

Colchester School Board

Meeting Agenda and Packet

June 16, 2020

**Colchester School District  
Board of Education Meeting  
June 16, 2020  
7:00 P.M.  
Remote Meeting  
Citizen Participation Instructions Listed Below**

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**AGENDA**

- |                                                                                  |                      |
|----------------------------------------------------------------------------------|----------------------|
| <b>I. Call to Order</b>                                                          |                      |
| <b>II. Citizen Participation*</b>                                                |                      |
| <b>III. Vermont School Board Association Presentation</b>                        | <b>Informational</b> |
| <b>IV. COVID-19 School Closure Status Update</b>                                 | <b>Informational</b> |
| <b>V. Monthly Financial Report</b>                                               | <b>Informational</b> |
| <b>VI. Approval of Personnel Consent Agenda</b>                                  | <b>Action</b>        |
| <b>VII. Approval of General Meeting Minutes: June 2, 2020</b>                    | <b>Action</b>        |
| <b>VIII. Approval of Special Meeting Minutes: June 8, 2020</b>                   | <b>Action</b>        |
| <b>IX. Board/Administration Communication, Correspondence, Committee Reports</b> | <b>Information</b>   |
| <b>X. Future Agenda Items</b>                                                    | <b>Information</b>   |
| <b>XI. Adjournment</b>                                                           |                      |

**COVID-19 Meeting Participation**

On March 30, 2020 Governor Scott signed H.681 into law, making temporary changes to Vermont's Open Meeting Law. These changes will remain in effect during the declared state of emergency due to COVID-19.

As part of those changes, meetings of the Colchester School Board will be held remotely with no designated meeting location. LCATV will provide coverage through live stream which can be accessed here: <https://lcatv.org/live-stream-3>. Citizens may participate in the meeting by emailing questions or statements to [meghan.baule@colchestersd.org](mailto:meghan.baule@colchestersd.org) or by calling (802) 264-5988 while the meeting is in session.

**PERSONNEL CONSENT AGENDA**

**Board Date: June 16, 2020**

**Licensed Employees (Teacher/Administrator)**

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

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

<b>Contract Type</b>	<b>First Name</b>	<b>Last Name</b>	<b>Category</b>	<b>Position</b>	<b>FTE/Hours</b>	<b>Building</b>	<b>Agenda Information</b>	<b>Person Replacing</b>	<b>Budgeted</b>	<b>Admin Support</b>
Support Staff	Laura	Duval	End of Employment	Medicaid Coordinator/Receptionist	40	CO	Notice of End of Employment			Yes

# COLCHESTER SCHOOL DISTRICT

Board of Education Meeting  
Remote Meeting

Tuesday, June 2, 2020  
7:00 p.m.

## MINUTES (General Session)

The Colchester Board of Education held a regular board meeting on Tuesday, June 2, 2020. Governor Scott signed H.681 into law, making temporary changes to Vermont's Open Meeting Law. Part of those changes allow school districts to hold school board meetings remotely with no designated meeting location. LCATV provided coverage through a live stream and citizens were provided online and telephone options to participate in the meeting. Those in attendance were Board Chair Mike Rogers; Directors: Craig Kieny, Lindsey Cox, Curt Taylor, and Nic Longo; Student Board Member Mitch Gadapee; Superintendent Amy Minor; Business and Operations Manager George Trieb; Director of Curriculum Gwendolyn Carmolli; and Director of Student Support Services Carrie Lutz.

### I. Call to Order and Pledge of Allegiance

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

### II. Citizen Participation

None.

### III. COVID-19 School Closure Status Update

**Informational**

Superintendent Amy Minor shared some of the end-of-year plans that the schools are developing. She praised the district art teachers for their creativity and ingenuity to move the district art show to an online format. She also provided some preliminary information on how meals delivery will work during the summer. The bus deliveries will end on Friday, June 12, the last day of school for students. The kitchens will then close for the following week to be cleaned. The district will kick off the summer meal program on Monday, June 22 at which point meals will be available to families at predetermined pick-up spots throughout Colchester. Those locations and times will be published the week of June 15.

Superintendent Minor gave some details on how graduation for the Class of 2020 will happen. It was important to the students for them to be able to walk across a stage to receive their diploma. To make this work under the current restrictions, the high school is having graduates arrive in small groups, each with 2 guests to witness the culmination of their achievement. To help close out the celebratory weekend, the high school is partnering with the Project Graduation Committee to premiere a CHS Senior Film which will highlight all the traditional aspects of the graduation. There will be speeches and musical numbers, along with photos and videos of their journey to graduation. The video will be shown in a drive-in style format. Superintendent Minor thanked expressed appreciation to Project Graduation, stating that they have a huge part of making this graduation special for the Class of 2020.

The district scheduled a questions & answer session with Dr. Joelle van Lent to support parent/caregiver wellness by discussing how we can foster resilience in the context of COVID-19. Superintendent Minor invited all families to join the live Q&A on Thursday, June 11 from

6:30 pm - 7:30 pm. Along those lines, she also outlined the professional development opportunities that will be offered to staff following the last day of school for students. There will be seminars for wellness as well as blended learning. As the district prepares for summer, all employees are completing the required VOSHA training and submitting their completed certificate. The district nurses are meeting weekly and have developed health and safety guidelines for employees working during the summer. As for the fall, Superintendent Minor stated that the District Leadership Team is reviewing the information from the Agency of Education and Department of Health, as well as recommendations from the Center for Disease Control. They are also researching information on how other schools around the world have approached the reopening of school in a way that is safe for students, employees and families.

Director of Curriculum Gwen Carmolli gave an update on remote academic instruction happening across all grade levels. As the district progresses through the continuity of learning phase, the focus of remote learning instruction is to meet the standards and proficiencies that teachers have identified as critical for students to learn during this period.

Director of Student Support Services Carrie Lutz gave an update on Extended School Year (ESY) services. The district will offer the majority of ESY services in a remote capacity, however, there may be opportunities for a limited number of in-person clinic style tutorials for students in a 1:1 capacity if deemed necessary and appropriate by the students' IEP team. The special education administrators and the district nursing team worked with the Agency of Education in developing their plan and they are continuing to finalize the health and safety procedures to protect the well-being of staff and students.

Board Chair Mike Rogers thanked Student Representative Mitch Gadapee for his participation on the board this past year. Mr. Gadapee stated that serving on the board has been an awesome privilege. He shared that learning the way things work has been an invaluable experience.

**IV. Approval of Continuous Improvement Plan Submission Action**

The Vermont Accountability Plan requires each district to develop a Continuous Improvement Plan (CIP) that uses data and goals to increase achievement for all students. Director of Curriculum and Instruction Gwen Carmolli gave a presentation highlighting the district's work and requested approval to submit the plan to the Vermont Agency of Education.

Director Cox asked if any of the learning environment changes resulting from COVID-19 will impact the CIP. Ms. Carmolli stated the district has done all they can to meet the requirements while also making things realistic and attainable given the current circumstances and challenges.

*Director Taylor moved to approve the submission of the district's Continuous Improvement Plan to the Vermont Agency of Education, seconded by Director Cox. The motion passed unanimously, 5-0.*

**V. Approval of Individuals with Disabilities Education Improvement Act-B Assurances (IDEA-B) Action**

To apply for these grant dollars, the district has to provide assurance that will comply with all federal regulations in this area. The board needs to authorize the superintendent and the board chair to sign the assurances for IDEA Act-B which include the use of the National Instructional Material

Access Center, complete federal record-keeping, fulfilling Child Find obligations, and to provide special education service and comply with state regulations.

*Director Taylor moved to authorize the superintendent to sign the assurances for IDEA-Part B for the 2020-2021 grant application, seconded by Director Cox. The motion passed unanimously, 5-0.*

**VI. Second and Final Reading of Fraud Policy: E9 Action**

At the first reading of this policy in April, the board asked for the policy to be reorganized for clarity and to remove several sentences that were redundant. Those changes were made and a second draft was presented to the board.

*Director Kienny moved to approve the second and final reading of the Fraud Policy: E9, seconded by Director Taylor. The motion passed unanimously, 5-0.*

**VII. Approval of Personnel Consent Agenda Action**

The following Personnel Consent Agenda was reviewed by the board.

DRAFT

**PERSONNEL CONSENT AGENDA**

**Board Date: June 02, 2020**

**REVISED**

**Licensed Employees (Teacher/Administrator)**

<b>Contract Type</b>	<b>First Name</b>	<b>Last Name</b>	<b>Category</b>	<b>Position</b>	<b>FTE/Hours</b>	<b>Building</b>	<b>Agenda Information</b>	<b>Person Replacing</b>	<b>Budgeted</b>	<b>Admin Support</b>
Teacher	Natalie	Burgess	End of Employment	Social Studies Teacher, One-Year Only	0.8 FTE	CHS	Notice of End of Employment			Yes
Teacher	Lindsey	Campion	New Hire	School Nurse	1.0 FTE	CHS	Notice of Hire	Patricia Morel	Yes	Yes

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

<b>Contract Type</b>	<b>First Name</b>	<b>Last Name</b>	<b>Category</b>	<b>Position</b>	<b>FTE/Hours</b>	<b>Building</b>	<b>Agenda Information</b>	<b>Person Replacing</b>	<b>Budgeted</b>	<b>Admin Support</b>
Support Staff	Jeannie	Perkins	End of Employment	Paraeducator - Speech	32.5 hr	UMS	Notice of End of Employment			Yes

DRAFT

*Director Cox moved to approve the Personnel Consent Agenda for May 19, 2020, seconded by Director Longo. The motion passed unanimously, 5-0.*

**VIII. Approval of General Meeting Minutes: May 19, 2020 Action**

*Director Taylor moved to approve the minutes from the meeting held on May 19, 2020, seconded by Director Cox. The motion passed unanimously, 5-0.*

**IX. Board/Administration Communication, Correspondence, Committee Reports Informational**

- Superintendent Minor congratulated Student Representative Mitch Gadapee for being selected to give the student address at graduation.
- Superintendent Minor shared preliminary tuition enrollment numbers from the Islands and Georgia for the 2020-21 school year. There will be seven new 7<sup>th</sup> graders and 14 new 9<sup>th</sup> graders. Student Representative Mitch Gadapee, who attends Colchester from the Islands said he had an incredible experience at CHS and getting the chance to shadow a student at the school before choosing was monumental to his decision.
- Board Director Nic Longo expressed appreciation to Superintendent Minor for the statement she sent to district staff and families addressing systemic racism, inequities and disparities that exist in our country. He applauded the letter and the resources that were provided for individuals to get more information.

**X. Future Agenda Items Informational**

- COVID-19 Update and Planning

**XI. Adjournment**

*Director Taylor moved to adjourn at 8:05 p.m., seconded by Director Cox. The motion passed unanimously, 5-0.*

Recorder:

Board Clerk:

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Meghan Baule  
Recording Secretary

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Lindsey Cox  
Board Clerk



# COLCHESTER SCHOOL DISTRICT

Board of Education Meeting, Special Meeting  
Remote Meeting

Monday, June 8, 2020  
3:00 p.m.

## MINUTES (Executive Session)

The Colchester Board of Education held a Special Board Meeting on Monday, June 8, 2020. Governor Scott signed H.681 into law in March of 2020, making temporary changes to Vermont's Open Meeting Law. Part of those changes allow school districts to hold school board meetings remotely with no designated meeting location. Those in attendance of the remote meeting were: Board Chair Mike Rogers; Directors: Craig Kieny and Curt Taylor; Superintendent Amy Minor; and Pietro Lynn from Lynn, Lynn, Blackman & Manitsky, P.C.

### I. Call Meeting to Order

Board Chair Mike Rogers called the meeting to order at 3:02 p.m.

### II. Executive Session: Teacher Negotiations Preparation

*Board Chair Rogers moved to enter executive session at 3:02 p.m. for the purpose of discussing contract negotiations, seconded by Director Kieny. The motion passed unanimously, 3-0.*

### III. Adjournment

*Board Chair Rogers moved to exit executive session and adjourn at 3:41 p.m., seconded by Director Kieny. The motion passed unanimously, 3-0.*

Recorder:

Board Clerk:

\_\_\_\_\_  
Amy Minor  
Superintendent of Schools

\_\_\_\_\_  
Lindsey Cox  
Board Clerk



# Colchester School District

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

Phone: (802) 264-5999 ● [www.csdvt.org](http://www.csdvt.org) ● Fax: (802) 863-4774

## Colchester School Board

### Meeting Schedule

### 2020 - 2021 School Year

**Location:** General session meetings take place at the Colchester High School Library/Media Center. Meetings may take place in other locations as warned.

In March of 2020, Governor Scott signed H.681 into law, making temporary changes to Vermont’s Open Meeting Law. Part of those changes allow school districts to hold school board meetings remotely with no designated meeting location. LCATV will provide coverage through a live stream and citizens will have online and telephone options to participate in the meeting.

**Schedule:** General session meetings take place on the first and third Tuesday of the month. Special meetings including but not limited to hearings, retreats, and work sessions will take place as announced/warned.

Colchester School Board Meeting Schedule	
2020	2021
July 7 & 21	January 5 & 19
August 4 & 18	February 2 & 16
September 1 & 15	Monday, March 1 (Town Meeting)
October 6 & 20	March 2 & 16
November 3 & 17	April 6 & 20
December 1 & 15	May 4 & 18
	June 1 & 15

*Created: 6/1/2019*

**Amy Minor**  
Superintendent  
of Schools

**George Trieb**  
Business & Operations  
Manager

**Carrie Lutz**  
Director of Student  
Support Services

**Gwendolyn Carmolli**  
Director of Curriculum  
& Instruction