



**Highgate Elementary School
Board of Director's Meeting Minutes
May 9, 2019**

1.0 CALL TO ORDER: A meeting of the Highgate Elementary School Board of Directors was called to order on Thursday May 9, 2019 at 6:38 p.m. by Chris Shepard, School Board Chair. Those in attendance included:

- Chris Shepard, Board Chair
- Stephen Scott, Board Clerk
- David Roddy
- Richard Flint
- Patrick Hartnett, School Principal
- Julie Regimbal, Superintendent
- Lora McAllister, Business Manager
- A Channel 15 representative (taping for public access television)

Absent:

- Lisa Wells, Board Vice-Chair
- Chris Palmer, Assistant Principal

Agenda Amendments (2):

- Roof Update (Old Business)
- Bond Anticipation Note Paperwork (Business Report)

2.0 COMMENTS AND CORRESPONDENCE FROM THE PUBLIC: None

3.0 FUTURE BOARD MEETING DATES:

- MVSD Budget Vote – June 11, 2019 (Tentative)
- Highgate Board Meeting – June 13, 2019 @ 6:00 PM

4.0 CONSENT AGENDA:

Adopt meeting minutes of the April 11, 2019 Board of Directors meeting:

Action: A motion was raised by David Roddy to approve the minutes of the April 11, 2019 Board of Director's meeting; the motion was seconded by Richard Flint.

Vote: 4:0

5.0 PRINCIPAL'S REPORT

Principal Hartnett discussed the following as part of the principal's report:

- SBAC Testing has started and the school is focused on repeating what worked well last year (e.g. the pep rally) and discontinuing what did not.

- A veteran teacher has accepted a position in another school district highlighting the fact that a teacher shortage has made it possible for seasoned teachers to explore other opportunities.
- The last ALICE Safety Drill was conducted last week. The time and location of this final drill was unannounced. The Sheriff's Department and Vermont State Police were on site to observe and provide feedback.
- A survey soliciting feedback from students went out recently – this is the third year in a row that students have participated in this survey which offers them a platform to voice their opinions.
- The Integrated Field Review Team's report and recommendations were presented to Central Office today. This information will be presented at a future meeting.

6.0. BUSINESS REPORT

Lora McAllister provided the Business Report to include:

Warrants: Warrants for the month of April in the amount of \$325,035.79 were presented for review.

Action: *A motion to approve the warrants for the month of April in the amount of \$325,035.79 was raised by David Roddy and seconded by Richard Flint.*

Vote: 4:0

Financial Update: A draft of the financial report was presented for review. Lines continue to be reduced when possible and the anticipated carryover is up significantly from last report, in part due to more than anticipated reimbursement for Special ED Intensive services. The cumulative carryover will go into the budget to offset the tax impact for the year after next - Central Office may present recommendations for the carryover at the next meeting.

Hot Lunch Program Update: The school's Food Service Management Company has requested that the contract go out to bid again next year vs. completing a one year renewal of contract as they realized they bid too low for the service. Central Office is considering consolidating the food service programs across the newly formed district and sending them out to bid as one collective contract, which may increase the amount of bids received.

Bond Anticipation Note Paperwork: Last month, the Board agreed to enter into a Bond Anticipation Note with Community Bank at an interest rate of 1.45%. Bond Anticipation Note paperwork was presented for signature at this meeting.

7.0. SUPERINTENDENT'S REPORT: Deferred.

8.0. NEW BUSINESS: None

9.0. OLD BUSINESS

Updates from MVSD Transition Board: The MVSD Transition Board met this week and approved a budget that will be put to vote on June 11, 2019 (tentatively). There are three Board positions available (one from Highgate, one from Swanton, and one from Franklin). The Board

also started to review policies and will meet again on June 4, 2019 at 6:00 PM with the Budget Informational Meeting following at 7:00 PM.

Land/Sale Property Agreement: The community voted to approve the sale of the Nadeau Property to a Board of Trustees. The Attorney is currently working on the Deed and once that is filed the sale will become final.

Action: A motion to authorize the Board chair to sign the purchase and sales agreement was made by Richard Flint and seconded by David Roddy.

Vote: 4:0

Action: a motion was raised by Richard Flint to nominate Lisa Wells, Clarence Miller, and David Roddy to serve on the Board of Trustees for the Nadeau Property.

Vote: 3:0:1 (David Roddy abstained)

Act 46 or Legislative Updates: The House and Senate have not been able to agree on Delay language so there has been no movement on this.

Roof Update: The roof repair is complete; Chris Sheppard will schedule a walkthrough with the contractor next week.

10.0. EXECUTIVE SESSION: None

11.0. ADJOURN

Action: A motion was raised by Richard Flint to adjourn the Highgate School Board of Director's Meeting at 7:27 PM; the motion was seconded by David Roddy.

Vote: 4:0

Recorded by: Rebecca Fenn, School Board Secretary
Submitted on behalf of Steve Scott, Board Clerk