

**Hartland Board
Draft Minutes
May 18, 2020**

Present: Sarah Stewart Taylor, Beth Roy, Nicki Buck, Scott Richardson, Colleen Spence, Annette Jennings, Christine Bourne, Brittany Preston, David Baker, Angie Ladeau, Ed Connors, Katie Ahern

Meeting called to order at 6:05 PM

Public Participation: None

Approval of Minutes: April 20

Nicki Buck asked for a motion to approve the minutes of April 20. Scott Richardson moved; seconded by Beth Roy; motion passed.

Changes/Additions: Scott Richardson asked to add education finances

Items for Discussion:

COVID Update: Dave Baker mentioned teachers and support staff have done a good job. It is a lot of work and continues to be stressful for parents and students. The food program is very successful. There is an expense for transportation but not charged toward the food program as would have had bus expenses if still in school. We are discussing what the food program will look like after June 15. We did receive extended permission for non congregational but probably not delivered in way have been. We are discussing ways to centralize locations.

The last day of full instruction is May 29 for seniors and everyone else is June 9. There are a few days of virtual field trips and enrichment activities. The afternoons will be professional development for staff. June 16-18 will be full days of professional development for staff. When mentioned might be remote next year some asked why as daycares are open. If restrictions stay as no more than 10-20, wear a mask, level of sanitation, boards need to discuss. Even though it can be done, is it something we do. The letter was to prepare for the worst case scenario and if remote need to get better. We need a platform, curriculum that works, and keep kids engaged. We will finish the year with integrity and have a game plan for next year.

Annette Jennings mentioned things are changing everyday and no concrete guidelines until further into the summer.

Christine Bourne mentioned she had an end of year meeting with 8th grade parents and kids. We will not have a drive in or drive up graduation as feel is a liability. It will be a virtual graduation on June 13 at 2:00 which will be live streamed. At 4:00 kids and families will meet at the library parking lot and have a car parade through town. No one can get out of cars and wear a mask if in a car with someone do not live with. The question was asked if could have a live celebration when this is over and we will do that. We are discussing how to use the money raised for the field trip -- gift card to each or a field trip later on. The end of year staff celebration will be virtual on June 19 honoring staff who are leaving.

Katie Ahern mentioned for ESY not clear guidance yet and talked to other special education administrators. We decided to do virtual extended year services (ESY) services. We are talking to parents and putting them into place and it is hard as students have different learning styles. At this point we are planning for next year including staffing changes. As see reduction and attrition of paras have decided to add more case managers. We are taking guidance from the Agency of Education, legal team, and statewide legal counsel.

Beth Roy mentioned the meals waiver has not been extended yet. Dave Baker mentioned last year could be a congregate site as qualified by census data so came to school for meals. Christine Bourne asked if transportation can be covered by Cares money. All money for graduation is being coded to COVID money as an expense had not planned on.

Laura Waters: Concerned about e-mail today and what could happen in the fall. Dave Baker mentioned the district will be exploring options as people will need time to prepare. We should get better guidance at the end of June on schools specifically and what guidelines will be from the Department of Health, CDC, and OSHA. The insurance company will look at them and then we need to make serious decisions as to what it will look like. Nicki Buck mentioned other parents have expressed concern regarding today's e-mail. Dave Baker mentioned if we can be back in school we will be.

Financials: Ed Connors\

Expenditures: Maintenance and repair over as back in February boilers cracked and was an \$18,000 repair and classroom ventilators needed to be fixed costing \$13,000. These were unplanned expenses. Capital reserve has to be a planned expense and go to voters. Transportation is under as not done field trips. Postage and Insurance went up. Tuition went up as 10 more students than budgeted. There was a bill back from FY19 for tuition from Woodstock for \$25,000. Schools can bill back if the state's

allowable tuition is three percent more than announced. Capital equipment was a dishwasher as needed to be replaced totaling \$14,405. You are in the red \$43,795. Dues, fees, transfers and encumbrance of \$41,998 is the subsidy to the food program. The food budget was \$81,640 and not subsidizing food program now. Seeing higher reimbursement for summer meals program.

Do not see CARES money being used for next fiscal year. Might be used for FY 20 deficit as is a \$160 million deficit in education fund. No guidance from the state on how to proceed in September. We will need consensus at board level on how hire and buy supplies as no guidance from the state. There is no consensus at the state or federal level on how to proceed.

Dave Baker mentioned he and Christine Bourne discussed tuition and will look deeper as happens every year. This is an issue and will look at bills and see which kids recognize and which ones we do not. Your capital improvement is restricted as all capital improvement items need to be voted on by the town. Scott Richardson was wondering about avenues for using capital improvement money as is burdensome going before the town. Scott feels worth presenting a different plan to voters. In March, Voters gave us permission to borrow from the fund temporarily. Dave Baker mentioned need to find the motion and will discuss with legal counsel.

Resignation: Halleck Pogue

Nicki Buck asked for a motion to approve the resignation with regret. Sarah Stewart Taylor moved; seconded by Beth Roy motion passed. Beth Roy mentioned teachers moving on and there is no closure for students. What can we do. Christine Bourne talked about this in the K-2 POD meeting and will think how to do that.

Christine Bourne mentioned hired music and looking for middle school math, grades 7/8 with additional certification for options in the future. Beth Ziegler was grades 6-8 math and will be doing grades 5-6 math. Beth holds middle and K-6 and can move among grade levels.

Katie Ahern mentioned receiving a resignation from Mary Beth Beck as moving out of state. Interviewing for her, middle school special education. There will be one more special education teacher, K-4, at Hartland. SU wide looking for a speech language pathologist to help us bring more expertise and cost control in house. Holding off hiring paras until we know what next year will look like. The goal is having a caseload of 13-14 students to bring everyone up to speed next year.

Statewide Update:

Nicki Buck asked do you think the state will leave SU's and districts out there on how to open or will the state give us guidance? Dave Baker mentioned biggest fear, and hope does not happen, the state may say open if follow guidelines. Would like them to decide if it is closed or open. Katie Ahern mentioned last week was suggested that SU's send out a survey as to what parents prefer for ESY and regional administrators were wondering why. If did in person or not, gave the illusion that people have a choice. Things are coming out very late and feel will see big differences in how approached. Dave Baker feels all should be centralized. Annette Jennings mentioned trying to work with the state on guidelines for nurses on how to go about for opening in fall.

Sarah Stewart Taylor feels it would be worthwhile to send a link to John McCormick, Allison Clarkson, Alice Nitka, and Zack Ralph that we have these concerns and as representatives asking for clear guidance.

Katie Ahern mentioned with evaluating students Leota Tucker will be doing virtual assessments and can get accurate results. Sandy, the SLP, can also do this. None of the guidelines or timelines have changed from the federal government and hold ourselves to the same standards and fill out paperwork. No testing company costs until after July 1.

Local Early Release Days FY 21:

Christine Bourne mentioned we have early release days as an SU but no no local days. Discussed with Dave if feasible, as Windsor does on Friday, and provide options for kids to stay. This is something to look at as an SU but personally feel is a hardship on families as time away from school. Collaboration and meeting time is difficult as not enough time to do what needs to be done. I have not approached the staff as want your thoughts. Christine mentioned talking to John Leonard at the Rec if they could provide after school care. John felt this was a good idea. If the board does not feel this would be amenable, I would like to propose a couple days. Christine mentioned the day is defined in the contract and could start school five minutes earlier and end five minutes later Monday-Thursday. School day starts at 8:00 AM now. Would the union have to vote on this? Dave Baker mentioned as your section states a specific start time and ending time, the union could say something and need to get them to agree on this. Sarah Stewart Taylor feels if introduce half days on Friday would need to lay out the ground work with the community otherwise could be push back. Christine Bourne mentioned not a half day every Friday but a 2:00 PM end time for staff meetings from 2:00-4:00. Beth Roy mentioned if teachers and administration feels it is what is needed,

the board should support that. Dave Baker asked if was a 2:00 dismissal one day a week do you feel is a different sell. Sarah Stewart Taylor feels there needs to be an explanation. Scott Richardson feels as Beth does but possibly could coordinate if get back to winter activities on Friday's. Anything that makes school districts look and act similarly is positive for seeing progress in negotiation process year after year. Christine Bourne asked if the board would go along with her determining how the staff feels about this. Nicki Buck mentioned the board agrees to see how the staff reacts.

Summer Meals:

Dave Baker mentioned receiving a waiver for non-congregate meals but waiting for 50% waiver. If centralizing do you feel people will access? Beth Roy suggested a survey to see if offer summer meals, would you take it. Christine Bourne asked if one of the stops could be the rec center for their summer program summer. Beth Roy feels there are other delivery methods than every day.

Retreat: Put off next time and talk more big picture.

Algebra:

Nicki Buck mentioned a parent was wondering if could be remotely, and students not go to Windsor, as we have learned remote so well. Parents concerned as students would leave house very early in the morning. Angie Ladeau mentioned the reason the program takes place in Windsor is students receive high school transcript credit and area high schools accept that credit. Sarah Stewart Taylor is thinking if back in school in the fall protocols might preclude kids going on the bus and should have a back up plan.

Agenda:

- Covid Update
- Retreat
- Hires/Resignations
- Financial
- Statewide Update
- Summer Meals
- Early Release Day
- SPED Update

Scott Richardson asked if the board can be part of virtual graduation? Christine Bourne mentioned she is trying to figure out the logistics of hangout meeting. Diplomas will be mailed early.

Executive Session:

Nicki Buck asked for a motion to enter executive session for the purpose of Title 1, Section 313, Personnel and Contract Negotiations. Sarah Stewart Taylor moved; seconded by Scott Richardson; motion passed. Entered into executive session at 8:13 PM.

Adjournment:

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

Meeting adjourned at 9:00 PM.

Respectfully submitted,

Diane Tessier, Board Secretary