RIVENDELL INTERSTATE SCHOOL DISTRICT  
BOARD MEETING  
District Office – Orford, NH  
February 15, 2019 – 6:30 p.m.

Members Present: Jon Lester, Bruce Lyndes (Fairlee); Kathy Hooke (Vershire); Marc DeBois, David Ricker (Orford); Kathy Blanchard (at-large)

Members Absent: Cory Austin, (West Fairlee); Maria Koehler (Vershire), David Gagner (Fairlee), Vanessa DeSimone (Orford)

Administration and Staff Present: Bill Little (CFO) – late, Terry Straight (Director of Operations), Angel Parkin (Administrative Assistant)

Public Present: Mark Burger, Chris Bills, Paul Perry, Samantha Perry (Orford); Cicely Richardson (Journal Opinion)

I. Call to Order: Meeting called to order at 6:30 p.m.

II. Agenda Revision/Time Allocation: No discussion on Item 6: Informational Reports. Move Section 7B. 2019-2020 Budget Approval for Warrant to arrival of Bill Little.

III. General Public Comments: None

IV. Presentation: None

V. Consent Agenda
   A. Minutes
      1) Board – January 10, 2019  
         Action: Motion made to approve consent agenda (Lyndes/Lester) Approved.
      2) Public Budget Forum – January 22, 2019  
         Action: Motion made to approve public budget forum minutes from January 22, 2019 (Blanchard/Lyndes) Approved.
      3) Public Budget Forum – January 31, 2019  
         Action: Motion made to approve public budget forum minutes from January 31, 2019 (Lyndes/Dexter) Approved.

VI. Informational Reports (written)
   A. Superintendent Report
   B. Head of Schools Report
   C. Elementary Schools Report

VII. Ongoing Business
   A. Rivendell Review Committee – Final Version of Principles: Mark Burger reported that the modification suggested by the Board had been made and a business principle added. The RRC would like to see the principles included in the Annual Report on the inside or backside cover.  
      Action: Motion was made to accept the Rivendell Review Committee Final Version of Principles, B: Publication of Principles (Lyndes/Hooke) Approved. There was some discussion about the recommendations 1-4 C: Transportation Costs.  
      Action: Motion was made to accept transportation costs recommendations 1-4 as submitted (Hooke/Lyndes) Approved.
   B. 2019-2020 Budget Approval for Warrant: The budget number presented reflects what was asked to be added back in, contract salary and benefits negotiations and 40K for data security study. After some discussion the board agreed to remove the 40K for the data security study, resulting in the budget number of $11,285,101. There was additional conversation about factors working against the district such as inflation, excess spending threshold, VT common level of appraisal (CLA), health insurance costs and decreased enrollment. The board discussed whether to reduce the budget number before taking it to vote. A straw poll resulted with Lyndes, Lester
and Dexter in favor of cutting the number by $350,000 and Ricker, Hooke and Blanchard in favor of keeping the number as is and bringing it to the communities to decide. DeBois was not in favor of reducing quality of education and stated there are no places to make significant cuts. DeBois asked the local elected auditors to get clarification on the Vermont penalty/claw-back. There was additional conversation about the dangers of a budget number that is too low which will decimate the quality of education and result in personnel reductions, bigger classroom size and less offerings. **Action:** Motion was made to approve $11,285,101 for the annual meeting warrant (Ricker/Blanchard) **Approved.**

C. **Monthly Finance Update:** Blanchard asked about the school board meeting/audit expenditure line and Little explained that is for 2 years of audit. He added that we did get money back from Beesaw. There was some additional discussion about the $100,000 on the salaries/guidance line and Little explained that some of these funds were reallocated to the business office.

D. **Update on Superintendent Search:** Hooke reported the superintendent position had been posted on School Spring and the search committee had met. The position is budgeted for .8FTE, but needs to be approved from .6FTE. Focus groups will meet so the committee can gather input from students, staff, parents and community members. A subset of the committee is working on the job description.

**VIII. New Business**

A. **Approve Warrant for Annual Meeting Action:** Motion made to approve the warrant for the district meeting correcting Article 4 to $11,285,101 and adding as Article #5 a separate warrant article to raise 30K for capital fund (Lyndes/Hooke) **Approved.**

B. **Approve 2019-2020 School Year Calendar:** Action: Motion was made to approve 2019-2020 school year calendar (Lyndes/Ricker) **Approved.**

C. **Approve Use of Funds from Capital Reserve Account:** Terry Straight spoke about the jace system upgrade and that it is no longer supported and cannot be serviced. **Action:** Motion was made to approve $29,200 from the capital reserve fund for updating of the jaces (Ricker/Lyndes) **Approved.**

D. **Approve REA Teacher and ESP Agreements (tentative)**

E. **Revote on Motion for Transportation Warrant Article (tentative):** There was some discussion about the vote to originally include the transportation costs as a warrant article. The RRC would like to remove it until it is better understood. **Action:** Motion was made to remove the transportation warrant article (Ricker/Lyndes) **Approved.**

F. **Snow Day Make-Up:** **Action:** Motion was made to use March 4 as a snow day make-up date (Dexter/Lyndes) **Approved.** There were be discussion at the March meeting about March 22nd as another possible make-up date.

G. **SME Facilities Use:** Straight discussed the air quality at SME and that the ducts need to be cleaned. The cost is approximately $7,100, but a grant has been received by the state. The work has been put out to bid.

H. **Correspondence:** Burger mentioned letter from the local elected auditors related to the draft FYE17 audited financial statements.

**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, Final Planning for District Meeting (March), Snow Day Make-Up (March), Superintendent FTE Approval (March), Student Presentation (April), Orford Academy Update (April)

**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 8:25 p.m. (Hooke/Lyndes) **Approved.**

**Action:** Motion was made to come out of Executive Session at 8:56 p.m. (Blanchard/Lyndes) **Approved.**

**XI. Action:** Motion was made to adjourn (Lyndes/Ricker) **Approved.**
Meeting adjourned at 8:57 p.m.

Recorded by:
Brenda Gray
Executive Assistant/HR Manager

Note: All Board votes were unanimous unless noted otherwise.