

MOUNTAIN VIEWS SUPERVISORY UNION

MOUNTAIN VIEWS SCHOOL DISTRICT

## Monthly Board of Directors Meeting

February 5, 2024, at 6:30 p.m.

MVSU Conference Room  
and  
ZOOM video-conferencing

Join Zoom Meeting

<https://wcsu-net.zoom.us/j/82014004146?pwd=NGlYclN1OXRrQnhZbnZxQjVGempNdz09>

Meeting ID: 820 1400 4146  
Passcode: 553807

## Agenda

### START THE ZOOM RECORDING

1. Call to order
2. Amendments to the Agenda
3. Public Comment
4. Reports:
  - a. Superintendent
  - b. Directors
  - c. Students
5. Time Scheduled Appointments
  - a. Woodstock Community Food Shelf Presentation
  - b. Draft Strategic Plan Goals
  - c. Recognition of Retiring Board Members
  - d. Union Arena Trust/Trustees
  - e. Approve HVAC Upgrades
6. Committees
  - a. Finance Committee
  - b. Policy Committee
  - c. Buildings & Grounds Committee
  - d. Negotiations, Hiring, & Retention Committee
  - e. Working Groups
7. Approve Minutes
8. Public Comment
9. Executive Session - student matter
10. Executive Session - contractual matter
11. Reflection
  - a. What did we do well?
  - b. What could we do better?
12. 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 MVSU/SD 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: no**
  - ◆ [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 orh 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

One of the critical roles of the Superintendent is to keep a focus on supervision and evaluation of our educators and administrators. The positive impact on student outcomes of teacher reflection, goals setting and feedback on instructional practices, is well documented. A finding from the Quaglia Culture Survey was that teachers did not see the benefit of the current annual goal setting process. Looking further into the issue, it became apparent that the district's Supervision and Evaluation Framework needed updating. In the last weeks, I met with the Faculty Advisory Council to offer them revisions to the process and I received constructive feedback. The recommended new procedures will have a heavier emphasis on using our Portrait of a Graduate and District Goals for Literacy and Math as a point of reflection. These self and building assessments could be used to generate individual and school based goals. The MVSU Supervision and Evaluation Framework will be revised to reflect current best practice and procedures.

Another point of data that the Leadership Team has considered since last spring is the differentiation of boys versus girls in behavioral referrals and performance data. Dr. Cinquemani and I have met with boys in both the 5th and 6th grades at TPVS to gather their thoughts about what makes them happy and proud at school. Based on individual interviews, a focus group conversation, and a review of data, some steps have been taken to engage all students in more physical activity and to elevate student voice in daily classroom decisions. We are looking forward to further meetings to assess whether those changes have had a positive impact.

Finally, the Writing Team for the new Strategic Plan incorporated the feedback from the Design Team consisting of parents, community members, students and teachers, as well as input from other parents, faculty and administrators, to create the proposed Strategic Plan Goals, Objectives and Strategies. I will share those in detail later in our meeting.

**Monday, January 29,  
2024**

	BA	KES	RES	TPVS	WES	WUHSMS	Totals	
Pre K 3	3	10	5		12		30	
Pre K 4	8	13	4		31		56	
K	10	13	4		54		81	
Grade 1	7	12	7		24		50	
Grade 2	4	15	4		38		61	
Grade 3	8	8	5		49		70	
Grade 4	15	20	6		46		87	
Grade 5	5	14		34			53	
Grade 6	10	11		42			63	
Grade 7						65	65	
Grade 8						64	64	
Grade 9						86	86	
Grade 10						80	80	
Grade 11						76	76	
Grade 12						83	83	
<b>Total Pre K</b>	11	23	9		43		86	
<b>Total K-12</b>	59	93	26	76	211	454	919	
<b>Total by School</b>	70	116	35	76	254	454	1005	<b>District Total</b>
<b>Percentage Change since Previous Month</b>	-2 (-2.8%)	2 (1.8%)	1 (2.9%)	0	1 (0.4%)	2 (0.4%)	4 (0.4%)	<b>District Change</b>
							-2 (-0.2%)	<b>District Change from 1 year ago 2022-23</b>

	January 29, 2024
Tuition Funding Source = "Operating School District"	908
Tuition Funding Source = "Other" (i.e., Exchange Students)	2
Tuition Funding Source = "Other VT School District"	95
Tuition Funding Source = "VT State Agency"	0
Tuition Funding Source = "Sponsored by Operating District"	0
Total	1005

Mountain Views Supervisory Union enrollment by town (as of 1-29-24)

[https://docs.google.com/spreadsheets/d/1Rz-VzYJMM4EnkGcdr0h3MYLo4QyEPIg1nYn\\_gb9fmM50/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1Rz-VzYJMM4EnkGcdr0h3MYLo4QyEPIg1nYn_gb9fmM50/edit?usp=sharing)

Mountain Views Supervisory Union enrollment by school and town (as of 1-29-24)

[https://docs.google.com/spreadsheets/d/1aVEik\\_qriPljQL-53xFwCF-srvcl-JpfADnHbBU\\_sbkW/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1aVEik_qriPljQL-53xFwCF-srvcl-JpfADnHbBU_sbkW/edit?usp=sharing)

### From the Director of Technology and Innovation

As of January 29, 2024, enrollment in the Mountain Views Supervisory Union schools was up to 1,005 students. This is an increase of 4 students from December 21, 2023, and is only 2 students below our enrollment on January 31, 2023. This steady increase of students is notable because in November 2023 our total student enrollment was 17 students less than it was in November 2022.

We have started preparing for the 2024 VTCAP (Cognia) assessments. One major change this year is that the VTCAP assessments will be administered earlier in the school year. This year the assessments will be administered between March 11 – April 26, 2024. VTCAP ELA and Math assessments are administered to all students in grades 3 - 9, and VTCAP Science assessments are administered to students in grades 5, 8, and 11.

We have released an RFP to replace the firewalls at all of our schools and the Central Office. The RFP was released in the beginning of January and we are requiring responses by February 9, 2024. So far we have received interest from a number of vendors. This project will be funded using ESSER.

### From the Director of Student Support Services

- Meeting new/increased needs for homeless students
- Preparing to welcome 2 refugees from the Ukraine in the HS
- Coordinating a day for counselors across the district to meet and learn about topics pertinent to the needs of our students, explore developing a crisis/trauma response for when our students and families suffer a catastrophic event
- Conducting in house deep dives facilitated by Janine Saragusa about students to create understanding and instructional plans that focus on the whole child
- Continued transition planning work with Emily Meloon and our MS/HS special educators
- Preparing for Cognia administration
- Getting ready for ESY (Extended School Year)

### From the Director of Curriculum, Instruction, and Assessment

#### Update from Patty Kelly on District Wide Math Professional Development:

PreK teachers from across the district have just completed their 4 days of math professional development in which we identified key vocabulary, notations and representations for their students. During this time we also explored effective teaching strategies and a scope and sequence of learning. Although different in many ways to the structure of the K-12 math experience for students, this work was a critical step to build relationships with our PreK educators, and coherence across grades and schools.



The K-5 teachers are halfway through our professional development for the school year. During this time we have established critical vocabulary, notations, and representations necessary for coherent instruction across grade levels and discussed the progressions of learning including counting, additive reasoning, multiplicative reasoning, and fractional reasoning. We have also discussed many positive teaching practices or strategies within these categories. Next we will ensure that we are documenting a commitment of prioritized teaching, as well as what we will *avoid* in our Math Whole District Agreements (MWDA). We have also had lots of opportunities to share instructional resources and teaching strategies. Another component of our work together has been thinking about how to embed the 8 math practices into our work with students. Next, we will establish our commitments to the rules and generalizations that we use in mathematics. The final stage of this work in the spring will be reviewing our Whole District Math Agreements for grades PreK-12, looking at our instructional materials to ensure alignment to the commitments we've made through our MWDA, and communicating with stakeholders. Although this is the beginning of an iterative process of review and reflection of our math instruction, we will have solid MWDA's by the end of this school year for grades PreK-12 that will provide our students a more coherent math experience across grades.

**Federal Mandates/Fund Activity:** This is the time of the year when mandated activities to continue our access to Federal dollars begins. This includes outreach to Independent Schools for access to Title funds, consultation with those independent schools, a Comprehensive Needs Assessment, and Continuous Improvement Plan drafting. In addition, carryforward funds are allocated for covering expenses for Title activities. Of note, our homeless expenses increased from \$500 in previous years to nearly \$9,000 this year.

### **[From the Director of Finance and Operations](#)**

The Business Office is getting caught up on reports, audit work and other tasks now that the budget is done. The link below is to the board folder with the monthly financial reports. Our year to date spending as of December 31st is at about 35% of the approved budget. This is about 5% less than in the last two years at the same time. Much of this difference is due to our change to full accrual accounts payable and paying invoices when due not when received. This change has improved our cash flows. Please let me know if you have any questions about anything in the monthly reports.

### **[Monthly Financial Reports](#)**

## From the Student Representatives

### Aidan:

Middle and high school students have begun their semester two classes after completing classes of the previous semester, with some students pursuing a TA (Teacher's Assistant) position for a class they are interested in (among other C3 projects). High school students are also starting to look ahead towards SAT testing, which will take place in March. Winter athletes continue to perform exceptionally well in their match-ups, with many producing wins against rival opponents. The student body wishes the best of luck to these athletes as playoff season approaches. The Superintendent's Student Advisory Council continues their work as they plan for next year's Leadership Summit, projected to take place in mid November. The group is planning to create an Executive Council (which will include other schools) that will oversee the planning of the summit. The Code of Conduct Working Group met on Thursday, 2/1 for the second time. They have begun to look at the current HSMS Code of Conduct and think about how to reformat this document so that it better articulates the rights, responsibilities, and expectations among students and staff and is made more accessible to all HSMS members and families.

### Owen:

Middle School and High School students are doing pretty well as we approach championship season for winter sports. We continue to have a really high level of participation in shorter, semester-based classes and 1/2-credit electives at the High School - so the new semester means lots of turnover and new course opportunities for kids.

January's been a major month for arts at WUHSMS - 10 students have their art (from photography to ceramics, etc.) currently displayed at [AVA Gallery's High School Exhibition](#) in Lebanon. The high school and middle school bands also put on their concerts these past weeks and [Poetry Out Loud](#) (a national contest organized at the HSMS by Martha Perkins) will again be an opportunity for students to showcase a poem.

Big shout-out to Tori McNamara for getting nominations from Vermont's whole congressional delegation to the US Air Force Academy (AKV in-bound soon, no doubt...) and to all the seniors pursuing school, work or service in the fall.



Photograph by Rue Stahl ('25)  
Displayed at AVA Gallery



Tori McNamara ('24) with Sen. Peter Welch  
and Rep. Becca Balint

5.A.	Woodstock Community Food Shelf Presentation
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**WHO:**

Caroline Shepard

**PURPOSE:**

To listen to a presentation about the Woodstock Community Food Shelf's food support program. Food shelf volunteers, with guidance from school nurses and counselors, shop, bag, and send food home on weekends for children who are experiencing food insecurity. They also provide snacks on a monthly basis at the middle and high school.

5.B.	Draft Strategic Plan Goals
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**WHO:**

Sherry Sousa, Superintendent

**PURPOSE:**

To share the proposed Strategic Plan goals and objectives.

Presentation: [Proposed Strategic Plan Goals 2024](#)

5.C.	Recognition of Retiring Board Members
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**WHO:**

Keri Bristow, Chair  
Ben Ford, Vice Chair

**PURPOSE:**

To recognize and appreciate any board member(s) who is/are not returning at the completion of their term.

5.D.	Union Arena Trust/Trustees
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**WHO:**

James Fenn, Director of Finance and Operations

**PURPOSE:**

[Union Arena Memo](#) (below items referenced in memo)

- [Union Arena Declaration of Trust](#) (modeled after the [Declaration of Trust for the Potwin Scholarship Trust](#))
- [UA Investment Objective Profile](#) (modeled after the prior [2014 version of the document](#))

Other documents:

- [Potwin Trust Investment Objective Profile](#)
- [Union Arena Comprehensive Agreement](#)
- [Union Arena 2009 Management Agreement](#)
- [Union Arena Funding Addendum](#)

[One-click folder](#) of all above documents.

5.E.	Approve HVAC
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**WHO:**

Joe Rigoli, Director of Buildings and Grounds

**PURPOSE:**

To approve HVAC upgrades at Reading Elementary School and Killington Elementary School, and discuss the Agency of Education grant funding.

AGENDA ITEM #6	Committees
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**PURPOSE:**

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

**WHO:**

- Finance Committee
- Policy Committee
- Buildings & Grounds Committee
- Negotiations, Hiring, & Retention Committee
- Working Groups

Mountain Views Supervisory Union  
 Mountain Views School District  
 Board of Directors Monthly Meeting  
 January 8, 2024, 6:30 p.m.  
[Zoom recording](#)

**Board Members Present:***Barnard:*

Bryce Sammel (virtual)

*Bridgewater:*

Lara Bowers

Ryan Townsend

*Killington:*

Anne Karl

*Plymouth:*

Elliot Rubin

Josh Linton

*Pittsfield:*

Ray Rice (virtual)

*Pomfret:*

Bob Crean

Lydia Locke

*Reading:*

Anna Sessa

Adam Ameele

*Woodstock:*

Keri Bristow

Ben Ford

John Williams

Matt Stout (virtual)

Sam DiNatale

Marianne Ralph

*Director of Finance and Operations:* Jim Fenn*Director of Instructional Technology:* Raphael Adamek*Director of Curriculum, Instruction, and Assessment:* Jennifer Stainton*Principals/Administration:* Gaxon Smail, Cody TanCreti (virtual), Maggie Mills (virtual), Mary Guggenberger (virtual),

Brandon Hill (virtual), Melissa Zoerheide, Aaron Cinquemani

*Student Representatives:* Owen Courcey, Aidan Keough-Vella*Recording Secretary:* Rayna Bishop

1. Keri Bristow called the meeting to order at 6:33 p.m.
2. Amendments to the Agenda: None.
3. Public Comment: Misha McNabb addressed the board, introducing herself as the Public Health Emergency Preparedness Specialist from the VT Department of Health.
4. Reports: The full written reports can be found in the [board book](#). A brief narrative of the reports was given by Directors and the Student Representatives.
5. Time Scheduled Discussion:
  - a. Continuous Improvement for Literacy and Mathematics: [Presentation](#) delivered by Raphael Adamek, Julie Brown, Audrey Richardson, and Jen Stainton.
  - b. Mountain Biking Request: Motion by Matt Stout to change from club status to varsity. Seconded by Anna Sessa. All in favor.
  - c. Appoint Union Arena and Potwin Trust board member: Motion by Anna Sessa to appoint Ray Rice. Seconded by Sam DiNatale. All in favor.
  - d. Adopt Projected FY25 Budget to Present to Voters: Presentation by Ben Ford and James Fenn. Motion by Bob Crean to adopt the proposed budget of \$30,429,153.00 with a LTW Eq. Pupil cost of \$17,043. Seconded by Adam Ameele. Verbal vote taken followed by roll call: Ayes- Matt Stout, Bryce Sammel, Ben Ford, Sam DiNatale, John Williams, Anna Sessa, Elliot Rubin, Adam Ameele,

- Marianne Ralph, Lara Bowers, Anne Karl, Lydia Locke, Bob Crean, Keri Bristow; nays- Ryan Townsend, Josh Linton. The motion passed.
- e. Adopt Resolution of Necessity for Capital Construction Project: Motion by Adam Ameele to adopt the Resolution of Necessity for Capital Construction Project. Seconded by Anna Sessa. Discussion ensued. Verbal vote taken followed by roll call: Ayes- Matt Stout, Bryce Sammel, Ben Ford, Sam DiNatale, John Williams, Anna Sessa, Elliot Rubin, Adam Ameele, Marianne Ralph, Ryan Townsend, Lara Bowers, Anne Karl, Lydia Locke, Bob Crean, Keri Bristow; nay- Josh Linton. The motion passed.
  - f. Adopt Form of Warning for Capital Construction Bond Issue: Motion by Bob Crean to adopt the Form of Warning for Capital Construction Bond Issue. Seconded by Adam Ameele. All in favor.
  - g. Adopt Declaration of Official Intent to Reimburse: Motion by Anna Sessa to adopt Declaration of Official Intent to Reimburse Certain Expenditures from Proceeds of Indebtedness. Seconded by Sam DiNatale. All in favor.
  - h. Adopt Warning for Public Information Hearing: Motion by Ben Ford to adopt the Warning for Public Information Hearing. Seconded by Sam DiNatale. All in favor.
  - i. Adopt Warning for District Annual Meeting: Motion by Anna Sessa to adopt the Warning for District Annual Meeting. Seconded by Bob Crean All in favor.
6. Committees:
- a. Finance- brief update by Ben Ford.
  - b. Policy-
    - i. Adoption:
      - 1-4. Motion by Adam Ameele to adopt policies D4- Title I Comparability, C2- Student Drugs & Alcohol, D5- Animal Dissection, D6- Class Size, and F1- Travel Reimbursement. Seconded by Anna Sessa. All in favor.
  - c. Buildings & Grounds- Matt Stout shared project updates.
  - d. Negotiations- brief update by Bryce Sammel.
  - e. Working Groups – HSMS Working Group- Ben gave a brief update on the work of the group.
7. Motion by Anna Sessa to approve the minutes from December 4 & 18, 2023. Seconded by Sam DiNatale. All in favor.
  8. Public Comment: Public comment was heard.
  9. Executive Session- The Board entered executive session to discuss a contractual matter at 8:21 p.m. No action taken.
  10. Meeting reflection was heard from the board.
  11. Motion to adjourn at 8:45 p.m. by Anna Sessa. Seconded by Sam DiNatale. All in favor.

<b>AGENDA ITEM #8</b>	<b>Public Comment ..... 10 minutes</b>
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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.

**WHO:**

Chair calls for a member to make the motion.

**MOTION REQUIRED?**

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

Chair makes the specific finding that premature general public knowledge would clearly place the board or person involved at a substantial disadvantage.

“Motion to enter executive session under 1 V.S.A. §313(a)(6).”

Requires a second and a vote to enter the session.

For the public record, if applicable, Chair states aloud any invitees who are not board members to attend the executive session.

Only one topic per executive session can be discussed. Must exit the current session (no motion to exit, as motions cannot be made in an executive session), take action if any, and a new motion made to enter the next executive session.

**WHO:**

Chair calls for a member to make the motion.

**MOTION REQUIRED?**

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

Chair makes the specific finding that premature general public knowledge would clearly place the board or person involved at a substantial disadvantage.

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

Requires a second and a vote to enter the session.

For the public record, if applicable, Chair states aloud any invitees who are not board members to attend the executive session.

AGENDA ITEM #11

Reflection

PURPOSE:

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

WHO:

Full board

MOTION REQUIRED?

No.

AGENDA ITEM #12

Adjourn

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.