

~Approved Minutes~

Newbury Town School District  
Newbury Elementary School Board  
Tuesday, April 2, 2019

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**Present**

Board Members: Paul Jewett, Emmy Hausman, Danielle Corti  
Administrators: Chance Lindsley, principal NES; Bruce Williams, Assistant Superintendent OESU; Lori Blood, Finance Director OESU.  
Visitors: Robin Barone

**Call to order:** P. Jewett called the meeting to order at 12:15 PM

**Agenda Review:** Discussion re: MOU with Town of Newbury to be rescheduled for April 25<sup>th</sup> meeting. R. Barone has concerns that none of the changes discussed at the prior meeting have been changed in the document. Invite Alma Roystan, R. Barone and Jim Barlow to the meeting on 4/25 to discuss these issues.

**Approve minutes:** E. Hausman made a motion to approve the minutes from 3/14/2019, 3/21/2019 and 3/28/2019. D. Corti seconds. Motion passed. P. Jewett made a motion to approve the minutes from 3/21/2019. Discussion of changes. E. Hausman was not at the meeting, so change minutes to reflect that and change motion to go into executive session made by P. Jewett. Also P. Jewett made motion to adjourn. D. Corti seconds with discussed changes. Motion passed. E. Hausman abstains due to absence.

**Correspondence:** P. Jewett was sent a letter from Nikki Tomlinson declaring her resignation from the clerk position for the OUUSD board effective immediately. P. Jewett asks how to elect a new clerk? B. Williams states that it would be from the floor at the May 8<sup>th</sup> meeting for OUUSD. He also stated that the moderator should be informed of the resignation.  
E. Knisley has sent an email informing the board that Morgan Moore has accepted the position of principal and her contract details are being finalized.

**Contracts:** E. Hausman made a motion to approve and authorize the board chair to sign a contract amendment for Carla Horniak effective 3/6/2019 increasing her from a .8 position to 1.0. Salary increase from \$37,939.20 to \$ 41,202.79. D. Corti seconds. Motion passed. B. Williams states that as a side note the rules in the state of Vermont have changed and some contracts do not need to be approved by the school board, but only the superintendent and then the superintendent is to inform the board.

**Budget discussion:**

- P. Jewett states that he has asked Lori Blood to be here to give some clarity as to funds availability for staffing needs and wondering if there will be a shared position with Bradford. B. Williams states that there are plans in the works to apply for a Mac grant to pay for a position at the SU level for a staff person to deal with the social/emotional needs of students. This person would be a consultant to schools, faculty and principals in the instructional realm of positive behavioral supports. The position would be funded for 2 yrs.\_if OESU is successful in obtaining grant money. E. Hausman asks if NES has applied for money to get the greenhouse up and running through this same grant? B. Williams does not know if that was included in the last grant application, but he can check. Discussion of CFP funding and what that looks like for next year. L. Blood states that there is no CFP budget approved yet, but in past years the practice has been to take a small percentage less than the current year to finalize the budget. Discussion re: reconceptualizing the jazz lab position to work

under the rules of CFP funding. L. Blood suggests checking with Nicole Mace re: rules of CFP funding.

- P. Jewett is concerned about a possible deficit at the end of this year. D. Corti is concerned about having a budget to include in the annual report. She would like to have something to tell the voters. She understands that there is a tight timeline this year because of forced merger and the added work for the OESU financial department. L. Blood has received nothing from the state re: tax worksheets, there is only % increases. The state has told her that once she has a budget for the merged district, they can provide tax worksheets for the merged district. Deadline for printer to receive the annual report is 4/3/2019. There will be no budget to include and this worries the board and C. Lindsley. B. Williams states that he has written a one page explanation for Oxbow's annual report as to why no budget in it. He offers to share that document with C. Lindsley to include in annual report. D. Corti recommends also putting in the report that voters can go online as of 4/15/2019 to view the draft budget and have copies available in town at the school, town offices and P.O.
- P. Jewett voices his unhappiness about a revenue mistake from last year. \$22,000 from EEE funding was put as revenue in NES budget but should have been in OESU budget. Also \$18,000.00 from small school's grant has never been refunded from the state. B. Williams states that he has all the information and is pursuing that money. L. Blood explains how special ed funding and the changeover to the SU level will work. This year, any fund balance from prior years special ed funding has been given as a credit to individual schools. That would mean an extra \$40,000.00 for NES. Discussion re: special ed funding moving forward. D. Corti asks what will happen to surplus funding moving forward? Will the SU keep the money or will the state take it? L. Blood isn't sure but thinks maybe the funding will be in the form of block funding where the money will come as a lump sum to be used by the SU as it determines for those needs. L. Blood explains that this year the ADM is being used to distribute funds, not equalized per pupil.
- P. Jewett expresses his concern over the "sticker shock" the voters will be feeling and would not be surprised if the budget was voted down.

**Review annual report:** C. Lindsley has received staff members write ups. B. Williams will write the one page document stating why no budget included and that it will be available to view online by 4/15/2019. This will also state that hard copies will be available in town at certain locations. D. Corti asks about the pages in the annual report pertaining to capital improvement fund, Bailey fund, Wells fund etc... C. Lindsley will reach out to Mary Collins for the information. Also C. Lindsley needs to get minutes from last years annual meeting from N. Tomlinson. L. Blood will look into getting the information re: finances and the audit and forward to C. Lindsley.

**Board responsibilities 2019-2020:** P. Jewett states that he was unaware that NES board members would have to serve for the 2019-2020 year after the formation of the merged district and board. B. Williams states that there will be the necessity of approving the audit. He will consult with E. Knisley on what other responsibilities are and get back to the board. E. Hausman brings up the subject of re-election. An election needs to be held to re-elect her and B. Briggs to the Oxbow board, but there needs to be 6 weeks in between submitting a petition to run and the election. That time period has passed due to all the confusion around ACT 46 and the merger. P. Jewett states that in that case the board could appoint someone for the year or there could be an election and voters could write in candidates. D. Corti asks if it is appropriate for her to serve as OESU chair, on the newly formed OUUSD and on the NES board? B. Williams states yes that it is.

2:18 L. Blood exits

**Payables:** D. Corti moves to approve and authorize the board chair to sign the following:

- An accounts payable warrant dated 3/29/2019 in the amount of \$21,692.09

- An accounts payable warrant dated 4/1/2019 in the amount of \$119.89
- A payroll warrant dated 3/29/2019 in the amount of \$94,054.28 E. Hausman seconds. Motion passed. D. Corti would like it noted that accts. payable warrant for \$21,692.09 includes a voided check for \$119.89. This amount is re-allocated in it's own accounts payable line.

2:25 pm D. Corti made a motion to go into executive session to discuss personnel and negotiations that might put the board at a disadvantage if discussed in open session. E. Hausman seconds. Motion passed.

Respectfully submitted,  
Ann Fredella -minutes clerk