

Colchester School Board

Meeting Agenda and Packet

November 19, 2024

**Colchester School District
Board of Education Meeting Agenda
November 19, 2024 - 7:00 P.M.
Colchester High School Library**

Agenda

- | | | |
|--------------|--|--------------------|
| I. | Call to Order | |
| II. | Citizen Participation* | |
| III. | Hear Update on Facilities Bond | Information |
| IV. | Hear Food Services Presentation | Information |
| V. | FY'26 Budget Discussion | Information |
| VI. | Second and Final Reading of Student Freedom of Expression in School-sponsored Media Policy: F36 | Action |
| VII. | Second and Final Reading of Reporting Suspected Child Abuse or Neglect Policy: F10 | Action |
| VIII. | Approval of Consent Agenda | Action |
| IX. | Approval of Meeting Minutes
• November 5, 2024 | Action |
| X. | Board/Administration Communication, Correspondence, Committee Reports | Information |
| XI. | Future Agenda Items | Information |
| XII. | Executive Session to Discuss Contract Negotiations | Action |
| XIII. | 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.csdvt.org/schoolboard prior to the meeting. If not attending in person, citizens may also participate in the meeting by emailing a prerecorded message to schoolboard@colchesters.org with "Citizens Participation" listed in the subject line. It must be received by noon on the day of the meeting, include your full name and phone number, and follow the Public Comment Rules. LCATV will provide live stream coverage via: www.lcatv.org/live-stream-3.



LEGISLATIVE REPORT

LOCAL FOODS INCENTIVE PROGRAM

Report to the Vermont General Assembly

January 16, 2024

Submitted by:

**Heather A. Bouchey, Ph. D.
Interim Secretary of Education**

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Executive Summary

[Act 67 of 2021](#) aimed to increase equitable access to high-quality education for all students. High-quality meals are an essential part of a high-quality education. [Section 7](#) set the goal for schools to buy locally produced goods for at least 20 percent of all foods purchased. This benchmark was created to support local agriculture while also increasing the quality of services students receive during the school day.

This year, six school food authorities (SFAs) reported local purchasing of 15% or higher. A total of \$1,236,671.01 was put into the local economy due to SU/SD food purchasing during SY22-23 which is reflected in the SY23-24 applications.

Grant awards are calculated using only the number of lunches served under the National School Lunch Program. Subsequent Year applications have yet to be audited. Based on the results of those audits, final funding amounts may change. However, it is anticipated that as more schools start to refine their local purchasing practices and begin qualifying for Subsequent Year grant awards, grant requests will grow.

Legislation

This report is submitted pursuant to [Act 67 of 2021, section 7](#). The Agency of Education (AOE) is required to submit a status update on an estimate of the percentage of the cost of all foods purchased by the school board for programs that were locally produced foods during the one-year period.

The General Assembly charged the Agency of Education (AOE) with providing an annual report to the Senate Committee on Agriculture, Senate Committee on Education, House Committee on Agriculture and Forestry and House Committee on Education on the following:

- The information received from supervisory unions regarding the percentage of locally produced foods, as the supervisory unions define them, that were reported under subsection (b) of this section
- The percentage of locally produced foods, using the grant funding definition, that were reported under section (c) (5) of this section
- The amount of grant funding paid to supervisory unions under subdivision (c)(5) of this section and the amount of grant funding paid to supervisory unions under subdivision (c)(6) of this section in the prior school year

Background

The Local Foods Incentive (LFI) has two grant tracks: Baseline Year and Subsequent Year grants. SFAs apply for a Baseline Year grant first, which is intended to act as an “on-ramp” for SFAs as they prepare to increase their local purchasing and get their tracking systems in place. If applicants complete the four grant requirements (develop a locally produced foods purchasing plan, designate a Food Coordinator, identify a tracking method for Subsequent Year grants and provide a local purchasing estimate)

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they receive a grant award. There is no purchasing threshold required for a Baseline Year grant award.

After completing a Baseline Year, SFAs then apply for Subsequent Year grants every year thereafter. To receive a grant award in Subsequent Years, SFAs must achieve at least a 15% local purchasing threshold.

The grant award tiers for Subsequent Years are as follows:

15% local purchasing = \$0.15 per NSLP lunch served

20% local purchasing = \$0.20 per NSLP lunch served

25% local purchasing = \$0.25 per NSLP lunch served

The local purchasing percentage encompasses purchases made by the SFA for all federal child nutrition programs. These include the School Breakfast Program, National School Lunch Program (NSLP), Fresh Fruit and Vegetable Program, Summer Food Service Program, and Child and Adult Care Food Program.

Grant awards are calculated using only the number of lunches served under the NSLP.

New this year because of [Act 64](#), Approved Independent Schools operating a child nutrition program that qualifies for the universal meals supplement, in addition to supervisory unions/school districts (SU/SDs), are eligible to apply for a Local Foods Incentive grant ([Sec. 4. 16 V.S.A. § 1264a\(e\)2](#)).

One important consideration to keep in mind is that Subsequent Year applications have yet to be audited. Based on the results of those audits, final funding amounts may change. For example, last year (SY22-23), one of the six Subsequent Year applicants was disqualified from a grant award because milk purchases were included in their local purchasing data.

Program Analysis

This is the second year SFAs have reported actual food purchasing data. Although there is not enough history to establish a trend, the data does provide insights into the direction of the program. Based on multiple measures discussed in the Grant Funding section further below, there has been an overall increase in local purchasing.

Profile of Subsequent Year Grantees

While the SFAs that received Subsequent Year grants this year do not all share the same attributes, a rough profile has emerged. Generally speaking, the six SFAs that successfully achieved 15% local purchasing this year are self-operated programs, receive General Fund transfers into their school nutrition program, and are below the statewide average free and reduced meal eligibility rate of 35%.

Self-Operated Programs

A self-operated child nutrition program is one that is wholly managed by the School Food Authority and in which all staff are employees of the supervisory union or school district. This contrasts with Food Service Management Company (FSMC) run programs wherein the SFA contracts out much of the day-to-day operation of the program to a FSMC based on a fixed price per meal contract.

It is entirely possible for a FSMC run program to achieve a high local purchasing percentage, but it requires the SFA to request such a program in their initial Request for Proposal and for the SFA to pay the higher contract costs associated with increased local purchasing. This makes FSMC run programs less nimble because of the time it takes to go out to bid and establish a new contract. We have had some SFAs recently go out to bid and request increased local purchasing as a part of their contract, but the majority of SFAs that contract with FSMCs do not prioritize local purchasing. Many of these SFAs are the most cost sensitive and the increased contract costs, not all of which would be made up for through a grant award, remain a barrier to participation.

From this year's group of Subsequent Year grantees, Lamoille North SU is the exception as they have a "mixed" SFA wherein one of their sites is managed by a FSMC and the rest of the SFA is self-operated. The food purchases of all their sites were combined to calculate their local purchasing percentage.

General Fund Transfers

All School Food Authorities must maintain a separate nonprofit school food service account (NSFSA) which is the restricted account into which all school nutrition revenue must accrue. It is possible for the NSFSA to be financially self-sufficient and for SFAs to run their school nutrition program using only the revenue from federal and state reimbursement, child nutrition grants, and earned income. Some SFAs decide to further invest in their child nutrition programs by making a transfer of local funds from the SFA's General Fund into the NSFSA. The General Fund transfers for all SFAs have been included in the data tables below.

Five of the six SFAs (83%) that received a Subsequent Year grant had a General Fund transfer of at least \$180,000 into their NSFSA, which far exceeds their grant awards which are between \$20,000 and \$40,000. In comparison, only 48% of all other SFAs receive any General Fund transfer.

This highlights that many of the child nutrition programs in Vermont that are doing the most local purchasing are committing significant local funds to their programs.

Free and Reduced Meals Eligibility

Five of the six Subsequent Year grantees have a free and reduced meal eligibility rate below the statewide average of 35%. The one exception is Windham Northeast SU which has an eligibility percentage of 52% and the highest local purchasing in the state.

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In comparison, the average free and reduced meal eligibility of SFAs that have never applied for a Local Foods Incentive grant is 42%.

From this data point, it could be extrapolated that SFAs with a lower eligibility rate are more inclined to participate in the Local Foods Incentive, potentially because their communities have more resources to invest in the program (as highlighted in the General Fund Transfers section above). Additional SFAs will participate in the Local Foods Incentive as they slowly redirect purchases to local sources, but inevitably the increased food costs which are not fully covered by grant awards will remain a barrier for some SFAs.

Other Considerations

After applications were submitted, the Child Nutrition Programs team reached out to SFAs that had a year-on-year local purchasing decrease to see what barriers they encountered. One consistent piece of feedback received is the difficulty in finding a local source of beef. Beef has been identified as a crucial piece of any SFAs overall local purchasing if they wish to achieve 15% and we have heard consistent feedback that the current supply is not sufficient for the needs of Vermont schools. This is an area where the legislature could make significant grant investments to encourage the growth of Vermont beef and make in-state slaughtering and processing facilities more readily available.

When looking at the purchasing percentage of Subsequent Year applicants, there appears to be a small gap between SFAs receiving a grant award and SFAs that are not yet at 15%. Eleven SFAs (over half of all Subsequent Year applicants) are within 2 points of 10% purchasing. This suggests that 10% local purchasing may be the “natural” threshold for SFAs as they transition to local purchasing. Currently, SFAs nearing 10% are still very far off from the point at which they will receive a grant award (15%), despite making concerted efforts to increase their local purchasing. This may have unintended negative effects for the program as SFAs drop out if 15% feels unattainable or too much of a financial risk.

Grant Funding

Overall, \$240,188.55 in grant funding is anticipated to be paid out this year to applicants. This is an overall decrease from previous years; \$314,632.50 was paid out in SY22-23 and \$489,838.20 was paid out in SY21-22. This downward trend reflects fewer SFAs eligible to apply for the Baseline Year grant. The Baseline Year grant is much easier to receive, but an SFA is only eligible to receive the grant once. Currently the legislature has appropriated \$500,000 annually for the Local Foods Incentive and that level of funding is expected to be sufficient for the foreseeable future. Unexpended funds appropriated to the Local Foods Incentive are returned annually to the state’s General Fund. Once all eligible and interested SFAs apply for a Baseline Year grant, we do expect to see an upward trend in grant requests as more SFAs increase their local purchasing. While it’s too early to confidently predict when the full \$500,000 will be

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requested, we are seeing local purchasing and the related grant requests trending upward.

When looking at only Subsequent Year grant awards, there was a year-on-year increase; \$170,276.85 in SY23-24 compared to \$148,536.75 in SY22-23. This reflects an increase in actual local purchasing and an additional SFA becoming eligible for a grant award.

Total local purchasing has increased among Local Foods Incentive participants as well. There were thirteen SFAs¹ that applied for a Subsequent Year grant in SY22-23 and SY23-24. When comparing this group of SFAs' year-on-year data, local purchasing increased by \$233,004.83, from \$730,541.69 in SY22-23 to \$963,546.52 in SY23-24.

Data

31	Number of SFAs eligible to apply for a Subsequent Year grant.
6	Number of SFAs that qualified for a Subsequent Year grant award.
14	Number of SFAs that applied but did not qualify for a Subsequent Year grant award.
11	Number of SFAs that were eligible but did not apply for a Subsequent Year
4	Number of SFAs that applied for a Baseline Year grant.
28	Number of SFAs that have yet to apply for a Baseline Year grant.
31%	Windham Northeast SU's local purchasing percentage, the highest Subsequent Year percentage.
\$1,236,671.01	Total amount of VT Local food purchased by SFAs that applied for a Subsequent Year grant.

¹ The thirteen SFAs are: Rivendell Interstate School District, Essex Westford Educational Community, Unified Union School Dist., Mount Mansfield Unified Union School District, Addison Northwest School District, Caledonia Central SU, Central Vermont Supervisory Union, Harwood Unified Union School District, Lamoille North SU, Mt. Abraham Unified School District, Champlain Valley Unified Union School District, Windsor Central SU, Windham Northeast SU, and Burlington School District.

Subsequent Year Applicants

Unless otherwise indicated, all data is for SY23-24 applications. Not Eligible means that the SFA had not yet submitted a Baseline Year application, so it could not apply for a Subsequent Year grant. Organized by ascending SY23/24 Local Purchasing Percentage.

SFA Name	LEA ID	Locally Produced Foods Budget (\$)	Local Purchase 2023/24 (%)	Local Purchase 2022/23 (%)	SY23-24 Award	FSMC/ Self Op	General Fund Transfers	Number of Lunches	% FRL (Oct 2022)
Champlain Valley Unified Union School District	U056	\$48,994.68	4%	7%	\$ -	Self-op	\$424,576.43	400,855	9%
Mount Mansfield Unified Union School District	U401	\$37,465.39	6%	3%	\$ -	Self-op	\$0	287,062	8%
Burlington School District	T037	\$79,404.91	7%	15% ²	\$ -	Self-op	\$29,924.32	340,582	57%
Rivendell Interstate School District	U146	\$8,895.63	8%	7%	\$ -	Self-op	\$0	43,306	31%

² Burlington School District received a Subsequent Year grant in SY22-23 but not SY23-24.

SFA Name	LEA ID	Locally Produced Foods Budget (\$)	Local Purchase 2023/24 (%)	Local Purchase 2022/23 (%)	SY23-24 Award	FSMC/ Self Op	General Fund Transfers	Number of Lunches	% FRL (Oct 2022)
Central Vermont Supervisory Union	S068	\$27,631.00	8%	16% ³	\$ -	FSMC	\$0	128,391	21%
Caledonia Central Supervisory Union	S009	\$35,579.86	9%	10%	\$ -	Self-op	\$288,516.42	129,819	31%
Bennington-Rutland Supervisory Union	S006	\$34,594.00	9%	Not Eligible	\$ -	Self-Op	\$239,190.00	115,629	29%
Orleans Southwest Supervisory Union	S035	\$28,859.55	9%	Not Eligible	\$ -	Self-op	\$0	98,909	43%
Two Rivers Supervisory Union	S063	\$27,710.82	9%	Not Eligible	\$ -	Self-op	\$0	81,512	42%

³ Central Vermont SU received a Subsequent Year grant in SY22-23 but not SY23-24.

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SFA Name	LEA ID	Locally Produced Foods Budget (\$)	Local Purchase 2023/24 (%)	Local Purchase 2022/23 (%)	SY23-24 Award	FSMC/ Self Op	General Fund Transfers	Number of Lunches	% FRL (Oct 2022)
White River Valley Supervisory Union	S030	\$38,684.48	10%	Did Not Submit	\$ -	Self-op	\$133,980.00	119,282	24%
Orange Southwest Unified Union School District	U059	\$25,582.00	10%	Not Eligible	\$ -	Self-op	\$0	94,405	39%
Essex Westford Educational Community Unified Union School District	U051	\$111,236.00	11%	2%	\$ -	Self-op	\$280.00	405,046	17%
Lamoille South Supervisory Union	S026	\$41,520.46	12%	13%	\$ -	Self-op	\$122,150.00	151,385	18%
Windham Southeast Supervisory Union	S048	\$76,173.18	12%	Did Not Submit	\$ -	Mixed	\$0	256,861	45%
Lamoille North SU	S025	\$90,753.00	17%	14%	\$26,661.60	Mixed	\$424,936.36	177,744	34%
Addison Northwest School District	U054	\$53,495.70	20%	7%	\$20,529.80	Self-op	\$213,150.00	102,649	20%
Mount Abraham Unified School District	U061	\$87,285.09	21%	18%	\$29,202.80	Self-op	\$260,068.00	146,014	25%

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SFA Name	LEA ID	Locally Produced Foods Budget (\$)	Local Purchase 2023/24 (%)	Local Purchase 2022/23 (%)	SY23-24 Award	FSMC/ Self Op	General Fund Transfers	Number of Lunches	% FRL (Oct 2022)
Windsor Central Supervisory Union	S051	\$88,221.12	21%	26%	\$23,567.00	Self-op	\$0	117,835	11%
Harwood Unified Union School District	U060	\$69,144.21	23%	14%	\$37,544.40	Self-op	\$265,256.64	187,722	13%
Windham Northeast Supervisory Union	S047	\$225,439.93	31%	27%	\$32,771.25	Self-op	\$180,000.00	131,085	52%

Baseline Year Applicants

Organized alphabetically by SFA name.

SFA Name	LEA ID	Local Purchase Estimate (%)	Self-Reported Accuracy of Estimate	Number of Lunches	SY23-24 Award	FSMC/Self Op	General Fund Transfers	% FRL (Oct 2022)
Barre Unified Union School District	U097	25%	Moderately Accurate	235,097	\$ 35,264.55	FSMC	\$0	44%
Greater Rutland County Supervisory Union	S066	10%	This is a guess	156,545	\$ 23,481.75	Mixed	\$74,273.94	35%
Vermont Achievement Center ⁴	R186	20%	Moderately Accurate	11,463	\$1,719.45	Self-Op	\$16,409.86	83%
Windham Southwest Supervisory Union	S049	20%	This is a guess	62,973	\$9,445.95	Self-op	\$48,583.57	41%

⁴ Vermont Achievement Center is a newly eligible SFA due to Act 64.

SFAs That Did Not Apply

Organized alphabetically by SFA name. Some SFAs have not yet submitted their Financial Report, indicated by “Did Not Submit”. Lincoln Town School District is a new SFA, so there is no data from SY22-33 for their General Fund Transfers, Number of Lunches, or Free and Reduced Meal Percentage.

SFA Name	LEA ID	SFA Received a Baseline Year Award (School Year)	Local Purchasing Percentage Estimate (%)	Self-Reported Accuracy Of Estimate	General Fund Transfers	Number of Lunches	Free And Reduced Meal Percentage (Oct 2022)
Addison Central School District	U055	Never	11%	Very Accurate	\$75,290.00	173,744	24%
Burr and Burton Academy	P002	Never	13%	Moderately Accurate	\$0	86,813	13%
Colchester Town School District	T050	21/22	6%	Moderately Accurate	\$0	241,367	26%
Essex North SU	S019	21/22	Did Not Submit	Did Not Submit	Did Not Submit	17,749	30%
Franklin Northeast SU	S020	22/23	8%	Moderately Accurate	\$0	198,403	59%
Franklin West SU	S022	Never	1%	This is a guess	\$0	249,598	19%
Grace Christian School	R855	Never	25%	This is a guess	\$ 32,400.00	24,933	38%
Grand Isle SU	S024	Never	Did Not Submit	Did Not Submit	Did Not Submit	59,217	45%
Hartford Town School District	T093	Never	70%	This is a guess	\$0	109,822	27%
Kingdom East Supervisory District	U064	Never	20%	Moderately Accurate	\$13,878.54	130,639	42%
Laraway School, Inc.	R111	Never	1%	Very Accurate	\$0	3,008	88%

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SFA Name	LEA ID	SFA Received a Baseline Year Award (School Year)	Local Purchasing Percentage Estimate (%)	Self-Reported Accuracy Of Estimate	General Fund Transfers	Number of Lunches	Free And Reduced Meal Percentage (Oct 2022)
Lincoln Town School District	T112	Never	Did Not Submit	Did Not Submit	Did Not Submit	N/A	N/A
Lyndon Institute	P003	Never	4%	Moderately Accurate	\$0	36,844	30%
Maple Run Unified School District	U057	21/22	13%	Moderately Accurate	\$ -	288,665	37%
Mill River Unified Union School District	U052	Never	2%	This is a guess	\$-	96,068	34%
Milton Town School District	T126	Never	Did Not Submit	Did Not Submit	Did Not Submit	148,212	25%
Missisquoi Valley School District	U089	Never	7%	Very Accurate	\$ -	196,156	38%
Montpelier Roxbury SD	U071	21/22	10%	This is a guess	\$110,000.00	107,623	16%
North Country SU	S031	Never	10%	This is a guess	\$ -	292,199	67%
Northeastern Family Institute	R614	Never	Did Not Submit	Did Not Submit	Did Not Submit	10,487	89%
Norwich School District	T145	Never	Did Not Submit	Did Not Submit	Did Not Submit	35,819	2%
Orange East SU	S027	Never	20%	Moderately Accurate	\$107,793.18	158,579	37%
Orleans Central SU	S034	Never	3%	Moderately Accurate	\$109,411.45	117,003	64%

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SFA Name	LEA ID	SFA Received a Baseline Year Award (School Year)	Local Purchasing Percentage Estimate (%)	Self-Reported Accuracy Of Estimate	General Fund Transfers	Number of Lunches	Free And Reduced Meal Percentage (Oct 2022)
Rutland City School District	T173	Never	Did Not Submit	Did Not Submit	Did Not Submit	218,146	67%
Rutland Northeast SU	S036	21/22	13%	Moderately Accurate	\$ -	114,115	30%
Slate Valley Unified Union School District	U062	21/22	15%	Very Accurate	\$ -	122,042	45%
South Burlington Town School District	T191	21/22	8%	Moderately Accurate	\$ -	211,703	16%
Southwest Vermont SU	S005	22/23	15%	Moderately Accurate	\$ -	357,431	76%
Springfield Town School District	T193	Never	25%	Moderately Accurate	\$50,000.00	132,936	69%
St. Johnsbury Academy	P004	Never	50%	This is a guess	\$2,047,736.03	94,740	9%
St. Johnsbury Town School District	T179	Never	4%	Moderately Accurate	\$ -	83,761	70%
The Compass School	R820	Never	Did Not Submit	Did Not Submit	Did Not Submit	6,563	58%
The Village School of North Bennington	R053	Never	5%	This is a guess	\$7,500.00	14,678	20%
Thetford Academy	P005	Never	Did Not Submit	Did Not Submit	Did Not Submit	32,675	10%

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SFA Name	LEA ID	SFA Received a Baseline Year Award (School Year)	Local Purchasing Percentage Estimate (%)	Self-Reported Accuracy Of Estimate	General Fund Transfers	Number of Lunches	Free And Reduced Meal Percentage (Oct 2022)
Washington Central Unified Union School District	U092	Never	25%	This is a guess	\$149,115.00	136,662	21%
Washington County Mental Health Services Inc.	R528	Never	5%	This is a guess	\$17,044.63	5,904	90%
Windham Central SU	S046	22/23	15%	Moderately Accurate	\$337,985.00	77,803	35%
Windsor Southeast SU	S052	22/23	18%	Very Accurate	\$358,957.00	117,690	19%
Winooski School District	T249	Never	10%	Moderately Accurate	\$-	80,972	96%



Colchester School District

Administrative Offices, 59 Rathe Road, PO Box 27, Colchester, Vermont 05446
Phone: (802) 264-5999 • www.csdvt.org • Fax: (802) 318-4669

MEMO

To: School Board Directors
From: George A. Trieb, Jr.
Subject: FY'26 Budget Assumptions
Date: November 19, 2024

The following cost increase assumptions will be used to generate the 2025-2026 baseline budget.

Salaries:	Administrators:	4.95% (average) per contract
	Support Staff:	5.55% (average) per contract
	Teachers:	4.50% (average) contract to be negotiated
Health Insurance:		11.90% increase over current VEHI rates
Dental Insurance:		2.00% increase over 2024-2025 budget
Life Insurance:		4.00% increase over 2024-2025 budget
Disability Insurance:		4.00% increase over 2024-2025 budget
Workers Compensation:		4.00% increase over 2024-2025 budget
Liability Insurance		4.00% increase over 2024-2025 budget
Other Insurance (Auto, Prop.)		6.00% increase over 2024-2025 budget
Electricity:		4.00% increase over 2024-2025 budget
Disposal Services:		6.00% increase over 2024-2025 budget
General Transportation:		5.00% increase over 2024-2025 budget
Inflation:		4.00%

Amy Minor
Superintendent
of Schools

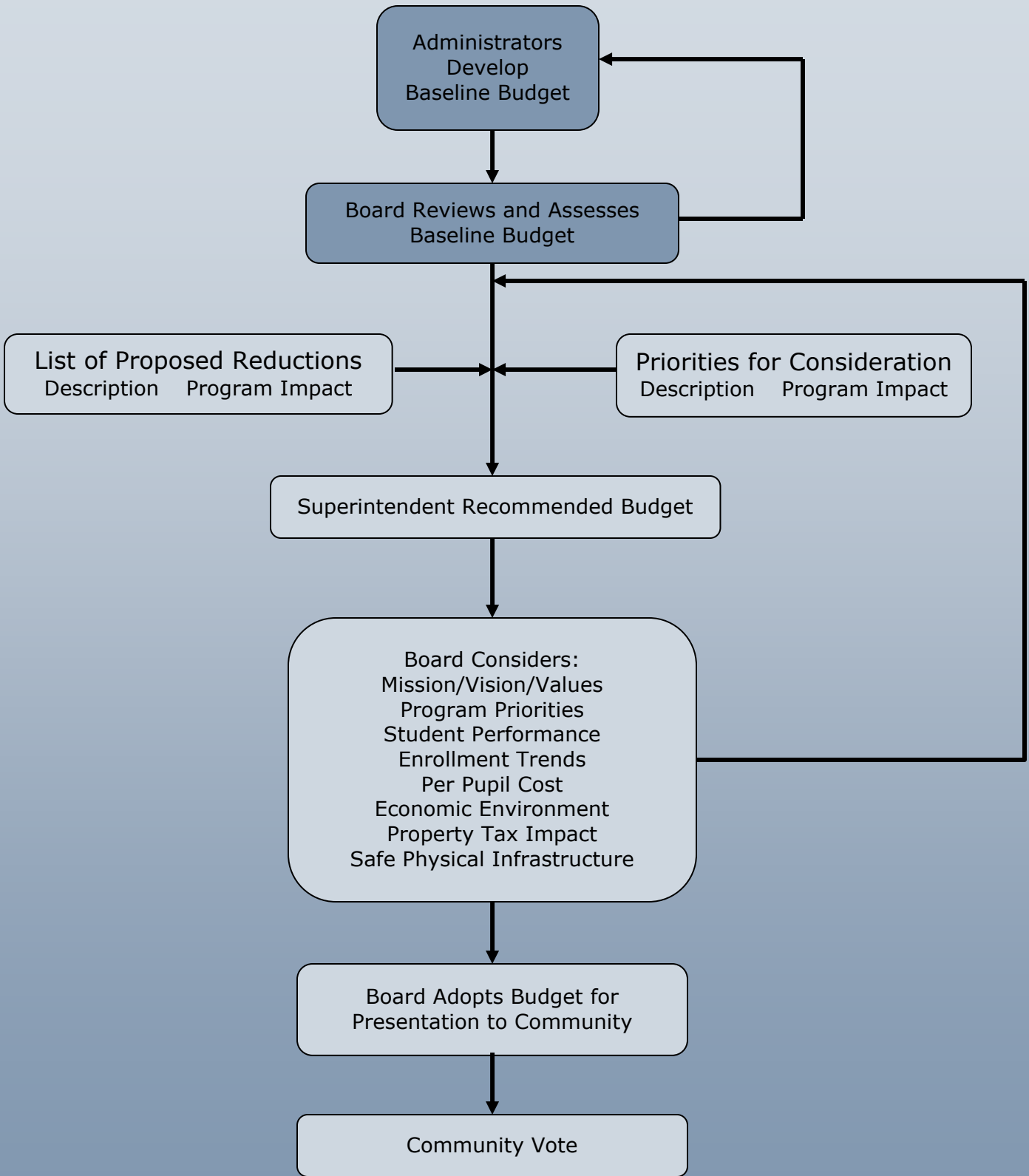
George Trieb
Business & Operations
Manager

Carrie Lutz
Director of Student
Support Services

Gwendolyn Carmolli
Director of Curriculum
& Instruction

Water:	4.00% increase over 2024-2025 budget
VT Gas:	4.00% increase over 2024-2025 budget
Interest Rates:	4.00% debt (TAN)
School Operating Budgets:	3.00% increase over 2024-2025 budget

CSD Budget Development Process



Funding Mechanism/Tax Components

Who's Responsible

State Agencies and the Legislature

- Set education tax rates
- Calculate property tax adjustments
- Estimate the fair market value of property

School Boards and Towns

- Prepare school district budgets
- Administer the education property tax

Voters and Taxpayers

- Approve school district budgets
- Pay education taxes

Timeline

- October – District begins budget preparation focused on expenditures
- November – District continues to examine expenditures
- December 1st – Tax Commissioner recommends education tax rates for the next fiscal year
- December – District receives the long term weighted average daily membership calculation and Common Level of Appraisal (CLA)
- December – District continues to work on expenditures/revenue and how it effects the tax calculation
- January – School board approves the budget and it is warned
- February – Communicate the budget and its implications to the community
- March – Budget vote
- May – Final numbers come from the state to reveal true tax impact

Definitions

- Property Dollar Yield – The yield is the per pupil amount that the education fund can support with uniform homestead tax rates of \$1.00 on homestead value
- Income Yield – Figure used to calculation tax caps based on income (approximately 63% of taxpayers are capped)
- Nonresidential Property – Includes all taxable real property that does not qualify as homestead – commercial and industrial property, rental housing, second homes, etc. The nonresidential property tax rate is uniform statewide – it does not vary with per pupil education spending

- Homestead Property – Primary residence and all contiguous land. This is influenced by per pupil spending
- Common Level of Appraisal – The CLA is a measure of how close each town’s local appraisals are to the actual fair market value in that town
- Pupil Weighting – Long term weighted average daily membership formerly known as equalized pupils. This is a calculation (not a headcount).
- Average Daily Membership (ADM) – The number of resident students in the district over a twenty-day period measured between September 11th through the 30th. A student is one ADM if publicly funded for the full twenty-day period.
- Education Spending – Total budget less non-tax revenues such as federal and state grants as well as locally generated revenues such as tuition and interest.

The Process

- The AOE reaches out to districts and SU’s to provide a rough estimate of what their educational spending increase might be
- The AOE makes certain assumptions and submits them to the tax department
- The tax commissioner releases their letter of recommendation on December 1st
- Budgets are prepared for approval by the voters
- Several tax components move around throughout the process or assumptions are made in lack of data
- Budgets are approved and submitted to the state and the state adjusts their calculations based on what really happened with districts and SU’s and what happened at the state level

Colchester Budget Process

- Expenditures – How much do we need to fund education for the upcoming year
- Revenue – What are the various sources of revenue and what is the total needed
- Surplus/Deficit – What was the variance from the prior fiscal year and how does it affect the education funding number
- Education Funding – One of the numbers that truly matters and how it plays into the tax calculation
- What is important – Tax calculation, CLA, Pupil weighting, Income sensitivity



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MEMO

To: School Board Directors
From: George A. Trieb, Jr.
Subject: FY'26 Budget Timeline
Date: October 15, 2024

Attached is the proposed budget development timeline for FY'26. Similar to last year, it should provide us with ample time to: (1) review and discuss all expenditure and revenue items internally, (2) prepare the expenditures baseline budget, (3) thoroughly discuss the baseline budget with the school board, employees and community, (4) prepare and discuss the superintendent's budget, and, (5) finalize a budget for the school board's approval and timely warning.

All the dates noted fall on the scheduled school board meeting nights. However, should the need arise, we can also schedule extra budget sessions on January 14th and 28th, as long as we have the warned budget to the town clear by January 29th. Ideally the goal is to have the budget warned on the 21st so that we don't delay our communications plan.

Please review and provide me with any feedback that you might have.

Thanks.

Amy Minor
Superintendent
of Schools

George Trieb
Business & Operations
Manager

Carrie Lutz
Director of Student
Support Services

Gwendolyn Carmolli
Director of Curriculum
& Instruction

Board Meeting Dates	Budget Topic	Specific Budget Items
10/15/24	Timeline	<ul style="list-style-type: none"> • Review budget timeline/process – general budget discussion
11/5/24	Expenditures/Strategy	<ul style="list-style-type: none"> • Discuss budget drivers and challenges • Review tax calculation (terms/methodology) • Enrollment history and projections • Class size numbers – K-8 / FTE’s instructional
11/19/24	Expenditures	<ul style="list-style-type: none"> • General budget discussion – prioritize key budget items (strategy driven process) • Budget Core Assumptions • Grant/Medicaid funded programs and personnel • Discuss new/discontinued programs – Impact
12/3/24	Expenditures	<ul style="list-style-type: none"> • Review and discuss baseline expenditure budget • Building Operational Budgets - PPS, UMS, MBS, CMS, CHS.
12/17/24	Expenditures	<ul style="list-style-type: none"> • Continue to review & discuss expenditures
1/7/25	Revenue	<ul style="list-style-type: none"> • Present Superintendent’s recommended budget • Discuss all potential sources of revenue – local, state, federal and SPED
1/21/25	General	<ul style="list-style-type: none"> • Discuss the proposed Superintendent’s recommended budget impact on the education tax • School Board approves budget and warning
2/4/25	Budget Discussions	<ul style="list-style-type: none"> • Discuss and promote budget
2/18/25	Budget Discussions	<ul style="list-style-type: none"> • Discuss and promote budget
3/3/25	Town Meeting	<ul style="list-style-type: none"> • Town Meeting/School Report Night
3/4/25	Meeting/Vote	<ul style="list-style-type: none"> • Obtain approval for school budget

**COLCHESTER SCHOOL DISTRICT
FISCAL 2026 BUDGET**

ACCOUNT	ACCOUNT TITLE	FY'25	FY'26	PERCENT	DOLLAR
#		BUDGET	BUDGET	CHANGE	CHANGE
5111	TEACHERS	\$20,271,688	\$21,400,159	5.57%	\$1,128,471
5121	PARAEDUCATOR	\$3,910,889	\$4,691,258	19.95%	\$780,369
5131	SUBSTITUTES	\$490,000	\$600,000	22.45%	\$110,000
5141	ADMINISTRATION	\$2,201,040	\$2,322,897	5.54%	\$121,856
5151	MID-MANAGEMENT/SUPERVISOR	\$579,883	\$602,528	3.91%	\$22,645
5161	SUPPORT STAFF - CLERICAL	\$1,224,056	\$1,267,664	3.56%	\$43,608
5171	TECH & PROF STAFF	\$1,067,741	\$1,143,300	7.08%	\$75,559
5172	PRF STF-OT/PT/BS/CC	\$840,115	\$1,042,189	24.05%	\$202,074
5181	NON-CLERICAL GENERALISTS	\$1,109,928	\$1,209,535	8.97%	\$99,607
5191	STIPENDS- BOARD ED	\$8,500	\$8,500	0.00%	\$0
5192	STIPENDS- OTHER	\$750,000	\$785,000	4.67%	\$35,000
	TOTAL SALARIES	\$32,453,840	\$35,073,030	8.07%	\$2,619,189
5211	HEALTH INSURANCE	\$5,779,482	\$6,756,764	16.91%	\$977,282
5212	HEALTH CARE CONTRIBUTION	\$16,000	\$17,000	6.25%	\$1,000
5218	HAS	\$72,244	\$50,676	-29.85%	(\$21,568)
5219	HRA	\$911,991	\$939,190	2.98%	\$27,199
5220	FICA	\$2,482,463	\$2,535,557	2.14%	\$53,094
5221	CHILD CARE CONTRIBUTION	\$85,896	\$95,000	10.60%	\$9,104
5232	VSTRS- OPEB	\$130,000	\$140,000	7.69%	\$10,000
5233	VSTRS- PENSION PAYMENTS	\$21,415	\$45,000	110.13%	\$23,585
5234	VMERS	\$442,643	\$499,040	12.74%	\$56,397
5251	TUITION REIMB- TEACHER	\$175,000	\$182,000	4.00%	\$7,000
5252	TUITION REIMB- SPT STF	\$37,000	\$38,480	4.00%	\$1,480
5253	TUITION REIMBURSEMENT - ADMIN	\$18,000	\$18,720	4.00%	\$720
5261	UNEMPLOYMENT COMPENSATION	\$40,000	\$30,000	-25.00%	(\$10,000)
5271	WORKERS COMPENSATION	\$247,197	\$258,527	4.58%	\$11,330
5281	DENTAL	\$312,029	\$335,279	7.45%	\$23,250
5292	LIFE	\$36,031	\$45,714	26.87%	\$9,683
5294	LTD	\$81,798	\$72,478	-11.39%	(\$9,320)
5295	CASH IN LIEU	\$205,000	\$215,000	4.88%	\$10,000
	TOTAL BENEFITS	\$11,094,190	\$12,274,425	10.64%	\$1,180,235
5311	OFFICIAL/ADMIN SERVICES	\$500	\$500	0.00%	\$0
5321	PROFESSIONAL EDU SERVICES	\$875,884	\$1,300,000	48.42%	\$424,116
5331	EMP TRAINING/DEVELOP	\$20,600	\$30,000	45.63%	\$9,400
5341	OTHER PROFESSNL SERVICES	\$586,324	\$689,757	17.64%	\$103,433
5342	AUDITING SERVICES	\$46,000	\$51,000	10.87%	\$5,000
5411	UTILITY SERVICES	\$88,000	\$85,000	-3.41%	(\$3,000)
5425	TRASH & RECYCLING	\$64,000	\$68,000	6.25%	\$4,000
5431	NONTECHNLGY REPAIR/MAINT	\$1,049,251	\$1,500,000	42.96%	\$450,749
5432	TECHNOLOGY REPAIR/MAINT	\$15,965	\$21,000	31.54%	\$5,035
5441	RENTALS-LAND/BUILDINGS	\$128,750	\$132,000	2.52%	\$3,250
5442	RENTALS-EQUIPMNT/VEHICLES	\$100,000	\$100,000	0.00%	\$0
5490	OTHER PURCH PROPERTY SERV	\$40,000	\$40,000	0.00%	\$0
5513	STUDENT TRAN CONTRACT	\$1,654,101	\$1,761,617	6.50%	\$107,517
5519	STUDENT TRAN OTHER EXTRA	\$577,499	\$606,374	5.00%	\$28,875
5521	INSURANCE (NOT EMP BEN)	\$73,500	\$79,477	8.13%	\$5,977
5522	INSURANCE- LIABILITY	\$115,500	\$106,318	-7.95%	(\$9,183)
5531	COMMUNICATIONS	\$38,000	\$39,520	4.00%	\$1,520
5533	POSTAGE	\$28,000	\$29,120	4.00%	\$1,120
5534	TELEPHONE AND VOICE	\$29,601	\$33,000	11.48%	\$3,399
5541	ADVERTISING	\$16,000	\$16,640	4.00%	\$640

**COLCHESTER SCHOOL DISTRICT
FISCAL 2026 BUDGET**

ACCOUNT #	ACCOUNT TITLE	FY'25 BUDGET	FY'26 BUDGET	PERCENT CHANGE	DOLLAR CHANGE
5551	PRINTING AND BINDING	\$14,630	\$15,215	4.00%	\$585
5561	TUITN TO PUB VT LEAS	\$60,000	\$75,000	25.00%	\$15,000
5562	TUITN TO PRIV VT LEAS	\$2,426,194	\$2,523,242	4.00%	\$97,048
5566	TUITN TO VC-ON BEHALF	\$520,054	\$562,065	8.08%	\$42,011
5567	TUITN TO VC	\$490,245	\$556,987	13.61%	\$66,742
5581	TRAVEL	\$45,462	\$47,280	4.00%	\$1,818
5611	GENERAL SUPPLIES	\$936,292	\$1,150,000	22.82%	\$213,708
5621	NATURAL GAS	\$205,405	\$205,000	-0.20%	(\$405)
5622	ELECTRICITY	\$482,952	\$502,270	4.00%	\$19,318
5626	GASOLINE	\$25,750	\$31,000	20.39%	\$5,250
5641	BOOKS AND PERIODICALS	\$100,988	\$103,000	1.99%	\$2,012
5651	SUPPLIES - TECH RELATED	\$36,050	\$20,000	-44.52%	(\$16,050)
5652	SUPPLIES - TECH SOFTWARE	\$291,044	\$375,000	28.85%	\$83,956
5731	MACHINERY	\$15,450	\$17,500	13.27%	\$2,050
5732	VEHICLES	\$100,000	\$100,000	0.00%	\$0
5733	FURNITURE AND FIXTURES	\$99,125	\$105,000	5.93%	\$5,875
5734	TECH-RELATED HARDWARE	\$475,511	\$495,000	4.10%	\$19,489
5811	DUES AND FEES - STAFF	\$60,766	\$64,000	5.32%	\$3,234
5831	REDEMPTION OF PRINCIPLE	\$294,118	\$294,118	0.00%	\$0
5832	INTEREST ON LT DEBT	\$205,000	\$220,000	7.32%	\$15,000
5899	MISC EXPENDITURES - OTHER	\$18,416	\$21,000	14.03%	\$2,584
5912	FOOD SERVICE PROGRAM	\$90,000	\$650,000	622.22%	\$560,000
	GRANTS, MEDICAID, ETC.	\$1,337,000	\$1,430,000	6.96%	\$93,000
	OTHER TOTAL EXPENSES	\$13,877,927	\$16,251,999	17.11%	\$2,374,072
	TOTALS	\$57,425,957	\$63,599,454	10.75%	\$6,173,496

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COLCHESTER SCHOOL DISTRICT

POLICY: STUDENT FREEDOM OF EXPRESSION IN SCHOOL-SPONSORED MEDIA

DATE ADOPTED: Draft

POLICY STATEMENT

Freedom of expression is a fundamental principle in a democratic society that provides all citizens, including students, with the right to engage in a robust discussion of ideas. It is the policy of the Colchester School District to ensure that students enjoy free speech and free press protections related to school-sponsored media, and to encourage students to become educated, informed, and responsible members of society.

No expression made by students in school-sponsored media shall be deemed to be an expression of school policy.

I. DEFINITIONS

- A. Media advisor** means a person employed, appointed, or designated by the district to provide instruction relating to school-sponsored media.
- B. School-sponsored media** means any material prepared, written, published, or broadcast as part of a school-supported program or activity by a student journalist that is distributed or generally made available as part of a school-supported program or activity to an audience beyond the classroom in which the material is produced.
- C. Student journalist** means a student enrolled in the district who gathers, compiles, writes, edits, photographs, records or prepares information for dissemination in school-sponsored media.
- D. Student supervisor** means a student who is responsible for editing school-sponsored media.

II. IMPLEMENTATION

Subject only to the conditions A-F below, a student journalist may exercise freedom of speech and freedom of the press in school-sponsored media. Student supervisors of school-sponsored media are responsible for determining the content of their respective media.

Last Reviewed: October 2, 2018
 Date Warned: November 1, 2024
 First Reading: November 5, 2024
 Second Reading: November 19, 2024

Legal Reference: 16 V.S.A. § 1623

This policy does not authorize or protect content of school-sponsored media that:

- A. Is libelous or slanderous;
- B. Constitutes an unwarranted invasion of privacy;
- C. May be defined as obscene, gratuitously profane, threatening or intimidating;
- D. May be defined as harassment, hazing, or bullying under Title 16 § 11;
- E. Violates federal or state law; or
- F. Creates the imminent danger of materially or substantially disrupting the ability of the school to perform its educational mission.

District staff may restrain the distribution of content in school-sponsored media that can be demonstrated to violate any of the conditions A-F above.

Content in school-sponsored media will not be restrained solely because it involves political or controversial subject matter, or is critical of the school or its administration.

A student journalist may not be disciplined for acting in accordance with this policy.

A media advisor may not be disciplined for taking reasonable and appropriate action to protect a student journalist in conduct protected by this policy or for refusing to infringe on conduct that is protected by this policy, by the first amendment to the U.S. Constitution, or by the Vermont Constitution.

COLCHESTER SCHOOL DISTRICT

POLICY: REPORTING SUSPECTED CHILD ABUSE OR NEGLECT

DATE ADOPTED: Draft

POLICY STATEMENT

It is the policy of the Colchester School District to ensure that all employees report suspected child abuse and/or neglect as required by law.

I. PURPOSE

The purpose of this policy is to protect children whose health and welfare may be jeopardized by abuse or neglect. It is further the purpose of this policy to make clear to all district employees and school officials that it is not their role to investigate, prove or disprove suspected abuse or neglect. Rather, it is the role of district employees to be faithful and timely reporters of suspected abuse or neglect so that allegations can be brought to the attention of objective, trained and experienced investigators. According to Chapter 49, Subchapter 2, of VSA Title 33, any school employee, physician, or concerned person who has reasonable cause to believe a child has been abused or neglected must report their suspicions regarding this abuse in accordance with the provisions of this statute. Also protected under this policy are vulnerable adults included in Chapter 69, Subchapter 1, of VSA Title 33 (Section 6902).

II. RELATIVE TERMS

- A. Mandatory Reporter** is any individual who is employed by the school district or who is contracted and paid by the school district to provide student services, including but not limited to any superintendent, principal, teacher, student teacher, librarian, school counselor, social worker, mental health professional, or school resource officer. Any mandated reporter who reasonably suspects abuse or neglect of a child shall report it to a building level administrator within 24 hours of the time the information regarding the suspected abuse or neglect was first received or observed. A Child Protection Team will be convened.
- B.** Each school will organize and maintain a **Child Protection Team (CPT)**. The CPT will include, but not be limited to, a building administrator, nurse, guidance counselor, the child's teacher and the reporting person if they are not a regular member of this team. Minutes of each CPT meeting will be taken and maintained in a confidential file within the school. The CPT's role is to determine if there is a reasonable cause for suspicion of abuse or neglect. If it is determined that one exists, a report will be made to the Department of Children and Families (DCF) within 24 hours. In reporting a case of suspected child abuse or neglect, district procedures do not negate any employee's right or responsibility to make an independent, confidential report to DCF. A Child Protection Team cannot substitute its judgment for that of the reporter. If the Child Protection Team does not make a report to DCF, any employee who has reasonable cause to believe that a

Last Reviewed: November 19, 2019
 Date Warned: November 1, 2024
 First Reading: November 5, 2024
 Second Reading: November 19, 2024

child has been abused or neglected retains the right and responsibility to make such a report.

- C. **Suspected** means the school district employee reasonably believes abuse or neglect occurred. This does not mean that the employee must be convinced the abuse or neglect occurred. Further, the employee shall not refrain from making a report under this policy for the reason that there may be retaliation against the child because the employee has a confidential relationship with the child, or for any other reason no matter how well-intentioned.
- D. **Report** means an oral or written description of the suspected abuse or neglect. If the report is made orally, the reporter should note in writing the person to whom the report was made and when the report was made. That information should then be provided to the CPT.
- E. **Abused or neglected child** means a child under the age of eighteen whose physical or mental health, or welfare is harmed or at substantial risk of harm by the acts or omissions of the child's parent or other individual who may be responsible for the child's welfare (e.g. guardian, foster parent, stepparent, teacher, etc.), or in the case of sexual abuse, of any individual. Harm can be caused by physical injury or emotional maltreatment, by allowing such harm to occur, by failing to provide the child with adequate food, clothing, shelter or health care, or by abandonment of the child.
- F. **Sexual abuse** as defined by Title 33, Chapter 49 § 4912, means any act by a person involving sexual molestation or exploitation of a child including but not limited to incest, prostitution, rape, sodomy, or any lewd and lascivious conduct involving a child. Sexual abuse also includes the aiding, abetting, counseling, hiring, or procuring of a child to perform or participate in any photograph, motion picture, exhibition, show, representation, or other presentation which, in whole or in part, depicts sexual conduct, sexual excitement or sadomasochistic abuse involving a child.

III. IMPLEMENTATION

Any school district employee or school official shall report suspected child abuse or neglect to the building principal, or their designee, and then to DCF as required by state law. If the building principal or designee is the person suspected of child abuse or the person who suspects the abuse or neglect, the report shall be made to the superintendent of schools.

IV. TRAINING

Once each school year, all employees shall receive training in reporting suspected child abuse and neglect. Such training shall include assistance in recognizing the signs and symptoms of abuse and neglect.

V. ADDITIONAL INFORMATION AND RESOURCES

Those looking for additional information on mandated reporters should visit the Department of Children and Families (DCF) website at: <https://dcf.vermont.gov/>. To make a report, call DCF at (800) 649-5285, 24 hours a day – 7 days a week. If the child is in immediate danger, call 9-1-1 or your local police first, then call DCF to make a report.

CONSENT AGENDA

Board Meeting Date: 11/19/2024

Licensed Employees (Teacher/Administrator)

Contract Type	First Name	Last Name	Category	Position	FTE	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Teacher (LTS)	Lucy	Kraus-Cuddy	New Hire	Long Term Substitute Grade 4	1.0	MBS	Notice of Hire	Ari Marks	Yes	Yes

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

Contract Type	First Name	Last Name	Category	Position	Hours/Wk	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Support Staff	Xan	West	Leave of Absence	Paraeducator	32.5	MBS	Request for LOA 11/5/24-12/3/24			

Non-Licensed Employees (Support Staff), Informational

Contract Type	First Name	Last Name	Category	Position	Hours/Wk	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Support Staff	Chadwick	Cioffi	New Hire	Behavior Interventionist	35.0	CHS	Notice of Hire	N/A	Yes	Yes
Support Staff	Phenpitcha	Srisopa	New Hire	ML Paraeducator	32.5	MBS	Notice of Hire	Deena Murphy	Yes	Yes
Support Staff	Victoria	Iaria	New Hire	Food Service	26.0	MBS	Notice of Hire	Stacy Vincent	Yes	Yes
Support Staff	Kimberly	Beaudoin	New Hire	Preschool Paraeducator	20.0	MBS EEE	Notice of Hire		Yes	Yes
Support Staff	Michelle	Norton	New Hire	Paraeducator	32.5	PPS	Notice of Hire	Lauren Walker	Yes	Yes

COLCHESTER SCHOOL DISTRICT

Board of Education Meeting
Colchester High School Media Center

Tuesday, November 5, 2024
7:00 p.m.

MINUTES (General Session)

The Colchester Board of Education held a regular board meeting on Tuesday, November 5, 2024, in the Colchester High School Media Center. Board members in attendance were Board Chair Lindsey Cox, Directors Nic Longo, Ben Yousey-Hindes, Laurie Kigonya, Jennifer Fath and Student Board Member Rylee Friend. District administrators and employees in attendance included Superintendent Amy Minor, Business and Operations Manager George Trieb, Director of Curriculum and Instruction Gwen Carmolli and Director of Student Support Services Carrie Lutz. There were no audience members.

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. First Reading of Student Freedom of Expression in School-sponsored Media Policy: F36 Action

This policy was reviewed as part of the annual cycle and is required by the Vermont School Boards Association (VSBA). The VSBA has updated its model policy since it was first introduced, and administrators recommended updating the district's policy to reflect those changes. Superintendent Amy Minor noted that the district has never used the policy. Student Board Member Rylee Friend is in a high school publishing class and shared that students are well-connected to their teachers. She also asked about student-run social media pages for co-curriculars and the process for monitoring its content. The board further discussed the types of school-sponsored media and what the process would be if administrators needed to use the policy.

Director Longo moved to approve the first reading of the Student Freedom of Expression in School-sponsored Media Policy: F36. The motion passed unanimously.

IV. First Reading of Reporting Suspected Child Abuse or Neglect Policy: F10 Action

This policy was reviewed as part of the annual review cycle. Superintendent Amy Minor noted that this is not a required VSBA policy but recommends keeping it in the district's policy manual. She stated the policy is used frequently to train and remind employees of their mandated reporter responsibilities. She stated it is also helpful to explain the concept of mandated reporting to families when the district has to make a suspected abuse or neglect concern.

Director Kigonya moved to approve the first reading of the Suspected Child Abuse or Neglect Policy: F10. The motion passed unanimously.

V. Approval of Consent Agenda Action

The board reviewed the following consent agenda.

CONSENT AGENDA

Board Meeting Date: 11/5/2024

Licensed Employees (Teacher/Administrator)

Contract	First Name	Last Name	Category	Position	FTE	Building	Agenda Information	Person	Budgeted	Admin

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

Contract	First Name	Last Name	Category	Position	Hours/Wk	Building	Agenda Information	Person	Budgeted	Admin

Non-Licensed Employees (Support Staff), Informational

Contract	First Name	Last Name	Category	Position	Hours/Wk	Building	Agenda Information	Person	Budgeted	Admin
Support Staff	Lauren	Walker	Resignation	Paraeducator	32.5	PPS	Notice of Resignation			
Support Staff	Brendan	Lemieux	New Hire	Paraeducator	32.5	CMS	Notice of Hire		Yes	Yes
Support Staff	Eric	Green	Resignation	Custodian	40.0	CHS	Notice of Resignation			
Support Staff	Jade	Frechette	Termination	Paraeducator	32.5	UMS	Notice of Termination			
Support Staff	Stacy	Vincent	Resignation	Food Service	30.0	MBS	Notice of Resignation			

DRAFT

There were no items on the agenda that required board approval. No motion was needed.

- VI. Approval of Meeting Minutes** **Action**
- **October 12, 2024**
 - **October 15, 2024**
 - **October 29, 2024**

Director Kigonya moved to approve the minutes from the meeting held on October 12, October 15, and October 29, 2024. The motion passed unanimously.

- VII. Board/Administration Communication, Correspondence, Committee Reports** **Information**
- NEASC has provided a draft report of its external review of CHS. The report shows that they have met the standard and will continue to be an accredited high school.

- VIII. Future Agenda Items** **Information**
- Facilities Bond Project Update
 - School Reports
 - Policy Work

- IX. Executive Session to Discuss Contract Negotiations** **Action**

Director Yousey-Hindes moved to enter executive session at 7:32 p.m. to discuss contract negotiations. The motion passed unanimously.

Director Fath moved to exit executive session at 8:12 p.m. The motion passed unanimously.

- X. Adjournment**

Director Longo moved to adjourn the meeting at 8:14 p.m.

Recorder:

Board Clerk:

Meghan Baule
Recording Secretary

Ben Yousey-Hindes
Board Clerk