

MINUTES



**Addison Central School District
Executive Committee
Committee Meeting
Monday, July 22, 2024, 4:00 pm - 6:30 pm
49 Charles Avenue
Middlebury VT
05753**

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 Attendance

Barbara Wilson; Mary Heather Noble; Suzanne Buck; Wendy Baker

A. Call to Order Upon Reaching A Quorum

Meeting called to order at 4:00 p.m.

1. Introductions – Board members, Administrators and Staff

B. Public Comments on Agenda Items

No public comment.

C. Recommendation to Approve Minutes from 6/17/2024

Motion to approve minutes of June 17, 2024.

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

D. Committee Discussion

1. Board Voicemail

Mary Heather Noble reported that she has been checking the Board voicemail every Monday during the month of July, and that there have not been any messages since the June 17, 2024 Executive Committee meeting.

2. Superintendent Transitions

Dr. Baker provided Barb Wilson, Suzanne Buck and Mary Heather Noble with a copy of a recent communication that she shared with her leadership team about how she is viewing the leadership work before her in this first academic year. She shared her sense that the District has undergone significant transition and upheaval in the wake of leadership changes in both District Office and school buildings. This upheaval has also been magnified by the first

(failed) superintendent search, the need for interim leadership, and all the other post-COVID pressures. Dr. Baker stated that the focus must be on stabilizing the organization, building trust, and establishing clear guidance in balancing leadership, design, and impact player roles within the organization. There has been blurring of these roles out of necessity and with the best of intentions over the past few years, and she is hoping to bring everyone together with a common understanding and mutual goals. Dr. Baker noted that this work will take time, that she has needed to be more hands-on than she would typically during this transition period, and asked the Executive Committee to support and commend the Leadership Team for surviving a challenging few years and for their continued commitment to ACSD students.

Dr. Baker also noted the harm that can happen with a Board that is negative about the District's future, and suggested that the Board consider the impact to District leaders and staff when they discuss challenging and emotionally charged issues. Mary Heather asked about Dr. Baker's overall sense of morale -- Dr. Baker responded that people seem optimistic, but need support and trust.

3. Approach to Policy Review

Dr. Baker summarized the recent work that she has been doing with Policy Committee Chair Jamie McCallum to review District Policies and identify which ones require action and work by the Policy Committee. Dr. Baker is also identifying policy needs in order to support her efforts on implementing the Strategic Plan. She provided some specific examples (e.g., coordinating the Title 1 policy requirements with the Board's stated Equity goals), and requested guidance on how best to request Board engagement with the needs she has identified. The options:

- Dr. Baker can find the original Committee charge, identify which issues fall within a Committee's purview, and request work directly from the Committee; or

- Dr. Baker can bring an issue to the full Board's attention (either in her Superintendent's Report or as an agenda item) for full Board consideration on how it wishes to address the need (e.g., assign to existing committee or create an ad-hoc committee, depending on the issue).

There was considerable discussion about the options, with consideration of a few specific examples. Given the relative inexperience of Board members and some committee chairs, and the need for transparency and trust-building within the Board, Barb Wilson, Mary Heather Noble, and Suzanne Buck agreed that the second option seemed best, with the understanding of perhaps working toward a process that looks more like the first option. Mary Heather noted the manner in which the class size policy D6 issue was introduced to the Board, and the subsequent discussion about the instability of some of ACSD's elementary school populations was very measured and successful, and an example of the Board really working together from a full District perspective. Dr. Baker was commended on how that issue was presented.

4. Committee Focus/Charges

The Committee continued further discussion around specific examples of things required Board attention from Dr. Baker's attention, and how best to initiate movement on addressing the issues (e.g., Facilities and moving forward with the required 5-year plan so the District can be well-positioned for possible state funding in the future).

5. Boardpaq Access

Dr. Baker mentioned that Darcie Arensmeyer does not feel comfortable creating board and

committee agendas without a better understanding of the content and lingo. They had originally hoped to create a template for committee chairs to use, but this has not been used as hoped. There was some discussion about Darcie's role as an administrative support staff for the leadership team and not just the Board. Barb Wilson is hoping that Dr. Baker and the committee feel comfortable with opening access to Boardpaq so that Committee Chairs can create their own agendas and enter their own minutes for meetings. Mary Heather and Suzanne agreed. Dr. Baker will work with Darcie to give chairs admin access to Boardpaq. Mary Heather said that she would also be willing to provide training to board members who are unfamiliar with the software.

6. Superintendent Evaluation

Dr. Baker shared that in working with Barb and Judy Sclair Stein to plan the board session & training on setting Superintendent Goals and conducting effective Superintendent evaluations, she believe it would be a good idea to invite District Leaders and Principals to the sessions to provide more transparency for anyone who is reporting to the Superintendent. She advocated for this invitation in the spirit of trust-building, but also to make sure that the employees implementing the work established by Board and Superintendent goals have an ability to view and participate in the process. Mary Heather suggested drafting an invitation to send as a heads up to the full board, and then distribute to the leadership team and building principals. She will draft an email and send to Barb to pass along to Board members with an explanation of the intentions.

E. Other

Barb Wilson proposed cancelling the scheduled July 31, 2024 Executive Committee meeting, since the agenda for the August 12-13, 2024 board meeting will be devoted to housekeeping business and training with Judy Sclair-Stein on setting Superintendent goals and conducting Superintendent evaluations. All agreed.

F. Public Comment – Any Topic

No public comment.

G. Adjournment

Meeting adjourned at 6:20 p.m.

Motion to adjourn.

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

*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.