

**WSESU Carousel Meeting
Draft Minutes
September 4, 2018**

Present: Elizabeth Burrows, Bill Yates, Nancy Pedrick, Sarah Stewart-Taylor, Colleen Spence, Beth Roy, Tiffany Cassano, Christine Bourne, Nicole Buck, Robin Tindall, Heidi Remick, Jacquelyn Antonovich, David Baker, Amy McMullen, Sherrie Greeley, Sean Whelan, Scott Richardson, Beth Carter, Karen Woolsey

Not Present: Kris Garnjost, Carl Malikowski,

Minutes: August 3, 2018

Amy McMullen asked for a motion to approve the minutes. Sean Whalen moved to accept August 2018 minutes. Nicki Buck second. Amy McMullen abstained. Approved.

Changes to Agenda: Move Food Service discussion to executive session.

TECHNOLOGY UPDATE WITH LARRY DOUGHER

- Slide show regarding technology in WSESU
- Help Tickets - decreased 1.8%
- Elizabeth Burrows asked if tickets are prioritized: urgent 2 hours, medium urgent 4 hours, regular priority is 24 hours
- Larry shares that more parents and students are using the Help Desk ticket system.
- 97.9% of tickets closed within 24 hours
- Nancy Pedrick asked how many staff are responding to tickets. 5 staff members
- 99% of 790 responses are *Awesome!*
- Larry shares feedback comments and Survey results.
- Projects coming up:
 - SLDS - new state reporting system - postponed
 - UC Deployment
 - E-Finance
 - K-12 standards in PowerSchool
 - 18-19 Tech PD Calendar Training - coming soon
 - Dashboard Refresh
 - Lightspeed Classroom - released to teachers - Offers classroom teacher control and monitoring capabilities of students' Chrome browser windows
 - App Maker - to simplify repetitive tasks
 - Forms
 - AppMaker would be great to teach to kids grades 7 and up
- 7 Year Big-Picture Review
 - 2012-2013 FTE's 5; \$245,522 wages ; 65 1:1 devices
 - 2018-2019 FTE's 5: \$289,500; 1036 1:1 devices
 - 2012-2013 \$13,860 TOTAL SUPPLIES
 - 2018-2019 \$10,000 TOTAL SUPPLIES
 - Taken out of stock that has been gathered across the supervisory union
 - 2012-2013 \$15,131 Repairs/Maintenance

- 2018-2019 \$10,000 Repairs/Maintenance
- 15-16 \$99,450 Total Data Communication Fees
- 17-18 \$78,600 Total Data Communication Fees
 - Due to benefits of centralization
- Left at local budgets:
 - Capital Equipment - chromebooks, laptops
 - Software - that is unique to buildings
- Larry offers projects If capital equipment and software was moved to SU with zero change (pre-budget)
 - What would the benefits be:
 - Working with a centralized budget would allow for prioritization of expenditures
 - Bill Yates asks if the district would make decisions on hardware based on their ability to maintain it. Larry responds that this is a rare issue as building principals usually go with Larry's recommendations. Beth Carter suggests that the question was about maintaining efficiency in the purchasing and maintenance budgets.
 - Sarah Stewart Taylor asks if the difference in the Windsor reported costs is because technology for high school kids cost more? Windsor spends more per pupil on technology than other schools in the SU but it's a K-12 expenditure, not limited to one group of students. Larry does not see that as an issue.
 - Sarah asks how this works with tuition costs. Are technology costs rolled into the tuition costs? David Baker responds that the costs are determined by the total costs of educating a high school student.
 - Larry shares that Windsor Southeast has spent more on technology equipment and software per pupil historically.
 - David requests that the board gives consensus that Larry pursues the centralization of the Technology budget across all three districts for FY20 and beyond. This would require Larry to meet with principals in the next few weeks in preparation for FY20 Budget.
 - Larry also mentions that there has been over \$60,000 in revenue from Cornish Elementary for technology services over the last two years.
 - Larry: Central Office
 - Ryan Dougher & JD McMahon: Windsor
 - David Lamb: Hartland
 - Michael Walker: Weathersfield/Albert Bridge
- David Baker talks about the rationale of moving more services and capital equipment to the Central Office.
- Larry discusses the benefits of centralizing technology budget to provide efficiencies across the SU. He uses the example of Weathersfield School getting 22 new students last week and having to bear the brunt of the demand to the budget. Larry thinks that significant software savings would be realized by using the power of larger scale purchasing.
- David asks for agreement from the board for Larry to pursue this centralization of the technology budget to include capital equipment and software.
- Bill Yates is excited about the potential savings and efficiencies of this plan.
- Jackie Antonovich asks for an electronic copy of Larry's presentation.

- Amy McMullen asks if board members support Larry's pursuit of complete centralization.
- Bill Yates asked for a presentation about the standards-based grading system in a future carousel meeting. Add to next agenda.

POLICY COMMITTEE UPDATES

- David Baker describes the disorganization and lack of consistent system in the SU in the state of policy development.
- Nicki Buck describes what the committee has been doing. The committee is trying to figure out how to go through 120 SU policies. Many are way out of date. The committee does not want to throw them out or spend a lot of time thinking about them.

IDEA: Distribute 5 policies to each board member and then each board member would determine if the policy should be discarded or discussed and updated. Many policies are procedures from before there was an SU-board.

The committee put together a survey for the board members to complete as they review each policy, including summarizing their thoughts. The feedback would go into a database. The process would be repeated a second time with different policies. Then board members would be able to discuss the feedback. Elizabeth Burrows shares that if they had this step completed by January there would be time to discuss and adopt the policies that would be kept in the remaining fiscal year. Amy McMullen describes how the process would make rescinding policies quick and efficient.

Amy McMullen shares the Vermont School Boards Association Webinar Thursday, September 6, 6:00-7:00 pm. Register so that you will receive the recording of the webinar.

Scott Richardson asks for clarifications of the process to meet the school boards association recommended policies. Nicki Buck says the committee has mapped all those policies and they know what policies need to get added. Beth Carter asks for clarification about what would happen if the policy is required but they do not recommend it be kept. Amy McMullen suggests that board members review the School Board Policy website for required policies.

Nicki Buck suggests that looking at the date of the policy will help clarify this process. Policies dated before 2010 are probably dated. Larry will send a link to the VSBA policy website on the survey form.

1. Write name on top of policy packet.
2. Read them and compare to VSBA website policy.
3. Make notes about keeping or not on the google survey that Larry will send.
4. Complete and bring packet back to next meeting.

Elizabeth Burrows notes that all wording regarding marijuana will need to change. Nicki Buck said that the VSBA is reviewing policy regarding wording for marijuana. Amy points out that it is still illegal for students.

Have this done by Monday, October 1, 2018 meeting.

Nicki Buck considers how to address the issue of note takers in each of the individual board meetings. Diane Tessier is the note taker for 3 of the 4 boards. David will reach out to find others.

Scott Richardson speaks on behalf of the negotiating team to determine next meeting date. Sherrie Greeley suggests a Doodle Poll.

SETTING THE NEXT AGENDA:

- Policy Process
- Executive Session regarding evaluation of Superintendent Baker
- Curriculum Update regarding Standards-Based Grading:
 - How are grades calculated?
 - How are they built into teacher's grading system?
 - How are the grades used?
 - Beth Carter mentions School Profile
- Preliminary SU budget
- Negotiations Time-Line Update

EXECUTIVE SESSION:

Amy McMullen asked for a motion to enter Executive Session for the purpose of Title 1, Section 313. Sean Whelan moved; seconded by Nicki Buck; motion approved. Board entered executive session at 8:27 PM.

Amy McMullen asked for a motion to exit executive session and authorize hiring a food service coordinator and an employee for the business office. Nicki Buck moved to authorize the expenditure of up to \$10,000 to hire a food service coordinator(s) for the 2018-19 school year. The money will come from the balance carryover in the SU budget; seconded by Jacqui Antonivich; motion passed 10-0.

Nicki Buck moved to authorize the expenditure of up to \$60,000, off the carryover balance, to hire an employee for the business office for the 2018-19 school year; seconded by Beth Carter; motion passed 9-0-1.

ADJOURNMENT:

Amy McMullen asked for a motion to adjourn the meeting. Beth Carter moved; seconded by Jacqui Antonivich; motion passed.

Meeting adjourned at 9:20 PM.

Respectfully submitted,

Angela Ladeau