

**ORANGE SOUTHWEST SCHOOL DISTRICT (Unified)  
BOARD MEETING**

**WEDNESDAY, SEPTEMBER 14, 2022 @ 6 P.M.  
RANDOLPH UNION HIGH SCHOOL**

**To be approved at the October 12, 2022 board meeting**

**MINUTES**

BOARD MEMBERS PRESENT: Anne Kaplan, Katja Evans, Rachel Gaidys, Hannah Arias, Megan Sault, Chelsea Sprague, Sarah Haupt & Scott Clouatre  
ADMINISTRATORS PRESENT: Layne Millington, Heather Lawler & Felicia Allard  
GUESTS: Martha Hafner, ORCA Media Video Taping & Tevye Kelman

I. Opening

The meeting was called to order by Chair, Anne Kaplan at 6:06 p.m.

Board Attendance: Ensuring a Quorum

Meeting Purpose: Board Orientation, Monitoring, and Policy Work

II. Board Education and Ownership Linkage

a. Public comment (4.2.1) (Recognize e-communications to the Board)

Anne read a statement regarding public comments at board meetings. She will read this at every meeting. There were no public comments.

Felicia Allard requested to be added to the agenda to ask for board approval that they agree with the findings of the Comprehensive Local Needs Assessment.

A motion was made to allow Felicia to present about the Comprehensive Local Needs Assessment.

By:	Hannah Arias
Seconded by:	Chelsea Sprague
Motion passed:	Yes

Felicia explained that this document is required by the Agency of Education which requires the collection and analysis of lots of data. Student performance data from 2 years ago was looked at. See attached copy of the Comprehensive Local Needs Assessment which lists major takeaways from this data collection. These takeaways included: Meets alignment with our labor market, offering the right programs for this area, no programs are in jeopardy of closing, COVID has limited students being connected with outside work, fairly new staff with a positive culture, look at teacher's agreement re: RTCC salaries to keep staff, PD has been in survival mode during COVID - this year has a solid plan, 40%-50% of students are on plans such as IEPs, ESTs, etc., non-traditional placement is pretty good, career exploration available for 9<sup>th</sup> & 10<sup>th</sup> grades, PD available around career trees, tours for younger students, and this year had a middle school summer school.

A discussion about how we measure improvement particularly for sending school students. There is testing twice a year. Every program is imbedding math & ELA skills, but a reminder that those teachers are not content specialists.

Martha Hafner feels it is important to imbed the math/ELA skills in the programs and likes that the programs are integrating students into a possible future job. Asked about follow up with students after graduation. Felicia said there was follow up with students after graduation and after 3 years and the numbers are good. Martha thought it would be good if there would be some PD to help teachers imbed more math/ELA in their programs.

A motion was made to accept the RTCC Comprehensive Local Needs Assessment

By: Chelsea Sprague  
Seconded by: Sarah Haupt  
Motion passed: Yes

- b. Report out from Ownership Linkage Sub-Committee  
The sub-committee didn't meet and will find another date to meet. Will have info for the next meeting.
- c. Board Orientation  
Anne & Chelsea met and reviewed what should be in the board orientation packet which will include expectations and what the board does. When they get everything together, binders will be prepared for all board members. The information will include schedules, list of board members & contact info, rule of procedure, how meetings run & procedures, duties of the officers & time commitment, complaint procedures, how to manage emails & in person communications so as not to violate open meeting laws. It will also include the VT League of Cities & Towns handout, public participation at meetings (policy A21), and executive session information. Will review wording of the Complaint Procedures at the next meeting. Anne will read a statement each meeting prior to public comments. She will send it out to the board & Pietro for review and possible edits.

### III. Monitoring: Organization

- a. Second Reading/Accept EL 2.0, 2.8, & 2.9 Reports (enclosed)

*Policy 2.0: Global Executive Constraint*

*Policy 2.8: Communication & Support to the Board*

*Policy 2.9: Policies Required by Legislative or Regulatory Bodies*

The board reviewed & discussed EL 2.0, 2.8 & 2.9 again. Discussed possibly moving the EL 2.0 report to the end of the monitoring schedule next year. There were a few suggestions for each of these EL reports which Layne will add.

A motion was made to have Layne update his EL 2.0, 2.8 & 2.9 reports and they will be brought back next meeting for review and approval.

By: Chelsea Sprague  
Seconded by: Megan Sault  
Motion passed: Yes with Rachel voting No

- b. Quarterly Facilities Monitoring Report evidence for EL 2.6 Asset Protection (enclosed)  
Layne reviewed the quarterly facilities monitoring report. Layne, Heather or Robin does a visual inspection after the work is completed. All the presentation boards were replaced in all schools. We only had one estimate for the OSSD Office work so had to apply for a waiver from the state which we are still waiting for. Tomorrow evening will talk with the community about the traffic around the high school. Wondering about the impact at the four way intersection. Also looking to see if the wood burner can be repaired and if it can be, there may be a request from reserve funds to do the work on it.

OSSD Board Minutes  
Page 3  
September 14, 2022

### IV. Monitoring: Board

- a. Assess Board's compliance with Board Governance Policy 4.3  
*Select area of improvement/leader/when to reassess*

The board reviewed their self evaluation of Board Governance policy 4.3. Areas of improvement were: 1. Ownership Linkage 2. Board Education. Policy 4.7 will be assessed next time.

V. Policy Decisions: Board Governance

a. Second Reading/GP 4.2 #3 wording change

The board reviewed the wording change for Policy 4.2.

A motion was made to approve the wording change for Policy 4.2.

By: Megan Sault  
Seconded by: Hannah Arias  
Motion passed: Yes

b. Determine VEHI/VSBIT Proxy

Anne plans to attend the VSA/VSBA Conference in October and is willing to represent our board for voting.

A motion was made to have Anne Kaplan be the OSSD voting representative at the VSA/VSBA Conference.

By: Rachel Gaidys  
Seconded by: Sarah Haupt  
Motion passed: Yes

VI. Advocacy

a. VSBA Regional Meeting September 8 from 6:00-7:30 p.m. (remote meeting)

Anne attended and told the board that the meeting was a lot about Policy Governance. She felt that our board was in pretty good shape regarding Policy Governance.

b. VSBA Conference Lake Morey Inn October 20 - 21 from 8 a.m.-6:30 p.m. on Thursday & 8 a.m.-2:15 p.m. on Friday.

Board members who want to attend the conference, please let Linda know.

VII. Consent Agenda (4.2)

a. Approve Minutes from OSSD Regular meeting on 8/10/2022 (enclosed with agenda)

b. List of Professional Contracts issued since last board meeting (enclosed with agenda)

Motion to approve the Consent Agenda

By: Megan Sault  
Seconded by: Hannah Arias  
Motion passed: Yes with Rachel abstaining on the 8/10/22 minutes as she didn't attend that meeting

VIII. Request Administration to set up Negotiation Process with Unions

Discussed which evenings were better for meetings. Thursday evenings are not good.

A motion was made to have the administration set up the negotiation process with the unions

By: Megan Sault  
Seconded by: Sarah Haupt

OSSD Board Minutes

Page 4

August 10, 2022

Motion passed: Yes

IX. Closing

a. Superintendent's Report (enclosed) was reviewed.

Layne told the board that the financials are in good shape. Facilities & technology higher due to more work done over the summer.

b. Principals' & Director Reports (newsletter links sent out separately)

Action Items Recap: Review Complaint Procedure  
Manage emails & in person contacts from the public  
Outline board officer duties  
After orientation completed, will make binders

X. Executive Session: If Needed

7:58 p.m. A motion was made by Hannah Arias & seconded by Megan Sault to add an executive session to discuss a student issue. Motion passed.

8:00 p.m. A motion was made by Hannah Arias & seconded by Megan Sault to enter Executive Session to discuss a student incident with the superintendent present.

8:32 p.m. The board exited Executive Session. No Action was taken.

The meeting was adjourned at 8:33 p.m.

Respectfully submitted,

---

Linda Lubold, Board Clerk

Next Scheduled Meetings:

Agenda Planning Meeting: Monday, September 26, 2022 - 6:00 p.m. @ OSSD

Regular Meeting: Wednesday, October 12, 2022 - 6:00 p.m. @ Braintree