

**SPAULDING HIGH SCHOOL
REGULAR BOARD MEETING**
Spaulding High School – Library
October 4, 2018 - 6:00 p.m.

MINUTES

BOARD MEMBERS PRESENT:

Paul Malone - Chair
David LaCroix – Vice Chair
Joe Blakely - Clerk
Tim Boltin
Anthony Folland
J. Guy Isabelle
Ed Rousse

BOARD MEMBERS ABSENT:

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent
Brenda Waterhouse, Principal
Penny Chamberlin, Director Central Vermont Career Center

GUESTS PRESENT:

Video Vision Tech	Dave Delcore – Times Argus	Ezra Bernier	David Epstein
Mark McCarthy	Gerry Reymore	Natalie Taylor	Jon Winston

1. Call to Order

The Chair, Mr. Malone, called the Thursday, October 4, 2018, Regular meeting to order at 6:07 p.m., which was held at the Spaulding High School Library.

2. Additions and/or Deletions to the Agenda

None.

3. Visitors and Communication

None.

4. Approval of Minutes

4.1 Approval of Minutes – September 6, 2018 Regular Meeting

On a motion by Mr. Isabelle, seconded by Mr. LaCroix, the Board unanimously voted to approve the Minutes of the September 6, 2018 Regular Meeting.

5. New Business

5.1 Resignations/Retires/New Hires

A document titled ‘Vermont Labor Department Works With Fuel Dealers To Address Driver Shortage’ (by Howard Weiss-Tisman – dated 10/01/18) was distributed. The resume and BSU Notification of Employment Status Form for Dorothy Unkles was distributed. Mr. Pandolfo provided a brief overview of the article advising that there is a labor shortage across the state. Though all professional positions are filled, some para-educator and substitute positions remain open.

Mr. Pandolfo provided an overview of the candidate’s education and experience.

On a motion by Mr. Isabelle, seconded by Mr. Rousse, the Board unanimously voted to approve the hiring of Dorothy Unkles.

5.2 CVCC HHB Designees

A copy of Appendix A from policy F20 was distributed. The Appendix names Jason Derner, Assistant Director and Stefanie Seng, School Counseling Coordinator, as designated representatives to receive complaints of bullying and/or harassment for students of the Central Vermont Career Center. It was noted that approval of the SHS designees was given in August.

On a motion by Mr. Isabelle, seconded by Mr. LaCroix, the Board unanimously voted to approve the designees as listed for CVCC; Jason Derner CVCC Assistant Director and Stefanie Seng, CVCC School Counseling Coordinator.

5.3 Community Service

A document titled 'Spaulding High School Community Service Guidelines' was distributed. Mrs. Waterhouse provided a brief overview of the document, noting that it has been reviewed by the Curriculum Committee and a few edits have been made. The plan is to implement the Community Service Graduation Requirement in the fall of 2019. Mrs. Waterhouse is seeking Board approval of the new graduation requirement.

On a motion by Mr. Blakely, seconded by Mr. Folland, the Board unanimously voted to approve the Community Service Graduation Requirement as presented.

Mr. Isabelle advised that he supports the initiative, but has concerns regarding finger printing and background checks that some organizations may require. Mr. Isabelle also has concerns regarding liability. Mrs. Waterhouse advised that she has performed much research, but the new requirement has not been vetted by legal counsel. Mr. Pandolfo recommends that the document be reviewed by VSBIT.

5.4 VEHI Annual Meeting

A Memo from VEHI (Vermont Education Health Initiative), dated 09/04/18, regarding the VEHI Annual Meeting was distributed. The Annual Meeting is on Friday, October 19, 2018 at 8:15 a.m. at Lake Morey Inn in Fairlee, VT. Mr. Pandolfo provided a brief overview of the upcoming meeting, noting that nothing critical is planned for discussion. Mr. Pandolfo advised the Board regarding the options for voting.

On a motion by Mr. Rousse, seconded by Mr. LaCroix, the Board unanimously voted to authorize Superintendent John Pandolfo to appear and vote on behalf of SHS for Health, Dental, and Unemployment Programs. The VEHI and VSBIT 'PROXY OR CERTIFICATE OF AUTHORITY' forms were circulated for signature.

5.5 VISBIT Annual Meeting

A Memo from VSBIT, dated September 4, 2018, regarding the VSBIT Annual Meeting was distributed. The VSBIT Annual Meeting will be held on Friday, October 19, 2018 at 8:15 a.m. at Lake Morey Inn in Fairlee, VT. This meeting is being held in conjunction with the VEHI Annual Meeting. **See approval under Agenda Item 5.4.**

6. Old Business

6.1 CVCC Design/Build Update

A document titled 'PROJECT APPROACH – CENTRAL VERMONT CAREER CENTER' (dated 10/04/18) from truexcullins Education was distributed. Ms. Chamberlin introduced David Epstein from truexcullins. Mr. Epstein advised that truexcullins has been working with CVCC to help determine the future direction of the Technical Center. Mr. Epstein advised that the process being undertaken is similar to any school project, whereas deciding the best use of space is the first step in researching to determine future direction. Mr. Epstein proceed to give a presentation outlining the three phases of the project; Phase 1) Visioning, Phase 2) Site search and Feasibility Study, and 3) Concept Design. The original goal was to talk with the Legislature in the spring of 2019 regarding possible funding of a new Technical Center. Given the magnitude of the research phase, the goal is now to approach the Legislature in January 2020. It was noted that a cost/benefit analysis will need to be performed for both CVCC and SHS. Mr. Epstein advised that the current work being undertaken by truexcullins is for CVCC, but that the firm could provide a similar analysis for SHS. Mr. Epstein concluded the presentation by providing an overview of the Fee Table. It was noted that no (building) site has been identified at this point. CVCC currently occupies 40,000 square feet. The optimal size is a facility with 100,000 square feet (325 SF per student). Ms. Chamberlin advised that she would like to use a new delivery model, as the current model is 30 to 40 years old. There is a potential to add 9th and 10th grade students (to the technical center). It was noted that one of the assumptions for the research phase was that the proposal would be for a new facility, not renovations to the existing space. Mr. Pandolfo advised that Statute requires approval of the project by the Regional Advisory Board, and stressed that it is critical to get all stakeholders involved. Ms. Chamberlin advised that it would be very difficult to expand programs within the current space. A project of this magnitude will most likely take 4 to 5 years to complete. It was noted that the relocation of CVCC and use of CVCC space by SHS has been discussed at many Board and Committee meetings.

6.2 Act 46

A document titled 'Decision Points – Sec. 9 Proposals and Secretary's Proposed Statewide Plan Overview' was distributed. A copy of the informational pamphlet was also distributed. Mr. Rousse advised that Mr. Smith and Mrs. Costa have left the Study Committee (both have moved out of Barre City), so the Committee is short 2 Barre City representatives. The Study Committee's Communications Sub-Committee has been working to create an informational flyer /brochure and are appearing and speaking at various events, including service club meetings and school open houses. As the Act 46 ballots will not be available when the General Election ballots are mailed to 'early voters', a separate mailing will be need to be sent to 'absentee/early' voters. In Barre City, an Act 46 ballot will automatically be sent out to those who requested an early General Election ballot. Barre Town voters who requested an early General Election ballot will need to request the Act 46 ballot. Mr. Pandolfo provided an overview of the Decision Points document noting that of the 47 decision points (relating to requests for retaining current governance structures or requesting mergers) for the Section 9 submissions, the Secretary (of Education) agreed with 32 requests and disagreed with 15. Mr. Pandolfo advised that of the three situations most like Barre, none were approved for retaining their current structures. Mr. Pandolfo advised of the many

different merger scenarios that could occur under a State forced merger, and advised that it is possible that the State will not force a merger for Barre. There are many unknowns at this time. Mr. Pandolfo advised that under a forced merger, the draft Articles of Agreement dictate that under a forced merger, the newly formed merged board would be comprised of 2 individuals from each of the involved cities or towns. If Barre and Twinfield are merged, the new board will be comprised of 8 individuals (2 BC, 2 BT, 2 Plainfield and 2 Marshfield). The board structure does not take student or voter population into consideration. A new board under a forced merger that includes just Barre City and Barre Town would have a total board membership of 4 individuals. There remains the possibility that the State Board will redraw supervisory union boundaries. Mr. Malone hopes that voters will get all of the facts and make informed voting decisions. Mr. Malone believes that tax incentives are important, that the new Articles of Agreement are significantly different than the original Articles, and address the concerns of the Barre Town voters. Mr. Malone provided a brief overview of some of the risks posed under the Default Articles of Agreement (that would be implemented under a forced merger).

6.3 Budget Development FY20

Mr. Pandolfo reported that Mrs. Perreault has been working with Administrators on budget details, including reviewing positions and how positions are currently filled, as well as non-personnel expenses such as such as programs and supplies. Mrs. Perreault will be building 5 separate budgets using the current financial system. Implementation of the new Financial Management system has not gone as smoothly as the State anticipated. Other items being considered are what a single consolidated budget might look like, and other variables, such as what the budget would look like, including if Barre were merged with Twinfield. It was noted that Twinfield does have different systems (financial / student data) than the BSU. The Finance Committee has been asked to discuss and share budgetary goals (financial, educational, and philosophical).

6.4 Athletics

The student survey is a work in progress and should be completed for distribution at the end of the fall season. Additional Athletic information is included in the Principal's Report, including; the Athletic Director's Report, and the letter to "hockey parents" (those requesting that 8th grade girls be allowed to join the SHS team). Mr. Folland advised that some individuals are inquiring about coaching openings. Mr. McCarthy queried regarding documentation for the Athletic Programs. Mr. McCarthy was provided with copies of the Coaches and Athlete/Parent Handbooks. Mr. McCarthy feels that the hiring policy should assure that the Athletic Director knows what is wanted/needed when hiring new coaches, and believes that some philosophical changes need to take place. Mr. McCarthy feels the emphasis for Division I should be on winning. He believes that not every athlete should be played, as he believes in putting only the best athletes on the field. Mr. McCarthy believes the philosophy should be "win at all cost".

7. Other Business

None.

8. Reports to the Board

8.1 Student Representatives

Ms. Taylor and Mr. Bernier advised regarding Home Coming festivities including; the parade, football game the SHS Band's half time show, Spirit Days, the Pep Rally and Bon Fire (over \$1,300 was raised), the Make-a-Wish Walk-a-thon that raised over \$5,000, the weekly Spirit Day (with classes earning points towards the Crimson Cup), the Student Council Blood Drive, volunteering at local churches, and the Fall Play, Pride & Prejudice.

8.2 Superintendent

A copy of the Superintendent's Report dated September 26, 2018 was distributed. The report included information pertaining to; VSBA (dues and Annual Conference), Health Insurance, and an update on Act 46. A letter from VSBA, dated 09/01/18 was distributed. The letter pertains to membership dues, which for FY19 is \$8,733 for the BSU. A copy of the VEHI Files FY 20 Health Plan Rates for Active School Employees was distributed. It is anticipated that the rate increase will be 11.8%, though rates will not be finalized until January 2019. A Proclamation from the Governor, proclaiming October 2018 as National Teachers Month, was distributed. Mr. Pandolfo advised that he has e-mailed the VSBIT Annual Report to Board Members. The VEHI Annual Report is anticipated in the near future. Mr. Pandolfo shared the Governor's Proclamation, and advised that he is waiting on teachers for dates to begin negotiations.

8.3 Principal

The Principal's Report (dated 10/04/18) was distributed. The Report contained information relating to; Athletics, Students & Community, Community Forums, a debriefing of the threat received on 09/14/18, and the weekly Recognition Program for students and staff. A report from Athletic Director Patrick Merriam (dated 09/26/18). A copy of a letter from Mrs. Waterhouse to parents (who requested that their 8th grade students join the SHS Girls Hockey Team) was distributed. Copies of the 'Principal's Message' for September 2018 and October 2018 were also distributed, as well as a letter from the Educational Theatre Association (dated 09/15/18). Mrs. Waterhouse advised of one change to the Principal's Report, and announced that 6 recent SHS graduates are in professional productions. In response to a query regarding A.L.I.C.E. Training for students, Mrs. Waterhouse reported that Mr. Derner and Mr. Aither are in the process of creating a video and that some training will occur on 'No-movement Mondays'. In response to a query regarding concern on how substitutes are being utilized this year, Mrs. Waterhouse advised that 2 full time substitutes have been hired and that she is trying to hire 3 more. In response to a query regarding cell phone usage by students, Mrs. Waterhouse advised that a previous Board had advised that staff could not take cell phones away from students.

8.4 CVCC Director

The Director's Board Report for October 2018 was distributed. The Report contained information regarding; the Culinary Arts Instructor, Fall Open House and Career Fair (11/15/18 5:30 p.m. – 7:00 p.m.), Luncheons/Tours for industry partners and regional legislators, the Medical Professionals, Natural Resources and Sustainability, Exploratory Tech, and Plumbing & Heating Programs, Professional Development, and future planning. Three additional documents were distributed; a Family Circle article pertaining to the cost of college, the 2018 – 2019 CVCC Student Count Report (dated 09/24/18), and Minutes from the 09/25/18 RAB Meeting.

8.5 Committee Reports

8.5.1 Finance

Minutes of the September 26, 2018 meeting were distributed. Mr. Malone advised of the unaudited projected surpluses for SHS \$91,697 and CVCC \$38,237. It was noted that the ROTC deficit is due to reimbursement not showing up yet.

The next meeting is October 24, 2018 at 4:00 p.m. in the SHS Library.

8.5.2 Facilities

Minutes of the September 12, 2018 meeting were distributed. Mr. LaCroix advised that granite planters, benches, etc., have been ordered and will be installed next spring. The Committee discussed how the State Safety Grant money was used, received an update on summer maintenance, received an update on the possible relocation of CVCC, and it was reported that work continues with installation of the structure that will hold the sign, though the sign cannot be installed until the City passes the ordinance. The next meeting date is to be determined.

8.5.3 Verbal Report of BSU Committees

Minutes from all BSU Committee meetings were previously sent to all Board Members.

Policy Committee

The Committee met on 09/17/18 to discuss and review a number of policies. The Committee will hold additional discussion prior to any policies being presented for approval.

BSU Curriculum Committee

The Committee met on Monday, October 1, 2018. Discussion included a Technology presentation, and an overview of the Report Card Guide for the elementary and middle schools. Goals for the future include 1 on 1 computer access for all students, and upgrades to technology infrastructure to improve speed and reliability. SHS and BCEMS have technology integrationists, while BTMES does not. Concerns were raised regarding students' use of cell phones during class time. It was requested that more 'blocks' be put in place to stop students from accessing certain web sites.

An additional meeting has been scheduled for Monday, October 29, 2018 at 5:30 p.m. in the SHS Library.

BSU Finance Committee

The Committee met on September 20, 2018.

The next meeting is Thursday, November 15, 2018 at 4:30 p.m. in the SHS Library.

BSU Facilities Committee

The Committee met on September 11, 2018. Mr. LaCroix was appointed the Committee Chair. Discussion included the role of the Committee, use of a common format for the purpose of long term planning, district budgeting based on the industry standard of \$1 per square foot, and holding tours of each of the district buildings and the Central Office. The next meeting will include tours of the Central Office and SHS/CVCC.

The next meeting is scheduled for Wednesday, October 10, 2018 at 5:30 p.m. in the SHS Library.

BSU Communications Committee

The Committee met on September 13, 2018 and discussed organization, purpose, monitoring progress on creation and implementation of the new web site, reviewed other web sites built by the chosen vendor, discussed future engagement of the community including informing and encouraging support from voters and tax payers, and held lengthy discussion about the Coalition that will be formed to work with Public Agenda to state the mission of the BSU and assist with creation of Site-Based Councils.

The next meeting is Thursday, October 11, 2018. The first meeting of the Coalition is tentatively set for Wednesday, October 24, 2018.

BSU Negotiations Committee

The Negotiations Committee hasn't met recently, but has sent formal invitation letters to the Association. The Association has sent a formal reply that they will be back in contact with potential dates for negotiation sessions.

8.6 Financials

Three reports were distributed; SHS and CVCC Expenditure Summary Reports (dated 09/26/18), and the BSU Expenditures - FY19 Report (dated 09/26/18).

9. Future Agenda Items and Upcoming Committee Meetings

- Work Based Learning and Career Awareness at the Middle School Level - Increase in Coop Coordinator Position (from .20 FTE to .50 FTE in FY19 and 1 FTE in FY20) (CVCC)
- Perkins Grant – Review of 2018 Grant (CVCC)
- Agency of Education’s Unified Review Report – Recommendations and Action Items – Response due by 11/01/18 (CVCC)
- Possible Relocation of CVCC and Moving of SPED Programs to SHS
- Discussion of Possible New Programs (CVCC) – discuss in November or December
- Act 46
- SBAC

SHS Regular Board Meeting – Thursday, November 1, 2018 at 6:00 p.m. in the SHS Library

10. Executive Session as Needed

10.1 Personnel

Employment of Employees was proposed for discussion in Executive Session.

On a motion by Mr. Folland, seconded by Mr. Blakely, the Board unanimously voted to enter into Executive Session, with Mr. Pandolfo in attendance, at 8:34 p.m. under the provisions of 1 VSA section 313 to discuss the item proposed for discussion.

The remaining information was provided by the Board Clerk.

Mr. Pandolfo exited Executive Session at 8:50 p.m.

On a motion by Mr. Boltin, seconded by Mr. LaCroix, the Board unanimously voted to exit Executive Session at 8:55 p.m.

11. Adjournment

On a motion by Mr. Boltin, seconded by Mr. LaCroix, the Board unanimously voted to adjourn at 8:56 p.m.

Respectfully submitted,
Andrea Poulin