

Waitsfield Elementary School
Waitsfield School Board of Directors
Meeting Minutes
December 17, 2012, 7:00 pm

ATTENDANCE:

Board members attending: Rob Williams, Eve Frankel, Helen Kellogg, Todd White
WES and WWSU staff attending: Kaiya Korb, Michelle Baker, Donarae Pike, Jeremy Hill.

CALL TO ORDER

Rob Williams called the meeting to order at 7:09 pm

APPROVAL OF MINUTES

Eve Frankel moved to approve November 19th minutes and Todd White seconded. The minutes were unanimously approved.

DISCUSSION

Audience & Written Communication:

- **Student communication:** Kaiya noted that the school has been responsive to community inquiries on reactions to the events at Sandy Hook Elementary School. In addition to a plan for supporting students so that they feel safe, Kaiya will be reviewing our school's safety plans with staff on the whole and with any parents or community members who have specific questions.

Special Education Services Time Study: Donarae presented the data behind special education spending of our school in contrast to federal, state and supervisory union spending. . The state averages 15% of all students on IEPs; the WWSU average is lower than that. In the last two years, WES has seen a steep incline in the number of students needing special education services, from 20-29 students. However, Waitsfield maintains a lower special education cost per Average Daily Membership than most in the district. Even with the increase in spending, WES anticipates being below average in spending per special education student and total population in the supervisory union and state.

Review of 2013-2014 budget:

- **Revenue & taxes:** Revenues are projected to be down (10.2%). Expenses are going up by 6.34%. Net is an education spending increase of 10.5%. The equalized pupil count is relatively steady going from 131.33 to 131.10. We will need a two vote process at town meeting given that the combination of decline of revenue and increase in expenses crosses the state established threshold.
- **General budget updates:** We will see a 14% increase in health insurance.
- **Capital improvement:** last year we spent 50% of the fund balance toward capital improvement and 50% back to the tax payers. Needs this year include heaters, replacement door, carpet, sinks and cabinets, paint, insulation and upgraded refrigeration. We will carryover the full fund balance from this year and focus on the top priorities from the list above.
- **Public relations:** the Valley Reporter article has garnered little response to date. It will be posted on the school website. The board will invest time in January to recruit parents to come to the town meeting and the school budget vote.
Eve Frankel proposed a board summit around long range planning for valley elementary school budgets. The board will bring this up again at the January meeting.

- **Board Roles and re-elections:** Eve Frankel will be running for re-election. There may be an open seat on the board if Scott Kingsbury does not choose to run for re-election.

ACTION ITEMS

- **Policy:** F32-R. Prevention of bullying of students. Eve Frankel made a motion to approve this policy for approval. Rob Williams seconded and the policy was unanimously approved.

REPORTS

Financial Report: Kaiya will be freezing some areas of spending to ensure the schools ends the year in the black.

Principal's Report: Kaiya reported on the school management of communication around the Sandy Hook Elementary School tragedy. She also followed up on the need for the before school supervision project. To date, no faculty members have expressed interest. The discussion focused on the safety in the parking lot and as a result Kaiya will oversee drop off for the next few weeks to understand the issues.

Washington West Representative Report: Bus surveillance policy will be reviewed by the executive committee at the SU level, as busses are SU-wide. An instructional minutes report was presented and is available to all. There is a meeting on January 3rd at 6:00 pm in the Harwood Union Library to vote on the central budget followed by a seminar on transforming education. Kudos given to Michelle Baker for managing a tight budget for the central office and providing insight into each school's usage and benefits from that team.

Superintendent's report: none given.

ADJOURNMENT

The meeting was adjourned at 9:00 p.m. The following meeting will be held on January 21st at 7 pm at the Waitsfield Elementary School library.

Respectfully Submitted,

Helen Kellogg

Secretary and Clerk