

**Lamoille North Supervisory Union and  
Lamoille North Modified Unified Union District Board Meeting  
Minutes of Meeting  
January 28, 2019**

**Board Members Present:** Belvidere: Angie Evans; Cambridge: Bill Sander, Mark Stebbins, Laura Miller, Bernard Barnes; Eden: Jeff Hunsberger; Hyde Park: Tina Lowe, Lisa Barry; Johnson: Katie Orost, Mark Nielsen (arrived at 6:04 p.m.), Angela Lamell; Waterville: Amanda Tilton-Martin

**Board Members Absent:** Cambridge: Jan Sander, Sue Prescott; Eden: David Whitcomb; Hyde Park: Patti Hayford, Chasity Fagnant; Johnson: Bobbie Moulton, Eve Gagne

**Others Present:** Catherine Gallagher, Deborah Clark, Michele Aumand, Melinda Mascolino, Brian Schaffer, Jan Epstein, Janet Murray, Diane Reilly, Dylan Laflam, Mary Anderson, David Manning, Wendy Savery, Dana Jewett, Tom Gardner

**Minute Taker:** Sue Trainor

**Call to Order, Approval of Agenda and Public Comment:** Acting Chair Stebbins called the meeting to order at 6:00 p.m. As part of the public comment, B. Sander informed the Board that the Lt. Governor would be at the Hyde Park Town Clerk's Office on February 4<sup>th</sup> and encouraged members of the Board to attend. Tilton-Martin made a motion, seconded by B. Sander, to approve the agenda. The motion passed unanimously.

**LNSU/LNEMUUSD Routine Business: Consent Agenda Items**

**Minutes of the January 14, 2019 Meeting:** Tilton-Martin made a motion, seconded by Lamell, to approve the minutes. B. Sander noted there were some corrections to be made in the minutes. On Page 3 the minutes stated that J. Sander made a motion to approve the FY20 elementary school budget. B. Sander stated that wasn't possible because she was a Cambridge Board member. B. Sander then noted that on Page 5 the minutes stated that Cambridge lost a substantial amount of money on school lunches. B. Sander preferred that it state that Cambridge had lost some money. It was then determined that Tilton-Martin had made the motion for the approval of the elementary school budget. Lamell noted that there was a typographical error under the Winooski Lottery item on Page 5. With those changes, the motion to approve the minutes passed unanimously.

Vice Chair Nielsen arrived at this time and took over running the meeting.

**Board Orders:** Miller made a motion, seconded by B. Sander, to approve the Board Orders. The motion passed unanimously.

**Accept LNSU/LNEMUUSD Audited Reports for the Year Ended as of June 30, 2018:** Clark reported that for the year ending June 30<sup>th</sup>, 2018, the LNSU had received a clean opinion. It had been determined that there were no difficulties dealing with management in performing and completing the audit, no reportable misstatements were noted, no disagreements with management regarding financial accounting, reporting, or auditing matters arose during the course of the audit, and auditors did not identify any weaknesses in internal controls that could be considered material. The net change in the Fund Balance (operations) was \$-81,918. The Fund Balance at June 30, 2018 was \$658,649. This consisted of:

\$11,527 restricted to cover prepaid expenses  
\$45,003 committed to Capital Expenditures  
\$320,000 dedicated to FY2019 Expenditures  
\$87,347 Future Special Revenue Expenditures

\$194,772 of unassigned Fund Balance at June 30, 2018. \$190,000 of this amount was committed to FY20 expenditures and \$4,772 was committed to future capital expenditures.

Clark noted that accepting the audit was a formality. She asked the Board if they would like to have the auditors make a presentation to the Board or to the Finance Committee before accepting the report.

Clark then reported that for the year ending June 30<sup>th</sup>, 2018, the LNMUUSD had received a clean opinion. There were no difficulties in dealing with management in performing and completing the audit. Any reportable misstatements had been corrected during the course of the audit, or were listed as follows: \$23,000 of Hyde Park Bond Expense had been booked in the current fiscal year which they thought should be booked in FY19. Clark explained it was booked to match the draw.

No disagreements with management regarding financial accounting, reporting, or auditing matters arose during the course of the audit. The auditors did not identify any weaknesses in internal controls that could be considered material. The net operating results were \$38,531, excluding all the bond activity. The General Fund Balance was \$5,522,943. The long-term debt was \$17,489,731 in bond principal, due over the next 25 years.

Hunsberger suggested the auditor make a presentation to the Finance Committee. Gallagher then suggested that the auditors meet with the Finance Committee and the Committee could then determine if a presentation should be made to the full Board. The Board agreed and Clark stated they would postpone the acceptance of the audit to a later date.

**Lamoille Gym Bond:** Laflam provided the Board with a memo that outlined the particulars of the proposed bond for the Lamoille Union campus. Laflam explained that the gym floor had been evaluated in 2009, at which point it was determined that the floor had reached its life expectancy. There had been a plan for replacement in the 2011 Capital Projects plan, but the work had been deferred each year. In 2016 a hole was cut in the floor and they discovered that the gym floor was not built to specifications and that the gym floor undercarriage was all dry rot. It was also determined that if the bleachers were removed from the wall they would not be considered structurally sound if moved back against the wall. At that point work on the gym was being moved from a capital project item to a bond item. A complete renovation of the gym, including design work and permitting costs, was projected to be \$1.4 million. The renovation would include HVAC replacement, replacement of the roof and roof insulation, new lighting, new egress doors, new score boards and back boards, a new divider curtain, acoustical paneling, new matting and a new auditorium stage floor. Laflam mentioned that almost no money had been put into that space in 52 years.

There were other projects that needed to be done on campus that the Finance Committee had discussed as possibly being included in the bond. They included resurfacing all of the parking lots, replacing the Upper A wing roof, the cafeteria roof, and the weight room roof. There had been flooding recently from the Upper A wing roof. A kitchen line remodel with lighting and ceiling work and the replacement of the CEC audio-visual equipment were also included as potential bond items.

**Johnson Elementary School Walk-In Condenser/Compressor Replacement:** Laflam requested that the Board release Capital Reserve funds out of the Johnson Elementary School reserve in the amount of \$3,610 to replace the compressor and evaporator on the walk-in refrigerator. Orost made a motion, seconded by Tilton-Martin, to approve the request. The motion passed unanimously.

**Central Office Report:** Gallagher reported that Dan French would visit the Waterville school on March 7<sup>th</sup>. A representative from the VSBA would be coming on March 11<sup>th</sup> to discuss how they could better help the District. The second mental health group would be meeting this week. A fundraising

dinner was being held on January 31<sup>st</sup>. Funds would be used to send firefighter gear to Tanzania with the ability to train them on-site. Gallagher then noted there were misconceptions in the community about Act 46, what a vote meant, and why the District wasn't part of a class action suit. A question had been asked about why districts were being allowed to delay the push to merge. Gallagher stated there was no stay in effect. Those towns must be fully operational by July 1<sup>st</sup>. Gallagher noted as an example that Lamoille South had an organizational meeting, even though they were part of a lawsuit, because they were not allowed to pause. Additionally, while there were some legislators presenting bills to delay, nothing would take effect until both the House and Senate approved and the Governor signed a bill.

Gallagher then discussed principals' contracts. Principals would be offered a one, two or three year contract. Evaluations would be presented to the Board over the next few months, at which point the Board would decide whether to accept the recommendation. Recruiting for the Tech Center Director was underway and the deadline for applications was February 11th. Feedback on what the staff at the Tech Center was looking for was a candidate who was very strong with budgets, had an intimate knowledge of sending schools, understood a variety of funding mechanisms, and was an instructional leader.

Clark reported the District was still struggling with a driver shortage. They were starting a pilot program with a bus monitor and a job was being posted for that. The District would also be partnering with LVT in recruiting efforts. She asked for assistance from Board members in sending potential drivers to LVT.

#### **Elementary Principal Updates:**

**Cambridge:** Anderson reported they had held their Geography Bee today. Mazie Paine, a 4<sup>th</sup> grader, was the winner of the GeoBee. Anderson noted there were 30 participants for the event. Anderson then expressed appreciation to the Cambridge Rotary Club for funding Winter Sports Day.

**Eden:** Mascolino reported they had administered a student climate survey. One of the questions was whether there was someone at the school they could go to if they had a problem. Another question was whether a student had at least two friends to sit with at lunch. There was only one student who didn't have someone to sit with and the staff worked to remedy that. There was a group of 2<sup>nd</sup> and 3<sup>rd</sup> graders who responded that there was no one at school who cared for them. After reviewing the responses, students clarified that they misunderstood the question. Once the question was rephrased it was clear the students felt very cared for. Mascolino stated it was a very positive survey result.

**Hyde Park:** Reilly reported they were heading into the assessment season and were looking closely at the data from three or four years ago of the current 6<sup>th</sup> graders. They were looking at math and literacy scores, reviewing what interventions students had had, what had been successful and what they could do to improve student scores. Professional development was going well.

**Johnson:** Manning reported that Johnson was also conducting a student survey. The school counselor was carrying it out one class at a time. Johnson was participating in MTSS and today the leadership team had reviewed the use of the electronic forms. These forms provided an online record of what supports were being put in place for students to help them meet expectations. Currently twelve forms had been completed. The team noted there were a lot of supports being provided that were not being codified in the system. Reasons were identified and more training would be offered to teachers. Manning noted there was a very active and vibrant Parent Teacher Organization this year and the monthly events had been quite successful. Johnson was now partnering with ECHO to work on STEM projects and on March 12<sup>th</sup> a Parent Night would be held for community members and parents to see

what they had been working on. Manning reported there were several end of the year trips planned. The 5<sup>th</sup> grade students were fundraising for a trip to the Hulbert Outdoor Center and the 6<sup>th</sup> grade students would be going to a local movie theatre. Manning stated that they had been working on staff climate and morale over the past few years. A monthly meeting now took place with paraeducators and special educators. There had been challenges concerning where paraeducators were placed and which students they worked with. A survey had recently been developed to survey the support staff about their perceived strengths and weaknesses, places and age groups they preferred to work with.

**Waterville:** Epstein reported they had started their Winter Sports Day events. They were interviewing for a Planning Room staff member and they had some good candidates. Testing would begin shortly and teachers were now starting to do their winter assessments. Epstein stated she was looking forward to Dan French coming to the school.

### **Middle School, High School and GMTCC:**

**Middle School:** Savery informed the Board that she would begin conducting 6<sup>th</sup> grade transition meetings. Savery then reported she had just been recertified in ALICE. Last week a safety drill had been held in the cafeteria with an active shooter possibility. They reviewed where to hide and where they could exit. Students were receptive to the exercise and asked good questions afterwards. Next week updated ALICE videos would be shown to students. Savery stated a small group of middle school students would be coming to the High School next week to do data analysis on the Youth Risk Behavior Survey. They would make a presentation to the community on the results.

**High School:** Schaffer reported that he would be presenting a report and recommendations on the performance of the Class of 2020 to the Board on February 11<sup>th</sup>.

**Other Business:** Tilton-Martin stated that after ten years of serving on the Board and with her term being up, she would not be accepting a nomination. She thanked the Board for being a pleasant board to work with.

Reilly then reported they had recently had an emergency school closure. The fire alarm system had gone off after the busses were already on their way to school. Students were diverted to the high school and those who walked to school were sent home. She thanked Schaffer for the exceptional work he did during the event and stated that everyone involved did a wonderful job. Laflam explained that a sprinkler line burst in the old part of the building.

Schaffer then thanked Tilton-Martin for her years of service on the Board. The Board gave her a round of applause.

**Adjourn:** B. Sander made a motion, seconded by Hunsberger, to adjourn the meeting at 6:51 p.m. The motion passed unanimously.