

UNAPPROVED DRAFT 5/15/18	BOARD APPROVED 6/11/18	CORRECTIONS
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ADDISON NORTHWEST SCHOOL DISTRICT

Board of Directors' Meeting

Monday, May 14, 2018

6:00 PM

Ferrisburgh Central School

Minutes of the Meeting

Board: Addison Laurie Childers, George Lawrence
 Ferrisburgh Kristina MacKulin, George Gardner, Finn Yarbrough (6:20)
 Pantan Diana Raphael
 Vergennes Sue Rakowski, Chris Cousineau, Mark Koenig, John Stroup
 Waltham Tom Borchert

Student Rep: Mason Charlebois

Administration: JoAn Canning, Matt DeBlois, Travis Park, Beth Brodie, Elizabeth Atkins, Kara Griswold, Stephanie Taylor, Jay Stetzel

Guests: Martha Kenfield, Rose Wenzel, Lynne Rapoport, Nancy Ambrose, Laura Holmes, Aua Holmes, Star Hotchkiss, Crystal Soule, Willow Hotchkiss, Paul Hotchkiss, Kim Bennett, Lizi Bennett, Erin Ackerman, Judy Elson, John Spencer, Amy Foley

Recorded by [RETN](#)

Call to Order:

The meeting was called to order at 6:00 PM by Chair Rakowski.
 Motion was made by L. Childers, seconded by G. Gardner, to approve the agenda as presented.
 Chair Rakowski asked to move 5C (Student Report) after the Special Meeting and a correction to 4H to read "Authorize the Superintendent to Offer a Contract to Director of Learning." So voted and motion passes with the amendments.

Public Comment:

M. Kenfield announced it was G. Gardner's birthday.

Presentations to the Board:

Outdoor Classroom Project – VUES 6th grade students gave a proposal to the Board to improve the Outdoor Classroom and requested an amount of \$500 towards these improvements. J. Stroup asked and administration agreed to explain where ongoing funding for all outdoor classrooms exists within the budget. Superintendent Canning announced that \$500 would be available to help with the project.

ANWSD Educational Master Plan – Superintendent Canning gave a draft presentation based on the discussion that was made at the recent Board retreat about a community presentation on the future of Addison Northwest. She asked for feedback and suggestions from the Board.

****RECESS****

Motion was made by J. Stroup, seconded by K. MacKulin, to recess the meeting at 6:33 p.m. in order to conduct the Special Meeting. So voted and motion carried.

****The ANWSD Regular Board Meeting reconvened at 6:47 p.m. ****

Action Items:

Approve Gun Violence Call to Action – Motion was made by J. Stroup, seconded by F. Yarbrough, to approve the signing of the Call to Action. Discussion ensued. So voted and motion passes; one nay.

J. Stroup has written a letter in support of the Call to Action to be submitted as a letter to the editor. He will take the names of other Board members who would like to be included.

Approve Proposal for Legal Services – Motion was made by G. Gardner, seconded by T. Borchert, to accept the proposal from Lynn, Lynn, Blackman and Mantisky for legal services. Discussion ensued. So voted and motion carried.

Approve Community Engagement Committee Charge – Motion was made by T. Borchert, seconded by F. Yarbrough, to approve the charge as follows:

The Community Engagement Committee (CEC) is a subcommittee of the ANWSD Board that recognizes that community support is based on a mutual exchange, a dynamic process in which the Addison Northwest School District contributes to the community's success and, in turn, benefits from the community's resources. The CEC will engage the communities in topics of interest, promoting collaboration between the Board, the schools and the communities; as well as give students voice and leadership opportunities.

Discussion ensued. So voted and motion carried.

Approval of Line of Credit – Motion was made by L. Childers, seconded by F. Yarbrough, to approve a line of credit in the amount of \$2 million for the EEI project to bridge between now and when the bond begins. So voted and motion carried.

Approval of Minutes of April 9, 2018 – Motion was made by T. Borchert, seconded by K. MacKulin, to approve the minutes of April 9, 2018 as presented. So voted and motion carried.

Approval of Bills and Directors' Orders – Motion was made by L. Childers, seconded by T. Borchert, to approve payroll in the amount of \$920,515.47; bills in the amount of \$631,736.34; and Student Activities in the amount of \$12,620.52. Business Manager Atkins explained that all Student Activities Accounts from each of the schools are now being processed through the Business Office. So voted and motion carried.

Approval of Minutes of Annual Meeting on February 27, 2017; Special Meeting on April 26, 2017; and Annual Meeting and Informational Meeting on February 26, 2018 – Motion was

made by J. Stroup to approve the minutes of all three meetings, seconded by G. Gardner. Chair Rakowski had submitted edits from the February 27, 2017 Annual Meeting. So voted and motion carries with the amendments.

Authorize the Superintendent to Offer a Contract to the Director of Learning – Motion was made by L. Childers, seconded by G. Gardner, to offer a contract to Kimberly Audette for the position of Director of Learning. So voted and motion carried.

Approval of Policy Revisions – Motion was made by J. Stroup, seconded by M. Koenig, to approve the revisions to the following policies:

1. A20 – Board Meetings, Agenda Presentation and Distribution
2. C2 – Student Drugs and Alcohol
3. F20 – Fiscal Management and General Accountability
4. F21 – Financial Reports and Statements
5. F32 – School Crisis Prevention and Response

Revisions included mainly language clean-up. So voted and motion carried.

Approve Revised Board Resolution to Assign 2016-17 Fund Balances – Motion was made by T. Borchert, seconded by G. Gardner, to approve the resolution as follows:

Resolved, the Addison Northwest School District Board hereby Assigns the following 2016-17 Fund Balance amounts to the specified Accounts and Funds for the 2018-2019 Fiscal Year.

1. \$650,000 to the 2018-2019 ANWSD Operating Budget
2. \$423,961 to the ANWSD Food Service/Child Nutrition Fund deficit balance as of 6/30/17
3. \$216,894 to the VUES Construction Fund deficit balance as of 6/30/17
4. \$19,351 to the ANWSD IDEA-B Fund deficit balance as of 6/30/17
5. \$32,249 to the ACS Capital Improvement Fund deficit balance as of 6/30/17
6. \$27,688 to the ANWSD 21st Century Fund deficit balance as of 6/30/17
7. \$17,947 to the VUHS Construction Fund deficit balance as of 6/30/17
8. \$9,054 to the VUES Fresh Fruit & Vegetable Fund deficit balance as of 6/30/17
9. \$8,343 to the FCS Construction Fund deficit balance as of 6/30/17
10. \$4,243 to the ANWSD VSHEP Fund deficit balance as of 6/30/17
11. \$2,792 to the ANWSD Act 230 Fund deficit balance as of 6/30/17
12. \$2,139 to the ANWSD Fresh Fruit & Vegetable Fund deficit as of 6/30/17]
13. \$1,578 to the FCS Kitchen Equipment Fund deficit as of 6/30/17
14. \$1,065 to the ANWSD League of Innovative Schools Fund deficit as of 6/30/17
15. \$124,650 to the ANWSD Fiscal Year 2019 Capital Projects Fund. (The board will ask voters to approve establishment of this fund and this amount to be appropriated in the May 15, 2018 Australian Ballot vote)

It was noted the date of the vote on line 15 was incorrect; it should be May 22, 2018. So voted and motion carried with the correction made.

Board and Committee Reports:

Superintendent's Report – Report stands as presented. Superintendent Canning announced the resignation of Travis Park, ACS Principal as of June 30, 2018. The plan is to look for an interim principal for next year and allow the new Superintendent to design the leadership structure and allow community input.

The concussion data in the report is from only two of the schools, the others had none. Lynne Rapoport is working with the school nurses to implement new software by fall for tracking data, called SNAPS.

The Community Briefing held on May 3 included information from Chief Merkel, Ken Sullivan, and school resources already in place.

Business Manager's Report – stands as presented.

Principals' Reports – stands as presented.

Board Reports:

Board Chair – no report this evening.

Hannaford Career Center – K. MacKulin reported she attended their meeting last week, a new camera system was installed over the spring break, a community grant had been approved, the STEAM after school program was presented, and the Center is looking to establishing a Building & Trades program again plus an added fall course of computer science.

VSBA Representative – L. Childers reported she attended a meeting last week with discussions about teacher appreciation week, state negotiated health insurance may be in the future, Bill 911 did not pass, and ten applications were received for a CEC grant.

CEC – D. Raphael reported that a \$600 Nellie Mae grant has been received through the work of B. Brodie. The Committee is working on establishing a relationship with the community with a couple different events. 1) Having students circulate at the Memorial Day parade asking community members what four words best describe our five town community; 2) Hosting two community gatherings in the fall – community supper, table top questions, etc.

Facilities – G. Lawrence reported he spoke with Green Mountain Power about the solar on the roof and they wouldn't speak to an individual but would prefer to speak to the group. Business Manager Atkins stated a conversation was held via phone conference with EEI, Green Mountain Power and the School District and some level of solar has been approved but not finalized yet.

Finance – L. Childers stated the Committee met and discussed on how many times to meet with the Treasurer, they adopted their charge, developed a calendar for bill review, and reviewed financial policies.

Policy – J. Stroup reported the Policy subcommittee reviewed on May 7, 2018. Policy subcommittee agreed to review 20 policies each year to begin a three year rotation of all Board approved policies. Reviewed current policies on 03.12.18 and 05.07.18. The committee will continue to review Policies B31, C5, and C7.

Current Policies Reviewed and Completed			
Policy	Date Review Completed	Revisions (Yes/No)	Notes
A1 Board Member Conflict of Interest	03.12.2018	No	
A20 Board Meetings, Agenda Presentation and Distribution	05.07.2018	Yes	
A21 Public Participation at Board Meetings	05.07.2018	No	
A24 Board/Superintendent Relationship	05.07.2018	No	
B21 Professional Development	03.12.2018	No	
C1 Student Records	03.12.2018	No	
C2 Student Drugs and Alcohol	05.07.2018	Yes	
C4 Limited English Proficiency Students	05.07.2018	No	
D1 Proficiency-Based Graduation Requirements (PBGR)	03.12.2018	No	
D5 Animal Dissection	05.07.2018	No	
E1 Title I, Part A Parental Involvement Policy	03.12.2018	No	
F1 Travel Reimbursement	05.07.2018	No	
F20 Fiscal Management and General Accountability	05.07.2018	Yes	
F21 Financial Reports and Statements	05.07.2018	Yes	
F32 School Crisis Prevention and Response	05.07.2018	Yes	

Superintendent Screening Committee – T. Borchert reported the Committee met on May 10 and reviewed the applicant pool and narrowed it down to four candidates who will be interviewed by the Committee on May 16. The finalists (1-3 finalists) will visit all schools, staff and community on May 22. Community meeting will be held from 3:30 – 5:00 p.m. at VUHS. The Board will interview the finalists at 6:00 p.m.

Discussion Items:

VSBA Resolutions – Chair Rakowski stated the Board has an opportunity to submit a resolution to the VSBA. If any board member has any suggestions, they should let her know by the June meeting.

Chair Rakowski reported on a notice received by the VT Municipal Retirement Office that an employer representative is needed. She will forward the information of the notice to the Board.

Adjournment:

Motion was made by T. Borchert, seconded by F. Yarbrough, to adjourn the meeting at 8:13 p.m. So voted and motion carried.

Submitted by,

Glory Martin

Recording Secretary