

DANVILLE SCHOOL BOARD: SPECIAL MEETING UNAPPROVED MINUTES

MAY 6, 2025

DANVILLE SCHOOL DISTRICT Board of Directors Regular Meeting Tuesday, May 6, 2025, 6:00 pm

In Person and via Zoom

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

School Administrators Present: Matt Foster (Superintendent), Mike Moriarty (Assistant Superintendent), Sarah Welch and Natalie Conway (Principals)

Student Representative Present: Kearah MacDougall

Public Present: Cheryl Henshaw, Ian Litchfield

1. **Call meeting to order:** Clayton called the meeting to order at 6:01pm. Introductions were made around the room.
2. **Additions/Changes to the Agenda:**
 - Change: Possible New Hire(s)-No new hires this month. This will remain on the agenda for next month.
3. **Approve Minutes:**
 - April 1, 2025
 - April 10, 2025
 - April 29, 2025

MOTION: Tim moved to approve the minutes, Kay seconded, all in favor.

4. **Administrative Reports:**
 - [Superintendent Report](#)
Included in the packet. Matt reviewed the hiring progress of the Facilities Director open position. Candidates have applied and the interviewing process is underway.
 - [Student Services Report](#)
Included in the packet.
 - [Principals Report](#)
Included in the packet. Staff Appreciation Week is this week. Sarah is hopeful new hire candidates for literacy and math interventionists will be brought to the board at the next meeting. There are still open positions for a Special Educator and a Custodian. High-school students are eligible to apply for summer work.
5. **Board Business:**
 - **COPS Grant Update (Discussion/Action)**
This is a federal grant for the purpose of school safety and security, up to \$500,000. Cheryl Henshaw, who has volunteered to assist with applying for this grant, reviewed the COPS School Violence Protection Program grant opportunity and what is eligible to be purchased with these funds. The grant requires a 25% cost match from non-federal sources. Sarah said upgrading the PA system, adding digital reader-boards, and upgrading the camera systems are the main focus points, with upgrading the door locks as an additional focus point,

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depending upon what the board is willing to contribute for cost-matching funds. Estimates for all of these projects are included in the packet. The Board and Administration reviewed the other possible capital projects of significant importance (heating system, elevator).

MOTION: Dave made a motion to pursue the COPS SVPP Grant application, prioritizing the budget to include [door lock upgrade](#), [camera replacement](#) and [PA system](#) replacement as indicated by the risk assessment. Seconded by Tim. All in favor.

- **Proposed Executive Session: Confidential attorney-client communications made for the purpose of providing legal services. 1 VSA 313(a)(1)(F).**

MOTION: Eric made a motion to go into Executive Session at 6:40pm. Dave seconded.

MOTION: Eric made a motion to come out of Executive Session at 7:33. Dave seconded.

- **Tax Anticipation Note (TAN) Recommendation (Discussion/Board Action)**

Matt reviewed the three bids: Passumpsic Bank, Union Bank, Community National Bank. Matt recommends Passumpsic. The District has history with this bank and the interest rates are the most advantageous.

MOTION: Eric motioned to choose Passumpsic Bank for the FY26 TAN for \$2,325,194.00 for November 14, 2025. Tim seconded. All in favor.

- **[Student and Family Handbook](#) – Review (Discussion)**

No new discussion on the Student and Family Handbook beyond what has been previously discussed.

- **[Elevator bid](#) (Discussion/Action)**

Sarah reviewed the progress that has been done regarding the elevator repair. Brandon Lawrence has told Alpha Elevator Company to move forward with the circuit board repair, scheduled for the summer. An additional quote has been received for a modernized elevator system. The Board concludes stay the course with the original \$10,000 approved repair of the circuit board, with this quote in mind for a backup plan if the new circuit board does not fix the problems.

- **Legislative Update on H454 Status (Discussion)**

Clayton briefly reviewed the latest legislative updates. Eric advised the CCSU Board voted to join the Vermont Rural Schools Community Alliance.

6. Public Input:

None.

7. Future Agenda Items / Next Meeting Date

- Possible New Hire(s)
- Endowment Funds
- Next Regular Meeting: June 3, 2025 at 6:00 pm.

8. Adjourn

MOTION: Tim moved to adjourn at 7:54 pm, Eric seconded, all in favor.

Respectfully submitted by Ellie Keefe