

**Fairfax Board of School Directors**  
**Monday, April 9, 2009**  
**Regular Meeting at 6:30pm**  
**Fairfax Community Library**

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**AGENDA**

1. **Call to Order**
2. **Elementary Drama Presentation (6:30pm)**
3. **Consent Agenda**
  - Minutes
    - Regular Meeting: March 9<sup>th</sup>
  - Correspondence
    - Capital Improvement Update
  - New Hires
    - JESSICA EATON, Elementary Classroom 4th Grade Teacher
4. **Public Comment**
5. **Reports**
  - a. Superintendent
  - b. Principals
  - c. Financial
  - d. School Board Members
6. **Board Business**
  - a. Parks & Recreation Agreement – *Katrina Antonovich*
  - b. VAMLE Grant Update – *Katrina Antonovich*
  - c. English Department Trip to England – **Action**
  - d. Baseball Trip to Cooperstown – **Action**
  - e. NECAP/AYP Presentation – *Mary Lynn Riggs*
7. **Other**
8. **Policies**
  - a. Staffing & Job Descriptions Policy – **Action**
  - b. Personnel Files Policy – **Action**
  - c. Role of Policy – **Action**
  - d. Policy Development & Adoption - **Action**
  - e. Policy Dissemination, Administration, and Review – **Action**
  - f. Volunteer & Work Study Policy – *1<sup>st</sup> Reading*
9. **Executive Session (if needed)**
10. **Adjourn**

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**Upcoming Meetings**

- May 11<sup>th</sup>** :: **Regular School Board Meeting** at 6:30pm at the Fairfax Community Library
- May 27<sup>th</sup>** :: **Franklin West SU Board Quarterly Meeting** at 7:00pm at the Fairfax Community Library
- June 8<sup>th</sup>** :: **Regular School Board Meeting** at 6:30pm at the Fairfax Community Library

**School Board Vision 2008-2009**

*To support and provide resources for continuous improvement in teaching and learning.*

Fairfax Board of School Directors  
Monday, March 9, 2009  
Regular Meeting at 6:30pm ~ Community Library

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Present: Peg Stewart, Elaine Carpenter, Robin Freeman, Barbara Murphy, Kim Lesny, Adam Benay, Bruce Chattman, Scott Lang, Thomas Walsh, Lisa Delorme, Chris Sumner

Public: Caitlyn Trainer, Krystina Higgins, Lukas Riviere, Samantha Santaw, Joseph Gregoire, Katrina Antonovich, Amy Pudvah, Melissa Benson, Christel Michaud, Josh King

1. **Call to Order** – Bruce Chattman called the meeting to order at 6:30PM.

**Action: Barbara Murphy nominated Peg Stewart as Board Chair. Elaine Carpenter seconded. Passed unanimously.**

2. **Board Reorganization** – Peg Stewart introduced Kim Lesny to the members present. She thanked community members and students for attending the presentation at Town Meeting and thanked the public for the passing of the budget. She also thanked the Board for their work and the administration for their help and guidance.

**Action: Elaine Carpenter nominated Barbara Murphy to act as Board Clerk. Robin Freeman seconded. Passed unanimously.**

The Board decided to keep the regular Board meetings as they have been on the 2<sup>nd</sup> Monday of the month. The Board appointed members to committees as follows:

- FWSU Board - Robin, Elaine, Kim
- Library committee – Elaine and Kim
- Safety committee – Peg
- Legislative contact – Robin
- Enrichment committee – Elaine
- Technology – this position will now be filled by a member of the FWSU board
- Safe Routes to School – Peg
- Contact negotiations – Robin and Barbara
- Steering committee – not needed
- VSBA representative – Elaine

3. **Consent Agenda**

Minutes

- Regular Meeting: February 9<sup>th</sup> - Barbara corrected the minutes to read "*Adam Benay reported on the writing prompt that was given today in the high school.*"
- Special Meetings: February 16<sup>th</sup> (Budget)  
February 17<sup>th</sup> (Personnel)  
February 28<sup>th</sup> (Annual School Mtg)

Correspondence - none

**Action: Robin motioned to accept the Consent Agenda with the correction and Barbara Murphy seconded. Passed unanimously.**

4. **Public Comment** – Katrina Antonovich distributed a copy of the *Memorandum of Understanding between the Town of Fairfax and BFA and the Fairfax Parks and Recreation Department*. She highlighted some of the changes and left the document for the Board to review.

Christel Michaud stated that the PTSA has been working to organize a "No Child Left Inside" community forum - a two hour community forum to show a video and create dialogue between parents on the importance of outside play in the lives of children. The date of Tuesday, April 28<sup>th</sup> has been chosen. The PTSA is looking to hold the event in collaboration with other school and community groups. Peg responded that the Board would support whatever decisions the administration supports. Bruce is also supportive.

## 5. Reports

### a. Principals Elementary

Congratulations! It feels good to work in a community that supports our school. I believe that the budget presentation was the best I have seen in my five years in Fairfax.

During the months of March and April our Kindergarten through second grade teachers are going to be reviewing the implementation of the Foundations program with a consultant from the Stern Center. Foundations is a phonics based literacy program that also has a handwriting component. It is taught in each kindergarten, first and second grade a minimum of four times a week for about 20 to 30 minutes. The purpose of this professional development experience is to address current issues and to ensure that the program is being implemented with fidelity. Our work will begin with a dialogue concerning some of the challenges of the implementation. Issues such as pacing, differentiation and ways to support struggling students are a few topics that will be covered. The second step will entail us observing the consultant model lessons with our students at each grade level. In final step of the process the Stern Center Consultant will observe each teacher teach a Foundations lesson and then meet with that teacher individually to give her feedback and suggestions. I will be working along side my teachers throughout this process in an effort to learn more about the program so that I can provide ongoing feedback to them. This opportunity is being funded by the Title 1 School Improvement Grant.  
*Lisa Delorme*

Additionally, Lisa reported that BFA community library was chosen as one of the top 250 libraries in the country. It received a 4 star rating and came in 2<sup>nd</sup> highest in the state behind Killington.

### Middle School

Thank you to each of you for an outstanding job presenting the budget. The presentation was terrific and the process was as good as any I have been part of. Also, welcome Kim Lesny to the School Board.

- ❖ We conducted a powerful assembly with John Halligan on February 18th. The students were tremendous participants and the feedback from all that attended has been very positive.
- ❖ The Odyssey of the Mind team is participating in competition this weekend at CVU
- ❖ There are several co-curricular activities underway or beginning soon. First, the Middle School Drama club will perform *Be Careful What You Wish For*, on Thursday, April 09 and Friday, April 10, at 7:00 pm. Second, the Geo-Bee team has currently begun practicing for participation in competition during April and May. The Geo-Bee Team will meet every Monday, Wednesday, and Thursday after school. Finally, middle school baseball, softball, and track will begin practices on Monday, March 30.
- ❖ We will be hosting Sarah Cover from April 13-17. Sarah is a local dance teacher and performer, who will be working with all of Mr. Scott's Physical Education classes. This will be Sarah's third visit to our school. Her time is always extremely popular with our students. On Friday, April 17, students will perform their dances and Sarah's dance troupe will entertain the middle school.

I am the process of completing my next parent letter that will detail educational activities occurring in the middle school.

Respectfully,  
*Thomas Walsh*

### High School

Scott Lang distributed his report to the Board. His report encompassed the recommendations that were put forth as part of the accreditation and the changes that have been going on in the last 5 in response to them. Of the recommendations that were part of the NEASC report, 95% are completed or are being completed.

Elaine posed questions about the Foundations program in the elementary.

Robin asked of the outcome of the Odyssey of the Mind program in the middle school. Tom Walsh stated that there were 8 students on the team and 7 went to the competition this past weekend. The students had a great time and did a great job. The PTSA provided the funding for the program and supplies. Enrichment funds paid for the advisor for the program.

- b. Financial – Chris Sumner distributed a financial report for the Board to review. Overall, the expectation is to come in very close to budget.
- c. School Board Members  
Adam Benay reported that winter sports have now ended. He has heard no complaints from the students regarding the security cameras. The Scholars Bowl team will be in the quarter finals against BFA St. Albans. Band has a concert next week. The Band and Chorus groups are looking to go to Boston to a musical. They will be holding a Coffee House fundraiser to support this trip. There is a high school Drama Ensemble production coming up.  
Robin Freeman reported that the Elementary Drama Club will be starting their last session this week. He reported that he got a lot of feedback from the community about being disappointed that full-day kindergarten was not included as a separate article. The 5<sup>th</sup> grade attended the John Halligan presentation and he got some feedback that maybe the 5<sup>th</sup> graders didn't take away as much as they could have from it. A consideration for next time was the possibility of having either more front loaded conversation or some follow up afterwards.  
Barbara Murphy reported she had an item to discuss in executive session regarding the contracting of maintenance jobs.  
Elaine Carpenter reported that she attended the John Halligan presentation and commented on the powerfulness of it. Adam commented that the high school has had really good conversations about it. Elaine recommended holding it for the parents in the future as a workshop. She provided the Board with information on the VSBA Online Academy. It provides education workshops online on a variety of topics.  
Peg Stewart distributed the Safe Routes to School sidewalk study for the Board to look at.

## **6. Board Business**

- a. Town Meeting Day Recap – The Board discussed the results of their budget presentation. The final vote for the school budget was 406 in favor and 209 opposed. They felt the addition of the student data was a good slide and helpful. The Board discussed ways to include a "School Report Card" in the presentation. The Board thanked the administration for their hard work which made the Board's job easier.
- b. Suggestions for Next Year's Budgeting Process – Bruce Chattman suggested that with the economy in the state that it is, next year's budgeting process should begin in August. It will give time to look at how to do things more efficiently.
- c. Approve Revised White House Lease  
**Action: Robin Freeman motioned to authorize the Chair to approve the White House Lease, extending it for 17 years to 2028. Barbara Murphy seconded. Passed unanimously.**

7. **Other** – Elaine questioned the status of the Action Plan. Lisa responded that the FWSU is taking on the oversight as the goals in each of the schools are very similar. They are hoping to have a 2 year plan developed.

## 8. Policies

a. Motorized Vehicles Policy

It was noted that school buses need to be added to the list of approved vehicles in #2. The wording of #3 was changed to "contractors, hired by the district, may employ equipment and vehicles necessary to accomplish assigned work."

**Action: Barbara Murphy motioned adopt the Motorized Vehicles Policy with the noted amendments. Robin Freeman seconded. Passed unanimously.**

b. Staffing & Job Descriptions Policy –1<sup>st</sup> reading and review. Policy will be brought back.

c. Policies on Policy – 1<sup>st</sup> reading and review. Policies will be brought back.

i. The Role of Policy Policy

ii. Policy Development and Adoption Policy

iii. Policy Dissemination, Administration, and Review Policy

d. Personnel Files Policy –1st reading and review. Policy will be brought back.

## 9. Executive Session (Personnel per VSA Title 1 § 313 (1))

The Board entered Executive Session at 8:00PM.

Exited executive session at 8:50PM.

**Action: Barbara Murphy moved to direct the Superintendent to act upon personnel and contract matters discussed in executive session in accordance with the Master Agreement, seconded by Elaine Carpenter. Motion passed unanimously.**

## 10. Adjourn

Respectfully submitted,  
Julie Filiberti