

ROCHESTER-STOCKBRIDGE UNIFIED DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
TUESDAY, APRIL 2, 2019 – 6:30 PM
@ ROCHESTER CAMPUS - ELEMENTARY LIBRARY
MINUTES - APPROVED

1. Call to Order
 - 1.1. Meeting called to order by Carl Groppe at 6:37pm
 - 1.2. In attendance were school board members Carl Groppe, Megan Payne, Amy Wildt, Janie Feinberg, and Jenny Austin; administration Bonnie Bourne and Lindy Stetson; SU representation Tara Weatherell; and two members of the public.

2. Adjustments to the Agenda
 - 2.1. Asbestos – 8.6
 - 2.2. Pre-K – 8.7
 - 2.3. Current year calendar – 8.8

3. Public Comment – none

4. Consent Agenda
 - 4.1 Approve Minutes of Tuesday, March 5, 2019 (Regular)
 - 4.2 Approve Minutes of Wednesday, February 13, 2019 (Special)
 - 4.3 Approve Minutes of Thursday, March 21, 2019 (Special)
 - 4.4 Jenny to make edits to March 21 minutes: fixing reference to Megan Payne and spelling correction for the last name of Gendreau
 - 4.5 Minutes in packet are approved with the two edits noted above.

5. Board Comment
 - 5.1 Megan asked whether Rochester can get reduced speed limit signs near the Rochester school. Lindy has the name of the contact at the State that she used for adding the flashing beacons during pre-school midday route, and will get this contact information to Bonnie.

6. Reports to the Board
 - 6.1. Superintendent’s Report – none available
 - 6.2 Principal’s Report
 - 6.2.1 Principals report was handed out. One highlight of collaboration during the month was that Stockbridge pre-school students came to look for Leprechauns at Rochester campus. In general, the pre-school kids have had the most collaboration with each other of all the grades.
 - 6.3 Business Manager’s Report - FY20 Draft Budget
 - 6.3.1 Draft #2 includes up to date audit numbers.
 - 6.3.2 Jenny noted that she did not receive the email that went out to the Board with the

draft 2 budget over the weekend, and Tara emailed this to her while at this meeting. Amy had questions on a number of categories that were less than what was in the last budget we saw. Bonnie noted some updates in the budget, as noted below.

- 6.3.3 Bonnie noted some programs have a rotating schedule, such as the grade 5/6 Keewaydin trip being every other year. Jenny noted that this is what Stockbridge had been doing historically. There is a reduction in the repairs line item. The prior budget included removing the bleachers at Rochester, and Lindy noted this was going to be expensive. The administration has decided at this time to take this line item out. Jenny asked if some of the money from the repairs line item can be used for items identified as a priority from the architects' study. Bonnie noted that the crossing guard at Rochester is not being proposed for next year because next year there are not expected to be any students that will need this.
- 6.3.4 Jenny asked how the budget is working to lead towards efficiencies between the campuses. The administration noted that they are hoping for better rates for some services and hope that by combining purchases that we can get better prices – Bonnie noted they are currently looking into these opportunities.
- 6.3.5 Food service line item was discussed. There is a line item for food service, though the SU anticipates the actual food service to be a more significant cost. Tara to revise budget to show what the anticipated cost will be so that what is shown is more accurate of what is expected.
- 6.3.6 Public from the public asked about the public funds and what these funds are used for. Barb (public, trustees of public funds) noted that last year while things were in a flux, at the time the Rochester trustees of public funds elected to see how things worked out prior to allotting monies towards the school budget. Carl asked how the funds are distributed in Rochester, noting that in Stockbridge the Trustees are responsible for allotting fund(s) to the school from the Trustees of Public Funds. Trustees are not supposed to administer school funds. Carl noted that according to Bruce that per their attorney, and because the budget serves the combined students and the amounts of money are somewhat proportionate from both sides, that it is okay to use these funds towards students at both schools. Barb noted that the Rochester Trustees make decisions in December and that the Trustees meet quarterly or on demand. The Board will plan to contact the Rochester Trustees early next year to discuss the opportunity for assistance. There is an amount in the budget on behalf of the Stockbridge Trustees of Public Funds.
- 6.3.7 Question from Barb (member of public) and Amy regarding the tax rates shown. Tara clarified the rates shown on the spreadsheets and what they mean. Amy noted that her tax rate on her bill did not match what was shown in the numbers. Tara plugged in the new CLA rate, which appears to match Amy's tax rate.
- 6.3.8 Questions for Tara
 - 6.3.8.1 Per-pupil spending limit needs to be full amount or less threshold allowances.
 - 6.3.8.2 Clarification on the numbers that need to show up in the warning.

6.3.8.3 Check numbers shown for salaries of custodian staff

7. Discussion Items

7.1. Update on Architectural/Engineering Project

- 7.1.1. Black River Design has been working on the Study and expect to be complete in May. Jenny asked if Black River Design has sent in the contract for signing. Tara said they have not and the SU is coordinating with Black River Design on the contract.

8. Action Items

8.1 Policy Adoption

- 8.1.1. Act to Adopt 21 Policies from Phase II – tabled to next meeting

8.2 Act to Approve Efficiency Vermont Energy Efficient Grants

- 8.2.1. Grants are to be used towards paying for the Building Facilities Assessment Study. Bonnie noted the total amount is for \$7,500. Amy made a motion to authorize Carl to sign the grant forms, Janie seconded. Motion approved.

8.3 Act to accept FY19 Budget

- 8.3.1. Pending – no act to accept

8.4 Act to finalize Annual Meeting Warning

- 8.4.1. Discussion regarding when to hold the Annual Meeting next year. Items to consider include whether or not to have the meeting near Town Meeting Day or not, timeline as it relates to the generation of various numbers, etc. Bonnie noted she thinks it is better to have it later to give time to get numbers such as the CLA and equalized pupil numbers. The Board decided to suggest in the warning that future Annual Meetings be held the first Tuesday in April.
- 8.4.2. Tara to check on whether we can make Article 10 into a Binding article.

- 8.5.1. Review and approve 2018 Audit - tabled until the next regular meeting

8.5 Asbestos

- 8.6.1. The Facilities Assessment Study does not include investigations regarding asbestos, and the administration would like to have these done so that the schools know whether these are an issue in the schools or not. Bonnie noted this will cost around \$12K. There is not an asbestos safety concern, however the administration recommends having more information regarding whether there is any asbestos in the buildings. Bonnie noted there is an asbestos log, but neither schools have a complete knowledge of the matter. ATC Environmental Services have submitted a quote of not to exceed \$10,500 to do an asbestos survey. Janie made the motion to approve the administration pursue this work to have this study completed. Jenny seconded, and the motion was approved.

8.7 Pre-School Program

- 8.7.1 Bonnie noted that Rochester has more three-year old's for the coming school year than was anticipated. For the younger group there will be 13 three-year old's.

Bonnie proposes to keep the hours the same for the 4-year old's and proposes two groups of 3-year old's, one coming in on Mondays/Tuesdays/Wednesdays and one coming in on Thursdays/Fridays. Both would get the same amount of total time per week. Next year will need to keep this in consideration for the following year as the 3-year old's go into the 4-year old group. Janie noted that in the future it would be great to have the 4-year old's going full-day.

8.8 Current year calendar

8.8.1 The State minimum for school days for students is 175 days (standard is 177). The administration proposes the last day for students be June 17th, with staff coming in on the 18th and 19th. Janie asked if Fountas & Pinnell (F&P) would be coming to do training on these Staff days. Bonnie noted they are working on designing the instruction for these two days, but it isn't going to be led by F&P. Bonnie noted that there needs to be improvement on the fundamentals of how the materials are going to be taught. Amy made a motion to accept the proposal for the last day of school for students to be June 17th, with in-service days for staff on June 18th and 19th. Janie seconded, and the motion was approved.

9. Building and Use Policy

9.1. Megan made a motion to table this to the next regular meeting. Motion approved.

10. Public Comment – none

11. Board Comment

11.1. Janie commented that there should be improvements to student achievement due to the focus on professional development. However, she does not agree with the fundamentals of F&P. Janie has concerns with tier 2 and 3 students ability to learn. Carl noted that he still hasn't seen any rubrics on how this program (F&P) was chosen. Carl noted that this is the system that the SU has spent the money on and we need to support the administration in what is needed to make it successful. Janie said the SU needs to contact P&F and ask why they aren't doing on-site training. Bonnie noted that her and Lindy are motivated to have a primary focus in curriculum development. Bonnie suggests adding topics to board meetings for testing results. Janie is interested in presenting research-based information regarding curriculum at board meetings.

11.2. Carl noted testing data received from the SU noted that on one particular STAR 360 test that reading proficiency for Rochester was 38%, and 52% for Stockbridge (note: this particular test does not include younger students).

12. Executive Session – on agenda but did not occur

13. Other – none

14. Next Meeting Date

12.1 Tuesday, April 8, 2019 @ Rochester Campus-Elementary Library

12.2 May 7, 2019 @ Stockbridge

15. Adjourn

15.1. Meeting adjourned at 9:25 pm

Respectfully submitted,
Jenny Austin