

**RUTLAND PUBLIC SCHOOLS**  
**REGULAR MEETING OF THE BOARD OF SCHOOL COMMISSIONERS**

**October 22, 2019**

**School Board Members Present:**

Dick Courcelle  
Hurley Cavacas, Jr.  
Ann Dages  
Dena Goldberg  
Alison Notte  
Matthew Olewnik  
Joanne Pencak (6:35 pm)  
Erin Shimp  
Haley Lassen, Student Representative  
Hannah Solimano, Student Representative  
Members Absent:  
Mike Blow  
Kam Johnston  
Charlene Seward

**Also Present:**

Interim Superintendent, Dave Wolk  
Assistant Superintendent, Rob Bliss  
CFO Mary Alma Noonan  
Marissa Astin  
Pati Beaumont  
Kerry Coarse  
Melissa Connor  
Scott Corbett  
Michael Derevjanik  
Suanne Engels  
Cathy Farman  
Deb Hathaway  
Jessica Henderson  
Karen Holbrook  
Sharon Napolitano  
Bill Olsen  
Loren Pepe  
Steve Sampson  
Greg Schillinger  
Andrew Skarzynski  
Jennifer Wigmore

The meeting was called to order at 6:30 pm followed by the Pledge of Allegiance. Chair Courcelle noted that all Commissioners are in attendance except for Commissioners Seward, Johnston, Pencak (6:35 pm) and Blow.

**CALL TO ORDER**

Approval of the Agenda – There were no alterations to the agenda.

**APPROVAL OF THE AGENDA**

President Courcelle explained and outlined the practice of using consent agendas, a common tool used for a group to take action on routine business. Using a consent agenda allows for the approval of multiple routine business items with one motion and vote. Under Robert’s Rules, consent agendas are decided upon by the chair or the chair’s designee and are used for items that are routine in nature, such as: minutes and executive reports. The practice of utilizing consent agendas is in the interest of making efficient use of time and is not meant to circumvent discussion. If a member disagrees with an item on a consent agenda, the member should be asked to be recognized and request to have the item removed from the consent agenda and to be acted on separately.

**CONSENT AGENDA**

Motion by Cavacas/Notte to approve the consent agenda as written which includes:

**MOTION: CONSENT AGENDA**

- Approval of the minutes of the September 24, 2019 regular school board meeting as written
- Approval of Personnel Memo No. 602 dated October 17, 2019, as recommended by the Superintendent of Schools (Attached)
- Approval of the 8000 Series Policies, updated to remain in keeping with the Vermont and Federal Laws:
  - 8510 – Children with Disabilities
  - 8511 – Special Education Programs
  - 8512 – Local Education Agency Plan
  - 8513 – Essential Early Education

- 8510 – Students with Disabilities Participating in School District
- 8530 – Evaluation and Planning Team
- 8540 – Student Individualized Education Program (IEP)
- 8550 – Student Identification-Evaluation
- 8560 – Parent Involvement in Special Services Placement
- 8562 – Educational Surrogate Parents
- 8563 – Extended School Year
- 8570 – Impartial Hearing Officer
- 8580 – Program Accessibility
- 8590 – Provision of Services to Private Schools

**MOTION:  
CONSENT  
AGENDA CONT.**

Discussion revolved around criteria for requesting items to be removed from consent agendas. It was noted that removals should be for material changes. Such things such as spelling errors or typos that would not make material changes to content could be shared off the record.

Motion passed unanimously by all those in attendance.

Communications – Clerk Cavacas read a note thanking the Board for assistance in planning and executing Homecoming Events from Jamie Nichols, Rutland High School Athletics and Activities.

**COMMUNICAT-  
IONS**

Audience Communications – Kathleen Krevetski (Roberts Avenue) and Marilyn Griffith distributed a report on Fluoride to the Board and requested time (15 minutes) on the next agenda for the next meeting.

**AUDIENCE  
COMMUNICAT-  
IONS**

School/Program Update – Student Representatives’ Report – *Fiddlesticks* performed at Northeast Primary and Northwest Primary. Second Graders at both schools are finishing up greenhouse units. Kindergarten students are studying community and recently visited the fire station. A Hero assembly is scheduled for Northwest Primary School. Rutland Intermediate School is off to a great start and has received recognition by the AOE for work with PBIS. An assembly on the character trait, integrity, is scheduled at RIS. A focus at Stafford Technical Center is community partnerships and they have had several guest speakers. Stafford students will rake leaves for community members next week and distribute apple pies made by the Culinary Program. The first Student of the Marking Period Assembly is scheduled. Sara Cosgrove, from RRMC will present on the dangers of vaping. Rutland High School is nearing completion of their NEASC visit. Stafford Technical Center is about to begin the same NEASC accreditation process. Students were recognized for acceptance into the International Thespian Society and elections of the Pumpkin King and Queen.

**SCHOOL  
PROGRAM  
UPDATE –  
STUDENT REPS.**

Staff Celebration – UVM Outstanding Teacher of the Year Recognition – Andrew Skarzynski introduced Karen Holbrook, Rutland Intermediate School Grade 3 Elementary Teacher/UVM Teacher of the Year. Karen noted her appreciation for the recognition and read a quote, noting that it summed up how she felt about teaching over many years and making connections with kids: “*Students may forget what you said, but they will never forget how you made them feel.*” Pati Beaumont introduced Marissa Astin, Rutland Middle School English/French Teacher and read excerpts from a letter about Ms. Astin. Marissa thanked Ms. Beaumont and the Board for recognizing her. President Courcelle offered congratulations to both teachers on behalf of the Board.

**STAFF  
CELEBRATIONS**

PreK-2 School and RIS Improvement Plans – Assistant Superintendent Bliss introduced Susanne Engels, Principal Northeast Primary School, Loren Pepe, Principal, Northwest Primary School and Andy Skarsynski, Principal, Rutland Intermediate School.

**SCHOOL CIPS:  
NE, NW & RIS**

Ms. Engels and Ms. Pepe presented the Primary School Continuous Improvement Plans (CIPs) focusing on goals related to both behavioral/emotional skills and academics. Ms. Engels noted goals are partially achieved and reviewed continued work with proficiencies, resiliency curriculum and assessments/common screeners. Ms. Pepe noted increase of professional learning and practices, as well as the revitalization/renewal of PBIS. She reviewed the ongoing development of more trauma informed practices, cool down spaces and other components for decreasing anxiety, as well as exploring restorative practices and building relationships. Both schools are working with personalized learning, Daily Five Framework in Literacy Instruction and the Lucy Calkins Units of Study to provide different levels of instruction across the diverse community.

**SCHOOL CIPS  
CONT.**

Andy Skarzynski presented the Rutland Intermediate School CIP. He reviewed goals focused on developing MTSS (Multi-Tiered Systems of Support) and noted that goals are partially achieved. He noted the ongoing methodology, robust data platform used to collect information on student performance, successful Positive Solution Team monthly meetings and increased access to intervention gained through scheduling changes. He explained the continued focus on tier one instructions/universal supports and aligning assessment calendars and intervention cycles. He spoke to the renewal of PBIS at RIS, the schoolwide community block, schoolwide resiliency curriculum and reinvigorated Responsive Classroom practices. Trauma informed practices continue to develop. He noted goals: 5% growth in Smarter Balanced Assessment and 20% reduction in Planning Room Referrals. RIS continues to seek different ways to provide greater access to Tier 2 and 3 supports.

Discussion revolved around comparing Parent/Teacher Conference attendance over years, number of years CIPs have been in place (action planning prior to 1998,) CIP process (study, act, repeat,) multiple learning pathways, integration, choice in learning and creating an environment with time, space and freedom.

Enrollment Analysis – Superintendent Wolk presented the enrollment analysis, noting that Rutland tracks close to the State (drop 30% Statewide.)

**ENROLLMENT  
REPORT**

Central Office Reports – Superintendent’s Report:

**SUPERINTEN-  
DENT’S REPORT**

Superintendent Wolk noted:

- He has completed meetings, engaging all school staff and a number of parents. He will use the input received in these meetings to guide him in moving forward. His goal is to make sure we have all the right people in all the right places and all students in the right schools and programs.
- The Solar Canopy Project has been postponed due to the dislocation of 100 parking spaces at the RHS/STC complex. The work on this project will begin at the end of the school year and it will be completed prior to students return the following year. He referred the development of an RFP to address deferred maintenance and inventory to the Building Committee and proposed taking funding from contingency.
- In collaboration with Mayor Allaire, Kim Peters (Rutland Recreation Department,) Matt Bloomer and others, RCPS will be utilizing the College of St. Joseph facility for Varsity and Basketball Games. We are lucky to have this solution and this is a great collaboration.
- RCPS has begun conversations about bulk buying with the City. A meeting has taken place to brainstorm ways to save money and RCPS will begin bulk purchasing together with the City.
- Rutland High School was recognized for great amount of work and self-reflection that went into the NEASC accreditation visit. Stafford Technical Center will begin the NEASC accreditation process in November.

Facilities and Finance - Budget Planning Timeline – Mary Alma Noonan presented the FY 21 Budget Timeline. She noted that goal is to come up with a reasonable budget. President Courcelle noted opportunities for Board Members to meet individually with Administration to learn more about the budget process.

**FACILITIES &  
FINANCE**

Retreat Recap – President Courcelle distributed documents that came out of the Board Retreat: Board Operating Protocols and Norms. He noted that he would like to review and adopt at the next meeting on November 12, 2019.

**RETREAT  
RECAP**

Chair Courcelle reviewed Protocols 1 – 15. Discussion included: concern regarding email correspondence constituting unwarned Board Meetings, Vermont Open Meeting Law, transparency and email becoming discoverable documents. Superintendent Wolk will provide the Board with guidelines from the State. Commissioner Olewnik inquired about the document replacing “Code of Conduct” approved on 11/2/2005. President Courcelle will look into this. President Courcelle spoke of the struggle to put PEI into play, restructuring meetings and getting a better assessment of how we are doing. It was noted that the next regular meeting will be held at the Grove Street Campus on November 12, 2019.

New Business – None.

**NEW BUSINESS**

Old Business – None.

**OLD BUSINESS**

Motion by Notte/Cavacas to adjourn at 7:53 pm. Passed.

**ADJOURN**

TO: Board of Education  
FROM: Dave Wolk, Interim Superintendent  
DATE: October 17, 2019  
RE: Personnel Memorandum – Licensed and Non-Licensed

RESOLVE: That the LICENSED and NON-LICENSED SECTION OF THE PERSONNEL MEMORANDUM **NO. 602** dated **October 17, 2019**, be approved as recommended by the Superintendent of Schools.

A. LICENSED SECTION

1. Transfer

<u>Name</u>	<u>Position/Location</u>	<u>Pro-rated Salary</u>	<u>Effective</u>
Patricia Beaumont	Principal/RMS	\$93,871.36	10/14/19

2. Retirement

<u>Name</u>	<u>Position/Location</u>	<u>Effective</u>
Carolle Fish	Reading and Math Interventionist/NE	6/30/20

B. NON-LICENSED SECTION

1. Resignation

<u>Name</u>	<u>Position/Location</u>	<u>Effective</u>
Peter McKenney	Human Resource Manager/District	12/31/19