

**Waitsfield Elementary Board of School Directors**  
**Meeting Minutes**  
**April 27, 2015**  
**7:00 pm, Waitsfield School Library**

**ATTENDEES**

Board members: Christine Sullivan, Eve Frankel, Jonathon Goldhammer, Helen Kellogg

WWSU employees and staff: Kaiya Korb

**CALL TO ORDER**

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

**DISCUSSION**

**Audience and written communication.** Kaiya observed that several people have expressed appreciation for the filming of events like the circus performance and Cinderella on channel 44.

**Educational Legislation and Political Activity:** Given that there is so much that is up in the air in the Vermont legislature right now, Eva suggested that perhaps we hold on discussions until more is determined. Christine pointed out that individuals on the board or the board may wish to weigh in to these legislative discussions before a decision is made, likely before the next board meeting.

**Energy Report:** The Vermont School Board, Principal and Superintendents' Associations make the resource of an energy audit available; we have taken advantage of this opportunity (available to a school every three years) several times. Our results show a steady decrease in our energy consumption and have a meaningfully lower use per square foot versus the state average. Eve noted the value of communicating this progress to the community as a way in which the school is generating savings for the taxpayers. The report also includes recommendations to upgrade/update the digital controls for the heating and ventilation system. This digital system enables us to manage/optimize the energy use, but requires upgrading the software. There is also a need to bring the rest of the building into the digital control system. The latter two points would then be an expense to include in the budget in the future. Kaiya noted that Joe Robinson's knowledge of the system needs to be captured in an overall facilities guide, a project for the coming year.

**Planning the annual board retreat:** Eve recommended that we wait for the retreat until just before or just after school starts in the fall, at which point we will know more about decisions in the legislature. The regular meeting will be August 17<sup>th</sup>. The retreat could be combined on that day. The board will tentatively plan for August, and narrow the date to be confirmed at the next meeting. Eve noted that some board training, particularly for new board members, could be woven into the retreat.

## **ACTION**

**Approval of the March 16 Minutes:** Christine Sullivan made a motion to approve the minutes from March 16<sup>th</sup>. Jonathon Goldhammer seconded and the minutes were unanimously approved.

**Establish Regional Preschool Boundaries:** The legislature has decided that all students should have access to preschool and be allowed to take the funding from their district to the school of their choice, within the set boundary. The law requires school boards to set those regional preschool boundaries. Kaiya recommends following the boundaries of our supervisory union, the same which are already in place within our preschool partnership.

Helen Kellogg made a motion to define the regional preschool boundaries as the geographic boundaries of our current supervisory union, recognizing that these will go into effect in the 2016-2017 school year. Christine Sullivan and the motion was unanimously approved.

Helen Kellogg made a motion authorizing Eve Frankel to renew the preschool partnership agreement. Jonathon Goldhammer seconded and the motion was unanimously approved.

**Approve a preschool classroom assistant:** The role would be for two days a week. There will be 21 students screened, with 18 verbal confirmations of intent to join the WES program. The preschool license allows a maximum of 15 students in our room, which would mean we'll expand into the adjacent room.

Jonathon Goldhammer made a motion to approve the hiring of a second preschool classroom assistant. Christine Sullivan seconded and the motion was unanimously approved.

**Approve the Solar Energy Credit MOU with the town of Waitsfield:** The town will bill the school quarterly for 90% of the cost of the power that's been offset. This equates to a savings for the school in addition to the environmental benefits of solar production. Kaiya recommends that this MOU be dated effective starting the date of the net meeting credit application. Christine Sullivan made a motion to accept the MOU and set the date effective of the start of net metering. Jonathon Goldhammer seconded and the motion was unanimously approved.

**Accept Letter of Resignation:** Jonathon Goldhammer made a motion to accept the letter of resignation from Emily Smith. Helen Kellogg seconded and the motion was unanimously approved.

**Confirm World Languages Teacher Hiring Process:** A hiring committee will be formed and hope to have a candidate to recommend at the next board meeting.

**Approve the board order:** Eve Frankel made a motion to approve the board order of \$13,972.61. Helen Kellogg seconded and the motion was unanimously approved.

**Confirm the last day of school:** Christine Sullivan made a motion to approve a 179 day school year for students and 180 days for teachers, with the last in-service day being a flex day. Eve Frankel seconded and the motion was unanimously approved.

## **REPORTS**

**Financial Report:** We're still working on the reporting of the Financial Report for FY2015, but preliminary review indicates that we will have a balance at the end of the year. That balance is estimated to be at least \$9,000 conservatively. Time studies to reconcile special education expenses and revenue will be incorporated into the financial report for next month. Any fund balance will be reviewed and considered for the capital improvement fund. The board discussed the school lunch report, including student participation and the cost numbers.

**Principal's Report:** At this time of year Kaiya is working to bring closure to work underway as well as plan for the year ahead. Screenings, placement and the schedule for next year are well underway. With 7.5 weeks left, evaluations of all paraprofessional staff, custodians, and staff are coming to closure. Teaching evaluations (4 this year) and the total staff goal setting process is also being finalized for the year.

The last of the SBAC will be given this week. Teachers felt that the test was rigorous and held great questions. Several students worked extended hours on the test, notably as the questions got harder with their success. The computer part went relatively smooth. We won't get the results until the middle of July. Students generally thought the test was intense.

Next year, the school will work with the Tarrant Foundation (5 & 6 grade levels) on the effective use of technology to support proficiency-based learning. There will be a 1:1 ration of device to student for 5 and 6 graders next year, though the devices will not be assigned to the children. Performance based learning will be a continued focus for next year. The school continues to work on support systems for students including the PBIS/We Rock program or other extra services beyond IEPs. We're seeing a slight decline in our special education needs. The summary of our action plan progress will be brought to an upcoming meeting.

**Washington West Supervisory Report:** The executive committee spent 3.5 hours on policy at the last meeting. Our board will get these policies to approve at the upcoming meeting. Eve noted the progress specifically on the student expression policy and the agreement achieved across the WWSU. We will look to move that packet at the following meeting.

**Superintendent's Report:** not present.

**Executive Session:** none needed.

**ADJOURNMENT**

Helen Kellogg made a motion to adjourn. Christine Sullivan seconded and the meeting was adjourned at 8:19.

The next meeting will be May 18, 2015 at 7 pm in the Waitsfield Elementary School library.

Respectfully submitted,

Helen Kellogg  
Secretary and Clerk