

Ludlow-Mount Holly Unified Union School District Regular & Reorganizational Meeting Minutes

March 13, 2019, 6:00 p.m.
Mt. Holly School, Gymnasium

I. CALL TO ORDER:

Board: Chris Garvey, Paul Orzechowski, Kelly Tarbell, Brigid Faenza, Dan Buckley, Mary Alberty, Mariel Meringolo, Katie Hollebeek

Student Representatives: Ryan Boyle, Aaron Merrill

Staff: Cheryl Hammond, Meg Powden, Craig Hutt Vater, Karen Trimboli, John Davis, Melissa Ryan

Public: Ulla Cook, Paul Faenza

Ms. Powden called the meeting to order at 6:00 p.m. She invited the board members to introduce themselves

II. ELECTIONS:

A. Board Chair

Ms. Tarbell **nominated** Paul Orzechowski as chair. Ms. Alberty seconded. There were no other nominations. Mr. Orzechowski was elected without opposition.

B. Board Vice Chair

Ms. Alberty **nominated** Ms. Faenza as Vice Chair. Ms. Tarbell seconded. There were no other nominations. Ms. Faenza was elected without opposition.

C. Board Clerk

Ms. Alberty **nominated** Ms. Meringolo as Clerk. Mr. Garvey seconded. There were no other nominations. Ms. Meringolo was elected without opposition.

D. Adopt Code of Ethics Agreements

The board members read the code of ethics aloud. Ms. Alberty **moved** to adopt the code of ethics as written. Mr. Buckley seconded and the motion carried unanimously. The board members signed the document.

III. APPROVAL OF AGENDA:

Ms. Hammond noted that the selection of the bank could be deleted, but the board should consider adding discussion of the Ranger Solar funds under new business. Ms. Powden noted that the board may want to affirm the bank selection. Ms. Trimboli noted that the senior class discussion could be deleted. Ms. Alberty **moved** to approve the agenda with changing the bank selection to affirm the bank selection, deleting the senior class discussion and adding discussion of the Ranger Solar funds. Ms. Tarbell seconded and the motion carried unanimously.

IV. APPROVAL OF MINUTES:

Ms. Alberty **moved** to approve the minutes of the February 13, 2019 meeting. Ms. Faenza seconded. Ms. Powden noted that under section H, the reference to a 17-member board should be changed to a 22-member board. The motion to approve the minutes as amended carried unanimously.

V. APPOINTMENTS:

A. Appoint Warrant Signer

Ms. Alberty **moved** to appoint Mr. Garvey as the warrant signer. Ms. Tarbell seconded and the motion carried unanimously.

The board consensus was to appoint Mr. Orzechowski as the alternate.

B. Set Meeting Date & Time

Ms. Tarbell **moved** to keep the meeting date and time the same as it currently stands, the second Wednesday of each month at 6:00 p.m. with the location to rotate between MHS, BRHS and LES. Ms. Alberty seconded and the motion carried unanimously.

C. Appoint Recording Secretary

Ms. Alberty **moved** to appoint Amber Wilson as the recording secretary. Ms. Tarbell seconded and the motion carried unanimously.

D. Discuss Committees & Appoint Representatives

i. TRSU Board

Mr. Orzechowski, Ms. Alberty and Mr. Buckley currently serve on the TRSU board.

ii. TRSU Board Alternate

Ms. Tarbell is currently the TRSU board alternate.

iii. RVTC Board Member

Mr. Orzechowski is currently the RVTC Board Member.

iv. Finance

Everyone serves on the finance committee.

v. Bargaining Council-Support Staff

Mr. Buckley and Ms. Faenza currently serve on this committee.

vi. Bargaining Council-Teachers

Ms. Alberty and Mr. Orzechowski currently serve on this committee.

vii. Facilities

Ms. Alberty, Mr. Garvey, Ms. Meringolo and Ms. Tarbell currently serve on this committee.

viii. Food Service

Ms. Faenza, Ms. Hollebeek, and Ms. Tarbell currently serve on this committee.

ix. Innovations in Learning

Ms. Tarbell, Ms. Hollebeek and Mr. Buckley currently serve on this committee. Mr. Buckley noted that he may not be able to make the meetings depending on when they are set. He advised that he didn't need to serve on this committee further.

x. Policy

Mr. Garvey and Ms. Meringolo currently serve on this committee.

xi. Public Relations

Ms. Hollebeek currently serves on this committee, with Ms. Tarbell as the alternate.

xii. Transportation

Ms. Hollebeek, Ms. Meringolo and Mr. Orzechowski currently serve on this committee

Ms. Alberty **moved** to continue with the committees as currently appointed with the removal of Mr. Buckley from the Innovations in Learning committee at his request. Ms. Faenza seconded and the motion carried unanimously.

VI. FINANCIAL:

A. Affirm Bank Selection

Ms. Hammond reported that there are still a few accounts at Peoples and Berkshire, but most of the accounts are at Community. She noted that they are good to work with and it is a challenge to change the banks so she would recommend remaining with Community Bank. Ms. Alberty **moved** to affirm the selection of Community Bank as the district's bank. Mr. Garvey seconded and the motion carried unanimously.

VII. NEWSPAPER OF RECORD:

There was discussion about the board currently using the VT Journal as the Newspaper of Record. Ms. Powden noted that they are keeping their rates the same this year. Ms. Tarbell **moved** to approve the VT Journal as the Newspaper of Record. Ms. Meringolo seconded and the motion carried unanimously.

VIII. COMMENTS:

A. Board Comments

None.

B. Student Rep

Mr. Merrill advised that he and Mr. Boyle are both in basketball which is why they weren't able to attend the last few meetings. Basketball is done. The rock-climbing team made it to the championships, as did the snowboarding teams. Ms. Gardner will be advising the students in a play that will be performed at the town hall in April. The seniors won the Winter Carnival contest. All the students were happy with the results. The Senior Class trip is being discussed. They are planning to go to the Great Escape. They plan to present the itinerary to the board at the next board meeting. The science fair was today and the spring concert is tomorrow. National History day presentation is next week.

C. Public Comments

None.

IX. ADMINISTRATOR REPORTS:

A. Superintendent Report

Ms. Powden reported on the comprehensive assessment of the continuous improvement plan. They are looking at the achievement gap. She reported on some of the processes that they will be employing to do so, including the plan, do, study, act process. They will be analyzing data and encouraging the principals to do the same at the schools. There was a 6-hour workshop for the principals on data diving. She explained that they have adapted their plans as they have begun gathering data.

B. Principal's Report

Mr. Hutt Vater updated the board on some expenses, including those generated by a recent fire safety inspection. They have spent a little over \$4000 working on these improvements, including the exit signs. They have also had a problem with the dishwasher. They need to replace the control panel or the whole thing. He is working with Ms. Hammond on a cost-benefit analysis and they are also looking at grants. The current dishwasher is about 10 years old and will cost about \$1000 to repair. A new similar model Hobart is about \$6500. Champion offers a similar model for \$4000. There was discussion about the current model being a Hobart and a premium device. There was discussion about replacing the panel, but risking having to later replace the device. There was also discussion about their only being 2 service techs in the state for the Hobart. The board discussed the standard lifespan of a Hobart being about 20 years. There was discussion about the possibilities of selling the washer.

The board recessed at 6:30 p.m. to the Annual Meeting

The board returned from the Annual Meeting at 6:40 p.m.

There was discussion about the condition of the dishwasher as it currently stands. Mr. Hutt Vater noted that the parts will likely be warrantied. There was discussion about the \$1000 being a gamble but likely a safe one given the brand name. Mr. Buckley noted that a new dishwasher may not fit in the space. Ms. Trimboli suggested adding it in the capital improvement planning, or potentially bundling the LES kitchen remodel.

Ms. Trimboli reported that the schools are ending their 2nd trimesters. They are beginning assessments soon, so the schools are dealing with that scheduling. She continued Ms. Powden's discussion about the data dive. LES and BRHS are also looking at reducing the achievement gap and following the TRSU footsteps. Currently she is piloting the plan, do, study, act process with 2 students in each of grades 3-6 to see how it can be implemented. She called this time "March Madness" with the busy-ness of the school schedule.

There was discussion about pre-school registration beginning in the end of April, beginning of May. Ms. Trimboli will put out the date in the NewsFlash. She reported on the limited school transfer program applications being opened up for both elementary and middle school students. The deadline is April 19 and applications are sent to the TRSU.

X. NEW BUSINESS:

A. Policies, First Read

- i. **C07** Board Member Education,
- ii. **E1:001** Procedure (Fiscal Management and General Financial Accountability),
- iii. **H08** School Community Relations,
- iv. **H09** Visits by Parents, Guardian Community Members or Media

The board will review the policies and consider them for the next meeting.

B. Public Relations Proposal

Ms. Hollebeek reported that the PR committee is looking to focus on the activities on page 7, specifically the weekly blog. There have been discussions about who will be responsible for the content and where the information will be posted. Ms. Tarbell noted that the website appears to have been updated and it looks nice. Ms. Powden reported that this is due to Ms. Moeykens work, and is more professional and modern. Ms. Hollebeek will share the board's

concerns raised at the last meeting to the next committee meeting and will report back to this board.

C. Ranger Solar

Ms. Hammond reported that the district received the \$75,000 from Ranger Solar that had been promised. She understood that the goal was to put the tar replacement against the \$75,000 and use the rest of the funds toward the gym floor replacement. She reported on the approved quote and the various expenses. They used the remaining \$19,500 from LEAF funds and the remainder of the Ranger Solar Funds, leaving a remaining balance of about \$76,000. She reported on the loan and the annual payments. She discussed some options for paying back the loan. Mr. Buckley noted that he would like to see the loan paid off as soon as possible. There was discussion about the paving overage. They had budgeted about \$15,000, but it came in at about \$32,000. They will need to make up that deficit out of the fund balance or out of next year's budget. Ms. Hammond felt that the budgeting should be able to cover that expense. There was discussion about the local funding for the Title I positions not being needed so some of that can offset that overage. Ms. Trimboli suggested that the board should not use the Ranger Solar funds for anything other than what was intended in prior discussions. She wanted it to be clear that the Ranger Solar funds are being used for the gym floor to avoid any concerns with perception of the expenditure of the funds. The board consensus was that the entire \$75,000 from Ranger Solar is being spent on the gym floor.

XI. PUBLIC COMMENTS:

None.

XII. EXECUTIVE SESSION:

A. Labor Relations

Ms. Tarbell **moved** to enter executive session at 7:00 p.m. to discuss negotiations for Non-Bargaining staff inviting Ms. Trimboli, Mr. Hutt Vater, Ms. Hammond and Ms. Powden after finding that discussion in open session would put the public body or an individual at a disadvantage. Ms. Alberty seconded and the motion carried unanimously.

The board returned from executive session at 7:34 p.m.

Ms. Tarbell **moved** to approve spending \$13,681 for pay increases for the maintenance position at Mt. Holly, the administrative assistant at Mt. Holly, and the associate principal at BRHS/LES as discussed in executive session for the purpose of improving pay equity, and to approve a 2.75% pay increase for the non-bargaining support staff and a 2.5% salary increase for the principals to keep inline with the teacher's negotiated salary increase. Ms. Alberty seconded and the motion carried with no opposition.

XIII. NEXT MEETING DATE AND AGENDA:

The next meeting will be on April 10, 2019 at BRHS at 6:00.

XIV. ADJOURNMENT:

Ms. Alberty **moved** to adjourn at 7:38 p.m. Mr. Buckley seconded and the motion carried unanimously.

Respectfully submitted,

Amber Wilson
Board Recording Secretary