

Mountain Views Supervisory Union
and
Mountain Views School District

August 7, 2023, at 6:30 p.m.

MVSU Conference Room
and
ZOOM video-conferencing

<https://wcsu-net.zoom.us/j/83912205720?pwd=bEdVN0Q3MVB0ODhCb0pka0VXSzI3dz09>

Meeting ID: 839 1220 5720
Passcode: 836426

Agenda

START THE ZOOM RECORDING

1. Call to order
2. Amendments to the Agenda
3. Public Comment
4. Reports:
 - a. Superintendent
 - b. Directors
5. Time Scheduled Appointments
 - a. Approve Strategic Plan goals for 2023/2024
 - b. Presentation of 2023/2024 Board Work Plan
 - c. Approve Logo
 - d. Approval of Prequalified Construction Managers
 - e. Approval of Procurement Card Resolution
6. Committees
 - a. Finance Committee
 - b. Policy Committee
 - i. Adoption:
 1. Code C21: Search and Seizure
 2. EID in Education amendment
 - ii. Second Reading- Teaching and Learning
 - iii. First Reading- Code F3: Fire and Emergency Preparedness
 - c. Buildings & Grounds Committee
 - d. Negotiations, Hiring, & Retention Committee
 - e. Working Groups
7. Approve Minutes
8. Public Comment
9. Executive Session - if needed
10. Reflection
 - a. What did we do well?
 - b. What could we do better?
11. Adjourn

AGENDA ITEM #1**Call to Order****PURPOSE:**

To begin the meeting, the Chair will determine if a quorum is present, then call the meeting to order.

WHO:

Chair: "I call this meeting to order at _____ p.m."

MOTION REQUIRED?

No

AGENDA ITEM #2**Amendments to the Agenda****PURPOSE:**

To add or delete items to the agenda. This is the only point in the meeting the agenda may be amended.

Amendments added cannot include items that statutorily require a warning to the general public, and should not include items that have a significant impact that ethically should be warned to the public. **Amendments should be the exception, not the rule.**

NOTE: Reorganizing existing items on the agenda is not the same as amending it; items can be reorganized at any point in the meeting.

WHO:

Chair

MOTION REQUIRED?

Yes, **after** the amendments are announced or after it is determined that there are no amendments.

- "Motion to adopt the agenda." Requires a second and a vote.

PURPOSE:

All meetings of the body are meetings in the public, not of the public. Members of the public shall be afforded a reasonable opportunity to express opinions, so long as order is maintained.

A public body is within its rights under Open Meeting Law to limit public comment to only those items listed on its meeting agenda. However, the WCSU/WCUUSD board feels this creates a barrier preventing the public from bringing to their attention issues that are of importance to them. Thus, the board chooses to be responsive to the needs and concerns of their communities by allowing opportunities for public comment beyond just those items listed on its agenda..

WHO:

Chair

- Comments by the public or members of the body **must be addressed to the Chair or to the body as a whole**, and not to any individual member of the body or public.

MOTION REQUIRED?

No

Board Rules:**→ Public in-person meetings:**

- ◆ Persons wishing to speak must place their name and town of residence on the sign-in sheet;
- ◆ person must be acknowledged by Chair before speaking;
- ◆ speaker stands and addresses Chair or board as a whole;
- ◆ time limit of two (2) minutes per person.

→ Digital meetings:

- ◆ [Digitally raise your hand](#),
- ◆ wait to be acknowledged by the Chair,
- ◆ clearly state your name and town of residence for the minutes,
- ◆ address the Chair or the board as a whole

- If a member of the public has already spoken on a topic, they may not be recognized again until others have first been given the opportunity to comment.
- Order and decorum shall be observed by all persons present at the meeting. Neither members of the body, nor the members of the public, shall delay or interrupt the proceedings or the peace of the meeting or interrupt or disturb any member while speaking. Members of the body and members of the public are prohibited from making personal, impertinent, threatening, or profane remarks.
- Members of the body and members of the public shall obey the orders of the chair or other presiding member.

From the Superintendent

Even though we had all hoped for a quiet summer, July was not that. The unusually wet and flooding weather and some important district work occurred during those four weeks. Resilient has become the word that best describes all that we endured during the floods. Joe Rigoli and his team were ever present as the waters rose, and then receded, and then rose again. The Middle and High Schools sports fields had the greatest impact and continue to be challenged by the excess of rain. With the guidance of Greg Schillinger, WUHS Principal during Irene, we learned and confirmed that the best course of action was to rake off the fields and reseed them. All of this work is dependent on the rain stopping and the fields drying out enough to tolerate tractors on them. We are still waiting for that to occur. The lower fields will not be ready for pre-season but we hope they will be in decent condition for Fall sports. Our Assistant Principal TanCreti and Athletic Director Boymer are working with coaches for scheduling of practices.

On July 19th through the 21st, the members of the School Leadership Team including Principals, Assistant Principals and Directors met for their annual leadership retreat. Topics included setting goals for the team as Instructional Leaders, a presentation on the data surrounding some of our predictable outcomes for male students, meeting with the Battelle for Kids team regarding our current Portrait of a Graduate and Strategic Plan, short term and long range financial planning, our Multi Tiered System of Support and ongoing discussions of teacher supervision. These three days provided the team with the time they needed for deeper conversations of the District's vision, forming connections, and enjoying each other.

A Continuous Improvement Team has met twice since the end of the school year to review the steps taken to meet Literacy and Mathematics goals. In their last meeting, Change Improvement Cycles were created that included the why, how and what of this work. Short, mid and long term goals were identified and how these would be monitored. The hope is that this process of reflection on new work will be replicated with our improvement strategies so that we are always addressing the impact of the efforts and whether improvement is occurring as a result of the work.

Prior to the end of the school year and throughout the summer, conversations have been occurring between the faculty, staff, and leadership with Leigh Sherwood of Lavalley/Brensinger Architects about the new building. Leigh and his team have made great efforts to solicit and include the feedback from a variety of sources. The result has been a dynamic conversation regarding what is possible and needed for a new Middle and High School.

Finally, the work of reviewing our current Portrait of a Graduate and developing a new Strategic Plan began on July 31st. A group of 30 parents, community members,

students, teachers and administrators met to review the PoG for any revisions and to begin to consider new goals for the upcoming Strategic Plan. Three additional meetings will occur between September and December so that a proposal can be submitted to the Board for approval.

From the Director of Technology and Innovation

This summer we hired a crew of four Technology Interns (Nick Bishop, Maggie Parker, Allie Lynch, and Remy Malik) to assemble, configure, and distribute the Newline interactive displays that we purchased with ESSER funds. The Technology Interns have completed over 90 displays across all of our schools in preparation for the start of the 2023-24 school year. We are greatly appreciative of their efforts!

We are also excited to announce that we've hired Tydus Percy as our new IT Specialist. Tydus is a recent graduate of the IT program at the Hartford Area Career and Technology Center, and through that program he received a CompTIA A+ certification.

From the Director of Student Support Services

- Continued work with SPED team for the special education rule changes including updating our special education website, review of forms and documents and hosting a 2 day in person training for the special education team with Jen Patenaude who is a state leader in this work
- Creating a short and long term onboarding plan for the new members of the special education team so that veteran and newly certified teachers alike are supported appropriately
- Development of the paraeducator role, training and responsibilities as well as a back to school session for them focusing on their work
- Working with principals to create new opportunities for students who receive special education services
- Worked with the MTSS team to further develop our practices for monitoring growth, assessing students needs and planning for instruction and intervention
- Worked on a \$50,000 grant submission with Rhiannon Hutchinson for sensory rooms and paths in our buildings
- recruitment and staffing

From the Director of Curriculum, Instruction, and Assessment

CIA Information @ www.mtnviews.org: Information for families about learning programs and assessment is always available!

Elementary Teacher Cohort 1 Training in EL: In June, Thirty teachers participated in 3 days of training with [SchoolKit](#) in our district's new ELA Curriculum, [EL Language Arts](#). Over the 23-24 school year, these teachers will implement 1-2 modules with monthly virtual support from SchoolKit.

Summer Educator Workdays: Summer work days allow educators to connect and take deep dives into planning for an excellent school year. Local and ESSER funding is supporting the work of 25 groups this summer. Examples include: Reading Elementary Planning with new Principal Brandon Hill, Math Equity Strategic Planning, MTSS workgroups and departmental planning at the middle and high school.

Peer Mentorship Program: Our new teacher peer mentor program is in its fourth year, with 8 pairings this year (down from 24 last year). Previous participants have shared with us how helpful it is to have a dedicated go-to mentor for questions big and small throughout the year. August 24th is our New Faculty Basecamp event to launch our newest faculty into the school year.

AGENDA ITEM #5	Time Scheduled Appointments
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5.A.	Approve Strategic Plan Goals for 2023/2024
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WHO:
Sherry Sousa

PURPOSE:
Working to meet the goals of the five-year strategic plan, the fifth year objectives are focused on continuing work of previously identified goals and the addition of newly prioritized areas.

5.B.	23/24 Board Work Plan
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WHO:
Keri Bristow

PURPOSE:
Share and discuss the [Board Work Plan](#) for FY24.

5.C.	Logo
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[Mountain Views logos](#)

A sampling of several sizes and shapes for consideration, courtesy of Bob Crean's colleague, Greg Crawford.

5.D.	Approval of Prequalified construction Managers
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WHO:

Ben Ford, HSMS Working Group Chairperson

PURPOSE:

Board approval of prequalified construction managers for proposed new middle/high school project.

MOTION REQUIRED:

Yes. Needs a second and a vote.

On July 18, 2023, the District posted a request for qualifications (RFQ) for a construction manager for our proposed new middle/high school project. We posted our RFQ on our website, posted notices in our local papers and sent our RFQ directly to 6 construction firms that do construction management. Those firms were: DEW Construction, Engelberth Construction, North Branch Construction, PC Construction, Trumbull-Nelson Construction and The Whiting-Turner Construction Company. Two companies did not respond to our RFQ, one responded that the project was too large for them at this time, and three sent us qualification proposals. These proposals will be reviewed by the new build committee Wednesday evening, 08/02/23. We will present their recommendations to the board for action this evening.

5.E.	Approval of Procurement Card Resolution
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WHO:

Jim Fenn, Director of Finance & Operations

PURPOSE:

Board approval of procurement card resolution.

MOTION REQUIRED?

Yes. Needs a second and a vote.

Working with our District Treasurer, Calista Brennan, we have explored opportunities to streamline our procurement process. Currently, a limited number of SU staff have District credit cards. These are issued through a commercial bank and the bank will no longer allow us to use their credit cards unless we move more of our banking activity to their bank.

Many school districts around the state and around the country use the ASBO/VASBO sponsored procurement cards through the Illinois ASBO. This program works with the

Bank of Montreal to provide a simple cost effective credit card system for public school districts. The District's controls are online and can be accessed 24 hours per day to inactivate cards, adjust credit limits, review purchases, etc. Each May rebates are paid by the program through Illinois ASBO. My experience with the rebates is that they typically are about 3% of purchases and are paid by check each May.

I have included a brief PowerPoint presentation on p-cards and will be happy to answer any question you may have.

[MVSD p-Card presentation](#)



WINDSOR CENTRAL SUPERVISORY UNION

Windsor Central Unified Union School District □ Pittsfield School District

Serving the towns of Barnard, Bridgewater, Killington, Pittsfield, Plymouth, Pomfret, Reading and Woodstock

70 Amsden Way Woodstock, Vermont 05091

Phone: 802-457-1213 Fax: 802-457-2989 www.wcsu.net

Resolution Authorizing Issuance

Of

Individual Procurement Cards

WHEREAS, the Board of Directors of the Mountain Views School District and the Mountain Views Supervisory Union has the authority to enter into an agreement with the Bank of Montreal for purchasing cards; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Mountain Views School District and the Mountain Views Supervisory Union that the District Treasurer and the Board Chairperson are authorized to enter into an Agreement with the Bank of Montreal to secure Procurement Cards for each authorized employee of the school district and supervisory union under such terms and conditions as approved by the Board.

The Board authorizes the District's Director of Finance and Operations to execute a p-Card program agreement on its behalf.

Approved this _____ day of August, 2023.

Ayes _____

Nays _____

Chairperson _____

Date _____

PURPOSE:

To provide an update on the work of Committees and Working Groups.

WHO:

- A. Finance Committee Update
- B. Policy Committee Update
 - i. Adoption-
 - 1. [Code C21 Search and Seizure](#)
 - 2. EID in Education amendment ([markup draft](#)) and ([clean draft](#))
 - ii. Second Reading- [Teaching and Learning](#)
 - iii. First Reading- Code F3 Fire and Emergency Preparedness ([markup draft](#)) and ([clean draft](#))
- C. Buildings & Grounds Committee Update
- D. Negotiations, Hiring, & Retention Committee Update
- E. Working Groups Update

Windsor Central Supervisory Union
 Windsor Central Unified Union School
 District Board of Directors Monthly Meeting
 June 5, 2023, 6:30 p.m.
[Zoom recording](#)

Board Members Present:

Barnard:

Carin Park (8:06 p.m.- virtual)

Bridgewater:

Lara Bowers

Killington:

Anne Karl (virtual)

Plymouth:

Elliot Rubin
 Josh Linton

Pittsfield:

Ray Rice (virtual)

Pomfret:

Bob Crean (virtual)
 Lydia Locke

Reading:

Anna Sessa (virtual)

Woodstock:

Keri Bristow
 Ben Ford
 John Williams
 Sam DiNatale
 Matt Stout
 Marianne Ralph (virtual)

Superintendent: Sherry Sousa

Director of Student Support Services: Shayna Kalnitsky

Director of Instructional Technology: Raphael Adamek

Director of Finance and Operations: Jim Fenn

Director of Buildings and Grounds: Joe Rigoli

Director of Human Resources: Linda Loprete (virtual)

Principals/ Administration: Garon Smail (virtual), Mary Guggenberger (virtual), Maggie Mills (virtual), Melissa Zoerheide, Aaron Cinquemani (virtual)

Student Representatives: Owen Courcey (virtual), Aidan Keough-Vella (virtual)

Recording Secretary: Rayna Bishop

1. Keri Bristow called the meeting to order at 6:33 p.m. All online board members introduced themselves.
2. Amendments to the Agenda: None. Motion to approve the agenda: Ben Ford. Seconded: John Williams. All in favor.
3. Public Comment: None.
4. Reports: The full written reports can be found in the [board book](#). A brief rundown of their written reports was provided by the Superintendent, Director of Instructional Technology, Director of Student Support Services, Director of Finance and Operations, and the student representatives.
5. Time Scheduled Discussion:
 - a. Nate Levenson from New Solutions K12 delivered a presentation on his work with the district around elementary scheduling and use of time. He shared his findings and recommendations.
 - b. Sherry Sousa delivered a presentation on the results of the district-wide Climate Survey.
 - c. The board discussed the logos as presented and shared their ideas. The board will revisit the topic with revised versions.

- d. Jim Fenn shared information on the Tax Anticipation Note (TAN) and its purpose. Motion by Matt Stout that the board authorize a Tax Anticipation Note for three million, two hundred thousand dollars for FY24 operating expenses, understanding that the note matures on June 30, 2024, and the anticipated final interest rate is 4.5%. The anticipated final interest rate may change due to a fluctuation in the Federal Interest Rate. Seconded by Lara Bowers. The motion passes with one nay by Josh Linton.
 - e. Joe Rigoli share the revised WUHSMS Facility Condition Assessment.
 - f. Approve New Hires- Motion to approve the hiring of all persons as presented (Kathleen MacLean, Special Educator; Lori Ann Adams, SEL Teacher; Ashley Morse, Elementary Teacher). Moved: Sam DiNatale. Seconded: Anna Sessa. All in favor.
 - g. Accept Resignation- The resignation of School Nurse Katie Burke was accepted with regret. Sherry Sousa and Garon Smail also spoke about the retirement of WUHSMS Administrative Assistant Tyna Gallagher.
6. Committees:
- a. Finance- Ben Ford delivered an update on the work of the committee since their last meeting.
 - b. Policy-
 - i Adoption:
 - 1 Motion by Lara Bowers to adopt the Grading Policy. Seconded: Sam DiNatale. All in favor.
 - 2 Motion by John Williams to adopt the Administration of Federal Grant Funds policy. Seconded by Ben Ford. All in favor.
 - 3 Motion by Ben Ford to adopt the Prevention of Conflict of Interest in Procurement policy. Seconded by John Williams. All in favor.
 - ii Second Reading: Motion by John Williams to adopt the Search and Seizure policy at the next meeting (August). Seconded: Matt Stout. All in favor.
 - iii First Reading: Motion by Lydia Locke to have a second reading of the Teaching and Learning policy at the next meeting. Seconded: Anna Sessa. All in favor.
 - c. Buildings & Grounds- Matt Stout discussed the work of the committee from the last meeting. Matt and Joe Rigoli shared concerns about failed heating system parts at WUHSMS, which will result in other projects throughout the district being deferred to reallocate funds for repairs so the building has heat for the upcoming winter.
 - d. Negotiations- no updates at this time.
 - e. MSHS Build- Ben Ford discussed the recent New Build Committee meeting.
7. Motion by Ben Ford to approve the minutes from May 1, 2023. Seconded: John Williams. All in favor.
8. Public Comment: none.
9. Reflection: The board reflected on their meeting, noting the time efficiency and respectful dialogue.
10. Motion to adjourn at 8:45 p.m. Moved: Anna Sessa. Seconded: . All in favor.

Windsor Central Unified Union School District
Board of Directors Special Meeting
June 19, 2023, 6:00 p.m., WCSU Conference Room
[Zoom Recording](#)

Board Members Present:

Barnard:

Carin Park (virtual @ 6:11 p.m.)
Bryce Sammel (virtual)

Bridgewater:

Lara Bowers
Ryan Townsend (6:25 p.m.)

Killington:

Plymouth:

Elliot Rubin (virtual)

Pittsfield:

Pomfret:

Bob Crean (virtual)
Lydia Locke (virtual)

Reading:

Anna Sessa (virtual)

Woodstock:

John Williams
Keri Bristow (virtual)
Matt Stout (virtual)
Sam DiNatale (virtual)

Superintendent: Sherry Sousa

Director of Finance and Operations: James Fenn

Recording Secretary: Rayna Bishop (virtual)

1. Meeting called to order at 6:06 p.m.
2. No amendments to the agenda.
3. Public Comment: none
4. TPVS Agreement Letter: Jim Fenn discussed the letter. Motion to approve the TPVS Agreement letter by John Williams. Seconded by Lara Bowers. All in favor.
5. General Obligation Notes: Discussion presented by Jim Fenn. In March 2023, the voters approved Articles 7, 8, and 9 on the warrant for three capital projects requiring the district to borrow funds under the general obligation note process. An RFP went out to all banks that have a presence in town, and was published in the district papers of record. Only one bank submitted a bid. It is a five year note with payment terms of one annual payment of interest and principal, at a 4.6% interest rate locked for the five years of the note. At a prior meeting the board was shown the annual costs as anticipated. Motion to approve the request for the total amount of four million four hundred thousand dollars with an anticipated final interest rate of 4.6%. Moved by Lara Bowers. Seconded by Anna Sessa. All in favor.
6. Logo: Rayna Bishop discussed the logo and recommendation to use the Profile of a Graduate/Strategic Plan logo, as it was created with multiple sources of input and represented of the district. More feedback was heard on edits. Bob Crean offered to share it with a graphic designer. Rayna to send image to Bob.
7. New Hire(s); Motion to approve new hire by Lara Bowers. Seconded by John Williams. All in favor.
8. Resignation(s)/Retirement(s): Motion to accept resignation by Anna Sessa. Seconded by Lara Bowers. All in favor.
9. Motion to grant the Chair and/or Vice Chair to hire until the next board meeting by Anna Sessa. Seconded by Sam DiNatale. All in favor.
10. Motion to grant Rayna Bishop the authority to edit all board approved documents to change Windsor Central to Mountain Views by Bob Crean. Seconded by Anna Sessa. All in favor.
11. Public Comment: none
12. Motion to adjourn at 6:35 p.m. by Anna Sessa. All in favor.

AGENDA ITEM #8	Public Comment 10 minutes
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PURPOSE:

To hear input, concerns, etc. from the attending public.

WHO:

Chair

MOTION REQUIRED?

No

Board Rules: Public sign-in sheet (when in-person meetings are resumed). Person stands and announces name; time limit of two (2) minutes per person.

Digital meetings: Digitally raise your hand, wait to be acknowledged by the Chair, please identify yourself for the record, then address the board.

AGENDA ITEM #9	Executive Session- if needed
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WHO:

Chair calls for a member to make the motion.

MOTION REQUIRED?

Yes. Motion required that states the purpose and the statutory exemption from public session.:

“Motion to enter executive session for _____ under 1 V.S.A. §313(?(?).”

Requires a second and a vote to enter the session.

AGENDA ITEM #10	Reflection
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PURPOSE:

This is a time to process board self-evaluation and implement recommendations for improvement.

WHO:

Full board

MOTION REQUIRED?

No.

PURPOSE:

Ends the meeting

WHO:

Chair calls for a member to make the motion to adjourn and notes the time.

MOTION REQUIRED?

Yes. Needs a second and vote.