

Hartland Board
Draft Minutes
April 20, 2020

Present: Nicole Buck, Sarah Stewart Taylor, Beth Roy, Scott Richardson, Colleen Spence, Christine Bourne, Bittany Preston, Craig Locarno, Dave Baker

Meeting called to order at 6:03 PM.

Minutes: March 16, 2020

Nicki Buck asked for a motion to approve the minutes. Sarah Stewart Taylor moved; seconded by Colleen Spence; motion passed.

Public Participation: None

Additions: Replace item B with Item C; add Budget

Discussion Items:

Covid 19:

Dave Baker mentioned it was heartwarming to see everything come together this morning with food service feeding 700-800 per day. Craig Locarno has done an incredible job. Craig Locarno mentioned everything went well, brought food in on Friday, produced a lot on Friday and felt going into today feeling confident that operation running smooth. Morning was good, a lot of volunteers, but tight with space. Made aware that 145 lunches were short at 9:15 and had all ingredients and got out the rest in 25 minutes. No busses kept waiting. Heather is very particular and everyone worked together to get things straightened out. Feel will be tight on containers. Brought the inventory from Weathersfield and Hartland along with Windsor to use up canned fruit and used containers for fruit and bagel. There is one sealer at this point and did 1,400 out of one sealer and done with production at 3:00 PM. Getting mold for other machine tomorrow. The team worked well together and feels by the end of the week will be good. Space in the walk-in is tight. Nicki Buck asked how many meals went out today. Craig Locarno mentioned 685. Nicki Buck asked if Windsor's population will increase. Craig mentioned Windsor asked for 10 more meals and Albert Bridge asked for five more. Feel by next week will see an increase. Putting everything in a plastic bag and need to rethink this. I do not like this delivery but efficient as one bag. Plastic bags are creating waste but paper is more expensive. Weathersfield had a lot of donations and utilizing what have for now. If put crates of food on the bus people will physically have to do this on the bus. No perfect scenario and concerned about waste and want to environmentally represent well. Craig feels plastic is messy and not tidy. We need to continue to look at details and fix the best can. Colleen Spence mentioned having to

think as going into summer. What about a box/carton? Craig Locarno mentioned not sure could fit breakfast/lunch in one carton.

Dave Baker mentioned it was nice to see everyone come together this morning. Wendy Moody and Jim Taft met the bus drivers and was an upbeat atmosphere. Bus drivers did not have to get off the bus. Saw how responsive the crew was bagging the extra meals. More concerned as the weather gets warmer and sits on the sidewalk and box container with bags. Maybe buy insulated bags. Craig Locarno mentioned have a fair number of insulated bags. This would help with presentation if stay with plastic. Could not have run anymore smoothly as did this morning. Dave Baker mentioned districts around us had already centralized on food service. Feels working together and, if someone out at one of the schools, can take one to help out. Craig Locarno mentioned that Rodney feels we have a wonderful team and is willing to work and come together. Rodney is my assistant and will have influence at all the schools. Working together to create this larger program will benefit everyone. Received an e-mail about feeding oither adults in Windsor Hotel; which we will do. Prices are \$3.50 breakfast, \$5:00 for lunch and dinner. If we continue to do that and show willingness to provide for communities, there is a lot of opportunity and will benefit our whole program. We provide numbers and they will pay us. Another way showing that WSESU is part of the community and provides for neighbors.

Dave Baker mentioned when Beth Roy was sitting at those food committee meetings with Cafe Services she was feeling would not work and we got the right model and took right off. Hartland took the leadership on this. Cafe Services was at Windsor for 21 years. When Work together in a team format the synergy comes together and works. Nicki Buck got all the support and it all flows together. Scott Richardson asked about high school students and are we finding more of them. Craig Locarno mentioned we are feeding a fair amount of high school kids. We did 250 meals for Weathersfield and Hartland about 185 meals and like to see Hartland go up as was averaging 200 when in session. Christine Bourne mentioned the school did a survey on high school students. In beginning we needed to keep track of who was getting meals and did get some takers on survey. If other methods to get kids food or advertising, I am open to all ideas. Brittney Preston mentioned that maybe families worried that sitting at bus stop as cannot go get them in a timely manner. Beth Roy mentioned to phrase in newsletters: maybe parents give themselves a break, go get lunch. This is for everybody. Brittany Prestion feels once get the meals, they will stay with them. Colleen Spence asked if there is an advantage to increased numbers. Ccraig Locarno mentioned the reimbursement rate is higher. The more we serve the more money coming in. Beth Roy mentioned reimbursed at higher rate but can be produced at lower rate. Craig Locarno mentioned yes but packaging is more. Every disposable container is expensive. Dave Baker mentioned the need to remember for some this is the only real meal in a given day. Giving a lot of those kids a solid meal. We need to keep thinking about the packaging. In the end,as meal count increases, should work out for us financially. Six weeks

ago we were not serving 700 across the SU. Scott Richardson is intrigued by the numbers aspect and operating in summer meals mechanism. There may be college kids who are 18 and high school student 18 and maybe cousins in Vermont with second homes. As broad as can get this out might bring in more customers. Nicki Buck mentioned hit the listserv once but could do it again. Colleen Spence feels the need to keep posting it. Beth Roy suggested posting the menu on listserv. Christine Bourne mentioned she thought something was missing on the survey; either kids names or address. We need to look at those high school kids. Nicki Buck asked Craig if this includes the pre-school population. Craig Locarno mentioned school age. Brittany Preston asked if contacted 4 Corners or Hartland Preschool as are open and maybe drop meals there. Dave Baker feels should continue to advertise and follow up on providing meals. Getting calls from people in motels and nursing homes and keep an open mind about that. Brittany Preston asked if could get a deal on packaging from companies as an advertising thing. Craig Locarno mentioned meal packaging is in high demand. Working with Swish and White River Paper and trying to keep up and utilizing all resources. Trying to get the best value. The more can buy in bulk, get a better price.

Dave Baker asked how many meals came back. Craig Locarno mentioned 12 from Hartland, 6 Weathersfield and none from Windsor. We disassembled them and brought them to the church and will re-serve. There was no loss. We appreciate the support from everyone.

Continuity of Learning:

Christine Bourne mentioned have been working on continuity of learning plan. Dave Baker mentioned the largest question is confusion on how work will be assessed. We need to get a unified message out that want you to do this work and want you to make progress. Teachers are putting out good projects and assignments. It will take time to get the unified message out. Angie Ladeau mentioned we are still awaiting feedback from the AOE. We asked our teachers to do a Continuity of Learning Plan so we can see the work, what looks like, and look at it across the SU to see more consistency. Anticipate there will be some differences. A lot have come in and have not put a deadline at this time. Clarity around time has been interesting and on the conservative end. The Agency of Education came out with some. Our time is 2.5 hours for high school and an hour for Kindergarten and 1-2 hours depending on the grade level. We feel ready to present more to parents. Brittany Preston asked what the AOE time was compared to ours. Angie Ladeau stated was on the upper end was 90 more minutes. Angie mentioned the time in our plans came from times listed from the AOE. Christine Bourne mentioned some parents are overwhelmed by the amount of work and some want more. Families doing the best they can and all very supportive. Brittany Preston mentioned is balancing workload and here is the minimum but can do extra.

Christine Bourne mentioned she met with K-2 pods today and Grades 1-2 having great success. Christine stated that Department of Children and Families (DCF) will be joining in all POD meetings about sharing information for mandatory reporters. Kids are considered in school so truancy could be an issue. The Department of Children and Families asked us to report if a kid does not show up and keeping spreadsheets. If we cannot get in touch with a parent or student for three weeks we will talk to DCF. A report may not be opened up at this time. If open case and do not hear for one to five weeks will report that. Dave Baker asked what attendance has been like with the premise all present, but want daily check in. Hearing from principals is a handful of kids. Christine Bourne mentioned it's about 20 kids per week. Brittany Preston mentioned maybe one or two that no contact and working on that. Christine Bourne mentioned she has been in contact with the SRO and will use accordingly. Complicated when sending uniformed officers to house. Brittany Preston mentioned if zero contact after three weeks then would send the SRO for that.

Dave Baker mentioned learning is a work in progress and will increase after a week or two. Every two hours of work at the high school level for the core content area and 30% receiving some work for 1:1 and enrichment assignments. We may get feedback that is not enough in the plan. Colleen Spence asked if waiting for input from the AOE on how will assess work and what it will look like. Dave Baker mentioned starting today teachers were to go back to using the 1-4 rubric of assessment. There will be no standardized tests this year. The direction from the AOE at middle and high school level that pass/fail is tricky and keep with what parents/students know. Angie Ladeau mentioned this is in process and in conversation with the AOE. Thinking that PowerSchool is a source of data for us and if skewed with pass/fail do not have a picture of how students performed at this time. Having data in PowerSchool helps us develop a plan when students return in the fall. For seniors, Tiffany Riley is developing a plan. If fail will be a plan in place to make up the work in grades 7 and iup. Beth Roy feels the assessment piece is how privileged you are as everyone is different. Some families struggle with this and then assessing how privileged they are and how deal with that. Dave Baker feels this is very true and what are we assessing; parental work or students to perform. We backed off on minutes and if students want more, they can do more. We are willing to do what parents want. Beth Roy asked how do you balance that and kids missing so much potentially. Christine Bourne mentioned this is some of what doing and part of documentation is to identify those kids and assigning support staff member to them. We are trying to address in ways we can. Part of our rationale for collecting data is what we need to do to support kids when they come back.

Angie Ladeau mentioned when the state came out with the learning plan had instruction and assessment and changed to instruction/feedback. Feedback is what teachers are giving kids on the assignment. Not sure how kids would feel about giving them a short answer test as not sure

did work by themselves. Brittany Preston mentioned what she heard today was going more off of what getting from the kid in small group or 1:1 session. Trying to take out doing work situation.

Colleen Spence asked if any concerns that not being equitable. Some schools outside Vermont not counting work and is there any reason to worry about this. Angie Ladeau mentioned we need to keep the equity lens at the forefront and think as cannot control what happens in homes but can control teachers are keeping in touch with kids. Learning is important but not as important. We are looking at the whole child and collecting data. Nicki Buck mentioned if you need us we can meet. Sarah Stewart Taylor wanted to pass on a thanks to the teachers as cannot imagine all the time they have spent. Brittany Preston mentioned some teachers are pretty stressed out and might be nice if sent a message to them. Christine Bourne mentioned teachers are working very hard and has strengthened the team. Brittany Preston mentioned she is sending out more PBIS information and doing videos for grades K-5 and sent to teachers.

Resignations:

Nicki Buck mentioned the School Treasurer sent a letter of resignation and is joint treasurer for town and school. Dave Baker and Dave Ormison decided it needs to be the same person. They have talked to her extensively to see what changes could be made. She was not feeling comfortable with everything at the SU level and felt was not part of the picture. Feeling that the former treasurer had intense ways of dealing with things and no one can replicate and feeling of not being successful. A lot of discussions and will keep trying. The treasurer will work with the SU financial office to find an ally can trust on what is going on financially. This sent up a red flag that there needs to be more communication. Dave Baker mentioned Ed Connors conferenced with us and wanted to work with us. We feel we can get her hooked up with the right person.. Nicki Buck mentioned it sounds like she is doing better.

Scott Richardson mentioned as warrant signer that before if I would see something off I would ask Gail; however, now I just put an electronic signature on the warrant and e-mail back. I do not see everything on the page now as I had before. Nicki Buck mentioned have been challenges all along. The state has not caught up with legislation written and does not match what doing at SU level. Moved to electronic system that financial gurus cannot figure out and is a big ask. We need to find a way to meet existing regulations with the way written now and not ideal for anyone. Dave Baker mentioned the other thing along those lines is statute around centralization and talked at the meeting that the SU now has the largest payroll than any other entity at the SU. The way money comes in from assessments is three times a year and wind up in cash flow problem. We open a line of credit and statute does not allow SU's to borrow money, own property, and can only lease property for three years. This was complicated and Dave Ormison was great at listening and helping us work through this. Scott Richardson mentioned that this board approved Dave Baker and Ed Connors authority to borrow short term from Hartland

Capital Reserve. Nicki Buck mentioned was not borrowing from Capital Reserve but to open a line of credit. Scott Richardson mentioned there was a community member who asked a question at town meeting and do not want to overdo short term borrowing. Nicki Buck mentioned short term was to meet payroll and then payback. We are not borrowing money for anything else.

Resignations/Retirements: Angela Carpenter Henderson (resignation), Theresa (retiring), Suzanne Wood (resignation), Mike Howe (retiring). Nicki Buck asked for a motion to approve the resignations/retirements with regret and wish them the best. Beth Roy moved; seconded by Scott Richardson; motion passed.

Christine Bourne mentioned in weird place to celebrate these at the end of the year and graduation. We will figure out what kids want. Interviewing for positions. One position filled and interviewing for part-time music. We filled the PE/Health position last week and offered to Lacie Stever. Nicki Buck asked for a motion to approve the appointment. Sarah Stewart Taylor moved; seconded by Beth Roy; motion passed.

Budget:

Nicki Buck mentioned the last item is a peak in the statewide budget. The statewide education fund is paid with property taxes, lottery, and rooms and meals taxes. In this scenario rooms/meals and lottery have dropped. Federal government gave money to the education fund but will be short for 2020. The scary part is 2021 if we continue to have people who have lost jobs and expect a certain amount of social distancing going into 2021 and not much going into education fund. Kids will need support in schools more than ever and financially not have supports needed. We need to start educating the community and have no solutions. We missed the deadline to RIF teachers and support staff and have the ability to trim and not at point want to do any of that. Christine Bourne mentioned she received an e-mail from the VPA to request funds from the federal government and people talking about that and setting things in motion and making people aware. Dave Baker mentioned the expected shortfall is \$70-80 million. Shortfall is growing exponentially. We need not to panic as the federal government may come through but need to be careful and look at our situation. We can formally present next month and should have a good fund balance this year and can be carried into 2022. Everyone will be in trouble. Ed Connors recommendation is do not hire new staff and be careful about introducing new things. Nicki Buck mentioned will discuss more in executive session. We can cut back on new initiatives and hold line where budgeting goes.

Scott Richardson mentioned that the WSESU negotiators have not finished negotiating with teachers but with support staff. Opportunity for school districts to take another look and restate along with community importance of negotiation process and long term savings. Dave Baker

mentioned settled support staff contract, as is public settlement, can ratify tonight. Benefits supported with Vermont commission for employees and did not lose a lot of money as offering a good benefit package already and support staff not pay out of pocket this year but next year the district pays first. Consideration that leaned in teacher favor but not support staff. For salary our minimum wage was in the \$14.00 range and we added a dollar to the base step and set the tone for people that needed most; custodians and food service. Other areas was an old clause around floaters (2 days) and get paid 1st and 15th of each month. We eliminated floaters and added two holidays. We did not change the number of days working. Worked with the sick bank and was by district and not strong enough. We took numbers from each district and pulled all together and now is an SU wide sick bank. We did get concessions on paychecks and offering pay over summer and, as not helping us financially, auditor and IRS felt this should not be done. Support staff now will not get paid over the summer. Negotiating team did a good job. This is a two year agreement. Nicki Buck asked for a motion to ratify the support staff contract for the 2020-2022 school years. Colleen Spence moved; seconded by Beth Roy; motion passed.

Agenda: May 18

COVID update

Hires/Resignations

Financial Update

Statewide Update (thinking at state level how crisis dealt with next year)

Special Education Update

Sarah Stewart Taylor would like to get a sense of what looking at for fall and knowing ahead of time allows us time to plan. Nicki Buck mentioned based on what reading, do not think anyone knows. Beth Roy asked if still sticking with the same end date for school. Dave Baker mentioned at this point the plan from the VSA is to wave all snow days. If get waived would be June 10 otherwise would be June 18.

Nicki Buck mentioned being worried about special education. Can we meet with Katie and see where she's at. Brittany Preston mentioned she is impressed with special educators and the amount of work doing is wonderful. Christine Bourne mentioned Katie is in a lot of meetings talking about special education and Katie is on top of it.

Executive Session:

Nicki Buck asked for a motion to move into the executive session for the purpose of Title 1, Section 313. Beth Roy moved; seconded by Scott Richardson; motion passed. Entered into executive session at 8:12 PM.

Nicki Buck asked for a motion to exit the executive session and adjourn thmeeting. Beth Roy moved; seconded by Sarah Stewat Taylor; motion passed.

Meeting adjourned at 8:45 PM.

Respectfully submitted,

Diane Tessier, Board Secretary