

**Lamoille North Supervisory Union and  
Lamoille North Modified Unified Union School District  
Minutes of Meeting  
November 25, 2019**

**Board Members Present:** Belvidere: Stephanie Sweet; Cambridge: Mark Stebbins, Sue Prescott, Jan Sander, Bernard Barnes, Laura Miller; Eden: Jeff Hunsberger; Hyde Park: Lisa Barry, Chasity Fagnant, Tina Lowe; Johnson: Katie Orost, Bobbie Moulton, Lauren Philie, Mark Nielsen; Waterville: Bart Bezio

**Board Members Absent:** Cambridge: Bill Sander; Eden: David Whitcomb; Hyde Park: Patti Hayford; Johnson: Angela Lamell

**Administrators Present:** Catherine Gallagher, Deb Clark, Charleen McFarlane, Michele Aumand, Joe Ciccolo, Jan Epstein, Mary Anderson, Melinda Mascolino, Diane Reilly, Wendy Savery, David Manning, Erik Remmers, Jeremy Scannell, Brian Pena, Dylan Laflam, Bob Fredette, Anna O'Shea

**Student Representative:** Galen Reese

**Others:** Randy Burnett, Brenda Barnum

**Minute Taker:** Sue Trainor

**Call to Order, Approval of Agenda and Public Comment:** Chair Nielsen called the meeting to order at 6:00 p.m. Barry requested that an Executive Session with possible action be added to the agenda following the space use analysis. Lowe seconded the motion. The motion passed unanimously. There was no public comment.

**LNSU/LN MUUSD Routine Business: Consent Agenda Items:**

**Minutes of the October 28, 2019, Meeting and November 4, 7 and 18, 2019, Personnel Committee Meetings:** Stebbins made a motion, seconded by Hunsberger, to approve the minutes. The motion passed unanimously. Philie abstained from the vote.

**Board Orders:** Miller made a motion to accept the Board Orders, seconded by Barry. The motion passed unanimously.

**Lancership Gallery Walk:** Robert Fredette spoke briefly to the Board about his appreciation for the partnership that took place with GMTCC while students were creating the projects that the Board would be viewing. The Board left to view student projects at 6:05 p.m. and returned at 6:21 p.m.

**Space Use Analysis Presentation:** Randy Burnett and Brenda Barnum from Colin Lindberg's office began their presentation by explaining they had provided detailed information to the Finance and Capital Committee last month. The FCC had asked that this presentation focus on some of the more key points associated with some of the schools.

Burnett explained that the Belvidere Central School was underutilized at the present time. It was a twenty-year-old building that currently housed just a Pre-K program. It didn't come close to maximizing its full capacity potential and was an asset of the District that had available space. The issues would be that there was no administration on-site and access to the facility was somewhat remote. Possible solutions for the District would be to consider moving Pre-K and Kindergarten classes from neighboring communities to the site to free up space in other schools. The building was well suited to support those age groups. The other solution would be to not use the facility, make improvements at other facilities, and then market this building.

Burnett then explained that Eden had limited small instruction, office and special need spaces. Over the years the school had moved into the library in order to provide this type of space. The school was having trouble providing confidentiality because of the lack of space. The classrooms were large for the current enrollment. A possible solution was to convert some of the classroom space in order to create more office space and small instruction spaces without expanding the footprint of building. There was no space for music or art in Eden. Those programs overlapped with the cafeteria, multi-purpose room, gymnasium and physical education programs. Ideally, there would be a more permanent home for those programs. One solution would be to move Eden's Pre-K and Kindergarten students to Belvidere. That would free up a classroom to house a music or art room. Adding an addition to the building was another solution.

Waterville was similar to Eden in that they had a limited number of small instruction spaces and programs had to overlap. The building needed to grow in order to accommodate programs that the District hoped to, and in some case were required to, provide. Moving Pre-K and Kindergarten to Belvidere would free up space for music and art.

The enrollment in each of the classrooms for life safety was at 50% and for State of Vermont educational use they were at 2/3<sup>rd</sup> of that enrollment number. There was more square foot in the classroom that could be flexible. With some careful design they could design some small one-on-one spaces or offices utilizing some of the classroom space.

The best solution would be a combination of all of them. With a small addition on one of the schools and some interior renovation and some program sharing among the communities, they could have the best facility that provided the best educational experience for all the communities. The architects would like to continue looking into this but wanted to get direction from the FCC and the Board.

Clark noted this was a year-long product and was a great tool. She stated there had been a long presentation to the FCC Committee. The Committee had asked that the architects report to the Board on the buildings with the most pressing need and these three schools had presented with the most critical needs. Further conversation with the architects, Dylan Laflam and the Finance and Capital Committee would take place to work on reasonable solutions. Gallagher stated the Board would have to discuss what the best method for navigating any future changes would be and that would take time.

**LU Bond Update:** Burnett stated following the passage of the High School renovations bond, a notice was advertised and distributed for pre-qualifications for general contractors to manage the project. Seven letters of interest and pre-qualifications packages were received. All seven that submitted were Vermont firms and Lindberg's office had experience working with all seven firms. They had all done work on schools through their office and completed projects on time and on budget. The architects felt confident that the seven contractors would be able to meet the needs of the project. The seven contractors were: Neagley & Chase Construction, DEW Construction, Wright and Morrissey Construction, Farrington Construction, Stewart Construction, E.F. Wall Construction, and Clemons Construction. Burnett noted that some of the contractors could opt out during the bid process.

**Executive Session - Personnel Matter:** Barry made a motion to go into Executive Session to discuss a personnel matter, the premature disclosure of which could place the District at a disadvantage. Barry asked that the HR Director remain. Moulton seconded the motion and the Board went into Executive Session at 6:43 p.m. The Board came out of Executive Session at 6:50 p.m.

**December Board Meeting Date:** Gallagher requested the Board meeting be moved from December 9<sup>th</sup> to December 16<sup>th</sup>. This would allow for more budget and health care financing information to be available to review. Clark stated she was considering moving the Finance and Capital Committee meeting to December 9<sup>th</sup> and, if necessary, meet on the 16<sup>th</sup> before the Board meeting. Philie made a motion to change the December Board meeting from December 9<sup>th</sup> to 16<sup>th</sup> in order to have all possible information available to them. Fagnant seconded the motion. The motion passed unanimously.

#### **Information Technology:**

**E Collection:** Brian Pena provided the Board with an overview of the final stages of the development of the on-line data collection system. Pena explained the process involved once a parent of a new student entered information on the website to begin the registration and enrollment process. Miller stated there were parents who didn't have access to computers and she asked Pena if parents would be able to register at the school. Pena replied that they were not expecting to be completely paperless following the implementation of the program, but were looking at using less paper. A packet of forms would be available for parents to complete if they didn't have access to technology and computers could be made available at the schools for parents to use during the enrollment process. Hunsberger stated there needed to be sensitivity to those folks who didn't have access to technology. Nielsen and Orost agreed to test the system. Following that, Pena would move forward with introducing the program to parents. Following a question, Pena stated an email address was required to enroll a student when using the computer program. Miller asked if computers would be available during preschool screening. Pena stated he hadn't looked at that. Manning stated Johnson would have a bank of Chrome books for parents to log in on during prescreening.

**WiFi Assessment for LU, WES and ECS:** Pena stated they were beginning the initial steps of the District-wide wireless access points replacement. An RFP would be going out to find a third party company to do an analysis of the current access points and determine what was sufficient or needed improvement. 70% reimbursement would be available for work done on the project.

**Central Office Report:** Gallagher stated Central Office was rotating time on campus. Wendy Savery, Dana Jewett, Joe Ciccolo, Jeremy Scannell and Jen Hulse had stepped in and were providing a huge presence on campus. They were engaging more actively with students who displayed disrespectful behavior, as well as students who displayed respectful behavior. Parent meetings were being held and the staff was trying to apply consistent implementation of certain norms. Things were moving in the right direction. Grant funds were available this year to pay for the clinician that Brian Schaffer had been looking to hire and interviews would take place shortly. Gallagher reported on her visit to Epic Academy and noted the students were doing things she had never anticipated. Her middle school visit had allowed her to listen to students as they did presentations involving poetry, drama, and other insightful pieces of work. The staff was working on creating a sustainable transcript, college profile, and program of studies. The goal was to create a transcript that was consistent with other Vermont schools and one that colleges would know provided an accurate description of a student's mastery of material.

Clark reported the track discussion was not done but had just been deferred to the second half of the fiscal year. Finance reports went out last week and they were still doing okay as a whole. The audit was coming along. The auditors had decided to change the methodology on a few long-term liabilities, mainly related to health and dental costs. This would result in a prior year adjustment to the fund balance. In the long run it was a good thing and would boost the fund balance. The issue of Wolcott tuition and residential voucher had come up again and would be worked out. The pro-rated Board pay would come out at the end of the month. Nine months would be paid for now and the remaining three months would be paid in February. Finally, the administration had received a request from a citizen to broadcast the Board meetings via GMATV. That decision would have to be made by the Board and would be on the agenda at some point.

#### **Principals/Director Updates:**

**Belvidere/Waterville:** Epstein reported the school was gearing up for Thanksgiving. The community had been invited to attend a lunch and it was very well attended. Seven food baskets, with turkeys donated by G.W. Tatro, were handed out to community members. Epstein attended a two-day diversity training offered by the District that was very powerful. It reminded her that her students needed to have experiences that broadened their horizons. The first, second and third grade would be presenting the history of Belvidere and Waterville.

**Cambridge:** Anderson stated she was proud to announce that the Cambridge spelling bee team had tied for second place at the state competition. Anderson expressed appreciation to the coaches for their participation. Anderson had just found out that the annual Ski and Board Swap, put on by the Cambridge Rotary, had raised \$50,000 for the Cambridge School winter program. Anderson thanked Lamoille Union for allowing the Cambridge 5<sup>th</sup> and 6<sup>th</sup> graders to see "Newsies". She then highlighted a link on the principal's report that provided strategies for students dealing with anxiety. She thought the article was highly informative and provided simple strategies to deal with anxiety. She encouraged everyone to review it.

**Eden:** Mascolino stated her librarian had gone to the National Library Conference and had been energized by the experience. Last week was support staff appreciation week. Each year the teachers went above and beyond to show their appreciation to the support staff. It boosted morale and was greatly appreciated. Teacher parent conferences were taking place over the next two nights. They met with the new student attendance specialist to talk about how to work with parents to get students to attend school more regularly.

**Hyde Park:** Reilly stated they had held their Grandparents Dinner. 230 grandparents attended and they served over 500 people. The dinner was extremely well received. There was a food shelf drive at the same time. The librarian went to the National Library Conference in Kentucky and had a wonderful time. She came back with a lot of free books and great ideas. Every librarian from the District and many from the State attended. A part-time coordinator for the farm to school program was now on board and, among other things, would design field trips and would help with the fresh fruit and vegetable grant.

**Johnson:** Manning stated it was the first time this year that they were fully staffed. He expected the construction on the health center to begin sometime in December. Manning had been speaking with CHSLV staff and health care providers who were offering services at the Winooski High School and he would be visiting the Barre City Elementary School's health center. There was already a full roster of students identified to meet with the mental health counselor. The parents were supportive of their child seeing a counselor. Dental and primary care were going to be phased in. Teachers had been participating in trainings offered by the District and the teachers came back energized and were excited about what they were learning. Manning then noted that many of his teachers

were embracing the restorative circle process. He was pleased to see teachers embrace the beliefs that the supervisory union was working toward.

**Middle School:** Savery reported they had full houses both nights of the parent teacher conferences. They were sponsoring substance abuse training for all faculty and interested staff on December 2<sup>nd</sup>. Jim Roy would be the presenter. They would be videotaping the training and Jeff Hunsberger encouraged Board members to watch the video. December 6<sup>th</sup> would be early release day. The focus of the professional development that day would be dealing with conflicts and having difficult conversations. The middle school would be moving forward with winter activities in January. Each team would be moving and rotating to different activities. The new advisory program began a month ago. It involved working with restorative practices and personalized learning plans. The new piece of the advisory program would involve mixing the teams up with different adults. This would introduce problem solving with other adults and not just those on your team.

**High School Representative - Galen Reese:** Reese reported he had recently been in Boston for the SRI conference, which he found to be very helpful. Last Friday the inaugural YAATST teams from Thetford and Northfield met with the LNSU team in order to get their programs up and running.

**GMTCC:** Remmers informed the Board that the Lamoille Economic Development Council had held a workforce development summit at the CDC. It was an opportunity for business leaders, service providers, and educators to come together to discuss how to reinforce and strengthen the workforce. GMTCC had been able to highlight the industry credentials, college credits, and experience the Tech students were leaving their programs with. This information was new to some of the employers who then wanted to talk about employment opportunities. The Culinary Program provided the meals for the entire event and received standing ovations throughout. The Pre-Tech Program was now sending 10<sup>th</sup> grade students into the community to do job shadowing. The Construction Program was working on the Habitat for Humanity house in Morrisville. Finally, the Allied Health Program would be sponsoring a blood drive tomorrow.

**Other Business:** Philie asked that the December schedule changes be placed on the website.

Pena wanted to add that the District's website development was moving forward. They were looking at April 1<sup>st</sup> as the date to go live.

J. Sander reminded the Board of the legislation she had hoped to have sponsored that would provide free breakfast and lunch to all students from kindergarten through Grade 12. She recently found out that Hunger Free Vermont was pushing for the same thing. A Senator from Chittenden County would be introducing the bill in the Senate that would guarantee breakfast and lunch to all students from Grade K-12 regardless of parental income. Rich Westman was in support of this bill and would probably sign on as a co-sponsor of the bill. Lucy Rogers was going to sponsor a similar bill in the House. The Board applauded the news.

**Adjourn:** Moulton made a motion to adjourn the meeting at 7:45 p.m.