

**Waitsfield Elementary School**  
WAITSFIELD BOARD OF SCHOOL DIRECTORS Minutes  
October 21, 2013 7:00 PM  
Waitsfield Elementary School

**ATTENDEES**

**Board Members Present:** Eve Frankel, Todd White, Helen Kellogg, Allison Champlin, Rob Williams

**WES and WWSU Members:** Kaiya Korb, Sheila Soule, Donarae Dawson, Michelle Baker

**CALL TO ORDER**

Rob Williams called the meeting to order at 7:02pm.

**APPROVAL OF MINUTES**

Eve Frankel made a motion to approve the minutes from the September 16th board meeting. Todd White seconded and the motion was unanimously approved.

**DISCUSSION**

**Audience and written communication** – Kaiya received an inquiry as to the payment of the water project installation/hook up bill. With the receipt of that bill, the school was able to submit the application for loan forgiveness for the costs. Once that is approved at the state level, the bill will be paid.

**Student Support Services Presentation:** Donarae shared a pamphlet on WWSU MTSS (multi-tiered system of support); Kaiya shared a powerpoint presentation on the same topic. This tiered approach applies to all students, with interventions/supports designed to meet needs at the different levels of need. The first tier is where the teacher adjusts instruction within the classroom. Tier two involves KIDTALK discussions and documentation of strategies proposed. A child's needs may be met through short-term strategies and interventions identified at this level, or may move on to an EST (Educational Support Team) plan. If a child's needs are not met at tier 2, he/she may be referred to tier 3 services/special education evaluation. A key element of success is the tracking and case management of each child identified to fine tune instructional strategies and insure success is being met. Students can be supported at different tiers for each academic or social/emotional area. The program increases efficiency, effectiveness and long-term tracking & communication around solutions for optimal learning at an individual level.

**Tuitioning Non-Resident Students:** to be addressed at the next meeting, when

Brigid is present.

**Fayston School Board Task Force Participation:** Kaiya expressed interest in the task force exploring pooling resources for expanded programming. There is a general interest in the finance task force (funding formula involving acts 60 and 68) and a desire to pull forward the work already done, so as not to reinvent the wheel. Heidi, the Fayston board chair, hopes to recruit a range of interests and perspectives on this funding committee. Todd White expressed interest in joining that task force.

**Budget Review Timeline:** We are just beginning the budget process. The first draft will come to the board in November. Many inputs will then come through in December to help complete the picture in a second draft. The WWSU budget is completed in December. Final recommendations on the budget and the town report will be brought forth in December. The final budget is approved in January to then be printed in the town meeting document. Kaiya noted the growth in student population for next year, counter to initial predictions. She also noted her watchful eye on the programs tied to federal funding and predicted decreases in federal funding.

## **ACTION**

**Recommendation to move business to a new bank:** Michelle Baker noted the fees charged by TD Bank and is proposing switching to People's United in order to reduce fees and gain interest income. Todd White made a motion to move the schools' business from TD Bank to People's United. Eve Frankel seconded and the motion was unanimously approved.

**Copier Lease:** Kaiya asked the board to authorize the school to enter into a three-year lease for the copier. Helen Kellogg made a motion to support the lease agreement for the copier. Allison Champlin seconded and the motion was unanimously approved.

**VEHI: Intermunicipal Insurance Association Agreement.** This is a mandated transition for the school board to authorize. Michelle noted that as the school district moves toward the new exchange program, the agreement allows teachers to access any remaining balance in reserve after all claims are covered. Eve Frankel made a motion to accept the Intermunicipal Insurance Association Agreement. Allison Champlin seconded and the motion was unanimously approved.

**Food Service Agreement and Program Update:** The school budget subsidizes the school lunch program, as the cost per meal is higher than the rate charged and the rate paid by the free and reduced lunch program. Currently Fayston Elementary School is predicting a deficit of \$12,000 in the program. . The program would break even with the sale of 28 more meals per day. We are working with Fayston to understand what is driving the decline in meal

consumption and how to reverse it.

## **REPORTS**

**Financial Report:** We are projecting a fund balance of \$1000 at this point, but it remains early to call. Kaiya feels confident yet watchful.

**Principal Report:** This has been a month of much formalized assessment. The science results were less than we expected, given how well this group scored on other assessments. Also, Kaiya noted that the lowest scores were on scientific inquiry written component. While our inquiry scores were higher than elsewhere in the supervisory union. Kaiya feels confident that our inquiry instruction is absolutely growing in the way that we want, but the write-up of the inquiry is an area for continued focus and assessment of age appropriateness. Virtually no students in the state achieved the inquiry standards as measured by the test. Kaiya spoke to the PBIS work that continues and is measured by anecdotal information from students and measureable changes to the climate. Finally, Kaiya noted that the ski and skate sale is coming up.

**WWSU Representative's report:** Mandatory board chair trainings will now be part of the WWSU annual meeting. There is outdated accounting software in the central office that needs to be replaced. Moving to a new system will go from \$9,200 per year to \$32,000 per year. That's the only central budget change anticipated. There is a big difference between HUMS and CBMS language delivery and technology access. There is a concerted effort to align the two schools so that they arrive equally equipped as 9<sup>th</sup> graders. There is new math curriculum to ensure all are proficient in algebra by the end of 8<sup>th</sup> grade.

## **ADJOURNMENT**

The meeting was adjourned at 9:01 pm. The next meeting will be Monday November 18<sup>st</sup> at 7 pm.

Respectfully submitted,

Helen Kellogg  
Clerk and Secretary