RIVENDELL INTERSTATE SCHOOL DISTRICT
BOARD MEETING
Westshire Elementary School – West Fairlee, VT
September 6, 2016 – 6:30 p.m.

Members Present: Marc DeBois, David Ricker, Michael Smyth (Orford); Margaret Gladstone (Fairlee); Kathy Hooke, Jean MacDonald (Vershire); Kevin Dexter (W. Fairlee); Kathy Blanchard (at-large)

Absent: Mark Avery, Bruce Lyndes (Fairlee)

Administration and Staff Present: Mike Harris (Superintendent); Keri Gelenian (Head of Schools/RA Principal); Michael Foxall (SME Principal); Tammy MacQueen (WES Principal); Richard Paulson, Jr. (CFO); Jan Cole (Director of Special Education); Michael Galli (RA Dean of Students)

Others Present: Mark Burger (Orford)

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

II. Agenda Revision/Time Allocation: Negotiations not needed under executive session.

III. General Public Comments: None.

IV. Presentation: Working Smarter – DeBois stated that Gelenian had asked to present some of his overall ideas on working smarter at Rivendell, then the ideas will go to the Administration and then come back to Board at some point. Gelenian then gave PowerPoint presentation (copies available at District Office). Board said if it comes back, it needs to be prioritized.

V. Consent Agenda
A. Minutes
   1) Board – June 7 & August 9, 2016
      Action: Motion made to approve consent agenda. (MacDonald, Ricker) Approved.

VI. Informational Reports (written)
A. Superintendent Report: Harris reported the Special Education teacher position had been offered to a candidate pending Board approval which will be presented later under New Business. Also, two candidates for the elementary School Nurse position were being interviewed. Gelenian added that there were no candidates at this time for the RA School Counselor position. Harris mentioned the financial report in the Board packet and reported there was still a small surplus for FY 16, despite the payment of the 2015 asbestos loan principal. Harris reported that the enrollment figures the Board had received were from the first day of school and they have already changed. Updated enrollment numbers will be given to the Board at the October meeting. Harris reported that ADM is updated in the spring (after the initial fall ADM count) through the Student Census Data Report. Hooke congratulated Paulson and Harris for being able to squeeze out a surplus after making the payment for the prior year debt service. There was a brief discussion on salaries for next year and budget. Paulson plans to do a position by position comparison. Burger brought up concern about ADM regarding the first 40 days. Hooke gave a brief explanation on student number as opposed to ADM.

B. Head of Schools Report: Gelenian reported Nancy Hall had requested and been approved from VSAC for a grant to be used for an integrated algebra I/geometry class to support some of RA’s struggling students and also for VSAC to cover the fee for PSATs and preACT tests. Gelenian reported the inservice with High Tech High was great and the Rivendell Arts Alive meeting would be held tomorrow. Hooke said she liked this trend this year of interns coming back as teachers. Galli gave a brief update on RA Summer School going well and all students had passed.

C. Elementary Schools Report: Foxall reiterated his written report and said: first day went well; enrollment going up and down; new teachers being simulated into the school community; great new teachers; he is truly inspired by how the staff of SME goes the extra mile for students; John
Jakubens, the Director of Operations, has done a commendable job of addressing issues at SME; the gardens and outdoor classrooms are great; VISIONS program shaping up nicely with Jody Mace coordinating; and, he has met with the Rivendell Trails School Coordinator. MacQueen reiterated her report saying it was the best opening WES ever had; new hires are amazing; Kyle Limlaw moving from SME to WES for the Special Education teacher position was great; WES also has so many people who want to go out of their way for the students; she is concerned about the loss of WES’s snack program (fruit and vegetable) and they are working on encouraging more families to sign up of free and reduced meals; another concern is VISIONS afterschool program starts next week and WES has no coordinator (MacQueen will cover for a brief time with two program assistants helping); and, Summerscapes was very successful. Blanchard said that she is very impressed with the student transition from grades 4 to 5 and it appears to be flawless. Brief discussion regarding large enrollment of students in SME’s third grade and Hooke asked if students can move to WES’s 3rd grade and the answer is yes it can be considered if the student’s parent(s) write to the Superintendent requesting. Foxall felt the plan should be for the principals to start looking at numbers in April, inform parents and let them know the guidelines regarding classroom size and offer the moving opportunity, if necessary. Harris added that he would be talking about the 3rd grade class size at Administrative Leadership meeting tomorrow.

VII. Ongoing Business
A. Auditor Appointment: No suggestions at this time.
B. Head of Schools Evaluation: Harris said nothing new to report at this time.
C. Retreat Review, including Superintendent Hiring Process: The Search Committee details were reiterated and are: Committee will be two Board members (Blanchard & MacDonald), 3 administrators (Harris and administrators will select), two REA members (Harris and REA President will select), two community members (selected by Gladstone for VT and Blanchard for NH with advice from other Board members) and two RA students (selected by Gelenian). Committee will pick their own chairperson. The first meeting will be in November and Harris said that, after some consideration, he was willing to play a larger part in the search process than he had stated at Board Retreat. Gladstone and Blanchard requested that Board members email Perryman any suggestions for community members. Ricker and Harris reported they had met with Bill Bugg, the Head of Schools of Thetford Academy, and discussed ways RISD and Thetford Academy might share programs, clubs, services or sports (i.e., fencing club, outing club, cross country, driver’s education, etc.) to offer more opportunities for students and lower costs for the schools. They plan to continue these discussions quarterly.

VIII. New Business
A. Hiring/Resignation Updates: Harris recommended for hire Laurie Gould for the Special Education Teacher position at SME and gave a brief description of her background and qualifications, noting she had once been a paraprofessional at Rivendell. Action: Motion made to hire Laurie Gould as Special Education Teacher at Samuel Morey (1.0 FTE) as recommended. (Blanchard, Ricker) Approved.
B. Videotaping in Classrooms for Professional Development Purposes: Harris reported that the concern centered on a NH statute enacted in 2015 that sharply limited classroom videotaping. The NH legislature in 2016 has revised and eliminated it essentially, therefore, this issue is no longer a concern and no action is needed. VT has not been an issue.
C. Correspondence: Gladstone received a call from River Bend and will attend the regional meeting. Brief discussion on Piermont regarding if the RISD Board wants DeBois to contact Piermont Board to set up a meeting. DeBois noted that it was Piermont community members that had expressed the interest in Rivendell not the Piermont School Board. After a brief discussion, it was agreed that DeBois would contact the Piermont School Board chair to see if they were interested in meeting with the RISD Board regarding building a relationship between Piermont and Rivendell.

IX. Future Agenda Items
Common Core, Crisis Response, Community Outreach, Policies to be Revised (ongoing),
X. Executive Session
   A. Personnel – Not necessary.
   B. Negotiations – Not necessary.

XI. Adjournment
   Action: Motion made to adjourn. (MacDonald, Ricker) Approved.
   Meeting adjourned at 7:58 p.m.

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

Note: All Board votes were unanimous unless noted otherwise.