

DANVILLE SCHOOL BOARD: REGULAR MEETING
UNAPPROVED MINUTES OCTOBER 6, 2026

DANVILLE SCHOOL DISTRICT
Board of Directors Regular Meeting
Tuesday, October 6, 2026, 6:00 pm
In Person and via Zoom

School Directors Present: Clayton Cargill, Tim Sanborn, Eric Hewitt, Kay Freedy. Absent-Dave Towle.

School Administrators Present: Matt Foster (Superintendent), Mike Moriarty (Assistant Superintendent) via Zoom, Sarah Welch and Natalie Conway (Principals), Tommy Bricco (Director of Facilities)

Community Members Present: Ellen Cairns, Ellen Foster.

1. **Call meeting to order:** Clayton called the meeting to order at 6:02pm. Introductions were made around the room.
2. **Additions/Changes to the Agenda:**
Clayton requested a change to the agenda; remove parent request to board, it is no longer needed.
MOTION: Eric made a motion to remove this item from the agenda. Seconded by Tim. All in favor.
3. **Approve Minutes:**
[September 1, 2026](#)
MOTION: Eric made a motion to approve the September 1, 2026 minutes. Seconded by Tim. All in favor.
4. **Administrative Reports:**
[Superintendent Report](#) (Video Timestamp 2:22)
The first merger meeting of Merger Committee Group #10 (includes Cabot, Danville, and Peacham) will be held October 7, 2026 at 6:00 at Danville School. There have been issues with the state merger committee properly warning this meeting.
Clayton had questions regarding CFO John Burke's FY28 CCSU Budget Process Cycle in the Superintendent report. According to the timeline, step #2 should be happening right now; is that an internal process? Matt and Sarah said yes. Is the CCSU budget being prioritized first, followed by the districts? Matt said yes. An expense budget for Danville is expected in November. The board can expect to take action on a budget in December. Eric asked if the preliminary CCSU budget will be ready for the October CCSU Board meeting? Matt said that work is very active right now, he needs to confirm with John.
The board is receiving a [FY27 Budget to FY27 Actuals report](#) on a monthly basis. This report will be posted publicly on the board website and be an item of discussion in future board meetings, available for public input.
Eric asked a question regarding the recent VTCAP results from last year released by the AOE. Is the AOE putting any effort into turning around data and results more timely? Matt said this is part of the AOE's accountability initiative. Sarah says more information is required than what the school administration is given in order to make actionable

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improvements and changes. Matt has voiced this concern over the years to the AOE. The AOE recognizes they have work to do in multiple areas regarding the assessments' data collection and reporting.

Ellen Cairns, member of the Group #10 merger committee, Cabot board member, and employee of the AOE, raised her hand to comment on Eric's question. Last Friday, the AOE's strategic plan was posted on their website. One of the pillars of the strategic plan is regarding operational effectiveness, and within that area there are quarterly goals related to data reporting improvement.

[Student Service Report](#)

No questions.

[Principals Report](#) (Video Timestamp: 13:58)

Natalie shared the 2-question Household Income forms are available to complete. This is a very important piece of data needed every year for the school to access multiple sources of funding.

Molly Brock, school nurse coordinator, worked with CALEX using grant funding to hold a CPR Certification class for the 7th and 8th graders at Danville and the other CCSU schools. Sarah shared fall sport participation is strong; 49% of students are participating in a fall sport.

Student enrollment as of September 30, 2026 shows elementary at 155 students, middle school at 58 students, and high school at 91 students. Tuition students show 20 total, from Walden, St. Johnsbury, Peacham, Sheffield, and Lyndon. There are also two lottery students.

The After School Program currently has 22 students enrolled and is off to a good start. The annual Open House was a big success. Sarah and Natalie give thanks to all who participated in the event. Holding the Open House in the fall alongside the AOE Open House is the plan for the future.

Clayton and the administration complimented the work being done across the school by the new teachers.

Friends of Danville School will have their first meeting October 21st at 3:00pm in the library, all are welcome.

Open positions include an intensive needs paraeducator and an elementary PE long term sub.

5. Board Business:

Facilities Update & Summer 2027 Capital Improvement Projects-Discussion (Video Timestamp 22:11)

In reference to the [CCSU Long Range Facilities Plan](#), Tommy shared that he, Sarah and Natalie agree the next two key priorities to focus on getting quotes for are replacing/upgrading the main building switchboard in the electrical room, and providing the necessary ADA accessibility requirements per the Veritas report that was issued last year. These will go through a RFP process. Tommy said the switchboard is 70 years old, it is crucial this is replaced/updated. If it were to fail, the replacement parts would take 8-12 months to deliver and install. The ADA accessibility requirements include concrete walkways throughout large areas: the main building, dirt sidewalks, front of building entrance near play area, etc. RFPs will open this fall, and Tommy hopes to come to the board for a motion to approve projects around December.

Tommy also shared that while Harris Plumbing & Heating has been conducting their preventative maintenance work of the air handler unit on the roof, they recommended replacing that unit within the next three years.

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Regarding the switchboard work, Eric commented there is a secondary unit in the 1938-built section of the building that is even older. Tommy will research including that in a scope of work.

Natalie is very thankful to the maintenance staff for the work they've done recently regarding improving accessibility for students.

Policy Review B16-Sports Coach Policy-Discussion/Action (Video Timestamp 36:29)

This is an outdated existing policy that is not a required/recommended VSBA policy. CCSU seeks to hire highly qualified coaches and fills all coaching vacancies through a formal application and interview process involving the principal, athletic director, and superintendent. Coaches are evaluated annually, with recommendations made to hire/rehire with conditions, or not rehire based on their performance.

This was reviewed at the last meeting.

MOTION: Eric motioned to approve Policy B16 for Danville. Seconded by Kay. All in favor.

Early Retirement Option Decision in accordance with 17.1 of CBA-Discussion/Action (Video Timestamp 37:20)

Clayton explained this option. It needs to be brought to the board every year for a discussion and action on the recommendation of the Superintendent. Matt made the recommendation not to offer it this year.

MOTION: Eric motioned not to offer the early retirement option this year per Matt's recommendation. Seconded by Tim. All in favor.

Danville and Cabot Merger-Discussion (Video Timestamp 39:47)

A conversation regarding shared services between the schools occurred in April, but recently Cabot is researching the option, if needing to close the high school, of proposing a merger with Danville. Clayton summarized the conversations he had with Chris Tormey, Cabot board chair, and recent events on the subject.

The conversation tonight was going to center around the feasibility of a fast-tracked merger, however the state board of education legal counsel has determined this cannot go forth. Group Merger Committee #10 is already underway to explore the merger of Danville, Cabot and other schools.

If Cabot cannot feasibly operate a high school next year, Clayton advises the next best course of action to open Danville's doors to Cabot students would be through a choice method.

Kay asked why the state made its determination as it did? Based on Tim's experience with Act 46, he believes it had to do with timing initiatives of a merger that couldn't be met in such a short time. Matt and Clayton elaborated on that and agreed with Tim.

Ellen Cairns, Cabot board member, spoke to the recent conversations on this topic within the Cabot board. Their board unanimously agrees they do not believe their high school is sustainable. This has been a discussion for the last couple years in the community. Due to the Act 173 class size minimums, she believed Danville would be receptive to discussion of an accelerated merger. She has gotten the feedback from the town of Cabot that they do not want to wait for the Group 10 merger process to play out if there is a faster alternative.

Kay asked if there is currently a special meeting scheduled for the town to vote on closing the high school. Ellen said no, but there is a board meeting scheduled tomorrow for this to be a proposed January or March vote.

The board supports receiving Cabot high school students, and wants to explore that channel through the Group 10 merger committee.

Act 170 Merger Committee Updates-Discussion (Video Timestamp 1:01:29)

The meeting last week was canceled and rescheduled for October 7th at 6:00 at Danville School. The merger committee consists of Danville, Cabot, Peacham, Waits River,

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Thetford, Blue Mountain and Oxbow schools. There is a caveat in the law that any consolidation has to be geographically contiguous. Twinfield Union and Caledonia Cooperative School Districts are no longer in Group #10.

6. Public Input:

Ellen Foster asked questions regarding math programming and behavior, answered by Sarah and Clayton.

7. Future Agenda Items / Next Meeting Date

- FY28 Budget
- Facility RFPs
- Next meeting: Tuesday, November 3, 2026 at 6:00 pm.

8. Adjourn

MOTION: Tim made a motion to adjourn at 7:09pm. Seconded by Kay. All in favor.

Respectfully submitted by Ellie Keefe