

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

**WEDNESDAY, JUNE 8, 2022 @ 6 P.M.  
RANDOLPH ELEMENTARY SCHOOL**

**To be approved at the July 13, 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  
**GUESTS:** Brittani Villandry, Chris Villandry, John Helfant, Grace Helfant & James Helfant. See list of online guests attached

**I. Opening**

The meeting was called to order by Chair, Anne Kaplan at 6:05 p.m.  
Board Attendance: Ensuring a Quorum  
Meeting Purpose: Policy Monitoring and Board Planning

**II. Board Education and Ownership Linkage**

- a. **Public comment (4.2.1) (Recognize e-communications to the Board)**  
John Helfant - feels last month's minutes didn't capture all of John Klar and his comments. He spoke about school security and that we live in a society that is sometimes violent. States that there are a lot of people with combat experience and feels the only real solution is to have armed people in the school. Mentioned metal detectors and that the school(s) should think about hiring law enforcement, people with combat training, or responsible teachers/staff who want to carry.
- b. **Discuss District Procedures for Open Meeting Law**  
Layne reviewed Open Meeting Law in his Superintendent's report to the board. The Special Meeting warning was done during the time the clerk was at a conference and then on vacation. Layne reviewed the law before he sent out the warning. The press claims they didn't see it on the website. It was put on the website the Thursday afternoon prior to the Monday evening meeting. The warnings are taken off the website once the date of the meeting has passed. The meeting included a remote link in order to increase possible participation. It was more questionable if a copy of the warning needed to be sent to the press with the intent of the law to publicly announce the meeting. The meeting date on Monday would have already been passed by the time the paper was published on Thursday. We were in compliance and there were no violations of the Open Meeting Law.
- c. **Discuss/Start Creating Ownership Linkage Plan**  
The board started discussion on the items that came out of the recent board training. Anne encouraged the board to think about how they want to go about the planning. The three areas that came out that needed to be worked on are: **1) Revisit Ends policies** (There is a canned portrait we could use.) Also look at the Ends data from the strategic planning committee from last summer. **2) Increase Community Engagement** The board could take on the role with a topic area for a forum/and/or surveys. Look at ways to engage with people outside of the board. **3) Develop a plan for board onboarding and board development.** The board discussed how to proceed with this for the coming year

of board work. Megan will be away in July, but she will think about it. Sarah feels the board should work on this together at a working meeting. Feels more will be involved in the process. Chelsea felt the training was helpful, it gave clear direction and feels the board should dive in during July & August. The board also needs to review what the Strategic Plan committee came up with. Jackie did a synopsis of the three areas that rose to the surface. On July 13 starting at 6 p.m. will plan a working board meeting with the sole focus of this Ownership Linkage Plan.

- d. Discuss/Start Creating Board Education Plan  
The board discussed the third area that came up. Wondered about separate meetings for board training and Anne asked what areas the board wants future education on. Anne wants all the board members to get the Carolyn Oliver book to read. She feels it makes things seem less complicated. Tomorrow at noon there is a VSBA board training and there will be a link available which board members could watch later. Anne suggests we look at who is coming up for elections. She asked the newer board members how they are feeling. Thinking of having a whole board orientation maybe in August and then put an orientation on the March agenda for newly elected board members. Chelsea, Rachel and Anne will meet before the August meeting as a committee to create a brief orientation.

III. Monitoring: Organization

- a. Second Reading EL 2.7 Compensation and Benefits Report (enclosed with agenda)  
Layne had suggested the board review provision #5 in EL Policy 2.7 which gives Layne authority to change pension benefits for mainly administrative staff. These policies provide checks and balances. The board may want to check with Pietro and if the policy is changed going forward, we will need two reading of the revised policy.

A motion was made to have Pietro, our attorney, review provision #5 in the EL 2.7 Policy and to advise the board of any wording changes that should be made in provision #5 of the EL 2.7 policy.

By: Katja Evans  
Seconded by: Hannah Arias  
Motion passed: Yes

- b. District COVID Operating Plan (2.8)  
Recent Changes - No Changes  
We are following the general guidance/recommendations by the VT Depart. of Health.
- c. Monthly Financial Report (enclosed with agenda) (2.3)  
There is one month left before we close out the year. We are in very good shape due to federal funds we are receiving and that some employees are not taking benefits. The auditor will give the actual amount of any surplus. We do have some major financial considerations coming up and are already talking about ways to manage them. Concerned about the price of diesel fuel for the buses, propane, and heating fuel.
- e. Legislative Update  
The legislature has closed but they haven't sent out an update yet on their session which is partly due to some bills sitting on the governor's desk to be signed. Reviewed some of the bills that were being worked on: S100 which is universal free breakfast and lunch for all student which was covered by the 1 year recovery act. S139 which looks at school mascots and restricts any that represent repression of others. July 1<sup>st</sup> the new funding

formula will be in effect and the predicted \$200,000 loss was built into the budget. The new funding formula is taking into account high poverty which may help us.

- f. Review Draft of Annual Board Agenda for 2022-23  
The board reviewed the enclosed draft of the Board Annual Agenda which is a look at the board's working year and they will plan to look at it more closely in July. Anne asked the board to think about this draft in preparation for the July & August meetings as it needs input from the board. Discussed the board development role with orientation in March. May move some things from March to April. Reminded the board that their main job is the monitoring of outcomes for students and Layne's Annual Ends report will be a report on this current school year which is done in the fall. The board needs to decide what check ins are useful. Will revisit this in August.
- g. Quarterly Facilities Monitoring Report  
The board reviewed the enclosed facilities report. The new projects are at the top of the sheet & highlighted. The district replaced the roof at RES a couple years ago and there are leaks. We have contacted legal counsel to honor our warranty. The OSSD office requires a moderate revamp and probably there will be a request for surplus funds at the next meeting. The district smart boards are all being replaced to Clear Touch. The old ones are a decade old and only were to last for five years. The outdoor classrooms have been completed. Once work is completed, Robin & Layne do direct inspections and check off that the work has been done.

IV. Policy Decisions: District Governance

- a. State/Fed Required Policies Updated 2<sup>nd</sup> Reading  
Layne reviewed the following required enclosed policies with the board. C7, C1, C8, F30 & B1. There were a few optional policies that were included last month and these are just the required ones which were revised due to compliance with the laws and regulations.

A motion was made to accept the above required policies as presented.

By: Hannah Arias  
Seconded by: Sarah Haupt\  
Motion passed: Yes

V. Consent Agenda (4.2)

- a. Approve Minutes from OSSD Regular meeting on 5/11/2022 (enclosed with agenda)
- b. Approve Minutes from OSSD Special meeting on 5/16/2022 (enclosed with agenda)
- c. Approve Arbitrage (see enclosed form)
- d. Approve LEAP (see enclosed form)
- e. List of Professional Contracts issued since last board meeting (enclosed)

Motion to approve the Consent Agenda

By: Megan Sault  
Seconded by: Katja Evans  
Motion passed: Yes

VI. Closing

- a. Superintendent's report (2.8) (enclosed with agenda) was reviewed. There were no questions from the board.

b. Director & Principals reports (2.8) (sent out separately)

Action Items Recap:

July - Ownership Linkage Plan

Chelsea, Rachel & Anne will work on board orientation review before the August meeting.

The board is to read the Carolyn Oliver book - laying out the work for the year.

Oversight by meeting with the auditor

District Operation

Annual Meeting Plan

Monitoring: Board Governance Policy 4.1

The board reviewed a handout from their training and discussed these points.

Regrounds us in policies as to what the board's job is.

Looks at what needs to improve.

The board needs to be monitoring how we are doing as a board.

Looks at how we are using the results and the practicality of this.

Review Board Governance Policy 4.2 for the August meeting

VII. Executive Session: Student Appeal

7:42 p.m. A motion was made by Hannan Arias & seconded by Sarah Haupt to enter Executive Session to discuss a student appeal with the superintendent present. Motion passed.

9:10 p.m. The board exited Executive Session. As a result of the executive session.

A motion was made by Katja Evans and seconded by Sarah Haupt to instruct legal council to draft a letter regarding our decision. Motion passed.

With no further business to discuss, a motion was made by Katja Evans and seconded by Megan Sault to adjourn the meeting at 9:11 p.m.

Respectfully submitted,

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Linda Lubold, Board Clerk

Next Scheduled Meetings:

Agenda Planning Meeting: Monday, May 23, 2022 - 6:00 p.m. @ OSSD

Regular Meeting: Wednesday, July 13, 2022 - 6:00 p.m. @ RES

First name	Last name	Email	Duration	Time joined	Time exited
Sara		sjli*****@***.com	17 min	6:04 PM	6:21 PM
Christopher	Boyle	chri*****@***.com	1 hr 2 min	6:40 PM	7:42 PM
Melissa	Hurley	hurl*****@***.com	1 hr 24 min	6:04 PM	7:28 PM
Heather	Lawler	hlawler@orange.com	1 hr 5 min	6:41 PM	7:47 PM
ORCA	Media	stre*****@***.net	1 hr 55 min	6:04 PM	7:59 PM
Layne	Millington	lmillington@orange.com	1 hr 39 min	6:04 PM	7:42 PM
Chelsea	Sprague	csprague@orange.com	1 hr 43 min	5:59 PM	7:42 PM
Emily	Therrien	etherrien@orange.com	1 hr 14 min	6:28 PM	7:42 PM

First name	Last name	Email	Duration	Time joined	Time exited
Christopher	Boyle	chri*****	1 hr 27 min	7:43 PM	9:10 PM
Layne	Millington	lmillington@oran	1 hr 27 min	7:43 PM	9:10 PM
Chelsea	Sprague	csprague@oranç	1 hr 27 min	7:43 PM	9:10 PM