

Waitsfield Elementary School
Waitsfield Board of School Directors
DRAFT minutes
Monday, October 19, 2015

Board Members Attending: Christine Sullivan, Jonathon Goldhammer, Eve Frankel
WES Members: Kaiya Korb

Call to Order Board Chair Eve Frankel called the meeting to order at 7:09.

Additions/Edits to the Agenda Added discussion of the November School Board meeting date under action items.

Educational Legislation & Political Activity Update Our application to establish our universal preschool region as the supervisory union has been rejected; we're re-applying and awaiting further guidance. Meanwhile, Kaiya has begun communication with families whose children will be eligible for the universal preschool to begin to understand their anticipated plans.

School Grounds: Long Range Plans Kaiya shared an electronic diagram that incorporates some of the prioritized school grounds work that remains outstanding. Input on these prioritized areas will be gathered through surveying students, staff, families and the broader community, given that we recognized that our school grounds are used by many beyond our own students. The information gathered through this survey will inform how we proceed forward, including sharing this information with other groups that could help fund projects.

Budget Timeline & Goals The timeline for this year's budget process was shared, along with clarification that we will really only have expense information in both November and likely December as well. Given that we can't control revenue, this won't change budget building, but it does mean that until close to the end of the year, we won't be able to understand the tax impact of the budget. The tax penalties in place as a result of Act 46 were also discussed. Given our anticipated decline in enrollment from last year to this year, a significant amount (currently estimated around \$100,000) will need to be reduced from the budget to avoid these penalties. There is not enough information available yet to understand what the cost of these penalties will actually be, however. Kaiya recommends that the Board continue with its past practice of simply building a budget that continues high quality educational experiences at the least cost.

Capital Improvement Plan The ongoing capital improvement plan was reviewed. While we have proactively addressed building needs and in doing so even further reduced our energy consumption, we have also depleted our building reserve fund. There are a few projects that are prioritized for next year, including updating our

HVAC digital controls (the software system behind these controls is out of date) and addressing drainage issues around the school. Additionally, we have several items in our school which are living beyond their anticipated life span and proactively, Kaiya recommends that the board reserve funds going forward so that these could be replaced if needed. Kaiya and Joe are meeting with the HVAC providers to further explore the HVAC upgrade options. These recommendations will be built into the budget materials brought to the next board meeting.

Enrollment Report Current enrollment as well as anticipated enrollment for the next few years indicates that the predicted drop in enrollment that we were anticipating for this year has occurred. It is predicted that we will continue to see a slight decline over the next few years. This enrollment information is linked on the school website.

Action

November Board Meeting November board meeting was moved to Monday, November 23rd. Christine moved this change, Jonathon seconded. The motion passed unanimously. Eve asked that we include a note in the newsletter inviting people to attend, highlighting this different date and the focus of this meeting on the budget.

2nd- 4th Grade Play Instruction With the change in the music position, the additional job assignment of providing theater instruction to 2nd-4th grade students is no longer feasible. Kaiya reviewed the theater options available to this age group in surrounding schools: Thatcher Brook/ available afterschool through a private provider; Moretown/ not provided; Fayston/ not provided; Warren/ available during recess/lunch and paid for by the PTO.

The Board asked for further information to be gathered including what the cost is for private programs and who is currently providing them. Kaiya will also share information in the newsletter and ask for input/feedback.

Annual school meeting Jonathon moved to change the annual school meeting to 4 p.m. on town meeting day in collaboration with the change in time for the annual town meeting. Christine seconded. The motion passed unanimously.

Approval of the FY 2016-FY2017 Master Agreement with Teachers This item was tabled until the next meeting as an agreement is not yet finalized for ratification.

Board Orders Jonathon made a motion to accept the pre-approval of voucher number 1044 in the amount of \$47,500.27. Eve seconded. The motion passed unanimously.

Christine made a motion to approve voucher number 1051 in the amount of \$34,364.01. Eve seconded. The motion passed unanimously.

Approval of September 21, 2015 Meeting Minutes Item tabled until the next meeting as we did not have a quorum of the board members who were at that meeting present.

REPORTS

Principal's report NECAP scores in Science from last spring were released recently. Waitsfield 4th grade students participated in this assessment last spring; results were strong, with less than 15% of students scoring below proficiency. Inquiry, the area we have been especially working on, had strong results. Kaiya recently attended training on interpreting SBAC scores. While some analysis of our results will be shared with the board in December, the training emphasized that results should NOT be used to assess individual student strength, but rather can be looked at for trends indicating programmatic strengths and challenges. Waitsfield staff is continuing to implement tools to augment our local assessment data, including a pilot of a quick assessment tool called Aimsweb, being led by Susan Koeplinger and Beth McGeorge.

Activities such as the all school read and the Compass Cup, a challenge to reinforce the "WE ROCK" recognition system, are occurring with the goal of building even stronger community. The Student Support Services team will assess the effectiveness of these initiatives, but anecdotal feedback has been strong.

Financial report Kaiya walked through the Waitsfield FY2016 Financial Report #1 prepared by WWSU Director of Finance & Operations Michelle Baker. At this time, a fund balance of \$25, 913 is anticipated. Christine queried why there was not greater change reflected in the employee salaries given the changes made in music. Kaiya responded that changes in special education and preschool staffing offset at least some of those costs. Christine wondered where the contingency fund is reflected in the budget; Kaiya will follow up.

Washington West Representative Report The work of the WWSU Act 46 study group was discussed. The discussion at the last meeting was highly philosophical; there's a feeling that a more developed work plan is needed to help the group move forward with the work.

Superintendent's Report None provided

Respectfully submitted,

Kaiya Korb