

DANVILLE SCHOOL BOARD
Special Meeting
Tuesday, June 27, 2023, 6:00pm
Danville School Library & Zoom Teleconference

Board Directors Present: Clayton Cargill, David Towle, Tim Sanborn, Melissa Conly

Planned Absence: Molly Gleason

School Administrators and Staff Present: Mark Tucker (Superintendent), Sarah Welch (Elementary Principal), David Schilling (Interim Secondary Principal), Incoming Secondary Principal Natalie Conway

Public Present: Andrew McGregor , Caledonian Record

1. **Call Meeting to Order:** Clayton called the meeting to order at 6:00pm. Introductions were made around the room.
2. **Additions/Changes to the Agenda:** (Proposed additions or deletions/Possible agreement) None
3. **Approve Minutes:**
 - June 6, 2023
 - June 14, 2023
 - June 19, 2023
 - June 21, 2023

Four sets of minutes were discussed and had been reviewed by the board.

Motion by Tim Sanborn to approve 4 sets of minutes. Seconded by Melissa Conly

Motion Carries, minutes approved.

4. Administrative Reports:

- **Superintendent:**

No Written Report.

The Superintendent informed the board about a meeting he had with AOE and specifically the new Agency School Construction Coordinator, a former facilities director from Middlebury College, where they discussed school construction funding and specifically the Danville Building Construction Project. Nothing concrete, but some discussion there around a potential model (the Rhode Island state model) on school construction funding. There is a task group formed to attempt to begin to address this issue at the state level. The State Treasurer is on the task group.

Project Veritas has not yet delivered the Danville report to the state from their assessments done in the early part of the year, but it is expected shortly.

5. Board Business:

- **July 19 Additional Spending Vote**

This is warned and scheduled. Ballots have been proofed, printed (250 to start) and delivered to Wendy Somers, Town Clerk. Additional copies will be made as needed. Vote will be held at Town Hall.

The superintendent has a community letter on the matter ready to send and discussion ensued about how best to deliver to the community. Should we mail it? Should we deliver to the school community via newsletter, and the newspaper? Consensus was “all of the above.” A mailing was discussed, and would be looked into. A facebook posting, a newsletter to the school email list and a posting in the newspaper. An informational meeting is statutory and was scheduled by this board for July 18 at 6pm in the school cafeteria. The Superintendent is away but a presentation will be prepared and Mike Concessi, Finance Director and administration will attend to help answer questions along with available board members.

- **Outgoing Upper School Principal / Danville Works Director Dave Schilling**
(Discussion)

Dave Schilling explained his decision to move to Lyndon Institute to become the director of their CTE Program.

He indicated that the Danville Works program is well staffed and the elimination of his position will make it easier to keep the programming once the grant funding for his position runs out. Works consists of one already funded position (shop teacher) and two grant funded positions at 1.6 FTE (Culinary and Works).

The board thanked Dave for his exceptional work and his continued efforts to better the Danville School. The Superintendent did the same, recalling the years he spent with Dave as a colleague in Washington County SU, then as his supervisor there, and then his supervisor here. All expressed best wishes for Dave going forward and made sure to let him know he'd be missed. Melissa specifically mentioned how well Dave communicates with children and how some of the strongest bonds children had in Danville were specifically to him.

- **[HVAC Proposal:](#)**

The superintendent reviewed with the board a proposal that was solicited for the replacement of HRU units. This proposal was to replace each HRU unit in a one-for-one scenario and came in much more expensive than the proposal that was part of the larger, on hold expansion we had been given from TruexCullins, which had involved reducing the number of units and having duct work. The superintendent wanted to hold off on action and go “back to the drawing board” and look again at the plan and the planning, and go over it again. We need additional proposals and are looking to limit ‘stranded costs’ on our older buildings.

Some discussion about whether the less expensive proposal from TruexCullins was because of the removal of walls, which is not a possibility for a standalone project.

Rob Balivet also made mention of the consideration of lead times.

This will be discussed at future meetings with additional information.

- **Sevigny Fund Updates - Outdoor Basketball Court** *(Discussion)*

The Actual fund review from legal hasn’t yet occurred because the Superintendent hasn’t seen the original forms to send to review.

The fund itself, for outdoor sports maintenance, has been depleted to a degree and the Superintendent had separately recommended not approving any additional spending past what has already been approved.

The original endowment paperwork will be forwarded to the Superintendent and the review will include a discussion with Marvin Pritchard about the purpose of the fund.

There are no proposals for the basketball court, none pending and no action was taken.

- **Hiring Update** *(Discussion)*

The superintendent has a meeting with a World Language Teacher candidate on Wednesday June 28th, and is hopeful.

Past that one shared position was filled in preschool for an early education teacher, Aimee Blake, which was an SU Level hire.

Still an open position for a middle school special education teacher, and several positions open for non-professional staff at all levels.

Interim hiring authority still in effect.

- **Review of Held Fund Accounts** *(Discussion)*

As requested by the board, the finance department presented a review of the held fund accounts, including Unrestricted Funds, Mission and Vision Funds, Capital Fund, Sevigny Fund and the Endowment Fund. Unrestricted surplus is down for several reasons, including having a lower equalized pupil count, but there may be some money added back in post audit. Some of those funds were encumbered by projects approved at the last meeting.

Sevigny Fund spending was recommended to hold for now to allow the fund to replenish.

Not seen was the Brainerd Fund and that was asked for again

Document can be found here: ([Held Funds](#))

- **CCSU Passage of Required Policies [F3](#) and [F4](#)** (*Discussion*)

Clayton reports that the CCSU passed two required policies on behalf of all districts, including Danville. Those policies are as follows.

F3 - Fire and Emergency Preparedness. This policy requires that each school in each district will coordinate, conduct and report age appropriate and adaptive preparedness drills that are options based and individualized as needed.

F4 - Access Control and Visitor Management. This policy requires that all exterior doors are locked during the day. This policy requires that all visitors must check in at a centralized location prior to entry and that a visitor's log must be kept.

The superintendent indicated that the schools in the SU already had procedures in place in each school that went beyond the minimum standard here.

Despite the policies being approved at the SU level, the Danville Board members chose to affirm the acceptance of these two policies, with Dave Towle indicating affirmation, Melissa Conly indicating affirmation, Tim Sanborn indicating affirmation and Clayton Cargill indicating affirmation of their passage.

6. Executive Session: School Security (in accordance with 1 V.S.A. § 313 (10) security or emergency response measures, the disclosure of which could jeopardize public safety.

Motion to go into executive session from Tim Sanborn to discuss school security in accordance with the above statute, inviting members of administration into the executive

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session along with incoming Upper School Principal Natalie Conway. Motion seconded by Melissa Conly. All in favor.

Board moves into executive session at 6.49 PM.

Board exits executive session at 7.01PM.

MOTION - Tim Sanborn makes a motion to accept the quote of the Royal Group for Security Measures for \$22,978.61 from Unrestricted Funds.

Second by Melissa Conly. All in favor, motion carries.

7. Public Comment: none

8. Future Agenda Items / Next Meeting Date

Next Scheduled Meeting - Public Information Meeting on School Vote

July 18, 2023 at 6pm

Future Agenda Items

HVAC Proposal

Hiring Update

Lighting Update

Sevigny Fund Legal

Next Regularly Scheduled Meeting is September 5, 2023

9. Adjourn

MOTION: Melissa moved to adjourn at 7:04PM, Tim seconded, all in favor.

Respectfully submitted by Clayton Cargill, Chair June 28th, 2023