

Colchester School Board

Meeting Agenda and Packet

August 4, 2020

**Colchester School District
Board of Education Meeting
August 4, 2020
7:00 P.M.
Remote Meeting
Citizen Participation Instructions Listed Below**

AGENDA

- | | |
|--|----------------------|
| I. Call to Order | |
| II. Citizen Participation* | |
| III. Approval of Paving Project at UMS | Action |
| IV. Review of Updated 2020-2021 School Calendar | Informational |
| V. Approval of the Reopening Colchester Schools Plan | Action |
| VI. Approval of Draft School Board COVID-19 Procedures | Action |
| VII. Results of CSD Lead Testing | Informational |
| VIII. Approval of Personnel Consent Agenda | Action |
| IX. Approval of Meeting Minutes: July 7, 2020 | Action |
| X. Approval of Special Meeting Minutes: July 29, 2020 | Action |
| XI. Board/Administration Communication, Correspondence, Committee Reports | Information |
| XII. Future Agenda Items | Information |
| XIII. Adjournment | |

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 or by calling (802) 264-5988 while the meeting is in session.



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.
Subject: Paving Project - UMS
Date: July 28, 2020

The purpose of this memorandum is to obtain approval from the school board for the planned addition of 17 parking spots at UMS. UMS currently has 56 parking spaces (2 handicapped) and the principal has been asking for years to consider adding more spaces. There is ample parking for staff, but any time there is an event or multiple guests visiting the school, it results in vehicles being parked on Route 2A and Middle Road creating unsafe conditions. The proposed project would allow for additional parking to be created on the west side of the school (between UMS and Claussen's).

The district has worked with Krebs and Lansing to complete the engineering work and to send out a request for proposals ("RFP"). The RFP went out in late June soliciting four vendors to bid on the project. Two vendors submitted bids and they are shown below.

Company	Bid
BAB Excavating, Inc.	\$48,500
All Seasons Excavating	\$47,450
Ormond Bushey and Sons	No bid submitted
JMP Excavation	No bid submitted

Both companies are well known and are capable of doing quality work on the project. Therefore, I recommend that we choose the lowest bid which is All Seasons Excavating. If approved, the project would be completed before the start of the school year.

An appropriate motion would be: ***"I move to authorize the Business and Operations Manager to select All Seasons Excavating to complete the paving project at UMS"***.

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

Notice of Award

Date: 7/10/2020

Project: **Union Memorial Elementary School Parking Improvements**

Owner: **Colchester School District**

Owner's Contract No.:

Contract: Union Memorial Elementary School Parking Improvements

Engineer's Project No.: **19245**

Bidder: All Seasons Excavating

Bidder's Address:

PO Box 96

Colchester, VT 05446

You are notified that your Bid dated 7/10/20 for the above Contract has been considered. You are the Successful Bidder and are awarded a Contract for the Colchester School District Union Memorial Elementary School Parking Improvements Project.

The Contract Price of your Contract is Forty-Seven Thousand Four Hundred Fifty Dollars and Zero Cents (\$47,450.00).

1 copies of the proposed Contract Documents accompany this Notice of Award.

You must comply with the following conditions precedent within 15 days of the date you receive this Notice of Award.

1. Deliver to the Owner [1] fully executed counterparts of the Contract Documents.
2. Deliver with the executed Contract Documents the Contract Security Bonds and Proof of Insurance as specified in the Instructions to Bidders, General Conditions (Article 5), and Supplementary Conditions.

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within ten days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Contract Documents.

Colchester School District

Owner

By: _____

Authorized Signature

Title

Copy to Engineer

END OF SECTION 00510

FORM OF AGREEMENT
BETWEEN OWNER AND CONTRACTOR
FOR CONSTRUCTION CONTRACT

THIS AGREEMENT is by and between Colchester School District ("Owner") and
All Seasons Excavating ("Contractor").

Owner and Contractor hereby agree as follows:

ARTICLE 1 – WORK

1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows:

The Project generally involves the construction of 17 new parking spaces, including 1 ADA compliant space, along the west side of the Union Memorial School. Portions of the paving work require full subbase construction and portions involve grinding and repaving with an overlay. A new crushed stone stormwater filter strip will be constructed along the west side of the parking spaces and portions of the existing paved driveway will be restored to vegetation.

The Work shall be in conformance with applicable Sections of VTRANS Standard Specifications for Construction 2018, and Plan Sheets SP-1, CD-1 and CD-2.

ARTICLE 2 – THE PROJECT

2.01 The Project for which the Work under the Contract Documents may be the whole or only a part is generally described as follows:

Union Memorial Elementary School Parking Improvements

ARTICLE 3 – ENGINEER

3.01 The Project has been designed by Krebs and Lansing Consulting Engineers, which is to act as Owner's representative, assume all duties and responsibilities, and have the rights and authority assigned to Engineer in the Contract Documents in connection with the completion of the Work in accordance with the Contract Documents.

ARTICLE 4 – CONTRACT TIMES

4.01 *Time of the Essence*

A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

4.02 *Days to Achieve Substantial Completion and Final Payment*

- A. The Work will be substantially completed within 30 days after the date when the Contract Times commence to run as provided in Paragraph 2.03 of the General Conditions, and completed and ready for final payment in accordance with Paragraph 14.07 of the General Conditions within 30 days after the date when the Contract Times commence to run.

4.03 *Liquidated Damages*

- A. Not applicable to this project.

ARTICLE 5 – CONTRACT PRICE

5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents an amount in current funds equal to the sum of the amounts determined pursuant to Paragraphs 5.01.A, 5.01.B, and 5.01.C below:

- A. For all Work other than Unit Price Work, a lump sum of: \$47,450.00.

All specific cash allowances are included in the above price in accordance with Paragraph 11.02 of the General Conditions.

- B. For all Work, at the prices stated in Contractor's Bid, attached hereto as an exhibit.

ARTICLE 6 – PAYMENT PROCEDURES

6.01 *Submittal and Processing of Payments*

- A. Contractor shall submit Applications for Payment in accordance with Article 14 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 *Progress Payments; Retainage*

- A. Owner shall make progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment on or about the 14 day of each month during performance of the Work as provided in Paragraph 6.02.A.1 below. All such payments will be measured by the schedule of values established as provided in Paragraph 2.07.A of the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no schedule of values, as provided in the General Requirements.

1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Engineer may determine or Owner may withhold, including but not limited to liquidated damages, in accordance with Paragraph 14.02 of the General Conditions.

a. 90 percent of Work completed (with the balance being retainage); and

b. 90 percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).

- B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to 95 percent of the Work completed, less such amounts as Engineer shall determine in accordance with Paragraph 14.02.B.5 of the General Conditions and less 100 percent of Engineer's estimate of the value of Work to be completed or corrected as shown on the tentative list of items to be completed or corrected attached to the certificate of Substantial Completion.

6.03 *Final Payment*

- A. Upon final completion and acceptance of the Work in accordance with Paragraph 14.07 of the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 14.07.

ARTICLE 7 – INTEREST

7.01 Not used.

ARTICLE 8 – CONTRACTOR'S REPRESENTATIONS

- 8.01 In order to induce Owner to enter into this Agreement, Contractor makes the following representations:
- A. Contractor has examined and carefully studied the Contract Documents and the other related data identified in the Bidding Documents.
 - B. Contractor has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
 - C. Contractor is familiar with and is satisfied as to all federal, state, and local Laws and Regulations that may affect cost, progress, and performance of the Work.
 - D. Contractor has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or contiguous to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site (except Underground Facilities), if any, that have been identified in Paragraph SC-4.02 of the Supplementary Conditions as containing reliable "technical data," and (2) reports and drawings of Hazardous Environmental Conditions, if any, at the Site that have been identified in Paragraph SC-4.06 of the Supplementary Conditions as containing reliable "technical data."
 - E. Contractor has considered the information known to Contractor; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor, including any specific means, methods, techniques, sequences, and procedures of construction expressly required by the Contract Documents; and (3) Contractor's safety precautions and programs.
 - F. Based on the information and observations referred to in Paragraph 8.01.E above, Contractor does not consider that further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of

the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract Documents.

- G. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
- H. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
- I. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

ARTICLE 9 – CONTRACT DOCUMENTS

9.01 *Contents*

- A. The Contract Documents consist of the following:
 - 1. This Agreement.
 - 2. General Conditions
 - 3. Supplementary Conditions
 - 4. Drawings titled "Union Memorial Elementary School 2020 Parking Improvement Plan"
 - a. Sheets SP-1, CD-1, and CD-2
 - 5. Addenda (numbers 1 to 1, inclusive).
 - 6. Exhibits to this Agreement (enumerated as follows):
 - a. Contractor's Bid.
 - b. List Exhibits:
 - 7. The following which may be delivered or issued on or after the Effective Date of the Agreement and are not attached hereto:
 - a. Notice to Proceed
 - b. Work Change Directives.
 - c. Change Orders.
- B. The documents listed in Paragraph 9.01.A are attached to this Agreement (except as expressly noted otherwise above).

- C. There are no Contract Documents other than those listed above in this Article 9.
- D. The Contract Documents may only be amended, modified, or supplemented as provided in Paragraph 3.04 of the General Conditions.

ARTICLE 10 – MISCELLANEOUS

10.01 *Terms*

- A. Terms used in this Agreement will have the meanings stated in the General Conditions and the Supplementary Conditions.

10.02 *Assignment of Contract*

- A. No assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

10.03 *Successors and Assigns*

- A. Owner and Contractor each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, its partners, successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

10.04 *Severability*

- A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

10.05 *Contractor's Certifications*

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 10.05:
 - 1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process or in the Contract execution;
 - 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;

3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement. Counterparts have been delivered to Owner and Contractor. All portions of the Contract Documents have been signed or have been identified by Owner and Contractor or on their behalf.

This Agreement will be effective on _____ (which is the Effective Date of the Agreement).

OWNER:

Colchester School District _____

By: _____

Title: _____

Attest: _____

Title: _____

Address for giving notices:

CONTRACTOR

All Seasons Excavating _____

By: _____

Title: _____

(If Contractor is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest: _____

Title: _____

Address for giving notices:

License No.: _____

(Where applicable)

(If Owner is a corporation, attach evidence of authority to sign. If Owner is a public body, attach evidence of authority to sign and resolution or other documents authorizing execution of this Agreement.)

Agent for service of process:

END OF SECTION 00520



COLCHESTER SCHOOL DISTRICT CALENDAR – SY 2020-2021 (GRADES PK-12)



August 2020					February 2021				
M	T	W	Th	F	M	T	W	Th	F
3	4	5	6	7	1	2	3	4	5
10	11	12	13	14	8	9	10	11	12
17	18	19	20	21	15	16	17	18	19
24	25	26	27	28	22	23	24	25	26
31									
Student Days: 0 Cumulative: 0					Student Days: 15 Cumulative: 102				
September 2020					March 2021				
M	T	W	Th	F	M	T	W	Th	F
	1	2	3	4	1	2	3	4	5
7	8	9	10	11	8	9	10	11	12
14	15	16	17	18	15	16	17	18	19
21	22	23	24	25	22	23	24	25	26
28	29	30			29	30	31		
Student Days: 17 Cumulative: 17					Elementary Student Days: 20 Cumulative: 122				
October 2020					April 2021				
M	T	W	Th	F	M	T	W	Th	F
			1	2				1	2
5	6	7	8	9	5	6	7	8	9
12	13	14	15	16	12	13	14	15	16
19	20	21	22	23	19	20	21	22	23
26	27	28	29	30	26	27	28	29	30
Student Days: 20 Cumulative: 37					Student Days: 17 Cumulative: 139				
November 2020					May 2021				
M	T	W	Th	F	M	T	W	Th	F
2	3	4	5	6	3	4	5	6	7
9	10	11	12	13	10	11	12	13	14
16	17	18	19	20	17	18	19	20	21
23	24	25	26	27	24	25	26	27	28
30					31				
Student Days: 15 Cumulative: 52					Student Days: 20 Cumulative: 159				
December 2020					June 2021				
M	T	W	Th	F	M	T	W	Th	F
	1	2	3	4		1	2	3	4
7	8	9	10	11	7	8	9	10	11
14	15	16	17	18	+14	+15	+16	+17	+18
21	22	23	24	25	21	22	23	24	25
28	29	30	31		28	29	30		
Student Days: 16 Cumulative: 68					Secondary Student Days: 9 Cumulative: 168				
January 2021					<p><i>*Professional Development will be held on the first two days following the close of school. The second day is for PK-5 staff only (this is a half day).</i></p> <p style="background-color: #90ee90;">Professional Development Day or Conferences – No School</p> <p style="background-color: #add8e6;">School Recess or Holiday – No School</p> <p style="background-color: #ffcc00;">Early Release Day – Dismissal at at 12:00 noon (grades 6-12) and 12:45 PM (grades K-5).</p> <p style="background-color: #ff0000;">Emergency Closing/Snow Day - No School</p> <p style="background-color: #ffff00;">Potential Make-Up Days for Emergency Closings</p>				
				1					
4	5	6	7	8					
11	12	13	14	15					
18	19	20	21	22					
25	26	27	28	29					
Student Days: 19 Cumulative: 87									

COVID-19 DRAFT BOARD PROCEDURES

AOE Decision Making for School Districts

- Currently no VSBA recommended policy/procedure
- Pietro recommends Procedure
- E3 School Crisis Prevention and Response Policy

COVID-19 Procedures

The Colchester School District (CSD) is always committed to supporting the academic and social needs of all of our students and ensuring they make progress. At all times safeguarding our students' health, welfare, and nutrition is a priority and through this Pandemic, we are emphasizing its importance.

The superintendent will be responsible for following and implementing the Vermont Agency of Education and the Vermont Department of Health guidance, formal rules, and procedures for implementing hybrid learning.

Like in-person instruction, hybrid, and remote learning should be implemented as part of a coherent instructional systems design relative to current education quality regulations which requires CSD to have the following systems in place:

- An Educational Support System
- A Local Assessment Plan
- A Coordinated Curriculum among all its schools
- A Needs-based Professional Development System

Responsibilities of the Superintendent or Designee

- Determine the grade levels that will receive in-person instruction and the frequency of that instruction.
- Ensuring instructional emphasis is placed on CSD's essential standards and social and emotional learning.
- Providing a process for families to sign up and discontinue participation in hybrid learning, along with providing a fully remote option for families.
- Set consistent and clear expectations for attendance throughout the district.
- Set expectations for the completion of student work and achievement of academic milestones, proficiencies, and other benchmarks.
- Provide a description of both the hybrid learning and fully remote learning experiences that will contain synchronous opportunities for learning.
- The provision for educational supports including teacher-student check-ins and other supports provided under the district's regular EST process.
- Provide how special education services and related services will be provided.
- Guarantee Child Nutrition will provide meals during remote/in-person instruction.
- Procure the necessary supplies and support staff necessary for the reopening of school.
- Making sure students have opportunities to participate in in-person activities such as clubs, sports, and music ensembles while following the updated health and safety guidance.

The Superintendent will work with the Colchester Educational Association's Co-Presidents in addressing the working condition considerations relative to implementing hybrid learning.

PERSONNEL CONSENT AGENDA**Board Meeting Date: August 4, 2020****Licensed Employees (Teacher/Administrator)**

Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Teacher	Anita	Dayvie	New Hire	Physical Education Teacher, Long Term Substitute	1.0 FTE	CHS	Notice of Hire	Courtney Boetsma	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	Amy	Latulippe	Transfer	Medicaid Coord/Receptionist	40	CO	Notice of Transfer	Laura Duval	Yes	Yes
Support Staff	Derek	Roy	New Hire	Technology Specialist I	40	CHS	Notice of Hire	Jeremie Paquette	Yes	Yes
Support Staff	Robert	Phipps	End of Employment	Custodian	40	CMS	Notice of End of Employment		Yes	Yes
Support Staff	Roy	Bishop	Leave of Absence	Paraeducator	32.5	CHS	Request Leave of Absence of the 2020/2021 SY			

COLCHESTER SCHOOL DISTRICT

Board of Education Meeting
Remote Meeting

Tuesday, July 7, 2020
7:00 p.m.

MINUTES (General Session)

The Colchester Board of Education held a regular board meeting on Tuesday, July 7, 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; Superintendent Amy Minor; Business and Operations Manager George Trieb; Director of Curriculum Gwendolyn Carmolli; and Director of Student Support Services Carrie Lutz. Principals: Heather Baron, Michele Cote, Jordan Burke, Carolyn Millham and Chris Antonicci; Assistant Principals: Erica LeClair, Chad DeMagistris, Dovid Yagoda, and Brooke King; Directors of Student Support Services: Jean Shea and Julie Tanguay.

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. Discussion on Request to Fly Black Lives Matter Flag

Action

At the last school board meeting, Director Lindsey Cox read a statement that she wrote which asked the board to add an agenda item to the next meeting so they could discuss raising the Black Lives Matter flag on all school campuses for the 2020-21 school year. Prior to their discussion, Colchester Education Association (CEA) Co-Presidents Tara Sharkey and Kate Ellingson called into the meeting to give their unwavering support of flying the flag. They supplied the board with 20 letters representing 41 CEA members. Following their call, the school board recording secretary read 16 letters that were sent to the board by current students, alumni, parents, and community members. One letter was signed by 80 English learner students, both current and alumni. Of the 16 letters that were sent in, all but one were in support of flying the flag. Director of Student Support Services Carrie Lutz then read a statement from the Association of Colchester Administrators (ACA) expressing their unified support for flying the Black Lives Matter flag at each of their schools.

The board thanked everyone who participated in the meeting. Director Cox noted that in her time on the school board she has never experienced such engagement from the community at a meeting or regarding a specific topic. She expressed gratitude to everyone who called and wrote in and stated that from what was shared, the board has heard loud and clear that the community wants the raising of the flags to be a first step towards the district's work to promote an anti-racist community.

Director Kieny shared his full support of raising the flags for all of the reasons that were mentioned in the letters and statements. He requested that the motion to raise the flags also include language that speaks specifically to the board's commitment to review district policies and procedures with an

anti-racist lens. He also suggested that the board remove the time limit to only fly the flag for the upcoming school year. Director Longo agreed with Director Kieny's suggestions and wanted to be sure the motion incorporates the board's promise to listen and continually discuss anti-racism. He went on to say the symbol of raising the flag is very important but the pledge to listen and discuss is imperative. Also within the board's control, Director Cox stated that it will be important to evaluate the allocation of resources. Director Taylor concurred with the statements of the other board members but suggested to leave the year time-limit to fly the flag for the sole purpose of having a set time to discuss and evaluate the board and district's efforts to become an anti-racist community. He expressed fear that without regularly scheduled discussion, the flag may eventually blend into the background. The board agreed and then drafted a motion that incorporated their discussion.

Director Cox moved to raise the Black Lives Matter flag at all Colchester Schools for the 2020-2021 school year as a commitment to anti-racist education, conversation, and action from the school board. With this motion, the board commits to review district policies and procedures with an equity lens. The board agrees to review raising the Black Lives Matter flag on an annual basis to promote further engagement and conversation with the community. The motion was seconded by Director Longo and passed unanimously, 5-0.

Following the motion, Director Taylor read a statement that he drafted in support of flying the flag.

IV. COVID-19 School Closure Status Update

Informational

Superintendent Amy Minor shared an update on the district's work to reopen school in the fall. She highlighted that welcoming some or all of the district's students back into school buildings during a pandemic is a complex task that requires rethinking how the district operates on all levels. She described the process as re-engineering school. The district's systems and services rely on conditions that are currently out of our control, however, the administrators are continuing to plan for a multitude of scenarios. She announced that the district has formed a reopening committee that consists of administrators, nurses, teachers, paraeducators, technology professionals and food service. The first meeting will be held that week and the committee's ultimate task is to review the guidance provided by the State so far and to determine the local level parameters of reopening school.

She also highlighted the data from a recent family survey. Nearly 1,400 families completed the survey and the data is being distributed to appropriate subcommittees for consideration into their recommendations. Overall, 70% of families feel comfortable or excited about returning to in-person instruction in our school buildings. That leaves 30% who feel uncomfortable or fearful. Superintendent Minor stated that administrators in the district understand how some families are feeling and will be working to communicate the steps that they are taking to maintain the welcoming school community that Colchester prides itself on. 88% of families said their child(ren) missed coming to school to learn and see their peers.

Also noted was 16%, or 216 families, who selected that if the Agency of Education allows it, they would prefer an option to enroll their student in full-time remote learning, even if schools are open for in-person instruction. Director Kieny asked how the district would implement two forms of instruction simultaneously. Superintendent Minor stated that the Agency of Education has not yet formalized or agreed to this as an option for families, but in the event they do, building administrators have already been brainstorming possibilities including partnering with resources and agencies who already offer online instruction. Full-time remote learning would be different than the

emergency remote-learning that occurred in the spring. It would be more rigorous with expanded course offerings.

Director Cox asked the district to think about how we are communicating to ensure that we are making an effort and solicit input from families who are not responding to surveys or emails or who are non-English speaking. She also asked if there were any COVID-19 funding updates. Business and Operations Manager George Trieb stated that he had not heard anything yet, but expects to soon. Specifically regarding what items can be reimbursed.

V. Approval of Tax Anticipation Note **Action**

To start the next fiscal year, the district needs to borrow money from a lending institution until funds arrive from the state. This is an annual requirement. Given that the meeting was held remotely, Business Manager George Trieb provided the forms and lending documents to the board electronically and will set up a time to have the necessary members sign them in person.

Director Taylor moved to approve the Tax Anticipation Note for the Colchester School District as recommended by the business manager, seconded by Director Kieny. The motion passed unanimously, 5-0.

VI. Monthly Financial Report **Informational**

Business and Operations Manager George Trieb presented a report of the district's finances for the month of June. At this time, he did not have any substantial concerns to alert the board of.

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

The following Personnel Consent Agenda was reviewed by the board.

PERSONNEL CONSENT AGENDA
Board Meeting Date: July 7, 2020

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), <i>Informational</i>										
Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Support Staff	Nathaniel	Thompson	End of Employment	Behavior Interventionist	35	CHS	Notice of End of Employment			Yes
Support Staff	Linda	Schick	Transfer	Paraeducator-Speech	32.5	UMS	Notice of Transfer	Jeannie Perkins	Yes	Yes

DRAFT

Director Cox moved to approve the Personnel Consent Agenda for July 7, 2020, seconded by Director Taylor. The motion passed unanimously, 5-0.

VIII. Approval of General Meeting Minutes: June 16, 2020 Action

Director Cox requested that the statement she read be included as an appendix.

Director Cox moved to approve the minutes from the meeting held on June 16, 2020, seconded by Director Taylor. The motion passed unanimously, 5-0.

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

- There is no update on when the district will hear about their lead testing results.
- A board retreat will potentially take place the last week of July.
- Future board meetings will remain remote since the buildings will remain closed to the public.

X. Future Agenda Items Informational

- COVID-19 Update and Planning
- Director Cox requested a list of items/actions that have been postponed because of COVID-19.

XI. Executive Session to Discuss Contract Negotiations Action

Director Taylor moved to enter executive session at 8:42 p.m. for the purpose of discussing contract negotiations, seconded by Director Cox. The motion passed unanimously, 5-0.

Director Taylor moved to exit executive session at 8:58 p.m., seconded by Director Kienny. The motion passed unanimously, 5-0.

XII. Adjournment

Director Cox moved to adjourn at 8:59 p.m., seconded by Director Taylor. 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
Remote Meeting

Wednesday July 29, 2020
8:00 a.m.

MINUTES (Executive Session)

The Colchester Board of Education held a Special Board Meeting on Wednesday, July 29, 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, Lindsey Cox, Curt Taylor, and Nic Longo; and Superintendent Amy Minor.

I. Call Meeting to Order

Board Chair Mike Rogers called the meeting to order at 8:00 a.m.

II. Board of Education Retreat: Work Session

- Board members participated in a training called Equity Literacy: Identity, Bias, and Student Achievement which was led by Rebecca Eun Mi Haslam from Seed the Way.
- The board discussed contract negotiations. No actions were taken.
- Superintendent Minor provided the board with an update on the planning taking place for the reopening of schools. She was joined by Director of Student Support Services Carrie Lutz, Director of Curriculum Gwen Carmolli and Business and Operations Manager George Trieb. They discussed the hybrid model, the guidance provided so far by the Vermont Agency of Education, and a draft of board procedures aimed at assisting the reopening efforts.

III. Adjournment

Director Kieny moved to adjourn at 12:00 p.m., seconded by Director Taylor. The motion passed unanimously, 5-0.

Recorder:

Board Clerk:

Amy Minor
Superintendent of Schools

Lindsey Cox
Board Clerk