

Colchester School Board

Meeting Agenda and Packet

October 1, 2019

**Colchester School District
Board of Education Meeting Agenda
Colchester High School – Media Center
October 1, 2019
7:00 P.M.**

AGENDA

- | | |
|--|--------------------|
| I. Call to Order and Pledge of Allegiance | |
| II. Citizens Participation* | |
| III. Report from Building Principals | Information |
| IV. Approval of CHS Music Department Trip to New York City | Action |
| V. Annual School Report: Colchester Middle School | Information |
| VI. Second and Final Reading of Continuous Improvement Plan Policy: G8 | Action |
| VII. Second and Final Reading of Caregiver and Community Involvement: H2 | Action |
| VIII. Second and Final Reading of Title I Comparability Policy: G2 | Action |
| IX. Approval of Personnel Consent Agenda | Action |
| X. Approval of Minutes: September 17, 2019 | Action |
| XI. Approval of Special Meeting Minutes: September 24, 2019 6:00 PM | Action |
| XII. Approval of Special Meeting Minutes: September 24, 2019 7:00 PM | Action |
| XIII. Board/Administration Communication, Correspondence, Committee Reports | Information |
| XIV. Future Agenda Items | 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: CONTINUOUS IMPROVEMENT PLAN****DATE ADOPTED: DRAFT****POLICY STATEMENT**

In accordance with state law, it is the policy of the Colchester School District to establish annually a Continuous Improvement Plan (CIP) for the district as a whole, as well as individual CIPs for each school located in the district. These plans must be based on student achievement data and shall set forth goals and associated resources needed to improve student performance.

*Legal References:**V.S.A. 16 § 165**Vermont State Board of Education Manual of Rules and Practices § 2125*

Last Adopted: October 21, 2003
Date Warned: September 13, 2019
First Reading: September 17, 2019
Second Reading:

COLCHESTER SCHOOL DISTRICT

POLICY: CAREGIVER AND COMMUNITY INVOLVEMENT POLICY

DATE ADOPTED: DRAFT

PURPOSE

It is the policy of the Colchester School District to encourage and support the involvement of caregivers in their child's education. Research has shown that caregiver involvement is a key factor in the academic and social success of students. The board believes it is important that caregivers are involved in their child's education at home, in school and within the larger community. New educational initiatives mandate or encourage the strengthening of relationships between the caregiver, community and school.

I. DEFINITION

Caregiver: Includes a parent, legal guardian or other person who is legally responsible for the child's welfare.

II. IMPLEMENTATION

To facilitate involvement, the superintendent or their designee shall develop programs and procedures to accomplish the following objectives.

- A.** Caregivers should be informed about their children's educational programs and instructional methods and objectives. They should be notified directly of any significant changes.
- B.** Caregivers and the community should be provided with opportunities to become informed and communicate with educators on subjects such as program design, operations and evaluation.
- C.** Caregivers should be encouraged to observe instructional activities, attend program meetings, discuss concerns with educators, participate in improvement efforts and to give recommendations to school staff, administration and board members.
- D.** Caregivers should be provided with information and opportunities intended to improve their abilities to work with their children at home and in school and to build partnerships between homes and schools.

Legal Reference:

16 V.S.A. § 165

Elementary and Secondary Act, Title 1, Part A; 20 USC 1118 § 1120

Last Adopted: September 18, 2007
 Date Warned: September 13, 2019
 First Reading: September 17, 2019
 Second Reading: October 1, 2019

COLCHESTER SCHOOL DISTRICT

- E.** Faculty staff, administrators, school board members and school-community partners should be offered training opportunities intended to improve their abilities to build and maintain effective relationships with caregivers.
- F.** Community members, caregivers, and families should have access to continuous improvement plans, school reports, and other relevant data as part of the Vermont Education Quality Standards.

III. TITLE I

The district maintains programs, activities and procedures for the involvement of caregivers of students receiving services or enrolled in programs under Title I, Part A.

*Legal Reference:**16 V.S.A. § 165**Elementary and Secondary Act, Title 1, Part A; 20 USC 1118 § 1120*

Last Adopted: September 18, 2007

Date Warned: September 13, 2019

First Reading: September 17, 2019

Second Reading: October 1, 2019

COLCHESTER SCHOOL DISTRICT

POLICY: TITLE I COMPARABILITY

DATE ADOPTED: DRAFT

POLICY STATEMENT

The Colchester School District shall use local and state funds to ensure equivalence among schools. All students, regardless of which school they attend, shall have access to comparable programs and supplemental supports. If a school in the district becomes eligible to receive Title I funds, the district shall provide comparable services, staffing levels, curriculum materials and instructional supplies to both the Title I eligible school and non-Title I eligible schools.

The superintendent, or their designee, shall develop procedures for compliance with this policy to include utilizing the district-wide salary schedules, implementing a centrally controlled curriculum plan, ensuring parental/caregiver involvement compacts and maintaining and updating records that demonstrate compliance.

CAREGIVER INVOLVEMENT

For the purpose of this policy, caregiver is defined as a parent, legal guardian or other person who is legally responsible for the child's welfare. The district maintains programs, activities and procedures for the involvement of caregivers of students receiving services or enrolled in programs under Title 1, Part A. These programs, activities and procedures are described in district and school level compacts.

I. District Level Caregiver Involvement Compact

The superintendent, or their designee, shall develop a District Level Caregiver Involvement Compact according to Title I, Part A requirements. The compact shall include: the school district's expectations for caregiver involvement, specific strategies for effective caregiver involvement activities to improve student academic achievement and school performance, and other provisions required by law. The superintendent or designee shall ensure that the compact is distributed to caregivers of students receiving services, or enrolled in programs, under Title I, Part A.

II. School Level Caregiver Involvement Compact

Each building principal, or their designee, shall develop a School Level Caregiver Involvement Compact in accord with Title I, Part A requirements. The compact

Legal Reference:

20 USCA § 6321 (c) and 20 USC § 7801 (26)

16 V.S.A. § 43

Last Adopted: July 5, 2005

Date Warned: September 13, 2019

First Reading: September 17, 2019

Second Reading: October 1, 2019

shall include: a process for continually involving caregivers in its development and implementation, how caregivers, the entire school staff and students share the responsibility for improved academic achievement, the means by which the school and caregivers build and develop a partnership to help students achieve the State's standards, and other provisions as required by law. Each principal or designee shall ensure that the compact is distributed to caregivers of students receiving services, or enrolled in programs under Title I, Part A.

Legal Reference:

20 USCA § 6321 (c) and 20 USC § 7801 (26)

16 V.S.A. § 43

Last Adopted: July 5, 2005

Date Warned: September 13, 2019

First Reading: September 17, 2019

Second Reading: October 1, 2019

PERSONNEL CONSENT AGENDA

Board Date: October 01, 2019

Licensed Employees (Teacher/Administrator)

Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Teacher	Matthew	Swinson	New Hire	Language Arts, Long-Term Substitute	1.0 FTE	CMS	Notice of Hire	Aubrey Garrison	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
Support Staff	Audrey	Evans	New Hire	Paraeducator - Speech	32.5	CHS	Notice of Hire	Andrew Rinere	Yes	Yes
Support Staff	Anneka	Welsh	New Hire	Paraeducator- Special Education	32.5	CHS	Notice of Hire	Jonathan Thompson	Yes	Yes
Support Staff	Alyson	Hevey	End of Employment	Medicaid Coordinator/Receptionist	40	CO	Notice of End of Employment			Yes
Support Staff	Mary	Miller	New Hire	Administrative Assistant	40	MBS	Notice of Hire	Pam Reith	Yes	Yes
Support Staff	Dorothea	Alter	New Hire	Paraeducator- Special Education	32.5	MBS	Notice of Hire	Open Position	Yes	Yes
Support Staff	Shawn	Lund	End of Employment	Behavior Interventionist	35	CAP	Notice of End of Employment			Yes
Support Staff	Peter	Taylor	New Hire	Behavior Interventionist	35	MBS	Notice of Hire	Open Position	Yes	Yes

COLCHESTER SCHOOL DISTRICT

Board of Education Meeting
Colchester High School Media Center

Tuesday, September 17, 2019
7:00 p.m.

MINUTES (General Session)

The Colchester Board of Education held a regular board meeting on Tuesday, September 17, 2019, at the Colchester High School Media Center. Those in attendance were Board Chair Mike Rogers; Directors: Craig Kieny, Lindsey Cox and Lincoln White; Director Curt Taylor attended via phone; Student Representative Mitch Gadapee; Superintendent Amy Minor; Director of Curriculum Gwendolyn Carmolli, Director of Student Support Services Carrie Lutz; Principals: Carolyn Millham and Chris Antonicci.

I. Call to Order and Pledge of Allegiance

Board Chair Mike Rogers called the meeting to order at 7:02 p.m. and led in the Pledge of Allegiance.

II. Citizen Participation

None.

III. Report from Building Principals

Information

Both principals in attendance shared that school has been operating smoothly since they welcomed everyone back. Principal Millham is looking forward to their open house on Thursday and invited the board to attend.

IV. Approval of CHS Music Department Trip to New York City

Action

This item was held for the next meeting.

V. Annual School Report: Union Memorial School

Information

This year, the schools are debuting a new format for their annual reports. Their presentations to the board will focus on goals outlined in their Continuous Improvement Plans (CIP) and they will supply an accompanying fact sheet which will include information such as enrollment, demographics, behavior and academic testing data from the 2018-2019 school year.

Union Memorial School Principal, Chris Antonicci, was the first to present his school report to the board. He started by providing an overview of the school's CIP goals. Academically, those goals were focused on developing and implementing a new science curriculum and evolving the way they provide reading instruction to improve student comprehension and test scores. From a behavioral perspective, their CIP goal was to continue to offer targeted positive interventions to students needing additional support.

The board engaged Principal Antonicci on sections of the academic data asking more specific questions about which cohorts of students were tested, what the testing looked like and how often it was administered.

VI. Second and Final Reading of Fiscal and Business Management Policy: E1 Action

No edits requested.

Director Kieny moved to approve the second and final reading of the Fiscal and Business Management Policy: E1, seconded by Director Cox. The motion passed unanimously, 5-0.

VII. First Reading of Location Action Plan Policy: G8 Action

This policy was brought before the board as part of the policy revision cycle. It was last reviewed in 2003. The only recommended change was to update “Local Action Plan” to “Continuous Improvement Plan” to reflect the current language used by the VT Agency of Education.

Director Cox moved to approve the first reading of the Continuous Improvement Plan Policy: G8, seconded by Director White. The motion passed unanimously, 5-0.

VIII. First Reading of Parents and Community Involvement Policy: H2 Action

This policy was brought before the board as part of the policy revision cycle. It was last reviewed in 2007. To reflect the evolving dynamic of families in the district, the word “parent” was replaced with “caregiver”. The majority of the content was kept the same, however, the old mission statement was removed and some research-based language suggested by the Vermont School Board Association was added. Also added was a section specifically referencing the involvement of caregivers of students receiving Title 1 services. Director Cox voiced concerned with the term “caregiver” as a replacement for “parent”. Although she agrees with the need to expand the exclusiveness of the term “parent”, she asked if “caregiver” could be defined as a legal guardian in the policy to make it more explicit in regards to the release of information under federal education privacy laws. Director White asked that there be added language speaking to the involvement of the community. Director Taylor requested several wording changes in the implementation section.

Director Cox moved to approve the first reading of the Caregivers and Community Involvement Policy: H2, seconded by Director Kieny. The motion passed unanimously, 5-0.

IX. First Reading of Comparability Policy: G2 Action

This policy was brought before the board as part of the policy revision cycle. It was last reviewed in 2005. This policy is required in order for the district to receive Title funds. For that reason, it was suggested that the title of the policy include the term “Title I”. The draft policy is reformatted and has some updated content and language to better align with the Vermont School Board Association’s model policy.

Director Kieny moved to approve the first reading of the Title I Comparability Policy: G2, seconded by Director White. The motion passed unanimously, 5-0.

X. Approval of Personnel Consent Agenda

Action

The following Personnel Consent Agenda was presented for September 17, 2019.

PERSONNEL CONSENT AGENDA

Board Date: September 17, 2019

Licensed Employees (Teacher/Administrator)

Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Teacher	Perry	Nunn	End of Employment	Alternative Education Teacher	1.0 FTE	CMS	Notice of End of Employment			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	Stacey	Tufts	New Hire	Paraeducator- Bus Rider	8	MBS	Notice of Hire	Heather Sumner	Yes	Yes
Support Staff	Kelsey	Sadewicz	New Hire	Paraeducator	32.5	PPS	Notice of Hire	Lindsey Lesage	Yes	Yes
Support Staff	Sara	Mckay	New Hire	Paraeducator- Special Education	32.5	CMS	Notice of Hire	Megan Holland	Yes	Yes
Support Staff	Jeremie	Paquette	New Hire	Technology Specialist I	40	CHS	Notice of Hire	Jason Singh	Yes	Yes
Support Staff	Renee	McLaughlin	End of Employment	Lunch/Reces Monitor - NIA	15	CMS	Notice of End of Employment			Yes
Support Staff	Sophie	Gregg	New Hire	Paraeducator- Bus Rider	15	MBS	Notice of Hire	Megan Mead	Yes	Yes
Support Staff	Sara	Mckay	End of Employment	Paraeducator- Special Education	32.5	CMS	Notice of End of Employment			Yes
Support Staff	Jessica	Swan	New Hire	Paraeducator- Preschool	32.5	MBS	Notice of Hire	Hilarie Jones		Yes
Support Staff	Derek	Sanderson	New Hire	Paraeducator- Special Education	32.5	MBS	Notice of Hire	Philip Smith	Yes	Yes
Support Staff	Megan	Tighe	New Hire	Paraeducator- Special Education	32.5	CMS	Notice of Hire	Megan Holland	Yes	Yes

Director White moved to approve the Personnel Consent Agenda, seconded by Director Cox. The motion passed unanimously, 5-0.

XI. Approval of Minutes: September 3, 2019 Action

Director Cox moved to approve the minutes for September 3, 2019, seconded by Director Kieny. The motion unanimously, 5-0.

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

- Student Board Member Mitch Gadapee shared the activities occurring at Colchester High School for spirit week. He boasted that the week is a cherished tradition that brings everyone in the school together.
- Superintendent Amy Minor is meeting with the district's hired architect this week to finalize the board retreat agenda which will focus on facility needs.

XIII. Future Agenda Items Information

- Continued Policy Work
- Act 173 Update
- Food Service Report
- School Report
- Early Education Center
 - Updated Demographic Report
 - Traffic Study Results
- CHS Music Trip to NYC

XIV. Adjournment

Director Cox made a motion to adjourn at 8:21 pm seconded by Director White. The motion passed unanimously, 5-0.

Recorder:

Board Clerk:

Meghan Baule
Recording Secretary

Lindsey Cox
Board Clerk

COLCHESTER SCHOOL DISTRICT

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

Tuesday, September 24, 2019
6:00 p.m. (Executive Session)

MINUTES

The Colchester Board of Education held a Special Board Meeting on Tuesday, September 24, 2019 in the Conference Room at Central Office. Those in attendance included: Board Chair Mike Rogers; Directors: Craig Kieny and Lincoln White; Superintendent Amy Minor; Colchester Middle School Principal Michele Cote and Assistant Principal Dovid Yagoda; and the student and their family.

I. Call Meeting to Order

Board Chair Mike Rogers called the meeting to order at 6:00 p.m.

II. Executive Session: Student Hearing

Board Chair Rogers moved to enter executive session at 6:00 p.m. for the purpose of a student hearing, seconded by Director White. The motion passed unanimously, 3-0.

III. Adjournment

Board Chair Rogers moved to exit executive session and adjourn at 6:31 p.m., seconded by Director White. The motion passed unanimously, 3-0.

Recorder:

Board Clerk:

Amy Minor
Superintendent of Schools

Lindsey Cox
Board Clerk

COLCHESTER SCHOOL DISTRICT

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

Tuesday, September 24, 2019
7:00 p.m. (Executive Session)

MINUTES

The Colchester Board of Education held a Special Board Meeting on Tuesday, September 24, 2019 in the Conference Room at Central Office. Those in attendance included: Board Chair Mike Rogers; Directors: Craig Kieny, Lindsey Cox, Curt Taylor and Lincoln White; Superintendent Amy Minor; Colchester High School Principal Heather Baron; and the student and their family.

I. Call Meeting to Order

Board Chair Mike Rogers called the meeting to order at 7:00 p.m.

II. Executive Session: Student Hearing

Board Chair Rogers moved to enter executive session at 7:00 p.m. for the purpose of a student hearing, seconded by Director White. The motion passed unanimously, 5-0.

III. Adjournment

Director White moved to exit executive session and adjourn at 9:30 p.m., seconded by Director Cox. The motion passed unanimously, 5-0.

Recorder:

Board Clerk:

Amy Minor
Superintendent of Schools

Lindsey Cox
Board Clerk