Members Present: Marc DeBois, David Ricker, (Orford); Mark Avery, Bruce Lyndes (Fairlee); Kathy Hooke, Jean MacDonald (Vershire); Kevin Dexter, Sarah Rinehimer (West Fairlee); Kathy Blanchard (at-large)

Members Absent: Michael Smyth (Orford), Grover Boutin (Fairlee)

Administration and Staff Present: Brenda Needham (Superintendent), Keri Gelenian (Head of Schools/RA Principal), Jan Cole (Director of Special Education), Gail Keiling (Head of Elementary/SME Principal), Tammy MacQueen (WES Principal), Michael Galli (RA Dean of Students)

Others Present: Cicely Richardson (JO)

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

II. Agenda revision/Time Allocation: DeBois stated that Personnel needed to be added under Executive Session.

III. General Public Comments: None.

IV. Presentation: None.

V. Consent Agenda
A. Minutes
1) Board – August 4 & 18, 2015
   Action: Motion made to accept consent agenda, with change. Approved.

VI. Informational Reports (written)
A. Superintendent Report: Needham reported some additions to her written report regarding Operations: underground tanks at RA and WES inspected, VT Environmental Conservation taking small soil samples from SME and WES as part of a study in Vermont, Kimberly Smith (WES paraprofessional) has resigned, to date six students in private preschools so those preschool centers may be eligible for $3000. Lyndes asked how bad the leak at WES was and Needham reported that the insurance company and a roofing company had been on site today and the skylights may need to be replaced as a permanent fix but there is also a suggested short term fix. She stated that the leaks at the Academy are still being looked into and that she has a report on the drainage issue at SME from an engineering company which will be an extensive project. Needham added that Beth Cobb, OESU Superintendent, had called regarding a small group meeting for members of the study grant on September 14th at 4:00 p.m. at the OESU office and she would not be able to attend. She was hoping a Board member would attend. Blanchard and MacDonald both volunteered to attend.

B. Head of Schools Report: Gelenian reported additions: solar light now on RA flag pole so flag can stay up at night now; he met with Bob St. Pierre and Brian Emerson from River Bend and they are looking for someone from the Rivendell School Board to sit on the technical regional committee. He also reported meeting with Needham today and he is working on a Title I Coordinator and putting Title I information on web in one location. Discussion ensued at this point with questions (i.e., talking about NH or VT, a district wide Title Coordinator, and more). Needham stated that it is helpful to have someone at a building level from a program issue overseeing a Title program, she added that Title money is less than last year and if the changes Gelenian is talking about are allowable then the grant will need to be changed with an amendment. DeBois interrupted and stated that this is something that the administration needs to work on and then they need to report back to the Board what they have done but Board did not need to be involved or hear about the details at this point. Gelenian had the SECT report that was done at RA took approximately 40 administrative hours. He also distributed a sheet
showing the SBAC scores at RA and said that, as all VT schools are under the need for improvement, a person from the state would be coming to show them what the steps RA will have to do. Hooke complimented the fact that the recent SBAC scores were good.

C. **Elementary Principals Reports:** MacQueen reported that she was working with Jennifer Shatney, a Westshire parent, on a fund of $3,000 that they plan to use $500 for winter program scholarships, $1500 on an artist in residence and $1000 on snowshoes. MacQueen said the fund was established in West Fairlee some time ago and was designated to go to West Fairlee or Thetford and Westshire got in on it first. Keiling also spoke about enrollment numbers at SME being up and that the smallest class has 18 in it. Also, Keiling said she was excited about global language being offered as part of Visions program for the elementary students by Gail Keefer, RA Teacher. Twelve students have signed up so far and there had been confusion in the dates but it is on Tuesdays.

VII. **Ongoing Business**

A. **Auditor Appointment:** DeBois stated that one auditor is still needed and if anyone has any ideas to please let the Board know and Board will follow up.

B. **Retreat Review:** DeBois said he thought the Retreat was good and thanked Ricker for putting the numbers and presentation together. He stated that the Thetford Elementary Board meeting is tonight and he hoped to get back to everyone tomorrow when he hears from the Thetford Board Chair if they are interested in meeting with Rivendell Board members (DeBois, Blanchard, Ricker and Hooke – Act 46 Ad Hoc Committee). Brief discussion ensued regarding if a meeting is set would Lyme, Strafford and other towns be invited. DeBois said the other towns would be notified and it would be a public meeting so anyone could attend. Hooke stated that she would be willing to contact Lyme when the time comes.

VIII. **New Business**

A. **Head of Schools Evaluation Process:** DeBois said that an evaluation had been done for the Superintendent and there has been some prior discussion with Gelenian regarding his evaluation. He requested that Gelenian write up for the Board what his goals are for this evaluation process. The Board will review this, discuss and come up with the process. DeBois said the evaluation did not have to mirror the Superintendent’s but it can. He also stated that the evaluation process would be in open session, however, any individual items referring to Gelenian specifically would be an executive session discussion.

B. **New Hire Recommendation:** Needham recommended John Jakubens for the Director of Operations position with a start date of September 21, 2015. Needham spoke of the hiring process, who had participated in final interviews and that the consensus was Jakubens. His resume was distributed around the table and Needham spoke of highlights and what people liked about him (i.e., communication skills, able and willing to repair things, management skills, ethical and honest, takes great pride in his work). DeBois added that two Board members had sat in on interviews but were not part of the selection process. Needham stated there had been two candidates for the final interviews and both had strengths.

**Action:** Motion made to hire John Jakubens as the Director of Operations effective September 21, 2015. **Approved.**

C. **Correspondence:** DeBois stated a letter from REA (Teacher Unit) had been received requesting the start of negotiations.

IX. **Future Agenda Items**

Common Core, Crisis Response, Community Outreach, Policies to be revised (ongoing), Student Presentations, Department Reports, Spanish Trip (Oct.), Strategic Plan, World Language for Elementary (Nov or Dec), Global Classroom – Surprenant India Trip (Oct.), Feedback from the Study Grant Group meeting (ongoing)

X. **Executive Session, 1 VSA § 313**

A. **Personnel**

1) **REA Negotiations (Teacher Unit):**

**Action:** Motion made to go into Executive Session at 6:59 p.m. **Approved.**

Board came out of Executive Session at 7:29 p.m.
Reiterated that DeBois will be notifying the Board when he hears from the Thetford Elementary School Board regarding a possible meeting (Act 46).

XI. Adjournment

Action: Motion made to adjourn. Approved. Meeting adjourned at 7:33 p.m.

Recorded by:
Penny Perryman, CEOE
Executive Assistant/HR Manager