

Waitsfield Elementary School

WAITSFIELD BOARD OF SCHOOL DIRECTORS

May 21, 2012, 6:30 PM, School Library

BOARD MEMBERS PRESENT: Rob Williams (chair), Helen Kellogg, Todd White, Scott Kingsbury, Eve Frankel.

WWSU AND WES STAFF PRESENT: Kaiya Korb, Brigid Scheffert, Ray Drake

COMMUNITY MEMBERS PRESENT: none

CALL TO ORDER. Rob Williams called the meeting to order at 6:35 pm.

MINUTES: Todd White made a motion to approve the minutes of April 20, 2012. Scott Kingsbury seconded and the minutes were unanimously approved.

DISCUSSION

Audience and written communications: none submitted

Physical Education curriculum presentation: Ray Drake took the board through his philosophy and approach to physical education and answered questions for the board. The Waitsfield Physical Education curriculum was shared; this document is also available online.

REPORTS:

Financial Report: Kaiya reported that we are holding a fund balance near \$2,600; she is in the process of closing down all accounts for the year.

Principal's Report: Kaiya spoke at a presentation to the Granville & Hancock communities about our school. Questions came around potential transportation. At this point, the numbers are too low to feasibly provide transportation. As we wrap up the year, staff are evaluation and reflecting on the year. Kaiya is simultaneously working on a revised action plan for the coming year, specifically around the Common Core Curriculum. The draft will be shared with the board in June.

Washington West Representative Report: The most recent meeting included a curriculum update by Sheila Rivers, with specific note on the new math curriculum going in to the middle school. The group met Craig, our new technology manager, who shared the WWSU technology plan. His work this year has enabled the WWSU to access e-rate funding that already offsets much of his salary. A social is planned for June 8, in large part to start the dialog about how we, including the elementary school boards, will work together to address the impact of declining enrollment in the next few years.

Superintendent's Report: Work agreements are ready to be signed for administrative, support staff and custodial positions. Kaiya's evaluation will be handed out today for our review at the June meeting. High school and support staff contract negotiations are completed. Four WWSU led hiring searches were successfully completed this year. The WWSU has been working through job descriptions to tighten up the essential and non-

essential functions and found it a very large task. The WWSU has received a grant from VSBIT to have a consultant to complete the task and provide it as a state-wide resource. Finally, the WWSU is gearing up for their office move.

ACTION ITEMS

Policy packet #2, First Reading: Helen Kellogg made a motion to warn these policy for the June 18th board meeting. Eve Frankel seconded and the motion was unanimously approved.

Establish date, time & foci for annual retreat: Planned for 4-7 pm on Monday June 18th at WES.

Personnel Resignation: Cat Fair tendered her resignation to the Board. Scott Kingsbury made a motion to accept her resignation, with deep regret and appreciation for her development of our guidance program. Todd White seconded and the motion was unanimously approved.

Select Lighting Contractor: Matt Kylie helped us put together our bid contract and recruited the bids. Three bids were received and featured tiers of fixture options. The base bid uses a very basic fixture, the second tier offers a more diffuse light and the third are more of a designer fixture. Kaiya recommends using the second tier for a more consistent light throughout the building. Mike's Electric's bid was recommended and was for \$18,500. Scott Kingsbury made a motion to award the bid. Eve Frankel seconded and the motion was unanimously approved.

EXECUTIVE SESSION

Todd White made a motion to go into executive session to discuss a matter of contract. Eve Frankel and the board went into executive session at 7:48 pm. The group came out of executive session at 8:01 pm.

ADJOURNMENT

The chair reminded the Board of the supervisory retreat on June 8th at 5:30 and the WES board retreat on June 18th at 4 pm.

The meeting was adjourned at 8:03 pm. The next meeting is scheduled for March 19th at 6:30 pm.

Respectfully submitted,

Helen Kellogg

Secretary and Clerk

ADJOURNMENT