

**HARWOOD UNIFIED UNION SCHOOL DISTRICT
WEDNESDAY, MARCH 22, 2017 7:00-9:30 P.M.
HARWOOD UNION HIGH SCHOOL LIBRARY**

Approved Minutes

Attending: Christine Sullivan, Rosemarie White, Heidi Spear, Maureen McCracken, Caitlin Hollister, Alex Thomsen, Jim Casey, Jill Ellis, Alycia Biondo, Garrett MacCurtain, Rob Williams, Peter Langella

Administration: Brigid Nease, Michelle Baker, Sheila Soule, Tom Drake, Lisa Atwood, Amy Rex, Denise Goodnow

1. Christine called meeting to Order at 7:02.
2. Additions or Deletions to Agenda: none
3. Public Comments: Pete Coulis – are parents and students happy with the system of Proficiency-based learning? Feedback: people and students have a vision of system but reporting system needs to be in place. Most feedback is all over the map. Peter an advocate of proficiency-based learning, and have talked with Amy about these issues. Asked how is that going to work for college? Called many schools using this system, and college admissions. All agreed that there was no problem with this system, but need more incremental steps.

Tom Berry: reporting will help a great deal. Gap is having a granularity of where kids are in the class. Seems almost like a pass/fail. Will it handicap kids when ready for college?
(Amy said they are having a panel of college admissions counselors in the spring to discuss these issues. Each will talk about their process and ask attendees to break into groups and explore issues.)

Another parent: No parent/teacher conferences, no idea how their kids are doing, no comments from teachers. Big gap in communication.

Sally: bubble on Power School or look at tower – tricky to find information. Report card was confusing. Is Prof-Based held against a graduation standard or a grade system.

Laura Caffrey: what is the time frame for improving this reporting system?

4. Action Items:

- A. Approve Board Minutes of 3/6/2017 and 3/8/2017 –
- B. Approve HUUSD Annual Meeting Minutes of 3/6/2017 – strike 4th bullet about HSA plan; top of 3rd page, Heidi said would not close school for first four years. Working groups – only facilities work group touring each building. Jon Jamison (not John); same page – Scott Mackie - Heidi issue said just because excess capacity “can’t do harm.” **Rob moved to accept minutes as amended, seconded by Alycia. Motion carried.**
- C. Selection of VMERS retirement group for HUUSD employees-Required by VT State Treasurer's Office: Need to bring together in one plan – all employees who work 30 hours and not covered by contract. Can't have all separate plans. Recommend all move into Plan B. (If moved to group A, retirement plan would change from age 62 to age 65.) **Rob**

moved to moved to have Plan B, seconded by Peter. Motion carried unanimously.

D. Policies: Adoption of F-13L, F-14L, and F-33L:

Policy has already been moved to adopt – approved unanimously

E. Policies: Move to warn for 1st reading or continue to next agenda:
Gabe presented policies with changes shown in red (made by the committee) and in blue (by the VSBA). Six were moved to the 1st reading bucket list:

C6-9

D2-9

D7-9

D6-9

D8-9

C8-L

- a. C-6-R: Notice of Non-Discrimination
- b. D2-R: Professional Development
- c. D6-R: Substitute Teachers – (most mandated by statute)
- d. D7-R: Volunteers and Work Study Students – (mandated by statute)
- e. D7-R-P: Volunteers and Work Study Students Procedures – remove from tonight's list.
- f. D8-R: Alcohol and Drug Free Workplace
- g. D11-R: Drug and Alcohol Testing (Transportation Employees)
- h. D-12-R: Harassment of Employees
- i. D-13-R: Health Insurance Portability and Accountability Act Compliance
- j. E7-R: School Crisis Prevention & response
- k. E7-R-P: Procedures for Bomb Threats
- l. E8-R: Tobacco Prohibition
- m. E8-R-P: Procedures for Tobacco Prohibition.
- n. F1-R: Student Conduct and Discipline
- o. F1-R-P: Procedures for Student Conduct
- p. F5-R: Education Records.
- q. Discussion of "quorum" will be 50.1 voting points.

Rob voted to put six policies in 1st reading bucket; balance will be on next agenda, seconded by Jim. Motion carried.

5. Discussion Items

A. Presentation: Proficiency Based Learning and Performance Reporting: (60 minute)

Goals of presentation:

Understand the context behind the shift to Proficiency-Based learning

Examine how proficiency translates to classroom application

Share steps that have been take so far and work underway

Sheila Soule, and committee – Tom Drake, Lisa Atwood and Amy Rex- all explained parts of the process of proficiency based learning and the steps to achieve success, personalized learning, etc. Very informative video about this on the HUUSD web site.

Harwood had a method of doing this proficiency-based learning even before it was mandated. Searching for a software system to use for Proficiency-based grading and reporting.

Next steps: Global Best Practices Self-Assessment and revised Action Plan development, extending to lower grade, updated and revised reporting systems.

Need another session because no one on the board had an opportunity to respond to these issues. Plan to make this happen soon.

B. Board Retreat Planning (administrators interested in joining the group) - date, agenda items: all board reported in survey. Time? most prefer August or September weekdays; 3-9 pm. Place? Topics? Visioning, equity, team building, budgeting. Next Steps: budget? Food; No cost for space. Having a fascinator? Next step: pinpoint dates, place, establish a per person food budget. Alycia to research the space where she works which might work well and at no charge. Caitlin will put together another Doodle.

C. Developing the Budget Process FY 19:

Guiding Questions

- (a) What wasn't included in the process that should be?
- (b) What was included in the process that shouldn't be?
- (c) What information is needed that wasn't presented?
- (d) What other changes are necessary?

6. Reports

A. Work Group Reports (20 min.)

i. Communications – School Advisory Committee handout. Policy on community input is available. Administration also putting something together around Community Engagement. Rob suggests bring this topic back to another meeting. Talk about whether any of the board members should be on the committees? Principals may be on these committee. Merge with PTOs? Try not to have silos – concerned if only one of the board members speak to a specific committee. Have the committees report information in writing for board to review, etc.

- ii. Facilities
- iii. Policy
- iv. Negotiations

7. Superintendent and Director of Finance Reports: Administration reflects after each meeting. Recommendation – go to two administrators rotate sitting at the meeting table instead of all being in the audience. Not in favor of having principals coming here and doing a presentation for each school. Feels it sets up competition and creates silos. Prefer talking with board on specific topics; present on themes, etc. Admin can offer board members a tour of any of the schools at any time. Suggest board keep meetings at Harwood for logistical reasons.

8. Other Business

9. Future Agenda/Calendar Planning (15 min.)
10. Adjourn: **Heidi moved to adjourn at 9:58, seconded by Rob. Motion carried**

Submitted by Freya Chaffee