

Colchester School Board

Meeting Agenda and Packet

November 7, 2017

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

AGENDA

- | | |
|---|--------------------|
| I. Call to Order and Pledge of Allegiance | |
| II. Citizen Participation* | |
| III. 2018 CHS Toronto Trip Presentation | Action |
| IV. CHS Cross Country Running Trip to Maine | Action |
| V. Annual School Report Presentation: MBS | Information |
| VI. Annual School Report Presentation: CHS | Information |
| VII. Approval of Personnel Consent Agenda | Action |
| VIII. Approval of Minutes: October 5, 2017 | Action |
| IX. Approval of Minutes: October 17, 2017 | Action |
| X. Board/Administration Communication, Correspondence, Committee Reports | Information |
| XI. Possible Future Agenda Items | Information |
| XII. Executive Session | Action |
| 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. Note: All submissions must be received before noon on the third Tuesday of every month.

PERSONNEL CONSENT AGENDA

Board Date: November 7, 2017

Licensed Employees (Teacher/Administrator)

Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Teacher	Nichole	FitzGerald	New Hire	Title I Math Teacher	0.4 FTE	UMS	Request to Hire	New	Yes	Yes
Teacher	Christine	Sharp	New Hire	Art Teacher, Long-Term Substitute	1.0 FTE	UMS/PPS	Request to Hire	Amanda Vella	N/A	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
Co-Curricular	Tim	Barden	End of Employment	Drama Director		CHS	Notice of End of Employment			Yes
Co-Curricular	Amy	Riley	New Hire	Drama Director		CHS	Notice of Hire	Tim Barden	Yes	Yes
Co-Curricular	Sierra	Tebeau-Sherry	End of Employment	Assistant Varsity Field Hockey Coach		CHS	Notice of End of Employment			Yes
Co-Curricular	Robert	Toms	New Hire	Drama Coach		CMS	Notice of Hire	Glen Wallace	Yes	Yes
Support Staff	Faye	Graham	Leave of Absence	Paraeducator-Special Education	32.5 hrs	CMS	Leave of Absence Request 1/3/18-1/12/18			
Support Staff	Danielle	Hammond	End of Employment	Paraeducator-Special Education	32.5 hrs	MBS	Notice of End of Employment			Yes
Support Staff	Kathleen	Pellegrino	End of Employment	Paraeducator-Special Education	32.5 hrs	MBS	Notice of End of Employment			Yes
Support Staff	Francesca	Martinelli	New Hire	Paraeducator-Special Education	32.5 hrs	UMS	Notice of Hire	Amanda Riley	Yes	Yes
Support Staff	Maggie	Monaco	New Hire	Paraeducator-Special Education	32.5 hrs	UMS	Notice of Hire	Nichole FitzGerald	Yes	Yes

COLCHESTER SCHOOL DISTRICT

Board of Education Meeting
Colchester Central Office

Thursday, October 5, 2017
4:30 p.m.

MINUTES

The Colchester Board of Education held a meeting to discuss contract negotiations with Colchester Education Association on Thursday, October 5, 2017, at the Colchester School District Central Office.

Those in attendance were School Board members Lincoln White, Craig Kieny, and Curt Taylor; the Colchester Education Association; Superintendent Amy Minor; and Business and Operations Manager George Trieb.

I. Call Meeting to Order

Director Lincoln White called the meeting to order at 4:32 p.m.

II. Hear and Discuss Negotiations with Colchester Education Association

Director Lincoln White moved to enter executive session at 4:35 p.m., seconded by Director Curt Taylor. The motion passed unanimously, 3-0.

The Colchester School Board and Colchester Education Association reached a tentative agreement on a 2-year contract for FY18 and FY19. The terms of the tentative agreement will be disclosed after the CEA membership and School Board ratify the terms of the agreement. Both sides are pleased to reach an agreement that they believe is in the best interest of the students, the community, and the teachers.

III. Adjournment

Director Lincoln White moved to exit executive session and adjourn at 7:12 pm, seconded by Director Curt Taylor. Motion passed unanimously, 3-0.

Recorder:

Board Clerk:

Amy Minor
Superintendent of Schools

Craig Kieny
Board Clerk

COLCHESTER SCHOOL DISTRICT

Board of Education Meeting
Colchester High School Media Center

Tuesday, October 17, 2017
7:00 p.m. (General Session)

MINUTES (General Session)

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

There were 12 students in the audience, one teacher, and a reporter 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. and led in the Pledge of Allegiance.

II. Citizen Participation

None.

III. Approval of Contract Agreement with Colchester Education Association

A contract agreement between the Colchester Education Association (CEA) and the School Board was reached on October 5, 2017. The agreement is a two year deal with a 2.85% salary increase which includes a 1.19 % increase to the base for the years 2017-2018 and a 2.75% increase which includes a 1.22% increase to the base for the years 2018-2019. They also agreed on healthcare terms to include the district covering 80% of premiums for the Gold CDHP plan and employees covering 20% with a dollar equivalent option for the other plans. An HRA will be offered in a \$400/\$800/\$800 split, with employees paying the first and last dollar of their HRA contribution. The CEA voted to ratify the contract agreement on Monday, October 9th.

Director Taylor moved to approve the collective bargaining agreement with the Colchester Education Association with a 2.85% salary increase which includes a 1.19 % increase to the base for the years 2017-2018 and a 2.75% increase which includes a 1.22% increase to the base for the years 2018-2019, as well as all other terms outlined. Seconded by Director White. The motion passed 4-0 with Director Cox abstaining.

IV. Approval of Contract Agreement with Colchester Education Association Support Staff Union

A Contract agreement between the Support Staff Union and the School Board was reached on Friday, October 6, 2017. The agreement is a one year deal with a 2.9% salary increase as reflected by a \$0.44 hourly increase. They also agreed on healthcare terms to include the district covering 80% of premiums for the Gold CDHP plan and employees covering 20% with a dollar equivalent option for the other plans. An HRA will be offered in a \$400/\$800/\$800 split, with employees paying the first and last dollar of their HRA contribution. The Support Staff voted to ratify the contract agreement on Monday, October 16th.

Director Taylor moved to approve collective bargaining agreement with the Colchester Education Association Support Staff Union with a 2.9% salary increase as reflected by a \$0.44 hourly increase for 2017-2018 and all other terms as outlined. Seconded by Director Cox. The motion passed unanimously, 5-0.

V. Approval of Side Letter of Agreements with Handbook Employees and the Association of Colchester Administrators

The agreed upon healthcare terms include the district covering 80% of premiums for the Gold CDHP plan and employees covering 20% with a dollar equivalent option for the other plans. An HRA will be offered in a \$400/\$800/\$800 split, with employees paying the first and last dollar of their HRA contribution.

Director Cox moved to the side letter of agreements with the Handbook Employees and the Association of Colchester Administrators regarding healthcare, seconded by Director White. The motion passed unanimously, 5-0.

VI. Food Service Financial Update

Food Service Director Steve Davis and Business and Operations Manager George Trieb provided the board with an overview of the financial status of the food service program. The program is a standalone operation with a goal to breakeven on an annual basis. The district has been running a cumulative deficit fund balance for the past eight years. A large portion of the deficit is attributed to the refurbishment of the CMS kitchen and café, ongoing equipment needs and rising food prices. They do not believe the program will be able to breakeven going forward given the constraints and equipment needs. They recommended annual support from the general fund. The board discussed operational costs versus meal prices and agreed they would like to have further discussions once they start planning the budget. Director Cox asked that the line item for food service be more specific about potential utilization of funds.

VII. Annual School Report Presentations: PPS & UMS

Principals Chris Antonicci and Carolyn Millham presented the board with the annual report for both K-2 schools. The report included enrollment and attendance numbers, average class size, demographics, assessment scores, behavior statistics, and climate survey results. The full presentation will be made available online.

VIII. Potential Solar Project Discussion

The board discussed the differences and options presented in the three proposals for a potential solar installation on campus. Director Kieny stated he cannot envision what the carport would look like at CHS and would like to see actual examples. Director Taylor stated he would like more information on the carports including required maintenance and functionality. The board also shared concern over one company's suggestion to remove some trees from the wooded entrance of CHS to install ground solar panels. Director Cox questioned why, with no upfront costs, more schools are not putting solar on their campuses. She stated she would like to hear from employees and other people using the grounds who might be affected including students and community members. She wants to ensure CHS would still have facilities and grounds that could be used to the fullest extent. Director White said for such a complicated and important decision, he would prefer a recommendation from someone who can go through the fine print of the proposals and provide the board with pros, cons,

advantages, concerns, etc. He stated he does not feel comfortable making a firm decision with the information currently in hand. Board Chair Rogers would like taxpayer involvement and would ideally like to gather feedback from the community, particularly since the installation would last 20 years. The board engaged in a discussion about how to elicit that feedback. Superintendent Minor asked the board to take some time to decide what their goals were for this project and to be prepared at the next board meeting to have another discussion about property limitations, aesthetics, impact on staff and community, and the potential value of cost savings. Director Cox reminded fellow board members that one option would be to not install solar.

IX. Quarterly Financial and Special Education Reports

Business and Operations Manager George Trieb stated revenue and expenditures are tracking mostly as expected. Should the current spending trend continue the district would expect a slight surplus of \$44,642. Special Education Director Carrie Lutz reported the district started the school year with a higher number of students needing special education services. They currently have 324 students compared to 304 in October of 2016. In addition to the influx of students, the intensity of student behaviors and mental health needs is also on the rise.

X. Budget Timeline Discussion

The board reviewed the proposed budget timeline prepared by Business and Operations Manager George Trieb. The timeline shows the first general budget discussion occurring at the next school board meeting. The board also started brainstorming ways to inform and involve the community in the budget process.

XI. Approval of Personnel Consent Agenda

The following Personnel Consent Agenda was presented on October 17, 2017.

PERSONNEL CONSENT AGENDA

Board Date: October 17, 2017

Licensed Employees (Teacher/Administrator)

Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Teacher	Stephen	Fiske	New Hire	English Teacher, Long-Term Substitute	1.0 FTE	CHS	Request to Hire	Elizabeth Albright	N/A	Yes
Teacher	Bridget	Ryan	New Hire	English Teacher, Long-Term Substitute	1.0 FTE	CHS	Request to Hire	Hilary Carter	N/A	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	Amanda	Riley	End of Employment	Paraeducator-Special Education	32.5 hr	UMS	Notice of End of Employment			Yes

Director Cox moved to approve the Personnel Consent Agenda for October 17, 2017, seconded by Director Taylor. The motion passed unanimously, 5-0.

XII. Approval of Minutes: October 3, 2017

Director Taylor requested to add the word “an” under item IX prior to the word “update”.

Director Cox moved to approve the amended minutes of October 3, 2017, seconded by Director White. The motion passed unanimously, 5-0.

XIII. Board/Administration Communications, Correspondence, Committee Reports

- Superintendent Minor gave an update on a safety flier that will be going home with student report cards.
- The MBS Principal position for next school year is posted and a committee will be formed in November.
- Director Cox asked that the board starting thinking about potential retreat dates and topics.

XIV. Possible Future Agenda Items

- MBS and CHS School Reports
- Further discussion regarding a potential solar project
- Budget discussion
- Continued policy work

XV. Adjournment

Director Cox moved to adjourn at 8:46 p.m., seconded by Director White. The motion passed unanimously, 5-0.

Recorder:

Board Clerk:

Meghan Baule
Communications Specialist

Craig Kieny
Board Clerk