

LAMOILLE UNION DISTRICT #18 BOARD MEETING MINUTES  
GMTCC COMMUNITY EDUCATION CENTER  
TUESDAY, SEPTEMBER 16, 2008

Board members present: B. Bailey, D. Baker, J. Eisenhardt, S. Hamlyn-Prescott, P. Ingvaldstad, D. Osborn, S. Reber, K. Roberts, W. Sander, D. Whitcomb. Absent: T. O’Hear, B. Penberthy. Others: C. Hindes, B. Schaffer, J. Teegarden. M. Frederick, S. Cano, G. Chicoine, Jeffrey Lake, Susan Burnett, Jen Prescott.

**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 – 6:36**

**B. Adopt the Agenda**

**MOTION: It was moved and seconded to adopt the agenda, and the motion was passed.**

**C. Announcements**

W. Sander will be out of state for the next meeting and the LNSU meeting. We need to make sure we will have a quorum. Someone else will need to chair the next curriculum committee meeting. K. Roberts said there is no legal way to appoint an alternate voting representative to the LNSU board.

D. Osborn said on September 28 she will run 50 miles to raise money for the Vermont Adaptive Ski and Sports program. She welcomes pledges.

K. Roberts said the regional VSBA meeting will be October 22<sup>nd</sup> in Bakersfield. The main topic will be Act 82. There will be a presentation on a rather radical document – a white paper done by a subcommittee that is also going to be presented at a state board meeting.

**2. *Introductions of Student Representatives to the LUSD #18 Board***

B. Schaffer introduced three student reps – Jeffrey Lake, Susan Burnett, and Jen Prescott. This year there will be 4 reps, and each will serve for one quarter. Jeffrey Lake will serve this quarter. The 4<sup>th</sup> rep, Alexa Arthurs, was unable to attend this evening. The student reps introduced themselves and described the activities they are involved in. W. Sander invited any of the reps to attend any meeting if they want to come. P. Ingvaldstad said the policy committee should listen to students regarding the driver’s ed policy they have been discussing. (*J. Lake, S. Burnett, and J. Prescott left at 6:47.*)

**3. *Discussion on the Proposed LNSU Superintendent Selection Process***

P. Ingvaldstad said as far as he knows, T. Sullivan has not yet come up with a proposed process. S. Cano said she hasn’t seen anything in writing.

K. Roberts said the only challenging thing about the recent superintendent selection process was that meetings were not scheduled in conformance with the regular meeting schedule, so she was unable to go to any of them. S. Cano said there is no intention to change any future meeting dates, except that the next meeting was changed to Oct. 8 so D. Taylor could attend. P. Ingvaldstad said he thought there should be dis-

cussion about the meeting schedule. We might want to have more than 4 meetings a year. S. Cano said she thought the next LNSU meeting after the Oct. 8 one would be a better time for that discussion. She said the schedule in place was designed to allow the board to take care of all business it must do. D. Osborn said the LNSU board was prevented from operating in the best way during the superintendent search by a rushed schedule and lack of communication. There was no way for communication to go to the local boards and back again. She said we need to clarify how the 3-representative system is supposed to work. W. Sander said there had been discussion about the LNSU board doing more than just what it has to do – it could work on coordination among districts. S. Cano recommended thinking about attendance of board members and administrators and what will be required to have a viable meeting. The change in number of meetings per year was implemented because of attendance challenges.

D. Whitcomb said he wants an explanation of how we got away with not having the executive committee screen all superintendent applicants, as LNSU policy requires. S. Cano said that requirement is in the currently proposed policy and the existing policy. But she does not believe that process was used during the hiring of the last 2 superintendents. She said we need to make sure we have policies and procedures in place so our business can be conducted in a structured, consistent way.

B. Bailey asked what the process is to air the concern she expressed in her recent letter. P. Ingvaldstad asked what she would like to have done. She said she would like a discussion. She asked, is there any procedure that allows board members to have their concerns addressed? P. Ingvaldstad said people can ask for something to be put on the agenda. B. Bailey asked to include a discussion of her letter at the next meeting. D. Whitcomb said the board can go into executive session to discuss concerns without administrators. K. Roberts said B. Bailey's letter addresses an LNSU board issue, so this board can have a conversation about it, but can't do anything. An executive session does have to be for one of the 4 appropriate issues. This would be a personnel matter, but for someone not under the LUSD board. The chair can choose not to put something on the agenda, but then a board member can introduce a motion to put the item on the agenda. That is the procedure for airing concerns. S. Reber said P. Ingvaldstad asks frequently what board members would like to see on the agenda.

W. Sander said there may have been procedural violations which people could have brought up during the process, but once the board agrees on a candidate that cuts off challenges. Board members all agreed on hiring. G. Chicoine said the LNSU board spent two evenings designing a process that it could be argued supercedes the old policy. P. Ingvaldstad agreed that no one but the board can be blamed for the process.

4. ***Consent Agenda Items (Approval of Minutes of the September 2<sup>nd</sup> Meeting, Acceptance of Administration Reports)***

**MOTION: D. Whitcomb moved to accept the consent agenda, seconded by K.**

**Roberts.** B. Schaffer handed out an additon to his administration report. Approval of the consent agenda does not include approval of the GMTCC action plan. The GMTCC administration report included a copy of the action plan for informational purposes only. **The motion was passed.**

5. *Directors' Orders*

**MOTION: D. Osborn moved to approve directors' orders in the amount of \$364,741.90, and the motion was seconded.** The breakdown was as follows: GMTCC Bldg. Project \$25,481.44; District #18 \$339,260.46 (major expenditure \$138,722.68 – LNSU 2<sup>nd</sup> quarter installment.) **The motion was passed.**

6. *Administrative Action Items*

A. **Middle School**

**MOTION: K. Roberts moved to enter executive session to discuss a personnel matter where preliminary disclosure of information to the public would put the school at a disadvantage, inviting C. Hindes, S. Cano, and G. Chicoine to remain, seconded by W. Sander, the motion was passed, and the board entered executive session at 7:14.** The board came out of executive session at 7:26.

**MOTION: K. Roberts moved to accept the recommendation of the administrators in accepting Jennifer Newman's resignation and entering into a settlement agreement with severance pay of \$3200, the resignation to be effective Friday, September 19, seconded by W. Sander, and the motion was passed.**

*(S. Reber and G. Chicoine left at 7:31.)*

B. **Central Office**

S. Cano distributed the central office report. She recently met with administrators from LUMS, LUHS, and GMTCC to review relevant legislative changes. She attended the Winooski Valley Superintendents monthly meeting and collected information for D. Taylor. Each SU shared its new initiatives. Due to a recent retirement system action, time when licensed staff are working in non licensed positions does not count toward retirement. NECAP Science assessment results will be available on Sept. 24. At a recent AdCo meeting, there was a presentation on Study Island, a web-based state assessment preparation program. It is tied specifically to NECAP and grade level expectations, which is a key advantage. S. Cano has negotiated a discount if the LNSU schools decide to purchase it. The annual State Placed Student ADM Report has been submitted. Sue Grimes is resigning to take a position at JES, assisting Judy Schultz, who will leave at the end of the year, so LNSU is accepting applications to fill her position. Unifund training has begun. There are currently 93 participants in the support staff 403(b) program. J. Woodard has been doing more website maintenance than usual due to the start of school. Assessment Committee meetings have been postponed until October, when D. Taylor will be able to participate.

K. Roberts asked, will S. Grimes' replacement be a 1.0 FTE position? S. Cano said yes.

7. **Committee Reports and Action Items**

A. **Finance Committee**

M. Frederick said about 60% of the budget is encumbered, and about 80% will be in a month or so. The GMTCC Construction Project recently received \$841,621 in state aid. We probably won't get any more state aid for years. We are using some methods to gain interest revenue to lessen the cost of borrowing. (*C. Hindes left at 7:43.*) Virtually no revenue is shown on the financials, but they only go through August. Her only concern is interest revenue. We won't realize what was budgeted for. W. Sander asked about the interest rate for the construction funds. She said she thinks it is about 2.78, and we have been getting more than that so far. W. Sander asked, when we get more state aid, will that artificially lower the budget for that year? M. Frederick said that money should be allowed to be separate under Act 82. There are still some unanswered questions about how separate articles will be handled under Act 82.

D. Baker asked, how do we tell taxpayers that there is a surplus but we can't give it back? M. Frederick said maybe the board will decide to give it back. D. Baker asked how that might affect whether we have to have two votes. M. Frederick said giving some back will help keep a more even cost per pupil. She discussed the reasons for the surplus. K. Roberts said there are two ways to give money back – carrying revenue forward, or literally giving it back. We will have to decide which is best.

D. Osborn asked if there is anything the board can do to help get more of the construction money from the state. M. Frederick said with the state's transportation issues, she thinks the state just won't be able to come up with the money. They would have to borrow to pay us, and they can only borrow so much.

B. **Policy Committee**

D. Osborn said the policy committee discussed a driver's ed policy, and how it could be more aligned with the needs of the school and board. They are working on another draft of it.

C. **Cricket Hill Building Committee**

M. Frederick said M. Spaulding was not able to come to this meeting because he just had a baby girl. He is still looking at building this fall.

8. **Adjourn**

**MOTION: It was moved and seconded to adjourn at 8:00, and the motion passed.**

Respectfully submitted by,  
Donna E. Griffiths

1. *Call of Order, Introductions, Adopt the Agenda, Announcements, and Public Input*

B. **Adopt the Agenda**

**MOTION: It was moved and seconded to adopt the agenda, and the motion was passed.**

4. *Consent Agenda Items (Approval of Minutes of the September 2<sup>nd</sup> Meeting, Acceptance of Administration Reports)*

**MOTION: D. Whitcomb moved to accept the consent agenda, seconded by K.**

**Roberts.** B. Schaffer handed out an additon to his administration report. Approval of the consent agenda does not include approval of the GMTCC action plan. The GMTCC administration report included a copy of the action plan for informational purposes only. **The motion was passed.**

5. *Directors' Orders*

**MOTION: D. Osborn moved to approve directors' orders in the amount of \$364,741.90, and the motion was seconded.** The breakdown was as follows:

GMTCC Bldg. Project \$25,481.44; District #18 \$339,260.46 (major expenditure \$138,722.68 – LNSU 2<sup>nd</sup> quarter installment.) **The motion was passed.**

6. *Administrative Action Items*

A. **Middle School**

**MOTION: K. Roberts moved to enter executive session to discuss a personnel matter where preliminary disclosure of information to the public would put the school at a disadvantage, inviting C. Hindes, S. Cano, and G. Chicoine to remain, seconded by W. Sander, the motion was passed, and the board entered executive session at 7:14.**

**MOTION: K. Roberts moved to accept the recommendation of the administrators in accepting Jennifer Newman's resignation and entering into a settlement agreement with severance pay of \$3200, the resignation to be effective Friday, September 19, seconded by W. Sander, and the motion was passed.**

8. *Adjourn*

**MOTION: It was moved and seconded to adjourn at 8:00, and the motion passed.**

Respectfully submitted by,  
Donna E. Griffiths