MINUTES

Addison Central School District
Executive Committee
Committee Meeting
Monday, November 4, 2024, 4:00 pm - 5:30 pm
ACSD District Office
49 Charles Ave

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; Mary Heather Noble; Suzanne Buck

Remote Attendance

Wendy Baker

A. Call to Order Upon Reaching A Quorum

Meeting called to order at 4:08 p.m.

1. Introductions – Board members, Administrators and Staff

   Nicole Carter, ACSD Assistant Superintendent and Director of Equity & Student Services also in attendance.

B. First Public Comment Period

No public comment.

C. Recommendation to Approve Minutes from 10/29/2024

Motion to approve minutes from October 29, 2024.

Move: Suzanne Buck Second: Barbara Wilson Status: Passed

D. Committee Discussion

1. Board Voicemail

   Mary Heather Noble shared that she has continued to check the Board voicemail every Monday and that there have been no new messages since her last report.

2. November 11th Agenda Creation

   The Committee members reviewed the draft agenda for the November 11, 2024 Board meeting. Nicole Carter confirmed that the PreK presentation would be ready to share at the

meeting and would take ~20 minutes. Suzanne Buck suggested additional time for the topic, given recent community and board member interest. Dr. Baker asked for additional points that the Committee would like included in the presentation. Among the items: How ACSD meets the requirements of VT's Universal PreK law, the PreK population and distribution of Prek students in ACSD, the differences between ACSD-operated preK and preK offered by partner programs, professional development requirements for PreK and early education teachers.

There was some discussion about the District's charter and how ACSD is meeting this and VT state requirements to offer PreK opportunities to every ACSD family. Mary Heather Noble recalled when the District looked into exapnding PreK operations after the Universal Prek las was passed -- and how the District ran into some challenges from local daycare providers that also offer PreK. There was real concern that the District's expansion might remove essential funding for Addison County day care providers, which would have significant consequences for other District families. Mary Heather suggested this information would be important for newer board members and community members to understand.

Dr. Baker suggested moving the presentation on math intervention in Weybridge and Mary Hogan to the spring, after budget season. This will allow the Board to focus on the budget, on understanding student performance data, and then be ready to consider some remedial efforts in the spring.

The VT Education & Funding Report (Picus report) is also being pushed to the November 25, 2024 meeting. Dr. Baker noted that the presentation/discussion shouldn't necessarily change the Board's thoughts on intended spending goal/cap for FY26, but that it will impact how the funding should be distributed.

3. ACEA Letter Follow Up Discussion

   Barb Wilson noted that the Committee should make sure the letter has a final response. Suzanne Buck suggested resurrecting Mary Heather Noble's original draft response. Barb asked Mary Heather to revisit the draft response and share with the Committee. The letter should indicate the Committee's plans to schedule additional Board training around the renewed Code of Conduct Policy.

4. Board Code of Conduct Training

   All members of the Executive Committee agreed that additional board training around Board member conduct is warranted. Given the budget work ahead and the number of board member seats up for re-election (5), everyone agreed that it would be best to schedule the training for immediately after the election and board re-organization. This way all active 2025 board members will received the training. Barb Wilson will reach out to the VSBA to identify dates.

5. November 9th Retreat

   Committee members worked with Nicole Carter to discuss the best way to conduct the November 9th special board meeting to discuss student performance data.

   Barb Wilson confirmed that the meeting will be held in Room 208 of the Hannaford Career Center. Breakfast will be served at 7:30 a.m. and the meeting will begin at 8:00 a.m. The full meeting will be held in Executive Session to protect the confidentiality of student identities. Board members will be allowed to take notes that will be colleged at the end of the meeting.

Dr. Baker reported that her staff have created a few additional charts to illustrate performance data as well as number of students on education plans at each school, socioeconomic profiles, multi-ligual students, and other parameters of interest.

The plan: The full board will review District-wide results, and than break into 3 or 4 smaller groups to review data for each school. Small group observations and questions will be captured on post-it sticky notes and grouped onto flip chart paper to identify recurring observations, themes, and questions. After data for all schools have been presented & reviewed, the District staff will lead the board in a discussion based upon the compiled observations and questions shared by the smaller groups. Dr. Baker and Dr. Carter suggested using the Atlas protocol for the process -- present the data, describe the data, and then engage District educators to utilize the board's questions to help interpret the data.

Important considerations:

- time management (Dr. Baker and District staff will need to keep the Board on track to get through all school data)

- end goal: Everyone in the room understanda that not all students/schools are performing at the same level and budgeting the same $ per student at each school will not achieve the Board's strategic plan goals.

- a caution: Board members may be tempted to use some data to reinforce assumptions that are not true or supported by researched education practices. Dr. Baker brought up an example where parents in Ripton argued for a 4-child classroom, which is not an education practive supported by research. The committee discussed this concern at length and agreed that Dr. Baker and District staff should expect to provide reference information/material to address this issue if/when it arises. Mary Heather and Barb also noted the importance to keeping the discussion focused on best practices in public education and the Board's stated Strategic Plan goals. Dr. Baker asked Dr. Carter to conduct a literature review on what measures have been demonstrated to positively affect change on student performance. This will include some of John Hattie's work.

- tie-in to equity-based budgeting and the Board's C29 Equity Policy: Mary Heather strongly recommended framing the take-aways from the conversation in terms of the District's adherence to its own Equity Policy. The policy will be included in the materials for the discussion, and implications for equity-based budgeting will be introduced for continued conversation at subsequent board meetings. Dr. Baker noted that the Board's first meeting in January will include a spending plan that will be grounded in the Board's C29 Equity policy. This special board meeting is laying the groundwork for that important effort.

6. 2nd Formative Review - Budget Creation

The Committee discussed how to develop and format questions for the second budget-focued formative evaluation for Dr. Baker. Mary Heather Noble offered to assemble some budget specific questions for board member consideration. Dr. Baker requested a simpler, more open-ended format than what is being used for the first baseline formative evaluation conversation -- she is hoping for questions like:

How has the Superintendent's oversight of the budget process helped the Board in arriving at a budget for FY26?

What are the strengths and challenges of the process that has been used and guided by the Superintendent?

What feedback would you like to provide to the Superintendent to guide her leadership through this process in the future?

The committee agreed on a less structured format. Mary Heather will work to draft some general questions on a new Google form for the next step.

7. Other

Barb Wilson asked Committee members about the best way to deliver formative feedback during the special Executive Committee meeting on Saturday, Nov 9th (after the special Board retreat). Dr. Baker requested sharing of the data for later review and contemplation, but for the Nov 9th discussion to be focused on a summary of the compiled responses. Mary Heather agreed to provide a narrative summary.

The group discussed the best way to share the information confidentially, and to make sure the information can be distributed to Committee members prior to the Nov 9th meeting.

E. Public Comment – Any Topic

No public comment.

F. Adjourn

Meeting adjourned at 5:48 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.