Unapproved Minutes
Caledonia Central Supervisory Union
CABOT SCHOOL DISTRICT
BOARD OF DIRECTORS' BOARD MEETING
December 15, 2025

Call to Order by Chris Tormey

Present: Ellen Cairns, Chris Tormey, Jason Monaco, Melissa Pratt, Superintendent Matt Foster, Principal Steve Owens, Director of Facilities Tommy Bricco, Director of Curriculum Patti Sprague, Director of Finance John Burke, Assistant Superintendent Mike Moriarty.

Consent Agenda:
Proposed Executive Session in accordance with 1 V.S.A 313 (a)(3) Appointment, employment, or evaluation of a public officer or employee.
A **motion** to add an executive session by Ellen Cairns and seconded by Jason Monaco. Motion approved.
Minutes

- November 24, 2025
- December 5, 2025

A motion to approve the minutes with the addition of the executive session language by Melissa Pratt and seconded by Ellen Cairns. Motion approved.

Superintendent Report – Matt and Mike were present to answer any questions.

Principal's Report – Steve was present to answer any questions.

Student Services Report – no discussion

Progress on finding a student representative – not yet.

Fall Data – Patti Sprague shared a presentation with the board.
Patti shared the Cabot academic achievement goal that was set in the CIP.
Patti shared the fall assessment figures for literacy and math. Data shows where students are falling on the national benchmark. Patti also shared the PreK benchmark focused on student readiness, etc. There will be two more assessments this year.
Cabot's safe and healthy school goal. At this point Cabot has seen a small increase in attendance this year from last year.
Chris asked about the benchmarks – Patti noted that the benchmarks are set at a national level. Chris wondered what is being done to help increase Cabot's scores in both math and literacy? Talks are happening about increasing school time for both math and literacy.

Facilities Update – Tommy Bricco was present. Some items discussed -
Security update to doors – FOB system. The cost of adding the new security will be around $74k. To not use all the funds budgeted for this fiscal year, the cost will go between two years. Tommy explained how the FOB system works. Discussion on satellite buildings and the process for them. SU has a new process online for requesting and receiving bids.

Tommy went over the funds that were budgeted in FY26 for improvements and what has been spent to date.
A **motion** to approve the FOB security project as presented by Ellen Cairns and seconded by Melissa Pratt. Motion approved.

FY27 Budget – Matt and John shared the preliminary FY27 budget figures.
Total education spending is coming in around 4.7 million this year. Up 5.9% from last year. 5.4% increase on the homestead residential tax rate.
Cabot is below the State spending threshold average. Matt went over the CLA and LTW ADM that came in from the State.
Discussion on FY25 surplus that is left after covering salary increases and maintenance projects can be possibly used to offset the tax impact. Matt showed some of the impact. Question on what the surplus can be used for if it is not used to offset the tax impact. This form of surplus can be used for items outside of construction spending and can be rolled over.
Will continue the budget discussions into January.

Playground Fund – 19k left in the fund. John will create a report showing where the money has been spent to date.

Performance Art Position – Steve Owens
Luna Dunbar, a current para at the school, has background in this field and has an interest in this position. She will need to renew her license but can start with a provisional or emergency license.
A **motion** to accept the recommendation of the hiring of Luna Dunbar by Ellen Cairns and seconded by Melissa Pratt. Motion approved.

First Grade Discussion
A **motion** to go into Executive Session in accordance with 1 V.S.A 313 (a)(3) Appointment, employment, or evaluation of a public officer or employee by Ellen Cairns and seconded by Melissa Pratt. Motion approved.

Out of executive session at 7:46 with no action taken.

Policies -
A7 - Board Relations with School Personnel - This is an existing policy that is no longer required/recommended VSBA policy. The board can choose to maintain or retire the policy. This policy ensures that CCSU and its member districts maintain professional and appropriate relationships between the School Board and school personnel. It defines the superintendent's and principals' roles in managing staff interactions, and clarifies that board members should communicate with staff only within established administrative channels. (Discussion/Possible Adoption)

A20 Policy - Board Meetings, Agenda Preparation & Distribution (Recommended) - This is an update to an existing policy that outlines how school board meetings are conducted and how agendas are prepared and distributed in accordance with Vermont's Open Meeting law. (Discussion/Possible Adoption)

A21 Policy- Public Participation at Board Meetings (Recommended) - This is an update to an existing policy that encourages public participation in board meetings, to ensure transparency, informed decision-making, and community engagement. (Discussion/Possible

Adoption)

A22 Policy - Notice of Non - Discrimination (Recommended) - This is an update to an existing policy that ensures that the district does not unlawfully discriminate in its programs, activities or employment based on factors such as race, color, religion, sex disability, age, gender identity or other protected characteristics. (Discussion/Possible Adoption)

A23 Policy - Community Engagement (Recommended) - This is a new policy that emphasizes the importance of strong community engagement and collaboration in shaping the district's vision and goals. The board, with community input, will develop and monitor a strategic plan focused on academic progress, wellness, and continuous improvement. (Discussion/Possible Adoption)

A24 Policy -Board/Superintendent Relationship (Recommended) - This is a new policy that defines the roles of the school board and superintendent, emphasizing collaboration, trust, and clear communication. The board governs through policy and holds the superintendent accountable for managing operations and achieving district goals. (Discussion/Possible Adoption)

A25 Policy - Role and Adoption of School Board Policies - (Recommended) This is an update to an existing policy that outlines the school board's responsibility to establish clear, consistent, and lawful policies that guide district operations and ensure efficient governance. (Discussion/Possible Adoption)

A26 Policy - Board Member Education - (Recommended) This is an update to an existing policy that encourages and supports ongoing education for school board members to help them stay informed about their roles, responsibilities, and educational issues. It requires participation in training, orientation, and professional development opportunities to improve leadership skills and ensure effective governance in compliance with state standards. (Discussion/Possible Adoption)

Tabled until the next meeting.

Discussion on forming a subcommittee for the playground. Ellen nominates Jason and Alicia. Jason will try to help. Will ask VSBIT for guidance.

Future Agenda Items:
Budget

A **motion** to adjourn by Melissa Pratt and seconded by Ellen Cairns. Motion approved.

Minutes respectfully submitted by Nicky Cole