

**REGULAR MEETING OF THE
SOUTH BURLINGTON SCHOOL BOARD
WEDNESDAY, JUNE 20, 2018
Executive Session at 6:00 P.M.
Regular Meeting at 7:00 P.M.
Frederick H. Tuttle Middle School Library**

PRESENT

Elizabeth Fitzgerald, Bridget Burkhardt, Alex McHenry (via phone), Steve Wisloski

ADMINISTRATION/STAFF

David Young, John Aubin

GUESTS

None

EXECUTIVE SESSION

The Board entered executive session at 6:05 p.m. to discuss labor negotiations with administrators, teachers, and support staff and added that it would be significantly disadvantageous to the district not to do so in executive session. The Board requested that David Young and John Aubin attend executive session. The motion was approved.

Discussion Regarding Labor Negotiations with Administrators, Teachers, and Support Staff

In: 6:05 p.m.

Out: 6:57 p.m.

Alex McHenry joined the conversation at 6:12 p.m. via phone

No Action

The executive session was closed at 6:58 p.m.

PRESENT

Elizabeth Fitzgerald, Bridget Burkhardt, Alex McHenry (via phone), Steve Wisloski

ADMINISTRATION/STAFF

David Young, John Aubin, Delina Gilroy, Stuart Weiss

GUESTS

6

REGULAR SESSION

The meeting was called to order at 7:03 p.m.

COMMENTS FROM THE PUBLIC

There were none.

AMENDMENTS TO THE AGENDA

Mr. Young amended the agenda to add the retirement of Kathy Kaye to the consent agenda.

ANNOUNCEMENTS

- David Young said a successful graduation ceremony was held this week and thanked Bridget Burkhardt for welcoming everyone.
- This is the last Board meeting for John Aubin and Stuart Weiss. David Young thanked them.
- The third annual curriculum camp was held the last two days with 75 K-12 teachers participating.

CITY AND SCHOOL COLLABORATION

David Young noted that he currently does not have another date set to meet with the city, but they are working to schedule one.

Based on the fact that the Governor's veto was not overturned do we know how this will impact the district? David Young will meet with the city to discuss the different scenarios.

A Board member asked if there are funds that come from the state during the summer that may be held if the state does not have a budget in place. Yes, Special Education funds from FY18 but they should not be impacted because they are not from the FY19 fiscal budget. The funding comes at the end of August so this could be a cash flow problem which might require the district to approve a tax anticipation note.

SUPERINTENDENT'S REPORT

Non-Resident Middle School Student Enrollment and Tuition Agreement between the South Burlington School District and the Grand Isle School District for Seventh and Eighth Grade Tuition Students

Mr. Young said the Colchester, Essex-Westford, and South Burlington School Districts are asking their respective Boards if they would be willing to accept 7th and 8th Grade tuition students from the Grand Isle School District. The districts are working together with attorneys on a tuition agreement for these students. Twenty-one students are in the 7th and 8th grade at Grand Isle School District. This is a one-year only tuition agreement.

The Board asked for additional information including:

- Incremental costs for the 21 students.
- What is the upside risk?
- Cost/benefit analysis

Elizabeth Fitzgerald suggest getting a commitment from these families that the students would then attend South Burlington High School if we agree to offer the families non-resident status for seventh and eighth grade.

This will be brought back to the July 11 School Board meeting for consideration.

Legislative Update

- No resolution by the state to the possible budget freeze.
- Special Education Law and grant funding are directly tied to the current budget situation.

CONSIDER SIDE LETTER OF AGREEMENT FOR SOUTH BURLINGTON EDUCATORS ASSOCIATION EDUCATION SUPPORT PROFESSIONAL UNIT (SBEA ESPU) COLLECTIVE BARGAINING AGREEMENT

Bridget Burkhardt said the District had to transition, mid-year, to an alternate third party administrator for HSAs and HRAs due to the fact that Future Planning decided to exit the business. This transition occurred on May 1 and the administration of prescription benefits and reimbursements are in question by the SBEA ESPU bargaining group.

Bridget Burkhardt said that at this point the School Board and the SBEA ESPU group have not reached an agreement. Discussion is continuing with the SBEA ESPU bargaining group and they plan to meet again soon.

MASTER PLANNING AND VISIONING**Update on Status of Sound Insulation at Chamberlin School**

David Young discussed noise mitigation and noted that he, Bart Miceli, and John Stewart met with the Payne Jones Group consulting firm today at Chamberlin School at 3:30 p.m. regarding acoustical testing which they will conduct on August 13 at Chamberlin School. This is for the eligibility for grant funding. They did validate the FICON level of 45 dnl which would qualify us for funding. This would have to go through a Federal RFP process to do the work.

Committee Work Update

David Young provided the Board with the following update on the Master Planning and Visioning work.

TASK #1 (a) – Identify the Specific Needs for Upgrades at the High School and Middle School by June 30, 2018.

Dore and Whittier Architects, Inc. completed the Facilities Assessment of SBHS and FHTMS on April 24, 2018. This can be found under tabs 7 & 8 of the Master Planning & Visioning Binder. The output consisted of:

- a. The documentation of Existing Conditions & Physical Assessment of the site and buildings has been provided (refer to tab 8, sections C & D, in the Master Planning & Visioning Binder).
- b. An identification of the potential and suggested capital improvements needed has been provided in the same section of the report. (also refer to tab 8, sections C & D, in the Master Planning & Visioning Binder).
- c. A capital Improvement plan and Cost Estimates in great detail for the suggested improvements is found under tab 8, section E of the Master Planning & Visioning Binder.

- d. An architect with the firm, Roberto Fitzgerald, provided an overview of the report at the April 18, 2018 meeting of the South Burlington School Board. Please refer to tab 7 for this overview.
- e. The total **estimated** cost of all projects identified is \$31,574,580 between the two schools. The list of projects with a high priority (referred to as Category 1), which should be completed by the end of two years, is \$3,713,657 for the Middle School and \$558,319 for the High School (refer to tab 8, page E-1-2).

The next steps in the evaluation of these two secondary schools, stated simply, follow below:

- a. Complete Task #1(b) below which is an assessment of the educational value of upgrades, etc.
- b. Review the category 1 projects, found on page E-1-2 of tab 8, and begin to plan for Board approval of specific projects, prepare RFP's, and secure funding via bonding, capital leases, grants, or other sources. Identify specific dates when these projects could take place.
- c. Review the funding level of our facilities staff to ensure that sufficient district FTE resources are available to coordinate all of the work that needs to be accomplished. Consider including a Clerk of the Works in FY20 budget for major projects such as the FHTMS roof replacement and entrance modifications at both schools, which are high priorities.
- d. Coordinate with the City of South Burlington regarding their projected need for bonded debt so that the School Board and City Council can be in synch when presenting funding issues to the citizens of South Burlington. Their capital plan, which is found in the FY19 budget book, shows a considerable amount of bonded debt planned in the next ten years.

TASK #1(b) An assessment of educational value of upgrades at SBHS and FHTMS, the estimated timeline for this work, and estimated costs of these upgrades.

Funding for this second part of the review at our secondary schools has been included in the FY19 budget. All four of the architectural firms that originally provided proposals in summer, 2017 will be interviewed for task #1(b) and will submit and/or resubmit proposals. It was also discussed that an individual would be needed to advise on the desired educational outcomes of the District. This person could be someone other than an architect and the design of the RFP will reflect this. This process will start in July 2018 with completion and recommendations required no later than December 1 in order to inform the FY20 budget. The composition of the group to evaluate proposals and options at the Board Level, as well as who would be involved from the high and middle schools, needs to be determined.

TASK #2 – Identify and setup a system to monitor and report issues that are impacting or may impact the District's ability to maintain/improve the quality of Prek-12 public education by April 30, 2018 or any threats to the health and education outcomes to students caused by the location and/or physical space of the Chamberlin Elementary School.

We have looked at the elementary schools in depth, and have developed the Analysis of Elementary School Threshold Criteria as a product that can be updated on a regular basis (perhaps on a semi-annual basis). This tool provides the framework for monitoring and reporting issues when one or more of the areas of concern become a threat to health and educational outcomes. (Refer to Tab #3 pages 33-57 for this analysis.) The scoring will be reviewed at this

June 20, 2018 Board meeting.

In order to have relevant data for this monitoring system, the district looked in depth at enrollment, capacity, and noise levels at Chamberlin School.

1. Enrollment and demographic data provided by an outside demographer Dr. Jerome McKibben.
 - a. The final Demographic Study was issued in December 2017 and is found in Tab 6 pages 1-20. It included the actual enrollment for FY 18, which became available from the State in early November.
 - b. A summary of this report which highlights the enrollment forecast for all district schools is found under tab 5, pages 1 – 12.
2. Capacity at each of the elementary schools has been updated based upon the current use of school spaces as well as the change in function of the schools since the last capacity study from 1998. This review was done internally with significant assistance from the Board Subcommittee and the Principals at each school. The capacity update can be found under tab #3, pages 1-32
3. Noise Monitoring at Chamberlin via The ATC Noise report (see Task #3 below)

Task #3 – Develop a contingency plan by April 30, 2018 to ensure equitable delivery of elementary educational services in South Burlington should the Chamberlin Elementary School need to be closed.

We have baseline data to measure against a new level when the Vermont Air Guard operations change in September 2019. The testing indicates that these measurements are in line with the prior FEIS study that had been undertaken by the FAA. The one variance from that study is that the number of observed aircraft noise events in excess of 75 dBA were higher than the baseline indicated in that study. Please refer to tab #4 for the Baseline Noise Survey Report prepared by ATC in May 2018.

We also have found that the noise level in the school conforms to the VOSHA statutory requirements for employee exposure to noise in the workplace.

Finally, the FICON levels recommended for schools are 45 dBA for indoor and 55 dBA for outdoor DNL exposure at schools. The readings at Chamberlin exceeded these recommendations.

The plan to address this consists of these steps:

- a. Provide better soundproofing of the school by July 31, 2019 to assist us in reaching the FICON level, if possible.
- b. Seek the services of a local medical professional (perhaps an Otolaryngologist) to assist us in the determining the health effects on students who are exposed at this higher level.
- c. Provide funding for additional noise monitoring at Chamberlin in October 2019 after operations change at the airport.

Although the plan is to soundproof Chamberlin School, the Board would still like to have a plan in place in the event that we need to move forward with some of the contingency plans previously presented. This would be in the form of a tradeoff analysis of significant investments.

Task #4 – Revitalize the District’s strategic plan starting with an analysis of the current strengths, weaknesses, opportunities, and threats (Phase One) SWOT and develop a plan for additional phases of a strategic planning process by December 31, 2018. The information gathered in the Master Planning and Visioning process will form a starting point for the analysis.

The process and format of this analysis can now be determined based on the data collected under tasks 1 – 3 above. This should be discussed and settled in the Board’s subcommittee over the summer months.

David Young provided an overview of the Elementary Threshold Analysis.

School Board Comments:

- Capacity graph for each school individually. Do not lump all three elementary schools together. Use three different lines on how we access capacity, not just one line.
- Task 4 on the SWOT Analysis – need to continue that dialogue.
- Missing some of the district-wide analysis.
- Need to do a deeper dive on the structural, mechanical, and electrical at the elementary schools. Has some of this work already been done? How urgent is this?

Mr. Young said he would like to meet with the Board members individually to discuss suggestions and next steps.

EXECUTIVE LIMITATIONS POLICY MONITORING

2.1 Treatment of Parents and Guardians

The Board reviewed monitoring report 2.1. The monitoring report was approved as presented.

VERMONT SCHOOL BOARDS ASSOCIATION RESOLUTIONS

This will be added to the August 1 agenda. David Young will send the VSBA information on resolutions to the Board members.

SET AGENDA FOR THE JULY 11, 2018 MEETING

The Board discussed the agenda for the July 11, 2018 school board meeting.

FUTURE AGENDA ITEMS

The Board did not discuss this item.

CONSIDER THE MINUTES OF THE MEETING OF JUNE 6, JUNE 11, AND JUNE 14, 2018

Elizabeth Fitzgerald announced general consensus of the Board to approve the minutes of June 6, June 11, and June 14, 2018 as presented. There were no objections.

CONSENT AGENDAHires

Carol McNair, 1.0 FTE Mathematics/Literacy Intervention Teacher at Frederick H. Tuttle Middle School

Elizabeth Stockbridge, 1.0 FTE Science Teacher at Frederick H. Tuttle Middle School

Retirement

Kathy Kaye, 1.0 FTE Language Arts Teacher at Frederick H. Tuttle Middle School

Bids

Rubbish and Recycling Services

Server Room Uninterruptible Power Supply

Review and Consider Addition to the Lease Approved on June 6 for One-to-One Computers

Other

School's Out Uncollected Debt from 2015-2016

Elizabeth Fitzgerald asked that the position of Director of Operations and Financial Management be removed from the consent agenda and discussed separately.

Elizabeth Fitzgerald announced general consensus of the Board to approve the consent agenda with the removal of the hire of the Director of Operations and Financial Management. There were no objections.

Director of Operations and Financial Management

Gary Marckres, 1.0 Director of Operations and Financial Management, District

David Young said this will allow for us to retain and hold on to existing staff with the redistribution of responsibilities in the business office. He said we will need to hire outside resources to provide additional analytical work requested by the School Board. A Board member said they hope Gary will challenge himself to step up to the financial challenges of the position.

Elizabeth Fitzgerald announced general consensus of the Board to approve the hire of Gary Marckres as the Director of Operations and Financial Management.

ACCOUNTS PAYABLE ORDERS #49 AND #50

The Board reviewed accounts payable orders #49 and #50.

ACCOUNTS PAYABLE CHECK TO HOWARD CENTER FOR HUMAN SERVICES IN THE AMOUNT OF \$94,565.01

Steve Wisloski moved and Bridget Burkhardt seconded the motion to approve the Accounts Payable Order Check to Howard Center for Human Services in the amount of \$94,565.01. All were in favor. The motion passes.

ADJOURNMENT

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

The meeting adjourned at 9:42 p.m.

Elizabeth Fitzgerald, Chair

Bridget Burkhardt, Clerk