

**DRAFT**  
**Waitsfield School Board Meeting Minutes**  
**Monday, June 15, 2010, 3:00 p.m.**  
**Home of Wrenn Compère**

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

**WWSU and WES Staff Present:** Kaiya Korb,

**I. Call to Order:** The meeting was called to order at 3:10 p.m. by Rob Williams.

**II. Approval of Minutes**

Elizabeth Cadwell moved to accept the minutes of the Waitsfield School Board meeting from May 10, 2010 and Wrenn Compère seconded. The minutes were unanimously approved.

**III. DISCUSSION**

- Audience and Written Communication. Positive feedback was received from numerous graduating 6<sup>th</sup> graders and their families. There was positive feedback regarding management of the injury sustained by a staff member last week; however, Kaiya has identified that a formalized protocol identifying first responder-trained faculty, and communication of that plan to all faculty, is needed.

- Pest Management Plan Report: Kaiya Korb summarized the current policy and practice, including the use UVM Extension Service for source management and then containment and the focus on eliminating, as much as possible, any chemical use around kids. Also, all contractors coming in to do work in the school are apprised of the policy and asked to itemize any chemicals intended for use.

**IV ACTION ITEMS**

- Policy:
  1. H2: Parental Involvement: Helen Kellogg made a motion to approve the policy and Elizabeth Cadwell seconded. The policy was unanimously approved.
  2. F6: Student Medication: Wrenn Compère made a motion to approve the policy and Elizabeth Cadwell seconded. The policy was unanimously approved.
- Action Plan Review and Approval. Plans for math, climate, literacy and technology were reviewed and discussed. Scott Kingsbury made a motion to approve the action plan and Wrenn Compère seconded. The plan was unanimously approved.
- Tax Anticipation Lending: After discussion, Helen Kellogg made a motion to approve the Chittenden Bank proposal. Scott Kingsbury seconded. The proposal was unanimously approved.
- Fuel Bids: After discussion, Wrenn Compère made a motion to approve the SB Collins bid. Scott Kingsbury seconded. The bid was unanimously approved.
- Facilities Follow-up: We discussed replacing exterior doors on original classrooms, increasing insulation in the front hall area of the school, sealing the top of the wall in the new addition, and addressing the intersection of the gym and stage section. Elizabeth Cadwell made a motion to approve the release of funds from the capital reserve account and Rob Williams seconded. The motion was unanimously approved.
- Students Services Position: Discussed expanding the position currently filled by Terry Wilcox for a one year period, funding the position expansion by Medicaid funds. There are no implications on the bottom line of the budget.

**V REPORTS**

- Financial Report. Kaiya Korb will send out a financial report at the close of the fiscal year. A surplus is anticipated.
- Principal’s Report. Kaiya Korb provided a comprehensive summary of the accomplishments for the year.
- Superintendent’s Report. Brigid Scheffert is doing an amazing job continuing to stay connected despite her medical leave. Our work continues despite her absence.
- Washington West Representative Report. Elizabeth Cadwell reported on the challenge presented by the governor to reduce costs by 2%. Terms and conditions for the challenge are still to be defined, and no decision has been made as to our participation. The next meeting will be August 11, 2010.

**VI EXECUTIVE SESSION**

Wrenn Compère made a motion to go in to executive session at 4:54 to discuss personnel. Elizabeth Cadwell seconded. All approved. The board came out of executive session at 5:07 pm.

**VII. ANNUAL RETREAT**

Discussion was organized around three focus areas (see chart below).

<i>What is my vision for Waitsfield Elementary School five years from now (what will be doing/achieving)?</i>	<i>What are appropriate actions the School Board might take to bring the school to that envisioned status?</i>	<i>What, if any, actions/work does the School Board need to address that were not identified in question #2.</i>
<ul style="list-style-type: none"> <li>• Further tap into the natural resources of the area</li> <li>• Evoke community pride and ownership</li> <li>• All children have a rich experience in the arts</li> <li>• Exemplar school in all areas</li> <li>• Community sees and reinforces the value of the school</li> <li>• Cohesiveness with staff</li> <li>• Board strongly supports staff</li> <li>• Communiversity (community educational resource)</li> <li>• Engaged and interactive with the community/ “Ope the doors” and create relationships with reciprocal value with the community.</li> <li>• Kids feel known and supported by the broader community</li> <li>• Board represents and is</li> </ul>	<ul style="list-style-type: none"> <li>• School Board/staff thank you/community event</li> <li>• Opportunity for board/staff feedback and interchange (at a staff meeting)</li> <li>• Grow Public Relations/ Transparency (website and more)</li> <li>• Quarterly recognition/reporting of progress on goals moving us towards excellence (action plan)</li> <li>• Board members serve as a liason supporting building reciprocal relationships with community</li> <li>• Explore opportunities/ methods for tapping into natural resources (report on what is done, available)</li> </ul>	<p>Budget building with changing economics &amp; potential expectations from the state</p> <p>Transportation</p>

well connected to the community • The school challenges and builds confidence for all students		
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In August, we will review columns 2 & 3 and attach particular actions to the calendar of School Board work for the year.

**VIII. EXECUTIVE SESSION** Wrenn Compère made a motion to go back into executive session at 6:52, to discuss contract negotiation. Elizabeth Cadwell seconded. All approved. The Board came out of executive session at 7:18.

The next Board meeting will be held from 6-8 pm on August 10, 2010 at WES.

The Board Meeting was adjourned at 7:20 by Rob Williams.

Respectfully submitted,  
Helen Kellogg – Recording Secretary & Clerk