

Colchester School Board

Meeting Agenda and Packet

February 7, 2017

**Colchester School District
Board of Education Meeting Agenda
Colchester High School – Media Center
February 7, 2017
7:00 PM**

5:30-7:00 PM	Discuss Negotiations (Executive Session)	CHS Room 114A
7:00 PM	General Session	CHS Media Center

Agenda

- I. Call to Order and Pledge of Allegiance**
- II. Citizen Participation***
- III. Report from Building Principals** **Information**
- IV. Extended Learning Presentation** **Information**
- V. FY'18 School Budget Update** **Information**
- VI. Quarterly Financial Report** **Information**
- VII. Special Education Quarterly Report** **Information**
- VIII. First Reading of Resignation Policy: D9** **Action**
- IX. First Reading of Job Descriptions Policy: D3** **Action**
- X. Approval of Personnel Consent Agenda** **Action**
- XI. Approval of Minutes: January 17, 2017** **Action**
- XII. Approval of Minutes: January 30, 2017** **Action**
- XIII. Approval of Minutes: January 31, 2017** **Action**
- XIV. Board/Administration Communication, Correspondence, Committee Reports** **Information**
- XV. Possible Future Agenda Items** **Information**
- XVI. Executive Session**
- XVII. Adjournment**

On The Third Tuesday of Each Month*
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During the meeting, the school board will review the top questions and themes submitted to them via email to SchoolBoard@colchestersd.org. Note: All submissions must be received before noon on the third Tuesday of every month.

COLCHESTER SCHOOL DISTRICT**POLICY: RESIGNATIONS****DATE ADOPTED:** August 19, 2003**POLICY STATEMENT**

A resignation by any employee of the Colchester School District shall be effective upon receipt by the District, either verbally or in writing. The School Board reserves its right to pursue all available legal remedies (including by way of example but not limitation, an action based upon Title 16 V.S.A. § 1752) whenever a teacher who is under contract with the District resigns without first obtaining from the School Board a release from his/her employment contract.

Date Warned: July 11, 2003
First Reading: July 15, 2003
Second Reading: August 5, 2003
Third Reading: August 19, 2003

COLCHESTER SCHOOL DISTRICT**POLICY: RESIGNATIONS****DATE ADOPTED: DRAFT****POLICY STATEMENT**

It is the policy of the Colchester School District to consider employee resignations in a manner that is timely and fair to both the employee and the school district.

A resignation by a licensed employee who is under contract to the school should be submitted to the superintendent. The resignation of a licensed employee will take effect on a date approved by the school board after receiving the recommendation of the superintendent. The School Board reserves its right to pursue all available legal remedies (including by way of example but not limitation, an action based upon Title 16 V.S.A. § 1752) whenever a teacher who is under contract with the District resigns without first obtaining from the School Board a release from his/her employment contract.

A resignation by an unlicensed employee shall be submitted to the superintendent and shall be effective upon acceptance by the superintendent.

A resignation by a licensed or unlicensed employee may not be withdrawn unilaterally by the employee once it has been submitted to the superintendent.

Date Warned: July 11, 2003
First Reading: July 15, 2003
Second Reading: August 5, 2003
Third Reading: August 19, 2003

COLCHESTER SCHOOL DISTRICT**POLICY: JOB DESCRIPTIONS****DATE ADOPTED:** November 4, 2003**POLICY STATEMENT**

All staff positions will be created by the School Board. It is the School Board's intent to activate a sufficient number of positions to accomplish the School District's goals and objectives, and to provide for the equitable staffing of each school building. Positions may remain unfilled or unfunded; only the School Board may abolish a position. The Superintendent has authority to make minor alterations to job descriptions, but the School Board must approve substantive changes.

Each time a new position is established by the School Board, the Superintendent will present for approval a job description for the position that specifies the job holder's qualifications, performance responsibilities, terms of employment, and supervisor.

Date Warned: October 17, 2003
First Reading: October 21, 2003
Second Reading: November 4, 2003

COLCHESTER SCHOOL DISTRICT**POLICY: STAFFING AND JOB DESCRIPTIONS****DATE ADOPTED: DRAFT****POLICY STATEMENT**

It is the policy of the Colchester School District to provide the level of staffing needed to accomplish the school system's goals and objectives, and to provide for the equitable staffing of each school building. Positions may remain unfilled or unfunded; only the School Board may abolish a position. The Superintendent has authority to make minor alterations to job descriptions, but the School Board must approve substantive changes.

Each time a new position is established by the School Board, the Superintendent will present for approval a job description for the position that specifies the job holder's qualifications, performance responsibilities, terms of employment, and supervisor. Employee evaluation will be based substantially on criteria stated in approved job descriptions.

Date Warned: October 17, 2003
First Reading: October 21, 2003
Second Reading: November 4, 2003

COLCHESTER SCHOOL DISTRICT

Board of Education Meeting
CHS Room 114A
Colchester High School Media Center

Tuesday, January 17, 2017
5:30 p.m. (Executive Session)
7:00 p.m. (General Session)

MINUTES (Executive Session)

The Colchester Board of Education had planned to hold an Executive Session to discuss contract negotiations on Tuesday, January 17, 2017, in CHS Room 114A. Director Lincoln White was present and Director Craig Kieny attended by phone. Also in attendance were Superintendent Amy Minor and Business & Operations Manager George Trieb.

With only two School Board members present there was no quorum.

MINUTES (General Session)

The Colchester Board of Education held a regular board meeting on Tuesday, January 17, 2017, at the Colchester High School Media Center. Those in attendance were: Board Chair Mike Rogers; Directors: Curt Taylor, Lindsey Cox, and Lincoln White; Director Craig Kieny attended by phone; Student Board Member Jaclyn Cline; Superintendent Amy Minor; Business & Operations Manager George Trieb; Director of Special Education Carrie Lutz; Director of Curriculum & Instruction Gwen Carmolli; Principals: Carolyn Millham, Michele Cote, and Julie Benay.

There were three people in the audience.

I. Call Meeting to Order and Pledge of Allegiance

Board Chair Mike Rogers called the meeting to order at 7:04 p.m. Board Chair Rogers led in the Pledge of Allegiance.

II. Citizen Participation

None.

III. Report from Building Principals

Principal Benay and Principal Millham reported out on their joint in-service session on Monday. All of the pre-k to grade 5 teachers gathered in the morning for professional development which featured technology integration in the classroom. Principal Millham stated the session was very informative and relevant to instructional practices. They examined how they can use technology to provide an appropriate amount of rigor in their curriculum. There will be three additional follow-up sessions in the future. Principal Cote reported that CMS focused part of their in-service on the new format of parent-teacher conferences which will roll out in March. The meetings are now called student-led conferences and the student will play a central role in the meeting. Part of this new process will involve the student preparing for the conference in advance by choosing work to display and reflecting on their grades and study habits. On the day of the conference, the student will lead the meeting by explaining all the content areas to their parents.

IV. Report on Homeless and Unaccompanied Youth

Director of Special Education, Carrie Lutz, led the board through a presentation on homeless and unaccompanied youth and the impact they have in CSD. She gave the board a better understanding of the McKinney-Vento Law which is a federal law that increases identification, enrollment, stability, and school success for children experiencing homelessness. CSD provides a number of supports for those children including transportation costs, funding for school materials, free breakfast and lunch, connections with COTS and Burlington Housing Association, and school choices between staying in the district where they last had permanent housing or transferring to the district where they are getting temporary shelter. The number of students identified as homeless fluctuates, between 2014 and 2016 there was an average of 33 students, this year there are 8.

V. Approval of FY'18 Budget and Warnings

Superintendent Minor provided the board with a comprehensive FY'18 budget overview. She led with enrollment numbers both at the district level and within each building. Enrollment projection shows that CSD enrollment is "flat", meaning it is not predicted that the levels will increase or decline significantly. She highlighted the five goals for the district: high-quality instruction, strong support services, a cohesive district, equity, and accountability. She correlated how the district is currently working to achieve those goals and how it impacts that FY'18 budget. The investments outlined to achieve the goals included the English Learners program and its increasing needs, preschool at MBS and Act 166, the upcoming needs of the facilities across the district, and technology integration with the roll out of 1:1 devices in grades 6-12 and 2:1 devices in grades 3-5. Superintendent Minor presented three budget options for FY'18 of varying percentage increases and the board discussed the reductions on the table and how it would impact students directly. A PDF copy of the presentation is available on the district's website in the budget section.

Director Cox moved to adopt a budget of \$39,133,767 for the support and operation of the Colchester School District for the year beginning July 1, 2017, seconded by Director Rogers. The motion passed 4-1, with Director Kieny voting no.

Director Rogers moved, seconded by Director White to warn the year 2017 Annual Town School District meeting by signing the warning for said meeting.

VI. Approval of Personnel Consent Agenda

The following Personnel Consent Agenda was presented for January 3, 2017.

Director White moved to approve the personnel consent agenda for January 17, 2017, seconded by Director Taylor. The motion passed unanimously, 4-0. Board Chair Rogers recused himself.

VII. Approval of Minutes: January 3, 2017

Director Cox moved to approve the minutes of January 3, 2016, seconded by Director Taylor. The motion passed unanimously, 5-0.

VIII. Board/Administration Communications, Correspondence, Committee Reports

- Discuss Potential Filming Dates for Budget Round Table Discussion at LCATV.
- Policy committees underway: Acceptable Use and Wellness Policy

IX. Possible Future Agenda Items

- Early Education Center Update
- New Special Education Model, January
- Proficiencies and Transferable Skills
- Importance of Early Childhood Education

X. Adjournment

Director Taylor moved to adjourn at 8:54 p.m., seconded by Director White. The motion passed unanimously, 5-0.

Recorder:

Board Clerk:

Meghan Baule
Communications Specialist

Craig Kieny
Board Clerk

COLCHESTER SCHOOL DISTRICT

Board of Education Meeting
Lake Champlain Access TV Studio

Monday, January 30, 2017
6:00 p.m. (General Session)

MINUTES

The Colchester Board of Education held a special board meeting on Monday, January 30, 2017, at the Lake Champlain Access TV studio to film a presentation and discussion about the FY'18 budget and tax impacts. Those in attendance were: School Board Chair Mike Rogers; Directors: Lindsey Cox, Craig Kieny, Lincoln White and Curt Taylor; Student Board Member Jaclyn Cline; and Superintendent Amy Minor.

I. Call Meeting to Order

School Board Chair Mike Rogers called the meeting to order at 5:43 p.m.

II. Presentation of FY'18 Budget and Tax Information

Superintendent Minor provided a review of the FY'18 school budget. It was followed by a group discussion. The taping will be available online and will air on LCATV throughout the month of February.

III. Adjournment

Board Chair Mike Rodgers moved to adjourn at 7:40 p.m., seconded by Director Lincoln White. The motion passed unanimously, 5-0.

Recorder:

Board Clerk:

Meghan Baule
Communications Specialist

Craig Kieny
Board Clerk

COLCHESTER SCHOOL DISTRICT

Board of Education Meeting
Colchester High School Media Center

Tuesday, January 31, 2017
6:00 p.m. (Open Session)

MINUTES

The Colchester Board of Education held a meeting to discuss contract negotiations with Colchester Education Association on Tuesday January 31, 2017, in the Colchester High School Media Center.

The School Board members in attendance were: Directors: Lincoln White, Craig Kieny, and Curt Taylor. The Colchester Education Association members were: Joe Cheney, MBS Teacher and CEA President; Tara Sharkey, CHS Teacher; and Kate Ellingson, MBS Teacher. Also in attendance was Superintendent Amy Minor.

There was one person in the audience.

I. Call Meeting to Order

Director Lincoln White called the meeting to order at 6:02 p.m.

II. Negotiations with the Colchester Education Association

The Colchester School Board and Colchester Education Association Negotiation Teams continued to discuss contract negotiations. The School Board shared the rationale for each component of their proposal. The CEA began to share their rationale for each component of their proposal and will finish presenting at the next scheduled meeting.

III. Adjournment

Director Lincoln White moved to adjourn at 8:00 pm, seconded by Director Curt Taylor. Motion passed unanimously, 3-0.

Recorder:

Board Clerk:

Amy Minor
Superintendent of Schools

Craig Kieny
Board Clerk