

**MISSISQUOI VALLEY SCHOOL DISTRICT BOARD (MVSD)**  
**MEETING MINUTES**  
**MISSISQUOI VALLEY SCHOOL LIBRARY**  
**June 4, 2019**  
**6:00 PM**

**Present: Board members:** Board Chairperson, Chris Shepard (Highgate), Board Clerk, Meaghan Conly (Swanton), Don Collins (Swanton) (*arrived at 6:25pm*), Eric Beauregard (Franklin), Devin Bachelder, (Franklin), Steve Scott (Highgate)

**Others Present:** Julie Regimbal, Superintendent of Schools, Lora McAllister, Business Manager. School Administrators: Dan Palmer, Pat Hartnett, Dena St. Amour, Justina Jennett, Joyce Hakey. Kosha Patel, Tania Hayes, Robert Gervais, Pierrette Bouchard, School Board Secretary. Channel 15/16 cameraperson. Community Person: Nola Gilbert

**Call the Meeting to Order-** Chris Shepard called the meeting to order at 6:05pm.

**Agenda Amendments-** None

**Correspondence and Public Comments**

Chris Shepard stated that the board received a petition today. We will need to obtain legal advice on the matter and respond within a legal timeline.

**Consent Agenda**

Approval of the Minutes

Devin Bachelder moved, seconded by Eric Beauregard to approve the May 6th board minutes. The board approved the board minutes on a 5-0 vote.

**Old Business**

Policies- Second Reading and Possible Adoption

Julie Regimbal explained that the policies are boiler plate model policies. They have been updated to include the designees. Following is the list of policies that were presented.

Board:

A 1 Board Member Conflict of Interest

Employees:

B1 Substitute Teachers

B2 Volunteers and Work Study Students

B3 Alcohol and Drug-free Workplace

B4 Drugs and Alcohol Testing: Transportation Employees

B5 Employee Harassment

B6 Health Insurance Portability and Accountability Act  
Compliance

B7 Tobacco Prohibition

Students:

C1 Student Records

C2 Student Drugs and Alcohol

C3 Transportation

C4 Limited English Proficiency Students

C5 Firearms

C6 Home Study Students

C7 Student Attendance

C8 Pupil Privacy

C9 Nutrition and Wellness

C10 Prevention of Harassment, Hazing and Bullying

C11 Student Freedom of Expression in School Sponsored  
Media

Instruction:

D1 Proficiency Based Graduation Requirements

D3 Responsible computer, Internet and Network Use

D4 Title One Comparability

D5 Animal Dissection

D6 Class Size

School-Community Relations

E1 Title One Parental Involvement Compacts

Non-instructional Operations:

F1 Travel Reimbursement

The Student Drug and Alcohol Policy has NCSS designated because we contract with them for treatment program. Julie went over the policies on an individual basis. The Nutrition and Wellness policy passed last year is already out of date. It has already been updated and have to stay up to date to receive the federal funds. The board can always update to a more aggressive policy if they wish. Devin noted that we needed to choose option 1 or 2 in the policy. Meaghan thought number 1 would be more flexible if occasionally wanted to provide treats. Lora McAllister pointed out that competitive foods are not allowed. Devin shared Meaghan's concerns. Lora stated that the audit referenced smart snacks. Nola Gilbert stated that these things came up a few years ago. It only pertains to when the school provided snack. It is not necessarily applicable if the parent provides the snack. Lora believes it includes the parents and the school providing the snack. Devin thought a little latitude for special celebrations should be allowed. He is not sure there is an option for alternate foods. Lora explains that if the school provided a cookie during the admin review the school would be written up. Julie continued to review more policies. Chris felt that they had other business to complete and requested that the policies be tabled until the June 18<sup>th</sup> board meeting. *Meaghan Conly moved, seconded by Steve Scott to table the policies until the next meeting. The board approved unanimously.*

## **Approval of Continuous Improvement Plan**

Kosha Patel explained that the Agency of Education has a quick turn-around time for the continuous improvement plan. They want the board to look at the plan and approve them. What is required that we have two goals. One of the goals is academic proficiency. Improvements in literacy, math and science, what changes that have been made and measuring the changes. The second goal is Safe and Healthy schools. Build students' life skills and resiliency to regulate emotions and behavior related to school and life success. Each school customized the Continuous Improvement Plan for their school. Highgate focused on emotional and social learnings building on the professional development. Include opportunities for teachers to collaborate on common professional goals. Swanton focused on literacy training. Franklin focused on improving student achievement. Individual teachers do their own PDSA. MVU is focusing on adding grades 7-12 curriculum for everyone to access. They publish a guaranteed and viable curriculum by finalizing essential learning standards in each content area. The leadership, coaches, Jennifer Desorgher and Kosha will implement. Think Kids core groups are sent to training for specific students. It really works on social, emotional curriculum. It really works with advisory groups. They use pilot universal screener for behavior. Don mentioned that he would be interested in mentoring program for new teachers. What do we do for new teachers? He would like to hear about that at a future meeting. Chris asked for a motion to approve the continuous improvement plan. *Don Collins moved, seconded by Devin Bachelder to approve the Continuous Improvement Plan. The board approved on a 6-0 vote.*

## **P Card Application**

Lora McAllister explained that as a result of the merger, they have to close approximately thirty P-Cards. They will need the board to authorize the chair to sign and approve a resolution. They will need to be authorized to have P Cards with the Bank of Montreal and authorize employees to oversee them. The monthly corporate limit is \$500,000. They encourage the use of the P-Cards because we get rebates. They will have department cards not tied to any one name. Although \$500,000 seems high, over the summer they will be ordering supplies for the new year and this will add up fast for all the schools. They will need the school board chair and the vice chair to sign the agreement. *Steve Scott moved, seconded by Eric Beauregard to authorize the resolution authorizing issuance of individual Procurement Cards and approve the board chair and vice chair to sign it. The board voted unanimously to approve it.* Lora also requested that the board approve the board chair and vice chair sign the corporate Master Card Program Member Account Agreement. She requested that the board designate Lora McAllister and Lisa Way as the Program Administrators. *Steve Scott moved, seconded by Meaghan Conly to authorize the chair and vice chair to sign the program member agreement and designate Lora McAllister and Lisa Way as the Program Administrators. The board approved unanimously.* Eric Beauregard suggested that the information/documents be sent in advance on what needs

approval so that they can have an opportunity to preview it. Lora explained because of the merger and the tight timeline, things are moving along very quickly. They will try to get information to the board sooner.

Lora explained that they needed to operate a business deposit account that can be used as a checking account, savings account, Money Market Account or Commercial Certificates with Deposit for the new Missisquoi Valley School District. *Don Collins moved, seconded by Devin Bachelder to move to award the operating deposit account to the Peoples United Bank who had the best rate and the authority to open an account authorizing the board chair and the treasurer to sign the business deposit account certified resolution. The Board approved unanimously.*

### **Superintendent Report**

Julie Regimbal went over the transition timeline with the board. There are tasks that need to be done immediately, things that need to happen in the first 30 days and things that they can do while operational. The organization of the board has started and the budget has been adopted. Checks have been ordered and a letterhead is being designed. The method of new chart of accounts has been established, the payroll and Accounts Payable decisions have been made. Reorganizing business office has been completed. VSBIT insurance coverage has been completed. The federal identification and social security transition has been completed. Notifying the vendors of the new name and ID is ongoing. Typically we have one year to one year and half to go from non-union to union. This has been completed and working on a letter of agreement. Grandfathering benefits when the non-union employees have better than the agreement has occurred. The letter will be brought to the board for their approval and signature. Next fall we will re-negotiate for the 2020-21 school year. Benefits such as long term disability and unemployment have been worked on. Everyone is an employee of the new school district. Human Resources has been scheduling time in each school building, every employee has to complete new paperwork. All Early Childhood Program Paraprofessionals must become highly qualified. Don inquired if there has been a delay on the chart of accounts? Lora responded that there is a two year delay.

### **Next Meeting Date**

June 11<sup>th</sup> will be the budget and board members voting date. The next MVSD board meeting will take place on June 18<sup>th</sup> at 6:30pm at MVU. There is a board member celebration on June 19<sup>th</sup> at the Abbey. The office will send out an invitation.

### **Anticipated Executive Session None**

### **Adjournment**

*Eric Beauregard moved, seconded by Steve Scott to adjourn at 6:50pm. The board approved on a unanimous vote.*

Respectfully submitted,

Meaghan Conly, Board Clerk

Submitted by Pierrette Bouchard, School Board Secretary