

**Hartland School District Board Meeting**  
**August 10, 2021**  
**Approved Meeting Minutes**

**Present at the meeting :**

Board: Nicole Buck, Sarah Stewart-Taylor, Beth Roy, Scott Richardson, and Colleen Spence.

Administration: David Baker, Christine Bourne, Lyndsie Perkins and Angie Ladeau.

Public: Larissa McAree, Jacob, Nick Arvizu

- I. **Call to Order** @ 6:06 p.m. by Nicole Buck
- II. **Changes/Additions to the Agenda**  
Add Tax Anticipation Note and Year End Financials
- III. **Approval of Minutes from 7/15/21**  
Motion: Colleen Spence  
2nd: Sarah Stewart-Taylor  
Vote: 4-0-0
- IV. **Public Participation/Announcements**  
None
- V. **Principal's Update**
  - a) Hiring- there are still openings in the Special Education department for a paraprofessional and a case manager. The second grade teacher position has been filled, and the official acceptance will be done in the items for action section of the agenda. There is a 4th grade teacher resignation and that will also be accepted in the action items.
  - b) COVID updates-the Governor has announced that all VT schools will have masking in place for the first two weeks of school. After that if schools reach the 80% vaccination threshold of eligible students, then vaccinated students and vaccinated staff can be unmasked. The admin team meets again this Thursday and will discuss this more, with hopes of more specific guidance from AOE.
  - c) Fall plan- making preparations for the start of school. E911 updates for phone extensions have been completed. Rooms are being painted, and furniture is being sorted into classrooms from the storage area.
  - d) Summer Academy-concluded last Friday, it was a great success. There were approximately 30 Hartland students that attended. The administrators rotated turns for being on-site, and that felt really good for such connected collaboration.
  - e) Administrative Retreat- was a productive session. Received the Leader in Me training. Discussed an SU wide parent/student handbook, with sections for district specific items. Planning for the collaborative practice time at the conclusion of the school day. Planning for this will continue with administrators this week. Discussions around the Strategic Plan and MTSS system. And planning for new teacher training.
  - f) AntiRacism Task Force- the group has been in their mini homework groups to

complete work assigned by Dr. Crum. The whole group will meet again on 8/18.

- g) Building Committee-met earlier in the day. Will hear more about this under items for discussion.
- h) Fall sports- based on spring interest study there are 8 boys and 11 girls interested in  $\frac{7}{8}$  soccer, so a decision will need to be made about how to proceed. Can consider if the school should go with a co-ed team, or some other configuration.

## VI. Superintendent's Report

- a) Retreat-the Admin team will be sorting through the retreat items discussed and forming next steps.
- b) Reporting Mechanism-there was considerable discussion on what reporting mechanisms can/will be used for noting progress made on initiatives. Angie Ladeau and Brittany Preston will continue to spend time on fine tuning these systems. More to come.
- c) Summer Meals Program-ends as of this Friday. Craig Locarno was disappointed in the total numbers, especially with the local town pick-up locations, serving sometimes 2-3 meals at these sites. He will continue to brainstorm and look ahead for ways to improve PR and increase participation.
- d) COVID-there was a COVID case with a student in the summer academy program, all necessary guidelines were followed. Also there is currently a COVID case in the SU Central office, of a vaccinated person, which has been a reminder to all about vigilance during these times.

## VII. Items for Discussion

- a) Equity Discussion- with a freshly adopted equity policy there are some areas that could benefit from focused attention to improve equity amongst students. Those areas the board and admin team will begin to focus on are: universal meals, access to band instruments for free for all students interested, access to winter outdoor program for all students interested, and transportation for students for winter program, after school hours and routine bus routes for special family circumstances. The board is passionate about trying to make improvements in these areas to see real and significant improvement in equity.
- b) Student Population- there are approximately 258 students in grades K-8. 251 are listed in powerschool, and the remaining 7 will be added on schedules and paperwork is finalized to add into powerschool.
- c) Building Committee- there was a group of people including staff and board members that toured the building. The group brainstormed a list of dreams. The list will be compiled and then connected back to the community for some input. Based on the air handler improvements last year, the building has saved 17% in energy costs, and has been designated a gold star location from Efficiency Vermont. There are still 2 air handlers and 6 univents that need to be replaced in time. All cameras in the building are up and running. The committee is not looking to change the footprint of the building, they are looking for strategies to utilize the space in such a way to offer more amenities and provide better function for certain areas. The Buildings and Grounds Manager will be looking for safety grant \$ to update the sprinkler system. The committee meets again on 8/25.
- d) Legislative updates-tabled for a future meeting when Elizabeth or John can attend to lead discussion.

## VIII. **Items for Action**

- a) Year End Financials- overall the budget ended with a surplus of \$287,147.11. On the revenue side, they were lower than expected showing a deficit. On the expenditure side expenses were down in many areas, due in part to being able to utilize CARES \$ to cover these expenses. Transportation moved to the SU so it appears as a large surplus, however that expense now shows under the assessment. The Special Education department ran over budget. The food program was discussed at length. Despite expecting the program to run balanced, however it was over budget running an overall \$144,598,58 deficit. Based on EQ contributions, Hartland paid in 37.64%, allocating in the budget \$111,348.00 and actual costs were \$47,197.58, thus showing a surplus of \$64,150.42. The SU board will be discussing further the formula for how to calculate the % contributions as the food program is an SU program, and Hartland would like the student indicator to be used as a way to find those #s.
- b) Tax Anticipation Note- the board authorized the central office to secure a tax anticipation note from Mascoma Bank in the amount of \$1,418,925.41. This will cover all expenses incurred in the interim period of payments due and tax collection dates, which includes payrolls 8/1, 8/15, 9/1 and 9/15. The loan note term will be 8/10/11-6/30/22.  
Motion: Colleen Spence  
2nd: Sarah Stewart-Taylor  
Vote: 5-0-0
- c) COVID- there needs to be some SU guidance and policy drawn up so that all schools are proceeding the same way.
- d) Hiring  
New hire, Sandra Gould  
Motion to accept: Colleen Spence  
2nd: Scott Richardson  
Vote: 5-0-0  
Resignation, Sarah Colby  
Motion to accept: Colleen Spence  
2nd: Scott Richardson  
Vote: 5-0-0

## IX. **Setting the Next Agenda**

Date: 9/7 @6:00pm @ SU Office (location chosen as testing AV equipment)

Items: equity, building committee, principal's report-including hiring and COVID, Supt report, legislative update, and budget prelim review.

## X. **Executive Session (VSA.T11 Section 313)**

Not needed

## XI. **Adjournment 8:08 p.m.**

Motion: Scott Richarson

2nd: Sarah Stewart-Taylor

Vote: 5-0-0