

Colchester School Board  
Meeting Agenda and Packet  
January 17, 2023

**Colchester School District  
Board of Education Meeting Agenda  
January 17, 2023 - 7:00 P.M.  
Colchester High School Library**

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**Agenda**

- I. Call to Order**
- II. Citizen Participation**
- III. First Reading of Acceptable and Responsible Computer, Network and Internet Use Policy : G10**      Action
- IV. First Reading of Cybersecurity Policy**      Action
- V. First Reading of Students Who Are Experiencing Homelessness Policy**      Action
- VI. Approval of FY'24 Budget and Warning**      Action
- VII. Approval of Consent Agenda**      Action
- VIII. Approval of Meeting Minutes: January 3, 2023**      Action
- IX. Approval of Special Meeting Minutes: January 10, 2023**      Action
- X. Board/Administration Communication, Correspondence, Committee Reports**      Information
- XI. Future Agenda Items**      Information
- XII. Adjournment**

**\*Meeting Participation and Viewing Options**

Meetings are open to the public unless warned otherwise. Colchester citizens have an opportunity to speak or comment on any items listed on the agenda. For topics not listed on the agenda, public comment can be made during the Citizen's Participation agenda item. Please review the Public Comment Rules listed at [www.csdyt.org/schoolboard](http://www.csdyt.org/schoolboard) prior to the meeting. If not attending in person, citizens may also participate in the meeting by emailing a prerecorded message to [schoolboard@colchesters.org](mailto:schoolboard@colchesters.org) with "Citizens Participation" listed in the subject line. It must be received by noon on the day of the meeting, include your full name and phone number, and follow the Public Comment Rules. LCATV will provide live stream coverage via: [www.lcatv.org/live-stream-3](http://www.lcatv.org/live-stream-3).

## COLCHESTER SCHOOL DISTRICT

### **POLICY: ACCEPTABLE AND RESPONSIBLE COMPUTER, NETWORK AND INTERNET USE (AUP)**

**DATE ADOPTED:** April 4, 2017

#### **I. PURPOSE**

The Colchester School District (“District”) recognizes that information technology resources (IT) are integral to educating today’s children for success in the global community. The School Board fully supports access to these electronic resources by students and staff. The purpose of this policy is to:

- A.** Create an environment that fosters the use of information technology in a manner that supports and enriches the curriculum, provides opportunities for collaboration, and enhances staff professional development.
- B.** Ensure the District takes appropriate measures to maintain the safety of everyone who accesses the District’s information technology resources.
- C.** Comply with the requirements of applicable federal and state laws that regulate the provision of access to the Internet and other IT resources by school district.

#### **II. DEFINITION**

##### **A. Information Technology Resources (IT) means:**

- 1.** IT devices owned or leased by the District (such as computers, computer hardware and software, cell phones and laptops);
- 2.** The Internet, e-mail, electronic and social media, and other network resources, including the District’s electronic storage, including but not limited to student data and student documents maintained by the District, that is accessed using the District’s IT on school property or remotely; and
- 3.** All electronically stored student information in the District’s electronic files, regardless of how accessed.

#### **III. POLICY STATEMENT**

It is the policy of the District to provide students and staff access to a multitude of IT resources, including district email accounts, Internet access and resources. IT resources provide opportunities to enhance learning and improve communication within our

Last Adopted: March 19, 2013  
Date Warned: March 17, 2017  
First Reading: March 21, 2017  
Second Reading: April 4, 2017

community and with the global community. Users are expected to access IT resources as learning tools. The use of District IT resources is a privilege, not a right. With the privilege of access comes the responsibility of all users to exercise responsible use of these resources.

The same rules and expectations govern student use of IT resources as apply to other student conduct and communications, including but not limited to the District's harassment and bullying policies.

#### **IV. POLICY APPLICATION**

This policy applies to all users. "Users" is defined to include anyone who accesses the District's IT resources, on-site and/or via a remote location, and anyone who uses the District's IT devices either on or off-site.

#### **V. GENERAL PROCEDURES**

The superintendent is responsible for establishing procedures governing use of IT resources consistent with the provisions of this policy. These procedures must include:

- A.** An annual process for educating students about responsible digital citizenship. As defined in this policy, a responsible digital citizen is one who:
  - 1. Respects One's Self.** Users will maintain appropriate standards of language and behavior when sharing information and images on social networking websites and elsewhere online. Users refrain from distributing personally identifiable information about themselves and others.
  - 2. Respects Others.** Users refrain from using technologies to bully, tease or harass other people. Users will report incidents of cyber bullying and harassment in accordance with the district's policies on bullying and harassment. Users will also refrain from using another person's system account or password or from presenting themselves as another person.
  - 3. Protects One's Self and Others.** Users protect themselves and others by reporting abuse and not forwarding inappropriate materials and communications. They are responsible at all times for the proper use of their account by not sharing their system account password.
  - 4. Respects Intellectual Property.** Users suitably cite any and all use of websites, books, media, etc.
  - 5. Protects Intellectual Property.** Users request to use the software and media others produce.
- B.** Provisions necessary to ensure that Internet service providers and other contractors comply with applicable restrictions on the collection and disclosure of student data and any other confidential information stored in district electronic

resources.

- C. Technology protection measures that provide for the monitoring and filtering of online activities by all users of district IT, including measures that protect against access to content that is obscene, child pornography, or harmful to minors.
- D. Methods to address the following:
  - 1. Control of access by minors to sites on the Internet that include inappropriate content, such as content that is:
    - a. Lewd, vulgar, or profane
    - b. Threatening
    - c. Harassing or discriminatory
    - d. Bullying
    - e. Terroristic
    - a. Obscene or pornographic
  - 2. The safety and security of minors when using electronic mail, social media sites, and other forms of direct electronic communications.
  - 3. Prevention of unauthorized online access by minors, including “hacking” and other unlawful activities.
  - 4. Unauthorized disclosure, use, dissemination of personal information regarding minors.
  - 5. Restriction of minors’ access to materials harmful to them.
- E. A process whereby authorized persons may temporarily disable the district’s Internet filtering measures during use by an adult to enable access for bona fide research or other lawful purpose.

## **VI. OWNERSHIP OF IT RESOURCES**

The District’s IT resources are the property of the Colchester School District.

## **VII. EXPECTATION OF PRIVACY**

Users shall have no expectation of privacy in anything they create, store, send, receive or display on or over the District’s computers or other network resources, including personal files, images, and e-mails and other electronic communications.

## **VIII. COMPLIANCE WITH CIPA**

In accordance with the Children's Internet Protection Act (CIPA), the District uses a filtering system to track and monitor all computer and Internet use on the District network. The system is designed to prevent access to material that is obscene, pornographic, or harmful as determined by school administrators. No filtering system is perfect, however. Due to the nature of the Internet and evolving technology, however, even with supervision of students the District cannot guarantee students will not reach an inappropriate site. It is the responsibility of all users to report any inappropriate sites to school officials to ensure that content is filtered appropriately. Providing access to electronic information does not imply an endorsement by the District of the content, nor does the District guarantee the appropriateness or accuracy of information received.

## **IX. IMPLEMENTING PROCEDURES/REGULATIONS**

The Superintendent/his/her designee is responsible for establishing and updating from time to time procedures governing use of IT resources consistent with the provisions of this policy. These procedures must include a description of the rules applying to all users of the District's IT resources, and a process for educating elementary and secondary students annually about Internet safety and responsible digital citizenship.

## **X. LIMITATION/DISCLAIMER OF LIABILITY**

The District makes no guarantee that the functions or the services provided by or through its IT systems will be error free or without defect. The District is not liable for unacceptable use or violations of copyright restrictions or other laws, user mistakes or negligence, and costs incurred by users. The District is not responsible for ensuring the accuracy, age appropriateness, or usability of any information found on the District's IT resources network, including the Internet. The District is not responsible for any damage experienced, including, but not limited to, loss of data or interruptions of service. The District is not responsible for the accuracy or quality of information obtained through or stored on the IT resources system including the Internet, or for financial obligations arising through their unauthorized use.

## **XI. ENFORCEMENT**

The District reserves the right to revoke access privileges and/or administer appropriate disciplinary action for misuse of its IT resources. In the event there is an allegation that a user has violated this policy, the District will handle the allegation consistent with the student disciplinary policy. Allegations of staff member violations of this policy will be processed in accord with contractual agreements and legal requirements.

The District shall cooperate to the extent legally required with local, state and federal officials in any investigation related to the misuse of the District's IT resources.

## COLCHESTER SCHOOL DISTRICT

### **POLICY: ACCEPTABLE AND RESPONSIBLE COMPUTER, NETWORK AND INTERNET USE (AUP)**

### **DATE ADOPTED: DRAFT**

#### **I. PURPOSE**

The Colchester School District (“District”) recognizes that information technology resources (IT) are integral to educating today’s children for success in the global community. The School Board fully supports access to these electronic resources by students and staff. The purpose of this policy is to:

- A. Create an environment that fosters the use of information technology in a manner that supports and enriches the curriculum, provides opportunities for collaboration, and enhances staff professional development.
- B. Ensure the District takes appropriate measures to maintain the safety of everyone who accesses the District’s information technology resources.
- C. Comply with the requirements of applicable federal and state laws that regulate the provision of access to the Internet and other IT resources by school district.

#### **II. DEFINITION**

**Information Technology Resources (IT) means** the internet, e-mail, electronic and social media, and other network resources, including but not limited to student data and student documents that is accessed on school property or remotely. It also includes devices owned or leased by the District such as computers, computer hardware and software, cell phones and laptops.

**User** is defined to include anyone who accesses the District’s IT resources, on-site and/or via a remote location, and anyone who uses the District’s IT devices either on or off-site. This policy applies to all users.

#### **III. POLICY STATEMENT**

It is the policy of the District to provide students and staff access to a multitude of IT resources. These resources provide opportunities to enhance learning and improve communication within our community and with the global community. Users are expected to access IT resources as learning tools. The use of District IT resources is a privilege, not a right. With the privilege of access comes the expectation of all users to exercise responsible use of these resources.

Last Adopted: April 4, 2017

Date Warned: January 13, 2023

First Reading: January 17, 2023

Second Reading:

The same rules and expectations govern student use of IT resources as apply to other student conduct and communications, including but not limited to the District's harassment and bullying policies.

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  - 4. Respects Intellectual Property.** Users suitably cite any and all use of websites, books, media, etc.
  - 5. Protects Intellectual Property.** Users request to use the software and media others produce.
- B.** Provisions necessary to ensure that Internet service providers and other contractors comply with applicable restrictions on the collection and disclosure of student data and any other confidential information stored in district electronic resources.
- C.** Technology protection measures that provide for the monitoring and filtering of online activities by all users of district IT, including measures that protect against access to content that is obscene, child pornography, or harmful to minors.
- D.** Methods to address the following:
  - 1.** Control of access by minors to sites on the Internet that include inappropriate content, such as content that is:

- a. Lewd, vulgar, or profane
  - b. Threatening
  - c. Harassing or discriminatory
  - d. Bullying
  - e. Terroristic
- 2. The safety and security of minors when using electronic mail, social media sites, and other forms of direct electronic communications.
- 3. Prevention of unauthorized online access by minors, including “hacking” and other unlawful activities.
- 4. Unauthorized disclosure, use, dissemination of personal information regarding minors.
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### **VIII. IMPLEMENTING PROCEDURES/REGULATIONS**

The Superintendent or their designee is responsible for establishing and updating from time to time procedures governing use of IT resources consistent with the provisions of this policy. These procedures must include a description of the rules applying to all users of the District's IT resources, and a process for educating elementary and secondary students annually about Internet safety and responsible digital citizenship.

### **IX. LIMITATION/DISCLAIMER OF LIABILITY**

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### **X. ENFORCEMENT**

The District reserves the right to revoke access privileges and/or administer appropriate disciplinary action for misuse of its IT resources. In the event there is an allegation that a user has violated this policy, the District will handle the allegation consistent with the student disciplinary policy. Allegations of staff member violations of this policy will be processed in accord with contractual agreements and legal requirements.

The District shall cooperate to the extent legally required with local, state and federal officials in any investigation related to the misuse of the District's IT resources.

## COLCHESTER SCHOOL DISTRICT

**POLICY:** CYBERSECURITY

**DATE ADOPTED:** DRAFT

### I. PURPOSE

The Colchester School District (“District”) supports secure network systems, including security for all personally identifiable information that is stored on paper or stored digitally on District maintained computers and networks. This policy supports efforts to mitigate threats that may cause harm to the district, schools, students or employees.

The primary objective of this policy is ensuring user awareness of cybersecurity and their role and responsibility in protecting district data.

- A. Effective information security requires the awareness and proactive support of all users, supplementing and making full use of the technical security controls. This is obvious in the case of social engineering attacks and frauds, for example, which directly target vulnerable humans rather than IT and network systems.
- B. Lacking adequate information security awareness, users are less likely to recognize or react appropriately to information security threats and incidents and are more likely to place information in danger through ignorance and carelessness.

### II. DEFINITION

**Cybersecurity:** The art of protecting networks, devices, and data from unauthorized access or criminal use and the practice of ensuring confidentiality, integrity, and availability of information.

**Personally Identifiable Information (PII):** Any data that could potentially identify a specific individual. Any information that can be used to distinguish one person from another and can be used for de-anonymizing previously anonymous data can be considered protected data.

**Security Breach:** A security breach is the unauthorized acquisition or access of computerized data that compromises the security, confidentiality or integrity of personal information. All data security breaches require notification to the District's Technology Department and the Vermont Attorney General's Office.

**Incident:** An incident is any event that threatens the confidentiality, integrity, or availability of District information assets (electronic or paper), information systems,

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and/or the networks that deliver the information. Any violation of computer security policies, acceptable use policies, or standard computer security practices is an incident.

**Users:** is defined to include anyone who accesses the District's IT resources, on-site and/or via a remote location, and anyone who uses the District's IT devices either on or off-site

### **III. RISK MITIGATION STRATEGIES**

The following security measures shall be taken to help mitigate cybersecurity risks.

- A.** All employees shall undergo annual IT security awareness training which emphasizes their personal responsibility for protecting student and employee information.
- B.** All users have an understanding of the district's security policy, procedures, and best practices including:
  - 1.** Phishing and ransomware
  - 2.** Email and messaging security
  - 3.** Password complexity and two-factor authentication
  - 4.** Personal identifiable information
  - 5.** Malware and virus protection
  - 6.** Safely sharing files with other entities
- C.** Secure passwords are used on all district computers and changed semi-annually.
- D.** All district devices should be locked with a password when unattended and will automatically lock when idle.
- E.** All employees with access to sensitive information must ensure that access and transfer of the information is secure.
- F.** All employees should enable two-factor authentication on their Google account.
- G.** All users will immediately notify the Technology Department of any cybersecurity incidents and possible security breaches.

## COLCHESTER SCHOOL DISTRICT

**POLICY:** STUDENTS WHO ARE EXPERIENCING HOMELESSNESS

**DATE ADOPTED:** DRAFT

### **POLICY STATEMENT**

The Colchester School District (District) is committed to the success of every student. Students experiencing homelessness in the District will have access to the education and other services needed to ensure that an opportunity is available to meet the same academic achievement standards to which all students are held.

The District will designate a liaison for students in homeless situations to carry out duties as required by law.

The District will ensure that students who are experiencing homelessness

- A. Are not stigmatized nor segregated on the basis of their status as homeless.
- B. Will be admitted to the school district in which the student is actually living or to the student's school of origin as requested by the parent and in accordance with the student's best interest.
- C. Are provided transportation to and from the student's school of origin at the request of the parent, or in the case of an unaccompanied student, the District's liaison for students that are homeless.
- D. Will have access to all programs and services for which they are eligible, including but not limited to special education services, preschool, school nutrition programs, and language assistance for English learners.

### **I. DEFINITIONS**

- A. **Students experiencing homelessness** means those lacking a fixed, regular and adequate nighttime residence, which could include:
  - 1. Sharing the housing of another persons due to loss of housing, economic hardship or similar reason.
  - 2. Living in motels, hotels, trailer parks or camping grounds due to the lack of alternative adequate accommodations.
  - 3. Living in emergency or transitional shelters.
  - 4. Being abandoned in hospitals.
  - 5. Having a primary nighttime residence that is a public or private place not designed for or ordinarily used as regular sleeping accommodations for human beings.

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6. Living in cars, parks, public spaces, abandoned buildings, substandard housing, transportation stations or similar settings.
7. Migratory children living in conditions described in the previous examples.

**B.** **Enroll and enrollment** means attending classes and participating fully in school activities.

**C.** **Unaccompanied youth** means a child or youth who is homeless not in the physical custody of a parent or guardian.

**D.** **School of origin** means the school that a child or youth attended when permanently housed or the school in which the child or youth was last enrolled, including a preschool. When a child or youth completes the final grade level served by the school of origin, it also includes the designated receiving school at the next grade level for all feeder schools.

## **II. ADMINISTRATIVE RESPONSIBILITIES**

The superintendent or designee shall develop written procedures to ensure the following rights of eligible students.

- A.** Equal access to the same free, appropriate public education, including public prekindergarten education, as is provided to other children and youth.
- B.** Immediate enrollment, even when records normally required for enrollment are not present.
- C.** Remain in the school of origin, if it is in the student's best interest, in order to maintain educational stability.
- D.** Access to all educational and related services for which they are eligible, including Title I services, educational programs for children with disabilities, educational programs for English learners, career and technical education, programs for gifted and talented students, and free school meals.
- E.** Full participation in school, which may include participation in extracurricular activities.
- F.** Transportation, provided by the local education agency (LEA), to and from the school of origin.
- G.** Privacy, such that information about a homeless student's living situation will be treated as a student education record and not deemed to be directory information.
- H.** Dispute an eligibility, school selection, or enrollment decision, and for a child or youth to be admitted to the school in which enrollment is sought, pending the resolution of the dispute.

**CONSENT AGENDA**

**Board Meeting Date: January 17, 2023**

**Licensed Employees (Teacher/Administrator)**

| Contract Typ | First Name | Last Name | Category         | Position                                   | FTE/Hours | Building | Agenda Information                         | Person Replacing | Budgeted | Admin Support |
|--------------|------------|-----------|------------------|--|-----------|----------|--|------------------|----------|---------------|
| Teacher      | Emma       | Miller    | Leave of Absense | Speech Pathologist                         | 1.0       | UMS      | Request leave of absense<br>2/1/23-2/17/23 |                  |          |               |
| Teacher      | Anita      | Dayvie    | New Hire         | Physical Education<br>Long-Term Substitute | 1.0       | CHS      | Request to Hire                            | Courtney Boetsma | Yes      | Yes           |

**Non-Licensed Employees (Support Staff), Board Approval Required**

| Contract Typ | First Name | Last Name | Category | Position | FTE/Hours | Building | Agenda Information | Person Replacing | Budgeted | Admin Support |
|--------------|------------|-----------|----------|----------|-----------|----------|--------------------|------------------|----------|---------------|
|              |            |           |          |          |           |          |                    |                  |          |               |
|              |            |           |          |          |           |          |                    |                  |          |               |

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

| Contract Typ  | First Name | Last Name      | Category    | Position               | FTE/Hours | Building | Agenda Information    | Person Replacing          | Budgeted | Admin Support |
|---------------|------------|----------------|-------------|------------------------|-----------|----------|-----------------------|---------------------------|----------|---------------|
| Support Staff | Kurt       | Wagner         | New Hire    | Paraeducator           | 32.5      | MBS      | Notice of Hire        | Catherine Anderson Nguyen | Yes      | Yes           |
| Support Staff | Jaileen    | Morel-Kunhardt | New Hire    | Autism Interventionist | 35        | MBS      | Notice of Hire        | Open Position             | Yes      | Yes           |
| Support Staff | Claire     | Chamberlain    | Resignation | Head Cook              | 40        | UMS      | Notice of Resignation |                           |          |               |
| Support Staff | Karen      | Rolston        | New Hire    | Paraeducator           | 32.5      | UMS      | Notice of Hire        | Joy Eidsheim              | Yes      | Yes           |
| Support Staff | Louisa     | Wakefield      | New Hire    | EL Paraeducator        | 32.5      | CMS      | Notice of Hire        | Open Position             | Yes      | Yes           |
| Support Staff | Cameron    | Roberts        | New Hire    | Custodian              | 15        | CMS      | Notice of Hire        | Open Position             | Yes      | Yes           |
| Support Staff | Mila       | Moussoua       | New Hire    | Custodian              | 20        | CMS      | Notice of Hire        | Open Position             | Yes      | Yes           |
| Support Staff | Dahiro     | Abdullahi      | New Hire    | Custodian              | 40        | MBS      | Notice of Hire        | Open Position             | Yes      | Yes           |

## COLCHESTER SCHOOL DISTRICT

Board of Education Meeting  
Colchester High School Library

Tuesday, January 3, 2023  
7:00 p.m.

### MINUTES (General Session)

The Colchester Board of Education held a regular board meeting on Tuesday, January 3, 2023, in the Colchester High School Library. Board members in attendance were Board Chair Lindsey Cox, Board Directors Nic Longo, Ben Yousey-Hindes, Felix Anderson, Laurie Kigonya, and Student Board Representative Olivia Dallamura. District administrators in attendance included Superintendent Amy Minor, Director of Curriculum Gwendolyn Carmolli, Director of Student Support Services Carrie Lutz, and Business and Operations Manager George Trieb. There were five CSD employees in the audience as well as four current CHS students and one alum.

#### I. Call to Order

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

#### II. Citizen Participation

None.

#### III. Black Lives Matter Flag

Action

In October, at the request of students in the Social Justice Alliance (SJA), the school board approved flying the Black Lives Matter (BLM) flag at all schools for three months per the district's Flagpole Request Policy. With the flag nearing the end of the three-month period, CHS Principal Andrew Conforti provided the board with an overview of the diversity, equity, and inclusion (DEI) work that students and staff members have engaged in this school year, including a recent leadership retreat. Their goal is to develop and propose a framework and action plan for a long-term solution for the BLM flag. They are currently engaging students in the broader school community for additional input, feedback, and support to co-create a solution. The group is working to plan a culminating event to be held at the end of the school year where they will present their plan and celebrate the district's long-term commitment to the BLM flag. Mr. Conforti thanked the SJA and acknowledged their group has been largely responsible with keeping the flag up. He emphasized the importance to empower and embolden their voice by including the support of more students and staff members.

Gloria Kigonya, CHS and SJA alumni appreciated that there will be a ceremony or acknowledgement when the flag eventually comes down and emphasized the importance of not taking it down silently. Student School Board Member Olivia Dallamura echoed Gloria's statement and as a member of the SJA, she also encouraged administrators to allow more time for students to work on the action plan. District DEI Coordinator Jamilah Vogel agreed and said administrators are working to expand opportunities with their partnership with Up for Learning, the organization that helped facilitated the recent Leadership Retreat. Jaelynn Neal, a CHS student and member of the SJA, shared that students in the group have a lot of ideas and are excited to do this work. She noted that the group's members believe deeply in its cause and feel it is important to show up for things

and people that they care about. Olivia added that the flag staying up through the end of the school year is a nod to the progress the group has made so far.

Each board member shared their appreciation for the students and staff members in attendance for sharing their work and speaking about a cause they believe in. They echoed their support for all the statements made during the presentation and voiced their excitement to hear what they develop for the end of the year.

*Director Longo moved to raise the Black Lives Matter flag at all CSD schools for an additional three months beginning on January 8, 2023. The motion passed unanimously.*

**IV. Approval of letter of Support for Colchester Recreation Center Project** Action

The Town of Colchester recently presented their proposal to build a Colchester Recreation Center on the town-owned land across from CHS. The building will be paid using Local Option Tax (LOT) funds and will not increase taxes. Operating costs will be offset by membership and facility use fees. The Selectboard approved the proposal, and the next step will be to obtain voter approval on Town Meeting Day. The School Board was unanimous in their support for the proposal and agreed to draft a letter of support of the project.

*Director Anderson moved to approve the board's letter of support for the Town of Colchester's Recreation Center Project. The motion passed unanimously.*

**V. Approval of Colchester School District Announced Tuition Rates** Action

Each year, districts are required by law to announce their anticipated tuition for students attending Colchester Schools from other districts that do not have a high school or middle school. The majority of tuition students attending CSD are from the Grand Isle Supervisory Union and the town of Georgia.

*Director Yousey-Hindes moved to approve the announced tuition rate for FY 2024 at \$13,800 for elementary grades (k-6) and \$19,100 for secondary grades (7-12). The motion passed unanimously.*

**VI. Second and Final Reading of Animal Dissection Policy: G4** Action

There were no edit made since the first reading.

*Director Kigonya moved to approve the second and final reading of the Animal Dissection Policy. The motion passed unanimously.*

**VII. Second and Final Reading of Nondiscriminatory Mascots and School Branding Policy: C2** Action

There were no edit made since the first reading.

*Director Anderson moved to approve the second and final reading of the Animal Dissection Policy. The motion passed unanimously.*

|                                      |                    |
|--------------------------------------|--------------------|
| <b>VIII. FY'24 Budget Discussion</b> | <b>Information</b> |
|--------------------------------------|--------------------|

At the last meeting, Superintendent Amy Minor and several district administrators provided an in-depth presentation explaining the rationale for various needs throughout the district. The previous presentation included both immediate requests and long-term goals. This presentation outlined the cost associated with those various additions when calculated into the state's funding formula that uses variables such as the dollar yield, income yield, common level of appraisal, and net equalized pupils. Superintendent Minor and Business and Operations Manager George Trieb provided six scenarios with various levels of additions and their associated costs. The first scenario added nothing and only keeps the current level of staffing and programming for students; that results in an estimated tax increase of 2.225% and a 8.56% increase in per pupil spending. The scenarios increased slightly and topped off with adding two support staff positions and 6.4 FTEs which would result in an estimated tax increase of 4.382% and a 10.85% increase in per pupil spending. The board engaged in a discussion on the various factors in the funding formula and recounted the rationale and need for these positions to increase learning and social emotional outcomes for students.

Superintendent Minor noted that the language on the ballot is set by statute and only includes the dollar amount of the budget and the percentage increase in per pupil spending. She highlighted the importance of the district's communication plan that will inform the community, emphasizing that the estimated tax increase is lower than the per pupil spending increase, yet it does not appear on the ballot.

The board discussed the various scenarios and what tax impacts they felt comfortable with; balancing what is best for students while remaining fiscally responsible to taxpayers. Director Yousey-Hindes and Kigonya agreed that it is so important to invest in students considering the intensity of the needs presented at the last meeting. Board Chair Cox agreed but also noted that a failed budget can be detrimental to students, staff morale, and community trust. After a lengthy discussion, the board requested administrators to bring back some amended scenarios and look for other areas that could potentially be reduced to make room for the additions requested. They agreed to add a special meeting to review those new scenarios on Tuesday, January 10, 2023 at 5:30 p.m.

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| <b>IX. Approval of Consent Agenda</b> | <b>Action</b> |
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The board reviewed the following Consent Agenda. There were no licensed professionals listed, so no action was required by the board.

**CONSENT AGENDA**

**Board Meeting Date: January 3, 2023**

**Licensed Employees (Teacher/Administrator)**

| Contract Typ | First Name | Last Name | Category | Position | FTE/Hours | Building | Agenda Information | Person Replacing | Budgeted | Admin Support |
|--------------|------------|-----------|----------|----------|-----------|----------|--------------------|------------------|----------|---------------|
|              |            |           |          |          |           |          |                    |                  |          |               |
|              |            |           |          |          |           |          |                    |                  |          |               |
|              |            |           |          |          |           |          |                    |                  |          |               |
|              |            |           |          |          |           |          |                    |                  |          |               |

**Non-Licensed Employees (Support Staff), Board Approval Required**

| Contract Typ | First Name | Last Name | Category | Position | FTE/Hours | Building | Agenda Information | Person Replacing | Budgeted | Admin Support |
|--------------|------------|-----------|----------|----------|-----------|----------|--------------------|------------------|----------|---------------|
|              |            |           |          |          |           |          |                    |                  |          |               |
|              |            |           |          |          |           |          |                    |                  |          |               |
|              |            |           |          |          |           |          |                    |                  |          |               |
|              |            |           |          |          |           |          |                    |                  |          |               |

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

| Contract Typ  | First Name | Last Name       | Category    | Position                 | FTE/Hours | Building | Agenda Information       | Person Replacing    | Budgeted | Admin Support |
|---------------|------------|-----------------|-------------|--------------------------|-----------|----------|--------------------------|---------------------|----------|---------------|
| Support Staff | Courtney   | Thibault        | New Hire    | Behavior Interventionist | 35        | MBS      | Notice of New Hire       | Jensen Radner       | Yes      | Yes           |
| Support Staff | Kelsey     | Sadewicz        | Resignation | HR Coordinator           | 40        | CO       | Notice of Resignation    |                     |          |               |
| Support Staff | Catherine  | Anderson-Nguyen | Resignation | Spec. Ed Paraeducator    | 32.5      | MBS      | Notice of Resignation    |                     |          |               |
| Support Staff | Olivia     | Coon            | New Hire    | Behavior Interventionist | 35        | MBS      | Notice of Hire           | Christopher Coleman | Yes      | Yes           |
| Support Staff | Nicole     | Bowen           | New Hire    | Behavior Interventionist | 35        | TBD      | Notice of Hire for 23/24 | TBD                 | Yes      | Yes           |
| Support Staff | Joy        | Eidsheim        | Resignation | Paraeducator             | 32.5      | UMS      | Notice of Resignation    |                     |          |               |

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| <b>X. Approval of Meeting Minutes: December 20, 2022</b> | <b>Action</b> |
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*Director Longo moved to approve the minutes from the meeting held on December 20, 2022. The motion passed unanimously.*

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| <b>XI. Board/Administration Communication, Correspondence, Committee Reports</b> | <b>Information</b> |
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- Town Meeting will be held in person in the CHS PAC on Monday, March 2. The School District will present second.

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| <b>XII. Future Agenda Items</b> | <b>Information</b> |
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- FY24 Budget Development
- Continuation of policy review

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| <b>XIII. Adjournment</b> |  |
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*Director Anderson moved to adjourn at 8:45 p.m. The motion passed unanimously.*

Recorder:

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Meghan Baule  
Recording Secretary

Board Clerk:

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Ben Yousey-Hindes  
Board Clerk

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# COLCHESTER SCHOOL DISTRICT

Board of Education Meeting, Special Meeting  
Colchester High School Library

Tuesday, January 10, 2023  
5:30 p.m.

## MINUTES

The Colchester Board of Education held a Special Board Meeting on Tuesday, January 10, 2023. Those in attendance were Board Chair Lindsey Cox, Board Directors Nic Longo, Ben Yousey-Hindes, Laurie Kigonya, and Felix Anderson. District administrators and employees in attendance included Superintendent Amy Minor, Business and Operations Manager George Trieb, Director of Curriculum and Instruction Gwen Caromolli, and Director of Student Support Services Carrie Lutz. There were no audience members.

### I. Call to Order

Board Chair Lindsey Cox called the meeting to order at 5:34 p.m.

### II. FY'24 Budget Discussion

Informational

Following the general meeting on January 3, the board requested to review additional budget scenarios and associated costs before making a final decision at the January 17 meeting.

Superintendent Amy Minor and fellow district administrators outlined three scenarios with varying levels of additions. The recommended additions were explained in detail with corresponding data and rationale for their need at previous meetings. Some of the recommended positions are already filled and active in the district, having been added using Elementary and Secondary Emergency Relief (ESSER) funds. Administrators have recommended moving the funding source of these positions into the voter budget now to secure their place before the federal funding runs out or is eliminated.

All three scenarios applied \$250K in reductions, which was achieved by removing seven open positions and adjusting the amount of expected tuition revenue based on enrollment projections. The district currently has 25 open positions that have remained unfilled since the beginning of the school year. Superintendent Minor stressed that while these are needed positions, the current hiring landscape makes it unlikely that they will be filled. When looking at the open positions, administrators agreed that the district could function without seven of them if it could result in adding and hiring for the recommended positions.

The first scenario adds 2 support staff positions and 3 FTE positions which equates to an estimated tax increase of 2.07% and an increase in equalized per pupil spending of 8.37%. The second scenario adds 2 support staff positions and 3.5 FTE positions which equates to an estimated tax increase of 2.47% and an increase in equalized per pupil spending of 8.82%. The third scenario adds 2 additional support staff positions, 5.7 FTE positions which equates to an estimated tax increase of 3.11% and an increase in equalized per pupil spending of 9.51%.

The board discussed the positive impact of the \$250K reduction to the baseline budget and subsequent estimated tax increase. Business and Operations Manager George Trieb pointed out that Colchester taxpayers saw a 3.69% decrease in taxes last year, so even if the board were to select the third scenario which results in an estimated tax increase of 3.11%, the two-year average would still

result in a tax decrease. Mr. Trieb reviewed Vermont's Property Tax Credit which impacts approximately 70% of Colchester taxpayers and allows them to pay their taxes based on income instead of property value.

The board reviewed the budget language that will appear on the ballot. The language is set by State statute and includes the increase in equalized per pupil spending, not the estimated percentage increase in taxes. The board discussed concerns that voters may unintentionally confuse the per pupil spending number that shows on the ballot with the estimated tax increase. They also agreed on the importance of the district's communication plan, which will highlight the ballot language, the immediate need for the recommended positions, and remind the community of last year's tax decrease.

The board discussed the three scenarios that were presented and explored various iterations that would combine certain aspects of each into a new scenario. Superintendent Minor agreed to bring back information detailing their new request at the next meeting and the board agreed they will be prepared to make a final decision and sign the associated warning.

### **III. Adjournment**

*Director Anderson moved to adjourn at 6:50 p.m. The motion passed unanimously.*

Recorder:

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Meghan Baule  
Recording Secretary

Board Clerk:

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Ben Yousey-Hindes  
Board Clerk

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