

Washington West Supervisory Union Executive Committee
"OFFICIAL" Meeting Minutes for September 10, 2014
Washington West Central Office

WWEC Members Present: Doug Mosle (Fayston), Deb Hunter (Harwood, arrived at 5:45 p.m.), Dale Smeltzer (Harwood), Jim Burmester (Moretown), Eve Frankel (Waitsfield), Mike Ketchel (Warren), Steve Odefey (Waterbury-Duxbury), and Ben Smith (Waterbury-Duxbury)

Administrators Present: Brigid Scheffert, Sheila Soule, Donarae Dawson, Michelle Baker

Others: Heidi Spear (Fayston)

Eve Frankel called the meeting to order at 5:33 p.m.

1) Action Items

- a) **Approve minutes** - Eve noted that there was not a quorum at the June meeting so no action could be taken. She read the statement in the minutes regarding the discussion, which did not need approval because it was not an official meeting. The May minutes will be approved at the next meeting so that they can be reviewed in advance.
- b) **MOU for Director of Operation and Maintenance** - Brigid Scheffert explained that Joel Fitzgerald has been hired for this position, which is paid by Harwood unless other schools need some work done. Nothing has changed from the previous MOU. Steve Odefey moved to authorize Eve to sign this MOU on behalf of the WWSU board. Mike Ketchel seconded the motion which passed unanimously.
- c) **Section 125 Documents and 403b Documents** - Brigid noted that these are the same documents that have had to be approved by the local boards. Mike Ketchel moved to authorize Eve to sign the Section 125 Document on behalf of the WWSU. Ben Smith seconded the motion which passed unanimously. Mike Ketchel moved to authorize Eve to sign the Section 403b Document on behalf of the WWSU. Ben Smith seconded the motion which passed unanimously.

2) Discussion Items

- a) **End of Year Financials 2014** - The report had been distributed by email to board members, reporting that the fiscal year 2014 ended with a fund balance of \$8,880 that can be applied to the FY2016 budget. Michelle Baker noted that "District Services" are now shown separately, as more and more functions or changes behind the scenes increasing the flow through the SU, are being overseen by the SU according to new state or federal accounting rules (for example, food service free & reduced lunch reimbursements).

Deb Hunter arrived at 5:45 p.m.

- b) **Review Superintendent's FY15 Start-up Reports** - Brigid noted that in an effort to have everybody informed, she has sent out all reports to all stakeholders. She hopes that this will help everyone understand the scope of the work that needs to be accomplished by principals in the schools. She then distributed paper copies of her latest report, for board members, titled "Start of the School Year Report - The State of the State".
- c) **Collective Bargaining 2015 - New WWSU Agreement** – Brigid noted that the negotiations delegates from the local boards are as follows: Waterbury-Duxbury – Steve Odefey, Fayston not yet designated, Moretown – Gabe Gilman, Warren – Rob Rosen, Waitsfield – Helen Kellogg, Harwood not yet designated. There was discussion as to how to proceed with the process in terms of how much involvement from the board team, and there was concurrence that staying with the former process was desirable given the changes that might be considered. There was then discussion as to what goals should be considered for the negotiations, including teacher work year and needs-based professional development.

- d) **Discuss and Decide the Work Plan for WWEC for FY 15** - Eve noted that some of the topics for the next one or two meetings are listed on the agenda, but there is a need to decide the priorities for the remaining meetings. Various suggestions were presented and discussed. The following five topics were identified, and it was noted that some of them are inter-related.
- i) SHARED RESOURCES (e.g. centralization of food service and maintenance) including PR campaign needs
 - ii) HARWOOD's new initiatives and vision
 - iii) HOW IS OUR CURRENT GOVERNANCE WORKING/what would be gained and lost by consolidation
 - iv) COLLECTIVE BARGAINING
 - v) CURRICULUM EQUITY AND OPPORTUNITY

- 3) **Other Business** – There was none
- 4) **Executive Session:** Mike Ketchel moved to go into Executive Session at 7:50 p.m. for the purpose of employee discipline with the Superintendent invited. Steve Odefey seconded the motion which passed unanimously. It was agreed to come out of executive session at 8:05 p.m. with no action taken.
- 5) **Adjournment** – Steve Odefey moved to adjourn the meeting at 8:06 p.m. Ben Smith seconded the motion which passed unanimously.

Minutes recorded by Dale Smeltzer