

**Orange East Supervisory Union  
Union High School District #30**  
Oxbow High School and River Bend Career & Technical Center  
Bradford, VT 05033

**Thursday, February 7, 2008 @ 7:00pm**

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Present:

Board Members: Kathy Damon, Chairperson; Susan Gaelic, Finance Clerk; and Tom Kidder

Administrators: Chuck Brown, Principal; Lucy Johnson, Assistant Principal; Holly Heverly, Assistant Principal; and  
Linda Rosa, Director of Business & Finance

Board Secretary: Jessica Bean

Visitors: Faculty: Lomond Tougas, Kristen Downy, Timothy Moynahan, and Matthew Madden.  
Hannah Narowski, Committee Member of Academic Affairs

### **Call to Order**

- Kathy Damon called the meeting to order at 7:10pm  
**(Not enough members present to have a quorum.)**

### **Committee Work**

#### **Academic Affairs Committee**

The minutes of the previous meeting were distributed. Kristen Downy and Matthew Madden presented a plan for semester electives for 11<sup>th</sup> and 12<sup>th</sup> grade English for students not enrolled in AP English. Their handout showed a list of eight choices with descriptions based on a student survey and faculty advice. Discussions covered issues of curriculum, scheduling, and the future of the program. It was noted that official names of the courses should be acceptable for transcript purposes. The group agreed that this would be an acceptable change in the curriculum and it would not change the credit requirements for graduation.

#### **Policy Committee**

Curriculum Policy handouts from other schools were distributed and discussions took place. Susan and Kathy will draft a Curriculum Policy and share it at the next committee meeting. Holly will gather Graduation Requirement Policies from other schools to have at the next meeting.

**Correspondence**

Kathy read a letter from Kristen Downy for a request of Maternity Leave to begin on May 2, 2008 through the remainder of the school year. No action was taken because not enough members were present for a quorum.

**Review Annual Report**

Chuck presented the Annual Report and discussions took place.

**Other Business**

- Next Board Meeting will be Wednesday, February 13, 2008 starting at 6:00pm for an Executive Session for a Student Matter and Interviews with a Regular Meeting to follow.

**Adjournment**

Kathy adjourned the meeting at 9:20pm.

Respectfully Submitted,

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Jessica Bean, Board Secretary

These minutes are not official until approved by the Board.