

## AGENDA



**Addison Central School District  
ACSD Board  
Board Meeting  
Monday, May 13, 2024, 6:30 pm - 8:30 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.*

Please click the link below to join the webinar:

Link to join Webinar

<https://us06web.zoom.us/j/86530188901>

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|--|-------------------------------|--------|
| A. Call to Order Upon Reaching A Quorum  | Barb Wilson                   | 5 min  |
| 1. Introductions - Board Members, Administrators and Staff   |                               |        |
| 2. Motion to Adopt Agenda  |                               |        |
| B. Public Comment on Agenda Items  | Barb Wilson                   | 10 min |
| C. Recommendation to Approve Minutes of 4/22/2024  | Barb Wilson                   | 5 min  |
| D. Approve ACSD Bills  | James Malcolm                 | 5 min  |
| E. Report of the Student Representative  | Eddie Fallis<br>Sophia Lawton | 5 min  |
| F. Report of the Superintendent  | Tim Williams                  |        |
| 1. Personnel Actions   |                               | 10 min |
| a. Appoint Wiliam Chapman-Hale, Multi-Lingual Learner Teacher, 1.0 FTE, Step 8, effective 7/1/2024 |                               |        |
| b. Appoint Carline Choudhury, School Nurse, 1.0 FTE, Step 11, effective 7/1/2024                   |                               |        |
| c. Appoint Laura Emilo, School Counselor, 1.0 FTE, Step 6, effective 7/1/2024                      |                               |        |
| d. Appoint Danielle Morris, School Nurse, 1.0 FTE, Step 5, effective 7/1/2024                      |                               |        |
| e. Appoint Ian Ross, Custodian, 1.0 FTE, Step 12, effective 5/28/2024                              |                               |        |
| f. Appoint Linda Sommers, World Language Teacher - Spanish, 1.0 FTE, Step 19,                      |                               |        |

effective 7/1/2024

- g. Appoint Caroline Wood, Science Teacher, 1.0 FTE, Step 1, effective 7/1/2024
- h. Accept Resignation of Elizabeth Burrows, School Counselor, 1.0 FTE, effective 6/30/2024
- i. Accept Resignation of Emily Pottinger, Paraprofessional, 1.0 FTE, effective 6/30/2024
- j. Accept Resignation of Susan Rakowski, Speech/Language Pathologist, 1.0 FTE, effective 6/30/2024
- k. Accept Resignation of Nathaniel Thompson, Special Educator, 1.0 FTE, effective 6/30/2024

- |  |                     |
|--|---------------------|
| G. Report of the Chair   | Barb Wilson 30 min  |
| 1. Board Governance – Board Self Evaluation Results & Discussion |                     |
| 2. Retreat Planning Update                                       |                     |
| H. Report of the Board   | 5 min               |
| I. Public Comment - Any Topic                                    | Barb Wilson 5 min   |
| J. Executive Session as per 1 VSA Section 313(a)(1)              | Steve Orzech 20 min |
| K. Action on ACEA Master Agreement                               | 5 min               |
| L. Adjournment   |                     |

Total Meeting Time: 1h 45m

**\*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.

## MINUTES

**Addison Central School District  
ACSD Board  
Board Meeting  
Monday, April 22, 2024, 6:30 pm - 8:30 pm  
208 Charles Avenue, Middlebury VT & Virtual Connection**

### *ACSD District Vision and Mission*

#### **OUR VISION**

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#### **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; Courtney Krahm; Ellie Romo; James Malcolm; Jamie McCallum; Jason Chance; Joanna Doria; Laura Harlan; Matthew Corrente; Steve Orzech; Suzanne Buck; Tim Williams; Tricia Allen

#### **Remote Attendance**

Mary Heather Noble

#### **Not In Attendance**

Ellen Whelan-Wuest

#### **A. Call to Order Upon Reaching A Quorum**

Meeting called to order at 6:30 pm.

##### **1. Introductions - Board Members, Administrators and Staff**

5 min

ASCD Staff present: Tim Williams, Interim Superintendent; Matt Corrente, Director of Finance & Operations; Courtney Krahm, Director of Teaching & Learning

Also present: Mark Koenig, ANWSD Board and VSBA rep for Addison County

##### **2. Motion to adopt agenda**

Barb Wilson 3 min

Motion to adopt agenda for April 22, 2024 meeting.

Move: Suzanne Buck Second: Jamie McCallum Status: Passed

#### **B. Public Comment on Agenda Items**

10 min

No public comment.

#### **C. Recommendation to Approve Minutes of April 8, 2024 Board Meeting**

2 min

Motion to approve the minutes of April 8, 2024.

Move: Jamie McCallum Second: James Malcolm Status: Passed

#### D. Approve ACSD Bills

3 min

James Malcolm presented the ACSD Bills as follows:

General Fund: \$300,430.79

Payroll: \$957,177.65

Motion to approve and pay the ACSD Bills as presented.

Move: James Malcolm Second: Jamie McCallum Status: Passed

#### E. Board Education

Barb Wilson 45 min

##### 1. Presentation: Vermont Governance Rules for School Boards

Mark Koenig, VSBA Governance Committee

Mark Koenig, Board member for ANSWD and Addison County VSBA rep provided a presentation on the VT Agency of Education's new Governance Rules for School Boards, which provide standards for board governance and their oversight/management of District facilities and finances. He explained how standards were developed, and that the intent is to make boards work better.

Mark explained that Boards should understand that they will not be able to implement the new rules all at once, but should use self-assessment to prioritize the standards that they most need to work toward. He explained how the ANSWD Board has prioritized its work toward the new rules -- their self assessment showed they are in good shape w/r/t the financial standards, but need work on the public engagement rules. This is one of their priorities, recognizing that it is a difficult thing to achieve. You will never make everyone happy and it is a challenge to find the right balance of effort to improve participation.

Some of the standards:

- Community engagement. Board issues an inclusive process to invite & incorporate community input on vision and goals for the school system.
- Board sets measurable goals and regularly reviews progress toward goals.
- Annual monitoring of student achievement and wellness
- Annual evaluation of Superintendent performance based on the agreed-upon goals

Mark provided some additional information about how ANSWD is working toward the new rules. He recommends having the board do a self-evaluation on the new standards and prioritize what we think is missing. Choose 1-2 things to focus on at a time.

Board questions:

Barb Wilson asked about bringing new board members into the process. Jason Chance asked about evaluating communication & outreach. Mark shared that their experience has shown providing small, digestible pieces of information via multiple pathways (e.g., FPF, social media, etc.) has been the most effective.

James Malcolm noted that the priorities should really be focused on student outcomes. Mary Heather Noble asked whether the new rules required boards to submit reports or any

deliverables about their progress. Mark replied that they do not -- the rules do not have any teeth, they are intended more for best practices & guidance for what the state expects.

Mark finished with some additional information on exceptions regarding board governance. Barb Wilson mentioned that she would send a link to Board members to allow everyone to do a self-evaluation to begin the process of prioritizing ACSD's work toward the new standards.

#### F. Report of Student Representatives

Eddie Fallis 5 min  
Sophia Lawton

No student rep update.

#### G. Report of Superintendent

##### 1. NEASC Accreditation Update

Courtney Krahn 20 min

Courtney Krahn provided a presentation to the Board about the joint New England Association of Schools & Colleges (NEASC) and IB accreditation process. This is the first of its kind in the country. She explained that NEASC provides a road guidance for best practices in a learning community, and that IB further articulates and offers a framework/structure for how to reach the standards.

She further explained the categories for the standards:

- Learning Culture
- Student Learning (academics)
- Professional Practices (ethics and continuing ed)
- Learning Support (student services)
- Learning Resources (safety and functionality of facilities and other resources)

The Pros of seeking accreditation: institutional accountability, external validation, objective feedback, the process respects different approaches to education, and also engages different community perspectives.

Courtney provided a history of accreditation with both NEASC and IB. Currently, MUHS is the only NEASC accredited school, so ACSD is seeking accreditation for all of its other schools. And it is also time for ACSD's 5-year IB review, hence the joint process. The joint process has created a "Collaborative Learning Protocol" -- which essentially contains the joint standards.

ACSD has already begun its self-reflection part of the process, by having all ACSD principals come together to reflect on how the District is meeting or not meeting those joint standards. They have generated a report, and have also provided addendums to further articulate on how they believe each of their individual schools is doing to meet the joint standards. Courtney will make this report available to Board members. The general assessment given by the principal team is that ACSD is developing or making strides but not yet meeting most standards.

What's next: Some NEASC/IB reps are coming to ACSD to visit schools and meet with the Board's Executive Committee in May. ACSD will then have a full NEASC/IB Peer Evaluation visit in October 2025 to complete the process. This will yield specific areas for improvement, which will also be aligned with the Strategic Plan's goals around literacy and math proficiencies. Emphasis is on finding evidence of impact.

## Board Questions:

Joanna Doria asked some questions about learning culture and the Board's role in setting policy to support that work. Courtney confirmed that the Board's strategic plan goals and policies directly impact what is prioritized in classrooms.

Steve Orzech asked about IB, noting that it appears NEASC's willingness to partner with IB confirms that it is a good system for meeting their requirements. This counteracts opinions within the community about IB being a waste of money, doesn't it? Courtney confirmed this observation, noting that it would be much more effort for the District to develop its own coordinated curriculum to meet NEASC standards for horizontal & vertical alignment across the District.

Jason Chance asked about the review cycles -- NEASC is 10 years, IB is 5 years. Is the idea to conduct reviews every 5 years? That would align with the Board Strategic Planning cycle. All agreed.

Joanna Doria expressed hope that the joint process will streamline accreditation for the administration, and wants to be sensitive to all the duplicative work that would otherwise be done.

## 2. Appointments/Resignations

5 min

Suzanne Buck made a motion to accept the appointments, resignations, and retirements as presented in the agenda. Jamie McCallum seconded.

Board questions: Brian Bauer asked if any of the appointments were new positions. Tim Williams reported that Mike Dudek's position is a newly continued position in response to Mary Hogan staff request and need for additional support to address student behavior issues at Mary Hogan. He clarified that the position itself is not exclusive to Mary Hogan -- Mike can be redirected to any of the schools that have the greatest need.

Jamie McCallum and Steve Orzech questioned why the custodial appointment was designated as a non-union position. Dr. Williams was uncertain and said he would check -- this may have been a mistake.

Steve Orzech asked if Mike Dudek's position had been posted. Dr. Williams stated that it hadn't, because Mike's current work in that role has demonstrated effectiveness and justified his continued work at the urgent request of Mary Hogan teachers.

Joanna Doria asked whether exit interviews were being conducted. Dr. Williams confirmed that HR is doing it. Not all exiting employees wish to do them. She asked if the Board might hear a report about the exit interviews in an executive session. Dr. Williams stated that it would be possible, and suggested the Board consider its role -- is reviewing individual exit interviews something the Board should be managing? Steve Orzech clarified that perhaps it would be possible for the administration to provide a summary of exit interview findings at least once per year, perhaps during the hiring season.

Suzanne Buck made a motion to amend her original motion to remove item J, the custodial staff appointment from the list of approved appointments, in light of the question regarding the position's union affiliation. Jason Chance seconded. Barb Wilson called the vote. All members voted 'aye,' with the exception of Laura Harthan's abstention. The original motion was modified.

Barb Wilson then called the vote on the original motion -- to approve the appointments, resignations, and retirements as listed, except for Lauren Symon's custodial position in Item J. All members voted 'aye,' with the exception of Laura Harthan and Steve Orzech's abstentions.

- a. Appoint Jennifer Billings, Math Teacher, 1.0 FTE, Step 16, effective 7/1/2024
  - b. Appoint Michael Dudek, Administrator on Assignment, 1.0 FTE, Non Union, effective 7/1/2024
  - c. Appoint Sean Hagen, Custodian, 1.0 FTE, Step 1, effective 4/23/2024
  - d. Appoint Steven Hill, Special Educator, 1.0 FTE, Step 3, effective 7/1/2024
  - e. Appoint Josie Jordan, Classroom Teacher, 1.0 FTE, Step 20, effective 7/1/2024
  - f. Appoint Rob McCuen, Special Educator, 1.0 FTE, Step 8, effective 7/1/2024
  - g. Appoint Kristopher Perkins, Special Educator, 1.0 FTE, Step 7, effective 7/1/2024
  - h. Appoint Julie Pettis, Special Education Director, 1.0 FTE, Non-union position, effective 7/1/2024
  - i. Appoint Heather Raabe, Special Educator, 1.0 FTE, Step 23, effective 7/1/2024
  - j. Appoint Lauren Symon, Custodian, .40 FTE, Non Union, effective 4/23/2024
  - k. Accept Resignation of Julianne Hayyat, School Counselor .80 FTE, effective 6/30/2024
  - l. Accept Resignation of Andy Maille, Custodian, 1.0 FTE, effective 4/3/2024
  - m. Accept Resignation of Heather Raabe, Principal, 1.0 FTE effective 6/30/2024
  - n. Accept Resignation of Laura Nugent, Special Education Director, 1.0 FTE, effective 6/30/2024
  - o. Accept Resignation of Patricia Salant, Classroom Teacher, 1.0 FTE, effective 6/30/2024
  - p. Accept Resignation of Darcey Wijsenbeek, School Counselor, 1.0 FTE, 6/30/2024
  - q. Accept Retirement of Cindy Atkins, DP Curriculum Coordinator, .44 FTE, effective 6/30/2024
3. Non-renewal of Contract

Tim Williams presented one position for which the administration was not recommending a contract renewal: Lynn Suddaby as special educator.

Steve Orzech asked if the person had ever requested a Board hearing. Dr. Williams reported that they had not petitioned for a hearing, so the Board is free to proceed.

Note: Laura Harthan and Brian Bauer abstained from voting.

Motion to approve the administration's recommendation to not renew Lynn Suddaby's contract for special education teacher.

Move: Jason Chance Second: Jamie McCallum Status: Passed

## H. Report of the Chair

Barb Wilson 15 min

### 1. Retreat Planning Update

Barb Wilson provided an update on the Board retreat: It will be held on June 1st, probably 9:30 a.m. to about 2:30 or 3:00 p.m. Lunch will be provided. She is still looking at venues, considering local churches and other locations, depending on cost. The retreat will focus heavily on the Strategic Plan implementation, and the Board will identify its role/to-do list to support that work (e.g., policy development and equity-based budgeting). Barb would like the retreat to also have Board education on these two topics.

Steve Orzech and Mary Heather Noble both advocated for using ACSD space for the retreat to keep costs down. Jason Chance advocated for ongoing board education & guidance on equity-based budgeting, rather than just a one-time presentation.

## 2. Board Governance - Legislative Efforts/Involvement Discussion

Barb Wilson reminded the Board of all the current legislative activity around education funding, and mentioned Dr. Baker's suggestion about perhaps having a Board committee to keep an eye on this work and the implications for ACSD. She also noted that the VSBA has been asking for Board involvement across the state in its responses to proposed legislation. Tomorrow is the hearing for Governor Scott's nominated Secretary of Education. There are times when it would be more powerful for the full Board to make a statement, and Barb is soliciting ideas for how this might be accomplished.

Brian Bauer suggested forwarding Angelo Lynn's editorial to legislative reps.

Steve Orzech cautioned against taking a Board action that isn't conducted in a Board meeting setting. He also emphasized the benefit of Board members staying in close contact with elected reps, this is a good way to stay apprised of the work in Montpelier and also make certain reps know Board member concerns.

Jamie McCallum asked whether having a legislative committee might be the best way to proceed. Barb Wilson also suggested having current Board Committee chairs serving that role. Mary Heather Noble expressed reservations about the benefit of creating another committee, when there is already capable leadership in the Board Chair and Superintendent roles to monitor this activity and call the full Board to action when necessary. It seems redundant to add another committee layer and could impede swift responses. The full Board is on notice to pay attention to this activity and consider the implications for ACSD. James Malcolm expressed his agreement.

Brian Bauer pushed back, noting the importance of hearing both sides: Dr. Baker requested a committee. Barb Wilson and Tim Williams clarified that Dr. Baker did not request a committee, but merely suggested one way the Board could stay on top of this legislative activity. Steve Orzech suggesting seeing if there is appetite among Board members to do this work. Mary Heather reminded the Board about following the proper process for creating Board committees -- that the full Board creates them and creates a clear charge.

## I. Report of the Board

10 min

### 1. Communications & Engagement

Tricia Allen

Tricia Allen reported as the new chair. The Committee will meet on the 3rd Tuesday of every month, but is also meeting on April 30th to discuss Board opportunities to show appreciation for educators during Teacher Appreciation week in early May. Remaining meetings will focus on regular Board communications and the ongoing work of improving community engagement.

### 2. Negotiations

Steve Orzech

Steve Orzech reported that the Committee has reached tentative agreements with both

Associations, and is optimistic about finalizing contracts without having to go to arbitration. He provided a few highlights, but could not go into details as the agreements have not yet been ratified.

3. Facilities

Jason Chance

Jason Chance reported that the Facilities Committee will be meeting on the third Wednesday of every month, and will be focusing on facility planning through an equity lens.

4. Finance

James Malcolm

James Malcolm reported that the Committee will be meeting on the first Monday of every month, but more often in the budget season. They have worked a bit on the budget calendar, which begins in the summer. The focus will be on examining how the District can make cuts to become more lean.

5. Policy

Jamie McCallum

Jamie McCallum reported that the Committee is still setting its regular meeting schedule -- either the first Wednesday or second Tuesday of every month. They have been working on 3 policies, including the new wellness policy and A21, public participational board meetings. Dr. Baker joined them at the last meeting -- there is keen interest in pursuing policy governance and writing "ends" policies that define outcomes.

6. SEPAC

Joanna Doria  
Suzanne Buck

Joanna Doria reported the SEPAC's activities -- March included the Neurodiversity Celebration and the neurodiversity family event at the Marquis Theater in lieu of a board meeting. April's meeting included a full agenda. Upcoming work includes participating in the review of candidate's to replace Laura Nigenti's Special Education Director position, compiling an annual report of the SEPAC's work, and hopes to provide a full presentation to the full Board before the end of the 2024 academic year.

7. Middlebury Community Television

Barb Wilson

Barb Wilson reported that MCTV is focused on the Ilsley library renovation and is also investigating how to make up for lost funds with the diminishing money from Cable TV. They are considering having Board members take responsibility for fundraising quotas. Obviously this would not be possible for the ACSD rep.

8. Parks and Recreation

Mary Heather Noble

Mary Heather Noble reported that the Parks & Rec group met last week. It has been a while, in light of significant restructuring to the Parks & Rec oversight within the Town of Middlebury. The Parks & Rec board used to provide some financial oversight, but now Parks & Rec reports to Public Works and the former board serves more like an advisory committee. Scott Bourne, the new Superintendent of Parks & Rec fought to maintain the committee to ensure continued input from all the stakeholder groups into Parks & Rec decisions. The Committee will be meeting ~6 times a year. Currently the Parks & Rec department is in good financial standing and has upcoming plans to improve the Pool and Pool Building. Ongoing work includes investigating how to make services accessible to, and supported by all users, especially community members outside Middlebury.

9. Patricia A. Hannaford Career Center

Steve Orzech  
Tricia Allen

Tricia Allen reported that several PAHCC students have been recognized at the State level for their excellent work in PACHH programming, including the Board's student rep Sophia Lawton. These awards validate the quality of PAHCC's programs.

Steve Orzech also reported that the PAHCC Board is currently working with MacPherson & Jacobson's Judy Sclair Stein to establish the Superintendent Review process, and is very pleased with what the process includes. He hopes to see a similar process for the ACSD superintendent review.

10. Addison County VSBA Regional Representative

Suzanne Buck

Suzanne Buck reported that she and the other VSBA rep Mark Koenig recently sent an email to all Board members with an update to recent VSBA work. VSBA has spent hours on the State's current legislative activity around education funding and the confirmation process for the Secretary of Education. Suzanne reminded Board members that there is a way to influence the legislature and that is through the resolution process. She provided the example that ANWSD initiated, to examine all the unfunded mandates that have come out of the Agency of Education. It is power for other Boards to add their names to resolutions. There is a link in the email to all current resolutions. One important resolution concerns ceasing the use of public money to fund non-public schools.

Barb Wilson asked Suzanne to help keep the ACSD Board posted on what it could/should be doing to help.

J. Public Comment on any Topic

10 min

Leonard Barrett of Bridport made a public comment. He and his wife Linda have been heavily involved in the ACSD schools. They are both alumni, raised their children in the District, and have both served in public roles. They care deeply about the schools. When he served on the Board before unification, people were told that ACSD would be coming together as one learning community, and that school consolidation was coming. Now 8-9 years later, no action has been taken on this issue. He does not believe this community will support a big bond to repair and keep all schools open. His personal opinion is that ACSD should have one elementary school, but he understands if the solution will require more than one. But not the current configuration. He and Linda have counted votes on school budgets for years and they are very worried about the possibility of ACSD budgets not passing in the future if action isn't taken. He implored the Board to not let that happen. He does not want to see budgets fail in the future.

Leonard also noted that he would like to personally pay for and install a separate flag pole at Mary Hogan to have the American flag fly by itself. This is very important to him.

Leonard also reported that 2 parents have called him about being put on a wait list for PreK at their public school. He doesn't understand why this is happening. These students should be admitted so they don't go off to a private school.

Finally Leonard suggested that it is time for ACSD to take a look at installing a turf field. So many games are cancelled or postponed in the spring due to the fragility of the grass field.

Mary Slosar of Weybridge noted the discussion around community engagement during Mark Koenig's presentation. She emphasized the need for the Board to consider whether it wants to inform the public or actually engage in a two-way conversation, and that this should be reflected in the public comment policy. She also stated that the administration does not have a policy regarding public engagement so the public's only option is to try and engage with the Board.

K. Executive Session - Title 1 V.S.A Section 313(a)(3)

Barb Wilson

Entered Executive Session at 8:55 p.m.

Exited Executive Session and re-entered Open Session at 9:31 p.m.

Suzanne Buck made a motion to authorize Board Chair Barb Wilson to continue moving forward with the Superintendent transition. Jason Chance seconded. Barb Wilson called the vote and it passed unanimously.

Jason Chance made a motion to appoint Lauren Symon to Custodian, 0.44 FTE non-union, as indicated in Item J of the agenda. James Malcolm seconded. Tim Williams explained that the reason the position is indicated as non-union is because it is part-time and not required to be a union position. It was not a typo, as suspected when the Board was originally taking action on the appointments. Barb Wilson called the vote and it passes unanimously, with the exception of Laura Harthan's abstention.

Motion to enter Executive Session to discuss a specific personnel matter per 1 VSA Section 313 (a) 3.

Move: Suzanne Buck Second: Jason Chance Status: Passed

#### L. Adjournment

Meeting adjourned at 9:34 p.m.

Motion to adjourn.

Move: Suzanne Buck Second: Jamie McCallum Status: Passed

Total Meeting Time: 2h 13m

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## Superintendent's Report

Timothy P. Williams, Ed. D.



[@DocTPW](https://twitter.com/DocTPW)



**May 13, 2024**

There are a few things I would like to share this month. One is a nationwide recognition, and the other is some data related to economically disadvantaged students:

***U. S. News & World Report Recognition:*** This magazine annually ranks American high schools based on [a set of criteria](#). Last week we learned that [MUHS ranked](#) 4th in Vermont and 1,893rd nationally. In short, the magazine says it ranks high schools “whose students demonstrated outstanding outcomes above expectations in math, reading and science state assessments, earned qualifying scores on an array of college-level exams, and graduated in high proportions.” Of the 17,655 nationally ranked schools and 37 ranked Vermont schools, the magazine listed MUHS’ results in five categories which led to the overall rankings:

Ranking Factors	National	State
College Readiness Index Rank	#2,645	#6
College Curriculum Breadth Index Rank	#1,274	#2
State Assessment Proficiency Rank	#2,954 (tie)	#7
State Assessment Performance Rank	#1,977 (tie)	#5
Graduation Rate Rank	#13,524 (tie)	#22

It is important to note that the MUHS administration this year has placed a new emphasis on improving the graduation rate, which is the weakest of the five factors listed above. If those efforts are successful, MUHS stands a chance of improving its statewide ranking:

1. Mt Mansfield Union High School
2. Champlain Valley Union High School
3. South Burlington High School
4. Middlebury Union High School
5. Essex High School
6. Craftsbury Schools
7. Montpelier High School

8. Lake Region Union High School
9. Green Mountain Union High School
10. Colchester High School

While congratulations are in order for MUHS' success, it is also important to realize that this achievement would not be possible without the foundation provided to our students in the Pre-K-8 years. This is a system-wide accomplishment and an achievement about which everyone should be proud.

**FY25 Poverty Rates:** We had noticed a discrepancy between our Direct Certification Free/Reduced Lunch (FRL) rates and the Census Bureau poverty rates that factor into our share of Federal monies, which are predominantly Title I funds. As our staff looked into the situation, a glitch was discovered in the way our food services software was tracking and reporting our Direct Certification numbers to the AOE. Fixing the glitch meant that more accurate numbers were reported. Our Consolidated Federal Program Application for FY25 now contains more accurate numbers as compared to the prior year:

School	FY24 Poverty Rate	FY25 Poverty Rate
P043 - Bridport	33.33%	90.57%
P076 - Cornwall	12.90%	28.57%
P179 - Mary Hogan	28.74%	67.98%
P180 - MUHS	17.53%	58.02%
P244 - Ripton	23.91%	44.44%
P259 - Salisbury	47.69%	96.36%
P268 - Shoreham	23.68%	68.00%
P336 - Weybridge	11.63%	16.67%
P366 - MUMS	22.49%	70.05%
Elementary Total	26.84%	62.18%
Middle School Total	22.49%	70.05%
High School Total	17.53%	58.02%
LEA Total	22.84%	62.82%

These revised numbers mean that we can allocate federal monies in buildings with what is called a “school-wide” approach as opposed to a “targeted” approach. This gives us greater flexibility to address the needs of more students. If at all possible, it is best practice to deploy federal funding with a school-wide approach.

# Governance Standards Self Evaluation Results Summary

ACSD Board Executive Committee

May 13, 2024

# Evaluation Results

- 100% of the Board participated!
- For the summarization that follows:
  - ✓ The Disagree and Strongly Disagree response were totaled
  - ✓ The Agree and Strongly Agree responses were totaled
  - ✓ The ranking is based on the percentage of Board members who responded (e.g., 11 out of 13 = 85%)
- Our task is to identify the rules that we want to focus this coming year
- Our FY25 work plan will be updated to reflect our decision

# Governance Standards where 50% or more of the Board agreed that the rule was being met

Disagree % Ranking	Agree % Ranking	Category	AOE Governance Standard
8%	85%	Gov. Process	113.3.3 The Board ensures its members are aware of conditions set forth in negotiated agreements and contracts.
15%	77%	Gov. Protocols	113.2.4 The Board undertakes its own continuous learning and development and provides members with opportunities for ongoing training and support to maintain and increase their skills and understanding.
15%	69%	Gov. Process	113.3.4 The Board ensures its members understand and comply with Vermont statutes and regulations relevant to board work and public education.
15%	62%	Gov. Process	113.3.5 The Board stays apprised of proposed legislation and policymaking that may affect its school system and students.
31%	54%	Gov. Priorities	113.1.1 The Board follows an inclusive process to invite and incorporate community input into the vision and goals for the school system.
31%	54%	Gov. Process	113.3.1 The Board discusses, adopts, and revises policies on a regular basis to ensure the system is supporting and meeting the needs of every student.

# Governance Standards where 50% or more of the Board disagreed that the rule was being met

Disagree % Ranking	Agree % Ranking	Category	AOE Governance Rule	Bucket
85%	8%	Gov. Protocols	113.2.1 The Board annually assesses its performance, including adherence to agreed protocols, processes, and policies.	Goal Setting & Review
85%	8%	Gov. Protocols	113.2.2 The Board annually reviews whether and/or how its actions and contributions have impacted the school system's success in meeting goals.	Goal Setting & Review
62%	8%	Gov. Protocols	113.2.3 The Board annually evaluates the effectiveness of community engagement and public communication efforts.	Communication/ Engagement Effectiveness
54%	31%	Gov. Process	113.3.2 The Board ensures its annual budget aligns with its stated priorities and provides an equitable distribution of resources to help meet the needs and goals of every student.	Budget Alignment w/ Goals
54%	15%	Gov. Priorities	113.1.2 At least annually, the Board sets measurable goals and regularly reviews the progress toward those goals.	Goal Setting & Review

# Governance Standards Self Evaluation

13 responses

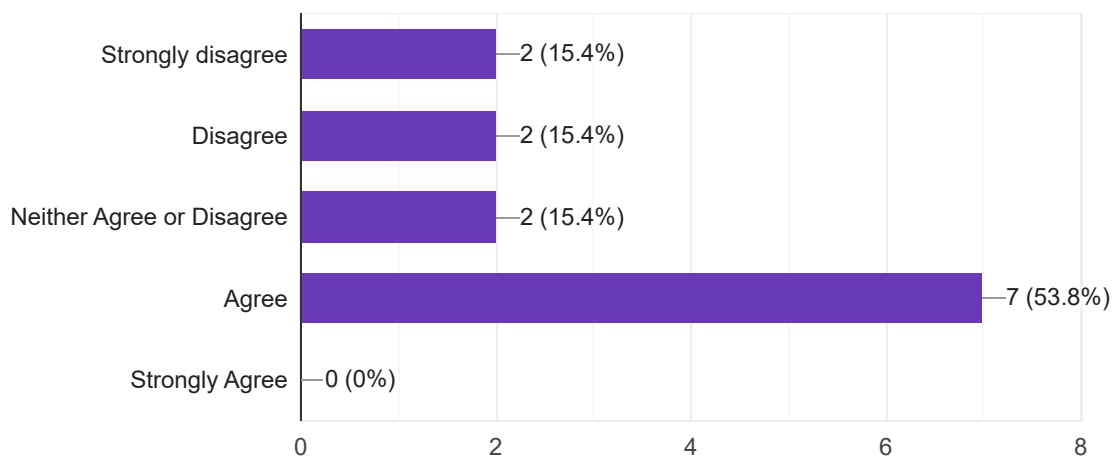
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## 113.1 Governance Priorities

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113.1.1 The Board follows an inclusive process to invite and incorporate community input into the vision and goals for the school system.

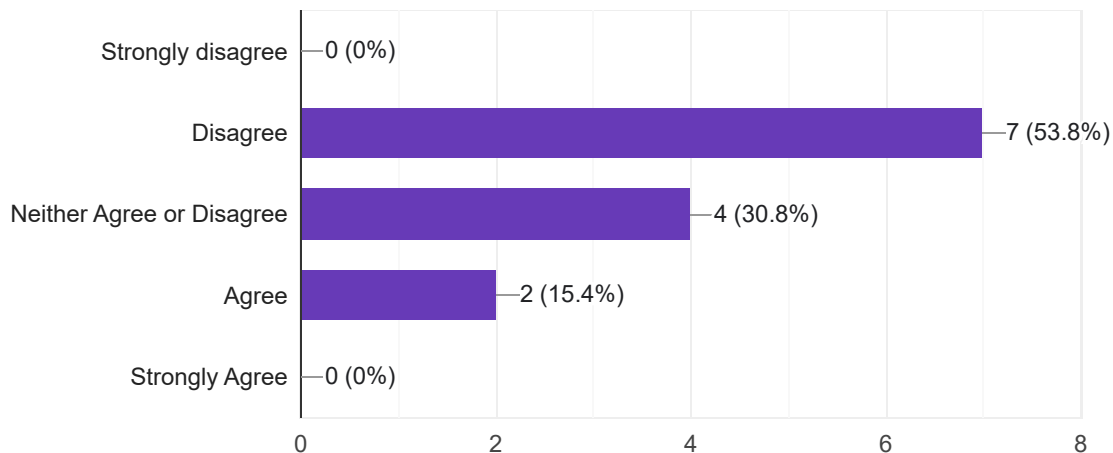
13 responses



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113.1.2 At least annually, the Board sets measurable goals and regularly reviews the progress toward those goals.

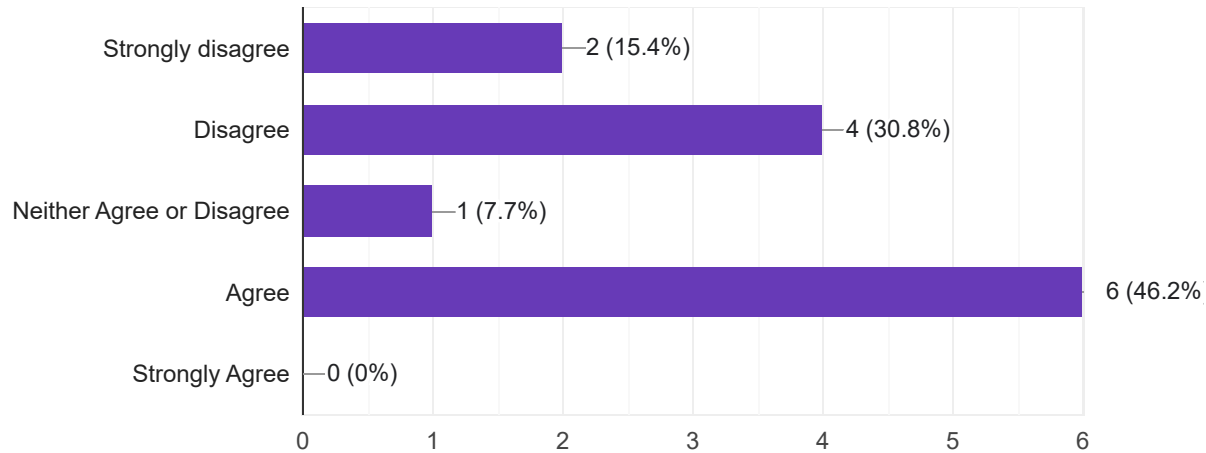
13 responses





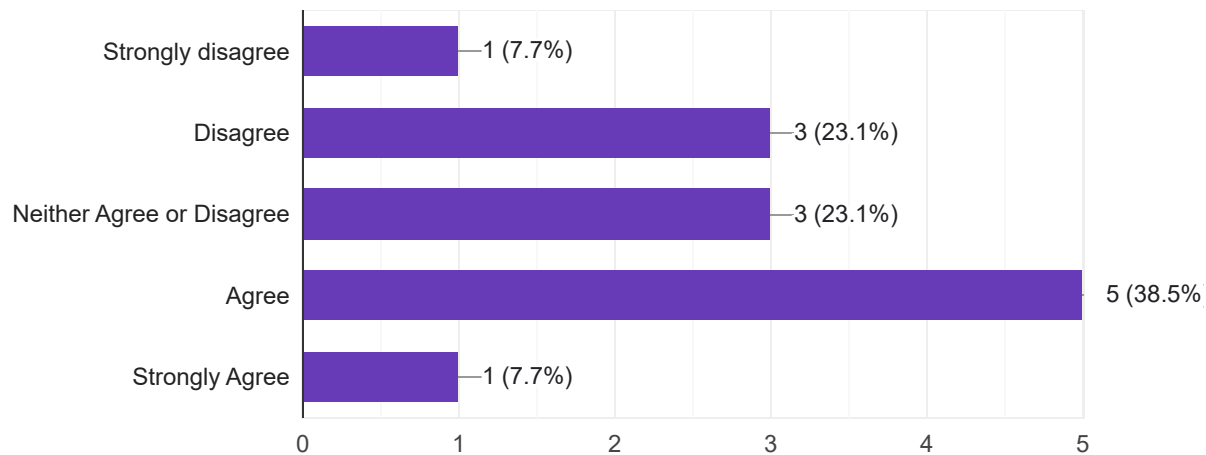
113.1.3 At least annually, the Board monitors student academic progress and wellness.

13 responses



113.1.4 At least annually, the Board formally evaluates the performance of the superintendent, based in part on the superintendent's progress toward meeting agreed upon goals.

13 responses



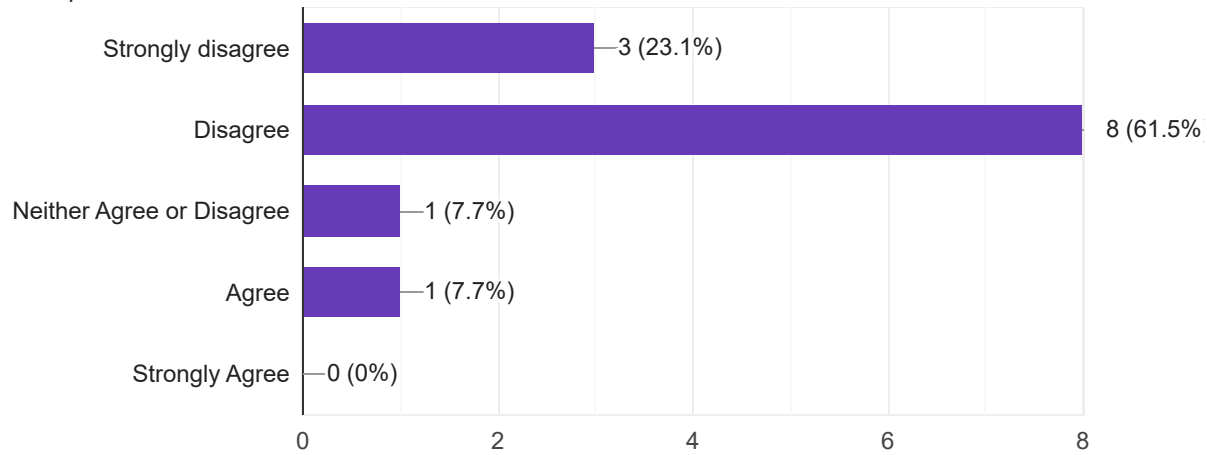
## 113.2 Governance Protocols





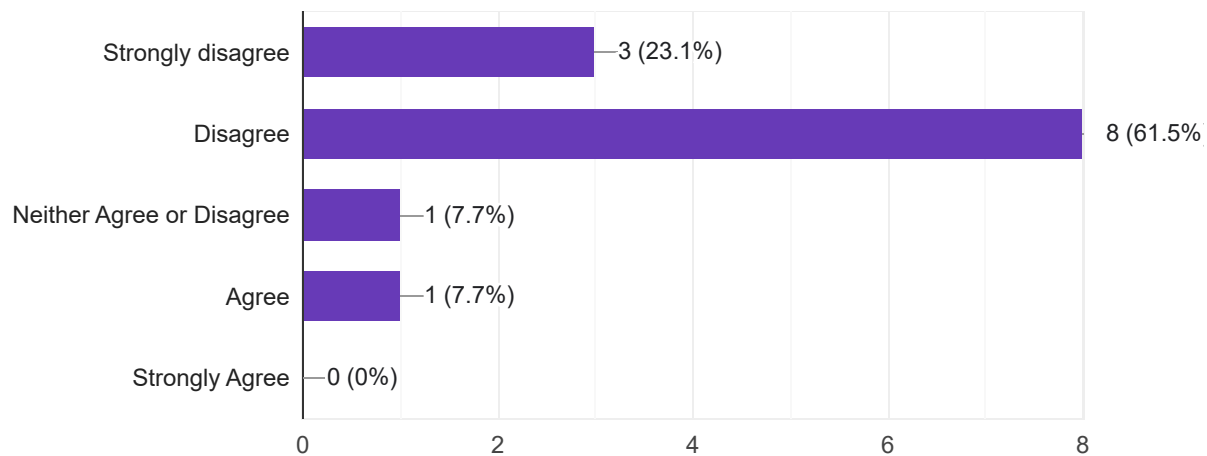
113.2.1 The Board annually assesses its performance, including adherence to agreed protocols, processes, and policies.

13 responses



113.2.2 The Board annually reviews whether and/or how its actions and contributions have impacted the school system's success in meeting goals.

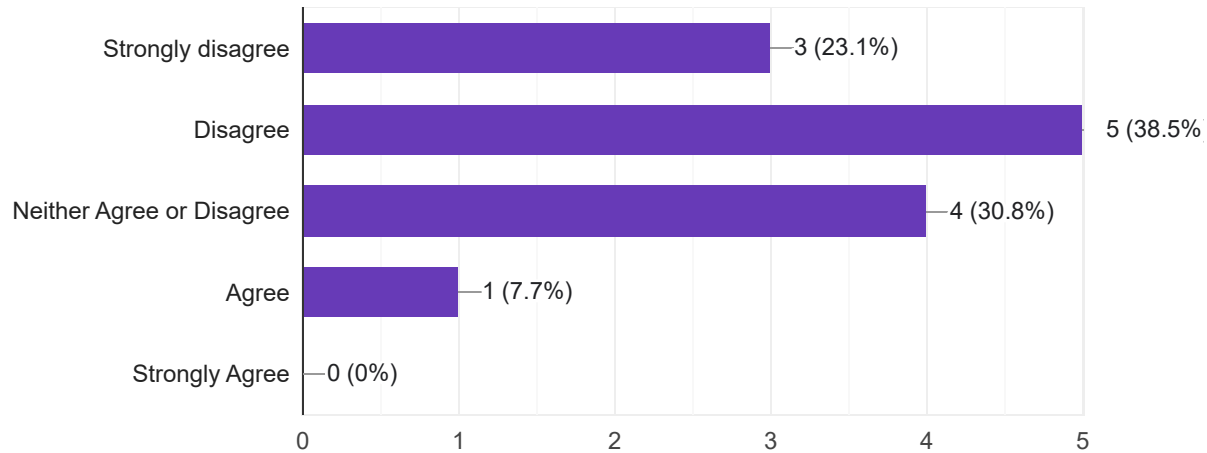
13 responses





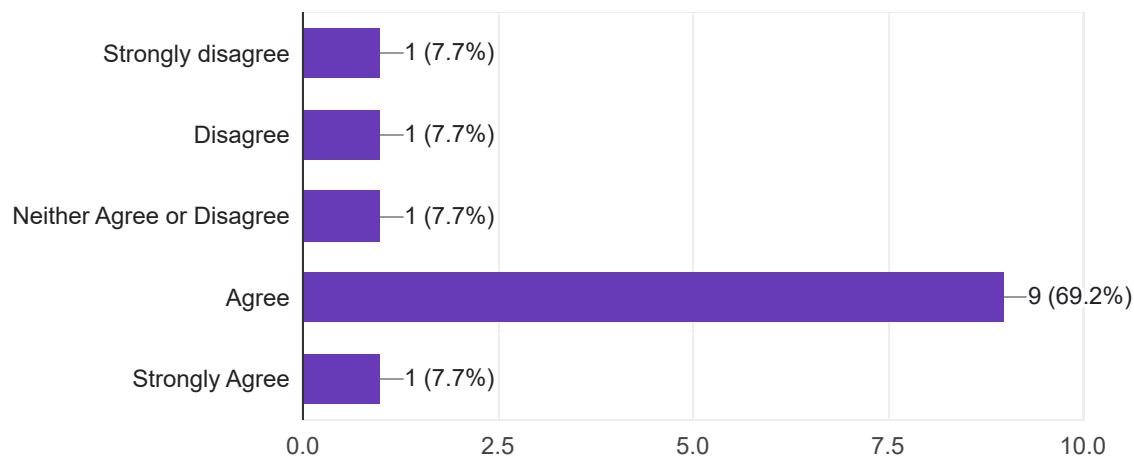
113.2.3 The Board annually evaluates the effectiveness of community engagement and public communication efforts.

13 responses



113.2.4 The Board undertakes its own continuous learning and development and provides members with opportunities for ongoing training and support to maintain and increase their skills and understanding.

13 responses



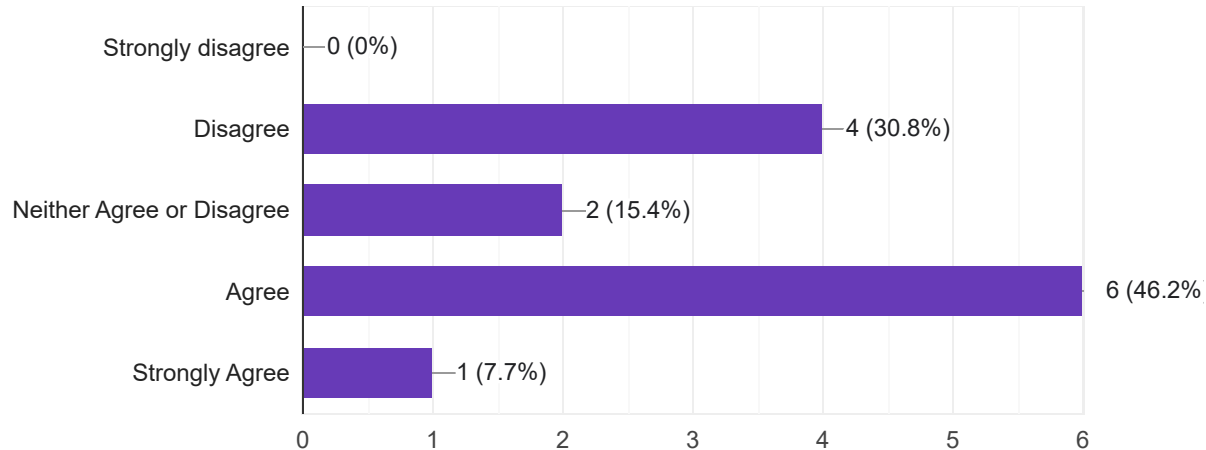
### 113.3 Governance Processes





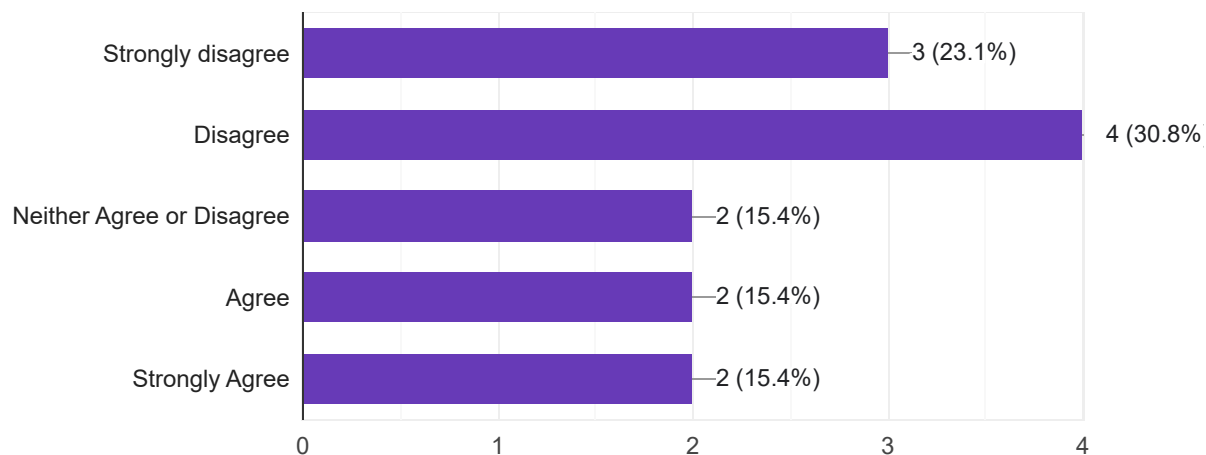
113.3.1 The Board discusses, adopts, and revises policies on a regular basis to ensure the system is supporting and meeting the needs of every student.

13 responses



113.3.2 The Board ensures its annual budget aligns with its stated priorities and provides an equitable distribution of resources to help meet the needs and goals of every student.

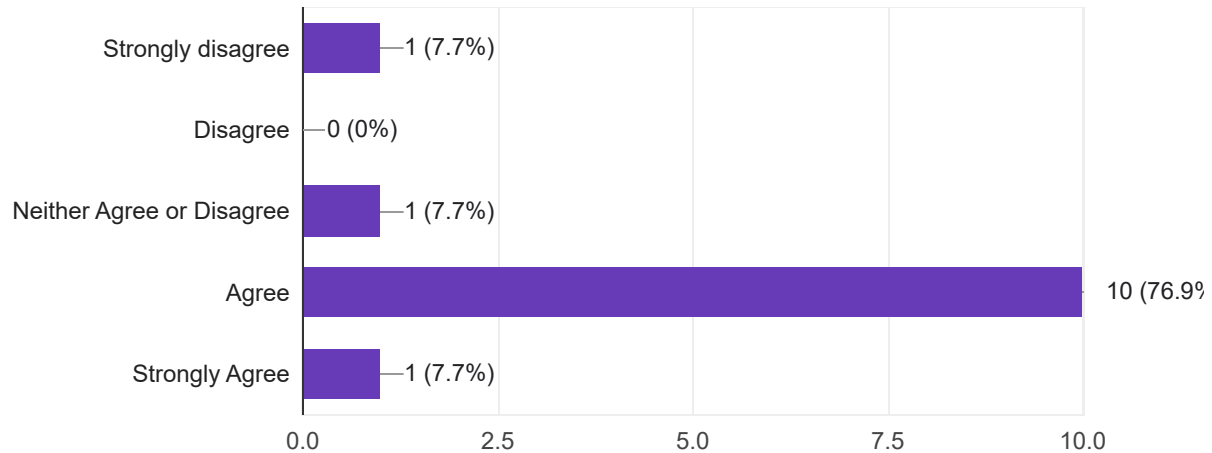
13 responses





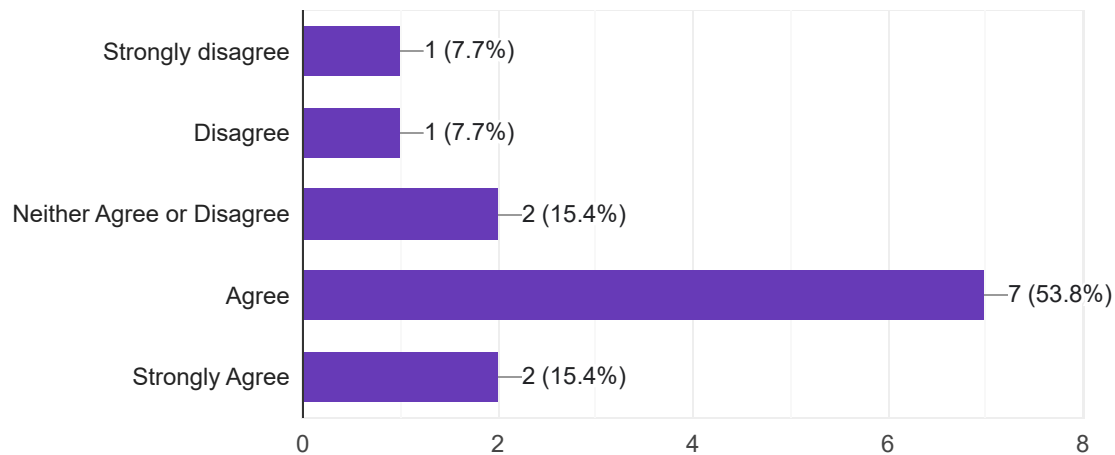
113.3.3 The Board ensures its members are aware of conditions set forth in negotiated agreements and contracts.

13 responses



113.3.4 The Board ensures its members understand and comply with Vermont statutes and regulations relevant to board work and public education.

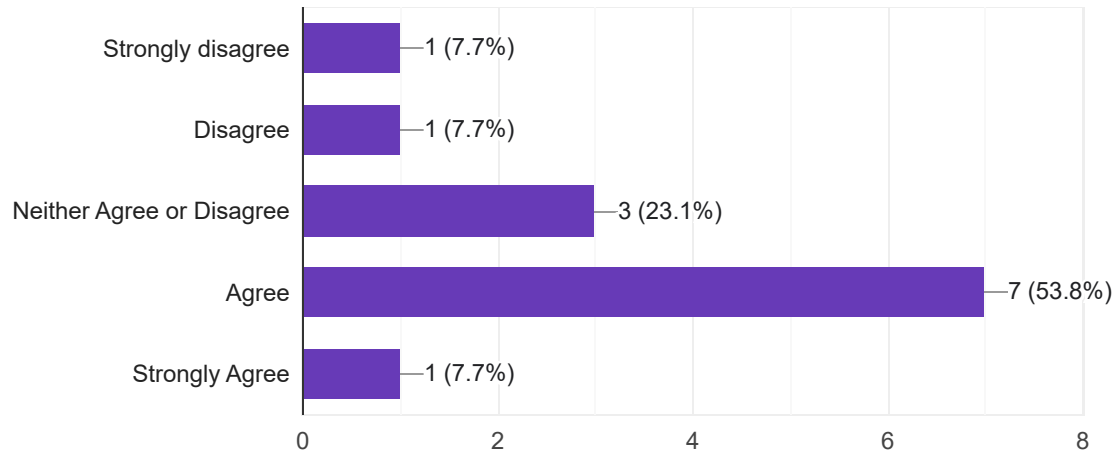
13 responses





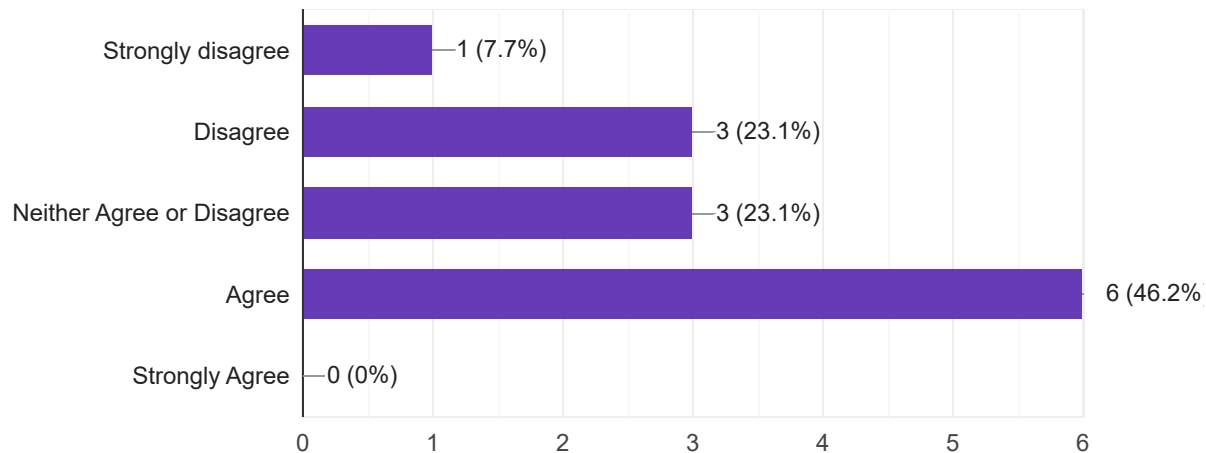
113.3.5 The Board stays apprised of proposed legislation and policymaking that may affect its school system and students.

13 responses



113.3.6 The Board maintains an ongoing relationship with locally elected officials.

13 responses



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## School Board News -- Spring 2024

From Barb Wilson  
ACSD Board Chairperson

Happy Spring from the ACSD Board! Since our winter newsletter, the Board has been engaged in the following activities:

- In January, the Board adopted the [FY25 Budget](#) for the 2024-25 academic year and began efforts to communicate the impact of Act 127 and other budget drivers on the FY25 budget to the ACSD community. The Communication & Engagement Committee solicited the community for questions about the proposed FY25 budget and hosted a virtual Q&A Session to provide additional information. Individual board members also staffed FY25 Budget information tables at various ACSD events to answer additional questions on the proposed budget. The Board and administration worked hard to address last-minute changes in state funding legislation, ultimately maintaining its original budget proposal. We are especially grateful to the ACSD community for its support of the FY25 budget on Town Meeting Day. THANK YOU!!
- Throughout the last few months, the Board has been working with incoming Superintendent [Dr. Wendy Baker](#) on her transition into her permanent role. Dr. Baker has visited all ACSD schools and has begun working with the administration on implementing the Board's approved [Strategic Plan](#). Given her current availability and Interim Superintendent Tim Williams's desire to spend time with his family in Pennsylvania, the **Board has elected to move Dr. Baker's official start date from July 1, 2024 to June 1, 2024**. We are excited to officially place Dr. Baker at the helm of ACSD's operations and can't thank Dr. Williams enough for postponing his retirement to help ACSD secure new permanent leadership.
- In March we welcomed new Board member Laura Harthan of Middlebury and returning Board members Barb Wilson of Shoreham and Mary Heather Noble of Middlebury. Board members were assigned to committees and new Board officers were elected as follows: Barb Wilson, Board Chair; Suzanne Buck, Vice Chair; Mary Heather Noble, Secretary. Additional information about Board members, their committee assignments and committee chairs can be found [here](#).

Highlights of [Board Committee](#) work since the Winter 2023-24 Board Update include the following:

- The **Communications and Engagement Committee** created voter education materials and supported communication efforts for the ACSD FY25 Budget. The Committee is currently focused on improving community engagement efforts in accordance with the State's new School Board Governance Standards.
- With the assistance of the **Facilities Committee**, the Board hired the Breadloaf Corporation to complete ESSER-funded HVAC Improvements to Mary Hogan School which will be completed over the summer. The Committee continues its oversight of urgent ACSD facility needs and is currently examining facilities planning through an equity lens, in line with the Board's approved Strategic Plan.

ACSD Board

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- The **Policy and Governance Committee** is continuing its work on a new Wellness Policy required by federal and state education agencies. It is also developing a policy concerning the public use of district buildings, and is going to revisit our policy on the public comment period. The committee plans to work closely with the new superintendent to clarify our policy goals as we implement the strategic plan. ACSD Policies are ideally reviewed and amended on a three year cycle. New policies are determined by state requirements or at the direction of the ACSD School Board. The complete list of ACSD policies and procedures can be found [here](#).
- The **Finance Committee** worked with the administration during January and February to assess and respond to last-minute changes to the State's education funding legislation and continues to monitor additional legislative activity. It will facilitate the audit process and begin work on the budget calendar for the District's FY26 budget.
- The **Negotiations Committee** is actively negotiating new teacher and support staff contracts, which are set to expire this academic year.

As always, we welcome community input and participation. Currently scheduled meetings are listed below – but please check our [Board and Committee Meetings page](#) frequently, as new Committee meeting dates are continuously added to the calendar.

Sincerely,

Barb Wilson, Chairperson, ACSD Board  
[bwilson@acsdvt.org](mailto:bwilson@acsdvt.org)

## Upcoming Meetings

Board and Committee meeting dates, locations, materials, and virtual links can be found on the [ACSD Calendar](#).

April 30, 2024	4:30 p.m.	Communications & Engagement Committee Meeting
May 6, 2024	8:30 a.m.	Finance Committee Meeting
May 7, 2024	4:15 p.m.	Policy Committee Meeting
May 13, 2024	6:30 p.m.	ACSD Board Meeting
May 15, 2024	8:30 a.m.	Facilities Committee Meeting
May 21, 2024	4:30 p.m.	Communications & Engagement Committee Meeting
June 1, 2024	2:30 p.m.	ACSD Board Retreat
June 3, 2024	8:30 a.m.	Finance Committee Meeting
June 5, 2024	4:15 p.m.	Policy Committee Meeting
June 10, 2024	6:30 p.m.	ACSD Board Meeting
June 18, 2024	4:30 p.m.	Communications & Engagement Committee Meeting

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June 19, 2024

8:30 a.m.

Facilities Committee Meeting

June 24, 2024

6:30 p.m.

ACSD Board Meeting

ACSD Board

Telephone: 802-382-1700 ♦ Website: [www.acsdvt.org/schoolboard](http://www.acsdvt.org/schoolboard)



## Governance Standards Self



Questions

Responses 12

Settings

12 responses

[Link to Sheets](#)

Accepting responses



Summary

Question

Individual

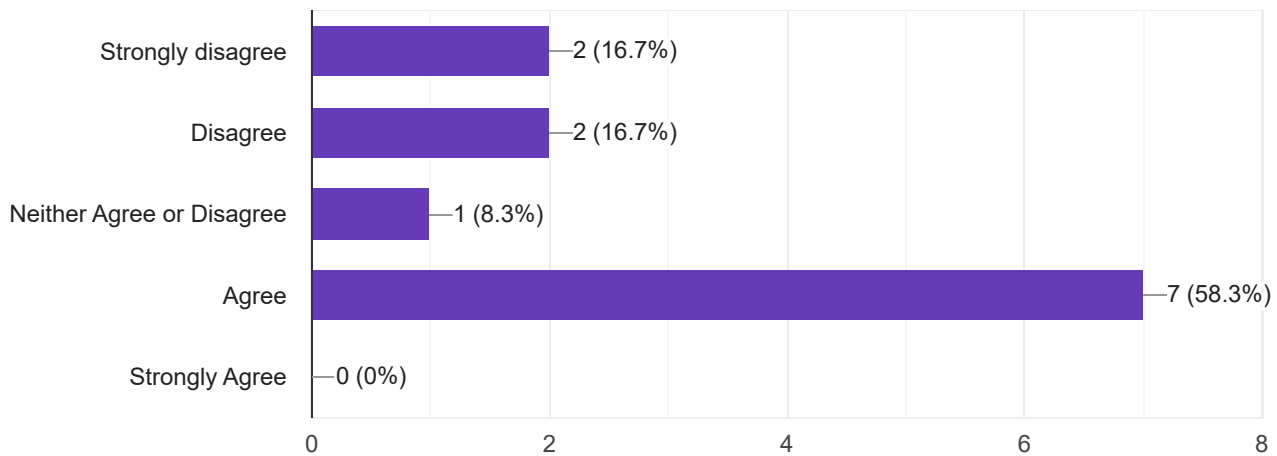
## 113.1 Governance Priorities



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113.1.1 The Board follows an inclusive process to invite and incorporate community input into the vision and goals for the school system.

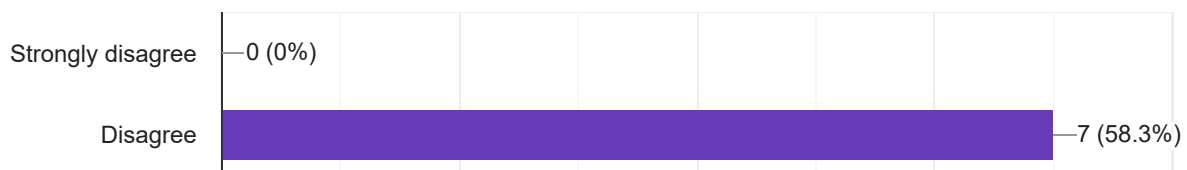
12 responses



Copy

113.1.2 At least annually, the Board sets measurable goals and regularly reviews the progress toward those goals.

12 responses



# ACSD BOARD WORK PLAN FOR 2024-2025

Work Item	Responsible	May	June	Jul y	August	September	October	November	December	January	February	March	April	May	June	As Required
<b>1. Governance Priorities (3.13.1)</b> Through an equity lens, the Board of each SU/SD and, if applicable, of each member school district within the SU, adopts a vision and measurable goals to support continuous improvement and monitors student academic progress and wellness.		FY24		FY25												
1.1. Oversight of Strategic Plan Implementation and definition of reporting expectations	Board															
<ul style="list-style-type: none"> <li>Receive progress reports towards Strategic Plan strategies and action steps (quarterly?)</li> </ul>	Board/ Superintendent															
<ul style="list-style-type: none"> <li>Review Annual Strategic Plan Report (TBD)</li> </ul>	Board															
1.2. Develop and follow an inclusive process to invite and incorporate community input into the vision and goals for the school system. (113.1.1)	Board															
1.3. Annually set measurable goals and regularly reviews the progress toward those goals. (3.13.1.2)	Board															

## ACSD BOARD WORK PLAN FOR 2024-2025

Work Item	Responsible	May	June	July	August	September	October	November	December	January	February	March	April	May	June	As Required
<ul style="list-style-type: none"> <li>Develop goals towards adoption of new rules and submit input/reports to the State as needed.</li> </ul>	Board															
<ul style="list-style-type: none"> <li>Determine board required actions to support the Strategic Plan implementation team</li> </ul>	Board															
1.4. Monitor student academic progress and wellness. (3.13.1.3)	Board															
1.5. Evaluate the performance of the superintendent, based in part on the superintendent's progress toward meeting agreed upon goals. (3.13.1.4)	Board/ Superintendent															
<ul style="list-style-type: none"> <li>Establish Timeline, Process and Performance Objectives<sup>1</sup></li> </ul>	Board/ Superintendent					X										
<ul style="list-style-type: none"> <li>Evaluate performance and provide Performance Feedback</li> </ul>	Board															

<sup>1</sup> The Mac & Jake consultant will work with the board and superintendent to define first year performance objectives.

# ACSD BOARD WORK PLAN FOR 2024-2025

Work Item	Responsible	May	June	July	August	September	October	November	December	January	February	March	April	May	June	As Required
<b>2. Governance Protocols (313.2)</b> The Board of each SU/SD and, if applicable, of each member school district within the SU adopts, reviews annually, and revises, as needed, operating protocols for how it does its work and annually reads foundational documents such as articles of agreement.		FY24		FY25												
2.1. Annually assess Board performance, including adherence to agreed protocols, processes, and policies. (113.2.1)	Board															
• Conduct and review board self-evaluation	Board	X												X		
• Review Board norms annually	Board													X		
• Review Board specific policies (A policies) annually	Board															
2.2. Annually review whether and/or how Board actions and contributions have impacted the ACSD's success in meeting goals. (113.2.2)	Board															
2.3. Review board vision and mission statement annually	Board		X											X		

## ACSD BOARD WORK PLAN FOR 2024-2025

Work Item	Responsible	May	June	July	August	September	October	November	December	January	February	March	April	May	June	As Required
2.4. Annually evaluate the effectiveness of community engagement and public communication efforts. (113.2.3)	Board															
2.5. Board continuous learning and development and provide board members with opportunities for ongoing training and support to maintain and increase board member skills and understanding. (113.2.4)	Superintendent/ Board															
• Hold board retreats (1 to 2 per year)	Board/ Superintendent		X											X		X
• Define annual board training plan/topics for the year	Board Executive Committee/ Superintendent/ Board															
• Attend Board education sessions	Board															
• Onboard new board members	Board Chair/ Superintendent											X	X	X	X	

# ACSD BOARD WORK PLAN FOR 2024-2025

Work Item	Responsible	May	June	July	August	September	October	November	December	January	February	March	April	May	June	As Required
<b>3. Board Governance Processes (113.3)</b> The Board of each SU/SD and, if applicable, of each member school district within the SU establishes and follows inclusive, transparent, and predictable methods to conduct its work.		FY24		FY25												
3.1. Elect board officers at first meeting after annual elections	Board											X				
3.2. Make committee assignments and other appointments	Board Executive Committee											X				X
3.3. Prepare and approve annual board work plan	Board Executive Committee/ Board	X	X										X	X	X	
3.4. Review and approve contracts presented by administration	Board															X
3.5. Prepare and receive committee reports	Board	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
3.6. Discuss, adopt, and revise policies on a regular basis to ensure the system is supporting and meeting the needs of every student. (113.3.1)	Board															
3.7. Ensure the annual budget aligns with its stated priorities and provides an	Board															

## ACSD BOARD WORK PLAN FOR 2024-2025

Work Item	Responsible	May	June	July	August	September	October	November	December	January	February	March	April	May	June	As Required
equitable distribution of resources to help meet the needs and goals of every student. (113.3.2)																
3.8. Ensure board members are aware of conditions set forth in negotiated agreements and contracts. (113.3.3)	Board															
3.9. Ensure board members understand and comply with Vermont statutes and regulations relevant to board work and public education. (113.3.4)	Board															
3.10. Stay apprised of proposed legislation and policymaking that may affect our school system and students. (113.3.5)	Board															
3.11. Maintain an ongoing relationship with locally elected officials. (113.3.6)	Board															
3.12. Successfully negotiate teacher and staff contracts	Board	X														
3.13. Engage in community outreach and engagement	Board															

## ACSD BOARD WORK PLAN FOR 2024-2025

Work Item	Responsible	May	June	July	August	September	October	November	December	January	February	March	April	May	June	As Required
• Define Annual Community Engagement Plan	Board		X												X	
• Back to School Nights	Board					X										
• FY25 Budget Driver Outreach	Board								X							
• Other project specific outreach	Board															X
• Solicit stakeholder feedback	Board															X
• End-of-Year & Graduation Events	Board		X												X	
3.14. Provide finance and budget development oversight (Governance Rule: 111)																
• Equity Based Budgeting Model implementation	Superintendent/ Board															
• Develop and review FY26 budget drivers	Superintendent/ Board					X										
• Develop budget guidelines	Board					X										
• Review FY26 budget development	Board						X	X								

## ACSD BOARD WORK PLAN FOR 2024-2025

Work Item	Responsible	May	June	July	August	September	October	November	December	January	February	March	April	May	June	As Required
• FY26 Cost Center Presentations	Superintendent								X							
• Review draft FY26 budget	Board								X	X						
• Approve final FY26 budget book and warning language	Board									X						
• Schedule & Attend Annual Budget Meeting	Superintendent/ Board										X					
3.15. Provide facilities management and safety oversight (Governance Rule: 112)	Superintendent/ Board															
• Identify key milestones and develop a timeline for creation of a 5 year plan. (112.2)	Superintendent/ Board															