

**APPROVED MINUTES  
MARLBORO SCHOOL BOARD MEETING  
October 25, 2018 at 6:30 PM**

**Present:**

Board: Douglas Korb(Chair), Celena Romo (Vice Chair), David Holzapfel (Clerk), Dan MacArthur, Lauren Poster

*Administration:* Bill Anton (Superintendent), Wayne Kermenski (Principal)

*Members of the Public:* Pat DeAngelo, Peter Barus (Recorder)

*Faculty:* Tim Hayes, Rachel Boyden

**Call to Order**

The meeting was called to order at 6:29 PM

**Changes to the agenda**

**Members of the Public**

Introductions were made.

Ms. DeAngelo referred to a document about security concerns, noting that it had been suggested that she approach to the building subcommittee; she discussed the entryway configuration; Mr. Korb explained that Mr. MacArthur, Mr. Kermenski and Mr. Korb constitute the Building Subcommittee, and discussed its work so far, including anticipated security upgrades and changes to door locks, etc., and a list of all the changes that had been discussed.

Ms. DeAngelo offered suggestions for ways to improve building security. Mr. MacArthur explained the Safety Grant and plans in progress to address these issues. Mr. Korb explained the feasibility study now in the planning phase, to organize and prioritize safety improvements, projects to begin in Spring, and changes that have already been implemented, such as the new bus parking area.

Communication with parents was discussed, predominantly email. Mr. Kermenski explained the multiple components of the situation. Mr. Anton discussed the work being done at the SU, coordinating plans and law enforcement.

Ms. DeAngelo discussed best practices, policies such as keeping parents away in an emergency, how fast law enforcement can show up, and giving parents details of the emergency plans.

Ms. DeAngelo expressed thanks, that she will attend a Building Subcommittee meeting, and left the meeting.

**Approve Minutes and Pay Orders**

Ms. Poster moved to approve the minutes for September 27, 2018. Second by Mr. MacArthur. **All in Favor.**

There was discussion.

Mr. MacArthur moved to approve Pay Orders #8, in the amount of \$165,570.33 and #9 in the amount of \$96,642.68. Second by Mr. Holzapfel. **All in Favor.**

**VEHI Insurance Discussion with Teacher Reps**

The Board held a discussion with Ms. Boyden and Mr. Hayes. Mr. Korb explained that there was an 11.8% increased contribution to the premium. Mr. Kermenski projected the “Benefits Calculator” document on screen. Mr. MacArthur explained that the premiums had not been sufficient to cover costs. Mr. Kermenski discussed the benefits document, showing the breakdown of proposed benefits and payments. Mr. Anton explained that this will apply for six months, after which the state is in control of benefits. Mr. MacArthur discussed VSBA negotiations with NEA and school board representatives, noting no option for opposing or striking and asking for names to submit to the VSBA for that discussion; he noted that the legislation is

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aiming for 80/20, that the current coverage can be maintained this year, and that after eighteen months the state will determine the arrangement.

There was discussion; of the differences from SU; that currently 100% of the premium is paid for by the Administration, and out-of-pocket 10%; HSA covers out-of-pocket expenses until the insurance kicks in. Ms. Boyden posed a question from a staff member about the proportion of premium versus HSA; there was discussion of the question.

Mr. MacArthur asked about the impact to the district; Mr. Kermenski suggested that there will probably be a ten or fifteen percent increase in future. Mr. Hayes suggested that the representatives would be satisfied with the present arrangement.

Mr. MacArthur discussed the impact on the district, and whether Marlboro can afford the same offering as the SU. Mr. Anton explained the distinction between HRA and HSA, HSA being more participatory. Mr. Korb noted \$20,000.00 from the school budget. Mr. MacArthur observed that under the proposal teachers would have a 15% copay.

Ms. Poster noted that this was a one-time windfall; that in future teachers will be paying more; that the current arrangement will run from January 1, 2019 to January 1, 2020. Mr. Korb noted that this is up 1.8% over the estimated budget.

Mr. Korb moved that the Board approve the expenditure, at 85% coverage of premiums and 90% coverage of out-of-pocket expenses, from Jan 1, 2019 until end of fiscal 2019.

There was discussion; that the budget can now be prepared on this basis.

Second by Mr. MacArthur. **All in Favor.**

Mr. Hayes provided a letter for the Board's perusal and later response, giving notice that he is retiring as of the end of the school year, after 24 years.

The Board expressed regret and appreciation for Mr. Hayes' long and valued service.

### **Safety/Security letter to town**

Mr. Korb noted that the Building Subcommittee had lacked a Quorum upon receipt of the letter, and discussed communications effectiveness to the community following the incident in question; and AMP representative was present and will be communicating in collaboration with Mr. Kermenski; and that the Board was also invited to produce communications; and that the letter discussed a timeline and feasibility study. He suggested that the first letter should go out tomorrow (Friday, October 26). Mr. MacArthur will edit the letter for clarity and make it available.

Mr. Kermenski discussed the safety grant and the VSBIT grant paying for locks, PA system, cellphone booster, and what should go into Friday Notes.

The letter will be attached to the Friday Notes; AMP will handle parent communications.

Mr. MacArthur moved to approve the letter as amended. Second by Ms. Poster. **All in Favor**

### **Superintendent's Report**

- WCSU Special Ed Committee

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Mr. Anton explained that the first meeting two weeks ago; that LG was asked to return with financial modeling, based on ADM and IEP, and Ms. Betit-Hancock will return with organization and structure for continuation of services. He reported that Howard Weiss Tisman is doing a long-form report on West River budget creation, while Act 173 is coming up; he had met with the curriculum team and was looking forward to a November 1 meeting at NewBrook, at 6 pm, Chef Parker will serve dinner; he will now produce meals for all of WR.

Mr. Anton noted that the Leadership Team has taken Trauma-informed Education training and had followed the catalyst group (Dave Melnick) that meets once a month; embedding the practice of Trauma-Informed Education; Nov 28 the last BoE meeting, capping Act 46. the Plan will be released after that; ramp up is July 1, possibility of an injunction in Brattleboro; Windham meeting Nov 26 on whether to sell the school to the town, and whether to close the school and tuition all students to sixth grade. Creating two budgets, one with Windham (just in case).

Mr. MacArthur commended the SU on timely and effective work on Act 46. Mr. Anton suggested that he walked into a machine that was already running. SU Boundaries were discussed, noting nothing reported as yet; he and Mr. MacArthur had met for an hour at VSA with Mr. French, who said SU boundaries are within their purview, but he had no inside knowledge; Mr. Anton noted that this must be settled by November 14. There was discussion.

Mr. Anton acknowledged Marlboro for the work done on Act 46.

### **Principal's Report**

Mr. Kermenski discussed his Report, highlighting some curriculum as backbone of the programs. (academic proficiency) A lot of Special Education, art; students can have four specials; it was challenging to have a one-hour class, but the offerings are great; he discussed the idea of Arts integration, marrying projects to arts classes. Faculty likes the idea.

Mr. Kermenski proposed a Subcommittee on Integration of Arts, creating a platform to make it happen; develop a proposal to the community for rollout in Spring; there were several volunteers from the Arts side, bringing in parents, teachers; focus on creating the infrastructure.

There was discussion about what it would look like, not "siloeed"; about partnerships, collaboration such as doing a math class with art on lines such as a net, folding into three-dimensional figures. The Art teacher has the skills to draw and represent the math.

In Personalized Learning, JH students need support with spelling, capitalization. He was developing support, working on what they already have.

Goals for 3-6 and PreK-2 were discussed in Common Planning time; Mr. Kermenski noted that teachers feel that ELA needs more TLC, while for math there are programs in place; he will be doing math and supporting teachers; a teacher-led project.

Mr. Kermenski noted that the Bus parking area is evolving; is just large enough; the challenge will be when the cold comes; considering installing power for about \$3,000.00; to increase the area would cost (estimated) \$3,500.00. The freed-up parking area has been very valuable; maybe the dumpsters can stay there; the arrangement had eased the bottleneck at the exit.

There was discussion of installing power and light; Mr. Kermenski suggested careful placement. Mr. Korb noted \$6,600.00 in the transportation account, \$131,000.00 in the Capital Improvement Fund technically to

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pay off the boiler, but as he had discussed previously, that money could be left there, and a loan obtained for the parking area. He suggested approval of the expenditure.

Mr. Korb moved to approve, at the Principal's discretion, expenditure of up to \$6,500.00 from the Capital Improvement Fund, to install power and lighting and expand the bus parking area. Second by Mr. Holzapfel.

Mr. Kermenski observed that it would be worthwhile. There was discussion of allocation of funds.

On the Motion, **All in Favor.**

**• Budget first glance (may not be ready)**

Mr. Kermenski discussed age-appropriate curriculum on Tricky People; people known to the victim; and noted that strangers are needed sometimes in emergencies.

Mr. Barus mentioned a program for young children marketed as "Kidini", using songs and simple activities to train children in responding to "tricky people", and will obtain information about the program.

Mr. Kermenski observed that the budget "is working for us, or we are working for the budget" and asked whether we want it to keep doing what it's doing, or do things it's not doing, noting that with choices around where to put money, each has pros and cons. Mr. MacArthur discussed the impact on property taxes; there was discussion. Mr. Korb discussed changes that are out of the Board's control; hoping for level funding or lowering; noted a large spike last year; and that this year might level or reduce tax rate; that there are more students.

Mr. Kermenski projected the graph on screen. Mr. Anton discussed optimal class size by grade that had been adopted by the school. Mr. Kermenski discussed staffing structure for JH; Capital Improvement; hiring next faculty; space needs. Ms. Boyden discussed cultural impacts of an influx of new JH students. Mr. Kermenski discussed staffing and budget concerns with regard to different class sizes and teacher/student ratio; inequities that should be addressed; that these can't stay the same; that he would not hire to replace Mr. Hayes FT; noting that change is coming, and budget FT must be addressed. There was discussion of scheduling and logistics challenges; of teachers filling in other functions in the building.

Mr. Kermenski observed that this is the fun part, two months to create a budget. Mr. Korb suggested empowering Mr. Kermenski to come up with a budget. Mr. Kermenski observed that Mr. Hayes does tech, transportation, expeditionary learning, drama (etc.) in addition to regular teaching, and it is hard to imagine how a position like that can be posted, it is not a job, it is a person. There was discussion of advertising in February.

Ms. Boyden discussed flexibility and creativity in structuring classrooms. Mr. Holzapfel discussed more fluidity in grades, noting that JH has some sixth, seventh and eighth-graders. Ms. Poster discussed attracting JH students, potential Dover or Brattleboro tuitions. Ms. Romo noted that there is always a JH student who moves. Mr. Hayes noted 35 students in his first class.

Mr. MacArthur suggested the position could be funded FT with current ADM; that Ms. Boyden is currently FT; and suggested two FT teachers in JH, beneficial in modeling adult comportment; and noted a push to reinvigorate more private schools at the state level.

**• Feasibility Study Timeline**

Mr. Kermenski noted underfunding of classroom materials, showed a math book at \$28.00 per student; discussed copying versus purchase; that it was bought with Medicaid money; discussed relative cost of

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buying as against teacher time spent on copies; suggested double or triple the expenditure per classroom noting this is easier for teachers. He noted also that PD has been underfunded, not budgeted at the full cost; that there are now more new teachers, and there is a desire for teachers to increase capacities.

Mr. Kermenski noted regarding the food program, Federal restrictions and paperwork and oversight is not designed for a small school; required to serve five components or lose funding, means throwing out 50%; AMP has discussed the quality of food; chef provides snacks any time of day, rather than making them eat the applesauce; he explained that local produce, eggs, tomatoes, can't be served within the Federal program.

There was discussion.

It was noted that AMP is moving to theme-based meetings; next month is sports.

Mr. Holzapfel raised a question of appropriateness in having AMP review a school program. Mr. Kermenski noted that AMP just wants to help.

Mr. Kermenski led discussion of the budget. He noted that the first page is last year's budget; last is this year; all going as planned, but brought in \$51,000.00 in tuitions, unanticipated. There was discussion; of local revenue; of \$90,000.00 in the Capital Improvement Fund; \$105,000.00 had been approved. There was discussion of credit lines; of the new accounting system implementation; of adding a transportation line item under Capital Improvement to build these funds for future need.

Mr. Korb noted an action item, follow up with Mr. Anton on the amount that can carry over in reserve funds for transportation.

### **Set Dec/Jan Budget Meeting Dates**

There was discussion of schedule.

The November 15 budget meeting will be Warned as a regular meeting.

### **Debrief on Mission/Values Subcommittee**

Mr. Korb announced that he is bowing out of building, staying on with other subcommittees.

Ms. Poster announced that she is not running next year; she suggested that the Board could function with three members. There was discussion; that there is lots of energy, somebody will run; the need is for two to run for Board seats.

Mr. Korb discussed meeting teachers two weeks previously about the mission/value statement, with AMP rep Lissa Harrison, Emily Walsh, Tim Hayes and Erik Schickendanz; that they looked at potential products it could produce; next meeting Mr. Holzapfel discussed "brand Marlboro", a tree with realms, roots, field research as roots, suggesting this be explored next meeting; discussed getting teachers to have a stake in what the school is and does. Mr. MacArthur discussed engagement.

Mr. Korb read a letter from teachers about the supervision and evaluation system being implemented without input from faculty or union; and proposing to create such a system for in-house observation and feedback; Mr. Holzapfel recalled that this had been done in years past but with feedback between teachers who knew the culture. There was discussion.

The Board will write a response to the SU about the letter, noting receipt; the matter will be discussed.

### **Adjourn**

Ms. Romo moved to Adjourn.

The meeting adjourned at 9:35 PM

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**Upcoming Meetings & Important Dates**

- Regular MES Board Meeting Thurs Oct 25 @ 6:30 at MES
- WCSU Subcommittee meeting Thursday Nov 1 @ 6pm @ NewBrook
- Marlboro Building Sub Committee Thurs Nov 15 (Propose this is our regular board meeting)
- Regular MES Board Meeting Thurs Nov 22 (Thanksgiving – must move)
- WCSU Full Board meeting Wednesday Nov 14 @ 7pm @ Leland and Gray

*Respectfully submitted, Peter Barus, Recorder, October 31, 2018*

## Appendix

### October 2018 Principal Report to Board Wayne Kermenski

#### Academic Proficiency

We are piloting some components of the EL Education ELA curriculum. Here is a snapshot of this work.

Skills Block Video: <http://curriculum.eleducation.org/about-skills-blocks>

Writing Projects in 5th and 6th grade: [Athlete Leaders of Social Change](#), and [Stories of Human Rights](#)

Arts Integration Sub-Committee is forming - The faculty and I want to explore ways in which the arts could support curriculum within the classroom. We will meet this year and present a proposal to the whole school later this year. I would like to have representation from specialist teachers, classroom teacher, parent, and board member.

#### Personalized Learning

In order to support students, JH has started a writing skills blocks to specifically work on writing conventions.

#### High Quality Staffing

##### 3-6 CPT goal for the year.

For the 18-19 school year, the 3-6 team will create an aligned ELA curriculum that is diverse and transparent, so that students receive a comprehensive program. A diverse and comprehensive program will lead to student improvement as measured by SBAC and Track My Progress.

##### Action Items:

- Investigate EL Education projects and pilot one unit
- Share student projects
- Share classroom benchmark text and evaluate for diversity and how they are being used.

##### Outcomes:

- Curriculum projects and benchmark text posted to Marlboro site
- Share student work and calibrate scoring rubrics
- Improved SBAC scores
- Growth greater than 50% on Track My Progress

##### Pk-2 CPT goal for the year.

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For the 18-19 school year, the PK-2 team will create an aligned reading curriculum that fosters a love of learning, so that all students are fluent readers by the end of grade 2. A transparent and aligned program will lead to student improvement as measured by Fountas and Pinnell and Track My Progress.

Action Items:

- Identifying reading progression
- Assessments aligned to the reading progression
- Unpacking Foundations, Letter stories, EL Education
- Align sight words
- Formalize guided reading instruction - After January benchmarks
- Peer Observations

Outcomes:

- Preschool: Rhyming, phonic skills, and introduction of letter knowledge
- Beginning 1st graders: Know all the letters and letter sounds, sight words
- Bank of sight words for each grade
- Standardize reading instruction
- 80% students will meet grade level benchmarks as measured by Fountas and Pinnell and Track My Progress.

**Safe, Healthy Schools**

Recent Lower Lot: Upgrades have been completed to the lower lot, which has increased parking spaces and separated students exiting/entering the bus from the parking lot traffic. We are also considering moving the dumpsters and adding an outlet for the busses to the lower lot or parking the busses off campus.

Tricky People: Tom is currently work with me to provide age appropriate curriculum relating to tricky people. Tom will be presenting this to each class this winter.

**Financial Efficiencies**

FY20 Budget: I do not have any numbers yet, however I would like to take some time to discuss our current budget.

1. What is the budget doing or not doing for the school?
2. Areas to consider:
  - a. The current staffing structure for J H

Current Class	# of students
8th	8
7th	5

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6th	12
5th	11
4th	4
3rd	10
2nd	12
1st	10
K	11
PK 4	6
PK 3	8
Total	97

- b. Funding for classroom materials, we currently are underfunded.
- c. Professional Development funds, especially with new teachers.
- d. Food Program - AMP plans to review our food program this winter.
- e. Supporting our community with social challenges such as trauma, living in a rural area, organizational stress...

Enrollment: 97