

Washington West Supervisory Union Executive Committee
“APPROVED” Meeting Minutes for March 29, 2011
Harwood Union High School Library

WWEC Members Present: Susan MacLean-Daley (Fayston), Mary Gow (Harwood), Scott Mackey (Harwood), Kaj Samsom (Moretown), Helen Kellogg (Waitsfield), Rob Rosen (Warren), Dale Smeltzer (Waterbury-Duxbury), and Ben Smith (Waterbury-Duxbury)

Administrators Present: Michelle Baker, Sheila Rivers

Others: Russ Beilke

Ben Smith called the meeting to order at 6:30 p.m.

1) Action Items:

- a) **Approve minutes of February 9, 2011:** Scott Mackey moved to approve the minutes of February 9, 2011 as written. Rob Rosen seconded the motion which passed unanimously.

2) Discussion Items

- a) **Transportation Update** – Michelle Baker provided an update on the process so far, and feedback from other districts that had gone out to bid this year. Michelle’s recommendation is to extend the existing contract for one year, at 1.60% increase, which would fall within the state’s statutory requirements for an extended year contract. First Student, our contracted transportation provider, is willing to agree to this. This would be within existing budgets. Current discussions are for a fuel cap of \$3.64 per gallon for the year extension, which is not in place for the current year. Michelle provided a handout showing the potential costs of a one year extension, dated 3/29/11. Current costs to First Students for fuel are \$3.54, still under the proposed cap. She asked if the WWEC is comfortable with herself and Brigid continuing to negotiate the best terms for a one year extension, which would include age of buses as well as fuel cap. Rob suggested exploring a “call option” to provide insurance against exposure to future fuel increases. WWEC members indicated that they would support the goal of Michelle and Brigid continuing to work on this and bringing a contract extension to approve at the next WWEC meeting.
- b) **Acceptance of WWSU Audit** – Michelle noted that the report received an unqualified opinion, although there were a few issues in the management letter for which she is putting corrections in practice in place for the future.

ACTION: Rob Rosen moved to acknowledge receipt of the audit report. Ben Smith seconded the motion which passed unanimously.

3) **Other Business** – there was none

4) **Adjournment** – Scott Mackey moved to adjourn the meeting at 6:56 p.m. Dale Smeltzer seconded the motion which passed unanimously.

Minutes recorded by Dale Smeltzer