

Colchester School Board

Meeting Agenda and Packet

August 17, 2021

**Colchester School District
Board of Education Special Meeting Agenda
Colchester High School Library
Tuesday, August 17, 2021
7:00 PM**

AGENDA

- | | | |
|--------------|--|--------------------|
| I. | Call to Order & Pledge of Allegiance | |
| II. | Citizen’s Participation* | |
| III. | Opening of School for 2021-2022 School Year | Information |
| IV. | Building Report from Principals | Information |
| V. | Second and Final Reading of Policy E1: Fiscal and Business Management | Action |
| VI. | Second and Final Reading of Policy E5: Travel and Expenses | Action |
| VII. | Second and Final Reading of Policy E10: Donations | Action |
| VIII. | Approval of Consent Agenda | Action |
| IX. | Approval of Meeting Minutes: August 3, 2021 | Action |
| X. | Board/Administration Communication, Correspondence, Committee Reports | Information |
| XI. | Future Agenda Items | Information |
| XII. | Adjournment | |

***Meeting Participation and Viewing Options**

Meetings are open to the public unless warned otherwise. Colchester citizens have an opportunity to speak or comment on any items listed on the agenda. For topics not listed on the agenda, public comment can be made during the Citizen’s Participation agenda item. Please review the Public Comment Rules listed at www.csdt.org/schoolboard prior to the meeting. If not attending in person, LCATV provides live stream coverage via: www.lcatv.org/live-stream-3. Citizens may participate in the meeting remotely by emailing questions or statements in advance of the meeting with “Citizens Participation” listed in the subject line to schoolboard@colchestersd.org.

COLCHESTER SCHOOL DISTRICT

POLICY: FISCAL AND BUSINESS MANAGEMENT POLICY

DATE ADOPTED: DRAFT

PURPOSE

In accordance with Title 16 V.S.A. § 563, the School Board is responsible for the School District's fiscal and business management. This policy defines the School Board's compliance with that responsibility.

POLICY STATEMENTS

I. GENERAL

The Superintendent, or their designee, shall establish, develop and maintain a system or systems to ensure the compliance with the financial and auditing requirements of Title 16 V.S.A. § 563. This includes and is not limited to:

- A. Timely and accurate financial information for decision making.
- B. Ability to meet reporting requirements of the School Board, State and Federal Governments as well as other grantors.
- C. Annual audit requirements.
- D. Budget development, implementation and management.
- E. Ensure that financial payments made by the School District are legal, appropriate and in accordance with the budget adopted by the School Board or in accordance with the requirements of a grant accepted by the School District.

All expenses shall be recorded in accordance with Handbook for Financial Accounting of Vermont School Systems: Financial Code Classification System (Handbook II). The fiscal year shall be July 1st to June 30th.

The Superintendent, or their designee, will establish a system for managing miscellaneous accounts as may be necessary to comply with appropriate statutes, regulations, and requirements.

The Superintendent, or their designee, will establish a system for managing all federal, state or local grant funds. Such funds will not be placed in Student Activity Accounts.

Legal Reference(s): 1 V.S.A. § 31316 V.S.A. § 562 and § 563
24 V.S.A. § 1571, § 1681 § 1682, and § 1683

Last Adopted: May 18, 2021
Date Warned: July 30, 2021
First Reading: August 3, 2021
Second Reading: August 17, 2021

II. BUDGET

A. General

1. The annual budget of the school system shall reflect the needs and goals of the school system.
2. The Superintendent's Office shall be responsible for the process used to collect all data needed for the preparation of the budget.
3. The budget shall meet the requirements of Title 16 V.S.A. and the regulations of the State Board of Education.
4. The School Board shall develop a budget at regular or special meetings.

B. Budget Preparation

Each year the Superintendent, or their designee, shall develop a budget plan based on ongoing consultations with school employees, parents, students and other citizens. Public hearings and informational meetings will take place prior to formal adoption of the budget proposal. The objective of this plan is to provide the School Board with a proposed district budget that is in line with the School District's Vision Plan.

III. BUDGET APPROVAL

The School District's proposed budget will be presented by the School Board for approval by voters at the annual School District meeting. The budget presentation format shall include clarifying the budget priorities adopted by the School Board, the sources and amounts of revenues and expenditures, program changes and school board strategies.

IV. BUDGET MANAGEMENT

The School District's voter approved budget defines its spending plan for each fiscal year. Consistent with state education laws and regulations, it is the responsibility of the Superintendent to implement and manage the School District's budget.

Changes to the budget allocations will be reported to the School Board as a part of the Quarterly Financial Report described in Section V of this policy.

V. FINANCIAL REPORTS

The Superintendent, or their designee, shall ensure that the School Board is provided with quarterly financial reports which detail budgeted/forecasted revenues and expenditures, as well as financial commitments of the School District.

- A. The Superintendent, or their designee, shall provide the School Board with a quarterly report for review of the financial status of the School District (Quarterly Financial Report).
- B. The Superintendent, or their designee, will ensure that all state, federal and other (grantor) reports are filed in accordance with the requirements of the various grantors, state and federal governments.
- C. The Superintendent, or their designee, will cooperate with the annual independent audit to ensure the internal controls are in place and functioning effectively to safeguard the funds and assets of the School District.

VI. ANNUAL AUDIT

As required by Title 16 V.S.A., the School District will be audited annually by an independent certified public accounting firm.

Annually, the School Board shall meet with the auditor to review the audit report and recommendations and, in conjunction with the Superintendent, evaluate the School District's accounting practices, internal controls, and procedures based upon performance standards.

VII. RISK MANAGEMENT

The Superintendent, or their designee, shall be responsible for establishing a risk management and insurance program covering all property and program risks related to the operations of the School District. The risk management and insurance program shall include means for identifying, eliminating, reducing, retaining, or transferring risk. When the School District cannot feasibly eliminate or retain a particular risk, it shall be transferred by the purchase of insurance.

- A. The School District will comply with state statute and maintain an insurance program to protect it against actions, including fraud, mistakes, and errors of omission by employees.
- B. The School Board shall maintain an adequate insurance program to protect the School District against loss, which may occur due to the many normal and usual hazards which a public school system faces.
- C. The School District will also carry additional insurance, when needed, to protect the School District against specific and unusual hazards which may occur, from time to time, in the various operations of the School District.
- D. The insurance program shall include, but not be limited to:
 1. Fire and Damage Insurance (buildings and equipment)
 2. Fire and Property Damage Insurance (vehicles)

3. Workers Compensation Insurance
4. Fidelity Bond Insurance and Liability Insurance, including School Leaders Errors and Omissions

E. Bonding

1. The School Board recognizes that prudent trusteeship of the resources of the School District dictates that employees responsible for the safe keeping of the School District's monies and property be bonded.
2. The School District shall be indemnified against loss of money and property by bonding of employees holding positions which have access to property and monies.
3. Such bonds shall be subsumed under a blanket bond. The School Board shall bear the cost of bonding each employee required to be bonded by this policy.

VIII. INVESTMENT MANAGEMENT

The primary objectives of the School District's investment activities are as follows:

- A. To conform with all federal, state and other legal requirements;
- B. To adequately safeguard principal;
- C. To provide sufficient liquidity to meet all operating requirements; and
- D. To obtain a reasonable rate of return.

All funds shall be invested at the direction of the Superintendent, or their designee. The School District's investments will be limited to low risk investments to include Certificates of Deposit, Money Market Accounts, Sweep Accounts or other like investments.

IX. CASH AND CHECKING ACCOUNTS

A. Petty Cash

In certain situations, the cost of processing a purchase order could exceed the cost of a single purchase. In order to remain cost effective, small purchases are occasionally paid for in cash. To facilitate these small expenditures, and to meet emergency needs for cash, a petty cash revolving fund is annually authorized to a school and the Superintendent's Office for purchases.

This is sometimes called a "revolving fund" since it always equals the same dollar amount comprised of cash and/or detailed receipts. Petty cash should not be used to thwart or circumvent established purchasing procedures; instead, it is a

convenient accommodation to facilitate immediate necessary acquisition of local low-cost goods and services in an efficient manner.

The School Board authorizes but does not require, the following petty cash drawn from the General Fund.

Schools:	High School	\$50
	Middle School	\$50
	Malletts Bay School	\$50
	Union Memorial School	\$50
	Porters Point School	\$50
	Special Education	\$200

1. Petty Cash Checking Account

In addition to the foregoing, Petty Cash Checking Account is authorized as follows:

Central Office: \$4,500

B. Deposits and Checking Accounts Using the District Federal Tax Identification Number

All funds deposited in accounts using the School District's Federal Tax Identification or in the name of the School District or its component programs are the responsibility of the School Board. Organizations who wish to retain control of their funds cannot use the School District's Federal Tax Identification and retain control over the money on deposit.

No accounts will be established without the written authorization of the Superintendent. Annually, the Superintendent shall create a listing of accounts using this identification and report this to both the School Board and the School District Treasurer. This report shall include the owners and the purpose of each account. In every case, the School District Treasurer shall be an authorized signatory on such accounts.

X. PURCHASING

The School District's procedure for soliciting and awarding business shall conform to all applicable federal and/or state laws, in particular, Title 16 V.S.A., Section 559 (Public Bids).

For each bid process, when the amount is in excess of \$40,000, the Superintendent shall present the bid results along with a description of the bid process and a recommendation to the School Board for award of the bid.

The School Board reserves the right to reject any or all of the bids and to invite other bids on any proposed transaction.

Any spending of federal funds should follow the “Federal Procurement Procedures” document and should utilize the related “Procurement Documentation Form”.

Purchase orders are the preferred method of making obligations for the School District. When purchase orders are not an option or when savings are gained through electronic/internet purchases, a district issued credit card can be used. The use of a district credit card is not intended to circumvent the district’s policy of purchasing. Use of the district credit card should not be used when a purchase order is acceptable.

Often obligations are created and the invoice issued in such a way as to make the Purchase Order process redundant. Examples include and are not limited to: mileage reimbursement, purchases made by employees away from the School District (with approval) or emergency repairs. Additionally, food services, maintenance, and custodial services often are required to make purchases where the Purchase Order system would create a more cumbersome and expensive process. Such “payments from invoices” can be made provided the appropriate authorization is documented and attached with the invoice for inclusion in the Board Orders. For payment to a vendor, there needs to be an invoice that includes the requested payment with administrative approval to make the payment. In the case of mileage reimbursement, there needs to be a signature of the person requesting reimbursement and administrative signature verifying that the payment is proper and legal.

XI. APPROVAL OF BOARD ORDERS

The School Board will comply with the review requirements of Title 16 V.S.A. § 563 (8). The review process is intended to ensure that all payments are lawful and in accordance with the budget adopted by the School District.

Pursuant to state statute, the School Board has authorized the Business and Operations Manager to examine claims against the district for school expenses and draw orders for such as shall be allowed, payable to the party entitled.

An account payable warrant report is prepared and distributed electronically to all School Board Directors, the Superintendent, and the School District Treasurer. Prior to distribution, the warrant report and all supporting documentation are thoroughly reviewed and approved by the Business and Operations Manager.

XII. DISPOSITION OF SURPLUS PROPERTY

The Board may dispose of surplus or obsolete equipment, materials, and supplies no longer required to accomplish the mission of the school system.

- A.** The building Principal or person in charge of the department where school property is located and is to be disposed of will inform the Superintendent, or their designee, of the availability of the property.
- B.** The Superintendent, or their designee, shall inform all administrators throughout the School District of all property available for disposal. Any department that can

use such equipment or supplies may so inform the Superintendent. The property will then be reassigned.

- C. If there is no School District use for the equipment, the Superintendent, or their designee, will contact the Town Manager to see if there is a need in the Town for such equipment.

Surplus items will be classified and disposed of as follows:

- A. Items determined to have no resale value may be disposed of by the most efficient method by the Superintendent or their designee.
- B. Items determined to have resale value:
 - 1. The Superintendent, or their designee, may dispose of those items having a fair market value of less than \$2,500 per item by private sale. A fair process will be followed for such sale. This process will include posting within the School District and on the District's website that an item is for sale and provide an opportunity to bid on the purchase.
 - 2. Items having a fair market value of \$2,500 per item or more will be advertised for sale, upon School Board's approval, and sold to the highest qualified bidder.
 - 3. The Board will reserve the right to reject any and all bids.

All money received from the sale of property will be deposited in the general revenue fund of the School District.

COLCHESTER SCHOOL DISTRICT

POLICY: TRAVEL AND EXPENSES

DATE ADOPTED: DRAFT

PURPOSE

From time to time, school board members, employees and volunteers are required to travel away from the Colchester School District for school business including and not limited to training, workshops, conferences and other such events. The district will reimburse reasonable expenses for travel.

The purpose of this policy is to address out-of-district travel. In-district travel is eligible for mileage reimbursement only.

POLICY STATEMENTS

1. The supervisor has the authority to approve all travel of district personnel outside of the district and the reimbursement of expenses associated with such travel. The supervisor will approve the mode of travel. Proper receipts and documentation must accompany reimbursement requests.
2. Employees must return itemized receipts for all expenses incurred for out of district travel subject for reimbursement within thirty (30) days of their return from traveling. Receipts received outside this thirty (30) day window might not be reimbursed.
3. All requests for reimbursement must be submitted on the Travel Reimbursement Request form accompanied by an approved Authorization for Travel form and all supporting receipts. This form should be filled out in its entirety and must be approved by the employee's supervisor.
4. Employees will be reimbursed at a mileage rate based on the current federal mileage reimbursement rate (listed on the Travel Reimbursement Request form) for use of all mileage when utilizing an employee's personal vehicle.
5. Employees will be reimbursed for all expenses incurred as it relates to out of district travel to include airfare, transportation, lodging, meals, taxi fare, parking, tolls, telephone, fax, internet usage, etc. All expenses submitted for reimbursement must be accompanied by a receipt even if expenses were prepaid. Meals are subject to the limits noted in the Travel Reimbursement Request form.
6. Expenses for alcoholic beverages, tobacco products, and entertainment incurred as part of a meal or other event will not be reimbursed.

Last Adopted: October 21, 2014
 Date Warned: July 30, 2021
 First Reading: August 3, 2021
 Second Reading: August 17, 2021

7. At many sponsored functions, meals such as breakfast, luncheons, and dinners are included in the cost of the paid registration fee. Employees are encouraged to take advantage of those prepaid meals versus dining elsewhere.
8. The district will not reimburse expenses for spouses, guests, or family members. If an employee decides to bring a spouse, guest, or family member on a district trip, the employee is responsible for all costs and arrangements attributable to these persons.
9. On occasion, it may be permissible for employees to purchase food for a meeting or in a social context. As a general rule, the expense should be approved in advance by the supervisor and must be supported by a receipt, a written record of the district business conducted, and a list of the persons that participated in the event.
10. Fees incurred for registration at conferences and workshops will be reimbursed only if prior approval was received to attend the conference or workshop.

TRAVELER	APPROVING AUTHORITY
School Board Member	The School Board
Superintendent	Board Chair
Business and Operations Manager	Superintendent
Principals and Program Administrators	Superintendent
Administrators other than Principals	Principal or Superintendent
All other school-based employees	Building or Program Administrator

COLCHESTER SCHOOL DISTRICT**POLICY: DONATIONS****DATE ADOPTED:** DRAFT**PURPOSE:**

The Colchester School District recognizes that individuals, businesses and community organizations may wish to donate funds, services, supplies and/or equipment to enhance or extend the programs in the schools or for student scholarships. This policy defines the parameters for accepting and managing these resources.

POLICY STATEMENT:

The board has the authority to accept donations made to the school district or to any school within the district.

The board designates the superintendent to accept donations as described in this policy and associated procedures.

The board reserves the right to refuse to accept any donation that does not contribute to the achievement of district goals or when such ownership would adversely affect the district.

In no case shall the acceptance of a donation be considered an endorsement by the board of a commercial product, business enterprise or institution of learning.

Resources accepted cannot cost the district more than the value of the resources received.

Any donation accepted by the Board or its designee shall become district property and is subject to the same controls and regulation as are other district properties.

The board shall be responsible for the maintenance of any donation it accepts unless otherwise stipulated.

The board shall make every effort to honor the intent of the donor in the use of the donation, but it reserves the right to utilize any donation in the best interest of the district's educational program.

Last Adopted: August 20, 2019
Date Warned: July 30, 2021
First Reading: August 3, 2021
Second Reading: August 17, 2021

COLCHESTER SCHOOL DISTRICT

Board of Education Meeting
Colchester High School Library

Tuesday, August 3, 2021
7:00 p.m.

MINUTES (General Session)

The Colchester Board of Education held a regular board meeting on Tuesday, August 3, 2021, in the Colchester High School Library. Those in attendance were Board Chair Craig Kieny, Directors Laurie Kigonya and Ben Yousey-Hindes. Director Lindsey Cox attended via phone. District administrators in attendance included Superintendent Amy Minor and Director of Curriculum Gwendolyn Carmolli. There was one person in the audience.

I. Call to Order

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

II. Citizen Participation

Colchester resident and parent, Toni Josey, expressed her deep appreciation that the board is actively working to address inequities in the district. She expressed that their duty should remain focused on students in the district and shared her gratitude that the board is leading the district by example.

III. First Reading of Policy E1: Fiscal and Business Management

Action

This policy was recently reviewed by the board, however, the Vermont Legislature has since approved H.426 (Act 72) and the Governor approved the bill in June. The bill changes the dollar amount for purchases that require board approval from \$15,000 to \$40,000. The policy has been adjusted in section X to reflect the statute change. No other changes were made.

Director Kigonya moved to approve the first reading of policy E1: Fiscal and Business Management. The motion passed unanimously.

IV. First Reading of Policy E5: Travel and Expenses

Action

This policy was adopted in 2014. There were a few grammar adjustments and one recommended language change regarding meal reimbursement. Director Yousey-Hindes asked if any other controls were monitoring travel-related expenditures. Superintendent Amy Minor shared that in addition to expense-related language in union agreements, there is a dedicated travel and expense request process that goes through at least two supervisors before approval.

Director Yousey-Hindes moved to approve the first reading of policy E5: Travel and Expenses. The motion passed unanimously.

V. First Reading of Policy E10: Donations

Action

There were no recommended changes to this policy. It was last reviewed in 2019 and has worked well for the district. Director Yousey-Hindes requested the language in some areas be stronger. He

also asked for clarification on how actions under this policy would be vetted for conflict of interest concerns.

Director Kigonya moved to approve the first reading of policy E10: Donations. The motion passed unanimously.

VI. Approval of Personnel Consent Agenda

Action

The following Personnel Consent Agenda was reviewed by the board. This district has several positions that are still open and Superintendent Minor encouraged community members looking for employment to visit www.csdvt.org/jobs.

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CONSENT AGENDA

Board Meeting Date: August 3, 2021

REVISED

Licensed Employees (Teacher/Administrator)

Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Teacher	Angela	D'Amico	New Hire	Special Ed Teacher	1.0 FTE	CHS	Request to Hire	New Position	Yes	Yes
Teacher	Alexis	Wells	New Hire	School Psychologist	1.0 FTE	DW	Request to Hire	Andy Fulton	Yes	Yes
Teacher	Martin	Burnod	New Hire	Social Studies Long Term Sub	1.0 FTE	CHS	Request to Hire	Ben Beaudoin	Yes	Yes
Teacher	Eric	Spencer	New Hire	Social Studies Long Term Sub	1.0 FTE	CHS	Request to Hire	Emma Morrissey	Yes	Yes
Teacher	Ally	Middleton	New Hire	Math Long Term Sub	1.0 FTE	CHS	Request to Hire	Jackie Dixon	Yes	Yes
Teacher	Nick	Corrigan	New Hire	PE Long Term Sub	1.0 FTE	CMS	Request to Hire	Julie Wockenfuss	Yes	Yes
Teacher	Taylor	Houston	End of Employment	Reading Teacher	1.0 FTE	PPS	Request to End Employment effective June 30, 2021		Yes	

Non-Licensed Employees (Support Staff), Board Approval Required

Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Support Staff	Ann	Larkin	Leave of Absence	Paraeducator	32.5	CHS	Request Leave of Absence Aug. 19 through Sept. 6			
Support Staff	Gail	Stone	Leave of Absence	Paraeducator	32.5	PPS	Request Leave of Absence Sept. 8 through approx. Oct. 18			

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	Mark	Jacobs	New Hire	Behavior Int. SEL	29.5	CHS	Notice of Hire	New Position	Yes	Yes
Support Staff	Michelle	DeVarney	New Hire	Para SLP	32.5	CMS	Notice of Hire	Danielle Cote	Yes	Yes
Support Staff	Melissa	Conchieri	New Hire	Certified Occupational Therapist	40	MBS	Notice of Hire	New Position	Yes	Yes
Support Staff	Rachel	Gavin	New Hire	Paraeducator	32.5	PPS	Notice of Hire	Nancy Mock	Yes	Yes
Support Staff	Krittiya	Clark	New Hire	Paraeducator	32.5	PPS	Notice of Hire	Parker Cadwell	Yes	Yes
Support Staff	Nicole	DeOrsey	New Hire	Behavior Int.	35	UMS	Notice of Hire	New Position	Yes	Yes
Support Staff	Emily	Kayoi	New Hire	EL Para	32.5	CMS	Notice of Hire	Isabel Sanchez	Yes	Yes
Support Staff	Shana	Carlson	New Hire	Paraeducator	32.5	CMS	Notice of Hire	Open Position	Yes	Yes
Co-Curricular	Martin	Burnod	New Hire	Girls Cross Country Coach		CHS	Notice of Hire	Jackie Dixon	Yes	Yes
Support Staff	Morgan	McNall	New Hire	Behavior Int.	35	CMS	Notice of Hire	Hunter Stark	Yes	Yes
Support Staff	Melissa	Nutting	New Hire	Title I Tutor	32.5	UMS	Notice of Hire	New Position	Yes	Yes
Support Staff	Erica	Lovejoy	New Hire	Secretary	40	CHS	Notice of Hire	Phyllis Etienne	Yes	Yes
Support Staff	Veronica	Palermo	New Hire	Para SLP	32.5	PPS	Notice of Hire	New Position	Yes	Yes
Support Staff	Kathleen	O'Keefe	New Hire	Paraeducator	32.5	PPS	Notice of Hire	Erin McIntyre	Yes	Yes
Support Staff	Jeffrey	Martin	New Hire	Behavior Int.	35	MBS	Notice of Hire	Open Position	Yes	Yes

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

Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Co-Curricular	Gabrielle	Brooks	New Hire	Assistant Cross Country Coach		CHS	Notice of Hire	Jackie Dixon	Yes	Yes
Co-Curricular	Carmelie	Campos	New Hire	JV Field Hockey Coach		CHS	Notice of Hire	Julie Wockenfuss	Yes	Yes
Co-Curricular	Jeremy	LaRoche	New Hire	Drama Director		CHS	Notice of Hire	Owen Leavey	Yes	Yes
Support Staff	Rowan	Post	New Hire	Cafeteria Monitor	15	CMS	Notice of Hire	Angela Plumb	Yes	Yes
Support Staff	Timothy	Santimore	New Hire	Communication and Transportation Coordinator	40	CO	Notice of Hire	New Position	Yes	Yes

DRAFT

Director Kigonya moved to approve the Consent Agenda for August 3, 2021. The motion passed unanimously.

VII. Approval of Meeting Minutes: June 22, 2021 Action

Director Yousey-Hindes moved to approve the minutes from the meeting held on June 22, 2021. The motion passed unanimously.

VIII. Admission of Student Request Action

Superintendent Amy Minor gave an overview of policy F17: Admission of Students which outlines the criteria for students to attend school in the Colchester School District. Board Chair Kienny proposed moving into executive session for this agenda item because he believed the discussion could include protected information about a specific student.

Director Kigonya moved to enter executive session at 7:22 p.m. for the purpose of discussing specific student information. The motion passed unanimously.

Director Kigonya moved to exit executive session at 7:46 p.m. The motion passed unanimously.

Director Yousey-Hindes moved to deny the request to allow the non-resident petitioner's children to attend CSD without the payment of tuition on the grounds that it does not comply with Vermont residency law or CSD Policy F17: Admission of Students. The motion passed unanimously.

IX. Tuition Request Action

A Colchester resident requested the board to pay tuition for their student to attend Burlington School District for various reasons outlined in an email. Following a discussion by the board, it was decided that Superintendent Minor and the building principal would speak with the family directly to address their concerns. Director Cox encouraged offering the family several resources including access to the district's diversity, equity, and inclusion coordinator and the option to engage in a restorative justice process.

Director Kigonya moved to deny the request for CSD to pay tuition for a Colchester resident to attend another district on the grounds that it does not comply with Vermont residency law or CSD Policy F17: Admission of Students. The motion passed unanimously.

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

- CHS alumni are hosting a jazz concert at Lower Bayside Park on 8/6 at 6:30 p.m. All proceeds will be donated to the Colchester Food Shelf.
- The district leases the space the currently houses the Colchester Alternative Program (CAP) and the building was recently listed for sale. The current lease ends on June 30, 2022. If it sells, it is unknown if the new owner will renew another lease to the district. This creates a need to accelerate the timeline for a board retreat connected to facilities. That retreat will take place Tuesday, August 31 at Central Office.

- The Governor’s weekly press conference covered guidance for the upcoming school year. The Agency of Education in collaboration with the Vermont Department of Health shared a preview of some of the advisory recommendations that will be released later in the week. Once the written guidance is released, the district will create a comprehensive guide for families and employees that will explain how the state-level guidance will be implemented in Colchester schools.

XI. Future Agenda Items

Informational

- Summer school outcomes
- Food service presentation
- Policy work

XII. Adjournment

Director Yousey-Hindes moved to adjourn at 8:08 p.m. The motion passed unanimously.

Recorder:

Board Clerk:

Meghan Baule
Recording Secretary

Nic Longo
Board Clerk

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