



**THE PROSPER VALLEY SCHOOL  
Board of Directors Meeting, Draft  
Monday, June 6, 2016 @ 6:00 PM**

**Present: Seth Shaw, Jody Eaton, Bob Coates, Seth Westbrook, Jenny Hewitt, Lisa Sjostrom – Principal, Richard Seaman – Director of Finance and Operations, Alice Worth – Superintendent of Schools**

**I. Call to order: 6:16 PM**

**II. Amendments to the Agenda:** no amendments

**III. Approve Minutes of Previous Meeting: April 7, 2016 and May 2, 2016**

Moved: Bob Coates

Seconded: Seth Westbrook

**IV. Community Engagement/Public Opinion:** no visitors

**V. Action/Discussion:**

**1. Review YTD Financials – WCSU Business Manager**

Richard Seaman reviewed TPVS YTD Analysis with the Board and let us know that we will have a 5 – 10 thousand dollar surplus this year. The group had a conversation concerning the school well and our agreement with the housing neighborhood across the street. We will look at the deed. Bob will check in with Becky at the Town Clerk's office.

**2. Code of Ethics – Jennifer Gieseke and Seth Westbrook**

Seth Westbrook signed. Jennifer has submitted her letter of resignation to the board. She was absent.

**3. Plant Maintenance – Flooring**



Seth Westbrook and Lisa met this week to discuss flooring for the school. Seth said that the typical flooring lifespan is approx. 20 years in a public building. The school is having flooring failure and it's now a health and safety concern at the entrance of the school and in the kitchen hallway. The classroom rugs are also approx 25 years old and in need of replacement soon.

#### **4. Staff Approval**

##### **Motion to reinstate the PE/Wellness Teacher Position for a FTE .4 to a .6**

Moved – Bob Coates

Seconded – Seth Westbrook

##### **Motion to approve a salary increase for the Administrative Assistant as discussed in Executive Session**

Moved – Seth Shaw

Seconded – Bob Coates

##### **Motion to increase Administrative Assistant work assignment from 180 days to 185 days**

Moved – Bob Coates

Seconded – Seth Westbrook

##### **Motion to authorize Lisa Sjostrom to spend up to 10,000 dollars of the existing reserves for the kitchen project to be spent on the flooring adjacent to the kitchen**

Moved – Seth Shaw

Seconded – Bob Coates

##### **Motion to approve staff as listed in the agenda**

Moved – Bob Coates

Seconded – Seth Westbrook

#### **VI. Reports**

##### **1. Operations Report - none**

**2. Food Service Report** – TPVS participated in Trek To Taste and had an amazing time. Great job!

##### **3. Principal's Report**

###### **Programming**

1. String program possibility (handout)



2. PE/Wellness: Mountain Bike program; Inline Skating program

### **Personnel**

1. PE/Wellness: proposed increase from .4 to .6
2. New hires
  - Kipp Dixon, PE
  - Marcy Greene, ELL – 3 weeks in May/June
  - Allison Greene, Grade 5
  - Katie Jacobsen, Grade 1
  - Lori Elliot Departure – WCSU hire with TPVS/Lisa consult
  - Library – investigating options with Reading and UVEI
  - Nurse – new configuration through WCSU: “supervising nurse” and “assistant nurse”
3. Proposed increase in Admin Asst. base pay: see handout
4. Proposed increase in Admin Asst. work days from 180 to 185

### **Building and Maintenance**

1. School mailbox (with lock)
2. Move kiln – shed
3. New flooring – cost and priority spaces in building
4. Building lettering
5. Space reassignment for Title I

### **Gardening/Farm to School at TPVS**

1. June 28-30: Northeast Farm to School Institute: result in TPVS Action Plan
2. Personnel – TPVS faculty/staff + volunteers

**4. Staff Report** - none

**5. Board Report** – Act 46 conversation

## **VII. Agenda Setting for August Meeting**



**VIII. Executive Session to discuss personnel**

7:45 – 8:17 PM

**IX. Adjournment at 9:02 PM**

**Next meetings:**

TPVS – Monday, August 1, 2016 @ 6:00 PM – TPVS Library

WCSU – Monday, June 13, 2016 @ 6:30 PM – WCSU Conference Room