

**ORANGE SOUTHWEST SCHOOL DISTRICT (Unified)
BOARD MEETING**

**THURSDAY, MARCH 3, 2022 @ 6 P.M.
BROOKFIELD ELEMENTARY SCHOOL**

To be approved at the April 13, 2022 board meeting

MINUTES

BOARD MEMBERS PRESENT: Rachel Gaidys, Anne Kaplan, Katja Evans, Hannah Arias, Megan Sault, Chelsea Sprague & Sarah Haupt
ADMINISTRATORS PRESENT: Layne Millington, Lisa Floyd & Caty Sutton
GUESTS: Erin Wakefield, John Helfant, Brooke Sault, Jessica Walters, Ashley Armstrong, Emily Therrien & ORCA Media Video Taping

- I. Opening
The meeting was called to order by Superintendent, Layne Millington at 6:02 p.m.
Board Attendance: Ensuring a Quorum
Meeting Purpose: Board Reorganization
Choose Meeting Evaluator: Hannah Arias

- II. Board Education and Ownership Linkage
 - a. Public comment (4.2.1)
Erin Wakefield spoke regarding the mask policy. She urged the school board not to wait to remove masks & asked them to vote tonight. She spoke about special ed services such as speech for children and the importance of seeing facial expressions. Brooke Sault stated that he came because of Erin's post and the fight for freedom. John Helfant stated he would concur with Erin & Brooke and recommended the board end the masking tonight. He welcomed the new board member. He also urged the board to adopt the Flag Policy and asked if the policy pertains to all flag poles. Layne responded yes, for any flag pole on school grounds.

 - b. Report on Town Meetings
The budget passed and all articles. Voter turn out was low. Articles passed by around 80% in favor.

 - c. Board Training
Anne Kaplan asked the board about rescheduling Jackie from the VSBA who is a policy governance educator to come for board training. She understands the policies, how to work with them and she would help with review to see if changes should be made. Anne wondered if the board would like her to touch base with her.

A motion was made for Anne Kaplan to contact Jackie and arrange for VSBA policy governance training

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| By: | Rachel Gaidys |
| Seconded by: | Katja Evans |
| Motion passed: | Yes |

- d. Report on New Board Orientation Process
Chelsea, Rachel and Anne to worked on a new board member orientation process. They thought that maybe a short meeting to go over somethings that happen at board meetings. Thinking of a rough draft for new board members which would review some of the basic information. Discussed if it should be the whole board or just the orientation committee and new board members. The board felt it would be helpful to review for the whole board and felt they should wait to schedule when the new Brookfield board position is filled.

III. Monitoring: Organization

a. Quarterly Facilities Monitoring Report

The board reviewed the Facilities Monitoring report in the board packet. Layne told the board that more information will be coming on the fire in the heating system at Randolph Elementary which was covered by insurance expect for the deductible. Currently there is a supply chain issue for replacement parts. Currently the classroom is moved to a large staff room.

b. Introduce Newly Elected Board Members

The board welcomed Sarah Haupt to the board. Anne Kaplan was re-elected. The Brookfield board position is still open. An ad is being placed for Brookfield residents to apply, they will be reviewed by the Brookfield selectboard, and then applicants will be brought to the school board for their approval to fill the position.

c. Discuss & Reorganize Board & Committees

Elect Chair (currently Kaplan)

Motion to elect Anne Kaplan as Chair

By: Rachel Gaidys
Seconded by: Megan Sault
Motion passed: Yes, unanimous

Elect Vice-Chair (currently Evans)

Motion to elect Katja Evans as Vice-Chair

By: Megan Sault
Seconded by: Hannah Arias
Motion passed: Yes, unanimous

Elect Clerk (currently Arias)

Motion to elect Chelsea Sprague as Clerk

By: Hannah Arias
Seconded by: Megan Sault
Motion passed: Yes, unanimous

Approve schedule for regular meetings (1st Thursday of each month - see schedule)

Motion to approve a change of schedule for the regular OSSD board meetings to the 2nd Wednesday of the month with the next meeting being on Wed. - April 13

By: Katja Evans
Seconded by: Hannah Arias
Motion passed: Yes, unanimous

Assign member to sign official documents in absence of the Chair (currently Lincoln)

Motion to assign Katja Evans to sign official documents.

By: Megan Sault

Seconded by: Hannah Arias
Motion passed: Yes, unanimous

Appoint RTCC representatives (currently Lincoln & Sault)

Motion to appoint Megan Sault & Sarah Haupt to be RTCC representatives.

By: Rachel Gaidys
Seconded by: Hannah Arias
Motion passed: Yes

Appoint Teacher contract negotiating committee (currently Baker, Arias & Sault)

Motion to appoint Chelsea Sprague, Hannah Arias & Megan Sault to serve on the Teacher contract negotiating committee.

By: Chelsea Sprague
Seconded by: Katja Evans
Motion passed: Yes

Appoint Support Staff contract negotiating committee (currently Kaplan, Lincoln & Evans)

Motion to appoint Sarah Haupt, Katja Evans & Anne Kaplan to serve on the Support Staff contract negotiating committee.

By: Megan Sault
Seconded by: Hannah Arias
Motion passed: Yes

d. Second Review & Approval of Executive Limitations Reports (3.4)

EL 2.3 Financial Conditions and Activities

Anne Kaplan asked the board if there were any concerns on Layne's interpretation of EL 2.3. Reminded the board of the binders with documentation available for review at the OSSD office.

Motion to accept the report for EL 2.3 Financial Conditions and Activities

By: Hannah Arias
Seconded by: Chelsea Sprague
Motion passed: Yes

EL 2.6 Asset Protection

Layne reminded the board that recently the bidding threshold has been increased to \$40,000 and Layne recommended that the board change the policy to match the state & federal law or reject the policy. The OSSD tried to find insurance coverage for COVID which was unavailable. VSBIT secured coverage for all districts in the state, but it does have a maximum. The board discussed that maybe the policy should state to follow the state & federal law and suggested that Pietro Lynn review the wording.

Motion to accept the report for EL 2.6 Asset Protection

By: Rachel Gaidys
Seconded by: Katja Evans
Motion passed: Yes

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Motion to have Pietro Lynn work with Layne to update EL 2.6 in order to be in compliance with the state and federal law.

By: Katja Evans
Seconded by: Megan Sault
Motion passed: Yes

f. District COVID Operating Plan (2.8)

Recent changes were just received late this afternoon, see following:

General Guidance Effective March 14, 2022 from the Secretary of Education

Schools should encourage their students, staff and families to follow the Vermont Department of Health's recommendations for all Vermonters. The Health Department will update these recommendations as public health circumstances warrant.

Based on this there will be no mandates beginning on March 14th, our role will be to, "encourage students and staff to follow the DOH recommendations for all Vermonters," but it will be their choice.

Layne will pull together the administration & nurses and the COVID manual will be updated to follow this guidance. There was a discussion which included the following thoughts: There could be a possible surge after the vacation, this gives time for folks to process, some may be anxious, this change will also apply to athletics, a lot of families have shown opposition to masks, appreciates consistency of following state guidance, has been a long time coming and a reminder that the board has delegated decisions to Layne.

- g. Monthly Financial Report (enclosed with agenda) (2.3)
The January financials were reviewed and Layne told the board that we were well in the black right now. Technology expenditures are over because of the cost of several software subscriptions due to COVID and most will be reimbursed with Federal grants. Transportation is over due to the transportation of choice students and a bad fuel incident that required new fuel filters & fuel lines. Discussed the bad fuel situation and school choice student numbers.
- h. Legislative Update
Layne's superintendent report gave the legislative update. There was discussion regarding allowing contract breaking, ACT 173 which will go in effect this budget year & districts which will be hurt by ACT 173, and the weighting for ELA.

IV. Policy Decisions: District Governance

- a. Receipt of Flag Policy (enclosed)
The board discussed if they would like Pietro Lynn to attend the next meeting for advice on the flag policy.
Motion to ask Pietro Lynn to attend the next board meeting for advice on the flag policy
By: Hannah Arias
Seconded by: Rachel Gaidys
Motion passed: Yes

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- b. First Review of required Policy on Section 504 & ADA Grievance Protocol for Students & Staff (enclosed)
Layne explained the policy and told that board that it is almost identical to our conflict resolution policy. This would bring the process in house so they can avoid the next step which would be through the Office of Civil Rights.

V. Consent Agenda (4.2)

Layne explained the rationale for the locations of the Hyper-Heat systems. We will try for reimbursement for them and also wait until supply chains are better.

- a. Approve Minutes from OSSD Regular meeting on 2/3/2022 (enclosed with agenda)

- b. Approve Minutes from OSSD Budget Informational meeting on 2/22/2022 (enclosed)
- c. Approve Minutes from OSSD Annual meeting on 2/28/2022 (enclosed)
- d. Approve Facilities Reserve funds requests for Hyper-Heat systems (forms enclosed)

Motion to approve the Consent Agenda

By: Katja Evans
Seconded by: Hannah Arias
Motion passed: Yes

VI. Closing

- a. Superintendent's report (2.8) (enclosed with agenda)
Layne's report was on what is happening in the legislative sessions. He told the board that things will change and there will be updates.
- b. Director & Principals reports (2.8) (enclosed with agenda) were reviewed.

Plan Staff Appreciation

The board discussed what had been done in the past for staff appreciation. Last year it was gift cards to local businesses due to COVID which seemed well received. In the past it was a snack platter delivered to each building. Katja and Sarah volunteered to work on getting gift cards for a few local businesses.

A motion was made for Katja and Sarah to put together a plan for staff appreciation in May.

Action Items Recap - Revise EL 2.6 with Pietro's input

First reading of the Flag Policy with Pietro available
Date for Policy Governance review & update
Date for full board orientation
Update on teacher's appreciation

Meeting Evaluation - Hannah reviewed her evaluation of this meeting. She expressed it was an efficient meeting.

VII. Executive Session: Labor Agreement

7:33 p.m. A motion was made by Katja Evans & seconded by Hannah Arias to enter Executive Session to discuss labor agreement with the superintendent present. Motion passed.
8:03 p.m. The board exited Executive Session. No action was taken.

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With no further business to discuss, a motion was made by Katja Evans and seconded by Hannah Arias to adjourn the meeting at 8:03 p.m.

Respectfully submitted,

Linda Lubold, Board Clerk

Next Scheduled Meetings:

Agenda Planning Meeting: Monday, March 28, 2022 - 6:00 p.m. @ OSSD

Regular Meeting: Wednesday, April 13, 2022 - 6:00 p.m. @ Braintree Elem.