

HIGHGATE SCHOOL BOARD MEETING

HIGHGATE ELEMENTARY SCHOOL LIBRARY

April 12, 2018

6:30 PM

- 6:30PM Call Meeting to Order
- Agenda Amendments
- 6:35PM Public Comments Regarding Current and Future Agendas (Listen) *
- Possible Topics for Future Board Meeting Agendas
- 6:40PM Future Board Meeting Dates
- Highgate Board Meeting – May 10th, at 6:30 PM
 - FNWSU Board Meeting – May 2nd, 6:30 at Franklin
- 6:45PM Board Presentation
- 7:00PM Business Report
- Audit
 - Warrants
- 7:15PM Consent Agenda Discussion
- Adopt March 6th and 8th Board Meeting Minutes
- 7:20PM Principal's Report
- School Safety Plan
 - Graduation Date
 - Other
- 7:40PM Superintendent's Report
- Transition from Crisis Prevention Intervention (CPI) to Handle with Care
 - Legislative Update
 - China Trip and Summer School Update
 - Host Family Needs for Chinese Students and Teachers in July
 - Generator Update
- 8:00PM Old Business
- Cassidy Property Memorandum of Understanding (MOU)
 - Parking Lot Next Steps
 - Storm water retention pond
 - Raingardens and drywells
 - Soil samples
 - Snow Days Make-Up and End of Year Plans
- 8:25PM New Business
- Appoint Teacher Negotiations Representative
 - VSBA Teacher Negotiations Workshop – April 14th in St. Albans
 - Channel 15 Video Annual Subscription - \$600
 - Summer Facilities Work
 - Schedule New Board Member Orientation – May 10th, 5:00, @ Highgate School

- Schedule FY18 Goal Reflection and FY19 Goal Setting Work Session

- 8:45PM Anticipated Executive Session – (Answer the Executive Session Compliance Question...*Where premature public knowledge would clearly place the Board or other party at a substantial disadvantage*)
- Principal’s Evaluation
 - Student Records and Report
- 9:00PM Exit Executive Session
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- 9:05PM Adjournment

SY2018 Goals

1) Support growth of student achievement

- Receive Action Plan updates at November, March, and June Board meetings
 - Include behavior progress
- Create multi-year facilities, and technology plan
 - Focus on parking lot and roof
 - Create generator plan for White Building

2) Improve communication between the school, parents, and community

- Establish single electronic communications system that all teachers and parents will use
 - Create consistent expectations for all staff
- Identify a staff member to manage social media
- Use the results of the Act 46 Independent Study to dialogue with the community about the pros and cons of governance unification.
 - Implement Parent Advisory Council
- Direct Family-School Coordinator to expand communications and develop stronger family relationships
- Increase board outreach and communication with parents and community

3) Increase efficiency and effectiveness of Board operations

- Revisit Board goals on a quarterly basis
- Receive information prior to Board meeting decision making
- Include monthly teacher program presentations at Board meetings
- Identify a Board member to serve as an meeting agenda time keeper
- Complete quarterly Board meeting effectiveness surveys
- Operate three hour board meetings
- Ensure board agendas and minutes are posted on web site

***Public Comments at Board Meetings**

The FNWSU and District School Boards are working to improve the response to public comments made at Board meetings.

The Board reserves the right to ask visitors the following questions before they are invited to address complaints to the Board:

- Have you directed your complaint through our “Complaint” Policy i.e.
 - Attempt to address the complaint first with teacher/staff member, and,
 - If not satisfied, discuss complaint with the principal, and,

- Still not resolved, then meet with the superintendent,
- Only then, will the Board hear your concern at a Board meeting.
- When speaking with the Board, if the complaint becomes personal, disrespectful, or threatening, then the Board chair may rule the speaker “Out of Order” or,
- If the complaint addresses specific personnel or is evaluative then the Board chair may invite the complainant into executive session, and,
- The Board chair may limit speaking time for each individual and ask that similar points of view from multiple speakers not be presented.

Anyone making a comment can expect a response from the Board that will fall into one of the following categories:

- Thank the person with no further action planned.
- Respond immediately by the Board chair or administration.
- Direct the administration to contact and respond to the person.
- Seek clarification from the administration at a specified meeting.
- Add the topic to a future Board agenda.
- Refer the matter to an executive session.
- Hold a public hearing on the matter.
- Send a note of appreciation.