

Approved
Caledonia Central Supervisory Union
Full Board of Directors' Meeting
Monday, February 19, 2024 - 6 PM
Location- In person & Zoom

Call to order by Clayton Cargill

In attendance: Ellen Cairns, Clayton Cargill, Mark Kaufman, Jason Miller, Cornelia Hasenfuss, Molly Gleason, Patrick Healy, Chris Tormey, Andra Hibbert, Mark Clough, Sue Roberts, Superintendent Mark Tucker, Incoming Superintendent Matthew Foster.

Approve minutes

- December 18th, 2023
- January 15th, 2024
- February 5th, 2024
- February 15th, 2024

A **motion** to approve the December 18, 2023, minutes by Chris Tormey and seconded by Ellen Cairns.
Motion approved.

A **motion** to approve the January 15, 2024, minutes by Chris Tormey and seconded by Jason Miller.
Motion approved.

A **motion** to approve the February 5, 2024, minutes by Patrick Healy and seconded by Ellen Cairns.
Motion approved.

A **motion** to approve the February 15, 2024, minutes by Mark Clough and seconded by Chris Tormey.
Motion approved.

Consent Agenda Minutes from Committees with Completed Work –

A **motion** to approve the consent agenda minutes from Mark Clough and seconded by Chris Tormey.
Motion approved.

Administrative Reports

Superintendent Report – Mark Tucker was present to highlight a few items.

- Act 127 correction. It would eliminate the 5% cap rate. Would also include some language to allow districts that need to, to push their voting date out. Mark will be testifying at Senate finance to speak on what created budget increases in our districts.
- S55 – bill that would require hybrid meeting options. Some push back due to not all towns having good internet service.

- S284 – cell phone bill. This bill revolves around cell phone use in schools – still at the discussion stages.

Student Service Report – no discussion

Ongoing Business

Update to CCSU Board on Superintendent Evaluation (Discussion / Potential Executive Session)
Superintendent Hiring Announcement (Discussion) - No questions.

Clayton announced that Matthew Foster has been selected as the new Superintendent and he has accepted the position and signed a contract. Permissions and background checks being sought from the interim Secretary of Education..

New Business

Open Special Educator Decision (Discussion /Possible Action) - Mark Tucker noted that Anne Landry is stepping down after this year. Vicki Hummer, who was with our SU, is looking to return as a co-director with our existing Asst. Director Allie Monahan. Mark Tucker would like the board to approve the hire.

Chris Tormey asked if there would be an increase in funding needed. No, cost neutral.

A **motion** to approve the promotion of Allie Monahan to Co-Director of Special Services by Patrick Healy and seconded by Mark Kaufman. Motion approved.

A **motion** to approve the hiring of Vicki Hummer as Co-Director of Special Services by Chris Tormey and seconded by Sue Roberts. Motion approved.

Hiring Season Authority for Superintendent (Discussion / Possible Action) This action grants the authority for the Superintendent to discuss a new hire with the SU board chair and then hire during the hiring season.

A **motion** to approve the hiring season authority for the Superintendent until Sept 16, 2024, by Mark Kaufman and seconded by Patrick Healy. Motion approved.

Mark Clough brought up having an SU board retreat this summer. This item will be put on the next agenda.

Policy Reviews: Policies shared on screen and Mark Tucker explained what each policy involves.

Policy E20 – Community Use of School Facilities (Recommended). An update to existing policy that allows for a Board to allow community use based on a range of criteria and obligations, or disallow community use for any reason. (Discussion/Proposed recommendation for adoption by District Boards)

Mark Tucker noted there has been some discussion at the Cabot board level regarding the use of the school from an outside group. Discussion on outside groups need to have their own liability insurance since our insurance policy does not cover it. VSBIT does offer temporary insurance that outside agencies renting the building can purchase. Mark Tucker suggests that option G of the policy be included, and option H be excluded revolving firearms. Boards can adjust as needed.

A **motion** to recommend that the districts adopt policy E20 to replace policy F2 by Chris Tormey and seconded by Jason Miller. Motion approved.

Policy D21 – Tiered System of Support and Educational Support Team (Recommended). A policy outlining Superintendent obligation to develop and support the use of multi-tiered educational supports. (Discussion/Proposed recommendation for adoption by District Boards). Mark Tucker would not encourage any changes to this policy.

A **motion** to recommend policy D21 to be adopted at the district levels by Mark Kaufman and seconded by Ellen Cairns. Motion approved.

Policy D20 – Curriculum Development and Coordination (Recommended). An update to existing policy, outlining the SU and District roles in the development of curriculum. (Discussion/Proposed recommendation for adoption by District Boards).

This does not assume that all schools in the district will use the same curriculums that have to do with literacy etc.

A **motion** to recommend policy D20 to be adopted at the district levels by Cornelia Hasenfuss and seconded by Mark Kaufman. Motion approved.

Policy F20 - Fiscal Management And General Financial Accountability (Recommended). A policy intended to align CCSU fiscal practices with current Federal and State law and regulation. (Discussion/Proposed recommendation for adoption by District Boards)

Question on item 7 regarding getting 3 bids. Required to do a solicit for 3 bids, does not mean you will receive 3 back.

A **motion** to recommend policy F20 to be adopted at the district levels by Chris Tormey and seconded by Sue Roberts. Motion approved.

Policy F23 – Capitalization of Assets (Recommended). An update to existing policy that provides guidelines for the management of the financial value of capital assets. (Discussion/Proposed recommendation for adoption by District Boards)

A **motion** to recommend policy F23 as written to be adopted at the district levels by Mark Kaufman and seconded by Chris Tormey. Motion approved.

Policy F24 - Prevention Of Conflict Of Interest In Procurement (Recommended). An update to existing policy that defines conflict of interest by employees in the process of purchasing or otherwise expending district monies in the course of their duties. (Discussion/Proposed recommendation for adoption by District Boards)

The board set the monetary value of gifted goods at \$25.

A **motion** to recommend policy F24 to be adopted at the district levels by Chris Tormey and seconded by Jason Miller. Motion approved.

Policy B20 - Personnel Recruitment, Selection, Appointment, And Background Checks (Recommended). Policy that outlines SU and District practices related to background checks for potential employees. (Discussion/Proposed recommendation for adoption by District Boards)

This relates to anyone that will be working with our students.
The option will be left in as a modified.

A **motion** to recommend policy B20 with modification to be adopted at the district levels by Ellen Cairns and seconded by Chris Tormey. **Motion rescinded.**

Current practice is that prospective employees pay for fingerprinting.

A **motion** to recommend policy B20 as modified to be adopted at the district levels by Ellen Cairns and seconded by Chris Tormey. Motion approved.

Policy F26 – Security Cameras (Recommended). A policy related to the placement and use of security cameras in school buildings. (Discussion/Proposed recommendation for adoption by District Boards)

Question on if there will be/or are cameras in the classroom. No.
Question/discussion on storage capacity of the videos/recordings.

A **motion** to recommend policy F26 to be adopted at the district levels by Mark Kaufman and seconded by Sue Roberts. Motion approved.

Policy B5 – Employee Unlawful Harassment (Required). An update to existing policy regarding unlawful harassment directed from one employee towards another (Discussion/Proposed Adoption on behalf of Districts)

A **motion** to adopt policy B5 on behalf of the district boards by Mark Clough and seconded by Mark Kaufman. Motion approved.

Policy B7 (Required) – Tobacco Prohibition (Required). An update to existing policy that expands the definition of prohibited products to include vaping. (Discussion/Proposed Adoption on behalf of

Districts)

A **motion** to adopt policy B7 on behalf of the district boards by Mark Clough and seconded by Patrick Healy. Motion approved.

Policy D4 – Title I Comparability (Required). Minor update to an existing policy outlining the use of Federal Title I monies by eligible schools. (Discussion/Proposed Adoption on behalf of Districts)

A **motion** to adopt policy D4 on behalf of the district boards by Mark Kaufman and seconded by Sue Roberts. Motion approved.

Policy F1 – Travel Reimbursement (Required). An update to existing policy that offers alternatives for the basis on which employee travel will be reimbursed. (Discussion/Proposed Adoption on behalf of Districts).

Modified to read actual cost and leave in the language that covers mileage reimbursement.

A **motion** to adopt policy F1 on behalf of the district boards by Mark Kaufman and seconded by Chris Tormey. Motion approved.

Remaining policies will be tabled until the next meeting

Policy D6 – Class Size Policy (Required). Outlines the SU's obligation to comply with Vermont law requiring school boards to develop guidelines for minimum and optimal average class sizes for regular and career technical education classes. (Discussion/Proposed Adoption on behalf of Districts)

Policy C6 – Participation of Home Study Students (Required). Defines Home Study Student and obliges schools to include Home Study Students in educational and extra-curricular opportunities wherever possible. (Discussion/Proposed Adoption on behalf of Districts)

Policy C3 – Transportation (Required). Requires the setting of policy regarding the offering of transportation to students and provides guidelines for the establishment of transportation procedures where offered. (Discussion/Proposed Adoption on behalf of Districts)

A1 – Board Member Conflict of Interest (Required). Update to existing policy that defines "conflict of interest" by Board members and provides recommended standards. (Discussion/Proposed Adoption on behalf of Districts)

Policy B4 – Drug and Alcohol Testing: Transportation Employees (Required). Outlines the SU's responsibility for implementing procedures for drug and alcohol testing for transportation personnel (bus drivers). CCSU currently complies for drivers employed by Danville, Cabot and Twinfield. Contract bus drivers are tested by the contract bus company. (Discussion/Proposed Adoption on behalf of Districts)

Other Business

VSBA Update (Discussion) - VSBA would like to use the SU as an example of the Superintendent Search going well that was led by the VSBA.

Mark Clough noted Act 127 is not the problem with the funding issues this year.

Public Input - none

Big THANK YOU to Sue Roberts for her years of service in our district!!

Future Agenda Items

Remaining policies

VSBA board summer retreat

Reorganization of the board

Strategic development for the next 5 years

A **motion** to adjourn by Sue Roberts and seconded by Mark Kaufman. Motion approved.

Minutes respectfully submitted by,
Nicky Cole

Next regular meeting: Monday, April 15th, 2024 at 6:00 p.m.