



**Highgate Elementary School  
Board of Director's Meeting Minutes  
February 14, 2019**

**1.0 CALL TO ORDER:** A meeting of the Highgate Elementary School Board of Directors was called to order on Thursday February 14, 2019 at 6:37 p.m. by Chris Shepard, School Board Chair. Those in attendance included:

- Chris Shepard, Board Chair
- Lisa Wells, Board Vice-Chair
- Stephen Scott, Board Clerk
- David Roddy
- Patrick Hartnett, School Principal
- Chris Palmer, Assistant Principal
- Julie Regimbal, Superintendent
- A Channel 15 representative (taping for public access television)

Absent:

- Richard Flint
- Lora McAllister, Business Manager

**Agenda Amendments:** None

**2.0. COMMENTS AND CORRESPONDENCE FROM THE PUBLIC:**

Ty Choiniere questioned whether breakfast is provided to students when there is a delayed start, noting that some students rely on the school for meals. It was noted that breakfast is available for students on days that there is a delay, but it is not delivered to the classroom but instead served on an as needed basis. Principal Harnett will ensure that teachers are making sure that students are aware that breakfast is available on these days even though it is not delivered to the classroom.

**3.0. FUTURE BOARD MEETING DATES:**

- New District Organization Meeting – 2/20/19 @ 7 PM MVU Theater
- Highgate Bond Informational Meeting – 3/4/19 @ 7 PM
- Highgate Board Meeting – 3/14/19 @ 6:30 PM
- FNWSU Board Meeting – 3/6/19 @ 6:30 PM, Swanton

**4.0. CONSENT AGENDA:**

**Adopt meeting minutes of the January 10<sup>th</sup> Board of Directors meeting:**

**Discussion:** It was noted that Lisa Wells was not listed as an attendee in the minutes but was recorded as making motions. A recommendation was made to amend the minutes from the January 10<sup>th</sup> Board meeting to reflect that Lisa Wells was actually in attendance.

**Action:** A motion was raised by Steve Scott to approve the minutes of the January 10<sup>th</sup> Board meeting with the amendment listed above, the motion was seconded by David Roddy.  
**Vote:** 4:0

**Adopt meeting minutes of the January 14<sup>th</sup> Board of Directors meeting**

**Action:** A motion was raised by Steve Scott to approve the minutes of the January 14<sup>th</sup> Special Board of Directors meeting as written, the motion was seconded by David Roddy.  
**Vote:** 4:0

**5.0. PRINCIPAL'S REPORT**

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

- There was a half-day for students on 2/4. Staff used this time to review data relating to student performance and identified strengths, opportunities and common problems across grade levels (e.g. the majority of behavior referrals are coming from non-classroom teachers). Overall, it was expressed that these data days are extremely important (noting that Chittenden county schools have built in monthly data days).
- Assistant Principal Palmer has been asked to co-facilitate a training about Restorative Practices.
- HES is currently at 4 snow days, plus the closing on Election Day leaving 2 make-up days. It is possible that students will attend ½ day on the In-Service Day on 3/29 instead of having the entire day off to make up one day.

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

- The Agency of Education is awarding two \$14,000 grants for Maker Spaces and The Maker Space team at Highgate submitted an application.
  - It was noted that teachers at BFA are offering to conduct a seven hour training about "Innovation Day" (which is used to jumpstart kids using a Maker Space). Funds were built into the Maker Space budget for this training but BFA will do the training at no cost.
  - A group will attend the "Create/Make/Learn" Institute this summer. This is a five-day immersion experience that familiarizes staff with the tools used in a maker space so that they can teach kids how to use the tools.
- VSP completed a review of the school's emergency operations plan and provided some recommendation related to drills and opportunities for improvement.

**6.0. BUSINESS REPORT**

Julie Regimbal provided a summary of the business report on behalf of Lora McAllister:

**Warrants:** Warrants for the month of January in the amount of \$543,538.94 were presented for review.

**Action:** A motion to approve the warrants for the month of January in the amount of \$543,538.94 was raised by Lisa Wells and seconded by David Roddy.

**Vote:** 4:0

**Food Service Contract Addendum:** Highgate met the threshold to qualify for free supper for students (instead of snack). Overall, this is better for students and brings more revenue to the food service program. The fixed rate for supper will be \$3.21 per meal.

**Action:** A motion authorizing the Board Chair to sign the addendum to the existing food service contract was raised by Lisa Wells and Seconded by David Roddy.

**Vote:** 4:0

#### 7.0. SUPERINTENDENT'S REPORT

Julie Regimbal gave to superintendent's report to include:

- Planning is underway for the upcoming Organizational Meeting and it is anticipated that there will be a lot of questions about Act 46 and the budget. The Messenger will be publishing an informational piece about Act 46.
- MVU held a successful financial literacy event this week and has been named a Gold Standard School by the NextGen Personal Finance Organization.
- J. Regimbal served as a judge at the MVU STEM Fair which had 150 student participants, and "Poetry Out Loud" noting that this is the first time MVU has hosted this event.
- FNWSU Early Childhood Education Director has accepted a position at Maple Run, her position is being posted.

#### 8.0. NEW BUSINESS

**Bond Presentation Planning:** a one-page fact sheet was presented for review. It was noted that this can be printed in the Messenger, handed out at events, posted on the SU's Facebook page etc. In addition, it was noted that Lora McAllister can also create a PowerPoint presentation. A suggestion was made to include footage of busses coming into the parking lot in the PowerPoint (to illustrate the state of disrepair the parking lot is in) – Principal Hartnett volunteered to get footage. A suggestion was made to schedule a work session to further discuss this in advance of the scheduled informational meeting.

#### 9.0. OLD BUSINESS

##### **Act 46 Update:**

- **Litigation:** A Hearing relating to the Act 46 class action suit will take place on February 15, 2019. The Attorney General's office is planning to submit a Motion to Dismiss, and the attorneys representing schools will prepare a response to that.
- **Legislative Update:** A bill that will allow a delay in implementation of forced Act 46 mergers in certain circumstances passed the House, but as of right now there is no movement in the Senate. The Bill would grant Highgate Elementary School an additional year to merge.
- **Articles of Agreement Update:** Articles of Agreement are in the process of being developed and will be presented to voters after pending litigation has resolved.

#### 10.0. ANTICIPATED EXECUTIVE SESSION: None.

#### 11.0. ADJOURN

**Action:** A motion was made by David Roddy to adjourn the Highgate Elementary School Board of Directors meeting at 7:42 PM, the motion was seconded by Steve Scott.

**Vote:** 4:0

The meeting adjourned at 7:42 PM.

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