

## **APPROVED MINUTES**

### **Bradford Academy & Graded School District Board of Trustees**

Bradford Elementary School

Bradford, VT 05033

Location: Bradford Elementary School

\*\*\*\* Approved Minutes \*\*\*\* March 18, 2019

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#### **Present**

Board Members: Kim Frydman, Emily Shipman, Julie Bingell

Administrators: Emilie Knisley, Kate Paxton

Guests: Heidi Allen, Faith Beaudin, Patrick Peters, Allison Morrow, School Counselor, Darlene Sanborn, Cathy Roberts, Annette Shaw, Fred Tougas, Carol Owen

#### **Call to Order**

The Board Chair called the meeting to order at 6:02 p.m.

#### **Agenda Review**

The Board Chair made the following changes to the agenda: remove Low Forest Committee Policy and move negotiations update out of executive session. The agenda items will be reviewed in the following order: Public Comments, Oxbow Union Unified School District Update, Community Engagement, Negotiations Update, Principal's Report, Budget and Executive Session.

#### **Approve Minutes**

A motion was made and seconded (Emily Shipman/Julie Bingell) to approve the February 26, 2019 minutes as presented. Approved 3-0.

#### **Correspondence**

The BES marketing team has invited the board to see the school play *James and the Giant Peach*, performances on March 29 and March 30.

#### **Contracts**

None

#### **Board Orders**

A motion was made and seconded (Emily Shipman/Julie Bingell) to approve the board orders as presented. Notable items include: transportation, plowing and sanding, Dartmouth Skiway, and fuel oil. Approved 3-0.

#### **Other**

Starting in May the Board will meet on the third Wednesday of the month.

#### **Public Comment**

The School Counselor spoke to the increase of her time being spent on discipline, questioning if it is the philosophy or lack of systems for the increase. Recommending a state approved survey to identify school needs and look at solutions that could be made in house and investing the proposed salary and benefit of proposed new position into intervention and paraprofessionals. The School Counselor distributed and reviewed a comparison of school staffing. The data shows that BES has more staff than other area schools but does not have information on outcomes. Carol Owen distributed and reviewed data on literacy intervention needs. In 2016 there were 3 interventionists and now BES is down to 1.5. The interventionists are funded by CFP funds and there was a vacant position cut this year due to reallocation of those funds. There currently isn't a math interventionist but there has been a math coach in the past. There was discussion on

the timing this data was presented as well as if there is a connection with behavior. There was further discussion regarding the proposed additional administrative position. Emilie Knisley called a point of order as these discussions are not Board level and recommends discussing in a staff meeting.

**Oxbow Union Unified School District Update** On March 25<sup>th</sup> the continuation of the Oxbow Union Unified School District meeting will be held at 6:00 p.m. in the Oxbow High School Auditorium. Child care will be available. The first meeting of the transitional board will be held directly after. Community members wishing to be considered for the new board would need to go to their town clerk and submit signatures to be included on the ballot by April 1, 2019 if an Australian ballot vote is chosen. The election could be held as soon as May 7, 2019 with a budget vote as soon as June 10, 2019. Emilie Knisley will have more details at the meeting. The default members of the transitional board are each board's chair and clerk the new board will consist of two members from Bradford and Newbury.

**Community Engagement** Bud Haas convened a meeting last week in response to the Act 46 update given by Sarah Copeland-Hanzas at Town Meeting. The biggest take away from the meeting was the need to educate the community on what's happening with Act 46 and the Board takes some of the responsibility for that. The Board is improving communication by getting information out through the school's Facebook page, newsletter and website. The Board will provide a flyer inviting the community to the meeting on Monday to the school office staff to distribute. Emily Shipman shared the bullet points to include in the newsletter and Facebook for the next month.

**Negotiations Update** Kim Frydman gave an update on negotiations. There is more parity among support staff. Thanked the board members and building reps for their work, it was a positive experience. The agreement is a one year agreement and ready to be ratified. A motion was made and seconded (Emily Shipman/Julie Bingell) to ratify the negotiated agreement between the Board and the professional and support staff for the 2019-2020 school year. Approved 3-0.

**Principal's Report** Kate Paxton distributed and reviewed the principal's report. Kate Paxton gave an overview of how MTSS works. There is a need to strengthen systems, role differentiation, and Tier 1 and Tier 2 supports. Professional development needs to supports this. There is a need for direct services and someone to help with systems. Kate Paxton believes an effective principal is someone who can function as an instructional leader and current behaviors is making it difficult to accomplish this. Increasing art and PE to 1.0 would help with Tier 2 supports. There was discussion on the discontinuation of the Sansu math books and the future of the program. As with any new program there were some struggles. There will be further discussion at the next staff meeting on the future of the math program.

**Budget** Fred Tougas, Facilities Director reviewed the Capital Improvements portion of the budget and placed items in order of need as well as some items that could be cut this year if needed. The library renovation would consist of a wall system of bookshelves allowing for a more collaborative space. There was discussion regarding the needs of facilities equipment in the general budget – tractor and floor scrubber. The board asked if there were grants available for the theater curtains, art tables and/or library renovation. The art and music teacher are willing to look although it does appear that the grants they have seen are geared more toward a specific project and not these types of items. Emilie Knisley reviewed the summary page of the budget and reviewed the following increases – SPED assessment, food service and prior year deficit. Still some

unanswered questions – there may be funds available from technology and fund balance from OESU that could decrease assessment. If merged by July 1 it may benefit Bradford tax payers and may be better for all entities. The increase in professional development is due to that line being underfunded in the past and brings us more in line with the contracted agreement. Facilities will see in an increase in plowing, fuel oil, and supplies. The OESU assessment increase is due to changes in staff, merging the two supervisory unions together, adding a data base manager, accountant, transitional software, and mandated business software. Discussion ensued regarding the additional administrative position at BES. Emily Shipman is in favor of hiring the new position to build systems, are trust funds available to cover some of the costs in capital improvements? Kim Frydman and Julie Bingell understand the needs but are not comfortable approving the new position without further discussion, good data presented to review. Julie Bingell noted her concerns she heard at the last meeting that IEP's were not being met. Emily Shipman would like to know that outcomes of the data presented, BES has unique needs, possibly look at a reduced salary? The proposed salary is \$75,000 plus benefits. Emilie Knisely noted the salary is in line with the position and there is a crisis in the state with level of expertise. Discussed Act 173 changes and SPED model reimbursement. Kim Frydman is concerned with the decrease in CFP funding which has affected intervention and that there isn't any funding in the general budget for interventionists as well as currently not having math intervention. Math intervention has been difficult due to lack of curriculum and one person to service 250 students, a math coach may be more successful.

### **Executive Session: Negotiations Update**

A motion was made and seconded (Julie Bingell/Emily Shipman) to enter into executive session at 8:20 p.m. for the purpose of personnel discussion.

Exited executive session at 8:47 p.m. No action taken.

**Adjournment** A motion was made and seconded (Emily Shipman/Julie Bingell) to adjourn the meeting at 8:48 p.m. Approved 3 – 0.

Respectfully Submitted,  
Liz Kingsbury, Clerk

**These minutes are approved by the Board**