

Draft Minutes
WINDHAM CENTRAL SUPERVISORY UNION
BOARD MEETING
Wednesday, March 20, 2019 at 7:00 PM

Item E-1
SBE Meeting: 5-15-19

Actions:

Election of Officers

- Mr. Werner was elected Board Chair
- Ms. Long was elected Board Vice-chair
- Mr. Claussen was elected Board Clerk
- Ms. Garland was elected Treasurer
- Ms. Fletcher was elected Assistant Treasurer

Present:

Board:

Dover: Richard Werner, John Cleanthes, Kerry McDonald-Cady

Newfane: Ken McFadden, Luke Stafford

Brookline: Leeann Jillson

Jamaica: Syna Stevenson, Jennifer Dorta-Duque

L&G: Joe Winrich

Administration:

Bill Anton (Superintendent)

Bob Thibault (Principal L&G)

Matt Martyn (Principal, Dover)

Laurie Garland (Business Manager)

Members of the Public:

Judy Robinson

Marlboro: Doug Korb, Lissa Harris, Dan MacArthur

Townshend: Cliff Passino

Wardsboro: Dwight Boerem, Barry Pearson

Windham: Beth McDonald, Antje Ruppert

Stratton: Lorraine Newell, Alison Young

Lori Langevin (Assistant Business Manager)

Peter Barus (Recorder)

Call to Order by the Superintendent

The meeting was called to order at 7:00 PM by Mr. Anton.

Recognition of the public and introductions of board members and administrators

Mr. Anton invited everyone to introduce themselves.

Reorganization of the Board

a. Election of Chairperson

Mr. McFadden nominated Mr. Werner.

Mr. Werner was unanimously elected Board Chairperson

Mr. Werner explained that Emily Long would not be present because of legislative duties, and had communicated that she would serve if elected; and that Al Claussen also had communicated that he would be willing to serve as Clerk again. He further explained some of the changes, including the date of June 30, 2019, when the new merged districts become operational.

b. Election of Vice-Chairperson

Mr. Werner opened the floor for nominations.

Mr. McFadden nominated Mr. MacArthur.

Mr. Winrich nominated Ms. Long

Mr. MacArthur declined the nomination.

There being no further nominations, Ms. Long was unanimously elected Board Vice-Chairperson.

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c. Election of Clerk

Mr. Passino nominated Mr. Claussen.
Mr. Claussen was duly elected Board Clerk.

d. Authorized signatures

Mr. Werner explained that the Officers could be authorized to sign pay orders, etc.
Ms. Harris so moved. Second by Mr. McFadden. All in Favor.

e. Paper of Record

Mr. Korb moved that the Brattleboro *Reformer* be Paper of Record. Second by Mr. McFadden. All in Favor.

f. Meetings - time and dates (See Draft FY19 Calendar.)

Mr. Werner highlighted the document provided, and explained that the May 22 Annual Meeting date would be put to a vote.

Mr. Winrich moved that May 22 be the date of the Annual Meeting. Second by Ms. Stevenson.
There was discussion.
All in Favor.

g. Appoint Treasurer

Ms. Stevenson nominated Laurie Garland as Treasurer. Second by Mr. McFadden. All in Favor.

h. Appoint Assistant Treasurer

Mr. McFadden nominated Teri Fletcher as Assistant Treasurer. All in Favor.

i. Set Surety Bond Amount

\$1,000 Board Members

\$5,000 Treasurers

\$100,000 Business Manager and employee dishonesty

Mr. McFadden moved to set the bond amounts as posted in the Agenda. Second by Mr. MacArthur. All in Favor.

j. Grant Superintendent Authority to Accept Grants

Ms. Dorta-Duque moved to grant the Superintendent authority to accept grants on behalf of the WCSU and its member districts. Second by Mr. Korb. All in Favor.

Mr. Werner declared the Board reorganized.

Review and revise agenda as may be advisable - action

Mr. Werner asked for any revisions, and asked for an Executive Session for Superintendent Evaluation.

Approve Minutes of December 5, 2018

Mr. McFadden moved to approve the minutes for December 5, 2018. Second by Mr. Passino. All in Favor.

Old Business

a. Approve proposed FY19 WCSU Agency Fund Budget, copies needed - action

Copies were provided by Mr. Anton. Mr. Werner explained the Agency Fund budget, that programs and teachers are shared within the SU; such as a Librarian, hired by the SU as FTE 1.0; and that districts pay a percentage FTE at the respective districts where they work; and that this vote had been moved until after

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Town Meeting day to accommodate Dover in the event a budget was voted down or reduced; the budgets had now been passed. It was noted that the West River district is a special case in this instance.

Mr. McFadden moved to approve the 2020 Agency Fund Budget. Second by Mr. Passino. There was discussion; Ms. Garland explained changes to the accounting system and movement of technology expenditures to the Agency Fund for accounting purposes; and that this is coded as a purchase from the SU in the individual districts.
All in Favor.

Adopt MAC Policy -- Action

Mr. Werner explained that the MAC Policy had been agreed and posted. Mr. Anton explained that this is a wellness policy allowing the SU to participate in VSBIT, etc., and receive grants.

Mr. McFadden moved to adopt the MAC Policy. Second by Mr. MacArthur. All in Favor.

7. New Business

a. Special Education Financing (Marlboro Request) – discussion/action

Mr. Werner introduced the Special Education Subcommittee and its members, noting that Mr. Anton, the Directors of Curriculum and Special Education, and Ms. Garland had attended Subcommittee meetings.

Mr. Anton projected the Subcommittee Report on screen. Mr. Korb explained the Census Model. There was discussion; it was explained that funding had been directed at IEPs, now at general population by ADM, freeing up services of Special Education teachers. The document, *“Unity and Freedom”* had been worked out carefully in the Subcommittee meetings as to language that all considered fair, concerning how costs will be divided and shared across districts, and how different methods of reliable testing may be used as long as the assessment data can be translated to fit into the SU Local Common Assessment System, to be reviewed annually by the Supervisor or his designated team.

The change in the funding model was discussed in detail. Under the previous methodology IEPs had been tracked to individual districts; under the proposed new policy a formula had been agreed which accounted for, and smoothed, disproportionate fluctuations attributed to arrival or departure of students in a district.

Mr. Werner acknowledged Ms. Robinson and Mr. Kermenski’s participation in developing the policy.

The proposed cost methodology would split the variance (*year over year*) by ADM-based calculations, allowing students to move to other districts without disproportionate fluctuations in local costs. The base year is FY 2020.

There was discussion of whether this method had been deployed elsewhere in Vermont (it had not). Ms. Garland commended the Subcommittee for the way they addressed the issues; and noted that she and Ms. Betit-Hancock had been invited to be on a panel about Act 173; that WCSU is ahead of the curve in the state; that historically, tracking expense to each town had caused a lot of cost fluctuations; that there are single districts that figure costs by ADM.

Ms. Garland invited questions, noting that the Act 173 formula steps down over five years, and 2025 will leave a set amount of money for Special Education; so districts must also step down in anticipation. The fifth year, projected costs will be covered and remain at that level thereafter. Percentage by district averaged from ADM will be a three-year calculation from the state. There was discussion.

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Mr. McFadden moved to Warn the WCSU Special Education Funding Policy A-46. Second by Ms. Ruppert. **All in Favor.**

The Policy will be Warned.

Mr. Winrich noted that the policy may be adopted a year before it goes into effect, thereby providing a year's worth of data on which to base the budget.

WCSU School Calendar 2018-2019 – action

Mr. Anton explained the process by which the calendar is accepted from Career Centers.

Mr. McFadden moved to accept the proposed WCSU School Calendar for 2018-2019. Second by Ms. Harris.

There was discussion of PD days; Mr. Anton explained that this calendar is the core, consistent with the Career Center.

All in Favor.

Financial Questionnaire – action

Mr. Werner explained the State Auditors' questionnaire, done annually. He asked for the Board's permission to have the Officers fill out the form. He noted that the individual boards will also have to fill out this form.

Mr. Murphy moved that the officers be authorized to complete the Auditors' Questionnaire. Second by Mr. Passino. All in Favor.

WCSU Board Voting Representation after July 1, 2019 -- Discussion, possible action

Mr. Werner explained the issues; and discussed the configuration of boards following Act 46; and that there would be 19 voting representatives; that three boards and a quorum are required at WCSU meetings.

There was discussion; that the numbers are based on population; how to create proportional representation; no one district should have a majority. Mr. Werner discussed a certain configuration, noting that the boards' answers would be needed from the River Valleys and West River districts, and some others not fully represented in the present meeting.

It was decided to consider the "23162" representation model (reference: document packet provided with the Agenda) for a vote in may; Mr. Anton will consult with Emily Simon, Attorney for the State Board of Education, about the viability of the proposal, and it will be brought to the boards, followed by a meeting in April for a vote on this or on another model.

Mr. Anton explained that other SUs are in this same process now, noting that if they are out of proportion they must apply for a waiver. There was discussion; members requested access to the other models.

Mr. Werner explained the Roberts Rules tie-breaking vote by a Chair.

Mr. Passino moved to look into approval of the voting representation as:

- Marlboro, 2 voting representatives,
- River Valleys, 3 voting representatives,
- Stratton, 1 voting representative,
- West River, 6 voting representatives,

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- Windham, 2 voting representatives,
and to investigate the legality of that configuration. Second by Mr. MacArthur.

In discussion it was noted that to get closer to parity, a larger board would be necessary; as also the difficulty of obtaining a quorum.

On the Motion, All in Favor.

The other representation models provided at members' request.

WCSU Policy Committee creation and charge -- discussion, possible action

Mr. Werner suggested that each board create a Policy Committee. Mr. McFadden noted that since boards are reorganized, and WCSU policies must be followed by districts, to have policy meetings at district level to re-Warn them seemed redundant. There was discussion, that not all schools need the same policies; and that with fewer boards and more centralization the issues are simpler. Mr. Anton discussed making policy the responsibility of the new board, so that districts could receive vetted policies.

Mr. Werner suggested tabling the matter for the new Act 46 board, to create a WCSU Policy Review group.

Mr. Anton will implement this.

Proposed WCSU Director of Operations -- discussion

Mr. Werner noted that Ms. Romo had researched this idea; that a transportation subcommittee was created at West River and charged to look at transportation, saving money, improving services; that the committee had found that this was beyond a subcommittee's capacity. Mr. Werner further noted that a license is required to operate a water system, source protection plans, etc.; that this was distracting administrators from their duties as education leaders; that Mr. Anton and Ms. Garland had developed a way to fund a position for July 1, 2019, without additional budgeting; and that Ms. McDonald-Cady had read a letter to the West River board suggesting that creating the position would be a good decision.

Mr. Anton noted that this is the third year this has been brought to the board to consider this position; that the central office doesn't have the capacity to deliver; that serious liabilities in Special Education transportation issues had been addressed inefficiently and at substantial additional cost; that a dedicated individual is needed to focus on such matters; that individual fees are required for water and lead and asbestos testing; that there was \$150,000.00 in safety and security grants, and nobody to address these issues; that this is a demonstrated need that satisfies the requests heard; that this can bend the cost curve to advantage; that efficiencies were received in the budget this year in the form of fuel savings, healthcare plans, an increased fund balance; that the Superintendent is asking authorization to use \$83,250.00 from the existing fund balance, requiring no more fees; that having July, August, September and October to test operations, the Administration could then demonstrate whether their suppositions are correct, and freeing up Principals to deliver high quality instruction for the increasing needs of students. He asked the Board to commit the funds and ask the Administration to come back and present results.

Mr. MacArthur suggested schools could buy into certain portions, noting that Marlboro does their own water testing; that this might be a better way for other schools to engage with the process.

Mr. Anton suggested that with four months of data, it would be clear; Mr. Werner noted that it had been suggested as an Agency Fund issue, but that Mr. Anton and Ms. Garland had found funds to make the suggested trial; and suggested that the Director of Operations position would not be permanent as yet.

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There was discussion of possible imbalances if not done based on usage of the service. Mr. Anton suggested that for a November conversation, noting that this request was to create the position for one year.

It was noted that some Principals and boards are forced to make budget decisions hastily to solve problems, not leaving enough time in the day for building administrators to do their jobs.

Mr. Anton noted that all contracts were for one year; that there were no candidates waiting at present; that if funds were approved, he would report in May on progress.

Mr. Werner noted that there are many potential applicants who work on projects, it would not be hard to fill the position; and that the Operations Director would be a manager, delegating, not doing all the jobs personally. Mr. Anton again suggested tracking four months of work and reporting on how it worked and why. Mr. Werner noted that other positions at SU level, Curriculum, Business management, etc., manage their loads well. Mr Anton noted that the need is there, and the opportunity to address issues with efficiency.

Mr. Murphy noted that the successful applicant would have to demonstrate the value of the position to extend the contract. Mr. Winrich noted that West River has four buildings and a stack of engineering studies that will require an outside consultant to interpret and address the issues; and that a Director of Operations would be invaluable for long term planning. That there is more than enough work for the position, and funds are available; this would be good leadership.

There was discussion of equal access; accounting for services. Mr. Anton cited taking the weight off the Principals; improving efficiencies and addressing board requests for RFP, etc., in which the office currently has no training.

Mr. Winrich moved that the board authorize the Superintendent to create a job description for Director of Operations at the SU level, in cooperation with the subcommittee to be appointed by the chair and fill that position. Second by Ms. Dorta-Duque.

Mr. MacArthur moved to amend the motion to read “and that the SU account for this in two ways, based on ADM and Agency fund, by November.” Second by Ms. Ruppert.

Discussion of the amendment.

Anton, what expect by november? MacArthur: time tracked; McFadden:

On the Amendment, All in Favor

On the Amended Motion, that the board authorize the Superintendent to create a job description for Director of Operations at the SU level, in cooperation with the subcommittee to be appointed by the chair and fill that position, and that the SU account for this in two ways, based on ADM and Agency fund, by November, by show of hands, there were thirteen Ayes. The Motion carried.

Mr. Werner asked that those who wish to serve on the subcommittee inform him by Friday.

Executive Session

Contractual and Superintendent’s Evaluation

Mr. MacArthur moved to enter Executive Session. Second by Ms. Dorta-Duque. All in Favor. The Board entered Executive Session at 9:40 PM.

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The following kindness of Mr. MacArthur:

The Board came out of Executive Session at 10 PM.

Mr. MacArthur moved that the Board authorize the Chair sign the WCSU/NEA contract. Second by Mr. Murphy. All in Favor.

Mr. MacArthur moved to allow the Chair to sign the Superintendent's Evaluation and present it to Mr. Anton. Second by Ms. Stevenson. All in Favor.

Adjourn

Mr. Korb moved to Adjourn, unanimously approved.

The meeting was Adjourned at 10:04

Next Meeting

WCSU Full Board Meeting May 22, 2019, 7:00 PM, L&G

Respectfully submitted, Peter Barus, Recorder, March 25, 2019