

Windsor/West Windsor Board
Draft Minutes
September 24, 2018

Present: Elizabeth Burrows, Bill Yates, Amy McMullen, Kris Garnjost, Nancy Pedrick, Jenifer Aldrich, Dave Baker, Ed Connors

Not Present; Beth Carter and Tiffany Cassano

Meeting called to order at 6:35 PM.

Agenda Revision: Move budget to top

Public Participation: None

Minutes: August 27

Elizabeth Burrows asked for a motion to approve the minutes of August 27. Amy McMullen moved; seconded by Bill Yates; passed with revisions and one abstention.

Discussion Items:

Budget: Ed Connors

What we have done so far is take the FY19 budget and look at actual staffing and create one called actual. With actual we compare with payroll to make sure accurate and make this the FY20 budget. This has to be done for Windsor and West Windsor. We are in a contract year and need to negotiate contracts and wage lines so do not know the increase/decrease. For health insurance, VEHI is seeking an 11.8% increase for health insurance. Last year the increase was less than 5% and as had excess funding and took from their savings and applied to overall premiums. VEHI does not have that money this year. This is a large portion of both budgets. Implementing a new chart of accounts at the state. To abide we have to adopt the chart of accounts by 2020. The state has selected a vendor to do all financial systems for every district. We are 1A along with Burlington, St. Johnsbury, and Rivendell (who has dropped out). This will go live by January 1. Do not have the final chart of accounts; how they categorize accounts. Once have final we have to put into chart of accounts. The state has given us your entity as Windsor/West Windsor Unified Union School District (W/WWUUSD). They will continue to track costs by building under the umbrella of W/WWUUSD.

We need to know what name will be for the accounts. We need the name as soon as possible to get the Duns number and get state and grant funding. Elizabeth Burrows asked and if submitted a name to state will entity then be that name or will they always be tracked separately. Ed Connors mentioned they will always track separately and want to know how much to run school. Amy McMullen mentioned a line item of larger account. Ed mentioned we will need to figure out on cost basis the people that are working in both buildings. Ed mentioned doing away with district wide and want broken down on where teachers are on percentage basis. The state wants to know cost per pupil. Ed asked in terms of the merger how do you see the merger. When looking at class sizes is that part of your plan. Do you want to approach this question?

Dave Baker mentioned going forward need larger discussion on how approach budgets, shifting kids, teachers. The sooner we start that discussion will give us direction as to how look at that: 1. Name; 2. Process; 3. look at total per pupil cost.

Name Change:

Elizabeth Burrows mentioned considerations for the naming process:

- Proposals in writing and include reasons for suggestion
- Done through administration
- Word out to school community and at large and anyone can make proposal
- Put out in media

Elizabeth Burrows asked if there is a budget for the cost of creating a logo, getting things out there. Ed Connors mentioned cost is shared by both schools. Kris Garnjost mentioned creating the logo could be post budget. Dave Baker mentioned there is no money for this merger process. Elizabeth Burrows mentioned is a district merger and with Act 46 was a grant. Amy McMullen feels the money may have gone away. Elizabeth Burrows mentioned she thought merger grants sunset next year.

Timeline for Name Change: 1. Board decision to initiate process; 2. Solicitation of submissions; 3. Administration share with board; 4. Vote.

Elizabeth Burrows feels it is important to include the students. Start solicitation by October 1. Kris Garnjost mentioned this is a name for the district as the schools will maintain their names. Amy McMullen mentioned the longer we give people the longer it will take. Submissions should start on October 1 and end on October 15.

Submissions should be sent to: Diane Tessier at dtessier@wsesu.net

Perimeters for voting: anything 3 and 3 gets tossed. Elizabeth Burrows would like a unanimous vote. Bill Yates feels name should be something simple and not WW or UU. Looking for consensus in voting.

Vision Draft:

Nancy Pedrick feels the draft is way too wordy, as does Kris Garnjost. Remember the audience is the whole school district. Amy McMullen mentioned a vision is short. The mission statement is multiple sentences. Kris Garnjost mentioned vision statement we want to be a straightforward statement.

The vision statement reads: We honor, encourage and celebrate the excellence, diversity, and aspirations of each learner through creative and motivating challenges.

Agenda: October 29

Name Change

Budget Process

Mission Statement

Adjournment:

Elizabeth Burrows asked for a motion to adjourn the meeting. Amy McMullen moved; seconded by Bill Yates; motion passed.

Meeting adjourned at 8:07 PM.

Respectfully submitted,

DRAFT