

Colchester School Board

Meeting Agenda and Packet

July 19, 2016

**Colchester School District  
Board of Education Meeting Agenda  
Colchester High School – Media Center  
July 19, 2016  
7:00 PM**

---

- I. Call Meeting to Order**
- II. Pledge of Allegiance**
- III. Citizen Participation\***
- IV. Colchester Community Center** **Information**
- V. Website** **Information**
- VI. Update on Food Service Program** **Information**
- VII. Vigilant Guard Training** **Information**
- VIII. School Calendar** **Information**
- IX. Personnel Consent Agenda** **Action**
- X. Approval of Minutes: June 21, 2016** **Action**
- XI. Board/Administration Communication, Correspondence, Committee Reports** **Information**
- XII. Possible Future Agenda Items** **Information**
- XIII. Adjournment**

**On The Third Tuesday of Each Month\***

During the meeting, the school board will review the top questions and themes submitted to them via email to [SchoolBoard@colchestersd.org](mailto:SchoolBoard@colchestersd.org). Note: All submissions must be received before noon on the third Tuesday of every month.

# Colchester School District Calendar 2016-2017 – 6-12

M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31*		

AUGUST

M	T	W	Th	F
			1	2
[5]	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

SEPTEMBER

M	T	W	Th	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	[21]
24	25	26	27	28
31				

OCTOBER

M	T	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
[21]	[22]	[23]	[24]	[25]
28	29	30		

NOVEMBER

M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	[23]
[26]	[27]	[28]	[29]	[30]

DECEMBER

M	T	W	Th	F
[2]	3	4	5	6
9	10	11	12	13
[16]	17	18	19	20
23	24	25	26	27
30	31			

JANUARY

August 25: Staff Inservice  
 August 26: Teacher Prep Day  
 August 29: Staff Inservice  
 August 30: Staff Inservice  
 Smart Start Grades 6 & 9  
 August 31\*: School Starts for all Students

(1 Student Days/Accumulated 1)

September 5: Labor Day Holiday

(21 Student Days/Accumulated 22)

October 21: Conference Day Grades 6-12  
 (no school for students)

(20 Student Days/Accumulated 42)

Nov. 8: No School Grades 9-12 only  
 Regular School Day Grades K-8

Nov. 21 & 22: Staff Inservice  
 (no school for students)

Nov. 23-25: Thanksgiving Recess  
 (CMS 17 Days/Accum. 59; CHS 16 Days/Accum. 58)

Dec. 23-30: Holiday Recess  
 (16 Student Days/Accumulated: CMS 75 & CHS 74)

January 2: Holiday Recess  
 January 16: Staff Inservice Day & MLK Holiday  
 (no school for students)

(20 Student Days/Accumulated: CMS 95 & CHS 94)

M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
[27]	[28]			

FEBRUARY

Feb. 27-28: Mid-Winter Recess  
 (18 Student Days/Accum.: CMS 113 & CHS 112)

M	T	W	Th	F
		[1]	[2]	[3]
[6]	[7]	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

MARCH

March 1-3: Mid-Winter Recess  
 March 6: Staff Inservice  
 (no school for students)  
 March 7: Conference Day  
 (no school for students)  
 (18 Student Days/Accum.: CMS 131 & CHS 130)

M	T	W	Th	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
[24]	[25]	[26]	[27]	[28]

APRIL

April 24-28: Spring Recess  
 (15 Student Days/Accum.: CMS 146 & CHS 145)

M	T	W	Th	F
1	2	3	4	5
8	11	10	11	12
15	16	17	18	19
22	23	24	25	26
[29]	30	31		

MAY

May 29: Memorial Day Holiday  
 (22 Student Days/Accum.: CMS 168 & CHS 167)

M	T	W	Th	F
			1	2
5	6	7	8	9
12	[+13]	[+14]	[+15]	[+16]
[+19]	[+20]	21	22	23
26	27	28	29	30

JUNE

June 12: CMS Earliest Possible Closing\*  
 June 13: CHS Earliest Possible Closing\*  
 June 13: CMS Staff Inservice\*  
 June 14: CHS Staff Inservice\*  
 June 17: CHS Graduation Day  
 June 13-19: CMS Potential Make-Up Days  
 June 14-20: CHS Potential Make-Up Days  
 (Student Days: CMS 8/CHS 9; Accum. 176)

\*Last day of school barring any make-up days for emergency closings: June 12 for CMS and June 13 for CHS. Staff Inservice will be held on the first day following the close of school.

No School for Students (key):

- [Green Box] = Staff Inservice
- [Red Box] = Conference Day
- [Yellow Box] = Holiday/Vacation Recess
- [Blue Box] = Make-days for Emergency Closings
- [Yellow Circle] = Early Release Day (1/2 day)
- [Orange Circle] = No School at CHS (grades 9-12)

176 Student Days  
 8 Inservice Days  
 2 Conference Days  
 1 Teacher Prep Day

Students in Colchester attend school 176 days.

**PERSONNEL CONSENT AGENDA****Board Date: July 19, 2016**

<b>Contract Type</b>	<b>First Name</b>	<b>Last Name</b>	<b>Category</b>	<b>Position</b>	<b>FTE/Hours</b>	<b>Building</b>	<b>Agenda Information</b>	<b>Person Replacing</b>	<b>Rationale</b>	<b>Admin Support</b>
Support Staff	Zachary	Whitcomb	New Hire	Paraeducator - Special Education	32.5 hr	PPS	Notice of Hire	Corinne Cote		Yes
Support Staff	Melanie	Moore	New Hire	Food Service Worker	12.0 hr	CHS	Notice of Hire	Lubica Hajrovic		Yes
Support Staff	Thelma	Sanville	New Hire	Food Service Worker	3.0 hr	CHS	Notice of Hire	Lubica Hajrovic		Yes
Support Staff	John	Gordon	Transfer	Lead Custodian	40.0 hr	CMS	Notice of Transfer	Paul Morin		Yes
Support Staff	Jessica	Delibac	End of Employment	Autism Interventionist	35.0 hr	PPS	Notice of End of Employment			Yes
Support Staff	Maureen	Gillard	End of Employment	Paraeducator - Special Education	16.25 hr	CHS	Notice of End of Employment			Yes
Support Staff	Nathan	Hull	End of Employment	Behavior Interventionist	35.0 hr	UMS	Notice of End of Employment			Yes

# COLCHESTER SCHOOL DISTRICT

Board of Education Meeting  
Colchester High School Media Center

Tuesday, June 21, 2016  
7:00 p.m. (General Session)

## MINUTES (General Session)

The Colchester Board of Education held a regular board meeting on Tuesday, June 21, 2016, in the Colchester High School Media Center. Those in attendance were: Board Chair Mike Rogers; Directors: Lindsey Cox, Curt Taylor; Superintendent Amy Minor and Business & Operations Manager George Trieb. Absent: Director Craig Kienny, Lincoln White; Director of Curriculum & Instruction Gwen Carmolli; Director of Special Education Carrie Lutz; and Principals Chris Antonicci, Heather Baron, Julie Benay, Michele Coté, and Carolyn Millham. There was one member of the community in attendance.

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

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

### **II. Citizen Participation**

None.

### **III. Approval of FY'17 Tax Anticipation Note**

Business & Operations Manager, George Trieb, provided information regarding the Tax Anticipation Note. The tax anticipation note allows the school district to borrow funds from a lending institution until the revenue arrives from the state. This is a yearly requirement. This year, Colchester School district will borrow \$1.95 million at an interest rate of 1.3%.

*Director Lindsey Cox, moved, seconded by Director Curt Taylor, to approve the Tax Anticipation Note for the Colchester School District as recommended by the Business & Operations Manager. Motion passed unanimously, 3-0.*

### **IV. Approval of New Lighting and Sound System for CHS Theatre**

*Director Lindsey Cox moved, seconded by Director Curt Taylor, to accept the bid from CW StageWorks and to authorize the Business & Operations Manager to execute the necessary documents to make this happen. Motion passed unanimously, 3-0.*

### **V. Hear Discussion of Summer School Board Meeting Schedule & Retreat**

Superintendent Minor recommended cancelling the July 5 board meeting and adding one school board meeting to the schedule (July/August) and a retreat (July/August). Superintendent Minor will send a doodle to the board members to select dates/times for the meeting and retreat.

### **VI. Personnel Consent Agenda**

Superintendent Amy Minor presented the following Personnel Consent Agenda for June 21, 2016.

**PERSONNEL CONSENT AGENDA**

**Board Date: June 21, 2016 - Revised**

<b>Contract Type</b>	<b>First Name</b>	<b>Last Name</b>	<b>Category</b>	<b>Position</b>	<b>FTE/Hours</b>	<b>Building</b>	<b>Agenda Information</b>	<b>Person Replacing</b>	<b>Rationale</b>	<b>Admin Support</b>
Support Staff	Sean	Clarke	End of Employment	Paraeducator - Special Education	32.5 hr	CHS	Notice of End of Employment			Yes
Support Staff	Sara	Downes	End of Employment	Paraeducator-Special Education	32.5 hr	PPS	Notice of End of Employment			Yes
Support Staff	Patricia	Gillespie	End of Employment	Paraeducator-Special Education/Paraeducator-504	16.25 hr/ 16.25 hr	CAP	Notice of End of Employment			Yes
Support Staff	Robin	Hart	End of Employment	Paraeducator - Special Education	32.5 hr	UMS	Notice of End of Employment			Yes
Support Staff	Sarah	Taylor	End of Employment	Paraeducator-Special Education	32.5 hr	CMS	Notice of End of Employment			Yes
Teacher	Wayland	Cole	Additional FTE	English Teacher, Team Leader	0.8 FTE, 0.4 FTE	CHS	Request FTE increase to 1.2 FTE			Yes
Teacher	Taylor	Gamache	New Hire	Early Childhood Classroom Teacher	0.5 FTE	MBS	Request to Hire	New	Student Need	Yes
Teacher	Katie	Lenox	Additional FTE	English Teacher, PLP Coordinator	0.8 FTE, 0.2 FTE	CHS	Request FTE increase to 1.0 FTE			Yes
Teacher	Tara	Sharkey	Additional FTE	Math Teacher, PLP Coordinator, Team Leader	0.8 FTE, 0.2 FTE	CHS	Request FTE increase to 1.2 FTE			Yes
Teacher	Katherine	DeCoff	Leave of Absence	Art Teacher	1.0 FTE	MBS	Request for 16/17 LOA			

*Director Curt Taylor moved, seconded by Director Lindsey Cox, to approve the personnel consent agenda for June 21, 2016, as provided. Motion passed unanimously, 3-0.*

**VII. Approval of Minutes: June 7, 2016**

*Director Lindsey Cox moved to approve the minutes of June 7, 2016, seconded by Director Curt Taylor. Motion passed unanimously, 3-0.*

**VIII. Board/Administration Communication, Correspondence, Committee Reports**

Superintendent Minor recognized the renovations in the CHS Theatre – seating has been removed. All buildings in the district are busy with summer programs and preparing for the upcoming school year. Superintendent Minor thanked the custodial and maintenance staff for their hard work effort this summer.

**IX. Possible Future Agenda Items**

Superintendent Minor announced:

- Preschool enrollment is full; there is a wait list
- Special Education Enrollment – Increase of 20 students for the 2016-2017 school year

Other Future Agenda Items:

- SBAC Reports
- Format for School Board Meetings
- Lunch Prices
- Summer Board Retreat
- Bus Contract
- New Enrollment Report

**X. Adjournment**

*Director Curt Taylor moved, seconded by Director Lindsey White, to adjourn at 7:40 p.m. Motion passed unanimously, 3-0.*

Recorder:

Board Clerk:

---

Erin Dye  
Reporting Secretary

---

Craig Kieny  
Board Clerk



# COLCHESTER SCHOOL DISTRICT

*Amy Minor, Superintendent of Schools  
 George A. Trieb, Jr., Business Manager  
 Carrie A. Lutz, Director of Special Education  
 Gwendolyn Carmolli, Director of Curriculum  
 Internet Address: [www.csdvt.org](http://www.csdvt.org)*

---

Administrative Offices, 125 Laker Lane • P.O. Box 27, Colchester, VT 05446-0027 • Phone (802) 264-5999 • Fax (802) 863-4774

---

## Colchester School Board Meeting Schedule 2016 – 2017 School Year

**Location:** Colchester High School Library/Media Center (General Session)  
 Other Locations as Warned

**Regular Monthly Meeting Schedule:** First and Third Tuesday of Each Month  
**Special Meetings as Announced:** Hearings, Retreats, Work Sessions, etc.

<b>Current Schedule</b>	
<b>2016</b>	<b>2017</b>
July 5 – Meeting Cancelled July 19	January 3 & 17
August 2 & 16	February 7 & 21
September 6 & 20	March 6 – School Report Night (district to report first)
October 4 & 18	March 7 & 21
November 1 & 15	April 4 & 18
December 6 & 20	May 2 & 16
	June 6 & 20