

**Lamoille North Modified Unified Union School District
Board Meeting Minutes
October 17, 2016**

Board Members Present: David Whitcomb, Bill Sander, Wade Chivington, Mark Nielsen, Jeff Hunsberger, Angela Lamell, Heather Rodriguez, Katie Orost, Lisa Barry, Patti Hayward, Chasity Fagnant, Andrew Beaupre, Laura Miller, Angie Evans, Sue Hamlyn-Prescott.

Others Present: Catherine Gallagher, Superintendent; Marilyn Frederick, Act 46 Consultant; Deborah Clark, Business Manager; Michele Aumand, Executive Assistant to the Superintendent; Brian Pena, IT Systems Manager; Dylan Laflam, Facilities. Amy Day, Kate Torrey, Principal; Melissa Manka.

Minutes: Sue Trainor

Call to Order, Adopt the Agenda, Announcements, and Public Comments: D. Whitcomb called the meeting to order at 6:00 p.m. B. Sander made a motion to adopt the agenda, seconded by Nielsen. The motion passed unanimously.

Whitcomb asked for public comments. Melissa Manka, a resident of Belvidere, addressed the Board and expressed her concerns about the Belvidere students who were currently attending the Waterville School. Residents of Belvidere were concerned because it was unclear if their children would be attending a different school and, if so, what the fate of the Waterville school would be. Frederick stated this would definitely be part of the discussion. Frederick stated that tonight's meeting involved committees getting together to begin this discussion.

Manka asked when the budget would be voted on. Frederick explained that budgets had to be developed and voted on by the individual school boards, brought back to this board, and then merged into a single budget to put before the voters. Frederick anticipated that would occur within the first week of January. Before that time there would be a number of meetings over the next 10 weeks to discuss the merger and budgets.

Manka stated she voted for the merger. She noted that Belvidere was now in a bit of a predicament. Belvidere and Waterville was a community, socially and geographically connected, and deciding to separate the towns would have a huge impact. Many parents had moved to Belvidere because of the Waterville school and it made parents nervous that a decision might be made to move the students to a different school. Additionally, the driving distance was a concern. Manka, noting that Eden was probably the closest school to her, would add an additional 14 miles to her driving and could potentially be an additional 28 miles for those parents living furthest away. Many of the residents of Belvidere work in Chittenden County and currently drive past the Waterville School.

Manka stated the Board should consider visiting the Waterville School to see the number of students that currently attending. It was a small school and if half of the population was to leave the school would not have many students left. It was possible then that staff reductions would need to occur. She believed that requiring Belvidere students to move could have a grave impact. Manka requested that a budget be put together examining all the different options to see what made the most sense. Additionally, Manka stated she had had to take time off from work to attend tonight's meeting. She believed other Belvidere residents needed to be able to be involved in the decisions related to their school and requested that a meeting of the Board be held in Belvidere.

D. Whitcomb explained that Marilyn Frederick had been hired to work through these issues. Tonight's meeting would involve electing chairs for the different committees that would be reviewing these

matters. B. Sander stated that this was a good example of unexpected consequences. It hadn't been foreseen that a situation like this would occur, where Waterville would be out and Belvidere in. He agreed with all of Manka's concerns. It seemed to B. Sander to be in the best interest of both towns that the situation be resolved quickly. He urged that this matter be addressed quickly, with the assurance that they were secure in Waterville.

A. Evans agreed that people in Belvidere were very concerned and asked that it be addressed quickly. D. Whitcomb stated that once the committees had elected their chairs they could start addressing these issues. Whitcomb said the Superintendent, Business Manager and Frederick would be working very hard on this as well. Chivington stated that a lot of Belvidere parents had said that one of the things that got them to vote for the merger was that they were assured from multiple sources that nothing would change for at least three years. Chivington noted that Article 17 said for at least the first three years. While Article 17 stated that students would attend their town of residence, Waterville and Belvidere were one community and had been for a long time. Chivington believed that the spirit of Article 17 was directly applicable in this situation. It was a technicality that needed to be overlooked and that things should continue the way they are. Orost stated that she wanted to make sure that no one was closing down any options, because financially it might not make any sense. She believed it was important to pay attention to the figures that Frederick ultimately presented to the Board.

Routine Business:

Minutes of the September 14, 2016 Meeting: Sander made a motion to accept the minutes as printed, seconded by Nielsen. The motion passed unanimously.

Subcommittees Meet, Elect Chairs, and Consider Work Plans: A sheet with suggested charges for each subcommittee was handed out to all participants. Each subcommittee was instructed to review their charge and, if desired, reword the material. Frederick explained that the bulk of tonight's meeting was to meet with their designated subcommittee, elect the chair, and start to identify the tasks that needed to be dealt with. Each task was to be noted and returned to Frederick in order for her to develop a GANTT Chart. The Negotiations Subcommittee would be meeting on a separate schedule, so it would not be included in tonight's discussion, and the Communications/PR/Policy/Legal Subcommittee would meet as one group. Administration representatives were placed as staff liaison within each group.

Subcommittee assignments were presented as follows:

Finance: Sue Prescott, Chasity Fagnant, Angela Lamell, Laura Miller. Staff Liaison: Deb Clark.

Operations/Facilities/Tech: Wade Chivington, Mark Stebbins (not present), Andrew Beaupre, Angie Evans, Lisa Barry. Staff Liaison: Dylan Laflam/Brian Peno.

Communications/PR: Patti Hayford, Heather Rodriguez, David Whitcomb. Staff Liaison: Cat Gallagher.

Policy/Legal: Katie Orost, Bobbie Moulton (not present), Bill Sander, Mark Nielsen. Staff Liaison: Cat Gallagher.

Negotiations/Personnel (Did not meet as a group at this meeting): Chasity Fagnant, Sue Prescott, Mark Nielsen, Mark Stebbins, Katie Orost. Staff Liaison: Charleen McFarlane.

The Board meeting then moved into subcommittee meetings at 6:27 p.m.

Subcommittees Report Out:

The Board reconvened at 7:04 p.m.

The Communications/PR Subcommittee reported first to the Board. Patti Hayford was elected Chair of the Subcommittee. Hayford said they had created a new name for the District: the Lamoille North Union School District. S. Prescott noted that the Finance Subcommittee had discussed the name as well and had thought it would be more representative of unification if the District were called the Lamoille North Unified School District. While Frederick thought the decision on the name could wait, S. Prescott noted a DBA name needed to be decided quickly. Beaupre said the naming of the district needed to be warned, which the Board agreed with. M. Frederick stated that as far as the State was concerned, this would always be called the Lamoille North Modified Unified Union School District.

Hayford continued, stating that the Subcommittee had decided to ask Media Design at the Tech Center to develop the letterhead design and return it to the Subcommittee before the Christmas break. They would ask for the design to include "equity, access and opportunity" in the logo. Communication sources would include: in-house e-mail, Stowe Reporter, Hardwick Gazette, News and Citizen and the radio. They would also like to have two informational sessions for the public.

P. Hayford then read a revised Communications/PR charge:

The Communications/PR Subcommittee develops and strategizes ongoing communications with staff, students and community regarding the development and progress of the District. It identifies necessary protocol in the dissemination of information through the use of the District and local media platforms, to staff and to the public. It reviews policies and procedures related to students and meets with student representatives periodically to see and review input from students on a variety of topics related to school life and the educational experience. The work of the Board and the District is to act as a liaison to the local municipalities and State agencies for matters related to the District as recommended by the Superintendent.

Policy Subcommittee: K. Orost reported she was elected Chair. The Subcommittee decided to remove the last two sentences in their charge. Therefore, the new charge would read:

The Policy Subcommittee identifies and creates District policies for presentation and recommendation to the full Board. It identifies, develops and reviews necessary District policies. It recommends changes to current policies, the addition of new policies and deletion of outdated policies based on changes in law.

Orost reported their plan was to modify the 26 required VSBA policies and review the recommended policies.

Facilities, Operations and Technology Subcommittee: L. Berry reported they had elected Mark Stebbins to be the Chair. Berry reported they would ask D. Laflam, B. Peno and the head of Transportation to report the current status of each of these areas: Food Services, Transportation and Facilities. The Subcommittee wanted to know how they operate currently and what changes might need to take place by July 1 in each of those areas. Future discussions would involve what would constitute a major purchase, how purchasing was done and what consolidation was being done

district-wide. The Subcommittee also discussed facility abuse and how the Articles of Agreement addressed that. The Subcommittee accepted the charge as written.

Finance Subcommittee: S. Prescott was elected Chair. She mentioned that M. Nielsen and B. Sanders also participated in the discussion. Prescott mentioned the group got caught in the weeds discussing the DBA. They spent a good amount of time and a lot of their focus on discussing how budgets would be developed and the urgency of having the budgets developed earlier than what was shown on the budget development sheet. The Subcommittee believed the budgets should come to the Board the first meeting in November. This Subcommittee needed to see how budgets would be impacting all the individual schools in terms of costs. Prescott said all budgets should be done by December at the latest. This would allow Waterville, Belvidere and Cambridge the opportunity to look at what the cost impact would be. D. Clark had agreed to look at that possibility, but made no promises.

Prescott then outlined the list of items that needed to be dealt with. They included applying for a Federal ID, opening a bank account, and having the Treasurer set those up with D. Clark and M. Nielsen. However, before going forward, a DBA name needed to be determined. Chasity had agreed to spearhead that and Prescott will work on the insurance coverage. Additionally, capital reserve and technology reserve were added to their list. The Subcommittee would request a list from all schools in order to develop a combined balance sheet, which would show fixed assets in terms of what each school has. Each school would also have to determine what they want to do with their fund balance. The group then accepted the charge as written.

M. Frederick then confirmed with the Board that their meetings would now be every third Monday of the month. S. Prescott stated that the Finance Subcommittee should meet at least twice a month. It was determined that M. Aumand would e-mail the Finance Subcommittee to review calendars and potential meeting times. Prescott stated there should be at least two full Board meetings in December to review the budget. D. Whitcomb reminded the Board that every Committee meeting needed to be warned. Frederick then confirmed that the next two meetings would be on November 21st and December 19th.

Other Business: There was no other business.

Adjourn: B. Sander made a motion to adjourn, seconded by W. Chivington. The motion passed unanimously and the Board adjourned at 7:23 p.m.