I. Call to Order: Meeting called to order at 6:31 p.m.

II. Agenda Revision/Time Allocation: Add vote to accept the overall Rivendell Review Committee Interim Recommendations.

III. General Public Comments: There was discussion about the 4th grade classroom vacancy which Elaine Arbour reported would be filled by Tammy MacQueen for the remainder of the year. There was additional conversation about elementary principal and business office staffing in relation to the current proposed FY20 budget. A concern was raised about proposed cuts to the VISIONS program and Arbour explained the intention is not to eliminate the program, but, rather, the local funding of the program.

IV. Presentation: None

V. Consent Agenda
   A. Minutes
      1) Board – December 4, 2018
         Action: Motion made to approve consent agenda (Lyndes/Hooke) Approved.
      2) Special School Board Meeting – December 18, 2018
         Action: Motion made to approve special school board meeting minutes from December 18, 2018 (Lyndes/Hooke) Approved.

VI. Informational Reports (written)
   A. Superintendent Report
   B. Head of Schools Report
   C. Elementary Schools Report: Julie Donahue reported the first winter program went extraordinarily well and is appreciative to all of those who helped to put it together. The program runs for six weeks every Thursday.

VII. Ongoing Business
   A. Rivendell Review Committee: Doug Tifft provided a brief overview of the November 19, 2018 Rivendell Review Committee Interim Recommendations to the RISD School Board and reiterated the work of the RRC is to ensure the Articles of Agreement are being followed. He added they are not proposing it be amended, but proposing ways for it to be interpreted and decisions regarding it be documented and that all parties consult each other. A few important highlights included, adopting a statement of principles and changes to the annual report financial disclosures. He added that adoption of the document will lead to a procedures guide and that the local elected auditors (LEAs) will help fill in some of the gaps, particularly with accounting procedures. Arbour spoke about the work as interesting and illuminating when
thinking about the role of administering the district. There was additional discussion about the cooperation of work between the LEAs, the business office and the Board. Some concern was raised by the Board about the language in Principle #4 Fiscal Fairness Across State Lines, specifically, “Likewise, Rivendell shall not participate in educational programs offered by one state unless its students from member districts in the other state have equal access to them.” There was also conversation about the need to separate student/teacher ratio and Rivendell ADM and how to count preschoolers. Several board members applauded members of RRC for their hard work. **Action:** Motion was made to accept the Rivendell Review Committee interim recommendations with the removal of the following sentence, “Likewise, Rivendell shall not participate in educational programs offered by one state unless its students from member districts in the other state have equal access to them” from principle #4 Fiscal Fairness Across State Lines (Koehler/Lyndes) **Approved.**

1) **Vote re: CTE Inclusion in Net Expenses:** Currently, NH students are charged the full cost and reimbursed by the State of NH for tuition and transportation fees. VT students are charged to the VT towns and the State of VT pays its vocational tuition directly to the vocational school, not the VT towns. There was discussion about shifting the vocational tuition for all students to be paid by RISD and allocated by ADM to each member district which would remove Vocational Tuition as a separate line in budget expenditures and calculated instead as part of the net operating expenses. **Action:** Motion was made to approve CTE Inclusion in net expenses (Blanchard/DeSimone) **Approved.**

2) **Vote re: Transportation Calculation:** Currently, the method of calculating the correct proportional share of transportation costs is vague, but appears to have been based on mileage. The origin of the mileage figure is unclear and varies annually. The AoA states the cost of transportation of students is accrued to the member school district in which the individual student resides, unless by vote at a future district meeting such responsibility and/or cost allocation is shifted to the interstate district. The bus company does not provide mileage numbers and we have students from both states on every bus. There was discussion about keeping the same percentage calculation used from last year for the FY20 budget and shifting over to ADM calculation beginning FY21 which would require a warrant article to be voted on. **Action:** Motion was made to allow use of FY19 calculations for FY20 and to add a warrant article for the March 2019 Annual Meeting to vote to move from the current method of transportation calculation to ADM for FY21 (Hooke/Blanchard) **Approved.**

**B. 2019-2020 Budget Approval:** Arbour reviewed FY2020 proposed budget draft handout and stated that all teaching positions that were discussed to reduce have been reinstated. The proposed Academy Mentor Program will rely on NH Medicaid as a funding source and will not impact local taxes. The overall budget is a 2.16% increase from FY19 with $10,978,969 total appropriation. There was additional discussion about staffing needs for the business office, based on the feedback from the auditors. **Action:** Motion was made to approve $10,978,969 as the budget number to bring to public hearings (Gagner/Koehler) **Approved.** Arbour mentioned adding an item to the annual meeting agenda for a short RRC and LEA presentation by Doug Tiffit.

**C. Monthly Finance Update:** Bill Little reported he is still waiting on the FY17 final audit report which will include management analysis and the auditors are working on FY18. Both reports will be presented to the board and provided to the local elected auditors.

**VIII. New Business**

**A. Senior Class Overnight Field Trip Approval – Jay Peak (March 21, 2019)** **Action:** Motion made to approve the senior class overnight field trip to Jay Peak on March 21, 2019 (Hooke/Koehler) **Approved.**

**B. Possible Property Acquisition:** The owner of the property adjacent to Westshire is considering moving and the deed states the school has the first right of refusal. The Board has 45 days to decide before listing. Arbour will send a letter stating the district’s position to maintain first right of refusal in the deed to the next buyer. **Action:** Motion was made to not purchase the property adjacent to Westshire Elementary School, but to maintain first right of refusal in the deed of future buyer (Hooke/Koehler) **Approved.**
C. Correspondence: None

IX. Future Agenda Items
20th Anniversary, Crisis Response, Community Outreach, Department Reports, Vision for Food Service, Cooperation w/Thetford Academy, Electronic Devices, Elected Local Auditors’ Role, ALICE – Active Shooter Response Training, Keys and Access to Buildings, Flag of Compassion Discussion, Orford Field Lease Agreement, School Board Training, Facilities Use/Rental, Quebec Bike Trip Presentation, Facilities Presentation

X. Executive Session – (Discussion), 1 VSA § 313
A. Negotiations, 1 VSA § 313(a)(1)
B. Personnel, 1 VSA § 313(a)(6)
Action: Motion made to move into Executive Session at 8:43 p.m. (Gagner/Lyndes) Approved.
Action: Motion was made to come out of Executive Session at 9:40 p.m. (Hooke/Blanchard) Approved.
Action: Motion was made to accept the resignation of Kamila Bohacova (Hooke/Gagner) Approved.
Action: Motion was made to move back into Executive Session at 9:41 p.m. (Hooke/Blanchard) Approved. Action: Motion was made to come out of Executive Session at 10:13 p.m. (Lyndes/Hooke) Approved.

XI. Action: Motion was made to adjourn (Gagner/Hooke) Approved.
Meeting adjourned at 10:14 p.m.

Recorded by:
Brenda Gray
Executive Assistant/HR Manager

Note: All Board votes were unanimous unless noted otherwise.