

RUTLAND PUBLIC SCHOOLS
REGULAR MEETING OF THE BOARD OF SCHOOL COMMISSIONERS

November 10, 2020 – Amended 12/8/2020

School Board Members Present:

Alison Notte, President
Joanne Pencak, Clerk
Brittany Cavacas
Hurley Cavacas, Jr.
Dena Goldberg
Kevin Kiefaber
Charlene Seward
Erin Shimp
Cathy Solsaa
Hannah Solimano, Student Representative
Isabella LaFemina, Student Representative
Members Absent:
Ann Dages
Matthew Olewnik

Also Present:

Superintendent Bill Olsen
Assistant Superintendent Rob Bliss
Director of Finance Ted Plemenos
Director of Technology Patricia Aigner
Director of Equity & Inclusion Pam Reed
Director of BG&T Michael Derevjanik
Executive Director Tapestry & EPIC Marie Gilmond
Carol Baker, Pati Beaumont, Kate Bosnich
Kerry Coarse, Melissa Connor, Scott Corbett
Susanne Engels, Cathy Farman
Jessica Henderson, Meaghan Marsh
Bianca McKeen, Loren Pepe, Justine Ruhlin,
Steve Sampson, Greg Schillinger
Erica Wallstrom, Jennifer Wigmore

President Notte called the meeting to order at 6:32 pm followed by the Pledge of Allegiance. She noted all commissioners are in attendance except for Commissioners Dages and Olewnik.

CALL TO ORDER

Approval of the Agenda – Motion by Cavacas (Hurley)/Goldberg to approve the Agenda as written. Motion carries.

**MOTION:
APPROVAL OF
THE AGENDA**

Motion by Kiefaber/Goldberg to approve the consent agenda which includes:

**MOTION:
CONSENT
AGENDA**

- Minutes of Previous Meetings
- Personnel Memorandum #615 (Attached)
- Bus Purchase Memo (Attached)
- Second Reading Policies:
 - Policy #8251 Electronic Communications Between Employees and Students

Roll Call Vote: Goldberg – Yes, Solsaa – Yes, Shimp – Yes, Seward – Yes, Kiefaber – Yes, Pencak – Yes, Cavacas (Hurley) – Abstain, Cavacas (Brittany) – Abstain. Motion carries.

Communications – President Notte noted that there were no registrations for public comment and there are no written communications.

**COMMUNICA-
TIONS**

Commissioner Cavacas (Hurley) requested to address the Board under communications. He noted a point of clarification and stated that he and Commissioner Cavacas (Brittany) are not in conflict serving on the Board. He advised that the Secretary of State is currently investigating another potential conflict on the Board and made a public statement.

School/Program Updates – Student Representatives’ Report – Rutland Intermediate School celebrated Red Ribbon Week last week and met virtually with author, Christian Heidecker. Progress reports will go out on November 24th. At Northeast Primary School character themes for October were flexibility and positivity. Next month’s focus will be on leadership. Students enjoyed curbside visits from the Rutland Fire Department. Honesty and integrity character themes were highlighted at a virtual assembly at Northwest Primary School. Ninety

**STUDENT REPS’
REPORT**

percent of parents participated in parent conferences. Rutland Middle School enjoyed a week of spooky and entertaining activities including: a daily candy jar guess, costume contest and decorating hallways. RMS also celebrated Red Ribbon Week with a different theme each day. The Faculty Team won the Student/Faculty Soccer Game, 4-1. RHS Orchestras have been rehearsing and preparing for a concert which will be live streamed on UTube on November 18th. Encore Theatre will present A Mid-Summer's Night's Dream. Falls Sports are coming to a close with a Football win and the Cross Country Team placing 7th in the Meet of Champions. Isabella reminded everyone to reflect on the freedoms enjoyed in America because of the actions of military women and men.

**STUDENT REPS'
REPORT
(CONT.)**

RHS Program of Studies – Bianca McKeen, Associate Principal, spoke about the Program of Studies, showcasing course offerings and opportunities for students, and utilization as a registration and marketing tool. She noted two additions to the Program of Studies: Fast Track to Instrumental Music and a competency based program to help students negatively impacted by the pandemic. Discussion revolved around numbers of students seeking alternative paths due to COVID and looking at creatively using available resources to meet shifting needs.

**RHS PROGRAM
OF STUDIES**

Superintendent's Report – Superintendent Olsen recognized Veterans and Veterans' Day. He thanked staff, students, families and the community for following health guidelines and noted the requirements to quarantine if traveling to restricted areas. Though we've seen success with in person learning, he wanted parents to be aware that there could be a switch to remote learning if required. In the event of inclement weather, we will hold school with remote learning sessions to avoid snow days. He reviewed Act 154 and noted 5 fewer required student contact days. These days will be used for teacher planning (December 11th, February 5th and March 12th) and professional development and to catch students up (June 17th and 18th.) He advised the Board that the Finance Committee has scheduled a meeting for December 1st to review the budget, the budget will be reviewed by the full Board on December 8th and the Finance Committee has scheduled another meeting for December 15th if necessary. He noted that all Board Members are welcome to attend. The Agency of Education and the Department of Health announced that voluntary testing at schools will be conducted. Details will be forthcoming. He noted that the UVM Weighting Study is still in play and expects that it will be considered next session. The study looks at equity in education funding. He thanked the Board for getting involved. Discussion revolved around current outbreak at a Rutland facility, consideration of an extension of winter break (State is not mandating, has been in discussion with COVID Planning Group and is being monitored, extended closure puts a lot of pressure on families with daycare issues.)

**SUPERINTEN-
DENT'S REPORT**

Stafford Technical Center Budget Presentation - Director, Melissa Connor, provided background about the structure of the Stafford Technical Center Budget (two governing bodies: Regional Advisory Board or RAB and the Rutland City Board of School Commissioners followed by an overview of the Stafford Technical Center Budget and budget process, noting different scenarios were developed. It was decided to go with the worst-case scenario and account for a 15% increase in health care cost and 2% increase in salaries and benefits. This scenario includes a 0% increase in tuition and reflects some staffing reconfigurations. She reviewed the procedure for billing tuition, using a 6 semester average. The proposed budget includes expansions of the Electrical and Plumbing Program. The expansion of the Health Careers Program is being paused. Assistant Director Kate Bosnich provided budget highlights, including: Perkins Grant, focus on increasing access for middle school students to engage in CTE activities and the GEER Grant. The proposed budget will be presented to the full RAB on December 2nd, with anticipated ratification by the RCPS Board of School Commissioners on December 8th. On behalf of Commissioner Dages, President Notte commended Melissa and her team for their work. Commissioner Pencak noted that the Finance Committee supports the proposed STC budget.

STC BUDGET

Budget: Maintenance and Capital Plan – Michael Derevjanik reviewed the Maintenance and Capital Plan. The FY 22 proposed budget is lower than what was proposed for FY 21 and

**BUDGET:
MAINT. &
CAPITAL PLAN**

addresses essential needs and expenses related to COVID. He reviewed additional expenses related to ventilation, filters and cleaning. He highlighted recommendations from the Facilities Condition Assessment/FAC including: carpeting at RIS, parking lots and basketball court at ASC, ADA compliance issues at Longfellow and RMS and the underground storage tank at Northeast. Discussion revolved around COVID Relief Funding (reimbursement is for cost incurred already, funding for maintenance going forward is not expected as there has been no announcement of funds to anticipate.) Ted Plemenos advised that CRF funds have not been received, the application for those funds has been approved and the mechanism going forward is to submit additional applications for the release of those funds which must be expended by December 31st. Application for ESSER (Elementary and Secondary Schools Emergency Relief/ Funds must be budgeted by April 30th and can be expended this fiscal year through FY 22. We do not qualify for funds, targeted toward HVAC upgrades, from Efficiency Vermont. Ted noted the FY 2021 Department of Buildings, Grounds and Transportation Budget coming in around 1.8 million dollars, while the FY 2022 preliminary budget is at around 1.7 million dollars, even though an additional \$200,000 in extra expenses related to COVID 19 are anticipated for FY 2022. Mr. Plemenos acknowledged Michael Derevjanik for the maintenance conducted in relation to total life cycle costs, FAC, deferred capital and maintenance planning. Discussion revolved around past bond for deferred maintenance, putting together a five plus year schedule that looks at critical items, proposal of a sinking fund for large projects and the presentation of the FAC report to the Board and distribution of the report to the Building Committee.

**BUDGET:
MAINT. &
CAPITAL PLAN
(CONT.)**

Budget: Draft FY22 Budget Presentation – Director of Finance, Ted Plemenos, advised that the budget development is right on schedule. He reviewed the meeting schedule and advised that both Information Technology and Buildings, Grounds and Transportation budgets are both down by about 4%. VEHI has filed proposed rates for healthcare premiums reflecting about a 10% increase (with rates ranging from 8% - 18% dependent on plan selections.) A first pass of salaries and benefits has been completed. The leadership team has worked with principals and directors to determine staffing levels for FY 22.

**DRAFT FY22
BUDGET**

Committee Reports – Finance and Planning Committee Report – Commissioner Pencak noted that Ted Plemenos covered all that needed to be reported and invited interested Board Members interested to attend the December 2nd Finance Committee Meeting.

**COMMITTEE
REPORTS –
FINANCE &
PLANNING**

Policy Committee Report – Assistant Superintendent Rob Bliss reported that the Policy Committee met on October 27th and finalized a list of policies for first reading. The first five policies listed are updates of clarity, small language and new terminology changes. Policy 7401 is new and required by the Federal Government. It includes a preamble, penned by our legal counsel. He encouraged Board Members to look particularly at paragraph two of the preamble. Board Members may contact Assistant Superintendent Bliss or Policy Committee Members with questions. The Policy Committee meets again on November 24th.

POLICY

Motion by Pencak/Kiefaber to accept for first reading:

**MOTION:
FIRST
READING**

1. Policy #1110 Organization
2. Policy #1120 Board Authority
3. Policy #1130 Board Terms
4. Policy #1210 Board of School Commissioners – Qualifications
5. Policy #1220 Board Vacancy
6. Policy #7401 Title IX Sexual Harassment

Motion carried unanimously by all those in attendance.

Building Committee Report – Commissioner Shimp noted follow up by the Finance and Planning Committee to help steer for the future, a sinking fund and extra expenses as noted.

**BUILDING
COMMITTEE**

Old and New Business – Equity Committee Update – President Notte noted that the Equity Committee is a committee within the District and is not a Committee of the School Board. Pam Reed reported that this work group started with a school lense. An invitation was distributed in early September. They have representation from students, faculty, staff and Central Office. The first meeting was held virtually on October 21st. They worked to define equity in schools and talked about other voices to engage. They spoke about researching models for an equity audit. This group will meet again on November 12th. Work planned includes: a review consolidation of definition/foundation, figuring out the best audit model to support the district and a prompt to consider (building a project plan, working back from 5 years.) The Committee includes about 40 people.

**OLD/NEW
BUSINESS**

Flagpole Procedures – Greg Schillinger provided background regarding prior discussions about flags, flag raising and policy development. He noted an application that asks for student organizations to speak about requests and how it supports the educational message. The Rutland School Flag is currently flying on the flagpole erected outside the library. The Rutland School Flag will fly on the flagpole in the absence of other flags.

**FLAGPOLE
PROCEDURES**

School Mascot Process – Greg Schillinger summarized the process for the mascot selection. He advised that he sent an email to the entire student body on November 2nd asking for interest in participation. 58 students have expressed an interest. On November 9th, a brief application was sent out asking for feedback from students and is due ack on November 17th. He is working to identify a structure to work with as many of the interested students as possible. He plans to work with students to identify characteristics that distinguish RHS. Following would be a survey to students, faculty and the community at large asking: What’s your idea for a new a mascot? There will be then be a great deal of synthesizing and narrative data, with backfilling of how ideas match identified characteristics. Specific examples of new names will go back out to the student body for feedback. The goal is to bring a suggestion for a specific name to the Board in February. Following this meeting the process of developing imagery will take place. Commissioner Goldberg commented on bridging activities of the Board with the student body, suggesting that Student Representatives report to the students. Commissioner Shimp thanked the Administration for the work on the Equity Committee, flagpole procedures and school mascot process. She commented that she feels like signatures and statements of support regarding flags need to be quantified in some way. She noted that she would like to bring a new motion to the Board based on the outcome of the last meeting and how the motion and vote were executed. She said that it was inappropriately executed when the amendment was requested because the entire Board was not given an opportunity to second the motion.

**SCHOOL
MASCOT
PROCESS**

Chair Notte noted that the motion is not a Point of order. There is not an action item on the agenda and the motion can only be made to overturn by someone that spoke in the positive per Robert’s Rules of Order.

Discussion ensued regarding the prior motion to change the mascot and Roberts Rules related to suggested motion. Chair Notte noted that no motion was on the table and that it could be put on a future agenda as an action item.

Commissioner Goldberg provided a report for the Staff Relations Committee. She noted that negotiations have started with four unions. Meetings will be scheduled weekly or multiple times per week to move things along. Details will be provided in executive session.

**STAFF
RELATIONS
COMMITTEE**

Motion by Pencak/Goldberg at 8:23 pm that the Rutland City Board of School Commissioners enter into an executive session with Superintendent Olsen, Assistant Superintendent Bliss, Director of Finance Ted Plemenos for the purposes of discussing negotiations and contractual matters the general public knowledge of it which would clearly place the Board at a substantial disadvantage.

**MOTION:
EXECUTIVE
SESSION**

Motion passed unanimously by all those in attendance.

**OUT OF
EXECUTIVE
SESSION**

The Board came out of executive session at 8:39 pm.

Motion by Pencak/Goldberg to adjourn at 8:39 pm. Passed.

ADJOURN

Respectfully Submitted,
Betty Kapitan, Recording Secretary

TO: Board of Education
FROM: William K. Olsen, Superintendent
DATE: November 5, 2020
RE: Personnel Memorandum – Licensed and Non-Licensed

RESOLVE: That the LICENSED and NON-LICENSED SECTION OF THE PERSONNEL MEMO **NO. 615** dated **November 5, 2020**, be approved as recommended by the Superintendent of Schools.

A. LICENSED SECTION

1. Retirements

<u>Name</u>	<u>Position/Location</u>	<u>Effective</u>
Susan Densmore	Human Service Instructor/STC	6/30/2021
Karen Nawn-Fahey	Mathematics Teacher/RHS	6/30/2021

2. Resignation

<u>Name</u>	<u>Position/Location</u>	<u>Effective</u>
Jennie Gartner	Social Studies/RHS	6/30/2021

B. NON-LICENSES SECTION

1. Resignation

<u>Name</u>	<u>Position/Location</u>	<u>Effective</u>
Kaylee Richards	Paraeducator/RIS	10/26/2020

2. Winter Coaching Appointments ~ See Memo



To: Bill Olsen
From: Mike Norman
Date: October 28, 2020
Re: 2020-2021 Winter Coaches

I would like to recommend the following Winter Coaching Nominations for the 2020-2021 season.

WINTER COACHES				
MIKE WOOD	BOYS BASKETBALL HEAD COACH	1	5	\$7,040.88
CHRIS WOOD	JV BOYS BASKETBALL	3	5	\$4,693.92
JASON HALL	F BOYS BASKETBALL	4	5	\$4,107.18
JUSTIN VEYSEY	MS BOYS BASKETBALL	5	2	\$3,520.44
ROB CASSELL	MS BOYS BASKETBALL	5	2	\$2,992.00
NATHAN BELLOMO	GIRLS BASKETBALL HEAD COACH	1	5	\$7,040.88
DARREN BADGLEY	F GIRLS BASKETBALL	4	5	\$4,107.18
DAWN ADAMS	ALPINE HEAD COACH	1	5	\$7,040.88
LORI MCCLALLEN	ALPINE ASST	4	5	\$2,053.50
MELISSA PATTERSON	ALPINE ASST	4	5	\$2,053.50
BILL BELMONTE	NORDIC COACH	2	5	\$5,515.36
CHRISTIAN RUDY	SNOWBOARD HEAD COACH	3	1	\$3,755.20
CARA GAUVIN	WINTER CHEER HEAD COACH	1	5	\$7,040.88
SHELBY SENEAL	WINTER CHEER JV	5	5	\$3,520.44
DOMINIQUE GATTO	MS WINTER CHEER	6	5	\$2,816.35
MIKE AUDETTE	INDOOR TRACK HEAD COACH	3	5	\$4,693.92
STEVE FRENCH	INDOOR TRACK	5	5	\$3,520.44
JERRY GORRUSO	INDOOR TRACK	5	5	\$3,520.44
MIKE ANDERSON	BOYS HOCKEY HEAD COACH	1	5	\$7,040.88
EMILY REYNOLDS	GIRLS HOCKEY CO-HEAD COACH	1	5	\$5,867.50
KATHRYN PATE	GIRLS HOCKEY CO-HEAD COACH	3	5	\$5,867.50



16 September 2020

Ted Plemenos
Chief Financial Officer

Subject: Bid Award Recommendation, School Bus Replacement, FY 2021 Budget

Ted,

Enclosed are the bids we received for the replacement of the two school buses for this fiscal year. This was a line item in the budget passed by the board in the amount of \$190,000. The bids listed below are the total cost for both buses.

We are replacing bus number 13, a 71 passenger bus with 96,200 miles that was purchased in 2009. To date we have spent approx. \$64,500 for repairs and scheduled maintenance to this vehicle. If sent out for bid, I would expect this bus to have a value of not more than \$5,000.

We are also replacing bus number 16, an ADA compliant bus with 75,400 miles that was purchased in 2012. To date we have spent approx. \$43,000 for repairs and scheduled maintenance on this bus. If sent out for bid, I would expect this bus to have a value of not more than \$5,000.

Bidder Name	Location	Bus manufacturer	Bid
Anderson Motors	East Providence, RI	Bluebird	\$181,100
Clark's Truck Center	Jericho, VT	International	\$186,180
W.C.Cressey and Son, Inc	Kennebunk, ME	Thomas/Freightliner	\$179,511

Recommendation: All buses identified met the bid specification. I recommend we award the contract for the replacement of the two buses to W.C. Cressey and Son, Inc. for a total of \$179,511.

Michael Derevjanik
Director of Buildings, Grounds & Transportation