

## COLCHESTER SCHOOL DISTRICT

Board of Education Meeting  
Colchester High School Library

Tuesday, October 18, 2022  
7:00 p.m.

### MINUTES (General Session)

The Colchester Board of Education held a regular board meeting on Tuesday, October 18, 2022, in the Colchester High School Library. Board members in attendance were Board Chair Lindsey Cox, Board Directors Nic Longo, Ben Yousey-Hindes, Felix Anderson, and Student Board Representative Olivia Dallamura. District administrators and employees in attendance included Superintendent Amy Minor, Business and Operations Manager George Trieb, Director of Curriculum Gwendolyn Carmolli, Director of Student Support Services Carrie Lutz, Director of Technology Pam Barclay, and Network Engineer Peter Keenan. There was a Colchester School District employee in the audience.

#### I. Call to Order

Board Chair Lindsey Cox called the meeting to order at 7:00 p.m. and led in the Pledge of Allegiance.

#### II. Citizen Participation

None.

#### III. Approval of Purchase of Video Surveillance Cameras at CHS

Action

Business and Operations Manager, George Trieb, as well as Director of Technology, Pam Barclay, and Network Engineer, Peter Keenan, sought approval from the board to purchase new video surveillance cameras for CHS. They explained the proposal that was sent out, the evaluation process, and the vendor they recommend working with. Mr. Trieb went over the highlights of the proposal, including how it was the best choice for a districtwide system going forward.

The Board sought further understanding of the recommended quote and additional costs. Ms. Barclay and Mr. Keenan stated that in the past four years the district has spent \$8,000 replacing cameras with the current system, however, the new cameras come with a ten-year warranty. Additionally, thirty days of cloud backup is included per camera.

*Director Yousey-Hindes moved to approve the purchase and installation of a new video surveillance system at CHS and to authorize the Business and Operations Manager to execute the necessary documents to make this happen. The motion passed unanimously.*

#### IV. Hear Quarterly Financial Report

Information

Business and Operations Manager, George Trieb, presented the Quarterly Financial Report for the district. He states that revenue and expenditures are tracking mostly as expected. He shared that should the current spending trend continue the district would expect a slight deficit of \$253,993.

**V. First Reading of HIPAA Policy: D15** **Action**

This policy review is part of the policy revision cycle. There is one language change recommended: “his/her” to “their.” The Health Insurance Portability and Accountability Act of 1996 (HIPAA) is a federal law that required the creation of national standards to protect sensitive patient health information from being disclosed without the patient’s consent or knowledge. The Vermont School Boards Association has removed HIPAA Compliance from their model policy manual as employers are required to follow HIPAA as part of Federal Law.

*Director Anderson moved to approve the first reading of the HIPAA Policy: D15 as provided. The motion passed unanimously.*

**VI. First Reading of Corporal Punishment Policy: F28** **Action**

This policy review is part of the policy revision cycle. There are no changes recommended to this policy. Corporal punishment is prohibited as outlined in this policy under Title 33 Human Services, Chapter 035 Child Care, Section 3503 and Title 16 Education, Chapter 025 Attendance and Discipline. The Vermont School Boards Association does not have a corporal punishment policy in their model policy manual. The board discussed the difference between corporal punishment and restraint used by trained staff for de-escalation of a situation.

*Director Yousey-Hindes moved to approve the first reading of the Corporal Punishment Policy: F28 as provided. The motion passed unanimously.*

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

The following Consent Agenda was reviewed by the board.

**CONSENT AGENDA**

**Board Meeting Date: October 18, 2022**

REVISED

| Licensed Employees (Teacher/Administrator) |            |           |          |                              |           |          |                    |                  |          |               |
|--|------------|-----------|----------|------------------------------|-----------|----------|--------------------|------------------|----------|---------------|
| Contract Type                              | First Name | Last Name | Category | Position                     | FTE/Hours | Building | Agenda Information | Person Replacing | Budgeted | Admin Support |
| Teacher                                    | Nicole     | Hernandez | New Hire | Spanish Long Term Substitute | 1.0       | CHS      | Request to Hire    | Emma Pedrin      | Yes      | 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   | Aubrie     | Stenta    | Leave of Absence | Paraeducator | 32.5      | UMS      | Request for Leave of absence (10/24-11/20) |                  | 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   | Emmanuel   | Nduyimana | New Hire    | Custodian              | 40.0      | DW       | Notice of Hire        | Open Position    | Yes      | Yes           |
| Support Staff   | Nicole     | Goodman   | New Hire    | Food Service Worker    | 22.5      | PPS      | Notice of Hire        | Open Position    | Yes      | Yes           |
| Support Staff   | Martin     | Welsh     | Resignation | Special Ed Driver/Cust | 40.0      | DW       | Notice of Resignation |                  |          |               |
| Support Staff   | Richard    | Lund      | Resignation | Paraeducator           | 32.5      | MBS      | Notice of Resignation |                  |          |               |
| Support Staff   | Katarina   | Visek     | New Hire    | Paraeducator           | 16.0      | PPS      | Notice of Hire        | Zachary Young    | Yes      | Yes           |

*Director Anderson moved to approve the Consent Agenda as provided. The motion unanimously.*

**VIII. Approval of Meeting Minutes: October 4, 2022** **Action**

*Director Yousey-Hindes moved to approve the minutes from the meeting held on October 4, 2022. The motion passed unanimously.*

**IX. Approval of Special Meeting Minutes: October 13, 2022** **Action**

*Director Longo moved to approve the minutes from the meeting held on October 13, 2022. The motion passed unanimously.*

**X. Board/Administration Communication, Correspondence, Committee Reports** **Information**

- Director of Student Support Services, Carrie Lutz shared that the district's Support Staff Mentoring Program was recognized on a national level, and we have been asked to submit a proposal to present at a national conference.
- Director of Curriculum, Gwendolyn Carmolli shared that the State Child Care Licensing visit to CSD Preschool went well, and we are in full compliance.
- Reminder for the board that the CHS NEASC Collaborative Conference Zoom is Thursday, October 27, 11:05-11:45 a.m.
- Superintendent Minor proposed dates with the board for a Facilities Retreat
- Superintendent Minor discussed the upcoming launch for hiring ads focused on the need for subs in the district.

**XI. Future Agenda Items** **Information**

**November:**

- Early Release Day Presentation
- Food Services Presentation
- Budget Timeline
- Policy Work

**Policies On Deck:**

- Second and Final Reading Public Complains about Personnel
- Second and Final Reading of School Sponsored Trips
- First Reading of Fundraising, Solicitation, Advertising and Surveying in Schools
- First Reading of Student Activity Account Policy
- First Reading of Corporal Punishment Policy

**XII. Executive Session to Discuss Negotiations** **Action**

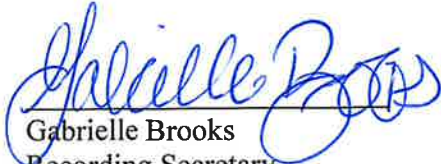
*Director Longo moved to enter executive session at 7:48 p.m. to discuss negotiations. The motion passed unanimously.*

*Director Anderson moved to exit executive session at 9:11 p.m. The motion passed unanimously.*

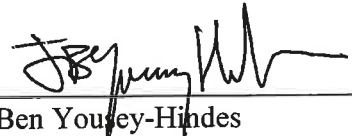
**XIII. Adjournment**

*Director Anderson moved to adjourn at 9:11 p.m. The motion passed unanimously.*

Recorder:

  
Gabrielle Brooks  
Recording Secretary

Board Clerk:

  
Ben Yousey-Hindes  
Board Clerk