

**Waitsfield Elementary School**  
**WAITSFIELD BOARD OF SCHOOL DIRECTORS**  
**DRAFT Minutes**  
**June 8, 2015 7:00 PM**  
**Waitsfield Elementary School**

**ATTENDEES**

**Board Members Present:** Eve Frankel, Helen Kellogg, Jonathon Goldhammer, Barclay Rappeport, Christine Sullivan

**WES and WWSU Members:** Kaiya Korb, Brigid Scheffert, Emily von Trapp

**Community Members:** none

**CALL TO ORDER**

Eve Frankel called the meeting to order at 7:02pm.

**DISCUSSION**

**Audience and written communication** – none submitted.

**Educational Legislation and Policy Activity Update:** Kaiya posted a draft summary of H361 related to consolidation and funding. This law will have an impact on our budget next year and implications for how our supervisory union could be consolidated in the future. There are incentives and penalties described that would push consolidation. Kaiya noted Rebecca Holcombe's reminder that this is a moment to clarify what we value most in education as a guide for the decisions to come.

**Quarterly Letter to the Community:** Per board goals around communication, we need to communicate to the community about the new members and roles on the board, including bios and photos for the website. Eve offered to draft a letter to the community for the board's review.

**ACTION**

**Response to Request for Reduction of Music Program:** Kaiya cited the request to reduce the music position from 1.0 to .6, coming from the current music employee. She reviewed the impact of this potential shift. Concerns expressed during the 2014-2015 budget development, when reduction of this position was considered, focused on the risk to individual lessons. The effect of such a reduction would be slightly less flexibility in lesson scheduling, and possibly more group lessons, but it should allow enough time for lessons equivalent to what have occurred in past years to continue.. It would eliminate music instruction for the 3 year old preschoolers. Ours is the only school in the

valley offering in-school individual instrument lessons to this level and currently holding a full time position. Other schools have between .4-.5 positions.

Executive Session on a matter of Employee Contract. Jonathon Goldhammer made a motion to go into executive session and Eve seconded the motion. The board went into executive session at 7:25. The board came out of executive session at 7:32.

Barclay Rappeport made a motion to approve the request to reduce the music position by .4 to a .6 position. Jonathon Goldhammer seconded and the motion was unanimously approved.

**Establish Preschool Program Cap:** Kaiya recommends establishing a cap of 12 students for the 4 year old program. That matches our licensing space and is consistent with the caps to date. She recommends a cap of 19 for the 3 year old program given the additional space and additional support in place. Students that emerge above those numbers would be directed to private options or one of the partnership schools at their expense. Jonathon Goldhammer made a motion to set the 3 year old cap an 19 students and 4 year old cap at 12 for the upcoming year. Eve seconded and the motion was unanimously approved.

**Consider Preschool Teacher Hours Increase:** Kaiya reviewed the comparable level of student/teacher minutes and preparation time between preschool and elementary teachers. To be consistent with the negotiated agreement, we would offer a comparable level of planning and support time. Helen Kellogg made a motion to increase the preschool position to a .94 position. Barclay Rappeport seconded and the motion was unanimously approved.

**Approval of May 18<sup>th</sup> minutes:** Christine Sullivan made a motion to approve the minutes from May 18, 2015. Jonothan Goldhammer seconded and the minutes were unanimously approved.

**Approve Board Order:** Jonathon Goldhammer made a motion to approve the board warrant for \$441,689.84. Eve Frankel seconded and the motion was unanimously approved.

**Review Fuel Bids, select Provider:** WWSU business manager Michelle Baker recommends Gillespie pre-buy heating fuel bid at \$2.47 per gallon. Christine confirmed that we'll get that price for up to 6,000 gallons, but are not

committed to buy the full amount if not needed. Jonathon Goldhammer made a motion to accept the Gillespie pre-buy heating fuel bid of \$2.47 per gallon for the 2015-16 year. Barclay Rappeport seconded and the motion was unanimously approved.

**Tax Anticipation Note Approval:** Helen Kellogg made a motion to approve the People's United Bank Tax Anticipation Note bid of \$500,000 at 1.19% interest rate. Jonathon Goldhammer seconded and the motion was unanimously approved.

**Policy Packet #5:** Barclay Rappeport made a motion to approve Policy Packet #5. Eve Frankel seconded and the motion was unanimously approved.

## **REPORTS**

**Financial Report:** Kaiya noted a projected fund balance of \$1,590. Overall, revenues were lower than projected, as were costs. The school projects an actual contribution of \$7,740 to the food service program. We had budgeted \$10,000.

**Principal's Report:** Kaiya cited the school's mission statement, which does continue to truly guide the school's work. Throughout the year we've been looking at proficiency based graduation expectations and how those will shape all aspects of education. Related developments include a leadership team that will be comprised of administrators and teacher representatives to meet once a month supporting the continued evolution of that work. Simultaneously and in conjunction, there has been work at the supervisory union level to support community engagement in education. Over the summer, the WES based student support team will meet to hone plans for continued implementation of PBIS and MTSS for next years. All school members of the school community will be reading Mindset, by Carol Dweck and Kaiya invited the board to join in the discussion that ensues. The group that worked on the planning for the outside space will come back together to reinvigorate that plan. The space will soon connect to the Mad River Path. Graduation will be this coming Monday at 6 pm. We have an excellent candidate for preschool assistant for the 3 year old program that has been put forward to the superintendent.

**Washington West Representative Report:** No report given. The meeting will follow this board meeting.

## **EXECUTIVE SESSION**

Christine Sullivan made a motion to go into executive session on a legal matter. Barclay Rappeport seconded and the board went into executive session at 8:20.

The board requested that the administration join - specifically Kaiya and Brigid. The board came out of executive session at 8:37 pm.

Helen Kellogg made a motion to go into executive session on a matter of employee contract. Jonathon Goldhammer and the board went into executive session at 8:38. The board came out of executive session at 8:42.

Helen Kellogg made a motion to authorize Eve Frankel to sign an administrative employment contract for Kaiya Korb as the principal of the WES for three years, beginning July 1, 2015 through June 30, 2018. Barclay Rappeport seconded and the motion was unanimously approved.

Barclay Rappeport made a motion to go into executive session on a matter of employment contracts, asking the administration to stay – Kaiya and Brigid. Jonathon Goldhammer recused himself because of a conflict of interest. Christine Sullivan seconded and the board went into executive session at 8:45 pm. The board came out of executive session at 9:30.

#### **ADJOURNMENT**

Eve Frankel made a motion to adjourn the meeting. Helen Kellogg seconded and the meeting was adjourned at 9:30 pm. The next meeting will be Thursday August 20<sup>th</sup> at 4:30 pm.

Respectfully submitted,

Helen Kellogg  
Clerk and Secretary