

FRANKLIN WEST SUPERVISORY UNION
BOARD OF DIRECTORS QUARTERLY MEETING

Regular Meeting
December 17, 2008 at 7:00pm
Fairfax Community Library

Agenda

1. Call to Order

2. Consent Agenda

Approval of Minutes:

Regular Meeting: September 24, 2008

Reports:

Adrienne Fisher – Support Services

Mary Lynn Riggs – Curriculum, Instruction, Assessment

Chris Sumner – Business Manager

Ann Dunn – Technology

School Board – Board Members

Armando Vilaseca – Superintendent

Correspondence

3. Public Comment

4. Old Business

- a. Administrative Leave Package – **Action**
- b. Approve FY2010 Budget - **Action**
- c. SU Policy Discussion

5. New Business

- a. Board Recording Secretary Request – **Action**
- b. Transition Plan

6. Other

7. Next Meeting

Wednesday, March 25th, 2009 - 7:00pm at Fairfax Community Library

8. Adjourn

Franklin West Supervisory Union

Fairfax, VT

September 24, 2008

These minutes are not approved until accepted by the School Directors at their next meeting.

Present

Fairfax Board Members: Jeff Loller, FWSU Clerk & Robin Freeman

Fletcher Board Members: Betsy Lesnikoski, FWSU Chair; Tammy Langlois, & Jen Cary

Georgia Board Members: Doug Bergstrom, Casey Hager, & Irene Bonin

Administrators: Armando Vilaseca, Superintendent; Chris Sumner, Business Manager; Adrienne Fisher, Director of Support Services; Mary Lynn Riggs, Director of Assessment, Curriculum, & Instruction; & Ann Dunn, Technology Director

Transcriptionist: Candy Granger

1. Call to Order:

Betsy Lesnikoski called the meeting to order at 7:05pm.

2. Consent Agenda -Minutes:

Tammy Langlois made a motion to approve the May 28th, 2008 Regular Meeting Minutes. Robin Freeman seconded. Motion passed, unanimously.

3. Reports:

Adrienne Fisher - Support Services: Adrienne shared information from the state, which showed FWSU with a score of 97%, up from 91% the previous year. FWSU's special education handbook is now on a cd. She informed the board that Fairfax has an employee who helps special education students in the job market. All the special education staff is considered highly qualified under no child left behind. She will be working with Chris on the service plan for FY'10.

Mary Lynn Riggs - Curriculum, Instruction, & Assessment: Mary Lynn shared how wonderful the professional development is here in our district. The in-service days at the beginning of the school year were very informative. She encouraged the school boards to ask some students to a board meeting to listen to Daniel Pink's lecture & to then discuss with them. Due to the maximum capacity at the Essex rink only Teachers were able to attend. Armando shared that Mary Lynn met with the paraeducators to share information from the Daniel Pink lecture with them.

Chris Sumner - Business Manager: Chris informed the Board that FWSU came up about \$3,000 short. She will inform the board at the next meeting if she thinks that we can make up the shortage this year or if each school's assessment may need to be increased for this year. Doug asked if we were all set financially with any borrowing

needs. Chris said that we are all set until May of 2009 when we would begin the tax anticipation process. Chris & Julie attended a seminar regarding property insurance & worker's compensation costs/funding. Chris Sumner informed the board that Julie Morin is our new FWSU Human Resource person and Kim Cornett is our new FWSU Bookkeeper. Chris informed the board of the 403b changes. There are 3 audits done & the FWSU audit will be scheduled for October.

Ann Dunn - Technology: Ann is working on the Technology plan & a new student information system. She would like to try to stop duplicating services, such as 2 separate servers in both Georgia & Fairfax. Ann suggested making sure that we have a policy for what employees can & cannot use their computer for. She will also be starting the FY'10 technology budget. Doug noted that we wouldn't want slower speed by combining servers. Ann agreed that is a concern & problem that she needs to review.

School Board - Board Members: Fletcher reported that they had a community forum & that the primary election in November will be done at the school.

Fairfax shared that brickwork is being resurfaced & it is looking very nice.

Georgia had nothing to report.

Armando Vilaseca - Superintendent: Armando shared the letter that he wrote their landlord. He explained sticker shock of having to replace staff when someone quits & what the cost will be for the new lease. Emerson Lynn, editor of the St Albans Messenger, will be meeting with us soon. Informed of a staff member that's out with a broken leg, & there's no sub budgeted, so there will be some Fairfax students coming over to help out.

4. Correspondence:
There was no correspondence.
5. Public Comment:
There were no Public Comments.
6. New Business:
 - A. District In-service Overview:
This item was already reviewed under Mary Lynn's report.
 - B. Connectivity21:
This item was already reviewed under Ann's report.
 - C. Administrative Leave Package:
Armando asked for 25 vacation days instead of 20 after an Administrator has been employed over 4 years.

D. Policy Adoption Process:

Armando asked to have FWSU be the policy adoption group. There was much discussion. Betsy asked to have each board go back to their full board & discuss this. Doug mentioned the voting breakdown based per student or equal amongst each town.

E. Budget Committee:

Casey Hager, Chair; Robin Freeman & Jen Cary. Chris explained that this committee meets once in November to determine the budget for the FWSU Board to approve in December. They will meet Thursday, November 6th @ 6pm at FWSU.

7. Other:

There were no other items.

8. Next Meeting:

Wednesday, December 17, 2008 @ 7pm @ Fairfax Community Library

9. Executive Session:

Entered Executive Session at 9:20pm for a Personnel Item.

Exited Executive Session at 9:30pm. No action taken.

10. Adjourn:

Betsy Lesnikoski adjourned the meeting at 9:31pm.