RIVENDELL INTERSTATE SCHOOL DISTRICT
BOARD MEETING
Westshire Elementary School, West Fairlee, Vermont
August 2, 2011

Members Present: Marc DeBois, Cicely Richardson (Orford); Sandra Smith-Ordway, Bruce Lyndes (Fairlee); Jennifer Shatney, Dawn Stever (W. Fairlee); Jennifer Ricker, Kathy Hooke (Vershire).

Administrators and Staff Present: Brenda Needham (Superintendent), Keri Gelenian (Head of Schools/RA Principal), Gail Keiling (Head of Elementary Schools/SME Principal).

Others Present: None.

I. Call Meeting: Meeting was opened at 6:36 p.m.
II. Agenda Revision/Time Allocation: None initially; Keiling requested to precede Gelenian under Ongoing Business reports. Action: Motion for Keiling to precede Gelenian. Approved.

III. General Public Comments: None at this time.

IV. Presentation/Guests: None at this time.

V. Consent Agenda (Accept)
   A. Minutes (July 12, 2011): Superintendent will edit section for clarification regarding Board Member as employees for insurance purposes while coaching sports. Minutes not approved at this time.
   B. Superintendent Report (written): Board retreat plans and schedule solidified.
   C. Head of Schools Report (written): Gelenian discussed proposed new position (.2 FTE) for the Yearbook; position will be posted as required in REA Agreement; the class will be after regular school day hours and the certification of the teacher will affect the focus of the plan for the class; this is an actual, graded class. Summer School was very successful and there were three programs, 7/8 enrichment, and Visions for k-2 and 3-5. Tammy MacQueen recognized and applauded for her stellar running and delivery of the SummerScapes programs. Comments made that we need to make regular school like SummerScapes in that there were great speakers, college students involved; the students were accountable and finished their work and had individual support and were not excluded from activities, such as field trips, based on their academic status. Also discussed continuing the Young Writer’s Project, as it builds community among young writers; funds will come from School Improvement allocation. Interviews scheduled for math/science teacher. Academic Coach position tabled.
   D. Principal Reports (written): Keiling reported Title 1 funds will be shared with Wellspring students (5 out of 13 meet the criteria for Title 1 Services) as the funds are for Orange/Windsor Counties. She also touted the SummerScapes Program as one of the best around and discussion regarding re-application for the 21st Century Grant, the challenging goal of which is sustainability by the District, with decreasing federal funds annually. Discussion regarding promoting the SummerScapes Program for tuition students. Hooke commented coordination of the RISD SummerScapes with Vershare’s Camp could afford RISD students with 6 consecutive weeks of excellent summer programming. Keiling stated parents
have also expressed interest in vacation break camps at the schools, which could generate tuition.

E. Action: Motion to approve Consent Agenda, excluding 07/12/2011 Minutes. Approved.

VI. Ongoing Business (Deliberation & Possible Action)

A. Policies: Needham stated the District will comply with the 10 day Public Notice requirement for Adoption of Policy. This will be accomplished by posting the draft Policy on the website for the requisite period.

1. Admission of International Exchange Students, Code F20A:
   Revised policy to reflect that RISD now approved for admission international tuition students; will have policy ready to be adopted at next meeting.

   Waited to discuss until tonight so Gelenian in attendance. This is existing policy that will beef up the standard so there aren’t students with multiple failures participating in sports or extracurricular programs. As soon as a student fails a second course their eligibility is done. If student fails one class per year can still be on-track for graduation. Exceptions must go through the Board (Superintendent’s recommendation). Gelenian verified Bob Thatcher, Athletic Director, participated on the proposed policy changes. Students can earn back eligibility through summer school or subsequent semester.

B. Retreat: Agenda prepared.

C. CIM (Gelenian): At present, not changing anything; want to hammer out details to tie CIMs to learning expectations pursuant to the Profile of the Graduate.

D. RA Drivers Education Rules and Regulations (Gelenian): Laid out the States’ requirements for Drivers’ Ed and the extended time must have safety issue addressed regarding unsupervised students in the building from 4:15 p.m. until the late bus.

E. Coaches Evaluations & Surveys (Gelenian): Discussion regarding Board’s understanding that Athletic Director’s authority to make coaching position decisions was contingent upon completion of coaching feedback forms as well as Athletic Director’s coach performance evaluations. Expectation that parental survey regarding coaches will be done for each sport grades 7-12 and results will be reviewed by Gelenian and summarized for Needham/Board.

F. RA Student/Parent Handbook (Gelenian): Intent is to present a clear understanding of expectations providing clarification without redundancy. Policies will be updated and will re-read to make Academy and Elementary handbooks consistent and the same in tone/climate. Academy handbook is currently a work in progress and is also being discussed with the staff during work week before school starts.

G. Elementary Family and Student Handbook (Keiling): Major changes include home school/state compact as required because of Title 1. New attendance chart included and principal’s approval needed for extended family vacations. Discipline section changed to level system; will review section on Responsive Classroom and overall sought to make more readable and user friendly. Board members requested to email Keiling feedback and suggested changes.
H. Committee Updates: Reviewed roster of committees for possible changes. Committee Chairs were reminded to email Smith-Ordway and Needham meeting dates.

VII. New Business (Receive Information & Possible Action)
   A. New Hires: Action – Motion made to approve hiring of Sasha Irish, 1st Grade; Carmen Winchester, 3rd Grade. Approved.
   B. Correspondence: Smith - Ordway stated she received communication from VSBA and encourages Board Members to attend its conference as well worthwhile and a way to network with board members from other districts.
   C. Authorize New Yearbook Position.
      Action: Motion made to authorize new Yearbook Teacher position. Approved.

VIII. Future Agenda Items (Discussion): Added Department Presentations to the list. Also would like Student Representatives’ names for future agendas.

IX. Adjournment (Action): Action: Motion to adjourn at 9:01 p.m. Approved.

Respectfully submitted,

Mary Levin Sarazin, Recording Clerk