

1 **Chittenden Central Supervisory Union**
2 Westford School Board
3 January 4, 2010
4 Westford Commons
5

6 **Board Members Present:** Martha Heath, Andre Roy, Nathan Lavallee, Marilyn
7 McConnell (7:05 p.m.)
8

9 **Administrators Present:** Mike Deweese, Judith DeNova, Linda Keating, Grant Geisler,
10 David Wells
11

12 **Others Present:** Pam Hoover, Joan Farmer, Jody Evans
13

14 Martha Heath convened the meeting at 6:35 p.m. She explained that Jennifer Townsend
15 was absent due to a broken leg.
16

17 **Visitors to Be Heard**

18 There were no visitors to be heard.
19

20 Andre Roy asked about the school's plan regarding the state police's plans in the spring
21 concerning its open case on school grounds. David Wells answered questions.
22

23 **Principal's Report**

24 There were no questions regarding the Principal's report.
25

26 Martha Heath commended David Wells for his pending national conference presentation.
27 Nathan Lavallee commended David Wells for his Principal's Coffees.
28

29 **Task Team Updates**

30 No task team updates were available.
31

32 **Science NECAP Presentation**

33 CCSU Executive Director of Curriculum, Instruction and Assessment Linda Keating and
34 David Wells co-presented on Westford NECAP Science information. Two years of data
35 for grades four and eight were shared. Little change between the two years was evident.
36 Science as a content area presents the highest percentage of learners scoring "not
37 proficient." A bias prevalent in the Science NECAP assessments is the assessment of
38 inquiry. Westford is the CCSU leader with a constructed-response approach to science
39 assessment.
40

41 In December, 2009, Westford teachers dedicated time to exploring potential science
42 action steps. One challenge is how to deliberately review science curriculum given the
43 four-year span between scoring cycles.
44

45 Martha Heath asked about content gap or test protocol familiarity. Linda Keating
46 reported the former was more the case for grade eight while the latter was more the case

47 for grade four. Cycling frequency and review between grades four and eight will be part
48 of the school's focus.

49

50 A parent observed the spiral loop was more evident in math and less evident in science.

51 A parent questioned how much time will be spent in orienting/preparing students for
52 future NECAP science assessments.

53

54 **Board Appointed World Language Study Committee Recommendation**

55 *Marilyn McConnell moved and Andre Roy seconded the motion to accept the report from*
56 *the World Language Study Committee. The motion passed 4-0.*

57

58 The board thanked the Committee for their work.

59

60 **FY'11 Budget Discussion**

61 Grant Geisler supplied an updated briefing for the proposed FY'11 budget. He
62 highlighted changes as requested by the board at the previous meeting.

63

64 The board confirmed the current version as the proposed budget to be publicly presented
65 on January 7, 2010.

66

67 The board discussed its presentation approach for January 7 (in the Westford Common
68 Area).

69

70 The draft warning was discussed.

71

72 **School Action Plan – Review of Demographics**

73 The demographic data is generally consistent with the prior year. The Free/Reduced
74 meal percentage is up nominally. The number of IEPs changed from 25 to 30. EST
75 Plans are down from 30 to 18 (this is evidence of the efficiency of school-wide support
76 plans). Reading and math have the highest achievement rate. There is an increase in
77 writing achievement and science is getting more attention.

78

79 **Consent Agenda**

80 The Consent Agenda consisted of approval of warrants and approval of the December 7,
81 December 14, December 15, and December 17 meeting minutes.

82

83 Changes to the December 7 minutes included:

84

- Spelling of Tax Commissioner Westman's name on line 39

85

- Spelling of John Doty's name on line 63

86

- Noting that Berney Skutel was not present but her letter was shown on line 63

87

88 *Andre Roy moved and Nathan Lavallee seconded the motion to approve the December 7*
89 *meeting minutes as amended. The motion passed 4-0.*

90

91 Changes to the December 14 meeting minutes included:

92

- Noting the board agreed not to make a reduction in the health position (line 39)

93 • Noting that Marilyn McConnell was present (arrived at 6:45 p.m.)

94

95 *Nathan Lavallee moved and Andre Roy seconded the motion to approve the December 14*
96 *meeting minutes as amended. The motion passed 4-0.*

97

98 *Andre Roy moved and Nathan Lavallee seconded the motion to approve the December 15*
99 *meeting minutes as written. The motion passed 4-0.*

100

101 Approval of warrants was tabled until the January 7, 2010 meeting.

102

103 December 17 meeting minutes were not available and will be approved at a future
104 meeting.

105

106 **Future Agenda Items**

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• Approval of December 17, 2009 meeting minutes

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• Frame future Select Board/School Board mutual opportunities

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• Expectations about Board communications

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• Survey opportunity for communication (climate)

111

• Cycle of tuition knowledge – budget adoption cycle

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113 The board adjourned at 8:00 p.m.

114

115 Minutes respectfully submitted by Mike Deweese