

ORLEANS CENTRAL SUPERVISORY UNION  
**Lake Region Union High School District**  
**Board of School Directors Meeting**

Date: Monday, September 23, 2024 Time: 6:00 pm  
Location: Lake Region Union High School and Virtual

Information to join the meeting:  
[meet.google.com/ixy-kccp-qyq](https://meet.google.com/ixy-kccp-qyq)

Join by phone:  
(US) +1 423-607-0036 PIN: 660 153 422#

OCSU Vision: All of our students will have choices for success throughout their lives.

OCSU Mission: It is the mission of the Orleans Central Supervisory Union to provide an environment that celebrates diversity and creativity, promotes inclusion and integrity, and partners with parents and community members to give students access to a 21st century education.

Public School Board meetings provide a public comment option for every meeting. All topics bring more than one viewpoint and more than one viewpoint is welcome. We expect dialogue and interactions before, during and after board meetings to be civil, respectful and safe for everyone. Thank you for supporting your schools.

AGENDA
--------

**NOTE REGARDING LOGIN/CALL-IN PROTOCOL: Please keep your mic muted unless you are the one needing to speak. This will help with clarity of hearing all parties. Thank you.**

- |  |         |
|--|---------|
| 1. Call to Order   | 6:00 pm |
| 2. Additions or Deletions to the Agenda  |         |
| 3. Board Norms   |         |
| <ul style="list-style-type: none"><li>• Be present: be honest, be respectful, be creative, and value all ideas.</li><li>• Connect our work to goals so that students are at the forefront of our mission.</li><li>• Create clear outcomes and action steps for how to achieve those outcomes with a focus on shared responsibility.</li><li>• Foster an environment of collegiality that includes laughter, respect, and privacy of all members.</li><li>• To target a two-hour meeting with the option to extend if necessary</li></ul> |         |
| 4. Privilege of the Floor  |         |
| <a href="#">Public is encouraged to bring comments/concerns to the board. The board will listen, ask clarifying questions and then will put on future agenda item to discuss further, report on steps taken, or to make necessary motions for action.</a>  |         |
| 5. Student Voice   | 6:15 pm |
| 6. VTCAP Presentation  | 6:20 pm |
| 7. Consent Agenda (Action)   | 6:55 pm |
| <ul style="list-style-type: none"><li>a. Approve Minutes and September 9, 2024 Meeting</li><li>b. Approve Bills</li></ul>  |         |

8. Business of the Board (Discussion and Possible Action) 6:57 pm
- a. Truexcollins Long Term Planning Proposal Round 2
  - b. Motion to approve Superintendent Penny Chamberlin as the authorized representative to vote at the VEHI Annual meetings on October 25, 2024
  - c. Superintendent Search Update
  - d. LR Principal Search and Timeline
  - e. Capital Reserve Request to spend – Facility Committee
  - f. Discussion Sept. 30<sup>th</sup> Board Retreat Agenda
  - g. Education Quality Standards – Effective July 1, 2025
  - h. Glover Board Seat Vacancy
  - i. Employment/Contracts/Resignations
9. Administrative Requests, Reports & Information (Discussion & Possible Action) 7:40 pm
- a. Principal
  - b. Superintendent (see packet)
    - i. Update on COFEC Ownership/Deed
    - ii. Business Office and Business Manager update
10. Board/Committee Reports
- a. Career Center RAB
  - b. OCSU Board
  - c. Solar AdHoc
  - d. OCSU Middle School AdHoc
  - e. Legislative Advocacy
  - f. Business and Operations (set mtgs for FY26 budget cycle)
  - g. Personnel/Negotiations
11. Privilege of the Floor
12. Executive Session (if needed, pursuant to 1 V.S.A. sec. 313) —
- a. Post Executive Session Action (if needed)
13. Future Agenda Items
- a. Truexcollins Building Assessment Discussion: Ongoing
  - b. Strategic Plan and Board Work Plan (Dave)
  - c. Management of Colton Scholarship (Dave)
  - d. Board Self Evaluation
  - e. Update on Boards Use of Communications Platform/Posting Online
  - f. Child Tax Credit (Carousel)
14. Adjournment 8:00 pm

*Note: Should discussion warrant and if the Board votes to do so, some agenda items may be discussed in Executive Session, pursuant to 1 V.S.A. Sec. 313.*

**Upcoming Meetings:**

- LRUEMSD Board — September 30, 2024 — 6:00 pm — Lake Region
- LRUHSD Board Retreat – September 30, 2024 – 5:00 pm – Lake Region
- LRUEMSD Board — October 7, 2024 — 6:00 pm — Lake Region
- OCSU Board — October 2, 2024 — 6:00 pm — COFEC
- LRUEMSD Board — October 21, 2024 — 6:00 pm — Glover School
- **Carousel Mtg**/LRUEMSD & LRUHSD – October 28, 2024 – 6:00 pm — Lake Region

- LRUHSD Board — November 4, 2024 — 6:00 pm — Lake Region
- OCSU Board — November 6, 2024 — 6:00 p.m. — COFEC
- LRUEMSD Board — November 18, 2024 — 6:00 pm — Albany School
- LRUHSD Board — December 2, 2024 — 6:00 pm — Lake Region
- OCSU Board — December 4, 2024 — 6:00 pm — COFEC
- LRUEMSD Board — December 9, 2024 — 6:00 pm — Orleans School
- **Carousel Mtg**/LRUEMSD & LRUHSD — December 16, 2024 — 6:00 pm — Lake Region
- LRUHSD Board — January 6, 2025 — 6:00 pm — Lake Region
- OCSU Board — January 8, 2025 — 6:00 pm — Lake Region
- LRUEMSD Board — January 13, 2025 — 6:00 pm — Lake Region
- LRUEMSD Board — January 27, 2025 — 6:00 pm — Lake Region
- LRUHSD Board — February 2, 2025 — 6:00 pm — Lake Region
- OCSU Board — February 5, 2025 — 6:00 pm — COFEC
- **Carousel Mtg**/LRUEMSD & LRUHSD — February 17, 2025 — 6:00 pm — Lake Region
- [Full FY25 LRUHS Board Calendar](#)

“Proceeding with Purpose”

# **Title 1 : General Provisions**

## **Chapter 005 : Common Law; General Rights**

### **Subchapter 002 : Public Information**

**(Cite as: 1 V.S.A. § 313)**

#### **§ 313. Executive sessions**

- 1) No public body may hold an executive session from which the public is excluded, except by the affirmative vote of two-thirds of its members present in the case of any public body of State government or of a majority of its members present in the case of any public body of a municipality or other political subdivision. A motion to go into executive session shall indicate the nature of the business of the executive session, and no other matter may be considered in the executive session. Such vote shall be taken in the course of an open meeting and the result of the vote recorded in the minutes. No formal or binding action shall be taken in executive session except for actions relating to the securing of real estate options under subdivision (2) of this subsection. Minutes of an executive session need not be taken, but if they are, the minutes shall, notwithstanding subsection 312(b) of this title, be exempt from public copying and inspection under the Public Records Act. A public body may not hold an executive session except to consider one or more of the following:
  - a) after making a specific finding that premature general public knowledge would clearly place the public body or a person involved at a substantial disadvantage:
    - i) contracts;
    - ii) labor relations agreements with employees;
    - iii) arbitration or mediation;
    - iv) grievances, other than tax grievances;
    - v) pending or probable civil litigation or a prosecution, to which the public body is or may be a party;
    - vi) confidential attorney-client communications made for the purpose of providing professional legal services to the body;
  - b) the negotiating or securing of real estate purchase or lease options;
  - c) the appointment or employment or evaluation of a public officer or employee, provided that the public body shall make a final decision to hire or appoint a public officer or employee in an open meeting and shall explain the reasons for its final decision during the open meeting;
  - d) a disciplinary or dismissal action against a public officer or employee; but nothing in this subsection shall be construed to impair the right of such officer or employee to a public hearing if formal charges are brought;
  - e) a clear and imminent peril to the public safety;
  - f) records exempt from the access to public records provisions of section 316 of this title; provided, however, that discussion of the exempt record shall not itself permit an extension of the executive session to the general subject to which the record pertains;
  - g) the academic records or suspension or discipline of students;
  - h) testimony from a person in a parole proceeding conducted by the Parole

Board if public disclosure of the identity of the person could result in physical or other harm to the person;

- i) information relating to a pharmaceutical rebate or to supplemental rebate agreements, which is protected from disclosure by federal law or the terms and conditions required by the Centers for Medicare and Medicaid Services as a condition of rebate authorization under the Medicaid program, considered pursuant to 33 V.S.A. §§ 1998(f)(2) and 2002(c);
  - j) security or emergency response measures, the disclosure of which could jeopardize public safety.
- 2) Attendance in executive session shall be limited to members of the public body, and, in the discretion of the public body, its staff, clerical assistants and legal counsel, and persons who are subjects of the discussion or whose information is needed.
- 3) The Senate and House of Representatives, in exercising the power to make their own rules conferred by Chapter II of the Vermont Constitution, shall be governed by the provisions of this section in regulating the admission of the public as provided in Chapter II, § 8 of the Constitution. (Amended 1973, No. 78, § 2, eff. April 23, 1973; 1979, No. 151 (Adj. Sess.), § 3, eff. April 24, 1980; 1987, No. 256 (Adj. Sess.), §§ 3, 4; 1997, No. 148 (Adj. Sess.), § 65, eff. April 29, 1998; 2005, No. 71, § 308a, eff. June 21, 2005; 2011, No. 59, § 7; 2013, No. 143 (Adj. Sess.), § 3; 2015, No. 23, § 1; 2017, No. 95 (Adj. Sess.), § 1, eff. April 11, 2018.)

ORLEANS CENTRAL SUPERVISORY UNION  
**Lake Region Union High School District**  
**Board of School Directors Meeting**

September 09, 2024, 6:00pm – Lake Region Union High School and Virtual

Minutes
---------

**Board Members in attendance:** Michelle Henderson, Rachel Maxwell, Barbara Postman, Richard Carbonetti, Linda Michniewicz, Jerry Piette, Gerry Cahill, Jesse Coe, David Blodgett

**Administrators/Faculty in Attendance:** Penny Chamberlin, Superintendent; Andre Messier, Principal

**Members of the Public in Attendance:** Jackson Lafont, Ed Barber

**Call to Order:** Board Chair, David Blodgett, called the meeting to order at 6:03pm.

**Additions or Deletions to the Agenda:** Additions: Julie Rose, District Rose; Retreat Agenda

**Board Norms:**

- Be present: be honest, be respectful, be creative, and value all ideas.
- Connect our work to goals so that students are at the forefront of our mission.
- Create clear outcomes and action steps for how to achieve those outcomes with a focus on shared responsibility.
- Foster an environment of collegiality that includes laughter, respect, and privacy of all members.
- To target a two-hour meeting with the option to extend if necessary

**Privilege of the Floor:** No comments made by the public.

**Julie Rose, District Nurse:** Barton Academy and LR graduate. She will be coming to board meetings to give regular reports to the board. Rebranding the office name as “Health Office” vs “Nurses Office” to more clearly embrace the UAPs who are not licensed nurses. The board would like to hear reports about increases of illnesses, mental health related issues as they arise (not student specific), instances of vaping, smoking, etc, how much time is spent reporting to the state

**Legal on the Ownership of the COFEC Building** – Discussion with Kristin Wright of Pietro Lynn’s Office of the procedures necessary to take next steps of establishing ownership of the COFEC building – The conveyance of ownership of the COFEC building should have happened back in 2010 when the contract with NEKLS happened. However, now possession of the building needs to be decided by the voters. Discussion about when to bring the matter to the voters whether in November when the election happens or at the annual meeting.

- A. A motion was made and seconded to request the electorate to allow LRUHSD, at their annual meeting, to approve the conveyance to acquire the COFEC property to the Lake Region High School District at the cost of \$1. (R. Carbonetti/M. Henderson). Passed.

VSBIT (insurance) will be accommodating for this. Discussion about timeline for Nov vs Mar

**Student Voice:** No report at this time.

**Consent Agenda:** A motion was made and seconded to accept the consent agenda. (J. Piette/R. Maxwell). Passed.

- a. Approve Minutes and August 19, 2024 Meeting
- b. Approve Bills
- c. Decommission computers (see packet for list)

**Business of the Board:**

- A. Appoint Authorized Representative to vote on behalf of LRUHS Board at the VSBIT Annual Meeting October 25, 2024:** A motion was made and seconded to approve Superintendent Penny Chamberlin as the authorized representative to vote at the VSBIT Annual meetings on October 25, 2024. (G. Cahill/L. Michniewicz). Passed.
- B. Capital Reserve Request to spend – Facility Committee:** Historically any capital spending has been brought to the board by Andre. All capital expenditures need to be approved by the Board and recorded in the minutes as an approval by motion. Discussion about upcoming projects that might be paid from capital reserve like solar, windows in the cafeteria, etc.
- C. Child Tax Credit discussion for FY26 –** Board had voted to pay the tax in full for FY25 and re-evaluate for FY26. The board agrees that this is a topic for discussion at the next carousel meeting.
- D. High School Principal Search Process and Timeline:** By mid-October, the Board will know if a search for FY26 will be necessary. At that time, the Board will want to start advertising soon to get the best candidates possible. The board feels having community involvement in the interview process will be important. The personnel committee will take the lead of organizing the search, should it need to happen.
- E. Employment/Contracts/Resignations:**
  - a. Lissette Parkin, Spanish Teacher: A motion was made and seconded to accept the superintendent's recommendation to hire Lissette Parkin as a Spanish Teacher to teach 3 hr/day from time onboarding complete until January 17 (end of term). Salary per negotiated agreement. (B. Postman/L. Michniewicz). Passed.
- F. Retreat Agenda:** Discussion about diving deeper into the school budget, evaluating/justifying positions and consideration of cuts to be made as a way to respond to the public's concerns of the increases with a focus on assessed OCSU budget items and non teaching personnel at Lake Region. FY26 Budget Process and Public Engagement and Develop Work Plan will be the topics for the agenda and the board agrees to invite Glenn Hankinson to attend.

**Administrative Requests, Reports & Information:**

- A. Principal:** ALICE Drill was postponed due to the school shooting in Georgia; 3-Acre ground water project concluded Friday
- B. Superintendent:** Public walk-through of Glover School on Thursday; Listen and Learn from the AOE for the NEK Supervisory Board In October; hired a business manager, Melissa Fortuna

**Board/Committee Reports:**

- A. Career Center RAB:** No report at this time.
- B. OCSU Board:** Curriculum Director report; discussion about combining boards; Student Services report, fully staffed, need to hire an ELL teacher; Pre-School report; hope to hire John Castle to lead the Superintendent search; discussion about board members joining OCSU board executive sessions, the answer is no, unless you are a member of the OCSU board. Unanswered question about whether OCSU exec session can move to LR or EMS board members in exec session; discussed the Superintendent's Investigation
- C. Solar AdHoc:** No report at this time.
- D. OCSU Middle School AdHoc:** No report at this time.
- E. Legislative Advocacy:** Information about proposed resolutions is forthcoming; Education Quality Standards are adding another layer of administrative reporting.

- F. **Business and Operations:** Need to set FY26 budget meetings. Tabled until Retreat.
- G. **Personnel/Negotiations:** No report at this time.

**Privilege of the Floor:** No comments made by the public.

**Executive Session (if needed, pursuant to 1 V.S.A. sec. 313)** — No need for an executive session.

**Future Agenda Items:**

- A. Truexcullins Building Assessment Discussion: Ongoing
- B. Strategic Plan and Board Work Plan (Dave)
- C. Management of Colton Scholarship (Dave)
- D. Board Self Evaluation
- E. Update on Boards Use of Communications Platform/Posting Online
- F. Child Tax Credit (Carousel)

**Adjournment:** The Board Chair, David Blodgett, adjourned the meeting at 7:41 p.m.

Respectfully submitted,  
Bryanne Marquis, Clerk

“Proceeding with Purpose”

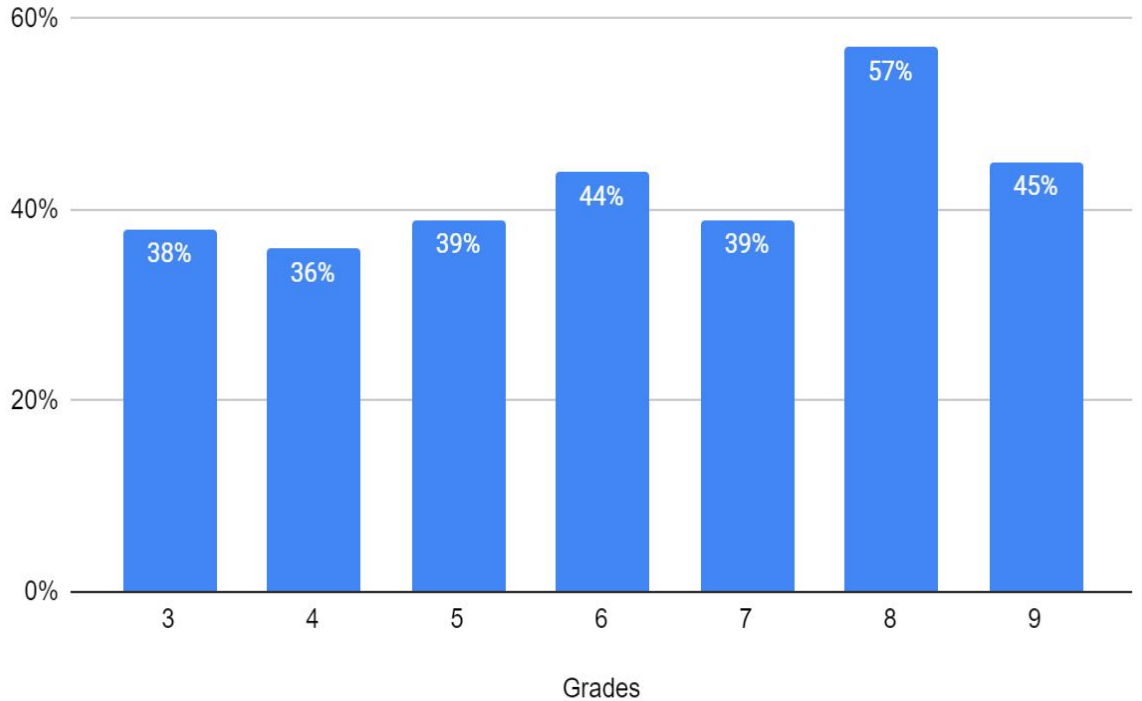


**Vermont Comprehensive  
Assessment Program  
(VTCAP) Data Review  
2023-2024**

# English Language Arts

English Language Arts		
Grades	Number of Students Tested	Performance Level - Meets State Standards
3	71	38%
4	47	36%
5	56	39%
6	82	44%
7	64	39%
8	89	57%
9	69	45%

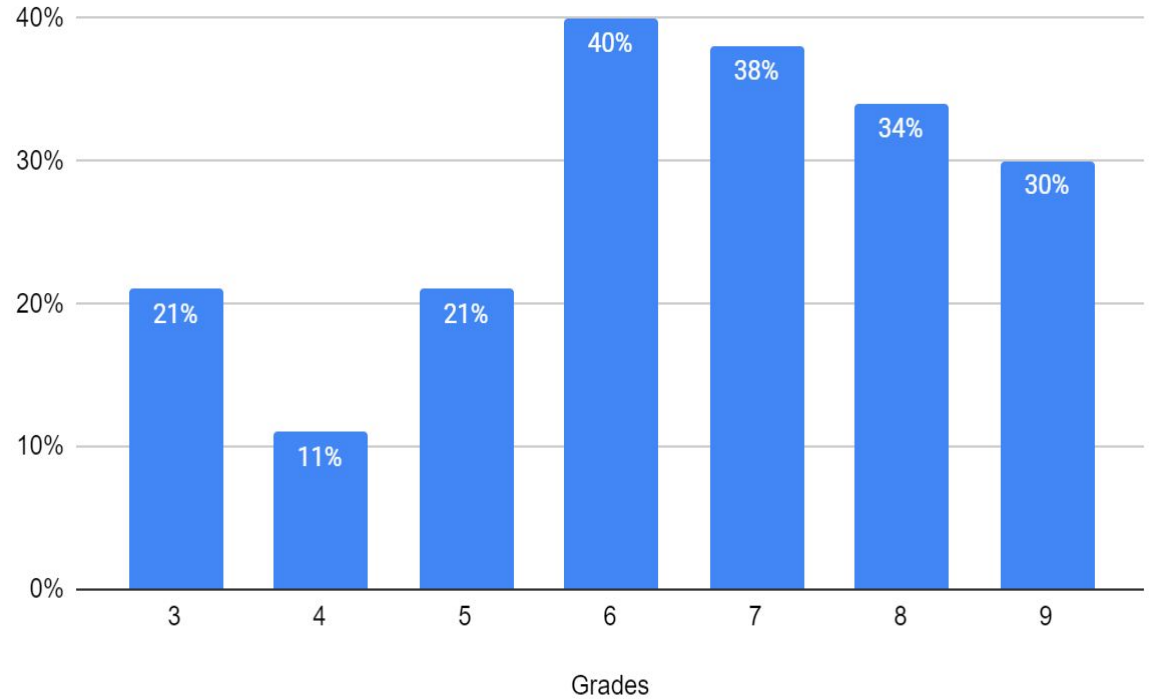
## Met State Standards in English Language Arts



# Mathematics

Mathematics		
Grades	Number of Students Tested	Performance Level - Meets State Standards
3	72	21%
4	47	11%
5	56	21%
6	83	40%
7	66	38%
8	89	34%
9	69	30%

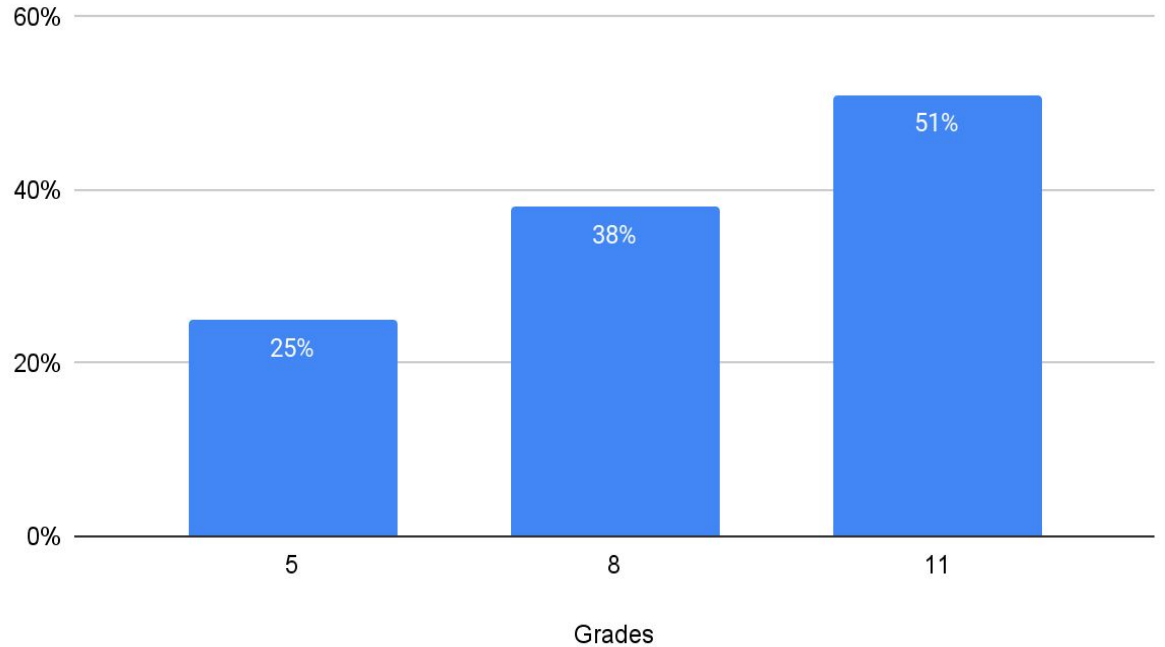
## Met State Standards in Math



# Science

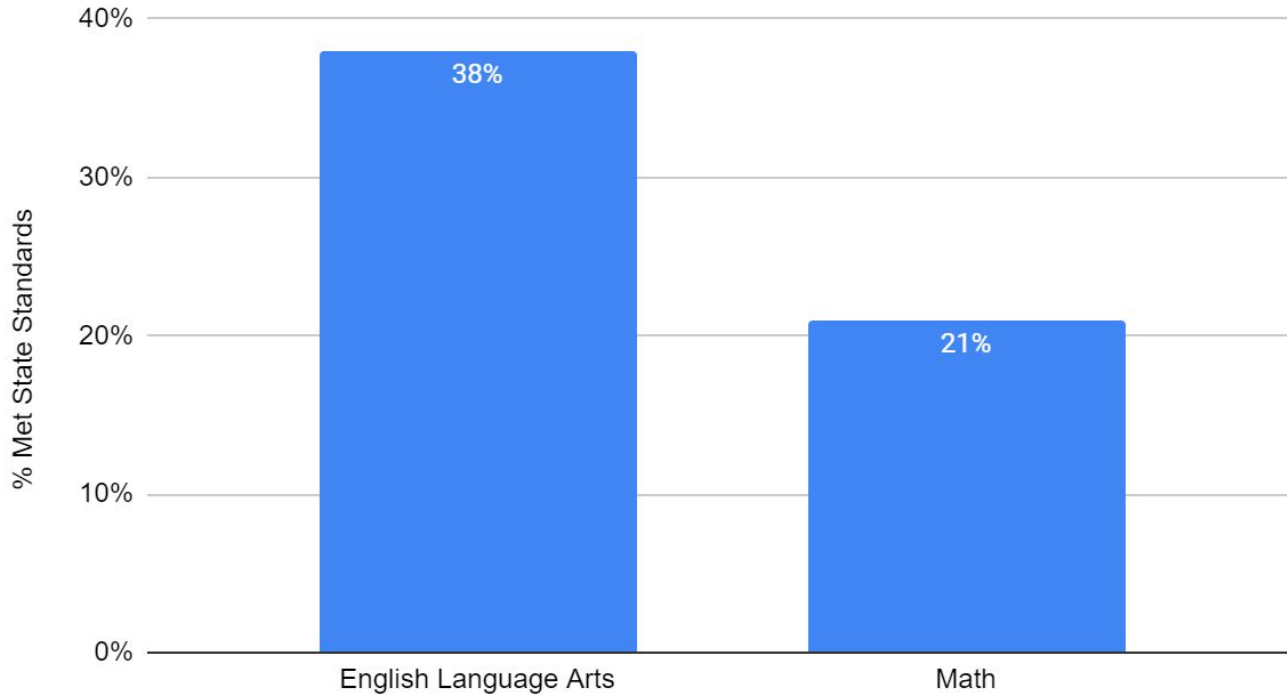
Science		
Grades	Number of Students Tested	Performance Level - Meets State Standards
5	56	25%
8	89	38%
11	82	51%

## Met State Standards in Science

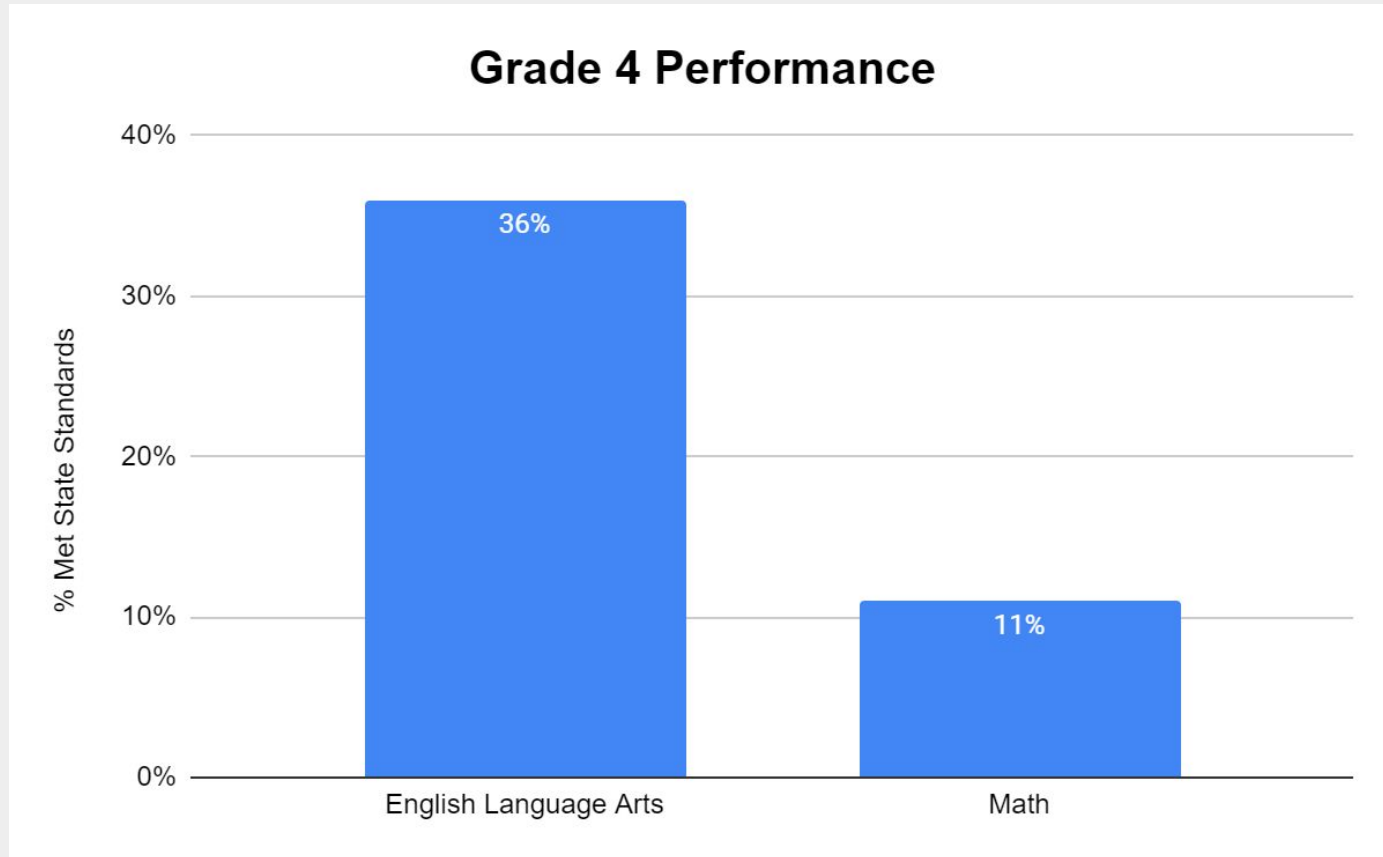


# Grade 3 Performance

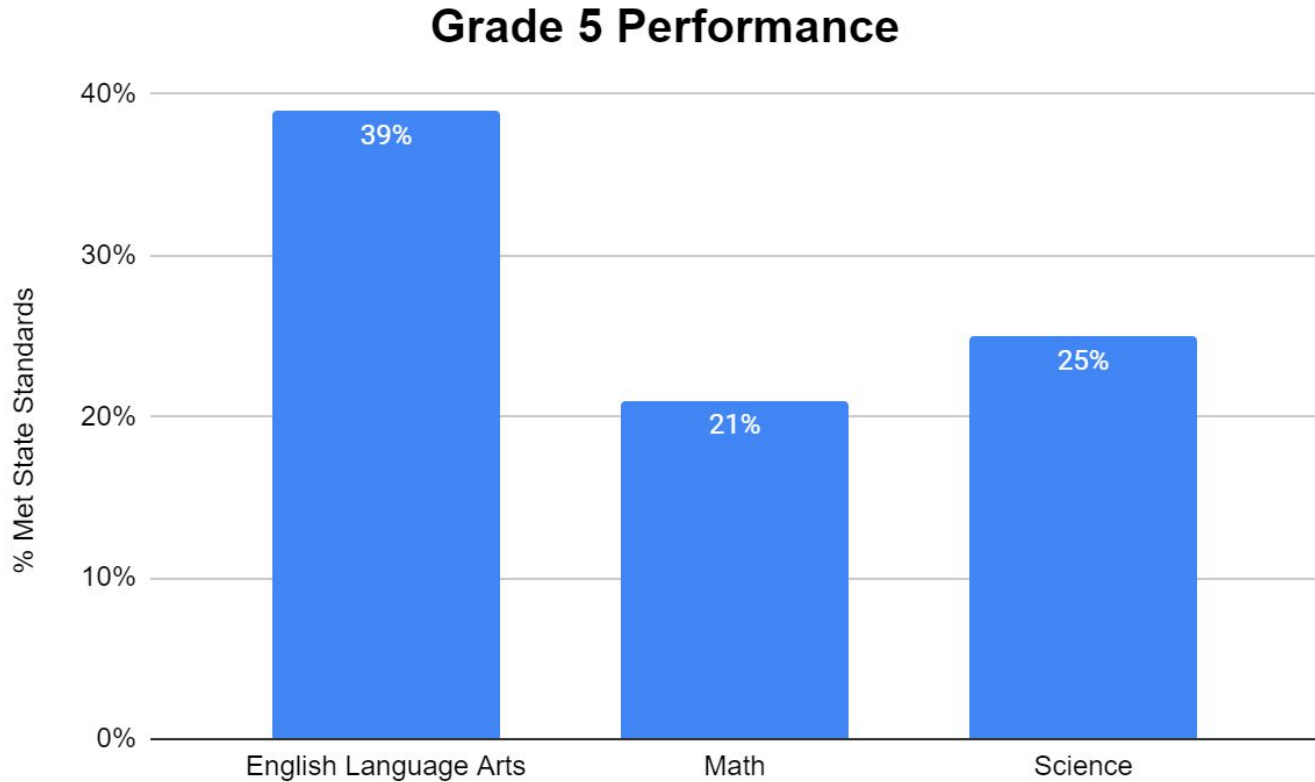
## Grade 3 Performance



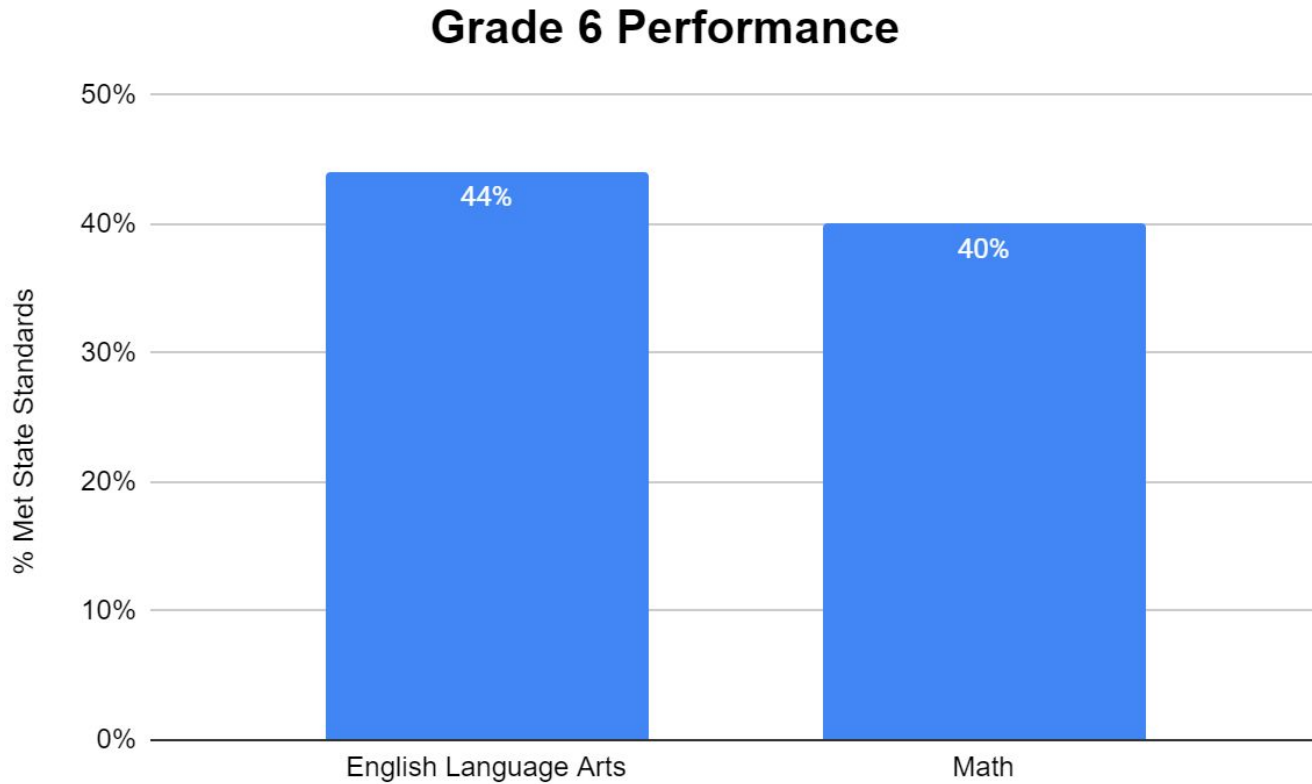
# Grade 4 Performance



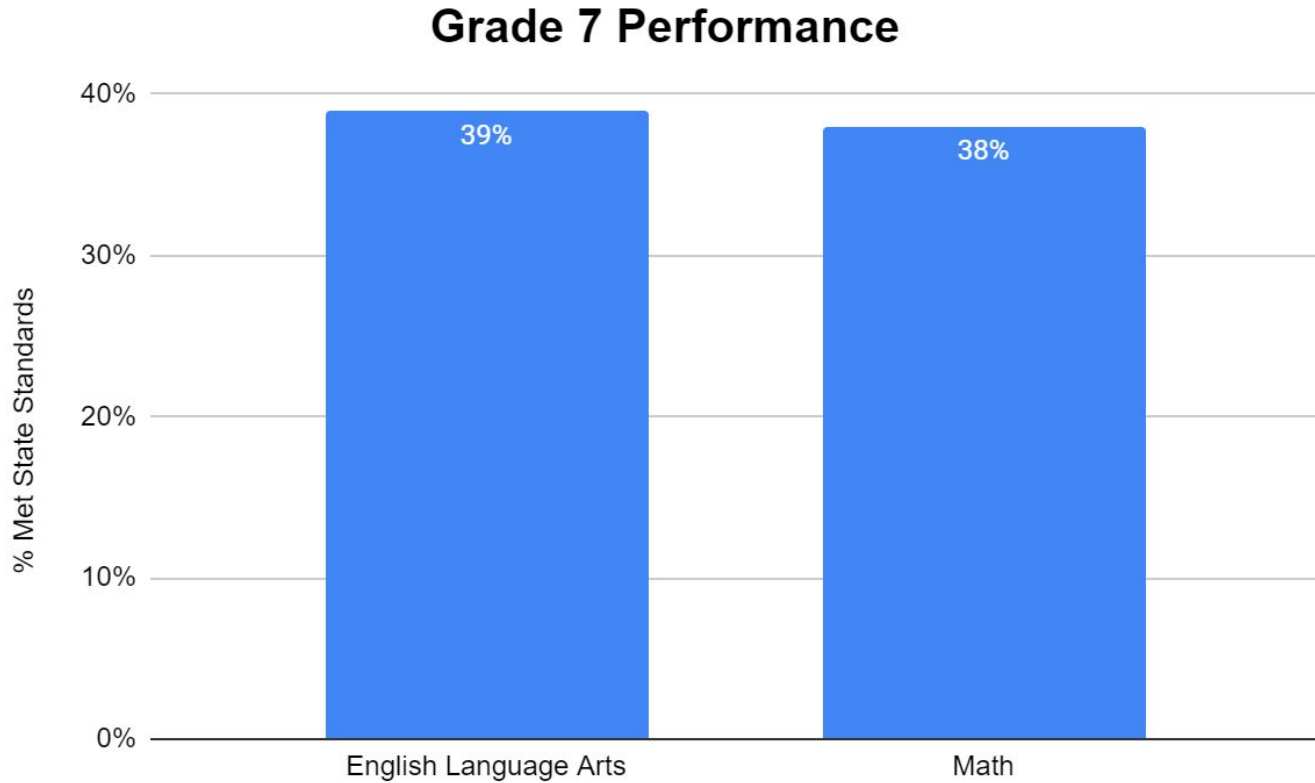
# Grade 5 Performance



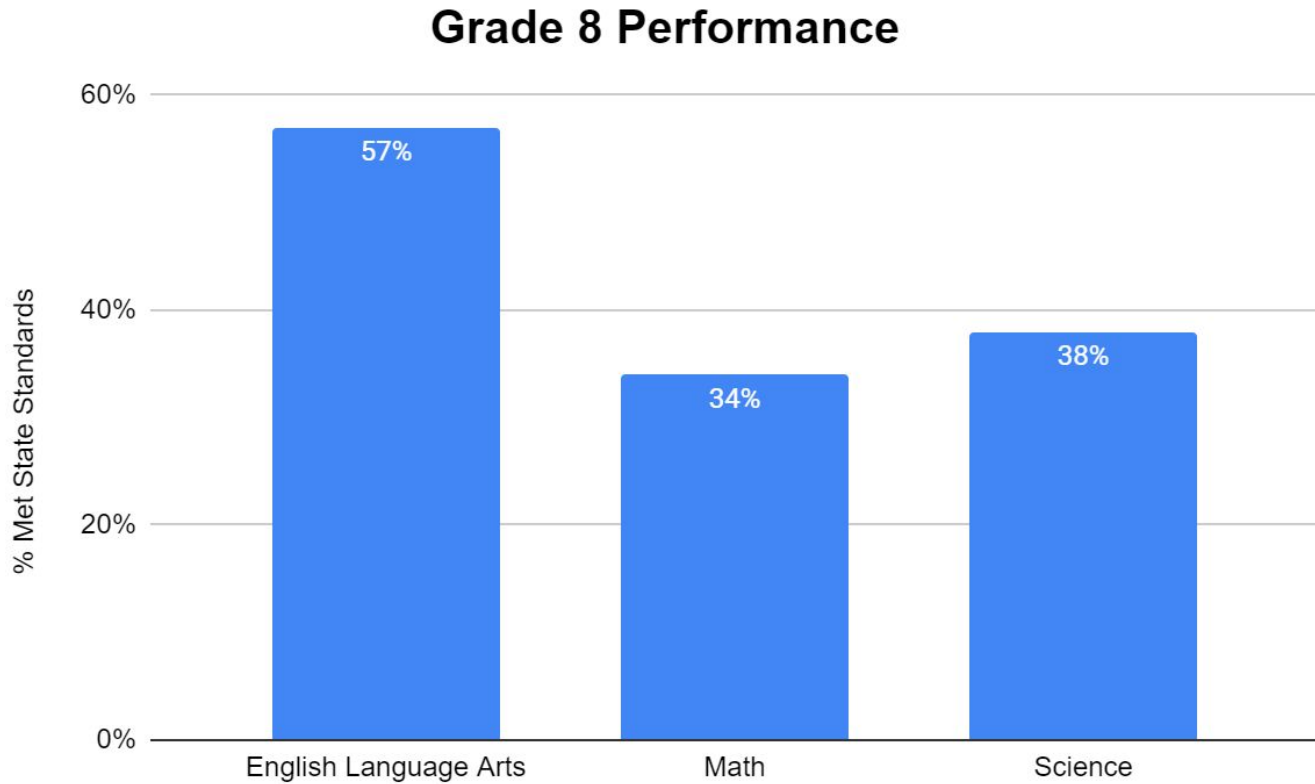
# Grade 6 Performance



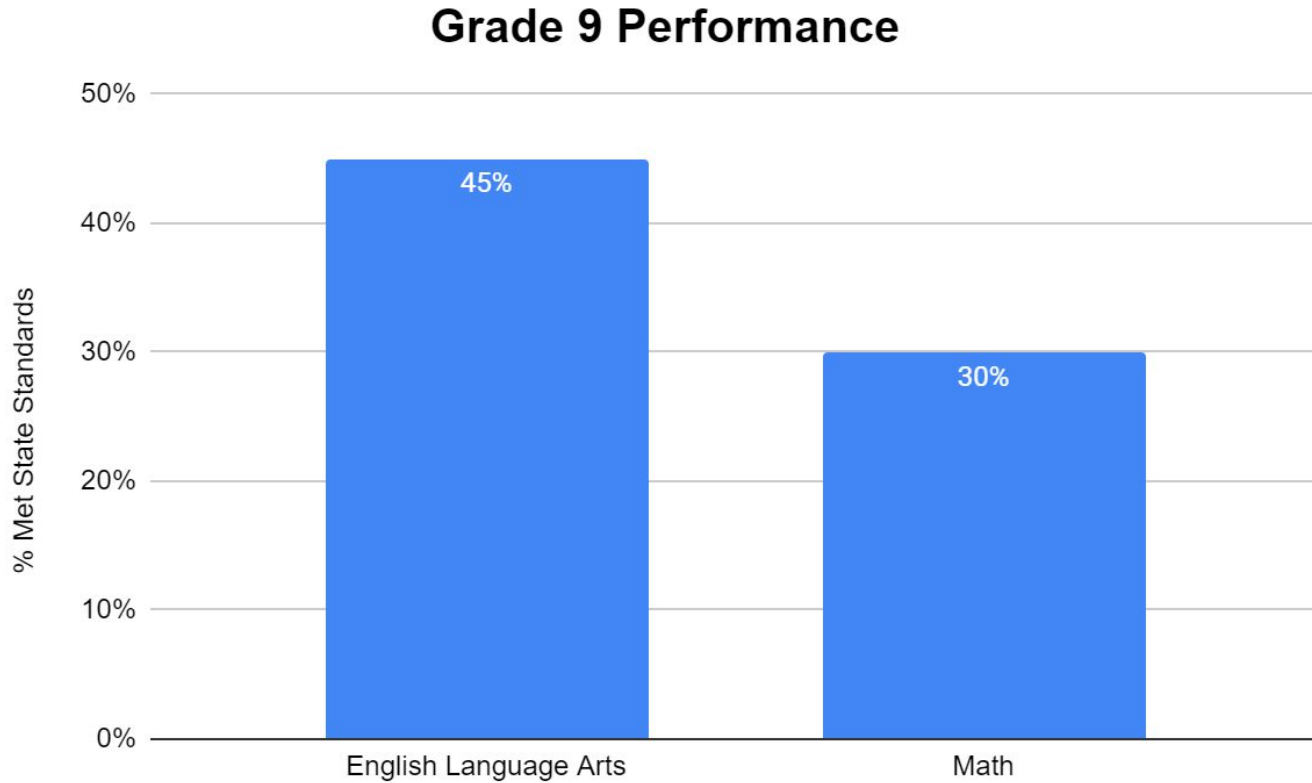
# Grade 7 Performance



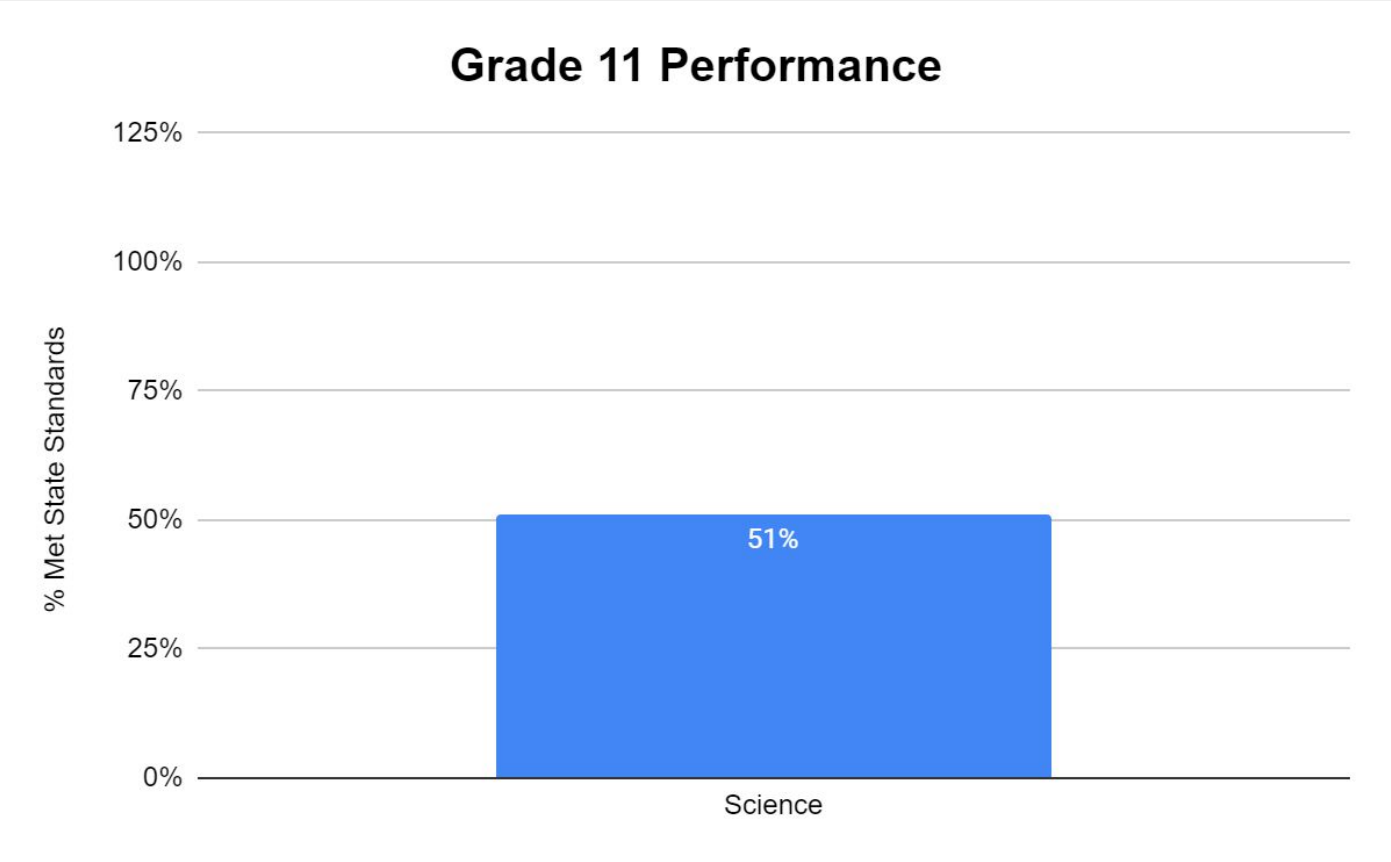
# Grade 8 Performance



# Grade 9 Performance



# Grade 11 Performance



September 12, 2024

Penny Chamberlin, Superintendent  
Orleans Central Supervisory Union  
Sent via email.

## **RE: OCSU Master Planning**

Dear Penny,

Thank you for the opportunity to provide a proposal for continued consulting and design services for the Orleans Central Supervisory Union (OCSU). Previously, we have provided consulting and services related to district facility evaluations, middle school programming, regional middle school concept design, and cost opinions for the modernization of existing facilities and the construction of a new regional middle school. We now look forward to working with the Board and the community to on a new master plan for the entire supervisory union.

### **PROJECT UNDERSTANDING**

After completing the planning work for a new regional middle school project, as well as facility evaluations of the existing EMS and LRHS facilities, there is still an open question re the future of the district's current elementary school buildings. With the creation of a new middle school, the capacity of the existing 6 EMS school buildings likely exceeds the needed square footage for the district's PK-5 students. Given the challenge and cost of staffing and operating these buildings, OCSU seeks the creation of a facilities master plan to help determine the optimum organization for the SU, including number of facilities and grade clustering.

To address these goals, we propose a consulting project with the following phases:

- **Visioning/Programming Phase**
  - Work with ES and HS leadership teams to develop space needs programs for each (HS, ES prototype)
- **Concept Design Phase**
  - Develop design approaches based on 3 options selected by the boards and the programming work
  - Provide cost estimates for each option

With this information, OCSU can select an option and begin planning for implementation. Note that additional design development will be required to proceed.

### **PROJECT ORGANIZATION**

For this project, we recommend that OCSU create the following committees:

- **Executive Planning Committee**
  - Roles and Responsibilities: process planning, agenda for Facility Committee, final recommendation to board
  - Members:
    - Superintendent
    - School board chairs
    - Chair of Facility Committee (see below)
    - TXC Representatives
- **Facility Committee (FC)**
  - Roles and Responsibilities: To review materials developed by TXC and provide feedback, develop communication and outreach plan, recommendation to board (thru executive committee)
  - Members

- Stakeholder representatives including admin, board, staff, community
- **Elementary and High School Planning Teams**
  - Roles and responsibilities: to provide information on space and program needs for each division
  - Members: Select admin and staff to represent entire ES team.

## **PROJECT APPROACH**

### **Visioning/Programming**

- Space Needs Questionnaires will be provided to each planning team to complete.
  - For the HS team, the questions will be based on their existing building and programs. Relocation of HS not included in this study.
  - For the ES team, the questions will help define a prototypical elementary school size and features. With this information we can assess each ES building in the OCSU portfolio for its suitability.
- Space Needs Program
  - We will review the questionnaires with the two leadership teams (ES & HS).
  - HS: create a document listing existing and proposed program spaces and sizes.
  - ES: create a document listing proposed program spaces and sizes for an ideal OCSU elementary school. Include existing space sizes for each existing school in the same document to assess suitability of the existing school for future use
- Organizational diagrams
  - Develop diagrams that show how the HS and ES are ideally organized for effectiveness.

### **Meetings (all meetings online unless noted)**

- Executive Planning Committee – (2) 1-hour meetings
- Facility Committee – (2) 1-hour meetings
- ES Planning Team – (2) 3-hour meetings
- HS Planning Team - (2) 3-hour meetings
- School board presentation – (1) 1-hour meeting (in person)

### **Deliverables:**

- Space Needs Questionnaires
- Space Needs Program
- Organizational Diagram

### **Concept Design**

- Identify options:
  - TXC will work with the Facility Committee (FC) to develop 3 to 5 options for SU organization/reconfiguration.
- Present options to public for feedback. Refine options based on feedback.
- Present options to school boards. School boards selects up to 3 options for development.
- Design Development:
  - The feasibility of these options will be investigated through the development of basic site plans and building diagrams.
  - Drawings are presented to FC for comment.
- Cost Estimating:
  - A cost estimate and project budget will be developed for each option.
  - Reviewed with FC.
- FC selects best option and makes recommendation to school board
- School board makes final selection.
- Prepare final master plan report

**Meetings (all meetings online unless noted)**

- Executive Planning Committee – (3) 1-hour meetings
- Facility Committee – (3) 1-hour meetings
- ES Planning Team – (1) 1-hour meetings
- HS Planning Team - (1) 1-hour meetings
- School board presentation – (1) 1-hour meeting (in person)

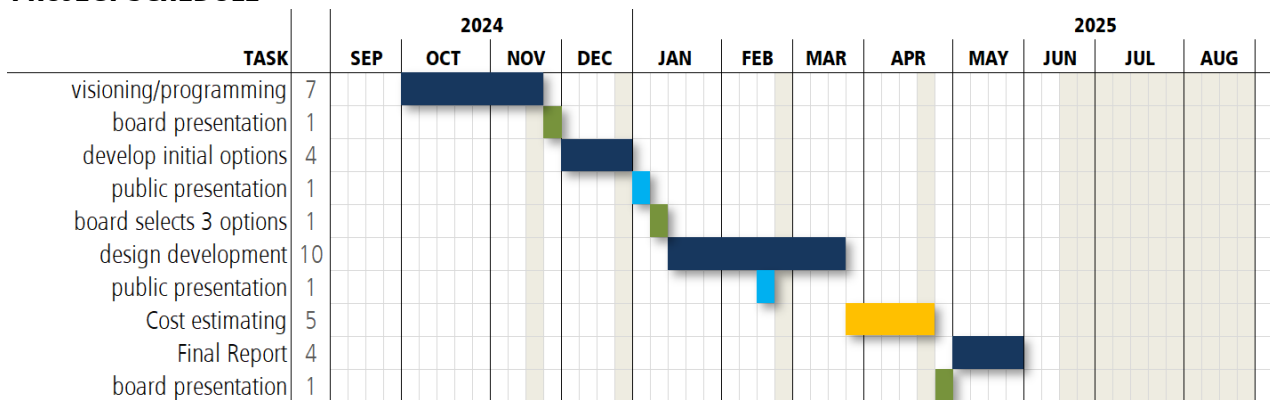
**Deliverables:**

- Design Options
- Cost Estimates
- Master Plan Report

**PROJECT TEAM**

Architects and Team Leaders - TruexCullins  
 Cost Estimating – PM&C

**PROJECT SCHEDULE**



**FEE APPROACH**

For the initial work, TruexCullins proposes to work on a lump sum basis for **\$76,800**. For this work, we will bill monthly based on the percentage of work completed per phase.

**Reimbursable Expenses**

Reimbursable expenses such as travel, and printing are billed in addition to hourly services and are charged at cost plus a markup. See attached rate sheet. For this effort, reimbursable expenses are estimated at **\$1,500**.

**Exclusions**

The following work products and consultants are not included in our proposal. Should any of these supplemental services be requested, they will be billed hourly (per our attached rate sheet) or as otherwise negotiated.

- Enrollment projections
- Investigation of more than 3 site options
- Engineering
- Existing Conditions drawings\*
- Energy Modeling
- Matterport 3D scanning
- Building and Envelope Commissioning
- Permitting
- Environmental Testing and Abatement
- Archaeological Studies and Reports
- Site Surveys and Borings / Geotechnical Design
- Acoustical engineering
- Information Technology, Audio Visual
- LEED Certification Services
- 3D photo-realistic renderings or animations
- 3D physical presentation model
- Special Inspections



- Interior Design Services (loose furniture, fixtures, and equipment)
- Tours of similar facilities
- Materials Testing
- Lighting Consultant
- Security Consultant
- Food Service Consultant
- Theater Consultant
- Kitchen Consultant
- Marketing Materials

\*TXC assumes OCSU will provide accurate base site and floor plans of each OCSU school.

We look forward to working with OCSU on this important project.

Regards,



David Epstein, AIA  
Principal



Cam Featherstonhaugh, AIA, CSI, NCARB  
Senior Associate

Attachments: Hourly rate sheet, Terms and Conditions

## HOURLY RATE SCHEDULE FOR 2024

Principal	\$200 - \$275
Associate Principal	\$190
Senior Associate	\$160
Associate	\$140 - \$150
Senior Project Architect	\$150
Project Architect	\$140
Senior Architectural Designer	\$140
Architectural Designer	\$120 - \$130
Senior Interior Designer	\$135
Interior Designer	\$120 - \$130
Procurement Specialist	\$150
Design Assistant	\$ 95
Intern	\$ 80

Professional Consultants are billed at Actual Billing x 1.15.  
 Hourly rates are subject to change on an annual basis.

## REIMBURSABLE EXPENSES

Reimbursable expenses are in addition to the compensation for Basic and Additional Services and include actual expenditures made by the Design Professional and our consultants in the interest of the project, including, but not limited to:

- Transportation in connection with the project; living expenses in connection with out-of-town travel; long distance communications, and fees paid for securing approval of authorities having jurisdiction over the project.
- Reproductions, postage and handling of drawings, specifications and other documents.
- Data processing and photographic production techniques when used in connection with Additional Services.
- Renderings, models and mock-ups requested by the owner.

Reimbursable expenses are charged at 1.15 x Actual Charges

Automobile Travel is charged at the IRS Standard Mileage Rate (currently \$.67 per mile).

### Access to Site

Unless otherwise stated, the Design Professional will have access to the site for activities necessary for the performance of the services. The Design Professional will take reasonable precautions to minimize damage due to these activities but has not included in the fee the cost of restoration of any resulting damage.

### Billings/Payment

Invoices for services and reimbursable expenses shall be submitted, at the Design Professional's option, either upon completion of the services or on a monthly basis. Invoices shall be payable within 10 days of receipt. A service charge of 1.5% (or the legal rate) per month will be applied to the unpaid balance after 30 days. Retainers shall be credited to the final invoice. The Client agrees to pay all costs of collection, including reasonable attorneys' fees. No deductions shall be made from the Design Professional's compensation except for those amounts that the Design Professional has been adjudged liable.

### Hidden Conditions and Hazardous Materials

A condition is hidden if concealed by existing finishes or is not capable of investigation by reasonable visual observation. If the Design Professional has reason to believe that such a condition may exist, the Client shall authorize and pay for all costs associated with the investigation of such a condition. If (1) the Client fails to authorize such investigation after due notification, or (2) the Design Professional has no reason to believe that such a condition exists, the Design Professional shall not be responsible for the existing condition nor any resulting damages to persons or property. The Design Professional shall have no responsibility for the discovery, presence, handling, removal, disposal or exposure of persons to hazardous materials of any form.

### Jobsite Safety

Neither the professional activities of the Design Professional, nor the presence of the Design Professional or its employees and sub-consultants at a construction/project site, shall relieve the General Contractor/ Construction Manager of its obligations, duties and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending and coordinating the Work in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. The Design Professional and its personnel have no authority to exercise any control over any construction contractor or its employees in connection with their work or any health or safety programs or procedures.

### Indemnification

The Design Professional and the Client mutually agree, to the fullest extent permitted by law, to indemnify and hold each other harmless from any and all damage, liability or cost (including reasonable attorneys' fees and defense costs) to the extent caused by their own negligent acts, errors or omissions and those of anyone for whom they are legally liable, and arising from the project that is the subject of this agreement. Neither party is obligated to indemnify the other in any manner whatsoever for the other's own negligence.

### Change Orders

A change order is a charge for additional money and/or time by the Construction Manager or General Contractor for work that is not included in the Contract Documents. There are several reasons why a Change Order may occur: unforeseen conditions, code interpretations, errors and omissions (E/O) in the Contract Documents, or additional scope added by the Owner. To cover these costs, the architect recommends that the Owner carry a Project Contingency that is percentage of the construction cost. For both unforeseen conditions and Owner-initiated change orders, the Owner shall pay 100% of the additional design fees and construction charges.

For errors and omissions, this Agreement acknowledges that the legal obligation for the Architect's performance is not perfection, but rather to meet the Standard of Care, defined as that level of skill and care employed by architects, practicing in the same or similar circumstances and geographical area. In general, Change Orders related to errors and omissions that total 3-5% or less of the total construction cost are considered within the Standard of Care. This calculation does not include betterment, that is, the cost of items or services not originally included in the construction documents, only the additional cost of procuring these items outside of the regular bid period or installing them out of the normal construction sequence. It is agreed that all Change Order costs that fall within the Standard of Care will be paid out of the Owner's Project Contingency. However, the architect will not charge additional design fees to correct errors and omissions in the original contract documents.

### Risk Allocation and Limit of Liability

In recognition of the relative risks and benefits of the project to both the Client and the Design Professional, the Client agrees, to the fullest extent permitted by law, to limit TruexCullins and their consultants total liability to the Client, for any and all damages or claim expenses (including attorneys' fees) arising out of this agreement, from any and all causes, to the total amount of the Design Professional's fee, or other amount agreed upon in writing.

### Termination of Services

This agreement may be terminated upon 10 days written notice by either party should the other fail to perform its obligations hereunder. In the event of termination, the Client shall pay the Design Professional for all services rendered to the date of termination, all reimbursable expenses, and reasonable termination expenses. Non-payment is a cause for termination and the Design Professional shall have no liability to the Client for costs, damages, or delays due to suspension or termination caused by any breach of this agreement by the Client.

### Consequential Damages

Neither the Client nor the Design Professional shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of or connected in any way to the Project or to this Agreement.

### Sales or Use Tax

The price for this work does not include state or local sales or use tax. If any public authority levies a sales or use tax on any of the work to be provided by the Design Professional or its Consultants, the Client hereby agrees to pay all such taxes within 30 days of the date of the Design Professional's invoice.

### Ownership of Instruments of Service

The Client acknowledges that all reports, drawings, sketches, specifications, computer files, field data, notes, and other documents prepared by the Design Professional and its Consultants are instruments of professional service for use solely on this project. The Design Professional shall retain all common law, statutory, and copyright rights and privileges with regard to the documents. The Client, upon final payment in full, shall be provided with a reproducible set of final construction documents for use in maintaining and operating the project. The Client shall not reuse or make any modification to the construction documents without the prior written authorization of the Design Professional. The Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Design Professional, its officers, directors, employees and sub-consultants against any damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising from or allegedly arising from or in any way connected with the unauthorized reuse or modification of the construction documents by the Client or any person or entity that acquires or obtains the construction documents from or through the Client without the written authorization of the Design Professional.

### Stepped Dispute Resolution

In the event of a dispute arising out of or relating to this Agreement or the services to be rendered hereunder, the Design Professional and the Client agree to attempt to resolve such disputes in the following manner: First, the parties agree to attempt to resolve such disputes through direct negotiations between the appropriate representatives of each party. Second, if such negotiations are not fully successful, the parties agree to attempt to resolve any remaining dispute by formal nonbinding mediation conducted in accordance with rules and procedures to be agreed upon by the parties. Last, if the parties cannot agree to a mutual solution through mediation, both parties reserve the right to litigate the matter.

### Design Without Construction Administration

It is understood and agreed that if the Client reduces the Design Professional's scope of services under this Agreement so as to not include project observation or review of the Contractor's/CM's performance or any other construction phase services, that the Client will provide for such services. The Client assumes all responsibility for interpretation of the Contract Documents and for construction observation, and the Client waives any claims against the Design Professional that may be in any way connected thereto. In addition, the Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Design Professional, its officers, directors, employees and sub-consultants against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising out of or in any way connected with the performance of such services by other persons or entities and from any and all claims arising from modifications, clarifications, interpretations, adjustments or changes made to the Contract Documents to reflect changed field or other conditions, except for claims arising from the sole negligence or willful misconduct of the Design Professional. If the Client requests in writing that the Design Professional provide any specific construction phase services and if the Design Professional agrees in writing to provide such services, then such services shall be compensated for as Additional Services to the Design Professional.

ORLEANS CENTRAL SUPERVISORY UNION  
**Lake Region Union Elementary-Middle School District**  
**Board of School Directors Meeting**

September 16, 2024 – 6:00 pm – Lake Region Union High School

Minutes
---------

**Board Members in attendance:** Tiffany Ovitt, Dan Roock, Neil Urie, Toni Eubanks, Dan Johnstone, Carmen Cook, Debbie Brunelle, Celine Cote, Megan Valley, Kalli Levebvre, Krista Mayer

**Administrators/Faculty in attendance:** JoAnn Martin, Interim Glover Principal; Jason Rowell, Facilities Director; Penny Chamberlin, Superintendent; Julie Lavine, Preschool Director; Jen Ullrich; April Brown, Irasburg Principal; Jenna Lawrence, Barton Principal; Jessica Thomas, Albany Principal; Shannon Laliberty, Orleans Principal

**Members of the Public in attendance:** Susan Guilmette, Vanessa Gengler

**Call to Order:** Board Chair, Neil Urie, called the meeting to order at 5:58pm.

**Additions or Deletions to the Agenda:** Addition: Resignation

**Board Norms:**

- Be present: be honest, be respectful, be creative, and value all ideas.
- Connect our work to goals so that students are at the forefront of our mission.
- Create clear outcomes and action steps for how to achieve those outcomes with a focus on shared responsibility.
- Foster an environment of collegiality that includes laughter, respect, and privacy of all members.
- To target a two-hour meeting with the option to extend if necessary

**Privilege of the Floor:** Lake Region girls soccer team is doing a fundraiser to raise money for the Hope Lodge in Burlington and is seeking permission to run a campaign district wide asking for donations from faculty and students which at \$1/person would alone raise \$1,400. Last year they raised just over \$2,000. The board supports this effort.

**Consent Agenda:** A motion was made and seconded to accept the consent agenda. (D. Brunelle/F. Very). Passed.

- A. Approve Minutes from August 26, 2024
  - a. Move the board members under Administration to board members in attendance.
- B. Approve Bills

**Business of the Board:**

- A. **Appoint Authorized Representative to vote on behalf of LRUEMS Board at the VSBIT Annual Meeting October 25, 2024:** A motion was made and seconded to approve Superintendent Penny Chamberlin as the authorized representative to vote at the VSBIT Annual meetings on October 25, 2024. (D. Bock/D. Brunelle). Passed.
- B. **Capital Reserve Request to spend – Facility Committee:** No requests at this time.

- C. **Child Tax Credit discussion for FY26** – Discussion about the work involved with setting up the tax to each employee if the decision would be to split. This discussion will be revisited at the next carousel meeting with LR.
- D. **Reconfiguration Discussion:** Discussion about the possibility of removing this topic from the consent agenda. Barton currently has vacancies in their school and with Orleans/Glover’s emergency situation it might be wise to keep the topic on the agenda to cover other issues as they arise.
- E. **Resignations/Retirements:** Ginny Matthew, middle school math at Barton.
- F. **Employment/Contracts:**
  - a. **Paul Ste. Maire, Middle School Social Studies:** A motion was made and seconded to accept the superintendent’s recommendation to hire Paul Ste. Marie as Middle School Social Studies Teacher retro to September 9, 2024, for the remainder of the 2024-2025 school year. Salary Per Negotiated Agreement. (D. Brunelle/T. Ovitt). Passed.
    - i. Paul will be at Barton. (Paul is currently a special ed para and has been filling in since the medical leave of the teacher and has enjoyed his time and is willing to step up to teach)
  - b. **FYI: Matthew Alexander:** Matthew has requested a voluntary transfer from Middle School Social Studies at Barton to the 0.5 FTE Interventionist position at Barton. Approved per the CBA.
- G. **Review Future Agenda Items from the Work Plan - On Track**

**Administrative Requests, Reports & Information:**

- A. **Superintendent:** New hire – FYI – Business Manager: Melissa Fortuna

**Board/Committee Reports:**

- A. **OCSU Board:** Discussion Superintendent search and hiring timeline; discussion about merging the three boards but will discuss more at the carousel meeting; discussion hiring TruexCullins to present to the towns; Discussed ownership of COFEC building and issues around possession. Lake Region will bring this article to the voters at the annual meeting
- B. **Facilities Committee:** Glover will be accepting their middle school back into the building in the coming week; working to get regular meetings with principals to discuss each school's issues; considering requesting having an engineer on retainer for three years while we work through the recommendations of the TruexCullins report; working to merge facilities lists into one working document; high mercury levels are still present in Orleans’ gym. It looks like VSBIT will still be covering the costs. Discussion about the bond process and effect on taxpayers with three boards who are managing budgets and requests to the community. Decisions need to be made about hiring TruexCullins to be part of the long-term planning for the district by generating options, attending meetings and/or facilitating meetings in our sending towns or the board reviewing options and sharing information with the public. The board feels the following four options should be considered:
  - a. Fix all six schools and leave them as K-8 schools
  - b. Fix three schools, close three schools and build a middle school
  - c. Keep all six schools as K-5 and build a middle school
  - d. Keep all six schools with two being K-5 and one 6-8 on each side of the district

A motion was made and seconded that the board recommend to the Lake Region and OCSU board that discussion of future construction be constrained to the above four options. (D. Bock/T. Ovitt). Passed.

- C. **Finance Committee:** Final FY24 adjustments were just sent to Glenn; meetings will begin in October.
- D. **OCSU Middle School AdHoc Committee:** No updates at this time.
- E. **Personnel Committee:** No updates at this time.

The board discussed administrators' attendance at board meetings and how to stay informed about what is going on in the schools more regularly. The board asks that at least one principal attends once a month but extends an open invitation to all. Wondering if a Thrillshare group can be created for the board members so

that newsletters can be shared with board members. The board would like Julie to share information in the principals report and would like to hear from her when possible. Several schools still have positions unfilled including health, PE, school counselor, SEL, Math. The buildings look beautiful after all the work that was put into them this summer with the flooring and other projects that happened. Concerns raised about the number of HHB and Title IX investigations.

**Privilege of the Floor:** Susan Guilmette wonders what the role of members of the public are at finance meetings. Debbie responds that similar to a board meeting, the public can observe and speak during privilege of the floor.

**Executive Session (if needed, pursuant to 1 V.S.A. sec. 313)** — A motion was made and seconded to enter executive session at 7:32pm to discuss a personnel matter inviting in Penny Chamberlin. (D. Bock/D. Brunelle). Passed. Exited 7:52pm.

- A. Post Executive Session Action: A motion was made and seconded to award three unpaid days to Donna Bousquet as requested. (D. Brunelle/D. Roock). Passed.

**Future Agenda Items**

- a. Truexcullins Long Term Planning Proposal Round 2 (September 30)
- b. Health Office Presentation (Julie Rose/September 30)
- c. Retreat Next Steps – add to Work Plan
- d. Emergency Committee (Unplanned Facility Crisis (October)
- e. Current Expense Note – 1 year only (October)
- f. Strategic Plan Review (November)
- g. Board Tech Devices (October)
- h. Principal Strategic Plan Goals Presentation (October/Principals)
- i. 4 Day Week Proposal (February/Kalli)
- j. Update on Substitutes Needs, Data & Recruitment (November)
- k. TruexCullins Proposal

**Adjournment:** Board Chair, Neil Urie, adjourned the meeting at 7:53 p.m.

Respectfully submitted,  
Bryanne Marquis  
Board Clerk

“Proceeding with Purpose”

Welcome, all, to the start of the 2024-25 school year.

This is the first edition of what we are calling the EQS Report. It was produced collaboratively by the Vermont Principals' Association, the Vermont Superintendents Association, the Vermont Curriculum Leaders Association, the Vermont School Boards Association, and the Vermont-National Education Association.

It will be written and disseminated periodically to support the timely and effective implementation of the revised Education Quality Standards Manual (EQS), in tandem with state, regional and local measures by our organizations, the Agency of Education, the Education Justice Coalition of Vermont, the Rowland Foundation, and other interested parties.

This edition, by way of context, will review where we've been since 2019 with respect to the EQS Manual and the respective roles of the Act 1 Working Group and State Board of Education. It will also introduce and provide access to a second major resource developed by the Act 1 Working Group: IRIS: Ethnic Studies Standards Framework.

Additionally, each organization is offering member-specific information about projects and objectives it is pursuing to ensure the successful implementation of the new EQS Manual. Please contact Sandra Cameron, VSBA Associate Executive Director with any questions.

The EQS is a set of guidelines that establish learning and teaching values and provide direction to school districts as they develop curricula, choose learning materials, and design instructional and student well-being practices. While this is largely the work of school leaders (superintendents, principals, curriculum specialists), 16 V.S.A. 261a(a) does require the supervisory union board to:

*"[e]stablish a supervisory union-wide curriculum by either developing the curriculum or assisting the member districts to develop it jointly, and ensure implementation of the curriculum."*

A board could meet this requirement by approving a supervisory union-wide curriculum and ensuring adequate budgetary support for professional development of teachers and staff to successfully deliver the new curriculum to students.

In terms of the updated EQS that goes in effect on July 1, 2025, the school board's role is to ensure its successful implementation through support to district leaders in the context of the six essential roles of school boards.

Here are just two examples of what that could look like:

Example 1: Rule 2121.1 *School Leadership* (p.14), states: "Each supervisory union, supervisory district, and school district board shall ensure the alignment of existing policies and create new policies as needed to ensure compliance with the Education Quality Standards,"

-> This is within the purview of the board since establishing and monitoring policy is one of the essential roles of Vermont school boards. School boards might consider crosswalking EQS with its current policies or conducting an audit of its policies to ensure they meet the requirements of the newly adopted EQS Manual.

Example 2: *Rule 2124.1 Minimum Reporting Requirements* (p.19), states “Each supervisory union or supervisory district shall report student and system performance results, on a school-by-school basis, to the community at least annually in formats selected by the school district board.”

-> Also within the purview of the board, monitoring progress and performance is one of the board’s essential roles, as is community engagement. As such, the board may choose to include student performance results at its annual district meeting with the community and include these in the annual district report.

Below, you can read more about the purpose of the EQS manual, a summary of the revisions and rulemaking process, and the Ethnic Studies Standards Framework.

### **I. Purpose of the EQS Manual**

As a refresher, Vermont’s Education Quality Standards are a government rule authorized by the State Board of Education. They are a set of guidelines that establish learning and teaching values and provide direction to school districts as they develop curricula, choose learning materials, and design instructional and student well-being practices.

Since 2013, the EQS Manual, which mandates specific state-adopted content standards, has anchored its guidance to six broad categories – literacy, mathematical content and practices, scientific inquiry and content knowledge, global citizenship, physical and health education, and transferable skills.

The revised EQS Manual is intended to increase educational, social and emotional support for all students, and contains provisions that focus on the unique and compelling needs of students living in poverty, those from BIPOC families, those who identify as LGBTQIA+, those with disabilities, and those who are multilingual.

### **II. Summary of the EQS Revision & Rulemaking Process:**

In the spring of 2022, in conformance with state law (Act 1 of 2019), a large, diverse coalition of state leaders, high school students, and community members (called the “Act 1 Working Group”), which included representatives from the organizations responsible for this report, delivered a revised EQS Manual to the State Board of Education after two-and-a-half years of deliberation and public engagement.

The revised Manual passed the initial phase of State Board review in the spring of 2023 and then entered a long rulemaking process. In June 2023, the revised Manual was presented to the Interagency Committee on Administrative Rules (ICAR). ICAR accepted the proposed revisions with two relatively minor changes. The State Board subsequently filed its “Proposed EQS Rule” with the Secretary of State in July 2023. After that, the State Board worked to align the principles and goals of the proposed EQS Manual that apply to public schools to the state rules that govern private schools, despite the Working Group’s recommendation that the state should make the provisions of the EQS Manual mandatory for all schools receiving taxpayer dollars. This added complexity and time to the State Board’s work by introducing legal considerations and advocacy efforts from interested parties. In short, it delayed the rulemaking process of the EQS Manual’s standards.

In mid-April of 2024, the State Board approved its version of the EQS Manual and submitted the

document, per state law, to the Legislative Committee on Administrative Rules (LCAR). LCAR finished its deliberations in June, clearing the way for the Manual's provisions to go into effect July 1, 2025.

You can read the final adopted rule here: [edu-state-board-rule-series-2000](https://www.vermont.gov/doc/education/education-board-rule-series-2000) (vermont.gov). We will speak in more detail, together and independently, about the Manual's operational and resource implications in follow-up reports.

### **III. IRIS: An Ethnic Studies Standards Framework**

Act 1 of 2019 called for the Act 1 Working Group to “review standards for student performance adopted by the State Board of Education under 16 V.S.A. § 164(9) and...recommend to the State Board updates and additional standards to recognize fully the history, contributions, and perspectives of ethnic groups and social groups.” To accompany the requested revisions to the Education Quality Standards Manual, the Act 1 Working Group, in partnership with national experts in Ethnic Studies, conceptualized and wrote the IRIS Ethnic Studies Standards Framework.

**IRIS** stands for:

I = Identity Development

R = Resisting Racism

I = Interconnectedness

S = Social Responsibility

The IRIS Framework will be considered in due course by the State Board of Education based on “standards for student performance in appropriate content” per state law. Rather than creating distinct subject area and grade-level standards, the Framework is intended to be used in conjunction with Vermont content standards, K through grade 12, similar to the application of Transferable Skills. The Framework is designed to assist educators in shaping curriculum development, teaching practices, and student competencies through the lens of Ethnic Studies as defined in the Framework and outlined in the revised EQS Manual. The framework also addresses potential ways for school districts and school boards to engage the community in this work.

On July 3, 2023, the State Board of Education established the Ethnic Studies Standards Framework Committee per its legislative charge to consider adopting ethnic and social equity standards under 16 V.S.A. § 164 (9) and Act 1 of 2019. Given the other responsibilities of the State Board of Education in that period, this work has not yet been prioritized. When the State Board of Education reviews the Framework, we anticipate they will engage in a lengthy and in-depth review with extensive input from stakeholders. We will keep you apprised of that process and how you can contribute.

In the meantime, we invite you to read the IRIS Framework. We trust you will find it helpful in building and sustaining a common sense of purpose and commitment to advance the teaching of Ethnic Studies in Vermont's public schools.

Once again, welcome back to another school year, and thank you for everything you do for our children and their families, our local communities, and for public education.