

**West Windsor Board**  
**Approved Minutes**  
**April 28, 2016**

**Present:** Bob Young, Elizabeth Burrows, Nancy Pedrick, Jennifer Aldrich, Dave Baker

Meeting called to order at 3:33 PM.

**Agenda Revisions:** Fundraising, Executive Session

**Minutes:**

Bob Young asked for a motion to approve the minutes of March 28. Nancy Pedrick moved; seconded by Elizabeth Burrows; motion passed.

**Public Comments:**

Shelly Seward suggested the school board use the town's calendar and website to post agendas and minutes. Thanked the school board as no one understands how long it takes to volunteer. Attended Act 46 meeting and feel significant things happened as far as resolutions. Great representation from parents of the school. From taxpayer point of view, would love to live here forever and sees houses for sale as taxes way too high and would like school board to find that balance what's best for school and recognizing this is a small town. School hanging on by a little regardless of what spending is \$3.1 million and not sustainable. As work with Act 46, her concern is that allows you to check out all boxes for side-by-side for this community. Just doing something to meet Act 46 is not enough and not see how side-by-side would do anything. If do not address the costs it cannot be sustainable for long term. Sad if town not have school system. Everyone trying to do everything ask that school community that has to make concessions and not have everything have had. Hope community can work together, what can we do to help you.

Elizabeth Burrows asked how we get more people to voice their thoughts. Shelley Seward suggested a forum. Dave Baker mentioned that could put together a survey on the town website that goes to everyone or could do another forum. At the last Act 46 meeting there clearly were distinct issues in the towns that need to be addressed and more openly discussed. Windsor got together and talked with town and sustainable not to close school. Choice towns were commissioned to do the exact same thing. Then bring all choice towns together and see if intersection and what willing to compromise or not compromise. Dave Baker feels optimistic as positive environment and work well together. We have to do something that is equitable, bring quality for students, and sustainable. The 706 committee is bound by certain rules. They represent separate entities and body from the school board.

Barbara Truex had a question on Act 46 as understood from town meeting the town agrees to pay per pupil cost and we would have to designate high school. Dave Baker mentioned designation law has been on the books for many years. Any town that does not operate a school for certain grades then you can designate a school for students to attend and if student wants to go elsewhere the parents would pay the difference. This would take a vote of the town to do that. Barbara Truex mentioned if someone designated Windsor that would increase pupil

numbers there and set the stage for higher level programming and more programming. Is there a magic number for Windsor to get to that point and important information for people to understand? She believes it is not sustainable to keep going the way we are. Dave Baker mentioned when has had choice for many years it is difficult to give up. If this is part of the "elephant", have to get sense what is more important. Bob Young mentioned choice comes up a lot and nothing saying non-choice would make us more sustainable. The purpose of the committee is to look at all issues. Shelley Seward mentioned if could designate a school could negotiate tuition. Bob Young mentioned schools are in competition for our schools and give us good prices. Dave Baker mentioned West Windsor is in a unique situation as fall in the category as paying into education fund as paying non-homestead costs. Small schools are choice schools. People in West Windsor want to sustain it and make it work.

#### Financials:

##### Project revenue:

- Misc. paybacks from schools - \$26,281. Wait for end of year for final figure.
- Act 144 - help with 2003 renovation (allowed West Windsor to raise money outside education fund- does not affect education tax rate)
- Small School Grant: \$16,757
- Special Education - based on actual costs. Reimbursement is how much spend and reimbursed at 56%.
- Special Education Extraordinary - students whose total costs exceed \$50,000. Those expenses reimbursed at 90%. Coming in at less as current expenditures are less than budgeted.
- \$90,000 shortfall.

##### Expenditures:

- Wages overspent as added new para.
- Benefits in black by \$18,000 as some moved to lower cost plans
- Professional Development - underspent
- Contracted Service - underspent (contract out maintenance to Windsor)
- Maintenance/Repair - there was a pump issue
- Tuition: projected 61 and have 68. Question asked can you say only in state schools. Ed Connors mentioned only under designation law. If regional high school no tuition share in cost. \$127,000 over budget.
- Notes/principal/interest is 20 year note for renovation of school

Nancy Pedrick asked about SU assessments. Ed Connors mentioned are central services, business office, superintendent office and ancillary costs. Special Education is based on service plan. Assessments also include Early Childhood Program and Technology. Generated by total cost and take building count and pay 7% of the total cost. Special Education takes the actual number of kids on IEPs and cost associated and assessment based on that.

- \$56,399 deficit

Projecting will end year with a deficit of \$146,363. When operating on fund accounting system have prior year balance and added to prior year end balance and gives new year end balance.

In 2015 end with a deficit of \$95,000 as took out note for prior year debts. Paid off \$74,000 and next year will pay another \$74,000. At end of year will have a \$50,799.16 deficit. As go into next year, fiscal year 2017, when start in fall will start budget process for fiscal year 2018. As develop budget law requires that carry deficit forward as note or in budget. Prior years have put line item in budget which inflates the budget and affects the tax rate. We were able to do that until the bank said no more. Negotiated note for \$145,000 and carrying forward. If this was the end of the year and have more have to carry into budget. Can only get cost savings at this place.

Dave Baker mentioned other issue is scalability as \$146,000 is a lot different in \$2 million budget compared to a \$9 million budget.

#### Tuition Vouchers:

Bob Young asked how confirm paying for those people that live in Brownsville. Dave Baker mentioned if discover someone not living in town we do check. Tuitions are paid by semester. We will explore our mechanism for being sure people living in town.

#### Summer Program:

Jenifer Aldrich mentioned we are trying to identify funds and Carl Chambers feels we can get Title II funds. We can write into grant two times a week for 4 weeks for academic support; afternoon would be by volunteer. The morning would be licensed teacher and parents who work all day can have kids here in the morning and engage in something in the afternoon. This goes in line with IEP kids who get support during the regular school year. Bob Young asked how many students? Jenifer Aldrich mentioned would be three teachers and for 20 kids. Nancy Pedrick asked about tuition. Jenifer Aldrich mentioned not looking at tuition as trying to provide for those that need the help. We might ask for donations for supplies, food and for afternoon activities. The program will most likely be Tuesday and Thursday but will look at who's there. Academics would be from 8-12 AM and 12-5 more integrated. If no Title II funds could possibly get a grant.

#### Act 46:

Dave Baker mentioned the committee is meeting regularly. The four members of the choice towns will try to collect feedback from their individual towns and look at which options are good for the choice towns. For Windsor the only option taking off is close high school and offer choice. Timeline is when is good time to warn an article around Act 46 and feel good time is November during general election. The Agency of Education needs 30 days to process applications and need to include Articles of Agreement. We need to have something to them by mid-or late September. While on this committee a town cannot participate in two at once and need to start making decisions quickly as preventing towns from moving on. Elizabeth Burrows asked about the eight options that are conventional or possibilities. Dave Baker mentioned some draw incentives (conventional options). Elizabeth Burrows asked for options around the state. Bob Young mentioned Windsor met prior and not interested in closing high school or opening up to choice. The other three towns will meet individually and then will decide, as a group, to make some decisions which options are viable. Dave Baker summarized options: regional high school (all merge to same school; side-by-side (2:2 option as variety of scenarios); another option is alternative structure (accommodations for districts that think so different or

isolated to proximity to another that left in law that these districts can form alternative structure). One alternative structure might be potentially open to us (3:1 three choice towns merge and Windsor stay by itself on the other side. This is what John Batholomew was trying to get but did not pass.

Non-conventional: four districts and have different operating structure in each four districts. West Windsor has a different structure as K-6 choice; Windsor K-12 no choice; Weathersfield/Hartland would have to merge as same operating structure. West Windsor would stay by itself. Windsor distinct as separate board or Hartland could stay by itself and West Windsor merge with another school. No alternative structure yet and early in process.

Bob Young feels will get clarity as soon as Windsor told us where they were. Hard to make definitive statement until have sense from community where stand locally. If West Windsor merged with one of those three towns, taxes would come down and not as much if regionalized. Elizabeth Burrows asked if numbers run on ramifications if regional high school. Dave Baker mentioned there is some savings to regionalizing. Another possibility is designate three high schools.

Fundraising:

Dave Baker mentioned fundraising and was there a policy. Jenifer Aldrich mentioned addressing same issues as Act 46 and look at quality, sustainability, and equity for students. We need to find ways to support high quality educational programs and extended day program. We are always fundraising and asking for donations and writing grants. We need to have a process that everyone is aware of what going on and needs to be more transparent. Doing golf tournament fundraising for enrichment and extended day programs. We need to think about how better to do that. Trying not to put in line item in school budget if do not need to. Dave Baker mentioned that kind of money should be in an activity account. Jenifer Aldrich mentioned SCIP is not tax exempt so not good for them to do it. Talking with Ascutney Outdoors about a recreation center. Small community and work well together and wants to make sure everyone understands what is going on. It is fine for the golf tournament to go through SCIP. If want donation to be tax exempt, need to make sure it goes through a tax exempt organization. Nancy Pedrick asked about making that nonprofit. Jenifer Aldrich mentioned we can but will take time and not sure they want too. SCIP is a bridge between school and community. We need to be clear on the process.

Barbara Truex asked about an education foundation as can apply for things through the foundation. Jenifer Aldrich mentioned we want a community feel; such as concerts, but need a stage. We would like something that supports the school and could be sustainable. Elizabeth Burrows mentioned the added value would be higher.

Elizabeth Burrows mentioned she will look into foundation research.

**Superintendent Report:** Act 46 update.

**Principal Report:**

- Systemically stressful as not adding anything new
- Next year looking exciting. Math is going well and excited about support. Rethinking some ELA with Wheatley.
- Social studies starting to get together. Patty Harris is excited about the result.
- Focusing on fundamental instructional practice. What helps kids learn the best -- how start to introduce ideas to kids, how assess, engage them and engage together.
- Building system with Mt. Ascutney and training on collaborative problem solving.
- 30 people trained through Tier I and starting people to become trainers. Shift making in mindset as an SU. More and more people and we all want to do well and, if not, something in our way.
- Staff moving forward in positive way. Staffing same as this year. Grades 3/4 combined for science and social studies but ELA not effective for those two. Grades 5/6 math not figured out.

**Agenda:** May 29, 2016

Fundraising endowment

Tuition Voucher Issue

Act 46

Karen Woolsey - SPED Update

**Executive Session:**

Bob Young asked for a motion to enter executive session for the purpose of Title 1, Section 313, Personnel. Nancy Pedrick moved; seconded by Elizabeth Burrows; motion passed. Entered into executive session at 5:21 PM.

Bob Young asked for a motion to exit executive session and re-enter public session. Elizabeth Burrows moved to re-enter public session and adopt the salary scheduled; seconded by Nancy Pedrick; motion passed.

**Adjournment:**

Bob Young asked for a motion to adjourn the meeting. Elizabeth Burrows moved; seconded by Nancy Pedrick; motion passed.

Meeting adjourned at 6:10 PM.

Respectfully submitted,

Diane Tessier, Board Secretary