Unapproved Minutes

Caledonia Central Supervisory Union

CALEDONIA COOPERATIVE SCHOOL DISTRICT

BOARD OF DIRECTORS' BOARD RETREAT MEETING

August 10, 2026

Call to Order by Jay Miller

Attendance: Jay Miller, Victoria Atwood, Erin Quatrini-Hill, Marciel Greene, Brit Korsh, Dana Maxfield, Allison Gulka, Superintendent Matt Foster, Barnet School Principal Sam McLeod, Walden School Principal Jessica Kenyon, Waterford School Principal Jeremy Ross.

Additions or Changes to the Agenda:
None.

Citizens or Staff to Be Heard (Public Comment)
None.

Board Retreat

- Board Goals for SY2026-2027
  Jay began by bringing up two items he would like to see goals set for this year. The first was community communication. The communication streams have gotten better each year through Facebook and the website, and he would like to continue making progress in that area. The second was to define goals for the current Education Reform. The current consensus of Barnet, Walden and Waterford is to merge with like-operating districts (i.e.-grade level bands) in a way that would be economically beneficial, and continue to offer school choice for secondary school grades. Matt created and shared a Guiding Principles for Merger working document with the board to begin a written record for this topic.
  Brit would like to make it a goal to maintain a full board. Two positions for Barnet and one position for Waterford will be open for election in March.
  Jay would like to continue to invite John Burke, CFO and Tommy Bricco, Director of Facilities to future board meetings to discuss facilities projects and available funding for them. Matt proposed they invite them in the fall, which corresponds with budget season.
  Aligning with the full board goal, another proposed goal is to continue developing and providing orientation for new board members to introduce them to the district and administration.
  Jay would like another goal to center around continued collaboration between Barnet, Walden and Waterford schools regarding events and activities. Matt shared there is potential for SU-wide collaboration for athletics. This will be a topic discussed at the August CCSU board meeting. This would allow districts to pay an equitable share to access expanded athletic opportunities offered at all CCSU schools.
- Merger Study Group
  Jay and Matt shared that the scope study as it was previously discussed may not take place right now due to the law recently changing, making it challenging to find an affordable, qualified professional who can facilitate this work. They think drafting a letter requesting to be in the KESD/St.J merger study committee (Group 11) would be beneficial, as this group aligns with the

Education Reform goals stated above. Currently, all schools in CCSU are in Group 10. Matt will find out who to send this letter to.
A nomination needs to be made to elect a board member to the merger study committee (regardless if it's Group 10 or 11). For now, only one is necessary. Jay suggests nominating an alternate as well.
MOTION: Marciel made a motion to nominate Jay as merger study committee representative, and Erin as alternate. Dan seconded. All in favor.
Jay had started a draft letter requesting to be in the KESD/St.J merger study committee (Group 11). He shared it with the group and it was actively drafted to completion.
MOTION: Dan made a motion to take action by sending the completed letter to the appropriate person(s) based on Matt's research. Erin seconded. All in favor.

- Community Communication Plan
  Matt drafted a CCSD Merger Communication Plan (Fall 2026-March 2028) and shared it with the group. The purpose of the plan is to establish a multi-channel communication plan to build trust and keep local stakeholders informed. There are 4 phases, defined by time spans. The first phase is Committee Launch & Baseline Info (September-November 2026). This involves establishing a dedicated web hub, which is already in process via the CCSU Homepage and will be up by the beginning of school. This phase also involves creating a Superintendent/Board Joint letter to the community explaining the study's scope.
  The second phase is Ongoing Monthly Updates & Progress Briefs (December 2026-Spring 2027. This involves publishing monthly merger meeting minutes, as well as newsletters, and providing accessible, open, public comment sessions.
  Jay questioned how to get this information out to community members who do not have direct ties to the school, and may not be active on Parent Square or the website. What channel(s) work best for each town will be discussed by the board, with assistance from the town offices. Matt said there is a way for community members who are not parents to become "guests" of Parent Square, and be able to view applicable information posted there.
  Phase 3 and 4 begin in the spring and summer of 2027 and were not actively discussed.
- Building Project Update
  All CCSD summer building projects were successful. No further comments.
- Summer Meal Update
  Sam said every Tuesday, 50-60 students were served, and estimated about 4,000 meals total were served throughout the summer. Volunteers came in to help serve food and run the vegetable stand, supplied by local farmers and citizens. The vegetable stand will continue through the fall. The Barnet student council would like to create a food bank. Sam made a shout-out to Tanika and Ashley of the Food Service team for all their hard work.
- Hiring Updates
  Jeremy shared that a new school therapist has been hired, Amanda Silva. She comes from St. J where she was in this role, and was a counselor before that.
  Sam shared Barnet is still interviewing for a teaching assistant.
  Jessica shared that Walden is welcoming back three staff members; Tamara Thompson, Cheryl Patoine and Zen Colburn. Sarah Augeri is joining as the PreK professional, with Samantha Neddo as the PreK teacher. Walden is still looking for an After School Site Coordinator.
- D31-AI Policy (Discussion)

This is a new policy that establishes clear rules for the responsible, ethical, and educational use of AI across all schools, emphasizing student learning, privacy, academic integrity, and AI literacy. The policy requires disclosure and citation of AI use, prohibits misuse such as undisclosed AI-generated work or entering student information into unapproved tools, and mandates that all AI platforms meet strict privacy, security, and legal standards. It also promotes equitable access, family transparency, annual staff training, and ongoing review as AI technology evolves.
Matt shared earlier in the year, the AOE held a presentation on AI in public education. There was a lot of interest expressed in creating framework and guidance for educators, students and families. The AOE created this policy, which also reads as procedures, for school boards to consider. Matt recommends this be included in student handbooks as guidance until an official board policy is created.
There will be a VSBA training on August 17th at 6:00pm at the Twinfield library with Zoom access available on training on policy development, which will be beneficial when establishing an official policy on AI, as well as a future CCSU Policy Committee.
Allison asked how the permissible uses by grade levels are enforced? What current tools/strategies are being used by teachers to identify AI generated content? Are there IT-enabled restrictions on sites and tools? Matt said CCSU has approved safe software tools that have passed a vigorous vetting process available to teachers and to students.

Meeting adjourned by consensus.

Minutes respectfully submitted by Ellie Keefe