Unapproved Minutes
Caledonia Central Supervisory Union
CABOT SCHOOL DISTRICT
BOARD OF DIRECTORS' BOARD MEETING
Monday, March 24, 2025

Call to Order by Superintendent Matt Foster
Reorganization of the Board

Present: Ellen Cairns, Jason Monaco, Alicia Heber, Chris Tormey, Melissa Pratt Superintendent Matt Foster, Principal Jennifer Blake, Asst Superintendent Mike Moriarty, Curriculum Director Des Hertz,

Additions to Agenda: CCIF Committee Rep and Alternate CCSU board member
Add conversation about nursing (Cabot Health)

Consent Agenda
A **motion** to approve the agenda. Motion passed.

Board Chair – Ellen Cairns nominates Chris Tormey and seconded by Jason Monaco. Nomination passed.

Vice Chair – Alicia Heber nominates Ellen Cairns and seconded by Jason Monaco. Nomination passed.

Board Clerk – Ellen Cairns nominates Melissa Pratt and seconded by Alicia Heber. Nomination passed.

2 CCSU Board Reps and an alternate –
Ellen Cairns nominates Chris Tormey and seconded by Alicia Heber. Nomination passed.
Alicia Heber nominates Ellen Cairns and seconded by Chris Tormey. Nomination passed.
Melissa Pratt nominates Alicia Heber as the alternate and seconded by Ellen Cairns. Nomination passed.

Negotiations Council – Chris Tormey nominates Ellen Cairns and seconded by Jason Monaco. Nomination passed.

CVCC Rep – Ellen Cairns nominates Jason Monaco and seconded by Alicia Heber. Nomination passed.

Superintendent Evaluation Committee – Ellen Cairns nominates Alicia Heber and seconded by Chris Tormey. Nomination passed.

CCIF – Ellen Cairns nominates Chris Tormey and seconded by Alicia Heber. Nomination passed.

Board Schedule – 4th Monday of the month. A motion to continue the schedule by Ellen Cairns and seconded by Melissa Pratt. Motion passed.

Board Retreat – May 27th will have a late afternoon board retreat (2 – 5 PM at Chris's house) and then a regular board meeting at the school **moved** by Jason Monaco and seconded by Ellen Cairns. Motion passed.
Official newspapers and posting locations – Hardwick Gazette, town bulletin board, school bulletin board, front porch forum. A **motion** to approve by Chris Tormey and seconded by Melissa Pratt. Motion passed.

Discuss and Adopt Code of Ethics – board reviews and signs.

Communication practices and handling complaints – Matt spoke on communication practices regarding open meeting laws. Matt and Chris spoke on how to handle complaints and the chain of command for the board to follow.

Discuss board development opportunities and attendance – Chris noted that the VSBA shares lots of information for board members.

Appointment of the voting delegate for statewide health insurance – not needed at the local level.

Signers of warrants – Alicia Heber nominates Chris Tormey and seconded by Ellen Cairns. Nomination passed.

Alternate signers of warrants – Melissa Pratt will serve as alternate

Authorize Board Chair to sign contracts and warrants – a **motion** to authorize Chris Tormey by Ellen Cairns and seconded by Jason Monaco. Motion passed.

Adoption of vision statement – a **motion** to adopt the current vision statement by Melissa Pratt and seconded by Chris Tormey. Motion passed.

Robert's Rules for Small Boards – a **motion** to continue the use of Robert's Rules by Ellen Cairns and seconded by Jason Monaco. Motion passed.

Public Comment - none

Approve Minutes from February 18th, 2025
A **motion** to approve the minutes by Ellen Cairns and seconded by Alicia Heber. Motion passed.

Student Report – no report

Principal Report – Jennifer Blake was present to highlight a few items.

- Asst Principal interviews are happening.

Superintendent Report – Matt Foster and Mike Moriarty were present to highlight a few items.

- Legislature still working on proposals. New information is coming in all the time.
- Teacher negotiations are still happening. Making progress.

Student Services – no discussion

Board Discussion

Continuous Improvement Plan Updates – presentation by Des Hertz
Academic Achievement Goal – Des shared the reading and math assessments with a comparison between fall and winter. You should expect to see growth between fall and winter. Question on if there

is a comparison between the schools? Des can share the SU as a whole along with Cabot but not a school-to-school comparison.
Safe and Healthy School Goal – Des shared attendance rates and behaviors that are measured. Discussion on what causes the absences. It would have to be drilled into.

Policy B20 - Personnel Recruitment, Selection, Appointment, And Background Checks (Recommended). An update to existing policy that outlines SU and District practices related to background checks for potential employees. (Discussion/Possible Adoption) - SU will now pay for the background checks.

Policy D24 (formerly D7) - Special Education - Update to a required policy that outlines the SU responsibilities to meet the needs of students with disabilities. (Discussion/Possible Adoption) - there is no change to the actual policy.

A **motion** to pass Policy B20 and Policy D24 as submitted by Ellen Cairns and seconded by Alicia Heber. Motion passed.

Nursing Contract – Currently contracted with the health center. The health center will no longer contract out a nurse. The school will need to hire a nurse for the FY25/26 school year. Matt will look at the FTE needed for this position and bring back some thoughts.

Future Meetings: Cabot Regular Meeting: Monday, April 28th, 2025

A **motion** to adjourn by Ellen Cairns and seconded by Jason Monaco. Motion passed.

Minutes respectfully submitted by Nicky Cole