

MEETING OF THE
MONTPELIER ROXBURY SCHOOL DISTRICT

October 17, 2018
MINUTES

Minutes Approved: *November 7, 2018*

Present

Board: Bridget Asay (arr. 7:04 p.m.), Steve Hingtgen, Tina Muncy, Jim Murphy, Andrew Stein,
Ryan Zajac

Administration: Superintendent Libby Bonesteel, Facilities Director Andrew LaRosa

Absent: Michele Braun, Becky Bowen, Lisa Frost

1. **Call to Order** The meeting was called to order at 6:32 p.m. Mr. Murphy requested one addition to the agenda - the appointment of Lisa Frost as Board Clerk - and one change to the agenda - review and approval of the finance committee charge rather than the negotiations committee charge.

- Public Comment – None.

2. **Consent Agenda**

- Minutes of October 3, 2018 meeting
- Warrants for payroll and accounts payable for October 26, 2018

Mr. Hingtgen moved, seconded by Ms. Muncy, to approve the consent agenda including minutes of the October 3, 2018 regular meeting, Warrant 9A dated October 25, 2018 in the amount of \$1,397,623.95 and Warrant 9B dated October 25, 2018 in the amount of \$28,128.28. Motion carried unanimously.

3. **Learning Focus**

- Building a Collaborative Culture
Superintendent Bonesteel detailed first and next steps of this work.
- Student Reps starting November
 - Emma Harter
 - Hope Petraro

There was brief discussion in regard to the role of the student representatives on the board and better engagement of the students in said role.

- Innovation reading & discussion
Board members shared thoughts on the group reading.

4. **Superintendent Report**

- Fall Festival Success!
Superintendent Bonesteel thanked the parents for sponsoring this event, as well as the community for their support of the schools.
- Fire/Police Safety Walk Throughs

The RVS, UES and MSMS walk throughs are complete and overall things went well. There are a few minor issues that need cleaning up. MHS still needs to be done.

- Procedure for Volunteers

Superintendent Bonesteel reported that a new procedure for volunteers is being worked on. This procedure includes a leveling system. Mr. Hingtgen voiced his opposition to background checks for level II volunteers, saying he believed it would have a chilling effect on volunteerism. Superintendent Bonesteel thanked Mr. Hingtgen for his feedback.

- Progress on Entry Plan

A written report was provided and discussed.

5. Budget

- Review of community outreach

Feedback obtained at the Fall Festival, at a meeting with a group of senior citizens, as well as at open house in Roxbury was shared. There was discussion about journalizing acquired feedback in preparation for upcoming budget discussions.

- Playground Update - Andrew LaRosa

Director of Facilities Andrew LaRosa provided a status update. The vestibule foundations are in; steel will be erected the end of next week. With regard to the inner courtyard, all of the contaminated soil has been disposed of and the underdrain is in process. The dirt work in the courtyard will be buttoned up at the end of this week/early next week. The next main focus will be working on the retaining wall. The contractor feels confident that all of the heavy lifting can be accomplished before winter.

Mr. LaRosa distributed an estimated project balance sheet as of October 17, 2018 showing revenue and expenses to date, estimated future revenue and expenses, and estimated cost of "put-back" items. Based on current and estimated revenue and expenses, there is an approximate \$62,250 available for reinvestment. Put-back items and costs were discussed. Mr. LaRosa explained that items get more expensive when they are put back in piecemeal. He said the contractor will need a decision on any put-back items in January or February.

- Staffing & Enrollment

Enrollment and staffing numbers were provided as requested.

6. Board Governance

- Appoint Board Clerk

Ms. Muncy moved, seconded by Mr. Zajac, to appoint Ms. Frost as clerk. Duties of the position were briefly discussed. Motion carried unanimously.

- Review Finance Committee Charge

A draft charge was distributed and changes were discussed. A revised charge based on tonight's discussion will be presented for approval at the next scheduled meeting on November 7, 2018.

- Approve Finance Committee Charge

No action taken.

7. Policy Readings

- **Board Expectations**

There were no further substantive changes. The policy will be warned for vote on adoption at the November 7, 2018 meeting.

- **Superintendent Expectations**

The proposed change to paragraph 2.2 #6 requested by Mr. Hingtgen at the last meeting was not ready for discussion at tonight's meeting. Mr. Hingtgen and Mr. Zajac will discuss the necessity of that change and, based on that discussion, this policy will either be scheduled for another reading or warned for vote on adoption at the next meeting on November 7, 2018.

8. Adjournment On a motion duly made and seconded, the Board voted unanimously to adjourn at 8:55 p.m.



Heather Michaud
Recorder