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**SPAULDING HIGH SCHOOL
REGULAR BOARD MEETING**
Spaulding High School – Library
August 23, 2018 - 6:00 p.m.

MINUTES

BOARD MEMBERS PRESENT:

Paul Malone - Chair
David LaCroix – Vice Chair
Joe Blakely – Clerk – arrived at 6:06 p.m.
Tim Boltin
Anthony Folland
J. Guy Isabelle
Ed Rousse – arrived at 6:15 p.m.

BOARD MEMBERS ABSENT:

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent
Brenda Waterhouse, Principal

GUESTS PRESENT:

Video Vision Tech	Jonathan Adams	Hunter Chase	Steven Corbett	Jesse Dindo
Logan Folta	Kerri Lamb	Dave L.	Claire Millette	Shelley Morton
Casey Payette	Jackson Pierson	Chandra Pollard	Jason Premont	Thomas Royea
David Rubel	Sonya Spaulding	Jacob Washburn		

1. Call to Order

The Chair, Mr. Malone, called the Thursday, August 23, 2018, Regular meeting to order at 6:03 p.m., which was held at the Spaulding High School Library.

2. Additions and/or Deletions to the Agenda

Add 10.1 Personnel (under Executive Session)

Agenda Items 5.7 and 6.1 – Discussion of these items (BSU Communications Committee and Board Communications) may be combined under one Agenda Item.

3. Visitors and Communication

Members of the SHS Varsity Football team addressed the Board advising that they are present to show their appreciation to the Board and to present Board Members with gift bags containing coupons (free admission to football games), schedules, and various informational and promotional documents. Players read prepared statements regarding their appreciation to the Board and advised regarding the Rising Tide Program which assists with leadership development and involves various community services throughout the community. The Board thanked presenters for their attendance at the meeting. Additionally, a thank you note from scholarship recipient Nichole Woodcock was circulated.

4. Approval of Minutes

4.1 Approval of Minutes – June 7, 2018 Regular Meeting

On a motion by Mr. Isabelle, seconded by Mr. LaCroix, the Board unanimously voted to approve the Minutes of the June 7, 2018 Regular Meeting.

5. New Business

5.1 Resignations/Retires/New Hires

There were no resignations, retirements, or new hires presented. Mr. Pandolfo advised that there have not been any applicants for the position of school psychologist. Arrangements are being made to contract with outside psychologists. Thus far, the school has been unable to fill the new grant funded Math Interventionist position. There are challenges across the state with hiring for both licensed and non-licensed positions.

5.2 Budget Development

A memorandum from Business Manager Lisa Perreault (dated 08/13/18), and budget development schedule with flow chart were distributed. Mr. Pandolfo provided a brief overview and advised regarding changes in the Business Office, including the new

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Financial Management System and new Chart of Accounts. The Business Manager (in anticipation of consolidation), plans to start the budget as one budget, but will separate district budgets if necessary. Mrs. Perreault will work with each individual Board regarding their individual budgets, and will then create a single budget which incorporates the “individual” budgets. If it is determined that a merger will not occur, separate budgets will be created. Mr. Malone advised that the deficit has dropped dramatically, and may end up being less than \$50,000, which given the size of the budget, is minimal.

On a motion by Mr. Isabelle, seconded by Mr. Boltin, the Board unanimously voted to approve the FY20 Budget Schedule as presented.

5.3 Annual Designation of Truant Officers

A document titled ‘Title 16 Education, Chapter 25 ATTENDANCE AND DISCIPLINE §1125 Truant officers’ was distributed. Mr. Pandolfo provided a brief overview of the requirement that the Board appoint a Truant Officer. Mr. Pandolfo recommended that Assistant Principals, Luke Aither and Jim Ferland, be appointed to the position of Truant Officers.

On a motion by Mr. Boltin, seconded by Mr. Folland, the Board unanimously voted to appoint Assistant Principals, Mr. Aither, and Mr. Ferland, as Truant Officers for the Spaulding Unified School District.

5.4 Annual Designation of HHB Report Recipients

A document titled ‘APPENDIX A’ and ‘APPENDIX B’ (from Policy F20) was distributed. The document identifies the employees who have been designated by the district to receive complaints of bullying and /or harassment pursuant to the policy and 16 V.S.A. §570a(a)(7) and 16 V.S.A. §570c(7) and under federal anti-discrimination laws. It was explained that HHB stands for Hazing/Harassment/Bullying. Mr. Pandolfo provided a brief overview of the document advising of the individuals named in Appendix A (BSU) and Appendix B (SHS), as the designated individuals to receive complaints of bullying and/or harassment. Mr. Pandolfo will perform research and report back regarding the designee(s) for CVCC.

On a motion by Mr. Folland, seconded by Mr. LaCroix, the Board voted 6 to 0 to approve the designees as listed; John Pandolfo (for the BSU), and Luke Aither and Pam Smith (for SHS). Mr. Rouse abstained.

5.5 AOE Integrated Field Reviews and NEASC

Two documents were distributed (one relating to Integrated Field Reviews as part of the ESSA Accountability System and the second document relating to NEASC (New England Association of Schools and Colleges)). Mr. Pandolfo advised that with the change from No Child Left Behind, to ESSA (Every Student Succeeds Act), many schools have moved away from NEASC. Vermont has taken a much more comprehensive view of accountability. An overview of the Integrate Field Reviews document was provided, including the categories and data points. It was noted that only 23 of 89 Vermont high schools are using NEASC. There is a substantial financial cost associated with NEASC, and the review process is very labor intensive. It was noted that CVCC moved away from NEASC last year.

On a motion by Mr. Isabelle, seconded by Mr. Rouse, the Board unanimously voted to suspend membership with NEASC effective immediately. It was noted that letterhead will need to be changed.

5.6 BSU Facilities Committee

Mr. Malone advised that the BSU Board approved the formation of a BSU Facilities Committee, and recommends that each districts’ Facilities Committee Chair be on the BSU level Committee. The purpose of the BSU Committee is to assist with more cohesive planning across the BSU. The BSU Committee is slated to meet quarterly and does not replace the district Facilities Committees.

Mr. Pandolfo advised that the goal is the creation of a common format to be used for long range planning for each district school. Mr. Cecchinelli will represent BCEMS on this Committee. Mr. Hull will represent BTMES. The Board agreed to tentatively schedule the first meeting of this Committee on Tuesday, September 11, 2018 at 6:00 p.m. in the BSU Central Office. The dates, times, location(s), and frequency of meetings will be determined by the new Committee. It was noted that Mr. Evans has requested that BCEMS and BTMES begin to budget facility improvements using the industry standard of \$1 per square foot. SHS has been budgeting using the industry standard and has seen a vast improvement in the building. Mr. LaCroix agreed to represent SHS on the BSU Facilities Committee.

5.7 BSU Communications Committee

A document titled ‘Public Agenda Phone Conference 8/2/2018’ was distributed. This document will also be referenced under Agenda Item 5.8 (Site-Based Councils). Mr. Pandolfo advised that the BSU Board agreed to the formation of a BSU Communications Committee. The new Communications Specialist will assist with the new Committee. Mr. Pandolfo advised that he spoke with Public Agenda to receive clarification on this Committee. Public Agenda recommends that the Committee remain small for now, and that it consist of three Board Members, the Superintendent, the Communications Specialist, and perhaps three building administrators. Public Agenda recommends the creation of a Coalition to assist with the formation of Site-Based Councils. The Communications

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Committee could report back to the Boards, advising of the progress of the Coalition, follow development of the new web site, and assist with supporting budget efforts. The first meeting of the BSU Communications Committee is Thursday, September 13, 2018.

The Site-Based councils should be formed by July 1, 2019. It is recommended that the Coalition be comprised of 20 individuals. The individuals should come from a broad-based pool of individuals, and to avoid the appearance of bias should not be heavy on school or school board representatives. Additionally, the make-up of the Coalition should not include a quorum from any of the boards. The purpose of a Site-Based Council is to make possible recommendations to Boards, and to allow the community voice to be heard.

5.8 Site-Based Councils

A document titled 'How to Organize Successful Parent Advisory Committees' was distributed. Discussion was held under Agenda Item 5.7.

5.9 Ratification of Para-Educator Master Contractual Agreement

A document titled 'Para-Educator Settlement Highlights – August 2018' was distributed. Mr. Pandolfo provided a brief overview of the document, which outlines changes to the proposed one-year Agreement. The Union ratified the agreement today (08/23/18). The Agreement has been ratified by the BCEMS, BTMES, and BSU Boards. With ratification tonight, the new salaries can be implemented with the first pay period of the school year. Negotiations for a future contract will begin almost immediately.

On a motion by Mr. Boltin, seconded by Mr. Blakely, the Board unanimously voted to ratify the Para-Educator Master Contractual Agreement.

Mr. Pandolfo provided an update on the Third Party Administrator, advising that DataPath took over the processing of claims. DataPath has advised that they will need to 'go back' to 01/01/18 to reprocess claims not processed by the previous administrator. DataPath hopes to have all claims finalized by mid-September. VEHI is currently looking into other options. VSBA has been asked to assist with possible legal action, but as of yet, no action has been taken, as the priority at this point is to finalize the 'clean-up' of claims. Mr. Pandolfo advised that he has not received any word from Para-educator or Teacher Associations regarding negotiation sessions. Negotiations typically begin in mid to late September. The new mandate for statewide negotiations for health insurance will require that the BSU enter into another one year Agreement.

5.10 Athletic Program Update

Three documents were distributed; 'Athletics Update (dated 08/23/18), the Coach/Voluntary Coach Handbook, and the SHS Co-Curricular Activity and Athletic Handbook 2018 – 2019. Mrs. Waterhouse advised that recently raised concerns regarding coaching matters, has resulted in revisions to the Handbooks referenced above. Mrs. Waterhouse provided an overview of each of the handbooks, advising of the chain of command, and stressing that issues should be reported in a timely manner, utilizing the proper chain of command. Mr. Pandolfo reiterated that the proper procedures (for reporting issues) need to be followed. An overview of the chain of command was presented. Mrs. Waterhouse believes that there has been a breach of trust, and trust will need to be rebuilt over time. Community members addressed the Board to convey some of their concerns relating to coaching practices, treatment of athletes, measuring success of athletic programs, the lack of timely responses to reported concerns, hiring practices (for coaches and assistant coaches), job descriptions, recruiting practices (for hiring), and concerns that dealing with issues/concerns post season (based on post season evaluations) does not address issues in a timely manner. Mrs. Spaulding read from a prepared statement, copies of which will be sent to Board Members. Mrs. Spaulding believes that the issues being reported involve more than just one sport and feels strongly that reported issues need to be treated at the same level of urgency that issues relating to teachers are. Concerns over the athletic program will be discussed further at the next Board Meeting.

6. Old Business

6.1 Board Communications

Discussion was held under 5.7.

6.2 A.L.I.C.E. & School Security

A document from the State of Vermont, Department of Public Safety (Advance Notice to Proceed Form (ANP)) was distributed. Approved, grant funded projects for SHS and CVCC include: Internal glass wall/door and fire door updates (SHS) and Exterior Door Alarms (CVCC).

Mr. Pandolfo advised regarding completed and upcoming A.L.I.C.E Training (at this point, all instructional staff have completed on-line and classroom training), and advised that drills and additional training will occur. Discussions on grade-level appropriate training have been held and students will receive training during drills.

Mr. Pandolfo provided an overview of the ANP document, advising that the BSU is very pleased with the allocations that will be received. Mr. Evans is in the process of obtaining bids to complete the work. The total of grant monies approved for all 4 schools totals almost \$100,000. Because of the 25% match, each school will need to contribute approximately \$6250.

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6.3 Act 46

Mr. Smith, Mrs. Akley, and Mr. Pandolfo presented the Final Report (from the Act 46 Study Committee) on August 15, 2018. Though the Final Report was accepted as written, the Board of Education asked that the Study Committee revisit the vote date. The Committee met on August 20, 2018 and voted to keep the vote date as 11/06/18. Individuals who wish to run for seats on the proposed Unified Board, should obtain petitions and gather signatures. Board Members and members of the public are encouraged to run for Board seats. It was noted that individuals running for the 'At-Large' seat will need to gather 60 signatures (rather than the standard 30). The 60 signatures can be from any combination of Barre City and Barre Town registered voters. Mr. Rouse does not believe that all Committee Members are 'on the same page'. Mr. Isabelle advised that the Committee worked diligently to address community members' concerns, and hopes that community members will vote such that they are able to 'control their own destiny'. Mr. Malone voiced concern that a forced merger will result in a loss of tax incentives, loss of control over the Articles of Agreement, and could possibly result in a merger with other districts. Mr. Pandolfo advised that the State Board of Education commended the Act 46 Study Committee on their work.

A subcommittee of the Act 46 Committee has been working with Communications Specialist Ben Merrill regarding promotion of the anticipated vote. The Committee has been brainstorming to identify various methods that should be used for educating the public, including drafting a FAQs document that Mr. Merrill will format for distribution.

6.4 Summer Projects Update

A document (from Facilities Director Jaime Evans) titled Summer Projects Update, was distributed. Mr. LaCroix provided an extensive list of completed projects. It was noted that Barre City has not passed the sign ordinance, which is resulting in a delay in installation of the new sign. If the concrete is poured now, and the wiring is completed, the sign can be installed as soon as the ordinance is passed.

7. Other Business

None.

8. Reports to the Board

8.1 Student Representatives

No representatives were available to attend this evening's meeting. No discussion.

8.2 Superintendent

A copy of the Superintendent's Report dated August 16, 2018 was distributed. The report included information pertaining to the Superintendent's Office, Curriculum, Instruction and Assessment, Communications, the Business Office, Special Education, Technology, Early Education, Human Resources, and Facilities. A letter from DataPath (dated 07/25/18) was also distributed. In response to a query regarding consolidation of multiple transportation contracts into a single contract, it was noted that the consolidation eases management of the contract. Some Special Education students are transported to various activities. The transportation of these students by STA has proved to be very expensive. To help reduce that expense, some of students will be transported using the existing BSU owned bus. Mr. Pandolfo advised that there are currently 18 out of district students from Chelsea (3), Orange (6), Topsham (2), and Washington (7). Student make-up is as follows: 7 freshmen, 5 sophomores, 2 juniors, and 4 seniors. The cost of providing transportation is being fact checked.

8.3 Principal

The Principal's Report dated August 23, 2018 was distributed. The Report contained information on; summer projects, including relocation of the Phoenix Program, summer professional development, Infinite Campus updates, Athletics, Students and Community, including information on Jamie Heath (2019), who is now a 'celebrated author', and various fund raiser events. A copy of Ms. Heath's book was circulated and it was noted that the school received an award for raising \$10,000 for the Make-A-Wish Foundation. A copy of the parent mailing packet was also circulated. A letter from Bernard Shaban, from Windsor, Vermont was also circulated. Mr. Shaban commended the school for the professional 'job' of the Color Guard. Roll Tide T-shirts will be given to all students and the school hopes to hold a 'SWAG' Friday. Mrs. Waterhouse advised regarding changes to eligibility for extra-curricular activities, referring the Board to the eligibility document contained in the parent mailing.

8.4 CVCC Director

The CVCC Director's Board Report for August/September 2018 was distributed. The Report contained information relating to; Staff Training, participation in the National Skills USA Competition, staffing, and upcoming events, including the Open House and Career Fair scheduled for Thursday, November 15, 2018 from 5:30 p.m. until 7:00 p.m. Letters from Amanda Adams and Cassidy Sweeney were also distributed.

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8.5 Committee Reports

8.5.1SHS Finance Committee

Finances are looking positive. Approximately \$11,000 in rent and utilities will be saved as a result of the relocation of the Phoenix Program. In addition to the financial savings, the relocation improves student safety. The next meeting is Wednesday, September 26, 2018 at 4:00 p.m. in the SHS Library.

8.5.2SHS Facilities Committee

Minutes from the 06/13/18 meeting were distributed. The next meeting is Wednesday, September 12, 2018 at 3:30 p.m. in the SHS Library.

8.5.3Verbal Report of BSU Committees

BSU Facilities Committee – Tuesday, September 11, 2018 at 6:00 p.m. in the BSU Central Office (tentative date).

BSU Communications Committee - The first meeting will be held on Thursday, September 13, 2018 at 6:00 p.m. in the Central Office.

BSU Curriculum Committee

The next meeting is Monday, August 27, 2018 at 5:30 p.m. in the SHS Library. The Agenda will include discussion of homework policies and professional development opportunities.

BSU Policy Committee – 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. Discussion will include funding for BSU parking expansion.

BSU Negotiations Committee

Mr. Pandolfo is in the process of getting dates for Negotiation Sessions.

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 10/20/18).

9. Future Agenda Items

The next meeting is Thursday, September 6, 2018. A Meet and Greet with new staff will be held at 5:30 p.m. The Board Meeting will commence at 6:00 p.m.

Agenda Items:

Community Service
Update on the Youth Risk Behavior Survey
Budget Development
Heating Fuel / Plowing Contracts
Communications
Act 46

10. Executive Session as Needed

10.1 Personnel Issue

Employment of Personnel was proposed for discussion in Executive Session.

On a motion by Mr. Boltin, seconded by Mr. Isabelle, the Board unanimously voted to enter into Executive Session, with Mr. Pandolfo and Mrs. Waterhouse in attendance, at 9:06 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.

On a motion by Mr. Boltin, seconded by Mr. Folland, the Board unanimously voted to exit Executive Session at 9:45p.m.

11. Adjournment

On a motion by Mr. Boltin, seconded by Mr. Folland, the Board unanimously voted to adjourn at 9:45 p.m.

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Respectfully submitted,
Andrea Poulin