RIVENDELL INTERSTATE SCHOOL DISTRICT
BOARD MEETING
Westshire Elementary – West Fairlee, VT
September 3, 2019 – 6:30 p.m.

Members Present: Jason Knowles, Dave Gagner (Fairlee); Kathy Hooke, Maria Koehler (Vershire); Marc DeBois, David Ricker, Vanessa DeSimone (Orford); Rebecca Wurdak (West Fairlee); Kathy Blanchard (at-large)

Members Absent: Kevin Dexter, (West Fairlee), Jon Lester (Fairlee)

Administration and Staff Present: Barrett Williams (Superintendent), Bill Little (CFO), Keri Gelenian (Head of Schools), Melissa Zoerheide (WES Principal), Steve Lindemann (SME Principal), Jan Cole (Special Education Administrator)

Public Present: Mark Burger, Chris Crowley, Merriel Patterson (Orford); Cicely Richardson (Journal Opinion)

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

II. Agenda Revision/Time Allocation: Move Section IX. Executive Session to accommodate parent arrival.

III. General Public Comments: None

IV. Consent Agenda
   A. Minutes
      1) August Retreat – August 1, 2019
         Action: Motion made to approve the minutes from the August 1st board retreat as submitted (Hooke/Gagner) Approved.

   V. Informational Reports (written)
   A. Superintendent Report: Barrett Williams spoke about the upcoming community forums as an opportunity to get input from community members regarding future planning and to get to know the communities. There was brief discussion about the safety team and whether upcoming winter issues such as snowplowing were discussed. Williams said this is more of a maintenance issue which he will address. There was conversation about supervision and evaluation and how Williams is seeking to provide greater consistency.
         Action: Motion was made to move into Executive Session at 6:38 pm (Hooke/Koehler) Approved.
         Action: Motion was made to come out of Executive Session at 7:24 p.m. (Ricker/DeSimone) Approved.

   B. Head of Schools Report:

   C. Elementary Schools Report: Steve Lindemann mentioned organizing a “Garden Club” with the Friends of Rivendell. He also commented that the elementary schools jointly applied for a restorative justice grant. Lindemann plans to organize a principal roundtable prior to the Friends of Rivendell meetings at Samuel Morey. The elementary principals will let the board know what resources they might need at a future meeting.

VI. Ongoing Business
   A. NEASC Update: Keri Gelenian met with George Edwards and discussed the accreditation process which has changed in the last two years. The process is now more driven internally rather than by external criteria. If the District moves ahead Edwards would come and make a presentation to faculty and we would go from there. The fees consist of a $3,500 annual fee and a full visiting committee fee of $6,000 (occurs every 10 years).

   B. School Safety: Williams reported that the School Safety Committee met prior to the start of school. He added that the emergency response plan is not as good as it could be and that the
team will be meeting monthly. He also said that we will be moving to the ALICE protocol and a small team will attend a training in January.

C. **Monthly Finance Report:** Bill Little reported that numbers for FY19, which closed June 30, 2019, have worsened based on how we pay summer salaries and benefits. The auditor report from last year indicates a fund balance which this deficit will take most of. He also added that two vocational busses that have never been budgeted and are not in the current budget and that HRA expenditures were under budgeted based on an inaccurate usage estimate. Little explained we are in a better position to allow accurate numbers for the upcoming budget season with the new software systems being used in the district office. There was discussion about operations being over budget and that routine maintenance and other types of maintenance need to be separated out.

**VII. New Business**

A. **Senior Trip Approval:** **Action:** Motion was made to approve the Senior Class Trip on September 28-30, 2019 to Northport Maine (Gagner/Hooke) **Approved.**

B. **Elected Local Auditor Request:** There was discussion about obtaining a legal opinion on the issue discovered by the RRC of the disconnect between the Articles of Agreement and the Interstate Compact on how to repay capital debt. The District has been waiting for comment for about a month from the State Boards of Education. There was discussion about setting up a teleconference for all parties involved to provide more detail about what information was needed. Mark Burger will schedule a date. There was additional conversation about ADM calculation and data. The local elected auditors are working with Matt Joska.

C. **Approve Use of Funds from Capital Reserve Account:** Williams explained that Westshire is down a boiler right now that needs to be replaced by winter. It was agreed that it makes sense to replace both since they are the same age. **Action:** Motion was made to authorize $30,000 from the capital reserve fund for the replacement of the boilers at Westshire Elementary (Ricker/Koehler) **Approved.**

D. **Review Board and Superintendent Goals:** The Board reviewed goals set at the August retreat which included communication, specifically, holding quarterly community meetings and attending “dump days” for community members to meet board members. The first community meeting will be held on September 24th in the Academy multi-purpose from 6:30-8:00PM. The Fairlee community meeting will be held on October 8th in the Samuel Morey library. Vershire and West Fairlee dates are to be determined.

E. **Accept Resignation(s)/Nomination(s): Action:** Motion was made to approve the following teacher nominations: Christian Durgin, Miranda Garrow, Jodi Lenning, Charles Steen and Darla Sterett (Gagner/Hooke) **Approved.**

F. **RISD 20th Anniversary Celebration:** Tabled to October

G. **Correspondence:** None

**VIII. Future Agenda Items:**

Community Outreach, Department Reports, Vision for Food Service, Cooperation w/Thetford Academy, Electronic Devices, Elected Local Auditors’ Role, ALICE – Active Shooter Response Training, Flag of Compassion Discussion, School Board Training, Facilities Use/Repair, Quebec Bike Trip Presentation, Facilities Presentation, 2020-2021 Budget (Oct)

IX. **Adjournment (Action)**

**Action:** Motion was made to adjourn (Knowles/Koehler) **Approved.**

Meeting adjourned at 9:03 p.m.

Recorded by:
Brenda Gray
Executive Assistant/HR Manager

Note: All Board votes were unanimous unless noted otherwise.