

Colchester School Board

Meeting Agenda and Packet

June 5, 2018

**Colchester School District
Board of Education Meeting Agenda
Colchester High School – Media Center
June 5, 2018
7:00 PM**

AGENDA

- | | |
|---|--------------------|
| I. Call to Order and Pledge of Allegiance | |
| II. Citizens Participation* | |
| III. Report from Building Principals | Information |
| IV. Discussion regarding the Municipal Sewer Project | Information |
| V. Approval of CHS Parking Lot Paving Project | Action |
| VI. Approval of First Reading of Corporal Punishment Policy | Action |
| VII. Approval of First Reading of Student Conduct and Discipline Policy | Action |
| VIII. Approval of First Reading of Student Suspension Policy | Action |
| IX. Approval of Personnel Consent Agenda | Action |
| X. Approval of Minutes: May 15, 2018 | Action |
| XI. Approval of Minutes: May 21, 2018 | Action |
| XII. Board/Administration Communication, Correspondence, Committee Reports | Information |
| XIII. Possible Future Agenda Items | Information |
| XIV. Executive Session to Discuss a Personnel and Student Matter | Information |
| XV. 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.

COLCHESTER SCHOOL DISTRICT**POLICY: CORPORAL PUNISHMENT POLICY****DATE ADOPTED:** January 4, 2005**POLICY STATEMENT:**

In compliance with State law no one employed or acting as an agent of the Colchester School District may inflict or cause to inflict corporal punishment to a pupil.

Corporal punishment is defined as “the intentional infliction of physical pain upon the body of a pupil as a disciplinary measure.”

However, reasonable and necessary force is allowable in circumstances:

- to quell a disturbance;
- to obtain possession of weapons or other dangerous objects upon the person of or within the control of a pupil;
- for the purpose of self defense; or
- for the protection of persons or property.

Permission to administer corporal punishment will not be sought or accepted from any parent, guardian or school official.

Date Warned: December 3, 2004
First Reading: December 7, 2004
Second Reading: January 4, 2005

COLCHESTER SCHOOL DISTRICT

POLICY: **STUDENT CONDUCT AND DISCIPLINE**

DATE ADOPTED: **DRAFT**

POLICY

It is the policy of the Colchester School District to maintain schools which provide a safe, orderly, civil and positive learning environment, each with a system of classroom and school management practices with underlying, clear and fair disciplinary procedures and consequences, that will ensure that it is free from harassment, bullying, hazing, and other rule-breaking and/or disruptive misconduct. Rules regarding student behavior should be clearly stated, understood and accepted by students and staff; communicated clearly to parents of enrolled students; and implemented in compliance with due process requirements.

Definitions

1. **School** means any setting which is under the control and supervision of the School District. It includes school grounds, facilities, and school sponsored events and activities whether held off school grounds and vehicles used to transport students to and from school or school sponsored events and activities.
2. **Expelled** means the termination of educational services for the remainder of the school year or up to 90 school days, whichever is longer.
3. **In-School Suspension** means the exclusion within the school building of a student from the student's regular education program for up to but not more than 10 school days for disciplinary reasons.
4. **Out-of-School Suspension** means the removal of a student from the school building and from the student's regular education program for up to but not more than 10 school days for disciplinary reasons.

STUDENT RESPONSIBILITIES

Each student has the responsibility of contributing to a civil, safe and productive learning environment, showing respect and consideration for other students and adults and the maintenance of a respectful school community. This responsibility includes obeying all school rules, complying with all school policies, and responding to any related inquiries with honesty and integrity. The act of giving false information to a staff member, teacher, or administrator, including academic dishonesty, or knowingly providing false or misleading information regarding one's own conduct, or the conduct of other students, may serve as an independent basis for disciplinary referral.

PARENT RESPONSIBILITIES

Last Adopted:	May 3, 2005
Date Warned:	September 3, 2010
First Reading:	September 7, 2010
Second Reading:	October 5, 2010
Third Reading:	November 16, 2010

As members of the school community, parents of students are asked to share the students' and school staff's responsibilities for maintaining this learning environment, by reinforcing and modeling for their children the importance of respectful behavior toward others and of compliance with school rules.

ADMINISTRATIVE RESPONSIBILITIES

The Principal of each school in the District shall, in consultation with the educational staff, develop a "comprehensive plan for responding to student misbehavior" in compliance with 16 V.S.A. §1161a. The Comprehensive Plan shall, to the extent appropriate, promote positive development of youth, and shall address each of the seven elements outlined in §1161a (a).

Each school shall post its Comprehensive Plan on the District's website as well as in the school office, in a place that is visible to students, parents and the public and shall publish the Plan in the school's Student Handbook or other similar publication, and the Plan shall be distributed to all students enrolled at the school, and their parents. The Plan may be provided to parents in the Student Handbook or by other means at the discretion of the Principal, and the Principal.

At the beginning of each school year, the school shall review with all students in attendance those portions of the Plan that address the school's rules describing what constitutes misconduct; disciplinary consequences for misconduct; and the school's due process procedures for imposition of discipline, including short and long term suspensions and expulsion. In addition to other types of misconduct, this review shall include a review of what constitutes harassment, hazing and bullying, and the consequences for engaging in such misconduct.

Coordination of Policies, Plans and Procedures. No school's Plan shall conflict with this policy, and this policy and each school Plan shall be read in conjunction with and shall not conflict with, the following additional related District Policies: Weapons; Hazing; Prevention of Harassment; Bullying Prevention; Restrictive Behavioral Intervention; Corporal Punishment; Threats and Disruptions of School Operations; Alcohol, Tobacco and Other Drug Abuse; Smoking in School Buildings and/or on Grounds; and Student Suspension and Expulsion.

Applicable State Statute and Rules. Suspension and expulsion of students shall be imposed in accordance with State statutory requirements (16 V.S.A. §§1162-1163), and in compliance with suspension and expulsion Rule 4311. In addition, Section 504 students shall receive the additional protections of Rule 4312, and special education students shall receive the additional protections of Rule 4313. Copies of these three Rules shall be available for review in each school office upon request, and copies thereof shall be provided to a student or parent of a student in attendance, upon request.

Effective Date. Individual District schools shall bring their Comprehensive Plans, school rules and other relevant school publications (if any) into compliance with this revised Policy no later than August 31, 2011. Within that time period, until such steps are completed by a school, the 2003 version of this policy shall continue to apply. (Federal and State law must be complied with at all times.)

Legal Reference(s):

16 V.S.A. § 1161a -1163

20 U.S.C. §§ 1400 et seq.

Vermont State Board of Education Manual of Rules & Practices 4312, 4313, 2020.8.12

COLCHESTER SCHOOL DISTRICT

POLICY: STUDENT SUSPENSION

DATE ADOPTED: DRAFT

POLICY STATEMENT

Suspension separates the student from school for a specified period of time, e.g., four hours, four days, etc., for disciplinary reasons. Administrative restriction is not considered a short-term suspension. Suspension may be imposed only by the principal, assistant principal, the Superintendent or his/her designee, or in cases of long-suspension the Colchester School Board. When disciplining disabled students (or those suspected of being disabled) the District shall comply with all state and federal laws.

Definitions

1. **School** means any setting which is under the control and supervision of the School District. It includes school grounds, facilities, and school sponsored events and activities whether held off school grounds and vehicles used to transport students to and from school or school sponsored events and activities.
2. **Expelled** means the termination of educational services for the remainder of the school year or up to 90 school days, whichever is longer.
3. **In-School Suspension** means the exclusion within the school building of a student from the student's regular education program for up to but not more than 10 school days for disciplinary reasons.
4. **Out-of-School Suspension** means the removal of a student from the school building and from the student's regular education program for up to but not more than 10 school days for disciplinary reasons.

SHORT-TERM SUSPENSIONS

With but one exception, in all cases of suspension from school the students and his/her parent or guardian shall be given an opportunity for an informal hearing before an appropriately designated school administrator. The exception involves a student who, because of his or her conduct or condition, is an immediate threat to himself or herself, to others, to property or to the educational environment. In this instance the school administrator may take whatever action is appropriate under the circumstances including but not limited to immediate suspension pending a hearing within the next four (4) succeeding school days. Except as noted in the preceding sentence, the informal hearing must precede the suspension. At the informal hearing, the school administrator shall provide, either orally or in writing, the following:

- Notice of the charge(s);
- Explanation of the evidence against him or her;
- Opportunity for the student to tell his or her side of the story; and

Date Warned: March 4, 2005

First Reading: March 8, 2005

Second Reading: March 29, 2005

- His or her decision on the matter.

Immediately following the informal hearing, the student's parent(s) or guardian, or the student himself or herself if over the age of 18, shall be notified in writing of any decision to suspend. All suspensions shall be reported to the Superintendent immediately. With respect to students eligible for special education, parents shall also be notified with a copy of Parents' Rights in Special Education, Procedural Safeguards Notice.

There shall be no formal appeal of suspension, but a student or his/her parent(s) or guardian may request the Superintendent review a suspension. The suspension shall not automatically be delayed pending any review, however, unless so ordered at the discretion of the Superintendent.

LONG-TERM SUSPENSIONS

Long-term suspension separates a student from school for a period of time that is more than ten (10) consecutive school days and up to the remainder of the school year, for misconduct when the misconduct makes the continued presence of the student harmful to the welfare of the school. Only the Colchester School Board has the authority to impose a long-term suspension, following a formal hearing before the school board with prior notice to and an opportunity to attend by the student and his or her parent(s) or guardian. The Colchester School District shall follow these steps prior to the formal hearing.

- A written recommendation for long-term suspension shall be prepared by the principal or the Superintendent or his/her designee. It shall contain a full statement of the grounds on which the recommendation is made and a summary of the evidence against the student. It shall be sent to the Chair of the School Board and to the Superintendent.
- A formal hearing shall be scheduled before the Colchester School Board to be conducted in accordance with *Colchester School District* procedure, i.e., the *Procedure for the Hearing Process in a Long-Term Suspension of a Student*.
- Before the formal hearing, the following information shall be sent by certified mail to the home address of the student and his/her parent(s) or guardian:
 - a. The written recommendation for the long-term suspension of the student.
 - b. A notice of hearing stating the date, time, and place of the scheduled hearing.
 - c. A copy of the *Colchester School District Procedure for the Hearing Process in a Long-Term Suspension of a Student*.
 - d. Nature of the charges including notice of which policy was violated.
 - e. Notice that the student has the right to legal representation at the hearing.
 - f. Notice that the student has the right at the hearing to present evidence.
 - g. Notice that the student has the right at the hearing to cross-examine witnesses.
 - h. The name and phone number of a school administrator to be contacted in case there are questions.

- i. With respect to students eligible for special education, parents shall also be provided a copy of Parents' Rights in Special Education, Procedural Safeguards Notice.

COMPULSORY ATTENDANCE DURING SUSPENSION OR EXPULSION

During any period of suspension or expulsion imposed by the School District, neither a student nor their parent/guardian shall be subject to compulsory attendance requirements unless the conditions of suspension or expulsion include participation in a program in the school or an alternative program outside the school.

TRANSFER OF SUSPENSION OR EXPULSION TO OTHER SCHOOLS

If an expelled or suspended student transfers into Colchester School District from a Vermont public or independent school, then upon application by the student and after a review of whether the school can provide the student with appropriate services, the School District may choose to continue the suspension or expulsion imposed by the original school.

Legal Reference(s):

16 V.S.A. § 1161a -1163

20 U.S.C. §§ 1400 et seq.

29 U.S.C. §794

Vermont State Board of Education Manual of Rules & Practices 4312, 4313, 2020.8.12

**PROCEDURE: PROCEDURE FOR THE HEARING PROCESS IN A
LONG-TERM SUSPENSION OF A STUDENT**

HEARING:

- A. A quorum of the School Board must be present.
- B. The Chair of the Colchester School Board will meet with the student. The Chair will explain to the accused and/or his or her parent(s) and/or his or her counsel the procedure that will be followed.
- C. Those present shall be School Board members, the accused, the principal or designee who will present the administration's case, and a representative of the Superintendent's office. The accused and/or the School Board may elect to have counsel. The accused may be accompanied by his/her parent(s) or legal guardian. Witnesses will be present when called upon by the Chair. Only witnesses who have something material to contribute to the case will be allowed. Personal character witnesses may be allowed if approved by the School Board following the presentation of the case.
- D. The Superintendent or designee will supply all School Board members, the accused, his/her counsel and/or parent(s) or guardian, with copies of the following documentation:
 1. Written statement of the grounds on which the recommendation is made and a brief summary of the evidence against the student.
 2. Any police report expected to be furnished to the School Board at the hearing.
 3. Summary of past disciplinary actions of record involving the accused student.
- E. The Chair shall see that the following procedure is followed:
 1. Give time, date, place, people in attendance.
 2. Request a reading of the statement of grounds on which the recommendation for a long-term suspension is made.
 3. Ensure that the School Board members and accused understand the grounds for the recommendation for a long-term suspension.
 4. Request that the principal or designee present his/her case. The principal or designee will do so by calling witnesses and presenting evidence. At this time, Board members and administration will be allowed to question witnesses.
 5. The student/parent/representative may then ask questions of witnesses.

6. The student or his or her agent may then present his or her side of the case and call witnesses and present evidence. Witnesses may be examined by the accused and by the School Board.
 7. The Administration may then ask questions of the witnesses.
 8. At the close of evidence the Chair shall announce that the School Board is going into deliberative session. Prior to going into deliberation the School Board shall ask for a recommendation from the administration. The Chair may also receive recommendations from the accused and/or his or her parent(s) and/or his or her counsel. After receiving these recommendations, the Chair will clear the hearing room except for the board and counsel to the School Board. Deliberations shall begin.
- F. In making its final decision, the School Board reserves the right to accept the recommendation for long-term suspension, reject it, or impose a different sanction as it deems necessary for the benefit of the accused and/or the entire student body. Options of the School Board may include but are not necessarily limited to long-term suspension, short-term suspension, or other sanctions, all as defined by School Board policy.

The School Board may impose long term suspension or expulsion while offering a student an earlier return to school, conditioned upon his/her cooperation in participating in counseling, a threat assessment, or other specialized program designed to meet his/her particular needs. Such a program shall be designed by administrative officers and/or faculty members of the school and shall be approved by the principal. The cost of any counseling or other specialized services shall be borne by the student, subject to Child Find obligations imposed under state and federal disability law.

Post-Hearing

- A. If after reasonable time the School Board has not made its decision, the Chair will inform those waiting for the decision that a decision will be forthcoming and set a specific date and time to give the decision to the accused. Said date shall be no later than five school days after the date of the hearing, or ten calendar days, whichever comes sooner.
- B. The Superintendent will prepare a letter notifying the accused and parent(s) and/or legal guardian of the decision of the School Board.
- C. Copies of tapes and/or documentary evidence will be made available upon request, at cost, to the accused, or his/her parent(s), guardian and/or counsel.

PERSONNEL CONSENT AGENDA

Board Date: June 5, 2018 Revised

Licensed Employees (Teacher/Administrator)

Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Teacher	James	Bean	New Hire	Elementary Teacher	1.0 FTE	MBS	Request to Hire	Neil Renner	Yes	Yes
Teacher	Erin	Brady	FTE Increase	Instructional Coach	.20 FTE	CHS	Request to Hire	Erin Brady	Yes	Yes
Teacher	Wayland	Cole	FTE Increase	English Teacher	.20 FTE	CHS	Request to Hire	Katherine Lenox	Yes	Yes
Teacher	Susanne	DiGrande	New Hire	Grade 6: Math/Science Teacher	1.0 FTE	CMS	Request to Hire	Ken Epstein	Yes	Yes
Teacher	Danielle	Hardy	End of Employment	Early Childhood Special Education Teacher	0.5 FTE	MBS	Request to end Employment effective June 30, 2018			Yes
Teacher	Katherine	Lenox	FTE Increase	Instructional Coach	.20 FTE	CHS	Request to Hire	Katherine Lenox	Yes	Yes
Teacher	Katherine	Lenox	Leave of Absence	English Teacher	.20 FTE	CHS	Leave of Absence 18/19 part of FTE			Yes
Teacher	Brittany	Moore	New Hire	Elementary Teacher	1.0 FTE	PPS	Request to Hire	Tessa Warren	Yes	Yes
Teacher	Kaian	Richards-Wilkes	New Hire	Physical Education Teacher	1.0 FTE	UMS	Request to Hire	Robert Traquair	Yes	Yes
Teacher	Hannah	Terracino	New Hire	Elementary Art Teacher, One-Year Only	1.0 FTE	MBS	Request to Hire	Katherine DeCoff	Yes	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	Victor	Toman	New Hire	Drama Director		CHS	Notice of Hire	Allison Talis	Yes	Yes
Support Staff	Gabrielle	Brooks	New Hire	Main Office Secretary	40.0 hr	CHS	Notice of Hire	Amy Lighthill	Yes	Yes
Support Staff	Elizabeth	Clapp	New Hire	Paraeducator - ELL	32.5 hr	MBS	Notice of Hire	Sarah van Nostrand	Yes	Yes
Support Staff	Renee	DeCelle	End of Employment	Administrative Assistant - Guidance	40.0 hr	CHS	Notice of End of Employment			Yes
Support Staff	Zachary	Kelly	End of Employment	Behavior Interventionist	35.0 hr	MBS	Notice of End of Employment			Yes
Support Staff	Kendy	Mayo	Leave of Absence	Head Cook		UMS	Request for Leave of Absence through end of year.			

COLCHESTER SCHOOL DISTRICT

Board of Education Meeting
Colchester High School Media Center

Tuesday, May 15, 2018
7:00 p.m. (General Session)

MINUTES (General Session)

The Colchester Board of Education held a regular board meeting on Tuesday, May 15, 2018, at the Colchester High School Media Center. Those in attendance were Board Chair Mike Rogers; Directors: Craig Kieny, Curt Taylor and Lindsey Cox; Student Board Member Robert Davis; Superintendent Amy Minor; Business and Operations Manager George Trieb; Director of Curriculum and Instruction Gwen Carmolli; Principals Heather Baron, Carolyn Millham, Chris Antonicci, and Assistant Principal Jordan Burke.

There were no audience members.

I. Call Meeting to Order and Pledge of Allegiance

Board Chair Mike Rogers called the meeting to order at 7:01 p.m. and led in the Pledge of Allegiance.

II. Citizen Participation

None.

III. Report from Building Principals

All of the principals reported being in the middle of hiring season and are pleased with strong candidate pools for each of the open positions.

Principal Carolyn Millham of PPS shared that the Colchester-Milton Rotary purchased 5 trees and donated them to the school. On Friday they were able to join 2nd-grade students who helped plant the trees as part of their Project Based Learning topic.

Current Assistant Principal of MBS Jordan Burke reported they are wrapping up SBAC testing. This was the first year 5th graders took the SBAC science test. She stated they are also facilitating the upcoming transition for current 2nd graders into 3rd grade. The school held a new format for their 3rd grade family night which included 3rd grade students presenting which was well received.

CHS Principal Heather Baron shared that the new assistant principal for next year has been able to start working two days a week which will help with the transition make the administrative team's summer work more productive. On Friday, May 18th, in conjunction with local emergency service agencies, the school is hosting a distracted driving assembly for 9th and 10th grade students and a mock crash with an impaired driver for 11th and 12th grade students. Both are being conducted in advance of prom to help students make safe and healthy choices.

IV. CHS Conservation of Costa Rica Trip Review

Students and faculty from CHS who recently participated in the Conservation in Costa Rica Trip presented the board with their reflections and outcomes. They took the board through each day of their trip illustrated with pictures and explanations of what they did and how it corresponded with

the intended curriculum. Overall the trip was highly successful. The students said they cherished the experience particularly because it provided them an opportunity to see and feel the real meaning behind their learning. Director Kieny asked the students if there was a specific experience in Costa Rica that changed how they thought about their life in Vermont. One student said she is more interested in environmental issues. She was very impressed with how Costa Ricans use all of their resources to reduce waste. Board Chair Rogers expressed the importance of ensuring that all students in the district have the opportunity to participate in international travel.

V. Town of Colchester Presentation on Municipal Sewer Project

Colchester's Director of Public Works Bryan Osborne presented information on the town's proposed Municipal Sewer Project. Ultimately, the town is asking if the district would like to be included within the wastewater service area and be connected to the system at the time of construction. Director Kieny confirmed that the main goal of this project is to clean up the lake from pollution. He then asked if the school facilities are impacting the lake. Osborne stated they have no evidence of that. Their data does not show which specific properties are contributing to lake pollution. Director Cox pointed out that in the original presentation to town officials it was stated that individual rates would be lower if the district decided to be a part of this project. Osborne stated they now have refined data and information which has led them to project the same individual end user rate regardless of CSD involvement. The board asked a series of questions related to project details, costs, and timeline and will continue a discussion at their Spring Retreat prior to making a decision. Osborne stated that following a decision from the school board, the select board will aim to make a decision to proceed or abandon the project by the end of July.

VI. Second and Final Reading of Participation of Home Study Students in School Programs and Activities Policy: F26

No changes were made since the first reading.

Director Cox moved to approve the second and final reading of the Participation of Home Study Students in School Programs Activities policy, seconded by Director Taylor. The motion passed unanimously, 4-0.

VII. Approval of Consolidated Federal Programs Grant and Assurances

Director of Curriculum and Instruction Gwen Carmolli provided an overview of the official allocations for the Consolidated Federal Programs Grant. In order to apply, the district has to provide assurance that it complies with federal regulations, specifically in the areas of comparability, school prayer, and supplement not supplant for the funds.

Director Taylor moved to authorize the superintendent to sign the assurances for the Consolidated Federal Programs Grant for the 2018-2019 grant application, seconded by Director Kieny. The motion passed unanimously, 4-0.

VIII. Approval of Individuals with Disabilities Education Improvement Act-B Assurances

As with the previous agenda item, the board also needed to authorize the superintendent to sign the assurances for IDEA Act-B which include the use of the National Instruction Material Access Center, complete federal record keeping, fulfilling Child Find obligations, and to provide special education service and comply with state regulations.

Director Kieny moved to authorize the superintendent to sign the assurances for IDEA-Part B for the 2018-2019 grant application, seconded by Director Cox. The motion passed unanimously, 4-0.

IX. Approval for Purchase of Generator for CHS

Business and Operations Manager George Trieb requested approval to purchase and install a new 60 KW generator for CHS. The existing 50 KW generator was installed as part of the original construction of the school and became inoperable during this year. Currently, the school has been utilizing the town's generator as an interim solution. The district solicited three bids and the board untimely chose Powers Guaranteed Generators with the lowest bid of \$22,160.

Director Cox moved to authorize the business and operations manager to purchase the generator as requested, seconded by Director Taylor. The motion passed unanimously, 4-0.

X. Approval of Personnel Consent Agenda

The following Personnel Consent Agenda was presented for May 15, 2018.

PERSONNEL CONSENT AGENDA

Board Date: May 15, 2018 Revised

Licensed Employees (Teacher/Administrator)

Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support

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	Timothy	Arthur	End of Employment	Behavior Interventionist	35.0 hr	CMS	Notice of End of Employment			Yes
Support Staff	Amy	Lighthill	End of Employment	Main Office Secretary	40.0 hr	CHS	Notice of End of Employment			Yes
Support Staff	Kathleen	McIntyre	End of Employment	Behavior Interventionist	35.0 hr	UMS	Notice of End of Employment			Yes
Support Staff	Carolyn	Richards	End of Employment	Paraeducator - Special Education	32.5 hr	CMS	Notice of End of Employment			Yes
Support Staff	Hunter	Stark	End of Employment	Behavior Interventionist	35.0 hr	CMS	Notice of End of Employment			Yes
Support Staff	Amy	Wagoner	Leave of Absence	Paraeducator/Paraeducator - Special Education	32.5 hr	PPS	Leave of Absence Request from May 1 - end of school year			

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

XI. Approval of Minutes: May 1, 2018

Director Taylor moved to approve the minutes of May 1, 2018, seconded by Director Kieny. The motion passed unanimously, 4-0.

XII. Approval of Minutes: May 14, 2018 (added agenda item)

The board held a special meeting the day prior to this meeting and added this agenda item so they could approve the corresponding minutes.

Director Kieny moved to approve the minutes of May 14, 2018, seconded by Director Taylor. The motion passed unanimously, 4-0.

XIII. Board/Administration Communications, Correspondence, Committee Reports

- Superintendent Minor congratulated our students and art teachers on an exceptional showing at the recent CSD Art Show.

XIV. Possible Future Agenda Items

- Board Retreat
- Food Service
- Continued Policy Work
- Innovation in Education Presentations

XV. Adjournment

Director Cox moved to adjourn at 8:45 p.m., seconded by Director Kieny. The motion passed unanimously, 4-0.

Recorder:

Board Clerk:

Meghan Baule
Communications Specialist

Craig Kieny
Board Clerk

COLCHESTER SCHOOL DISTRICT

Board of Education Meeting, Special Meeting - Retreat
Central Office Conference Room

Monday, May 21, 2018
4:00 p.m. (General Session)

MINUTES (Work Session)

The Colchester Board of Education held a Special Board Meeting on Monday, May 21, 2018, in the Central Office Conference Room. Those in attendance were: Board Chair Mike Rogers; Directors: Lincoln White, Craig Kieny, Curt Taylor and Lindsey Cox; Superintendent Amy Minor; and Business and Operations Manager George Trieb.

There were no members of the community in attendance.

I. **Call Meeting to Order**

Chair Mike Rogers called the meeting to order at 4:00 p.m.

II. **Board of Education Retreat**

A. **School Safety Update**

Lieutenant Doug Allen from the Colchester Police Department provided the board with a presentation on the safety audit that was done in March of 2018. Together, Colchester School District and the Colchester Police Department have developed a strong set of school safety procedures that are rooted in best practices. Lieutenant Allen also gave the board the opportunity to ask any questions regarding district safety planning and the practicing of drills.

B. **Town of Colchester Municipal Sewer Project**

The board discussed the recent presentation from Public Works Director Bryan Osborne including the financial impact of joining the project. The board plans to have a discussion on the MBS Sewer Project at their June 5 meeting.

C. **Negotiations Update**

School Board Chair Mike Rogers provided the board with an update as to where negotiations are with support staff. Superintendent Amy Minor and Business Manager George Trieb provided the board with an update on the district's progress transitioning to the new HRA/FSA administrator, DataPath. Overall it is progressing as planned and the next communication to employees will happen this week.

D. **District Planning**

Superintendent Minor shared an overview of a process to develop the next strategic plan for the school district. This process is expected to begin sometime this fall. As part of the visioning process for the district, Superintendent Minor asked to board to discuss the current state of facilities for preschool through grade 2. For the past three years, the board has been discussing a significant investment in district facilities so that they can better

meet the needs of its students. The board expressed a desire to move forward with a facilities project in this area and will have more detailed discussions at the fall retreat. Finally, the board brainstormed topics that they would like to see presented at upcoming school board meetings as part of their 2018-2019 work plan.

III. Hear Possible Future Agenda Items

None.

IV. Adjournment

Board Chair Rogers moved to adjourn at 8:02 p.m., seconded by Director White. The motion passed unanimously, 5-0.

Recorder:

Board Clerk:

Amy Minor
Superintendent of Schools

Craig Kieny
Board Clerk