

Colchester School Board

Meeting Agenda and Packet

February 4, 2020

**Colchester School District
Board of Education Meeting Agenda
Colchester High School – Media Center
February 4, 2020
7:00 P.M.**

AGENDA

- | | |
|---|----------------------|
| I. Call to Order and Pledge of Allegiance | |
| II. Citizens Participation* | |
| III. Report from Building Principals | Informational |
| IV. School Report: Porters Point School | Informational |
| V. Quarterly Financial and Special Education Reports | Informational |
| VI. Approval for Purchase of Chromebooks for Malletts Bay School | Action |
| VII. FY'21 Budget Discussion | Informational |
| VIII. Approval of Personnel Consent Agenda | Action |
| IX. Approval of General Meeting Minutes: January 28, 2020 | Action |
| X. Board/Administration Communication, Correspondence, Committee Reports | Information |
| XI. Future Agenda Items | Information |
| XII. Executive Session to Discuss Contract Negotiations | 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.



Colchester School District

Administrative Offices, 125 Laker Lane, PO Box 27, Colchester, Vermont 05446
Phone: (802) 264-5999 • www.csdvt.org • Fax: (802) 863-4774

MEMO

To: School Board Directors
CC: Amy Minor
From: George A. Trieb, Jr. *GA*
Date: January 29, 2020
Subject: Year-To-Date Financial Report – December 2019

The table below shows the total budget and forecast revenue and expense figures for the period ending December 2019. Revenue and expenditures are tracking mostly as expected. Should the current spending trend continue the district would expect a slight surplus of \$206,289.

	Budget	Forecast	% of Budget	Variance
Revenue	\$41,462,768	\$41,785,346	100.78%	\$322,578
Expenses	\$41,462,768	\$41,579,057	100.28%	(\$116,289)
<i>Surplus/(Deficit)</i>				\$206,289

Attached to this memo is further detail about both the revenue and expenses through December. The district has spent 44.13% of the budget versus spending 42.73% last year at this time. The district's total commitments to date are 74.76% versus 73.58% last year.

The estimated surplus is primarily the result of \$311K of revenue from FY'19 being pushed to FY'20 as recommended by our auditors. This revenue is extraordinary revenue that was received late from the state (see attached for details). This is not uncommon but due to the extremely lateness and the amount of the revenue, the auditors felt it was best to adjust the revenue into the current year.

The table below shows expenses paid in the 2nd quarter either through board orders or payroll warrants.

Amy Minor
Superintendent
of Schools

George A. Trieb, Jr.
Business & Operations
Manager

Carrie Lutz
Director of Student
Support Services

Gwendolyn Carmolli
Director of Curriculum
& Instruction

Transaction Type	Date	Amount
Payroll Warrant	10/4/19	\$997,014.43
Board Orders	10/9/19	\$771,461.54
Payroll Warrant	10/18/19	\$1,059,689.70
Board Orders	10/23/19	\$916,900.85
Payroll Warrant		\$3,745,066.52

Transaction Type	Date	Amount
Payroll Warrant	11/1/19	\$979,195.32
Board Orders	11/6/19	\$392,527.79
Payroll Warrant	11/15/19	\$1,009,722.92
Board Orders	11/20/19	\$544,807.65
Payroll Warrant	11/29/19	\$973,311.36
Total Expenditures		\$3,899,565.04

Transaction Type	Date	Amount
Board Orders	12/4/19	\$742,187.96
Payroll Warrant	12/13/19	\$1,131,141.82
Board Orders	12/18/19	\$916,522.59
Payroll Warrant	12/27/19	\$1,003,822.22
Payroll Warrant		\$3,793,674.59

Colchester School District
Year-End Budget Report - Voted Budget Revenue
As of December 31, 2019

Description	FY2020 Budget	FY2020 Forecast	Revenue Received	Percent Received	Variance Favorable/(Unfavorable)
LOCAL					
Fund Balance	\$550,000	\$550,000	\$550,000	100.00%	\$0
Tuition	\$675,000	\$675,000	\$445,812	66.05%	\$0
Interest Earnings	\$125,000	\$125,000	\$60,051	48.04%	\$0
Facility Rentals	\$17,500	\$25,000	\$4,700	26.86%	\$7,500
Impact Fees	\$150,000	\$150,000	\$0	0.00%	\$0
Miscellaneous	\$10,000	\$10,000	\$7,701	77.01%	\$0
Act 176 Funds - High School Completion	\$0	\$9,078	\$9,078	N/A	\$9,078
TOTAL LOCAL	\$1,527,500	\$1,544,078	\$1,077,341	70.53%	\$16,578
STATE					
General State Aid	\$34,350,273	\$34,350,273	\$22,249,638	64.77%	\$0
Transportation Aid	\$380,000	\$380,000	\$280,998	73.95%	\$0
Voc. Ed. Transportation Reimb.	\$29,000	\$29,000	\$11,942	41.18%	\$0
Driver Education Reimbursement	\$20,000	\$15,000	\$3,997	19.98%	(\$5,000)
TOTAL STATE NON SPECIAL EDUCATION	\$34,779,273	\$34,774,273	\$22,546,574	64.83%	(\$5,000)
SPECIAL EDUCATION					
Special Education Block Grant	\$829,542	\$829,542	\$829,542	100.00%	\$0
Expenditure Reimbursement	\$3,481,520	\$3,792,520	\$1,917,737	55.08%	\$311,000
EEE Program	\$186,229	\$186,229	\$186,229	100.00%	\$0
TOTAL SPECIAL EDUCATION	\$4,497,291	\$4,808,291	\$2,933,508	65.23%	\$311,000
FEDERAL					
SpEd/Title IVB IDEA	\$650,087	\$650,087	\$70,770	10.89%	\$0
SpEd/EEE IDEA Pre-School	\$8,617	\$8,617	\$0	0.00%	\$0
TOTAL FEDERAL	\$658,704	\$658,704	\$70,770	10.74%	\$0
TOTAL REVENUE	\$41,462,768	\$41,785,346	\$26,628,194	64.22%	\$322,578

Colchester School District
Year-to-date Budget Report - Voted Budget Expenditures (by Object)

As of December 31, 2019

Object	Description	FY2020 Budget	FY2020 Forecast	Expenditures YTD	Encumbered	Available Budget	% of Budget Utilized	Variance Favorable/(Unfavorable)
0110	Teachers Salaries	\$15,663,568	\$15,563,568	\$6,031,499	\$9,439,241	\$192,828	98.8%	\$100,000
0111	Administrator's Salaries	\$1,738,989	\$1,738,989	\$859,290	\$859,290	\$20,410	98.8%	\$0
0112	Support Staff	\$4,713,180	\$4,713,180	\$2,028,844	\$267,669	\$2,416,668	48.7%	\$0
0113	SS Custodial/Maintenance	\$1,032,571	\$1,032,571	\$468,619	\$38,088	\$525,864	49.1%	\$0
0115	Health Insurance Buy-out	\$325,000	\$325,000	\$150,006	\$0	\$174,994	46.2%	\$0
0116	Payment in lieu of sick time	\$2,500	\$2,500	\$1,185	\$0	\$1,315	47.4%	\$0
0120	Substitutes	\$385,000	\$385,000	\$179,304	\$0	\$205,696	46.6%	\$0
0125	Stipends	\$812,965	\$812,965	\$374,929	\$0	\$438,036	46.1%	\$0
0211	Health Insurance	\$2,869,059	\$2,869,059	\$1,821,909	\$0	\$1,047,150	63.5%	\$0
0212	Dental Insurance	\$293,546	\$280,000	\$153,196	\$0	\$140,350	52.2%	\$13,546
0213	Health Care Contribution	\$7,000	\$7,000	\$484	\$0	\$6,516	6.9%	\$0
0215	Health Reimbursement Arrangement	\$708,859	\$708,859	\$206,115	\$0	\$502,744	29.1%	\$0
0220	Social Security	\$1,862,467	\$1,862,467	\$736,217	\$0	\$1,126,250	39.5%	\$0
0230	Life Insurance	\$20,342	\$33,000	\$25,691	\$0	(\$5,349)	126.3%	(\$12,658)
0232	VSTRS OPEB Payment	\$50,000	\$65,000	\$56,244	\$0	(\$6,244)	112.5%	(\$15,000)
0240	Municipal Retirement	\$280,015	\$280,015	\$130,231	\$0	\$149,784	46.5%	\$0
0250	Worker's Compensation Ins	\$248,553	\$248,553	\$223,787	\$0	\$24,766	90.0%	\$0
0260	Un-employment Compensation	\$15,000	\$15,000	\$1,460	\$0	\$13,540	9.7%	\$0
0270	Teachers Tuition Reimbursement	\$165,000	\$165,000	\$59,954	\$0	\$105,046	36.3%	\$0
0271	SS Tuition Reimbursement	\$37,000	\$37,000	\$10,488	\$0	\$26,512	28.3%	\$0
0272	Conference/Workshops	\$15,000	\$32,700	\$30,663	\$2,037	(\$17,790)	218.0%	(\$17,790)
0273	Admin Tuition Reimbursement	\$18,000	\$18,000	\$6,409	\$0	\$11,591	35.6%	\$0
0290	Other Employee Benefits	\$68,161	\$68,161	\$38,288	\$0	\$29,873	56.2%	\$0
0310	Administrative Services	\$500	\$500	\$0	\$0	\$500	0.0%	\$0
0320	Professional educational services	\$625,020	\$625,020	\$285,152	\$200,128	\$139,740	77.6%	\$0
0330	Other Professional Services	\$1,307,465	\$1,307,465	\$603,842	\$35,198	\$668,425	48.9%	\$0
0341	Audit Services	\$29,000	\$29,000	\$14,137	\$0	\$14,863	48.7%	\$0
0411	Water and Sewage	\$57,514	\$57,514	\$40,589	\$0	\$16,925	70.6%	\$0
0421	Disposal Services	\$46,238	\$46,238	\$16,076	\$0	\$30,162	34.8%	\$0
0430	Repair and Maintenance	\$820,492	\$820,492	\$481,517	\$42,106	\$296,869	63.8%	\$0
0440	Rentals & Leases	\$100,000	\$100,000	\$39,533	\$52,143	\$8,324	91.7%	\$0
0441	Rental of Land and Building	\$58,000	\$58,000	\$33,425	\$23,875	\$700	98.8%	\$0
0450	Construction Services	\$20,000	\$20,000	\$12,868	\$0	\$7,133	64.3%	\$0
0490	Other Purchased Property Services	\$45,000	\$45,000	\$3,300	\$0	\$41,700	7.3%	\$0
0510	Transportation Services	\$1,469,600	\$1,469,600	\$554,392	\$758,993	\$156,214	89.4%	\$0
0519	Transportation Field Trips/Athletics	\$112,900	\$112,900	\$28,079	\$0	\$84,821	24.9%	\$0
0521	Property Insurance	\$46,560	\$48,667	\$48,667	\$0	(\$2,107)	104.5%	(\$2,107)
0522	Liability Insurance	\$70,000	\$66,455	\$66,455	\$0	\$3,545	94.9%	\$3,545
0530	Communications	\$95,400	\$60,000	\$26,788	\$0	\$68,612	28.1%	\$35,400
0531	Telephone	\$24,550	\$24,550	\$9,642	\$0	\$14,908	39.3%	\$0
0532	Postage	\$29,250	\$29,250	\$11,827	\$0	\$17,423	40.4%	\$0
0540	Advertising	\$12,500	\$12,500	\$5,479	\$0	\$7,021	43.8%	\$0
0550	Printing and Binding	\$16,100	\$16,100	\$2,423	\$0	\$13,677	15.1%	\$0
0560	Tuition	\$2,000	\$2,000	\$0	\$0	\$2,000	0.0%	\$0
0561	Tuition to Vermont Schools	\$60,000	\$60,000	\$15,138	\$0	\$44,862	25.2%	\$0
0566	Tuition to Private Schools	\$1,248,000	\$1,496,751	\$559,708	\$937,043	(\$248,751)	119.9%	(\$248,751)
0568	Participating Tuition - JTP	\$469,738	\$469,738	\$0	\$0	\$469,738	0.0%	\$0
0569	Tuition to Vocational Centers	\$492,781	\$492,781	\$150,764	\$0	\$342,017	30.6%	\$0
0580	Travel	\$44,050	\$44,050	\$23,299	\$0	\$20,751	52.9%	\$0
0594	SPED Costs Paid to	\$0	\$0	\$0	\$0	\$0	N/A	\$0
0597	Service for Teen Parent	\$0	\$2,564	\$2,564	\$0	(\$2,564)	N/A	(\$2,564)
0610	Supplies	\$804,132	\$804,132	\$390,635	\$14,549	\$398,948	50.4%	\$0
0621	Natural Gas	\$185,000	\$185,000	\$31,397	\$0	\$153,603	17.0%	\$0
0622	Electricity	\$420,240	\$420,240	\$163,623	\$0	\$256,617	38.9%	\$0
0626	Gasoline	\$24,000	\$24,000	\$5,736	\$0	\$18,264	23.9%	\$0
0640	Books	\$90,850	\$90,850	\$35,189	\$6,674	\$48,987	46.1%	\$0
0641	Periodicals	\$16,885	\$16,885	\$7,241	\$0	\$9,644	42.9%	\$0
0642	E-Books	\$500	\$500	\$250	\$500	(\$250)	150.0%	\$0
0650	AV Materials	\$1,900	\$1,900	\$2,244	\$0	(\$344)	118.1%	\$0
0670	Software	\$133,650	\$133,650	\$101,051	\$21,154	\$11,445	91.4%	\$0
0690	Other Supplies/Materials	\$0	\$0	\$0	\$0	\$0	N/A	\$0
0720	Buildings	\$0	\$0	\$0	\$0	\$0	N/A	\$0
0730	Equipment	\$527,000	\$527,000	\$213,232	\$2,765	\$311,002	41.0%	\$0
0810	Dues and Fees	\$55,560	\$55,560	\$43,754	\$1,200	\$10,606	80.9%	\$0
0830	Interest on Debts	\$260,000	\$230,000	\$83,244	\$0	\$176,756	32.0%	\$30,000
0890	Miscellaneous	\$14,500	\$14,500	\$882	\$0	\$13,618	6.1%	\$0
0910	Principal on debt	\$294,118	\$294,118	\$294,118	\$0	\$0	100.0%	\$0
0930	Fund Transfers	\$0	\$0	\$292,839	\$0	(\$292,839)	N/A	\$0
		\$41,462,768	\$41,579,057	\$18,295,910	\$12,702,652	\$10,464,206	74.8%	(\$116,289)

ORIGINAL

COLCHESTER SCHOOL DISTRICT
 REQUIRED SUPPLEMENTARY INFORMATION
 SCHEDULE OF REVENUE AND EXPENDITURES
 BUDGET (NON-GAAP BUDGETARY BASIS) AND ACTUAL
 GENERAL FUND
 FOR THE YEAR ENDED JUNE 30, 2019

	Budget	Actual	Variance Favorable (Unfavorable)
Revenue:			
Regular Instructional:			
General State Support Grants	\$ 32,309,572	\$ 32,284,013	\$ (25,559)
Other State Revenue	851,489	924,546	73,057
Tuition	562,400	693,099	130,699
Other Local Revenue	152,500	202,121	49,621
Special Education Support:			
State Revenue	4,281,671	5,107,640 ←	825,969
Federal Grants	591,295	580,646	(10,649)
Tuition	0	96,525	96,525
Interest	100,000	120,228	20,228
Total Revenue	38,848,927	40,008,818	1,159,891
Expenditures:			
Regular Instructional:			
Direct Instructional	16,585,554	16,133,465	452,089
Vocational Tuition	994,843	942,295	52,548
Student Support Services	1,772,636	1,836,476	(63,840)
Staff Support Services	1,179,554	1,115,459	64,095
General Administration	742,718	1,347,106	(604,388)
School Administration	1,918,265	1,810,099	108,166
Fiscal Services	1,683,613	1,522,721	160,892
Operation and Maintenance of Plant	3,530,238	3,351,144	179,094
Transportation Services	1,210,800	1,102,456	108,344
Special Education Support:			
Direct Instructional	7,402,062	7,557,886	(155,824)
Student Support Services	1,198,935	1,225,656	(26,721)
Staff Support Services	68,653	63,207	5,446
School Administration	421,565	425,132	(3,567)
Transportation Services	253,373	321,201	(67,828)
Debt Service	486,118	467,426	18,692
Transfer to Food Service Fund	0	50,000	(50,000)
Transfer to Capital Reserve Fund	0	28,724	(28,724)
Total Expenditures	39,448,927	39,300,453	148,474
Excess/(Deficiency) of Revenue Over Expenditures	\$ (600,000)	\$ 708,365	\$ 1,308,365 ←

REVISED

COLCHESTER SCHOOL DISTRICT
 REQUIRED SUPPLEMENTARY INFORMATION
 SCHEDULE OF REVENUE AND EXPENDITURES
 BUDGET (NON-GAAP BUDGETARY BASIS) AND ACTUAL
 GENERAL FUND
 FOR THE YEAR ENDED JUNE 30, 2019

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Special Education Support:			
State Revenue	4,281,671	4,796,280 ←	514,609
Federal Grants	591,295	580,646	(10,649)
Tuition	0	96,525	96,525
Interest	100,000	120,228	20,228
Total Revenue	<u>38,848,927</u>	<u>39,697,458</u>	<u>848,531</u>
Expenditures:			
Regular Instructional:			
Direct Instructional	16,585,554	16,133,465	452,089
Vocational Tuition	994,843	942,295	52,548
Student Support Services	1,772,636	1,836,476	(63,840)
Staff Support Services	1,179,554	1,115,459	64,095
General Administration	742,718	1,347,106	(604,388)
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Transfer to Food Service Fund	0	50,000	(50,000)
Transfer to Capital Reserve Fund	0	28,724	(28,724)
Total Expenditures	<u>39,448,927</u>	<u>39,300,453</u>	<u>148,474</u>
Excess/(Deficiency) of Revenue Over Expenditures	<u>\$ (600,000)</u>	<u>\$ 397,005</u>	<u>\$ 997,005 ←</u>

Orig 01000000 Object 0140 Project Account 01-0140
 Account Description Due from State- SPED

Posted	YR/Per	Jour...	Eff Dt	▲ ...	Ref1	PO/Ref2	R...	Ref4	Amount	Chec...	Warrant	Vendor	Comment	Y...	Carry Forward
Y	2020/05	363	11/19/19	GEN	5-7			11/19 5-7	-102,506.83				11/19/19 St Vt Wire- Extra	N	
Y	2020/05	363	11/19/19	GEN	5-7			11/19 5-7	-203,773.13				11/19/19 St Vt Wire- Expend	N	
Y	2020/02	195	08/16/19	GEN	2-3			8/16 2-3	-2,550.94				8/16/19 Deposit- IDEA-B bal	N	
Y	2020/01	202	07/27/19	GEN	1-4			7/19 1-4	-37,503.00				7/27/19 Depos- IDEA-B Fr Tr	N	
Y	2020/01	199	07/03/19	GEN	1-1			7/19 1-1	-408,650.60				7/3/19 Deposit- Extra Rmb	N	
Y	2020/00	3	07/01/19	SOY				SOY BAL	810,194.55				OPENING BALANCE	N	

102,506.83 +
 203,773.13 +
 311,366.00 =



Colchester School District

Administrative Offices, 125 Laker Lane, PO Box 27, Colchester, Vermont 05446

Phone: (802) 264-5999 • www.csdvt.org • Fax: (802) 863-4774

MEMO

To: School Board Directors
From: George A. Trieb, Jr. *GT*
Subject: Purchase of replacement devices for MBS
Date: January 31, 2020

The purpose of this memorandum is to obtain approval from the school board for the planned and budgeted expenditure of \$42,432 for the acquisition of one hundred twenty (120) HP CBx36011G2 Chromebooks. This purchase is part of the district's annual replacement plan for MBS.

The quote for the devices is attached. The district would be purchasing off the State of Vermont contract, and therefore, does not need to solicit three bids.

An appropriate motion would be: ***"I move to authorize the Business and Operations Manager to purchase IT equipment as requested"***.

Amy Minor
Superintendent
of Schools

George A. Trieb, Jr.
Business & Operations
Manager

Carrie Lutz
Director of Student
Support Services

Gwendolyn Carmolli
Director of Curriculum
& Instruction



Quote Summary

Product	Product number	MFG#:	Qty	Unit Price	Total Price
HP CBx36011G2 CeLN4000 11 4GB/32 PC U.S. - English localization	7FT38UT#ABA		120	USD \$265.00 USD 305.91 Special price valid until 12/31 /2020	USD \$31,800.00
HP 3y Pickup Return with ADP NB only SVC	UQ996E		120	USD \$64.60	USD \$7,752.00
HP EDU Google Chrome Mgmt Console E-LTU	JOX44AAE		120	USD \$24.00 USD 31.60 Special price valid until 12/31 /2020	USD \$2,880.00

Special pricing code
42677004

Subtotal	USD \$42,432.00
Estimated Tax	USD \$0.00
Total	USD \$42,432.00

Unless our contract prohibits it, (a) prices are valid for 30 days from quote date and/or (b) HP may change prices or discounts and reissue quotes immediately if there are increases in costs, tariffs, or other changes outside HP's control.

If the bill to company and address you wish to use is not present at the time of check out please enter it in the "Shipping Instructions" box. The order management team will make sure it is billed to the correct location.

Components of Configurable systems may not be ordered separately. Reference Model ID's and Configuration ID's are not part numbers, they are reference descriptions to your specific configuration.

If you are submitting a hard copy purchase order, please include a printed copy of this quote with your purchase order.

If you place an order for a product that was incorrectly priced, we will cancel your order and credit you for any charges. In the event that we inadvertently shipped an order based on a pricing error, we will issue a revised



invoice to you for the correct price and contact you to obtain your authorization for the additional charge, or assist you with the return of the product, if payment was not already made. If payment was already made, HP will work with the agency to correct the invoice. If the pricing error results in an overcharge to you, HP will credit your account for the amount overcharged.

Federal Government Customers Only - The Customer is responsible for ensuring the value of Open Market items is consistent with their contract terms and conditions. HP makes no representation regarding the TAA status for open market products. Third party items that may be included in this quote are covered under the terms of the manufacturer warranty, not the HP warranty.

COLCHESTER SCHOOL DISTRICT

Board of Education Meeting
Colchester High School Media Center

Tuesday, January 28, 2020
7:00 p.m.

MINUTES (General Session)

The Colchester Board of Education held a regular board meeting on Tuesday, January 28, 2020, at the Colchester High School Media Center. Those in attendance were Board Chair Mike Rogers; Directors: Craig Kieny, Lindsey Cox, Curt Taylor and Lincoln White; Superintendent Amy Minor; Business and Operations Manager George Trieb; Director of Curriculum Gwendolyn Carmolli; and Director of Student Support Services Carrie Lutz. There were no audience members.

I. Call 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 FY'21 Budget and Warnings

Action

Superintendent Amy Minor provided the board with another summary of enrollment numbers and projections for next school year. Enrollment is currently strong and steady. She reviewed the FY'21 education tax components which are set at the state level but affect the estimated tax increase for Colchester residents.

At previous board meetings, Superintendent Minor presented the district's top priorities for the 2020-21 school year along with the rationale and the estimated tax impact. Based on previous board discussions, Superintendent Minor brought two scenarios for the board's consideration. Balancing student needs with financial impacts, the board showed support for adding the recommended 2 FTEs for reading teachers in grades K-2, .5 FTE for an English language teacher at Colchester Middle School, and 1 FTE for a special educator at Colchester Middle School. When combined with other cost drivers, it makes up a budget of \$44,626,828 which is a 4.78% increase that translates to a 3.10% estimated tax increase and a 2.99% increase in per pupil spending.

The board asked several questions regarding the recommended positions and the rationale that was presented at previous meetings. Director White asked what a typical day would look like for those reading teachers and what the benefits would be. Curriculum Director Gwen Carmolli explained that they would primarily focus on working with small groups of students with focused instruction and support. The addition of these teachers would allow the district to offer reading support to kindergarteners; current staffing only allows work with first and second graders. As the district works to incrementally build a proactive support model for reading, adding support for kindergarteners would be a big step in the right direction. The goal is early intervention and research says the best time is to reach students is prior to grade 4. Director Taylor asked if teachers and staff agree with the data showing that students are struggling and behind reading level. Curriculum

Director Gwen Carmolli said absolutely. She added that with the current staffing the district cannot meet the needs of all students in grades K-2.

Director Taylor noted that these additions do not solely make up the estimated tax increase – it is actually small portion of it. The majority of the increase is driven by other cost factors such as transportation, salaries and benefits.

In regards to communication, the board agreed to film a round-table discussion at LCATV, possibly February 10th or 11th. The Annual Report to the Community will be mailed to residents in the middle of February and the district will create and post videos to the website and social media.

Director Taylor moved to adopt a budget of \$44,626,828 for the support and operation of the Colchester School District for the year beginning July 1, 2020, seconded by Director Cox. The motion passed unanimously, 5-0.

Director Cox moved to warn the year 2020 Annual Town School District meeting by signing the warning for said meeting, seconded by Director White. The motion passed unanimously, 5-0.

IV. Approval of Personnel Consent Agenda

Action

The following Personnel Consent Agenda was presented for January 28, 2020.

DRAFT

PERSONNEL CONSENT AGENDA**Board Date: January 28, 2020****Licensed Employees (Teacher/Administrator)**

Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Teacher	Deborah	Kalamasz	End of Employment	Speech and Language Pathologist	40	PPS	Request to end Employment effective June 30, 2020			Yes
Teacher	William	McClintock	End of Employment	Mathematics Teacher	40	CHS	Request to end Employment effective June 30, 2020			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	Dorothea	Alter	End of Employment	Paraeducator-Special Education	32.5	MBS	Notice of End of Employment		Yes	Yes
Support Staff	Rebecca	Fink	New Hire	Paraeducator	32.5	UMS	Notice of Hire	Lara Breeding	Yes	Yes

DRAFT

Director Cox moved to approve the Personnel Consent Agenda for January 28, 2020, seconded by Director White. The motion passed unanimously, 5-0.

V. Approval of Special Meeting Minutes: January 21, 2020 (6:00 p.m.) Action

Director Taylor moved to approve the minutes from the special meeting held on January 21, 2020 at 6:00 p.m. seconded by Director White. The motion passed unanimously, 5-0.

VI. Approval of General Meeting Minutes: January 21, 2020 (7:00 p.m.) Action

Director Cox moved to approve the minutes from the general meeting held on January 21, 2020 at 7:00 p.m., seconded by Director Taylor. The motion passed unanimously, 5-0.

VII. Executive Session to Discuss Teacher Negotiations and the Support Staff Contract in Reference to a Letter Sent to the Board from the CEA Action

Director Cox made a motion to enter executive session at 7:39 p.m. for the purpose of discussing a student matter as well as teacher negotiations and the support staff contract in reference to a letter sent to the board, seconded by Director White. The motion passed unanimously, 5-0.

Director Cox left executive session at 8:00 p.m.

Director Taylor moved to exit executive session at 8:30 p.m., seconded by Director White. The motion passed unanimously, 4-0.

VIII. Adjournment

Director Taylor made a motion to adjourn at 8:31 p.m. seconded by Director Kieny. The motion passed unanimously, 5-0.

Recorder:

Board Clerk:

Meghan Baule
Recording Secretary

Lindsey Cox
Board Clerk