



Special Meeting of the Board of School Commissioners
Tuesday, June 23, 2026

School Board Members Present: Charlene Seward, Chair Marybeth Lennox-Levins, Clerk Herbert Ogden Jen Rondinone Cathy Solsaa (<i>arrived at 6:05 p.m.</i>) Stephanie Stoodley Christina Sweet Members Not Present Brandi Barclay Karen Bossi Ryan Carney Courtney Collins Whitcomb Danielle Goldberg, Student Representative Sophia Wu, Student Representative	Also Present: Pam Reed, Superintendent Ted Plemenos, CFO Glenn Scott, Director of Facilities Peter Franzoni (Rutland City Board of Aldermen), Theodore (Ted) Dunbar, et al.
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Call to Order - Chair Seward called the meeting to order at 6:02 p.m., followed by the Pledge of Allegiance.

Roll Call - As noted above.

Board Norms - Chair Seward read the Board Norms.

Approval of Agenda/Consent Agenda

Chair Seward noted that because the Board's purview under the Policy Governance model is limited to licensed employees, Section B will be removed from future personnel memos. Accordingly, the Board will approve only Section A of Personnel Memo #678 as part of tonight's consent agenda.

Motion by Ogden, seconded by Lennox-Levins, to approve the agenda as amended. ***Motion carried.***

Approval of Consent Agenda

Motion by Rondinone, seconded by Lennox-Levins, to approve the Consent Agenda. ***Motion carried.***

Consent Agenda

- A. Minutes of Previous Meetings
- B. Personnel Memo #678 (Section A only, attached)
- C. Food Service Bid

Communication

A. Public Input

Theodore (Ted) Dunbar, an RCPS parent and employee, requested that the Board consider modifying its kindergarten enrollment policy to allow early-entry waivers for children with birthdays falling close to the September 3 cut-off date. Noting that his child's birthday falls three days after the cut-off, he highlighted that the Vermont Agency of Education (AOE) allows districts to establish waiver policies and assessments (suggesting a September 2–30 window), as is done in other Vermont districts. In advocating for his child's readiness, Mr.

Dunbar cited positive academic and social-emotional reports from daycare, as well as the desire to prevent separation from the child's peer group. He noted that while current policy allows parents to delay entry, it lacks a mechanism to prove early readiness. He expressed hope that his comments would spark a productive conversation regarding future policy changes.

Ends Monitoring

Chair Seward noted that this is a standing agenda item, which the Board will address in August regarding the succession plan.

Central Office Reports

A. Superintendent's Report

Superintendent Reed noted that her report would focus on the ongoing renovation project at Rutland Intermediate and Middle Schools (RIMS) shared kitchen, cafeteria, and main entrance lobby. She advised the Board that a motion would be necessary to approve the expenditure of funds to advance the project, and then introduced Glenn Scott, Director of Facilities, who presented the project's current status, conceptual designs, costs, and timeline.

Director Scott noted that TruexCullins Architecture and Design has completed a concept pre-design and cost estimate for the project. Due to its scale, the renovation will be implemented in two phases over Summer 2027 and Summer 2028.

The proposed renovation addresses many facility challenges within the current footprint. It resolves long-standing ADA accessibility issues by completely replacing the main entrance ramp to meet modern compliance guidelines. It incorporates critical mechanical and equipment upgrades, such as replacing an antiquated, frequently failing dumbwaiter system with a high-capacity vertical material lift and installing a new, energy-efficient standalone walk-in cooler and freezer in the downstairs kitchen area. Within the upstairs cafeteria and serving area, the design significantly optimizes operational efficiency by leveraging underutilized space to establish multiple dedicated kitchen prep stations, a code-compliant handwash island, and a new high-capacity commercial dishwashing system. These kitchen enhancements advance food service and district sustainability goals by incorporating composting stations and allowing Genuine Foods to transition from disposable to reusable tableware. Finally, lobby traffic and flow will be improved by relocating the concession stand from inside the cafeteria to the main entrance near the gymnasium, and by moving the existing trophy case to the wall adjacent to the new ramp.

Projected milestones:

- Construction Design Phase:
 - Completion of detailed Construction Documents (June - August 2026)
- Construction Manager Selection
 - Contractor prequalification phase (July - August 2026)
 - Project bidding and negotiation (September - November 2026)
 - Construction Manager Agreement (December 2026)
- Construction Implementation
 - Summer 2027 (Phase 1): Main Level Server, kitchen prep spaces, and vertical lift installation
 - Summer 2028 (Phase 2): Main lobby reconfiguration, ADA ramp installation, and lower-level kitchen refrigeration upgrades

In response to inquiries regarding space utilization and potential impacts on cafeteria seating, Director Scott clarified that the reconfigured footprint primarily optimizes existing underutilized space. While a minor adjustment to an adjacent restroom wall is required to accommodate the new ramp switchback, the impact on the dining area is minimal, and the final layout will fully meet all district and state student seating capacity requirements.

Financial Estimates & Funding Strategy

Director Scott reviewed the total projected cost provided by TruexCullins, which is \$3,992,935. This figure includes \$3,108,024 in baseline construction costs, soft costs covering architectural and project management fees, and a 4% annual inflation adjustment. Ted Plemenos, CFO, clarified that this \$3.9 million budget reflects a high-level projection. He noted that the retained Project Manager will systematically fine-tune the plans to capture additional operational efficiencies and cost savings, which means final expenditures and specific funding allocations will likely fluctuate as the design progresses.

CFO Plemenos then detailed a proposed multi-year funding strategy utilizing three primary capital sources. First, the district intends to utilize approximately \$1 million from its Food Service Fund surplus. Driven by historic post-COVID state and federal meal reimbursements, this fund has accumulated an overall balance of roughly \$1.5 million. While the Agency of Education (AOE) monitors these accounts closely and restricts usage to food service activities, infrastructure and facility improvements are explicitly permitted. By maintaining a standard monthly operating reserve of \$400,000 to \$500,000, the district can safely use \$1 million toward the kitchen renovation. The district has worked closely with Genuine Foods, the District Food Service Coordinator, and other interested parties. Separately, it was noted that the district is already collaborating with Genuine Foods to invest \$200,000 in direct equipment upgrades during the current fiscal year.

Second, the district plans to allocate \$2.5 million from its working capital reserves. This fund balance has recently expanded, driven by structural operational savings, including transportation efficiencies, unfilled vacancies, and recent staff retirements. At 13% of total annual expenditures, this reserve sits comfortably within the recommended 9% to 15% financial health threshold. The district intends to safely draw down this balance, committing \$2.5 million to this project while maintaining a comfortable reserve within the recommended threshold.

Finally, the remaining balance of approximately \$500,000 will be absorbed directly within the FY28 annual operational budget. This component could utilize a multi-year payment strategy similar to the one used for the district's phone system infrastructure upgrade.

Next Steps

The immediate next step is to request Board approval to execute a contract retaining TruexCullins to begin the formal Construction Design Phase. The architectural and project management fee is set at the industry-standard 8% of total construction costs and is already accounted for in the project estimate's soft costs.

Action

Motion by Lennox-Levins, seconded by Solsaa, to approve an expenditure of up to \$339,942 to secure architectural and engineering (A&E) services for the prospective RIS/RMS renovations. ***Motion carried.***

Board Self Evaluation

Chair Seward noted that this is a standing agenda item to be revisited at the next meeting, when Commissioner Ogden will assist with training and process.

Adjournment - Motion by Stoodley, seconded by Solsaa, to adjourn the meeting at 7:00 p.m. ***Motion carried.***

Respectfully Submitted,
Bethany Sprague, Board Recording Secretary

TO: Board of Education
FROM: Pamela Reed, Superintendent
DATE: June 19, 2026

RE: Personnel Memorandum Licensed and Non-Licensed

RESOLVE: That the LICENSED and NON-LICENSED SECTION OF THE PERSONNEL MEMO NO. 678 dated June 19, 2026, be approved as recommended by the Superintendent of Schools.

A. LICENSED SECTION

1. Appointments

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective</u>
Jenna Laslow	Reading Intervention/RHS	\$79,501.00	8/20/26
Anne Massie	Tech Exploratory Instructor/STC	\$79,501.00	8/20/26
Andrew Hamling	Mathematics/RHS	\$70,901.00	8/20/26

B. NON-LICENSED SECTION

2. Appointments

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective</u>
Giniqua Crawford	Paraeducator	\$28,431.48	8/24/26
Rachel Grantham	Bus Aid	\$ 21.01/hour	6/29/26

3. Retirements

<u>Name</u>	<u>Position</u>	<u>Effective</u>
Mary Nadler	Secretary II/RHS	6/30/26

4. Teacher Leader Appointments ~ Memo Attached

5. Fall Coaching Appointments and Re-Appointments ~ Memo Attached



Rutland High School

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To: Pam Reed
From: Bianca McKeen
Date: June 19, 2026
Re: 2026-2027 Teacher Leaders

I would like to recommend the following Teacher Leaders for the 2026-2027 school year.

Building	Position	Name
District Wide	Lead Nurse	Caitlin Sartor
District Wide	Physical Education/ Health	Bryan Cupoli
District Wide	Fine Arts	Carol Baker
Northeast Primary School	Kindergarten	Kelly Hutt-Vater
Northeast Primary School	1 st Grade	Sherry Kaymk
Northeast Primary School	2 nd Grade	Jodie Lunna
Northeast Primary School	Building Based	Kaylee Flaherty
Northwest Primary School	Kindergarten	Sue Cody
Northwest Primary School	1 st Grade	Cathy O'Rourke
Northwest Primary School	2 nd Grade	Gail Campopiano
Northwest Primary School	Building Based	Amanda Gurney
Rutland Intermediate School	3 rd Grade	Meghan Finnigan
Rutland Intermediate School	4 th Grade	Dana Johnson
Rutland Intermediate School	5 th Grade	Courtney Mills
Rutland Intermediate School	6 th Grade	Meghan Ehntholt
Rutland Intermediate School	Special Education	Sara Gee
Rutland Intermediate School	Building Based	Julia Maroun
Rutland Intermediate School	Building Based	Catherine Troy

Rutland Middle School	Hickory	Katie Geno
Rutland Middle School	Birch	Audrey Kopich
Rutland Middle School	Maple	David Cornwell
Rutland Middle School	Special Education/Unified Arts	Lisa Boerner
Rutland Middle School	Building Based	Delaney Rohan
Rutland High School	English/ World Language	Heather Finch
Rutland High School	Math/Work-Based Learning	Elizabeth Sampson
Rutland High School	Science	Casey Giordano
Rutland High School	Social Studies	Michael Callahan
Rutland High School	Special Education	Alison Remy
Rutland High School	Guidance Coordinator	Jen Pros
Rutland High School	Grove Street Coordinator	Katie Cacace
Rutland High School	Physical Education	Adrienne Weld
Rutland High School	Building Based	Sarah Vooris
Pierpont Campus/Allen St. Campus	Building Based	Cara Maguire
District	Mentor Coordinator	Sue Tanen



To: Pam Reed
From: Mike Norman
Date: June 9, 2026
Re: 2026 Fall Coaches

I would like to recommend the following Fall Coaching Nominations for the 2026 season.

MIKE NORMAN	HEAD FOOTBALL COACH
JEFF CASSARINO	V ASST COACH
MIKE MULLIN	V ASST COACH
PAUL MAGRO	V ASST COACH
CHAD GALIANO	JV FOOTBALL COACH
MATT MUMFORD	JV FOOTBALL COACH
JERRY GORUSSO	JV FOOTBALL COACH
BILL BELMONTE	CROSS COUNTRY HEAD COACH
CARA BAILEY	ASST CROSS COUNTRY
NOLAN LINK	BOYS SOCCER HEAD COACH
EMME O'ROURKE	GIRLS SOCCER HEAD COACH
MACGREGOR SHANNON	MS GIRLS SOCCER
JASON CASSARINO	ASST GOLF
GEOFF BLOOMER	GOLF HEAD COACH
TAMMY LANDON	FIELD HOCKEY HEAD COACH
ALLISON KENNEDY	JV FIELD HOCKEY
JENNA ELLIOTT	MS FIELD HOCKEY
CARA GAUVIN	FALL CHEER
KYLEE PORO	FALL ASST CHEER

June 18, 2026

TO: P. J. Reed, Superintendent

FROM: T. Plemenos, CFO

SUBJECT: Food Service Contract Award Recommendation

A committee of stakeholders in the District's food service operations evaluated proposals from three vendors for the next food service contract. All members of the District's Administrative Cabinet and other colleagues were invited to participate in the evaluation.

Based on committee members' individual input, and the committee's collective evaluation, it is recommended that the new contract be awarded to Genuine Foods starting July 1, 2026.

Genuine Foods proposed the lowest annual cost, based on requirements specified in a request for proposal (RFP) that was posted for 30 days. The RFP was approved by the Agency of Education (AOE) before being issued.

<i>Company</i>	<i>Proposed Annual Cost</i>
Genuine Foods	\$1,805,968.26
Southwest Foodservice Excellence	\$1,831,129.10
Whitsons Culinary Group	\$1,855,977.57

A difference of \$50,009 separated the lowest bid from the highest bid (2.8%). In addition to price, the proposals were also evaluated using seven other criteria: menu and meal quality; staffing and employee benefits; documentation and record keeping; breakfast offerings; a la carte offerings; company financial strength; and references.

Metrics used to compare the proposals focused almost 50% of the evaluation on two key factors: menu and meal quality, to ensure the best possible nutrition for students; and staff and benefits, to ensure consistently excellent delivery of food service across the District.

Genuine Foods received the highest score out of 100 possible points per the following table. Genuine Foods also achieved the highest average rating in each of the eight categories.

<i>Company</i>	<i>Average Composite Score</i>
Genuine Foods	94.1
Southwest Foodservice Excellence	86.2
Whitsons Culinary Group	78.1

The proposed contract is a five-year agreement with annual price reopeners. Each year, either party can opt to renew, or not to renew, the agreement for another annual term.

In June 2025, the School Board approved a five-year food service contract. However, the current vendor chose not to renew under the existing terms. The vendor cited unexpectedly significant cost pressures that it could not offset under existing contract provisions.

The proposed contract for 2026 – 2031 reflects a slightly higher cost than budgeted for the next fiscal year. However, that modest overage will not be problematic. Federal and state reimbursement rates to the District have covered actual food service costs in recent years.

In addition to requesting School Board approval, RCPS must also receive approval from the AOE, before the District can execute a new food service contract. RCPS is in the process of providing documentation required by AOE to render that approval. Since the vendor proposals comply with AOE requirements, RCPS anticipates receiving AOE approval for the new contract in the coming week, if not sooner.

Respectfully submitted,



T. Plemenos

cc: B. McKeen, K. Coarse, L. Colgan, T. Smith
C. Floyd, AOE