

COLCHESTER SCHOOL DISTRICT

Board of Education Meeting
Colchester High School Library

Tuesday, April 4, 2023
7:00 p.m.

MINUTES (General Session)

The Colchester Board of Education held a regular board meeting on Tuesday, April 4, 2023, in the Colchester High School Library. Board members in attendance were Directors Ben Yousey-Hindes, Felix Anderson, Laurie Kigonya, and Student Board Representative Olivia Dallamura; Board Chair Lindsey Cox and Director Nic Longo arrived late with their times noted below. District administrators in attendance included Business and Operations Manager George Trieb, Director of Curriculum Gwendolyn Carmolli, Director of Student Support Services Carrie Lutz, and Superintendent Amy Minor joined the meeting at 7:49 p.m.. Glen Cuttitta and Amanda Clayton from the Colchester Town Office were in the audience.

I. Call to Order

Board Director Ben Yousey-Hindes called the meeting to order at 7:00 p.m. and led in the Pledge of Allegiance.

II. Citizen Participation

None.

III. Hear Colchester School District Audit Report for FY'22

Information

Rick Brigham, CPA from Sullivan, Powers, and Co., provided the board and community with an overview of their audit report and findings for FY'22. A copy of the report is available on the district website. The audit was clean and the district was found to be in full compliance.

Director Nic Longo joined the meeting at 7:10 p.m.

IV. Approval of CSD Credit Card Resolution

Action

Business and Operations Manager George Trieb informed the board about the district being in the process of applying for credit cards to be controlled by Central Office. Mr. Trieb explained that credit cards are used for purchasing that cannot be done by purchase order or direct invoicing.

Director Longo moved to authorize the business and operations manager to complete the paperwork necessary to obtain district credit cards through M&T Bank. The motion passed unanimously.

V. Approval for Purchase of Laptops at CHS and Chromebooks for CMS **Action**

Business and Operations Manager George Trieb prepared a memo for the board regarding the purchase of replacement devices for CMS and CHS. This is an annual purchase for students entering both 6th grade and 9th grade.

Director Kigonya moved to authorize the Business and Operations Manager to purchase IT equipment as requested. The motion passed unanimously.

VI. Second and Final Reading of Family/Parental and Medical Leave Policy: D14 **Action**

Family/Parental and Medical Leave (FMLA) is a federal law that requires employers to provide employees with job-protected, unpaid leave for qualified medical and family reasons. The Vermont School Board Association (VSBA) does not have a policy in its manual regarding FMLA. If the law were to change, it would supersede any local policy. It is recommended to remove this policy from the district's policy manual and instead making it an accessible procedural document managed by the district's human resources department. The district's HR team regularly navigates FMLA qualifications and eligibility when consulting with employees.

Director Anderson moved to approve the removal of the Family/Parental and Medical Leave Policy D10 from the CSD policy manual. The motion passed unanimously.

VII. Approval of Proposed Change to the 2022-2023 Calendar **Action**

Board Chair Lindsey Cox joined the meeting at 7:21 p.m.

Vermont statute requires school districts to provide 175 learning days for students. Colchester's school calendar contains an additional student day for a total of 176 student days. This year, because of emergency closings/snow days, the 176th student day now falls on a Monday. The calendar landed the same way last year and a recommendation was made to convert that 176th student day into an in-service day for teachers and educational support staff, allowing students to end the year on a Friday.

Director Longo moved to authorize the Superintendent to take the necessary steps to make Friday, June 16 the last day of school for students and to convert Monday, June 19 to an in-service day for teachers and educational support staff. The motion passed unanimously.

VIII. Approval of Town of Colchester Easement at Laker Lane/Blakely Rd Intersection **Action**
(moved from III)

The construction of the Colchester Recreation Center (CRC) was approved by the taxpayers in March. The CRC will include a driveway entrance at the intersection of Laker Lane and Blakely Road. The Traffic Impact Assessment for the project states that a signalized intersection at Laker Lane and Blakely Road is necessary. The design for that signalized intersection requires both permanent and temporary easements from the school district property on Laker Lane.

For this reason, the Town is hoping that the school district will elect to approve their request for an easement so it can expedite the project and mitigate the overall cost. Glen Cuttitta and Amanda

Clayton from the Town provided the board with a detailed presentation for the proposed design of the easement. The presentation included information from the traffic study conducted last year, along with possibilities for the future growth of the school district property on Laker Lane.

Members of the board asked clarifying questions about the traffic lights and the utility boxes on the Laker Lane side of the easement. Ms. Clayton explained how the traffic lights can be programmed on different schedules to accommodate when school is in session and at various times of day. She noted that this new set up it would also make it easy to add an additional traffic light for the potential of a right-hand turn lane as the district grows on the Laker Lane property. Additionally, Ms. Clayton described options of beautification for the utility boxes including painting the boxes and landscaping the area around them.

Director Yousey-Hindes moved to approve the easement as presented. The motion passed unanimously.

IX. Approval of Consent Agenda

Action

The following Consent Agenda was reviewed by the board.

CONSENT AGENDA

Board Meeting Date: April 4, 2023

REVISED

Licensed Employees (Teacher/Administrator)										
Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Teacher	Amy	Contesti	Resignation	Alternative Education Teacher	1.0	CMS	Request to end employment 06/30/23			
Teacher	Wendy	Goldsmith	New Hire	Elementary Teacher	1.0	PPS	Request to Hire	Jordanna Silverberg	Yes	Yes
Teacher	Jennie	Hoeningberg	New Hire	ELL Teacher	0.3	PPS	Request to Hire	New Position	Yes	Yes
Teacher	Sarah	Carrol	New Hire	ELL Teacher	0.2	UMS	Request to Hire	New Position	Yes	Yes
Interventionist	Kate	Ellingson	Transfer	Math Interventionist	1.0	MBS	Request to Hire	New Position	Yes	Yes
Teacher	Mary	Geibel	Resignation	Elementary Teacher	1.0	PPS	Request to end employment 06/30/23			
Teacher	Paula	Palermo	New Hire	Math Interventionist	0.5	PPS	Request to Hire	New Position	Yes	Yes
Non-Licensed Employees (Support Staff), Board Approval Required										
Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Non-Licensed Employees (Support Staff), Informational										
Support Staff	Eric	Benz	New Hire	Paraeducator - Special Education	32.5	CMS	Notice of Hire	Logan Spicer	Yes	Yes
Support Staff	Kirsten	Patch	Termination	Administrative Assistant - Guidance Registrar	32.5	CMS	Notice of Termination			

Director Anderson moved to approve the consent agenda as provided. The motion passed unanimously.

X. Approval of Meeting Minutes: March 21, 2023 **Action**

Director Anderson moved to approve the minutes from the meeting held on March 7, 2023. The motion passed unanimously.

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

- Superintendent Minor is finalizing the date for the Board Facilities Retreat.

XII. Future Agenda Items **Information**

- Policy Review Cycle

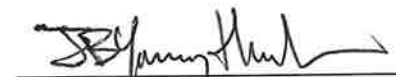
XIII. Adjournment

Director Longo moved to adjourn at 8:02 p.m. The motion passed unanimously.

Recorder:


Gabrielle Brooks
Recording Secretary

Board Clerk:


Ben Yousey-Hindes
Board Clerk