

**VERMILION COUNTRY SCHOOL  
REGULAR BOARD MEETING MINUTES  
Wednesday, June 11<sup>th</sup>, 2014  
6:00pm, VCS**

Board Members Present: Jodi Summit, Joan Dostert, Tracey Dagen, Linda Keith, Sara Baird

Board Members Not Present: Muriel Scott

Also Present: Marshal Helmberger, Jennie Mounsdon, Administrator Kevin Fitton, Sara Milbridge

AGENDA ITEM	SUMMARY OF DISCUSSION/ACTION	PERSON(S) RESPONSIBLE/ DATE DUE
1. Call Meeting a. Roll Call b. Introduction of Guests c. Review and Approve Agenda d. Approve minutes from 05/28/14	MOTION: Approve Agenda Motion: Linda Keith 2 <sup>nd</sup> : Joan Dostert Vote: All Yes  MOTION: Approve 05/28/14 minutes Motion: Linda Keith 2 <sup>nd</sup> : Joan Dostert Vote: All Yes	
2. Public Input <i>Please fill out request form and turn in to chair before meeting begins.</i>	Staff workshop on 6/10/14 was positive and helped the staff recognize many positive throughout the year and what changes are wanted/needed for next year. Staff reviewed the workshop results with school board members.	
3. New Board Member	MOTION: Appoint Ryan Bajan now and Jennie Mounsdon once a parent is first appointed to the board. Motion: Linda Keith 2 <sup>nd</sup> : Joan Dostert Vote: All Yes	Put parent need for board on the website.
4. Board Secretary Position	MOTION: Appoint Sara Baird as secretary Motion: Linda Keith 2 <sup>nd</sup> : Joan Dostert Vote: All Yes	
5. Enrollment Packet Review	MOTION: To approve the enrollment packet Motion: Linda Keith 2 <sup>nd</sup> : Tracey Dagen Vote: All Yes	

6. Student Handbook	1 <sup>st</sup> Reading: Send all comments to Kevin Fitton, an updated draft will be provided next board meeting. kfitton.vcs.charter@gmail.com	
7. Audubon Operations Survey	Reviewed the operations survey evaluation from the authorizer.	
8. Insurance Policies	Conference call with Philadelphia/Gallagher: Slight increase because of auto glass, need pollution coverage, terrorism or cyber liability or student accident policies are an option. Roughly \$12,000 to \$14,000 total for next year.	
9. SPP and Administration duties	Skyped with Dee and Jim from MNCS. With their comments changes were made to the team responsibilities. Board members will review and then send David Greenberg a copy for additional comments and changes/approval will be made at the next board meeting.	
10. COMMITTEE REPORTS		
Marketing Committee	Enrollment Update 51 Students on board so far. Harbor Fest in Tower was good PR. Need to set dates for open house times and taco feed.	
Finance Committee	Onsite staff to sign checks (Sara Baird), Cash flow for June, state is delaying payment until the 20 <sup>th</sup> , should be covered as needed. July should be the month to pay back the credit allotment. 2014-2015 budget will be presented at the next board meeting.	
Governance Committee	Set July 23 as the only meeting for that month.	
Facility Committee	Set up some work dates for walls, library and desk projects in June and July. MOTION: Quotes will be called for partition walls and convection oven outlet Motion: Linda Keith 2 <sup>nd</sup> : Joan Dostert Vote: All Yes	
Volunteer Committee	3 <sup>rd</sup> of July help with marking course. 4 <sup>th</sup> of July help needed for parking (students), and Vermilion 10K run/walk registration	
Personnel Committee	Staff Handbook is in the works, Custodian for July and August will work on as-needed basis, Staff interviews being set up, food program is accepting applications.	
Activities Committee		
11. Announcements	Next Regular Board Meeting: Wednesday, June 25 <sup>th</sup> , 2014. 6:00pm VCS	

12. Staff Contracts	<p>Closed Meeting Went into closed session to look at staff evaluations. Ended closed session at 8:12</p> <p>Reconvened regular meeting. Motion to offer contracts to Jennie Mounsdon, Sara Baird- pay per pay scale and a Special Ed Coordinator plus Advisor position to Ryan Bajan- pay to be negotiated.</p> <p>Linda Keith 2<sup>nd</sup> Joan Dostert Vote: All Yes</p> <p>Motion to offer contract for Transportation/ Activities coordinator to Sarah Mattfield Linda Keith 2<sup>nd</sup> Joan Dostert Vote: All Yes</p> <p>Motion to offer contract for Office Manager to Sara Milbridge Linda Keith 2<sup>nd</sup> Joan Dostert Vote: All Yes</p> <p>Motion to offer part-time custodial contract to Doug Workman Linda Keith 2<sup>nd</sup> Joan Dostert Vote: All Yes</p> <p>Motion to offer Special Education Paraprofessional contract with option to apply for the General Ed Paraprofessional to Cynthia Shackelton, Kristen Dickson, Zach Imes, and Antavius Thomas Linda Keith 2<sup>nd</sup> Joan Dostert Vote: All Yes</p>	
13. Adjournment	<p>MOTION: Adjourn Motion: Linda Kieth 2<sup>nd</sup>: Joan Dostert Vote: All Yes</p>	