

CAVENDISH TOWN ELEMENTARY SCHOOL BOARD
Regular Meeting
Tuesday, August 8, 2017
CTES, Arts Center
5:30 p.m.

I. CALL TO ORDER/ROLL CALL

Board: Fred Marin, Gene Bont, Barbara Dickey, Doug McBride and Katie Hamlin
(arrived at 5:57)

Staff: George Thomson, Meg Powden and Debbie Carleton

Public: LPCTV-Videographer and Kate Lamphere

Dr. Bont called the meeting to order at 5:30 p.m.

II. APPROVAL OF AGENDA

Ms. Dickey **moved** to approve the agenda as written. Mr. Marin seconded and the motion carried unanimously.

III. APPROVAL OF MINUTES

Mr. Marin **moved** to approve the regular meeting minutes of June 20, 2017 with the correction of two typos. Ms. Dickey seconded the motion. Motion carried unanimously.

IV. COMMUNICATIONS

a. Public Comments

None

b. Written/ Oral

Ms. Powden introduced Kate Lamphere to the board. She is interested in serving on the GMUHS and GMUSD Boards.

c. Board Comments

Mr. McBride asked Mr. Thomson the process for setting curriculum each year. Mr. Thomson said it is based on the Common Core Standards. Coordination by grade is done internally. Time spent in each subject is also based on Common Core Standards.

Mr. McBride asked if time allows for elective classes. Mr. Thomson said there is some flexibility and the Historical Society sets up time with the Teachers in the beginning of the school year.

Mr. McBride asked what the percentage of students qualify for free and reduced meals. Mr. Thomson said the last school year was over 60% of students. He said this year we are asking everyone to fill out the forms even if they don't think they qualify. The statistics are used not only to provide free and reduced meals but also have a bearing on Consolidated Federal Funds and the percentages given to schools. Parents and guardians are encouraged to fill out the Free and Reduced Meal forms.

Mr. McBride said he has heard that some schools have gone to a free lunch and breakfast program for those that qualify, but it seems that the marginal cost to add the other 20% of students would be very small. Mr. Thomson said there is a program available for all students to receive free meals through the Department of Nutrition that has been looked into in the past (and this year) and found to be too costly to the local taxpayers. Discussion ensued.

V. OLD BUSINESS

a. Appointment of Farm to School Committee Member

Ms. Powden said we have hired a new Farm to School Coordinator to work with the committee. She explained that it's a program that's about bringing local foods into our schools and promoting healthy practices. Primarily, the work has been with the After School Program. Discussion ensued.

Ms. Powden said that CTES is in need of a representative for the Farm to School Committee. Ms. Dickey said she would represent the school on this committee but not until after the Support Staff Negotiation meetings are done.

b. Policy-Third Read/Adopt

i. D18 Employee Use of Social Networking, Social Media, Media Sites & Personal Sites

Ms. Powden explained the latest changes to the policy that included the addition of this policy not applying to statutory employees in the first paragraph. The other change is to the language in Professional Boundaries. "Employees are not allowed on social networking sites to invite students to be friends and/or members except for family members of the employees who are students within the Supervisory Union" this is to ensure good, clear professional boundaries. Mr. McBride asked if it is appropriate for a teacher to accept an invitation from a student. She said they should not and that language should be added as well.

Mr. McBride **moved** to adopt D18 Employee Use of Social Networking, Social Media, Media Sites & Personal Sites policy with the amendment of "Employees are not allowed on social networking sites to invite students to be friends and/or members or accept invitations from students to be friends and/or members except for family members of the employees or students within the Supervisory Union. Ms. Dickey seconded, the motion carried unanimously.

VI. NEW BUSINESS

a. Appointment of New Board Members

i. Cavendish Town Elementary School Board

There were no requests at this time.

ii. Green Mountain Union High School Board

Ms. Kathleen Lamphere submitted a letter of interest to serve on the GMUHS School Board of Directors representing the Town of Cavendish. Ms. Lamphere said she believes service is important and she is at a point in her life

where she is available to serve. She and her husband have two young children and have been residents of Cavendish since 2009. She is passionate about education for all children. She is a licensed independent social worker, the Director of Adult Mental Addiction Service at HCRS Health Care and Rehabilitation Services. Therefore, she has that experience to bring to the table. Mostly, she is looking to be involved in helping the education system for all children.

Mr. Marin **moved** to elect Kathleen Lamphere to the Green Mountain Union High School Board of Directors. Ms. Hamilton seconded. Motion carried unanimously.

- iii. Green Mountain Unified School District Board
Ms. Kathleen Lamphere and Dr. Gene Bont submitted letters of interest to serve on the GMUSD Board of Directors. The Board opted to go into Executive Session to discuss.

b. Executive Session

- i. New Board Members
Ms. Dickey **moved** to enter into Executive Session inviting the Superintendent and Principal to review candidates for the new board vacancy. Dr. Bont recused himself. Mr. Marin seconded. Motion approved.

The Board returned at 6:29 PM. Dr. Bont decided not to run at this time. Ms. Powden thanked him for his graciousness.

Ms. Dickey **moved** to appoint Ms. Kathleen Lamphere to the Green Mountain Unified School District Board of Directors for a four-year term. Mr. McBride seconded. Motion approved.

c. School Bus

- i. Bus Driver Rate of Pay
Ms. Powden said that due to difficulty of hiring school bus drivers, she has approached Sue Willis of the Support Staff Association, to ask for an increase in the rate of pay to \$17.50 per hour to make the position more attractive. The increase was approved.
- ii. Bus Driver Hiring
Mr. Thomson said he has been advertising for a while now. There is a huge shortage of bus drivers throughout the state. There was an interested candidate but not willing at the current rate of pay. This candidate did accept the position for \$17.50 but since has found he needs surgery and cannot drive bus.

The licensing process can take up to 3 months to obtain. He has notified parents that at this point we don't have a bus driver and they may need to consider how to transport their children to school.

In the meantime, Ms. Hammond is contacting bus transportation companies. Butler Bus Services is having trouble finding drivers as well.

iii. Establish Bus Route 17-18

Mr. Thomson said he has developed the bus route for 2017-18 but is not going to publish it yet. He reviewed with the pick up points with the Board and noted the bus will pick up at every house. The route is about 34 miles. Discussion ensued.

d. Approval of School Meal Prices

Ms. Powden said there is an increase of 10 cents to the breakfast and lunch meals. Therefore, lunches are \$2.90 and \$1.60 for breakfast; a total increase of 20 cents per day and/or \$1.00 per week. Pricing includes a drink.

Mr. McBride said this is a great price, but could cause a hardship for some parents.

Ms. Dickey **moved** to approve the school meal price increase of \$1.60 for breakfast and \$2.90 for lunch. Mr. McBride seconded. Motion approved.

e. Award Bid for Replacement of Heating Controls

Mr. Thomson said he is not ready to make a request, as he did not get the bids in that he expected. He explained the issues with the heating controls noting they are computer software related. This program monitors and regulates the heating system. There have been several attempts to contact the company out of Burlington for an estimate to upgrade the software, but they have not been responsive. He contacted surrounding schools that use this same system and they have switched companies.

VSBIT has a grant available from \$7,500 up to \$10,000; having an energy audit increases this amount. On July 17th David Pickel, Risk Management Consultant performed this inspection. The grant application now needs to be completed online.

Mr. Thomson has received two estimates and is waiting on a third, one is for \$38,000 and the other is \$58,000. Mr. McBride asked if it is a specific component that is corrupt or the entire system. Mr. Thomson said it's the software program that monitors and regulates the system and the company that services that program have been unresponsive. The auditor gave us two other names of companies that work on these systems. The bid is to replace the software program and change sensors and controls. An additional evaluation will need to be done. Mr. McBride said since it's a proprietary system, the software and maintenance repairs should be significantly less. He said it's not a very good company to not stand behind the system that's only ten years old. Mr. Thomson added the new system warranties are only one year. Mr. Marin asked the name of the distributor of the system. He said if the representative for this distributor isn't doing his job we may need to go to a higher level. Mr. McBride said he would be happy to contact the manufacturer to confirm the system is at the end of life or if we just have a rep problem.

Mr. Thomson distributed the energy audit report to Facilities Committee members Dr. Bont and Mr. Marin. He pointed out the accolades in the beginning of the report and said the continuous improvement summary items would receive attention after the start of school.

f. Request use of Trust Funds for Art Center Furniture

Mr. Thomson said this came about because of the energy audit. He pointed out the folding chairs are used for the students in art class. No one has been hurt however; they are in rough shape and would like to buy decent chairs for the Arts Center. There is about \$11,000 in trust fund money available. He would ask the Art and Music Teachers to select the style chairs best for the students. He asked the Board to approve the purchase of 24 chairs.

Mr. Marin **moved** to approve the use of trust funds money in the amount of up to \$1,200.00 to purchase 24 folding chairs for the Art Center. Ms. Hamilton seconded. Motion carried unanimously.

Mr. Thomson noted the old metal folding chair would be used and stored in the Multi-Purpose Room.

g. Summer Work Update

Mr. Thomson said painting and repairs have been done and the building looks great. Inside the floors are being waxed and all will be ready for the start of school.

h. Review of New Hires for 2017-18

Mr. Thomson said the evening custodian has resigned. He has hired Nathan Marshall for late shift custodian.

Due to resignations three Para-professionals have been hired; Catherine Tyrrell, Jennifer LaBarge and Jamie Steffen. Bill McGraff has been hired for the Bus Driver position, but this may not work out.

i. TRSU Bargaining Council Update

i. Teachers' Master Agreement

Ms. Dickey said she was impressed that it went fairly smoothly. The difficult part for everyone is the new health care. The Council chose the Consumer Directive Health Plan with the recommendation of the TRSU attorney. She explained the details of the plan, noting that once the GMUSD is in place everyone will have the same plan. Ms. Powden said teachers are meeting on August 31st to ratify the 2017-18 Master Agreement and she would bring this to the Board next month to approve. Ms. Dickey added that Ms. Harper was very nice to work with during this process.

ii. Support Staff Master Agreement

Ms. Powden said that Sue Willis and VTNEA UniServe Director, Norm Bartlett are working to set next date.

j. Green Mountain Unified School District Update

Ms. Powden said we have a meeting coming up with Secretary Holcomb to authorize the Board to be operational. Ms. Carleton has been in contact with the secretary's assistant and we are tentatively scheduled to meet on September 11th or 12th. The Board will have a tremendous amount of work to do in this transition year.

Mr. Marin asked how Ludlow and Mount Holly are progressing. Ms. Powden said the Looking Forward Steering Committee have meeting on a weekly bases and the meetings are well attended. They have a number of options they are considering. They are prioritizing these to make some decisions to present to their respective Boards. The committee is very aware of the upcoming deadlines.

k. Principal Report

Mr. Thomson reported that summer camp is coming up starting in Ludlow and finishing up the last two weeks at CTES. Presently 18 kids have signed up. On August 30th, opening day, we will have breakfast for everyone. Presently, we have 89 students and is anticipating more.

i. Budget Review

Mr. Thomson distributed the end of year budget and summary he received from Mr. Adams today. This is a quick analysis as there is still revenue coming in. He reviewed with the Board and will bring back once the revenues are received.

Mr. Thomson told the Board he would be on vacation for the next two weeks.

l. Superintendent Report

Ms. Powden reported that the SU has had a significant reduction in our Consolidated Federal Program (CFP) grant. This grant provides us funding for Title I intervention services and for Title II professional development. Therefore, there is a decrease of 23.7% and \$157,531 between the two. Our Senior Management Team has been meeting to make decisions to accommodate for this reduction to move forward. They have also met with the Principals. Ms. Waite is the administrator of this grant and has worked very hard at providing us with as much service as there can be and as well as can be. We are in the process of informing teachers that there will be some reductions and following up with offering contracts at reduced fte's. This grant has also been used for funding mentors for new teachers. These funds will now need to be brought back to the schools. For CTES the cost is \$2,706 for this upcoming year. Mr. Thomson added that we didn't receive this notice until mid July.

Ms. Powden said the No Child Left Behind Act is now known as the Every Students Succeeds Act and we will be working under a new Vermont State plan. The Administrative Team has been working on the Continuous Improvement Plan (CIP). The Agency of Education will be doing their Integrated Field Review in the fall. They will be measuring how well we are doing implementing our CIP and Act 77. There are 5 areas of assessments which will be helpful to us in the future that include, Safe and Healthy Schools; Personalization; High Quality Staffing; Academic Proficiency and Investment Priorities.

Ms. Powden said we are now working on our 3 main goals with objectives for each school. TRSU will maintain a safe and inclusive learning environment for all; Fully implement Proficiency Based Education PreK to 12 and All teachers and administrators take responsibility for student outcomes.

She distributed handouts to the Board.

VII. SUGGESTED MEETING DATES

- a.** The next regular board meeting is September 19th, 2017

VIII. ADJOURNMENT

Ms. Dickey **moved** to adjourn at 6:30 P.M. Mr. Marin seconded the motion. Motion carried unanimously.

Respectfully submitted,

Deborah Carleton
Board Recording Secretary