

LAMOILLE UNION DISTRICT #18 BOARD MEETING MINUTES
GMTCC COMMUNITY EDUCATION CENTER
TUESDAY, AUGUST 19, 2008

Board members present: D. Baker, S. Hamlyn-Prescott, P. Ingvaldstad, T. O'Hear, D. Osborn, S. Reber, K. Roberts, W. Sander, D. Whitcomb. Absent: B. Bailey, J. Eisenhardt, B. Penberthy. Others: S. Cano, C. Hinds, B. Schaffer, J. Teegarden, M. Frederick, M. Spaulding.

Note: All votes taken are unanimous unless otherwise noted.

1. *Call to Order, Introductions, Adopt the Agenda, Announcements and Public Input*
 - A. **Call to Order – 6:34**
 - B. **Adopt the Agenda**
ACTION: It was moved and seconded to adopt the agenda, and the motion was passed.
 - C. **Announcements**
P. Ingvaldstad encouraged board members to attend the VSBA annual conference October 30-31.
2. *Discussion of Core Beliefs / Mission*
Winton Goodrich is available Tuesday, September 30. It was agreed that the special meeting to discuss core beliefs will be held then, at 6 PM. S. Cano will let D. Taylor know in case she can come.
3. *Consent Agenda Items (Approval of Minutes of the August 5th Meeting, Acceptance of Administration Reports)*
ACTION: D. Whitcomb moved to accept the consent agenda, seconded by W. Sander, and the motion was passed.
4. *Directors' Orders*
ACTION: D. Osborn moved to approve directors' orders in the amount of \$132,021.22, seconded by W. Sander. The breakdowns was as follows: VOC Bldg. Trades \$18.37; GMTCC \$9,816.06; District #18 \$122,186.79 (major expenditures – Stuart Podhaizer (SLP) \$12,500.00; Village of Hyde Park \$15,521.95.) There was discussion about electric costs. **The motion was passed.**
5. *Administrative Action Items*
 - A. **Middle School**
C. Hinds said the first day back with the faculty was a great day. They talked about different learning styles and instructional methods to meet those styles.
 - B. **Central Office**
M. Frederick distributed some bus rules for the Cambridge buses that Mary Anderson wrote up after a meeting a couple of weeks ago to discuss the issue of equipment on buses. Under these rules, students are to keep aisles clear by holding equipment on their laps or between their feet. Items such as skis, bats, and balls must be in bags. W. Sander asked, what about Eden and First Student? M. Frederick said she shared these procedures with J. Lindgren, but hasn't yet talked to First Student. P. Ingvaldstad suggested these rules should be part of our contract with all the bus companies.

D. Osborn said these rules are heavily focused on what students will do, and she would like to see expectations for drivers included also when the rules are incorporated into the contracts. S. Cano said that Cambridge has itemized

what bus drivers will do, but didn't forward that information, because they didn't want to impose their administrative practices on the middle and high schools. B. Schaffer said he would like to see the disciplinary procedures that have been developed to accompany these rules. He would like to know whether there is anything that conflicts with the high school student handbook. S. Reber said he is not sure how much of this is board business. P. Ingvaldstad said it is important for the board to understand procedures. M. Frederick said that if board wants to make sure that equipment can be carried on the buses, that should be specified in the RFP. S. Cano said she thought it would make sense for the administrators to look at their policies, review these procedures, then come back and report how the procedures can best be implemented for consistency.

S. Cano distributed the central office report. She said there was a rich conversation at the AdCo retreat focused on curriculum, instructional practices, and assessment. D. Taylor was there. S. Cano was proud to hear the concise, honest summaries provided by J. Teegarden, C. Hinds, and B. Schaffer of the situation at their schools and their ideas for moving forward. She will be communicating with administrators about new legislative requirements. M. Frederick will be collecting input this week from the schools regarding concerns for FY2010 budget development to be presented at the August 25th State Board of Education. C. Hinds is interested in implementing the co-teaching pilot. They will need to wait for a waiver from the State Board of Ed. The 2007/2008 Local Determination Report for Special Education is out. LNSU was found to need improvement for the second year in a row. S. Cano has requested technical assistance, but also asked for the data to be reviewed because there may be some errors. J. Woodard will attend all LAPDA meetings on behalf of LNSU in 2008/09. There is a conflict with AdCo meetings once a month. There is a new legislative requirement around alcohol and substance abuse training; it is now the superintendent's responsibility. At the LNSU board meeting in October, the LNSU policies will be brought forth for final warning and adoption. Some changes have been identified that need to be made. K. Roberts asked if they would be republished. S. Cano said yes, and the board will get them in advance of the meeting. P. Ingvaldstad asked if they could be ready for the next LUSD board meeting for preliminary discussion. S. Cano will ask J. Woodard about that.

P. Ingvaldstad reminded everyone about the farewell celebration for T. Bailey, and asked if it would all right to come late. S. Cano said it should be.

6. Committee Reports and Action Items

A. Finance Committee

M. Frederick explained that the GMTCC building trades program builds a house and sells it. The house-building enterprise has its own account and is supported by sale of the house, not by taxpayer funds. They are able to get discounts from some vendors, which generally requires that the invoice be paid within a certain time. In the past, vendors have been lax about that, but now they are becoming more concerned about being paid within the specified time frame, usually 10 days. M. Frederick asked the board to authorize running check orders between board meetings to pay those vendors.

ACTION: W. Sander moved that the board authorize making payments between board meetings for the building trades account, seconded by D. Whitcomb. K. Roberts offered a friendly amendment which was accepted, specifying that the business officer of the district be authorized to make the payments. The motion was passed.

D. Baker asked for clarification about something in the financial report. It was noted that electric costs were about \$20K off from what was budgeted, and phone costs were under budget by \$26K. Why was the budget so far off? M. Frederick said it was because of E-Rate funds (federal funds that pay for connectivity.) We apply for the funds every year, but when we build the budget, we never know for sure if we are going to get them, so we have to budget for the full amount just in case. D. Baker thought the issue was that we hadn't budgeted enough, but M. Frederick clarified that we actually spent less than had been budgeted.

S. Hamlyn-Prescott said an itemized unaudited projection sheet will be coming out and can be discussed at the next meeting. The agenda for the next meeting should also include a discussion on snow plowing and an alternate proposal for salting, with a possible vote.

B. Policy Committee

S. Reber distributed a revised version of the Games of Chance policy.

ACTION: S. Reber moved to adopt Policy 4.4 (Games of Chance), seconded by W. Sander. W. Sander asked, are we sure we're not in violation of state law by allowing games of chance at all? D. Osborn said her research indicates we are not in violation. **The motion was passed.**

S. Reber said the committee will be coming to the board, perhaps the meeting after next, with two required policies, on animal dissection and student self-medication. They are looking at the VSBA model policies. B. Schaffer has also brought suggested changes to a driver's ed policy. And the committee is continuing its attempt to review all the policies in order; they are currently working on the personnel policy.

C. Cricket Hill Building Committee

M. Spaulding said the committee met two weeks ago and came up with 2 possible building plans. Two contractors provided prices for the plans. One was out of our price range. Another gave prices for part of the project, not including siding, roofing, interior finishes etc. A third company indicated they could possibly stay within our budget with one of the designs. The committee is going to wait for that company to provide an estimate before going further.

7. Request for Future Agenda Items and Adjourn

ACTION: It was moved and seconded to adjourn at 7:29, and the motion was passed.

Respectfully submitted by,
Donna E. Griffiths

Actions taken at the LU District #18 Board Meeting 8/19/08:

1. *Call to Order, Introductions, Adopt the Agenda, Announcements and Public Input*
 - B. **Adopt the Agenda**
ACTION: It was moved and seconded to adopt the agenda, and the motion was passed.
3. *Consent Agenda Items (Approval of Minutes of the August 5th Meeting, Acceptance of Administration Reports)*
ACTION: D. Whitcomb moved to accept the consent agenda, seconded by W. Sander, and the motion was passed.
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6. *Committee Reports and Action Items*
 - A. **Finance Committee**
ACTION: W. Sander moved that the board authorize making payments between board meetings for the building trades account, seconded by D. Whitcomb. K. Roberts offered a friendly amendment which was accepted, specifying that the business officer of the district be authorized to make the payments. The motion was passed.
 - B. **Policy Committee**
ACTION: S. Reber moved to adopt Policy 4.4 (Games of Chance), seconded by W. Sander. The motion was passed.
7. *Request for Future Agenda Items and Adjourn*
ACTION: It was moved and seconded to adjourn at 7:29, and the motion was passed.