

Waitsfield School Board Meeting Minutes
Monday, March 8, 2010, 6:00 p.m.
Waitsfield School Library

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

WWSU and WES Staff Present: Kaiya Korb and Joe Robinson.

Community Members Present: Todd White and Dennis Derryberry.

I. Call to Order: The meeting was called to order at 6:07 p.m. by Kaiya Korb.

II. Reorganization of Board:

1) Elect a Chair: Elizabeth Cadwell made a motion to nominate Rob Williams to continue as chair. Wrenn Compère seconded the motion. Kaiya Korb noted that the chair defers some of their input/say to facilitating the group. The vote was unanimously approved.

2) Elect a Clerk: Elizabeth Cadwell made a motion to nominate Helen Kellogg for both Clerk and Recording Secretary. Scott Kingsbury seconded the nomination. The vote was unanimously approved.

3) Appoint three Washington West Board Representatives: Elizabeth Cadwell, Scott Kingbury, and Rob Williams were appointed as our representatives. Note that Helen Kellogg will serve as the negotiations alternate to Wrenn Compère.

4) Appoint a Washington West Executive Committee Representative: Elizabeth Cadwell was appointed to continue her participation.

5) Appoint a Truant Officer: Kaiya Korb was appointed to this role.

6) Designate Newspaper(s) of Record: The Valley Reporter will be our newspaper of record, except in the event of the need for reporting within a shorter timeframe, in which case we will use the Times Argus.

7) Set Meeting Date/Time: Third Monday night of the month at 6:00 p.m. in the WES library. The upcoming meeting will be an exception, and meet on April 12th at 6:00 p.m.

III Minutes: Elizabeth Cadwell moved to approve the minutes from the February 8, 2010 meeting. Rob Williams seconded, and the minutes were unanimously approved, with two abstentions from new members.

IV Discussion:

A. Audience & Written Communication: Kaiya Korb reported positive feedback on the clear presentation of the school budget at town meeting. The board noted their appreciation of Kaiya Korb's considerable work in preparing and delivering the presentation.

B. Energy Audit Report: The Energy Efficiency Conservation Block Grant requires an energy assessment. The board commissioned Brad Cook to complete the assessment in support of our application for the grant. Brad Cook is a certified PBI energy analyst and is building the standard for municipal audits. He presented his findings and recommendations for action, noting significant concerns around gaps in insulation and ice dams on the roof. Kaiya Korb recommends that the facility committee (Dennis Derryberry, Rob Williams, Kaiya Korb, Scott Kingsbury) review the report and recommendations and make recommendations for how to amend the school capital improvement plans.

V Action Items:

- A. **Preschool Partnership / Preschool Policy:** Per the preschool agreement between all WWSU teams, public preschools need to establish a target student enrollment including total number of participation and class size. Kaiya Korb recommends approving a target maximum enrollment of 41, indicating the maximum number of preschool eligible students that could be served, and set a WES class size cap at 10. Helen Kellogg made a motion to approve. Scott Kingsbury seconded. The vote was unanimously approved.
- B. **First Reading of Policies:** F9: Transportation; F14: Admission of Non-resident Students; F25: Student Attendance; H3: Community Use of School Facility. Each policy was discussed. Revisions, as discussed, will be made by Kaiya Korb for review at the next meeting. No action taken.

VI Reports:

- A. **Financial Report:** Kaiya Korb will have worked with staff to have closed many accounts and updated the financial statement accordingly by the April meeting. We currently anticipate a fund balance of \$13,000.
- B. **Principal's Report:** Kaiya Korb provided a comprehensive written report on the ongoing efforts at the school. She made a special note that the audit process focused attention on activity accounts that are not formally managed and tracked by the school system budget. Those funds have been largely moved into the school budget. The school received 126 applications for two open positions. The school's hiring committee and superintendent will deliver recommended candidates for approval at the April meeting.
- C. **Superintendent's Report:** No report given.
- D. **Washington West Representative Report.** Elizabeth Cadwell shared the written report on the committee's work, including the 2010-2011 calendar. Also noted was a request for a feasibility study on the topic of consolidation of school districts, which will be discussed at the full WWSU board meeting later this month.

XVI. Executive Session: None requested.

Next Board Meeting: The next Board meeting will be held on Monday, April 12, 2010, at 6:00 p.m., at the Waitsfield Elementary School.

Adjournment: Wrenn Compère motioned to adjourn the meeting at 8:52 p.m. Elizabeth Cadwell seconded, and all approved.

Respectfully submitted,

Helen Kellogg
Recording Secretary & Clerk