

**Fairfax Board of School Directors**  
**Monday, June 9, 2008**  
**Regular Meeting at 6:30pm**  
**Fairfax Community Library**

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**AGENDA**

- 1. Call to Order**
- 2. Consent Agenda**
  - Minutes
    - Regular Meeting: May 12, 2008
  - Hiring/Resignations
    - Driver Education Teacher (1.0 FTE)
  - Correspondence
- 3. Public Comment**
- 4. Reports**
  - a. Principals
  - b. Financial
  - c. School Board Members
- 5. Old Business**
  - a. Approve White House Lease - **Action**
  - b. School Meals Program Cost Increases – **Action**
- 6. New Business**
  - a. Approve Tile Replacement Bid – **Action**
  - b. Approve Tax Anticipation Note – **Action**
  - c. Retreat Agenda Items
  - d. Approve Bank Resolution to Issue Administrator Credit Cards – **Action**
- 7. Other**
- 8. Policies**
  - a. Copyright Policy – **Action**
  - b. Support Services Personnel Policy – **Action**
  - c. Criminal Record Check Policy – 1<sup>st</sup> Reading
  - d. Volunteer & Work Study Students Policy – 1<sup>st</sup> Reading
- 9. Executive Session (if needed)**
- 10. Adjourn**

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**Upcoming Meetings**

- August 6** :: **Special Meeting: Annual Board Retreat** from 9am–4pm
- August 11** :: **Regular Meeting** at 6:30pm in the Fairfax Community Library

<b>School Board Goal 2007-2008</b>
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*Foster and expand local communication and participation in support of the strong academic and financial goals of the Bellows Free Academy community.*

**Fairfax Board of School Directors**  
**Monday, May 12, 2008**  
**Regular Meeting at 6:30pm**  
**Fairfax Community Library**

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Present: Chairperson Peg Stewart, Jeff Loller, Angela Baker, Elaine Carpenter, Robin Freeman, Clara Pedley, Adam Benay, Armando Vilaseca, Scott Lang, Thomas Walsh, Lisa Delorme, Chris Sumner

Public: Katrina Antonovich, Gary Gilbert, Carolyn Branagan, Glenn McNall, Isaac Barbour

1. **Call to Order** - Peg Stewart called the meeting to order at 6:30 PM.
  
2. **Consent Agenda – Jeff Loller moved to approve the consent agenda. Elaine Carpenter seconded. Passed unanimously.**  
Minutes - Regular Meeting: April 14, 2008  
  
Hiring/Resignations –  
Christopher Chouiniere for the Middle School Music position.  
Resignation of Cynthia Meigs and the resignation of Catherine Lavigne.  
  
Correspondence
  
3. **Public Comment** – Carolyn Branagan and Gary Gilbert were present to give a legislative update on education issues.  
Katrina Antonovich passed out a schedule of what will be happening on the 1<sup>st</sup> Annual Fairfax Community Day and encouraged school clubs and organizations to participate.  
Glenn McNall expressed comments on the field preparations for the baseball and softball fields. It was recommended that any concerns are forwarded to the administration.
  
4. **Reports**
  - a. Principals  
Elementary Principal's Report - submitted by Lisa Delorme  
This is the time of year that we examine year-end student data, reflect on our current school year, and begin to look ahead to 2008-2009. This process involves looking critically at our practices and resources. As a result of this process, the elementary school is going to be making changes in the areas of Title 1 and Special Education support next year. There will no longer be a full classroom designated as a behavior room. Instead, there will be an office space designated to meet this need. Currently only about 3 percent of our population are using this space. The classroom that was previously used as a behavior room will now be used for reading recovery and math intervention. Currently about 20 percent of our students are not meeting the standard in mathematics. These identified students will now have 90 minutes of math a day with their classroom teacher, and then an additional 45 minutes of instruction two days a week in the math intervention room. Another change that I am excited about next year is the addition of a kindergarten intervention. In September of next year we will identify kindergarten students that need additional time to be successful in the areas of literacy and mathematics. These students will remain at school a full day two days a week. They will be team taught by our two Title 1 teachers. This may be a natural transition into full day kindergarten next year.  
Upcoming special events:  
Kindergarten parent information night- May 15th at 6:00

NECAP science assessment, 4th grade- May 19, 20, 21  
Spring Concerts- K-2- May 22nd at 6:30, 3-5- May 28th at 6:30

Middle School Principal's Report - submitted by Tom Walsh

Things have been busy since the last board meeting. We completed a school-wide Artist-In-Residency with local artist, Cynthia Pease. The students and Unified Arts team created numerous sections of a mosaic mandala representing wildlife, ecology, and global climate change. It will hopefully be assembled and installed at the top of the stairway leading to the middle school by the end of the year. It is going to be stunning. I want to thank Marc Choiniere for the countless hours he has contributed to making this project a success. Also, Julie Filiberti, Rhonda Siemons, Sue O'Brien, Deb Walford, Paula Thompson, Ellen Sternberg, and Bill Scott all provided support, flexibility, and resources toward this initiative. Thanks to each of them for their support.

Jerry Bailey and Jan Jeffords are to be commended for their coordination of the annual Middle School Talent Show. They have once again outdone themselves. This is a unique opportunity for students to showcase their talents for family, friends, and staff.

The Geo-Bee team has been preparing for competition on May 3 in Northfield. Mr. Daniels, Mrs. Skerrett, and Ms. Fitzgerald have been engaging the students through a variety of activities to increase their knowledge and readiness levels.

Middle school athletics are underway and several students will have artwork entered in the Franklin County District Art show at the Collins-Perley Complex in St. Albans on May 5-12. The sixth grade team is preparing for a trip to Lotus Lake in Williamstown on May 15 and 16. The teachers have worked all year to make this an outstanding educational experience for our students. In addition, the sixth grade team participated with the elementary school in Green-Up day activities on May 1. It was a great day and our students made a positive contribution to our community.

The seventh grade team is preparing for the Asia Unit. This will culminate with a students participating in workshops about Origami and Taiko drumming at the end of May.

The eighth grade students will participate in the Science NECAP assessments on May 13-15. In addition, we are busy with transition activities for this group of students as they conclude their middle school experience and begin high school.

High School Principal's Report – submitted by Scott Lang  
Dear Parent or Guardian of a BFA Senior,

Congratulations. We are within a month of graduation and as the calendar fills up with events, I wanted to be sure you knew those dates and what the expectations for those events are.

The BFA Prom will be held on Saturday night, May 17, from 8p.m. to midnight at the Holiday Inn Express on Shelburne Road in South Burlington. By the time you get this, tickets will have been distributed to seniors.

Enclosed with this letter you will find another from Franklin County law enforcement officials and high school principals regarding our shared desire to keep everybody safe during the prom and graduation season. Please take the letter seriously. Any student who is discovered to be under the influence of anything at the prom will not participate in the graduation ceremonies.

The Senior Class Trip to The Great Escape will be on Friday, June 6 and busses will leave at 7am from the high school parking lot. The approximate arrival back at BFA will be before 10pm. Any seniors who do not attend the trip will be expected at school on that day.

Class Day will be held on Wednesday, June 11, from 8:30 to approximately 10am. We will be notifying the parents of those students who we know will be recognized. Please join us for this special event.

Exams will be held for all BFA students on Thursday, June 12 and Friday, June 13. We will also hold graduation rehearsals on both of those afternoons from 12:30 – 2:30 in the high school gym. Students who plan to participate in the ceremony must attend rehearsals. We will take a final Senior group picture as part of rehearsal on Thursday.

The Alumni Banquet will be held on Friday night, June 13, at BFA with a reception from 5:30 – 6:30pm and dinner at 6:30. Seniors are expected to attend and will be guests of the BFA Alumni Association for dinner. You may also attend with others in your family. The cost for tickets to this event is \$12.50 each. Contact Sara Villeneuve for more information.

Graduation will be held on Sunday, June 16, at 1p.m. We expect seniors to gather in the elementary gym at 12 noon. Graduation will be on the ball field under a tent. Six tickets will be distributed to each senior on May 23, with two being closer to the stage and four together further back. There will be some, but not many seats near the back of the tent for community members and others.

Project Graduation will be held Sunday night, June 15 from 7p.m. (check in) to 5am. A bus will take the graduates and guests to Racquet's Edge at 7:30 and the graduates will return to BFA around ten for the rest of the evening.

If you have any questions about these events, please call us. In the meantime, please encourage your young person to stay engaged with school. Too often, we have had seniors slack off near the end of the year and lose their opportunity to participate in the graduation ceremony. We still have the same expectations for learning now as we had when they were ninth graders. Make sure your young people are attending school and completing their assignments.

It has been our distinct pleasure to educate your young people. The class of 2008 has helped us to bring student spirit back to BFA, has led in the addition of three varsity sports and several clubs along the way. They are musicians, performers, athletes, fans and students who have created their own context at BFA. We are grateful for your trust in putting them in our care.

Sincerely,  
Scott Lang

**May 14 – Senior Yearbook Picture – work block**

**May 23 – 7:30 – 8:30 – Caps, gowns, tickets**

**May 17 – Prom – 8pm**

**June 6 – Class Trip – 7am – 10pm**

**June 11 – Class Day – 8:30**

**June 12 and 13 – Exams,  
graduation rehearsal, class picture**

**June 13 – Alumni Banquet - arrive by 6.**

**June 15 – Graduation – arrive by noon,  
Project Graduation – check in at 7**

- b. Financial – Chris Sumner submitted an updated budget report. It was decided by the Board that the monthly report doesn't need to be as detailed in the future.
- c. Superintendent -
- d. School Board Members

Angela Baker commented on the advertising the *Open Letter To Parents About Underage Alcohol Use* has been receiving. She provided the school with a large copy of the letter to be displayed.

The information gathered from all the Underage Drinking Forums will be published shortly and Angela will be providing the school with copies.

Clara Pedley reported on the end of the year happenings in the high school; AP exams, Senior trip, NHS Blood Drive on May 21<sup>st</sup>, Student Council, NHS trip.

Adam Benay reported on the recent band parade and upcoming concert.

Elaine Carpenter reported on the Library Committee meeting and the topics that were addressed. In response to this, Armando commented on the lack of older students using the library. Discussion took place on reasons why. Data would be collected and the issue would be addressed in more detail at a later date.

Jeff Loller commented on the All State parade and the middle school talent show.

Peg Stewart reported on the Selectboard meeting. She was notified by Greg Beeman that he memorial stones that were removed from the playground will be repositioned this summer.

## 5. Old Business

- a. Approve White House Lease – Additional changes and corrections were addressed and the updated lease will be brought back to the June meeting for action.
- b. Graduation Requirements – The Board decided to vote on the committee's recommendations individually. Continued discussion took place on the topic of co-curricular activities being used for credit for graduation requirements.

**Action: Robin Freeman motioned to approve Recommendation #1: *Change the requirement for applied academic (practical arts) credit from 1 credit to ½ credit.* Jeff Loller seconded. Passed unanimously.**

**Elaine Carpenter motioned to approve Recommendation #2: *No longer allowing students to use co-curricular activities as substitutions for graduation requirements.* Robin Freeman seconded. Two voted in favor, three opposed.**

**Motion failed.** The Board recommended that this issue be revisited. Recommendations 3 through 5 were not considered at this time.

- c. Summer Retreat – The Board chose a date of August 6<sup>th</sup> for the Board retreat. Peg will ask if People's Trust in St. Albans would provide a conference room again.

## 6. New Business

- a. School Meals Program Cost Increases – The Board requested that the Abbey come present to the Board about the school lunch program and address the reasons for the increase.
- b. Approve Ventilator Unit Bid

**Action: Robin Freeman motioned to accept the ventilator unit bid from Control Technologies in the amount of \$37,050 per year with a 3 year contract. Elaine Carpenter seconded. Passed unanimously.**

- c. Approve Masonry Repair Bid

**Action: Jeff Loller moved to accept the bid from Liszt Historical Preservation in the amount of \$130,000 for the repointing of the bricks in the old middle school wing. Elaine Carpenter seconded. Motion passed unanimously. Elaine Carpenter seconded.**

- d. Approve Elementary Painting Bid

**Action: Jeff Loller moved to approve the bid from J.A. Roberts Painting in the amount of \$14,400 for the painting and patching of the 2<sup>nd</sup> floor in the elementary.**

- e. Approve Revised Teacher Evaluation Supervision Model – A revised model has not been brought to the board so last year's model will continue to be used.
- f. Subdivision Act 250 Impact – Discussion took place on a proposed 23 lot subdivision in town and the impact that it will have on the school.

**Action: Angela Baker motioned to approve this Act 250 impact request and allow the superintendent to fill out the questionnaire . Robin Freeman seconded. Passed unanimously.**

- g. Adequate Yearly Progress (AYP) – The school did not meet AYP (Adequate Yearly Progress) in the high school in areas of reading and math. In K-8, the school did not meet AYP in the subcategory of students with disabilities in the areas of reading and math, and in the subcategory of free and reduced lunch, in math. The Board will address this topic at their summer retreat. It is a requirement that the school send a letter to parents explaining the failure to meet AYP and address how the school will make improvements.

## **7. Policies**

- a. Copyright Policy – This policy will be brought back for action at the next meeting.
- b. Teacher License Expiration Policy – The Board did not review this policy.
- c. Criminal Record Check Policy – This policy will be brought back for review along with more information on how to implement this policy.
- d. Support Services Personnel Policy – This policy was changed to reflect the addition of health benefits for the full session employees. It will be brought for action at the next meeting.

## **8. Executive Session (Arbitration)**

Entered executive session at 9:30PM.

Exited executive session at 9:43PM

No action taken.

## **9. Adjourn**

The meeting adjourned at 9:44PM

Respectfully submitted,  
Julie Filiberti