

**Lamoille North Supervisory Union and
Lamoille North Modified Unified Union District Board Meeting
Minutes of Meeting
March 11, 2019**

Board Members Present: Belvidere: Randy Katon; Cambridge: Bill Sander, Jan Sander, Mark Stebbins, Laura Miller, Bernard Barnes; Eden: David Whitcomb, Jeff Hunsberger; Hyde Park: Lisa Barry, Tina Lowe, Patti Hayford; Johnson: Katie Orost, Mark Nielsen, Angela Lamell; Waterville: Bart Bezio

Board Members Absent: Cambridge: Sue Prescott; Hyde Park: Chasity Fagnant; Johnson: Bobbie Moulton

Others Present: Cat Gallagher (left at 6:30 p.m.), Deborah Clark, Charleen McFarlane, Michele Aumand, Wendy Savery, Janet Murray, Angie Evans, Jade Hazard, Diane Reilly, Jan Epstein, Jeremy Scannell, Sherry Lussier, David Manning, Jeremy LaClair, Brian Pena, Melinda Mascolino

Minute Taker: Sue Trainor

Call to Order, Approval of Agenda and Public Comment: Gallagher began the meeting at 6:00 p.m., introduced the new Board members from Belvidere and Waterville, and all in attendance introduced themselves to the new members. Gallagher then asked that a motion to be made to place the Central Office agenda item under the reorganization agenda item. Hunsberger made the motion and B. Sander seconded the request to move the item and approve the agenda. The motion passed unanimously. There was no public comment.

Reorganization of the Board: Gallagher noted Hunsberger had asked whether co-chairs could be elected. Gallagher reported she had asked the State whether they recognized co-chairs. Gallagher read the response from the State in which they stated the law did not allow for a co-chair. A Chair and a Clerk were to be elected by the Board. Some boards elected a Vice Chair but that was not mandatory.

Elect Chair, Vice Chair, Clerk: J. Sander nominated David Whitcomb to be Chair of the LNMUUSD Board and Mark Nielsen to be Chair of the LNSU Board. B. Sander seconded the motion. There were no other nominations. The nomination passed unanimously. Whitcomb then took over the meeting as Chair. Stebbins then nominated Laura Miller to be Clerk. Nielsen made a motion to accept the nomination, seconded by Stebbins. There were no other nominations and the motion passed unanimously. Gallagher stated that, unless otherwise noted, Miller would be the Clerk for both the LNSU and the MUUSD.

Discuss & Approve 2019-2020 Board Meeting Schedule & Date of Annual Meeting: Clark stated the date of the Annual Meeting had typically been the Monday preceding the March vacation. Therefore, Clark recommended February 17, 2020 as the date of the next Annual Meeting. B. Sander made a motion, seconded by Bezio, to approve the date. The motion passed unanimously. B. Sander then made a motion, seconded by Stebbins, to hold Board meetings on the second and fourth Monday of the month. The motion passed unanimously.

Discuss & Approve 2019-2020 Committee Meeting Schedule/Membership: Gallagher asked that each member sign up to be a member of a standing committee. Gallagher asked that each Committee meet at 5:00 p.m. before the next Board meeting, elect a chair, and determine their work for the year. Orost made a motion, seconded by Nielsen, to approve Gallagher's request. The motion passed unanimously.

Appoint SU Voting Delegate for Statewide Health Insurance: Gallagher stated that the School Board Association had informed her the District could cast one vote to ratify the agreement reached by the Statewide Health Care Bargaining Commission. A delegate needed to be named. Stebbins made a motion, seconded by Barry, to appoint Whitcomb to be the District's voting delegate. The motion passed unanimously.

Central Office Report: Gallagher informed the Board that McFarlane was nominated as the Vice President of the Vermont School Human Resources Professional Group for the State. Gallagher also reported that the District was being recognized for the 2019 Governor's Excellence in Worksite Wellness and Safety Award. Gallagher then noted that the Cambridge Elementary School Counselor, Kathy Ferguson, would be part of a film entitled Downstream: The Effects of Parental Incarceration. The film would be showing at Northern Vermont University on March 20th and Gallagher encouraged Board members to attend. Gallagher reported there was an open Board seat for a Johnson representative. The position would be advertised and letters of interest should be sent to the Board and/or the Selectboard. The Selectboard would serve as an advisory to the Board, but the Board had the final say in the appointment. One letter of interest had already been received from Eve Gagne. Finally, Gallagher stated she had received feedback about how well the Board had worked together through the merger and the most recent defeat of the acceptance of Cambridge into the MUUSD. Gallagher was pleased that the mission and vision in this District stayed the same whether they were one or more entities. She thanked the Board for working together. It was clear the Board wanted the best for the students, their families, and the community.

LNSU/LNEMUUSD Routine Business: Consent Agenda Items

Minutes of the February 11, 2019, meeting: Nielsen made a motion, seconded by Hunsberger, to approve the minutes. The motion passed unanimously.

Board Orders: Miller made a motion to accept the Director's orders. Nielsen seconded the motion. Miller then explained to the new members of the Board her process for reviewing the bills. The motion passed unanimously.

LNSU Website Proposal: Jeremy LaClair and Brian Pena made a presentation to the Board on a District-wide website proposal. LaClair explained that over the past six months the IT Department had been evaluating different options for a new website. Currently, each school maintained their own website. This resulted in drastically different website appearances which could make it difficult for parents to locate information. They determined that approximately twenty people throughout the District were spending 52 hours per month updating their websites. The IT Department thought it would be best to move to a subscription service, which would allow the school websites to be connected. This would allow information to be posted once and shared on all sites, and a common website layout would help community members find information more easily. Items that were deemed important in IT's review included school event calendar management, integration with social media, teacher websites within the District's website, easy access to help and training, and, as 60% of the web traffic was from iPhones or iPads, mobile friendly viewing and editing.

Three companies had been reviewed: Blackboard and Finalsite, both national companies, and Edgeworks, a local company. IT's recommendation was to go with Finalsite. Their decision was based on the features they provided and the cost. The initial cost would be \$11,000, or \$1,223 from each school before the launch this summer in early August, with an annual cost of \$878 per school. Work with the vendor would need to start in late March or early April. Schools would be able to keep their existing domain names and still have their own individual webpage. The long-term plan was to be sure new content was continually added and to train more people to add content. Barry asked if Finalsite had talked about developing an app. Pena stated there had been no discussion of that. Barry then commented that the timeline was too aggressive, noting it took her school district a full year to transition to a new webpage. Pena explained that this was a timeline offered by the company. Barry stated it would be more realistic to say the project would be running by the end of the next school year.

Miller asked if the funds were in the budget. Pena stated the funding would come from the operational budget. LaClair stated they did not have any numbers available as the budget was being created. Clark stated the amounts were nominal and the start up costs could come out of this year's budget. Clark also noted that paying \$900 a year per site was less than the cost of having a staff member update a site. Miller suggested that students could participate in updating the website as part of their personalized learning plans. Pena agreed, stating that the best time to include students would be after the launch.

Barry wondered about the accessibility and asked if Finalsite was ADA complaint. LaClair stated the District was not currently compliant and Finalsite would bring them into compliance. Orost asked if the IT staff had spoken with other schools using Finalsite. Pena stated they reviewed the other schools' websites to see how their websites were set up. Chittenden East was using Finalsite. They did not call any of the schools. Clark explained that because the cost was under the \$15,000 threshold for bidding, this presentation was mainly informational. Nielsen commented that reviewing a website was different than speaking with a school to see how it worked. Nielsen asked that calls be made to get their opinion. Orost then made a motion to approve the proposal contingent upon IT getting recommendations from other schools. Lamell seconded the motion. The motion passed unanimously.

LNSU Additional SPED Van Purchase: Clark reported there would be no action on this item. There were now five less riders so another van was unnecessary. However, leases on two vans would run out at the end of this year. She noted that in 2016 it had sounded like a great idea to lease vans. Unfortunately, they were now significantly over mileage on both vans. It would cost \$10,000 to pay off the mileage. To purchase the vans it would cost \$20,000 each. Clark informed the Board that towards the end of the year she would be coming back with a request to purchase those vans, using special education funds and any profits from the van operations. Clark also noted going forward she wouldn't lease a vehicle. B. Sanders suggested purchasing through the municipal fleet option.

Continuation of Johnson Elementary School Free Meals under CEP in Respect to Reimbursement Rates: Clark stated she had received a letter from Abbey Group stating that, because of the reduction in the number of families that were direct certified through the State for free and reduced meals at Johnson and Eden, the reimbursement rate had dropped. The Abbey Group had gone from running a surplus in January of 2018 of \$25,000 to a deficit of \$11,000 this January. Projecting forward, at this rate there would be an \$18,900 deficit. Currently there was \$109,000 in committed funds for food services that consisted of Johnson surpluses over the last few years. Clark requested that some of that money be used to complete the free meals program this year. Clark stated at the end of this month they would review how many families would be direct certified to see if they would return to the higher reimbursement rate. It was possible they could lose CEP eligibility and then the Board would have to decide whether to charge for meals at full price. Nielsen made a motion to utilize committed funds from the reserves as of June 30, 2018 to continue the free and reduced meals at Johnson for the remainder of the year. Hunsberger seconded the motion.

Miller asked for clarification on the reimbursement. Clark explained that direct certification were families that received benefits elsewhere. When direct certification was over 40% for a community they were CEP eligible and the entire community of students received free meals. Both Johnson and Eden had qualified. Last spring the numbers fell below that threshold in Johnson. Clark had been unaware the reimbursement rates had changed until November. J. Sander asked if the rates decreased because people were doing better financially or had the requirements been raised. Clark stated that on the surface it looked as though people were doing better, but it was hard to say. B. Sander suggested reexamining the idea of the District providing the meals rather than using the Abbey Group. Clark stated the Abbey Group received a \$5,000 management fee and any surplus received went to the school. B. Sander noted the school's employees would at least be sure to receive a livable wage. J. Sander stated she would like the District to look at providing breakfast and lunch for everyone. She believed that equity, access and opportunity were not possible for those students who were hungry. Katon asked for direct certification information on each community. Clark stated she would provide that information to Katon. The motion to utilize committed funds from the reserves as of June 30, 2018 to continue the free and reduced meals at Johnson for the remainder of the year passed unanimously.

Personnel: McFarlane updated the Board on the Tech Director search, stating they had interviewed five candidates and had selected two candidates to continue. Second round interviews would take place, with Gallagher recusing herself from the process. The finalists would then meet with the rest of the staff. McFarlane stated it had been a very inclusive process with representatives from other school districts

being included in the selection process. It was possible that Gallagher would be able to make her recommendation at the next Board meeting.

Approve ECS Food Service Worker Pay Rate: McFarlane recommended that Rebecca Tourangeau be hired at a Grade 3, Step 7, at \$13.66 an hour. Tourangeau had seven years of direct food experience. Orost made a motion to approve the recommendation, seconded by Hunsberger. The motion passed unanimously.

Approve HPES Food Service Worker Pay Rate: McFarlane recommended that Giancarlo De Vito be hired at a Grade 3, Step 16, at \$15.54 hour. De Vito had previously owned a restaurant in Stowe and served as chef. Karyl Kent was delighted to be able to hire this candidate. Orost made a motion, seconded by Hunsberger, to approve the recommendation. The motion passed unanimously.

Approve LU Library Assistant Pay Rate: McFarlane recommended that Denise Greene be hired at a Grade 3, Step 4, at \$13.03. Greene was a Hyde Park resident and had served on the Lanpher Library Board. J. Sander made a motion, seconded by Miller, to approve the recommendation. The motion passed unanimously.

Approve WES Climate Coordinator (Planning Room Supervisor) Pay Rate: McFarlane recommended Holly Manning be hired at a Grade 4, Step 2, at \$13.44. Bezio made a motion, seconded by Nielsen, to approve the recommendation. The motion passed unanimously.

Approve Recommendation for Non-Represented Support Staff Increases for FY20: McFarlane stated the recommendation was for an increase of \$0.85 an hour or a total per hour of \$13.40, whichever was greater. Nielsen made a motion to approve the recommendation, seconded by Hunsberger. Hayford asked for clarification on who the non-represented support staff were. McFarlane stated the Cambridge custodians, most of the Central Office support staff, and some administrative assistants were not in the union. The motion then passed unanimously.

Approve Recommendation for Administrative Salary Increases for FY20: McFarlane stated the recommendation was an increase of 3.06% for Central Office administrators, the building administrators and the mid-management staff. B. Sander made a motion, seconded by Hunsberger to approve the recommendation. The motion passed unanimously.

Elementary Principal Reports:

Belvidere/Waterville: Epstein reported that Dan French had visited and had very nice things to say about the school. The VSO had contacted her about bringing a small ensemble to the school. They were looking for two other elementary schools to visit and Epstein suggested principals contact her. Epstein then informed the Board that Healthy Lamoille Valley had provided a grant to the school that gave them the opportunity to be trained in Al's Pals, a social-emotional learning curriculum. Training was free for the school. The principal and three teachers would be in training this month.

Eden: Mascolino informed the Board that the school librarian had done a unit on Martin Luther King and then one on Malala. Students made great connections between Dr. King's mission and what Malala was doing. The point of the Malala book was to imagine erasing something they thought wasn't right in the world and writing what they thought should be in the world. Mascolino provided a handout to the Board members from the 3rd and 4th graders. The responses were a reminder of how innocent the children still were. Their wishes ranged from world peace to wishing everyone could have tacos so that no one would be hungry. Mascolino then reported they would be running an evacuation drill the following day to the North Hyde Park firehouse. Reunification drills would take place, the nurse would work with pretend patients and state troopers would be there to observe and provide feedback.

Hyde Park: Reilly expressed appreciation to the administration and the Board for the collaborative work they did on the budget. It had been a relief to hear that the budget had passed. Reilly discussed the Farm to School Program with Karyl Kent. There was a team with representatives from every school in the

District working together to get locally grown food into the schools. This supported the Robtoy Farm, which was a wonderful resource. The goal this year was to have every 3rd grade class participate in a field trip to the farm. There was an opportunity to apply for a \$100,000 grant, with only 11 people applying. Lamoille North was working with Lamoille South to work on farm to school activities. Reilly then informed the Board that several teachers attended the International Conference on Positive Behavior Support in Washington, DC. This had been a very positive experience for those in attendance.

Johnson: Manning informed the Board that Johnson was in a partnership with ECHO Science Center. Three grade levels were getting direct instruction from the ECHO staff on engineering projects and staff members were being trained to teach this information as well. He observed students in third grade working on the design engineering process. The culminating event would be the following evening with the community being invited to view activities that students had participated in. Manning then talked about a student who had requested that a pit be created on the playground in order to play a particular game. Manning requested that the student bring the request to the leadership team at the school. The student and his brother provided a slideshow presentation about the game, as well as a cost list. The leadership team liked the idea and the idea was then presented to the PTO for funding. The students then presented the idea to the whole school and the student body was very excited about the idea. Manning noted that the students had developed skills in speaking in public and making presentations.

Middle School: Savery stated they had begun the transition process for students going from 6th to 7th grade. Nightly meetings would begin this week and tours to the middle school would begin in April. Parent night would be held on April 4th and Board members were encouraged to attend. Savery also invited Board members to attend a career morning on March 22nd.

GMTCC Director Report: Lussier informed the Board that Chris Damato had written a grant for the Department of Labor that resulted in the cost of the next HVAC class for adults being reduced from \$2,400 to \$900. Two students competed in the Rotary Speech contest. One Tech Center student won the Cambridge Rotary contest while another Tech Center student won the Morrisville Rotary contest. The allied health students started their two-week clinicals today, with some students working at Copley and some at the Manor.

Other Business: There was no other business.

Adjourn: B. Sander made a motion, seconded by Nielsen, to adjourn the meeting at 7:42 p.m. The motion passed unanimously.