

Colchester School Board

Meeting Agenda and Packet

October 16, 2018

**Colchester School District
Board of Education Meeting Agenda
Colchester High School – Media Center
October 16, 2018
7:00 PM**

AGENDA

- | | |
|---|--------------------|
| I. Call to Order and Pledge of Allegiance | |
| II. Citizen Participation* | |
| III. Report from Building Principals | Information |
| IV. Presentation on Food Allergies in Schools | Information |
| V. Grades PreK & 3-5 School Report: MBS | Information |
| VI. Quarterly Financial and Special Education Reports | Information |
| VII. Budget Timeline Discussion | Information |
| VIII. Approval of Personnel Consent Agenda | Action |
| IX. Approval of Minutes: October 2, 2018 | Action |
| X. Board/Administration Communication, Correspondence, Committee Reports | Information |
| XI. Possible Future Agenda Items | Information |
| XII. 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.

Special Education Quarterly Board Reports 2018-2019

STUDENT DATA:

Overall Student Enrollment Data						
PROGRAM	15-16	16-17	Oct 2017	Oct 2018	Feb 2019	April 2019
CSD Total Enrollment (including onsite PreK and tuition)	2140	2054	2139	2212		
Total Number of Special Education Students (with PreK special ed)	296	321	327	355		
Percentage of Special Education Students (PreK-12)	13.8%	15.6%	15.2%	16%		
Percentage of Special Education Students (K-12)	13%	14%	15%	13%		

Preschool Data						
PROGRAM	15-16	16-17	Oct 2017	Oct 2018	Feb 2019	April 2019
CSD Preschool Program Total Students	74	75	67	75		
CSD Preschool Program Special Education Students	44	36	21	52		
CSD Preschool Program General Education Students	30	39	46	23		
CSD special education students provided services	-	17	7	25		
Headstart	20	20	15	15		

Out of District Placements						
PROGRAM	15-16	16-17	Oct 2017	Oct 2018	Feb 2019	April 2019
TOTAL	16	14	19	22		

Support Staff						
	15-16	16-17	Oct 2017	Oct 2018	Feb 2019	April 2019
Para Educators	90	89	80	81		
Interventionist	18	18	24.5	25		
Special Educators	27	31.5	31.5	31		
Speech Language Pathologists (SLP)	7	7	7	7.5		
Behavior Specialists	3	3	3	3		

TRENDS AND KEY POINTS:

- Special Education Enrollment continues to rise. In addition, we continue to see the needs of students increase. In the last 4 years we have seen an increase in over 50 students in special ed.
- The out of district placements continue to increase. We have several student teams in the process of discussion alternative programs in order to meet the students needs.
- We have open paraeducator and interventionist positions.
- Chittenden County and Statewide are experiencing the same trends of increase spec ed enrollment, increase in intensity and increase in the number of Out of District Placements.
- The alternative schools in the area all have waitlists.

**Colchester School District
FY20 Budget Timeline**

Board Meeting Dates	Budget Topic	Specific Budget Items
10/16/18	Timeline	<ul style="list-style-type: none"> Review budget timeline/process – general budget discussion
11/6/18	Expenditures/Strategy	<ul style="list-style-type: none"> General budget discussion – prioritize key budget items (strategy – vision driven process) Building Operational Budgets- PPS, UMS, MBS, CMS, CHS. Enrollment history and projections Personnel Compensation - all schools & programs Class size numbers – K-8 / FTE’s instructional
11/20/18	Expenditures	<ul style="list-style-type: none"> Grant/Medicaid funded programs and personnel Review and discuss baseline expenditure budget Discuss new/discontinued programs – Impact
12/4/18	Expenditures	<ul style="list-style-type: none"> Continue to review & discuss expenditures Finalize expenditure budget
12/18/18	Expenditures	<ul style="list-style-type: none"> Present Superintendent’s recommended budget
1/8/19	Revenue	<ul style="list-style-type: none"> Discuss all potential sources of revenue – local, state, federal and SPED
1/15/19	General	<ul style="list-style-type: none"> Discuss funding formula, CLA, tax ramifications and tax sensitivity School Board approves budget and warning
2/5/19	Budget Discussions	<ul style="list-style-type: none"> Discuss and promote budget
2/19/19	Budget Discussions	<ul style="list-style-type: none"> Discuss and promote budget
3/4/19	Town Meeting	<ul style="list-style-type: none"> Town Meeting/School Report Night
3/5/19	Meeting/Vote	<ul style="list-style-type: none"> Obtain approval for school budget



FY20 Budget Communications Plan

In-Person

- One Hosted Community Meeting
- PTO Meetings
- Faculty Meetings
- Town Meeting Night
- Winter Carnival

Video

- Your Vote Matters Series
 - Three episodes released on Mondays: 2/4, 2/11, 2/18
- Student's Voice Video from board member Sophia Brigante
 - Will be posted the week before the vote Monday 2/25
- LCATV Round Table Discussion

Written

- Annual Report
- Letter to families via School Messenger
- Email and text reminder from Amy on Town Meeting Day
- Building & Superintendent newsletters
- Social media graphics posted on pages throughout February

PERSONNEL CONSENT AGENDA**Board Date: October 16, 2018****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
Co-Curricular	Lindsey	Baldwin	New Hire	Drama Coach		CMS	Notice of Hire	Emily Desautels	Yes	Yes
Co-Curricular	Grant	Bolsta	New Hire	Boys Varsity Lacrosse Coach		CHS	Notice of Hire	Daniel Shepherd	Yes	Yes
Support Staff	Roberta	Goddard	End of Employment	Food Service Worker	31.25 hr	CHS	Notice of End of Employment			Yes
Support Staff	Skylar	Rogers	End of Employment	Paraeducator - Special Education	32.5 hr	PPS	Notice of End of Employment			Yes
Support Staff	Miriam	Mahar	New Hire	Behavior Interventionist	35.0 hr	CAP	Notice of Hire	Goma Mabika	Yes	Yes
Support Staff	Cheryl	Moore	New Hire	Paraeducator - Special Education	32.5 hr	CMS	Notice of Hire	Teresa Laska	Yes	Yes
Support Staff	Kenneth	Paquette Jr	New Hire	Behavior Interventionist	35.0 hr	MBS	Notice of Hire	Kenneth Paquette Jr	Yes	Yes
Support Staff	Jason	Washington	New Hire	Autism Interventionist	35.0 hr	PPS	Notice of Hire	Kathleen McIntyre	Yes	Yes

COLCHESTER SCHOOL DISTRICT

Board of Education Meeting
Colchester High School Media Center

Tuesday, October 2, 2018
7:00 p.m. (General Session)

MINUTES (General Session)

The Colchester Board of Education held a regular board meeting on Tuesday, October 2, 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 Representative Sophia Brigante; Superintendent Amy Minor; Business and Operations Manager George Trieb; Director of Special Education Carrie Lutz; Director of Curriculum and Instruction Gwen Carmolli; and Principals Chris Antonicci, Carolyn Millham Jordan Burke, and Heather Baron.

There were 12 audience members in attendance.

I. Call 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

Board Chair Rogers noted several members in the audience and confirmed that they were in attendance to speak about the new bus stop located at Westbury Trailer Park and Oak Terrace Apartments. He stated the board was aware of their concerns and had watched the select board meeting from the week prior. He provided the audience with an overview of why Mountain Transit can no longer travel into the developments, citing that it is a private road which is not maintained by the town. He shared that Mountain Transit, the Colchester Police Department, and the Colchester Department of Public Works have all reviewed the new bus stop and agree it is an appropriate and safe location. He stated the district has a contract with Mountain Transit and must honor it.

Dave Richards, a resident of Westbury Park for 12 years, spoke on behalf of those who were unable to attend the meeting. He stated he does not have children in the district but that his home is located close to the bus stop. He shared that their biggest concern is the safety of the children. Specifically, he cited that the kids have to wait in the roadway of the park entrance which is close to the main road, there is reduced visibility of the bus stop because of the curve in the roadway, traffic on the main road drive at a high rate, and the frequency of vehicles not stopping for the bus lights. He stated not having a bus come into the development leaves residents feeling as though they are being discriminated against. Mr. Richards stated both Westbury Park and Oak Terrace are willing to sign insurance liability waivers to allow the buses to resume pick-up and drop-off inside the developments. He also questioned Mountain Transit's private road policy in regards to field trips.

June Thibault, a resident of Westbury Park, stated she brings her granddaughter to the bus stop daily. She was upset with the "blatant disregard" that vehicles have for the bus lights. She also informed the board that there are kids with special needs who can no longer wait at that stop. She has driven her granddaughter to school on occasion because she feels the stop is unsafe.

Superintendent Amy Minor said students can wait at any bus stop and subsequently offered for families to wait at the nearby Hidden Oaks stop or at the other entrance to the park (Wedgewood Rd) where it is further from the corner and there is more visibility.

Ralph Perkins, a Colchester resident but not of the park, asked several clarifying questions about the type of maintenance to the road that would be acceptable and the contract between Mountain Transit and the district.

Miranda Bushey, a Westbury Park resident, asked if there were other bus companies the district could contract with. Board Chair Rogers stated that it would be difficult for another company to accommodate the size of the district.

Director Cox thanked the community members for coming to the meeting to share their concerns. She asked if the park is willing to put up any type of shelter or infrastructure at the bus stop. Several members responded no and pointed out that the park is up for sale.

Director Kieny also thanked the group for being at the meeting. He stated that he was at the bus stop on Friday and Monday and recognizes their concerns with the curve in the road. Director Kieny shared that he thinks there needs to be a meeting with all the involved parties to resolve the issue.

Hershal Lapidow, a Westbury Park resident, stated there needs to be an interim solution and a final solution.

Directory Taylor added that in addition to the people at the meeting, he has talked to other Westbury Park residents who share the same safety concerns.

III. Report from Building Principals

Information

CHS Principal Heather Baron noted the decorated hallways leading to the meeting location in the library. They are part of spirit week activities which are run by student government. She shared that CHS has two new advanced placement courses being taught this year, environmental science this fall and coding this spring. Last Monday, CHS hosted a local superintendent and a representative with AltSchool. They spoke with a number of CHS students who are involved in personalized learning.

MBS Principal Jordan Burke said her school had a successful first early release day. She was happy to have several teachers provide professional development around the implementation of the Next Generation Science Standards. The unified arts (UA) teachers had an opportunity to work with UA teachers from other grades. She encouraged students and community members to join MBS at Bayside Park for their annual Walk to School Day on October 10th at 8 am.

IV. Approval of CHS Trip to Ecuador

Action

With several successful international trips traveled by CHS students and staff, CHS Principal Heather Baron presented the board with an overview of how the high school plans to continue to provide students with the opportunity to travel and engage in learning about people, places, cultures, and environments outside of Vermont. The school has set some guidelines around how many trips will take place each year and what students are eligible to attend. Having a set rotation for trips will also help keep the number of fundraisers put out to the community at a reasonable amount. CHS

faculty members Carrie Robinson and Karen Turner then presented a service learning opportunity for students with a trip to Ecuador in 2020. Director Kiney asked why the Ecuador trip is being planned further in advance than other trips. Ms. Robinson stated the monthly payments are lower the further out they book.

Director Cox moved to approve the CHS trip to Ecuador, seconded by Director Taylor. The motion passed unanimously, 4-0.

V. Grade K-2 School Report: UMS & PPS **Information**

UMS Principal Chris Antonicci and PPS Principal Carolyn Millham provided the board with a joint school report for grades K-2. They shared highlights from their buildings as well as enrollment, demographic, climate, and behavior data. They also shared building goals for their continuous improvement plan. Director Taylor asked how student demographics have changed over the past five years. Principal Antonicci stated there has absolutely been a shift and he is seeing more students with trauma in their background. The school has adjusted staffing and training to address this growing population.

VI. Approval of Purchase and Installation of Paging System at MBS **Action**

Business and Operations Manager George Trieb outlined the need for a new paging system at MBS. The district recently received a safety grant through the State of Vermont in the amount of \$25,000 for the purchase and installation of a new system. The current paging system is old and antiquated and it does not work properly in certain areas of the school. The district received a bid from Twinstare Technologies for a completely new system that would be installed before the end of the current school year. The bid totaled \$33,404.33 and the district would be required to pay the balance of the bid after the grant of \$25,000.

Director Kieny moved to approve the purchase and implementation of a new paging system at MBS, part of which will be paid for by a \$25,000 grant from the State of Vermont, and to authorize the Business and Operations Manager to execute the necessary documents to make this happen, seconded by Director Cox. The motion passed unanimously, 4-0

VII. Second and Final Reading of Student Freedom of Expression in School-Sponsored Media Policy: F36 **Information**

There were no changes to this draft since the first reading.

Director Taylor moved to approve the second and reading of the Student Freedom of Expression in School-Sponsored Media policy, seconded by Director Kieny. The motion passed unanimously, 4-0.

VIII. Second and Final Reading of Video Surveillance Policy: E6 **Action**

“School Board” was replaced with “district” in several places. No other changes since the first reading.

Director Taylor moved to approve the second and final reading of the Video Surveillance policy, seconded by Director Kieny. The motion passed unanimously, 4-0.

IX. Approval of Personnel Consent Agenda

Action

The following Personnel Consent Agenda was presented for October 2, 2018.

PERSONNEL CONSENT AGENDA

Board Date: October 2, 2018

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	Teresa	Laska	End of Employment	Paraeducator - Special Education	32.5 hr	CMS	Notice of End of Employment			Yes
Support Staff	Justin	Bissonnette	New Hire	Paraeducator - Special Education	17.5 hr	PPS	Notice of Hire		Yes	Yes
Support Staff	Lara	Breeding	New Hire	Paraeducator - Special Education	32.5 hr	UMS	Notice of Hire	Gabrielle Roberts	Yes	Yes
Support Staff	Linda	Gregoire	New Hire	Administrative Assistant-Guidance Registrar	40.0 hr	CMS	Notice of Hire	Patricia Ward	Yes	Yes
Support Staff	Ode	Mbilizi	New Hire	Custodian	40.0 hr	CHS	Notice of Hire	Paul Shaw	Yes	Yes
Support Staff	Purnawati	Poudyel	New Hire	Custodian	40.0 hr	CMS	Notice of Hire	Michael Breault	Yes	Yes
Support Staff	Emilie	Schweikert	New Hire	Paraeducator - Special Education	32.5 hr	MBS	Notice of Hire	Morgan McNall	Yes	Yes

Director Kiemy moved to approve the personnel consent agenda as provided, seconded by Director Taylor. The motion passed unanimously, 4-0.

X. Approval of Minutes: September 17, 2018 Action

Director Cox moved to approve the minutes of September 17, 2018, seconded by Director Taylor. The motion passed unanimously, 4-0.

XI. Approval of Minutes: September 18, 2018 Action

Director Cox moved to approve the minutes of September 18, 2018, seconded by Director Kiemy. The motion passed unanimously, 4-0.

XII. Board/Administration Communication, Correspondence, Committee Reports Information

- Superintendent Minor shared her experience serving on the discussion panel following a presentation by Sue Klebold sponsored by the Howard Center.
- The board asked Superintendent Minor to attempt to set up a meeting with the different stakeholders involved in the busing issue discussed during the citizen participation item.

XIII. Possible Future Agenda Items Information

Future Meetings:

- Discipline Policies
- School Reports
- District Nursing Report
- SBAC Results

XIV. Adjournment

Director Cox made a motion to adjourn at 9:02 p.m., seconded by Director Taylor. The motion passed unanimously, 4-0.

Recorder:

Board Clerk:

Meghan Baule
Recording Secretary

Craig Kiemy
Board Clerk