

**REGULAR MEETING OF THE  
SOUTH BURLINGTON SCHOOL BOARD  
WEDNESDAY, NOVEMBER 15, 2017  
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, Steve Wisloski

**ADMINISTRATION/STAFF**

David Young, John Aubin

**GUESTS**

No guests

**EXECUTIVE SESSION**

The Board entered executive session at 6:00 p.m. to discuss labor negotiations with teachers and legal matters and added that it would be significantly disadvantageous to the district not to do so in executive session. The Board requested that Mr. Young and Mr. Aubin attend executive session. The motion was approved.

**Discussion Regarding Labor Negotiations with Teachers**

In: 6:00 p.m.

Out: 6:15 p.m.

No Action

**Consider Confidential Attorney-Client Communications**

In: 6:15 p.m.

Out: 6:49 p.m.

No Action

The executive session was closed at 6:49 p.m.

**PRESENT**

Elizabeth Fitzgerald, Bridget Burkhardt, Alex McHenry, Steve Wisloski

**ADMINISTRATION/STAFF**

David Young, John Aubin, Delina Gilroy, Stuart Weiss

**GUESTS**

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**REGULAR SESSION**

The meeting was called to order at 7:00 p.m.

**COMMENTS FROM THE PUBLIC**

There were none.

**AMENDMENTS TO THE AGENDA**

There were no amendments.

**ANNOUNCEMENTS/STUDENT REPRESENTATIVE REPORT**

Mr. Young provided the following announcements:

- The annual Veteran's Day Assembly this past Friday, November 10, at the high school was a wonderful success. Two SBHS students gave speeches and a third student shared stories of local veterans in a short film he prepared for the assembly. A slide show is now on the SBSD homepage.
- Chamberlin School held a food drive which culminated in an assembly on Tuesday. 246 pounds of food were collected!
- Orchard School will hold its annual International Night and Book Fair on Thursday, November 16.
- Rick Marcotte Central School held a community-wide movie night on November 11.
- Frederick H. Tuttle Middle School is gearing up for its winter after-school clubs and activities, including the ever-popular Bolton Ski and Ride.
- The SBHS Musical, *The Addams Family*, will be performed Thursday, Friday and Saturday nights this week, all at 7 p.m. at SBHS.
- Congratulations to SB ITE teacher Lauren Parren. She was recently given the Frank Watson Outstanding Technology Educator Award at VITA-Learn Vermont Fest.
- Solar Array Ribbon Cutting Ceremony and Press Conference is November 16 at 1:00 p.m.

**CITY AND SCHOOL COLLABORATION**

Mr. Young and Ms. Fitzgerald have not met with the City since the last Board meeting. Ms. Burkhardt asked about the Letter of Intent (LOI) with the City regarding the land around RM Central School and where it stands. Mr. Young said he recently learning that the proposed recreational building is not part of phase one of the current plan so the LOI with the City is no longer needed.

**SUPERINTENDENT'S REPORT****Community Library**

Mr. Young provided the Board with an update on the community library move from the high school. The community library shut down at the high school location on November 9 and will reopen in December at their new location in the University Mall. The high school administration and library staff are currently reviewing the use of the vacated space in the library.

**WINOOSKI SCHOOL DISTRICT TRANSPORTATION BID PROPOSAL**

Mr. Young presented the transportation bid proposal submitted to Winooski School District from South Burlington School District. The proposal is for the transportation of Winooski students to school (morning bus run only) during the months of January, February, and March. The Board discussed the proposal. Mr. Wisloski said the District needs to better understand what our exposure would be through our insurer, Vermont

School Boards Insurance Trust. He would like the administration to obtain a written, formal memo from VSBIT saying that the South Burlington School District (SBSD) is covered identically for Winooski students riding SBSB buses as the District is for SBSB students riding SBSB buses.

Mr. Wisloski moved that the Board approve the agreement with Winooski School District Bid proposal to transport Winooski students to school (morning bus run only) during the months of January, February, and March, contingent upon Winooski School District receiving a waiver from the Agency of Education, as they only received one bid, and a formal memo from VSBIT regarding insurance coverage. Ms. Burkhardt seconded the motion. The motion was passed.

Ms. Fitzgerald would like an assessment on the actual cost of the pilot to South Burlington at the end of the transportation period.

## **FY 2019 BUDGET**

### **Stewardship Plan Needs and Funding Recommendation**

Mr. Young and Mr. Aubin presented on the individual School Board budget line item budget, the enrollment history, and the five-year stewardship plan items scheduled through the FY 2022 budget with a focus on the items scheduled for completion in FY 2019.

Mr. Aubin provided a detailed overview of the stewardship plan. The Board discussed the proposal, asked questions, and made suggestions. They would like each of the items to reflect:

- routine preventative maintenance and possible risk of failure details, if applicable
- Student outcomes
- Is it required for compliance?
- Administrative prioritization of the items in the stewardship plan

The administration will bring a revised stewardship plan to the next meeting.

The Board discussed a services run-rate budget and asked what the administration need to provide this to the Board. It would be helpful to the budget planning process if the Board could see what the impact is of recently settle contracts on the tax rate in order to begin to comply with the Governor's recent letter.

## **MASTER PLANNING**

### **Committee Work Update**

Mr. Young and Ms. Burkhardt updated the board on the Master Planning (MP) activities. The MP subcommittee met yesterday. Mr. Young would like to contract with ATC for Noise Testing Specifications to determine a baseline for current operations at Chamberlin School. The purpose of the testing will be to measure noise decibel levels inside and outside of the school with a view toward identifying "Educational Classroom Interference." It is hoped that a report will be ready in mid-January.

Mr. Young recommended that the District contract with ATC as they have proven expertise in this area, their bid is below the threshold for which a decision can be made, and that they will complete the process sooner as time is of the essence. The Board approved the request.

Ms. Burkhardt said that after researching the cost of modular classrooms, it was determined that it is not the financially fiscal route to go. She said Mr. Young informed the group that his thinking is that a contingency plan to deal with a noise issue that could develop will be to press for adequate sound insulation at Chamberlin School. Attorney John Klesch is helping to press this issue with the BIS/FAA. In the interim before Federal funding is secured, a budget item for financing insulation upgrades may be included with the budget vote for FY 2019.

Ms. Burkhardt had a concern about who should lead Phase II of the assessment of the high school and middle school work. Possibly an educational consultant rather than an architect would be a better choice. This will be discussed further as funding is necessary in the FY 2019 budget.

#### **Update on Enrollment and Demographic Forecast**

They discussed three documents presented at the MP subcommittee meeting.

1. Current enrollment data for FY 2018
2. Tuition/Transfer students coming into Frederick H. Tuttle Middle School from districts in Grand Isle County
3. Updated comparison of direct costs between elementary schools.

#### **Decision-Making Rubric**

A rubric was provided by Mr. Young to the MP subcommittee for review and he discussed his notes for possible data updates. This will be a focus of the work of the administration.

#### **Timeline Adjustment**

Mr. Young provided the Board with an updated timeline which includes an adjustment to some of the dates in the original work plan for MP.

#### **Master Planning and Visioning (Revised Deadlines)**

Mr. Young recommend that the Board revise the deadlines for completion of work specified on a resolution adopted on December 7, 2016 as follows (in red).

That the Board will form one or more subcommittees to work with the Superintendent, the team he assigns, and outside consultants as warranted to:

- 1) identify the specific needs for upgrades at the High School & Middle School. It will also assess the educational value of each upgrade, recommend timelines, and estimate costs no later than **April 30, 2019**.
- 2) identify and setup a system to monitor and report issues that are or may impact the District's ability to maintain/improve the quality of prek-5 public education with specific emphasis on providing documentation by **April 30, 2018**, of any impacts

or threats to the health and education outcomes to students caused by the location and/or physical space of the Chamberlin Elementary School. In the meantime, the District will continue to operate the three current elementary schools.

- 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.
- 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.

Mr. Wisloski moved that the Board approve the adjustments to the original timeline as indicated, Mr. McHenry seconded the motion. All were in favor. The motion was approved.

## **POLICY REVIEW**

### **Policy F4 – The Prevention of Harassment, Hazing, and Bullying of Students**

The Board reviewed the policy and the recommendations made by legal counsel. Ms. Burkhardt moved that the Board approve Policy F4 -The Prevention of Harassment, Hazing, and Bullying of Students, Mr. Wisloski seconded the motion. All were in favor. The motion was approved.

### **Policy F6 – Student Alcohol and Drugs**

The Board reviewed Policy F6 – Student Alcohol and Drugs. There was discussion and follow up on the suggested changes at the last meeting. The policy will be brought back to the December 6 meeting for the third reading for action.

### **Policy F8 - Firearms**

The Board reviewed Policy F8 – Firearms. The policy will be brought back to the December 6 meeting for a third reading.

## **EXECUTIVE LIMITATIONS POLICY MONITORING**

### **2.2 Treatment of Staff**

Mr. Young provided Monitoring Report 2.2 Treatment of Staff to the Board and reviewed the changes suggested at the last meeting. The report was approved as presented.

### **2.4 Financial Condition and Activities**

Mr. Aubin provided updates to 2.4 Financial Condition and Activities. The Board reviewed the report, asked several questions, and provided several changes. The monitoring report will be brought back to the December 6 meeting.

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

Mr. Weiss provided an overview of the Academic Proficiency portion of the Ends for Board review. The monitoring report was reviewed and discussed. The report will be

brought back to the December 19 Board meeting.

**SET AGENDA FOR THE DECEMBER 6, 2017 REGULAR MEETING**

The Board discussed the agenda for the December 6, 2017 meeting.

**FUTURE AGENDA ITEMS**

The Board discussed future agenda items.

**CONSIDER THE MINUTES OF THE MEETINGS OF OCTOBER 18 AND NOVEMBER 1, 2017**

Ms. Fitzgerald announced general consensus of the Board to approve the minutes of October 18 and November 1, 2017 as amended. There were no objections.

The Board reminded those in attendance that the December 20 School Board meeting has been changed to Tuesday, December 19.

**ACCOUNTS PAYABLE ORDERS #16, #17, AND #18**

The Board reviewed accounts payable orders #16, #17 and #18.

**ACCOUNTS PAYABLE CHECK TO HOWARD CENTER INC. IN THE AMOUNT OF \$70,352.92**

Ms. Burkhardt moved that the Board approve the accounts payable check to Howard Center Inc. in the amount of \$70,352.92, Mr. McHenry seconded the motion. All were in favor. The motion was approved.

**ADJOURNMENT**

The meeting was adjourned at 9:50 p.m.

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Elizabeth Fitzgerald, Chair

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Bridget Burkhardt, Acting Clerk