

MINUTES



Addison Central School District

ACSD Board

Board Meeting

Monday, August 14, 2023, 6:30 pm - 8:45 pm

208 Charles Avenue, Middlebury VT & Virtual Connection

ACSD District Vision and Mission

OUR VISION

Our vision is for all ACSD students to reach their full learning potential, have a sense of belonging in our schools, and enrich our community and the communities where they live in the future.

OUR MISSION

Our mission is to provide high-quality, equitable, and varied learning environments that inspire a passion for learning and growth among our students.

In-Person Attendance

Barbara Wilson; Brian Bauer; Joanna Doria; Lindsey Hescocock; Mary Heather Noble; Steve Orzech; Suzanne Buck; Tricia Allen

Remote Attendance

Ellie Romp; Jamie McCallum

Not In Attendance

Ellen Whelan-Wuest; James Malcolm; Jason Chance

A. Call to Order Upon Reaching A Quorum Barb 5 min

Meeting called to order at 6:30 p.m. Barb Wilson opened the meeting with explanations about changes to the Agenda format: There will now be two opportunities for public comment -- one at the beginning of the meeting, inviting comments on agenda items only, and one toward the end of the meeting for all other ACSD matters. The Executive Committee has also removed the standing "Other" agenda item from the agenda format, and asks that anyone with topics/agenda items please submit their request to the Executive Committee. This will help efforts to improve meeting efficiency.

1. Introductions - Board Members, Administrators and Staff Barb 5 min

ACSD Staff also present: Tim Williams, Interim Superintendent; Heather Crowley, Executive

Assistant to the Superintendent; Nicole Carter, Assistant Superintendent and Director of Equity and Student Services; Courtney Krahn, Director of Teaching and Learning; Will Hatch, Director of Technology; Emily Blistein, Director of Communications & Engagement; Matthew Corrente, Director of Finance & Operations; Caitlin Steele, Principal of MUHS; Kelly Landwehr, School Nurse at MUHS

Other presenters: Emma Mulvaney-Stanak, Consultant; Samantha Paige, Co-Chair Strategic Plan Action Team

2. Public Comment on Agenda Items Barb 10 min

No public comment.

B. Recommendation to Approve Minutes of 6/26, 7/17 and 7/18 Barb 10 min

Approval of 6/26/2023 Minutes:

Joanna Doria made a motion to approve the meeting minutes for the 6/26/2023 regular Board meeting. Suzanne Buck seconded. The motion passed with majority Board approval. Brian Bauer and Steve Orzech abstained.

Approval of 7/17/2023 Minutes:

Steve Orzech made a motion to approve the meeting minutes for the 7/17/2023 special Board meeting. Suzanne Buck seconded. The motion passed with majority Board approval. Tricia Allen, Lindsey Hescoock, and Ellie Romp abstained.

Approval of 7/18/2023 Minutes:

Joanna Doria made a motion to approve the meeting minutes for the 7/18/2023 Board Retreat. Steve Orzech seconded. The motion passed with majority Board approval. Lindsey Hescoock and Ellie Romp abstained.

C. Approve ACSD Bills Steve 5 min

Steve Orzech presented the summary of ACSD Bills for Committee Chair James Malcom on behalf of the Finance Committee:

Bills read on 7/14/2023:

General Fund: \$746,086.51

Payroll: \$624,278.91

Bills read on 7/28/2023:

General Fund: \$766,329.87

Payroll: \$6,352.23

Bills read on 8/14/2023:

General Fund: \$1,683,641.34

Payroll: \$588,242.03

Motion to approve and pay the ACSD Bills as presented.

Move: Suzanne Buck Second: Mary Heather Noble Status: Passed

D. Report of the Superintendent

Tim Williams 10 min

1. Strategic Plan for Equity

30 min

Tim Williams introduced Emma Mulvaney-Stanak to lead the presentation on the Draft Strategic Plan for Equity. This has been a 2-year process with particular emphasis on diverse community engagement in its development. Emma presented a summary of the phases of the Strategic Plan development, culminating with the Draft Strategic Plan resulting from the Action Team's work. Samantha Paine, Co-Chair of the Action Team also provided input.

Summary/Highlights:

- The Strategic Plan for Equity has been a community-wide effort, and included participants from the School Board, ACSD staff, ACSD Students, and the community-at-large. The Advisory Committee that initiated Phase I work consisted of 12 members that met 7 times to identify the priority issue for the District to address. The Action Team involved in Phase 3 conversion of Board Goals into a draft Strategic Plan with Strategies and Actions included 15 members who met 12 times to focus the work into a few strategies & actions for each goal. Both the Advisory Committee and Action team were chosen to represent diverse, often overlooked perspectives to ensure the inclusion of marginalized voices into the planning work.
- The draft Strategic Plan is in its very early phase, and still need to have the narrative from the Advisory Committee's work added to the plan.
- All of the proposed strategies and actions are grounded in the Board's modified Mission and Vision Statements, as well as its definition of Equity and 3 approved strategic goals:

BELONGING. Everyone will feel safe, welcomed, and included in our schools and the district.

Students and families will be able to engage with the school system in valuable ways. **ACCESS.** ACSD will allocate resources to address students' needs across the district in equitable, sustainable, and fiscally responsible ways. ACSD will maintain infrastructure and facilities that support varied learning and

successful outcomes for all of our students. SUCCESS. ACSD's learning environment will inspire a passion for learning and value diverse identities and abilities, while preparing our students to make positive contributions to the community and beyond.

- The Action Team's proposed Strategies have been vetted by ACSD secondary students (note: 40% of MUMS students responded to the survey and 30% of MUHS students responded), and these priorities and strategies are supported by the students.
- The Board's work over the next ~6 weeks is to review/proposed edits to the draft Strategies and Actions, with projected approval by ~ end of September. Then the approved plan is handed off to ACSD staff to work with the Interim Superintendent to develop a timeline w/benchmarks for implementation. This work would be targeted for ~ October 2023, with a first review/evaluation anticipated in April or May of 2024.

Board Questions:

Brian Bauer asked Emma Mulvaney-Stanak about the best way to evaluate the strategies on an annual basis. She responded that some of this will be provided by ACSD staff in the development of the timeline & benchmarks, but also emphasized the importance of compiling and reviewing data/feedback from multiple sources to get a 360-degree perspective (e.g., surveying students and families, in addition to quantitative data).

Steve Orzech asked about providing a mental health professional in every school in addition to a school nurse. This will depend on the budget, but access to health professionals is a priority -- school nurses can also provide much of this support.

Mary Heather Noble noted the inherent conflicts that may come up with strategic staffing, as occurred with the strategic staffing models proposed during the facilities master planning process. There is a significant overlap here -- the FMP process is driven by both budget and equity, and there is likely to be opposition/resistance to decisions made with the use of an equity rubric. How can we augment the Strategic Plan to ensure that moderated trustbuilding/community consensus can happen alongside the work. We will need to have difficult conversations in the year(s) ahead and need to make sure that all of our community voices are invited into the process. Emma agreed with the observation and directed the Board to the End Notes in the draft plan. The important thing is for the Board to convey its expectations w/r/t process.

Joanna Doria appreciated the challenge to zero-sum thinking, as well as calling out the tension between the District's equity work and long-term facilities/consolidation issue. She underscored the importance of how data are classified, to both establish a baseline for the District and define how progress

will be measured (via anecdotal information? quantitative academic data? both?). Joanna also requested more thorough examples for some of the plan's proposed action steps.

Suzanne Buck questioned the thinking behind the proposal to explore criteria-informed school placement -- wondering about the potential negative impacts of removing kids from their town school. Emma directed the Board to End Note #3, acknowledging that this may/may not work for ACSD, but that other Districts had employed the strategy with some success.

Lindsey Hescoek asked about a draft of the "Equity Rubric" -- and whether the Board would be involved in creating this, since the plan proposes crafting a budget that has been developed with and equity rubric. Emma noted that requiring the use of an equity rubric would likely be considered policy, which would involve Board approval. There are example equity rubrics available, but it would need to be tailored to fit ACSD's specific circumstances (e.g., emphasis on socioeconomic disparities, etc.). Lindsey also suggested having some of ACSD's Flexible Pathways specifically named, and provided a personal anecdote for supporting a school choice strategy. She also noted the timing of the proposed April/May evaluation of the Plan and its proximity to Board elections/Board turnover.

Barb Wilson asked about developing measures of success -- Emma again emphasized the work of the implementation team/ACSD staff to develop benchmarks, and repeated the suggestion to require multiple layers of data to get a 3-D perspective. Barb also questioned the use of the JEDI acronym, and whether this is the best way to capture equity, diversity & inclusion work.

NEXT STEPS

Emma Mulvaney-Stanak suggested the Board set aside an hour for additional discussion/critique of the draft plan. If comments are generally word-smithing in nature, then the full Board can probably complete the work in a few meetings. If there are more substantial comments, she would suggest creating a small work group to help construct and clarify important additions in a separate setting and then bring that work to the full Board. Barb Wilson said that the Executive Committee would fit this into the agenda for upcoming meeting(s).

E. Report of the Board

1. Action: Approve Policies C1, C15, D23, F3 & F4

Suzanne 10 min

Suzanne Buck provided a quick summary of the policies presented for approval. Policies F3 and F4 are mandated by the state, and were supposed to have been approved by August 1, 2023. All policies have been reviewed and previously presented to the Board for comment.

Approval of Policy C1- Education Records:

Mary Heather Noble made a motion to approve Policy C1 as presented. Tricia Allen

seconded. During Board discussion, Brian Bauer stated that he thought 45 days was too long for a party to wait to receive requested education records. Mary Heather Noble noted that the 45 day limit is likely based in statute and can't be changed. Joanna Doria agreed. Tim Williams explained that the District would be responding promptly to record requests -that it would never wait 45 days, but that this is the amount of time the State provides to Districts for a response. No amendments were proposed for the motion and the Board voted. The motion passed with majority Board approval and one 'Nay' from Brian Bauer. Policy C1 is approved.

Approval of Policy C15 - Student Conduct and Discipline:

Mary Heather Noble made a motion to approve Policy C15 as presented. Steve Orzech seconded. During Board discussion, Brian Bauer expressed his wish to see the word "disproportionalities" stricken from the policy. Suzanne Buck and Mary Heather Noble explained that the inclusion of the word was to make sure that disciplinary actions are reviewed to ensure consistency between ACSD schools and to make certain that the District does not take more frequent disciplinary action against particular classes or groups of students (e.g., students with disabilities, racial identities, etc.). No amendments to the motion were proposed, and the Board unanimously approved the original motion. Policy C15 is approved.

Approval of Policy D23 - Selection of Instructional Materials:

Suzanne Buck explained that the District is currently drafting the Procedure document to accompany this policy. It is similar to the Policy recently approved by the Board concerning election of school library materials. Steve Orzech made a motion to approve Policy D23 as presented. Mary Heather Noble seconded. There was no Board discussion, and the motion passed unanimously. Policy D23 is approved.

Approval of Policy F3 - Fire and Emergency Preparedness Drills:

Suzanne Buck noted that the State is likely sending additional procedure documents to accompany this policy. Tricia Allen made a motion to approve Policy F3 as presented. Steve Orzech seconded. There was no further Board discussion and the motion passed unanimously. Policy F3 is approved.

Approval of Policy F4 - Access Control and Visitor Management:

Mary Heather Noble made a motion to approve Policy F4 as presented. Tricia Allen seconded. There was no Board discussion and the motion passed unanimously. Policy F4 is approved.

2. Action: Approve Board Norms and 8 Characteristics of Effective Boards Barb 15 min

Barb Wilson introduced the idea of having the Board formally approve the Board Norms developed during the Board retreats, and also adopt the 8 Characteristics of Effective Boards from "The Governance Core" book.

BOARD NORMS

Suzanne Buck made a motion to approve the Board Norms as presented in the meeting materials. Brian Bauer seconded.

Board discussion and Motions to Amend:

Lindsey Hescock suggested editing the document to remove redundancies. Several Board members agreed.

Amendment 1 -- Tricia Allen made a motion to amend Suzanne Buck's original motion to strike the last two sentences from Board Norm #3, to instead read, "We will be involved to our individual level of comfort. Each of us is responsible for airing disagreements during the meeting rather than carrying those disagreements outside the board meeting." Steve Orzech seconded. The Board voted and the motion to amend was passed unanimously.

Amendment 2 -- Joanna Doria made a motion to amend the original motion and strike Board Norm #6 "We will have fun together, as appropriate, for the betterment of the group" from the list. Brian Bauer seconded. There was no further Board discussion on the proposed amendment, and the motion to amend the Board Norms to remove #6 was unanimously approved.

Amendment 3 -- Lindsey Hescock made a motion to amend Suzanne Buck's original motion and modify the language of Board Norm #8 to include ACSD support staff in addition to administrators and teachers. The modified language proposed is "We will celebrate accomplishments and milestones, as appropriate, for our board members, district employees, and students." Joanna Doria seconded. There was no further Board discussion, and the motion to modify the language for Board Norm #8 was unanimously approved.

Barb Wilson then summarized the approved amendments to Suzanne's original motion to approve the Board Norms and called a vote. The motion to approve the Board Norms as amended was unanimously approved.

CHARACTERISTICS OF EFFECTIVE BOARDS

Joanna Doria made a motion to adopt the 8 Characteristics of Effective Boards from The Governance Core book. Lindsey Hescocock seconded. The Board voted and the motion unanimously passed.

Barb Wilson thanked the group and said that she would have copies of the Board Norms and 8 Characteristics of Effective Boards laminated and placed on each table for future Board meetings.

3. Committee Updates

Barb 10 min

Barb Wilson mentioned that this and future agendas would have Committee Updates, allowing Committee Chairs to provide a brief summary of committee work as needed.

Mary Heather Noble spoke on behalf of the Communications & Engagement Committee, stating that the group had met a few times over the summer to review and edit the Board Website content. That work is continuing this week, and final edits will be uploaded by Emily Blistein. Mary Heather noted that the committee has been condensing the text on the website, and would like to consolidate Board bios. She will propose edits to everyone's bios and share them for approval before updating the website. Mary Heather also noted the Committee's interest in soliciting Board member volunteers to attend ACSD's back-to-school nights to provide a Board presence at regularly scheduled school community events. She will circulate a sign up document to the Board. Other upcoming work will include a quarterly Board Update for Fall 2023, which will hopefully include details on the timeline/process for the final superintendent search.

Steve Orzech said that the Career Center Board has a pamphlet that they have distributed at some of their events to educate the public on board and administrative roles. He will share with the C&E Committee. Steve also spoke on behalf of the Finance Committee -- Matt Corrente has drafted a timeline for budget development, which was shared in Tim Williams' weekly update. Steve also noted that the Negotiations Committee has not recently met.

Brian Bauer spoke on behalf of the Facilities Committee and said that they are still identifying a good time to meet.

4. Discussion: Meeting Schedule Structure

Barb 15 min

Barb Wilson opened the discussion around the frequency and duration of future Board and committee meetings by referencing the three models proposed by Tim Williams in a prior email. All proposed models structure meetings on Mondays, so Board members can block those days and prevent schedule conflicts. Model 1 proposed 1 full Board meeting/month with committee

meetings occurring on non-Board meeting Mondays; Model 2 proposes 2 full Board meetings/month with committee meetings distributed on Mondays (some committees would still meet on Board meeting days). Model 3 proposes only 2 meetings/month -- one for a full Board meeting, and the other for committee work.

Barb invited individual Board member responses. There was agreement about restricting meetings to Mondays to improve attendance, but some disagreement about whether meeting 1x or 2x per month for full Board meetings was best. Several expressed concern about the volume of work ahead, especially with a superintendent search; others noted the difficulty of adding meetings rather than cancelling already scheduled meetings. Model 3 was generally rejected due to the difficulty of accommodating Board members who serve on multiple committees. Barb asked Board members to email her privately about their preferences re: Model 1 or Model 2, and that the Executive Committee would discuss and proposed the best option. Steve Orzech noted that absent Board members (Jason Chance, James Malcolm, and Ellen Whelan West) should weigh in before the full Board takes any vote.

F. Public Comment - Any Topic Barb 10 min

No public comment.

G. Adjournment

Meeting adjourned at 8:35 p.m.

Motion to adjourn.

Move: Suzanne Buck Second: Joanna Doria Status: Passed

Total Meeting Time: 2h 15m

*Public Comment Guidelines:

Public comments are encouraged and welcome at each regular board meeting during the period designated for public comment. Comments are limited to three minutes per person. Citizens will be called to make their statement by the board chair. Public comments regarding personnel, students or legal matters will not be heard by the Board.