

**SPAULDING HIGH SCHOOL
REGULAR BOARD MEETING**
Spaulding High School – Library
November 1, 2018 - 6:00 p.m.

MINUTES

BOARD MEMBERS PRESENT:

Paul Malone - Chair
Joe Blakely - Clerk
Anthony Folland
J. Guy Isabelle
Ed Rousse

BOARD MEMBERS ABSENT:

David LaCroix – Vice Chair
Tim Boltin

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent
Penny Chamberlin, Director Central Vermont Career Center
Brenda Waterhouse, Principal
Lisa Perrault, Business Manager

GUESTS PRESENT:

Video Vision Tech Ezra Bernier Natalie Taylor Jon Winston

1. Call to Order

The Chair, Mr. Malone, called the Thursday, November 1, 2018, Regular meeting to order at 6:00 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 – October 4, 2018 Regular Meeting

On a motion by Mr. Isabelle, seconded by Mr. Folland, the Board unanimously voted to approve the Minutes of the October 4, 2018 Regular Meeting.

5. New Business

5.1 Resignations/Retires/New Hires

There were no Resignations, Retirements, or New Hires presented. There is one personnel issue proposed for discussion in in Executive Session.

5.2 CVCC 5 Year Review

Four documents were distributed; a letter from Jay Ramsey (AOE) (dated 08/24/18), a letter to Jay Ramsey from Mr. Pandolfo (dated 09/24/18), a letter to Jay Ramsey from Ms. Chamberlin (dated 11/01/18), and the ‘UNIFIED REVIEW’ Report of the Central Vermont Career Center. The Report is the ‘Review Process Summary of Activities and Findings’. Mr. Pandolfo provided a brief overview of the letter received from Mr. Ramsey (08/24/18), and of the response sent on 09/24/18. Though CVCC was only required to respond to Action Items, Ms. Chamberlin’s response also addressed Recommendations. Ms. Chamberlin provided an overview of some of the Action Items and Recommendations, noting that arrival times (of students from sending districts), and alignment of credits (at sending students’ schools) is under the control of the sending schools and is difficult for CVCC to resolve. Mr. Isabelle advised that as a Board Member and citizen, he is frustrated that the State’s requirement for responses is far too short. Mr. Isabelle appreciates that students were interviewed as part of the review process. Additional items being addressed include cell phone usage (each sending school has different policies/rules). Ms. Chamberlin advised that cell phones account for 90% of disciplinary issues (including bullying and harassment). Cell phone usage is difficult to manage and there are also equity issues, as not all students have cell phones. Ms. Chamberlin noted that every student has access to a chrome book, so cell phones are not necessary for academics. There are issues with the availability of food, both timewise (breakfast break/varying arrival times) and a limited amount of food options. CVCC students have the last lunch of the day and the cafeteria does not assure that all food options are available to the last

lunch period (inequity). There is also an issue with timely receipt of information for students that qualify for Free/Reduced Lunch. It is taking 2 to 3 weeks for the sending schools to send this information to SHS/CVCC. This presents a major obstacle for students who qualify and need access to free or reduced meals. Ms. Chamberlin advised that CVCC has been working diligently to resolve this issue, (as well as SHS cafeteria issues) but has no control over information being sent from sending districts. Mr. Pandolfo is hoping that the new Statewide Longitudinal Data System will help with resolving the Free/Reduced paperwork issue.

5.3 Perkins Grant Review

Two documents were distributed; a letter from Jay Ramsey (AOE) dated 09/24/18, and a letter from Ms. Chamberlin, to Mr. Ramsey, dated 10/25/18. Ms. Chamberlin reported that there were two findings; coherent course of study, and all aspects of industry. Ms. Chamberlin advised that the State wants specific course requirements before admitting students. To resolve the issue involves dealing with 8 sending schools which all have different curriculum and timing of courses. CVCC has no control over curriculum and timing of courses at sending schools. Ms. Chamberlin has responded in writing and has a call scheduled with the Agency of Education regarding her response to the finding and its resolution.

6. Old Business

6.1 CVCC Design/Build Update

Mr. Pandolfo advised regarding 'pushback' from the press, advising that he felt the article was a fair representation of the meeting, but did not include everything that he and Ms. Chamberlin had to say. Much research has already been performed in-house and it was felt that the recommendation from RAB was positive. The RAB Board felt that some key pieces have not been included in the research to date and that an individual with CTE experience should be brought in to assist with research. The RAB Board recommended utilizing Mike Deweese as a consultant to manage a feasibility study, needs assessment, and enrollment projections (at a cost not to exceed \$15,000). Brief discussion was held regarding current issues and possible future enhancements, including; the re-entry of odors into the building, a Pre-Tech classroom that should be located in a 'shop', space constraints which prevented 14 tenth graders from becoming CVCC students, adding a welding program, and addition of a program that allows for certification for oil and propane delivery. It was stressed that it is vital to keep the community involved in discussions relating to a possible expansion or relocation of CVCC. Mr. Pandolfo recommended that the Board vote on record regarding the hiring of a CTE experienced consultant.

On a motion by Mr. Isabelle, seconded by Mr. Rousse, the Board unanimously voted to approve appropriating an amount not to exceed \$14,999 from the surplus funds to hire a consultant to manage a feasibility study, needs assessment, and enrollment projection for the future of the Central Vermont Career Center, with the understanding that the results of such a study will come before the Regional Advisory Board no later than February 4, 2019.

6.2 Act 46

Mr. Pandolfo advised that there is not much to report at this time. The vote is scheduled for next Tuesday, November 6, 2018. Public forums, as required, will be held prior to the vote on November 5, 2018. Forums will be held at BCEMS and BTMES at 6:00 p.m. The Act 46 Communications subcommittee has continued with their efforts to educate community members. The Study Committee will hold a final meeting after the vote (11/13/18). The vote will be finalized after the 30 day certification period ends. After 11/30/18, the State Board of Education's authority to merge districts (under Act 46) ends. Mr. Malone has concerns about what will happen under a forced merger (Default Articles of Agreement and the governance structure - a Board of 4 individuals to run all of the schools). Mr. Malone is under the understanding that many community members do not believe that the State will force a merger. Mr. Malone reiterated that the Articles of Agreement being voted on provide many protections, while the Default Articles of Agreement do not. Mr. Rousse believes that many don't understand the protections that are included in the revised Articles of Agreement. Mr. Isabelle advised that a forced merger will result in the loss of the tax incentive (20¢ over 4 years). Mr. Pandolfo advised that some individuals are posting information that states the schools meet the goals of Act 46. The schools do not meet the goals/requirements of Act 46 and the postings are leading to much misunderstanding and misinformation being circulated. It was reiterated that those with a similar structure who sought alternative structures, arguing that their schools were working well, were denied their requests for alternative structures and will be forced to merge.

6.3 Budget Development FY20

Eight documents were distributed; SHS FY20 Budget Considerations (11/01/18), 'Estimated per pupil spending based on info. from FY19', CVCC FY20 Budget Considerations (11/01/18), CVCC FY20 Budget Draft #1 (11/01/18), BSU FY20 Budget Considerations (11/01/18), FY20 BSU Assessment Information (Draft #1 - 11/01/18), and the BSU FY20 Budget Draft #1 (11/01/18).

Mrs. Perreault began the discussion with an overview of the SHS FY20 Budget Considerations document, advising of fund balances (General, Tax Stabilization, and Capital Improvement funds), Equalized Pupil data (from December 2018), Child Counts from December 2017, and FY19 Per Pupil Spending (SHS is \$13,491). Information that is pending includes; Equalized Pupil Counts (should be received in early December), transportation aid, Commissioner announced yield/rate, and the CLA. There is the possibility of a voluntary or forced merger. Mrs. Perreault advised regarding the work involved in merging budgets if consolidation becomes a reality. Salary and benefit increases will be dependent on the outcome of negotiations. It is known that health insurance (the Gold Plan) will be increasing 11.8%. Additional increases include; the VSTRS Assessment, the snow plowing contract, the addition of one FTE Science Teacher (necessary to meet student needs), and an increase in transportation expenses to accommodate transportation of Work Based Learning students and other transportation needs. Several items are being moved to the BSU Budget; general education

para-educators, copier lease/maintenance, technology expenses (except equipment), and curriculum/instructional improvement and in-service budget lines. There is no increase in the Substitute line. Reductions are expected; a \$25,000 reduction in the contracted educational services line item, and savings associated with relocating the Phoenix Program back to the SHS campus. Mrs. Perreault advised regarding how assessments will be made for Special Education and other BSU expenses, and advised that the new reimbursement formula for Special Education will likely result in an estimated loss in revenue amounting to approximately \$86,000. Mrs. Perreault provided an overview of ongoing initiatives that SPED Directors are working on. Mrs. Perreault provided an overview of the estimated cost per pupil (\$13,953), advising that it was calculated using equalized pupil numbers from FY19. This is an increase of 3.43%. If consolidation happens and the budgets are merged, the cost per pupil will change.

Mrs. Perreault provided an overview of the CVCC Budget Considerations document, providing Fund Balance information, advising of the impact of consolidation, and noting that salary and benefit increases will be dependent on the outcome of negotiations. As with the SHS Budget, health insurance (the Gold Plan) will be increasing 11.8%. Additional increases include; the VSTRS Assessment, the snow plowing contract, an increase to the Substitute line, the addition of a Digital Media II Program (\$91,827 is the worst case scenario - if the Perkins Grant goes away), an increase from .20 FTE to 1 FTE (Co-op Coordinator), and an increase for the Travel and Conference line item relating to exploration of CTE design/build. As with the other district budgets, several items are being moved to the BSU Budget; general education para-educators, copier lease/maintenance, and technology expenses (except equipment).

Mrs. Perreault provided an overview of the BSU Budget Considerations document, providing Fund Balance information (General and Capital Improvement Funds), Equalized Pupil data (from December 2018), Child Counts from December 2017, and FY19 Per Pupil Spending (SHS is \$13,491, BC \$12,919, and BT \$12,591). The possible impact of consolidation was reiterated. As with the previously discussed budgets, salary and benefit increases will be dependent on the outcome of negotiations, health insurance (the Gold Plan) will be increasing 11.8%, and there will be an increase in the VSTRS Assessment. Additional increases include; an increase in the Communications line item (\$23,000), an Act 166 Coordinator (previously grant funded / will share with SHS), and the lease or purchase of 2 Suburban vehicles to supplement STA transportation (mid-day trips, homeless student transportation, and out of district placements). Additional items being moved to the BSU Budget include; general education para-educators, copier lease/maintenance, Curriculum/Instructional Improvement / In-Service Budget line items, and Technology expenses (except equipment). Mrs. Perreault provided a brief overview of the BSU Assessment Information document, and the BSU Budget Draft #1 document. Mrs. Chamberlin advised that should consolidation occur, she will need more information regarding how consolidation will impact the Central Vermont Career Center.

7. Other Business

None.

8. Reports to the Board

8.1 Student Representatives

Student Representatives Ms. Taylor and Mr. Bernier reported that the blood drive was very successful. 100 donors signed up, but only 60 could donate. Community members, staff, and students all took part in the blood drive. The Student Council worked with Medical Professional students from CVCC to coordinate the blood drive. A recent Assembly included a "blind debate" which was enjoyed by all. All fall sports are over and winter sports will begin shortly. The fall play, *Pride and Prejudice* will run from Thursday, November 8, 2018 through Saturday, November 10, 2018.

8.2 Superintendent

A copy of the Superintendent's Report dated October 26, 2018 was distributed. The report included information pertaining to; the Barre Education Coalition, Administrative Evaluations, Health Insurance, Volunteer Record Checks, and Act 46 (including the revised web site). Mr. Pandolfo advised that a Tri-Board Meeting will be held on Thursday, November 15, 2018 at 6:00 p.m. This meeting will also include a meeting of the BSU Board. Agenda Items include; the BSU Budget, possibly other budgets, and Act 46.

8.3 Principal

Four documents were distributed; the 'Principal's Message – November, 2018', the Athletic Director's Report (dated 11/01/18), 'Spaulding High School Athletics: WINTER 2018-19', and an article by NIAAA Publications Committee titled 'I'm Sorry I Yelled At You On The Bus'. Mrs. Waterhouse circulated a pouch which contained a box with a basketball charm from 1963. This item belonged to SHS student Douglas Davis who played basketball for SHS in the 60's. The charm was gifted to the school by Diana Davis Basta after the passing of her father, Douglas Davis. Mrs. Waterhouse encouraged parents to provide their e-mail addresses so that they can receive communications electronically. The base for the new message board has been poured. The City anticipates that the ordinance will be passed in the spring of 2019. It was noted that the Athletic Director's Report is a stand-alone report that is submitted under the Principal's Report section of the meeting Agenda. The Board should address any questions to Mrs. Waterhouse. Mr. Isabelle felt that the 'Bus' article was very good.

8.4 CVCC Director

The CVCC Director's Board Report for November 2018 was distributed. Ms. Chamberlin advised that on 10/29/18, CVCC hosted 35 industry partners for a tour and lunch at the Culinary Program's 'restaurant', the Lunch Box. On December 12, 2018, CVCC will host

industry partners and legislators. The CVCC Open House and College Fair is scheduled for Thursday, November 15, 2018 at 5:30 p.m. The Bake Shop has started their Friday bake sales. Data from last year shows that 27 students received 122 college credits. 36 SHS students earned 79 Industry Recognized Credentials. The total for all high schools was 107 students earning 223 Industry Recognized Credentials.

8.5 Committee Reports

8.5.1 Finance

Minutes of the September 26, 2018 meeting were distributed. There was no meeting in October. The next meeting is Wednesday, November 28, 2018 at 4:00 p.m. in the SHS Library.

8.5.2 Facilities

The October meeting was cancelled. The next meeting is Wednesday, November 14, 2018 at 3:30 p.m. in the SHS Library.

8.5.3 Verbal Report of BSU Committees

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

BSU Curriculum Committee -

The Committee met on October 29, 2018. Discussion included; updates on A.L.I.C.E. Training/Implementation, a report on Professional Development, a report from the Curriculum, Instruction, and Assessment Director/Department, and distribution of the Elementary and Middle School Report Card Guide.

The next meeting is scheduled for Monday, November 26, 2018 at 5:30 p.m. in the SHS Library

A January meeting is tentatively scheduled for Monday, January 28, 2019 at 5:30 p.m. in the SHS Library. The Agenda will include the 'Annual Snapshot' (new accountability reporting), and a status update of the alignment of homework.

BSU Policy Committee -

The next meeting is Monday, November 19, 2018 at 6:00 p.m. in the BSU 2nd Floor Conference Room

BSU Finance Committee -

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

BSU Facilities Committee -

The next meeting is Tuesday, November 20, 2018 at 5:30 p.m. at BCEMS (the location of this meeting is rotational).

BSU Communications Committee -

The Barre Education Coalition held its first meeting, where students, staff, and industry/community members discussed the sense of pride in the community, and ways to communicate the good that is being done. The BEC will be working on implementation of Site Based Councils.

The next meeting of the Communications Committee is Thursday, November 8, 2018 at 5:30 p.m. at the BSU Office.

8.6 Financials

The SHS and CVCC Expenditure Summary Reports (dated 10/26/18) were distributed. There was no discussion.

9. Future Agenda Items and Upcoming Committee Meetings

The next meeting of the SHS Board is Thursday, December 7, 2018 at 6:00 p.m. in the SHS Library.

Agenda Items:

SBAC Scores / Education Quality Review

FY20 Budget

Act 46

Community Service Requirements (may be put in the Principal's Report)

Athletics – Hiring Process / Survey Process

Foundation News

10. Executive Session as Needed

10.1 Personnel

Employment of Employees was proposed for discussion in Executive Session.

On a motion by Mr. Isabelle, seconded by Mr. Folland, the Board unanimously voted to enter into Executive Session, with Mr. Pandolfo in attendance, at 8:15 p.m. under the provisions of 1 VSA section 313 to discuss the items proposed for discussion.

The remaining information was provided by the Board Clerk.

On a motion by Mr. Isabelle, seconded by Mr. Folland, the Board unanimously voted to exit Executive Session at 8:43 p.m.

On a motion by Mr. Rousse, seconded by Mr. Folland, the Board unanimously voted to grant the sick leave request to Marie Ritzo from December 5, 2018 through January 22, 2019, at which point, release her from her contract so she can retire.

11. Adjournment

On a motion by Mr. Rousse, seconded by Mr. Folland, the Board unanimously voted to adjourn at 8:44 p.m.

Respectfully submitted,

Andrea Poulin