

1 **Chittenden Central Supervisory Union**
2 Westford School Board Meeting
3 October 5, 2009
4 Westford Commons
5

6 **Board Members Present:** Martha Heath, Andre Roy, Jennifer Townsend, Marilyn
7 McConnell, Nathan Lavallee
8

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

11 Martha Heath convened the meeting at 6:30 p.m.
12

13 **Visitors to be Heard**

- 14 • Caroline Desorcie spoke about class sizes. She raised the fact that grades 3/4
15 currently have 23/24 students, which is higher than the desired number of students
16 for an optimum class size. Martha Heath explained that, when such issues come
17 to a board, the board may take the issue at another meeting, depending on the
18 advisement of the administration. David Wells questioned whether there is a
19 trigger for the board to hire a teacher. Mike Deweese said that threshold has not
20 been reached. Caroline also asked why kids are getting PE three times a week
21 and how that meets the wellness policy. She expressed concern that time is taken
22 away for academics. Judith DeNova and the board noted that a PE curriculum is
23 being implemented. Martha Heath pointed out that there is some academic
24 instruction occurring in the third PE period (health, etc.). She also asked about
25 the projected class size for grades 3/4 in the fall of 2010. Martha Heath urged
26 Caroline to discuss any future concerns with the school principal. She asked
27 administration whether there should be additional adult help for 3/4 teachers.
28 • Pam Hoover spoke about baseball
29 • Gigi Chapman spoke about baseball
30 • Rich Staab spoke about spring sports
31

32 **Task Team Updates**

33 Jennifer Townsend solicited Board members views on requirement for board member
34 responsibilities on board sub-committees (task teams). Mike Deweese briefed the board
35 on CCSU discussion regarding policy governance. Nathan Lavallee said the Negotiations
36 Team recently met and will continue to meet.
37

38 **Principal's Report**

39 Martha Heath asked David Wells to review Underhill Science NECAP results, which
40 were outstanding.
41

42 **Spring Sport Discussion**

43 David Wells presented a recommendation to fund a boys' baseball team in the spring.
44 Martha Heath noted this would be in compliance with Title IX.
45

46 *Andre Roy moved and Jennifer Townsend seconded the motion to transfer \$2,500 from*
47 *the salaries line item in order to offer baseball in the spring of 2010. The motion passed*
48 *unanimously.*

49

50 **FY'11 Budget Discussion**

51 Grant Geisler provided an overview of issues related to the FY'11 budget, including use
52 of ARRA stabilization and IDEA funds, budget and tax factors, and assumptions relating
53 to specific budget areas. He asked for feedback from the board and spoke to maintenance
54 personnel, who say the culverts need to be repaired. The board discussed the possibility
55 of doing the parking lot project in chunks. Mike Dewese feels it would be a mistake to
56 not attempt some aspects of the project. Grant Geisler suggested paving the back
57 sidewalk and repairing the existing sidewalk.

58

59 Marilyn McConnell provided the board with some suggestions for the budget process,
60 with a focus on "budgeting for outcomes." She emphasized the need to be proactive in
61 thinking about the impact of declining enrollment. Martha Heath expressed interest in
62 continuing the discussion – perhaps with the joint meeting with the Select Board in
63 February.

64

65 **Declining Enrollment**

66 Marilyn McConnell will write this month's school board contribution to the Town
67 Newsletter. It will include a description of declining enrollment. Mike Dewese will
68 email the board key statistics, such as enrollment and staffing numbers at peak as
69 compared to the current status. He will also include information related to class size
70 standards. The board discussed how these data will be used.

71

72 **Budget Communications**

73 Judy DeNova discussed the need to coordinate the school board's budget presentation
74 with the select board's presentation. Martha Heath will contact John Quinn regarding
75 this suggestion. The board discussed the timeline of budget development. Martha Heath
76 suggested a Front Porch Forum release is needed in December regarding the developing
77 budget. She asked board members to circulate (within the board) a draft of their
78 submission to the Town Newsletter before publication for review.

79

80 **Consent Agenda**

81 The Consent Agenda consisted of approval of the following: September 8 meeting
82 minutes and warrants. The Consent Agenda was amended to include approval of a
83 VSBIT proxy vote.

84

85 *Nathan Lavallee moved and Andre Roy seconded the motion to approve the Consent*
86 *Agenda as amended. The motion passed unanimously.*

87

88 **Future Agenda Items**

- 89
- 90 • FY'11 budget development
 - 91 • NECAP science results
 - Demographics for school action planning

92 • Recommended classroom size

93

94 **Meeting Re-Cap**

95 The board discussed the use of the Future Framing Tool to determine classroom size.

96

97 The board adjourned at 9:10 p.m.

98

99 Minutes respectfully submitted by Jennifer Townsend, Board Clerk