

DRAFT MINUTES

Bradford Academy & Graded School District Board of Trustees

Bradford Elementary School

Bradford, VT 05033

Location: Bradford Elementary School

**** Draft Minutes **** April 8, 2019

Present

Board Members: Kim Frydman, Emily Shipman, Julie Bingell, Angela Colbeth, Lucas Barrett

Administrators: Emilie Knisley, Kate Paxton

Guests: Heidi Allen, Faith Beaudin, Patrick Peters, School Counselor, Erin & Michael Fredieu, Amy Hayward

Call to Order

The Board Chair called the meeting to order at 6:02 p.m. The Board will enter executive session at the beginning of the meeting instead of the end.

Executive Session: Tuition Waiver Request

A motion was made and seconded (Lucas Barrett/Angela Colbeth) to enter into executive session at 6:03 p.m. for the purpose of consideration of student records subject to privacy. Approved 5-0.

Exited executive session at 6:28 p.m.

A motion was made and seconded (Emily Shipman/Lucas Barrett) to approve the tuition waiver request for the remainder of the 2018-2019 school year after reviewing policy. Approved 5-0.

Agenda Review

None.

Approve Minutes

A motion was made and seconded (Julie Bingell/Emily Shipman) to approve the March 18, 2019 minutes with the following changes:

Oxbow Union Unified School District Update- clarify that the process listed to be considered for the merged board is only if Australian ballot method is chosen.

Budget discussion- clarify that if merged by July 1st it *may* benefit Bradford tax payers and *may* be better for all entities. Approved 3-0, Lucas Barrett and Angela Colbeth abstained.

Correspondence

The Board received an email from Jill Larson, paraprofessional letting them know she will not be returning for the 2019-2020 school year. The Board thanked Jill for her service.

Contracts

None

Board Orders

A motion was made and seconded (Emily Shipman/Julie Bingell) to approve the board orders as presented. Approved 5-0.

Other The Board meeting in May will be held before the Annual Meeting on May 15th at 6:00 p.m. at the Bradford Academy.

Public Comment None.

Oxbow Union Unified School District Update Kim Frydman updated the board on the two transition meetings that have taken place. The Transition Board has determined how much to pay the moderator and clerk and meeting dates. There will be a special meeting of the district on May 7th where they will elect four new members – two Bradford residents and two Newbury residents. Anyone interested being on the new board should go to the May 7th meeting, nominations will be accepted from the floor. The newly elected board will meet on May 8th and will warn the budget. June 17th is the anticipated Unified Union School District Budget Vote. Budget documents will need to be prepared and distributed to voters ahead of the vote. April 24th is the next transitional board meeting where the first draft of the OUUSD unified budget will be reviewed.

Community Engagement Emily Shipman distributed new bullet points to be included in the weekly newsletter and Facebook. Kim Frydman thanked Darlene Sanborn for the Act 46 informational board in the entry way at BES.

Low Forest Committee Policy A first read of the Low Forest Advisory Committee policy was distributed with proposed changes. The Board should be prepared with suggestions/edits at the next meeting. There was discussion whether there should be a committee chair, it was decided that it would be left up to the committee to decide.

Principal's Report Kate Paxton distributed and reviewed the Principal's Report. Sansu will be the primary resource for the math curriculum next year. Other teacher resources will be used as needed. The musical was a huge success as well as the Poem Town reception. BES was recognized by the VT Department of Health with the Governor's Excellence in Worksite Wellness Award – Silver Level. Work continues around MTSS. Marla Ianello is assisting schools district wide and has started at BES, clarifying roles and responsibilities as well as identifying the systems that need to be reviewed. This work will help with the implementation of MTSS. Infinite Campus has been chosen as our student information system for next year. Amy Hayward spoke about her positive experience participating in the teacher/leadership cabinet. Emilie Knisley shared that at the next OESU Board meeting they will discuss the existing continuous improvement plan and bridge that with the vision and goal work that the SU has been doing.

Discuss/Approve/Sign BES Annual Meeting Warning Kim Frydman read the Warning for the Bradford Academy & Graded School District's Annual Meeting. Emily Shipman asked if we could use this meeting as an opportunity to provide information about the district merging. Emilie Knisley stated that could be discussed under Article 5. A motion was made and seconded (Lucas Barrett/Julie Bingell) to warn the Bradford Academy & Graded School District annual meeting on May 15, 2019 at 7:30 p.m. as presented. The Superintendent or Assistant Superintendent will share information regarding Act 46 at the meeting, including timeline, process, officers, board members, budget highlights and any other relevant information. Approved 5-0.

FY 20 Budget Discussion Emilie Knisley distributed and reviewed the budget summary. Discussion ensued regarding the food service deficit from last year. Further discussions regarding food service should happen when merger takes effect. Should there be a centralized food service

director? Some schools in the SU are using Abby Group. Kate Paxton updated the Board on the work the Coordinated School Health Team has been doing. There is a prior year deficit that also needs to be addressed. The deficit could be split over a few years or the full amount taken care of in next year's budget. Lucas Barrett prefers to keep things simple and would like to take care of both deficits in next year's budget. There was surplus revenue from SPED in the amount of \$95,472 which will help off-set additional hires and temporary help from the current school year. Emilie Knisley reviewed changes made from last budget discussion which include: half of food service and one third of prior year deficit included; some facility items in capital improvements moved to facilities repairs and maintenance, some window replacements as well as art tables and mats included, and the tractor was removed. There was a reduction in plowing and sanding, removal of \$5,000 from books and periodicals since we are not purchasing math books. Capital improvements include repair for roof and grade wall, intruder locksets which could be funded through grants, and a portion of the clocks. Stage curtains, grub treatment and library improvements were taken out. The technology integrationist salary moved back to local funds. Medicaid funds are currently allocated to each school but when the merger takes effect will need to discuss equitable use. Kate Paxton reviewed the discussion in staff meeting as well as the results of a survey she sent out regarding the possibility of adding a behavioral support position. The take away was that there is support for the position as long as cuts aren't being made elsewhere to make it happen. Kate also noted that the competing need is additional intervention and Tier 2 supports. There is still work to be done on how to best meet the needs of Tier 2 supports. The position is currently listed in the budget and funded by Medicaid grant money. Lucas Barrett wondered if this is a long term position for a short term need. Emilie Knisley spoke to the need which includes Tier 1 and Tier 2 system development, clarity and desired outcomes for intervention, clear roles and responsibilities, behavioral systems, more work developing community partnerships, depth of knowledge around student behavior and trauma. BES is not the only school that needs assistance in this area. Emilie Knisley is working on having a SU wide MTSS Leader using the MAC grant and a Behavior Specialist using Medicaid funds. Kate Paxton reviewed the new SPED structure. Lucas Barrett would like to encourage the position remain open if the right person isn't found. Kate Paxton does see long term needs. The position is a non-union administrative one year contract. Emilie Knisley recapped the Board's recommendations for this budget review which are: add back in the stage curtains, model out different pay off scenarios for the debts, and to double check to make sure the new behavior position is not listed twice. Lucas Barrett also recommends when the BES budget is presented to the new Board to show trends as he feels there is a noticeable increase this year but overall a fairly steady budget.

Public Comment None.

Adjournment A motion was made and seconded (Lucas Barrett/Julie Bingell) to adjourn the meeting at 8:38 p.m. Approved 5 – 0.

Respectfully Submitted,
Liz Kingsbury, Clerk

These minutes are not official until approved by the Board