

Orange Southwest School District (OSSD)
Regular Board Meeting on Wednesday August 13, 2025
Randolph Elementary School
6pm

I. Opening (6:00 pm)

- Board Attendance: *Ensuring a quorum*
- Meeting Purpose:
- Review and Accept Agenda: *Meeting purpose? Are these the right agenda items? Is the right amount of time allotted?*

II. Ownership Linkage (6:05)

- Public Comment: *Board welcomes comment but is not able to take any action. Comments limited to 3 minutes per speaker.*
- Update on H 454
 - Joint Letter
 - UP for Learning Project

III. Board Process (6:15)

- Discuss & Reorganize Board & Committees
 - Elect Chair (currently vacant)
 - Appoint Teacher contract negotiating committee (Hooper, Parmelee, and 1 vacancy)
- Review/Discuss/Approve Annual Agenda & Goals (GP 4.3.2)
- Ratify Licensed Staff Master Agreement
- Approve committee reps called for in the new union agreements

IV. Board Education (6:45)

- Assess Board Education Needs (BMD 4.3.2)
- Decide on PD Plan for year

V. Monitoring the Organization (7:00).

- Review EL 2.0, 2.8, & 2.9 (BMD 3.4.5) 1st Read
- Financials (EL 2.3 Financial Conditions)

VI. Policy Decisions for District Governance (7:10)

- C-29 Equity, D-23 Instructional Materials, and D-8 Replacing D-22 Library Materials - 2nd Read State Required Policies (EL 2.9)

VII. Monitoring the Board (7:15)

- Board Self-Evaluation: *Monitoring compliance with Board Governance Process and Board Management Delegation Policies.*
- GP 4.3 Agenda Planning – Self Evaluation

VIII. Consent Agenda (7:25)

- Vote on acceptance of Consent Agenda: *Items that the Board has previously delegated to the Superintendent, but that an external authority requires the Board to approve. The entire Consent Agenda is adopted by one motion, without discussion. However, an item can be removed from the Consent Agenda for discussion with a majority vote GP 4.3.4.*
- Water Main
- Approve minutes from June 12 and July 10 board meetings
- Move and approved updated signers for Bar Harbor Bank

IX. Closing/Incidental Information (7:30)

- Superintendent's Report
 - Staffing
 - Transportation/Garage
 - Water Project
- Director & Principals Reports
- Action Item Recap

X. Executive Session *If needed*

Future Meetings

- Agenda Planning Meeting: TBD
- Special Meeting August 20, 2025 6p.m at Williamstown Middle High School
- Regular Board Meeting: 6pm Sept 11, 2024 at RUHS



Michael Clark <mclark@orangesouthwest.org>

Agenda for Board meeting

Jennifer Hannigan <jenniferhannigan@gmail.com>

Mon, Aug 11, 2025 at 3:32 PM

To: Michael Clark <mclark@orangesouthwest.org>

Cc: Orphan Angels <orphan14@gmail.com>, Kyle Southworth <ksouthworth@orangesouthwest.org>

We are requesting that OSSD pay our son's tuition to attend Bethal middle school. For the following reasons.

- * Philip has been very vocal not wanting to attend RUHS after Brookfield. He has been requesting to be homeschooled the past two to three years.

- * Philip likes he has options in middle school attending Bethal and a voice on topics he would like to learn. He doesn't feel he would have the same options attending RUHS.

- * He prefers the environment more so in Bethal.

- * We won't need to home school Philip. We would prefer he is socially around peers his age.

- * We won't need to move and uproot two other students from the OSSD school district.

We would prefer to have an executive order to discuss this matter. I know we were informed that isn't an option. There is definitely more that is private that should not be made public.

I look forward to hearing from you.

Jen

[Quoted text hidden]

OSSD Annual Agenda 2024-2025

	Board Governance and Processes	Ownership Linkage	Board Education	Policy Review	ENDS Monitoring	EL Monitoring	Other	Advocacy	Consent Agenda/ Incidentals
August 14, 2024 @RES	Approve Annual Agenda & Goals (4.3.2)	Approve Ownership Linkage Plan (4.2.1)	Receive State Mandated Training (2.9.3) Assess Board Education Needs	Self-Evaluate GP 4.2 Ends Development & Review EL Policy Review?		Review EL Reports 2.0, 2.8, 2.9 (3.4)	Review Negotiation Committee Membership		
September 11, 2024 @RUHS (and RTCC mtg)	Superintendent Evaluation - EL Compliance & Ends Accomplishment (3.4) & (4.2)		VSBA Webinar Training	Self-Evaluate GP 4.3 Ends Development & Review EL Policy Review?	Central Office Admin Attend & Report	Accept EL Reports 2.0, 2.8, 2.9 (3.4) Quarterly Facilities Monitoring Report incl report from Facilities Staff	Discuss Negotiations with Unions (4.2.10)	VSBA Regional Meeting	
October 9, 2024 @ Brookfield Elementary			VSBA Webinar Training	Self-Evaluate GP 4.0 Ends Development & Review EL Policy Review?	Review & Discuss OSSD Ends Monitoring Report K-12 (3.4) Central Office Admin Attend & Report	Review EL Reports 2.1, 2.2 (3.4)	Discuss Negotiations with Unions (4.2.10)	Report on VSBA Regional Meeting (4.2.5) VEHI/VSBIT Proxy (2.9.2) VSBA Fall Conference	

MEETING	Board Governance and Processes	Ownership Linkage	Board Education	Policy Review	ENDS Monitoring	EL Monitoring	Other	Advocacy	Consent Agenda/ Incidentals
November 13, 2024 @RUHS (and RTCC mtg)		Discuss Annual Report to Voters (4.2)	VSBA Webinar Training	Self-Evaluate GP 4.7 Ends Development & Review EL Policy Review?	Accept OSSD Ends Monitoring Report K-12 (3.4) RUHS Attend & Report	Accept EL Reports 2.1, 2.2 (3.4)	Discuss Negotiations with Unions (4.2.10)	Report on VSBA Annual Meeting & Conference (4.2.5)	
December 11, 2024 @ Braintree Elementary		Review Annual Report to Voters (4.2)	VSBA Webinar Training	Self-Evaluate GP 4.5 Ends Development & Review EL Policy Review?	Braintree Attend & Report	Review EL Reports 2.4, 2.5 (3.4) Quarterly Facilities Monitoring Report incl report from Facilities Staff	Discuss Negotiations with Unions (4.2.10)	Plan Meeting with Legislators (4.2.5)	Approve RAVEN & RTCC Budgets (2.4)
January 8, 2025 @ RES		Approve Annual Report to Voters (4.2)	VSBA Webinar Training	Self-Evaluate GP 4.6 Ends Development & Review EL Policy Review?	RES Attend & Report	Accept EL Reports 2.4, 2.5 (3.4)			Approve Budget & Warning (4.1) Approval of AOE Financial Mgmt Questionnaire (2.4) Approve Announced Tuitions (2.4) Set HS Choice Capacity Limits (2.8.9)
February 12, 2025 @ RUHS		Budget Information	VSBA Webinar Training	Self-Evaluate GP 4.4	RTCC Attend & Report	Review EL Reports 2.3, 2.6		Meet with Legislators (4.2.5)	

MEETING	Board Governance and Processes	Ownership Linkage	Board Education	Policy Review	ENDS Monitoring	EL Monitoring	Other	Advocacy	Consent Agenda/ Incidentals
(& RTCC mtg)		Meetings (4.2.1)		Ends Development & Review EL Policy Review?		(3.4)			
March 12, 2025 @ Brookfield Elementary		Report on Town Meetings (4.2.1)	VSBA Webinar Training	Self-Evaluate BMD 3.0 Ends Development & Review EL Policy Review?	Brookfield Attend & Report	Accept EL Reports 2.3,2.6 (3.4) Quarterly Facilities Monitoring Report incl report from Facilities Staff		Legislative Update (4.2.5)	Plan Staff Appreciation
April 9, 2025 @ Braintree Elementary			VSBA Webinar Training	Self-Evaluate GP 4.1 Ends Development & Review EL Policy Review?			Form Evaluation Committee and send out eval survey	Legislative Update (4.2.5)	Facilities Plans Update (2.6) Professional Staff Contracts (2.4)
May 14, 2025 @ RUHS (& RTCC mtg)			VSBA Webinar Training	Self-Evaluate BMD 3.1 Ends Development & Review EL Policy Review?		Review EL Reports 2.7 (3.4) Meet with Auditor (3.4.2)		Legislative Update (4.2.5)	Teacher Appreciation 1st wk. of May Administrative Staff Contracts (2.4)
June 11, 2025 @ RES			VSBA Webinar Training	Self-Evaluate BMD 3.2 BMD 3.4		Accept EL Reports 2.7 (3.4)		Legislative Update (4.2.5)	Approve SPED Contracts (2.4)

MEETING	Board Governance and Processes	Ownership Linkage	Board Education	Policy Review	ENDS Monitoring	EL Monitoring	Other	Advocacy	Consent Agenda/ Incidentals
				Ends Development & Review EL Policy Review?		Quarterly Facilities Monitoring Report incl report from Facilities Staff			Approve Administration of Grants (2.8.9) Approve Arbitrage Review & Accept District Continuous Improvement Plan
July (Retreat?)		Create Ownership Linkage Plan (4.2.1)	VSBA Webinar Training	Self-Evaluate BMD 3.3 Ends Development & Review EL Policy Review?					

Worksheet for Board Self-Evaluation of Governance Process Policies

Policy Number 4.3 Agenda Planning
Time period being monitored: 2025-26
Date Completed: 8/13/25

Performance Ratings: always, most of the time, some of the time, never

Policy Wording	Have we acted consistently with this item of the policy	Specific representative examples to support your response
<p>To accomplish its job description with a governance style consistent with board policies, the Board will follow an annual agenda that:</p> <ul style="list-style-type: none"> a. completes a review of Ends policies annually b. continually improves board performance through board education and enriched input and deliberation c. provides a mechanism to record and save opportunities for improvements and d. allows the board to meet its legal obligations 		
<ol style="list-style-type: none"> 1. The cycle will conclude each year on the last day of June, coinciding with the end of the school fiscal year, so that administrative planning and budgeting can be based on accomplishing a one-year segment of the Board's most recent statement of long-term Ends. 		

<p>2. The cycle will start with the Board's development of its agenda for the next year. The Chair will provide a report of the Board's work from the previous cycle and, in consultation with other board members and the Superintendent, will create an annual agenda. These will be presented to the Board for review no later than the last scheduled meeting of the planning year. The annual agenda and report will be approved at the first board meeting of the new cycle.</p> <p>The annual agenda shall include:</p> <ul style="list-style-type: none"> o Consultations with selected groups in the ownership, or other methods of gaining ownership input. o Governance education and education related to Ends determination (presentations by futurists, demographers, advocacy groups, staff, and so on). 		
<p>3. A board member may recommend or request an item for board discussion by submitting the item to the Chair no later than five days before the agenda is to be warned.</p>		
<p>4. Throughout the year, the Board will attend to consent agenda items as expeditiously as possible. Only the majority of the board can remove an item from the consent agenda for discussion.</p>		

5. Superintendent monitoring will be included on the agenda in accordance with the Board's schedule.		
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Which areas were rated as “some of the time,” “rarely,” or “never?”

Select ONE area of this policy for improvement over the next year.

What actions will we COMMIT to taking in the next year to improve our application of this policy?

Who will be accountable for the leadership to ensure it happens?

WHEN will we reassess our progress?

Monitoring Report

Superintendent Monitoring Report:	Internal	Organization:	Orange Southwest School District
Policy Type:	Executive Limitations	Policy Number/Title:	2.0 Global Executive Constraint
Submitted on:	11 August 2025	Period Covered	July 2024 -August 2025

Policy

The superintendent shall not cause or allow any practice, activity, decision organizational circumstance that is unlawful, unsafe, imprudent or in violation of commonly accepted educational and professional ethics and practices.

Interpretation

The superintendent is responsible for ensuring that certain negative conditions do not occur. They must take action to prevent these situations from happening. This refers to all aspects of the superintendent's role, including how they run the organization, the decisions they make, and the activities they oversee. The superintendent must avoid practices that are:

- **Unlawful:** Break the law.
- **Unsafe:** Pose risks to safety, whether physical or otherwise.
- **Imprudent:** Show poor judgment or lack of foresight.
- **Violation of ethics:** Disregard widely accepted standards of professional behavior and educational practices.

Observable Conditions:

a)	All district operations comply with applicable federal, state, and local laws.
b)	OSHA and Vermont Department of Labor safety are followed, and all required safety drills, inspections, and training occur within mandated timelines.
c)	Administration follows established financial expectations.

d)	Ethical and professional conduct observed.
e)	Superintendent operates within the Board Adopted Executive Limitations

Rationale:

1)	The superintendent's conduct sets the standard for the entire organization. The Global Constraints define the minimum acceptable expectations, and failure to meet them risks eroding trust among faculty, staff, the board, and the community. Such a loss of confidence can undermine the district's effectiveness and its ability to deliver quality education. Adhering to these standards is essential to preserving organizational integrity and success.
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Evidence:

Observable Condition	Data/Result
a) Lawful	<i>No citations, fines, or legal actions</i>
b) Safe	No OSHA or Vermont Department of Labor safety violations are recorded. Annual Act 29 (Safety Drill) Report Filed on time. Annual Lead Report, Fire Safety Inspections, Playground inspections, available.
c) Prudent	<i>Clean Audit and Passed Budget</i>
d) Ethical and Professional	No substantiated complaints of unethical or unprofessional conduct are reported through Board Policy B27 or to the Vermont Agency of Education.
e) Operation within ELs	<i>The board accepted all of the 2024-2025 Monitoring Reports</i>

Compliance:

<p>I report compliance <i>Michael J Clark, Superintendent</i></p>
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Notes:

Monitoring Report

Superintendent Monitoring Report:	Internal	Organization:	Orange Southwest School District
Policy Type:	Executive Limitations	Policy Number/Title:	2.8 Communication and Support to the Board
Submitted on:	13 August 2025	Period Covered	July 2024 -August 2024

Policy

The superintendent shall not cause or allow the Board to be uninformed or unsupported in its work.

Further, without limiting the scope of the foregoing by this enumeration, the Superintendent shall not:

1. *Neglect to submit monitoring data required by the Board (see policy 3.4 on monitoring Superintendent performance) in a timely, accurate, and understandable fashion, directly addressing the provisions of board policies being monitored;*
2. *Allow the Board to be unaware of any actual or anticipated noncompliance with any Ends or Executive limitations policy, regardless of the Board's monitoring schedule;*
3. *Neglect to submit unbiased decision information required periodically by the Board or let the Board be unaware of relevant trends;*
4. *Let the Board be unaware of any significant incidental information it requires, including anticipated media coverage, threatened or pending lawsuits, and material internal and external changes;*
5. *Let the Board be unaware if, in the Superintendent's opinion, the Board is not in compliance with its own policies on Governance Process and Board-Management Delegation, particularly in the case of board behavior that is detrimental to the work relationship between the Board and the Superintendent;*
6. *Present information in unnecessarily complex or lengthy form or in a form that fails to differentiate among information of three types: monitoring, decision preparation, and incidental;*
7. *Allow the Board to be deprived of a workable mechanism for official board, officer, or committee communications;*

8. *Deal with the Board in a way that favors or privileges certain board members over others except when responding to officers or committees duly charged by the Board;*
9. *Allow the Board to do its work without the necessary items on its consent agenda. Necessary items are those decisions delegated to the Superintendent yet required by law, regulation or contract to be board-approved, along with applicable monitoring information;*
10. *Allow the Board to be uninformed in a timely manner of all significant gifts;*
11. *Allow the Board to be unsupported and uninformed in its role as a quasi-judicial hearing body; or,*
12. *Allow the Board to be uninformed on an annual basis of all required policies currently in effect and where to access them.*

Interpretation

This executive limitation serves to ensure that the Superintendent does not abdicate responsibility for keeping the Board fully informed and supported in its oversight and decision-making functions. The Superintendent's role is to provide the Board with the necessary tools, data, and context for it to fulfill its governance duties, and the following stipulations serve as specific safeguards to uphold this principle. This limitation applies equally to the board as a whole as well as individual board members.

Observable Conditions:

a)	The Board receives regular, comprehensive, and clear monitoring data that is aligned with the provisions of Board policies being monitored. These reports should be submitted in a timely manner and presented in an easily understandable format.
b)	If any noncompliance with Ends or Executive Limitations policies occurs, the Superintendent proactively informs the Board, even outside of the regular monitoring schedule.
c)	The Board receives objective and unbiased information on key decision-making topics, including significant trends or developments that may influence future decisions.
d)	The Superintendent ensures that the Board is kept informed about any external or internal changes, such as media coverage, lawsuits, or other critical developments that may affect the organization.
e)	The Board is informed if the Superintendent believes that the Board is not in compliance with its own governance policies, particularly concerning the Board-Management relationship.
f)	The information provided to the Board is clearly formatted, with distinctions between monitoring data, decision-making information, and incidental information.

g)	The Board has access to a functional and transparent system for official communications between Board members, officers, and committees.
h)	The Superintendent treats all Board members equally, ensuring that no member is given preferential treatment, except in cases where a specific officer or committee has been duly authorized by the Board.
i)	The Board receives all necessary items for the consent agenda, including decisions that the Superintendent is authorized to make but are legally or contractually required to be Board-approved, along with required monitoring information.
j)	The Board is informed promptly about any significant gifts that may impact the organization, whether financial or otherwise.
k)	The Board is provided with all necessary support and information to perform its quasi-judicial functions effectively, such as during hearings or adjudicatory processes.
l)	The Board is informed annually about the policies in effect, and knows where to access these policies for reference.

Rationale:

1)	The rationale for these limitations is to ensure that the Board is adequately informed and supported in fulfilling its governance role while maintaining transparency, accountability, and proper oversight.
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Evidence:

Observable Condition	Data/Result
a) Regular Reports	<i>All monitoring reports are submitted prior to the board meetings on the agreed to schedule.</i>
b) Non Compliance with EL and Ends	<i>The Board is informed immediately when any anticipated or actual noncompliance arises, with clear explanations and corrective actions suggested by the Superintendent. The only example so far being the partial non-compliance with salary.</i>
c) Unbias Decision Information	<i>The Superintendent regularly provides the Board with comprehensive reports on Executive Limitations and Ends, ensuring that all relevant monitoring data aligns with Board policy. These reports include pertinent state and national trends, which the Superintendent typically discusses in reports to the Board or as incidental updates during Board meetings. The</i>

	<i>Board receives monthly financial reports and quarterly facilities reports to ensure necessary oversight and transparency on organizational performance and resource utilization. The Superintendent communicates confidential information to the Board through secure means, such as email or in-person during executive sessions, maintaining confidentiality and ensuring appropriate governance.</i>
d) Significant Incidental Information	The superintendent has kept the board aware of media coverage, potential challenges, school safety issues, H454, ect. and possible solutions.
e) Board Compliance With Its Policies	<i>When the superintendent believed an individual board member was out of compliance with several governing policies he crafted the EL 2.8 Communication and Support to the Board Memo dated 11 August 2025.</i>
f) Clear Succinct Relevant Information	<i>The Superintendent has accomplished this using the new monitoring report format and is also evidenced by the board not having questions about the written report</i>
g) Board Communication	<i>Board communication has generally happened in open session following the expectation in Vermont Open Meeting Law. The board maintains its own budget to fund needs that exceed what is provided.</i>
h) Equal Board Member Treatment	<i>The superintendent has made himself available as needed to each board member as requested.</i>
i) Consent Agenda	<i>The board's legal contractual and regulatory responsibility were placed on board agendas in a timely manner. The general practice is the board has access to consent agenda material, in the board packet, for routine board meetings 5 days before each meeting</i>
j) Gifts	<i>OSSD has not accepted significant gifts in the last 12 months</i>
k) Quasi Judicial Hearing Body	<i>The board has not needed to perform Quasi Judicial work in the last 12 months</i>

I) Policies	<i>The board regularly reviews its policies and is updated when new required policies are introduced at the state level.</i>
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Compliance:

I report compliance
Michael J Clark, Superintendent

Notes: See Attached *EL 2.8 Communication and Support to the Board Memo dated 11 August 2025.*

Executive Limitation 2.8 – Communication and Support to the Board Memo

11 August 2025

Executive Limitation 2.8 states that the Superintendent “shall not cause or allow the Board to be uninformed or unsupported in its work.” It further specifies:

“...5. Let the Board be unaware if in the Superintendent’s opinion, the Board is not in compliance with its own policies on Governance Process and Board Management Delegation, particularly in the case of board behavior that is detrimental to the work relationship between the board and Superintendent.”

My interpretation of this section is that it applies to the board as a whole as well as individual board members

Purpose of this Memo

This memo fulfills my responsibility under this limitation to inform the full Board when I believe actions have occurred that are inconsistent with Board policy and could be detrimental to effective governance. My concern relates to recent communications by a Board member with individuals both outside the Board and with subsets of Board members.

Relevant Policies

Based on my review, the conduct in question may be inconsistent with:

- **Policy 3.1 – Unity of Control:** The principle that the Board works together as a unit to conduct its work.
- **Policy 3.4 – Monitoring the Superintendent:** The requirement that oversight occurs through the Board as a whole.
- **Policy 4.1 – Governance Style, Subsection 1:** The commitment to “create a sense of group responsibility.”

In addition, some of these communications may raise **open meeting law concerns** when messages are sent to a quorum of members outside a warned meeting.

Impact on Governance

Communications that occur with individual Board members or subsets of the Board can:

- Create situations where not all members have the same information.
- Erode the principle of unified decision-making.

- Risk the perception, or reality, of decisions being influenced outside public meetings.
- Strain the working relationship between the Board and the Superintendent by introducing matters through informal channels rather than agreed governance processes.

Summary of Incidents

To provide transparency and documentation, I have included in *Appendix A* a factual summary of the incidents, including relevant correspondence. These examples illustrate how the above policies may have been compromised and why I believe it is important to bring this to the full Board's attention.

Next Steps

I recommend the Board review the referenced policies and determine if clarification, reinforcement, or additional training is needed to ensure all members are able to fulfill their governance role effectively and in compliance with established procedures.

Appendix A – Documentation of Incidents and Related Policy References

Incident 1 – July 1, 2025

On July 1, 2025, I was notified by Bob Chutter, Board Chair of the Grand Isle Supervisory Union (GISU), that an OSSD Board Member had sent an email to Whitney Maxham, current Board Chair of the Alburgh School Board, titled "*Digging Up History*".

Email from OSSD Board Member to Chair Maxham (excerpt):

"Dear Whitney, I am writing to inquire about your board's unanimous vote of no confidence to Superintendent Mike Clark in June of '23. I am a new board member on the Randolph Board of Education, and a retired educator after 40 years in the classroom, where I wore about every hat there is from preschool to college and everything in between - mostly middle school science and computers.

Below I list your current board and then the '23 board.

Jenn Fenn, Whitney Maxham, Luke Richter, Heather Darby, Cheryl Dunn
Brad Blanchette, Bob Chutter, Tim Maxham, Sylvia Jensen, Michael Inners,
Whitney Maxham, Whitney Doremus.

You are the only current board member one who was on the board two years ago. Might you chat with me about what some of the issues were and/or help me locate contact information for some of the other '23 board members, especially if they had strong concerns.

I look forward to hearing from you soon, we have a staff retreat on July 9."

Chair Maxham forwarded this email to GISU Board Chair Chutter and requested assistance. Chair Chutter offered to respond on her behalf, which she accepted.

Email from Chair Chutter to OSSD Board Member (excerpt):

“Hello XXXXX,

Two of the board members at the time were defeated in the next election because the community was upset about the situation. After the election, two of the remaining members resigned. The members of the current board voted to rescind that vote because there was no factual basis in the accusations and no formal complaint was ever filed with the State Department of Education or our Supervisory Union board.

We are sorry that the shenanigans of this one board in our SU pushed Michael to decide to leave us.

Kind Regards,

Bob Chutter

Chair, GISU Board”

Upon becoming aware of these communications, I informed the OSSD Chair and Vice Chair and stated my intention to speak directly with the OSSD Board Member involved. The conversation with the individual board member occurred following the July 9, 2025 OSSD Board Retreat.

Policy Impact:

In my opinion, this conduct violates Board Governance Policy 3.0 *Global Governance–Management Connection*, specifically:

- **3.1 Unity of Control** – The premise that the board works together to do its work.
- **3.4 Monitoring the Superintendent** – Adherence to agreed procedures.

It is also contrary to Governance Policy 4.0 *Global Governance Commitment* and 4.1 *Governance Style*, particularly subsection 1:

“The board will create a sense of group responsibility.”

Incident 2 – July 16, 2025

On July 16, 2025, the same OSSD Board Member engaged in email communications with three other OSSD Board Members regarding potential board business.

Excerpt from my email response to the Board Member:

“...As mentioned earlier I have been in regular communication with Vice Chair Kaplan in her capacity as Acting Chair. Acting Chair Kaplan is aware of the situation and has a plan for the board to act on tonight if it chooses.

I am unclear why you have copied Board Member Gaidys and Board Member Hooper on this communication. Per the OSSD agreed-to Governance Policies,

agenda requests should be made to the Board Chair. One of the tenets of Policy Governance is that board decisions happen as a result of communications between the full board at board meetings; when you communicate with a subsection of board members you create a situation where some board members have information other board members do not have. It would be a violation of open meeting law to have a board discussion outside of a warned board meeting.

As we discussed last Wednesday evening, if you have questions about board work you should reach out to the Board Chair or myself. I also reiterate my offer to sit with you and review the OSSD Governance Policies to help you effectively participate in your role as a member of the OSSD Board.”

Despite this, the Board Member continued to copy three other board members in their response, opening with:

“Michael et. al.,”

Policy Impact:

This behavior is contrary to multiple subsections of Governance Policy 4.0 *Governance Style* and may also constitute a violation of Vermont Open Meeting Law. At the time (July 16, 2025), the OSSD Board was down one member, and this email exchange involved the Board Member discussing legal matters with three other members (a total of four board members) which constitutes a quorum of the seven-member board.

Monitoring Report

Superintendent Monitoring Report:	Internal	Organization:	Orange Southwest School District
Policy Type:	Executive Limitations	Policy Number/Title:	2.9 Policies Required by Legislative or Regulatory Bodies
Submitted on:	11 August 2025	Period Covered	July 2024 -August 2025

Policy

With respect to required policies, the Superintendent shall not:

1. *Allow required policies to be incomplete, out of date, inaccessible to the community, or unreviewed by legal counsel.*
2. *Allow for improper implementation of required policy elements.*
3. *Allow those personnel who may be expected to implement policy to be untrained to do so.*

Interpretation

The Superintendent must ensure that all required policies are complete, current, legally reviewed, and easily accessible to the public. Policies must be implemented as written, and all staff responsible for carrying them out must be trained to do so.

Observable Conditions:

a)	A current list of required policies exists.
b)	All policies have been vetted by legal counsel.
c)	Training logs demonstrate that required faculty and staff have been trained.
d)	Policies are followed

Rationale:

1)	Accurate, current, and well-implemented policies protect the district from legal risk, ensure consistent operations, and maintain public trust.
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Evidence:

Observable Condition	Data/Result
a) Up To Date Policies	<i>The OSSD policies are listed on the OSSD website and are reviewed during the agenda building process and compared to the Vermont School Board Association Website to compare the current OSSD Policies with the Required State Policies</i>
b) Legally Vetted	OSSD Adopts only VSBA Required Policies. All VSBA Policies have been reviewed by legal Counsel
c) Training	<i>During inservice and faculty meeting time all faculty and staff receive yearly trainings with new and veteran staff on compliance with specific complex policies and procedures: FERPA and student privacy, HIPPA and medical privacy, mandated reporting, school shooter response, school access, fire drills, evacuations, and blood borne pathogen protocols. Completion of this training is documented by cabinet members using the Vector System.</i>
d) Followed	No substantiated complaints of faculty or staff violating policies have been reported to the superintendent under Board Policy B27. When students violate policies, educational interventions are implemented to help them understand and adhere to the rules. Records of these interventions are maintained in the student information system.

Compliance:

<p>I report compliance <i>Michael J Clark, Superintendent</i></p>
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Notes:

**ORANGE SOUTHWEST SCHOOL DISTRICT -
EXPENDITURES**

Account Name	2023-24 Actual	June 2024 Expenditure	2024-25 Budget	June 2025 Expenditure	Encumb	Balance Under (Over)	Percent Inc/Dec
<u>INSTRUCTION:</u>							
Salaries	4,727,619	4,727,619	5,202,040	5,082,570	0	119,470	2.30%
Benefits	1,538,284	1,538,284	2,074,962	1,746,726	0	328,236	15.82%
Drivers Education	4,262	4,262	4,000	0	0	4,000	100.00%
Remedial/Interventionist Service	224,806	224,806	273,237	295,262	0	-22,025	-8.06%
Testing/Tutorial/OT-PT Svcs	13,041	13,041	36,930	34,718	0	2,212	5.99%
Contracted Services	39,150	39,150	45,600	39,535	0	6,065	13.30%
Staff Training	223,382	223,382	273,500	148,808	0	124,692	45.59%
Co/Extra Curricular	428,982	428,982	526,192	470,048	0	56,144	10.67%
Tuition	209,325	209,325	54,000	102,719	0	-48,719	-90.22%
Travel/Field Trips	63,348	63,348	39,020	8,083	0	30,937	79.28%
Supplies/Textbooks/Equip	323,044	323,044	447,823	318,870	0	128,953	28.80%
Total Instruction	7,795,243	7,795,243	8,977,304	8,247,339	0	729,965	8.13%
<u>SPECIAL EDUCATION:</u>							
Salaries	1,637,457	1,637,457	1,936,595	1,637,092	0	299,503	15.47%
Benefits	555,432	555,432	819,132	634,533	0	184,599	22.54%
Contracted/Prof Services	5,000	5,000	0	30,804	0	-30,804	
Transportation	66,894	66,894	152,500	261,849	0	-109,349	-71.70%
Travel/Conferences	9,018	9,018	11,700	21,639	0	-9,939	-84.95%
Supplies/Textbooks/Equipment	18,906	18,906	27,275	17,927	0	9,348	34.27%
Tuition	838,234	838,234	1,069,700	840,570	0	229,130	21.42%
Behavioral Services	205,234	205,234	230,249	204,746	0	25,503	11.08%
Testing/Tutorial/OT-PT Svcs	125,804	125,804	164,000	262,879	0	-98,879	-60.29%
Speech Services	296,447	296,447	339,459	316,142	0	23,317	6.87%
Total Special Education	3,758,426	3,758,426	4,750,610	4,228,182	0	522,428	11.00%
<u>ADMINISTRATION:</u>							
Salaries	866,804	866,804	935,231	1,061,637	0	-126,406	-13.52%
Benefits	326,196	326,196	458,163	416,746	0	41,417	9.04%
Repairs/Maint	235	235	9,000	255	0	8,745	97.17%
Postage/Telephone	37,249	37,249	36,250	35,565	0	685	1.89%
Travel	23,555	23,555	17,100	26,455	0	-9,355	-54.71%
Supplies/Equipment	25,202	25,202	45,115	52,009	0	-6,894	-15.28%
Total Administration	1,279,241	1,279,241	1,500,859	1,592,667	0	-91,808	-6.12%
<u>CENTRAL OFFICE:</u>							
Salaries	602,469	602,469	737,688	743,493	0	-5,805	-0.79%
Benefits	202,902	202,902	333,986	257,657	0	76,329	22.85%
Contracted Services	18,318	18,318	10,000	8,057	0	1,944	19.44%
Legal Fees	0	0	0	0	0	0	
Staff Development	20,498	20,498	5,000	11,651	0	-6,651	-133.02%
Repairs/Maintenance	26,570	26,570	30,000	24,180	0	5,820	19.40%
Board Expense	0	0	0	0	0	0	
Building Construction	0	0	0	0	0	0	
Insurance	0	0	0	0	0	0	
Travel	3,216	3,216	7,900	7,112	0	788	9.97%
Supplies/Equipment	63,217	63,217	53,445	42,126	0	11,319	21.18%
Total Central Office	937,190	937,190	1,178,019	1,094,277	0	83,742	7.11%
<u>SUPPORT SERVICES:</u>							
Guidance	468,090	468,090	592,054	742,463	0	-150,409	-25.40%
Behavioral Interventionists	360,854	360,854	412,237	343,590	0	68,647	16.65%
School Nurse	347,506	347,506	516,582	476,043	0	40,539	7.85%
Media Services	358,228	358,228	390,339	381,278	0	9,061	2.32%
Curriculum Develop	9,794	9,794	31,255	12,977	0	18,278	58.48%
C.A.R.	58,320	58,320	113,500	47,992	0	65,508	57.72%
Teacher Mentoring	58,214	58,214	58,010	33,487	0	24,523	42.27%
Board of Education	124,309	124,309	118,865	92,517	0	26,348	22.17%
Legal Fees	29,801	29,801	60,000	42,870	0	17,130	28.55%
Fiscal Services	70,665	70,665	85,000	0	0	85,000	100.00%
Total Support Services	1,885,780	1,885,780	2,377,842	2,173,217	0	204,625	8.61%
<u>MAINTENANCE:</u>							
Salaries	716,782	716,782	904,750	852,328	0	52,422	5.79%
Benefits	322,747	322,747	531,465	383,982	0	147,483	27.75%
Contracted Services	195,641	195,641	118,720	520,351	0	-401,631	-338.30%
General Liability Ins	89,269	89,269	88,000	94,929	0	-6,929	-7.87%
Repairs/Maintenance	488,438	488,438	287,260	102,586	0	184,674	64.29%
Utilities	447,765	447,765	541,000	435,651	0	105,349	19.47%
Supplies/Travel/Equipment	345,955	345,955	298,350	202,917	0	95,433	31.99%
Care of Grounds	180,979	180,979	205,600	215,128	0	-9,528	-4.63%
Reserve - Repairs/Maint	0	0	0	0	0	0	
Vehicle Services	16,465	16,465	24,085	13,574	0	10,511	43.64%
Total Maintenance Svcs	2,804,042	2,804,042	2,999,230	2,821,446	0	177,784	5.93%

**ORANGE SOUTHWEST SCHOOL DISTRICT -
EXPENDITURES**

	2023-24 Actual	June 2024 Expenditure	2024-25 Budget	June 2025 Expenditure	Encumb	Balance Under (Over)	Percent Inc/Dec
<u>TECHNOLOGY:</u>							
Salaries	319,470	319,470	354,630	325,002	0	29,628	8.35%
Benefits	116,070	116,070	148,975	123,421	0	25,554	17.15%
Contracted Services	13,519	13,519	24,500	19,539	0	4,961	20.25%
Technology Fund Transfer	108,500	108,500	108,500	108,500	0	0	0.00%
Repairs/Maintenance	2,348	2,348	2,500	453	0	2,047	81.87%
Supplies	183,034	183,034	145,100	156,901	0	-11,801	-8.13%
Equipment	0	0	0	0	0	0	
Total Technology	742,941	742,941	784,205	733,816	0	50,389	6.43%
<u>TRANSPORTATION:</u>							
Salaries	253,199	253,199	266,055	302,319	0	-36,264	-13.63%
Benefits	47,398	47,398	62,664	55,921	0	6,743	10.76%
Contracted Svcs/Rent	72,162	72,162	73,000	68,014	0	4,986	6.83%
Travel/Conferences	98	98	100	0	0	100	100.00%
Repairs/Supplies/Equip	64,102	64,102	59,300	76,647	0	-17,347	-29.25%
Diesel Fuel	50,220	50,220	90,800	55,601	0	35,199	38.76%
Unallowed Spec Ed	0	0	0	2,734	0	-2,734	
After School Bus	15,628	15,628	75,000	2,462	0	72,538	96.72%
Field Trips	11,248	11,248	33,000	25,056	0	7,944	24.07%
Tuition Student Transportation	37,602	37,602	49,130	43,779	0	5,351	10.89%
Bus Fund Reserve	100,000	100,000	100,000	100,000	0	0	0.00%
Total Transportation	651,657	651,657	809,049	732,534	0	76,515	9.46%
<u>OTHER EXPENDITURES:</u>							
Food Service Transfer	35,000	35,000	35,000	138,443	0	-103,443	-295.55%
Operational Fund Transfer	0	0	0	0	0	0	
Special Ed Transfer	0	0	0	0	0	0	
Child Care - COVID-19	0	0	0	0	0	0	
Debt Service	10,009	10,009	10,315	9,754	0	561	5.44%
EEE Services	103,674	103,674	95,353	67,748	0	27,605	28.95%
Total Other Expenditures	148,683	148,683	140,668	215,945	0	-75,277	-53.51%
<u>TECHNICAL EDUCATION:</u>							
State - Act 68	573,600	573,600	604,280	627,121	0	-22,841	-3.78%
Local Tuition	627,276	627,276	660,750	663,498	0	-2,748	-0.42%
Total Tech Education	1,200,876	1,200,876	1,265,030	1,290,619	0	-25,589	-2.02%
<u>PRE-SCHOOL</u>							
Salaries	290,877	290,877	435,731	418,276	0	17,455	4.01%
Benefits	122,739	122,739	189,478	178,535	0	10,943	5.78%
Administration	49,248	49,248	56,029	26,904	0	29,125	51.98%
Tuition/Partnerships	17,021	17,021	50,000	26,633	0	23,367	72.85%
Supplies/Travel/Equip	19,880	19,880	32,075	21,363	0	10,712	1.40%
Total Pre-School	499,764	499,764	763,313	671,711	0	91,602	12.00%
SUPRLUS/DEFICIT	0	0	0	0	0	0	
<u>SCHOOL TOTAL:</u>	21,703,843	21,703,843	25,546,129	23,801,751	0	1,744,378	6.83%
<u>FEDERAL FUNDS:</u>							
IDEA - B	0	0	329,400	0	0	329,400	
IDEA - B - PreSchool	0	0	6,800	0	0	6,800	
Title I and II - School Wide	0	0	680,960	0	0	680,960	
Medicaid	0	0	155,000	0	0	155,000	
EPSDT	0	0	10,500	0	0	10,500	
Total Federal Funds	0	0	1,182,660	0	0	1,182,660	
TOTAL VOTER APPROVAL:	21,703,843	21,703,843	26,728,789	23,801,751	0	2,927,038	10.95%

**ORANGE SOUTHWEST SCHOOL DISTRICT
2024-25 SUMMARY**

	2023-24 ACTUAL	JUNE 2024 YTD	2024-25 BUDGET	JUNE 2025 YTD	DIFFERENCE
GENERAL FUND					
REVENUE:					
LOCAL REVENUE	1,425,183	1,425,183	1,217,650	1,354,748	137,098
SPECIAL PROGRAMS	2,440,959	2,440,959	2,703,635	2,616,499	-87,136
STATE REVENUES	18,911,598	18,911,598	20,591,511	20,691,892	100,381
BEGINNING BALANCE:	1,096,503	1,096,503	1,033,333	1,033,333	0
TOTAL REVENUE	23,874,243	23,874,243	25,546,129	25,696,472	150,343
EXPENDITURES:					
INSTRUCTION	7,795,243	7,795,243	8,977,304	8,247,339	729,965
SPECIAL EDUCATION	3,758,426	3,758,426	4,750,610	4,228,182	522,428
ADMINISTRATION	1,279,241	1,279,241	1,500,859	1,592,667	-91,808
CENTRAL OFFICE	937,190	937,190	1,178,019	1,094,277	83,742
SUPPORT SERVICES	1,885,780	1,885,780	2,377,842	2,173,217	204,625
MAINTENANCE	2,804,042	2,804,042	2,999,230	2,821,446	177,784
TECHNOLOGY	742,941	742,941	784,205	733,816	50,389
TRANSPORTATION	651,657	651,657	809,049	732,534	76,515
OTHER EXPENSES	148,683	148,683	140,668	215,945	-75,277
TECHNICAL EDUCATION	1,200,876	1,200,876	1,265,030	1,290,619	-25,589
PRE-SCHOOL	499,764	499,764	763,313	671,711	91,602
SCHOOL TOTAL:	21,703,843	21,703,843	25,546,129	23,801,751	1,744,378
SURPLUS/DEFICIT	0	0	0	0	0
TOTAL EXPENDITURES	21,703,843	21,703,843	25,546,129	23,801,751	1,744,378
ESTIMATED SURPLUS					1,894,720

	7/1/2024 BEG BAL	REVENUE	EXPENDED	BALANCE
OTHER FUNDS				
TRANSFER FUND	459,945	1,021,083	1,006,351	474,677
TITLE 1	0	496,768	253,007	243,761
EPSDT FUNDS	89,085	38,612	281	127,415
FOOD SERVICE	0	788,044	809,803	-21,759
FRESH FRUITS & VEGS	-2,850	23,767	25,215	-4,298
MEDICAID FUNDS	781,520	141,936	135,106	788,350
R.A.V.E.N.	30,068	253,313	229,832	53,549
IDEA-B - FLOW-THROUGH	0	276,515	276,515	0
IDEA-B - PRE-SCHOOL	0	7,179	7,179	0
VEHICLE/BUS FUND	922,024	104,000	61,010	965,014
BUILDING MAINT FUND	1,673,819	0	227,472	1,446,348
LEGAL FUND	140,000	0	0	140,000
SPECIAL EDUCATION FUND	515,697	0	0	515,697
OPERATIONAL RESERVE	2,808,140	0	1,033,333	1,774,807
TECHNOLOGY RESERVE	217,000	108,500	0	325,500
ESSENTIAL EARLY ED	43,426	0	0	43,426
AFTER SCHOOL PROGRAM	52,040	62,374	44,464	69,950
STANDARDS BOARD	0	583	583	0
SUMMER FEEDING	12,132	55,520	43,122	24,530
SCHOOL WIDE PROGRAMS	0	361,819	605,540	-243,720
TITLE II	0	118,134	118,134	0
TITLE IV	0	75,437	75,437	0
CONSOLIDATED ADMIN	0	4,500	4,500	0
CRF - LEA GRANT	10,348	0	0	10,348
ARP - ESSER SUMMER	0	228,759	228,759	0
ARP - ESSER	0	269,327	269,327	0
ARP - AFTERSCHOOL	159	25,946	25,946	159
ARP - PRESCHOOL	3,547	0	0	3,547

**ORANGE SOUTHWEST SCHOOL DISTRICT
2024-25 SUMMARY**

TOTAL OTHER FUNDS	7,756,101	4,462,116	5,480,915	6,737,302
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ORANGE SOUTHWEST SCHOOL DISTRICT - REVENUE

Account Name	2023-24 Actual	June 2024 Revenue	2024-25 Budget	June 2025 Revenue	Under (Over)
<u>LOCAL REVENUES:</u>					
Tuition	401,994	401,994	385,000	401,801	16,801
Overhead Tuition	0	0	40,000	0	-40,000
Transportation	43,768	43,768	40,000	104,262	64,262
Interest	321,826	321,826	78,000	168,922	90,922
Early Ed Receipts	9,258	9,258	0	500	500
Lease Land - Brookfield	0	0	5	0	-5
Secretary of State - Town Meeting	0	0	0	0	0
Contracted Services	56,840	56,840	0	0	0
OSSU - Maint & Tech Contracted Svc	0	0	0	0	0
RTCC - Shared Services	562,400	562,400	626,995	626,995	0
Admin Svcs - EPSDT	0	0	0	0	0
Admin Svcs - VIP	0	0	0	0	0
Admin Svcs - RAVEN	29,097	29,097	47,650	47,650	0
Rental Income	0	0	0	0	0
SWP - Salary Reimb	0	0	0	0	0
Prior Year Refunds	0	0	0	4,618	4,618
Total Other Revenues:	1,425,183	1,425,183	1,217,650	1,354,748	137,098
<u>SPECIAL ED:</u>					
Core Block Grant	0	0	0	0	0
Special Ed Reimbursement	1,743,537	1,743,537	1,798,682	1,798,682	0
State Placed Students	39,069	39,069	0	41,816	41,816
Extraordinary Reimbursement	543,449	543,449	794,600	660,143	-134,457
Essential Early Ed	103,674	103,674	95,353	95,353	0
IDEA-B - Pre-School	0	0	0	0	0
IDEA-B	0	0	0	0	0
Excess Costs Reimbursement	11,230	11,230	15,000	20,505	5,505
Total Special Ed	2,440,959	2,440,959	2,703,635	2,616,499	-87,136
<u>STATE REVENUES:</u>					
State Technical Centers	573,600	573,600	604,280	627,121	22,841
State Education Fund	17,885,408	17,885,408	19,551,025	19,528,184	-22,841
ELL Categorical Grant	0	0	0	50,000	50,000
State Unenrolled Residents at Tech	7,287	7,287	0	18,639	18,639
State Transportation	261,781	261,781	255,000	281,652	26,652
Small Schools Grant	177,706	177,706	177,706	177,706	0
Driver Education	5,816	5,816	3,500	8,590	5,090
Total State Revenues	18,911,598	18,911,598	20,591,511	20,691,892	100,381
BEGINNING BALANCE:	1,096,503	1,096,503	1,033,333	1,033,333	0
SCHOOL TOTAL:	23,874,243	23,874,243	25,546,129	25,696,472	150,343
<u>FEDERAL FUNDS:</u>					
IDEA - B	0	0	329,400	0	329,400
IDEA - B - PreSchool	0	0	6,800	0	6,800
Title I and II - School Wide	0	0	680,960	0	680,960
Medicaid	0	0	155,000	0	155,000
EPSDT	0	0	10,500	0	10,500
Total Federal Funds	0	0	1,182,660	0	1,182,660
TOTAL VOTER APPROVAL:	23,874,243	23,874,243	26,728,789	25,696,472	-1,032,317

**RANDOLPH TECHNICAL CAREER CENTER
2024-25 FINANCIAL SUMMARY**

	2023-24 ACTUAL	JUNE 2024 YTD	2024-25 BUDGET	JUNE 2025 YTD	BALANCE	% BAL
1 GENERAL FUND						
A. STATE REVENUES	2,121,150	2,121,150	2,254,574	2,256,975	2,401	0.11%
B. OTHER REVENUES	1,621,099	1,621,099	1,640,493	1,647,171	6,678	0.41%
C. SURPLUS/DEFICIT	783,335	783,335	0	783,335	783,335	
TOTAL REVENUE	4,525,584	4,525,584	3,895,067	4,687,482	792,415	20.34%

EXPENDITURES:

D. INSTRUCTION	1,931,821	1,931,821	2,114,914	1,924,947	189,967	8.98%
E. ADMINISTRATION	299,709	299,709	478,719	429,051	49,668	10.38%
F. SUPPORT SERVICES	361,186	361,186	535,450	372,083	163,367	30.51%
G. MAINTENANCE OF PLANT	152,337	152,337	225,800	186,916	38,884	17.22%
SCHOOL TOTAL:	2,745,053	2,745,053	3,354,883	2,912,997	441,886	13.17%
H. OSSU/ADMIN/MAINT	480,000	480,000	538,000	538,000	0	0.00%
I. ADULT EDUCATION	0	0	2,184	0	2,184	
J. DEBT SERVICE	0	0	0	0	0	
K. TUITION REFUND	0	0	0	0	0	
SURPLUS/DEFICIT	517,195	0	0	0	0	
TOTAL EXPENDITURES	3,742,248	3,225,053	3,895,067	3,450,997	444,070	11.40%

ESTIMATED SURPLUS

\$453,148.82

	7/1/2024 BEG BAL	REVENUE	EXPENDED	BALANCE
2 TECH GRANTS	5,859	145,737	144,800	6,795
3 TRANSFERS	800	0	0	800
4 CARL PERKINS	0	154,749	154,749	0
5 GEER II - ROUND 3	0	71,008	71,008	0
6 VACTED	30,444	0	2,208	28,237
7 VACTED - PERKINS	0	381,935	381,935	0
8 ADULT ED - DEPT LABOR	0	0	0	0
9 ADULT ED EVENING	-1,836	100	0	-1,736
TOTAL:	35,267	753,529	754,700	34,096

**RANDOLPH TECHNICAL CAREER CENTER
REVENUE**

Account Name	2023-24 Actual	June 2024 Revenue	2024-25 Budget	June 2025 Revenue	\$ Inc/Dec
<u>A. STATE REVENUE:</u>					
General State Support Grant	1,408,442	1,408,442	1,520,069	1,522,001	1,932
Overhead Support	566,563	566,563	611,505	612,282	777
Health Insurance Payback	0	0	0	0	0
Program Innovation Grant	0	0	0	0	0
Adult Ed	0	0	0	0	0
Coop Salary Reimb	24,075	24,075	31,000	27,895	-3,105
Guidance Salary Reimb	49,257	49,257	30,000	28,900	-1,100
Director Salary Reimb	72,813	72,813	62,000	65,898	3,898
Adult Coord Salary Reimb	0	0	0	0	0
Carl Perkins	0	0	0	0	0
Total State Revenue:	2,121,150	2,121,150	2,254,574	2,256,975	2,401
<u>B. OTHER REVENUES:</u>					
Adult Ed Services	0	0	2,184	0	-2,184
Tuition	1,554,000	1,554,000	1,624,359	1,626,458	2,099
Tuition - Other Sources	0	0	0	0	0
Interest	41,814	41,814	5,000	11,762	6,762
Services to Other Districts	0	0	0	0	0
Maintenance Reimb - VIP	0	0	0	0	0
Overhead Costs - RAVEN	32,600	32,600	8,950	8,950	0
Prior Year Refunds	-7,315	-7,315	0	0	0
Total Other Revenues:	1,621,099	1,621,099	1,640,493	1,647,171	6,678
<u>C. SURPLUS/DEFICIT</u>	783,335	783,335	0	783,335	783,335
SCHOOL TOTAL:	4,525,584	4,525,584	3,895,067	4,687,482	792,415

**RANDOLPH TECHNICAL CAREER CENTER
EXPENDITURES**

Account Name	2023-24 Actual	June 2024 Expenditure	2024-25 Budget	June 2025 Expenditure	Encumb	Difference
<u>D. INSTRUCTION:</u>						
Salaries	1,004,147	1,004,147	1,061,600	1,075,662	0	-14,062
Benefits	323,599	323,599	500,279	340,919	0	159,360
Staff Development	13,578	13,578	16,800	10,389	0	6,411
Computer Network	82,400	82,400	88,995	88,995	0	0
Co/Extra Curricular	35,509	35,509	61,440	7,952	0	53,488
Overhead Tuition	3,900	3,900	55,000	0	0	55,000
Carl Perkins	0	0	0	0	0	0
Travel/Field Trips	13,479	13,479	32,230	5,879	0	26,351
Supplies/Textbooks/Equip	455,209	455,209	298,570	395,150	0	-96,580
Total Instruction	1,931,821	1,931,821	2,114,914	1,924,947	0	189,967
<u>E. ADMINISTRATION:</u>						
Salaries	184,179	184,179	293,010	283,538	0	9,472
Benefits	58,181	58,181	102,484	101,069	0	1,415
Contracted Svcs	0	0	1,000	476	0	524
Overhead Tuition	0	0	0	0	0	0
Repairs/Maintenance	9,208	9,208	22,525	6,645	0	15,880
Travel	832	832	3,000	1,515	0	1,485
Supplies/Equipment	47,308	47,308	56,700	35,807	0	20,893
Total Administration	299,709	299,709	478,719	429,051	0	49,668
<u>F. SUPPORT SERVICES:</u>						
Assessment Coordinator	112,758	112,758	143,837	96,227	0	47,610
Cooperative Education	77,524	77,524	136,557	130,308	0	6,249
Guidance	73,784	73,784	147,416	80,223	0	67,193
School Nurse	54,402	54,402	62,040	59,736	0	2,304
Board of Education	10,885	10,885	15,600	5,184	0	10,416
Legal Fees	18,666	18,666	4,000	406	0	3,595
Fiscal Services	13,166	13,166	26,000	0	0	26,000
Total Support Services	361,186	361,186	535,450	372,083	0	163,367
<u>G. MAINTENANCE OF PLANT:</u>						
Salaries	0	0	0	0	0	0
Benefits	0	0	0	0	0	0
Contracted Svcs	0	0	0	0	0	0
General Liability Insurance	33,457	33,457	28,000	40,726	0	-12,726
Utilities	118,475	118,475	188,800	142,778	0	46,022
Repairs & Maintenance	406	406	9,000	3,412	0	5,588
Supplies/Equipment	0	0	0	0	0	0
Total Maintenance	152,337	152,337	225,800	186,916	0	38,884
<u>SCHOOL TOTAL</u>	2,745,053	2,745,053	3,354,883	2,912,997	0	441,886
H. OSSU/ADMIN/SP ED	135,000	135,000	153,000	153,000	0	0
OSSU MAINTENANCE	345,000	345,000	385,000	385,000	0	0
<u>I. ADULT ED:</u>						
Salaries	0	0	2,000	0	0	2,000
Benefits	0	0	184	0	0	184
Travel	0	0	0	0	0	0
Supplies/Textbooks/Equip	0	0	0	0	0	0
Total Adult Ed	0	0	2,184	0	0	2,184
J. DEBT SERVICE:	0	0	0	0	0	0
K. TUITION REFUND	0	0	0	0	0	0
<u>SURPLUS/DEFICIT</u>	0	0	0	0	0	0
<u>TOTAL</u>	3,225,053	3,225,053	3,895,067	3,450,997	0	444,070



ORANGE SOUTHWEST SCHOOL DISTRICT

Policy C29

DISTRICT EQUITY POLICY

Policy

The Orange Southwest School District (District) is committed to the success of every student, regardless of race, ethnicity, religion, family economics, class, geography, ability, language, gender, sexual orientation, gender identity or initial proficiencies. The Orange Southwest School Board (Board) holds itself and all District and school-site decision-makers, faculty, and support staff accountable for building a District-wide commitment to equity. The District will ensure alignment of policies¹, programs, operations, practices, and resource allocations with Vermont's Educational Quality Standards.

Definitions²

“Equity” or “Equitable,” in relation to schools or educational programs, results in each student receiving the resources and educational opportunities to learn and thrive in all aspects of learning, school life, career technical education, and community-school interactions, and to discover and cultivate their talents and interests. To be achieved, equity requires an inclusive school environment and may necessitate an unequal distribution of resources and services based on the needs of each student.

“Culture” refers to a set of distinctive spiritual, material, religious, intellectual, creative, and emotional attributes of a society or social group and encompasses, in addition to art and literature, lifestyles, ways of living together, values, traditions, and beliefs.

“Inclusion” or “Inclusive” practices are school-based curricula, programs, activities, resources, and policies that ensure that academic learning, co-curricular and social offerings, and all other aspects of school life are based on the values of equality, equity, social and cultural diversity, freedom and dignity, so that all students are valued as unique individuals and can achieve their full academic and social potential.

Administrative Responsibilities

To realize this commitment to educational equity, OSSD will develop and implement a Continuous Improvement Plan for each school, or a combined plan for some or all of the buildings. The Plan will be aligned with the Education Quality Standards and should serve to inform the overall strategic plan for the SU/SD, incorporating reporting, planning, and implementation requirements of federal and state law, and any other regulatory requirement, including those that are local.³

¹ SBE Rule 2121.1 - School Leadership

² SBE Rule 2110 - Definitions

³ SBE Rule 2125 Continuous Improvement Plan

The superintendent will identify outcome indicators as necessary to monitor this policy and shall provide an annual status report to the Board.

<i>VSBA Version:</i>	<i>February 3, 2025</i>
<i>Date Warned:</i>	<i>June 4, 2025</i>
<i>Date Adopted:</i>	
<i>Cross Reference</i>	<i>Community Engagement & Vision</i>
<i>Legal Reference(s):</i>	<i>16 V.S.A. § 165 Education quality standards; equal educational opportunities VT SBE Rule Series 2000 Education Quality Standards (revised)</i>



ORANGE SOUTHWEST SCHOOL DISTRICT

Policy D23

SELECTION OF AND ACCESS TO INSTRUCTIONAL MATERIALS

Policy

It is the policy of the Orange Southwest School District (District) to provide students with a broad variety of instructional materials to support individual student learning. As such, instructional practices will include a range of evidenced-based instructional practices that most effectively improve student learning, as required by national and Vermont guidance and locally collected and analyzed student data.

Implementation

The District will use state standards as the basis for the development and selection of curriculum.¹ The board will establish and ensure the curriculum, which will be aligned with state standards.² Each school will enable students to engage annually in rigorous, relevant and comprehensive learning opportunities that allow them to demonstrate proficiency in all content areas.³

Administrative Responsibilities

The superintendent or designee will develop procedures to:

- 1) address the selection of and access to instructional materials in alignment with state standards⁴ and
- 2) respond to requests for reconsideration of instructional materials. All concerns regarding the selection of instructional materials will be directed to the superintendent for handling consistent with those procedures.

VSBA Version:	April 1, 2025
Date Warned:	June 4, 2025
Date Adopted:	
Legal Reference(s):	16 V.S.A. §563 (14) (Powers of school boards) 16 V.S.A. § 261a(a)(1) (SU-wide Curriculum) State Board of Education Rule Series 2000 (Education Quality Standards)

¹ See State Board of Education Rule 2111

² See State Board of Education Rule 2120.6 2120.7 and 16 V.S.A. § 261a(a)(1)

³ See State Board of Education Rule 2120.6

⁴ See State Board of Education Rule 2122.2

Cross Reference:

Selection of Library Materials

Curriculum Development and Coordination (SU)

Responsible Computer Internet & Network Use



Policy D8: SELECTION OF LIBRARY MATERIALS

Policy

The freedom to read is essential to our democracy. The school library plays an important role in helping students to inquire, to study and evaluate information, and to gain new understandings and knowledge. This policy exists to ensure compliance with 16 V.S.A. § 1624, requiring that the Orange Southwest School District affirm the importance of intellectual freedom, guided by the First Amendment to the U.S. Constitution, the Civil Rights Act of 1964, Vermont laws prohibiting discrimination in places of public accommodation, the American Library Association's Freedom to Read Statement (June, 2004), Vermont's Freedom to Read Statement (January, 2024), and reflect Vermont's diverse people and history, including diversity of race, ethnicity, sex, gender identity, sexual orientation, disability status, religion, and political beliefs.

School library staff shall be responsible for curating and developing collections that provide students with access to a wide array of materials that are relevant to students' research, independent reading interests, and educational needs, as well as ensuring such materials are tailored to the cognitive and emotional levels of the children served by the school.¹

Definitions

For the purpose of this policy:

1. **Library Materials** include all materials considered part of the library collection, including but not limited to print, digital, and media production resources. Library materials may be found in both physical and virtual library spaces.
2. **Technology Integration** refers to the infusion of technology into the curriculum as a tool to enhance learning in a content area or multidisciplinary setting, enabling students to select technology tools to help them obtain information in a timely manner, analyze and synthesize the information, and present it in culturally, linguistically, and age-appropriate ways.²

Administrative Responsibilities

The superintendent or designee will:

1. develop and implement procedures that address the selection of library materials and the provision of access to those materials. The superintendent or designee will develop procedures to address:
 - a. selection of materials;
 - b. deselection of materials³, prohibiting the removal of school library materials for the following reasons:
 - i. partisan approval or disapproval;

¹ 16 V.S.A. § 1624(c)

² SBE Rule 2110 (Definitions)

³ 16 V.S.A. § 1624(b)



ORANGE SOUTHWEST SCHOOL DISTRICT

- ii. the author’s race, nationality, gender identity, sexual orientation, political views, or religious views;
 - iii. school board members’ or members of the public’s discomfort, personal morality, political views, or religious views;
 - iv. the author’s point of view concerning the problems and issues of our time, whether international, national, or local;
 - v. the race, nationality, gender identity, sexual orientation, political views, or religious views of the protagonist or other characters; or
 - vi. content related to sexual health that addresses physical, mental, emotional, or social dimensions of human sexuality, including puberty, sex, and relationships.
- c. donations of materials; and
 - d. reconsideration of materials

The superintendent or designee will ensure that the District provides services of a certified library media specialist as required in state standards.

<i>VSBA Version:</i>	<i>April 1, 2025</i>
<i>Date Warned:</i>	<i>June 4, 2025</i>
<i>Date Adopted:</i>	
<i>Legal Reference(s):</i>	<i>United States Constitution, 1st Amendment Civil Rights Act of 1964, 42 U.S.C. § 1971 et seq. Vermont Public Accommodations Act 16 V.S.A. § 1624(b) (Prohibition of removal of library materials) 16 V.S.A. § 1624(c) (Library Staff Responsibility) State Board of Education Rules 2110-2114 (Definitions)</i>
<i>Cross Reference:</i>	<i>District Equity Policy Selection of and Access to Instructional Materials</i>

Policy Title: 4.3. Agenda Planning

To accomplish its job description with a governance style consistent with board policies, the Board will follow an annual agenda that:

- a. completes a review of Ends policies annually
 - b. continually improves board performance through board education and enriched input and deliberation
 - c. provides a mechanism to record and save opportunities for improvements and
 - d. allows the board to meet its legal obligations
1. The cycle will conclude each year on the last day of June, coinciding with the end of the school fiscal year, so that administrative planning and budgeting can be based on accomplishing a one-year segment of the Board's most recent statement of long-term Ends.
 2. The cycle will start with the Board's development of its agenda for the next year. The Chair will provide a report of the Board's work from the previous cycle and, in consultation with other board members and the Superintendent, will create an annual agenda. These will be presented to the Board for review no later the last scheduled meeting of the planning year. The annual agenda and report will be approved at the first board meeting of the new cycle.

The annual agenda shall include:

- o Consultations with selected groups in the ownership, or other methods of gaining ownership input.
 - o Governance education and education related to Ends determination (presentations by futurists, demographers, advocacy groups, staff, and so on).
3. A board member may recommend or request an item for board discussion by submitting the item to the Chair no later than five days before the agenda is to be warned.
 4. Throughout the year, the Board will attend to consent agenda items as expeditiously as possible. Only the majority of the board can remove an item from the consent agenda for discussion.
 5. Superintendent monitoring will be included on the agenda in accordance with the Board's schedule.

Orange Southwest School District

Consent Agenda Form –

Description of the item requiring Board approval:

OSSD is requesting the expenditure of Facilities Carry Over/Reserve funds to repair Randolph Union Middle and High School main water line.

Reason for required approval including applicable policies:

In accordance with Policy 2.4, the Board must approve all expenditure of reserve funds.

Evidence demonstrating policy compliance (attach any necessary documents):

The Orange Southwest School District's facilities reserve fund has sufficient carryover/reserve funds to support the expenditure request. All requests are necessary to ensure our schools remain current and functional (Policy 2.6 Asset Protection)

Requesting a total of \$106,175 for repair of water line.

The Orange Southwest School District facilities reserve fund has \$1,446,347 available and therefore has sufficient funds to cover the proposed expenditures.

Signed:

Date:
Aug 13, 2025

W.B. ROGERS, INC.

PO Box 75
Bethel, VT 05032

Estimate

Date	Estimate #
6/28/2024	1556

Name / Address
Randolph Union High School 15 Forest Street Randolph, VT 05060

Project

Description	Qty	U/M	Cost	Total
RUHS Waterline - 290' 4" C900 Waterline & Fittings	1		6,625.00	6,625.00
hr. Cat 324 Excavator	50		225.00	11,250.00
hr. 315 Excavator	50		175.00	8,750.00
hr. Labor	80		75.00	6,000.00
hr.Truck	40		140.00	5,600.00
hr. 420 Backhoe	40		135.00	5,400.00
hr. 259D CAT	40		140.00	5,600.00
Pavement Cut	1		1,500.00	1,500.00
2 Cores in building	1		2,000.00	2,000.00
Waterline Test	1		3,500.00	3,500.00
Cleanup				
yd. Screened Topsoil	28		35.00	980.00
hr. 315 Excavator	8		175.00	1,400.00
hr. Labor	16		75.00	1,200.00
hr. 259D CAT w/rake	8		155.00	1,240.00
Hydro Seed (one tank)	1		2,000.00	2,000.00
Prep for asphalt patch				
yd. Plant Mix/Hardpack	140		35.00	4,900.00
hr. 315 Excavator	16		175.00	2,800.00
hr.Truck	10		140.00	1,400.00
hr. Labor	24		75.00	1,800.00
hr. 259D CAT w/roller	12		155.00	1,860.00
Pavement Patch 2,000SF	1		9,145.00	9,145.00
Pipe Burst - WBR dig outside/Pipe Company prep inside/Electric re-ground not included.	1		20,700.00	20,700.00
Total				

Customer Signature

Phone #	Fax #	E-mail
802.234.5959	802.234.2166	wbrogersinc@yahoo.com

W.B. ROGERS, INC.

PO Box 75
Bethel, VT 05032

Estimate

Date	Estimate #
6/28/2024	1556

Name / Address
Randolph Union High School 15 Forest Street Randolph, VT 05060

				Project
Description	Qty	U/M	Cost	Total
hr. Truck & Trailer, Moving	3		175.00	525.00
<p>Disclaimers from Pipe Company: If the pipe bursting gets stuck due to surrounding concrete on the underside or for some other unforeseen circumstances, it would be above and beyond to dig up the floor and break the concrete around the pipe to finish the burst. Also, there are no new fittings accounted for in this estimate or any pressure testing that the State or others would require. Pressure testing and any bacterial testing would need to be handled at a time and material basis and are not included in this estimate.</p>				
VT Sales Tax			6.00%	0.00
			Total	\$106,175.00

Customer Signature _____

Phone #	Fax #	E-mail
802.234.5959	802.234.2166	wbrogersinc@yahoo.com

Orange Southwest School District (OSSD)
Special Board Meeting on Wednesday June 4, 2025
Randolph Elementary School
6pm

Google Meeting Joining Info
Video call link: <https://meet.google.com/upd-xcaz-qno>
Or Dial: (US)+1 513-472-0826
PIN: 499 934 387#

I. Opening (6:00 - 6:05) called to order by Board Chair Hannah Arias

- Board Attendance: *Ensuring a quorum*
Hannah Arias, Aimil Parmelee, Rachel Fish, Ryan Anderson, Matha Hafner, Rachel Gaidys, Anne Kaplan with Sam Hooper remote. Administrators: Michael Clark, Kyle Southworth. Virtually: Heather Lawler, Ron Smith
- Meeting Purpose: Staff Update – *as this is a special meeting, no changes to the agenda will be accepted.*
- Review and Accept Agenda
- Public Comment for items not listed on agenda: *Board welcomes comment but is not able to take any action. Comments limited to 3 minutes per speaker. No public attending the meeting in person or virtually. No comments.*

II. Monitoring the Organization (6:55 – 7:00)

- Auditor to review FY 24 – *Ron Smith speaks of the 2023-2024 audit. The audit found no areas of fraud or concern, and the revenue and expenses are both positive. The Career Center is healthy, and the district's financial picture looks positive with reserve in both facilities and transportation. Ron Smith comments on the above average foresight and capital projects funds and gives the district a "grade" of A-. They credit Robin Pembroke for this position. Ron Smith ends the presentation by stating the district has "a good clean audit in a healthy financial position."*

VOTE: *Martha Hafner moves to acknowledge the board's review of the audit report. Ryan Anderson seconds, the motion passes unanimously.*

- Ends Report presentation (first read) – *Heather Lawler presents, saying the OSSD is in a great place. Michael Clark credits Heather Lawler with gathering data and writing the Ends report, and would like to begin tying the Ends into monthly reports, keeping the administrators, school board and community more currently informed. Heather pointed out they added Needs and Goals to the report. Discussion about Senior Project, Portrait of a Graduate and frustration that the most recent percentages being presented reflected students who have now graduated. Martha Hafner asks how prevalent policy governance is in the State of Vermont. Anne Kaplan requests that rationale be added to the report. Discussion of Educlimber dashboard and data warehouse and the impact it will have on access to current data. Aimil Parmelee requests that acronyms be spelled out, or perhaps a key be included in the reports? Michael Clark states that each school, and each district owes every Vermont kid the opportunity to achieve what they dream. Aimil Parmelee underlines their belief that "Farming is the practical application of science and technology" and each child is entitled to a free, accessible and equal education.*

III. Ownership Linkage (6:35 – 6:45)

- H454 update – *Michael Clark reports that the status of the bill is not so different than what was noted in the Superintendent's report that was written almost a week ago. Discussion about how Vermont is in trouble and faces challenges pulling all districts together into the same vision, currently education is expected to provide social and community supports, and those needs differ radically from district to district.*
- Paine Mountain update – *Michael Clark advises that the meeting is exploratory and will need to be warned as a special meeting. This meeting is anticipated to be introductions and open conversation about H454, what people are hoping to get out of this and where everyone is currently.*
- Director of Curriculum and Student Achievement update – *Michael Clark announced that Mindybeth Gutzwiller-Pike has been hired as the Director of Curriculum and Student Achievement. They also reported that Patti Sprague has accepted a position as curriculum director in another district and will be leaving Braintree.*

IV. Board Process (6:35 – 6:45)

- Board make-up/organization – *Hannah Arias announces their resignation which will leave a vacancy on the board as well as an open chair position. A 30 day timer starts upon receipt of Hannah Aria's written letter of resignation, and the board is encouraged to discuss with interested Randolph residents. Once the letter is received, notice will be given on Parent Square, the OSSD website and the Herald of Randolph. Applicants would submit a letter of interest directly to the Board. Discussion if the board re-organization should be before or after the new member comes aboard?*
- Authorize Superintendent to approve hiring through the August meeting

VOTE: Aimil Parmelee moves to request authorization for Michael Clark to hire professional and support staff through August 2025. Martha Hafner seconds. Motion passes unanimously.

V. Board Education (6:45 – 6:55)

- Excelsior Module 7 (PG Training)
Discussion among board members.
- Potential draft agenda from Jeanne Collins for July meeting – *Michael Clark reviews the ½ day agenda Jeanne Collins presented for consideration. The "retreat" will be a public meeting on the regular evening (July 9) but will begin at 5 pm to allow for 4-4 ½ hours of training. Ryan Anderson suggests a potluck, Michael Clark is put in charge of organizing a document to track who's bringing what. The meeting will be held in the conference room at the Central Office.*

VI. Policy Decisions for District Governance (7:00 – 7:10)

- C29 Equity, D23 Instructional Materials (recommended, and previously adopted by this board) – First Read
- D8 – replacing D22 Library Material (required) – First Read
Schedule second read for August regular meeting

VII. Monitoring the Board (7:10 – 7:15)

- Board Self-Evaluation: BMD 3.2 and BMD 3.4 (enclosed)
Michael Clark suggests this is something Jeanne Collins can help with. Discussion surrounding Martha's suggestion about how best to discover each board member's "strengths". Hannah Arias states they feel it is everyone's responsibility to delve into all aspects of board business, relying on any one board member might

result in one member having a louder voice than any other. Aimil cautions that as this is a public board, ideally all conversations between members would be in a public setting and Rachel Gaidys comments that the board needs to assure it is governing, not managing.

VIII. Consent Agenda (7:15 – 7:25)

- Approve minutes from May 14 board meeting
- New Hires

VOTE: Rachel Gaidys moves to request the board approve the consent agenda as presented. Aimil Parmelee seconds. Motion passes unanimously.

IX. Closing/Incidental Information (7:25 – 7:40)

- Superintendent's Report
Michael Clark reviews the report as enclosed in the Board packet.
- Resignation Updates
- School Newsletters/Principal Reports
- Action Item Recap

With no further business, Hannah Arias adjourns the meeting at 8:51 pm

X. Executive Session (if needed)

Future Meetings

- Paine Mountain Board Meeting: Wednesday June 18, 2025 @ 6 pm
- Support Staff Mediation: Monday June 23, 2025
- Board Retreat (Special Meeting): Wednesday July 9, 2025 @ 5 pm
- Agenda Planning Meeting: **Monday May 26, 2025** @ remote, 6pm
- Regular Board Meeting: Wednesday August 13, 2025 @ RES, 6 pm

Respectfully submitted:

Kyle Southworth

Administrative Assistant, 6/10/25

ORANGE SOUTHWEST SCHOOL DISTRICT SPECIAL BOARD MEETING

WEDNESDAY, JUNE 18, 2025
6 PM AT Williamstown Middle High School Library
120 Hebert Road, Williamstown VT

Google Meeting Joining Info
Video call link: <https://meet.google.com/upd-xcaz-qno>
Or Dial: (US)[+1 513-472-0826](tel:+15134720826)
PIN: 499 934 387#

AGENDA

- 1. Meeting with Paine Mountain to begin exploring potential opportunities – Board members at the regular Paine Mountain School Board meeting were Rachel Gaidys, Aimil Parmelee, Hannah Arias, Rachel Fish, Martha Hafner and Ryan Anderson (remotely). Michael Clark attended as well. There was no public present, and no public comment. No revisions to the agenda were made as this was a special meeting of the OSSD Board. Discussion between the two boards of legislation, the passing of H.454 and the drawing of new district lines to be operational by July 1, 2028. Discussion of what may be legislated, and what the districts could look at. Hannah Arias speaks of facilities disintegration as being the reason for the initial outreach, and Paine Mtn. responds that they are interested in “producing a state-of-the-art facility that houses all of our communities.” Martha Hafner believes new construction is discouraged under the bill, but Michael Clark and Paine Mtn. both agree there are sections of the bill that address construction, and the legislature is aware that will have to be addressed. Boards agree this is an exciting opportunity to openly discuss district needs and ideas, to explore collaboration and help neighbors. Moving forward and being proactive feels like the best move with this legislation. Hannah Arias speaks of conversation within the community, small schools have educated generations and are community resources, there’s nostalgia and deep emotion. Discussion of the option to separate the middle school and the high school, Paine Mountain states this doesn’t reduce any financial burden, and does increase bussing. Conversation about the disparity of what high schools offer across the state, smaller schools aren’t necessarily able to offer the extra-curriculars larger schools can. Geography is a challenge, the fact that OSSD owns it’s busses and has a transportation director is considered. Sharing of visions for communities, students and campuses, not looking to consolidate into any existing schools, looking for*

partnership and longer-term plans. Board members agree they would like to continue the discussion, and see if other communities are interested. Are there specific things to talk about? Boards will arrange to meet again in August .

Hannah Arias calls the OSSD Board business meeting to order at 7:30 with the same board attendees.

II. Director of Curriculum and Student Achievement salary placement --

VOTE: Amil Parmelee moves to add the title “Director of Curriculum and Student Achievement” to the positions under a Level I Administrative contract. Rachel Fish seconds, and the motion passes unanimously.

III. Approval to access transportation reserve for purchase of a van –

VOTE: Rachel Gaidys moves to approve the purchase of a hybrid van using reserve funds. Aimil Parmelee seconds, the motion passes unanimously.

IV. Approval to access the facilities reserve for RES Pre-K playground – *this request was previously approved by the board, but the planned work wasn’t done so the funds were not spent.*

VOTE: Rachel Gaidys moves to approve the purchase and installation of a playground for Randolph Elementary School. Rachel Fish seconds and the motion passes unanimously.

With no further business, Hannah Arias adjourns the meeting at 7:40 pm.

Respectfully submitted.

Kyle Southworth

Administrative Assistant, 6/20/2025

Orange Southwest School District (OSSD)
Special Board Meeting on Wednesday July 9, 2025
Central Office Conference Room, 24 Central St, Randolph
5 pm

Google Meeting Joining Info
Video call link: <https://meet.google.com/upd-xcaz-qno>
Or Dial: (US)+1 513-472-0826
PIN: 499 934 387#

AGENDA

I. Opening

Meeting called to order by Vice Chair Anne Kalan at 5:03 pm

- Board Attendance: *Ensuring a quorum.*
Board attending: Anne Kaplan, Aimil Parmelee, Martha Hafner, Sam Hooper, Ryan Anderson, Rachel Fish, Rachel Gaidys. Administration: Michael Clark, Kyle Southworth. Guests: ORCA, Catherine Hayes, Jürgen Hayes, Ellie Hayes, Jeanne Collins. Virtual attendees: Nathan Wright.
- Meeting Purpose: Regular Business – *as this is a special meeting, no changes to the agenda will be accepted.*
- Public Comment for items not listed on agenda: *Board welcomes comment but is not able to take any action. Comments limited to 3 minutes per speaker. No public attended, no comments heard.*

II. Board Process

- Williamstown Tuition Request (in board packet) (action)
Catherine Hayes recaps letter sent to board requesting tuition for son Jürgen to attend Williamstown School based on geographic hardship. Board discusses costs of tuition (approx. \$17,000 at Brookfield, approx. \$26,000 at Williamstown), precedent, transportation and if the statute allows the parent to pay the portion above the cost of attending the district school (if applicable). The Board expresses concern not only about the broader school budget but the inequality of providing this much funding for a single student, as well as this becoming a precedent-setting decision.
VOTE: Rachel Fishes makes a motion to deny the request for tuition to be paid to Williamstown. Ryan Anderson seconds, the motion passes unanimously.
Aimil Parmelee acknowledges this was a difficult decision and recognized the Board's need to use funds responsibly.
- Debrief Paine Mountain Meeting (discussion)
Michael Clark recaps the meeting at Paine Mountain in June. Noted that both boards seem to be on the same footing with discussion consisting of H454 and the consideration that all involved communities be supported. Plans have been made to reach out to Montpelier, U32, White River Valley and Barre schools. Next meeting is scheduled to be Wednesday Aug 20, details will come at a later date, and it is stressed this is currently a conversation about community educational needs and ability to support each other.
- Ratify Support Staff Contract (attached) (action)
VOTE: Ryan Anderson moves to accept the Support Staff contract as presented, seconded by Sam Hooper. Motion passes unanimously.
- Board Member Opening Update (letters in board packet)

Board reviews that past practice has been to interview candidates in open session, then move to executive session for further discussion and possible vote. The statute allows that a member must be appointed within 30 days of the former member's resignation. Board agrees to schedule and warn a special meeting Wednesday, July 16 to interview candidates, with each being allowed 15 minutes to expand on their letter of interest. Anne Kaplan will provide an email with all process information to the Board in preparation for the interviews.

III. **Board Education**

- Policy Governance Training with Jeanne Collins (discussion)
The Board enters into a training session with Jeanne Collins for the remainder of the meeting.

IV. **Closing/Incidental Information**

- Action Item Recap (discussion)

With no further business, the meeting is adjourned at 8:04 pm.

Future Meetings

- Special Meeting: Wednesday July 16, 2025 @ Central Office, 6 pm
- Regular Board Meeting: Wednesday August 13, 2025 @ RES, 6 pm

Respectfully submitted:

Kyle M Southworth

Administrative Assistant, 7/14/25

**ORANGE SOUTHWEST SCHOOL DISTRICT
SPECIAL BOARD MEETING
Minutes**

**WEDNESDAY, July 16, 2025
6 PM at OSSD Central Office
24 Central St., Randolph, VT**

Google Meeting Joining Info
Video Cal Link: meet.google.com/zac-vfvb-aqq
Phone Numbers
[\(US\)+1 502-518-3415](tel:+15025183415)
PIN: 480 799 316#

AGENDA

I. Opening

Meeting called to order by Vice-Chair Anne Kaplan at 6:01 pm

- Board Attendance: *Ensuring a quorum* – Anne Kaplan, Martha Hafner, Ryan Anderson attended in person, while Rachel Gaidys, Rachel Fish, Aimil Parmelee and Sam Hooper attended remotely. Administration present: Michael Clark, Kyle Southworth. Interviewees Ron Wold, Nathan Wright and Beverly Lauchner.
- Meeting Purpose: *School Board Candidate Interviews*
- Public Comment for items not listed on agenda: *Board welcomes comment but is not able to take any action. Comments limited to 3 minutes per speaker. No public present, no comments.*

II. Board Process

- Candidate Interviews
- Ron Wold discussed the challenges and opportunities facing education as well as his view of what the Board’s responsibilities are.
- Nathan Wright talked about the importance of setting expectations and concerns that trade skills are being lost.
- Beverly Lauchner spoke about the importance of communication and possible loss of local control and those consequences.

III. Executive Session

VOTE: Ryan Anderson moves to go to executive session pursuant to Title 1 Section 313 F(3) “the appointment or employment or evaluation of a public officer or

employee, provided that the public body shall make a final decision to hire or appoint a public officer or an employee in an open meeting and shall explain the reasons for its final decision during the open meeting.” Michael Clark is invited to session with the Board. Aimil Parmelee seconds, the motion passes unanimously.

The Board exited executive session at 7:41 pm

VOTE: Ryan Anderson moves to appoint Michael Clark as the representative of the OSSD Board to meet with the Randolph Select Board for consultation regarding three potential candidates. He is to report back to the Board before the Board makes a final decision on the appointment of a replacement for the open Randolph board seat. Aimil Parmelee seconds, the motion passes unanimously.

IV. Closing/Incidental Information

- Action Item Recap (*discussion*)

V. Adjournment –

With no further business, the meeting is adjourned at 7:45 pm.

Future Meetings:

Regular Board Meeting, Wed., Aug 13, 6 p.m. at RES

Paine Mtn. Regular Board Meeting, 6 pm Aug 20. Location TBD

Respectfully submitted:

Kyle M Southworth

Administrative Assistant, 7/17/25

FORM FOR TAKING MINUTES AT
EXECUTIVE SESSION

Name of Board: OSSD

Date of Meeting: 7/16/25

Continuation of minutes provided by Martha S.K. Hafner

Executive Session

7:07 p.m. A motion was made (Ryan Anderson) & seconded
(Amil Parmalee) to enter Executive Session to discuss
_____ (with the superintendent present*).

Passed unanimously (or vote: yes; no; abs.).

*cross out this section if supt. is excused from Exec. Session.

7:44 p.m. The board exited Executive Session.

As a result of the executive session:

~~Consultation~~ Ryan Anderson moved to appoint Michael Clark
as the representative of the OSSD Board to meet with the select
board for consultation regarding the three potential candidates
and then report back to the OSSD Board before the OSSD Board
makes a final decision on the appointment of a replacement for the open
Randolph Beard seat. Amil Parmalee seconded and unanimously approved.
With no further business to discuss, a motion was made by _____ and
seconded by _____ to ~~adjourn~~ the meeting at 7:45 p.m.
adjourned

Respectfully submitted,

Martha S.K. Hafner

**ORANGE SOUTHWEST SCHOOL DISTRICT
SPECIAL BOARD MEETING
Minutes**

**WEDNESDAY, August 6, 2025
6 PM at OSSD Central Office
24 Central St., Randolph, VT**

Google Meeting Joining Info
Video Cal Link: meet.google.com/zac-vfvb-aqq
Phone Numbers
[\(US\)+1 502-518-3415](tel:+15025183415)
PIN: 480 799 316#

AGENDA

I. Opening – meeting called to order by Vice Chair Anne Kaplan at 6:03 pm

- Board Attendance: *Ensuring a quorum – board members attending: Anne Kaplan, Martha Hafner, Aimil Parmelee, Sam Hooper and Rachel Fish. Administration attending: Michael Clark. No public.*
- Meeting Purpose: School Board Open Seat Appointment
- Public Comment for items not listed on agenda: *Board welcomes comment but is not able to take any action. Comments limited to 3 minutes per speaker.*
- *No public comment*

II. Board Process

- Appointment of New School Board member
Michael Clark updated the board on the Randolph selectboard meeting and interviews with the school board candidates. He also shares the Selectboard’s recommendation of Beverly Lauchner to fill the vacant Randolph seat. Nathan Wright withdrew his application earlier when it was realized he would be unable to maintain his position as basketball coach as well as hold a school board seat.

III. Executive Session –

- Aimil Parmelee moves to enter executive session for the purpose of discussing the appointment of a new board member under the provisions of Title 1, Section 313(a)(3) of Vermont Statutes. Motion is seconded by Rachel

Fish and passes unanimously. Board moves into executive session with the superintendent attending at 6:19.

- After returning from executive session, Aimil Parmelee moves to appoint Beverly Lauchner to serve on the OSSD school board. Martha Hafner seconds and the motion passes unanimously.
- The board notes that Beverly Lauchner's experience and work with other boards in the past compelled their decision, and the energy she brings forward would be a good addition.

IV. Closing/Incidental Information

- Action Item Recap (*discussion*)

V. Adjournment – With no further business, the board adjourns at 6:22 pm

Future Meetings:

Regular Board Meeting, Wed., Aug 13, 6 p.m. at RES

Paine Mtn. Regular Board Meeting, 6 pm Aug 20. Location TBD

Respectfully submitted,

Kyle M. Southworth

Administrative Assistant, August 7, 2025

To: OSSD School Board
 From: Robin Pembroke
 Date: August 6, 2025
 Re: Bar Harbor Bank Accounts

Effective August 14, 2025, the accounts at Bar Harbor Bank will need to adjust signers on the following accounts:

<u>Account #</u>	<u>Acct Name</u>	<u>Remove Signers</u>	<u>New Signers</u>	<u>Authorized Power</u>
8330186902	RES Student Activity	Mindy Gutzwiller-Pike	Melinda Robinson Brandy Kolling Linda Lubold Stephanie Reyes	Endorse Checks Endorse Checks Endorse Checks View/Monitor
410081251	RES Student Council	Mindy Gutzwiller-Pike	Melinda Robinson Brandy Kolling Linda Lubold Stephanie Reyes	Endorse Checks Endorse Checks Endorse Checks View/Monitor
8330195432	Braintree Student Activity	Patti Sprague Heather Lawler	Daniel Morrison Linda Lubold Rachel Bent	Endorse Checks Endorse Checks View/Monitor
32655	Tara Stratton Memorial CD	Heather Lawler	Linda Lubold Nika Oakes Lauren Blanchard-Geno	Endorse Checks Endorse Checks View/Monitor
8330445258 830198311	RTCC-Sales RTCC - Student	Heather Lawler	Linda Lubold Nika Oakes Lauren Blanchard-Geno Robin Pembroke	Endorse Checks Endorse Checks View/Monitor View/Monitor

The Orange Southwest School Board needs to make a motion and approve these changes at the August 13, 2025 school board meeting.

Thank you.



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Mindybeth Pike, Director of Curriculum and Student Achievement

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June Board Report

Prepared by Michael J. Clark

7 August 2025

Administrative Leadership Team Reduction and Reconfiguration

As the 2024–2025 school year came to a close, the Orange Southwest School District experienced several opportunities to restructure and streamline administrative leadership. Some of these changes were anticipated and incorporated into the budget planning process, while others arose when members of the Administrative Leadership Team accepted promotions to positions in other districts.

The planned and budgeted change was the elimination of the Human Resources Director position. This role was replaced with an administrative assistant position titled *Employment and Benefits Specialist*, now filled by Nicole Gallup.

Our Assistant Superintendent accepted a position as Superintendent for the Orange East Supervisory Union. The OSSD used this opportunity to retire the Assistant Superintendent position and create a *Director of Curriculum and Student Achievement* role. Following a competitive search and hiring process, Mindybeth Pike, previously the Early Education Principal at Randolph Elementary School, was selected to fill this new position.

With the resulting vacancy, we reviewed existing staffing and restructured the role to align with district needs. Brandy Kolling, formerly the Assistant Special Education Director, will now serve in a combined role encompassing the responsibilities of Early Education Principal and aspects of the Assistant Director of Special Education specific to Randolph Elementary School, while retaining certain special education responsibilities that can be completed asynchronously. Brandy will move from the Central Office to Randolph Elementary School, and the full-time Assistant Director of Special Education position at the Central Office will be eliminated.

The Principal of Braintree Elementary School accepted a position as Director of Curriculum at the Caledonia Central School District. After a competitive search, OSSD was fortunate to hire veteran principal Dan Morrison as the new Braintree principal. Dan previously served as Middle School Principal in Stowe and as an interventionist for the White River Valley Supervisory Union.



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Tina Scheindel, our long-serving Director of Technology, retired this year. Following a competitive search, Todd Lewis was selected as her replacement. Todd has been a member of the OSSD technology department for more than five and a half years.

Finally, following a competitive search process, Bray Britton was hired as the Orange Southwest School District's Food Service Director.

Welcome New Board Member: Beverly Lauchner

At its Special Meeting on August 6, 2025, the Orange Southwest School District Board appointed Beverly Lauchner to fill the current board vacancy. Beverly brings a strong commitment to public education, along with a wealth of civic and professional experience that will serve the district well.

Beverly is a registered dietitian and former educator who has taught both high school and community college students, including leading a Culinary Arts Career and Technical Education program and a Human Nutrition course..

Beverly previously served as an elected official on the Leadville, Colorado City Council, including time as Mayor Pro Tem, where she managed complex budgets, personnel decisions, and local ordinances. She also chaired the Leadville Urban Renewal Authority Board, helping to revitalize the city's historic downtown district. In the nonprofit sector, Beverly led Lake County Build a Generation, an organization focused on addressing health inequities, where she guided its transition to independent nonprofit status. She also gained insight into early childhood education through service on the Head Start Policy Council.

Beverly's broad background in public service, education, and health, combined with her collaborative leadership style, will be a tremendous asset to our board and community. We are pleased to welcome her to the OSSD Board.

H454 Governance Changes

H.454 (Act 73), passed during the 2025 legislative session, makes broad changes to Vermont's public education system in the areas of governance, funding, accountability, and operations. The law creates a School District Redistricting Task Force charged with recommending up to three new statewide district configurations by December 1, 2025. One option must retain



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supervisory unions and continue tuitioning where applicable. The new districts are to be between 4,000-8,000 students where applicable. The task force make includes:

- Appointed by the Speaker of the House (3 members):
Rep. Edye Graning (D-Chittenden 3)
Rep. Rebecca Holcombe (D-Windsor Orange 2)
Rep. Beth Quimby (R-Caledonia 2)
- Appointed by the Senate Committee on Committees (3 members):
Senator Scott Beck (R-Caledonia)
Senator Martine Gulick (D-Chittenden Central)
Senator Wendy Harrison (D-Windham)
- Appointed by the Speaker of the House:
Dr. Jay Badams (retired superintendent)
Kim Gleason (former school board member)
- Appointed by the Senate Committee on Committees:
Dr. Jennifer Botzjourns (retired superintendent, Kingdom East School District)
Chris Locarno (retired director of finance and facilities, Central Vermont Supervisory Union)
- Appointed by the Governor
David Wolk Former President of Castleton University, Superintendent, Principal

The law also reduces the scope of the Commission on the Future of Public Education, focusing it on board roles, school closure processes, and implementation monitoring.

The law sets minimum average class sizes for grades 1–12 with a waiver process through the State Board of Education. It requires the Agency of Education to recommend statewide graduation standards by January 1, 2026, and to develop a statewide school calendar for use beginning in the 2027–2028 school year. It creates a school construction aid program without dedicated funding and changes State Board of Education appointments to include one member each from the House and Senate.



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H.454 transitions Vermont to a foundation funding formula (Voters will no longer vote on their budgets if they stay within the base amount) with a base amount of \$15,033 per student and weighted factors for disability, English proficiency, and economic disadvantage. It includes provisions for small and sparse school grants, a transportation reimbursement plan, and a four-year transition period to moderate fiscal impacts. A homestead exemption will reduce taxable value for households with low and moderate incomes, and non-homestead properties will be split into residential and non-residential tax categories. Tuition is set at the base plus weights, with limited ability for receiving schools to charge an additional 5% with approval. The law also allows for voter-approved supplemental spending through 2037, gradually decreasing the allowable percentage over time.

H454 Conversations with Paine Mountain and others

The Orange Southwest School Board met with the Paine Mountain School Board (Northfield and Williamstown) in June to talk about exploring the possibility of creating a merged district. During that meeting the board decided to meet again on August 20, 2025 and tasked Superintendents Clark and Fedders to reach out to White River Valley School District, Montpelier/Roxbury School District, U-32 School District, and the Barre School District to see if there was any interest from these organizations in considering a potential merger. A letter from Superintendent Clark and Fedders is available [here](#).

H454 Conversations with The Community

OSSD is repurposing a portion of our Stronger Connections Grant to partner with UP For Learning to support a student-led, community-wide engagement initiative that invites youth and adults across Central Vermont to co-create a shared vision for the future of education. This initiative is designed not only to strengthen youth-adult partnership and leadership within our communities but also to ensure that any future decisions, voluntary or state-directed, around district mergers and boundaries are informed by what our students and communities actually want and need from their education systems.

We are excited to offer this opportunity to partner with a variety of districts in Central Vermont. Through this collaboration, youth from schools throughout the region would have the chance to join peers from across the region in shaping a vision that addresses both the future of learning and the social challenges intertwined with education, such as:



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- Mental health, hunger, homelessness, and socioeconomic barriers
- Aging infrastructure and special education needs
- Workforce shortages and healthcare costs
- The role of schools in addressing community-wide social support

Additionally, we will engage students and adults around emerging educational trends and technologies such as Artificial Intelligence, Adaptive Learning Systems, Extended Reality, Competency-Based Learning, and more; helping us imagine what education could look like in a future merged district serving 4,000–8,000 students.

Our **Scope of Work for 2025-2026**, developed in partnership with **UP for Learning**, includes:

- **Summer 2025:** Design an inclusive outreach strategy to recruit a representative, cross-district youth-adult leadership team.
- **September 2025:** A district-wide retreat to build leadership, facilitation skills, and explore cutting-edge educational trends.
- **October–November 2025:** Community listening sessions across participating districts to gather input and elevate youth-led research.
- **December 2025–January 2026:** Co-design and present a **Blueprint for the Future of Education** to inform community discussions and state-level decision-making.
- **Ongoing:** Build a sustainable youth-adult leadership structure to guide continued engagement and transformation.

Bus Garage Agreement

The Orange Southwest School District (OSSD) is working with the Town of Randolph regarding space at the Randolph Town Garage. In 2019, the Town of Randolph and OSSD entered into a formal written agreement, for a term of 10 years, granting the district the use of a designated amount of office and fleet maintenance space within the garage. Based on conversations with OSSD staff, the district has parked buses at the Randolph Town Garage for more than twenty years.



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One of the primary reasons for this arrangement is that, as part of our preventative maintenance program, buses are plugged in during cold weather. This practice ensures reliable starting, reduces engine wear, and extends vehicle life. The Town has recently informed us of its need to install a leach field for the garage's septic system, which may affect OSSD's ability to park buses in the current manner. At present, the garage uses a holding tank system that requires regular pumping, a configuration that was in place when the 2019 agreement was signed.

On August 7, 2025, OSSD Transportation Director Craig Russell and I met with the Town Manager, Road Supervisor, and Selectboard Chair to discuss the matter. We emphasized that the ability to park and plug in buses at the garage is an important element of our agreement and expressed our hope for a mutually beneficial solution.

The next step will be for the Town to complete site testing and develop a clear plan and timeline for the leach field project. The agreement also includes provisions for a mechanic position shared between OSSD and the Town of Randolph. I remain optimistic that a resolution can be reached that serves the interests of both the Town and the district.

Licensed Staff and Non-Licensed Staff Contract-Required Committees

The OSSD Board and the Orange Southwest Licensed and Non-Licensed Staff Associations have reached contract agreements. The Board and Associations approved and ratified the *Non-Licensed Staff Agreement* in June, and the *Licensed Staff Agreement* is scheduled for ratification at the August 13, 2025, Board meeting.

Both agreements establish several committees for which the Board must designate representatives. Below are the committees and my recommendations for Board designees:

- **School Safety** (Licensed and Non-Licensed Agreements): Superintendent and at least one principal from each school
- **Wage Schedule Study Committee** (Non-Licensed Agreement): Superintendent and Business Manager
- **Professional Development** (Non-Licensed Agreement): Superintendent and Director of Special Education
- **Reduction in Force** (Licensed Staff Agreement): Superintendent and Business Manager



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Opening Inservice

We are looking forward to the start of inservice this year. The [New Teacher Bootcamp](#) will be held on August 18–19, followed by [Opening Inservice](#) from August 20–26. The agendas are filled with engaging and meaningful learning opportunities, designed to ensure a strong and successful start to the 2025–2026 school year.

Water Service Project

One of our major projects this summer was replacing the temporary water service patch to the water line serving RU, which had been installed in the spring of 2024. The permanent repair has now been completed, and final water testing is underway. We anticipate a smooth start to the school year regarding water service.

After School Program

We are pleased to share positive news about the future of our After School Program. **Sarah Eastwood** has been hired as our new After School Program Director, and we are excited to welcome her to the team.

With this key position now filled, we anticipate continuing to offer after school programming for the 2025–2026 school year. The program will remain at RES, with bussing provided from Braintree and Brookfield. We recognize how important this service is to many families and appreciate their patience and support throughout the hiring process. Additional information, including program details, registration timelines, and staff introduction, will be shared soon.

Staffing

The OSSD is in a strong position with regard to staffing. We are currently seeking one bus driver, substitute drivers, and one Behavior Interventionist at RES. At RTCC, we are recruiting for a Student Services Coordinator. We always welcome more daily substitutes.

Despite extensive efforts, we have not been able to hire an Automotive Teacher for RTCC. Families have been informed that students enrolled in the automotive program will have the option to transfer to another program. Most students are choosing to move to the Diesel Program, and we have hired an additional support staff member to help accommodate this transition.

Thank you for your hard work to support education in Braintree, Brookfield, and Randolph.