

ROCHESTER-STOCKBRIDGE UNIFIED DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
TUESDAY, OCTOBER 1, 2019 – 6:30 PM
@ ROCHESTER CAMPUS
ELEMENTARY LIBRARY
APPROVED MINUTES

1. Call to Order
 - 1.1. Meeting called to order at 6:38pm. Attendees include administration Bruce Labs, Bonnie Bourne, Lindy Stetson, and Tara Weatherell; school board members Carl Groppe, Janie Feinberg, Amy Wildt, Megan Payne, and Jenny Austin; members of the public Joanne Mills and Orca Media representative / community member Mason Wade.
2. Adjustments to the Agenda
 - 2.1. Business manager's report – 7.3
3. Assign Times/Time Keeper
 - 3.1. No time keeper designated, however Amy will be keeping track of the time allotted for each topic.
4. Public Comment – public comment at number 10
5. Consent Agenda
 - 5.1. Approve the minutes of Tuesday, September 3, 2019 (Regular)
 - 5.2. Janie made a motion to approve minutes as presented. Jenny to edit 7.2 heading. Motion by Amy to approve the minutes as edited. Janie seconded. Motion approved. Meeting minutes approved with one edit to be made by Jenny.
6. Board Comment
 - 6.1. Amy noted that we already have a number of items that are planned for the November board meeting, and would like the goal of the November meeting to be education focused.
 - 6.2. Discussion regarding the F&P program. Janie noted she is teaching a number of kids from all over and is getting varying reactions. She has spoken to Bonnie and Lindy about this. We have spent \$560,000 in literacy programming (roughly \$450,000 of which was F&P, including Tier 2 materials). Janie asked if we have yet to get any

professional development from the program. Bruce noted F&P has not come to us for professional development. Janie commented that she is not confident in what is being taught. Janie has been hired by Woodstock to work with a child, and our own SU isn't even asking her about what she is doing. Janie asked if the teachers are overwhelmed with the planning involved? Bonnie noted it is a new program and they are starting from the beginning, and it is a lot of work for them. Carl noted that he would like to have a presentation of P&F and what has been provided. Carl asked Bruce if we can have our sales representative come to a meeting to explain the program. Carl opened the P&F website and it shows that professional development is part of what they offer. Bruce will ask the sales representative about this. Megan suggested Janie attend the executive SU meeting to voice her concerns. Bonnie noted that Amy Toth has been in every building coaching. We will be discussing this further at the November meeting.

- 6.3. Megan noted that a previous maintenance manager, Kevin Dougherty, may have some information regarding past maintenance details related to the Rochester campus.
- 6.4. Bruce asked if the buildings are ready for winter. Bonnie noted there have been some roof repairs. Lindy thinks that the Stockbridge campus is in pretty good shape. Bonnie noted that Rochester still has the issue of the loss of the phone line when the power goes down. She said right now the work-around is that they can use designated cell phone number(s). Bonnie noted that they are working on fixing the situation.
- 6.5. Bonnie is reaching out to the historical society for moving some of the items around the high school that have historical sentiment.

7. Reports to the Board

7.1. Superintendent

- 7.1.1. Bruce noted that the SU has been lacking a formal chain of command for who and where people can contact with questions. Bruce handed out an example of what the SU is using as an example for creating this for our school district. Bonnie noted that this will be included in the school directory. The Board asked if we can add special education and the after-school program to this.

7.2. Principal's Report

- 7.2.1. Principal's report was handed out at the meeting. Bonnie noted that she has talked to the owner of the prior dandelion daycare building and the owner has said that we can put out a "sandwich board" sign in lieu of the marquee sign whenever we want. Megan and Amy both noted that there is still the need for a sign. Bonnie noted that she thinks we have exhausted locations for a signage location. Mason suggested to putting a sign back up in front of the school and people will see it, and thinks we are burying the issue. He would like to see the marquee issue resolved by finding a way to make it happen. Joanne asked if they

can put a sign in front of the school. Carl suggested we find a spot in front of the school. Megan commented the PTO has bought a sandwich board for PTO events. Joanne asked if we need to know which building is going to be using prior to finding a place for pouring a concrete footing for a sign. Amy noted that it won't be able to be in front of the elementary school. Bonnie to bring a recommendation for sign placement at the November meeting.

7.2.2. A custodian has been hired and started at SCS.

7.3. Business Manager Report

7.3.1. Auditors have been working at the SU. Tara noted that there is a lot of clean-up being done. Tara said that the Town of Rochester (Town, not school) was late in filing their grand list at the Town level, and this led to the small schools grant being issued incorrectly at the State level. Tara explained that we are still getting the same amount of money, but that the money was distributed differently. Carl asked if this will affect into cash flow. Tara doesn't know if this has been accounted for by the treasurer. Carl noted that we would like to keep the next two payments so that we aren't paying more interest than we would have normally.

8. Discussion Items

8.1. Tuition Policies

8.1.1. Bruce would like to have something on the website for information about how tuitioning works, not only for people moving into Town, but also for families tuitioning students to RSUD. He also noted that other districts are starting to come across the need for discussing the potential for students in one town to go to school in another in-district campus. Carl noted that there could be a future year where a classroom adjustment could be made to have a better balance in classrooms. Bruce noted that if a policy is created regarding this matter, that it may or may not be SU-wide policies, as there are sometimes tweaks that one board wants made.

8.2. 911 compliance

8.2.1. Bonnie noted that all schools need to be 911 compliant by January 1. Part of this means that the phone system needs to be able to dial a call without dialing "9" first. There also has to be a location attached to the phone in case 911 is called. The district technician is working with Bonnie and Lindy to request a waiver, and in the meantime, there is a compliance grant that they are applying for. Bonnie noted the schools are hoping to do upgrades in the summer.

8.3. Generator Update

8.3.1. Lindy noted she has been working with Jim Shands regarding grant opportunities

for the generator. Lindy and Jim have both reached out for grant direction from the State. There are two potential grants, and they are looking to hear back regarding which grant to apply for. The SU can help write the grant, but Lindy needs to get input from the State first. Jim and Lindy have talked at length regarding moving forward. Lindy to send the information of who she is trying to get ahold of to Janie to contact Sandy Haas. Carl asked if the schools can pour the concrete pad prior to installing it, and whether this can be done before winter.

8.4. Literacy Training, presentation by Janie

- 8.4.1. Every lesson starts with a prerequisite skill. Our instructional tools need to be precise tools. Parsimonious strategies – the concept of “ten appropriate sounds” is such a strategy, sight words are not a parsimonious strategy. Language of instruction needs to be consistent, highly generalizable, and as concise as possible. A teacher must be aware of his or her instruction.
- 8.4.2. Avoiding stipulation – too many repetitions in a narrow strategy so that it is not generalizable. For example, if a child is asked to do addition for four lines in a row and then the fifth line is a subtraction problem, some kids will do addition on the fifth line.
- 8.4.3. Teaching and non-teaching examples using the concept of “glip”. Janie pointed and touched various items, all of which the items pointed to were white. Then, Janie asked what “glip” was. The answer is not “a white object” but instead “glip” is the act of touching something with one finger. Janie noted that the difference between teaching “all” and “most” students is the art of teaching how to correct what is done incorrectly. The last part of every correction shows correct and incorrect procedures. Need to show kids how something is incorrect.

9. Action Items

9.1. Black River Design - Engineering Study

9.1.1. Plan Public Meeting

- 9.1.1.1. Amy suggested having the committee plan the meeting. Carl said that we need to be able to discuss not just the information in the report, but also have an idea of how to pay for whatever decision is made moving forward. Carl also suggested that we need to explain how education funding works in Vermont. Bonnie noted that there is an absence of having the facts, and the report is the first step of moving forward. Carl noted that in the first public meeting there will be the question of how this is going to be paid for so that people can understand. Janie said this isn't a question of “if” we do this, but “when” we do this. Lindy noted that there have been questions and misunderstandings regarding the

information in the report. Lindy noted that we need to be clear on the facts.

- 9.1.2. Identify Locations where report will be placed
 - 9.1.2.1. School website, Town offices, Public Libraries, School office
- 9.1.3. Identify Members of Building Committee
 - 9.1.3.1. Amy, Carl, Joanne, Del'Rae Merrill, and someone to check with Rob Gardner and Cricket McCusker from Rochester to see if they are interested in being on the committee.
 - 9.1.3.2. Committee to get together and unpack the report, "here is what we have learned". The committee to then report back to the Board. Carl noted there are potential changes that could be made that are not included in the report and used the example of the potential for grade changes in different buildings.
 - 9.1.3.3. Committee to plan their next meetings. Committee to present at the December 3 regular Board meeting. There will also need to be additional informal meetings, one in each Town.
- 9.1.4. Discuss Charge to Building Committee (finalize Charge at Nov meeting) – see above
- 9.1.5. Discuss and Approve Funds for Engineering Study
 - 9.1.5.1. Lindy noted that Black River Design submitted a report today via email. Lindy and Jenny to follow up to see if Jenny's comments got addressed into the report. Amy also had a comment about flood mitigation at Rochester.
 - 9.1.5.2. Amy noted that we had talked about the general education fund that was created by the Rochester School Board that is now part of the RSUD. Money was put in this fund from the sale of the dandelion daycare building in the amount of approximately \$79K. Megan thought there were merger funds available that we could use to help pay for the Study. Carl had asked for a breakdown of the merger funds for each school district within the SU. Bruce noted that there is approximately \$82K left in the merger funds for the SU. Bruce noted the executive committee voted to put this into a fund for kids. Carl noted that he thought the funds would be distributed to school districts based on the number of kids and that it is for merger related expense, not for student activities. Carl noted that we should get somewhere in the range of \$12K of the funds based on the number of kids we have in our SU. Tara will look into this. No decision being made at this time by the Board on how to pay for the Engineering Study, pending more information from the SU regarding the merger funds.

9.2. Identify where funds from the sale of any RHS items will be deposited

9.2.1. Bonnie noted that the high school has a variety of items (i.e. microscopes, Elmos, etc.). We need to come up with a plan for how and what we do with these items. Proceeds can be deposited into an earmarked fund or can be deposited into a new fund. It takes Town action if creating a new reserve fund. Amy suggests we could put these into a general education fund. Amy made a motion to deposit money from sales of items from the RHS into the general education fund, Janie seconded. Motion approved.

9.3. Identify Designated Employees

9.3.1. Bonnie referred to the school's policy related to the FERPA law and looking for input on what our school district chooses to be considered as identifiable information for students that can be released to certain sources: name, address, telephone, photograph, date and place of birth, dates of attendance, grade level, and id number. Bonnie said that parents can sign a form where they can opt-out. Lindy noted that it is more frequently used at the high school level with colleges, military, etc. where older students may be more likely to receive mailings from these sources. There was discussion whether or not to include photographs in this list. Bonnie noted that the most frequent non-school use of photographs are for the website and newspapers. It was noted that if photographs are included in the list that photos of the kids cannot be used for the website, newspapers, etc. Janie made a motion to leave the list as Bonnie had listed; Amy seconded. The motion was approved.

9.3.2. Bonnie noted that right now the designated contacts for issues related to reporting bullying, harassment, and hazing include Lindy, Bonnie, and both Rochester and Stockbridge guidance counselors. The purpose of setting these contacts is to make it easier for parents and students to have a go-to person for issues related to these matters. Bruce asked why the nurse wasn't chosen. Lindy commented that in the past it has typically been the guidance counselors. Janie made a motion to accept the names as identified above for designated contacts for issues and reporting related to bullying, harassment, and hazing. Amy seconded. Motion approved.

9.4. Approve Directory Information – see above

9.5. Appoint RSUD Representative to WRVSU Policy Committee

9.5.1. Carl offered to attend the October Policy Committee meeting

9.6. Identify date for February Board Retreat – tabled to November meeting

10. Public Comment

10.1. Mason – Comment regarding the need to have an inventory of equipment of all the equipment in the Rochester High School that is no longer needed for the elementary

building.

10.2. Mason Wade – Comment suggesting discussion during the February retreat to discuss climate change. Lindy noted that they have been talking about doing a climate education lesson for students. Mason noted that kids today are concerned with climate change and that we should share in this concern.

11. Executive Session - Student Issue

11.1. Went into executive session at 8:45 pm

12. Return to Public Session

12.1. Return to public session at 9:06pm

13. Other – none

14. Future Agenda Items

14.1. November regular meeting will be focused on education.

15. Next Meeting Date

15.1. Tuesday, November 5, 2019 @ Stockbridge Campus - Regular Meeting

16. Adjourn

16.1. Meeting adjourned at 9:06pm

Respectfully submitted,
Jenny Austin