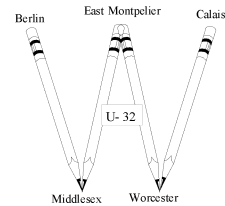


Washington Central Unified Union School District

WCUUSD exists to nurture and inspire in all students the passion, creativity and power to contribute to their local and global communities.

1130 Gallison Hill Road
Montpelier, VT 05602
Phone (802) 229-0553
Fax (802) 229-2761

Debra Taylor, Ph.D.
Interim Superintendent



Washington Central Unified Union School District Board Approved Minutes 8.21.19 6:30PM

Calais Elementary School Library, 321 Lightening Ridge Rd, Plainfield VT

Approved 9-4-19

Board Members Present: Scott Thompson, Jonas Eno-Van Fleet, Dorothy Naylor, Flor Diaz Smith, Lindy Johnson, Jaiel Pulskamp, Marylynn Strachan, George Gross, Vera Frazier

Administrators Present: Superintendent Debra Taylor, Director of Special Services Kelly Bushey, Business Administrator Lori Bibeau, Director of Curriculum, Instruction, and Assessment Jen Miller-Arsenault, Technology Coordinator Keith MacMartin, Berlin Principal Aaron Boynton, EMES Principal Alicia Lyford, Calais Principal Cat Fair, Doty Principal Gilian Fuqua, Rumney Principal Casey Provost, U-32 Assistant Principal Jody Emerson

Others Present: David Delcore, Times Argus; ORCA videographer, Calais Selectboard Chair Denise Wheeler, Rick Kehne, Helena Kehne, Chris Tuller

1.0 Call to Order

1.1 Reception of Guests

1.2 Agenda Revisions & Board Comments: Scott Thompson suggested that the board tour the Calais School Building before the business portion of the meeting. Lindy Johnson suggested that as the board meets at each school building, the beginning of the meeting include a building tour.

1.3 Public Comments: Denise Wheeler indicated that it is hard to hear from so far back in the audience.

2.0 Administrator Voices

2.1 Spotlight – Calais Principal, Cat Fair: Cat Fair shared about the inservice activities in the school building - the children have not yet arrived; everyone is happily anticipating their arrival!

2.2 Superintendent’s Report: Superintendent Taylor had provided a written report. She reiterated that her transition has gone really smoothly; she thanked the building principals and administrative assistants. Dorothy Naylor stated that she would like to see a condensed version of the superintendent’s report, to include in Front Porch Forum.

3.0 Consent Agenda

3.1 Approve Minutes of **6.24.19, 6.26.19, 7.15.19, 8.1.19, 8.13.19: Flor Diaz Smith moved to approve the minutes. Seconded by Georg Gross. Discussion: Dorothy Naylor suggested a few edits for clarity. This motion carried unanimously.**

3.2 Approve Board Orders (board orders circulated, and the board approved this item later in the agenda.) Lindy Johnson suggested that action to approve board orders be moved to the *Finance* portion of the agenda. Dorothy Naylor stated that she appreciates having the board orders available ahead of time so that they can be reviewed in advance of the meeting. Scott Thompson indicated that the board will discuss this later during *Board Organization*.

4.0 Board Organization (Discussion/Agenda)

4.1 WCUUSD Annual Meeting Date: Scott Thompson wondered whether the board had already taken action to set an annual meeting date. Board members do not recall having made that decision. Some discussion followed about when to elect positions such as board treasurer and board clerk - these have been included on the town meeting ballot.

The U-32 informational meeting has traditionally been held on the Monday night before Town Meeting Day. The board noted the need to have an informational meeting before Town Meeting Day - and the need to allow for community participation in discussion. Rick Kehne suggested that the collective public forum and discussion will be critical leading up to Town Meeting Day. They will need to be inclusive.

4.1.1 Approve Annual Meeting Date (Action) - The board will address this at a later date. Some clarification is needed around parameters for setting the date.

4.2 Board Goals and Work Plan: Flor Diaz Smith had provided a preliminary work plan for the board.

4.2.1 Approve Board Goals and Work Plan (Action): **Marylynne Strachan moved to approve the Board Goals and Work Plan as presented. Seconded by Dorothy Naylor, this motion carried unanimously.**

4.3 Board Committees

4.3.1 Establish Finance Committee (Action) Dorothy Naylor moved to establish a Finance Committee. Seconded by Lindy Johnson. Scott Thompson suggested that the greatest priority for this committee would be to develop a budget by mid-January. The second priority would be to monitor the fiscal spending for the current year. He believes that this monitoring could indicate that the committee review the board orders. Dorothy Naylor indicated that even if she is not on the committee, she would like an opportunity to review the board orders in advance of the meetings. Vera Frazier stated that, regardless of committee work, she thinks the all board members need to have an opportunity to review. Lori Bibeau stated that Berlin Board had received the board orders by email in advance of the meeting, with the board packet; she can make this a matter of practice. Jaiel Pulskamp stated that she has not been receiving the meeting packet. Lori Bibeau will follow up and update the board about a timeline regarding how early board orders can be made available for review, in advance of the meeting.

Scott Thompson stated that, by the end of May, the hope is that the Finance Committee oversees the establishment of a capital spending plan for facilities. Debra Taylor suggested that the committee meetings can happen during the day rather than evenings.

The board discussed the possibility of three members on the Finance Committee. Scott Thompson asked whether there are board members who are interested in this committee. Scott Thompson, Vera Frazier, Flor Diaz Smith, Dorothy Naylor expressed interest. Vera Frazier and Flor Diaz Smith suggested co-chairing this committee. Since early mornings are the agreed upon meeting times, Dorothy Naylor opted out.

Dorothy Naylor moved the following; Lindy Johnson seconded; this carried unanimously: Membership: Flor Diaz Smith and Vera Frazier: co-chair, and Scott Thompson Charge: oversee development of FY21 budget by mid-January 2020; monitor current spending under FY20 budget; oversee development of a framework for long term capital planning and budgeting by end May 2020.

4.3.2 Establish Negotiations Committee (Action): **Vera Frazier moved to establish a Negotiations Committee. Seconded by Lindy Johnson, this motion carried unanimously.** Scott Thompson suggested that Chani Waterhouse and Suzanna Culver continue their long-serving membership on this committee. They have a lot of successful experience in the "Interest Based Bargaining Process," which is used. Debra Taylor indicated that a training around Interest Based Bargaining will be offered, likely in October. She invited board members to participate in the training. Denise Wheeler asked, from a process standpoint, how does the committee do its work without a quorum of the board? Scott Thompson shared that the committee follows open meeting law for meetings but also brings the final outcome to the full board for its action. George Gross expressed interest in being on this committee. Lindy Johnson expressed interest as well. Jonas Eno-Van Fleet expressed interest. The committee will choose a chair.

Vera Frazier moved the following; seconded by Lindy Johnson; motion carried unanimously: Charge: negotiate agreements with teachers and non-teaching staff by mid-March 2020. Membership: George Gross, Jonas Eno-Van Fleet, Lindy Johnson, members of public Suzanna Culver and Chani Waterhouse.

4.4 Board Meeting Calendar

4.4.1 Establish Board Meeting Calendar (Action): **Flor Diaz Smith moved to accept the board meeting calendar as presented. Seconded by Jaiel Pulskamp, this motion carried unanimously.** Lindy Johnson noted that January often involves more meetings, because of budget forums and informational meetings. Every first Wed., the board meets at U-32; every third Wed., the board meets at the various elementary school buildings. Debra Taylor will publish this information on the website.

4.5 Board Representative to Central Vermont Career Center Board

4.5.1 Appoint Board Representative (Action): Debra Taylor indicated that the director had reached out to her: meetings are on first Mondays, quarterly, from 4 - 5:30. Flor Diaz Smith expressed an interest. Marylynne Strachan offered to serve as alternate. **Jonas Eno-Van Fleet moved to appoint: Debra Taylor as administrator representative, Flor Diaz Smith as board representative; Marylynne Strachan as alternate. Seconded by Dorothy Naylor, this motion carried unanimously.**

5.0 Finance (Discussion/Action)

5.1 Budget Process and Timeline (Action): Debra Taylor shared a proposed timeline with the board; she asked that in the future the board provide some input around parameters for the beginning of budget development. Rick Kehne suggested, when developing the budget, that the board pay careful attention to performance results, to structure the budget in a way that you

are able to carefully consider the separate entities. **Flor Diaz Smith moved to approve the budget process and timeline as presented. Seconded by Marylynn Strachan.** Discussion. Jonas Eno-Van Fleet asked Lori Bibeau if she suggests any changes to this document. She indicated that she helped prepare it based on what has happened historically and she looks forward to working together with administrators. **This motion carried unanimously.**

5.2 Purchasing Cards (Action): Debra Taylor shared the impetus for these cards, and some of the details. She had provided a letter of explanation to the board. Lori Bibeau explained that this will be rolled out in a very gradual and explicit way; she has been conferring with peers in the business field and with the auditor and treasurer. Denise Wheeler asked for Lori Bibeau to share information with her, for the town office to possibly consider.

Lindy Johnon moved to authorize the issuance of individual procurement cards to individual school districts, and to authorize Scott Thompson to sign the resolution in acceptance, on behalf of the board. Seconded by Flor Diaz Smith, this motion carried unanimously by nine board members in attendance.

The resolution reads as follows: "Whereas the Board of the WCUUSD municipality has the authority to enter into an agreement with the Bank of Montreal for purchasing cards; and (any other WHEREAS statements the board wishes to add are acceptable, but not required); NOW THEREFORE BE IT RESOLVED by the Board of the WCUUSD that the President/ Chairman/ Treasurer/ Clerk are authorized to enter into an agreement with the Bank of Montreal to secure procurement cards for each authorized employee of the municipality under such terms and conditions as approved by the Board.

The Board authorizes the municipality's Business Manager/ CFO to execute a p-card program agreement on its behalf.

(The resolution may include any other BE IT RESOLVED statements that the Board desires, but these are not required to participate)

Approved this 21st day of August 2019.

Ayes: 9

Nays: 0"

(Board Chair Scott Thompson signed and dated the document)

6.0 Personnel

6.1 Approve Hires (Action) **Jaiel Pulskamp moved; Dorothy Naylor seconded to approve hiring the following: Bonne Dunham, Charles Legge, Maria Melekos, Michael Sutherby. This motion carried unanimously.**

7.0 Future Agenda Items

7.1 CV Fiber

7.2 Solar Power

7.3 Student Representative to School Board

7.4 VSBA Membership (Scott Thompson suggests allowing a half hour on September 4th to discuss this as a board; he would like to discuss it seriously and professionally with good will, in the spirit of being constructive. If a decision is not made at that meeting, he would like to continue and hopefully conclude by September 18th.) Scott Thompson indicated that he will introduce the topic for discussion/ action.

Flor Diaz Smith will share information that has been germane from past discussions, with the board. Some discussion followed around inviting VSBA members to attend the meeting; Jonas

Eno-Van Fleet reviewed from the previous meeting they had attended, there were a couple of questions left unanswered. Flor Diaz Smith will follow up on these issues.

7.5 Annual Meeting Data

Lindy Johnson moved to approve the board orders in the amounts of \$926,263.82 and \$278,064.20. Seconded by Vera Frazier, this motion carried unanimously.

Rick Kehne stated that he believes Scott Thompson's opinion regarding VSBA should be stated and heard at the meeting. He feels that we need to get definite answers to some of the legal questions that were asked at the previous meeting.

Denise Wheeler stated that if a current board member is serving on the VSBA then she believes that is a conflict of interest. She asked about other options to VSBA. Debra Taylor indicated that the June board meeting minutes include information about discussion related to this topic.

Brief discussion followed about committee creation. Jaiel Pulskamp suggested that the board discuss possible committees at the next board meeting.

Scott Thompson noted that a future agenda item might be to rename the board.

Flor Diaz Smith suggested including book reflection on a future agenda.

Jonas Eno-Van Fleet stated that the item "Community Mapping" was on the calendar for August but has not been discussed yet.

Some discussion followed around Front Porch Forum and the difficulty of sharing one post with various towns. Debra Taylor can use the U-32 Front Porch Forum account to post to various towns.

8.0 Reflection and Summary of Meeting – Next Steps for Board Members

Board members indicated that touring the building was a positive aspect of tonight's meeting. Lindy Johnson reminded the board that the room configuration should have the public closer so that they can hear.

Vera Frazier asked whether there is a timeline for principals' reports to the board. Debra Taylor indicated that she is working with the administrators to participate in a monthly written update. She invited feedback from the board about the format of the written reports.

Board members discussed whether to require administrators to attend two meetings per month. Lindy Johnson indicated that twice per month is a lot to ask of administrators.

The board would like to discuss this issue (administrators' attendance at meetings) at the next meeting.

9.0 Adjournment: The board adjourned by consensus at 8:57 p.m.

Respectfully submitted,
Lisa Stoudt, Board Recording Secretary