Ms. Shankel a question about the Default Budget.
182 Ms. Shankel then discussed the Building and Grounds and what projects were completed in FY
183 16. She stated that they upgraded windows in the Computer Info Center and Spanish Classroom,
184 installed 3M Safety Film in the Main Entryway and replaced deteriorating parking lot light pole
185 bases.
186
187 She then discussed the FY 17' prioritized projects that include ice dam correction and continuing
188 with the window upgrade program.
189
190 She then discussed the current expendable trusts of property maintenance and unfunded
191 liabilities for retirees. She then discussed the additional expendable trusts for educating students
192 with disabilities.
193
194 Discussion continued about the costs for educating students with disabilities.
195
196 Ms. Shankel then discussed the MV budget Timeline. She stated that on November 12th they will
197 be introducing the first draft of the budget.
198
199 Mr. Peter Warburton stated that there may be topics relating to the Strategic Plan.
200
201 Ms. Betty Shankel discussed the SAU Budget Committee, and stated that they need another
202 person from Mont Vernon.
203
204 Discussion ensued about finding a person for the SAU Budget Committee. Ms. Shankel stated it
205 is important to get Mont Vernon represented and would like the Board to find a community
206 member for the October 22nd meeting.
207
208 **Ms. Sarah Lawrence made a motion to authorize the Chair to appoint a community**
209 **member to the SAU Budget Committee, Mr. Wesley Sonner seconded, the vote was**
210 **unanimous, motion passed.**
211
212 VI. INFORMATIONAL
213
214 A. Assessment Inventory
215
216 Ms. Landwehrle discussed the MVVS Assessment Inventory.
217
218 Mr. Driscoll stated that it would be helpful to know the costs related to each assessment.
219
220 Ms. Landwehrle replied that the NWEA and STAR the District has to pay for, the Reading
221 Benchmark is free, the Math End of Year Assessment is already purchased and the Smarter
222 Balanced and Science NECAP are both State assumed costs.
223
224
225 B. Livestreaming Costs

226
227 Mr. Peter Warburton stated that Mr. Bruce Chakrin put together some live streaming costs on a
228 spreadsheet and will be here next month to discuss these costs with the Board.
229
230 Mr. Thomas Driscoll asked Mr. Warburton if live streaming will require personnel to run the
231 video/audio.
232
233 Ms. Shankel stated that they do pay a SHS student to run the audio/video at the other meetings.
234
235 Mr. Driscoll remarked that are there services that can do it for a “cost per meeting” and would
236 that be a possibility.
237
238 Mr. Warburton stated, yes, however, this is the equipment outlay and that Mont Vernon share of
239 the cost might be small.
240
241 Discussion ensued about equipment and live streaming.
242
243 Mr. Driscoll stated that the Board is committed to pursuing live streaming their meetings.
244
245
246 VII. DISCUSSION
247
248 A. Full Day Kindergarten-
249
250 Ms. Christine Landwehrle discussed the early childhood vision statement.
251
252 She also discussed then kindergarten instructional hours, comparing a half-day schedule and a
253 full- day schedule. She stated that the half-day schedule is rushed and there are less behavioral
254 challenges in the full-day program
255
256 Mr. Warburton stated that he had visited a full-day kindergarten class at the MVVS and had seen
257 really positive growth.
258
259 Discussion ensued about full day kindergarten.
260
261 B. Solar energy-
262
263 Ms. Betty Shankel wanted to open the discussion about the recent presentation from Standard
264 Power. She stated that she is looking for Board members thoughts on the possibility of using
265 solar energy. Mr. Thomas Driscoll stated that it would take a lot of effort to get to the funding
266 level and he would rather wait until all Board members are present to discuss.
267
268 VIII. ACTION ITEMS
269
270 A. Policy DGA – Authorized Signatures
271

272 Ms. Betty Shankel stated that they have run out of Mont Vernon checks. She discussed that they
273 will order new ones that will not be prenumbered.

274

275 **Mr. Wesley Sonner made a motion to revise the DGA as written October 15th 2015, Ms.**
276 **Sarah Lawrence seconded, the vote was unanimous, motion passed.**

277

278 XI. ADJOURN

279 **Mr. Wesley Sonner made a motion to adjourn the meeting at 8:10 pm, Ms. Sarah Lawrence**
280 **seconded, the vote was unanimous, motion passed.**