

## BOARD MINUTES

To be approved at the next OSSD (Unified) meeting on January 9, 2017

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**SCHOOL BOARD:** Orange Southwest School District (Unified)  
**MEETING DATE:** December 12, 2016  
**MEETING PLACE:** Randolph Union High School

**BOARD MEMBERS PRESENT:** Angelo Odatto, Ann Howard, Kate Forrer, Laura Rochat, Brooke Dingleline, & Jennifer Messier  
**ADMINISTRATORS PRESENT:** Brent Kay & Robin Pembroke  
**GUESTS:** Sarah Murawski & Joyce Mazzucco (left at 6:45 p.m.)

The meeting was called to order by Angelo Odatto at 6:31 p.m.

### I. Community Engagement

#### 1. Public Comment

Joyce Mazzucco reviewed the procedures for the OSSD vote. She will check with the Secretary of State re: counting of the co-mingled ballots a couple of days after the vote. Wondered if the board would like to use a tabulator for the ballot and estimates the cost would be \$1200 - \$1300. If the votes are hand counted instead, the OSSD would compensate the ballot clerks for their time. The board asked that she talk with the other two town clerks to decide what would work best.

### II. Board Management

#### 1. Update on Budget & Timetable (2.4)

Brent reviewed his budget packet handout which included the budget parameters summary and OSSD talking points with details of the budget. He reviewed the following charts and a sheet of explanations of each chart which gave OSSU data from 2003 to the present: Staff Student Ratios, Enrollment, Staffing, Equalized Per Pupil info, Teacher Student Ratios, and SPED Budgets. He also reviewed a Cost Comparison by Category pie chart showing percentages of costs for each section. The proposed OSSD budget, RTCC budget and RAVEN budget were reviewed and discussed. The timetable in the agenda packet was also reviewed.

The board discussed holding budget informational meetings in each town. Will look at last year's dates and probably follow the same schedule.

#### 2. Review OSSD Warning (enclosed with OSSD agenda)

The board reviewed the draft of the OSSD warning. Suggested the moderator and clerk article be separated on the warning.

#### 3. Second Reading/Approval of OSSD Governance Policies (4.4.2)

Two minor changes on the OSSD Governance policies were reviewed.

A motion to approve the OSSD Governance Policies was made

By: Jen Messier  
seconded by: Ann Howard  
motion passed: Yes

4. First Reading of OSSD Federal/State Policies  
The OSSD Federal/State Policies (hard copy) was passed out. The board will review and the second reading will be on next month's agenda.
  5. Approval of RAVEN & RTCC Budgets (2.4)  
The board reviewed both the RAVEN and RTCC budgets and will approve them at the January meeting.
  6. Discuss Board needs on website  
Angelo asked the board to think about any needs for the new website which will change over for July 1<sup>st</sup>. He suggested that the board look at the current website now to see what's there and what is needed.
- III. Consent Agenda  
Approve Minutes from OSSD meeting on 11/14/16 (enclosed with agenda)
- Motion to approve the Consent Agenda  
By: Brooke Dingledine  
seconded: Laura Rochat  
as presented: Yes
- IV. Reports & Incidental Information
- a. Other incidental information (2.8)
  - b. Review board members terms (4.1.3)  
Reviewed the board members terms list in the agenda packet. Reminder for members up for re-election to see their town clerk for petitions if running again.
- V. Executive Session: Contract Negotiations  
Executive session not needed this time. Next negotiations meeting is this Wed., Dec. 14.
- VI. Adjournment  
The meeting adjourned at 7:32 pm.

Respectfully submitted,

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Linda Lubold, Board Clerk

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Agenda Items for next meeting:

Approve OSSD Budget & Warning (4.1)  
Approve RAVEN & RTCC Budgets (4.1)  
Report on Admin. Progress on OSSD (2.4)  
Set HS Choice Capacity Limits (2.8.9)  
Approve Announced Tuitions (2.4)  
Contract Negotiations (4.2.1)  
Second Reading/Approval of OSSD Federal/State Policies (4.4.2)

Future Meetings:

Agenda & PD Meeting: Monday - January 2, 2017 @ OSSU - 6:00 p.m.  
Regular Meeting: Monday - January 9, 2017 @ Brookfield Elem. - 6:30 p.m.