

Colchester School Board

Meeting Agenda and Packet

January 9, 2018

**Colchester School District  
Board of Education Meeting Agenda  
Colchester High School – Media Center  
January 9, 2018**

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**AGENDA**  
(Executive Session)  
6:00 pm

- I. Executive Session: Student Hearing Action**

**AGENDA**  
(General Session)  
7:00 pm

- II. Call to Order and Pledge of Allegiance**
- III. Citizen Participation\***
- IV. Report from Building Principals Information**
- V. Green Lantern Solar Presentation Information**
- VI. Approval of Colchester School District Announced Tuition Rates Action**
- VII. Approval of Contract Agreement with the Association of Colchester Administrators Action**
- VIII. FY19 Budget Discussion Information**
- IX. Approval of Personnel Consent Agenda Action**
- X. Approval of Minutes: December 19, 2017 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.

DATE: January 9, 2018  
TO: Colchester School Board, Colchester, VT  
FROM: The Green Lantern Group, Waterbury, VT  
SUBJECT: Proposed Solar Arrays for Net Metering

The Green Lantern Group (GLG) appreciates the opportunity to present to the Colchester School Board a revised and improved offer for solar net metering. This improved offer reflects our efforts to accelerate the start date for electricity savings for the Colchester School District (CSD), reduce our costs, and increase CSD's potential savings.

More specifically, GLG has a 500 KW solar array located in Newbury, Vermont that was submitted for permitting in November 2017. No objections have been raised by any local or state stakeholder to this project, such that we expect to receive the Certificate of Public Good in March or April 2018 from the Public Utility Commission. Construction will begin soon after, which means CSD could potentially begin receiving the net metering credits from this solar array as early as July 2018. In addition, GLG has increased the discount on the price of the net metering credits from 10% to 12%, so that CSD's annual savings from this array alone would be approximately \$17,765 per year, or \$355,299 over 20 years. All at no up-front cost, risk or liability for CSD.

The proposed rooftop solar array for the middle school remains unchanged. Construction on that would begin in September 2018, after renovations to the roof to take place over the summer of 2018 have been completed. It would be operational by end-November, generating annual savings of approximately \$6,000/year, or roughly \$120,000 over 20 years. This would only require provision of a no-cost roof easement to GLG by CSD.

There are two options for the high school parking lot: a ground-mount array in the green spaces around the parking area, or a canopy solar array in the parking area itself. Both options have their pluses and minuses. While the canopy solar array offers greater potential size and electricity savings relative to the ground-mount array, it should be recognized there is increased risk of accidents with a canopy solar project, particularly during the winter and snow removal activities.

For what it's worth, GLG's suggestion would be to take advantage of the opportunity for maximum savings at the earliest possible opportunity first (the 500 KW off-site array in Newbury, operational July 2018), followed by the rooftop array at the middle school (150 KW, operational November 2018). Based on CSD's experience with the Green Lantern Group for the first two arrays and their associated Net Metering Agreements, a decision could be made whether and how to proceed for the third array in the high school parking lot later in 2018.

Table 1 on the following page summarizes the Green Lantern Group's offer to the Colchester School District.

The Green Lantern Group has similar net metering agreements in operation with the Mount Mansfield Modified Union School District, Cambridge Elementary School, Royalton South Elementary School, Johnson Elementary School, Lyndon Institute, St. Johnsbury Academy, Lyndon State College, Green Mountain College, Cabot Cheese, Sugarbush Ski Area, Mt. Snow, and the Towns/Cities of Waterbury, Rutland, Barre, Brandon, Randolph, Springfield, Royalton, Johnson, Proctor, Milton, etc. References happily provided upon request.

Thank you very much for your consideration.

Table 1 – Revised Financial Proposal Summary

Array	Size AC (KW)	Size DC (KW)	Output (kWh/year)	Solar Credit Discount (%)	Solar Energy Service Price (cents/kWh)	Estimated Annual Savings	Estimated Savings over 20 Years
Off-site Array	500	750	875,000	12	14.89	\$17,765	\$355,299
Middle School Rooftop	150	178	210,000	15	16.08	\$5,959	\$119,190
Option 1 High School Ground Mount	105	127	127,000	15	16.08	\$4,257	\$85,136
Option 2 High School Canopy Solar	300	358	422,000	10	17.03	\$7,984	\$159,676
Total Savings –							
- Option 1						<b>\$27,856</b>	<b>\$559,624</b>
- Option 2						<b>\$31,708</b>	<b>\$635,165</b>



# 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  
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## MEMO

**To:** School Board Directors  
**CC:** Amy Minor  
**From:** George A. Trieb, Jr.  
**Subject:** Announced Tuition – FY 2019  
**Date:** January 5, 2018

The announced tuition rate is based on the district’s overall proposed FY 2019 budget less any transportation and special education costs. The announced tuition rate is an estimate of the allowable tuition reported by districts receiving tuition students. By law we are required to set the tuition rate before January 15<sup>th</sup> each year. Two years from now when the allowable tuition rate is released by the Agency of Education, we will learn the value of our estimates.

The table below shows the past announced and allowable tuition rates for the last few years. It also shows the recommended announced tuition rate for FY 2019.

	FY2019	FY2018	FY2017	FY2017	FY2016	FY2016
	Announced	Announced	Allowable	Announced	Allowable	Announced
Elementary	\$13,330	\$11,850	\$12,506	\$11,400	\$11,174	\$11,250
Grades 7 - 12	\$15,200	\$14,250	\$14,309	\$13,500	\$13,417	\$13,500

*Note: Special education tuition will be the announced tuition plus any additional costs incurred by the district.*

An appropriate motion would be: **I move to approve the announced tuition rates for FY’2019 at \$13,330 for elementary grades (K – 6) and \$15,200 for secondary grades (7 – 12).**

**PERSONNEL CONSENT AGENDA**

**Board Date: January 9, 2018**

**Licensed Employees (Teacher/Administrator)**

<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>Budgeted</b>	<b>Admin Support</b>

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

<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>Budgeted</b>	<b>Admin Support</b>
Co-Curricular	Allison	Talis	New Hire	Drama Director		CHS	Notice of Hire	Tim Barden	Yes	Yes
Support Staff	Patricia	Desranleau	New Hire	Paraeducator-Special Education	32.5 hr	PPS	Notice of Hire	Colleen Charnley	Yes	Yes
Support Staff	Carleen	Landry	End of Employment	Food Service Worker	30.0 hr	MBS	Notice of End of Employment			Yes
Support Staff	Emily	McFadden	Leave of Absence	Behavior Interventionist	40.0 hr	MBS	Leave of Absence 1/3/2018 - End of Year			

# COLCHESTER SCHOOL DISTRICT

Board of Education Meeting  
Colchester High School Media Center

Tuesday, December 19, 2017  
5:00 p.m. (Executive Session)  
7:00 p.m. (General Session)

## MINUTES

### **I. Executive Session: ACA Negotiations and a Student Hearing**

Executive session prior to the meeting was canceled.

#### **(General Session)**

The Colchester Board of Education held a regular board meeting on Tuesday, December 19, 2017, at the Colchester High School Media Center. Those in attendance were Board Chair Mike Rogers; Directors Craig Kieny, Lindsey Cox, and Curt Taylor; Student Board Member Robert Davis; Superintendent Amy Minor; Director of Special Education Carrie Lutz; Director of Curriculum and Instruction Gwen Carmolli; and Principals Michele Cote, Carolyn Millham, and Chris Antonicci.

There were no audience members.

### **II. 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.

### **III. Citizen Participation**

None.

### **IV. Report from Building Principals**

Principal Chris Antonicci shared that the annual UMS sing-along will be streamed live on Facebook through the Union Memorial and CSD District pages on December 20<sup>th</sup> at 10:15 a.m.

Principal Carolyn Millham said PPS is also having a sing-along which will be held this Friday the 22<sup>nd</sup>. The school is also heading over to the VNA to sing with staff and residents there.

Principal Michele Cote shared that the winter band concert was held last week and the winter choral concert is tomorrow, December 20<sup>th</sup>. For the first time, both events are being held at the CHS Performing Arts Center. They are very excited to use the space.

### **V. Second and Final Reading of Independent Educational Evaluation Policy: F25b**

This policy was last reviewed in 2005 and is being updated as a result of the policy revision cycle set by Superintendent Amy Minor. This draft includes two formatting edits since the last reading.

*Director Cox moved to approve the second and final reading of the Independent Educational Evaluation Policy, seconded by Director Taylor. The motion passed unanimously, 4-0.*

## **VI. Second and Final Reading of Prevention of Conflict of Interest in Procurement for Federal Dollars Policy: E8**

This is a new CSD policy which stems from a requirement issued by the federal auditors. Following up on the discussion from the last meeting, the board settled on \$25.00 for the gift limit.

*Director Kienny moved to approve the second and final reading of the Prevention of Conflict of Interest in Procurement for Federal Dollars Policy, seconded by Director Taylor. The motion passed unanimously, 4-0.*

## **VII. FY19 Budget Discussion**

This budget discussion centered around Colchester Middle School. Currently, CMS has the largest class size of any building in the district and the next two incoming classes from MBS are the largest grades in the district. Over the next three years, class size will average 27-29 students. Superintendent Minor stated one of the administration's goals is to improve academic performance outcomes at CMS. To do this, the administrative teams at central office and CMS would like to focus more attention on increasing the quality of primary instruction. Superintendent Minor provided a proposal that included shifting dollars to professional development for best practices in instruction; adding .2 FTE to the existing .8 FTE STEM teacher, adding a .6 FTE math interventionist position to serve students in grades 6-8, and adding two 1.0 FTE grade 6 teachers, for a total of 2.8 additional FTE. She also proposed changing the existing 10-month assistant principal position to a 12-month position to give the CMS administrative team more support during the summer months and to expedite system changes.

Director Kienny asked what these requested FTEs would cost and how it would impact the current FY '19 budget numbers. Superintendent Minor provided cost estimates for each addition. Director Kienny also asked what kind of physical space is available at CMS to house the additional positions. It was discussed that historically CMS has employed at least an additional 6 positions. CMS once had an additional team for grades 7/8 and had two additional 6<sup>th</sup> grade teachers. Superintendent Minor and CMS Principal Michele Cote stated they have worked through the possibilities and are confident they could make two additional classroom spaces for the requested FTEs.

Director Taylor asked what would happen to the additional staff when the large classes move on from the building. Superintendent Minor shared that those positions would either be eliminated or used in another grade to mitigate high class size. Superintendent Minor reviewed staffing levels and student enrollment numbers for grades K-5 and projected where teaching positions would rotate through the grade levels as needed.

The board asked Superintendent Minor to bring two scenarios to the next board meeting; one with the financial impacts of adding 1.8 of the requested FTE and one with the full request of 2.8 FTE. Director Cox would like to see budget figures that allow administrators to not be restricted on years of experience when hiring any teachers next year. She believes having the option to hire some experienced teachers is important. She also clarified that the requested CMS FTEs are listed in priority of importance. Superintendent Minor will bring back those options at the next board meeting.

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

The following Personnel Consent Agenda was presented for December 19, 2017.



**PERSONNEL CONSENT AGENDA**

**Board Date: December 19, 2017**

**Licensed Employees (Teacher/Administrator)**

<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>Budgeted</b>	<b>Admin Support</b>
Teacher	Heather	Fischer	New Hire	Title I Teacher	0.4 FTE	MBS	Request to Hire	New	Yes	Yes
Teacher	Jessica	Rubin	New Hire	Science Teacher, Long-Term Substitute	1.0 FTE	CHS	Request to Hire	Danielle Simons-Cheney	N/A	Yes
Teacher	Bridget	Ryan	End of Employment	English Teacher, Long-Term Substitute	1.0 FTE	CHS	Notice of End of Employment			Yes
Teacher	Margaret	Standley	End of Employment	Art Teacher, Substitute	1.0 FTE	CMS	Notice of End of Employment			Yes

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

<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>Budgeted</b>	<b>Admin Support</b>
Co-Curricular	Sophia	Ryan	New Hire	Nordic Ski Coach		CMS	Notice of Hire	Cheslea Reynolds	Yes	Yes
Support Staff	Morgan	McNall	New Hire	Paraeducator - Special Education	32.5 hr	MBS	Notice of Hire	Kathleen Pellegrino	Yes	Yes
Support Staff	Laura	Rose	Leave of Absence	Paraeducator - Special Education	32.5 hr	CHS	Leave of Absence Est. 01/30/2018 - 3/30/18; Approx: 20 paid sick days and remainder unpaid			

*Director Cox moved to approve the Personnel Consent Agenda as presented, seconded by Director Kieny. The motion passed, 4-0.*

**IX. Approval of Minutes: December 5, 2017**

*Director Taylor moved to approve the minutes of December 5, 2017, seconded by Director Kieny. The motion passed unanimously, 4-0.*

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

- Superintendent Amy Minor and Board Chair Mike Rogers attended the Governor's Education Summit on December 18<sup>th</sup> and reported what was discussed.
- As a reminder, due to the New Year holiday, CSD Board meetings will be held on the 2<sup>nd</sup> and 3<sup>rd</sup> Tuesday of January (1/9 & 1/16). The board also discussed the possibility of adding a third meeting to ensure the community has enough time to review the budget and provide input. **A third board meeting on Monday, January 22<sup>nd</sup> has been added to the schedule.**

**XI. Possible Future Agenda Items**

- Continued FY19 budget discussions

**XII. Executive Session**

*Director Cox moved to enter executive session at 8:04 p.m. to discuss ACA negotiations and hold a student hearing, seconded by Director Kieny. The motion passed unanimously, 4-0.*

*Director Cox moved to exit executive session at 8:57 p.m., seconded by Director Taylor. The motion passed unanimously, 4-0*

*Director Kieny moved to approve the recommendation from the Superintendent regarding the student hearing, seconded by Director Cox. The motion passed unanimously, 4-0.*

**XIII. Adjournment**

*Director Taylor moved to adjourn at 8:59 p.m., seconded by Director Cox. The motion passed unanimously, 4-0.*

Recorder:

Board Clerk:

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Meghan Baule  
Communications Specialist

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Craig Kieny  
Board Clerk