

**REGULAR MEETING OF THE  
SOUTH BURLINGTON SCHOOL BOARD  
WEDNESDAY, APRIL 18, 2018  
Executive Session at 6:00 P.M.  
Regular Meeting at 7:00 P.M.  
Frederick H. Tuttle Middle School Library**

**PRESENT**

Elizabeth Fitzgerald, Martin LaLonde, Bridget Burkhardt, Alex McHenry, Steve Wisloski

**ADMINISTRATION/STAFF**

David Young

**GUESTS**

None

**EXECUTIVE SESSION**

The Board entered executive session at 6:00 p.m. to discuss labor negotiations with administrators and to consider confidential attorney-client communications made for the purpose of providing professional legal services to the school board concerning legal matters and added that it would be significantly disadvantageous to the district not to do so in executive session. The Board requested that David Young attend executive session. The motion was approved.

**Discussion Regarding Labor Negotiations with Administrators**

In: 6:07 p.m.

Out: 6:47 p.m.

No Action

Martin LaLonde arrived at 6:11 p.m.

**Discussion Regarding Legal Matters**

In: 6:47 p.m.

Out: 6:56 p.m.

No Action

The executive session was closed at 6:57 p.m.

**PRESENT**

Elizabeth Fitzgerald, Martin LaLonde, Bridget Burkhardt, Alex McHenry, Steve Wisloski, Alex Escaja-Heiss and Arnel Husrefovic

**ADMINISTRATION/STAFF**

David Young, Stuart Weiss, Patrick Burke, Meg Collins

**GUESTS**

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**REGULAR SESSION**

The meeting was called to order at 7:01 p.m.

**COMMENTS FROM THE PUBLIC**

Alex Escaja-Heiss informed the Board that she along with other South Burlington High School students have been compiling and updating a Condom Availability Protocol that they hope to implement at the high school. This has been supported by the principal, health teachers, and nurses. She would like to discuss this protocol with the Board. Elizabeth Fitzgerald and David Young will discuss this at another time and will determine next steps.

**AMENDMENTS TO THE AGENDA**

Consent Agenda correction – Eric Stone position is 1.0 Math Teacher.

**ANNOUNCEMENTS/STUDENT REPRESENTATIVE REPORT**

Student representatives to the Board, Alex Escaja-Heiss and Arnel Husrefovic provided the following announcements:

- Tonight is the 38<sup>th</sup> Annual Arts Festival, a wonderfully rich annual tradition showcasing the arts and music programs of our students. This year for the first time, elementary school music performances will be part of the event.
- Chamberlin School will host its annual PTO Fun Run on May 11, a much-loved school event that emphasizes all-school participation and community building.
- Orchard School and Rick Marcotte Central School have joined Chamberlin School in offering Kindergarten Registration this week; extending a warm welcome to our soon-to-be kindergarten students and their families who will join our schools in August 2018.
- F. H. Tuttle Middle School is deep in the process of their spring musical *The Sound of Music*, with performances planned for May 11 and 12.
- South Burlington High School has been celebrating *Speak Week*, a week-long opportunity to give students a voice and to hear from special guest speakers.
- Big Picture Spring Exhibitions took place this week. David Young noted that Alex Escaja-Heiss had a spring term exhibition. She covered some of the projects she has been working on this semester and her service thesis project.
- Big Picture senior Nate Ploof shared his short film entitled *Only the Lonely* with a follow-up Q & A at a public event on April 12; the film focused on the topics of mental health, depression and suicide prevention. After the event, Charlotte McCorkel, Howard Center staff member and form First Call Director, received Nate's permission to use his film in all future suicide prevention trainings she conducts throughout Vermont and beyond.
- Chorus concert for Sunday has been canceled.

- A student directed show titled, "I Don't Want to Talk About It" was shown on April 9 & 10 at the high school.
- On April 10 South Burlington High School hosted the SATs for grade 11 students, Fitness Gram Pacer test for grade 10 students and SBAC for grade 9 students.
- April 6 - Band and chorus students took a trip to New York City.
- Friday is National Walk-Out Day. Scheduled at 10 am, students will meet on the turf. There will be guest speakers and student speakers. Students are expected to return to class, however, Arnel Husrefovic noted that most students plan to leave school after the two-hour protest. Arnel noted that this is a political protest calling on congress and local leaders to push for gun laws and background checks. Elizabeth Fitzgerald asked about the school's protocol for activism. David Young and Patrick Burke provided an explanation of what an unexcused absence would mean for the students.

#### **LETTER OF INTENT FROM THE CITY OF SOUTH BURLINGTON REGARDING LAND EXCHANGE**

David Young received a response from the city regarding the subcommittee for the land exchange. Helen Riehle and Kevin Dorn will meet with David Young and Elizabeth Fitzgerald on Friday to discuss the construct of the subcommittee and identify some of the specifics on the property and evaluate next steps.

Elizabeth noted a question from a community member about access to the Central School property. A November 2016 ballot item went to the voters approving the funding for the TIF district. At that time, the question of permanent access from Market Street to the Central School property came up. Following that vote, negotiations with a private landowner began but were not successful due to some restrictions that would be disadvantageous to the school district at that time. Subsequent to that, the Development Review Board (DRB) modified the regulations, such that any party that developed the land that the city has an option on would provide easement to ensure access to the school property. In addition, a small piece of property was requested in the Letter of Intent for the Midas Street/Garden Street connection. Sometime in the future, a similar easement to the Market Street easement will be granted for access to the school property from Garden Street.

Market Street is scheduled to have various shutdowns for construction improvements. Conversations are going on now to determine access and entrance to the school during the construction.

Additional details will be worked out with the subcommittee. The committee will discuss identified concerns, parking, traffic flow, access to the Allard Square building, Board's fiduciary responsibility around Central School property, continuous safety at schools, and the noise study at Chamberlin School. Elizabeth noted there was no need for action because they are working with a subcommittee. Community member, Diane Bugbee requested that they support the city's proposal and provided her reasoning for this.

A community member requested clarification on the easement. David said that any

development, no matter who purchased the property, had to ensure there was access to the school property and stated this is a requirement of the Development Review Board.

### **SUPERINTENDENT'S REPORT**

#### **Enrollment and Staffing Update**

David Young provided an update on enrollment and staffing including projected core teacher FTE requirements as well as the projected student enrollment at each school.

#### **Leave of Absence Guidelines**

David Young provided guidelines used for a leave of absence requests. There was discussion with the Board.

#### **Teacher Evaluation System Pilot Update**

David Young and Stuart Weiss provided an update to the Board on the teacher evaluation system. The pilot is based on a study by Kim Marshall. Teachers being evaluated in this pilot year will have one formal planned observation and five short unannounced visits. Teachers have found this experience to be more meaningful than a system based solely on formal observation. The administrative team is weighing in on next steps in order to have a new system in place for the FY19 school year.

#### **Update on South Burlington School District Safety Summit**

David Young and Elizabeth Fitzgerald will meet with Alex Escaja-Heiss and Arnel Husrefovic, along with Rob Evans, Vermont School Safety Liaison and Christa Chambers, District Emergency Response and Crisis Planning Coordinator, to talk about the plan for a safety summit. This summit is to give an update of where we are, what we are thinking about, what we are struggling with and to listen to the community as they ask specific questions. The date will be discussed at this meeting. David Young is looking for this to take place in the early part of May.

### **STAFF VOICE MECHANISM**

Elizabeth Fitzgerald noted at the time of the vote that she, Bridget Burkhardt, and other candidates were hearing from constituents about the ability for staff to have a voice regarding issues or processes that come before the Board including budget planning. Current mechanisms allow for feedback to the Board through building administrators, staff meetings, board meetings, emails and phone calls and through the Superintendent and public comment at the board meetings. Elizabeth asked the Board for feedback around potential ideas for other mechanisms. Several suggestions were presented from Board members. David Young said they could reach out to other policy governance boards to see if they have a staff voice mechanism. He will contact the Vermont School Boards Association for guidance. He noted there are many mechanisms already available in the district and all mechanisms may need to be reinforced.

### **MASTER PLANNING AND VISIONING**

#### **Update on the Status of Sound Insulation at Chamberlin School**

David Young provided an update on the status of sound testing at Chamberlin School. Last week there were two days of testing; outside testing, inside testing (open and closed classroom), and on a person. They will test again next week. Commercial traffic and Air Guard outbound and inbound traffic were recorded. The Federal Aviation Administration (FAA) measures the sound day/night noise level. What we will be getting

back from the testing being performed by ATC Group Services, LLC is the incidental noise levels.

The district has been requesting sound insulation from the FAA and the Burlington International Airport (BIA) for immediate sound proofing of Chamberlin School. BIA submitted a grant to the FAA for sound insulation and it is now being reviewed.

The technical advisory committee is on pause until the noise exposure map is updated and then they will bring back the technical advisory committee to help advise them along the way.

David noted that he received a public records request from the Burlington Free Press for all correspondence specific to the work going on with the FAA, BIA, and the sound study results.

### **Committee Work Update**

The District is in the final review stage of Phase 1. This portion of the work was awarded to Dore and Whittier. The work consists of an architectural, civil (site), structural, mechanical, plumbing, electrical and hazardous materials study of our facilities. A final copy of the report from Dore and Whittier will be ready in two weeks. After Board review and discussion at their subcommittee meetings in April, this report will be posted on the Master Planning and Visioning page found on the District's main web page.

### **DORE AND WHITTIER STRUCTURAL, ELECTRICAL, AND MECHANICAL PHASE 1 ASSESSMENT**

Rob Fitzgerald of Dore and Whittier presented an overview of the Master Plan – Site & Building Assessments – Phase 1. The following items were presented:

- Process and Schedule Overview
- Site and Building Assessment
- Capital Improvement Plan
- Next Steps

The Board discussed the information presented and had several questions for Rob.

### **POLICY REVIEW**

#### **Executive Limitations Policy 2.4, Detail Policy #8**

This is the second reading of detail policy #8. The Board reviewed the policy. There were no comments. This policy will be brought back for a third reading on May 2.

#### **Policy B1 – Board Member Conflict of Interest**

This is the first reading of Policy B1. Elizabeth Fitzgerald noted that there should be a remedy for conflict of interest which this policy does not have. This policy will be updated and brought back to the May 2 meeting for a second reading.

#### **Policy B2 – Board Member Code of Conduct**

This is the first reading of Policy B2. Elizabeth noted that this policy should have a remedy for any code of conduct issue. It was suggested that David check in with the VSBA on this. This policy will be brought back to the May 2 meeting for a second

reading.

### **Guidelines on Social Media Communications**

The Board reviewed guidelines on social media communications. Bridget Burkhardt mentioned that the Board does maintain a Facebook page for information only and is used to direct people to other school district resources. Bridget Burkhardt will draft a modification of the guidelines to include the Board Facebook page.

### **EXECUTIVE LIMITATIONS POLICY MONITORING**

#### **Ends Monitoring – Academic Proficiency**

David Young provided an update to the Superintendent's interpretation. There was discussion. This policy will be brought back to look at the interpretation of 1.2 Academic Proficiency and the summary.

#### **2.10 Curriculum Development and Review**

Stuart Weiss provided updates to 2.10 Curriculum Development and Review. The Board found the report to be in compliance.

### **SET AGENDA FOR THE MAY 2, 2018 MEETING**

The Board discussed the agenda for the May 2, 2018 school board meeting.

### **FUTURE AGENDA ITEMS**

The Board reviewed the future agenda items.

### **CONSIDER THE MINUTES OF THE MEETING OF APRIL 4, 2018**

Elizabeth Fitzgerald announced general consensus of the Board to approve the minutes of April 4, 2018. There were no objections.

### **CONSENT AGENDA**

#### **Hires**

Michelle Cannon, 1.0 FTE School Nurse at Rick Marcotte Central School

Anna Chang, .20 FTE World Languages Teacher at South Burlington High School

Alexis Scott, .50 FTE Elementary Teacher at Rick Marcotte Central School

Meghan Sweet, 1.0 FTE Director of Guidance/CAS at South Burlington High School

#### **Retirement/Resignation**

Maureen Caruso, 1.0 FTE Elementary Teacher at Rick Marcotte Central School

Jane Dall, 1.0 FTE Reading Recovery Teacher at Chamberlin School

Carolyn King, 1.0 FTE Special Education Teacher at Rick Marcotte Central School

Debra Paul, 1.0 FTE Science Teacher at Frederick H. Tuttle Middle School

Eric Stone, 1.0 FTE Math Teacher at South Burlington High School

On behalf of the Board, Elizabeth Fitzgerald expressed her thanks to the retirees for their many years of service to the District. She announced general consensus of the Board to approve the consent agenda as presented. There were no objections

**ACCOUNTS PAYABLE ORDERS #39, #40, AND #41**

The Board reviewed accounts payable orders #39, #40 and #41.

**ACCOUNTS PAYABLE ORDER CHECK TO ESSEX WESTFORD ECUUSD #51 IN THE AMOUNT OF \$71,254.50**

Bridget Burkhardt moved that the Board approve accounts payable order check to Essex Westford ECUUSD #51 in the amount of \$71,254.50, Alex McHenry seconded the motion. All were in favor. The motion was approved.

**ADJOURNMENT**

Martin LaLonde motioned to adjourn the meeting, Bridget Burkhardt seconded the motion. All were in favor. The motion passes.

The meeting adjourned at 9:49 p.m.

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Elizabeth Fitzgerald, Chair

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Bridget Burkhardt, Clerk