

UNAPPROVED DRAFT 12/1/16	BOARD APPROVED 12/28/16	CORRECTIONS
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**Addison Northwest School District  
Board Meeting  
Wednesday, November 30, 2016  
6:00 PM**

**Vergennes Union Elementary School – Gymnasium**

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

**Administration:**             JoAn Canning, Superintendent  
    Tonia Mears, Business Manager  
    Kara Griswold, Director of Student Services & Early Childhood  
    Matt DeBlois, VUES Principal

**Guests:**                             Martha Kenfield, Lisa Sprague, Carmen Jochum, Don Jochum, Lynne Rapoport

**Call to Order:**  
                          The meeting was called to order at 6:02 p.m. by Chair Childers.

**Public Comment:**  
                          None this evening.

**Board Education:**  
                          **Presentation by M. DeBlois, VUES Principal** – Principal DeBlois presented information about VUES offerings and opportunities and the community.

**Norms and Ground Rules** – D. Raphael reviewed the list of norms and ground rules that had been comprised by the Community Engagement Committee and suggested the ANWSD Board set something similar. She will share the document with the Board for them to add their suggestions for the next meeting.

**Budget Presentation – Central Office/Special Education/Pre-K** – Superintendent Canning stated this would be the first of five, maybe more if needed, budget meetings. She opened with a PowerPoint presentation showing the accomplishments of the prior year, capitalizing on unification (cost savings); reviewed budget priorities; enrollment history; and a budget comparison from 2013-2017. (Presentation is attached.)

Discussion on the capitalization of unification and proposal of four positions:

- District Substitute Caller: one person responsible for all calls and arrangements; help alleviate school administrative assistants and overtime.
- District Director of Building, Grounds and Safety: coordinate custodial services across the District and purchases that could result in better discounts.
- Food Services: discussion is in the works to combine Food Services with Addison Northeast SU, with Kathy Alexander as the Director.
- District Athletic Director: to organize a K-12 program; oversee training for coaches; and scheduling.

Special Education/Preschool/EEE Budgets – K. Griswold presented and reviewed the proposed budgets showing an overall reduction of 1.68% for Pre-K/EEE and a reduction of .19% in Special Education. G. Gardner stated his appreciation for her effort to keeping the budget on track.

Central Office Budget – Superintendent Canning reviewed the proposed budget for the Central Office. Discussion ensued about the details needed on the proposed charts to show where the increases/decreases are coming from, possibly by adding footnotes. It was noted the distributed proposed budget sheets are to be preliminary working documents.

Business Manager Mears reviewed the chart of FY 18 Services for Students costs vs Non Student Services cost along with the expected changes in building based budgets.

### **Board and Committee Reports:**

**Superintendent's Report** – stands as presented.

**Principals' Reports** – stands as presented. G. Lawrence asked what CPI stood for in the FCS report. CPI stands for Crisis Prevention Intervention training. L. Childers asked about a report from VUHS. Since the VUHS Board did not have a meeting in November, a report was not submitted. The Board asked that even if there is not a meeting, a report should still be submitted for review.

### **Board Committees:**

Community Engagement Committee – D. Raphael reported the committee met on November 21. They are currently seeking student input and has put together a quick two question survey asking 1) what makes them feel proud and engaged within the school and community; 2) what educational opportunities could prepare them for a very different future. If the Nellie Mae Community Engagement grant is received, the committee will be looking at the Authentic Community Engagement (an ongoing, participatory, inclusive process that ensures diverse voices and perspectives are heard and considered when important decisions are made about our schools and children).

C. Cousineau will be hosting a community gathering at his home in January.

Policy Subcommittee – J. Stroup reported the committee met on November 3 and reviewed the recommended policies on Personnel. All policies are available on the Google Drive for the Board to review.

Negotiations Subcommittee – M. Koenig reported there are meetings scheduled on December 8 and 19 to meet with ANTA.

**Action Items:**

**Approval of Minutes – Motion** was made by T. Borchert, seconded by K. MacKulin, to approve the minutes of the October 26, 2016 meeting. So voted and motion carried.

**Adoption of Policies – Motion** was made by J. Stroup to approve policies:

A1 – Board Member Conflict of Interest

A20 – Board Meetings Agenda and Preparation

A21 – Public Participation at Board Meetings

A22 – Notice of Non-Discrimination (including A22 R – procedures)

as written, seconded by C. Cousineau. Discussion was made with J. Stroup stating how they are committed to aligning policies with the VT School Boards' Association (VSBA), only the required and recommended policies. So voted and motion carried.

**Charge for Community Engagement Subcommittee** – Superintendent Canning distributed the description that is in the Essential Work of School Boards. D. Raphael will work with the committee and bring back their ideas at the next meeting.

**Discussion Items:**

**Next Meeting Agenda Items** – Budget; discussion of Board and Treasurer compensation.

**Executive Session:**

**Motion** was made by G. Gardner, seconded by D. Raphael, to enter into executive session at 8:42 p.m. to discuss matters relating to contract negotiations, the premature disclosure of which to the general public would put the board at a substantial disadvantage, inviting Superintendent Canning. So voted and motion carried.

The Board returned to Open Session at 8:58 p.m. with no action from the Executive Session.

Discussion ensued about sending a letter to the editor at the Addison Independent.

**Adjournment:**

**Motion** was made by J. Stroup, seconded by T. Borchert, to adjourn at 9:07 p.m. So voted and motion carried.

**Next Meeting Date:**

Wednesday, December 28, 2016

6:00 PM

VUHS Library

Respectfully submitted,

*Glory Martin*

Recording Secretary