

Colchester School Board

Meeting Agenda and Packet

September 3, 2019

**Colchester School District
Board of Education Meeting Agenda
Colchester High School – Media Center
September 3, 2019
7:00 P.M.**

AGENDA

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| I. Call to Order and Pledge of Allegiance | |
| II. Citizens Participation* | |
| III. Report from Building Principals | Information |
| IV. Second and Final Reading of Bloodborne Pathogens Policy: F11 | Action |
| V. First Reading of Fiscal and Business Management Policy: E1 | Action |
| VI. Strategic Plan Update: Vision and Mission Statement | Information |
| VII. Approval of Personnel Consent Agenda | Action |
| VIII. Approval of Minutes: August 20, 2019 | Action |
| IX. Board/Administration Communication, Correspondence, Committee Reports | Information |
| X. Future Agenda Items | Information |
| XI. Adjournment | |

On the Third Tuesday of Each Month*

During the meeting, the school board will review the top questions and themes submitted to them via email to SchoolBoard@colchestersd.org. Note: All submissions must be received before noon on the third Tuesday of every month.

COLCHESTER SCHOOL DISTRICT

POLICY: BLOODBORNE PATHOGENS

DATE ADOPTED: DRAFT

PURPOSE

The Colchester School District is committed to providing a safe and healthful workplace for our entire staff as well as free and appropriate education to all children. Bloodborne pathogens are infectious microorganisms present in blood that can cause disease in humans. Those exposed to bloodborne pathogens are at risk for serious or life-threatening illnesses. To ensure Colchester School District is a safe environment, the district has established a plan to reduce the risk of exposure to bloodborne pathogens, and/or potentially infectious materials. Furthermore, school personnel will respect the right to privacy of employees or students infected with bloodborne pathogens.

I. DEFINITIONS

- A. Bloodborne Pathogens** are microorganisms that can cause diseases such as human immunodeficiency virus (HIV) and hepatitis B (HBV) and hepatitis C (HBC), which are spread through contact with infected blood or blood products.
- B. Occupational or Work-Related Exposure** means real or potential contact (skin, eye, mucous membrane) with blood or other potentially infectious materials that occur during the performance of one's duties.
- C. Universal Precautions** means preventing exposure to bloodborne pathogens by assuming all blood and bodily fluids may be potentially infectious and taking appropriate protective measures.

II. EXPOSURE CONTROL PLAN

The district will maintain an Exposure Control Plan (ECP) to eliminate or minimize occupational exposure to bloodborne pathogens in accordance with OSHA standard 29CFR 1910.1030, "Occupational Exposure to Bloodborne Pathogens." This ECP will include how the district implements best practice and will provide a training plan. The ECP is accessible to all employees, through the district website as well as through each building principal and building nurse.

A. Topics Covered

The ECP is a key document to assist the district in implementing and ensuring compliance with the standard, thereby protecting employees. The ECP includes:

Last Adopted: December 3, 2002
 Date Warned: August 15, 2019
 First Reading: August 20, 2019
 Second Reading:

1. Determination of employee exposure.
2. Implementation of various methods of exposure control, including:
 - a. Universal Precautions
 - b. Engineering and work practice controls
 - c. Personal protective equipment
 - d. Hepatitis B vaccination
 - e. Post-exposure evaluation and follow up
 - f. Communication of hazards to employees and training
 - g. Recordkeeping

B. Management and Dissemination

The Colchester School District Nursing Supervisor will manage the ECP and will ensure proper adherence. The ECP will be reviewed and updated as needed on an annual basis. Training will be offered to all school district employees upon hiring and yearly thereafter.

III. INDIVIDUALS LIVING WITH HIV, AIDS OR HEPATITIS-B

A. Students

School personnel will respect the right to privacy of the individual student. Knowledge that a student is infected with AIDS or the Hepatitis-B virus will be confined to those persons with a direct need to know. In consultation with the student and their parents or guardians, such persons will be provided with appropriate information concerning any necessary precautions and will be made aware of the confidential nature of this information.

Based upon individual circumstances, including those discussed below, special programming may be warranted. Special education services will be provided only on the basis of the student's eligibility as determined by the school's Basic Staffing Team and supported by district administrators. Infected students pose a risk of transmission to others under the following circumstances: if the student lacks toilet training, the student has open sores that cannot be covered, or the student demonstrates behaviors (e.g. biting) which could result in direct inoculations of potentially infected body fluids into another's bloodstream. Following a discussion with the student and their parents or guardians, if any of these circumstances exist, appropriate medical personnel will determine whether a significant risk of transmission exists. If it is determined that such a risk exists, the student will be removed from the classroom.

If an infected student is removed from the classroom for any reason, the school will develop, within 10 school days, either an appropriate school program adjustment or an appropriate alternative education program. When appropriate medical personnel determines that the student no longer presents a risk to others, they may return to the classroom. The removal of an infected student from normal school attendance will be reviewed by the appropriate personnel at least once a month to determine whether the condition precipitating the removal has

changed. A student with AIDS or a milder immunodeficiency associated with the AIDS virus may need to be removed from the classroom for their own protection when cases of infectious diseases are occurring in the school population. This decision will be made by the student's physician and parent/guardian in consultation with school district medical personnel.

B. Employees

There is no known risk of transmission of AIDS or Hepatitis-B from school employees to students or co-workers under usual circumstances in the school setting. Such infection is known to be spread by sexual contact with infected persons, injection of contaminated blood or blood products, and by perinatal transmission. School employees known to be infected will not be restricted from work or the use of school facilities based on this finding. Equipment contaminated with blood or other body fluids of any worker will be cleaned with soap and water or detergent. Disinfection practices discussed in the policy for students infected will apply here as well.

COLCHESTER SCHOOL DISTRICT

POLICY: FISCAL AND BUSINESS MANAGEMENT POLICY

DATE ADOPTED: August 1, 2017

PURPOSE

In accordance with Title 16 V.S.A. § 563, the School Board is responsible for the School District's fiscal and business management. This policy defines the School Board's compliance with that responsibility.

POLICY STATEMENTS

I. GENERAL

The Superintendent, or their designee, shall establish, develop and maintain a system or systems to ensure the compliance with the financial and auditing requirements of Title 16 V.S.A. § 563. This includes and is not limited to:

- A. Timely and accurate financial information for decision making.
- B. Ability to meet reporting requirements of the School Board, State and Federal Governments as well as other grantors.
- C. Annual audit requirements.
- D. Budget development, implementation and management.
- E. Ensure that financial payments made by the School District are legal, appropriate and in accordance with the budget adopted by the School Board or in accordance with the requirements of a grant accepted by the School District.

All expenses shall be recorded in accordance with Handbook for Financial Accounting of Vermont School Systems: Financial Code Classification System (Handbook II). The fiscal year shall be July 1st to June 30th.

The Superintendent, or their designee, will establish a system for managing miscellaneous accounts as may be necessary to comply with appropriate statutes, regulations, and requirements.

The Superintendent, or their designee, will establish a system for managing all federal, state or local grant funds. Such funds will not be placed in Student Activity Accounts.

Legal Reference(s): 1 V.S.A. § 31316 V.S.A. § 562 and § 563
24 V.S.A. § 1571, § 1681 § 1682, and § 1683

Last Adopted: November 18, 2014
Date Warned: July 14, 2017
First Reading: July 18, 2017
Second Reading: August 1, 2017

II. BUDGET

A. General

1. The annual budget of the school system shall reflect the needs and goals of the school system.
2. The Superintendent's Office shall be responsible for the process used to collect all data needed for the preparation of the budget.
3. The budget shall meet the requirements of Title 16 V.S.A. and the regulations of the State Board of Education.
4. The School Board shall develop a budget at regular or special meetings.

B. Budget Preparation

Each year the Superintendent, or their designee, shall develop a budget plan based on ongoing consultations with school employees, parents, students and other citizens. Public hearings and informational meetings will take place prior to formal adoption of the budget proposal. The objective of this plan is to provide the School Board with a proposed district budget that is in line with the School District's Vision Plan.

III. BUDGET APPROVAL

The School District's proposed budget will be presented by the School Board for approval by voters at the annual School District meeting. The budget presentation format shall include clarifying the budget priorities adopted by the School Board, the sources and amounts of revenues and expenditures, program changes and school board strategies.

IV. BUDGET MANAGEMENT

The School District's voter approved budget defines its spending plan for each fiscal year. Consistent with state education laws and regulations, it is the responsibility of the Superintendent to implement and manage the School District's budget.

Changes to the budget allocations will be reported to the School Board as a part of the Quarterly Financial Report described in Section III of this policy.

V. FINANCIAL REPORTS

The Superintendent, or their designee, shall ensure that the School Board is provided with quarterly financial reports which detail budgeted/forecasted revenues and expenditures, as well as financial commitments of the School District.

- A. The Superintendent, or their designee, shall provide the School Board with a quarterly report for review of the financial status of the School District (Quarterly Financial Report).
- B. The Superintendent, or their designee, will ensure that all state, federal and other (grantor) reports are filed in accordance with the requirements of the various grantors, state and federal governments.
- C. The Superintendent, or their designee, will cooperate with the annual independent audit to ensure the internal controls are in place and functioning effectively to safeguard the funds and assets of the School District.

VI. ANNUAL AUDIT

As required by Title 16 V.S.A., the School District will be audited annually by an independent certified public accounting firm.

Annually, the School Board shall meet with the auditor to review the audit report and recommendations and, in conjunction with the Superintendent, evaluate the School District's accounting practices, internal controls, and procedures based upon performance standards.

VII. RISK MANAGEMENT

The Superintendent, or their designee, shall be responsible for establishing a risk management and insurance program covering all property and program risks related to the operations of the School District. The risk management and insurance program shall include means for identifying, eliminating, reducing, retaining, or transferring risk. When the School District cannot feasibly eliminate or retain a particular risk, it shall be transferred by the purchase of insurance.

- A. The School District will comply with state statute and maintain an insurance program to protect it against actions, including fraud, mistakes, and errors of omission by employees.
- B. The School Board shall maintain an adequate insurance program to protect the School District against loss, which may occur due to the many normal and usual hazards which a public school system faces.
- C. The School District will also carry additional insurance, when needed, to protect the School District against specific and unusual hazards which may occur, from time to time, in the various operations of the School District.
- D. The insurance program shall include, but not be limited to:
 - 1. Fire and Damage Insurance (buildings and equipment)
 - 2. Fire and Property Damage Insurance (vehicles)

3. Workers Compensation Insurance
4. Fidelity Bond Insurance, Liability Insurance, including School Leaders Errors and Omissions

E. Bonding

1. The School Board recognizes that prudent trusteeship of the resources of the School District dictates that employees responsible for the safe keeping of the School District's monies and property be bonded.
2. The School District shall be indemnified against loss of money and property by bonding of employees holding positions, which have access to property and monies.
3. Such bonds shall be subsumed under a blanket bond. The School Board shall bear the cost of bonding each employee required to be bonded by this policy.

VIII. INVESTMENT MANAGEMENT

The primary objectives of School District's investment activities are as follows:

- A. To conform with all federal, state and other legal requirements;
- B. To adequately safeguard principal;
- C. To provide sufficient liquidity to meet all operating requirements; and
- D. To obtain a reasonable rate of return.

All funds shall be invested at the direction of the Superintendent, or their designee. The School District's investments will be limited to low risk investments to include Certificates of Deposit, Money Market Accounts, Sweep Accounts or other like investments. It should be noted that the district accepted a donation that was and still is invested in mutual funds currently managed by Morgan Stanley. This investment choice remains "as is" at the request of the donating party.

IX. CASH AND CHECKING ACCOUNTS

A. Petty Cash

In certain situations, the cost of processing a purchase order could exceed the cost of a single purchase. In order to remain cost effective, small purchases are occasionally paid for in cash. To facilitate these small expenditures, and to meet emergency needs for cash, a petty cash revolving fund is annually authorized to a school and the Superintendent's Office for purchases.

This is sometimes called a "revolving fund" since it always equals the same dollar amount comprised of cash and/or detailed receipts. Petty cash should not be used to thwart or circumvent established purchasing procedures; instead, it is a convenient accommodation to facilitate immediate necessary acquisition of local low-cost goods and services in an efficient manner.

The School Board authorizes but does not require, the following petty cash drawn from the General Fund.

Schools:	High School	\$50
	Middle School	\$50
	Malletts Bay School	\$50
	Union Memorial School	\$50
	Porters Point School	\$50
	Special Education	\$200

1. Petty Cash Checking Account

In addition to the foregoing, Petty Cash Checking Account is authorized as follows:

Central Office:	\$4,500
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B. Deposits and Checking Accounts Using the District Federal Tax Identification Number

All funds deposited in accounts using the School District's Federal Tax Identification or in the name of the School District or its component programs are the responsibility of the School Board. Organizations who wish to retain control of their funds cannot use the School District's Federal Tax Identification and retain control over the money on deposit.

No accounts will be established without the written authorization of the Superintendent. Annually, the Superintendent shall create a listing of accounts using this identification and report this to both the School Board and the School District Treasurer. This report shall include the owners and the purpose of each account. In every case, the School District Treasurer shall be an authorized signatory on such accounts.

X. PURCHASING

The School District's procedure for soliciting and awarding business shall conform to all applicable federal and/or state laws, in particular, Title 16 V.S.A., Section 559 (Public Bids).

For each bid process, when the amount is in excess of \$15,000, the Superintendent shall present the bid results along with a description of the bid process and a recommendation to the School Board for award of the bid.

The School Board reserves the right to reject any or all of the bids and to invite other bids on any proposed transaction.

Any spending of federal funds should follow the “Federal Procurement Procedures” document and should utilize the related “Procurement Documentation Form”.

Purchase orders are the preferred method of making obligations for the School District. When purchase orders are not an option or when savings are gained through electronic/internet purchases, a district issued credit card can be used. The use of a district credit card is not intended to circumvent the district’s policy of purchasing. Use of the district credit card should not be used when a purchase order is acceptable.

Often obligations are created and the invoice issued in such a way as to make the Purchase Order process redundant. Examples include and are not limited to: mileage reimbursement, purchases made by employees away from the School District (with approval) or emergency repairs. Additionally, food services, maintenance, and custodial services often are required to make purchases where the Purchase Order system would create a more cumbersome and expensive process. Such “payments from invoices” can be made provided the appropriate authorization is documented and attached with the invoice for inclusion in the Board Orders. For payment to a vendor, there needs to be an invoice that includes the requested payment with administrative approval to make the payment. In the case of mileage reimbursement, there needs to be a signature of the person requesting reimbursement and administrative signature verifying that the payment is proper and legal.

XI. APPROVAL OF BOARD ORDERS

The School Board will comply with the review requirements of Title 16 V.S.A. § 563 (8). The review process is intended to ensure that all payments are lawful and in accordance with the budget adopted by the School District.

Pursuant to state statute, the School Board has authorized the Business and Operations Manager to examine claims against the district for school expenses and draw orders for such as shall be allowed, payable to the party entitled.

An account payable warrant report is prepared and distributed electronically to all School Board Directors, the Superintendent, and the School District Treasurer. Prior to distribution, the warrant report and all supporting documentation are thoroughly reviewed and approved by the Business and Operations Manager.

XII. DISPOSITION OF SURPLUS PROPERTY

The Board may dispose of surplus or obsolete equipment, materials, and supplies no longer required to accomplish the mission of the school system.

- A.** The building Principal or person in charge of the department where school property is located and is to be disposed of will inform the Superintendent, or their designee, of the availability of the property.

- B.** The Superintendent, or their designee, shall inform all administrators throughout the School District of all property available for disposal. Any department that can use such equipment or supplies may so inform the Superintendent. The property will then be reassigned.
- C.** If there is no School District use for the equipment, the Superintendent, or their designee, will contact the Town Manager to see if there is a need in the Town for such equipment.

Surplus items will be classified and disposed of as follows:

- A.** Items determined to have no resale value may be disposed of by the most efficient method by the Superintendent or their designee.
- B.** Items determined to have resale value:
 - 1.** The Superintendent, or their designee, may dispose of those items having a fair market value of less than \$2,500 per item by private sale. A fair process will be followed for such sale. This process will include posting within the School District and on the District's website that an item is for sale and provide an opportunity to bid on the purchase.
 - 2.** Items having a fair market value of \$2,500 per item or more will be advertised for sale, upon School Board's approval, and sold to the highest qualified bidder.
 - 3.** The Board will reserve the right to reject any and all bids.

All money received from the sale of property will be deposited in the general revenue fund of the School District.

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DATE ADOPTED: DRAFT

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Legal Reference(s): 1 V.S.A. § 31316 V.S.A. § 562 and § 563
24 V.S.A. § 1571, § 1681 § 1682, and § 1683

Last Adopted: August 1, 2017
Date Warned: August 30, 2019
First Reading: September 3, 2019
Second Reading:

II. BUDGET

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 - 2. Items having a fair market value of \$2,500 per item or more will be advertised for sale, upon School Board's approval, and sold to the highest qualified bidder.
 - 3. The Board will reserve the right to reject any and all bids.

All money received from the sale of property will be deposited in the general revenue fund of the School District.

PERSONNEL CONSENT AGENDA

Board Date: September 03, 2019

Licensed Employees (Teacher/Administrator)

Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Teacher	Andrew	Hedden	New Hire	Alternative Education- Long Term Substitute	1.0 FTE	CMS	Request to Hire	Perry Nunn	Yes	Yes

Non-Licensed Employees (Support Staff), *Informational*

Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Support Staff	Ben	Mitchell	New Hire	Paraeducator - Special Education	32.5	CMS	Notice of Hire	Ben Mitchell (previously resigned)	Yes	Yes
Support Staff	Jason	Washginton	End of Employment	Autism Interventionsit	35	PPS	Notice of End of Employment			Yes
Support Staff	Hilarie	Jones	New Hire	Paraeducator - Special Education	32.5	PPS	Notice of Hire	Kelley DesLauriers	Yes	Yes
Support Staff	Logan	Lemnah	New Hire	Paraeducator - Special Education	32.5	UMS	Notice of Hire	Nichole DeOrsey	Yes	Yes
Support Staff	Korin	Rideout	New Hire	Paraeducator- Special Education	32.5	MBS	Notice of Hire	Melissa Labrie	Yes	Yes
Support Staff	Steven	Galente	End of Employment	Technology Specialist I	40	CHS	Notice of End of Employment			Yes
Support Staff	Gregg	Galati	New Hire	Paraeducator- Special Education	32.5	MBS	Notice of Hire	Katharine Bilodeau	Yes	Yes
Support Staff	Sophie	Gregg	New Hire	Paraeducator- Bus Rider	15	MBS	Notice of Hire	Megan Mead	Yes	Yes
Support Staff	Patrick	Candon	End of Employment	Paraeducator- Special Education	32.5	CHS	Notice of End of Employment			Yes
Support Staff	Kelley	DesLauriers	End of Employment	Paraeducator- Special Education	32.5	PPS	Notice of End of Employment			Yes

COLCHESTER SCHOOL DISTRICT

Board of Education Meeting
Colchester High School Media Center

Tuesday, August 20, 2019
7:00 p.m.

MINUTES (General Session)

The Colchester Board of Education held a regular board meeting on Tuesday, August 20, 2019, at the Colchester High School Media Center. Those in attendance were Board Chair Mike Rogers; Directors: Craig Kieny, Lindsey Cox, Lincoln White and Curt Taylor; Student Representative Mitch Gadapee; Superintendent Amy Minor; Business and Operations Manager George Trieb, Director of Curriculum Gwendolyn Carmolli, Director of Student Support Services Carrie Lutz; Principals: Heather Baron, Michele Cote, Jordan Burke, Carolyn Millham, and Chris Antonicci. District Nursing Supervisor Deborah Deschamps.

I. Call to Order and Pledge of Allegiance

Board Chair Mike Rogers called the meeting to order at 7:00 p.m. and led in the Pledge of Allegiance.

II. Citizen Participation

None.

III. Introduction of the 2019-2020 Student Representative

Information

This item was held for later in the meeting. See Section VI.

IV. First Reading of AIDS/Hepatitis-B Infection Policy: F11

Action

This policy was last reviewed in 2002. District Nursing Supervisor Deborah Deschamps outlined some of the changes proposed in the draft version to include updating the language of the title to "Bloodborne Pathogens Policy". The draft policy indicates a separate document called the Exposure Control Plan that will be maintained and implemented by the district's nursing supervisor. The purpose of the plan is to eliminate or minimize occupational exposure to bloodborne pathogens. Director Taylor requested additional language in the Purpose Statement to specify the inclusion of students. He also requested to grammatic edits.

Director White moved to approve first reading of the Bloodborne Pathogens Policy: F11, seconded by Director Cox. The motion passed unanimously, 5-0.

V. Report from Building Principals

Information

All of the district principals were in attendance at the meeting. They each shared an update of the work completed in the buildings over the summer. They also provided the board with dates and information for important upcoming events.

VI. Introduction of the 2019-2020 Student Representative (*Moved from item III*) Information

The student representative on the school board is open to all seniors and is selected through an application and interview process. CHS Principal Heather Baron introduced this year's student board member as Mitch Gadapee from Grand Isle. Mitch has shown great interest in government and policy-making. Ms. Baron spoke to Mitch's tremendous contributions to CHS as an athlete, member of the speech team, smart start volunteer, and participant in many other co-curriculars. The board expressed their gratitude to Mitch for his willingness to serve the district in this capacity.

VII. Second and Final reading of Donations Policy: E10 Action

The board approved the final reading with no additional edits.

Director Taylor moved to approve the second and final reading of the Donations Policy: E10, seconded by Director Kieny. The motion passed unanimously, 5-0.

VIII. First Reading of Fiscal and Business Management Policy: E1 Action

This policy was reviewed two years ago but in light of reviewing the Donations Policy: E10, the board engaged in a discussion about investments. Specifically, the decision making, management and oversight of investment portfolios; all of which, are included in this policy. Much of the conversation centered around a single donation that, at the time of the donation, was suggested to be kept in a mutual fund. Overall, the board agreed that they are uncomfortable managing mutual fund investments due to their risk and ultimately would like to back away from that type of variable investment. They decided that one of them would approach this specific donor to explain the board's hesitation and ask if the donor would have an objection to moving the funds to a low risk investment. If the donor agrees, there would be no changes to this policy and therefore no approval vote was conducted.

IX. Approval of Personnel Consent Agenda Action

The following Personnel Consent Agenda was presented for August 20, 2019.

PERSONNEL CONSENT AGENDA

Board Date: August 20, 2019

Licensed Employees (Teacher/Administrator)

Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Teacher	Chelcy	Branon	New Hire	Math Teacher, Long-Term Substitute	1.0 FTE	CMS	Request to Hire	Ray Simmons	Yes	Yes
Teacher	Hayden	Chichester	New Hire	English Teacher, Long-Term Substitute	1.0 FTE	CHS	Request to Hire	Katherine Lenox	Yes	Yes
Teacher	Genevra	MacPhail	New Hire	English Teacher, Long-Term Substitute	1.0 FTE	CHS	Request to Hire	Megan Gagne	Yes	Yes

Non-Licensed Employees (Support Staff), Informational

Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Co-Curricular	Alec	Brigante	New Hire	Boys' "A" Soccer Coach		CMS	Notice of Hire	Marc Gagne	Yes	Yes
Co-Curricular	Kaitlin	Cole	New Hire	Soccer Boys "B" Coach		CMS	Notice of Hire		Yes	Yes
Co-Curricular	Alicia	English	New Hire	Dance Coach		CHS	Notice of Hire	Alexandra Lovejoy	Yes	Yes
Co-Curricular	Melanie	Hurlbut	New Hire	Field Hockey Coach - "A" and "B" Team		CMS	Notice of Hire		Yes	Yes
Co-Curricular	Owen	Leavey	New Hire	Drama Director		CHS	Notice of Hire	Victor Toman	Yes	Yes
Co-Curricular	Julie	Wockenfuss	New Hire	JV Field Hockey Coach		CHS	Notice of Hire	Jennifer Turmel	Yes	Yes
Co-Curricular	Morgan	Young	New Hire	Girls' "A" Soccer Coach		CMS	Notice of Hire	Doug Allen	Yes	Yes
Support Staff	Laurie	Cousineau	End of Employment	Paraeducator - Special Education	32.5 hr	PPS	Notice of End of Employment			Yes
Support Staff	Hannah	Cruickshank	End of Employment	Paraeducator/Paraeducator-Special Education	32.5 hr	PPS	Notice of End of Employment			Yes
Support Staff	Lisa	Cruz	End of Employment	Paraeducator - EEE	32.5 hr	MBS	Notice of End of Employment			Yes
Support Staff	Nicole	DeOrsey	End of Employment	Paraeducator - Special Education	32.5 hr	UMS	Notice of End of Employment			Yes
Support Staff	Erin	Dye	End of Employment	HR Coordinator	35.0 hr	CO	Notice of End of Employment			Yes
Support Staff	Micaela	Flagg	End of Employment	Paraeducator	32.5 hr	PPS	Notice of End of Employment			Yes
Support Staff	Peter	Govoni	End of Employment	Paraeducator - Special Education	32.5 hr	CHS	Notice of End of Employment			Yes
Support Staff	Melissa	Labrie	End of Employment	Paraeducator - Special Education	32.5 hr	MBS	Notice of End of Employment			Yes
Support Staff	Lindsay	Lesage	End of Employment	Paraeducator	32.5 hr	PPS	Notice of End of Employment			Yes
Support Staff	Brendan	Nelson	End of Employment	Paraeducator - Special Education	32.5 hr	MBS	Notice of End of Employment			Yes
Support Staff	Kenneth	Paquette Jr	End of Employment	Behavior Interventionist	40.0 hr	MBS	Notice of End of Employment			Yes

Support Staff	Steven	Real	End of Employment	Maintenance Worker	40.0 hr	DW	Notice of End of Employment			Yes
Support Staff	Pamela	Reith	End of Employment	Administrative Assistant	40.0 hr	MBS	Notice of End of Employment			Yes
Support Staff	Erica	Tremblay	End of Employment	Paraeducator	32.5 hr	PPS	Notice of End of Employment			Yes
Support Staff	Sheryl	Asper	New Hire	Paraeducator	32.5 hr	PPS	Notice of Hire	Hannah Cruickshank	Yes	Yes
Support Staff	Parker	Cadwell	New Hire	Paraeducator	32.5 hr	PPS	Notice of Hire	Erica Tremblay	Yes	Yes
Support Staff	Adrienne	Cameron	New Hire	Paraeducator - Special Education	32.5 hr	MBS	Notice of Hire	Brendan Nelson	Yes	Yes
Support Staff	Ginger	Grout	New Hire	Food Service Worker	30.0 hr	MBS	Notice of Hire	Lauren Walker	Yes	Yes
Support Staff	Wanda	Keosian	New Hire	Paraeducator	32.5 hr	MBS	Notice of Hire	Emilie Schweikert	Yes	Yes
Support Staff	Shawn	Lund	New Hire	Behavior Interventionist	35.0 hr	CAP	Notice of Hire	Miriam Mahar	Yes	Yes
Support Staff	Lijuan	Merkel	New Hire	Paraeducator - ELL	32.5 hr	MBS	Notice of Hire	Elizabeth Clapp	Yes	Yes
Support Staff	Renee	McLaughlin	New Hire	Lunch/Recess Monitor - NIA	15.0 hr	CMS	Notice of Hire	Angela Plumb	Yes	Yes
Support Staff	Megan	McLoughlin	New Hire	Paraeducator - ELL	32.5 hr	CHS	Notice of Hire	Alice Batson	Yes	Yes
Support Staff	Dev	Nagel	New Hire	Paraeducator - Special Education	32.5 hr	CMS	Notice of Hire	Holli-Jo Brigante	Yes	Yes
Support Staff	Ryane	Severin	New Hire	Paraeducator - Special Education	32.5 hr	MBS	Notice of Hire	Morgan Beck	Yes	Yes
Support Staff	Gail	Stone	New Hire	Paraeducator - Paraeducator/Special Education	32.5 hr	PPS	Notice of Hire	Louis Merola	Yes	Yes
Support Staff	Lauren	Walker	Transfer	Paraeducator	32.5 hr	PPS	Notice of Transfer	Miranda Axworthy	Yes	Yes

Director Cox moved to approve the Personnel Consent Agenda, seconded by Director Taylor. The motion passed unanimously, 5-0.

X. Approval of Minutes: July 9, 2019 Action

Director Taylor requested the language about the proposal in item III not be so specific. It was changed to reflect that request.

Director Cox moved to approve the amended minutes of July 9, 2019, seconded by Director Taylor. The motion unanimously, 5-0.

XI. Board/Administration Communication, Correspondence, Committee Reports Information

- Superintendent Minor provided the board with an update on legislation around lead testing, the Opening Convocation to welcome back faculty and staff, and the strategic plan.

XII. Future Agenda Items Information

- Continued Policy Work

XIII. Executive Session to Discuss Potential Real Estate and Contract Negotiations Action

Director Kienny moved to enter executive session at 8:38 pm to discuss potential real estate and contract negotiations, seconded by Director White. The motion passed unanimously, 5-0.

Director Taylor moved to exit executive session at 9:16 pm seconded by Director White. The motion passed unanimously, 5-0.

XIV. Adjournment

Director White made a motion to adjourn at 9:17 pm seconded by Director Cox. The motion passed unanimously, 5-0.

Recorder:

Board Clerk:

Meghan Baule
Recording Secretary

Lindsey Cox
Board Clerk