

**DANVILLE SCHOOL BOARD OF DIRECTORS  
REGULAR MEETING MINUTES  
Tuesday, November 2, 2021 - 6:00 p.m.  
Danville School Library & Zoom teleconference**

**Members present** Bruce Melendy (Chair), David Towle, Tim Sanborn\*, Clayton Cargill, Robert Edgar\* | \*Zoom remote

**Administration present** Mark Tucker, David Schilling, Sarah Welch, Michael Concessi

**Public present** Richard Dean (*TruexCullins*). Thomas Edgar, Cam Featherstonhaugh (*TruexCullins*), Katie Fiegenbaum (*Caledonia Record*), Molly Gleason, Sara Stinson, Kaity White

**1 Call to Order** [00:01:24] Bruce called the meeting to order at 6:02 pm.

**2 Additions/Changes to the Agenda**

There were no additions to the agenda, but at Mark's request the board decided to take up the FY23 Budget Priorities (see timestamp [00:05:55](#)) and Architect's Update (see timestamp [00:13:25](#)) agenda items before other business.

**3 Approve Minutes** [00:03:03]

**MOTION** Clayton moved the minutes of the regular meeting of October 5, 2021 be approved, as amended by the Clerk (see addendum) and as amended\* by Dave T; Tim seconded. Vote unanimous. Minutes APPROVED.

\* Dave asked the statistics on statewide and Caledonia County vaccination rates that he reported from the Department of Health during the meeting be included in the minutes. No objections were made.

**4 Administrative Reports**

- **Superintendent** [00:49:57] [Report received.](#)

Although the report addressed briefly open positions among the 7 districts and ESSER fund investments, the bulk of it focused on Covid-19 mitigation - its current strategies and status. He informed the board that [Test-to-Stay](#) was "ever closer" to being up and running and could be expected soon. Test-to-stay is designed to deal with unvaccinated staff and students who have been identified as "close-contacts" and to provide parents/caregivers with the option for students to be antigen-tested daily and continue in-school (if test-negative) or quarantine at home (if test-negative or untested).

As of November 8<sup>th</sup> a covid vaccine (Pfizer) for kids 5-11 will begin to become available, but distribution to Danville School is not expected to start until after that. Clayton noted the [Department of Health](#) has listed local sites where these vaccinations will be available this week, e. g., Walgreens, Kinney Drugs and Northern Counties Health Care. See complete list and schedules [here](#).

- **Principals** [00:55:44] [Report](#) received.

Parent-teacher conferences this semester had parents in the building for the first time since March of 2020; about 2/3 of all elementary school conferences was in-school. An Afterschool Program commenced in late October for grades K-6; it is free (ESSER II-funded) and has openings at present. A writing consultant has been working to strengthen K-8 student writing by employing continuous benchmarks assessing progress. Wednesdays continue to employ flexible-schedule afternoons to assist students who need help. The mascot committee is meeting on November 8th. Additions to the

school support staff were Mike Lasker and to the Leadership Team - Bobbie Copen, Adrianna Watrobski and Stacy Edgar.

School staffing continues to be strongly challenging due to covid-associated issues, but it is clear that at a dedicated, versatile staff, community volunteers and a seemingly indefatigable and creative administration continue to keep the school running and children learning.

In response to a question from Robert about parental concerns with masks breaks voiced at previous meeting, both principals indicated they have been attentive to those concerns and strongly encouraged their faculty to facilitate breaks as best they can; some grades can accommodate better than others. Dave S basically summarized all their work at present as "the best we can for what we've got for now."

- **[Student Services]** [00:05:12] [Report](#) received. This report was not on the agenda; questions were referred to Mark.
- **Student Representatives** [01:05:24] [Report](#) received. Ava [reported](#) on Elementary School and High School activities.

## 5 Board Business

- **FY'23 Budget Priorities** [00:05:55]

Mark solicited the board for input as to any special items or goals it wished to propose for the FY23 budget, as its drafting was about to begin. He suggested such items as a goal of no increase in property taxes or allocation of some unrestricted funds to a reserve; he noted Danville was running a surplus this year, as it has for the past two years. Robert requested that a relatively fine-scale report on the FY22 budget after it had been closed be conveyed to the board before its December meeting; Michael agreed to get that report to the board. Given uncertainty regarding the CLA, Yield and Equalized Pupil Count, all major factors (none of which are under control of the board) contributing to the Property Tax Rate request, the board deferred on major goals until an initial Total Educational Spending proposal was on the table.

- **Facility Update** - Item not taken up by the board.
- **Architect's Update on School Renovation Project** [00:13:25]

A presentation was made by Richard Deane (Principal) and Cam Feathestonhaugh (Associate) from [TruexCullins](#) (Burlington). Richard indicated that the drawings being presented to the board at this meeting have been shared with the firm's cost estimator, and information on the cost is expected at the December board meeting. Cam has a primary responsibility for the Danville project.

An overview of their presentation is provided below with links to the architectural graphics presented. The [audio-visual presentation by TruexCullins](#) (The 36-minute presentation extracted of the full meeting minutes recording) is provided [here](#):

### **BUILDING - EXTERIOR GROUNDS**

*Architectural Graphics: [Site Plan](#), 6.2 MB pdf (opens in new window)*

The initial drawing was a full site plan, but Richard emphasized that even though the drawings may look finished, they are still largely conceptual and will have many more rounds of design

with community input before a final plan is secured. This site plan significantly advances the plan from what was presented in a general diagram proposed to the west at a previous [meeting \(July 27, 2021\)](#).

He noted the addition encompassing most of the elementary school is proposed as a two-storied building reoriented with a North-South axis which minimizes the building's footprint and opens up the area to the west for the development of other things.

Peacham Road would remain the only vehicular entry/exit; no Route 2 access is proposed. The main drive areas would permit 3 lanes, including bus drop-off/loading areas.

The current main entry to the building would become the main HS/MS entry, and the parking lot now in front of it would be completely replaced with a landscaped forecourt.

The current baseball field west of the buildings would be relocated to the southwestern part of the school site to accommodate student, staff and visitor parking as well as a landscaped drop-off plaza and monitored entry for elementary school students and to facilitate bus circulation. The tennis courts and four-square court would be relocated further to the west. The existing playground would be relocated to an area dedicated to early education students adjacent to the north wall of the proposed ES gymnasium.

A corridor would connect the new and older buildings, with an outdoor classroom between the buildings to the north and a landscaped garden area to its south.

Site drainage would be regulated by a series of independent catchment basins ("gravel wetlands", "aquatic gardens"), providing for removal of water draining the roof and paved areas by permitting its infiltration into the soil rather than by its surface discharge from the site. This would be compliant with current State regulations.

The baseball field is proposed to move to the southwestern corner of the school site and partially overlap the current soccer pitch, as does the current softball field. Differences in the seasonal scheduling of these sports as well as seasonal fencing would facilitate this move, but an appreciable amount of earth-moving would be involved. The architects' placement of this field is far from final. The proposed re-location of the field would not impact the outdoor classroom area in the woods to the south.

In response to a question from Dave T, there was reported to be a Town zoning requirement for about 140 parking spaces for the school site, but the site plans will propose 110-120 spaces. The school working with Rob Balivet will seek a variance for this reduced number, partly on the basis of its reflecting governmental efforts to encourage "greener" transportation, such as car-pooling and alternative transportation.

**BUILDINGS - ROOM LAYOUT:** Elementary School (ES, purple), Middle School (MS, apricot), High School (HS, green).

*Architectural Graphics: [Floor plans](#), 2.3MB pdf (opens in new window)*

The proposed elementary school addition is two floors with the buildings connected by an

East-West main corridor ("Main Street") running from the HS/MS gymnasium at its eastern end, past the cafeteria and auditorium entrances and main entry vestibule to the ES gymnasium at the western end adjacent to the parking lots.

The first floor of the ES addition would have the ES administrative spaces and ES gymnasium at its southern end and classrooms and gathering spaces distributed along a corridor extending to the north, linked to the second floor by open stairs at each end. The gathering/meeting spaces would have a capacity of 70-80 kids, but with walls adjacent to the corridor modifiable, so the space might be temporarily expanded.

Due to the challenging topographical grade change across the site, the use of ramps would be maximized and stairs minimized, with a lift required only for handicapped access to the small second floor section of the older building housing parts of the Middle School.

There is also a small, ground-level, understory area housing mechanical facilities at the southern end of the ES building providing access to the Main Street, a floor above-

The southwestern corner of the older HS/MS building remains a designated HS area but with the addition of a Design Tech area positioned between the library entrance and the HS wing along the corridor connecting to the "main street." The elementary art and music programs are proposed to be located in renovated space south of the current library overlooking the outdoor classroom and the ES gathering spaces. The area east of the current library would be designed for elementary school special education.

For the older building's southeastern corner - a new cafeteria space is proposed overlooking the landscaped main HS/MS entry to its west with kitchen and delivery access to its south. Provision of additional facilities' offices and shop maintenance are proposed at the southern end adjacent to the wood chip boiler area.

Richard noted that this proposal previews each of the three grade groups (ES, MS and HS) having independent space to develop their own identities but also to share space and resources through the "main street" connector.

In response to a question from Clayton Richard noted there were doors between the older and proposed buildings providing access to the outdoor classroom space and garden.

Clayton further inquired about "where do the elementary students eat lunch?" Cam indicated at present focus was on dual use of the new elementary school gymnasium, but this was still under discussion with the administrators. Sarah said this was in part contingent on an acceptable space/time utilization schedule and that use of the new MS/HS cafeteria has not been ruled out.

Tim questioned whether the facilities proposed for elementary special education staff in the older building east of the Library were close enough to efficiently provide services. He proposed that their location would be more advantageously positioned if they were housed in the elementary school building itself, even if it meant using one of the gathering spaces. Tim's suggestion found strong resonance with Sarah, others and the architects' themselves who took special note to accommodate his request in a redesign

• **Student Representation on the School Board** [01:11:40]

**MOTION** Dave T moved that the recommendation of the two Principals that Thomas Edgar, Class of 2023, be approved as a Student Representative to the board; Tim S seconded. Vote unanimous. Motion ADOPTED. Robert abstained from voting.

• **Executive Session** [01:21:15]

**MOTION** Clayton moved that the board enter executive session to discuss a labor relation agreement in accordance with 1 V.S.A. 313(1)(B); Tim seconded. Vote unanimous. Motion ADOPTED. Executive session entered at 7:22 pm.

**MOTION** Tim moved the board exit executive session; Clayton seconded. Vote unanimous. Motion ADOPTED. Executive session exited at 7:41 pm.

**MOTION** Robert moved that the Superintendent be empowered to amend the contract of the secondary Principal with respect to notification for accepting the third year of his contract. Vote: unanimous. Motion ADOPTED.

**6 Other Business** [01:22:55] - None.

**7 Public Input** [01:14:55] There was no public input.

The meeting paused for 5-10 minutes to accommodate Mark's absence, during which Bruce suggested the December Regular meeting be postponed two days until Thursday, December 9th. All on the board and the principals agreed, as did Mark upon his return.

**8 Future Agenda Items** [01:23:20] budget, architects, facilities, programming update relative to technical education

**9 Adjourn** [01:23:46]

**MOTION** Clayton moved to adjourn the meeting; Tim seconded. Vote unanimous. Motion ADOPTED. Bruce adjourned the meeting at 7:44 pm.

Respectfully submitted, Robert Edgar (Clerk), 7 November 2021.

Meeting video recording: [2021-11-02 DSB Reg-trim.mp4](#) 1.48 GB, 01:24:32

The next Regular Meeting will occur on Thursday, December 9, 2021 at 6:00 pm

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**ADDENDUM**

Proposed amendments to the Unapproved Minutes of the Regular Meeting of 5 October 2021 for Tuesday's Board Meeting (Revised):

Key: Insert | ~~Delete~~

- p. 1, Public Present, line 1: "... ~~Drew Cameron, Kameron Drew, ...~~  
2 Approve Minutes", line 2: "... not voting). Motion ADOPTED. Minutes APPROVED."
- p. 2, paragr. 1, line 2: "... those needs, ~~use of ESSER, the~~ The ..."  
paragr. 7, line 1: "... ~~Cameron Kameron~~ ...."
- p. 4, paragr. 5, line 1: "Amy H ~~introduced~~ ..."  
line 3: "Some board members,..."

- p. 5, paragr. 3, line 3: "...to their being taught ...."  
paragr. 4, line 2: "..., including ESSER funds, ...." [insert second comma]
- p. 6, paragr. 2, line 10: "... , and a link provided ...."
- p. 7, paragr. 7, Air Handler ..., MOTION, lines 1-2: "that the board approve up to \$60,000 to maintain the roof air handlers for the next year;" The motion should have been underlined.  
paragr. 8, line 5: "...maintained for another year."  
paragr. 9, line 2 "... ~~is~~ likely in mid-October."
- p. 8, paragr. 1, line 2, "...one additional member, ..."