

Colchester School Board

Meeting Agenda and Packet

June 1, 2021

**Colchester School District
Board of Education Meeting
June 1, 2021 - 7:00 P.M.
Remote Meeting
Citizens Participation Instructions Listed Below**

Agenda

- | | | |
|--------------|--|--------------------|
| I. | Call to Order | |
| II. | Citizen Participation* | |
| III. | Presentation from McKibben Demographics: Projected Enrollment | Information |
| IV. | Discussion: Black Lives Matter Flag | Discussion |
| V. | First Reading of Policies: E2, G2, E8 | Action |
| | <i>E2: Grant Funding</i> | |
| | <i>E8: Prevention of Conflict of Interest in Procurement for Federal Dollars</i> | |
| | <i>G2: Title I Comparability</i> | |
| VI. | Approval of Personnel Consent Agenda | Action |
| VII. | Approval of Meeting Minutes: May 18, 2021 | Action |
| VIII. | Approval of Special Meeting Minutes: May 25, 2021 | Action |
| IX. | Board/Administration Communication, Correspondence, Committee Reports | Information |
| X. | Future Agenda Items | Information |
| XI. | Executive Session to Discuss Contract Negotiations | Action |
| XII. | 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. On November 13, 2020, the Governor amended the executive order as a result of an acceleration in COVID-19 transmission throughout the State. The addendum strongly discourages in-person meetings. 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 schoolboard@colchestersd.org with "Citizens Participation" listed in the subject line. Please include your full name and a phone number in the email. Citizens may also call (802) 264-5990 while the meeting is in session.

COLCHESTER SCHOOL DISTRICT

**POPULATION AND ENROLLMENT FORECASTS,
2021-22 THROUGH 2030-31**

MARCH 2021

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EXECUTIVE SUMMARY

1. The resident total fertility rate for Colchester School District over the life of the forecasts is below replacement level. (1.59 vs. the replacement level of 2.1)
2. Most in-migration to the district continues to occur in the 0-to-9 and 30-to-44-year-old age groups.
3. The local 18-to-24-year-old population continues to leave the district, going to college or moving to other urbanized areas. This population group accounts for the largest segment of the district's out migration flow.
4. The primary factors causing the district's enrollment to slowly increase over the next 10 years is an increase in the number of "empty nest" households turning over, a relatively high number of existing housing units being put on the market and the smaller size of the graduating 12th grade classes.
5. Changes in year-to-year enrollment over the next eight years will primarily be due to constant sized cohorts entering and moving through the school system in conjunction with smaller cohorts leaving the system.
6. The elementary enrollment will begin to stabilize after the 2021-22 school year. This will be due primarily to the fact that the cohort size entering and leaving will be roughly the same size.
7. The median age of the population will increase from 35.4 in 2010 to 40.7 in 2030.
8. Even if the district continues to have some of annual new home construction (even if that construction is rental units), the rate, magnitude and price of existing home sales will become the increasingly dominant factor affecting the amount of population and enrollment change.
9. Total district enrollment is forecasted to increase by 65 students, or 3.1%, between 2020-21 and 2025-26. Total enrollment is forecasted to grow by 74 students, or 3.4%, from 2025-26 to 2030-31.

INTRODUCTION

By demographic principle, distinctions are made between projections and forecasts. A projection extrapolates the past (and present) into the future with little or no attempt to take into account any factors that may impact the extrapolation (e.g., changes in fertility rates, housing patterns or migration patterns) while a forecast results when a projection is modified by reasoning to take into account the aforementioned factors.

To maximize the use of this study as a planning tool, the ultimate goal is not simply to project the past into the future, but rather to assess various factors' impact on the future. The future population and enrollment change of each school district is influenced by a variety of factors. Not all factors will influence the entire school district at the same level. Some may affect different areas at dissimilar magnitudes and rates causing changes at varying points of time within the same district. The forecaster's judgment, based on a thorough and intimate study of the district, has been used to modify the demographic trends and factors to more accurately predict likely changes. Therefore, strictly speaking, this study is a forecast, not a projection; and the amount of modification of the demographic trends varies between different areas of the district as well as within the timeframe of the forecast.

To calculate population forecasts of any type, particularly for smaller populations such as a school district, realistic suppositions must be made as to what the future will bring in terms of age specific fertility rates and residents'

demographic behavior at certain points of the life course. The demographic history of the school district and its interplay with the social and economic history of the area is the starting point and basis of most of these suppositions particularly on key factors such as the age structure of the area. The unique nature of each district's and attendance area's demographic composition and rate of change over time must be assessed and understood to be factors throughout the life of the forecast series. Moreover, no two populations, particularly at the school district, have exactly the same characteristics.

The manifest purpose of these forecasts is to ascertain the demographic factors that will ultimately influence the enrollment levels in the district's schools. There are of course, other non-demographic factors that affect enrollment levels over time. These factors include, but are not limited to transfer policies within the district; student transfers to and from neighboring districts; placement of "special programs" within school facilities that may serve students from outside the attendance area; state or federal mandates that dictate the movement of students from one facility to another (No Child Left Behind was an excellent example of this factor); the development of charter schools in the district; the prevalence of home schooling in the area; and the dynamics of local private schools.

Unless the district specifically requests the calculation of forecasts that reflect the effects of changes in these non-demographic factors, their influences are

held constant for the life of the forecasts. Again, the main function of these forecasts is to determine what impact demographic changes will have on future enrollment. It is quite possible to calculate special “scenario” forecasts to measure the impact of school policy modifications as well as planned economic and financial changes. However, in this case the results of these population and enrollment forecast are meant to represent the most likely scenario for changes over the next 10 years in the district and its attendance areas.

The first part of the report will examine the assumptions made in calculating the population forecasts for the Colchester School District. Since the results of the population forecasts drive the subsequent enrollment forecasts, the assumptions listed in this section are paramount to understanding the area’s demographic dynamics. The remainder of the report is an explanation and analysis of the district’s population forecasts and how they will shape the district’s grade level enrollment forecasts.

DATA

The data used for the forecasts come from a variety of sources. The Colchester School District provided enrollments by grade and attendance center for the school years 2010-2011 to 2020-21. Birth and death data for the years 2010 through 2019 were obtained from the Colchester Town Clerk’s Office. The net migration values were calculated using Internal Revenue Service migration reports for the years 2010 through 2018. The data used for the calculation of migration models came from the United

States Bureau of the Census, 2005 to 2010, and the models were designed using demographic and economic factors. The base age-sex population counts used are from the results of the 2010 Census.

Recently the Census Bureau began releasing annual estimates of demographic variables at the block group and tract level from the American Community Survey (ACS). There has been wide scale reporting of these results in the national, state and local media. However, due to the methodological problems the Census Bureau is experiencing with their estimates derived from ACS data, particularly in areas with a population of less than 60,000, the results of the ACS are not used in these forecasts. For example, given the sampling framework used by the Census Bureau, each year only 200 of the over 6,400 current households in the district would have been included. For comparison 1,100 households in the district were included in the sample for the long form questionnaire in the 2000 Census. As a result of this small sample size, the ACS survey result from the last 5 years must be aggregated to produce the tract and block group estimates.

To develop the population forecast models, past migration patterns, current age specific fertility patterns, the magnitude and dynamics of the gross migration, the age specific mortality trends, the distribution of the population by age and sex, the rate and type of existing housing unit sales, and future housing unit construction are considered to be primary variables. In addition, the change in household size relative to the age structure of the forecast area was addressed. While there was a slight drop

in the average household size in the Colchester School District as well as most other areas of the state during the previous 20 years, the rate of this decline has been forecasted to slow over the next ten years.

ASSUMPTIONS

For these forecasts, the mortality probabilities are held constant at the levels calculated for the year 2010. While the number of deaths in an area are impacted by and will change given the proportion of the local population over age 65, in the absence of an extraordinary event such as a natural disaster or a breakthrough in the treatment of heart disease, death rates rarely move rapidly in any direction, particularly at the school district or attendance area level. Thus, significant changes are not foreseen in district's mortality rates between now and the year 2030. (Note: The total deaths in the Colchester town records include all deaths that occur at the McClure Miller Respite House. For the purposes of these forecasts, those deaths were excluded in the calculations of the town's mortality rates) Any increases forecasted in the number of deaths will be due primarily to the general aging of the district's population and specifically to the increase in the number of residents aged 65 and older.

Similarly, fertility rates are assumed to stay fairly constant for the life of the forecasts. Like mortality rates, age specific fertility rates rarely change quickly or dramatically, particularly in small areas. Even with the recently reported rise in the fertility rates of the

United States, overall fertility rates have stayed within a 15% range for most of the last 40 years. In fact, the vast majority of year to year change in an area's number of births is due to changes in the number of women in prime child bearing ages (particularly ages 20-34) rather than any fluctuation in an area's fertility rate.

The total fertility rate (TFR), the average number of births a woman will have while living in the school district during her lifetime, is estimated to be 1.59 for the total district for the ten years of the population forecasts. A resident TFR of 2.1 births per woman is considered to be the theoretical "replacement level" of fertility necessary for a population to remain constant in the absence of in-migration. Therefore, in the absence of migration, fertility alone would be insufficient to maintain the current level of population and enrollment within the Colchester School District over the course of the forecast period.

A close examination of data for the Colchester School District has shown the age specific pattern of net migration will be nearly constant throughout the life of the forecasts. While the number of in and out migrants has changed in past years for the Colchester School District (and will change again over the next 10 years), the basic age pattern of the migrants has stayed nearly the same over the last 30 years. Based on the analysis of data it is safe to assume this age specific migration trend will remain unchanged into the future. This pattern of migration shows most of the local out-migration occurring in the 18-to-24-year-old age group as young adults leave the area to go to college or move to other urbanized areas. The second largest group of out-migrants

are those householders aged 70 and older who are downsizing their residences. Most of the local in-migration occurs in the 0-to-9 and 30-44 age groups (the bulk of the which come from areas within 75 miles of the Colchester School District) primarily consisting of younger adults and their children.

As the Chittenden County area is not currently contemplating any major expansions or contractions, the forecasts also assume that the current economic, political, social, and environmental factors, as well as the transportation and public works infrastructure (with a few notable exceptions) of the Colchester School District and its attendance areas will remain the same through the year 2030. Below is a list of assumptions and issues that are specific to the Colchester School District These issues have been used to modify the population forecast models to more accurately predict the impact of these factors on each area's population change.

Specifically, the forecasts for the Colchester School District assume that throughout the study period:

- a. There will be a steady economic recovery in the next 18 months and the national, state or regional economy does not go into deep recession at any time during the 10 years of the forecasts; (Deep recession is defined as four consecutive quarters where the GDP contracts greater than 1% per quarter)
- b. Interest rates have reached a historic low and will not fluctuate more than one percentage point in the short term; the interest rate for a 30-year fixed home mortgage stays below 4.5%;
- c. The rate of mortgage approval stays at 2015-2019 levels and lenders do not return to “sub-prime” mortgage practices;
- d. There are no additional restrictions placed on home mortgage lenders or additional bankruptcies of major credit providers;
- e. The rate of housing foreclosures does not exceed 125% of the 2015-2019 average of Chittenden County for any year in the forecasts;
- f. All currently planned, platted, approved and permitted housing developments are built out and completed by 2029. All housing units constructed are occupied by 2030;
- g. The unemployment rates for the Chittenden County and the Burlington Metropolitan Area will remain below 7.5% for the 10 years of the forecasts;
- h. The rate of students transferring into and out of the Colchester School District will remain at the 2018-19 to 2020-21 average;
- i. The inflation rate for gasoline will stay below 5% per year for the 10 years of the forecasts;
- j. There will be no building moratorium within the district;
- k. Businesses within the district and the Colchester School District area will remain viable;

- l. The district will build an average of 40 new housing units per year over the next 10 years;
- m. The state of Vermont does not change any of the current regulations regarding Charter schools or inter district transfers;
- n. The district will average at least 250 existing home sales annually over the next 10 years;
- o. The number of existing home sales in the district that are a result of “distress sales” (homes worth less than the current mortgage value) will not exceed 20% of total homes sales in the district for any given year;
- p. Housing turnover rates (sale of existing homes in the district) will remain at their current levels. The majority of existing home sales are made by homeowners over the age of 60;
- q. Private school and home school attendance rates will remain at the 2016 to 2020 average for the next 10 years;
- r. The rate of foreclosures for commercial property remains at the 2015-2019 average for Chittenden County;
- s. The district and all surrounding school districts return to full time, in-person instruction by the fall of 2021.

If a major employer in the district or in the Greater Burlington Metropolitan Area (particularly in the northern metro area) closes, reduces or expands its

operations, the population forecasts would need to be adjusted to reflect the changes brought about by the change in economic and employment conditions. The same holds true for any type of natural disaster, major change in the local infrastructure (e.g., highway construction, water and sewer expansion, changes in zoning regulations etc.), a further economic downturn, any additional weakness in the housing market or any instance or situation that causes rapid and dramatic population changes that could not be foreseen at the time the forecasts were calculated.

The high proportion of high school graduates from the Colchester School District that attend college or move to urban areas outside of the district for employment is a significant demographic factor. Their departure is a major reason for the extremely high out-migration in the 18 to 24 age group and was taken into account when calculating these forecasts. The out-migration of graduating high school seniors is expected to continue over the period of the forecasts and the rate of out-migration has been forecasted to remain the same over the life of the forecast series.

Finally, all demographic trends (i.e., births, deaths, and migration) are assumed to be linear in nature and annualized over the forecast period. For example, if 1,000 births are forecasted for a 5-year period, an equal number, or proportion of the births are assumed to occur every year, 200 per year. Actual year-to-year variations do and will occur, but overall year to year trends are expected to be constant.

METHODOLOGY

The population forecasts presented in this report are the result of using the Cohort-Component Method of population forecasting (Siegel, and Swanson, 2004: 561-601) (Smith et. al. 2004). As stated in the **INTRODUCTION**, the difference between a projection and a forecast is in the use of explicit judgment based upon the unique features of the area under study. Strictly speaking, a cohort projection refers to the future population that would result if a mathematical extrapolation of historical trends. Conversely, a cohort-component forecast refers to the future population that is expected because of a studied and purposeful selection of the components of change (i.e., births, deaths, and migration) and forecast models are developed to measure the impact of these changes in each specific geographic area.

Five sets of data are required to generate population and enrollment forecasts. These five data sets are:

- a. a base-year population (here, the 2010 Census population for Colchester School District and the attendance areas);
- b. a set of age-specific fertility rates for the district and the attendance areas to be used over the forecast period;
- c. a set of age-specific survival (mortality) rates for the district and the attendance areas;

- d. a set of age-specific migration rates for the district and the attendance areas, and;
- e. the historical enrollment figures by grade.

The most significant and difficult aspect of producing enrollment forecasts is the generation of the population forecasts in which the school age population (and enrollment) is embedded. In turn, the most challenging aspect of generating the population forecasts is found in deriving the rates of change in fertility, mortality, and migration. From the standpoint of demographic analysis, the Colchester School District is classified as a “small area” population (as compared to the population of the state of Vermont or to that of the United States). Small area population forecasts are more complicated to calculate because local variations in fertility, mortality, and migration may be more irregular than those at the regional, state or national scale. Especially challenging is the forecast of the migration rates for local areas, because changes in the area's socioeconomic characteristics can quickly change from past and current patterns (Peters and Larkin, 2002.)

The population forecasts for Colchester School District were calculated using a cohort-component method with the populations divided into male and female groups by five-year age cohorts that range from 0-to-4 years of age to 85 years of age and older (85+). Age- and sex-specific fertility, mortality, and migration models were constructed to specifically reflect the unique

demographic characteristics of each of the attendance areas in the Colchester School District.

The enrollment forecasts were calculated using a modified average survivorship method. Average survivor rates (i.e., the proportion of students who progress from one grade level to the next given the average amount of net migration for that grade level) over the previous five years of year-to-year enrollment data were calculated for grades two through twelve. This procedure is used to identify specific grades where there are large numbers of students changing facilities for non-demographic factors, such as private school transfers or enrollment in special programs.

The survivorship rates were modified or adjusted to reflect the average rate of forecasted in and out migration of 5-to-9, 10-to-14 and 15-to-17-year-old cohorts to each of the attendance centers in Colchester School District for the period 2010 to 2015. These survivorship rates then were adjusted to reflect the forecasted changes in age-specific migration the district should experience over the next five years. These modified survivorship rates were used to project the enrollment of grades 2 through 12 for the period 2015 to 2020. The survivorship rates were adjusted again for the period 2020 to 2025 to reflect the predicted changes in the amount of age-specific migration in the district for the period.

The forecasted enrollments for kindergarten and first grade are derived from the 5-to-9-year-old population of the age-sex population forecast at the elementary attendance center district

level. This procedure allows the changes in the incoming grade sizes to be factors of forecasted population change and not an extrapolation of previous class sizes. Given the potentially large amount of variation in Kindergarten enrollment due to parental choice, changes in the state's minimum age requirement, and differing district policies on allowing children to start Kindergarten early, first grade enrollment is deemed to be a more accurate and reliable starting point for the forecasts. (McKibben, 1996) The level of the accuracy for both the total population and total enrollment forecasts at the school district level is estimated to be $\pm 2.0\%$ for the life of the forecasts.

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Appendix A: Supplemental Tables

Table 1: Forecasted Elementary Area Population Change, 2010 to 2020

	2010	2015	2010-2015 Change	2020	2015-2020 Change	2010-2020 Change
Porters Point	7,337	7,450	1.5%	7,480	0.4%	1.9%
Union Memorial	9,730	10,070	3.4%	10,350	2.8%	6.4%
District Total	17,067	17,520	2.6%	17,830	1.8%	4.5%

Table 2: Household Characteristics by Elementary Area, 2010 Census

	HH w/ Pop Under 18	% HH w/ Pop Under 18	Total Households	Household Population	Persons Per Household
Porters Point	980	33.5%	2,925	7,337	2.51
Union Memorial	979	28.9%	3,389	7,897	2.33
District Total	1,959	31.0%	6,314	15,234	2.41

Table 3: Householder Characteristics by Elementary Area, 2010 Census

	Percentage of Householders aged 35-54	Percentage of Householders aged 65+	Percentage of Householders who own homes
Porters Point	44.3%	17.5%	75.2%
Union Memorial	42.4%	14.6%	68.2%
District Total	43.3%	15.9%	71.4%

Table 4: Percentage of Households that are Single Person Households and Single Person Households that are over age 65 by Elementary Area, 2010 Census

	Percentage of Single Person Households	Percentage of Single Person Households and are 65+
Porters Point	20.7%	5.8%
Union Memorial	27.6%	5.8%
District Total	24.4%	5.8%

Table 5: Elementary Enrollment (K-2), 2020, 2025, 2030

	2020	2025	2020-2025 Change	2029	2025-2030 Change	2020-2030 Change
Porters Point	216	212	-1.9%	222	4.7%	2.8%
Union Memorial	251	268	6.8%	287	7.1%	14.3%
District Total	467	480	2.8%	509	6.0%	9.0%

Table 6: Age Under One to Age Ten Population Counts, by Year of Age, by Elementary Area: 2010 Census

	Under 1 year	1 year	2 years	3 years	4 years	5 years	6 years	7 years	8 years	9 years	10 years
Porters Point	71	79	71	96	83	95	98	83	85	82	105
Union Memorial	91	96	87	90	76	74	79	81	79	91	99
District Total	162	175	158	186	159	169	177	163	164	173	204

Table 7: Comparison of District Resident Enrollment by Grade with 2010 Census Counts by Age, 2017-2019

2010 Census	Under 1 year	1 year	2 years	3 years	4 years	5 years	6 years	7 years	8 years	9 years	10 years	11 years	12 years	13 years
Colchester Schools Total	162	175	158	186	159	169	177	163	164	173	204	196	189	176
2020 Enrollment	138	157	171	184	178	180	160	161						
	85.2%	89.7%	108.2%	98.9%	111.9%	106.5%	90.4%	98.8%						
2019 Enrollment	146	162	167	183	165	180	162	167	137					
	90.1%	92.6%	105.7%	98.4%	103.8%	106.5%	91.5%	102.5%	83.5%					
2018 Enrollment	146	166	171	174	162	160	167	172	136	157				
	90.1%	94.9%	108.2%	93.5%	101.9%	94.7%	94.4%	105.5%	82.9%	90.8%				
2017 Enrollment	156	163	170	169	158	157	147	167	142	168	156			
	96.3%	93.1%	107.6%	90.9%	99.4%	92.9%	83.1%	102.5%	86.6%	97.1%	76.5%			
2016 Enrollment	162	162	171	168	153	153	145	150	138	173	166	194		
	100.0%	92.6%	108.2%	90.3%	96.2%	90.5%	81.9%	92.0%	84.1%	100.0%	81.4%	99.0%		
2015 Enrollment	168	157	178	173	150	154	147	151	127	175	169	202	187	
	103.7%	89.7%	112.7%	93.0%	94.3%	91.1%	83.1%	92.6%	77.4%	101.2%	82.8%	103.1%	98.9%	
2014 Enrollment		151	170	166	151	156	150	153	125	166	165	202	182	172
		86.3%	107.6%	89.2%	95.0%	92.3%	84.7%	93.9%	76.2%	96.0%	80.9%	103.1%	96.3%	97.7%
2013 Enrollment			185	172	153	160	147	156	123	166	159	199	174	175
			117.1%	92.5%	96.2%	94.7%	83.1%	95.7%	75.0%	96.0%	77.9%	101.5%	92.1%	99.4%
2012 Enrollment				174	155	159	146	149	121	168	153	189	182	174
				93.5%	97.5%	94.1%	82.5%	91.4%	73.8%	97.1%	75.0%	96.4%	96.3%	98.9%
2011 Enrollment					153	161	149	148	123	165	153	195	166	175
					96.23%	95.27%	84.18%	90.80%	75.00%	95.38%	75.00%	99.49%	87.83%	99.43%

Grade 1 in RED

Appendix B: Population Forecasts

Colchester School District Total Population

	2010	2015	2020	2025	2030
0-4	840	870	860	790	710
5-9	846	890	920	900	840
10-14	943	850	890	920	880
15-19	1593	1510	1410	1460	1540
20-24	2078	2000	1940	1860	1950
25-29	1155	1100	1010	940	750
30-34	1005	1210	1150	1070	980
35-39	980	1080	1280	1200	1120
40-44	1191	1020	1100	1310	1250
45-49	1295	1180	1000	1100	1290
50-54	1337	1280	1170	990	1080
55-59	1174	1310	1250	1130	980
60-64	996	1110	1250	1190	1080
65-69	607	890	1020	1130	1070
70-74	386	420	630	700	790
75-79	267	350	370	580	660
80-84	214	250	340	360	560
85+	160	200	240	320	360
Total	17067	17520	17830	17950	17890
Median Age	35.4	36.5	37.9	39.3	40.7
Births	820	810	770	690	
Deaths	560	670	780	860	
Natural Increase	260	140	-10	-170	
Net Migration	160	150	140	160	
Change	420	290	130	-10	

Differences between period Totals may not equal Change due to rounding.

Porters Point Total Population

	2010	2015	2020	2025	2030
0-4	401	340	330	280	260
5-9	444	450	390	370	330
10-14	479	440	450	390	370
15-19	469	430	400	410	340
20-24	374	330	310	300	290
25-29	451	430	370	350	340
30-34	449	490	460	410	370
35-39	474	500	540	500	450
40-44	601	510	520	560	530
45-49	635	600	510	520	550
50-54	651	630	590	500	510
55-59	566	640	620	570	500
60-64	527	540	620	590	550
65-69	313	480	510	570	550
70-74	202	230	350	360	410
75-79	140	190	210	340	350
80-84	96	140	190	210	330
85+	67	80	110	170	200
Total	7337	7450	7480	7400	7230
Median Age	41.1	43.1	44.7	46.3	48.0
Births	310	290	260	230	
Deaths	270	340	390	440	
Natural Increase	40	-50	-130	-210	
Net Migration	70	60	50	60	
Change	110	10	-80	-150	

Differences between period Totals may not equal Change due to rounding.

Colchester School District Demographic Study –March 2021

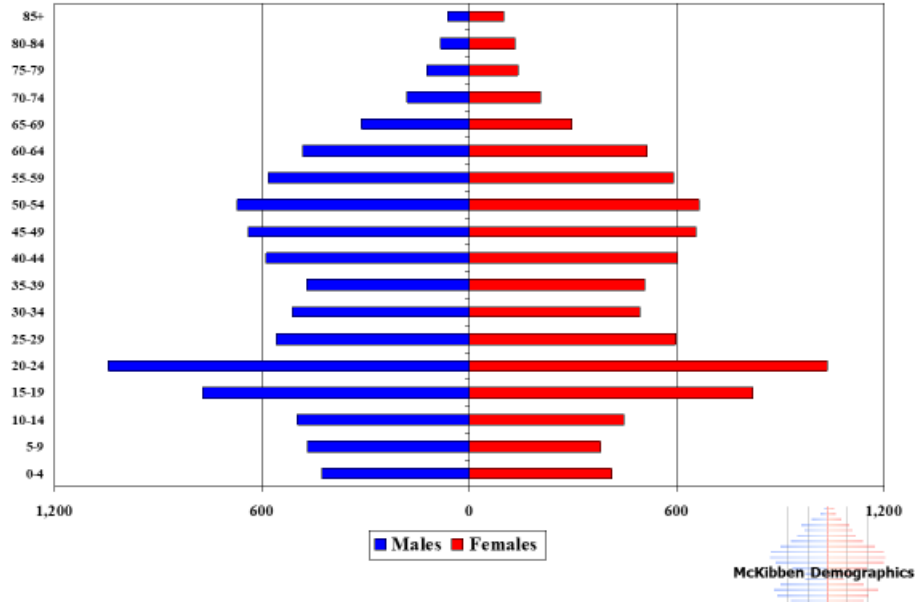
Union Memorial Total Population

	2010	2015	2020	2025	2030
0-4	439	530	530	510	450
5-9	402	440	530	530	510
10-14	464	410	440	530	510
15-19	1124	1080	1010	1050	1200
20-24	1704	1670	1630	1560	1660
25-29	704	670	640	590	410
30-34	556	720	690	660	610
35-39	506	580	740	700	670
40-44	590	510	580	750	720
45-49	660	580	490	580	740
50-54	686	650	580	490	570
55-59	608	670	630	560	480
60-64	469	570	630	600	530
65-69	295	410	510	560	520
70-74	184	190	280	340	380
75-79	127	160	160	240	310
80-84	118	110	150	150	230
85+	93	120	130	150	160
Total	9730	10070	10350	10550	10660
Median Age	30.2	31.6	32.9	33.8	34.8
Births	510	520	510	460	
Deaths	290	330	390	420	
Natural Increase	220	190	120	40	
Net Migration	90	90	90	100	
Change	310	280	210	140	

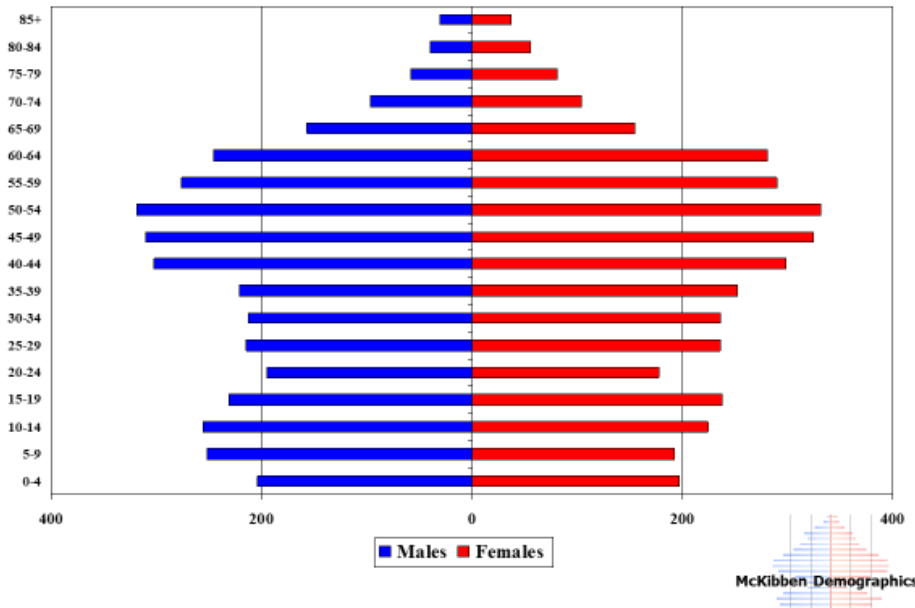
Differences between period Totals may not equal Change due to rounding.

Appendix C: Population Pyramids

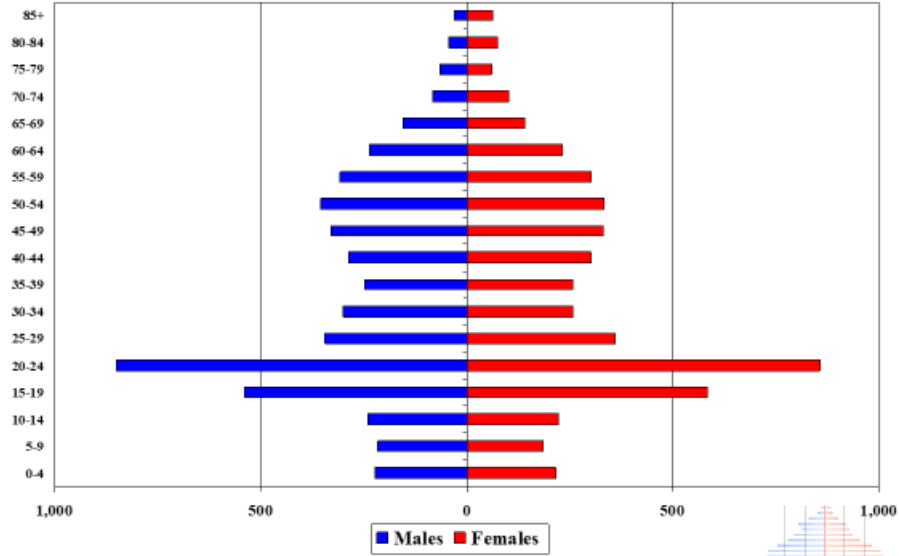
Colchester School District, VT Total Population – 2010 Census



Porters Point Elementary Total Population – 2010 Census



Union Memorial Elementary Total Population – 2010 Census



McGibben Demographics

Appendix D: Enrollment Forecasts

Colchester School District Total Enrollment

	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31
K	177	163	163	160	159	156	156	157	158	160	162	164	166	170
1	158	173	166	151	159	157	157	157	158	159	160	162	164	166
2	156	155	181	156	162	167	164	164	164	166	167	169	171	173
Total: K-2	491	491	510	467	480	480	477	478	480	485	489	495	501	509
3	163	146	156	174	158	160	165	162	162	162	164	165	167	169
4	170	166	146	154	176	160	162	167	164	163	163	165	166	168
5	169	171	162	138	157	178	162	164	169	165	164	164	166	167
Total: 3-5	502	483	464	466	491	498	489	493	495	490	491	494	499	504
6	158	174	167	157	139	155	176	160	162	168	164	163	163	165
7	157	162	183	171	163	144	160	182	166	168	174	170	169	169
8	147	160	165	184	176	165	146	162	185	168	171	177	173	172
Total: 6-8	462	496	515	512	478	464	482	504	513	504	509	510	505	506
9	167	167	180	178	204	190	178	158	175	200	181	185	191	187
10	142	172	162	180	180	206	192	180	160	177	202	183	187	193
11	168	136	167	160	178	178	204	190	178	158	175	200	181	185
12	156	157	137	161	158	176	176	202	188	176	156	173	198	179
Total: 9-12	633	632	646	679	720	750	750	730	701	711	714	741	757	744
Total: K-12	2088	2102	2135	2124	2169	2192	2198	2205	2189	2190	2203	2240	2262	2263
Total: K-12	2088	2102	2135	2124	2169	2192	2198	2205	2189	2190	2203	2240	2262	2263
Change		14	33	-11	45	23	6	7	-16	1	13	37	22	1
%-Change		0.7%	1.6%	-0.5%	2.1%	1.1%	0.3%	0.3%	-0.7%	0.0%	0.6%	1.7%	1.0%	0.0%
Total: K-2	491	491	510	467	480	480	477	478	480	485	489	495	501	509
Change		0	19	-43	13	0	-3	1	2	5	4	6	6	8
%-Change		0.0%	3.9%	-8.4%	2.8%	0.0%	-0.6%	0.2%	0.4%	1.0%	0.8%	1.2%	1.2%	1.6%
Total: 3-5	502	483	464	466	491	498	489	493	495	490	491	494	499	504
Change		-19	-19	2	25	7	-9	4	2	-5	1	3	5	5
%-Change		-3.8%	-3.9%	0.4%	5.4%	1.4%	-1.8%	0.8%	0.4%	-1.0%	0.2%	0.6%	1.0%	1.0%
Total: 6-8	462	496	515	512	478	464	482	504	513	504	509	510	505	506
Change		34	19	-3	-34	-14	18	22	9	-9	5	1	-5	1
%-Change		7.4%	3.8%	-0.6%	-6.6%	-2.9%	3.9%	4.6%	1.8%	-1.8%	1.0%	0.2%	-1.0%	0.2%
Total: 9-12	633	632	646	679	720	750	750	730	701	711	714	741	757	744
Change		-1	14	33	41	30	0	-20	-29	10	3	27	16	-13
%-Change		-0.2%	2.2%	5.1%	6.0%	4.2%	0.0%	-2.7%	-4.0%	1.4%	0.4%	3.8%	2.2%	-1.7%

Blue cells are historical data; Red numbers are current enrollment; Orange cells are forecasted enrollment.

Colchester School District Demographic Study –March 2021

Porters Point: Total Enrollment

	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31
K	96	74	76	74	71	71	70	70	71	71	72	72	73	75
1	74	93	76	67	71	70	70	69	69	70	70	71	71	72
2	77	74	99	75	73	75	74	74	72	73	74	74	75	75
Total K-2	247	241	251	216	215	216	214	213	212	214	216	217	219	222
Total K-2	247	241	251	216	215	216	214	213	212	214	216	217	219	222
Change		-6	10	-35	-1	1	-2	-1	-1	2	2	1	2	3
% Change		-2.4%	4.1%	-13.9%	-0.5%	0.5%	-0.9%	-0.5%	-0.5%	0.9%	0.9%	0.5%	0.9%	1.4%

Blue cells are historical data; Red numbers are current enrollment; Orange cells are forecasted enrollment.

Union Memorial: Total Enrollment

	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31
K	81	89	87	86	88	85	86	87	87	89	90	92	93	95
1	84	80	90	84	88	87	87	88	89	89	90	91	93	94
2	79	81	82	81	89	92	90	90	92	93	93	95	96	98
Total K-2	244	250	259	251	265	264	263	265	268	271	273	278	282	287
Total K-2	244	250	259	251	265	264	263	265	268	271	273	278	282	287
Change		6	9	-8	14	-1	-1	2	3	3	2	5	4	5
% Change		2.5%	3.6%	-3.1%	5.6%	-0.4%	-0.4%	0.8%	1.1%	1.1%	0.7%	1.8%	1.4%	1.8%

Blue cells are historical data; Red numbers are current enrollment; Orange cells are forecasted enrollment.

Mallets Bay Elementary: Total Enrollment

	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31
3	163	146	156	174	158	160	165	162	162	162	164	165	167	169
4	170	166	146	154	176	160	162	167	164	163	163	165	166	168
5	169	171	162	138	157	178	162	164	169	165	164	164	166	167
Total 3-5	502	483	464	466	491	498	489	493	495	490	491	494	499	504
Total 3-5	502	483	464	466	491	498	489	493	495	490	491	494	499	504
Change		-19	-19	2	25	7	-9	4	2	-5	1	3	5	5
% Change		-3.8%	-3.9%	0.4%	5.4%	1.4%	-1.8%	0.8%	0.4%	-1.0%	0.2%	0.6%	1.0%	1.0%

Blue cells are historical data; Red numbers are current enrollment; Orange cells are forecasted enrollment.

Colchester School District Demographic Study –March 2021

Colchester Junior High School: Total Enrollment

	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31
6	158	174	167	157	139	155	176	160	162	168	164	163	163	165
7	157	162	183	171	163	144	160	182	166	168	174	170	169	169
8	147	160	165	184	176	165	146	162	185	168	171	177	173	172
Total 6-8	462	496	515	512	478	464	482	504	513	504	509	510	505	506
Total 6-8	462	496	515	512	478	464	482	504	513	504	509	510	505	506
Change		34	19	-3	-34	-14	18	22	9	-9	5	1	-5	1
% Change		7.4%	3.8%	-0.6%	-6.6%	-2.9%	3.9%	4.6%	1.8%	-1.8%	1.0%	0.2%	-1.0%	0.2%

Blue cells are historical data; Red numbers are current enrollment; Orange cells are forecasted enrollment.

Colchester High School: Total Enrollment

	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31
9	167	167	180	178	204	190	178	158	175	200	181	185	191	187
10	142	172	162	180	180	206	192	180	160	177	202	183	187	193
11	168	136	167	160	178	178	204	190	178	158	175	200	181	185
12	156	157	137	161	158	176	176	202	188	176	156	173	198	179
Total:														
9-12	633	632	646	679	720	750	750	730	701	711	714	741	757	744
Total:	633	632	646	679	720	750	750	730	701	711	714	741	757	744
Change		-1	14	33	41	30	0	-20	-29	10	3	27	16	-13
% Change		-0.2%	2.2%	5.1%	6.0%	4.2%	0.0%	-2.7%	-4.0%	1.4%	0.4%	3.8%	2.2%	-1.7%

Blue cells are historical data; Red numbers are current enrollment; Orange cells are forecasted enrollment.

COLCHESTER SCHOOL DISTRICT

POLICY: FLAGPOLE REQUESTS

DATE ADOPTED: January 19, 2021

POLICY STATEMENT

Under state statute the Colchester School District is a municipality and a government body. Therefore, it is the policy of the CSD that District flag poles are a forum of government speech, thereby maintaining the distinction between government speech and private speech by students and community members. The CSD Board, as a government entity, determines its speech through the actions of the Board. The speech of the Board is not controlled or limited by any individuals other than the elected members of the Board.

The Board is not obligated to approve any flag requests. Requests that meet the criteria outlined below are not guaranteed approval by the Board because flag requests are suggestions for Board consideration. This policy determines how those suggestions are to be proposed. The criteria outlined in this policy establish minimum standards in order for a flag request to be considered, but the Board has the right to apply other standards beyond the minimum at its discretion.

I. MANAGEMENT AND CONTROL

The District's flagpoles are under the control and management of the District and it is impermissible to fly any flag other than the United States and Vermont flags without the prior approval of the School Board. Such approval shall be based on the steps and approval process outlined below.

Excluding the United States and Vermont flags, only two flags at a time may be approved by the Board to be raised. Preference shall be given based on when a request is received by the CSD administration.

The School Board will only consider flag requests from CSD students or student groups.

The Board may determine to raise any flags which clearly support a stated district goal, current academic endeavors or programs, curriculum and courses of study, or established Vermont Agency of Education Transferable Skills. Any approved flag requests must also comply with existing District policies.

Only the main flagpole at a CSD building will be utilized for the purpose of this policy. Proposed flags may be flown for a maximum three (3) month duration determined by the School Board. The CSD Board may remove a previously-approved flag at any time.

Date Warned: December 11, 2020
 First Reading: December 15, 2020
 Second Reading: January 5, 2021
 Third Reading: January 19, 2021

II. REQUIRED STEPS FOR FLAG PROPOSALS

A. Requests to fly a flag will be submitted to the superintendent of schools in writing. The superintendent or their designee will review the request to ensure that it includes and conforms with the following criteria and is eligible to be considered by the Board.

1. Required Proposal Components

- a) A visual replication of the exact flag, with dimensions and method of attachment to the flagpole. Any proposed flag may not be larger than the American flag.
- b) A rationale that explains how the proposed flag supports a stated district goal, current academic endeavors or programs, curriculum and courses of study, or Vermont Transferable Skills.
- c) A proposed time frame for raising and flying the flag.
- d) Estimated cost of the flag.
- e) Evidence of support from a faculty advisor/sponsor.
- f) Demonstrated student support for the proposed flag.

2. Exclusionary Criteria

- a) The flag may not be libelous, defamatory, obscene, lewd, vulgar, or profane.
- b) The flag may not violate federal, state or local laws.
- c) The flag may not violate any district policy.
- d) The flag may not depict any symbols, language, slogans, etc. that are registered as hate speech by a nationally recognized organization such as the Anti-Defamation League or Southern Poverty Law Center.
- e) The flag may not interfere with or advocate interference with the rights of any individual or the orderly operation of the schools and their programs.
- f) The flag may not be subject to copyright, licensing or trademarks (meaning that the District should not commit itself to paying royalties or becoming involved in any type of legal dispute for flying flags that the District did not receive licensing approval or pay royalties to fly).
- g) The flag may not be commercial in nature.

- B.** If eligible to be considered by the Board, the superintendent will arrange for the proposal to be added to an agenda to be presented to the Board at an upcoming legally warned Board Meeting. If the request is ineligible to be considered by the Board, the superintendent or designee will notify the requestor(s) in writing of the reason for ineligibility.
- C.** If the superintendent determines a request to be ineligible and the requestor(s) disagree with the superintendent or designee's eligibility decision, the requestor(s) may appeal to the Board in writing for the request to be heard. The superintendent or designee's written response and rationale for determining the request ineligible will be submitted as a part of the materials for consideration by the Board as it hears the request on appeal. Appeals must be submitted to the Board within fourteen (14) calendar days of the date of the eligibility denial issued by the superintendent.
- D.** After hearing a request, the Board will vote on the flag request within the next two (2) regularly scheduled and legally warned Board meetings. The Board will provide a written statement articulating why the flag request was approved or denied, to be delivered to the requestor(s) through the superintendent.
- E.** The Board may also determine to renew a previously-approved flag to fly upon a written request from the original applicant(s) directly to the Board. Any such request shall follow the procedural requirements in step B (above).

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

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:


Meghan Baule
Recording Secretary

Board Clerk:


Lindsey Cox
Board Clerk



Colchester School District

Colchester Board of Education, PO Box 27, Colchester, Vermont 05446
Phone: (802) 264-5999 ● www.csdvt.org ● Fax: (802) 863-4774

The following was read aloud at the August 18, 2020 school board meeting.

Dear Colchester Community,

Thank you for taking time to share your perspective regarding the Colchester School District flying the Black Lives Matter flag. Our school board and administrative leadership team unanimously support this action as a symbol of our commitment to providing an anti-racist education and continued conversation and action.

We have decided to fly a Black Lives Matter flag at each building in the district to ensure our Black students and families feel welcome and safe.

The Board made its decision after consideration of the opinions and research of individual board members, a number of students, the community, and district staff. That decision is based on its support and belief that the words “Black Lives Matter” acknowledges the reality of discrimination black people face and our accountability, as people in positions of power, to change that. The Board has not had any discussion or taken an official position on the Black Lives Matter organization’s political goals or composition. We made our decision based on the belief that the flag is symbolic of the need to move toward greater equity and inclusion.

As an educational organization, Colchester School District believes that every moment can be an occasion for teaching and learning. Below are the words of our students regarding what this action means to them. We hope you will take the time to read, reflect, and come back with more questions.

Thank you again for your engagement with us in this important matter,

The Colchester School Board

Excerpt from Student Letter of Support:

“We have experienced and witnessed students of color not feeling welcome in our schools. The symbolism of raising the Black Lives Matter flag would make us feel like the work of welcoming all students into Colchester is a top priority for the district...Thank you for considering this bold action. It is not a political statement. It is recognition that there is still a lot of work to be done and we are ready to join together with our community to make Colchester School District’s vision of equity for all students a reality.” ~ *Letter of support signed by 70+ students and alumni*

Mike Rogers
Board Chair

Craig Kieny
Board Vice Chair

Lindsey Cox
Board Clerk

Curt Taylor
Member

Nic Longo
Member

COLCHESTER SCHOOL DISTRICT**POLICY: GRANT FUNDING****DATE ADOPTED:** October 16, 2012**POLICY**

- A. **Policy Statement:** In order for the district to provide the best educational opportunities possible for students, the School Board will seek as many sources of revenue as possible to supplement the funds provided through local taxation, general state aid and federal funds. The School Board encourages staff to pursue external financial resources.
- B. **Proposal Development:** The school district, through the Superintendent's office, will research and select grant funding opportunities that are in line with the District's Vision Plan and educational philosophy as set by the School Board. This will be accomplished through the completion of the Grant-Funded Project Proposal Application. All funding proposals will be approved by the Superintendent, or an authorized designee, before submission to the funding agency. When required by the agency or for grants exceeding \$250,000, the proposals will be presented to the School Board for approval.
- C. **Acceptance of Grants:** All approved grants must be accepted by the Superintendent, or an authorized designee, before any funds are received by the district. Prior to the Superintendent accepting the grant, all financial and legal aspects of the grant opportunity shall be reviewed by the Business and Operations Manager to mitigate any potential risks.
- D. **Administration of Grants:** Upon acceptance of the grant, the Superintendent, or an authorized designee, shall appoint a grant program manager and financial liaison. These assigned individuals will be responsible for;
- a. Reviewing of the final grant documentation
 - b. Maintaining all final grant documentation in the Central Office
 - c. Ensuring funds received are properly deposited in the accounts of the School District. Funds received, excepting the scholarship trust funds, will not earn or accrue interest, nor will the District pay interest for funds held, except by specific School Board action.
 - d. Establishing appropriate controls to comply with grant terms and conditions.
 - e. Preparing reports for annual notification of the School Board.

This policy needs to be crossed referenced with Colchester School District policy E10 Donations and Scholarships.

Last Adopted: December 20, 2005
Date Warned: September 28, 2012
First Reading: October 2, 2012
Second Reading: October 16, 2012

COLCHESTER SCHOOL DISTRICT**POLICY: PREVENTION OF CONFLICT OF INTEREST IN PROCUREMENT FOR FEDERAL DOLLARS****DATE ADOPTED:** December 19, 2017**PURPOSE**

It is the policy of the Colchester School Board that all purchasing and contracting comply with state and federal laws.

POLICY STATEMENT

No employee, officer, or agent of the Colchester School District may participate in the selection, award, or administration of a purchase or contract if that person has a real, perceived, or apparent conflict of interest. Any employee, officer or agent with a real, perceived or apparent conflict of interest shall notify the superintendent of the conflict and not participate in the selection, award or administration of the purchase or contract at issue. The superintendent or their designee will develop written procedures to implement this policy.

A conflict of interest arises if an employee, officer, agent, immediate family member, partner, or an organization which employs or is about to employ any of the parties indicated herein, has a direct or indirect financial or other interest in, or a tangible personal benefit from a vendor considered for a purchase or contract.

An employee will not solicit or accept any favor, gratuity, or anything of monetary value from such vendors which exceeds a \$25.00 value.

In the event of a violation of this policy, the district may take disciplinary action against the employee, officer, or agent according to procedures in the district personnel manual and/or collective bargaining agreement.

Date Warned: December 1, 2017
First Reading: December 5, 2017
Second Reading: December 19, 2017

COLCHESTER SCHOOL DISTRICT

POLICY: TITLE I COMPARABILITY

DATE ADOPTED: October 1, 2019

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

COLCHESTER SCHOOL DISTRICT**POLICY: GRANT FUNDING****DATE ADOPTED: Draft****POLICY STATEMENT**

In order for the district to provide the best educational opportunities possible for students, the School Board will seek as many sources of revenue as possible to supplement the funds provided through local taxation, general state aid and federal funds. The School Board encourages staff to pursue external financial resources. This policy needs to be cross referenced with Colchester School District policy E10 Donations.

I. PROPOSAL DEVELOPMENT

The school district, through the Superintendent's office, will research and select grant funding opportunities that are in line with the District's Vision Plan and educational philosophy as set by the School Board. This will be accomplished through the completion of the Grant-Funded Project Proposal Application. All funding proposals will be approved by the Superintendent, or their designee, before submission to the funding agency. When required by the agency or for grants exceeding \$250,000, the proposals will be presented to the School Board for approval.

II. ACCEPTANCE OF GRANTS

All approved grants must be accepted by the Superintendent, or their designee, before any funds are received by the district. Prior to the Superintendent accepting the grant, all financial and legal aspects of the grant opportunity shall be reviewed by the Business and Operations Manager to mitigate any potential risks.

III. ADMINISTRATION OF GRANTS

Upon acceptance of the grant, the Superintendent, or their designee, shall appoint a grant program manager and financial liaison. These assigned individuals will be responsible for the following.

- A. Reviewing the final grant documentation.
- B. Maintaining all final grant documentation in the Central Office.
- C. Ensuring funds received are properly deposited in the accounts of the School District. Funds received, excepting the scholarship trust funds, will not earn or accrue interest, nor will the District pay interest for funds held, except by specific School Board action.
- D. Establishing appropriate controls to comply with grant terms and conditions.
- E. Preparing reports for annual notification of the School Board.

Last Adopted: October 16, 2012
Date Warned:
First Reading:
Second Reading:

IV. PREVENTION OF CONFLICT OF INTEREST IN PROCUREMENT FOR FEDERAL DOLLARS

It is the policy of the School Board that all purchasing and contracting comply with state and federal laws. No employee or agent of the District may participate in the selection, award, or administration of a purchase or contract if that person has a real, perceived, or apparent conflict of interest. Any employee or agent with a real, perceived, or apparent conflict of interest shall notify the superintendent of the conflict and not participate in the selection, award or administration of the purchase or contract at issue. The superintendent, or their designee, will develop written procedures to implement this policy.

A conflict of interest arises if an employee, agent, immediate family member, partner, or an organization which employs or is about to employ any of the parties indicated herein, has a direct or indirect financial or other interest in, or a tangible personal benefit from a vendor considered for a purchase or contract.

An employee will not solicit or accept any favor, gratuity, or anything of monetary value from such vendors which exceeds a \$25.00 value.

In the event of a violation of this policy, the District may take disciplinary action against the employee or agent according to procedures in the district personnel manual and/or collective bargaining agreement.

V. TITLE I COMPARABILITY

If a school in the Colchester School District becomes eligible to receive Title I funds, the school shall provide comparable services, staffing levels, curriculum materials and instructional supplies. The district shall use local and state funds to ensure equivalence among schools in staffing and provision of curricular materials and instructional supplies. Students in all schools shall be eligible for comparable programs and supplemental supports. The district shall utilize district-wide salary schedules for professional and non-professional staff.

The superintendent, or their designee, shall develop procedures for compliance with this policy and shall maintain records that are updated annually to document the district's compliance with this policy.

PERSONNEL CONSENT AGENDA

Board Meeting Date: June 1, 2021

Licensed Employees (Teacher/Administrator)

Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Teacher	Ryan	Batche	New Hire	Middle School STEM Teacher - One Year Only	1.0 FTE	CMS	Request to Hire	Jessica Frank	Yes	Yes
Teacher	Dawn	Bissonnette	End of Employment	Elementary Teacher	1.0 FTE	PPS	Request to end Employment effective June 30, 2021			Yes
Teacher	Anna	Hartman	New Hire	Elementary School Nurse	1.0 FTE	PPS	Request to Hire	Moriah McCullagh	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	David	Hodge	End of Employment	Communication Specialist	35	CHS	Notice of End of Employment			Yes
Support Staff	Parker	Cadwell	End of Employment	Paraeducator	32.5	PPS	Notice of End of Employment			Yes
Support Staff	Roy	Bishop	End of Employment	Paraeducator-SPED	32.5	CHS	Notice of End of Employment			Yes
Support Staff	Logan	Lemnah	End of Employment	Paraeducator	32.5	PPS	Notice of End of Employment			Yes
Support Staff	Dominique	Herbert	End of Employment	Paraeducator-SPED	40	CMS	Notice of End of Employment			Yes
Support Staff	Megan	Tighe	End of Employment	Paraeducator-SPED	32.5	CMS	Notice of End of Employment			Yes
Support Staff	Roseann	Martin	End of Employment	Paraeducator-SPED	32.5	CMS	Notice of End of Employment			Yes
Support Staff	Eli	Pine	End of Employment	Paraeducator-504	32.5	CHS	Notice of End of Employment			Yes
Support Staff	Caroline	Clark	End of Employment	Paraeducator-SPED	32.5	CMS	Notice of End of Employment			Yes
Support Staff	Phoebe	Paron	End of Employment	Paraeducator-SPED	32.5	CMS	Notice of End of Employment			Yes
Support Staff	Emily	LaCroix	End of Employment	Paraeducator	32.5	UMS	Notice of End of Employment			Yes
Support Staff	Kelsey	Sadewicz	Transfer	HR Coordinator	40	CO	Notice of Transfer	Amy Silverston	Yes	Yes
Support Staff	Adrienne	Cameron	End of Employment	Paraeducator-SPED	32.5	MBS	Notice of End of Employment			Yes
Individual Contract	Allison	Eaton	New Hire	Behavior Specialist	1.0 FTE	CMS	Notice of Hire	New Position	Yes	Yes

COLCHESTER SCHOOL DISTRICT

Board of Education Meeting
Remote Meeting

Tuesday, May 18, 2021
7:00 p.m.

MINUTES (General Session)

The Colchester Board of Education held a regular board meeting on Tuesday, May 18, 2021. 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 Directors: Craig Kieny, Lindsey Cox, Nic Longo, Laurie Kigonya, and Ben Yousey-Hindes; Superintendent Amy Minor; Director of Special Education Carrie Lutz; Director of Curriculum Gwendolyn Carmolli; Business and Operations Manager George Trieb; Principals: Heather Baron and Michele Cote.

I. Call to Order

Board Chair Craig Kieny called the meeting to order at 7:02 p.m.

II. Citizen Participation

None.

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

No changes or edits were made.

Director Yousey-Hindes moved to approve the second and final reading of the Fiscal and Business Management Policy: E1. The motion passed unanimously.

IV. Quarterly Financial and Special Education Reports Informational

Business and Operations Manager George Trieb gave an overview of the district's spending in the previous quarter. Revenue and expenditures are tracking mostly as expected. Should the current spending trend continue, the district would expect a surplus of \$699,635. Mr. Trieb noted that interest earning will be significantly below budget due to a reduction in rates by People's United Bank. He also pointed out that tuition will bring in approximately \$400,000 more than expected as more students attended CHS than budgeted. He also mentioned that because the district is using a new finance software called eFinance, there are some variances in several accounts, however, expenses are tracking mostly as planned.

Director of Special Education Carrie Lutz shared enrollment numbers for preschool and special education. This year, preschool enrollment is lower than a typical year due to COVID-19 mitigation measures to distance students. There is a waitlist for next year but the distancing guidelines may allow the district to enroll more students next year. Special education enrollment is slightly lower this quarter as a result of students moving, unenrolling, or transitioning back into general education. She noted that two students were moved into alternative programs and there are several more who are being evaluated for out-of-district placements, however, there are limited spots available and

long waiting lists. The special education directors in Chittenden County are in the final stages of creating an additional alternative school that will be run as a consortium which should create more placement opportunities to serve students who qualify.

V. Approval of Consolidated Federal Programs & IDEA-B Grant and Assurances **Action**

Director of Curriculum and Instruction, Gwen Carmolli, and Director of Special Education, Carrie Lutz, provided an overview of the official allocations for the Consolidated Federal Programs Grant and the IDEA-B Grant. To apply, the district must assure that it will comply with federal regulations.

Director Longo moved to authorize the superintendent to sign the attached assurances and submit the Consolidated Federal Program and IDEA-B grants by June 30, 2021. The motion passed unanimously.

VI. Second and Final Reading of Prevention of Sexual Harassment as Prohibited by Title IX Policy **Action**

This is a new policy that was created by the Vermont School Board Insurance Trust (VSBIT) in response to changes to the federal Title IX law.

Director Cox moved to approve the second and final reading of Prevention of Sexual Harassment as Prohibited by Title IX Policy. The motion passed unanimously.

VII. COVID-19 Update **Informational**

Superintendent Amy Minor gave an overview of the case counts in the district since the beginning of the school year. She shared that CMS will be a host site for a vaccination clinic run by the Vermont National Guard. The clinic will be open to the public but targeted to make it convenient for the new age group of 12–15-year-olds to get vaccinated. The district is anticipating guidance outlining how schools will operate in the fall to be released next week. At the next board meeting, the administrators from Central Office will go over the district’s recovery plan. The plan is being developed to meet the needs of learners as they recover from the effects of the pandemic.

Director Kieny asked how end-of-the-year events are coming along. CMS will make their formal announcement at the end of the week but they are planning an in-person ceremony outside in small groups to celebrate their 8th graders. CHS Principal, Heather Baron, shared that the graduation ceremony will look like a year but the location will be outside on the football field. The event is requiring extensive logistics. There are 161 graduates, each graduate gets four tickets for family members who will be seated in a “pod” six feet from other attendees. The planning committee anticipates these pods will span the length of the field so they are bringing in professional audio to ensure the event can be heard.

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

The following Personnel Consent Agenda was reviewed by the board.

PERSONNEL CONSENT AGENDA

Board Meeting Date: May 18, 2021

Licensed Employees (Teacher/Administrator)

Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Teacher	Jessica	Frank	Leave of Absence	STEM Teacher	1.0 FTE	CMS	Request Leave of Absence for 20/21 School Year			Yes
Teacher	Jessica	Frank	New Hire	Science Teacher (Grades 7/8) - One Year Only	1.0 FTE	CMS	Request to Hire	New Position	Yes	Yes
Teacher	Bridgette	Tozzi	Leave of Absence	Music Teacher	1.0 FTE	CMS	Request Leave of Absence for 20/21 School Year			Yes
Teacher	Kathleen	Naylor	New Hire	Language Arts Teacher (Grades 7/8) - One Year Only	1.0 FTE	CMS	Request to Hire	New Position	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	Silverston	End of Employment	HR Coordinator	40	CO	Notice of End of Employment			Yes
Support Staff	Nancy	Mock	End of Employment	Paraeducator	32.5	PPS	Notice of End of Employment			Yes
Support Staff	Hunter	Stark	End of Employment	Behavior Interventionist - Planning Room Coordinator	35	CMS	Notice of End of Employment			Yes
Support Staff	Danielle	Cotte	End of Employment	Paraeducator - Speech	32.5	CMS	Notice of End of Employment			Yes
Support Staff	Faye	Graham	End of Employment	Paraeducator - SPED	32.5	CHS	Notice of End of Employment			Yes

Director Longo moved to approve the Personnel Consent Agenda for May 18, 2021. The motion passed unanimously.

IX. Approval of Meeting Minutes: May 4, 2021 Action

Director Kigonya moved to approve the minutes from the meeting held on May 4, 2021. The motion passed unanimously.

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

- The CSD Art show is virtual this year and can be accessed through the district's website www.csdrv.org. Superintendent Minor congratulated all the student artists and praised the art teachers for their work to upload all the art to the site. CMS students have displayed their "street art" project along Blakely Rd to help promote the show and to bring positivity to community members.
- Director Longo shared that he and some other board members had the opportunity to judge DARE presentations by 5th graders at MBS. He said it was wonderful and the students did an excellent job. He extended his appreciation to Corporal Bressler and the teachers for inviting him to participate.

XI. Future Agenda Items Informational

- Demographics report
- COVID-19 updates and recovery planning
- Policy work
- Facilities renovation projects

XII. Executive Session to Discuss Contract Negotiations Action

Director Cox moved to enter executive session at 8:00 p.m. to discuss contract negotiations.

Director Cox moved to exit executive session at 8:22 p.m. The motion passed unanimously.

XIII. Adjournment

Director Cox moved to adjourn at 8:22 p.m. The motion passed unanimously.

Recorder:

Board Clerk:

Meghan Baule
Recording Secretary

Nic Longo
Board Clerk

COLCHESTER SCHOOL DISTRICT

Board of Education Meeting, Special Meeting
Colchester High School, Room 109

Tuesday, May 25, 2021
4:30 p.m.

MINUTES (Executive Session)

The Colchester Board of Education held a Special Board Meeting on Tuesday, May 25, 2021. 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 were Directors: Craig Kieny, Lindsey Cox, Nic Longo, Laurie Kigonya, and Ben Yousey-Hindes; Superintendent Amy Minor; and Pietro Lynn an attorney with Lynn, Lynn, Lynn, Blackman & Manitsky, P.C.

I. Call Meeting to Order

Board Chair Craig Kieny called the meeting to order at 4:30 p.m.

II. Board of Education Retreat: Work Session

Informational

- Attorney Pietro Lynn of Lynn, Lynn, Lynn, Blackman & Manitsky, P.C. facilitated a training for the board on Vermont's open meeting law.
- The board also discussed the Black Lives Matter flag as it relates to engaging the community in a discussion through open meeting law.

III. Adjournment

Director Cox moved to adjourn at 6:35 p.m. The motion passed unanimously, 5-0.

Recorder:

Board Clerk:

Meghan Baule
Recording Secretary

Nic Longo
Board Clerk