

**MEETING:** Oxbow Unified Union School District Board

**DATE:** Wednesday, February 19, 2020

**TIME:** 6:00 PM

**PLACE:** The Inn at RBCTC

**Board members:** Danielle Corti, Angela Colbeth, Melissa Gordon, Timm Judas

**Administrators:** Bruce Williams, Emilie Knisley, Brian Emerson, Jean Wheeler, Lori Blood

**Public:** Amy Hayward, Edith Fogarty, Alex Nuti-de Biasi, *Journal Opinion*

## CALL TO ORDER

### Welcome

- D. Corti called the meeting to order at 6:05 PM.

### Board Business

- Agenda Review

Add to Other: Letter to accompany the Board budget report.

- Approve Minutes of the 1/15/2020, 2/5/2020, and 2/11/2020 meetings.

M. Gordon made a MOTION to approve the minutes of 1/15/2020. T. Judas seconded. ALL VOTED IN FAVOR.

The 2/5/2020 minutes stay in draft form because there wasn't a quorum at the meeting.

T. Judas made a MOTION to approve the minutes of 2/11/2020. D. Corti seconded. ALL VOTED IN FAVOR

M. Gordon abstained.

- No contracts.
- Other

L. Fisher asked for signatures from the scholarship committee for the set-up of the Katrina Munn scholarship account. M. Gordon made a MOTION for the scholarship account to be set up. A. Colbeth seconded. ALL VOTED IN FAVOR.

The Low St. John Forest Grant letter and contract require signatures from the Board Chair in order to proceed with the study. M. Gordon made a MOTION to approve Two Rivers as Project Manager for the project and to approve the signing of the contract and letter. T. Judas seconded. ALL VOTED IN FAVOR.

J. Wheeler will send a thank you note to the Byrne Foundation for their recent contribution.

The Board will communicate via email about the letter that will accompany the budget report. The final draft is due Friday, Feb. 21.

### Public Comment, 6:20

- No public comment

## Reports

### OHS

J. Wheeler's report was included in the meeting packet. T. Judas appreciated the format and asked if the information in the report is conveyed to the community. Could the notes go onto the OHS website?

A. Nuti-de Biasi confirmed that the *Journal Opinion* runs stories as space allows; it would be best to send information about events ahead of time.

- J. Wheeler said they anticipate the April 28 student assembly presentation about vaping will be particularly engaging.

#### River Bend

B. Emerson said the River Bend budget process is complete and thanked everyone for their help.

- The extension to the metal building for metalworking and blacksmithing is complete.
- B. Emerson is working with the AoE towards Perkins funding, and he will be making data requests for the application and surveys that will document how the funding will be used.
- Thetford and Woodsville have expressed interest in cybersecurity classes. The classes require an approval process from the state and a CTE endorsement, so will likely not be available in time for the next academic year.
- Dual enrollment options with Norwich University are being pursued.

#### NES

Report included in the meeting packet.

#### **Budget, 6:34**

##### **Set tuition**

L. Blood reported the calculations are based on the recommendations from the state, using their formulas.

Elementary	10,900
High school	16,900

- The state is always two years behind in their calculations, so there is a perpetual catch-up period.
- The announced tuition does not include special education.
- M. Gordon made a MOTION to approve the Superintendent's recommendation for tuition. A. Colbeth seconded. ALL VOTED IN FAVOR.

#### **Financial update, 6:40**

Plans are underway to prepare talking points for the April meeting, including charting expectations for year-round budgeting.

Reports will be run of the current status of budget, to ascertain what is presently available in the budget.

#### **Possible signing of Warning**

E. Knisley explained that the language in the Warning is being drafted for legal review. The complexity is due to the article pertaining to the addition of Board members, one from Bradford and one from Newbury, each for a three-year term.

#### **Universal meals draft**

B. Williams discussed the option of including Provision 2 as an article on the Warning. The approximate cost is \$195,000.

- Provision 2 would provide free meals to all students.
- If Provision 2 is approved, lunch service would go out for bids.
- Provision 2 is more efficient, cost-effective, per-plate.
- T. Judas noted that food insecurity is an issue in the community, and the community needs to be informed of the benefits of Provision 2.
- B. Emerson noted that teachers frequently pay for students' lunches.
- J. Wheeler commented that the OHS lunch service debt is increasing, and families are unable to afford lunch expenses. She applied, and was granted funds from Food for Kids, that were put toward the debt.

- The consolidation of the schools is supposed to bring equity, and Provision 2 would provide that equity.
- Add the explanation and reasoning behind adding Provision 2 to the budget to the Board's letter that accompanies the budget report.
- B. Williams said a Bill, Hunger Free Vermont, has been introduced, that would enable the state to operate under Provision 2.
- T. Judas will draft a letter to the community about Provision 2.

#### **Further budget discussion**

- E. Knisley said the Bradford preschool will not expand to five days from the present three-day schedule in the next academic year.
  - They are hoping to get funding from the state and want to prepare a proposal for presentation for the state's consideration.
- L. Blood reported the state-provided equalized pupil figure is finalized: 675.52
- L. Blood said there is presently no concern about exceeding the state-mandated excess spending threshold, even with Provision 2 in place.
- The social worker position in the budget is shared among BES, OHS, and NES.
- OHS has added one position: .5 tech
- BES and NES have lost some of their Consolidated Federal Programs funding.
- The BES budget includes the significant repairs needed to the exterior walls.
- M. Gordon made a MOTION to include Provision 2 as a line item in the budget and to approve the budget of \$17,373,392 with an equalized pupil rate of \$18,619. T. Judas seconded. ALL VOTED IN FAVOR.

#### **Policy adoption, 7:55**

Angela Colbeth made a MOTION to adopt the policies listed below. M. Gordon seconded. ALL VOTED IN FAVOR.

- A30 Role & Adoption of School Board Policies
- A31 Board Member Education
- A32 Board Goal Setting & Evaluation
- A33 School Visits by Board Members
- A34 Board Relations with School Personnel
- B30 Staffing & Job Descriptions
- B31 Educator Supervision & Evaluation: Probationary Teachers
- B32 Personnel Files
- B33 Resignations
- C30 Student Medication
- C31 Admission of Resident Students
- C32 Eighteen-Year-Old Students
- C33 Student Assessment
- D31 Selecting Library Materials
- D32 Selection of Instructional Materials
- E30 School Community Relations
- E31 Parental Involvement
- E32 Visits by Parents, Community Members or Media
- F30 Budgeting

**Policy: First read**

## HC1 In-District Transfer Program

There's a March 15 deadline to apply for the next academic year. The Superintendent reviews the request and replies to the family by May 15. Appeals come to the Board.

## E20 Community Use of School Facilities

Group requesting use of building must provide proof of insurance. J. Wheeler said OHS always considers if an event will cost the school, whether it is custodial hours, garbage removal. If the event charges an admission fee is also a consideration.

E21 Distribution of Non-School Sponsored Literature in Schools (option B). In option A, consider adding "at the discretion of the Superintendent or Principal."

**Policy: Revision, 8:20**

Add C24 Interscholastic Sports and H11-Gift Acceptance & Trust Fund Policy (Second Read) to the next meeting's Agenda.

**Items for next month's Agenda, 8:25**

Financial and expenses update and review

Talking points for the budget meeting

Year-round budgeting expectations and scheduling

Second read policy: C24, HC1, H11

Adoption of policies: E20 and E21B

Community pancake breakfast to discuss the budget, tentatively scheduled for March 21

Meeting to review and sign Warning: Feb 27, 4:00 at OESU

Next regular meeting: March 11 at NES

**Public Comment, 8:45**

Amy Hayward asked if the Board will consider what was discussed at the recent Negotiations Committee meeting: the option to allow the children of OUUSD teachers who are residents to attend the school where they work. Include this option in the HC1 policy, rather than as a benefit. Also, does the HC1 policy presently have language in it regarding siblings?

**Executive Session, 9:02**

- On a motion by Timm Judas, seconded by Melissa Gordon, the Board voted unanimously to enter Executive Session at 9:02 PM
- Out at 9:19
- ACTION: No Action Taken
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\*\*Executive Session: Student Matter: Residency/Tuition Adjourn

- On a motion by Timm Judas, seconded by Melissa Gordon, the Board voted unanimously to enter Executive Session at 9:19 PM
- Out of Executive Session at 9:21
- ACTION: Motion to approve request from Parent made by Melissa, Seconded by Timm. Passed Unanimously
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\*\*\*Executive Session: Personnel/Contracts

- On a motion by Timm Judas, seconded by Melissa Gordon, the Board voted unanimously to enter Executive Session at 9:22 PM
- Out at 9:41
- ACTION: No Action Taken

**Adjournment, 9:41**

A. Colbeth made a MOTION to adjourn. M. Gordon seconded. ALL VOTED IN FAVOR.

Respectfully Submitted,

Barbara Briggs