

**WAITSFIELD BOARD OF SCHOOL DIRECTORS**  
**Meeting Minutes**  
**Monday, January 17, 2011, 6:00 pm**  
**Waitsfield Elementary School**

Board Members Present: Elizabeth Cadwell, Helen Kellogg, Wrenn Compère, and Rob Williams (chair).

Board Members Absent: Scott Kingsbury.

WWSU and WES Staff Present: Kaiya Korb, Brigid Scheffert, and Michelle Baker. (Michelle left the meeting at 7:00 p.m.)

**I. CALL TO ORDER**

Rob Williams called the meeting to order at 6:13 p.m.

**II. APPROVAL OF MINUTES**

Elizabeth Cadwell moved to accept the minutes from the January 10, 2011 Waitsfield School board meeting. Wrenn Compère seconded and the minutes were unanimously approved.

**III. DISCUSSION**

- Audience and written communication. None submitted.

**IV ACTION**

- Policy (first reading)
  - A1: The Role of Policy
  - A2: Policy Development and Adoption
  - A3: Policy Dissemination, Administration, and Review
  - B1: Board Member Education
  - B2: Board Goal-Setting and Evaluation
  - B3-R: Board Member Conflict of Interest
  - D6-R: Substitute Teachers
  - D7-R: Volunteers and Work Study Students
  - D9: Resignations
  - E11: Relating to the Idling of Vehicles Other Than School Buses When Present on School Premises
  - F25-R: Student Attendance
  - F30-R: Truancy (and procedures)
  - G11-R: Responsible Use of Electronic Resources and the Internet

Wrenn Compère made a motion to adopt all policies at the February 14, 2011 meeting. Helen Kellogg seconded and the motion was unanimously approved.

- Communications –

- Budget – Kaiya recommended that we prepare written communication in advance of the school budget discussion at the town meeting. Kaiya will write an Op Ed.
- Transition of Board Seats – two school board members are transitioning off the school board – Wrenn Compère and Elizabeth Cadwell - and we are inviting people to come to our meeting and consider running for the office. Two people have completed the election paperwork to date.

## ACTION

- Budget

- General Fund, Draft 3. Kaiya has added \$6,000 for costs to the town for the hook up to the water system. This is an estimate based on the projected date of hook up. Also, Kaiya shifted the funds for the SU tech coordinator position back to the WES coordinator position because the short term needs of our school suggest that we will be better served by keeping those funds internally. Brigid spoke to the tech requirements at the SU level that will be able to support all the present and coming needs from tech-integrated education to geek squad resources for troubleshooting. This is essential both to make the most of the technology we have and to keep schools up to date in a cost effective and efficient manner. It is her hope that in time, the schools in the district will contribute to this SU-wide position. Michelle Baker reported that the Shumlin administration provided jobs monies (\$29,651) to support the short-term extension of roles reduced by the Challenge for Change request. She recommends that we save these funds for 2013, where we see some uncertainty for that year. Also, without all the rules for using these funds made clear, she recommends not engaging yet in the use of the funds. Kaiya noted that we have time to see how the budget tightening and corresponding enrollment declines are matched up before deploying these funds.

- Capital Improvement - the amount in the CI fund is the same as the fund balance carried over last year and is slightly more than the projected costs of the anticipated projects.

Helen Kellogg made a motion to approve the WES fiscal year 2012 budget at \$2,149,589. Wrenn Compère seconded and the motion was unanimously approved.

- Set Tuition Rate for 2011-2012: Wrenn Compère made a motion to approve a tuition rate of \$6600 for Kindergarteners and \$11,000 for grades 1-6. Elizabeth Cadwell seconded and the motion was unanimously approved.

## REPORTS

- Financial Report : Kaiya reported that our fund balance is larger than expected in part because of low oil prices, and savings from our copier contract. We will end up with \$8,000 more than predicted.

- Principal's Report: There is six WES staff in a summative period in their teaching career, which is an evaluation period that includes an affirming and growth-oriented

conversation. To date, those conversations have been enriching for all. Kaiya also noted the progress of the school student body's ability to be respectful and successful as a community. The concert evening demonstrated particular growth in respectfulness and great behavior overall. Kaiya reflected on the big picture goal of the year, which is for students and staff to experience setting a goal and making changes to achieve it throughout the year. We are experiencing the journey and feeling capable of making change, and being a healthy organization. Steps are also being taken on the Action Plan, specifically on our science curriculum, responsive classroom work, and literacy benchmarking. We are also working on the new math curriculum and teacher training by year in a collaborative fashion within the school.

- Superintendent's Report: Brigid spoke to the progress in building relationships around the SU. Trust and relationships are growing around the district and many schools are feeling stronger and more connected within and between schools. The executive committee meeting was cancelled due to a snow day, but will meet next on February 9th. The agenda will include the re-organization of the WWSU board. Wrenn Compère noted Brigid's ability to reduce wasted effort to preserve energy for the jobs and goals that are central to the supervisory union. Also, Brigid noted that with respect to the national common core and the test called the smarter balanced assessment, our districts' curriculum director has been selected to represent the state at the national meeting on this program in Washington DC. This is a great reflection on our director and bodes well for how Vermont engages in that process.

- Washington West Representative Report: The group met briefly to pass the class size policy only.

#### EXECUTION SESSION

Wrenn Compère made a motion to move to into executive session to discuss personnel issues and Elizabeth Cadwell seconded. The Board went into executive session at 7:35 p.m.

The Board came out of executive session at 7:40 p.m. and Helen Kellogg made a motion to grant Nora McDonough's request for leave. Wrenn Compère seconded and the motion was unanimously approved. The leave will likely be covered by a Fayston/Waitsfield joint substitute.

#### ADJOURNMENT

The meeting was adjourned at 7:42 p.m. The next meeting is scheduled for February 14, 2011 at 6:00 p.m.

Respectfully submitted,

Helen Kellogg  
Secretary and Clerk