

## COLCHESTER SCHOOL DISTRICT

Board of Education Meeting  
Colchester High School Media Center

Tuesday, August 1, 2017  
7:00 p.m. (General Session)

### MINUTES (General Session)

The Colchester Board of Education held a regular board meeting on Tuesday, August 1, 2017, at the Colchester High School Media Center. Those in attendance were: Board Chair Mike Rogers; Directors: Lincoln White, Curt Taylor, Craig Kieny, and Lindsey Cox; Superintendent Amy Minor; and Director of Curriculum & Instruction Gwen Carmolli.

There was one person in the audience from the Colchester Sun.

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

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

#### **II. Citizen Participation**

None.

#### **III. Health Services Report from 2016-2017**

Deb Deschamps the Nursing Supervisor for the district, presented a comprehensive report regarding nursing services from last school year. Her report included data and achievements from each of the five schools. She also shared that the district has secured a \$17,000 grant from the Vermont Department of Health to implement an electronic health record program called SNAP, which they will start using this fall.

#### **IV. Meal Prices for 2017-2018**

The CSD Food Service Program currently operates as a standalone department. Each year the challenge to fund the department becomes greater with stricter nutritional requirements and rising food prices. Superintendent Amy Minor stated that CSD has not raised meal prices in three years. For the past two years, the school board voted to transfer \$50,000 to the Food Service Program. The board discussed two options. The first would subsidize the Food Service Program with money from the general budget, and the second would instead raise meal prices by \$0.25 for breakfast and lunch, and \$0.10 for drinks. Superintendent Minor also noted that the Food Services Program anticipates putting approximately \$35,000 towards replacing equipment. The board had concerns with raising prices so close to the start of school and agreed that in the future, they would like to decide on meal prices much sooner, ideally in the winter when discussing the general budget.

*Director White moved to approve raising the food prices as presented, seconded by Director Cox. The motion passed, 4-1 with Director Kieny voting no.*

#### **V. Third and Final Reading of Wellness Policy: F34**

The board discussed the clarity of language in the fundraising section. However, they decided to leave the drafted language as is.

*Director Cox moved to approve the third and final reading of the Wellness Policy, seconded by Director Kieny. The motion passed unanimously, 5-0.*

#### **VI. Second and Final of Fiscal and Business Management Policy: E1**

The board discussed the section dedicated to investment management, specifically in how the policy describes mutual funds. The board considered adding language regarding donations. Superintendent Minor shared with the board that there is an existing policy for donations and offered to bring that policy to an upcoming meeting. As a result, the school board decided to leave the drafted language in the investment management section as is.

*Director Cox moved to approve the second and final reading of Fiscal and Business Management Policy, seconded by Director White. The motion passed unanimously, 5-0.*

#### **VII. Potential Solar Project at CMS and CHS**

Director Taylor contacted SunCommon for an exploratory conversation regarding the addition of solar in the district. SunCommon met with Director Taylor, Superintendent Minor, Business Operations Manager George Trieb, and Facilities Director Rick Johnson. SunCommon outlined several possibilities and reviewed how a solar project within a school district operates. Their proposal included roof top solar panels at CMS and CHS, as well as the potential for carport structures in the CHS parking lot. From a financial standpoint, SunCommon proposed no upfront cost, a guaranteed 10% reduction in energy bills, and the option to store energy credits when the building(s) are not being operated at full cost. The board showed initial interest in exploring this project further. They also agreed that if the project were to progress, they would like someone from the industry to come to a board meeting to answer more specific questions surrounding the benefits of using solar at a school district like CSD, as well some restrictions and concerns. The next step will be to investigate requirements regarding Request for Proposals (RFP) and subsequently generate a list of potential vendors.

#### **VIII. Approval of CHS Bathroom and Shower Renovation**

Superintendent Amy Minor shared a proposal from Wright & Morrissey to renovate a CHS bathroom and shower into a private single person space equipped with a bank of lockers, toilet, sink, and shower for any individual who chooses to use the space. The goal of the facility would be to provide a safe and private space for all students and adults using facilities at the school. The funds for this project will come out of the maintenance budget. Following approval, construction will start immediately to make sure it is completed prior to the start of school.

*Director Kieny moved to approve the CHS bathroom renovation project as presented, seconded by Director Cox. The motion passed unanimously, 5-0.*

#### **IX. Approval of Personnel Consent Agenda**

The following Personnel Consent Agenda was presented on August 1, 2017.

**PERSONNEL CONSENT AGENDA**

**Board Date: August 1, 2017**

**Licensed Employees (Teacher/Administrator)**

Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Administrator	Julie	Benay	End of Employment	Principal		MBS	Employment effective June 30, 2018			Yes
Teacher	Hannah	Cruickshank	New Hire	Elementary Teacher, Long-Term Substitute	1.0 FTE	PPS	Request to Hire	Kelly Ryan		Yes

**Non-Licensed Employees (Support Staff), *Informational***

Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Support Staff	Nicole	Coulombe	New Hire	Autism Interventionist	35.0 hr	CHS	Notice of Hire	Katy Hannah	Yes	Yes
Support Staff	Jeanne	Knowlton	New Hire	Paraeducator - Special Education	32.5 hr	UMS	Notice of Hire	Lisa Palmer	Yes	Yes
Support Staff	Anne	Larkin	New Hire	Paraeducator - Special Education	32.5 hr	CHS	Notice of Hire	Janet Previti	Yes	Yes
Support Staff	Goma	Mabika	New Hire	Behavior Interventionist	35.0 hr	MBS	Notice of Hire	New	No	Yes
Support Staff	Amanda	Munson	New Hire	Paraeducator - Preschool	32.5 hr	MBS	Notice of Hire	Kelly Baker	Yes	Yes
Support Staff	Janet	Previti	Transfer	Intensive Needs Interventionist	35.0 hr	CHS	Notice of Transfer	Rachel Hutchinson	Yes	Yes
Support Staff	Carolyn	Richards	New Hire	Paraeducator - Special Education	32.5 hr	CMS	Notice of Hire	Charles Wise	Yes	Yes
Support Staff	Sarah	van Nostrand	New Hire	Paraeducator - Special Education	32.5 hr	MBS	Notice of Hire	Jane West	Yes	Yes
Support Staff	Bria	Yazic	New Hire	Paraeducator - ELL	32.5 hr	CMS	Notice of Hire	Elisse Linari	Yes	Yes

*Director Cox moved to approve the Personnel Consent Agenda for August 1, 2017, seconded by Director Taylor. The motion passed unanimously, 5-0.*

**X. Approval of Minutes: July 18, 2017**

*Director Taylor moved to approve the minutes of July 18, 2017, seconded by Director Cox. The motion passed unanimously, 5-0.*

**XI. Board/Administration Communications, Correspondence, Committee Reports**

- CSD was recently honored with an Award of Excellence from the National School Public Relations Association for distinguished achievement with the *2017 Report to the Community* which was mailed to all Colchester residents in February
- Overview of the District Leadership Team Retreat held July 25-27<sup>th</sup>

**XII. Possible Future Agenda Items**

- Updated Field Trip Policy and forms
- Report on concussion law including CSD data and procedures at August 15 meeting
- Upcoming policies: weapons & tobacco

**XIII. Adjournment**

*Director White moved enter executive session to discuss negotiations at 8:51 p.m., seconded by Director Taylor. The motion passed unanimously, 5-0.*

*Director Taylor moved exit executive session and adjourn at 9:20 p.m., seconded by Director Cox. The motion passed unanimously, 5-0.*

Recorder:

  
Meghan Baule  
Communications Specialist

Board Clerk:

  
Craig Kieny  
Board Clerk