

ADDISON NORTHWEST SCHOOL DISTRICT

BOARD OF DIRECTORS' MEETING

Monday, February 27, 2017

5:00 PM

at VERGENNES UNION HIGH SCHOOL

AGENDA

- | | | |
|---------|----|--|
| 5:00 PM | 1. | Call to Order |
| 5:05 | 2. | Public Comment |
| 5:10 | 3. | Board Education |
| 5:15 | 4. | Board and Committee Reports |
| | | a. Superintendent Report |
| | | b. Principals' Reports |
| | | c. Business Manager's Report |
| | | d. Board Committees |
| | | 1. Community Engagement Committee |
| | | 2. Policy Committee |
| | | 3. Negotiations Committee |
| 5:30 | 5. | Action Items |
| | | a. Approval of Minutes of January 25, 2017 |
| | | b. SD Statement on Safe Schools |
| 5:35 | 6. | Discussion Items |
| | | a. Next Meeting Agenda Items |
| | | b. Annual Meeting Planning |
| 5:55 | 7. | Adjournment |

Next Meeting Dates:

Wednesday, March 22, 2017

6:00 PM

Vergennes Union High School Library

Regular Board meetings are convened in a public setting; however they are not meetings of the public. The Board has adopted a Public Participation at Board Meetings Policy (C3) that allows citizens an opportunity to speak within established time constraints before the Board takes action. The Board Chair will manage public comment protocol. Should a community member raise a question or issue for the Board's consideration, the Board will decide if it should be a future agenda item or be referred to the Superintendent of Schools for a response.

2/22/17

**Guidelines for the Work of the
Addison Northwest School District Board
For the Year of Transition
August 31, 2016**

The Addison Northwest School District board is committed to providing effective oversight of an education system that allows every student to:

Develop Critical Thinking and Core Knowledge – The district will provide opportunities that enable students to filter, interpret, and apply information to solve real-world problems, and to develop strong foundational knowledge.

Cultivate Unique Passions, Interests and Aptitudes – The district will provide opportunities that enable students to discover their own strengths, interests, and passion and to establish direction and goals for learning and life.

Become Contributing, Empowered and Empathic Citizens – The district will provide opportunities that help students develop empathy, civic-mindedness, cultural competency, and environmental awareness in order to prepare them to contribute as citizens locally, globally and within the natural world.

Feel Safe & Healthy – The district is committed to providing safe, civil, positive learning environments and opportunities for students to develop healthy habits of mind and body.

The Addison Northwest School District board is also committed to providing effective oversight of the school community by maintaining a focus on the following goals:

Equity – Education can serve as an equalizing force in society. The district will provide opportunities designed to help every child reach his or her potential.

Efficiency, Sustainability, & Value – The district will focus on opportunities to maximize operational efficiencies through flexible use of staff, economies of scale, and sharing resources.

Community Schools – The district recognizes the need to preserve community-based schools and the unique identities of each school while at the same time finding opportunities to strengthen those schools through collaboration and innovation.

Transparency & Accountability – The district will ensure the community is engaged and informed as changes start to occur in the district; board meetings will be held on a rotating basis in every community to ensure the board is engaged with and accountable to the entire ANWSD community.

ANWSD School Board Ground Rules January 2017

1. Begin and end meetings on time or take a vote to extend the meeting time if necessary.
2. Receive an agenda with estimated timeline as soon as it's available and related information, in context, at least 3 days before meetings.
3. Come to meetings prepared by reading agenda materials and committee minutes.
4. Everybody has an opportunity to contribute to the conversation.
5. Respect confidentiality
6. Be cognizant of possible assumptions upon which your positions are based and be ready to articulate any such assumptions.”
7. Think outside the box: all ideas are valid as we envision the future
8. Listen fully, assume good intentions and ask questions when in doubt.
9. Stay in roles as school directors unless we make it clear we are speaking with a different hat on (ie. parent, retired teacher, community member).
10. Meeting tables are arranged to support eye contact between board members

Addison Northwest Supervisory Union

Superintendent Incidental Report

February 2017

Negotiations

Next Meeting will be held in the VUHS Library on March 13th at 6pm.

Principal/Student Incidentals

Due to the short month and school vacation we will not receive an incidental report from the high school students or the principals. Reports will resume in March.

Secretary of Education

Secretary Holcombe will remain Secretary of Education under Governor Phil Scott's term. This is great news for the state, students and educators in Vermont.

School Visits

Over the next two months I will be spending a full day in each school shadowing the principal. This past week I started this journey in FCS. It was very informative.

Performance Contracts

In a previous email I updated the School Boards about this process. It was decided that we would re-do the RFP process because we received only 1 proposal. We are conducting walk-throughs on March 1st, written questions will be submitted by March 8th, and proposals are due March 15th. After contacting several companies directly we expect to review at least 4 proposals.

Grievance

George, Sue and Jason heard a grievance at step 3 on January 24, 2017. This process is now going to arbitration sometime later this school year.

American Association for School Administrators

Please be aware that I will be away at a Superintendent's Conference in New Orleans March 1, 2 and 3rd. I will be checking my email regularly should you have any questions.

Resignation

At the end of the school year, Anne Cohn will retire. Ms. Cohn has been the school nurse at FCS for almost 15 years.

**Addison Northwest School District
Board Meeting
Wednesday, January 25, 2017
6:00 PM
Vergennes Union High School – Library**

Board Reps: Addison Laurie Childers, George Lawrence
 Ferrisburgh: Laurie Gutowski, Kristina MacKulin, George Gardner, Finn Yarbrough
 Panton: Diana Raphael
 Vergennes: Sue Rakowski, Chris Cousineau, Mark Koenig, John Stroup
 Waltham: Tom Borchert

Administration: JoAn Canning, Superintendent

Guests: Stephanie Taylor, Jay Stetzel, Matt DeBlois, Elizabeth Armstrong, Martha Kenfield, Susan Holson, Nancy Ambrose, Lynne Rapoport

Call to Order:

The meeting was called to order at 6:00 p.m. by Chair Childers. Chair Childers asked to amend the agenda to add a half of an hour for discussion purposes. She read a thank you note from the students who presented the Youth Risk Behavior Survey on January 18.

Public Comment:

E. Armstrong asked what steps the Board was going to take now after the Governor’s speech on education. She stated cuts need to be made and to follow his instructions.

Board Education:

Lynn Coale, Director of Hannaford Career Center – announced he will be resigning from his position in June and the HCC Board is looking into the process of filling the position. He presented and reviewed the PAHCC FY 18 budget (documents are attached). There will be an Open House in February (14?) and invites anyone who has never toured the facility to come. He reminded the Board that the member-at-large on the PAHCC board is up for election and will need to be a part of the Annual Meeting. Mike McGrath is the current member and is interested in continuing.

Norms and Ground Rules – D. Raphael shared the compiled results received from the board members. Discussion to finalize the ground rules and have them included with the Guidelines on the back of each agenda.

Board and Committee Reports:

Superintendent Report – stands as presented.

- Superintendent Canning introduced Susan Holson, Communications Specialist, who will help with creating talking points about the budget for the Board and also a brochure to be sent to the community.
- Superintendent Canning reported on the status of the food service collaborative with Addison Northeast. A meeting with the entire food service team is scheduled on February 3 with Kathy Alexander. Current staff is very excited about the change.
- The Unification Dance was a good success. Parent groups are looking into other options for the future.
- Discussion about tax rates.
- S. Rakowski thanked the Superintendent for including the Education Bills in the Incidental Report, found very helpful.

Principals' Reports – stands as presented.

Student Report – stands as presented.

- National Honor Society was applauded for raising money for the refugees
- Discussion was made on including elementary students on reports and the purpose of having the high school students as representatives on the Board.

Communication Engagement Committee – meeting was canceled the day before due to the weather.

- On January 31st the Committee will be gathering input from the senior citizens at the Armory on the vision.
- The survey is expected to go out to the entire student and parent population.
- C. Cousineau is planning an event for vision discussion on February 11.

Policy Committee – met on January 4 on Section C and a few others

- Next meeting is February 6 on Section D or to be determined.

Negotiations Committee – next scheduled meetings are January 26, February 13, March 13 and March 30. All at 6:00 p.m. in the VUHS Library.

Chair Childers asked to move the Discussion Items to before Action Items.

Discussion Items:

Annual Meeting Expectations/Compensation – add Hannaford Career Center member-at-large to the warning.

- Add article for surplus/capital improvement fund
- Discussion on compensation for treasurer, clerk and board members

Food Service Transition – discussed under Superintendent’s Report.

Review of Annual Report – S. Rakowski, G. Gardner and C. Cousineau had reviewed the draft report and gave feedback and direction. Overall, they felt it is one the better reports to have been published. E. Armstrong asked for salaries, years of experience and classes taught for each teacher to be listed in the report. L. Gutowski expressed concerns of not having the reports mailed out to the community. The report will be available online on the website; copies will be available to pick-up at the ANWSU Office and at the Town Clerk’s offices.

Next Meeting Agenda Items – meeting will be held at 5:00 p.m. prior to the Annual Meeting on February 27 in the VUHS Library

- Energy Performance Contract
- Policies
- Committee Reports

Chair Childers congratulated the students in the New England Young Writers.

Action Items:

Set Capacity Limit for School Choice – the recommendation from the administration is to allow ten students in and ten students out. **Motion** was made by J. Stroup, seconded by C. Cousineau, to accept the recommendation of ten in and ten out. Discussion ensued. So voted and motion carried.

Approval of Minutes – **Motion** was made by G. Gardner, seconded by C. Cousineau, to approve the minutes of the meeting for December 28, 2016, January 11, 2017 and January 18, 2017. Discussion ensued. Correction to January 11, page 2, tax rate for Ferrisburgh should be .121. Correction to December 28, heading has wrong date. Correction to December 28, page 3, Community Engagement Committee will hold a focus group at the elderly luncheon. So voted and motion carried with the above amendments.

Policy Adoption – J. Stroup stated these policies were written at the level of the Vermont School Boards Association, which are vetted by an attorney.

Motion was made by G. Gardner, seconded by C. Cousineau, to adopt the policies as presented. Discussion ensued. Questions on language on C2 and C2R. G. Gardner amended is motion to withdraw policy C2 and C2R from the adoption at this time. C. Cousineau seconded the amendment. So voted and motion carried. The call of vote on the original motion to adopt the policies listed, with the amendment, was called. So voted and motion carried.

Next Meeting Date:

Monday, February 27, 2017	5:00 PM	ANWSD Board Mtg.	VUHS Library
	6:00 PM	ANWSD Annual Mtg.	VUHS Library

Adjournment:

Motion was made by G. Gardner, seconded by K. MacKulin, to adjourn the meeting at 8:44 p.m.
So voted and motion carried.

Respectfully submitted,

Glory Martin

Recording Secretary

*****Subject to Board approval**

PRESENTATION TO VUHS

January 25, 2017

- **Introduction and Agenda.**
- **2017-18 PAHCC Budget and significant elements.**
FY2016 carryover used to reduce tuition.
- **Explanation of Tuition Worksheet.**
How PAHCC is funded.
- **2017-18 Six-Semester Average by District.**
- **VUHS Local Assessment History.**
- **PAHCC Budget History.**
- **Questions and comments.**

**Patricia A. Hannaford Regional Technical School District
2017 - 2018 Proposed Budget - Summary**

	2015-2016 Actual	2016-2017 Adopted Budget	2017-2018 Proposed Budget	\$ Change	% Change
EXPENDITURES					
Regular and Course Accounts	\$ 1,670,398	\$ 1,740,374	\$ 1,758,497	\$ 10,413	0.60%
Intra-Curricular	\$ 10,442	\$ 20,884	\$ 22,284	\$ 1,400	6.70%
Guidance, Health & I.T. Services	\$ 420,432	\$ 317,069	\$ 316,089	\$ (980)	-0.31%
Board of Education & Treasurer	\$ 57,572	\$ 106,842	\$ 65,027	\$ (41,815)	-39.14%
Administration	\$ 525,097	\$ 550,340	\$ 557,213	\$ 6,873	1.25%
Operations & Maintenance/Transportation	\$ 540,505	\$ 628,340	\$ 607,349	\$ (20,991)	-3.34%
Short and Long-Term Debt Service	\$ 161,437	\$ 160,105	\$ 156,090	\$ (4,015)	-2.51%
TOTAL EXPENDITURES	\$ 3,385,884	\$ 3,523,954	\$ 3,482,549	\$ (49,115)	-1.39%
ANTICIPATED REVENUE					
State Based Tuition Payment	\$ 1,143,441	\$ 1,124,212.94	\$ 1,125,192.67	\$ 979.73	0.09%
Tuition Assistance Grant	\$ 460,038	\$ 452,269.58	\$ 452,663.72	\$ 394.14	0.09%
Fund Balance July 1, 2014	\$ -	\$ -	\$ 40,000.00	\$ 40,000.00	0.00%
Maintenance Reimbursement - D.O. Program	\$ 19,119	\$ 19,200.00	\$ 19,000.00	\$ (200.00)	-1.04%
Interest Income	\$ 730	\$ 2,000.00	\$ 2,000.00	\$ -	0.00%
Vocational Transportation Reimbursement	\$ 20,091	\$ 17,000.00	\$ 19,000.00	\$ 2,000.00	11.76%
Perkins Grant	\$ 131,951	\$ 103,000.00	\$ 103,000.00	\$ -	0.00%
Health Insurance Reimbursement	\$ 23,299	\$ 15,000.00	\$ -	\$ (15,000.00)	1
Innovative Grant	\$ -	\$ -	\$ -	\$ -	0
Salary Reimbursement: Director/Co-Op/Guidance	\$ 127,521	\$ 122,479.00	\$ 113,000.00	\$ (9,479.00)	-7.74%
Miscellaneous	\$ 6,448	\$ -	\$ -	\$ -	0
TOTAL ANTICIPATED REVENUE	\$ 1,932,639	\$ 1,855,162	\$ 1,873,856	\$ 18,695	1.01%
ESTIMATED TUITION ASSESSMENTS	\$ 1,482,799	\$ 1,641,316	\$ 1,608,693	\$ (32,623)	-1.99%
ESTIMATED 6-SEMESTER AVERAGE FTE*	141.58	136.61	134.89	(1.72)	-1.26%
ESTIMATED TUITION PER FTE*	\$ 10,352	\$ 12,015	\$ 11,926	\$ (89)	-0.74%
* Full-time equivalency					
2016-2017 Announced Tuition					
Tuition Directly from the State (87% of Base Amt.)			\$ 8,342		
Local Assessment			\$ 11,926		
Total Technical Center Tuition to be Charged			\$ 20,268		

**Patricia A. Hannaford Regional Technical School District
2017-2018 Proposed Budget
Estimated Tuition Worksheet**

2017-2018 Proposed Budget	\$ 3,482,549.00	Step 1
Less: Relevant Budgeted Revenue		
Fund Balance from July 1, 2016	\$ 40,000.00	
Maintenance Reimbursement - D.O. Program	\$ 19,000.00	
Interest Income	\$ 2,000.00	
Vocational Transportation Reimbursement	\$ 19,000.00	
Perkins Grant	\$ 103,000.00	
Health Insurance Reimbursement	\$ -	
Innovative Grant	\$ -	
Salary Reimbursement: Director/Co-Op/Guidance	\$ 113,000.00	
Miscellaneous	\$ -	
Total Budgeted Revenue	\$ 296,000.00	Step 2
Local Technical Education Spending (Step #1 - Step #2)	\$ 3,186,549.00	Step 3
6-Semester Average	134.89	Step 4
Less: State Base Payment	\$ 1,125,192.67	Step 5
Less: Tuition Assistance Payment	\$ 452,663.72	Step 6
	$\\$9,588 \times 87\% \times 6\text{-sem avg}$	
	$\\$9,588 \times 35\% \times 6\text{-sem avg}$	
Amount to be Raised by Assessment	\$ 1,608,692.61	Step 7
	Step 3 - (Step 5 & Step 6)	
Estimated Tuition per FTE	\$ 11,925.96	
	Step 7 divided by Step 4	
Summary		
2017-2018 Estimated Tuition per FTE	\$ 11,925.96	
2016-2017 Tuition per FTE	\$ 12,219.00	
\$ Change per FTE Tuition	\$ (293.04)	
% Change per FTE Tuition	-2.40%	
2017-2018 Announced Tuition		
Local Assessment	\$ 11,926	
Tuition Directly from the State (87% of Base Amt.)	\$ 8,236	
Total Technical Center Tuition to be Charged	\$ 20,162	

**Patricia A. Hannaford Regional Technical School District
2017 - 2018 Proposed Budget
Assessments by School District**

School District	6-Semester Average Full- time Equivalency	Proposed Tuition Assessment per Full- time Equivalency	Estimated Assessment	Vocational Base Payment (\$9,588 x 87% x FTE)
Mt. Abraham Union High School				
Bristol	12.804999			
Lincoln	4.694443			
Monkton	4.000000			
New Haven	6.666667			
Starksboro	3.888888			
Total	32.05500	\$ 11,925.96	\$ 382,286.61	\$ 267,388.68
Vergennes Union High School				
Addison	10.416667			
Ferrisburgh	11.473327			
Panton	3.916667			
Vergennes	9.861107			
Waltham	1.055555			
Total	36.723323	\$ 11,925.96	\$ 437,960.88	\$ 306,329.80
Middlebury Union High School				
Bridport	7.722224			
Cornwall	3.833888			
Middlebury	24.277778			
Ripton	3.194443			
Salisbury	7.999993			
Shoreham	8.333328			
Weybridge	5.388889			
Total	60.750543	\$ 11,925.96	\$ 724,508.55	\$ 506,754.30
Otter Valley Union High School				
Brandon	0.999989			
Leicester	0.166667			
Pittsford	1.000000			
Sudbury	0.083333			
Whiting	0.972217			
Total	3.222206	\$ 11,925.96	\$ 38,427.89	\$ 26,878.22
Fair Haven Union High School				
Orwell	0.694444			
Total	0.694444	\$ 11,925.96	\$ 8,281.91	\$ 5,792.74
Other Towns				
Granville	0.055556			
Hancock	0.694446			
Other	0.194443			
Proctor	0.250000			
Shelburne	0.250000			
Total	1.444444	\$ 11,925.96	\$ 17,226.39	\$ 12,048.92
GRAND TOTAL	134.890	\$ 11,925.96	\$ 1,608,692.23	\$ 1,125,192.67

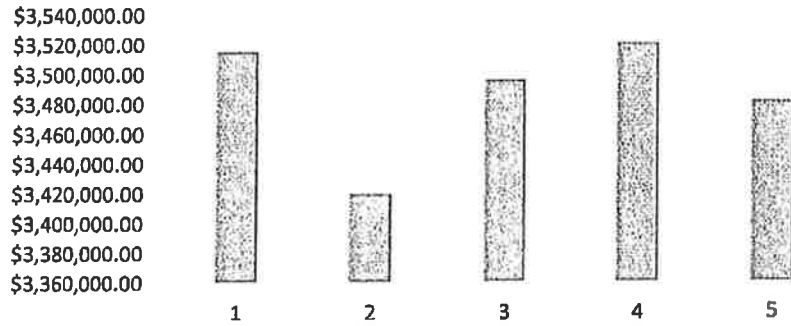
Middlebury Union High School						
Year	Six Semester FTE	Local Tuition	Estimated Local Assessment	CTC Base Payment	Total Tuition	
13-14	68	\$9,542.00	\$648,856.00	\$528,898.00	\$1,177,754.00	
14-15	65.19	\$10,352.00	\$674,846.88	\$507,126.00	\$1,181,972.88	
15-16	65	\$12,015.00	\$780,975.00	\$525,067.00	\$1,306,042.00	
16-17	63.39	\$12,226.00	\$775,006.14	\$521,657.00	\$1,296,663.14	
17-18	60.75	\$11,925.00	\$724,443.75	\$506,754.00	\$1,231,197.75	
VUHS						
13-14	42.25	\$9,542.00	\$403,149.50	\$328,661.00	\$731,810.50	
14-15	36.47	\$10,352.00	\$377,537.44	\$283,704.00	\$661,241.44	
15-16	35.39	\$12,015.00	\$425,210.85	\$285,870.00	\$711,080.85	
16-17	35.71	\$12,226.00	\$436,590.46	\$293,869.00	\$730,459.46	
17-18	36.72	\$11,925.00	\$437,886.00	\$306,330.00	\$744,216.00	
Mt. Abe						
13-14	40.97	\$9,542.00	\$390,935.74	\$318,701.00	\$709,636.74	
14-15	34.83	\$10,352.00	\$360,560.16	\$270,958.00	\$631,518.16	
15-16	31.33	\$12,015.00	\$376,429.95	\$253,104.00	\$629,533.95	
16-17	30.15	\$12,226.00	\$368,613.90	\$248,114.00	\$616,727.90	
17-18	32.06	\$11,925.00	\$382,315.50	\$267,388.00	\$649,703.50	

PAHCC Budget History

YEAR

13-14	\$	3,515,820.00
14-15	\$	3,419,913.00
15-16	\$	3,496,478.00
16-17	\$	3,521,392.00
17-18	\$	3,482,549.00

Chart Title



PAHCC FTE HISTORY

