

Waitsfield Elementary School
WAITSFIELD BOARD OF SCHOOL DIRECTORS Minutes
August 18, 2014 7:00 PM
Waitsfield Elementary School

ATTENDEES

Board Members Present: Helen Kellogg, Ben Loveless, Eve Frankel, Christine Sullivan

WES and WWSU Members: Kaiya Korb, Brigid Scheffert

CALL TO ORDER

Eve Frankel called the meeting to order at 7:03 pm.

DISCUSSION

Audience and Written Communication: none submitted.

Recap of board retreat in June: The board discussed outbound communications, primarily through the newsletter and periodically through the Valley Reporter around three key topics: what we are working on for the coming year, where we are with the budget, and a summary of the board work in the year that's just past. We also discussed opportunities to engage with staff throughout the year. The board explored providing more visibility and discussion around state and national developments. Brigid recommended that the board review the VSBA summary updates and prepare a discussion for public engagement as part of our meetings.

Board letter to the community: Rob Williams was recruited to draft this fall's letter to the community, with editorial support from Eve Frankel.

ACTION

Approval of Minutes: Eve Frankel made a motion to approve the minutes for June 5, June 17 and July 21 minutes. Christine Sullivan seconded. Kaiya noted spelling errors in Heidi Spear's name in the June 5th minutes, and on the July 21st minutes, Duane Pierson and Jim Burmeister's names. The minutes were unanimously approved.

Non-resident student enrollment exemption request: Kaiya received a request from a new family that will be moving in to the community shortly after the school year begins, asking for their two children to enroll on the first day. Ben Loveless and Eve

Frankel noted that this request goes against the policy as it currently stands. Brigid suggested that the timeframe and the conditions should be considered. Helen Kellogg made a motion for the board to approve an exemption to policy F13-L WTES based upon the principal's review of the purchase and sales documents on a property in the town of Waitsfield, which confirmed residency. Christine Sullivan seconded and the motion was unanimously approved.

2014-15 Bus Routes: The bus routes are the same as the prior year, with a noted typo correction by Christine Sullivan. The one change that was made was that one bus route has dropped a stop in the town of Warren. Helen Kellogg made a motion to approve the 2014-15 bus routes. Christine Sullivan seconded and the motion was unanimously approved.

Appointment of the third party 403B plans: Helen Kellogg made a motion to approve the transition documents from TSACG, a third party administrator, for the Waitsfield Elementary School district's 403B plans and to authorize Eve Frankel, the school board vice chair, to sign these documents. Christine Sullivan seconded and the motion was unanimously approved.

Adoption of 125 Plan Documents for WWSU Section 125 Plan: This refers to Health Savings-like funds for the participants of the school health plans. These plans have been in place, but amended to match current health care requirements. Eve Frankel made a motion to approve the amended cafeteria plan including a health flexible spending account and dependent care flexible spending account effective January 1, 2014, and to authorize the Waitsfield Elementary school board vice chair, Eve Frankel, to sign the adopting resolution and supplemental participation agreement for the board. Ben Loveless seconded and the motion was unanimously approved.

Consideration of donation of parcel of land: Kaiya presented the offering of a parcel of land (3.75 acres) to the north and east of the school by the Mad River Path organization. Helen Kellogg made a motion to accept the donation of this land from the Mad River Path. Eve Frankel seconded and the motion was unanimously approved.

REPORTS

Financial report: to be submitted at the following meeting. Kaiya noted that initial review of the 2013-14 financials with Michelle Baker shows the school will be closing the past school year just slightly in a negative balance. Details to follow in the financial report. Financials for the upcoming year (2014-15) will be available for review at the October board meeting.

Principal's report: In our incoming 3 year old class we will have 9 students and the 4 year old class will have 10 students. We anticipate enrolling a total of 148 students, which is down from the 155 last year. The kindergarten class is at 19, which is our largest class. The 1-2 classes are at 17, the 3-4 are at 18 students each and the 5-6 are at 14 students each. We implemented the reductions in staff as planned. The school building is looking good after a thorough summer cleaning by Joe and Roy. The school grounds lost three trees over the summer, and Kaiya is working with Ed Read to replace those with new plantings. Kaiya's focus with staff for the year is to continue to tighten up our processes around systems of support. This work helps clarify who does what and what steps are taken to ensure a student is well served. Special educators – Beth McGeorge and Susan Kepplinger will take the lead on this. The school will also continue with PBIS to form the basis of our school climate as well as tiered behavioral services. The early release days will focus largely on writing as an area for growth. Other items to note are that the NECAP is sun setting and the SBAC will be taking its place. It will be computer delivered and common core based. Eve noted the loss of longitudinal comparisons as we move to this new assessment, Kaiya suggested that local assessments can give us some continuity. Brigid highlighted that AYP (annual yearly progress) results need revising, as they are a pass/fail system with pass being achieved only with perfect scores. Finally, the school staff remains focused on what is meaningful in the progress of a student rather than purely the product of test results.

Washington West Representative Report: will come next month.

Superintendent's Report: Brigid brought the preschool partnership agreement for our approval. Christine Sullivan made a motion to authorize Eve Frankel to sign the Washington West preschool partnership agreement. Eve Frankel seconded and the motion was unanimously approved.

EXECUTIVE SESSION

Christine Sullivan made a motion to go into executive session on a matter of hiring. Eve Frankel seconded and the Board went into executive session at 8:36 pm. The board came out of executive session at 8:45.

ACTION

Helen Kellogg made a motion to hire Allison Bataille to the .5 physical education position. Christine Sullivan seconded and the motion was unanimously approved.

ADJOURNMENT

The meeting was adjourned at 8:47. The next meeting will be on September 15, 2014 at 7 pm at the Waitsfield Elementary School.

Respectfully submitted,

Helen Kellogg
Clerk and Secretary