

**Windsor Southeast Supervisory Union  
Draft Minutes  
November 21, 2019**

**Present:** Elizabeth Burrows, AnneMarie Redmond, Beth Carter, Kris Garnjost, Nicki Buck, Nancy Pedrick, Scott Richardson, Sean Whalen, Amy McMullen, Dave Baker, Angie Ladeau, Karen Woolsey, Dave Baker

Meeting called to order at 6:37 by Elizabeth Burrows

**Changes/Additions:** Discussion of Health Voting Delegate; Negotiations

**Public Comments:** None

**Minutes:** October 28

Elizabeth Burrows asked for a motion to approve the minutes. Nikki Buck moved; seconded by Nancy Pedrick; motion passed with one abstention.

**Discussion Items:**

Budget: Ed Connors

Elizabeth Burrows asked if Mount Ascutney School District does decide to go with self opt food service, is it part of the SU assessment or an SU wide contract. Dave Baker mentioned food is a separate fund and not part of the general fund; needs to be kept separate. Weathersfield and Hartland created a budget last year and signed a Memorandum of Agreement that all split. It is not part of the SU budget and all three boards would sign off on it and then be assessed. The board chairs would meet on this. Anne Redmond asked how Craig Locarno feels about adding another school. Dave Baker mentioned Craig feels good about it providing gets some assistance. Craig sees it as a capacity to buy. Sean Whalen and Nicki Buck mentioned they were somewhat skeptical that could happen but JeanMarie Oakman was the one who felt could not wait, need to do it. Sean Whalen mentioned he recommends it highly. Nicki Buck mentioned parents are coming to eat with their kids. Dave Baker feels the sooner would be good so Craig can get this up and running.

Overall assessments are down from October. Dave Baker mentioned looked at special education budget and is based on service plan. Amy McMullen mentioned in the past got nailed at the end of the year and asked if this number was real. Karen Woolsey mentioned they took a snapshot in real time and is what they want us to do. Service plan is based on all IEP's. Weathersfield pupil count went up and Hartland's went down. Amy McMullen mentioned equalized pupil is the formula set by the state. Of our schools, Hartland has the largest free and reduced count.

Ed Connors mentioned the we build

The budget is built on assessments. Elizabeth Burrows asked did we not talk about moving maintenance to SU assessment. Dave Baker mentioned talked about that, given Act 46, could do it but would significantly increase it and could get tricky. Ed Connors mentioned every building is in a different state of need. Dave Baker mentioned could start with employees but

would have to think hard before adding in construction as that is mostly in capital equipment. As combined Technology saved 25%. Ed Connors mentioned a lot of things are together. We need to track all costs located in a building with assessment code. When combine things it still gets split out.

Technology and Central Office are one assessment. Curriculum also in there. Curriculum budget up \$55,000 as moved software in that part. Sean Whalen mentioned one major software not on the list was PowerSchool. Ed Connors mentioned that is in the Technology Budget.

Technology budget down as came down on software and not budgeted other equipment. Scott Richardson asked why the difference in Administration. Ed Connors mentioned that part of Curriculum Director's salary comes from the grant.

School Board: Dues and fees are there because of Vermont School Board Association dues and Health Equity (manages HRA).

Legal Services: \$3,500 at SU and each school district has some. Dave Baker mentioned the decision for now is the board is trying to do their own negotiating and will have consultation with attorney.

SU Office: Dave Baker and Secretary and budget up. Advertising went from \$3,000 to \$5,000 for positions in the SU. Dues and Fees: There was a question on software and Larry bought software Teach Point, for staff supervision and evaluation, and charged to the Superintendent budget. Balance is for Vermont Superintendent's Association, Vermont Principals Association, and corporate membership to Rotary Club (other people can go to meetings now).

Business Office: Ed Connors, Assistant Business Manager and Clerical. Non-technical repair is if something goes wrong in the office. Communications and postage is for entire office including special education. Printing and binding is for check stock for \$28,000. Wages include a 2.5% increase and health increase of 12.9%. Cleaning service is for entire office, repair & maintenance for building, rental is based on consumer price index. Scott Richardson asked why budget for repair and maintenance? Dave Baker mentioned if want something done.

Electricity: budgeted increase of about 5%.

Community service are those that work for after school program in Weathersfield and reimbursed by Weathersfield.

Special Education: Assessment up 10.69%.

Tuition to public Vermont Lea's and went down by \$160,000. Speech/Language has to do with subcontracting speech language pathologist. We have tried to get an SLP for staff and budgeted back for contracted service and also for a student in another district. This covers testing and supervision. Beth Carter asked about psychological services and no budget last year. Karen Woolsey mentioned salary in this budget with a 2.5% increase and benefits. Dave

Baker mentioned we do not find out about IDEA-B until July and so reason put Home to School Coordinator in this budget.

Last assessment is regular ed Early Childhood and is down due to staffing adjustments. Sean Whalen asked if related to enrollment? Dave Baker mentioned is due to coordinator is also teaching. Some funded through IDEA-B as some special education kids.

SU Budget up \$198,537 or 4.08%.

Scott Richardson mentioned at Hartland Board Meeting the principal was talking about new happenings in the library and students wanting more rigorous research through internet. Nicole Buck mentioned was looking for something grade level.

Amy McMullen asked for a motion to approve the SU budget and associated assessments in the amount of \$5,060,300. Elizabeth Burrows moved; seconded by Nancy Pedrick; motion passed.

Policies:

Interdistrict Choice:

Amy McMullen asked for a motion to adopt the policy. Kris Garnjost moved; seconded by Sean Whalen. Scott Richardson asked how is this different from what exists today. Dave Baker mentioned is up to this policy. Last year with a district money would have changed hands. This policy keeps at administrative level and not exchange money. Scott Richardson asked if anything offered like this from Vermont School Boards Association. Dave Baker mentioned no but other districts have a policy. Amy McMullen mentioned many different kinds of districts and comes down to local control. Dave Baker feels is a generous policy and not asking for money and shows good collegiality and cooperation. Amy McMullen mentioned is acknowledging the inter-relationship of families. Scott Richardson asked if there was anything like this on the books before. Dave Baker mentioned no, this is the first. Scott Richardson mentioned his only concern is different ideas than had a year ago when talking about schools concentrating on different things. If get there, how do that Amy McMullen mentioned policies can be rescinded. Kris Garnjost mentioned if got to that would be working on agreements among districts. Dave Baker asked if named correctly, maybe feeling people think they have a choice. Motion passed.

Grant Writing:

Amy McMullen asked for a motion to approve the policy. Kris Garnjost moved; seconded by Nicole Buck. Beth Carter asked when some teachers doing grants for March Intensives assume that is a grant and where the money goes is 100% to where it should. Dave Baker mentioned the policy forces us to keep track of all this. Amy McMullen mentioned taking into account teachers have to let the school administrator know what doing. Elizabeth Burrows mentioned it does not say principal, special education, director of curriculum. Is this required to send notification of grant? Should there be parameters on the grant amount. Dave Baker mentioned the auditors want all grants accounted for. Amy McMullen mentioned this is a way to ensure the flow of information and responsibilities taken. Elizabeth Burrows asked if should clarify grants are different from fundraising. Should it say anything bought through individual class fundraisers. Dave Baker mentioned fundraisers go to student funds at the school. Elizabeth

Burrows asked what if a grant for students to build something and take home. Kris Garnjost mentioned the purpose of the grant would be stated. Amy McMullen mentioned this is mostly so building administrators are aware of what money coming into the school and what for. Motion passed.

**Access Control and Security Cameras:**

Beth Carter asked what is the annual notification on Security Camera policy. Angie Ladeau mentioned it is in the student handbook. Dave Baker mentioned, to the board, if they have any suggestions e-mail him.

**Health Benefits:**

Dave Baker mentioned worried about arbitrator decision and feels will land at 80/20 and is where we are now. Right now we pay all for support staff and these require support staff to pay some. Scott Richardson asked if prorating will remain our right? Dave Baker mentioned we have the right to bargain locally.

Scott Richardson mentioned the negotiating team had one formal meeting for the purpose of agreeing to ground rules and did feel in balance. When the SU changed and Mount Ascutney School District formed there was a point of contention that when create district wanted to bring three directors from each town to the SU Board. How did we wind up with only one member from Mount Ascutney School District on negotiating team? Nothing saying cannot have two representatives from Mount Ascutney. Dave Baker mentioned because was one district figured one representative. The board has three representatives and teachers have a lot more. Scott Richardson feels doing a good job with just three but more heads might be better. Elizabeth Burrows volunteered to be the other representative from Mount Ascutney to the negotiating team.

**Health Benefits Voting Delegate:**

Amy McMullen mentioned received notification from Vermont School Boards Association that need a voting delegate. Our SU can cast one vote to ratify the agreement and done electronically. Dave Baker mentioned this is ratifying the proposal. Elizabeth Burrows nominated Scott Richardson; seconded by AnneMarie Redmond; motion passed. Dave Baker will report the delegate to Kerri Lamb at VSBA.

**Executive Session:**

Amy McMullen asked for a motion to enter Executive Session for the purpose of Title 1, Section 313, Personnel Matter. Entered executive session at 8:25 PM.

Amy McMullen asked for a motion to exit Executive Session and adjourn the meeting. AnneMarie Redmond moved; seconded by Kris Garnjost; motion passed.

Meeting adjourned at 8:49 PM.

Respectfully submitted,

Diane Tessier, Board Secretary