

**Lamoille North Supervisory District and
Lamoille North Modified Unified Union District Board
Minutes of Meeting
August 28, 2107**

Members Present: Belvidere: Angie Evans; Eden: David Whitcomb (Chair), Jeffrey Hunsberger; Hyde Park: Andrew Beaupre, Patti Hayford, Chasity Fagnant, Lisa Barry; Johnson: Angela Lamell, Katie Orost, Bobbie Moulton; Mark Nielsen; Cambridge: Heather Hobart, Bill Sander, Jan Sander, Laura Miller, Mark Stebbins; Waterville: Amanda Tilton-Martin

Members Absent: Johnson: Heather Rodriguez; Cambridge: Sue Prescott.

Others Present: Catherine Gallagher, Deborah Clark, Jade Hazard, Brian Pena, Brian Schaffer, Charleen McFarlane, Sherry Lussier, Jennifer Stevens, Diane Reilly, Melinda Mascolino, Wendy Savery, Chris Damato, Janet Murray, Dana Jewett, David Manning

Minute Taker: Sue Trainor

Call to Order, Approval of Agenda and Public Comment: Chair Whitcomb called the meeting to order at 6:00 p.m. McFarlane requested that the agenda be revised to include discussion of the hiring of two Johnson paraeducators above base salary. B. Sander made a motion to approve the revised agenda, seconded by Stebbins. The motion passed unanimously.

Shawn Elliott then addressed the Board as part of the Public Comment section. Mr. Elliott, a Hyde Park resident, discussed the changes in the bus route. He was dissatisfied with the way the decision had been communicated and was concerned about the safety of the children with the new bus route. Visibility was a major concern, as parents were unable to see their children at the new bus stop. Additionally, the location in which the bus stopped to pick up and drop off children was a hazard to other drivers, as there was limited visibility when the driver came over the hill. He requested that the five minutes the bus would spend waiting for the children at the pick up location, instead be spent driving up Houle Road to pick up the children. Elliott asked the Board to review this matter and change the pick up location back to Houle Road. Elliott said that parents felt student safety was not put at the forefront when the decision was made to change the location. Clark stated she had taken notes of his concerns, would work with LVT to respond to Elliott's concerns, and would come to the next meeting of the Board with a recommendation. Mr. Elliott's letter is attached.

Mike Salvaty, a new Hyde Park resident, addressed the Board about concerns his family has about the location of the Hyde Park elementary school, the facility itself, and the security of the building. He noted his wife's concern that there was no library, no gym, and no cafeteria. Having come from other school districts in Vermont that had much higher levels of security, they were concerned about the security of this new building. Mr. Salvaty asked if there was an option for his child to go to a different school in the district. The family would provide transportation and meals. Whitcomb thanked Mr. Salvaty and stated the Superintendent, the Business Manager, and the Hyde Park Principal would take this under consideration. B. Sander was concerned that this matter be brought up to the administration before coming to the Board. Whitcomb explained that Mr. Salvaty had already done that. Additionally, as part of the Public Comment section, an individual could address any issue they wanted.

LNSU Routine Business: Consent Agenda

Minutes of the July 24, 2017, Meeting: B. Sander made a motion, seconded by Moulton, to approve the minutes. The motion passed unanimously.

Board Orders: (The Board Orders can be found at end of minutes.) B. Sander made a motion, seconded by Moulton, to approve the Board Orders. The motion passed unanimously.

Appoint a Delegate to Vote for VSBA Business: Gallagher explained that there had been a significant change in the VSBA process, with supervisory unions now being eligible to cast one vote at the Annual Meeting. The VSBA encouraged SU's to elect a member of the Board to send to the Annual Meeting as a voting member on October 19th. Orost nominated the Board Chair, David Whitcomb. There were no further nominations. B. Sander made a motion to select David Whitcomb to be their representative. J. Sander seconded the motion, and the motion passed unanimously.

Capital Asset and Conflict of Interest in Procurement Policies: Clark noted this policy had gone through the first reading. Clark also stated discussion on this could be combined with the MUUSD agenda item. Beaupre made a motion to adopt the Capital Asset Policy and the Conflict of Interest in Procurement Policy, seconded by Stebbins. Beaupre asked about the fourth paragraph in the Conflict of Interest in Procurement Policy that stated that employees would not accept anything from a vendor exceeding \$75. He asked how that would work with textbooks on a desktop. Clark responded by saying she hoped it would say "sample" or "draft" on it. She didn't think it would have the same market value if it were a preview copy. If the employee was making a decision on whether the book would be used in school, it could not be accepted. The motion then passed unanimously.

Approve New Hire

.4 LUHS Special Educator: J. Stevens requested approval to hire Jan Chapados. Chapados had been a special educator for the past 28 years, had retired two years ago, and was excited to return to a part-time position working two days a week. Stevens noted they would continue to keep this position listed as a 1.0 FTE in the budget for next year. B. Sander made a motion to approve the hire. Stebbins seconded the motion, and the motion passed unanimously.

Board Goal Suggestions: Gallagher informed the Board that J. Sander had recently offered two especially relevant topics for the Board to pursue: the opioid crisis and student safety. These two topics fit with the Board's vision of equity, access and opportunity. An additional item for the Board to continue to pursue was fiscal responsibility. J. Sander then explained that the opioid crisis affected the school and students in numerous ways: students coming to school from families who were impacted by addiction, students themselves, or friends of students who might be using opioids. Addiction was affecting and interfering the student's ability to concentrate on their schoolwork. J. Sander suggested it might be appropriate to have Narcan on hand in case there were any overdoses at the school. Having Narcan on site had been discussed at Cambridge, but the rescue squad was close by so they didn't pursue the idea.

Gallagher encouraged the Board to think about how the Board could help people in crisis with opioid addictions. J. Sander added that ideas on prevention were important. Miller asked if Gallagher was talking about goals for the High School or the MUUSD Board, as this item had been listed under the LNSU agenda. Miller also asked if there were already goals in place. Gallagher replied that the goals applied to both LNSU and MUUSD. Many of the goals the MUUSD was working with had been taken from the LNSU Board and those goals had been in place for a long time. This was now an opportunity to do something of greater impact.

J. Sander continued by noting that prevention was important. She stated that nobody ever decided to become a drug addict and it seemed that many became addicted by accident while recovering from sports or other injuries. Students needed to be educated about that. Sander then moved on to the topic of school safety, stating that while Lamoille County did not have a diverse population, there were students of color and student of different religions. There was now a heightened fear in the country and Sander didn't want students to come to school not feeling wanted or safe. She noted it was difficult to learn if a student was afraid of being hurt at school or on the bus or through cyberbullying. It was very important to Sander that students feel safe while in the building.

Whitcomb stated the Sheriff of Lamoille County, Roger Marcoux, had had two meetings recently about the opioid crisis and was very well acquainted with this subject. Whitcomb suggested inviting him to a Board meeting to discuss this with Board members. The Board agreed with this idea. B. Sander agreed that Marcoux was excellent, and noted that TJ Donovan would also be an excellent resource. It was agreed that both would be invited to attend a Board meeting.

Gallagher said that the goal of managing fiscal matters appropriately would remain on the list of goals and Board members should determine what that meant to them. She asked that the Board spend time thinking about any additional goals they would like to see the Board pursue. At Whitcomb's request, Gallagher stated she would share other board's goals with the group. Whitcomb stated he wanted to study this further and asked that it be placed on the agenda for discussion at a future meeting.

LNMUUSD Routine Business

Consent Agenda Items: Minutes of the August 14 2017, Meeting and Board Retreat and Personnel Committee Meeting: B. Sander made a motion, seconded by Miller, to approve the minutes. The motion passed unanimously.

Board Orders (The Board Orders can be found at end of minutes.) J. Hunsberger made a motion to approve the Board orders. Tilton-Martin seconded the motion. Orost asked if orders could be sent to Board members as they were issued instead of all at once. In the past, Johnson received the material before it had been authorized. She wanted to be able to have the opportunity to ask questions on an item before the checks were issued. Clark noted there was some lag time due to training and it would also depend on Nielsen's schedule. Miller noted it was unclear from the reports the Board had received which school the charges were going to. Gallagher agreed it didn't include all detail but was concerned it may be too cumbersome. Gallagher suggested the Finance Committee discuss this later in the meeting. The motion then passed unanimously.

Recognize Student Advisory Role on the Board: Schaffer requested the Board approve an LNMUUSD Student Representative Advisory Position. Orost clarified this was for one position. Schaffer agreed, stating that multiple students may fill the position, but it would be one position. Orost made a motion, seconded by Moulton, to approve a Student Representative on the Board. Schaffer explained that the LNSU #18 Board had included a representative position. Schaffer believed this was a mutually beneficial relationship. He then had two student representatives introduce themselves. Lucy Boyden stated she was a senior at the high school, Vice President of the Student Council, an active member of the National Honor Society, and a member of the YATST team (Youth and Adults Transforming Schools Together). Emma Grove-Griffith stated she was a junior at LUHS, an active member of the Student Council, the YATST group, and of the peer support team. Schaffer noted that students wanted to get involved in these types of positions.

B. Sander agreed this was a great idea, but noted that, in the past, students who thought it would be exciting to be on the Board would become bored. Barry asked if the Tech Center students would be represented as well. Schaffer responded by saying the President of Student Council was at the Tech Center. Orost requested that Schaffer revise his paperwork to remove the reference to the LUHS Board. She also asked what the selection process for the student representative had been and how students were informed of the opportunity. Schaffer stated the students had approached him. Both Boyden and Grove-Griffith were at the top of their organizations and both were involved in school improvement efforts. He described it as the coalition of the willing. Fagnant asked if any presentations would be made to the Board. Schaffer stated there would be. Additionally, at any Board meeting, a member would now be able to ask for a student's perspective on an item. The motion then passed unanimously.

New Hires

Approve ECS Paraeducator Hire Above Pay Grade: McFarlane noted that with the closing of local and home daycares, individuals were now applying with significant experience. Tara Martin had a Bachelors Degree, had been a paraeducator for one year, and had worked in a childcare setting. Therefore, McFarlane asked that the Board approve Martin's hire at Step 4, \$12.19 an hour. Hunsberger made a motion, seconded by Moulton, to approve the hire above pay grade. The motion passed unanimously.

Approve Two JES Paraeducator Hire Above Pay Grade: McFarlane informed the Board that Denise Sargent had a Bachelors Degree and had experience working in a daycare. She requested that Sargent be approved at Step 5, \$12.38 an hour. Tilton-Martin made a motion, seconded by Miller, to approve the request. McFarlane noted that the Union representative was aware of these pay requests. The motion passed unanimously.

McFarlane then informed the Board that Johnson wished to hire Walter Wendling. Wendling came with a Bachelors Degree and seven years of experience at Laraway. Because he had been working with a special population, she requested approval to place him at a Step 9, at \$13.17 an hour. Tilton-Martin made a motion, seconded by Stebbins, to approve the request. The motion passed unanimously.

Approve LUHS Library Technical Assistant Hire Above Pay Grade: Schaffer asked the Board to approve the hire of Sabrina Rossi as the Library Technical Assistant. She had a Masters in Library Science and a good deal of experience and they were recommending her be placed at a Grade 3, Step 3. B. Sander made a motion, seconded by Tilton-Martin, to approve the request. The motion passed unanimously.

Board to Review and Sign Cash Management Agreement and Resolution Authorizing Online Access for Treasurer to Community National Bank, Derby, VT: Clark explained this provided the Treasurer with the authority to transfer funds from one account to another, and to authorize users. Clark asked the Board to approve Whitcomb to be the signer. B. Sander made a motion, seconded by Tilton-Martin, to approve the request. The motion passed unanimously.

Capital Asset and Conflict of Interest in Procurement Policies: See above discussion and vote.

Administrator Report

LUHS: Schaffer stated they had a fantastic opening day. Following the pledge of allegiance, led by Carl Fortune who had been the principal 50 years ago, they had a full school conversation about loyalty, unity and honor. It was explained that the school mission was to build a community and students were asked to think about what that looked like, felt like and sounded like in action. School-wide expectations were reestablished.

Tech Center: Lussier stated the Tech Center had a great opening day celebration. A pizza oven was brought in. The effort of the day was to bring all Tech Center students together. There was an assembly and introductions.

Middle School: Savery informed the Board they had their annual 7th Grade breakfast. While 230 people were expected, 260 attended. Only 7th graders were at the school, which provided a slow introduction to the school. 8th graders would be in attendance tomorrow. Savery appreciated everyone's patience with the new PA and phone system. All Board members were invited to the assembly and barbecue next Friday morning.

Eden: Mascolino reported they had a fun day and she was happy to report there were no bus issues. There was an assembly and the Eagle mascot made an appearance, which delighted the younger students. There was a discussion of school expectations, which included respect and kindness.

Johnson: Manning reported that instead of having a first day assembly, they had decided to push it back to Thursday. They decided to do this so that teachers could first become acquainted with their students, build the classroom relationship, and outline positive behavior expectations. Manning noted they had had a refresher course during in-service in developing positive behavior in the classroom and were using it to great effect. There were approximately 25 new students that hadn't been at the school last year and he was happy to see the teachers integrating them so quickly into the classroom.

Hyde Park: Reilly reported the first day had been amazing. The temporary school was now located at the Plaza Hotel and she encouraged Board members to stop by. The classrooms were lovely. Reilly explained that because of the bus schedule, classes started at 8:10 a.m. This was difficult for some parents to accommodate with their work schedules, so Hyde Park was offering before-school care for about 30 students starting at 7:40 a.m. The administration was working very closely with Morrisville Police, Fire, and EMS Departments. Because this was a new building to teachers and administrators, safety representatives went to all classrooms explaining how to leave the building in the event of an emergency. They then did a slow drill followed by a regular fire drill, with the result being that it took two minutes to get all 200 students out of the building. The Sheriff's Department and Police Department would be at all drills in the future. Reilly stated she would be providing an update on September 11th to the Board on the renovation project, as well as an update on the Literacy Collaborative.

Whitcomb asked that future agendas should include reports from each elementary school, the Middle School, High School, and the Tech Center and the agenda should specifically list each of those schools.

Central Office Report: Gallagher informed the Board of the in-service provided to teachers. She said it was fantastic. Discussions included proficiency based learning, as well as reviewing how teachers would work within the classrooms to identify what equity, access and opportunity looked like for the students. ALICE (Alert, Lockdown, Inform, Counter and Evacuate) training was provided to orient teachers on what to do in unexpected events. The theme for the year was teamwork, which built on last year's theme of building connections.

Gallagher then stated she had visited all the District schools on the first day of classes. She remarked that she had lunch in Eden and the students spent time explaining to her what they were eating and why it was healthy. At Waterville, it was a seamless transition to a new principal and there was a sense of calm and stability in that school. The Hyde Park building looked like a school and every classroom was different and had clearly been designed around the students within those classes. Gallagher then informed the Board that Wendy Savery was leading a group to revamp the Teacher Evaluation form, with the goal being to provide meaningful feedback to teachers. Gallagher finished by stating that weekly events at all schools were now available on the cover page of the website.

Committees Meet

Policy Committee: Orost reported that the plan was to ensure that the LNMUUSD policies were consistent with LNSU policies. Going forward, when the Board adopted a policy, it needed to be adopted at both the LNSU and MUUSD meeting. Additionally, the goal was to have a listing of policies on the website for the LNSU, the MUUSD, and Cambridge. The Student Conduct and Meal Charge Policy had been adopted at the Board Retreat.

Finance Report: Clark reported that Board Orders would be sent out when issued as requested. They would be working on having the information reported by school. Neilsen reported he would be working with Clark on charting how much was being spent by each school. Clark stated she would be presenting information next month on Act 85. This bill allowed the State to recapture health care costs. This would be accomplished by shaving actual payments off of the MUUSD's education spending, with 65% being recaptured in FY18 and 35% in FY19.

Other Business: There was a reminder that picture day was coming up and was a good opportunity for Board members to get a photo for their Board bio. Gallagher was pleased to report that some bios had been received already.

Adjourn: Moulton made a motion, seconded by B. Sander, to adjourn the meeting at 7:48 p.m. The motion passed unanimously.

LNSU Board Orders 7.14.17 through 7.28.17:

7/14 Operating Account: \$191,714.25
7/14 Grant Account: \$4,600.57

7/17 Food Service: \$3,932.20

7/28 Operating Account: \$23,090.06
7/28 Grant Account: \$6,213.96

Items to Take Note Of:

Special Education Tuition payments: \$174,738.00

LNSU Board Orders 8.11.17:

Operating Account: \$344,105.86
Grant Account: \$34,158.12
Food Service: \$121,034.04

Items to take note of:

Special Education Tuition payments: \$258,511.39
Technology/Software maintenance agreements: \$45,554.84

Food Service = prior year revenues to schools

LNMUUSD Board Orders 7.14.17

Operating Account: \$1,111,185.26
Operating Account PCards: \$4,908.72

Items to Take Note Of:

LNSU Assessment: \$744,893
Hyde Park Construction: \$85,704
2017 Backdated Expenses: \$250,000

\$1,080,597

LNMUUSD Board Orders 7.28.17

Operating Account: \$347,109.20
Operating Account PCards: \$7,909.41
JES Student Activity Account: \$253.58
GMTCC Student Activity Account: \$10,352.55
LUHS Student Activity Account: \$12,838.10
HPES Student Activity Account: \$270.06

LNMUUSD Board Orders 8.11.17

Operating Account: \$755,707.52
Operating Account PCards: \$10,907.48
GMTCC Student Activities: \$5,264.81
LUHS Student Activities: \$650.00

Items to Take Note Of:

LNSU Positions Bill Back to Schools:	\$236,000
HPES Construction:	\$290,000
	<u>\$526,000</u>

Shawn Elliott
194 Houle Road
Hyde Park, VT 05655
Date: August 28, 2017

Subject: Grievance Letter to the School Board-Bus Route Change

To:
Supervisory Union & School District
Lamoille North

Respected Board,

Today's experience for picking up our children after school; granted this one the first day of School and Hyde Park Elementary has some challenges. With that said the time line they published was off by almost 20 minutes before our youngest made it through the front door. Already it was 3:04, the same time for the middle school to be dismissed; we are already late in picking him up due to the 10 minute drive. There has been no notification on a time the after school bus might arrive on location, just a pick up time of 7:40. This unknown factor is a concern; none of the three houses have visibility of the road the kids would have to walk down and up to meet the bus at the bottom of Houle Road.

Another note, the end of Houle Road as an adequate area for the bus to turn around, as far we know the bus has never had issue with the space the town provided. If a single location for kids to board and be discharged from the bus is an alternate solution, we are open to that possibility of discussion.

I am writing this letter to bring to notice that the decision to change the bus route to stop at the intersection of Center and Houle Road rather than proceeding as it had for the past six years up to the top of Houle Road. One of the most important safety concerns for a school bus driver is the boarding and discharging of passengers. It is at this point that they are exposed to many potential hazards. Foremost among these hazards is the other driver disregarding or being inattentive to a stopped school bus. Listing the potential driving hazard of stopping at the bottom of a hill, limiting the view of other drivers proceeding down the hill (steep downgrade) until the hill is crested and visual recognition can then made.

Our concern as parents under Vermont regulation, *Part V-School Bus Routes*; is the proper identification of hazards such as "driving hazards" and "loading zone hazards" was not properly explored and documented to justify changing the route to stop at the intersection of Center and Houle Road rather than proceeding as it had for the past six years up to the top of Houle Road.

Rule for designated stops is to pick routes on streets with lower traffic volumes and lower speeds; this part of Center Road is not a lower speed route. 200 feet prior to stop, busses are required to turn on their flashing lights. School busses are also required by Vermont Regulation 23 VSA 1072, to keep the bus in the center of the lane. When I called and spoke with administrators last week, I was told the bus would pull to the side and wait five minutes. School busses are not authorized to drive to the right side of the road and do not use the right directional light. Due to Limited sight distances, and visual obstructions of low tree branch obscuring view for oncoming traffic drivers will not have sufficient time to react to seeing a bus stopped in the center of the lane.

If it can be suggested that the bus could wait five minutes, why isn't consideration being made to make the five minute loop up and down Houle Road to safely board and discharge our children?

This is frequent area for vehicles going off the road, each winter one or more vehicles go off the road coming down the hill right in front of this new stop and end up in the ditch, of the area suggested for the new bus stop location. This brings up some questions, was contact made to state and local transportation and/or local law enforcement? Continually there are vehicles in excess of the 50 MPH speed limit. Was coordination of traffic control signs? For areas where insufficient sight distance may be a concern, was the local transportation authority contacted to post warning signs? The Manual of Uniform Traffic Code Devices (MUTCD) describes use of "Bus Stop Ahead" signs based on sight distance. This sign should be installed in advance of locations where a stopped school bus – picking up and/or discharging passengers. The transportation authority can assist in determining what is considered to be "an adequate distance."

From the conversations had with administrators. The primary reason provided was to streamline the bus reroute to save time. No knowledge was mentioned by those administrators and/or if the school board developed a risk analysis review to identify route hazards, prior to streamlining the bus route. Only a drive of the route was mentioned. Parent concerns mentioned above should warrant further review and discussion for proposal of chaining the stop back to the top of Houle Road.

On a personal note, I am tired of the lack of respect and concern the Lamoille North Supervisor Union and school board has displayed these last couple of years not attempting to directly communicate to families their decisions affect. Who knew getting our children to school safely would be so difficult.

Sincerely



Shawn Elliott
Concerned Parent