

**Waitsfield Elementary School**  
WAITSFIELD BOARD OF SCHOOL DIRECTORS Minutes  
October 20, 2014 7:00 PM  
Waitsfield Elementary School

**ATTENDEES**

**Board Members Present:** Helen Kellogg, Eve Frankel, Christine Sullivan, Rob Williams

**WES and WWSU Members:** Kaiya Korb, Brigid Scheffert, Nora McDonough

**CALL TO ORDER**

Rob Williams called the meeting to order at 7:05 pm.

**DISCUSSION**

**Audience and Written Communication:** none submitted.

**Art Curriculum Presentation:** Nora McDonough noted that it's been 10 years since the WWSU art curriculum was adopted and that there is an effort underway to revamp this document to align with the National Core Art Standards that were recently launched. She summarized the building blocks of the curriculum that are covered over the 7 years of elementary art. She featured images of work across the curriculum and the artist in residencies from recent years. She has a blog at [www.waitsfieldart.blogspot.com](http://www.waitsfieldart.blogspot.com). It's noteworthy that all of her teaching and extracurricular activities are managed within her being here 2 days a week.

**Policy Packet #5 Review:** Eve recommended that the board review and prepare feedback on the packet provided for upcoming meetings. We will review a quarter of them at each upcoming meetings. Brigid will be preparing a write up of F29, upon which there is additional counsel, for the school boards.

**Educational Legislation and Political Activity update:** Kaiya highlighted the VT School Board Association education situational analysis presentation link and the value of the content as it relates to our budgeting and planning work. Brigid reiterated the resources available on the WWSU site.

**Budget timeline & priorities:** The first draft of the budget will be reviewed by the board at the November meeting. The second review is in December and the final submission is in January.

Kaiya called out a few variables that she will be focused on in the budget building process including shifts in population needs and grant monies.

**Enrollment Report:** Overall, we anticipate an overall decline in student population next year. She will present staffing scenarios that give the board options for moving forward.

## **ACTION**

**Approval of Minutes:** Eve Frankel made a motion to approve the minutes from September 15, 2014. Rob Williams seconded and the motion was unanimously approved.

**Board Warrants:** Helen Kellogg made a motion to authorize Rob Williams as the designee for the second board warrant signature. Eve Frankel seconded and the motion was unanimously approved.

## **REPORTS**

**Financial Report:** Kaiya distributed an updated financial projection which shows an anticipated balance of \$7,345 for the year . Our revenues are down by roughly \$24,000, but our expenses are also down. Staffing transitions are the primary driver, with special education being secondary. The projections are conservative.

**Principal's report:** On the recent WWSU in-service day, the focus was on technology, including everything from sharing tools that will help students “portfolio” their work to tools to directly enhance student learning experiences. The day also included professional conversations, for example around science standards. The next early release day will be November 5<sup>th</sup>, and will be focused on building base work around literacy. Kaiya noted the elimination of the behavior interventionist position contracted through Washington County Mental Health, a position that was held by Andrew Ripley. This change was the result of a shift in our population and needs. The staff benefitted from his expertise and are now working to carry forward with the new learning and guidance provided through working with him. We are also preparing for the SBAC (Smarter Balanced Assessment Consortium) administration in March. Given the new format of that test, there is a lot to prepare. We got our NECAP science results back from the assessment conducted with 4<sup>th</sup> graders last spring; 86% of our students are meeting the standards for their grade, showing specific growth especially in the inquiry aspect of the test. On the facility, we've been looking at the installation of a security door. The cost estimates are significant, which led us to delay in years past. On behalf of the school, Michelle Baker applied for and received a grant that would cover \$8,000, addressing a large portion of the costs. Everybody Wins is back in swing in the school bringing 24 adults into the school every week. The Safe Routes to School program is now being led by Leslie Badger and the goal is to update our travel plan. That plan is

focused on the needs of our students and families. Kaiya encouraged going to the preschool blog featuring students interacting with the construction underway. Kaiya is still in contact with the select board on the municipal solar project, but there has been no further development with this project.

**WWSU Executive Committee:** Eve, Helen and Brigid went to the VSBA meeting, returning with many takeaways. When looking at the relative health of districts we scored very well. The breakout sessions also revealed how efficient and advanced we are in many areas. The math demonstrated that if all VT classrooms had a minimum of 14 students, the state would save roughly \$75MM per year. The presentation also illustrated that comparable funding does not necessarily equate to comparable services. Eve invited the WES board to come to the next executive committee meeting to review key WWSU budgeting points before bringing that information to the community. There is also a discussion around funding professional development in a meaningful way going forward. This would create leadership teams by disciplines to ensure best practices are identified and broadly used cross the WWSU. The meeting will be at 5:30 on November 12<sup>th</sup>.

**Superintendent's Report:** Brigid noted that once a year all the faculty gather at Harwood Union High School. The theme for this year was technology. Brigid's opening message was bringing your whole self to your work. Her remarks can be found on the WWSU website.. Brigid shared the news that a press release was issued by the state police today for an arrest warrant of a former WES staff member Kay Marcelle. Brigid then read the press release aloud. All requests for information from media sources will be directed to the superintendent. Brigid stressed that these were not school district monies and that the fund was governed by a private board, not the WWSU. The Board directed Brigid to draft a press release responding to this news.

## **EXECUTIVE SESSION**

Helen Kellogg made a motion to go into executive session on a matter of personnel:

Evaluation/Employment. Christine Sullivan seconded and the board went into executive session at 8:53 pm. The board came out of executive session of 9:01. Rob Williams made a motion to accept the request by Nora McDonough to take up to 15 days paid maternity leave. Eve Frankel seconded and the motion was unanimously approved.

Helen Kellogg made a motion to go into executive session on a matter of personnel.:

Evaluation/Employment. Christine Sullivan seconded and the board went back into executive session at 9:06 pm. The board came out of executive session at 9:21 pm. The superintendent evaluation was completed and submitted.

**ADJOURNMENT**

The meeting was adjourned at 9:25. The next meeting will be on November 17, 2014 at 7 pm at the Waitsfield Elementary School.

Respectfully submitted,

Helen Kellogg  
Clerk and Secretary