RIVENDELL INTERSTATE SCHOOL DISTRICT
BOARD MEETING
District Office Conference Room – Orford, NH
June 5, 2018 – 6:30 p.m.

Members Present: David Gagner, Jon Lester, Bruce Lyndes (Fairlee); Kathy Hooke, Maria Koehler (Vershire), Cory Austin, Kevin Dexter (West Fairlee); David Ricker – arrived late (Orford); Kathy Blanchard (at-large)

Members Absent: Marc DeBois (Chair), Vanessa DeSimone (Orford)

Administration and Staff Present: Elaine Arbour (Superintendent); Keri Gelenian (RA Principal); Michael Foxall (SME Principal); Tammy MacQueen (WES Principal); Jan Cole (Director of Special Education); Michael Galli (Dean of Students); Dick Paulson (CFO); Carole Bando

Public Present: Brooke Gladstone, Samantha Hickman (Fairlee); Christine Bills (Orford); Cicely Richardson, Alex Nuti-de-Biasi (Journal Opinion)

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

II. Moment of Silence: Kathy Hooke led with a moment of silence in memory of Jack Isenberg.

III. Agenda Revision/Time Allocation: Table Section VIII A – Safety Policies Informed by Vision and Section VIII B – Marketing Committee Update.

IV. General Public Comments: Hooke read a prepared statement recognizing the difficult time we are all experiencing regarding the loss of Jack Isenberg. She recognized that the Board is deeply embedded in the community, but at this meeting we come together in a formal setting and the Board would be unable to react or respond to public comments regarding this matter. Hooke encouraged the public to contact either Trooper Chapman, Elaine Arbour or Keri Gelenian if they had any additional information to share. We are here to help connect community with supports and scheduling a way for the community to come together. Christine Bills (Orford) inquired about how the district is addressing bullying and communicating that with parents. There was general discussion about parental involvement on the Winter Program Committee.

V. Presentation: None

VI. Consent Agenda
A. Minutes
1) Special Board Meeting – March 27, 2018
Action: Motion made to approve Special Board Meeting Minutes of March 27, 2018 (Austin/Lyndes) Approved.
2) Board – May 1, 2018
Action: Motion made to approve consent agenda (Austin/Lyndes) Approved.

VII. Informational Reports (written)
A. Superintendent Report: Elaine Arbour spoke about what a difficult week it has been and how school staff have been working hard to support students and each other. She mentioned a safety site visit at the Academy on Thursday which will allow for us to apply for safety grants. Arbour reviewed the end-of-year celebrations happening across the district, including the baseball team playing in the semifinal game.

B. Head of Schools Report: Keri Gelenian thanked all that pitched in with the Emergency Response Team. He explained that a plan was put in place, a letter was sent to families and various counselors and community members came together to help. Gelenian provided an update on new hires at the Academy and said all coaching positions are being advertised, which is a new practice, but will continue this way every year moving forward. The ninth grade exposition and 7/8 African Exposition were both well attended. Two teachers attended a project
based assessment conference and returned with good ideas to fold into professional development. He reported the Quebec bike trip was almost fully funded and the proceeds from the spring musical broke box office records.

C. Elementary Schools Report: Tammy MacQueen said Jim Arnoksy visited the schools and thanked Laina Warsavage, Librarian, Orford Social Library for her work in helping to secure a grant to pay for it. The fourth grade presentation at Northern Stage was a success and integrated language arts with social studies. MacQueen provided an overview of end-of-year projects and celebrations, including World Milk Day and thanked the Gladstone family for their donation of milk for each elementary student. She is currently in the process of hiring a teacher for music and preschool. Michael Foxall said there is a presentation planned for Russ Smith, for his many years of volunteer service on the last day of school. Foxall spoke about a four-day responsive classroom workshop for twenty-eight elementary staff members on June 19-22 geared to teach social emotional awareness and provide strategies for teachers. He provided an overview of end-of-year projects and celebrations and thanked teachers and students for all they do. MacQueen thanked Michael for being a good partner and all wished him well in retirement.

VIII. Ongoing Business
A. Safety Policies Informed by Vision: Tabled
B. Marketing Committee Update: Tabled
C. Facilities Use Policy: There was discussion about the current facilities use application and fee schedule and Arbour added that Ross Convertino has some thoughts and suggestions about improvements. Convertino will be the primary point of contact for facilities use beginning July 1. Hooke asked for estimates of costs to rekey the buildings and a report on the status of building usage and fees.

D. School Board Training – Executive Session: Arbour and Marc DeBois attended an evening training required under VT Statute and Arbour provided an update on how to properly make a motion to move into executive session, including citing it correctly on the agenda. A motion must identify who should be present relevant to the situation, minutes do not need to be taken during executive session and no votes can be taken while in executive session.

E. Finance Update: Dick Paulson reported we will have a budget deficient, but actual and projected revenues will be enough to cover that deficit. He added the new healthcare plans did not realize as large a savings as anticipated and $21,000 of state support was “clawed back”. There was some discussion about whether we should consult with our attorney and it was agreed that Arbour will outreach for legal counsel. Overall, we should be okay this year. There was discussion about salaries and Paulson said they have been corrected for next year. Special education expenses were higher for this year, but reimbursement from the State of Vermont will also be higher. The transition to our new business manager and the new eFinancePlus software was briefly discussed and the Board thanked Paulson for his careful work over the last ten years.

IX. New Business
A. Summer Hiring: Action: Motion was made for Elaine Arbour to approve hires and accept resignations on behalf of the Board between now and the August retreat (Blanchard/Koehler) Approved.
B. August Retreat: Brenda Gray will send a Doodle Poll to Board members.
C. General Assurances: Action: Motion was made to approve General Assurances and for Kathy Hooke to sign off on them on behalf of the School Board and Elaine Arbour will sign for the District (Dexter/Lyndes) Approved.
D. Personnel Updates
   1) Teacher Nominations: Action: Motion was made to accept the nomination of Tony Snow - 7/8 social studies teacher, Christian Peterson - 7/8 special education teacher and Hannah Taska - 7/8 long-term elementary substitute teacher (Ricker/Austin) Approved.
   2) Resignations: Action: Motion was made to accept the letter of resignation from Robert Reade (with regret); the resignation of Kristina Otis (with regret) and Emily Mooney (Gagner/Koehler) Approved.
E. Correspondence: Arbour reported the documentation provided in the Board packet included her response to various right to know requests she received and which are available for inspection in her office. She reported we do not have anything else related to this request that we are aware of.

X. 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, Rivendell Review Committee Report (Sept), Flag of Compassion Discussion, Ratify REA EST Agreement (Aug); School Board Training – Conflict of Interest (Sept); Facilities Use Policy (Sept); Updates on Bullying Prevention (Sept); Winter Program Committee

XI. Executive Session
Action: Motion made to move into Executive Session to discuss personnel per 1 VSA § 313(a)(6) with School Board Members, Elaine Arbour and Carole Bando at 7:52 p.m. (Koehler/Blanchard) Approved. Action: Motion was made to come out of Executive Session at 8:25 p.m. (Austin/Koehler). Approved.

XII. Action: Motion was made to adjourn (Austin/Lyndes) Approved.
Meeting adjourned at 8:26 p.m.

Recorded by:
Brenda Gray
Executive Assistant/HR Manager

Note: All Board votes were unanimous unless noted otherwise.