

School Board Meeting 11/7/11 DRAFT

Attending: Lauren Poster – Chair, Jen Carr – Clerk, Gussie Bartlett – Vice Chair, Francie Marbury – Principal, Joe Juhasz – Deputy State Auditor, Rose Watson – Town Auditor, Barbara Adreotta – Town Auditor, Rachel Boyden – JH Teacher/Pay Scale Committee, Lucy Gratwick – Marlboro Select Board, Craig Hammond – Marlboro Select Board, Steven John – Superintendent

The meeting was called to order by Lauren at 6:05pm.

Lauren gave background about the work of the pay scale committee and also the process that the School Board will use for creating the School District Report for Town Meeting.

The School Board is tentatively planning a narrative report for reporting the new school-teacher salary scale reporting in the report and may print our scale, but not other districts, as there are differences in how various school districts make use of their salary-scales.

Joe explained the statutes about what the School Board and Auditors are respectively required, according to State Statute, to report on in their reports for Town Meeting.

Joe clarified that neither entity has any authority to tell the other what to put in their report.

The Auditors are required to provide a specific report on accounting for the Town. According to the State statute, the Auditors are not supposed to report on School Board information, but most likely would not be prosecuted by law if they did.

Joe suggested the Select board could put information in the Town Report about how to formally request and obtain public record reports.

Joe also suggested that summarized information can also be easier for people to understand than detailed reports. Often the details are not helpful because people do not understand them.

Craig Hammond and Steven John both noted that all groups have different roles and need to adhere to their roles in public office.

Craig Hammond noted that if Town Auditors are being approached by a Townspeople with a school related questions, they should be directed to the School Board. Similarly if they are approached about Town related questions, they should be directed to the Select Board.

Steven John also clarified that School Board Members can only take action on issues in their School Board Meetings.

Linda Peters, Town Treasurer and School District Treasurer, joined the meeting at 6:45pm.

Rose, Barbara, Rachel, Joe and Lucy left the meeting at 6:55pm.

Linda Peters spoke about the Town's ability to pay tax money due to the School. The Town is short of usual funds due to the extraordinary expenses from Hurricane Irene and also due to the fact that the Town is still owed \$300,000 from the State for bridge work. The Town has also not fully collected all tax revenue.

Lauren made a motion that the School District allow the Town to retain \$500,000 of its debt to the School until such time as is needed for the School to meet expenses or until the Town has the funds to pay the School, whichever comes first. Gussie seconded the motion. Motion passed.

Andy Hauty joined the meeting at 7:00pm. Linda and Craig left the meeting at 7:10pm

Andy Hauty spoke about parent concerns about school bussing to BUHS. Francie noted that timing of the school day was looked at very carefully before making the busing decisions.

Lauren noted that during the budget process Gail MacArthur comes to the school with a proposal for busing for the next year. Concrete suggestions on improving the BUHS bus service can be directed to Gail as part of this process.

The School Board notes that Gail thoroughly researched all busing options before coming to the conclusions for busing this year.

Andy left the meeting at 7:25pm

Gussie made a motion that the School Board adopt Policy F26, the Restrictive Behavioral Intervention Policy. Lauren seconded the motion. Motion passed.

The School Board decided to consider the Fraud Prevention Policy and the Investment Policy (Policies E11 and E12) at the December Board Meeting.

Lauren made a motion to accept the October minutes as corrected. Gussie seconded the motion. Motion passed.

Principal's Report attached. Superintendent's Report attached.

Lauren made a motion to go into Executive Session to discuss School employees compensation. Gussie seconded the motion. Motion passed at 8:40pm. Executive session ended at 9:25pm.

Francie will set up a time for staff negotiations. Lauren and Gussie will be the School Board representatives for staff negotiations.

Staff negotiations will be held on Tuesday, November 22nd at 3pm.

The School Board is comfortable that the new pay scale will not adversely affect the staff in FY 2013.

A letter was read from Charly Sperling thanking the Board for supporting the sixth grade Cape Cod field trip.

The School Board is very appreciative when we get letters like this from students.

Meeting adjourned at 9:50pm.

Respectfully submitted,
Jen Carr

Upcoming Meetings:

Nov 22nd staff negotiations

Dec 5th, Regular School Board Meeting

Dec 7th, WCSU 7pm at LGUHS, vote on budget and approve agency fund

Dec 19th, School Board Budget meeting, time TBA

Jan 9th, Regular School Board Meeting

Jan 23rd, Budget meeting, time TBA

Pay Orders:	#8	10/7/11	\$55,968.64
	#9	10/21/11	\$53,701.14
	#10	11/4/11	\$364,823.05

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 e-mail 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 6 pm and go no later than 9 pm.

Marlboro School Board Principal's Report Monday, November 7, 2011

Student Learning

Kindergarten - Kindergartners will attend school for the full day starting December 19. At this point there are nine potential kindergartners for next year. This makes it less likely to have a combination kindergarten-first grade class. Before making a recommendation as to whether kindergarten will be full day next year, I will survey parents of the incoming class.

We are in the process of meeting with Antioch students in the Environmental Studies department to see if during January – April they will work with the school on projects related to Hogback.

David's class has returned from a week of Field Research on Cape Cod and Matt's heads out Monday, November 7 for five days. David's class will host a night for parents on November 17, 6:30, at which each student will present her/his research project.

Jen, Judy, and Erica held parent conferences on October 13. David, Rachel, and Tim will hold conferences in late November and early December.

Marlboro Ventures, our 21st Century grant program, is off to an excellent start with full enrollment for all activities. About 50 of our students are participating. Activities include recording studio basics with "found sound", mountain biking, circus, clay creatures, wilderness games, and storytime with art. The session will run Tuesday, Wednesday, Thursday for six weeks. The next session will begin after the holidays.

Below are the notes taken by Christine at our first joint Professional Development Committee meeting.

1. Discussion on the regional professional development day: It was generally agreed that the day was better received the previous year's.
2. We discussed the GLAM meetings and what the expected outcomes for the groups this year should be. There were presentations from last years 1/2 and 5/6 GLAM meetings around geometry and measurement. There was very positive feedback from the district about the Fountas and Pinnell balanced literacy training. Francie reported that the writing part of this training will be held on Jan 17 and 18, 2012.
3. Dorrine reported on what L and G had been doing for their literacy training.
4. Wardsboro School had a math training with Mahesh Sharma, which they found to be very useful.
5. Kris Parker Jennings gave the standards board report.

Policy or Regulation Implementation

Policy adoption and approval as noted on the agenda.

The following protocol has been revised as requested at the last meeting:

Communication Protocol for “unexpected events”

The principal receives notification and gathers information.

The principal contacts the superintendent, principal designee (usually a classroom teacher), administrative assistant and, if appropriate, school bus coordinator, by phone.

Confer to determine course of action with regard to school closure, transportation, etc.,

Identify timeline for further communication – ex. Hourly or daily check-ins.

The principal either phones or delegates phoning of all staff in addition to group e-mail.

The principal sends out AlertNow voice mail to all school families.

If the principal is away, the principal designee becomes the school representative at meetings, as needed.

Building and Grounds

We put the remainder of the energy grant project out to bid and have received several inquiries. There will be a walk-through for interested contractors on Friday, November 11 at 7am. Bids are due and will be opened on Wednesday, November 30 at 1pm. The approval of this expenditure will be on the agenda for the December 5 board meeting.

Finance/Accounting

Our audit took place October 24-26. Using the same firm as three years ago, all went smoothly. We anticipate receiving their report in early December.

The line of credit note is due on November 30 and we will pay it off with the November 18 pay order.

Enrollment/Staffing

Student enrollment as of 11/7/11 85

Jen K-7, 1st-4

Judy 1st-5, 2nd-10

Erica 3-11, 4th-6

Matt 5th-14

David 6th-13

Tim/Rachel 7th-3, 8th-12

Staffing

Morgan English, One-on-one special education para resigned

Joel Eisenkramer has been hired for this position

Increased enrollment in K-1 and 1-2 and the departure of a teacher intern in early December results in the need for the assistant originally included in the FY12 budget. This assistant be shared between these two classrooms. Hiring will take place before December 7.

Informational items

Holiday Concert, Thursday, 12/15; snow date 12/19

Marlboro Realms of Learning

Communication

Problem Solving

Personal Development

Civic and Social Responsibility

Knowledge

Superintendent's Report for the Marlboro School Board Monday, November 7, 2011 at 6:00 P.M.

Note: I am coming from the Windham Board Meeting.

Student/Staff Learning

1. Christine M. represented the Marlboro faculty at the WCSU Professional Development Team Meeting on Oct. 19, the first of this year. This Team now includes teacher representatives from every school, all principals, and the WCSU Administration. This group collaborates to propose, support and coordinate plans for professional development across the WCSU. Francie will report on this meeting.
2. You should have received my notes from the VSBA/VSA fall conference, October 20-21. I welcome your questions and discussion of any issues from this conference. The conference's closing session was a mock Town Meeting debating articles re: a policy opinion poll. You may find it provocative.
3. Francie and I will be attending two meetings in November that explain the latest developments and status of the transition to the national Common Core Standards to be fully implemented in 2014. One meeting focuses on mathematics while the other on language arts.
4. Governor Shumlin honored Tong Chen, as Vermont's 2012 Teacher of the Year, at L&G's all school assembly last Thursday. Following his remarks, Peter opened up the meeting to questions from students. Their questions ranged from, "What's your favorite color?" and "Did you always want to be Governor?" to "What happening with healthcare?" and "What's your opinion of nuclear energy (not specifically Entergy)?" After school the Governor met with the faculty for a spontaneous open Q and A session.

Policy/Regulation

1. Consider warning policies E11: Banking and Investment and E12: Fraud Prevention.
2. Although Marlboro was well represented, the full WCSU Board could take no action being one voting member short of a quorum – 14 present, 15 required. Seven district boards were represented. The proposed WCSU Superintendent and Agency Fund Budgets for FY13 will be voted at the Dec. 7 WCSU Board Meeting. I know you already have a lot of meetings, but please make your plans to attend.
3. In a letter emailed to all board members and principals last week, I recommended revising the school calendar in January to complete in-service training for all elementary teachers in Balanced Literacy (Fountas and Pinnell workshop). I also recommend a change in the semester break for L&G.

Finance/Accounting/Operations

1. FYI: bargaining sessions with the WCEA were postponed pending resolution of the teachers' strike in Bennington. We hope to resume our meetings as soon as our respective legal counsels become available.
2. Last Wed., the WCSU Board gave Frank and me some general ideas about the conceptual direction of the WCSU Superintendent and Agency Fund Budgets for FY13. Frank and I will have a proposed WCSU Budget for FY13 for your review and discussion.
3. See Frank's budget development timeline for the big picture of the steps required to prepare the 12 separate budgets within the WCSU.
4. The first (and we intend annual) WCSU bus drivers training for behavior management and student conduct was led by Chris Pratt last Friday at L&G.
5. We have improved the lighting in WCSU offices upstairs and also the building's security with motion detectors for outside lighting.

Enrollment/Staffing

1. To date, we have been unable to locate a suitable candidate to fill the position of WCSU Administrative Assistant for Student Support Services, i.e., Abby Dillon's assistant.
2. As we pursue additional leads, we have contracted for a specific task to meet a Special Education reporting deadline. Samantha will assist with Sp. Ed. issues and to support this necessity, I have temporarily hired Alison Hescok (L&G '05) as our front desk receptionist in the office. On Monday, Nov. 7, Alison will begin her work answering our phones and assisting with communications from 8:00 – 3:30 Monday through Friday.

Informational Items

1. The Voluntary RED Study Committee Meeting will meet Dec. 14, 7 P.M. at L&G Library. This includes the towns of Brookline, Jamaica, Newfane, and Townshend.
2. The WCSU Negotiating Team's next meeting TBA.
3. On October 26, the WCSU Board Executive Committee (quorum) met at 6:30 P.M. prior to the full board meeting (no quorum) at 7:00 P.M. at Jamaica Village School. The next WCSU Board Meeting will be Wed., Dec. 7, 7:00 P.M. at Leland and Gray to consider and formally vote on the proposed WCSU Superintendent's and Agency Fund Budgets for FY13.