

The Vermont Statutes Online

Title 16 : Education

Chapter 009 : School Districts

Subchapter 004 : Other Provisions

(Cite as: 16 V.S.A. § 554)

§ 554. School board meetings; majority vote, quorum, Robert's Rules, public participation

(a) A majority of the members of the board shall constitute a quorum. Notwithstanding 1 V.S.A. § 172, the concurrence of a majority of members present at a school board meeting shall be necessary and sufficient for board action.

(b) A school board meeting shall be conducted in accordance with the Vermont Open Meeting Law. Robert's Rules of Order shall govern the conduct of school board meetings. A school board shall afford a reasonable opportunity to any person in the school district to appear and express views in regard to any matter considered by the school board, and if requested to do so shall give reasons for its action in writing. (Added 1969, No. 298 (Adj. Sess.), § 31; amended 1975, No. 48, § 5, eff. April 15, 1975; 1991, No. 181 (Adj. Sess.), § 13.)

Remote Public Meeting Script for Opening a Meeting

As Chair of the _____ [*insert name of Board, Council, Committee, or Commission*], I find that, due to the State of Emergency declared by Governor Scott as a result of the COVID-19 pandemic and pursuant to Addendum 6 to Executive Order 01-20 and Act 92, this public body is authorized to meet electronically.

In accordance with Act 92, there is no physical location to observe and listen contemporaneously to this meeting. However, in accordance with the temporary amendments to the Open Meeting Law, I confirm that we are:

- a) Providing public access to the meeting by [*telephone/video/other electronic means*], with additional access offered through [*telephone/video/other electronic means*]. We are using _____ for this remote meeting.¹ All members of the [*Board, Council, or Commission*] have the ability to communicate contemporaneously during this meeting through this platform and the public has access to contemporaneously listen and, if desired, participate in this meeting by [*insert instructions on how to participate in various ways*];
- b) Providing public notice of instructions for accessing the meeting. We previously gave notice to the public of the necessary information for accessing this meeting, including how to access the meeting using [*telephone/video/other electronic means*] in our posted meeting agenda. [*Instructions have also been provided on the town website at: _____*].
- c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access. If anybody has a problem, please [*insert instructions for reporting a problem*]; and
- d) Continuing the meeting if necessary. In the event the public is unable to access this meeting, it will be continued to a time and place certain.

Please note that all votes taken during this meeting that are not unanimous will be done by roll call vote, in accordance with the law.

Let's start the meeting by taking a roll call attendance of all members participating in the meeting.

¹ Many public bodies are using video teleconferencing technology, such as GoToMeeting, to ensure the remote meeting complies with the Open Meeting law. If you have any questions about the appropriateness of the technology you are using to conduct your meeting, please consult VLCT's Municipal Assistance Center (MAC) at 1-800-649-7915 or info@vlct.org.

Windham Elementary School Board Meeting

Date: August 3, 2020

Present: Antje Ruppert, Beth McDonald, Russ Cumming, Mickey Parker-Jennings, William Anton (via Zoom), Carolyn Partridge, Tom Widger, and Gail Wyman.

Call to order: 4:04 pm

Bills and Pay Orders: Russ moved to approve numbers 1 through 3, Antje 2nd, motion passed.

Minutes: Beth moved to approve June 8, 2020 meeting minutes, Antje 2nd, motion passed.

Members of the Public: Antje reported she had a request to change the wording of this agenda item from "Members of the Public," to "Public Comment." Antje stated that it has been listed this way since before she joined the Board and she was not going to take it upon herself to change it. She felt the purpose was understood. Antje sought input from the Board re: whether members supported the change. Russ said the change made sense and he supported it. Beth said she really didn't care and didn't want to discuss it further. Brief discussion followed.

Russ, as a member of the public, offered comments regarding the Open Meeting Law. He did not feel that the school board agendas included the level of specificity required to inform the public about what would be discussed at meetings. The purpose of the law is to assure that governing bodies are transparent in conducting business. An agenda item with only an individual's first name doesn't inform the public about what will be discussed since it omits the actual subject matter. Likewise, to plan discussion of the court's ruling on the forced merger of schools (Act-46) under the general heading of Superintendent's Report does not provide the public with adequate notice of what will be discussed. He also asked that the student enrollment projection for 2020-21 be included on the agenda. Lastly, he noted that the agenda did not include the physical location for the meeting or an on-line meeting platform. He felt that omitting this detail from the agenda represents a clear violation of the Open Meeting Law.

Antje asked Bill what he thought. Bill felt that either Members of the Public or Public Comment were acceptable. He agreed the agenda needed more detail so that the public could understand what would be discussed. As for violations of Open Meeting Law, he suggested adjourning the meeting.

Beth asked whether including a notice in Windham News & Notes that some meetings would be held on Zoom was sufficient to be transparent. Bill explained that a location should be included.

Antje explained that she tried to get in touch with Mickey Parker-Jennings to ask him to set up the on-line meeting but he was not near a computer until today. Therefore, the agenda did not include a Zoom link. She explained that she was asked to send the agenda two days prior to the meeting and this agenda went out three days prior. Antje explained that she received Russ' request for specific topics after she sent out the agenda to the webmaster and Ellen McDuffie for distribution. She felt that sending a revised agenda would be too confusing. She felt that a notice at the Town Office posted years ago stating that every school meeting would always be held at the school unless otherwise warned should be sufficient. Russ cited requirements of VLCT to include the meeting date, time, and location. She announced that all future agendas would include a location. Russ replied that this one didn't and it was being held in violation of Open Meeting Law. Antje claimed Russ violated the law by sending a request to include more detail on the agenda items. Russ disagreed stating that an email communication for the purpose of organizing an agenda was allowed. A heated discussion followed.

Mickey asked Bill how to proceed. Bill suggested Antje adjourn the meeting and reschedule it for next week. Bill offered to work with Antje on revising the agenda to meet Open Meeting Law requirements. Another meeting will be scheduled for Monday, August 10th at 4 pm. The agenda will be posted by Friday.

Adjourn: Antje motioned at 4:16 pm, Russ 2nd, motion passed.

Next meeting: August 10th at 4 pm, location TBD

Respectfully submitted,

Russ Cumming, Clerk

Windham Elementary School Board Meeting Minutes

Date: August 10, 2020

Present: Antje Ruppert, Beth McDonald, Russ Cumming, William Anton, Carolyn Partridge, Gail Wyman, Erin Kehoe, Howard Ires, Alan Partridge, Michael Simonds, Mary McCoy, Via meet.Google.com: Crystal Corriveau, Joyce Cumming, Tom Widger, Eileen Widger, Heath Boyer, Mary Boyer, Bill Dunkel, Maureen Bell, Kathy Jungermann

Call to order: 4:02 pm

Additions or corrections to the agenda: Antje asked to add a letter she wanted to read. Added as item (I).

Members of the Public: None.

Correspondence: None.

Approve minutes of June 8, 2020: The June 8th meeting minutes were moved for approval by Beth and 2nd by Antje, motion passed.

The August 3rd meeting minutes were moved for approval by Beth, 2nd by Antje. Discussion of the August 3rd minutes followed. Antje asked for a correction to reflect her claim that Russ violated the Open Meeting Law by contacting her about the agenda and not including Beth. She also requested a correction to reflect Beth seconded the motion to adjourn. Russ replied that the tape showed he seconded prior to Beth. No vote taken.

Old Business: None

New Business:

- a. **Bills and Pay Orders:** At the August 3rd meeting, Russ requested that pay orders 1 to 3 be moved for payment. Antje 2nd, motion passed.

Russ asked to speak to the pay order approval process. In the past, bills and pay orders have been referenced by number and a motion made to approve. Russ asked that the Treasurer prepare a summary of the pay orders listing the payee, service provided, and the amount to be paid, and share the information with all School Board members as a matter of clarity. At present, only Beth receives the information but all are asked to vote on approval. After a brief discussion, Beth agreed to supply the information she receives at future school board meetings. Russ asked that the information be available at the same time the meeting agenda is sent out to allow all members time for review before the meeting.

As a second request, Russ asked the Chair if she knew where the funds came from to meet this first set of pay orders. He noted that tax bills have not been issued yet for this year and the funds for the School Board to disburse will not be collected until October 30th. Russ feels that it is important that the taxpayers in Windham understand how the school finances are met from July 1st to October 30th when taxes are collected. Antje deferred to Bill Anton to answer the question. Bill restated the question and replied he would speak with the CFO to get the answers for the next meeting.

- b. **Return to Work Rules:** Bill Anton presented the Return to Work and Leave Information 2020-2021 school year. The WCSU adopted the Rules on July 29th; and all school boards are asked to adopt the rules. Bill stated there was a standard protocol for returning to school that applied to all persons entering a school building and which included temperature checks, a series of questions, and mask wearing. All visitors are logged in so contact tracing may be done if needed. Antje moved to adopt the Rules, Russ 2nd, motion passed. A copy is included as an attachment.
- c. **Instructional Disposition Decisions:** Bill explained that the purpose here is to empower the Superintendent to switch the instructional disposition (in-person, remote, or hybrid) for rapid turn-

around if needed. Bill would make the decision after discussion with the Dept. of Health and the school administrator. In reply to a question, Bill confirmed that it was the revised version dated Aug. 4th which was being discussed. Motion to approve was moved by Russ, 2nd by Antje, motion passed. A copy is included as an attachment.

- d. School Lunch Waiver 16 V.S.A.1265: Bill Anton read the Statute provisions that allow Windham to opt out of the requirements of the National School Lunch Act and the National Child Nutrition Act to provide lunch and breakfast respectively. The School Board must vote at a meeting warned and held for the purpose of exempting itself from the requirement to offer either the school lunch program or the school breakfast program, or both, for a period of one year. The exemption must be reviewed annually. Bill recommended that the Board exempt itself. Antje motioned to exempt the School Board from the requirements; Beth 2nd. Beth and Antje voted to approve; Russ abstained, motion passed.
- e. Bus Route: Carolyn explained the school bus route as planned for the summer school session. It may be necessary to modify the route. The middle school and high school route is still under development at this time. Lisa Beshay will be the school bus monitor. Bill explained that the same protocol as required when entering a school building will be followed on the bus. Antje moved to accept the bus route, Beth 2nd, motion passed.
- f. After-School Program: Mickey Parker-Jennings was not present. This will be postponed until the next meeting.
- g. Principal's Report: Bill Anton read the report submitted by Mickey Parker-Jennings. Mickey reported that he and the staff were preparing for the week of summer school. They were focusing on personalized learning. Mickey noted that two temporary shelters have been donated for use as outdoor classrooms. Mickey also attended a Leadership Retreat. The summer school budget, including supplies and staffing, was covered by a Rural Education Assistance Program (REAP) grant.
- h. Superintendent's Report: Bill reported that classes are scheduled to start on Sept. 8, 2020, but everyone must remain flexible. The staff is scheduled to rehearse the safety protocols and review the learning management system 6 days before classes begin. If a situation develops where remote learning is needed, they will be prepared. A full copy of the Superintendent's Report is available on the WCSU website.

Carolyn Partridge asked Bill if her grandchildren would be able to attend WES if they ended up living with her. Bill indicated they would have to follow V.S.A.1075, the law that deals with residency and guardianship. Bill indicated that in the hypothetical situation she was referring to, if the parent or guardian lived outside the state of Vermont and outside Windham it would not comply with the Statute.

- i. Act 46 Expenses for Legal Work: Carolyn Partridge explained that back in 2018 the School Board hired an attorney, Mark Oettinger, past General Counsel for the Vermont Agency of Education. The School Board hired him to help find a path through the Act 46 morass and to craft ballot language for voting. Carolyn's initial conversation with him was on July 3rd, 2018. She received a Letter of Engagement on September 17th, 2018 and signed it electronically. At that point, the School Board paid a retainer of \$1,500 which was approved by the School Board at its 9/8/18 meeting. Carolyn received an email on 7/24/20 from Michelle Mraz, the business manager of the law firm Montroll, Backus & Oettinger asking for payment of an outstanding balance. Carolyn stated she was surprised at the balance and she was unaware of many of the charges.

Carolyn stated that a provision in the Letter of Engagement stipulated that the billing would be by email unless paper copies were requested. Carolyn explained that she was unaware of the billing, which was sent through a third party billing service, Practice Panther, and attributes the confusion to her spam

filter blocking the emails. Carolyn requested and received paper and electronic copies of the invoices. In summary, the invoices totaled \$2,400 after the \$1,500 retainer was depleted.

Carolyn said she reviewed the invoices and realized that Atty. Oettinger was billing for time he spent communicating with other attorneys who were representing Windham in the Act 46 lawsuit, funding for which Windham residents contributed through a separate fund. She said that was unnecessary and asked that those charges be removed. Carolyn read her email to the attorney's office dated July 31, 2020 and asked that it be included in the minutes. The email is included as an attachment.

Upon receiving Carolyn's email request, Atty. Oettinger's office agreed to reduce the balance due to \$1,400. Carolyn asked for a further reduction and was granted an additional discount so that the balance due is \$1,200. Antje asked whether action was required at this time. Carolyn recommended the Board wait until the revised final invoice is issued before considering it for payment.

- i. Act.46 Lawsuit Dismissal and How it impacts WES: Bill stated that he put this item on the agenda as a request from Russ who had received inquiries from several residents regarding what impact the dismissal would have on WES. Bill stated that he does not see any change at WES. Windham had gone through the process with West River Modified Unified Education District (WRMUED) to remain a Pre-K through Grade 6 entity and that will not change. Carolyn added that Atty. Oettinger helped Windham craft ballot language for a vote with 4 other towns to allow Windham not to join the WRMUED. Carolyn stated that back at that time in 2018, several people in the room today helped her send out over 4,000 pieces of mail to residents in the other towns to get them to vote to allow Windham to remain as is.

Russ asked Bill if the Act 46 decision would eliminate the offsetting revenue of the Small Schools Grant. Bill's reply was that WES would need to re-apply each year for the grant. Bill believed it was a topic in the August or subsequent session in Montpelier. Carolyn added that as she understood it, if five percent or more of your students lived more than 15 miles from the next nearest school, you would receive the grant.

- k. Board Member Conduct: Beth asked Bill to include professional behavior between board members as a topic for discussion. Beth asked for a level of courtesy in communication which will require a concerted effort by all members. She said she doesn't enjoy attending School Board meetings or coming to the school. Bill offered copies of other Boards' guidelines for meeting decorum.
- l. Added: Reading of Letter: Antje read her letter of resignation from the Windham School Board due to personal and health reasons. She thanked the public for their support. Members of the public expressed appreciation to Antje for her service to the Board.

Bill Anton provided copies of the statute (16 VSA Section 424) on resignation of a School Board member. The remaining Board members have 30 days from the date of the vacancy to select from individuals who express an interest in serving. The process is for the interested party to send a letter to the School Board or the Superintendent's office. The new member will serve from Sept. 7th (next meeting) until Town Meeting in March. Members of the public may express support for a candidate, but the remaining board members do the voting. If no individual is acceptable, then Bill will contact the Secretary of State for advice on how to proceed.

Adjourn: The meeting adjourned at 5:15 p.m., moved by Russ, 2nd by Beth, motion passed.

Respectfully submitted,
Russ Cumming

Windham Elementary School Board Special Meeting

Date: August 19, 2020

Present: Beth McDonald, Russ Cumming, Bill Anton, Mickey Parker-Jennings, Gail Wyman, Paul Wyman, Kord Scott, Tom Widger

Call to order: 4:02 pm

Bill Anton, WCSU Superintendent, reported that he had attended two school board meetings in other towns to discuss the recommendations of the COVID-19 Health Coordinator concerning air quality standards for in-person instruction. The Vermont Dept. of Health and the Agency of Education have established standards and asked school districts to adhere to their recommendations. The current instructional plan is to have 4 days of in-person instruction and 1 day, Wednesday, of remote instruction.

The point in question is: Does Windham delay the opening of school for in-person instruction until the HVAC system meets the standards set by the AOE and Dept. of Health?

Bill raised a number of issues that would need to be considered if WES went to 100% remote instruction. The plan for Windham is to hire an HVAC company, Alliance Mechanical, to do preventive maintenance and upgrade the air filters of the current HVAC system, then test air quality and fresh air exchange rates to see where the system falls relative to the State standards. Bill indicated the maintenance costs for the HVAC system would be in the neighborhood of \$5,000 to \$6,000 and would be covered by several sources of funds. CARES funding will be decided upon by the legislature in the next few weeks. Then there is some local funding and the Elementary and Secondary School Emergency Relief (ESSER) funding of approximately \$6,400 which is available through 6/30/2021. The purchase of 2 additional air filters at a cost of about \$695 each is also recommended, placing 1 in each classroom if more classroom instruction is conducted. There will be 8 to 11 students and 2 adults occupying the building during the school year which is about 15% to 20% capacity. There is an expectation that due to the small class sizes that proper COVID-19 spacing may be easily maintained.

Mickey P-J will follow the instructional plan he has devised, 4 days of in-person and 1 day of remote instruction per week. Students, teachers and staff will wear masks in the school and social distancing protocols will be followed. There will be some instruction outside as the weather permits. Doors and windows will be left open during indoor instruction, weather permitting, to provide extra air exchange. There

Windham Elementary School Board Special Meeting

Date: August 19, 2020

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will be a daily health check upon arrival at school and a log kept of all visitors to the school so that contact tracing can be done should someone become ill.

Mickey P-J raised the question, What if the current system does not pass the standards set by the State? In that situation, the School Board would most likely need to consult with the Town as to how to address the situation.

Beth made a motion to follow the current instructional plan while the HVAC system is serviced and tested. Once the test results are evaluated and a determination is made as to any additional work that may be needed, the instructional process may be re-evaluated. The motion passed.

Adjourned: 4:19 pm

Respectfully submitted
Russ Cumming, Clerk

August 13, 2020

Dear Bill,

As the COVID-19 Coordinator for Windham Central Supervisor Union my recommendation is to delay the opening of schools within our district for in-person education until the HVAC systems meets Vermont Agency of Education and Vermont Department of Health recommendations published in A Strong and Healthy Start Safety and Health Guidance for Reopening Schools, Fall, 2020, updated August 11, 2020.

What we know about this evolving novel Coronavirus is that it is spread primarily through respiratory droplets when people talk, cough, or sneeze. New research from Virginia Tech and University of Florida suggests the aerosolized respiratory droplets spread further than we thought-possibly as far as sixteen feet. Thus, the need for our HVAC system to be working to the standards published by the AOE and VDH is essential to maintain the health and safety of our students, faculty, and staff. We are diligently working on our HVAC systems and hope to have them functioning to specifications, but we are not there yet.

Below are specific areas of concern taken directly from the published guidelines:

- *Prior to re-occupancy ensure school ventilation system is properly cleaned and meets all required operating standards per manufacturer.
- *Prior to re-occupancy, operate HVAC systems in occupied mode for a minimum period of one week while assuring the outside air dampers are open.
- *Ensure ventilation systems operate properly and increase circulation of outdoor air.
- *Increase outdoor air ventilation. Devices that simply recirculate the same indoor air without filtering it or replacing it with fresh air are not helpful in reducing any airborne virus present in the room (including most window air conditioning units, fans used in rooms with closed windows, and fan coils and radiators).
- *Improve central air and other HVAC filtration to MERV-13, or highest level achievable.
- *Bathroom exhaust fans operating 24/7
- *add portable air cleaners to classrooms
- *maintain temperature and humidity, typically between 68-78 degrees F.
- *dedicated HVAC system for isolation room
- *negative pressure maintained in isolation room

Once the HVAC systems have been brought up to specifications, we should reassess our situation, and evolution of COVID-19 before opening our schools to in person learning.

Jorda Daigneault, MSN, MS, APRN, FNP-BC

Windham HVAC Review

From Alex Rowe at Efficiency Vermont:

1. **VENTILATION.** ASHRAE Guidelines for Reopening Schools specifies that schools, at a minimum, meet ASHRAE Standard 62.1 for ventilation rates (outdoor air flow). For classrooms, the standard is 10 cfm per person + 0.12 cfm per square foot of fresh air. They recommend to not only meet this ventilation rate, but also exceed it by 30% - this will not be technically feasible in many Vermont applications.

2. **AIR EXCHANGE.** ASHRAE Guidelines for Reopening Schools also specifies that schools achieve 6 total air changes per hour throughout their building, and have the ability to ramp up to 10 air changes per hour in isolation room and nurses areas. 6 air changes per hour means that the total volume of air in each space (which is a combination of fresh air from the outside and recirculated air) is exhausted and/or filtered every 10 minutes. You can achieve 6 ACH by increasing the rate of ventilation (which may come hand in hand with meeting the ventilation standards above) and by increasing the rate of recirculation through a filter (which could be as simple as a spot air purifier, or as complex as upsizing your central HVAC system to recirculate more air through that unit).

3. **FILTRATION.** ASHRAE Guidelines for Reopening Schools recommends that schools upgrade their filtration systems to MERV 13 or higher, in order to capture more and smaller particles that COVID-19 may attach to.

Three-Phased Approach

Phase 1: Mechanical contractor servicing of all existing HVAC units throughout the buildings.

Phase 2: Testing of airflow and air changes in all rooms served by staff and students.

Phase 3: HVAC upgrades and repairs followed by commissioning.

Timeline and Costs

Any work proposed by Alliance Mechanical, they suggest can be performed by December 31st. They are currently scheduling at least 1 week out for preventative maintenance (PM) servicing. This service includes changing belts and filters, any verifying operation of the components; fans, dampers, actuators, etc. Servicing all systems across the district could take up to 1 week to complete.

Replacement parts identified from PM servicing that need to be ordered could be a lead time of 4-8 weeks.

Air Flow and Air Change Analysis & Testing is scheduling at least 1 week out and would take roughly 1 week to perform. This includes calculations based on room sizes and occupancy and testing every room with a flow hood and/or duct traverse.

PM servicing costs for district: \$4,500 - \$6,000

Air testing costs for district: \$2,500 - \$4,000

Costs for upgrades:

- Create negative pressure isolation room: \$4,800 - \$6,000
- Controls System: \$20,000 - \$25,000
- (3) Air Purifier Units: \$2,000 - \$2,500

*costs are best estimates as of 8/14/20. When vendors get into systems, prices are subject to change

The Vermont Statutes Online

Title 16 : Education

Chapter 009 : School Districts

Subchapter 001A : Government Of School Districts

(Cite as: 16 V.S.A. § 429)

§ 429. Loans

Notwithstanding subsection 4029(b) of this title, a school board may draw orders for loans without interest to the town's general fund and the town selectboard may draw orders for loans without interest to the school district fund, the loans to be secured by a note signed by both the selectboard and the school board that stipulates mutually agreeable terms and conditions. A note shall be payable not more than 90 days after its issuance and shall be payable on demand anytime within the 90-day term. The school board shall report all loans to the Agency pursuant to subsection 4029(f) of this title. For purposes of this section, "town" and "selectboard" shall have the same meaning as they have in 1 V.S.A. § 139. (Added 1969, No. 298 (Adj. Sess.), § 49; amended 2011, No. 129 (Adj. Sess.), § 3, eff. May 11, 2012; 2013, No. 92 (Adj. Sess.), § 302, eff. Feb. 14, 2014.)

Here was the response. I find it very helpful.

Bill

----- Forwarded message -----

From: **Kathleen Scott** <windham.towntreasurer@gmail.com>

Date: Wed, Aug 19, 2020 at 9:22 AM

Subject: Treasurer Responsibilities

To: wanton@windhamcentral.org <wanton@windhamcentral.org>

Good Morning Bill,

In response to questions regarding pay orders, here are the responsibilities of the Treasurer for the School.

Responsibilities of the Treasurer include, but are not limited to:

- Keep in a separate bank account all of the money appropriated or given for the use of the school district.
- Make deposits in the school account of payments from the school tax levy received within 20 days, based on the date the school taxes become due and payable.
- Monitor notifications from the Secretary of Education regarding taxes due.
- Handle the payout of orders drawn by or upon the authority of the board of school directors.
- Receive monies that will be invested and reinvested by the treasurer with the approval of the board of school of directors.
- Maintain financial records of cash receipts and disbursements, if applicable and make records of those transactions available to the board of school directors or the supervisory union board when requested.

Hopefully we can clear up any questions at the 9/8 meeting.

Sincerely,
Kathleen Scott
Treasurer

Proposed motions for Sept. 8 WES School Board Meeting

- To accept the recommendation of WCSU for HVAC maintenance and testing.
The Windham Elementary School Board accepts the recommendation of the Windham Central Supervisory Union to engage Alliance Mechanical to complete the work outlined in the proposal from Alex Rowe of Efficiency Vermont dated 8/14/220. The scope of the work is as suggested by COVID-19 coordinator for the Windham Central Supervisory Union dated August 13, 2020.

To: Authorize the purchase of two additional air filtering units at \$695 each. They are Alen model45i, BreathSmart units. to be used in each classroom. Additional filters may also be ordered if needed without board approval.

- To request temporary financial assistance from the Town of Windham to meet WES financial obligations between July 1, 2020 and December 31, 2020., as per 16 V. S. A. § 429 guidance.
 - *The Windham Elementary School Board request monthly loans from the Town, with no interest charged, sufficient to meet the financial obligations of the Windham Elementary School from July 1, 2020 to December 31, 2020 or until the State of Vermont remits the Education Spending Grant to the Town of Windham. This request may be renewed annually at the June School Board meetings.*