

**DRAFT**

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MEETING OF THE  
MONTPELIER ROXBURY SCHOOL DISTRICT

November 15, 2017  
MINUTES

Minutes Approved:

Present

Board: Bridget Asay, Becky Bowen, Lisa Frost, Steve Hingtgen, Tina, Muncy, Jim Murphy, Ryan Zajac  
Administration: Superintendent Brian Ricca, Business Manager Grant Geisler, Facilities Director Thom Wood  
Public: Laurie Gossens, Nathan Suter  
Absent: Michele Braun

1. **Call to Order** The meeting was called to order at 7:21 p.m.
2. **Public Comments** Montpelier resident Nathan Suter requested an outline of the 18-19 budget process including opportunities for public input.
3. **Approval of Minutes of November 1, 2017** Ms. Bowen moved, seconded by Ms. Muncy, to approve the minutes of the November 1, 2017 meeting. Motion carried unanimously.
4. **Discuss Proposed Letter to the Agency of Natural Resources** Mr. Murphy provided context behind the proposed letter. Ms. Muncy moved, seconded by Ms. Asay, that the Board submit the letter during the open public comment session of the Agency of Natural Resources. Motion carried unanimously.
5. **Discuss Committee Charges and Composition** Ms. Bowen read the proposed charge for the budget committee for future years Ms. Asay moved, seconded by Mr. Zajac, to approve the charge for the budget committee. There was discussion about committee goals, committee expiration, and establishing guiding principles for committees based on policy. Motion carried unanimously.

Ms. Asay read the prior charge of the policy committee for the Montpelier Board and offered revisions and additions. Following discussion, Ms. Muncy moved, seconded by Mr. Zajac, to accept the charge of the policy committee. Motion carried unanimously.

Mr. Murphy read the proposed charge of the transportation committee. Ms. Asay moved, seconded by Mr. Zajac, to approve the charge of the transportation committee with the addition of language for including members of the public. Ms. Muncy moved, seconded by Ms. Frost, to amend the original motion to add a process for including members of the public and reporting to the Board. The motion to amend carried unanimously. The motion as amended carried unanimously.

6. **Discuss FY19 Budget Outreach** The Board discussed the possibility of scheduling times to connect with stakeholders and community groups for the purpose of thoughtfully and purposefully soliciting feedback and input for the FY19 budget. Following discussion, the Board scheduled informational meetings in regard to the budget and the bond for Monday, December 11, 2017 from 6:00-7:30 p.m. at Montpelier High School and Saturday, January 6, 2018 from 5:30-7:00 p.m. at Montpelier High School. In addition, the regular meeting of the Board scheduled for January 3, 2018 was moved to January 10, 2018. Mr. Hingtgen noted the importance of having key themes ready for discussion the first time talking to stakeholders and community groups.
7. **Discuss Possible Bond for FY19** Facilities Director Thom Wood provided an overview of proposed bond projects and budgets. Business Manager Grant Geisler reviewed the draft capital plan for FY19-FY24. Mr. Zajac questioned and Mr. Geisler explained the rationale for voting on the capital plan

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separate from the operating budget. Funding for building maintenance needs at the Roxbury school were discussed.

8. **Adjournment** On a motion duly made and seconded, the Board voted unanimously to adjourn at 9:14 p.m.

Heather Michaud  
Recorder