

**CHELSEA BOARD OF SCHOOL DIRECTORS**  
**Regular Meeting**  
**Wednesday, February 6, 2013**  
**6:30 P.M.**  
**Chelsea School Library**  
**MINUTES- APPROVED 2/20/13**

School Board Members Present:

Joe Spinella – Chair  
Emily Marshia – Vice Chair  
Kylie Eastman – Clerk  
Rebecca Mattoon  
Calvin Johnson

Administration Present:

David Bickford – Superintendent  
Tara Weatherell – Note Taker

Community Members Present:

None

Faculty Present:

None

- 1.0 Call to Order **Meeting called to order at 6:35**
- 2.0 Pledge of Allegiance
- 3.0 Action: Approve Minutes
  - 1.1 Action: Act to Approve the Minutes of January 16, 2013 **Board moved and approved the minutes of January 16, 2013**
  - 1.2 Review Previous Action Items:
  - 1.3 Other
- 4.0 Adjustments to the Agenda
  - 4.1 Assign Times
  - 4.2 Appoint Time Keeper
  - 4.3 Other
- 5.0 Business Office
  - 5.1 Report:
    - 5.1.1 Budget comparison between schools was handed out to the members for review
    - 5.1.2 Health Insurance Premiums may not be as high as initially estimated, still in negotiations
  - 5.2 Other:
- 6.0 Director of Special Education
  - 6.1 Report: None
  - 6.2 Other:
- 7.0 Correspondence
  - 7.1 Received correspondence from Vermont School Boards – members received this directly
  - 7.2 Other
- 8.0 Public Comments
  - 8.1 Parent inquired if the concert through OWSU is mandatory; this concert is not mandatory, but it is strongly urged that the students participant in the concert in the evening. **The recommendation was**

**made the schedule to be shared with all the parents showing that there are meals and down time provided throughout the day.**

- 8.2 Parent inquired about the day that the school was supposed to start late and then the water line broke and made the suggestion that there be more notice before the buses go out. **Mark explained under this circumstance it was hard to put out the notice but may have been able to get the Alert Now out a little faster and will work to do this if this happens again.**
- 8.3 Joe noted that he had seen the Budget Report from RTCC to the Voters in the Herald, Joe thought was an excellent idea and brought it to share if someone had not seen it.
- 8.4 Other

9.0 Principal

- 9.1 Report: Principal's Report
  - 9.1.1 Thank You received by the Athletic Director from Leslie C Howard-McIntyre (Chelsea alumni) watched her son at another High School play his game and she saw pink everywhere and was so proud that Chelsea was wearing Breast Cancer Awareness shirts. She is a Survivor and was so thankful that Chelsea is helping to save lives.
  - 9.1.2 John Udis has completed his work and reported it out to the Superintendent and Principal unfortunately the meeting was set for the day the water line broke and will need to reschedule. **Will bring the report next time to share with the Board**
  - 9.1.3 Tech Committee would like to make iPad demonstrations to the Board and to the Community to share how they are currently and actively being used in the classroom
  - 9.1.4 Fall 2012 NECAP Results – were released for grades 3-8 & 11 in reading, math and writing (5, 8, and 11) completed a review of the results. Board discussed how as a school they can improve and get better policies in place to continue to facilitate success in learning by all students, and that success always be measured based on input and output from all students.
  - 9.1.5 Grades 3-8 Timed Computation Tests; will be administering the winter time computation tests to students prior to Mid-Winter Break. Baseline and winter class results will be available in early Marc
  - 9.1.6 Teacher training was held on January 21<sup>st</sup> in-service on the new phone system. Training was provided by Key Communications. A webinar refresher on Web2School was also held. The school will be utilizing additional features of Web2School including attendance and elementary report card features to be implemented by Fall 2013.
  - 9.1.7 Smart Balance Pilot Preparation: Meetings have been held with Mike Tisdale, Parrish Eiskamp and Pam Quinn to ensure that the school is all set for the administration of the pilot assessments. The assessments are computer-based. The pilot window is March 6-21, 2013.
  - 9.1.8 Common Core Math: Planning underway by Curriculum Director Shirley Ferguson to bring teams of teachers together K-2, 3-5, 6-8 and 9-12 across OWSU to begin curriculum work on common core math. Shirley has been visiting classrooms in Chelsea and at other OWSU schools to familiarize herself to faculty, curriculum and instruction
  - 9.1.9 CPS participated in the VT Youth Risk Behavior Survey sponsored by VT Dept. Of Ed and VT Dept of Health on February 5, 2013. Questions included nutrition, alcohol, tobacco and other drug use, physical exercise and injuries.
  - 9.1.10 Tech Consultant, Mike Tisdale and Head of Maintenance Terry Libby have partnered to expand our multiple, limited existing camera surveillance systems to a single, more robust, and expandable system. Investing approximately \$1,100 in an IP Camera System to run on our existing network infrastructure. The additional interior and exterior cameras, combined with software, will better serve our video surveillance needs, both for recorded monitoring, as well as real-time monitoring from any web-based computer who is authorized. With IP camera technology becoming increasingly less expensive with virtually limitless expandability – it is the fiscally prudent way for us to proceed in ensuring our school is a secure learning environment for students, staff and visitors.
  - 9.1.11 Junior Iron Chef: We have a team of 5 students participating/competing this weekend Feb 2<sup>nd</sup> at the Jr Iron Chef competition in Essex VT
  - 9.1.12 FEED Class: Group of teacher and other community members are currently participating in a 6 week class to enhance their skills around implementing FEED into our curriculum
  - 9.1.13 RTCC Site Visit – Mindy Farnham is working to schedule a site visit

- 9.1.14 Amanda Greene will be representing CPS at the Winooski Valley Jazz Festival on February 7-8, 2013
- 9.1.15 All State Music Festival: Jade Edwards, Lindsey Greene, Amanda Greene, and Christie Galfetti auditioned for All State Music Festival held on January 19<sup>th</sup>
- 9.1.16 OWSU Music Festival: Sixty (60) students will be participating in the OWSU Music Festival on March 14<sup>th</sup>. Chelsea Music Teacher Jen Chambers will be the elementary conductor
- 9.1.17 Winooski Valley Music Festival: Alexis Allen, Grace Kay, Ashlee Button, and Tucker Chapin will be signing in the middle school chorus at the Festival on April 3<sup>rd</sup>
- 9.1.18 Community School Luncheons scheduled include the following: Parent's Luncheon March 21<sup>st</sup>, Grandparents' Luncheon April 11<sup>th</sup>, Chelsea Senior Citizens May 17<sup>th</sup>
- 9.1.19 Spring Musical – "Celebrating the 100 Years of Chelsea School" is under way. Art Teacher Dee Miller and Music Teacher Jen Chambers are recruiting students K-12. The teachers will be conducting a large scale media blitz (print, television, and radio outlets) leading up to the May 30<sup>th</sup> performance
- 9.1.20 Elementary Volunteer: Community member Rita Chambers has volunteered to work with the elementary students and teachers each Friday. She visited the classes for the first time on Friday, February 1<sup>st</sup>. She is very enthusiastic and is eager to support the academic growth of the elementary students
- 9.1.21 Opinion Survey: For future Board consideration as Community Forum information is analyzed, and a vision, mission, beliefs and objective are developed and written, Principal recommends an annual opinion survey that he has used in previous districts.
- 9.1.22 Discussion on 2013-2014 School Calendar
- 9.1.23 Discussion on 2013-2014 Class Schedule
- 9.1.24 Diversity Day Flyer that will be going out on Thursday was shared with the Board, there is an invite to families and community members participate on February 14.
- 9.2 Report: Student Enrollment Report (exhibit 1) 183 Students as of January 24, 2013
- 9.3 Report: Energy Audit Response ( to be emailed)
- 9.4 Other:

10.0 Superintendent

- 10.1 Report: Legislative Update
  - 10.1.1 School Lunch Funding is going to have a straight and relatively easy path; this does lift a burden to families especially those with multiple children.
  - 10.1.2 Dual Enrollment is seen by some as very attractive as it can assist in cutting down cost. Governor is proposing that the General Fund cover the start up of this program in the future would come out of the Ed Fund
  - 10.1.3 Universal Access to Preschool has hit a bump with the funding source
- 10.2 Other:

11.0 OWSU

- 11.1 Report: Update on Negotiations: None
- 11.2 Future Meeting Dates:  
 February 7, 2013 @ 6:00 PM – Negotiations @ South Royalton  
 February 14, 2013 @ 6:30 PM – Executive Committee @ OWSU  
 February 21, 2013 @6:00 PM – Negotiations @ South Royalton

12.0 RTCC Representative

- 12.1 Report: None
- 12.2 Other:

13.0 Old Business

- 13.1 Report: Energy and Mechanical Bid Specification – reviewed the original request for proposal that went into the newspapers and it did include the Centralized Control system, however the signed contract did not. **David is arranging for Principals, Board Chairs and Head of Maintenance to Orange Southwest to see how they went through the steps in some efficiencies in Building & Grounds and developing a common approach as they have saved a lot of money by doing this**

- 13.2 Terry can replace the roof vents this summer and some of the major areas that the auditor went over last time with the board will need to go out to bed, example: insulating, master control, etc.
- 13.3 Other:
- 14.0 New Business
  - 14.1 Report: Energy Committee Report
    - 14.1.1 Letter from Phil provided the Letter of Intent and some additional information - Joe could not open the Kilowatt cover letter and Rebecca will try to see if can open it. **Joe will invite the individuals that need to be involved in this discussion to the next meeting to review and discuss the course of action**
  - 14.2 Traffic & Pedestrian Safety
    - 14.2.1 Emily had got information from Safe Routes From School and will provide the information to Mark for review **Emily will work on a draft letter**
    - 14.2.2 Calvin did have a suggestion to go to the Town and ask for a sign to posted No Left Turn
    - 14.2.3 Mark suggested put a flashing light with a further reduction of speed during school hours
  - 14.3 Other:
- 15.0 Future Agenda Items:
  - 15.1 Special Revenue Funds
  - 15.2 Town Meeting Planning needs to be added to next meeting's agenda**
  - 15.3 Other
- 16.0 Future Chelsea Meetings
  - 16.1 Regular Meetings  
February 20, 2013 @ 6:30 PM
- 17.0 Other Business
- 18.0 Executive Session: *None*
  - 18.1 Return to public session
  - 18.2 Other:
- 19.0 Adjourn **Adjourned at 8:55**

Respectfully Submitted,  
Tara Weatherell, Note Taker and Kylie Eastman, Clerk