

# CABOT SCHOOL BOARD

## MEETING MINUTES

Monday, March 3, 2008

Present: Chris Tormey, Gemma Yamamoto, Tim Gochey, Roman Kokodyniak, Regina Quinn, Lillian Alexander, Jesse Feltus, Linda Savoca, Carlton Domey, Gary Gulka and other community members.

1. The meeting was called to order by Chris Tormey, Chair at 6:11 p.m.
2. Approval of Minutes
  - a. The minutes of February 18, 2008 were approved with corrections on a motion by Tim Gochey, second by Chris Tormey. So voted.
3. Public Comment

There was no public comment at this time.
4. Student Report: Lillian Alexander & Jesse Feltus  
There was no student report this evening.
5. Principal's Report: Regina Quinn
  - a. **Handbooks and Policies Work Groups Update** - Regina gave the following update:
    - o January 28th In-Service – We took the plunge into reconciling conflicting student and family handbooks and school policies.
    - o Handout with a summary of group tasks and products.
    - o Preparing to produce a single student/family handbook PK–12, that includes athletics. A single document can more easily be updated and checked for consistency. Families will have a single source to refer to.
    - o Next steps: Steering Committee will review and follow up on the work of all of the committees. Places where actual Board adopted policies conflict will be brought back to the Board.
    - o A draft handbook will be produced and reviewed by a group that includes students, parents, faculty, and other staff.
  - b. **Staff Development on Formative Assessment** - Regina discussed the following re: Formative Assessment:
    - o We are in the early stages of building a Local Comprehensive Assessment System.
    - o Our overall performance on state assessments is relatively strong; however, there are areas of weakness and gaps between students who qualify for free and reduced lunch and those who do not.
    - o During in-service and faculty meetings, staff are receiving training on the use and development of assessments that are used to modify instruction (as opposed to assessments that evaluate student performance).
    - o We have several examples of this work happening at particular grade levels – working on making this systematic and consistent across grades.
    - o Developing assessments that monitor student progress on essential skills in literacy and math;
    - o Beginning to provide short-term, targeted intervention for students who are experiencing difficulty with significant skills/understandings (such as place value);
    - o Work will continue through the summer with Consolidated Federal grant funds.
  - c. **Instituting a Restorative Panel (as per ATOD Policy) Update** - Our Alcohol, Tobacco, and Other Drug Policy includes a provision for establishing a "school-based restorative panel". The purpose of this group is to assist students who violate the ATOD policy in learning from their experiences and to allow them to make amends for their actions in ways that will be of help to themselves and others in the future.

So far, we've:

    - o Had meetings with Sue Polen and Lori Augustyniak to review the specific requirements outlined in the Drug and Alcohol Policy.
    - o Lori is following up with other schools to get information about how the Restorative Panels and School Administration interact – examples of roles and responsibilities.

- o We will start with a small group of volunteer staff who are willing to pilot the panel, and then open up to involve other community members.
- d. **VYCC: The Vermont Youth Conservation Corps** - On the Friday before vacation, Sue Polen, Regina Quinn, and Irene Harvey met with representatives of the VYCC to discuss possible partnership opportunities

The VYCC program is a partnership with the school and could be adapted to meet our needs and interests. The target population of students is similar to the population that the Technical Centers appeal to; in particular "students who thrive in a work setting where the learning is 'real'."

Based on our discussion, VYCC directors are preparing possible scenarios and financing options for having a program in Cabot. They are available to make a presentation at the March 17th Board Meeting, if the Board is interested in considering this program.

- 6. Superintendent's Report: George Burlison  
The Superintendent was unable to attend this meeting.

- 7. Board Discussion
  - a. **Audit Report FY2007** - Chris distributed the FY2007 audit report to the Board for their review. It will be discussed at the next Board meeting on March 17th.

#### ***FY 2009 Budget Informational Meeting***

*Chris welcomed the community members that were present for the budget informational meeting. Using PowerPoint, he gave an overview of the presentation for the district meeting. We've struggled over the past few years to limit our schools costs while at the same time not damaging too much of our school's curriculum. There's been a decline in enrollment over the past six years, as everyone else in the state has seen as well. The challenge to the Board has been to reduce some of the costs without taking out parts that are integral to the schools success. The past couple of years the enrollment has gone up a little. In October we had 209 students and currently we are up to 214. Despite some of the serious reductions we've had to make in the last couple of years, the evidence that our children are still learning very well is strong.*

*Chris reviewed the budget numbers explaining the expenditures and revenues to the community. The budget is a 4.9% increase over last year.*

*Chris and the Board answered questions about the budget and the Performing Arts building proposal from the community. There was much discussion. The Board thanked the community for their input.*

- 7. Board Discussion (continued)
  - b. **Annual Meeting Presentation** - The Board discussed the PowerPoint presentation and whether or not they wanted to make any changes, additions, subtractions, etc. They discussed who would be attending. The Superintendent and business manager will be there and will be able to speak if recognized to do so.
  - c. **School Board Goals** - The School Board goals will be discussed at the next Board meeting.
- 8. Board Action  
There was no Board action this evening.

#### Executive Session

***The Board entered Executive Session on a motion by Tim Gochey, second by Chris Tormey at 8:50 p.m. to discuss personnel. So voted. The Board returned to open session on a motion by Chris Tormey, second by Tim Gochey at 9:01 p.m. So voted.***

- 9. Adjournment  
On a motion by Chris Tormey, second by Tim Gochey the Board adjourned the meeting at 9:02 p.m. So voted.

Respectfully Submitted,

Joanna Brickey  
Transcriber