

**SPAULDING HIGH SCHOOL
REGULAR BOARD MEETING**
Spaulding High School – Library
September 6, 2018 - 6:00 p.m.
(Staff Reception at 5:30 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
Penny Chamberlin, Director Central Vermont Career Center
Jason Derner, Assistant Director Central Vermont Career Center
Brenda Waterhouse, Principal

GUESTS PRESENT:

Video Vision Tech	Ezra Bernier	Chloe Clark	Christine Currier	David Detweiler
Jamie George	Amanda Gerrish	Ralph Gerrish	PJ LaPerle	Clifton Long
Jennifer McKelvey	Nicholas McKelvey	Ella Pitonyak	Dawn Poitras	Gerry Reymore
David Rubel	Shannon Sanborn	Sonya Spaulding	Loretta Wilson	Jon Winston
Jan Zumba				

1. Call to Order

The Chair, Mr. Malone, called the Thursday, September 6, 2018, Regular meeting to order at 6:02 p.m., which was held at the Spaulding High School Library.

2. Additions and/or Deletions to the Agenda

None.

3. Visitors and Communications

3.1 Introduction of New Staff

New staff members provided a brief overview of their experience and expressed their pleasure at working at SHS. The Board thanked new staff members for attending the meeting and welcomed them to SHS.

4. Approval of Minutes

4.1. Approval of Minutes – August 23, 2018 Regular Meeting

On a motion by Mr. Isabelle, seconded by Mr. LaCroix, the Board unanimously voted to approve, as amended, the Minutes of the August 23, 2018 Regular Meeting.

5. New Business

5.1 Resignations/Retires/New Hires

The resume and BSU Notification of Employment Status Form for Kirstin Reilly was distributed. Mr. Pandolfo provided an overview of the candidate's education and experience, noting that Ms. Reilly has a provisional endorsement.

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

5.2 Youth Risk Behavior Survey

Two documents were distributed; a document titled '2017 Vermont Youth Risk Behavior Survey Report Links', and a document titled 'Barre Schools & Spaulding High School' (a document providing an overview of the 02/09/18 review of the Youth Risk Behavior Survey). Board Members were previously sent a link to the YRBS link SHS data. PJ LaPerle and Dawn Poitras (SAPs – Student Assistance Professionals) addressed the Board, providing an overview of the Vermont Youth Risk Behavior Survey which is

conducted every 2 years. Two surveys are conducted (6th – 8th grade and 9th – 12th grade). Surveys are typically given in February. The last survey was conducted in February of 2017, the results of which were not received until June of 2018. The lag in reporting time does pose difficulty in trying to address issues in a timely manner, as the information being reported back is antiquated. A brief overview was provided regarding ‘assets’ questions, e.g. Students’ Value to the Community’ and healthy eating habits. Mr. LaPerle and Ms. Poitras provided an overview of the highlights and lowlights, and advised regarding ‘Getting to the Why’, which involves holding a meeting with students where students identify talking points, and devise an Action Plan to address issues they feel are of the highest priority. The priority identified by students is often a different priority than the ones identified by Ms. Poitras and Mr. LaPerle. The data, over time, appears to be consistent which is indicative that students are providing honest feedback. It was noted that the survey is endorsed by the CDC and is generated by the State. Students can opt out of the survey, but it is extremely rare that a student opts out. Mr. LaPerle and Ms. Poitras focus on dealing with student alcohol and drug abuse issues and find that collecting this data assists them with helping students and staff. It was noted that Ms. Poitras, a licensed drug and alcohol counselor is on the Governor’s Marijuana Advisory Commission.

5.3 Heating Contract Recommendation

A document titled ‘RFP Results for FUEL OIL, PROPANE, and WOOD CHIPS’ was distributed. Mr. Pandolfo provided an overview of the document, advising that it is his recommendation to contract with Irving for fuel oil and propane, and Catamount for wood chips.

On a motion by Mr. Rousse, seconded by Mr. Isabelle, the Board unanimously voted to approve the Superintendent’s recommendation to contract with Irving for fuel oil and propane, and Catamount for wood chips.

5.4 CVCC Design/Build Update

Two documents were distributed; a memorandum from Penny Chamberlin to the Board (dated 09/06/18) and a report titled ‘Planning and Design Services Proposal for the Central Vermont Career Center (revised 09/06/18)’, from truexcollins Education. Ms. Chamberlin introduced CVCC staff members who have been performing research (since May 2018) related to the possible relocation of CVCC. Ms. Chamberlin has met with various consultants as part of the research for this potential project. Ms. Chamberlin provided a brief overview of the Planning report (including the Project Understanding, Suggested Timeline, and Cost Estimates), advising that she would like Board Members to take time to review the report in its entirety, and hold additional discussion at the October 4, 2018 Board Meeting. The Report will also be presented to the RAB Board (Regional Advisory Board) on 09/25/18. Mr. Pandolfo noted the passion for, and dedication to, the proposed project and stressed that including the right individuals in the research phase is critical. It is important to go about the research process correctly to assure that all needs and components are properly addressed, including meeting the needs of all of the ‘sending’ communities. It was noted that the Vermont population is increasingly becoming individuals of retirement age, and it is important to find ways to keep the younger population in Vermont. In an effort to fill positions in Vermont, CVCC should become more efficient and hold programs on a broader scale. Additional discussion included the ‘need’ for a new technical center (including; current space is too limited, additional room is needed for expansion and addition of programs, possible expansion to include 9th and 10th graders, and Workforce Development). The current research phase includes ‘visioning’ to identify how a new campus should be designed (to accommodate current programs), and the possible addition of new programs, which will also impact how the campus is designed. It is estimated that a new campus should be 20 to 35 acres, and if the new campus is a stand-alone campus, it will need to host all day programs. Ms. Chamberlin would like the new campus to be a collaborative effort with the Vermont Department of Labor. It was noted that thus far, all consultant work has been at no cost to CVCC and that all options are being considered.

6. Old Business

6.1 Act 46

A document titled ‘Draft Default Articles of Agreement – Concerns Raised and Responsive Draft Articles’ was distributed. A document titled ‘Draft Default Articles of Agreement for initial consideration by the State Board of Education’ was also distributed. Mr. Pandolfo advised that the State Board of Education compelled the Act 46 Study Committee to reconsider the vote date. The Committee, after much discussion, voted to keep the vote date as 11/06/18. Educating the community prior to the November vote is key to a successful vote. The Act 46 Study Committee has formed a ‘communications’ sub-committee which is actively working on communication efforts. Mr. Pandolfo provided a brief overview of the Draft Default Articles of Agreement (including the make-up of an interim board), advising that a more in-depth discussion will be held at the next Act 46 Study Committee Meeting. Mr. Pandolfo advised regarding scenarios that would result in a forced merger, under which, Default Articles of Agreement would be required. Mr. Pandolfo provided clarification regarding board make-up under a forced merger, and provided a timeline of voting (board member election and budgets) that would be necessary. Mr. Pandolfo highlighted Article 14 (in the Draft), that advises which Articles of Agreement cannot be changed. Brief discussion was held regarding the possibility that the State (in a forced merger) may merge other district(s) with Barre. If Barre has a positive vote, the State cannot compel Barre to join with other districts. Mr. Isabelle believes that it is in Barre’s best interest to control its own destiny and benefit from tax incentives. Mr. Isabelle stressed that Act 46 is law. Mr. Rousse noted that the original vote to select a vote date of 11/06/18, was not unanimous (the vote was 5 to 2 with Mr. Rousse and Ms. Vest voting against). The vote to uphold the 11/06/18 vote date passed unanimously.

6.2 FY20 Budget Development

Mr. Pandolfo advised that during September, the Business Manager will be working with Administrators to begin discussing the FY20 Budget. It was noted that budget work will begin using the current 'old' system, and will move into the new Financial Management System a bit later on in the process. Board Members should begin to consider 'direction' and goals for the FY20 Budget, including what they feel is an allowable increase (e.g. based on cost per pupil, or based on the overall budget). The Board should also identify other educational and philosophical goals.

6.3 Athletic Update

A document titled 'Coach Vacancy & Hiring Procedures (Effective 09/06/18) was distributed. Mr. Pandolfo provided an overview of the 'hiring' document, advising that much work has been done in an effort to write the procedures and that procedures have been discussed with the Vermont Principals Association. The new procedures will go into effect with the winter sports season. It was noted that in the future, a student-athlete will participate in the interview process. Coach evaluation forms have been revisited and revised and evaluations will include feedback submitted anonymously from athletes. An extensive amount of time and effort has been put forth in reviewing and revising the coach vacancy and hiring procedures. Mr. Pandolfo provided an overview of changes to the hiring procedures. In the future, postings will be made simultaneously in-house, throughout the BSU, and externally. Priority will not be given based on whether or not the applicant is an employee of the school or the BSU. Moving forward, a job will be considered vacant and will be posted if; a coach resigns or chooses not to return, is not renewed (results from unsatisfactory performance based on an evaluation), or is dismissed (usually the result of misconduct). Refinement of procedures may occur with time. It has been suggested that an advisory committee be formed, but this procedure is not feasible for the upcoming winter season. The evaluation process has also been enhanced and will involve administrator(s) and the Athletic Director. Additional discussion of the evaluation process will occur in the future. Mrs. Waterhouse advised that she and the Athletic Director have been working on creating a survey and are still working on the implementation and procedures components. Mr. Folland encouraged parents to review the Coaches Handbook which details expectations going into each season. Mr. Malone advised that accountability is also outlined in the handbooks (for coaches, athletes and parents), and encouraged community members to exhibit good sportsmanship, and develop a positive attitude. Mr. Malone advised that perhaps existing policies and procedures were not being followed, but will be more closely monitored going forward. Future complaints and concerns need to be addressed using the proper chain of command. Mrs. Spaulding asked if consideration would be given to starting the hiring process over for Spring sports, and asked that in consideration of seniors, who are playing their last season of winter sports, consider interviewing for varsity coaches (for the winter season). Mrs. Spaulding feels that seniors should have the most experienced varsity coaches possible. Additionally, Mrs. Spaulding queried regarding how to contact her children's coaches as she has never received their full names or contact information. It was confirmed that coaches should be reaching out to parents at the beginning of each season. Some contact information is available on the school website. The student/parent handbook should be updated to include contact information for coaches. Mr. Malone advised that the Board is committed to seeing that issues are resolved, but that resolution needs to be accomplished through the proper channels. Mr. Isabelle reiterated that parents and athletes need to be patient and allow time for the defined procedures to be followed and resolution to take place. Mr. Rousse stressed that handbooks are available and should be reviewed by parents and athletes.

A group of parents were present at the meeting to advise that their request to allow 8th grade girls to play on the high school hockey team was denied. The parents were appealing to the Board to revisit the decision. Mrs. Waterhouse advised that the rule that allows 8th grade students to play on a high school team, allows them to join the high school team only if there is room available on the team. Eighth grade students (regardless of skill level) may not join a team if joining the team displaces high school students. As this request has not completed the proper chain of command, the issue will be remanded to Principal Brenda Waterhouse for review.

Mr. Rubel believes in transparency and that the issues being raised should be resolved through the proper channels. Mr. Rubel believes that it would be beneficial for information on the athletic programs to be regularly reported out on (perhaps quarterly). Mr. Rubel advised that he has not experienced any issues with his daughter's coach, but believes that better communication and more conversations would be beneficial to everyone.

Mr. Malone stressed that the proper chain of command must be followed when dealing with issues/disagreement with decisions. The chain of command is as follows; Coach, Athletic Director, Principal, Superintendent, then Board. Mr. Malone reiterated that concerns should not be brought before the Board until the chain of command has been followed.

7. Other Business

None.

8. Reports to the Board

8.1. Student Representatives

Ezra Bernier was introduced to the Board and advised regarding his interest in serving as a student representative. Mr. Bernier advised regarding the various events scheduled as part of the upcoming Spirit Week, including; Hawaiian Day, Lazy Day, Famous Day, and Tide Pride Day. A Pep Rally and Bon Fire will be held on Friday, 09/14/18. The Homecoming Parade and Football game will be held on Saturday, 09/15/18.

8.2 Superintendent

A copy of the Superintendent's report dated August 29, 2018 was distributed. The report included information pertaining to; the New School Year, Negotiations, Act 46, and Act 173 (transition to a new Special Education Funding Model). A Memorandum from Heather Bouchey, Deputy Secretary of Education, dated 'updated: August 22, 2018' regarding 'Act 173 of 2018' was distributed. A Memorandum from Dr. Amy Fowler, Deputy Secretary of Education (dated 08/29/18) regarding 'Annual Snapshot Rollout Timeline' was also distributed. Mr. Pandolfo provided a brief overview of the memorandum pertaining to the 'Annual Snapshot', including the rollout and timeframe, Integrated Field Reviews (which will occur every 3 years), and the use of a the statewide Longitudinal System that will be used by all schools, resulting in common reporting. Regarding the impact of Act 173, Mr. Pandolfo advised that he is hopeful that costs will go down as practices change.

8.3 Principal's Report

A copy of the Principal's Report, dated 09/06/18 was distributed. The report contained information pertaining to Athletics, and 'Students & Community' events. Mrs. Waterhouse recently received a copy of a 1927 version of Our Echo (the SHS yearbook). The yearbook was circulated. In response to a query, Mrs. Waterhouse provided an overview of how breakfast and hot lunch are paid for. There is some confusion, as breakfast and lunch are free to all students at BCEMS. SHS does not at this point, qualify for that program. It was noted that at the high school level, fewer students return the free/reduced lunch eligibility forms, thus, there may be students who qualify, who are not receiving the benefit. If all forms were returned and submitted, it is possible that SHS might qualify for the program that provides free breakfast and lunch for all students.

8.4 CVCC Director's Report

Ms. Chamberlin advised that she believes CVCC to be in good shape at this time. Enrollment is at 145 and still changing.

8.5 Committee Reports

8.5.1 Finance Committee –

The next meeting is Wednesday, September 26, 2018 at 6:00 p.m. in the BTMES Library.

8.5.2 Facilities Committee –

The next meeting is Wednesday, September 12, 2018 at 3:30 p.m. in the BTMES Library. Discussion will include grant funded safety upgrades and the new 'front' sign,

8.5.3 Verbal Report of BSU Committees

Minutes to all BSU Committee Meetings were previously sent to all Board Members.

BSU Curriculum Committee -

Mr. Blakely advised that the August 27th meeting included discussion of homework practices/policy and professional development. The next meeting is Monday, October 1, 2018 at 5:30 p.m. in the SHS Library

BSU Policy Committee -

The next meeting is Monday, September 17, 2018 at 6:00 p.m. in the BUS Central Office 2nd Floor Conference Area

BSU Finance Committee -

The next meeting is Thursday, September 20, 2018 at 4:30 p.m. in the SHS Library

BSU Facilities Committee –

The next meeting is Tuesday, September 11, 2018 at 6:00 p.m. in the BSU Central Office.

BSU Communications –

The initial meeting of this committee is Thursday, September 13, 2018 at 6:00p.m. in the Central Office.

8.6 Financials

Seven reports were distributed; SHS and CVCC Revenue Summary Reports (dated 08/09/18), the SHS and CVCC FY18 Expenditure/Year-end Projection Reports (dated 08/23/18), the SHS and CVCC Expenditures Reports (dated 08/09/18), and the BSU Budget FY18 Report (dated 08/14/18). SHS has an unaudited projected deficit of \$85,828 (for FY18). No discussion.

9. Future Agenda Items

The next SHS Regular Board Meeting is Thursday, October 4, 2018 at 6:00 p.m. in the SHS Library.

Agenda Items: Athletics, CVCC Design, Act 46, FY20 Budget Development, Reporting on Assessments; SBACs, PE, Science.

10. Executive Session

No items were proposed for discussion in Executive Session

11. Adjournment

On a motion by Mr. Blakely, seconded by Mr. LaCroix, the Board unanimously voted to adjourn at 8:48 p.m.

Respectfully submitted,
Andrea Poulin