

**WAITSFIELD BOARD OF SCHOOL DIRECTORS**  
**Meeting Minutes**  
**Monday, October 15, 2012, 7 p.m.**  
**Waitsfield Elementary School Library**

**Board Members Present:** Rob Williams, Scott Kingsbury, Eva Frankel

**WWSU and WES Staff Present:** Jeremy Hill, Kaiya Korb, Brigid Scheffert, Sheila Rivers

**Members of the Public Present:** Videographer Cheryl Allen, Valerie Capels

**CALL TO ORDER:** The meeting called to order at 7:04 pm.

**Approval of Minutes:** Scott Kingsbury made a motion to approve the minutes from Sep. 17, 2012. Eva Frankel seconded and the motion was unanimously approved. The minutes from the Oct. 1 meeting were not approved given that a quorum who attended the meeting was not present.

**DISCUSSION**

**Audience and Written Communication:** None was presented.

**WES Music Curriculum Presentation**

Music teacher Jeremy Hill provided an overview of the music curriculum and standards it is based upon, providing a few examples of how these standards are achieved within weekly instruction. An example of how a singing standard is assessed at the 3<sup>rd</sup>/4<sup>th</sup> grade level was shared. Appreciation for the richness of our program, achieved at least partially through our staffing of a full-time position, was expressed.

**Water project funding agreement:**

- In 2006 we applied and were approved for a water systems improvement loan that has now been activated. The loan is for \$30,756 / up to \$25,000 of that can be forgiven if we comply with a variety of factors. This is a construction loan. We also applied for a water systems planning loan of approximately \$4,000 in 2006; we have used these funds and are eligible to have them reimbursed as well. In addition to the \$25,000 available for forgiveness under construction loans, we have \$25,000 in forgiveness under planning as well.
- The town of Waitsfield has proposed a cost sharing agreement that would “maximize” the funds available for loan and reimbursement to further support the municipal water project. The specifics of such an agreement were laid forth in a draft memorandum of understanding.
- Board members raised a variety of questions to be explored prior to making a decision regarding entering into the memorandum of understanding with the town:
  - Deadlines for reimbursements?
  - Is there a way to protect the school’s fund by not making any additional payments until the water system is fully functional?
  - What are the options to address the decommissioning of the current water system (either through the loan or the town taking on this project.)

## **Budget Overview**

Kaiya is beginning to put together a budget for 2013-2014, the first draft of which will be brought to the November board meeting. A final budget will need to be approved by the board by our January meeting. While we are anticipating a reduction of one teacher position at the 3<sup>rd</sup>/4<sup>th</sup> grade level due to declining enrollment, we anticipate that we will need to budget for two kindergarten classrooms for next year to accommodate a bubble of children.

## **REPORTS**

### **Financial Report**

- Largest change is that we have had changes in our student population and we have had to contract with Washington County Mental Health (totaling around \$23,000) for additional services

### **Principal's Report**

Kaiya answered questions regarding the written principal's report. (A copy of the principal's report can be found online at the school website). Eva asked for further discussion of the NECAP Science scores. This test is administered only at the 4<sup>th</sup> grade, so from year to year results can vary significantly with such a small sample size. However, there was improvement in the scores with an emphasis on inquiry (a component of the testing). Many of the students receiving special education services are meeting proficiency.

The transition to the Common Core State Standards is in Phase III, where staff are engaging in professional development to meet the instructional shifts required by the Common Core. Over the summer, representatives from each of the WWSU schools met to revamp our literacy and math curricula; these updated curricula will be rolled out this year.

### **WWSU**

**Eva** reviewed the issue of audit rotation being discussed at the WWSU executive board. The same auditor for the past twelve years has been reviewing WWSU financials. It is considered best practice to rotate the auditor in terms of compliance issues. The other available auditors for the WWSU to go out to bid for are double if not triple the cost of the \$3,300 we pay now. So we are looking at a cost of somewhere between \$6,600-\$12,000. WWSU will be voting on how to proceed in November.

### **Superintendent's Report**

Brigid is keeping an eye on the federal food program issue in the SU. Brigid is meeting with representatives from Senator Leahy's office. She is fielding complaints and concerns from parents in the union on a daily basis. Additionally, she is keeping track of numbers around the lunch program to assess the impact of these changes.

**ADJOURNMENT:** Meeting adjourned at 8:36 pm. The next board meeting will be held on November 19<sup>th</sup> at 7 pm at WES.

Respectfully,  
Eva Frankel

