

**DRAFT**  
**Waitsfield School Board Meeting Minutes**  
**Monday, October 18, 2010, 6:00 p.m.**  
**Waitsfield Elementary School**

**Board Members Present:** Elizabeth Cadwell, Wrenn Compère, Helen Kellogg, Scott Kingsbury, and Rob Williams (Chair).

**WWSU and WES Staff Present:** Kaiya Korb and Brigid Scheffert  
**Members of the Public Present:** none

**I. Call to Order:** The meeting was called to order at 6:07pm by Rob Williams.

**II. Approval of Minutes**

Wrenn Compère moved to accept the Minutes from the September 20, 2010 Waitsfield School Board meeting. Elizabeth Cadwell seconded, and the Minutes were unanimously approved.

**III DISCUSSION**

**Audience and Written Communication:**

**Water Project:** Scott Kingsbury asked about the impact (pros and cons) of the upcoming town water project. Kaiya Korb noted that the WES water system is in need of repairs. If we do not sign on with the town system, we will incur other costs to fix our own system. We have given a deposit and are committed to the town at this point. A review of our water system and explanation of town water vs. our own system will be brought to the November board meeting.

Piper Stover submitted questions around progress on the school-wide action plan around increasing transparency of the curriculum. Kaiya Korb noted there has been increased communication, but more work is underway. One constraint right now is the limited web uploading capacity. We are currently seeking a new web expert so that the teachers can readily provide links to their curriculum. As planned, the curriculum presentations to the Board will begin in November.

**Principal Goals:** Kaiya presented her professional goals, as agreed upon with Brigid Scheffert. Highlights include:

- 1) Successful execution of the action plan, which is underway and on track.
- 2) Defining our curriculum in a way that marries the passion of the individual with the content universally provided by all teachers. This is designed to ensure that all students get the same content regardless of teacher, without homogenizing the format and losing the unique value of the teacher.
- 3) Systems management to make sure that the team, operations and resources produce a safe efficient and effective learning environment.
- 4) Collaboration: Helping to strengthen the connection between the school, families and the community. The web site and newsletter are an increasingly valuable resource for families and for increasing awareness within the school and community about what we do.
- 5) Integrity: The focus is on the climate of the school through consistent rules and consequences with respect to safety and the school plan. There is emphasis on fairness and mediation.
- 6) Broader context: Kaiya strives to balance the larger political and economic context and potential implications and preserving the integrity of high day-to-day interactions in the school.

**Budget Goals and Timeline:**

The board is asked to provide general guidelines for the draft budget to be created by Kaiya. These guidelines have to be provided prior to full visibility into the revenues and economic conditions that come in January (EPC and CLA not yet available). Kaiya noted that a level funded goal would

probably require some programmatic cuts and that holding steady with current programs would require a slight increase. The board requested that Kaiya develop a level services budget and then provide a list of options for cutting to achieve a level funded budget, to be discussed in November. Scott Kingsbury inquired about rolling library and technology together as seen in other schools. Kaiya will provide a summary explanation for programs that exceed expectations within school quality standard.

**Data Workbook:** The Data workbook has been provided to all board members. Brigid Scheffert will send an executive summary and will receive questions via email.

#### **IV ACTIONS**

**Policy:** F20R Policy on Prevention of Harassment of Students – first reading. Adjustments were made at the prompting of the DOE, as we were out of compliance. Overall, the district is setting up a cycle of review for all policy to ensure that no school is found out of date/compliance. There were no comments and the policy is hereby warned for the following meeting.

#### **V REPORTS**

**The Financial Report:** We are predicting a fund balance of \$50K for the current year; however, significant caution is due for the remaining months, primarily from ongoing maintenance issues. The balance is primarily from a reduction in staffing costs and a copier reimbursement for overpayment in prior years.

**The Principal's Report:** Principal Korb spoke of the staff in-service day on October 11<sup>th</sup> and the incredible energy and concrete ideas generated to pursue to improve the school and supervisory union. A number of the staff focused on the implementation of the “Investigations” math program and are collaborating successfully across the grades. On October 25<sup>th</sup> the community will gather around the education enhancement/needs from the school’s exterior grounds. Finally, Kaiya reported on the shift in focus, as reflected in the action plan, to optimize the role of Terry Wilcox to meet the needs of students falling behind before special services are required. Kaiya also noted that Jeremy Hill will be taking a leave of 32 days, or 6 weeks, and will be covered by Gina Merlini, who has previous experience in our school. The school is looking to alternate between both physical and visual arts for the artist residency. The artist for this year has not been finalized, but will focus on physical movement and music.

**The Superintendent's Report:** Brigid Scheffert is generating regular written reports to provide the technical information of the movement in Montpelier. There is a WWSU executive committee meeting on December 6<sup>th</sup> to decide how Brigid will respond to the targets by the commissioner as well as Act 153 on consolidation and centralized services. She updated the Board on the standards alignment/movement, regarded as an unfunded mandate. We all need to move in line for the state’s Smarter Balance Assessments, so we will all need to re-align for that content as well as the ability to take an online test successfully, both of which pose significant challenges. The state and Brigid’s office will create a path ahead and report back. Act 153 requires that our district report back by January 2011 that our district has considered the options for consolidation. A year from now, we will have to explore, consider and decide on the options listed. The consolidation subcommittee has met three times and has moved forward with the logistical/analytical model looking at the bodies and physical plants to generate 11 scenarios. They are assuming quality standards are not compromised. As such, the options have been mapped and the initial task requested by the state has been completed. Governance was also considered as well as floating/shared staff, which currently defies the district specific contracts. The WWSU Executive Committee authorized the committee to apply for a \$20K grant to study these 11 scenarios in depth with no strings attached. This will be discussed at the December 6<sup>th</sup> WWSU full board meeting.

**Washington West Representative's Report:** Elizabeth Cadwell added that the executive committee would aim to deliver 3-4 options to present to the board, of the 11. The November executive committee meeting will address Act 153 on consolidation and shared services. Finally, a new system is being implemented to push an outbound pre-recorded message to alert families of a school closure or something more serious.

**EXECUTIVE SESSION**

None required.

**ADJOURNMENT**

The meeting was adjourned at 7:59pm.

The next meeting will be on Monday, November 15<sup>th</sup> at 6:00pm in the Waitsfield Elementary School library.

Respectfully submitted,

Helen Kellogg  
Secretary and Clerk