

ROCHESTER-STOCKBRIDGE UNIFIED DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
TUESDAY, JULY 2, 2019 – 6:30 PM
@ STOCKBRIDGE CAMPUS
DRAFT MINUTES

1. Call to Order

- 1.1. Meeting called to order at 6:38pm. Attendees include administration Bruce Labs and Lindy Stetson; board members Janie Feinberg, Amy Wildt, Ethan Bowen, and Jenny Austin; and one member of the public / Orca Media representative Mason Wade.
- 1.2. This meeting is being recorded by Orca Media. The recording can be found online at <https://www.orcamedia.net/series/rochester-stockbridge-unified-district>

2. Adjustments to the Agenda

- 2.1. Add 7.5 – RSUD Treasurer

3. Public Comment – none

4. Consent Agenda

- 4.1 Approve Minutes of Tuesday, May 28, 2019 (Annual School)
- 4.2 Approve Minutes of Tuesday, June 4, 2019 (Regular)
- 4.3 Janie made a motion to accept the above minutes, Jenny seconded.
- 4.4 Amy made a motion to open it up for discussion.
 - 4.4.1 Mason Wade commented that he would like to add Orca to the list of attendees and Mason Wade as a member of the public.
 - 4.4.2 From the June 4, 2019 minutes, Section 4.10 – Mason Wade commented that Orca Media should be added. There was discussion whether or not media sources should be included as a designation and/or whether it should be shown in the meeting minutes. At some time RSUD will consider whether or not it is appropriate to add “media outlets” to our meeting minutes.
 - 4.4.3 From the June 4, 2019 minutes, Section 4.B – Mason commented that he did not understand what was written. He didn’t think he was talking about “electric tools”. Mason noted that he had went into a lengthy discussion more than what is in the minutes.
 - 4.4.4 Ethan moved to approve minutes with the addition of attendance of Orca attendance and Mason Wade, Amy seconded. Minutes approved.

5. Board Comment

- 5.1. Ethan: can we have a ballpark 3-5yr budget for our SD? Amy noted that initially there were projected budgets when we merged. Ethan noted it would be good to know at what point will it be too expensive to have two campuses. What can we get from the business office that can help us with that? Bruce noted there are some items we don’t have control over from year to year, such as health insurance. We can assume salary increases of 3%. Bruce noted that the SU can do estimated student projections.

6. Reports to the Board

- 6.1 Superintendent’s Report
 - 6.1.1. Mark Kline, tech director, has resigned. There have been interviews and an offer has been made. Bruce needs to get the approval of the executive board before announcing the name of the candidate

that has been offered the suggestion. Bruce noted that Mark has done a nice job and brought equities to all the schools within the SU, has brought chrome books into the schools, and other technology for kids to have access to.

6.1.2. SU is working to hire staff around the SU. There are two new principal hires across the SU, including an interim principal in Newton and a principal in Sharon.

6.1.3. There are a number of individuals going to a literacy readership program at Lesley University. This is a 4-day program with seven individuals from across the SU attending.

6.2 Principal's Report

6.2.1 Aimee Toth came to the school on June 18th for literacy training and professional development. June 19th was utilized for curriculum and lesson planning. Lindy commented it was received well. Janie asked about the model for the PD. Lindy noted that administration is still working on figuring out how interactive coaching will be brought to the teachers. Backward design planning was discussed – “here are the learning objectives and work backwards to how you are going to achieve goals”. Ethan noted the need for more communication to parents regarding what kids are working on. He asked if there could be a folder at school in the front office that shows what kids are working on. Lindy noted there is some information that could be shared with parents. Ethan would like “curriculum transparency” to know what their kids are working on. Jenny noted that in Stockbridge some teachers have a tendency to send letters home with kids periodically to talk about what their classroom is doing. She noted not all teachers do this, but it is helpful.

6.2.2 Interviews for the 4th grade position in Rochester have occurred and references are being checked. Some interviews have taken place, but none that have been successful. There is one potential individual.

6.2.3 Staff from Stockbridge and Rochester attended the BEST Institute from June 24-27 for teachers and principals to learn about team planning time and classroom. From Stockbridge 2 teachers and guidance counselor attended, and from Rochester 3 teachers and the guidance counselor attended.

6.2.4 Francis Brown has put in his resignation as the Stockbridge custodian. Stockbridge is looking for a custodian.

6.2.5 The Stockbridge physical education teacher has put in his resignation.

6.2.6 Stockbridge and Rochester were visited for asbestos testing and planning.

6.2.7 Summer camp of Rockbridge has started as of July 1st.

6.2.8 The resignation of Lisa Blair is now official. Ethan asked if there may be some shared responsibilities within the schools in the administration. Lindy noted that Janet, SCS admin, is now doing the purchasing for both campuses. Janet will have approximately 10 more days for this school year. A 200-day person staff member will be advertised. Lisa was a 270-day position. Stacey will still be at Rochester. In the interim, Lisa will be at school over the summer for a few hours a few days a week. The plan is for Lisa to help train the new individual.

6.2.9 Ethan asked if there was an end of the year party. Lindy noted there was a pot luck in June.

7. Discussion Items

7.1. Annual Meeting and Report Review – table for the retreat

7.2 Update on Stockbridge Generator

7.2.1 Janie will go to the Selectboard to see if the Town will assist since we believe the school is an emergency shelter. Lindy is looking into what potential grant opportunities there are for this. Amy has given a Rochester emergency shelter resource contact information to Janie regarding this item.

7.3 Next Steps after Black River Design (BRD) Report

- 7.3.1 Table for the retreat to discuss the report further / vision of the District and what do we want for the kids.
- 7.3.2 The asbestos information will be added into the report.
- 7.3.3 Jenny asked if BRD has stayed on budget. Bruce to check with Tara to answer this.
- 7.3.4 If there are questions for BRD we will funnel them through Lindy / Bonnie.
- 7.3.5 Do we want anything from the Rochester selectboard prior to the retreat regarding whether the Town has any interest in acquiring one of the two Rochester buildings. There is concern that there may be a preconceived notion of what we want to do. There was overall consensus that it is best to approach the Rochester selectboard after the retreat to discuss.

7.4 Rochester's Marque

- 7.4.1 The marque sign has been taken down and is placed behind the high school currently. Amy read an email from Bonnie noting that it will be difficult to relocate the sign. Ethan noted that we need to find out where we can post information. There needs to be a plan for a notice board at Rochester. Lindy noted that it is on Lindy / Bonnie's agenda to discuss, and are open for discussion. The email from Bonnie notes that there are also line of sight issues on VT 100. Mason Wade commented that he thought it could be placed at the end of the painted fence (remove a portion of the end of the fence). Ethan noted that we would need to clarify the right of way for placement. Mason noted that the sign is a big issue for community members.

7.5 RSUD Treasurer

- 7.5.1. Cathy Brown will be leaving the end of August, and noted that we need to find a new treasurer. Amy has the State statute of what a school treasurer does - warrants, signs checks, mails checks, and some sort of financial reporting that he/she should do. It is by default that the Town Clerk serve in this role if the school district does not have one. Amy spoke to Julie, Rochester Town Clerk, and she is not interested at this time because she is new and is not interested in that responsibility. Can the business office provide support to a treasurer? Amy noted she may know of someone interested. Bruce to ask Tara if she can provide a definition of what the treasurer is and what their duties are. Amy to give a copy of the definition to a couple people that she thought may be of interest.

8. Action Items

8.1 Schedule Retreat

- 8.1.1. Friday, August 2nd, 9am – 3pm with regular board meeting to follow
- 8.1.2. Agenda:
 - 9-10 am - Vision -/ Future of our School
 - 10-11am - Black River Design report
 - 11am-12pm - Action items
 - 12-1pm - Lunch
 - 1-2pm - Annual meeting and Report review
 - 2:00-2:30 - Calendar
 - 2:30-3:00pm - Closing remarks/open discussion

8.2. Next meeting

- 8.2.1. Amy made a motion to move the regular August meeting to the end of the day, 3 pm, after the RSUD school board retreat. Ethan seconded. Motion approved. Location for meeting to be determined.

9. Public Comment

- 9.1. Mason asked if the Retreat is a public meeting? Yes, but it will likely not be at one of the school campuses.

10. Other – none

11. Next Meeting Date

11.1 Tuesday, August 6, 2019 @ Rochester Campus - Regular Meeting

12. Adjourn

12.1. Meeting adjourned at 8:15pm

Respectfully submitted,
Jenny Austin