

AGENDA



**Addison Central School District
Executive Committee
Executive Committee Meeting
Wednesday, February 5, 2025, 4:00 pm - 5:15 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.

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/84018398537>

- A. Call to Order Upon Reaching A Quorum
 - 1. Introductions – Board members, Administrators and Staff
- B. First Public Comment Period
- C. Recommendation to Approve Minutes from 01/17/2025 and 01/27/2025
- D. Committee Discussion
 - 1. Board Voicemail
 - 2. Superintendent Evaluation Update
 - 3. Public Forum/Meeting on the Governor's Proposed Plan
 - 4. New Board Member Onboarding Materials Update
 - 5. February 10th Agenda Creation
 - 6. Other
- E. Second Public Comment Period
- F. Executive Session: Board Member Conduct per 1 V.S.A. 313(a)(3)
- G. Adjourn

*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
Executive Committee
Executive Committee Meeting
Monday, January 27, 2025, 4:30 pm - 6:00 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 Lusk; Wendy Baker

A. Call to Order Upon Reaching A Quorum

Meeting called to order at 4:30 p.m.

1. Introductions – Board Members, Administrators and Staff

B. First Public Comment Period

No public comment.

C. Recommendation to Approve Minutes from 1/6/2025

Barb Wilson noted that the agenda had a typo re: the date of the last Executive Committee meeting and did not have the 1/17/25 meeting minutes attached, so the Committee will review and approve two sets of minutes at the next meeting date.

D. Committee Discussion

1. Board Voicemail

Mary Heather Noble checked the Board voicemail at the meeting and confirmed that no new messages had been received since the last meeting.

2. Superintendent Evaluation Input and Next Steps

The Committee reviewed the timeline for the Superintendent Evaluation:

- January 27, 2025: Dr. Baker submits her self-evaluation material. She shared that her materials include 25 pages worth of narrative, which incorporate feedback from her team as well. She will email these materials to Committee members later today after one last review.

- January 28, 2025: Mary Heather Noble will send Board members the form for Board member input, which is the same tool that was used for the formative evaluation. She will also attach a PDF of Dr. Baker's self evaluation materials to share in a secure email.

- February 7, 2025: Deadline for Board members to provide input via Google form. No extensions.

- February 17, 2025: Executive Committee meeting to review and compile Board member input. Mary Heather Noble will provide an AI-generated summary of the input and include copies of the survey responses prior to the meeting. The Committee will finalize format for the Evaluation Report.

- February 20, 2025: Mary Heather will send copies of Evaluation Report to Dr. Baker and full board in preparation for the Feb 24th conversation.

- February 24, 2025: Full Board meeting focused on Superintendent Evaluation conversation.

3. Governor's Educational Transformation Proposal

Barb Wilson and Wendy Baker have been discussing the idea of requesting a meeting with Addison County legislators to learn more about the Governor's proposal for educational transformation in Vermont. There has been a lot of activity on this topic and Dr. Baker senses urgency in getting the full Board involved, informed, and prepared to provide input in the accelerated process. Barb has already reached out to Board Chairs of ANWSD and MAUSD to see if they are also interested in co-sponsoring a meeting with representatives, and they were very interested. Barb is wondering how the rest of the Committee feels about organizing this effort to become engaged in the State's work on this proposal.

Mary Heather Noble asked about the degree of urgency and whether a meeting should happen before or after Town Meeting Day. She expressed concern about this distracting from the effort to garner community support for the FY26 budget. Suzanne Buck expressed whether it would be better to wait until after legislative crossover, since the proposed bills often change significantly between the House and Senate.

Dr. Baker made a case for engaging the Board in a conversation with Legislators earlier in the process: There have been a lot more joint meetings to move this proposal forward, and the work is being tackled in tandem where senate committees are taking on some aspects and house committee are taking on others, so proposed bills in support of the plan are moving much faster than usual rule making moves. Dr. Baker noted that the draft bills will be coming from AOE with consultant assistance, and what she is hearing from her superintendent colleagues is that Boards need to provide a voice about what's happening. Some Boards are opting to write letters to provide their formal input. Dr. Baker also observed that neither of the AOE or consultant reps have experience in school administration, so it is extremely important for School Boards and Administrators to hold legislators accountable for the details -- and make sure that input can be given before it's too late.

Barb and Dr. Baker suggested watching the latest Joint meeting between the Education Committee and Ways & Means Committee, where Interim AOE Secretary Zoie Saunders provided an overview of the plan and took questions from Committee reps. Dr. Baker noted that this is the time to pay attention and provide our legislators with questions and concerns about how this plan will be implemented and whether they have considered some of the unintended consequences.

The Committee agreed that Barb will reach out to Peter Conlon and other Addison County

legislators regarding their availability, and see if other District want to participate/co-host a public Zoom meeting. Possible date: Feb 17th? Mary Heather suggested having a virtual ACSD Board meeting following a public information session. Dr. Baker noted the importance of time for people to process the information before issuing comments -- but the goal should be to have the Board formulate a written statement with questions/concerns before the legislative crossover.

4. BoardPaaS Replacement

Dr. Baker informed the Committee that the recent PowerSchool data breach has triggered a review of all 3rd party agreements to fully understand what ACSD practices are with respect to 3rd party vendors hosting District information. The IT Department has requested that the District not add any new technical vendors until this work is complete and they have a sense of what minimum contract language they want to have to keep the District's information secure. In light of that, Dr. Baker is requesting that the Board just use its existing Google Drive tools to develop and maintain Board and Committee meeting agendas and materials when Boardpaq is no longer functional (in a few weeks).

There was some discussion about making sure materials are view-only to comply with Open Meeting Law, and also fully accessible for public viewing as needed. The Committee agreed that this would be the best immediate solution, and that consideration of new Board management software can be revisited later.

5. New Board Member Onboard Training Next Steps

Barb Wilson asked if there were any comments or concerns with the Board Training materials she shared with the Committee. Mary Heather Noble noted a few outdated things -- e.g., Nicole Carter is still on the organizational chart, and that the org chart may be changing with the FY26 budget. It would be good to provide information on the Board portion of the ACSD website. She asked if other Board members had seen the materials, or if they had only been shared with the Executive Committee. Barb said she could share with the rest of the Board for feedback. Dr. Baker suggested asking new Board members if there is any information that they wished they had been given. Suzanne Buck emphasized the importance of new Board members completing the VSBA training module, and also understanding that they represent all students in the District, not just their town's perspective.

6. Other

Barb Wilson shared that Dr. Baker had recently appeared on the new MCTV Sharpe Takes program, and thought the Board might be able to utilize this outlet in the future. The Committee agreed that this might be something for the C&E Committee to include as part of its regular outreach tools.

Dr. Baker also shared that they are keeping an eye on changes to Federal guidance and rules concerning safe spaces for undocumented migrant populations. The District has been working closely with legal counsel on maintaining student privacy and safety per Vermont law and District policy. The Policy Committee is currently considering a Search & Seizure Policy to help provide additional guidance in case immigration officials come to schools demanding entrance to seize undocumented students. Some Board members have reached out to her for additional details on how students are being kept safe -- Dr. Baker indicated that she can talk more about this in executive session if the Board wishes.

E. Second Public Comment Period

No public comment.

F. Adjourn

Meeting adjourned at 5:59 p.m.

Motion to adjourn.

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

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DRAFT

MINUTES

**Addison Central School District
Executive Committee
Executive Committee Meeting
Friday, January 17, 2025, 7:30 am - 8:30 am
Virtual Meeting - Zoom Only**

Remote Attendance

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

A. Call to Order Upon Reaching A Quorum

Meeting called to order at 7:34 a.m.

1. Introductions – Board members, Administrators and Staff

B. Public Comment Period

No public comment.

C. Recommendation to Approve Minutes from 1/6/2025

Motion to approve minutes of January 6, 2025.

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

D. Committee Discussion

Mary Heather Noble reported that she checked the Board voicemail on Monday, January 13th and that there were no messages.

Barb Wilson reported that Boardpaq notified ACSD that they are discontinuing the software in about 3 weeks and only supporting their new software. ACSD's license agreement for Boardpaq expired in December, but they kept the District on as they were uncertain about whether they would continue to maintain it. Now they have decided to discontinue it, so the Board needs to find another program for creating agendas, minutes, and sharing meeting materials. Barb said that Darcie Arensmeyer has looked into the replacement tool, and it will cost the District between \$4,000 to \$6,000. Moving to the replacement tool would require a conversion process that Darcie would need to do in addition to her other responsibilities. Barb said that most other districts use Google Drive, including PAHCC -- this at least seems like a reasonable interim choice without additional cost. Darcie would need to make sure to enable permissions for Board members to have access to certain folders and see/share certain materials. Barb has asked Darcie to reach out to the other Districts to see how they have handled use of Google Drive for these purposes and whether there are certain cautions we must take.

Suzanne Buck reminded Barb that it is ultimately a Board decision, and expressed her concern about the public being shut out of certain meeting materials because they do not have the right permissions. This has been an issue for the PAHCC and ACSD would need to make sure that meeting materials are still accessible.

Wendy Baker noted that the District can at least maintain Board agendas, warnings & meeting materials with Google Drive as an interim until the Board determines its long term preference.

1. Executive Session: Board Member Conduct per 1 V.S.A. 313(a)(3)

Entered Executive Session at 7:45 a.m.

Exited Executive Session and re-entered Open Session at 8:37 a.m.

Motion to enter Executive Session to discuss Board member conduct per 1 VSA 313(a)3.

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

2. Other

The Committee discussed the schedule for upcoming committee meetings. Members agreed to meet on both January 27th and February 3rd. January 27th's meeting will focus on the Superintendent Evaluation, to make sure the tool for gathering Board member input is finalized and distributed. The February 3rd meeting will be used to prepare the agenda for the Feb 10th full Board meeting. Suzanne Buck also requested an executive session for one of the meetings to discuss Board member conduct.

Suzanne also cited new rules concerning posting of committee and board meeting agendas to comply with Open Meeting Law. She had received a memo from the Superintendent of the school district in which she works that agendas should be posted 5 days in advance of a public meeting. There was some discussion about whether the rules were already in effect or coming into effect this year. Barb Wilson agreed to look into it.

Wendy Baker provided a heads-up to the Committee that the Policy Committee is preparing to report out on its work concerning Policy C30, and is intending to request to be added to the February 24, 2025 Board meeting. That meeting has been already been slated for the Superintendent's Evaluation Committee and is right before the February 25, 2025 Annual meeting in which the FY26 proposed budget will be formally presented to the community. The Committee discussed about the ability of the Board to get through the policy discussion and still have enough time for a meaningful conversation re: Superintendent Evaluation. There was also concern about the C30 school attendance policy and any discussion about re-negotiation potentially distracting from the FY26 budget. Barb Wilson agreed to reach out to Joe McCallum to discuss this concern and suggest postponing the C30 Policy conversation until March after the election.

Committee members discussed the matter of electing a Moderator at the February 25, 2025 Annual meeting. Barb Wilson has been in touch with Mary Gill and Darcie Arensmeyer about inquiring whether Governor Douglass intends to be present and run for the role. Other folks may be qualified and interested. Mary Heather Noble asked if it is allowable for ACSD employees to moderate the Annual Meeting. Dr. Baker indicated that she thought it is allowed, since there wouldn't be a conflict of interest. Mary Heather and Suzanne suspected that it might not be allowed; Barb did not recall any statutory language prohibiting it. Barb agreed to look into it. Dr. Baker also suggested reaching out to the League of Cities & Towns for resources.

E. Adjourn

Meeting adjourned at 9:00 a.m.

Motion to adjourn.

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

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DRAFT