

## **DRAFT**

Waitsfield Elementary Board of School Directors

October 17, 2016 Meeting

Waitsfield School Library

Present: Jonathon Goldhammer, Christine Sullivan, Barclay Rappeport, Kaiya Korb

6:35 pm CALL TO ORDER by Christine Sullivan

**Additions and Edits to Agenda** - none

**Audience and Written Communication** – Kaiya shared that both Artists from the residency program expressed how great it was to have kids that were engaged and interactive.

**Enrollment update.** While it is difficult to know exactly how many preschool students will be coming next year, overall, we continue to anticipate a slight drop in enrollment over the next few years. Kaiya did note that it was more difficult to gather information in the new age of universal preschool.

**Capital Improvement Plan** – (attached) P7, 7-8 prioritized are issues which are more important to get moving on to stay in a regular maintenance or replacement schedule. The bottom line of \$79,180 does contain the two classrooms that have not had the cabinets replaced and sinks updated. We normally average around \$50k for improvements. Kaiya is anticipating that in the current year we will continue to work towards having a fund balance and could complete some of the projects from this list with money from this year, with board approval. This will be discussed at future meetings; the recommendation was to bring this capital improvement budget to HUUSD.

**Approval of September 19, 2016 meeting** minutes – tabled to November meeting for lack of a quorum of board members who were in attendance at September meeting.

**FY 2017 FES & WES Food Service Agreement** – Barclay Rappeport moved to accept the agreement with the correct pricing. Jonathon Goldhammer 2<sup>nd</sup>. Unanimous approval.

**Approve Board Order** –Jonathon Goldhammer moved to approve Voucher 1043 in amount of \$42,609.41. Christine Sullivan 2<sup>nd</sup>. Unanimous acceptance.

Jonathon Goldhammer moved to approve voucher 1051 in amount of \$6500 and voucher 1050 in amount of \$29,701.58. Christine Sullivan 2<sup>nd</sup>. Unanimous acceptance.

**Principal's Report** – Michelle Baker shared a preliminary financial report; Kaiya indicated that there is some cleaning up that needs to happen in the special funds (named incorrectly or money transferred to the wrong special funds) that she will address with Michelle (these are managed not at the building level. ) We are under budget currently. Kaiya will meet with Michelle to make adjustments and correct lines.

Kaiya recognized that staff have been incredibly supportive of each other with sharing responsibilities to allow participation in memorial services and community support. The primary goal is to create a supportive and normal learning environment.

Artist residency has happened. Palo Coleman will return to plant a willow house once we have a hard frost. That will happen out in the plastic wasteland area. The consensus from staff was that the residency was too early in the school year.

The PTA received an offer/donation specifically marked for round tables and funding the building of an outdoor classroom/gazebo structure. Kaiya will put out an RFP for design and construction.

We have acquired a tool call the STAR assessment. This will give us information beyond the SBACs to stay aligned with national standards and increase data points. These increased data points will give a higher reliability of predicting trends.

There will be more communication regarding goal setting conferences.

**Washington West EC/ HUUSD report** – there have been two meetings since the last meeting. First was charting the course of how the budget process will be tackled and completing the committee make-ups. Communications has been working on putting out monthly updates. The Facilities Committee has met and will work with the SU and visit different facilities to learn the different scenarios and needs. Additionally they received training on board roles and responsibilities. Future meeting will work with budgeting and negotiating and training regarding these items.

Executive Session, if requested by Board Chair or Administration – no requests

Meeting is adjourned at 7:25 by consensus.