

UNAPPROVED DRAFT 7/27/16	BOARD APPROVED 8/8/16	CORRECTIONS 8/9/16
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**Addison Northwest School District
Board Retreat
Tuesday, July 26, 2016
4:00 PM
VUHS Library**

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

Administration: JoAn Canning, Superintendent

Guests: Nicole Mace, VSBA Executive Director

Call to Order:

The meeting was called to order at 4:00 p.m. by Superintendent Canning. She welcomed the Board and thanked them for attending this retreat/training. There will be at least two more retreats planned in the future. Superintendent Canning welcomed and introduced Nicole Mace, the Executive Director of the Vermont School Board Association.

Introductions of the Board were made. N. Mace gave a quick agenda overview. The purpose of this retreat is for laying the foundation to a successful unified board and to work on roles, responsibilities and shared beliefs.

Opening Activity:

Getting to know each other activities were completed.

Unified District Study Committee Report Overview:

What vision for the unified district was presented to the community, what important values other than equity.

Understanding the Essential Work of School Boards:

- A review of scenarios involving school board members and how to handle them.
- The role of a School District Board: The school board acts as trustees on behalf of the community to provide oversight of public education, assuring high quality education for

every student; the public gets good return on its investment; and the system operates efficiently, effectively and ethically.

Transition Year Timeline and Key Activities:

First 90 days after Organizational Meeting:

- Hold Board retreat to provide training on board governance
- Elect a chair and establish standing committees
- Establish chain of command and communications norms
- Adopt code of ethics
- Appoint a negotiations council and commence negotiations

First Six Months after Organizational Meeting:

- Establish Mission/Vision
- Review and update Strategic Plan
- Review policies of supervisory union/merging districts
- Prepare a budget for presentation to the voters
- Negotiate contracts that are aligned with the vision for the new district

Prior to Operation:

- Adopt a strategic plan aligned with mission and vision
- Adopt a new policy manual
- Conclude negotiations
- Present a budget for approval by the voters
- Establish structures and systems for parent/community engagement and input at the school level

Elect Officers and Conduct Other Board Organization Business:

Chair: Superintendent Canning asked for nominations for Chair. G. Gardner nominated L. Childers. F. Yarborough nominated K. MacKulin; she declined the nomination. F. Yarborough nominated G. Lawrence; he declined the nomination. L. Gutowski nominated S. Rakowski; she declined the nomination. Hearing no other nominations, G. Gardner made the **motion** to close nominations and instructed the recorder to cast one ballot for L. Childers as Chair. Seconded by F. Yarborough. So voted; one abstention and motion carried.

Vice Chair: Chair Childers asked for nominations for Vice Chair. L. Gutowski nominated G. Lawrence. M. Koenig nominated S. Rakowski. Hearing no other nominations, T. Borchert made the **motion** to close the nominations; seconded by J. Stroup. So voted and motion carried. A

show-of-hands vote was conducted; G. Lawrence – 4; S. Rakowski – 6; one abstention. K. MacKulin made the **motion** to accept S. Rakowski as the Vice Chair, seconded by C. Cousineau. So voted and motion carried.

Clerk: Chair Childers asked for nominations for Clerk. L. Gutowski nominated K. MacKulin. S. Rakowski nominated M. Koenig. Hearing no other nominations, T. Borchert made the **motion** to close the nominations; seconded by L. Gutowski. So voted and motion carried. A show-of-hands vote was conducted; K. MacKulin – 6; M. Koenig – 4; one abstention. S. Rakowski made the **motion** to accept K. MacKulin as the Clerk, seconded by T. Borchert. So voted and motion carried.

Date, Time and Location of Regular Meeting – Superintendent Canning made a recommendation for the first Wednesday of each month. No consensus. She recommended the second Wednesday of each month. No consensus. She recommended the fourth Wednesday of each month. **Motion** was made by F. Yarborough, seconded by L. Gutowski, to hold the regular meetings on the fourth Wednesday of each month at 6:00 p.m. Discussion ensued. So voted and motion carried.

Location – D. Raphael made the **motion** to have the location of the regular meetings to be held at the VUHS for the transition year, seconded by M. Koenig. Discussion ensued about the possibility of rotating locations at each school. D. Raphael withdrew her motion, M. Koenig agreed to the withdrawal. J. Stroup made the **motion** to hold the next board meeting on August 31 at 6:00 p.m. at VUHS, K. MacKulin seconded. So voted and motion carried. T. Borchert made the **motion** to table the decision of the location of the regular meetings until the next meeting, seconded by G. Lawrence. So voted and motion carried.

Newspaper of Record – **Motion** was made by G. Gardner, seconded by C. Cousineau, to use the Addison Independent as the newspaper of record. Discussion ensued. So voted and motion carried.

Committee Assignments – Superintendent Canning recommended the following committees:

- 1) Negotiations Committee (3 board members)
- 2) Community Engagement Committee (1-2 board members)
- 3) Policy Committee (2 board members)

Discussion to have a Facility Committee, Finance Committee and a Professional Development Committee. Superintendent Canning stated these could be created at a later date.

Motion was made by F. Yarborough, seconded by S. Rakowski, to establish the three recommended committees. Discussion ensued that there was no established purpose for each committee. S. Rakowski made a friendly amendment to make these advisory committees. Discussion ensued. Friendly amendment was withdrawn. So voted and motion carried to establish the three committees.

Negotiations – G. Gardner, M. Koenig, S. Rakowski

Policy – S. Rakowski, T. Borchert, G. Lawrence, J. Stroup

Community – F. Yarborough, D. Raphael, L. Gutowski, K. MacKulin, C. Cousineau

Other Discussions:

Chair Childers asked about having student representatives on the Board like with the high school board. G. Gardner suggested not during the transition year, but after would be a great idea. F. Yarborough stated he would like to see student involvement with the Board. N. Mace stated there is a resource on the VSBA website on Student Voice.

Next Meeting:

ANWSD Board Retreat	August 8, 2016	4:00 – 8:00 PM	VUHS Library
ANWSD Board Meeting	August 31, 2016	6:00 PM	Location TBD VUHS Library

Superintendent Canning will contact RETN about recording the meetings. She will develop a work plan to include agenda items for the year, location schedule, policy governance information and fiduciary responsibilities of the Board.

Adjournment:

Motion was made by J. Stroup, seconded by G. Gardner, to adjourn the meeting at 8:16 p.m. So voted and motion carried.

Respectfully submitted,

GLORY MARTIN
Recording Secretary