Members Present: Cicely Richardson, David Ricker, Marc DeBois (Orford); Sandra Smith-Ordway (Chair), Bruce Lyndes, Mark Avery (Fairlee); Dawn Stever (W. Fairlee); Jennifer Ricker, Jean MacDonald (Vershire), Kathy Blanchard (at-large)

Members Absent: None

Administration/Staff Present: Keri Gelenian (Head of Schools/RA Principal), Gail Keiling (Head of Elementary Schools/SME & WES) Principal, Tammy MacQueen (WES Asst. Principal), Brenda Needham (Superintendent), Dick Paulson (CFO), Gary Collins (Director of Operations), Gail Keefer (RA Teacher)

Others Present: Christina Moreland (Student Rep), Charles Smith (Orford)

I. Call to Order: Meeting called to order at 5:37 p.m.


III. General Public Comments (Listen & Defer Action to Future Mtg.): Charles Smith wanted to discuss the Athletic Policy. He has concerns that the policy is not following VPA guidelines and feels it should be strengthened. He’d like the policy to address standards and accountability for coaches so parents have something to fall back on when they have concerns.

IV. Presentation

A. Asbestos Abatement Project (Randall Mudge, Architect): Mudge reviewed and cross-sections of the Memorial Hall wing of Rivendell Academy to explain proposed asbestos abatement and related work. This must include removal of asbestos-based gym floor, floor tiles in several other rooms and pipe joints above the drop ceiling throughout the wing. The proposal includes replacing the flooring, taking down the ceiling, replacing the pipes, adding insulation and ductwork and reinstalling the drop ceiling. Mudge said it will also improve energy efficiency. The Board took a 15 minute tour of the affected areas.

V. Consent Agenda (Accept)

A. Minutes – February 5, 2013
Action: Motion made to approve the consent agenda, with changes to the Board minutes. Approved

VI. Informational Reports (written):

A. Head of Schools Report (written): Gelenian asked Keefer to speak about the French trip and travel programs in general. Keefer asked the Board to consider financial assistance for these educational student trips. She stated that several students had to drop out of the trip to France because the financial burden was too much. Keefer stated that they have asked other sources for grants and have sent out letters to the community asking for donations to cover some of the cost. The Board discussed the financial assistance they have given Odyssey of the Mind and agreed that they should help these types of programs as well. She suggested putting money into the budget every year for travel opportunities for students.

Motion: Motion made to give $4,000 towards this year’s French Trip. Motion failed.

Motion: Motion made to give $3,000 towards this year’s French Trip. Approved

Gelenian addressed the Warren status – The Warren Board is happy with their current situation and it will be up to Warren voters to vote on whether to change it. Gelenian gave the NECAP report to the Board to review. He said students will be given the PLAN test (pre-ACT) one year and the PSATs (pre-SAT) the next. Rivendell 10th graders took the PLAN last fall and scored above the national average on all tests and sub-categories. He addressed the change to Parents/Teacher conferences to allow parents to meet with specific teachers they want to see and to include presentations of student work.
1. **Student Representative (no written report):** Moreland stated the next student government meeting will address summer reading. Lyndes asked about the senior trip. Moreland said they were planning a camping trip to Maine, but are re-thinking due to the time of year and now are thinking of Lake George. Stever suggested carwashes as a good fundraiser.

B. **Elementary Reports (written):** Keiling mentioned the Valley News article on “Hands around the World” and that students from WES were able to take part of this. She also spoke about the great turnout they had for Math under the Big Top at Samuel Morey.

C. **Superintendent Report (written):** Nothing added to her written report.

VII. **Ongoing Business (Deliberation & Possible Action)**

A. **Annual Meeting Prep (Budget Info):** Needham asked what the Board would like for handouts at the annual meeting.

   Asbestos Information Sheet, Box Holder mailer similar to last year, AlertNow reminder of Annual Meeting sent two weeks prior, one week prior and day of the meeting.

   Lyndes will work with Paulson to put together a PowerPoint presentation similar to last year. Paulson handed out the final budget inclusive of salary adjustments.

B. **Warrant:** Smith-Ordway passed around the warrant for all Board members to sign

VIII. **New Business (Receive Information & Possible Action)**

A. **NECAP Data:** Keiling addressed the NECAP results (handed out graphs to the Board) and stated that they will be part of the annual report. She discussed the results and said next year will focus on reading and writing.

B. **Policies – First Reading:**
   1. D12 – Employee Harassment (revision)
   2. E5 – School Property Disposition (new)
   3. F1 – Student Conduct & Discipline (revision)
   4. F6 – Education Records (revision)

C. **Correspondence:** None

D. **Two Hour School Delays:** J. Ricker stated that she’s received complaints that employees are being harassed if they don’t show up for work on time when there is a two hour school delay. She was told that some paraprofessionals were docked pay because they came in two hours after their regular start time. Needham stated she would look into this because that is not the policy. However, she stated that even with a two hours delay, employees are supposed to start their day as soon as they can make it safely to school.

E. **Vermont Tax Forum:** Avery spoke about the Vermont education tax situation. He would like to get the local Vermont state representatives and senators together with the Board and community members for a forum on the increasing property tax burden on Rivendell taxpayers even when Rivendell holds its budget at zero growth. He feels the State needs to look into why the student population is dropping, not just increase taxes as a reaction to that. Board encouraged Avery and the administrators to set up a special meeting for this purpose to be held after the Annual Meeting and to announce it at the Annual Meeting.

IX. **Future Agenda Items (Discussion)**

   Strategic Plan Process (April), Community Outreach, Grants, Global Language for 6th grade, Policies to be Revised (ongoing), Student Presentations, Department Reports, Individualized Student Needs, Recruiting Process, Board Reorganization (April)

X. **Anticipated Executive Session:**

   A. **Negotiations** – Motion made to enter Executive Session at 8:47 p.m. **Approved.**

   Board came out of Executive Session at 9:50 p.m. No action taken.

XI. **Adjournment (Action)** – Motion made to adjourn meeting. **Approved.**

   Meeting adjourned at 9:51 p.m.

Recorded by:

Esther Dobbins-Marsh