

**APPROVED - Marlboro School Board Meeting
Monday, December 7, 2015 @ 6pm**

THESE MINUTES ARE OFFICIAL AND HAVE BEEN APPROVED BY THE MARLBORO SCHOOL BOARD

Attending School Directors: Jen Carr (chair), Doug Korb (vice chair), Celena Romo (clerk), Francie Marbury (Principal), Steven John (WCSU Superintendent), Bud DeBonis (WCSU CFO)

Jen Carr called the meeting to order at 6:10 pm.

Additions/Deletions to the Agenda: Add executive session.

Approve past minutes:

Jen moved to approve the 11/2/15 minutes with 1 change. Celena seconded.

Jen moved to approve the 11/18/15 minutes with names of minute takers added. Celena seconded.

F:09: Transportation: Jen moved to adopt. Doug seconded.

F28: Wellness & Nutrition: Discussion ensued. Board suggested to move specific examples to the implementation procedures. Examples: rhythms, brain break, how food is purchased.

Jen noted several statements that are included in the VSB policy and questioned whether they do or do not need to be in the MES policy.

Examples: Statement about ... permit should be conducted by appropriately licensed staff members.

Statement ensuring compliance with WIC...ours states we are complying with hunger free act.

Statement under mandated policy - Reauthorization Act and Vermont Standards.

Action: Francie will revise the policy and implementation.

Internal financial controls document/yearly procedure discussion ensued. Review of the Financial Management Questionnaire - School Districts, Supervisory Unions, Supervisory Districts. and documented in calendar the timing for annual review.

Principals Report. Discussion ensued regarding general fund balance.

Audit Report - Per Bud audit report should be completed in the next week. Auditors would present at a board meeting.

Action: Bud will check to see if they are available for the January 11, 2015 board meeting.

BUHS tuition discussion ensued. Legal precedent is if a legal guardian of the student resides in the attending town then Brattleboro is responsible for the tuition.

Budget Discussion ensued. Francie presented FY17 Budget Rationale. Discussion ensued around the largest line item of Special Education. All special education cost will now be managed by the SU this is state mandated and reflected in the budget by fewer line items.

MASP - Century 21 Grant is written so school increases their contribution in successive years. Once school is at 50% contribution it is capped.

Action: Consideration of warning town meeting for MASP contribution. Pursue some outside sources of funding.

Action: 120-739 Sp Ed Equipment cost \$500.00 will be removed from budget.

Action: Doug will footnote budget explanations for town meeting.

7:30: Steven John enters meetings.

Bud DeBonis presents overview of budget.

Action: Francie will reduce budget to eliminate the threshold penalty by January 4, 2016.

Action: Town meeting report explanation of the cap and penalty.

Action: Francie will check with teachers if they need to attend and represent at a board meeting.

The budget under consideration follows the newly developed salary agreement. School board is grateful of the work of the teachers and administration.

Action: Bud will send updated numbers for January 4, 2016 meeting.

Action: Gail please clean up notes section of budget so just current notes are visible.

8:32pm: Bud exits meeting.

Action: December 14, 2015 meeting cancelled.

8:39 Enter into Executive Session to discuss personnel matter.

8:50 Executive Session ends. Board is going to direct administration to conclude a retirement agreement.

No written Supervisory report. Meeting

was adjourned at 9:05pm. Submitted by

Julianne Mills (minute taker)

Pay Order #10: \$97,070.95

Pay Order #11: \$161,190.45

Pay Order #12: \$343,823.39

Upcoming Meetings & Important Dates

- MES Regular Board Meeting – Monday, January 4, 5:30pm @ MES
- Marlboro School District Special Meeting for board expansion – Monday, January 4, 7:30pm @ MES
- MES Special Budget Review Meeting – Monday, January 11, 7pm @ MES
- Deadline to provide auditors with budget & director's report – Thursday, January 21st (check w/ auditors)
- Deadline for filing nominating petitions with Town Clerk for Town Offices – Monday, January 25th, 5pm
- Last day to warn annual school district meeting – Friday, January 29th
- MES Regular School Board Meeting – Monday, February 1st, 6pm @ MES
- Pre-Town Meeting – Tuesday, February 23rd, 6pm, Marlboro Town Office
- Marlboro School Board Regular Meeting – Tuesday, February 23rd, 8pm (to be held after Pre-Town Mtg.)
- Marlboro Town Meeting, School District Meeting – Tuesday, March 1st, 9am @ Town House
- Marlboro School Board Regular Meeting – Monday, March 7th, 6pm @ MES (reorganization meeting)
- WCSU Full Board Reorganization Meeting & Agency Fund Vote – Wednesday, March 23rd, 7pm @ LGUHS

Our Guiding Principles: Students will be at the center of our decision-making. We will keep to the agenda. The chair will estimate the amount of time necessary for each item and act as timekeeper during the meeting. Every voice is heard as discussion goes back and forth. Decisions will not be made hastily. We will ask ourselves, "What other information do we need in order to make a thoughtful decision?" Decisions/discussion will be recapped before moving on to a new item. Items requiring action will be identified and we will note who is responsible for each action item. Follow through will occur before the next meeting. We will use email judiciously to communicate between meetings.

Implementation Guidelines: Meetings will be held on the first Monday of each month with the fourth Monday kept in reserve, if an additional meeting is needed. The chair will send out the agenda the Thursday before the meeting. The meetings will start at 6pm and go no later than 9pm.

Marlboro School Board Monday, December 7, 2015 Principal's Report

Student Learning/Professional Learning

Students

- Field Research continues with the Junior High traveling to Montpelier to participate in a role play of taking a bill from committee to the governor's desk and the Kindergarten and Primary classes going to the Eric Carle Museum
- The 5th/6th grade made presentations to parents on their field research on Cape Cod
- The entire school pitched in to put on the Harvest Feast, a celebration of local food (including some from the school garden) and the people who grow it.
- Pam, Rachel, and Tim held conferences with their students. In order to prepare for these conferences, each student used the Realms of Learning to reflect on her/his work so far. This work was then presented to the parents who were encouraged to comment, ask questions, and help with goal setting.

Teachers

- Professional Learning days on Nov 23 and 24 provided a variety of settings for teachers to work as a Professional Learning Community, individually and collaboratively, on technology skills, curriculum development, and instructional strategies in math.
- Ellen, Rochelle, Tim, and I attended the Coalition of Schools Fall Forum. In addition to meeting with colleagues who share a similar philosophy of education, we attended sessions on performance assessment reporting, differentiation in math instruction, Reggio Emilio, an arts based approach to education, and poetry.
- Erik and I attended a day long panel on "Evidence Based Model to Identify Adequate Spending Levels in Vermont". This was held by Picus and Odden, a consulting firm hired by the AOE. They are applying a model that has been used elsewhere in the country to determine adequate spending for education here in Vermont. Very interesting! It is clear that it's challenging to adjust a model built for much larger districts and much larger schools to the Vermont school landscape.

Policy or Regulation Implementation

- Wellness Policy

Building and Grounds

Finance/Accounting

- FY17 Budget Rationale and presentation of draft budget worksheet
- Quarterly Financial Report - Gail and Bud are working on different reporting format, as requested
- Projection for the remainder of FY16
- Auditors were at Marlboro, 11/30-12/1
- We will be meeting with Nadine Barnicle of Efficiency Vermont to explore applying for funds to support upgrading the lighting

Enrollment/Staffing

Student enrollment as of 12/7/15 81

Staffing

- Joel Eisenkramer will be leaving at the end of December
- Julie Erickson, currently an Antioch intern in SpEd and the 5th/6th classroom, will continue in January to replace Joel and provide continued support to SpEd students and to the 5th/6th grade class

Additional Items

- We are waiting for a report as the result of a Security Audit that was conducted by a consultant for VSBIT
- Reports for Town Report due 1/9/16

Informational items:

12/16, 7pm Winter Concert at the Whittemore Theatre

*Marlboro Realms of Learning
Communication Problem
Solving
Personal Development Civic
and Social Responsibility
Knowledge*