

**APPROVED - Marlboro School Board Meeting  
Monday March 7, 2016 @ 5:50pm**

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

**Location:** Wilmington (Old High School Building)

**Present:** Doug Korb, Celena Romo, Carol Ann Johnson, Dan MacArthur, Lauren Poster and Bill Anton

Call to order 5:50pm Bill Anton

Nominations for board chair

Dan nominates Doug, Lauren seconds

Unanimous vote

Bill turns over the meeting to Doug

Doug takes nominations for vice chair

Doug nominates Celena, Dan seconds

Unanimous vote

Nominations for Clerk

Doug nominates Carol Ann, Celena seconds

Discussion ensues, going over job descriptions

Unanimous vote

Dan chair of Act 46 committee

Designate members of WSCU meetings, and executive committee

Lauren nominates Doug, Celena, & Dan for WSCU members, Doug seconds

Unanimous vote – check with Steven John about pre identifying succession, or do we need to warn and pre-designate who is going to be able to vote

Policy committee member? VSBA redone all policies –

Celena nominates Lauren, Doug Seconds

Unanimous vote

Paper of record – Doug moves to make Brattleboro Reformer our paper of record, with a note to inform the Marlboro Mixer, Dan seconds. Carol Ann contact Meg Wright about our monthly meetings

Unanimous vote

Truant officer – Windham County Sheriff's department – Mark Anderson Dan moves to keep the contract as is, Doug seconds

School Director Board Meeting time – First Monday of every month @6:30pm

Dan makes a motion to continue meeting date and time as above, Carol Ann seconds

Act 46 Committee meeting time – every other Tuesday to coincide with pay order schedule

Doug nominates Lauren for staff negotiations, Dan seconds

6:21pm - Meeting moves into joint meeting with surrounding town regarding Act 46 (namely Dover, Readsboro, Wardsboro, Jamaica, Vernon, Halifax and Marlboro)

Submitted by Celena Romo

**Location:** Meeting moves to Marlboro School

**Attending School Directors:** Doug Korb (chair), Celena Romo (vice chair), Carol Ann Johnson (clerk), Dan MacArthur (board member), Lauren Poster (board member) and Francie Marbury (Principal)

No Mail to Read.

Celena moved to approve 2/1/16 minutes. Dan seconded.

**Act 46 debrief discussion ensued.**

Act 46 Committee has met at a separate time with Steven Dale in an exploratory meeting.

MES Act 46 Survey has been finalized. Survey distribution will be sent via a special mixer, MES Friday notes, survey gizmo (front porch forum). Ballot boxes being used for hard copy drop of at Town Office, Post Office and MES.

**Action:** Francie will send out a Robo-call mid month as a reminder to complete the survey.

**Action:** Francie will look at budget line item for funding towards cost of the Mixer special release with Act 46 Survey.

Act 46 Committee roles and goals discussion ensued.

Board discussion that Google docs folders should only post minutes and agendas.

**Principal's Report:** Discussion ensued regarding building capital improvements, renovations and feasibility study.

**Goals:** Read and digest material prior to the April board meeting with a decision if we want to move forward with a feasibility study.

Feasibility discussion ensued. The cost of a feasibility study is approximately 20K. Board did not previously approve a feasibility study because the funds could be better used for the actual improvements. Many variables impacting capital improvement decisions being Act 46, Pre-K program and Windham Wood Heat Initiative.

Board expressed taking care of the immediate building needs during the next several years until the Act 46 decision is made. To materially protect and preserve the building itself (ex: roofing/windows) but does not entail improvements we might not need long term.

The most immediate pressing renovation is the roof repair. Pitched roof estimate (shingles) came in at \$15,500.00.

Capital Reserve Fund discussion ensued. Fund currently has approximately 80K. Reserve fund was created in 2006. 2006-2013 we expended 200K to the sunroom and kitchen renovations. 2013 we stopped taking money out of this fund and began to use Operation and Maintenance funds though at times it has overspent that budget. We have intentionally kept Capital Improvement funds untouched.

Dan makes a motion for Francie to obtain bids for the pitched roof. Carol Ann Johnson seconded. Celena made an amendment to obtain both shingle and metal bids.

**Hiring Committee for 1st-2nd Grade Teacher:** 34 applicants. Francie has screened and narrowed down to 19. Hiring committee will meet to narrow down to 10. Hiring Committee: Celena Romo, Doug Korb, Patty Donnelly, Sarah Lavigne, Tim Hayes, Ellen Martyn, Eric Schickendanz and Julia vonRanson.

Lighting improvement discussion ensued. The report has been received and estimated 25K cost with a 25 year payout. Board initially expressed poor return on an investment.

**Action:** Francie will bring report to next meeting.

School has had 3 possible break in attempts. School is going to install motion censored security cameras.

**Action:** Board has an interest in the staggering retirement being in the best interest of the school. Potentially three staff members retiring at the same time. Francie will communicate with staff the boards interest.

Meeting was adjourned at 9:15pm.

Submitted by Julianne Mills (minute taker)

Pay Order:

17: \$140,411.68

18: \$83,836.28

#### *Upcoming Meetings & Important Dates*

- WCSU Board Act 46 Study Meeting – Monday, March 14th, 7pm @ LGUHS
- WCSU Full Board Reorganization Meeting & Agency Fund Vote – Wednesday, March 23rd, 7pm @ LGUHS
- Marlboro School Board Regular Meeting – Monday, April 4th, 6pm @ MES
- WCSU Board Act 46 Study Meeting – Monday, April 18th, 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, March 7, 2016**  
**Principal's Report**

**Student Learning/Professional Learning**

**Students**

All classes are preparing for Student Led Conferences. Students will share their work with their parents. Pam's class is piloting an electronic portfolio which will follow the students into the Junior High. Junior High students will be reflecting on their Personalized Learning Plans and the goals they set at the beginning of the year.

**Teachers**

Ellen, Erica, and I attended a day of Facilitation Training with Margaret MacLean. Ellen and Erica facilitate their WCSU Grade Level Teams (GLAM). This training was very useful in terms of learning skills to make meetings more productive.

**Building and Grounds**

- New milk cooler has been ordered. Cost is slightly above the \$1000 grant amount.
- We have received an estimate of \$15,700 from Brattleboro Roofing and Sheet Metal for roofing the pitched section of the roof.
- We have received a proposal on replacing the lighting in the Outback with more efficient fixtures and tubes. I will have a recommendation on whether or not to proceed with that once I have reviewed the proposal thoroughly.
- Windham Wood Heat Initiative is completing its investment grade heating energy audit.
- DISCUSSION ITEM - Given the need for moving forward with building maintenance and renovation, can we revisit the possibility of conducting a building assessment as recommended by Stevens and Associates? Our current approach of one project at a time will quickly deplete the Capital Improvement Fund (currently \$83,000). We need to consider a more comprehensive approach that may result in the need to consider a new bond. I will bring supporting documentation to the meeting.
- ReLight proposal for new lighting and controls throughout the Outback building received and under review; estimated cost, with rebate, is \$25,000.
- A forced door on the Outback and an attempted break in at the exterior Primary room door have led us to order security cameras for several areas.

**Finance/Accounting**

- The Wellness Committee (Kathy Pell, Erica Morse, Gretchen Webber, and I) applied for and received a \$680 grant from VEEP (Vermont Energy Efficiency Program) which will go towards planning an onsite composting facility.
- We are in the final round to receive a CLiF grant which would support literacy and love of reading throughout the school. Many thanks to Jess Weitz and Rochelle Garfinkel for working on this.
- The \$2500 donation from Fairpoint secured by Brian and Suzanne Whitehouse has been used to purchase additional ChromeBooks so that each 3rd-8th grade student has access to a computer for the SBAC.

**Enrollment/Staffing**

**Student enrollment** as of 3/7/16    83

**Staffing**

- The search committee for the 1st-2nd grade teacher is reviewing applications.
- Retirement agreement has been signed by the teacher and returned to the superintendent.

**Informational items:**

March 18 - Student Led Conferences

March 27 - Junior High Drama Night

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

APPROVED