

Waitsfield Board of School Directors
Meeting Minutes
January 21, 2013

BOARD MEMBERS PRESENT: Scott Kingsbury, Todd White, Rob Williams

WWSU AND WES STAFF PRESENT: Kaiya Korb, Michelle Baker, Jeremy Hill, Nina Brennan

CALL TO ORDER: Rob Williams called to order 7:06

APPROVAL OF MINUTES

- Todd White made a motion to approve the December 17, 2012 minutes with amendment clarifying that the bullying policy had not been voted upon at last month's meeting; Scott Kingsbury seconded. The motion passed unanimously.

DISCUSSION

Audience and Written Communication- None

Review Draft Policies E 1-9 – Kaiya clarified that the board's role at this time is to give feedback to the executive committee who will use the input to draft documents that will then be sent to each district board to be voted upon. This third batch of policy is part of an ongoing effort to insure that all school policy has been recently reviewed and updated.

Given short attendance and that we will have another meeting prior to the executive committee taking this on their agenda, the Board decided to postpone discussion and feedback until next meeting.

Check In On Board Goals and Community Connection

- Deferred until next meeting

ACTION ITEMS

- Staff Leave Request: Kaiya presented a leave request from Nina Brennan for a one-year leave of absence, allowing her to focus upon her new shop space. Kaiya clarified that by the negotiated agreement, if a leave is approved, the staff member must confirm by the following December intent to return. Kaiya recommended approval subject to locating a suitable replacement. Scott made a motion to approve a one-year leave of absence for Nina Brennan contingent upon finding a suitable replacement; Rob Williams seconded. The motion passed unanimously.

- F-32 R Prevention of Bullying of Students – Kaiya confirmed this policy matches practices already in place at the school; adopting this policy provides clarity to all on those practices and consistency throughout our supervisory union. Scott moved to approve the policy and Todd White seconded. The motion passed unanimously.
- FY 2013-2014 Budget: 10.4% decrease in revenues coupled with 6.3% increase in expenses results in a budget that will require two votes. Fixed expenses area significant component of the budget such as health increase, transportation budget, preschool partnership etc. Other items are direct responses to student needs. Loss of one-time offsetting revenues have created apparent spike; prior year prudence actually contributes to the perceived “spike”—other schools with higher per pupil costs don’t have two votes as they have had more continual budget increases. Rob moved to approve 2013-2014 budget of \$2,306,624; Scott seconded. The motion passed unanimously.
- Content of annual report was discussed. Kaiya recommends we include a detailed summary that the Board has previously reviewed with summary of line-item changes. Rob expressed concern that all materials be accessible and understandable for public review. Kaiya to share draft report individually with Board members.
- Warning for the annual school meeting: technical advice from DOE and statutory language was considered in drafting the warning, which includes the two- vote language. Rob noted that we need to provide a heads up to the meeting moderator regarding the two -vote guidance. Todd moved to approve the warning; Scott second. The motion passed unanimously.
- Tuition rate: Michelle Baker recommended a tuition rate of \$12,000, representing a \$1000 decrease. This recommendation is derived from a formula provided by DOE, which excludes Special Ed and transportation costs. Our policy is only to accept students who do not have a local program available, thus, we generally do not have tuition students. Todd White moved to approve the recommended tuition rate of \$12,000 as calculated under the state required formula; Scott seconded. The motion passed unanimously.
- Pre-School enrollment – Kaiya does not anticipate confronting the maximum enrollment in either class next year. The practical limit is 12 although the maximum license enrollment is 15. Currently, we anticipate 6-7 for 3yr old program and about 10 children for the 4-yr class. Scott moved to approve maximum for any preschool class of 12; Todd seconded. The motion passed unanimously.

- FY 13 - FY 15 WWEA Master Agreement – Todd moved to approve the FY13 – FY 15 Master Agreement; Rob seconded. The motion passed unanimously.

REPORTS

- Financial Report --Kaiya has frozen certain expenditures and anticipates that we will end the year in the black, but without any significant fund balance.
- Principals Report – Kaiya summarized her written report. Scott questioned the School ERU rate for the municipal water system and how we will be charged for any water use in excess of that total. Scott also asked to confirm how often the meter is read, and when we can revisit the estimated water usage. Scott suggested that if actual water use is off from the projections in the first few months we should consider taking steps to revisit projected usage. Kaiya will follow-up on these questions.

Election of a Vice-Chair: when a slate of officers was approved last March, the board neglected to identify a Vice Chair. Given that Rob will be away for town meeting and potentially the next board meeting, the board needs to identify a Vice Chair to facilitate these meetings. Rob Williams moved Todd White as Vice Chair; Scott Kingsbury seconded. The motion passed unanimously.

ADJOURNMENT

Rob Williams adjourned the meeting by consensus at 8:35 pm.

Respectfully submitted,
Todd White