



NOT FINAL UNTIL APPROVED BY THE BOARD

BURLINGTON BOARD OF SCHOOL COMMISSIONERS

**Board Meeting Minutes
Champlain Elementary Library
October 10, 2017
8 PM**

The meeting was called to order at _8:02_ p.m.

1. Opening Items

A. Pledge of Allegiance

B. Roll Call

Commissioners:

Mark Barlow _X_, Lauren Berrizbeitia __, Liz Curry _X_, Susanmarie Harrington _X_, Anne Judson _X_, David Kirk __, Kat Kleman _X_, Mark Porter _X_, Stephanie Seguino _X_, Jeff Wick __X_, Ryan McLaren _X_, Kathy Olwell _X_

Student Representatives:

Isabella Weston _X_

Isaac Jeneman _X_

Administration:

Yaw Obeng, Superintendent _X_

Brittany Nevins, Minute Recorder, Executive Assistant _X_

Stephanie Phillips, Senior Director Teaching & Learning __

Nikki Fuller, Senior Director Human Resources & Equity Affairs __

Nathan Lavery, Senior Director of Finance _X_

Marty Spaulding, Property Services Director __

Erik Wells, Communications Specialist __

Megan McDonough, Principal of Edmunds Middle School _X_

Fieh Chan, Vice Principal of Edmunds Middle School _X_

Tracy Racicot, Principal of Burlington High School _X_

Victor Prussack, Assistant Director of Curriculum/K-8 Registration Coordinator _X_

Bonnie Johnson-Aten, District Lead Principal _X_

Cultivating caring, creative, and
courageous people. Join the journey!

The Board wishes to recognize, welcome and thank those that are providing language interpretation of the Board proceedings. The Board's commitment that all children receive equitable academic services must ensure that New American parents are welcome and can attend meetings, understand the process and be actively engaged. Interpretation of proceedings honors, respects and values our New American parents and students. The Board asks the public and media to respect and understand the importance of this interpretation.

2. Approval of Agenda

- A. Ask commissioners if anything on the consent agenda needs to be discussed.
None were discussed.

B. Approval of Agenda

*Motion (Commissioner Judson/ Commissioner Barlow) to approve agenda
Unanimous approval*

3. Public Comment

- A. Comments/Questions from the Public

Fran Brock- Testimony placed on file with the Burlington School District (see attached).

B. Board Reflection

Commissioner Curry mentioned an \$80 M gap in education fund that she read in a recent article. While addressing the audience, she stated that this is a good time to contact legislators. She mentions the unique needs of the school district compared to other districts across the state and the disproportionate impact this gap will have on Burlington schools.

Commissioner McLaren thanks the community and Board for supporting him while he has been away for the last 6 months. He is happy to be back and serving the community.

4. Focus on Learning

Superintendent Obeng describes the goals of this new section of the Board agenda called "Focus on Learning." He describes the importance of sharing with the Board the positive work that the School District has been doing. It is an opportunity to highlight successes and recognize the solid foundation that the Burlington School District has.

Superintendent Obeng shares the bios of Principal Megan McDonough and Assistant principal Fieh Chan which can be found at:

<http://ems.bsdvt.org/category/news/from-the-principal/>

- A. Edmunds Middle School Update (2)

Cultivating caring, creative, and
courageous people. Join the journey!



Principal Megan McDonough and Vice Principal Fieh Chan gave a presentation to the Board. Please visit [Board Docs](#) to view the presentation.

Commissioner Curry states that historically students have arrived at different outcomes at the high school following their middle school, where approaches to education have differed. How are you targeting this?

Superintendent Obeng stated that schedules are now aligned and restorative practice work is consistent in a systematic way that creates a system of support between each middle school. Each school has a similar process for referrals, approaches to conflict, and systems of tracking. They aren't quite the same yet but both middle schools are headed in the same direction.

Commissioner Olwell asked if the two middle schools are demographically similar.

Superintendent Obeng identified that Hunt Middle School has higher needs, but Hunt Middle School has been able to mitigate those challenges well.

Commissioner Olwell is wondering if there is an approach to create more demographic balance in the School District.

Superintendent Obeng describes that no matter the scenario the school district is prepared to best serve any student population.

Principal Megan McDonough and Vice Principal Fieh Chan have been regularly meeting with HMS principals and soon they will have their first Professional Learning Community together, which they are very excited about.

B. BHS Update (1)

BHS Principal Tracy Racicot gives a presentation. Please visit [Board Docs](#) to view the presentation.

Superintendent Obeng highlights that staff has been added, not decreased contrary to some messages out in the community.

Commissioner Curry clarifies and mentions that there was a cut for Act 46. The school district has strategically added following that time to fill existing gaps.

Commissioner Olwell was wondering about a new drug and alcohol coordinator as it was vacant.

Principal Tracy Racicot responds that the position is now posted.

Cultivating caring, creative, and
courageous people. Join the journey!

Commissioner McLaren refers to a point in the presentation and asks what the academic interventionist position entails?

Principal Racicot replies that students are referred to them based on academic need. It is an elective credit-based service.

5. Board Report

A. Recognition of School Board Member

Chair Porter recognizes Commissioner McLaren and welcomes him back to the Board.

Chair Porter also welcomes Isaac Jenemann as our new student representative to the Board.

Chair Porter announces that Commissioner Berrizbeitia has resigned as she had to move out of the Burlington area. Though she is absent at the meeting, Chair Porter thanks her for her work in Diversity & Equity Committee in particular. She will hopefully be back in November for a final farewell. Commissioner Harrington is the new chair of the Diversity & Equity Committee.

B. Presentation of Board Calendar

Commissioner Seguino asks what the process for amending the calendar is.

Chair Porter clarifies that the calendar is an ongoing process. Monitoring reports are set. When there are additional items that need to be added they will be sent to Chair Porter.

Commissioner Curry mentions that there is an agenda policy. If there are monitoring reports that are missing they should be added to the calendar. Commissioner Curry requests a linear list for the School Board, which will be created by executive assistant Brittany Nevins.

Commissioner McLaren suggests a standing item that could be an opportunity where Board members could recommend an item for a future Board meeting.

Motion to adopt monitoring plan (Commissioner Harrington/Commissioner McLaren)

Passes unanimously

C. Diversity & Equity Update

Commissioner Harrington shares that the first meeting with Commissioner Harrington as chair will be on Thursday, October 12. The point will be to get caught up on work, particularly community engagement work.

D. Negotiations Update

Commissioner Seguíno states that we have a teachers contract. Very happy to have a two year contract.

Commissioner McLaren asks when the paraeducator contract begins?

The paraeducator contract is in progress Superintendent Obeng says.

Chair Porter gives special recognition to Director Nathan Lavery. It has been two years without having to dip into our line of credit.

6. Student Commissioners report

Student Representative Weston shares the following:

Boys Varsity soccer game tonight- We won!

Spirit week is this week at BHS.

Senior games are happening in all of our fall sports.

A new social justice union has started.

There is also a refugee outreach club that has started.

Student Representative Jenemann shares the following:

First quarter is ending and students are working hard.

Jacqueline Woodson will be speaking at BHS on Oct. 23.

Commissioner Curry mentions the great work of the BHS register

(<http://bhsregister.com/>)

7. Superintendent's Report

A. BSD 2016-17 School Year Data (1.1)

Assistant Director of Curriculum and K-8 Registration Coordinator Victor Prussack gives a presentation. Please visit [Board Docs](#) to view the presentation. Victor specifically wanted Board members to be aware of a link to State Data, which is on the last slide of the presentation.

Victor shares that it is Important to always keep in mind context with any data. Demographics are not factored into this data, which is important to keep in mind.

Cultivating caring, creative, and
courageous people. Join the journey!



Commissioner Seguino asks what Board members should be aware of when comparing between the state proficiency numbers and Burlington's numbers.

Victor shares that Burlington looks very different from the state numbers because we have specific needs as a school district that is unique compared to the rest of the state.

Superintendent Obeng mentions that the AOE has been trying to provide a data collection tool, but this hasn't been produced yet. This would be very helpful for showing the longitudinal picture and helping to see progress over time.

B. Equity & Inclusion Data Report (1.1, 2.1)

District Lead Principal Bonnie Johnson-Aten presents on the Equity & Inclusion Data Report. Please visit [Board Docs](#) to view the report.

Superintendent Obeng highlights the importance of the Executive Summary, which is an addition to previous years. This section shows the main highlights of the report.

It is important to note the Connection to the Achievement Gap section and Moving Forward section as well. These are added sections for the first time.

Superintendent Obeng draws the Board's Attention to the Suspension summaries and progress made in specific cohorts.

Chair Porter mentions the increase in male population and is wondering why this has occurred?

Superintendent Obeng states that males have always been disproportionately high, which is a national challenge.

Lead District Principal mentions that the approach to restorative practices will help in staff reaction to male behavior challenges which will help reduce suspensions for that cohort.

Commissioner Curry is wondering about the attendance data. Was there an issue? This would be good to do further research on she suggests.

Bonnie hypothesizes that the increase in school related anxiety could be a possible factor for this data.

Superintendent Obeng draws attention to the data that the District hopes to capture in future reports, which is in the "Moving Forward" section. For example,

Cultivating caring, creative, and
courageous people. Join the journey!



the number of students who complete Burlington Technical Center Programs is an area that the District hopes to measure for future reports..

Commissioner Seguino give feedback that this is a clear and thoughtful report.

C. BHS RENovations Update (1)

BHS Steering Committee Chair Kate Stein shares the latest work in the BHS ReEnvisioning work. Please visit [Board Docs](#) to view the event flyer.

Kate shares that the they are at the point where the committee would like to see community input. There will be about a half hour presentation informing the community about the work so far and then 1.5 hour community input activity. The input sessions will be at three different locations in the community.

Commissioner McLaren asks how detailed the work is.

Kate states that these are design concepts based on design directives that have been developed over time.

Superintendent Obeng thanks the committee and Brittany Nevins and Marty Spaulding for their time on this work.

Commissioner Barlow shares his experience attending these committee meetings and recommends that every Board member attend a community forum.

D. Budget Timelines Presentation (2.4)

Director of Finance Nathan Lavery presents budget development timeline and passes around a flyer for three upcoming public meetings. Please visit [Board Docs](#) to view the timeline and flyer.

Superintendent Obeng mentions that staff and the community are instructed to also think about what strategies they might have for cost savings.

Chair Porter states that the City Council budget presentation should perhaps come after the Board vote.

Nate states that though this presentation is prior to the vote there are pros to having the presentation ahead of the budget vote. It has been a courtesy to provide this presentation at that time.

Commissioner Barlow recommends using robo calls to get the word out about the budget meetings.

Cultivating caring, creative, and
courageous people. Join the journey!

E. Good News- Busing for Students

Nathan Lavery shares that the City has supported providing funding to help the school District utilize Green Mountain Transit. The City's participation ensures that we will be able to provide that additional level of service without incurring additional costs. This sets the District up to look to add a bus route that goes from the north to south of the City to help with demographic imbalances.

There is a memo on this from the [August Board meeting](#) that school board members can refer back to.

8. Consent Agenda

A. Licensed Employment Contracts

B. Adoption of Wellness Policy (motion within)

Motion to adopt the VSBA Model Federal Child Nutrition Act Wellness Policy as proposed.

C. Routine financial Reports

D. May 2, 2017 Special Meeting Minutes

E. June 12, 2017 Ad Hoc Policy Governance Committee Minutes

F. June 24, 2017 Special Board Minutes

G. July 11, 2017 Full Board Minutes

H. July 19, 2017 Special Board Minutes

I. July 27, 2017 Special Board Minutes

J. August 1, 2017 Diversity & Equity Committee Minutes

K. August 22, 2017 Special Board Minutes

L. August 31, 2017 Special Board Minutes

M. September 13, 2017 Emergency Meeting Minutes

N. September 20, 2017 Emergency Meeting Minutes

*Motion to Approve Consent Agenda (Commissioner Judson/ Commissioner Barlow)
Unanimous approval*

9. Board Monitoring of Superintendent-Prepared Reports

A. 2.6 Emergency Superintendent Succession

Superintendent Obeng presents the report. Please visit [Board Docs](#) to view the report.

Commissioner Curry asks what the process is for accepting the report.

Commissioners are instructed by Chair Porter to ask questions at this time. This will be the process moving forward.

Commissioner Harrington asks a clarifying question about the way the report is broken down.

Cultivating caring, creative, and
courageous people. Join the journey!

Superintendent Obeng states that one of his goals for this report was to show competency of staff should an emergency arise. The report is meant to be a tool for those specific succession members that would rise to the occasion.

B. 2.8 Communication and Support to the Board

Superintendent Obeng presents the report. Please visit [Board Docs](#) to view the report.

Commissioner Olwell asks when will more info be available on the strategic plan?

Superintendent Obeng states that more work is being done with the strategic plan teams and there will be more info on the website when appropriate.

10. Board Monitoring on its own policies

A. 4.3 Agenda Planning

Commissioner Harrington goes through the survey responses that were completed by Board members on their compliance to policy 4.3.

Given that the Board Calendar was adopted for this meeting there are aspects of the data that don't ring as true following that vote.

Commissioner Harrington draws attention to 4.3.1. This policy needs to be embedded into the Board Calendar.

Commissioner Curry draws attention to the language in the policy around adding items to the agenda. It is important for members to be aware of this.

Commissioner Curry recommends that the chair shall solicit agenda items. This would require policy language change. This has been tabled until the next Board meeting.

It was suggested by Chair Porter that Brittany Nevins will send a reminder to Board members 5 days before the agenda is warned.

Commissioner Barlow makes the point that Board meetings are usually at the same time every month. Is a reminder really necessary?

This has been tabled until the next Board meeting as agreement was not reached and the Board was facing time constraints.

Commissioner Harrington draws attention to the consent agenda process and Roberts rules, believing them to be contradictory. Chair Porter states that this is not significant

at this time as the expectations for the Board on the consent agenda have been clearly articulated.

Motion to accept that the board is mostly in compliance to 4.3 policy (Chair Porter/Commissioner Seguino)
Unanimous Approval

11. Meeting Evaluation and Follow Up

Chair Porter asks how the Board thought policy governance went during the meeting. Commissioner Curry thought it was a good first run and thought the reports were well done. She also mentions the importance of having presentations on the website.

Chair Porter liked how the reports were done as well. It helps to feel confident about how things are done.

Commissioner Harrington is still wondering about the discussion process of the monitoring reports.

Chair Porter reminds the Board that this meeting was unique in that it includes multiple Board meetings in one and that normally there would be more time for discussion.

Commissioner Barlow thought the process went pretty well.

Commissioner Curry believes that the time for questions and discussion is when the reports are reported and that it was sufficient.

Superintendent Obeng agrees that after the monitoring report presentation is a good time to ask questions and have a discussion. He clarifies that the meeting evaluation and follow up was also originally intended for evaluating the meeting itself, not just policy governance.

Commissioner Porter was wondering if an informational packet could be mailed to the Board.

Commissioner Olwell suggested getting information earlier would be helpful.

Commissioner Judson is wondering if there is a way to have the Board face the audience in future meetings.

Commissioner McLaren suggests again to add a section at the end of the agenda for discussion of future agenda items.

12. Executive Session

Cultivating caring, creative, and
courageous people. Join the journey!

- A. *Motion to consider Executive Session to discuss Contract Negotiations where premature disclosure to the public could put the District at a disadvantage.
(Commissioner Barlow/ Commissioner Judson)
Unanimous Approval*
- B. *Motion to consider personnel matter.
Motion to leave exec session Judson/Kleman
Unanimously approved
Motion to adjourn (Commissioner Harrington/Commissioner McClaren)
Unanimously approved*

DRAFT

Cultivating caring, creative, and
courageous people. Join the journey!