

**ORANGE SOUTHWEST SUPERVISORY UNION
BOARD MEETING**

**MONDAY, NOVEMBER 11, 2013
BRAINTREE ELEMENTARY SCHOOL**

MINUTES

BOARD MEMBERS PRESENT: P. Hammond, A. Odató,
J. Merriam, K. Husher, L. Rochat,
J. Messier, S. Murawski*, L. Soares (*non-voting members)

ADMINISTRATORS PRESENT: B. Kay, S. Kinney,
E. McLaughlin, S. McKelvie, D. Barnett, E. Hawkes, N. Frenette

GUESTS PRESENT: None

- I. The meeting was called to order by Chair, Angelo Odató, at 6:36 p.m.
Agenda items were reviewed.

- II. Minutes:
Motion to approve the minutes of: October 14, 2013 Regular Board Meeting
By: Laura Soares
Seconded by: Kristin Husher
Motion passed: Yes

- III. Ends Monitoring
 - a. Data Wall presentation (Elementary Principals)
Susan McKelvie, Nancy Frenette, and Erica McLaughlin presented cumulative data from all three elementary schools in reading. The OSSU Digital Representation presentation looked at the big picture from last year and strengths of the Data Wall. Summer regression was reviewed and found that the most regression was at the kindergarten level where students need continual support at home to maintain over the summer. Future needs were also noted including the need for continuation of professional development and pre-school programs to better prepare children for kindergarten. Mentioned their frustration with Federal funding and the restrictions they place on it. The Data Walls are updated three times per year. Poverty rates have continued to grow in all schools, many veteran teachers have retired and the schools still have several transient students. Achievement numbers have stayed the same despite these changes.

 - b. Direct inspection reports (enclosed)
See attached Process for Direct Inspections, new form to be completed for Direct Inspections and an example Direct Inspection of the RUHS play. The board agreed to give the new form a try. A discussion was held about a more formal sign up for events that tie in to a grade level (profiles) and also how the board would use data gathered and rating differences from board members. A list of events would be helpful to plan who could attend.

IV. EL Monitoring

- a. Review drafts of all budgets (Kay)
Brent passed out 2 handouts - OSSU 2014/2015 Budget Summary, Draft Budgets & Staff, Student Enrollment, Budget Information for each school year back to the 2003-2004 school year. (see attached) Brent reviewed and explained each page of the 2014/2015 Budget Summary. On the OSSU budget, the SPED consolidation (this is the first year) and bus reserve fund are the biggest changes. Braintree, Brookfield, Randolph, RUHS, RTCC, RAVEN and VIP draft budgets and longitudinal sheets were all reviewed in detail. Overall a .58% increase. OSSU & RUHS budgets will be approved in December. The RTCC roof project will be a separate warning.
- b. Accept EL Reports 2.1 (enclosed) (Messier)
Jen Messier reviewed EL 2.1 and she found everything was in compliance. (see her enclosed report)

Motion to Accept EL Report 2.1

By: Peggy Hammond
Seconded: Jim Merriam
Motion passed: Yes, report accepted

- c. Accept EL Reports 2.2 (enclosed) (Kaplan)
The board reviewed Anne Kaplan's enclosed report.

Motion to Accept EL Report 2.2

By: Laura Soares
Seconded: Peggy Hammond
Motion passed: Yes, report accepted

V. Community Engagement

- a. Public comment: None
- b. Discuss community speaker (enclosed) (Hammond)
See enclosed report of some suggested speakers and themes. Thomas Friedman is another possible speaker. Peggy will do some more investigation on these possible presenters. Brent will e-mail GMFC administrators for their input.
- c. Discuss town meeting video (Odato)
The board discussed ideas about creating a video which would be presented at town meetings of our kids showing learning that reflects our Ends. Brent will bring it to Cabinet meeting for their thoughts.

VI. Board Management/Governance

- a. Discuss Direct Inspection (forms enclosed)(Husher)
Previously discussed - see notes in section III b.

- b. Review alternative board job description (Odato)
Angelo reviewed several board job descriptions. The board discussed that the word “prudence” was a strange word in the present job description. Brent is checking with Carver about this term and suggested that possibly take the word “prudence” out. The board will bring this up again at a future meeting.
- c. Discuss March elections (list enclosed)
See enclosed list of Board Members who are up for re-election in March 2014. Laura Soares is not running again. Both Jim Merriam and Angelo Odato would leave the elementary boards if they could find someone to replace them. Board members on the list should let their boards know if they do not intend run again.
- d. Playbook scenario (enclosed)(Odato)
See enclosed Rehearsal Worksheet 3.16. The board went through all parts of the scenario with good discussion and cited policies that were relevant.

VII. Advocacy

- a. Report on VSBA Annual meeting (Odato/Soares/Kay)
The VSBA Annual meeting did not have much that was relevant for board members. Mentioned a video on the VSBA web site on situational analysis. Laura Soares has donated a lot of Policy Governance literature which will be at the OSSU office.

VIII. Reports & Incidental Information

- a. Superintendent (enclosed)
- b. Local Boards (enclosed)
- c. Financial Report (enclosed)
In very good shape across the board.
- d. Report on GMFC meeting (Odato/Kay)
New Secretary of Ed, Rebecca Holcombe, attended. GMFC board chairs are meeting in January to discuss board issues on a SU level.
- e. Other incidental information
Brochure - The new OSSU brochure was passed out and will be distributed to schools, banks, town meetings, and other places the board thinks would be good.

Steve Dale can't make the January or February board meeting. Brent will check with Jeff Francis to see if he could come instead.

For board monitoring, might consider keeping a board meeting attendance record.

Peggy attended Carver in October and felt the board might want to consider formalizing a new board member orientation process.

- IX. Board Self-evaluation (Soares)
Laura Soares evaluated this meeting and noted that the Data Wall presentation ran over planned time -- board chairs will try to look at this when planning agendas.

- X. Executive Session: None

- XI. Agenda for next meeting:
 - a. Review All District Budgets (Kay)

 - b. Approve OSSU Budget

 - c. Plan meeting with Legislators

 - d. Facilities Plan Update (Kay)

 - e. Review EL Reports 2.4 (Merriam)

 - f. Review EL Reports 2.5 (Howard/Hammond)

 - g. Review alternative self-evaluations (Odato)

- XII. Adjournment
The meeting adjourned at 9:07 pm.

Respectfully submitted,

Linda Lubold, Board Clerk