

**MINUTES OF THE ORGANIZATIONAL MEETING OF THE
HARWOOD UNIFIED UNION SCHOOL DISTRICT**

August 31, 2016 at 6 p.m.

The meeting was called to order at 6:05pm.

Welcome and swearing in of Board members by VT Secretary of Education, Rebecca Holcombe.

The legal voters of the Harwood Unified Union School District (Unified Union District), comprising the voters of the Towns of Duxbury, Fayston, Moretown, Waitsfield, Warren, and Waterbury, are hereby notified and warned to meet at the Harwood Union High School, on August 31st, 2016, in the library at 6 p.m. to conduct the following business:

Article 1: To elect a temporary presiding officer and clerk from among the qualified voters.

Gabriel Gilman moved that Mark Morse be elected temporary presiding officer of the HUUSD Organizational meeting and Carla Lawrence be elected Clerk for the HUUSD Organizational Meeting. The motion was seconded by Christine Sullivan and passed unanimously.

Article 2: To adopt Robert's Rules of Order or other rules of order to govern the parliamentary procedures of this and subsequent meetings of the Unified Union District.

Maureen McCracken moved that Robert's Rules of order be adopted to govern the procedures of this and subsequent meetings of the HUUSD. The motion was seconded by Heidi Spear and passed unanimously.

Article 3: To elect the following officers to serve from their election and qualification for one year or until the election and qualification of their successors:

- Moderator
- Clerk
- Treasurer

Rosemarie White moved that Jeff Kilgore be elected as Moderator, Laura Titus be elected as Clerk and that the Washington West SU Treasurer serve as the HUUSD Treasurer until the election and qualification of successors. The motion was seconded by Jill Ellis.

Rob Williams asked who the current Treasurer is for the Washington West Supervisory Union. The Treasurer is Doug Mosle. He also asked who Jeff Kilgore is, and the response was that Jeff Kilgore is the Moderator for the Town of Waterbury.

Rob Williams asked that the offices be voted separately.

Alycia Biondo moved that nominations cease and the Clerk cast one ballot for the Jeff Kilgore as Moderator. The motion was seconded by Alex Thomsen and passed, with Rob Williams abstaining.

Garett MacCurtain made a motion that nominations cease and the Clerk cast one ballot for Laura Titus as Clerk. The motion was seconded by Rob Williams and passed unanimously.

Alycia Biondo made a motion that nominations cease and the Clerk cast one ballot for Doug Mosle as Treasurer. The motion was seconded by Garett MacCurtain and passed unanimously.

Article 4: To determine and approve compensation, if any, to be paid Unified Union District officers.

Michelle Baker explained that the payments made by Harwood are \$300 to the Clerk, \$100 to the Treasurer and \$0 to the Moderator. She then explained the duties of the officers.

Gabe Gilman moved that \$100 be paid to the Moderator, \$100 to the Clerk, and \$300 to the Treasurer to cover fees and expenses. The motion was seconded by Alycia Biondo and passed unanimously.

Article 5: To establish a date of the annual meeting.

A discussion was held as to when to hold the annual meeting as it must be held within 10 days of Town Meeting, which places the date during school vacation.

Rob Williams moved that the annual meeting of the HUUSD be set as the Monday before Town Meeting for all matters other than those involving Australian ballot and that the matters regarding Australian ballot are conducted on Town Meeting Day. The motion was seconded by Alex Thomsen and passed unanimously.

Article 6: To establish provisions for the payment of any expense incurred by the Unified Union District.

Gabriel Gilman moved that the HUUSD comply with the provisions of 16 VSA Section 563, subdivisions (8) and (9), regarding the payment of expenses and the maintenance of financial accounts and records. The motion was seconded by Christine Sullivan.

Gabriel Gilman read a portion of subdivision 8 which outlines that a school board may authorize a subcommittee, the superintendent of schools, or a designated employee of the school board to examine claims against the district for school expenses and draw orders, and asked if a choice should be made. A brief discussion was held.

The motion passed unanimously.

Article 7: To authorize the Unified Union District to borrow money pending receipt of payments from the State Education Fund by the issuance of its notes or orders payable not later than one year from date provided, however, that the newly formed Unified Union

District is authorized by Vermont Statutes to borrow sufficient funds to meet pending obligations.

Rosemarie White moved that the HUUSD have the power to borrow money pending receipt of payments from the State Education Fund by the issuance of its notes or orders payable not later than one year from date provided, however, that the newly formed Unified Union District is authorized by Vermont Statutes to borrow sufficient funds to meet pending obligations. The motion was seconded by Gabriel Gilman and passed unanimously.

Article 8: To determine and approve compensation, if any to be paid to the School Board of Directors.

Discussion followed that historically, school board members have been paid, but not equivalent amounts between districts. Michell Baker gave a range of payments. Brigid Nease stated the compensation statewide is somewhere between \$400 and \$600.

Alycia Biondo moved a sum of \$500 per year be paid to the School Board of Directors to cover fees and expenses. The motion was seconded by Gabe Gilman.

Jim Casey asked if Board officers should receive enhanced compensation and suggested that the Chair should receive an additional \$300. Discussion continued as to how much Board members should be compensated.

The motion was restated that School Board of Directors receive \$500 per year to cover fees and expenses, that the Chair receive an additional \$200 if the body so elects, and that if the body chooses to elect a Co-Chair or Vice-Chair, that they will be compensated in the same manner as the elected Chair of the Board. The motion was seconded and passed unanimously.

Article 9: To determine whether to authorize the Board of School Directors, pursuant to the provisions of 16 VSA, Section 563 (10) & (11)(C), to provide mailed notice to residents of the availability of the Annual Report and proposed school budget in lieu of distribution of the annual Report and proposed budget.

Discussion was held about availability of the report and how notice shall be given. Maureen McCracken stated that there is value to mailing a notice to the voters of the availability of the Annual Report.

Gabriel Gilman move to authorize the Board of School Directors, pursuant to the provisions of 16 VSA, Section 563 (10) & (11)(C), to provide mailed notice to residents of the availability of the Annual Report and proposed school in lieu of distribution the annual Report and proposed budget. The motion was seconded by Alexandra Thomsen.

A discussion was held with regard to enhancing the motion to include various forms of availability, including posting to websites and distributing to Town Clerks. The motion, as originally stated, passed unanimously.

Article 10: To transact any other school business thought proper when met.

Brigid Nease explained that the meeting would adjourn and immediately following the HUUSB Board meeting would be called to order.

Alycia Biondo moved to adjourn the meeting at 7:15pm. The motion was seconded by Rob Williams and passed unanimously.

Respectfully submitted,

Carla Lawrence
Waterbury Town Clerk

Approved on: _____

Alycia Biondo

Maureen McCracken

Jim Casey

Colleen Ovelman

Jill Ellis

Heidi Spear

Gabriel Gilman

Christine Sullivan

Sam Jackson

Rosemarie White

Peter Langella

Rob Williams

Garett MacCurtain

Alexandra Thomsen