

Central Vermont Unified Union School District Board Meeting
Monday, November 6, 2017
6:00 pm
Brown Public Library, Northfield, VT

Minutes – Draft

1. **Roll Call**

Meeting called to order at 6:02 pm

Board Members Present: Peter Evans (Chair), Rama Schneider (Vice-Chair), Amanda Mills-Brown (Clerk), Horace Duke, Christine Motyka, Sophia Bennett, Mike Bailey

Administration Present: Superintendent Susette Bollard (ONSU), Superintendent Laurie Gossens (WSSU)

Others Present: Co-Director of School Transformation Michaela Martin, Business Manager Chris Locarno

2. **Agenda Revision**

None

3. **Public Participation**

None

4. **Reports to the Board**

- Superintendent

Superintendent Bollard shared the names of the group charged with drafting the CVSU Mission and Principles; Amanda Mills-Brown and Christine Motyka (CVUUSD) and Jessica Foster and Jennifer Trombly (OWUUSD).

- Chairperson

5. **Items for Board Action**

- Approval of Minutes 10/18/2017

Motion Made by Mike Bailey and seconded by Amanda Mills-Brown to approve the minutes as presented. Unanimously approved.

6. **Old Business**

- Norms

The Board determined their Norms of Operation by combining and editing the Norms and Ethics document and removing the item regarding the hiring of a Superintendent and other staff.

Motion made by Rama Schneider to amend the motion and accept the code of conduct striking the bulleted section regarding the hiring of professionals under contract.

Seconded by Horace Duke. Motion carries.

Motion made by Mike Bailey and seconded by Rama Schneider to approve the document with edits. Unanimously approved.

7. **FY19 Budget**

Superintendent Bollard and Business Manager Chris Locarno shared a first look and current status of the student support system portion of the FY19 Budget. (See attached.)

8. **New Business**

- **Negotiating Council**

Motion made by Mike Bailey and seconded by Christine Motyka to appoint Sophia Bennett to the Negotiating Council. Unanimously approved.

- **Negotiations Goals Statement**

Motion made to approve the Goals Statement with edits to the 4th bullet. Replace “in the area of \$80 million” with “at least \$50 million” and replace “8 cents” with “at least 10 cents”.

Motion made by Mike Bailey and seconded by Christine Motyka to adopt the Negotiations Goals Statement with edits. Unanimously approved.

- **Board Work**

The Board discussed the use of sub-committees to complete specific board tasks and to report back to the Board on their work.

Motion to create subcommittees: The Central Vermont Unified Union School District Board of Directors will create sub-committees of the full board as needed to perform work for the board. The Board will provide a written charge that defines the scope of work and limits for each sub-committee formed; but unless specifically stated otherwise in no case shall a sub-committee of the full board have authority to make any decisions that will in any manner bind the district or Board Directors.

Motion made by Rama Schneider and seconded by Mike Bailey. Unanimously approved.

- **Process for Developing Policy**

Superintendent Bollard explained how policies are developed and adopted.

Motion to create policy subcommittee: The Central Vermont Unified Union School District Board of Directors now creates a sub-committee of the Board to be known as the Policy Committee. The committee's charge is to work with the Superintendent or her designee in the development of policies as directed by the Superintendent or her designee; and the committee will be responsible for presenting proposed policies to the full board.

Motion made by Rama Schneider and seconded by Mike Bailey. Unanimously approved.

Policy Committee: Peter Evans, Amanda Mills-Brown, Mike Bailey, Horace Duke

9. **Future Agenda Items**

The Board was encouraged to consider agenda items and send them to Susette. Peter Evans suggested adding names to future agenda items.

Proficiency Graduation - Rama Schneider.

10. **Adjournment**

Motions made by Mike Bailey and seconded by Rama Schneider to adjourn meeting at 6:40 pm. Unanimously approved.

THIS IS NOT A BUDGET PROPOSAL - IT IS CURRENT PROGRAMMING AT ANTICIPATED FY19 COST.

FY19 Initial budget assumptions & targets: November 6 Meeting

Accounted for appropriate salary increases for both professional staff and support staff.

Health insurance increase of 10.00% - Per VSBIT Memo 10/4/17.

We use current staffing in place on 10/17/17 as a basis for staffing cost projections. This may change during budget process.

FY2018 Spending Per Eq Pupil is =	\$	15,158	
Assuming we have SAME number of Eq Pupils as FY18 =		1,081.98	*Anticipate Adjustment during FY19 Student Census*

Budget Area Description:

Northfield / Williamstown School District Vocational Tuition and Long Term Debt:

* This area includes, but is not limited to, all costs associated with educating our vocational students in grades 9-12. Also includes Principal and Interest payments on our long term debt.

FY18 Budget	FY19 Initial Discussion:	Difference:
\$ 1,193,016	\$ -	NA @ This Time

Northfield / Williamstown School District Facilities Grades Pre-K - 12 (Includes Special Articles):

* This area includes, but is not limited to, all costs associated with maintaining our four (4) main School buildings and associated grounds.

FY18 Budget	FY19 Initial Discussion:	Difference:
\$ 1,615,059	\$ 1,744,934	\$ 129,875

Northfield / Williamstown School District Grades Pre-k - 12 (Includes Special Articles):

* This area includes but is not limited to, all costs associated with educating our regular education students in grades Pre - k - 12.

FY18 Budget	FY19 Initial Discussion:	Difference:
\$ 7,274,520	\$ -	NA @ This Time

Northfield / Williamstown School District Student Support Grades Pre-k - 12 (Includes Special Articles):

* This area includes but is not limited to, staff supporting students and families proactively or through intervention in academics and social / emotional areas.

FY18 Budget	FY19 Initial Discussion:	Difference:
\$ 2,683,113	\$ 2,395,207	\$ (287,906)

CVSU Assessment Costs (Superintendent, Curriculum, Business Office, Special Education, and Transportation) Grades Pre - K - 12:

* This area includes, but is not limited to, SU Assessment costs - including all Special Education, Speech & EEE costs for our students in grades Prek through 12.

FY18 Budget	FY19 Initial Discussion:	Difference:
\$ 4,816,225	\$ -	NA @ This Time

Anticipated Increases For FY19:

Bussing Contract For FY19 - Regular Transportation (Grades Prek - 12)	\$	18,064
Bussing Contract For FY19 - Vocational Transportation (To Regional Tech Centers)	\$	2,063
Vocational Tuition (FY18 - 44.67 FTE)	\$	22,335
Total FY19 Budget Increase @ this time:	\$	42,462 *

Below is a comparison of FY18 and where we currently stand with known budget increases above for FY19:

	** FY18 Budget:	** FY19 Initial Budget Discussion:	Difference:	% Change:
Total Expenditures Budget:	\$ 17,581,933	\$ 17,466,364	\$ (115,569)	-0.66%
Equalized Pupils *	1,081.98	1,081.98	0	0.00%
Total Revenue (Non Tax):	\$ 1,181,611	\$ 1,181,611	\$ -	0.00%
Spending Per Eq Pupil:	\$ 15,158	\$ 15,051	\$ (106.81)	-0.70%

THIS IS NOT A BUDGET PROPOSAL - IT IS CURRENT PROGRAMMING AT ANTICIPATED FY19 COST.

Draft#1	10.18.17	
Draft #2	11.06.17	
Draft #3		

Student Support System Budget Presentation 6-Nov-17			
<u>Position</u>	<u>Northfield FTE:</u>	<u>Williamstown FTE</u>	<u>Total FTE Proposed:</u>
Principal	2.0	2.0	4.0
Total Administrative Positions Budgeted:	2.0	2.0	4.0

<u>Position</u>	<u>Northfield FTE:</u>	<u>Williamstown FTE</u>	<u>Total FTE Proposed:</u>
Coordinator of Student Support / Guidance	2.0	2.0	4.0
School / Home Coordinator (Prek - 12)	1.0	1.0	2.0
Athletic Director	0.5	0.5	1.0
Dean of Students	0.0	1.0	1.0
PBIS Analysts	2.0	2.0	4.0
School Nurse	2.0	2.0	4.0
PBIS Coach	0.2	0.0	0.2
Total Professional Level Support Positions:	7.7	8.5	16.2

<u>Position</u>	<u>Northfield FTE:</u>	<u>Williamstown FTE</u>	<u>Total FTE Proposed:</u>
School Administrative Assistants	3.0	3.0	6.0
Regular Education Paraprofessionals	1.0	3.8	4.8
Planning / Opportunity Room Staff	2.0	0.0	2.0
Total Paraprofessional / Administrative Assistant Positions:	6.0	6.8	12.8

TOTAL ALL STUDENT SUPPORT SYSTEM POSITIONS:	15.7	17.3	33.0
	<u>Northfield FTE:</u>	<u>Williamstown FTE</u>	<u>Total FTE Proposed:</u>