

South Hero School Board

Location: Folsom Education & Community Center
Thursday, May 17, 2018 6 p.m.

DRAFT MINUTES

Call to order at 6:09 p.m.

Introduction. In attendance:

- Board members: David Cain, Melanie Henderson, Tim Maxham, RJ Sweeney, Bentley Vaughan.
- Staff: Don Van Nostrand, Matthew Brankman, Julie Pidgeon, Helen Bishop
- Audience: Jim Jones (LCATV), Andre Bertmann

Adjustment of Agenda

The board added for discussion:

- A request for unpaid leave
- A discussion of health care
- A program proposal from administration
- An executive session to discuss a personnel issue

Public Comments

D. Cain read a thank you letter from Pat and Kay Shutt and acknowledged their gift of salsa.

T. Maxham said "The Lion King" was excellent. He congratulated students for their enthusiastic performance.

Approval of Minutes

T. Maxham moved the board approve the minutes of May 3, 2018, as amended. RJ Sweeney seconded the motion. Approved on a voice vote.

-The minutes were amended under Public Comment to read: "Kaight Althoff presented to the board and administration Nut Free Chocolates and thank you notes for Folsom Appreciation Week from the PTO."

Business of the Board (Discussion and Possible Action)

A) Continuous Improvement Plan: The Continuous Improvement Plan was not ready for the meeting. The board deferred discussion to a future meeting.

B) Review and Approve Scholarship Plans and Potential Recipients

-Sue McNayr provided information to the board on applicants for the Donald B. Robinson scholarship. The board needs to read and evaluate applicants. T. Maxham said he has been researching the Robinson scholarship with the town clerk and reported that as of July 2017 the scholarship had \$65,209.11. He noted that the scholarship earns very little interest. He asked the town clerk to investigate the rates that long-term CDs would pay. The board would like to move away from using principal to fund scholarships. Last year the board issued 2 scholarship of \$1,000. The board discussed having B. Vaughan review the data from the rubric and determine the recipient and communicate that to S. McNayr.

Action: D. Cain move board authorize B. Vaughan with board's input to select the winner of the 2018 Donald Robinson Scholarship in the amount of \$1000. RJ Sweeney seconded. Approved on a voice vote

C) Proposed Athletics Subcommittee: D. Cain discussed the board's forming a subcommittee to look at athletic issues. A. Bertmann referenced issues in hiring coaches and wanting to have community input on athletic programs. T. Maxham mentioned the Athletic Director (AD) had requested and the board budgeted higher stipends for coaches. J. Pidgeon clarified that the AD is responsible for hiring and supervising coaches. D. Van Nostrand, upon being asked for feedback by the board, asked the board what the purpose of the subcommittee would be given it has an AD and a principal. It was suggested the administration report out on its process for hiring coaches, supervising coaches, etc. and report back to the board. Given that information, the board can decide what the next steps would be. T. Maxham suggested starting with the people who have this job. They could always reach out and pull in interested parents to discuss issues. D. Van Nostrand noted that the board can review information and make adjustments in process as needed. M. Henderson said the board can schedule a time for community members who are interested to come and hear those details. T. Maxham noted the challenge of balancing competition with participation, and not all parents agree on how athletic teams ought to be run. J. Pidgeon suggested the board consider a future focus on growing the after-school athletic opportunities for students. A. Bertmann clarified that coaches should be familiar with the basics of the game and the rules, and that has not been the case. He advocated for a minimum requirement for coaches. M. Brankman noted that he will connect with AD.

Action: D. Cain tasked the administration to look at athletic policies, procedures and execution and solicit feedback when appropriate. Administration is asked to report its findings to the board

D) Roseann Martin is requesting 2 days of unpaid leave. The administration supports the request.

Action: D. Cain moves to grant Roseann Martin 2 days of unpaid leave. T. Maxham seconded. Motion passed on a voice vote.

E) Health Care: D. Cain moved the discussion of health care to Executive Session.

F) Program Proposals from Administration. M. Brankman gave the board a letter from him and principal Susan McKelvie. The principals propose redefining the Home School Coordinator position to one that requires the Board Certified Behavior Analyst (BCBA) licensure and the skill to work in classes and coach teachers. Given the current needs in the school, they propose changing the Home School Coordinator position to a Behavior Coach/Interventionist position. D. Cain asked if this was the best way to address the needs of the school. M. Brankman said conversations with S. McKelvie have focused on long-term needs of the school that are not dependent on any one situation. The idea is to build the staff's capacity through coaching and to have someone on site who can do Functional Behavior Assessments (FBAs). He noted the request is based on listening and looking at what the school needs. He said administration does not want to wait another school year to make this change. T. Maxham asked if administration would use this position for training. M. Brankman said the position would be used for training and embedded support in the classroom. M. Henderson asked about the hiring process and was told the school would advertise the position and undergo a search. The board discussed the timing of a hire for such a position. M. Henderson said she has been hoping for this change for a while. The revision makes the goal of the position more clear and brings a needed skill set. She recognized there is heartbreak in the decision and she expressed respect and appreciation for the current Home School Coordinator. It was noted she has been doing an excellent job in a poorly defined position.

Action: M. Henderson made a motion to eliminate the Home School Coordinator position for FY 2019 and instead to replace the position with a licensed behavior coach/interventionist. B. Vaughan seconded the motion. Approved on a voice vote.

Future Agenda Items & Next Meeting (Discussion)

June 7: The board discussed the following future agenda items

- Key and security policy
- Discussion of busing, parking overcrowding. Will invite Fire Chief Kim Julow. The board asked M. Brankman to investigate using the paved parking lot for major events.
- Graduation planning.
- Continuous Improvement Plan
- Principal and superintendent reports
- 7-8 Trip presentation
- Legislative action in Montpelier

J. Pidgeon shared that science teacher Samantha Cantell completed her master’s degree in special education at St. Michael’s College and was graduated on May 13. Folsom colleagues attended S. Cantell’s capstone project presentation.

T. Maxham asked for an update on the audit. D. Van Nostrand said it’s still being worked on.

T. Maxham also asked if there had been any change in staff-to-student ratio discussion in Montpelier. D. Van Nostrand said Rob Gess, business manager, has been asked to provide data to AOE. M. Henderson asked if they are making a distinction between instructional staff and administrative staff. They discussed the issue, and D. Cain asked the superintendent to report out on actions in Montpelier at the next meeting. M. Henderson said state Board of Education met May 16 in Rutland. She wrote a letter about the issue of capacity and academic excellence and requested the board take into account the issues of small schools.

Executive Session (if needed pursuant to 1 V.S.A. sec. 313)

At 7:09 p.m. D. Cain moved the board go into Executive Session to discuss a contract matter, a personnel matter and a student matter. T. Maxham seconded. Tim seconded.

The board came out of executive session at 7:55 p.m.

A. Post Executive Session Action: M. Henderson made a motion to authorize D. Cain to enter into a side letter to the master agreement based on the criteria from the executive session. RJ Sweeney seconded the motion. Passed on a voice vote.

Adjournment

The board adjourned at 7:56 PM on a voice vote.

- RJ Sweeney made a motion to adjourn
- T. Maxham seconded the motion
