

Washington West Supervisory Union Executive Committee
“UNOFFICIAL” Meeting Minutes for April 9, 2014
Washington West Central Office

WWEC Members Present: Doug Mosle (Fayston), Deb Hunter (Harwood, arrived at 5:48 p.m.), Dale Smeltzer (Harwood), Jim Burmester (Moretown), Christine Sullivan (Waitsfield), Mike Ketchel (Warren), Steve Odefey (Waterbury-Duxbury), and Jason Gibbs (Waterbury-Duxbury, arrived at 5:38 p.m.)

Administrators Present: Sheila Soule, Michelle Baker

In the absence of the Chair and Vice-Chair, Sheila Soule called the meeting to order at 5:34 p.m. and Doug Mosle volunteered to lead the meeting.

1) Action Items:

- a) **Approve minutes of February 12, 2014:** Steve Odefey moved to approve the minutes of February 12, 2014 as written. Christine Sullivan seconded the motion which passed unanimously.
- b) **Approval of Tyler Technology Agreement for Fiscal and HR Management** – Michelle Baker provided a handout containing information about this proposed purchase agreement. They had looked at two different options – either purchasing the software as a service versus purchasing the licensing which turned out to be less expensive over the long term. The biggest part of the cost is consultant work and training. (Jason Gibbs arrived at 5:38 p.m.) The total proposed cost is \$96,862, to be split over 5 years. This company has about 65% of the school market in VT at this point. (Deb Hunter arrived at 5:48 p.m.) She asked the WWEC to take action on two aspects needed.
ACTION: Dale Smeltzer moved to authorize a software license agreement, professional service agreement and master hosted services agreement with Tyler Technologies, Inc. for a total cost of \$96,862 Mike Ketchel seconded the motion which passed unanimously.
ACTION: Mike Ketchel moved to approve a five year lease agreement with MLC (Municipal Leasing Consultants) for the financing of the software and implementation costs. Steve Odefey seconded the motion which passed unanimously.
- c) **Approval of Memos of Understanding for (1) WWSU & HUHS Operations and Maintenance Director and (2) WWSU & Valley Schools for Valley Technology Coordinator** – Michelle briefly explained these MOU's, which were provided in the board packet and have been in place in the current year, needing to be renewed. She reported that the current Operations and Maintenance Director, Ray Daigle, has submitted his resignation, so only one position is ready to be authorized. Keith Puffer is the Valley Technology Coordinator, and he is in his first year. Mike Ketchel moved to approve the MOU for the Valley Technology Coordinator. Deb Hunter seconded the motion which passed unanimously.

2) Discussion Items

- a) **Review WWSU Financial Report** - The report was provided in the board packet, and showed a projected fund balance of \$955 for the current fiscal year.
- b) **Policy Packet #4 Edits and Review** - The policy packet was reviewed with the following policies continuing to be included, with minor edits as noted on the printed copy:
 - i) F10 Student Activities and Interscholastic Sports
 - ii) F19-R Limited English Proficiency Students
 - iii) F21-R Firearms (Note: Administrative Procedures needed to clarify definitions for all that is included as a “firearm” plus how to deal with replicas)
 - iv) F23-R Participation of Home Study Students
 - v) F24-R Hazing
 - vi) F26 The Use of Restraint and Seclusion
 - vii) F27-R Pupil Privacy Rights
 - viii) F18-L-HUHS Eighteen Year-Old Students (Harwood only)**ACTION:** Steve Odefey moved to recommend these policies and edits to the local boards for adoption in June after a first reading in May. Deb Hunter seconded the motion which passed unanimously.

- 3) **Other Business** – There was none
- 4) **Adjournment** – Steve Odefey moved to adjourn the meeting at 7:23 p.m. Deb Hunter seconded the motion which passed unanimously.

Minutes recorded by Dale Smeltzer