

SLATE VALLEY MODIFIED UNIFIED UNION SCHOOL BOARD**Regular Meeting****January 8, 2018****Fair Haven Union High School****6:30 p.m.****Approved Minutes**

Name	Role/Term	Town Representing	In Attendance
Kris Benway	Director of ARSU Spec Ed	ARSU	Yes
Jody Goodhue	Temp. Clerk/1 Year	Benson	No
David Renninger	Board Member/ 2 Year	Benson	Yes
Amy Munger	Board Member/3 Year	Benson	Yes
Toni Lobdell	Board Member/1 Year	Castleton	Yes
Liz Mackay	Board Member/2 Year	Castleton	Yes
Julie Finnegan	Board Member/3 Year	Castleton	Yes
Shannon Baldwin	Board Member/1 Year	Hubbardton	Yes
Joshua Hardt	Board Member/2 Year	Hubbardton	Yes
Mike Fallis	Board Member;3 Year	Hubbardton	Yes
John Oakman	Board Member/1 Year	West Haven 9/11/17	Yes
Angela Charron	Board Member/2 Year	West Haven	Yes
Michael (Trevor) Ezzo	Board Member/3 Year	West Haven	Yes
Tara Buxton	Board Member/1 Year	Fair Haven	Yes
Michael Bache	Board Member/2 Year	Fair Haven	No
Roy L. Eckler	Board Member/3 Year	Fair Haven	Yes
Peter Stone	Board Member/1 Year	Orwell NMD (Non Member District)	Yes
Glen Cousineau	Board Member/2 Year	Orwell NMD	Yes
David Carpenter	Board Member/3 Year	Orwell NMD	Yes
Brooke Olsen Farrell	Superintendent	Slate Valley MUUSD	Yes
Cheryl Scarzello	Business Manager	ARSU	Yes
Chris Cole	Director of Operations	ARSU	Yes
Casey O'Meara	Curriculum Coordinator	ARSU	Yes

Audience Members:Jess Tugas, Skip Cooke, Kim Prehoda, Kathleen Kilbourne, Deb Smith, Linda Peltier, Jason Rasco, Scott Lobdell, Bonnie Condit

Call to Order and Pledge of Allegiance - 6:30 p.m. Vice Chairman Roy Eckler called the meeting to order at 6:33 p.m. and led us all in the Pledge of Allegiance.

Approval of Agenda: Toni Lobdell made the motion to approve the agenda with two additions; 1. Discuss the SVMUUSD Vice Chair Resignation due to health concerns. 2. Approve Budget Warning. This was seconded by Glen Cousineau; motion carried by full Board.

Approval of Minutes of December 18, 2017: Glen Cousineau made a motion to approve the minutes of 12/18/18 with no changes: This was seconded by Toni Lobdell. Motion carried by the full Board.

Public Comments: None

Correspondence: None

Student Presentation: None

Committee Reports:

- a. Finance: The finance committee has not met since December.
- b. Personnel Committee will be meeting for the first time on January 30, 2018 at FHUHS.
- c. Policies to Adopt:
 - Policy A21 - Public Participation at Board Meetings
 - Policy A22 - Notice of Non-Discrimination
 - Policy A24 - Board - Superintendent Relationship
 - Policy B20 - Personnel Recruitment, Selection, Appointment and Background Checks
 - Policy C35 - In-District Transfer Program

Toni Lobdell read the policies which were ready to adopt. Julie Finnegan made a motion to adopt the policies with noted corrections as stated. Peter Stone seconded the motion; motion carried by full Board.

- d. Policies to Warn:
 - Policy A1 - Board Member Conflict of Interest
 - Policy B1 - Substitute Teachers
 - Policy B2 - Volunteers and Work Study Students
 - Policy B4 - Drug and Alcohol Testing of Transportation Employees
 - Policy B5 - Harassment of Employees
 - Policy B6 - HIPAA Policy
 - Policy B7 - Possession and Use of Tobacco Products

Toni Lobdell reviewed the Policies the committee was recommending for warning tonight. Julie Finnegan made a motion to warn A1, B1, B2, B4, and B6; Mike Fallis mentioned that B3, B5 and B7 were not ready to be warned. Roy Eckler seconded the motion as Julie stated it. Motion was carried by the full Board.

- e. Building and Grounds-Met this evening at 5:30 p.m. and discussed the added costs of the proposed Central Office Relocation project (including the changes to front entry way of FHUHS) as they received a new amount at 1p.m. today from the architect. This resulted in an additional \$213,000.00 over original cost analysis. This increase was discussed by the Building and Grounds committee and they were recommending that we continue to support this project and move forward with the recommendation to incorporate these new costs into the SVMUUSD budget. Cheryl Scarzello added these amounts to the budget which will be shared later in the agenda. The Building and Grounds Committee also visited the areas impacted in the relocations and saw the proposed office sites and reviewed the latest blue print. Building and Grounds Committee also made a recommendation to the full Board that we hire an independent person on a one time basis to come in and look at existing facilities throughout SVMUUSD to help us prioritize a 5 year plan. Superintendent Farrell is working with Attorneys to research each school property deeds and to work on turning them over to SVMUUSD on July 1, 2018. There are some deeds which may require we hire a surveyor to clarify boundaries. The Attorneys expect to have this research around deeds completed by February 2018. The Lead Pilot testing that was done at CES and the findings were discussed, as well as the plan to rectify impacted faucets and bubblers. There were 6 faucets and bubblers in the old part of the building that will need to be replaced. It was recommended that other schools look into this same testing to ensure all students have safe drinking levels. There was a recommendation to the Board that all schools move to add this protocol.
- f. Negotiations - Superintendent Farrell noted that there are no further Negotiations meeting scheduled until February 2018.

Central Office Reports January 2018: Brooke introduced Casey O'Meara as new Curriculum Instruction and Assessment Leader. Also she congratulated Chris Cole on his new role as Director of Operations.

Superintendent's Report

The Administrative Team has been focused on the budgets for the 2018-2019 school year. The new Slate Valley Modified Unified Union School Budget is down significantly compared to the combined budgets from Benson, Castleton/Hubbardton, Fair Haven, Fair Haven Union High School, West Haven and Hubbardton. The Leadership Team has been very focused on equity and efficiency in the budget process.

At their last meeting the ARSU Board appointed Chris Cole to the Director of Operations effective for this school year. Chris has already assumed many of the responsibilities of the new position. The Information Technology Coordinator position was replaced by this position. We are very happy to have Chris in this new role. He will be responsible for technology, building and grounds, transportation and the food service contract oversight.

Director of Curriculum, Instruction and Assessment

I want to take this opportunity to introduce myself as the new Director of Curriculum, Instruction and Assessment. My name is Casey O'Meara and I live in Weybridge with my wife and 8 year old daughter. I was born and raised in Middlebury and attended the University of Vermont upon graduation from Middlebury Union High School (MUHS).

I am excited and thankful to join such a dedicated and hardworking team of professionals in Addison Rutland Supervisory Union (ARSU). For the past 15 plus years I was a member of the Social Studies Department at MUHS. During that time I served for 9 years as a Curriculum Leader. It was during my time as a Curriculum Leader for the Social Studies and English Departments that I recognized my desire to influence learning for all students, Pre-K through 12. After completing a Doctor of Education in Curriculum Leadership at Northeastern University I decided to pursue a district level leadership position. I am thankful that the right set of circumstances allowed me to join ARSU's leadership team. I look forward to meeting and working with ARSU's administrators, teachers, students, parents, and board members as I settle into my role as Director of Curriculum.

Director of Special Services

The special services team has been working to complete all aspects of service planning for the coming year, including completion of the special education budget. As noted previously, we have increased numbers and needs in special education and we are working hard to provide high quality services and supports to meet the needs of all learners, while remaining fiscally responsive and responsible. We are continually looking for ways to keep our kids in our schools, in our programs and with our teachers.

We have just received word from the Agency of Education that they have completed their annual review of special education compliance for 2016. The district received congratulations for being 100% in compliance with the requirements for comprehensive evaluations and 98.92% compliant with all IEP's. We should be proud of these results. Our team understands the importance of timely and accurate submissions and we recognize that our attention to these details is what provides the resources to provide the direct services to our students.

Director of Operations

As the newly appointed Director of Operations for the Addison Rutland Supervisory Union I look forward to bringing opportunities to all of our stakeholders in the areas of technology, buildings and grounds, transportation and food service management. Work on this transition is already in full swing with projects being planned for implementation this coming summer.

In buildings and grounds the largest of these projects being planned is the transition of the Addison Rutland Supervisory Union Central Office to the Fair Haven Union High School. With this project there will be modification of existing space at the high school for the office space along with a redesign and modification of the front entrance of the high school that will be more secure, inviting and ADA compliant.

In the area of technology there will also be changes as we work to provide a more efficient model to implement technology into our school system along with supporting the needs of our students and staff. Recently our schools have been working on preparing for the 3D Vermont competition, the hour of code project, personalized learning plans, creating video content with the use of green screens and creating a makerspace at the Orwell Village School.

Director of Finance

Budgets and health insurance continue to be the main focus for the Business Office. The calendar year end brings a multitude of reporting requirements for payroll. This year, in addition to the usual year-end work, the Business Office has been busy inputting and setting up employee deductions necessary for the new health insurance plans. The addition of Health Reimbursement Accounts and Health Savings Accounts have brought new administrative challenges to our already busy staff.

Once all the budgets have been approved by the boards, my first priority will be to finalize the fiscal year 2016 audits. The audit process has been unusually slow this year. Unfortunately, I received the first drafts in November and have found it hard to find time to work on them given the demands of the budget process.

Next week the folks from the State of Vermont Child Nutrition Program will be on-site for 3 days to conduct an Administrative Review of our school food service programs for the school year 2017-2018. The review is conducted in two-parts. There is an initial off-site component that includes a review of a long list of documents which were sent to the AOE in advance. The second part of the review includes on-site observations of

breakfast and lunch at Fair Haven Grade School and Fair Haven Union High School, the Fresh Fruit & Vegetable Program, meal counting and claiming, and work the Business Office does reviewing program documentation. Since federal funds are received by the Supervisory Union to support our child nutrition programs district-wide, the program requirements are onerous. Preparation for the review has been daunting given that it is occurring right after the holiday break and in the middle of the budget process.

I have also begun preparing for our accounting software conversion from ProFund to Infinite Visions as of July 1, 2018. We have already scheduled more than 400 hours of implementation and training work to be done between now and the end of September. Given the limitations of our already busy Business Office the task is overwhelming. I will be using some of our Implementation Grant to hire a former school Business Manager to provide assistance as much as possible. We will also be sharing the cost of training with the Greater Rutland County Supervisory Union (formerly Rutland Central SU and Rutland Southwest SU). GRCSU is on the same implementation schedule as we are and Tyler Technology has agreed to let us do as much training as possible together. We will be paying 37.5% of the cost since we have 3 of the total of 8 databases between our two supervisory unions.

Resignation - Board Member: Roy Eckler announce his own resignation due to his health concerns; Roy has become legally blind. He shared the trainings he has undergone. He thanks the Board for the years he has been in service but can't place burden on his family for transporting him to the many Board Meetings. Roy was thanked for his 20 years of service. Julie Finnegan made a motion to accept Roy's resignation with sincere regret and understanding. Angela Charron seconded. Motion carried by full Board. Roy's service on our Boards will be missed! We will need to elect a new Vice Chair for SVMUUSD at the next meeting.

Job Descriptions (included in packet)

- a. School Principal K-8
- b. Principals 9-12
- c. Administrative Assistant
- d. Special Education Administrative Assistant
- e. Teacher

Julie Finnegan made a motion to accept the job descriptions as outlined, this was seconded by Peter Stone and the motion was carried by the full Board.

FY 19 Budget - Action: PowerPoint Presentation was presented to the Board. Please click on link and then box below.

https://docs.google.com/presentation/d/1FywYRjiZ-gFx93ikLERDeQpjmSPaaFbBU2_S0h-XVus/edit?ts=5a540d15#slide=id.p

Each town will be holding their yearly informational meetings but since there is not a budget question on the town ballots there will be a presentation with regard to budget. It is important to note that budget information will be addressed at the SVMUUSD Informational Meeting and if taxpayers want specifics they should attend this meeting on February 26, 2018 at 7 p.m.

Cheryl cautioned the Board that the tax rates in the budget PowerPoint were very preliminary numbers until she gets additional information from the State of VT, AOE. Julie Finnegan made a motion to pass the budget with the reflective changes to include the \$200,000.00 increase in construction costs to the SVMUUSD budget. This was seconded by David Renninger; Motion carried by the full Board.

Approval of Warnings: Julie Finnegan made a motion to approve the warnings as listed with the approved corrections. This was seconded by Toni Lobdell, motion was carried by the full Board. Chelsie Brill, Executive Secretary will be doing the ballots for each entity.

Announced Tuition: Cheryl Scarzello recommended a tuition rate for SVMUUSD for the 18-19 School Year. Toni Lobdell made a motion to set the K-8 Tuition rate at \$13,700.00 and the 7-12 tuition rate at \$15,000.00. This rate must be set each year by January 15. Peter Stone seconded this motion. Motion carried by the full Board. There is not a huge impact to SVMUUSD as currently there are only 4 tuitioned students. Going forward under SVMUUSD we will no longer be collecting tuition from Hubbardton or West Haven.

Other Business: SVMUUSD will select a Vice Chair at the next meeting.

Agenda Building:

1. Elect SVMUUSD Vice Chair
2. Set School Choice for HS in/out
3. There will be additional policies to adopt
4. Policies to Warn
5. Additional job descriptions
6. CES Student Presentation
7. CES Tour of the Building

Executive Session - if needed: None needed

Adjournment: Peter Stone made the motion to adjourn at 8:17 p.m., this was seconded by Julie Finnegan. Motion carried by the full Board.

Respectfully Submitted,
Bonnie Lenihan