

**Harwood Union Board of Directors Meeting
Harwood Library
4 December 2013
6 PM**

Unapproved minutes:

Attendance

Board: Deb Hunter, Chair; Chris Koliba, Vice Chair; Dale Smeltzer; David Goodman; Stephen Sands; Dan Raddock

Administration: Brigid Scheffert, Superintendent; Amy Rex, Co-principal; Lisa Atwood, Co-principal

Staff: Ray Daigle, Director of Facilities

Public: Jill Schwenderman, Waitsfield; Lara Seaberg, minute taker

Call to order: Chair Deb Hunter called the meeting to order at 6:12 PM.

Approval of Minutes: Dale Smeltzer made a motion to approve the 20 November 2013 minutes as written. Dan Raddock seconded the motion. The minutes were approved unanimously with no abstentions.

Public address to the board: None.

Committee reports:

Finance: Stephen Sands presented the Finance committee report. He shared that the committee had been discussing a putting together a good plan for what the school building will need in the near future such as replacing windows as the current windows are original to the building. He also informed the Board that there is an ongoing discussion about the water system project. Ray Daigle informed the Board of two items that should be helpful. The first that the school is not hauling as much water as in the past and also that the school has made changes to the urinals which will save 100 gallons of water per urinal per day or 1200 gallons for all units per day. The next Finance Committee meeting is Wednesday 18 December at 5:00 PM.

Policy Committee: Dale Smeltzer informed the Board that there is a Policy committee meeting on Thursday 12 December at 7:45 AM.

Washington West Executive Committee: Superintendent Brigid Scheffert informed the Board that there is a meeting on Wednesday 11 December and asked that all Board members please attend. Superintendent Scheffert then presented her report to the Board. She explained that she would like to see more professional development training done while students are not in school to help keep down the days that teachers are out of the classrooms. She also shared more information about the potential redistricting of the Granville and Hancock SU. There is a State

Board of Education meeting on 17 December 2013 at Burlington High School at 9:00 AM and she would like the Board members attend if possible. Superintendent Scheffert then informed the Board that she would need an executive session. She also asked the Board to approve and sign Amendment One to a conservation grant from the Vermont Department of Conservation. The grant would be between \$48,560 and \$106,612. Chris Koliba made a motion to sign the amendment and David Goodman seconded. The motion passed unanimously with no abstentions.

New business: Stephen Sands shared that there were no Board Warrants at this time.

Amy Rex and Lisa Atwood shared updated information about class size data. Discussion about the data followed. Dale Smeltzer asked that the data be kept to start a data history.

Lisa Atwood gave an update on the China partnership. She shared that the partnership with Kuming was not working and there had been a breakdown in expectations by both parties. Co-principal Atwood informed the Board she is seeking another partner school because money was invested in a partnership and the plan is to move forward.

The Board was asked to approve the annual report format. The Co-principals reminded the Board that the annual report will not be printed and mailed this year. Dale Smeltzer noted that there needs to be a printed notice with information on where the public can find the report.

There was discussion about when to set the annual meeting date. Stephen Sands made a motion to set the Annual Meeting for Saturday 22 Feb 2014 and Chris Koliba seconded. The motion passed unanimously with no abstentions.

The January Board meetings dates were confirmed. On 15 January 2014 there is a Finance meeting at 5:00 PM and a full Board meeting at 6:00 PM and on 22 January 2014 there is a full Board meeting at 6:00 PM.

Other discussion topics: Lisa Atwood shared that she and Amy Rex and Tom Drake, the Crossett Brook MS principal, would like to continue the middle school exchange. She explained that at present the exchange numbers are at 2 to 2. Dale Smeltzer made a motion to approve the WWSU Middle School Exchange as revised and Stephen Sands seconded. The motion passed unanimously with no abstentions.

Confirmation of topics for next meeting: Topics for the meeting on 18 December at 6:00 PM were confirmed. The topics will be the budget and the one to one technology plan. The Middle School teachers will present to the Board to explain how they are using the technology. Lisa Atwood shared that she wanted to inform the board of new courses for the 2014-2015 SY.

Executive Session: Stephen Sands moved to go into Executive session regarding a contract matters and personnel with members of the administration present. Dan Raddock seconded. The Board voted unanimously with no abstentions to enter into Executive session at 7:41 PM. Dale Smeltzer moved to come out of Executive session at 8:10PM with no action taken and

Stephen Sands seconded. The motion to exit Executive session passed unanimously with no abstentions.

Adjournment: Chris Koliba moved to adjourn at 8:11 PM and David Goodman seconded. The motion to adjourn passed unanimously with no abstentions.

The next Board meeting is Wednesday 18 December 2013 at 6:00 PM.

Respectfully submitted,
lara seaberg