

Approved Minutes
Caledonia Central Supervisory Union
BOARD OF DIRECTORS' MEETING
Monday, September 15, 2025 – 6:00 PM

Meeting called to order by Clayton Cargill

Attendance: Clayton Cargil, Kendra Padilla, Kay Freedy, Andra Hibbert, Superintendent Matt Foster, Chris Tormey, Patrick Healy, Jay Miller

Consent Agenda:

August 18, 2025, Minutes

A **motion** to approve the minutes by Chris Tormey and seconded by Patrick Healy. Motion passed by roll call. Andra Hibbert abstained due to not being at the meeting.

[Superintendent Report](#) -

The Interim Director of Finance is working on the budgets. Working on hiring a permanent Director of Finance.

[Student Service Report](#) -

No discussion

Mission Statement – Have a small working group for the mission statement. Will table until the group can be present for discussion.

Legislative Update – Matt was present to speak on it.

The Redistribute Task has been working on map outlines. Different variables are being looked at. First maps were based around tech centers. Much more work to come.

[CBA – Teacher's Contract](#)

It has been through legal and will now go through the boards for approval.

Clayton and Patrick gave an overview of the agreement. Went over items that had to be matched to be equal for all the schools in the SU. Went over the new money added for each of the 3 years. Cabot has had the lowest salary grid previously.

A **motion** to ratify the teacher agreement for FY26-FY28 with Clayton signing on behalf of the CCSU by Chris Tormey and seconded by Patrick Healy. Motion passed.

The agreement will now be presented at the local meetings for approval.

New Business

New model of Supervision and Evaluation (Discussion/ possible board action)

Teacher evaluation tool – outlines the evaluation guidelines. Matt shared the evaluation tool with the board. Board discussion on the model.

A **motion** to approve the Supervision and Evaluation model for certified staff by Chris Tormey and seconded by Andra Hibbert. Motion passed.

VSBA – Appoint a CCSU delegate to vote on resolutions.

A **motion** to nominate Clayton Cargill by Chris Tormey and seconded by Jay Miller. Motion passed.

[Policy B1 - Substitute Teachers](#) (Required) - An update to an existing policy that establishes substitute teachers must meet Vermont Standards Board for Professional Educators (VSBPE) qualifications and at minimum have a high school diploma. The Superintendent provides training on child abuse prevention and determines wages annually based on service length, need and credentials. (Discussion/Proposed Adoption on behalf of Districts)

[Policy B2 - Volunteers and Work Student Students](#) (Required) -An update to an existing policy that recognizes the important contributions of volunteers and work study students while ensuring the school district's responsibility for student safety and education. The Superintendent oversees their placement, ensures appropriate supervision, and requires background checks for anyone working regularly with students. (Discussion/Proposed Adoption on behalf of Districts)

[Policy C1 - Education Records \(Required\)](#) - An update to an existing policy that ensures that student education records are accurate, confidential and used only for legitimate educational purposes in compliance with FERPA. The Superintendent and Principals are responsible for safeguarding records and ensuring compliance with federal and state laws regarding collection, maintenance, disclosure, and destruction of education records. (Discussion/Proposed Adoption on behalf of Districts)

[Policy C2 - Student Alcohol and Drugs](#) (Required) -An update to an existing policy that prohibits students from possessing, using, selling or being under the influence of illegal drugs, alcohol or regulated substances on school property or at school-sponsored events. (Discussion/Proposed Adoption on behalf of Districts)

[Policy C4 - English Learners](#) (Required) An update to an existing policy that ensures that English Learners, including immigrant students, have equal access to academic and extracurricular programs as required by the law. (Discussion/Proposed Adoption on behalf of Districts)

[Policy C5 - Firearms](#) (Required) - An update to an existing policy that requires compliance with federal and state laws prohibiting firearms in schools and mandates expulsion hearings for any student who brings or possesses a firearm on school grounds. (Discussion/Proposed Adoption on behalf of Districts)

[Policy C7 - Student Attendance](#) (Required) - An update to an existing policy that requires all students ages 6-16 enrolled in the district to attend school regularly unless excused

under state law, with truancy defined as failing to attend without valid reason. The Superintendent must appoint truant officers and Principals are responsible for maintaining accurate attendance records, ensuring family contact information is current and enforcing procedures related to absences, tardiness, dismissals and educational neglect. (Discussion/Proposed Adoption on behalf of Districts)

A **motion** to approve all above policies on behalf of the SU and districts by Patrick Healy and seconded by Chris Tormey. Motion passed.

Other Business

VSBA Update – Regional Meeting is September 30th by zoom.
The two co-chairs of the redistricting task force will be present to give a presentation and answer questions.

Public Input: none

Discuss Superintendent Evaluation and Contract
Proposed executive session with assembled board members in accordance with 1
V.S.A. § 313(3) Evaluation of an employee

A **motion** to go into Executive Session by Chris Tormey and seconded by Jay Miller. Motion passed.

A **motion** to come out of Executive Session by Chris Tormey and seconded by Jay Miller.
Motion passed.

A **motion** to offer the Superintendent a contract extension with a 5% raise for FY27 (to \$160,000) and then 3% for FY28 (to \$165,000) by Patrick Healy and seconded by Chris Tormey.
Motion passed.

Future Agenda Items:

Policies

VSBA Resolutions

Legislative Update

FY27 Budget

A **motion** to adjourn by Patrick Healy and seconded by Chris Tormey. Motion passed.

Minutes respectfully submitted,
Nicky Cole