

## COLCHESTER SCHOOL DISTRICT

Board of Education Meeting  
Colchester High School Library

Tuesday, February 19, 2008  
7:00 p.m. (General Session)

The Colchester Board of Education held a regular board meeting on Tuesday, February 19, 2008 at the Colchester High School Library. Those in attendance were: Chair, Dirk Reith; Directors: Dan Carver, Dick Pecor, Mike Rogers, and Paul Smith; Student Board Representative Jessica Guter; Superintendent, Larry Waters; Business and Operations Manager, George Trieb; Director of Curriculum and Instruction, Gwen Carmolli; Principals: Chris Antonicci, John Barone, Jim Marshall, Amy Minor, Barbara Nason; Assistant Principals Carolyn Millham, Carolyn Dickenson, and five members of the community.

### MINUTES (General Session)

#### **I. Call to Order: Pledge of Allegiance**

Chair Reith called the meeting to order at 7:00 p.m. and led in the Pledge of Allegiance.

#### **II. Act on Minutes of January 18, and February 5, 2008**

Director Dick Pecor moved, seconded by Director Dan Carver to approve the minutes of January 18, 2008 and February 5, 2008. Motion passed unanimously.

#### **III. Citizen Participation**

None.

#### **IV. School Board Communication, Committee Reports, Correspondence**

Superintendent, Larry Waters asked the Board to refer to the legal size document provided, which will appear in the Colchester Sun. The document showed budget summary information to include the per pupil spending, equalized tax rates and actual education tax rates. Director Paul Smith expressed concern with regard to showing the actual education tax rate, which can be misleading when comparing from district to district. Director Smith felt the equalized tax rate and the actual educational tax rate would be confusing to voters and should be removed. The Board came to a consensus that these two items would be removed.

#### **V. Hear and Discuss Auditor's Report for FY'07**

Business and Operations Manager George Trieb introduced Fred Duplessis from the accounting firm of Sullivan and Powers, who gave his report on the audit that was performed on the FY'07 books. Mr. Duplessis stated that the Management's Discussion and Analysis section, a ten page overview, contains most of the important information, and should not be overlooked. He also stated that the financial statements were prepared within industry standards. Mr. Duplessis declared that as you go deeper into the report, it goes into more detail. Mr. Duplessis affirmed that the school district management was very helpful during the audit, adding that the internal audits done by Colchester School District on Student Activity

Accounts were very helpful in streamlining internal policies. Mr. Duplessis answered questions from the Board regarding the proposed Capital Reserve Fund to be established from surplus funds from year to year. The Board was inquiring if the two percent (2%) reserve cap was sufficient for a school district of this size. Mr. Duplessis explained that he would typically recommend up to ten percent (10%) reserve for municipalities such as the school/town. He also mentioned that due to Act 60/68 legalities, any Capital Reserve Fund needs to be approved by the voters and thus two percent (2%) is likely a more reasonable amount.

**VI. Hear and Discuss Colchester School District-School Report (Carolyn Millham) – NECAP '07 Results Presented by Principals (K-8)**

Assistant Principal at Malletts Bay School Carolyn Millham the author of the document gave an overview of the Colchester School District-School Report. This report contains the District Vision Plan, enrollment information, testing results, a Colchester Community overview, and outlines for each school in the district.

This gave each Principal the opportunity to discuss the NECAP testing results at their schools. Throughout the district, NECAP test scores are better, compared to Vermont averages.

**VII. Hear Non-Consumable Article Funds Presentation (Gwen Carmolli)**

Director of Curriculum and Instruction, Gwen Carmolli gave an outline of how the Non Consumable Materials Article Funds were being spent. Ms. Carmolli explained that the Article Funds totaling \$150,000 annually was approved in March 2006 for five consecutive years. The spending of the Article funds must support: the District's Vision Plan, the Curriculum Revision Plan, AYP (Adequate Yearly Progress) for SES (free/reduced lunch), and students with disabilities. This Year's Article Funds have been spent in the following areas: Science, Math, Physical Education, Literacy, and Music Materials.

**VIII. FY'09 Budget Information and Income Sensitivity**

Business and Operations Manager, George Trieb, informed the Board that he would provide them with a copy of the Schedule of Significant Deficiencies and Recommendations in addition to the audited financial statements provided during the meeting. Mr. Trieb received the aforementioned schedule prior to the meeting. He also informed the Board that Student Activity Accounts are audited internally on a quarterly basis. He then broke down the difference between total budget, voter budget and education spending. Mr. Trieb reiterated that the only school district or supervisory union in ALL of Vermont that spent less per pupil than Colchester is Burlington.

**IX. Hear New ALERT-NOW System**

Superintendent, Larry Waters explained the ALERT-NOW system, a web based system that enables Colchester School District to make 6,000 calls per minute without making any actual calls. The system would primarily be used for snow days, emergencies, or early dismissals, and it has already been used with great success. The cost of the system is \$2,000 for the remainder of the year, which is approximately \$2.50 per student per year. The Board showed high levels of support for the ALERT-NOW system.

**X. Act on Personnel Consent Agenda**

Superintendent Waters presented the following consent agenda:

**Personnel Consent Agenda**

**Dated: February 14, 2008**

**ADMINISTRATOR**

NEW HIRES:

<u>Name</u>	<u>Position</u>	<u>Building</u>
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RESIGNATIONS:

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
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LEAVE REQUEST:

<u>Name</u>	<u>Position</u>	<u>Building</u>
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**TEACHER**

NEW HIRES:

<u>Name</u>	<u>Position</u>	<u>Building</u>
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RESIGNATIONS:

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
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Doris Bard	Guidance Counselor	CMS	07/01/08
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NON-RENEWAL

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
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CHANGE IN FULL TIME EQUIVALENCY:

<u>Name</u>	<u>Position</u>	<u>Building</u>
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LEAVE REQUEST:

<u>Name</u>	<u>Position</u>	<u>Building</u>
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**CO-CURRICULAR**

CONTRACT OFFER:

<u>Name</u>	<u>Position</u>	<u>Building</u>
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Thomas Perry	Varsity Baseball Coach	CHS
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Dan Hale	Junior Varsity Baseball Coach	CHS
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Mike Landsberg	Assistant Track Coach	CHS
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Tony Garofano	Assistant Coach	CHS
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RESIGNATIONS:

<u>Name</u>	<u>Position</u>	<u>Building</u>
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**SUPPORT STAFF**

LEAVE REQUEST

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Admin.</u>
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Support

**POSITION DESCRIPTION(S)**

## SUPPORT STAFF INFORMATION

### NEW HIRES

<u>Name</u>	<u>Position</u>	<u>Building</u>
Chandra Leenheer	Tutor-SPED	CHS

### RESIGNATIONS

<u>Name</u>	<u>Position</u>	<u>Building</u>
MaryAnn Palumbo	Tutor-SPED	CHS
Amanda Dingman	Tutor-SPED	CHS

### TERMINATIONS

<u>Name</u>	<u>Position</u>	<u>Building</u>
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### CHANGES

<u>Name</u>	<u>Position</u>
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Director Mike Rogers moved, seconded by Director Paul Smith to accept the personnel consent agenda as presented. Motion passed unanimously

## **XI. Hear Possible Future Agenda Items**

- School Report Night Presentation (receive prior to meeting on March 3)
- Meeting for March
- Election of Officers
- Teacher Contracts
- Reduction in Force

## **XII. Adjourn**

Director Dan Carver moved, seconded by Director Dick Pecor to adjourn at 9:14 p.m. Motion passed unanimously.

Recorder:

Board Clerk:

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Mark Ellingson  
Reporting Secretary

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Michael Rogers