

**(Orange Southwest School District) OSSD**  
**Wednesday, March 13, 2024**  
**Randolph Elementary School**  
**6:00 p.m.**

Item

- I     **Opening:** Meeting called to order by Hannah Arias at 6:03 pm  
      **Board Attendance:** Hannah Arias, Aimil Parmelee, Ryan Anderson, Sam Hooper, Sarah Haupt, Rachel Gaidys, Anne Kaplan, Katja Evans  
      **Guests:** Melinda Robinson, Todd Lewis, Layne Millington, Heather Lawler, Mike Clark, ORCA Media  
      **Meeting Purpose:** Board Reorganization and Orientation

- II    **Board Education and Ownership Linkage**  
      **Public comment** (Recognize e-communications to the Board)  
      *Board welcomes comment but is not able to take any action*  
      *Comments limited to three minutes per speaker*  
      No public comment  
      **Introduce Newly Elected Board Members**  
      Aimil Parmelee (Randolph) and Ryan Anderson (Brookfield), and re-elected Rachel Gaidys (Braintree)

**Discuss & Reorganize Board & Committees**  
      *Brief discussion of the roles of each vacancy prior to each nomination/appointment*

**Elect Chair (currently Arias)**  
      Motion to re-elect Hannah Arias as chair  
      By: Katja Evans  
      Seconded by: Rachel Gaidys  
      Motion passed: unanimously  
      *Comments: Rachel Gaidys likes the job Hannah is doing and Anne Kaplan appreciates continuity*

**Elect Vice-Chair (currently vacant)**  
      Motion to elect Anne Kaplan as vice-chair  
      By: Sarah Haupt  
      Seconded by: Sam Hooper  
      Motion passed: unanimously  
      *Comments: Ryan Anderson says Anne made him feel welcome at the policy governance meeting he attended in preparation for his new role on the board.*

**Elect Clerk (currently Hooper)**

Motion to elect Ryan Anderson as clerk

By: Sam Hooper

Seconded by: Katja Evans

Motion passed: unanimously

**Approve schedule for regular meetings (2nd Wed of each month)**

Motion to accept schedule as presented by: Katja Evans

Seconded by: Sarah Haupt

Motion passed: unanimously

**Assign member to sign official documents in absence of the Chair**

Motion to assign Anne Kaplan to sign official documents

By: Rachel Gaidys

Seconded by: Ryan Anderson

Motion passed: unanimously approved

**Appoint RTCC representatives (currently Hooper & Haupt)**

Motion to appoint Anne Kaplan & Sam Hooper as RTCC Reps

By: Katja Evans

Seconded by: Sarah Haupt

Motion passed: unanimously

**Appoint Teacher contract negotiating committee (currently Arias, 2 vacancies)**

Motion to appoint Hannah Arias, Sarah Haupt, Aimil Parmelee to serve on the Teacher contract negotiating committee

By: Katja Evans

Seconded by: Anne Kaplan

Motion passed: unanimously approved

**Appoint Support Staff contract negotiation committee (currently Kaplan, Haupt & Evans)**

Motion to appoint Katja Evans, Ryan Anderson & Rachel Gaidys to serve on the Support Staff Negotiating committee

By: Hannah Arias

Seconded by: Sarah Haupt

Motion passed: unanimously

**Review of Board Expectations, Rules & Orientation**



Discussion, led by Hannah Arias, of policies, rules, and role of board and expectations of board members in a small community. While they may question, solicit, challenge or accept information they receive from the superintendent, the board itself must always speak as one voice to the community.

Discussion about policy binders, Anne Kaplan will follow up regarding missing workbooks for new members and updated contact sheets will be provided. Heather Lawler spoke about the "portrait of a graduate" program, the shared board folder and Hannah Arias outlined what can be shared in executive session (vs. public session)

### **Election Tallying**

Discussion of the school budget voting process – from who orders the ballots to how they are tallied. Katja Evans proposes the District consider purchasing their own tabulator so they wouldn't have to wait until Randolph's is available. Layne Millington points out that the District would typically use a tabulator once a year in March, so the equipment would be available to be rented by townships for November elections. Anne Kaplan moves to request Layne Millington research tabulator options, and present at the April meeting. Ryan seconds the motion, it passes unanimously.

## **III Monitoring: Organization**

### **RES Update & Presentation**

Melinda Robinson updated the board on progress at RES including staff training, reduction in number of 4500 reports, math and literacy test results. Ryan Anderson questioned when Pre-K was implemented, discussion how that programming affected test scores. Melinda pointed out the various activities hosted by the PTO – March Madness, mini golf, a raffle event in April, a May dance party as well as Teacher Appreciate Day activities and upcoming support for June field days. The RES student community voted to keep Wizards as their mascot 2-1, board appreciates the thought and work as well as the student ownership of this. Students will vote on one of three possible images for the mascot, all of which embody a wizard as being a person that is an expert at what they do.

### **Quarterly Facilities Monitoring Report (enclosed)**

Layne Millington led discussion of current and upcoming Facilities projects

### **Second Review & Approval of EL Reports (enclosed)**

**Vote**

EL 2.3 Financial Conditions and Activities

EL 2.6 Asset Protection

Motion to approve by: Katja Evans

Seconded by: Aimil Parmelee

Motion passed: unanimously

## **IV Monitoring: Board**



**Assess Board's compliance with Board Governance Policy 4.0 (enclosed)** Select area of improvement/leader/when to reassess – Discussion led by Hannah Arias

**V Policy Decisions: District Governance**

**Policy Update: B5 Unlawful Harassment (enclosed)** First read

Hannah Arias requests board review and come back in April with questions, admin to update policy book.

**Assign Signing Authority in absence of Superintendent**

Motion to assign Heather Lawler as authorized signatory for May 20 - June 30, 2024.

By: Katja Evans

Seconded by: Rachel Gaidys

Motion passed: unanimously

Comments: Heather Lawler accepts the assignment and requests the board consider a stipend for the 6 weeks obligation, as a gesture of respect for the anticipated extra workload at the end of the school year (graduations, hiring, etc.)

Rachel Gaidys moves that Hannah Arias, Katja Evans and Heather Lawler meet to discuss, Sam Hooper seconds the motion, it passes unanimously.

**VI Advocacy**

Legislative Update

**VII Consent Agenda**

**Approve Minutes** from regular meeting on 2/14/2024

**Approve Minutes** from OSSD Annual meeting on 3/4/2024 w/correction

**Approve Facility Reserve Funds** request

**Approve Teacher's Contract** for RTCC

Motion to approve by: Katja Evans

Seconded by: Sarah Haupt

Motion passed: unanimously

**VIII Closing**

**Superintendent's Report** (enclosed)

**Director & Principals reports** (links sent separately)

**Financials** (enclosed)

**Plan Staff Appreciation** (Week of May 6-10, 2024)-- Sam Hooper and Sarah Haupt will collaborate on ideas for this event and bring to April board. Admin will research and provide last year's budget amount and source

**Action Items Recap**

**IX Executive Session: If needed**


Sarah Haupt moves to invite Layne Millington and Heather Lawler into executive session per VSA §313(a)(4), Katja seconds motion, passes unanimously. Board enters executive session at 7:59 to discuss a personnel issue, then a contractual item.

**Future Meetings**

Agenda Planning Meeting: Monday, March 25, 2024 @ 6:00 p.m.

Regular Meeting: Wednesday, April 10, 2024 @ Brookfield Elementary @ 6:00 p.m.

Respectfully submitted

 3/18/2024

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Kyle M Southworth, admin