



SCHOOL BOARD MEETING

BCEMS Library

MISSION STATEMENT

We are committed to providing a challenging educational environment that encourages high performance in a nurturing atmosphere characterized by dignity and respect.

January 11, 2016

5:30 p.m.

REGULAR MEETING

AGENDA

A handwritten signature in black ink, appearing to be "J. P. [unclear]", is written vertically to the right of the agenda items.

1. Call to Order; Pledge of Allegiance
2. Additions and/or Deletions to Agenda
3. Visitors and Communications
4. Approval of Minutes
 - 4.1 Approval of Minutes – December 14, 2015 Regular Meeting
5. Old Business
 - 5.1 FY '17 Budget
 - 5.2 Bond/Loan Proposal
 - 5.3 Second and Final Reading of Curriculum Development & Coordination BSU Policy (G1)
 - 5.4 Second and Final Reading of Professional Development BSU Policy (D2)
 - 5.5 Act 46 Committee Membership
6. New Business
 - 6.1 Warning for March 1, 2016
 - 6.2 School Board Member Elections
 - 6.3 School Board Member Stipend Payment Schedule
 - 6.4 FY '17 Tuition Rate
 - 6.5 Deletion of Curriculum Development Policy (IF)
 - 6.6 Deletion of Professional Development Policy (GCL)
 - 6.7 First Reading of Board Member Conflict of Interest BSU Policy (B3)
 - 6.8 First Reading of Notice of Non-Discrimination BSU Policy (B6)
7. Board Reports
 - 7.1 Superintendent
 - 7.2 Principals
 - 7.3 Committee Reports
 - 7.4 Financial
8. Round Table/Future Agenda Items
9. Executive Session (If needed)
10. Adjournment

Reminders:

Next Barre City School Board Meeting:
Next Spaulding High School Board Meeting:
Next Supervisory Union #61 Board Meeting:
Next Barre Town Elementary School Board Meeting:

February 8, 2016
February 1, 2016
January 14, 2016
January 20, 2016

AGENDA PARKING LOT

Ground Rules for Meetings

Start and end meetings on time.

Members and administration will submit material in advance of meetings.

Members will be prepared for meetings.

Show mutual respect.

Listen to others and don't interrupt. People will speak when recognized. Share time so that all can participate.

We will honor brainstorming without being attached to our own viewpoint.

Be free to speak minds without fear or reprisal.

Attack the problem-no blame game.

Get consensus from board members for individual requests for information.

Make decisions based on clear information.

Identify pending issues and agreements at the end of each meeting.

Keep the best interest of the school and children in mind, while balancing the needs of the taxpayers.



REGULAR SCHOOL BOARD MEETING
Barre City Elementary and Middle School –Library
December 14, 2015 - 5:30 p.m.

MINUTES

BOARD MEMBERS PRESENT:

Lucas Herring - Chair
Sonya Spaulding – Vice Chair
Jim Carrien - Clerk
Anita Ristau
Leslie Walz

BOARD MEMBERS ABSENT:

Anita Chadderton
Guiliano Cecchinelli, II
Nathan Reigner
Tyler Smith

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent
James Taffel, Principal
Jackie Tolman, Principal
Stacy Anderson, Director of Special Services
Grant Fleming, Facilities Director – departed at 6:14 p.m.
Lisa Perreault, Business Manager

GUESTS PRESENT:

Video Vision Tech Dave Delcore-Times Argus Dawn Matthews

1. Call to Order: Pledge of Allegiance

The Chair, Mr. Herring, called the Monday, December 14, 2015, Regular meeting to order at 5:34 p.m., which was held at the Barre City Elementary and Middle School Library. The flag salute followed.

2. Additions and/or Deletions to the Agenda

There were no additions or deletions.

It was noted that there would be two personnel issues and two student issues for Executive Session.
Agenda Item 6.3 (Boiler) will be discussed out of order (after Agenda Item 5.1).

3. Visitors and Communications

None.

4. Approval of Minutes

4.1 Approval of Minutes – November 9, 2015 Regular Meeting

On a motion by Mrs. Ristau, seconded by Mr. Carrien, the Board unanimously voted to approve the Minutes of the November 9, 2015 Regular Meeting.

5. New Business

5.1 PTO Presentation

Dawn Matthews, representing the PTO, addressed the Board. Ms. Matthews provided an overview of some of the activities sponsored by the PTO, including the Walk/Run/Fun event, Bingo, Family Movie Night, the Bathtub Race, and various other fundraisers throughout the year. The PTO has raised funds for Reading is Fundamental, and awards numerous scholarships, including those awarded at 8th grade Step-up night, the ski program, and Girls on the Run. The PTO currently has 6 to 8 core members and approximately 6 additional members who participate as time allows. The PTO is actively looking for additional volunteers. It was noted that Board member Mrs. Spaulding, is a very dedicated PTO member. The Board and Administration expressed their appreciation for the efforts put forth by the PTO. Mrs. Ristau queried regarding PTO members' interest in serving on the Board, and advised that there will soon be three openings on the BCEMS Board.

5.2 Teacher Resignation/New Hire (Stacy Anderson)

BCEMS Notification Status forms were distributed for the following individuals; Denise Joy and Melissa Campbell. Mrs. Anderson advised that due to medical reasons, Ms. Joy has resigned her position. Her last day of employment was November 20, 2015. Brief discussion was held.

On a motion by Mrs. Ristau, seconded by Mrs. Walz, the Board unanimously voted to accept the resignation of Denise Joy.

Mrs. Anderson provided an overview of the qualifications for Melissa Campbell. Brief discussion was held, including the necessity of a provisional license. **On a motion by Mr. Carrien, seconded by Mrs. Spaulding, the Board unanimously voted to approve the hiring of Melissa Campbell**

5.3 Thunder Chickens – Landowner Permission

The VAST (Vermont Association of Snow Travelers) Landowner Permission Form was distributed. This form is submitted for signature annually, to grant permission for VAST to use a portion of BCMES property. **On a motion by Mr. Carrien, seconded by Mrs. Ristau, the Board unanimously voted to authorize the Superintendent to sign the Landowner Permission Form.**

5.4 Policy Ratification

BSU Curriculum Development & Coordination Policy (G1)

BSU Professional Development Policy (D2)

Copies of the policies were distributed. Mrs. Ristau provided a brief overview of the policies and advised that tonight's discussion would be for the approval of the First Readings. Mrs. Ristau provided clarification regarding the ratification process. There was one change noted to the BSU Professional Development Policy.

On a motion by Mrs. Walz, seconded by Mrs. Ristau, the Board unanimously voted to approve the First Reading of the BSU Curriculum Development & Coordination Policy (G1).

On a motion by Mrs. Ristau, seconded by Mrs. Spaulding, the Board unanimously voted to approve the First Reading of the BSU Professional Development Policy (D2).

5.5 Bond Vote Recommendation

Mr. Pandolfo noted that he applied for and received the grant for the boiler (\$20,000). Round two of the grant may yield an additional \$55,000. These two grants could lower the amount to be funded (for the boiler project) to \$275,000. The Facility Committee recommends fixing the furnace, and completing roof repairs. It was suggested that some of the Capital Improvement Fund be used for funding for roof work, and that the Board should look for a loan or bond for the woodchip boiler, repair of leaking fixtures, loop controls and security issues. The boiler and other recommended repairs/upgrades total approximately \$700,000. This information provides a rough estimate of what is needed for a Special Article. It may be possible to delay the first payment (on a loan or bond), until FY18. Ms. Perreault advised that the decision to ask for a loan or bond would be dependent on the interest rate. It was noted that the Special Article could not contain details about the projects being funded, but that literature could be produced to assist with educating the public. Concern was raised that budgeting for this project in FY18 may prove difficult, if the State continues to put restraints on spending. It was suggested that some of the work be delayed to allow for borrowing a lesser amount (\$500,000). Mr. Pandolfo voiced concern that integrating the new system with the current fittings could prove difficult and feels that all of the work should be performed as one project. It was noted that in the past, there has not been enough long term planning regarding financing of major facility upgrades and repairs. A goal for the Board is to begin long term planning for facility upgrades/maintenance, including the financing of the necessary projects. Mrs. Spaulding believes firmer numbers need to be obtained prior to the Article being written. Mrs. Spaulding would prefer actual bids for all projects and expressed frustration that RFPs have not been submitted for other portions of the heating system project. Mr. Herring advised that the most accurate numbers possible will be presented at the January meeting and that additional discussion will occur at that point. Ms. Perreault will obtain information regarding options and interest rates, and will present that information at the January meeting.

6. Old Business

6.1 FY17 Budget

A copy of the Draft Audit was distributed. Ms. Perreault reported that the draft audit finds that the financial statements present fairly and there are no findings. The plan is to have the Auditors present at the February 2016 meeting. Ms. Perreault provided an overview of the draft, including a review of the Financial Highlights listed on page 3. The fund balance of the General Fund is \$754,851, of which \$754,413 is unassigned. The new ballot language, as mandated by Sec.33.16 V.S.A. 563 was briefly discussed and an example was exhibited. Using the current draft, the expenditure amount listed on the ballot would be \$13,139,373, (\$11,846.40 per equalized pupil, which represents a 3.6% increase over the current year). If the Special Article amount(s) are added into the budget, the increase will be greater than the 'cap' allowed by the State. A report titled 'Barre City Elementary and Middle School Comparative Tax Rate Calculations Budget Years 2016-2017' was distributed, as well as the draft budget (Version 1.5 – 12/14/15). The budget increase is currently at 4.21%. That number does not reflect the \$50,000 Special Article for the 'roof fund'. The Base Education Rate and Tax

Rate have not been set yet. Ms. Perreault advised that if the CLA changes from 103.5% to 100%, the Tax Rate will probably go down. Discussion included concern over using too much of the Tax Stabilization fund in one year. This approach may lead to a much larger issue in the future. Mr. Taffel provided an overview of the budget cuts made thus far and advised that future reductions would negatively impact programs and personnel. Mr. Herring requested that Administration attempt to cut \$200,000 from the budget, which would lower the amount needed from the Tax Stabilization fund. Mr. Herring feels that more needs to be done to lower the budget, as a recent survey indicates that voters may support only a 2% tax increase. Ms. Perreault advised that she is concerned regarding the timeframe remaining to complete all of the budgets. The Finance Committee agreed to meet on December 23, 2015, rather than wait until the regularly scheduled January meeting (01/07/15). Additionally, Ms. Perreault reminded Board members that Transportation and Special Education will be pulled out of the district budget and be added to the SU budget. Mr. Pandolfo advised that the SU Board approved level funding the SU budget, using tax stabilization funds.

6.2 Second and Final Reading Student Attendance Policy (F25)

A copy of the policy was distributed. Mrs. Walz provided an overview of the policy and noted one minor typographical error that needed correction. **On a motion by Mrs. Ristau, seconded by Mrs. Walz, the Board unanimously voted to approve the Second and Final Reading of the Student Attendance Policy (F25).**

6.3 Boiler

Two documents were distributed; 'Site Visits and Presentation Review – BCEMS BIOMASS HEATING PLANT REPLACEMENT', and 'RFP Results for BCEMS Biomass Heating Plant Replacement – BCEMS BIOMASS HEATING PLANT REPLACEMENT'. Mr. Pandolfo provided an overview of the site visits and submitted RFPs. The overview included discussion of the positive and negative aspects of each system, including vendor experience, controls efficiency, automated ash removal, and price comparisons. Mr. Pandolfo advised that he would feel comfortable recommending any of the vendors, but does not feel that any of the vendors' product, service, or warranty would justify a large difference in price. The quote from Advanced Fabrication Services, Inc. (AFS) (approximately \$350,000 total) seems to be the most reasonable. It was noted that the prices quoted include boiler room controls, but not the controls throughout the building. Outdated controls throughout the building still need to be replaced.

6.4 Act 153 Update

Copies of the Confirmation of Compliance Forms for Transportation Consolidation and Special Education Consolidation were distributed. Mr. Pandolfo provided an overview, stressing that non-compliance will result in penalties, and that in the past, the SU has been operating on a waiver, but that the waiver will not continue to be granted under Act 153. The most recent response to a waiver request was partially approved, partially denied. Mr. Pandolfo submitted a status report, advising of the current scheme and different contracts. A thorough analysis will need to be performed to determine if the disparate schemes should continue, or if transportation will need to be reconfigured/restructured. In order to maintain disparate schemes, it must be proven that they can continue at or below the cost of one scheme. If disparate schemes are maintained, without approval from the DOE, a penalty (an increase in the education tax) will be imposed. Mr. Pandolfo is waiting for a reply from the DOE regarding their approval of the SU devising a transportation plan by June 30, 2016. If the DOE requires actual consolidation by June 30, 2016, much work will need to be completed in a short time frame.

6.5 Superintendent Evaluation

This item will be discussed in Executive Session. Mrs. Ristau advised that all Board Members were in receipt of the evaluation form, and should present their forms to her, so that she may compile all forms (including those from BTMES and Spaulding). The evaluation will be discussed at the February SU meeting.

7. Board Reports

7.1 Superintendent

A copy of the Superintendent's report dated December 8, 2015 was distributed. The report included information pertaining to; activity of the Act 46 Consolidation Study Committee (meetings held on 11/19/15 and 12/03/15, public forum scheduled for 01/12/15 at 6:00 p.m. at SHS), an update on the hiring process for the new HR Coordinator position, the Legislative Breakfast (held on December 9, 2015), an update on the Solar Project (Certificate of Public Good has been obtained. Construction will begin in the spring), the PATH grant, with attached document titled 'BSU Wellness in the Workplace funds – Action Plan', and the Financial Management Questionnaire (as required by Title 16, Chapter 5, Subchapter 2). A copy of a 'new' completed Financial Management Questionnaire-BSU, was distributed for Board review. **On a motion by Mrs. Ristau, seconded by Mrs. Walz, the Board unanimously voted to authorize the Board Chair to sign the Financial Management Questionnaire.** Mr. Pandolfo provided an overview of the PATH program, which is a grant funded program, promoting healthy lifestyles of employees. Mr. Pandolfo thanked and recognized the following individuals for their efforts in coordinating the PATH program: Laura Thygesen, Beth Bicknell, Melissa Brown, Jen Bombard, Jesse Carpenter, Wendy Clark, Linda Rodriguez, Diana Flood, and Pam Wark. Mr. Pandolfo distributed a document outlining the FY2016 Per-pupil Spending by Town (PPSpending). Mr. Herring believes it may be beneficial to compare spending with bordering towns.

7.2 Principals Report

A copy of the Co-Principals' report dated December 2015 was distributed. The report included information pertaining to; the second round of literacy assessments, curriculum development coordinated by Literacy and Math specialists, support of students with symptoms of trauma (working with North American Family Institute's Trauma specialist, Pete Cudney), training on Next Generation Science Standards, coordination of a food drive by Students on the Move, the upcoming concert (5-8 grade band/chorus concert on Thursday December 17, 2015 at 6:30 p.m.), and Mr. Weselcouch's fourth grade students upcoming performances at local nursing homes and at the mall (December 15, 2015). Additionally, Mr. Taffel advised regarding receipt of \$3,500 from the American Gift Fund (to be used for cultural activities), the successful K-4 Literacy Night, for parents and students, changes to student testing and use of results (resulting from the ESSA Act), and the Food Bank food deliveries (held on the first and third Tuesdays of each month). The public is invited to participate and are encouraged to take what they need.

7.3 Committee Reports

Policy – Minutes from the October 21, 2015 Policy Committee meeting were distributed. There was no meeting in November. The next meeting will be on December 16, 2015.

Curriculum – The Committee met on November 23, 2015. The next meeting will be on January 2, 2016. There will not be a meeting in December. The Committee is discussing Next Generation Science Standards, the effectiveness of 'outplaced' programs (one such program costs \$113,000 for one student), and possible expansion/improvements to the Positive Behavior Classroom program.

Facility/Security – Minutes from the November 23, 2015 meeting were distributed. The next meeting will be on December 30, 2015 at 5:30 p.m.

Finance – Minutes from the December 2, 2015 meeting were distributed. The next Finance Committee meeting will be held on December 23, 2015 at 5:30 p.m.

7.4 Financial Report

A copy of the 'Barre City Elementary and Middle School BC EXPENSE BUDGET STATUS REPORT' (dated 12/08/15) was distributed.

8. Round Table/Future Agenda Items

Ms. Tolman reported that the Guidance Counselors coordinated a holiday project, which will result in 100 families receiving stockings, quilts and other items.

Mrs. Anderson promoted the Penguin Plunge, to benefit Special Olympics. The event will take place on Saturday, February 6, 2016, at the Burlington Waterfront. Donations may be made at www.firstgiving.com/team/308145. Additional information may be found at www.penguinplunge.org. Mrs. Spaulding advised that a student team may be formed. Parents will be responsible for transporting their children. Mrs. Anderson distributed an informational flyer. Additionally, Mrs. Anderson advised that the Unified Sports snowshoe competition will be held during the first week in March 2016.

Mr. Pandolfo advised that the ESSA Act may result in a change in how Title I funds are distributed. The ballot language for the proposed reduction in the number of Board members is being drafted.

Mrs. Spaulding announced the annual Christmas dinner being hosted by the Hedding Methodist Church. This event is held on December 25, 2015 from 12:00 p.m. until 2:00 p.m. This event is free and all are welcome. Hedding Methodist welcomes any donations, volunteers, and diners. Those wishing to donate may contact Mrs. Spaulding at 476-5569 or via e-mail: sonya@milessupply.com.

Mrs. Walz suggested flyers to promote the open Board positions.

9. Executive Session

9.1 Student Matter

Items proposed for discussion in Executive Session include personnel and student matters.

On a motion by Mrs. Ristau, seconded by Mrs. Spaulding, the Board unanimously agreed to find that premature general public knowledge of the items proposed for discussion would clearly place the City of Barre at a substantial disadvantage should the discussion be public.

On a motion by Mrs. Ristau, seconded by Mrs. Spaulding, the Board unanimously voted to enter into Executive Session at 7: 56 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 Mrs. Walz, seconded by Mrs. Ristau, the Board unanimously voted to exit Executive Session at 8:52 p.m.

No action taken.

10. Adjournment

On a motion by Mrs. Spaulding, seconded by Mrs. Walz, the Board unanimously voted to adjourn at 8:53 p.m.

Respectfully submitted,
Andrea Poulin

DRAFT

Barre City Elementary & Middle School**Bond/Loan Proposal****January 2016**

| <u>Item</u> | <u>Cost Estimate</u> |
|--|----------------------|
| Security Upgrade <ul style="list-style-type: none">• Front Office Changes | \$98,125 |
| Security Upgrade <ul style="list-style-type: none">• Electronic Door Access Control System for 3 Doors | \$19,500 |
| Heating System Upgrade <ul style="list-style-type: none">• Automated Logic HVAC Controls Modernization | \$135,000 |
| Heating System Upgrade <ul style="list-style-type: none">• Wood Chip Boiler System Replacement | \$339,900 |
| Heating System Upgrade <ul style="list-style-type: none">• Victaulic Fitting Replacement | TBD |
| TOTAL | TBD |

BCEMS Loan/Bond Proposals

| | Loan Amount | Terms | Rates |
|----------------------------|-------------|--------------------|------------------|
| Merchants Bank | \$700,000 | 10-Year | 2.25%-2.40% |
| Bond Bank | \$700,000 | 10-Year 15-Year | 2.235% 2.636% |
| Community National Bank | \$700,000 | 10-Year 15-Year | 2.625% 3.00% |

David Laurin AIA Architect PLLC

david.laurinarch@comcast.net

Project Budget Estimate: Opinion of Probable Cost

Project Name: Barre City Elementary School – Front Office Changes

Date: November 13, 2015

Site Improvements:

| | |
|---|---|
| 1. Building Assessment: | 0 |
| 2. Hazardous Materials Consult / Abatement: | 0 |
| 3. Soils Borings / Test Pits: | 0 |
| 4. Geo-technical Engineering | 0 |
| 5. Surveying: | 0 |
| 6. Utilities: | 0 |
| a. Water | |
| b. Electric | |
| c. Communications | |
| d. Septic | |
| e. Fuel | |
| f. Storm | |
| 7. Roads: | 0 |
| 8. Parking: | 0 |
| 9. Demolition: | 0 |

Building:

| | |
|---|--------|
| 10. Construction Cost: | |
| a. New walls at office, door, frame, hardware, windows: | 7,800 |
| b. Window at office: | 3,000 |
| c. New Door at Main Office: | 3,000 |
| d. Window wall / doors at lobby: | 15,000 |
| e. New wall / windows at Café entry: | 4,000 |
| f. Demo at display case: | 800 |
| g. Flooring: | 2,000 |
| h. Counter at office: | 4,500 |
| i. Demo at Main Office: | 1,000 |
| j. Electric: | 8,000 |
| k. Patch and paint: | 3,500 |
| l. Security: | 5,000 |
| <u>Sub-Total:</u> | 57,600 |
| Estimating Contingency @ 15% | 8,640 |
| | 66,240 |
| GC Markup @ 8%: | 5,300 |

HI-Tech Electrical Systems LLC

PO Box 246
Barre, VT 05658

Phone # (802) 343-0257 steve@htesllc.com
htesllc.com

Date

Estimate #

10/23/2015

1021

Name / Address

Barre City Elem/Middle School
50 Parkside Terrace
Barre, Vermont 05641-4846

Project

Installation of one VistaKey Single Door Access Control system at one point of entrance.

6,500.00

6,500.00

The Honeywell VistaKey Single Door Access Control system is

designed to provide low-cost access control expansion for your existing security control panel.

In your integration Ready Control Panel, the state-of-the-art module maximizes security investments by integrating access control and intrusion detection into one system. Installation costs are reduced by eliminating the need to install additional wiring, panels and software. VistaKey communicates with your existing security control panel on a standard two-wire V-Plex® polling loop which is already installed throughout your school. All programming can be accomplished locally through your security system keypad. Custom programming allows you to turn off your security system, access the premises and report to Central Station all with one swipe of your card.

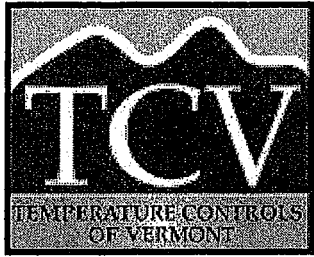
Installation includes integration with your existing fire alarm system to take control of door override on fire alarm, 25 swipe cards and basic programming.

Installation of either magnetic lock or electric strike is not included and must be done by others.

* 3 for
3 doors
\$19,500

Total

\$6,500.00



BUILDING AUTOMATION SERVICES

4 Andrew Ave, Suite 1
Essex, VT 05452

phone 802.872.8000
fax 802.872.1195

www.tcofvt.com

SkySpark

LUMENERGI.

TCView

rtual Interactive Energy Window

AUTOMATED LOGIC[®]
CORPORATION

WebCTRL[®]

December 2, 2015

John Walker
Barre City Elementary School
50 Parkside Terrace
Barre, VT 05641

Re: Automated Logic HVAC Controls - Modernization Budget

John,

The Barre City School's HVAC equipment is managed by a system of Automated Logic HVAC controls. Please see the following budgetary scope of work to extend and modernize portions of this Automated Logic control system.

Base Scope Modernization (re-use non-adjustable space sensors): \$ 95,000

- Extend modern Automated Logic control network to take over all older Automated Logic controller hardware with their modern counterparts.
- Includes re-use of existing non-adjustable space sensors.
- Includes new high speed communications cable to all new controllers.
- Includes new 3D equipment graphics, thermographic floor plan, programming, startup, installation, warranty, training, etc.

Enhanced Scope Modernization (new adjustable space sensors): \$ 135,000

- Extend modern Automated Logic control network to take over all older Automated Logic controller hardware with their modern counterparts.
- Includes new digital / adjustable space sensors
 - Includes new 4-conductor control cabling to new space sensors.
 - Includes individual zone controllers for compatibility with new digital / adjustable space sensors.
- Includes new high speed communications cable to all new controllers.
- Includes new 3D equipment graphics, thermographic floor plan, programming, startup, installation, warranty, training, etc.

At the conclusion of either scope of work the school will have a fully modernized, supported and re-programmed HVAC control system.

To sum up the primary differences between the two budgetary scopes above: The Base Scope uses larger consolidated controllers to manage up to 10 zones of fin tube radiation while re-using existing space sensors. The Enhanced Scope provides new digital space sensors which require individual zone controllers for each zone of fin tube radiation.

If you have any questions or require additional information, please contact me at 802.872.8000 or email jdalmer@tcofvt.com.

Sincerely,

Joshua Dalmer

Joshua Dalmer
Temperature Controls of Vermont
(802) 922-0139 (cell phone)

BCEMS BIOMASS HEATING PLANT REPLACEMENT

BID FORM:

BASE BID (#1) PRICE: \$ 338,000.00 (Including Payment and Performance Bonds)

Add Alt #1: (Add TS): \$ 115,400.00 (Including additional pumps)

Add Alt #2: (Add ESP): \$ 218,000.00

Add Alt #3: (Add Stack height): \$ 1,900.00

Add Alt #4: (Extend support): \$ 9,300.00 (Yearly Inspection and maintenance) See attached. ?

Deduct Alt #5: (Deduct automatic ash removal): (\$ 30,000.00)

Deduct Alt#6: (Deduct payment and performance bonds): (\$ 10,600.00)

The vendor will provide a detailed quote including materials and labor. Please see attach.

The vendor is an independent contractor and has examined the Documents and is familiar with the site of the proposed work and with all of the conditions surrounding the proposed work including availability of materials and labor. The contractor hereby proposes to furnish the labor, materials, tools, equipment, services, required permits etc and to construct all the work stated in accordance with the documents.

The contractor also certifies that the prices in this offer have been arrived at independently, without consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other contractor or with any competitor. The prices, which have been quoted in this offer, have not been and will not be knowingly disclosed by the bidder prior to opening of the bids. No attempt has been made or will be made by the bidder to induce a person or firm to submit or not to submit a bid for the purpose of restricting competition.

Bid provided by:

**Advanced Fabrication Services, Inc.
dba AFS Energy Systems**

Jay Clark, Vice President

Company

Key Contact for this Project

420 Oak Street, Lemoyne, PA. 17043

Address

717-763-0286

Phone

jclark@AFSEnergy.com

EMAIL

717-763-1066

Fax

**BARRE SUPERVISORY UNION #61
POLICY**

CODE: G1

1ST READING: 5/14/2015
2ND READING: 11/12/2015
ADOPTED: 11/12/2015

Curriculum Development & Coordination.^[1]

1.POLICY

The Supervisory Union Board shall be responsible for establishing a supervisory union-wide curriculum. The Supervisory Union curriculum shall be coordinated to allow students to meet or exceed standards established by the Vermont State Board of Education.^[2] Curriculum plans shall be coordinated between sending and receiving schools within the Supervisory Union and will be periodically reviewed to determine compatibility with schools outside the school district that are attended by students residing within the school district.^[3]

The Supervisory Union Board shall assist each member school district to follow the curriculum developed in accordance with this policy.^[4]

The Curriculum Director shall be responsible for assisting the Supervisory Union Board and member school district boards in the development, implementation, coordination, and evaluation of the curriculum.^[5]

The Curriculum Director shall conduct systematic evaluations of programs within the curriculum and report the results to the school boards at least annually.

Legal 16 V.S.A. §261a(a) (1) (Duties of supervisory union boards)

Reference(s): 16 V.S.A. §242(1) (Duties of Superintendents)

16 V.S.A. §165(a)(3)(B) (School Quality Standards)

^[1] 16 V.S.A. 261a(a) does not explicitly require a policy on curriculum development. It does require the supervisory union board to "establish a supervisory union-wide curriculum by either developing the curriculum or or assisting the member districts to develop it jointly.

^[2] 16 V.S.A. §165(a)(3)(B).

^[3] 16 V.S.A. §261a(a)(3).

^[4] 16 V.S.A. §261a(a)(2)

^[5] 16 V.S.A.
§242(1).

**BARRE SUPERVISORY UNION #61
POLICY****CODE: D2**

1ST READING: 5/14/2015
2ND READING: 11/12/2015
ADOPTED: 11/12/2015

Professional Development**1. POLICY**

It is the policy of the Barre Supervisory Union and its member districts to support the important connection between educator professional development and improved student achievement and assure that professional and para-professional staff members acquire and maintain the knowledge and skills needed to contribute effectively to the achievement of the goals and strategies articulated by the school action plans.

2. PRINCIPLES TO GUIDE PROFESSIONAL DEVELOPMENT

The Supervisory Union shall provide, or arrange for the provision of professional development programs, or both, for teachers, administrators, and staff within the Supervisory Union. Professional development programs provided by the Supervisory Union will be directly linked to student performance goals identified in the annual action plans.

The Superintendent will oversee a professional development system that is characterized by the following:

- a. Its primary focus is on improved student learning and achievement
- b. It is based on current, documented research findings
- c. It provides structure and substance that allow continuity
- d. It focuses on content and curricular needs as well as teaching methodology
- e. It includes the needs of all who contribute to the education system
- f. It is developed and directed by professional educators

3. IMPLEMENTATION

Implementation of this policy shall follow State Board Rule 2000, Vermont State Board of Education, Educational Quality Standards (EQS), Section 2121.3, Needs-Based Professional Learning:

2121.3 Needs-Based Professional Learning

Each supervisory union shall develop and implement a system of appropriate needs-based professional learning for all professional staff, including administrators and other

staff involved in student instruction, as required in 16 V.S.A. §261a(a)(5). Time for professional learning should be embedded into the school day.

The school's professional learning system shall be aligned with its staff evaluation and supervision policies, Continuous Improvement Plan, supervisory union and district goals, and shall provide new staff members with appropriate opportunities for professional learning.

Mentoring shall be a component of each supervisory union's needs-based professional learning system. The superintendent or their designee shall determine the specifics of each mentoring program in their school(s) in accordance with the guidelines approved by the State Board of Education, Vermont Standards Board for Professional Educators, and state law addressing mentoring for educators.

The Superintendent will at least annually report to the school boards the effectiveness of staff professional development and the relationship to the student achievement goals identified within the annual action plan.

The Supervisory Union professional development system will be reviewed annually.

Legal 16 V.S.A. §261a
Reference(s):

6.1

BARRE CITY SCHOOL DISTRICT
WARNING
FOR
MARCH 1, 2016 VOTE

The legal voters of the School District of the City of Barre are hereby warned to meet at the polling place in the Barre Auditorium on the first day of March 2016 at 7:00 a.m. The polls are open from 7:00 a.m. to 7:00 p.m.

At the same time and during the same voting hours, the voters at large in the School District will meet for the purpose of electing, by Australian ballot, school commissioners as follows:

- One School Commissioner to serve for a term of three (3) years.
- One School Commissioner to serve for a term of three (3) years.
- One School Commissioner to serve for a term of three (3) years.
- One School Commissioner to serve the two remaining years of a term of three (3) years.
- One School Commissioner to serve the one remaining year of a term of three (3) years

At the same time and during the same voting hours, the voters at large in the City of Barre will meet for the purpose of electing, by Australian ballot, Spaulding High School Union District Board members as follows:

One Spaulding High School Union District Directors to serve for terms of three (3) years.

At the same time and place and during the same hours, the legal voters are warned to meet for the purpose of action by Australian ballot on the following articles:

Article #1 (School Budget): Shall the voters of the school district approve the school board to expend \$ _____, which is the amount the school board has determined to be necessary for the ensuing fiscal year? It is estimated that this proposed budget, if approved, will result in education spending of \$ _____ per equalized pupil. This projected spending per equalized pupil is _____% higher/lower than spending for the current year.

ARTICLE II

Shall the School District pay the Chairman of the School Board the sum of \$2,000 per year for his/her services?

ARTICLE III

Shall the School District pay each School Commissioner the sum of \$1,500 per year for his/her services?

ARTICLE IV

Shall the voters of said Barre City School District vote to authorize its Board of School Commissioners to borrow money, when needed, by issuance of bonds or notes not in excess of anticipated revenue for the school year, to meet the expenses and liabilities of the school district?

ARTICLE V

Shall the Barre City School District contribute \$50,000 to the fund to be used by the Board of School Commissioners to pay for long-term school building repairs?

ARTICLE VI

Shall the Barre City School District vote to approve the securing of a loan not to exceed \$700,000 to provide funding for heating system upgrades and school security upgrades?

Adopted and approved at a meeting of the Board of School Directors of Barre City School District #41 held on January 11, 2016.
Received for record and recorded in the records of Barre City School District #41 on January 29, 2016.

DATED this 11th day of January, 2016

Lucas Herring, Chair

Sonya Spaulding, Vice Chair

James Carrien, Clerk

Giuliano Cecchinelli

Anita Chadderton

Nathan Reigner

Anita Ristau

Tyler Smith

Leslie Walz

Barre City Board of School Commissioners

FY17 Announced Tuition-BCEMS

In accordance with Title 16, VSA, Section 826, the following tuition rates will be submitted to the Agency of Education and to sending schools by January 15, 2016.

| | FY17 Announced | FY16 Announced | FY15 Allowable |
|-----|-----------------------|-----------------------|-----------------------|
| K-6 | \$10,344 | \$10,480 | \$10,255 |
| 7&8 | \$10,383 | \$11,400 | \$10,149 |

1st Reading: 7/11/2011

2nd Reading: 8/8/2011

DELETING NEW POLICY G1 (BSU)

CURRICULUM DEVELOPMENT:

The curricula of the schools in the Barre City Elementary and Middle School District shall be coordinated to allow students to meet or exceed standards established by the Vermont Frameworks and the school district. Curriculum plans shall be coordinated with schools within the BSU61 district.

1.0 The superintendent or designee shall be responsible for the development, coordination and evaluation of the curriculum. The superintendent or designee shall ensure that the curriculum is aligned with VT State Standards and local and state assessments and is consistent with the school's mission.

2.0 The superintendent or designee may conduct pilot programs with prior board approval.

3.0 The superintendent or designee shall conduct systematic evaluations of selected programs within the curriculum and report the results to the school board at least annually.

1st READING: 02/08/93

2nd READING: 02/22/93

3rd READING/ADOPTED: 03/08/93

1st Reading: 10/24/11

Final Reading: 11/14/11

DELETING - NEW POLICY IS D2 (BSU)

POLICY: PROFESSIONAL DEVELOPMENT

Policy

It is the policy of the Barre City School to support the important connection between educator professional development and improved student achievement and assure that professional and para-professional staff members acquire and maintain the knowledge and skills needed to contribute effectively to the achievement of the goals and strategies articulated by the school action plan.

Principles to Guide Professional Development

Professional development programs sponsored by the district will be directly linked to student performance goals identified in the annual action plan.

The Superintendent or designee will oversee a professional development system that is characterized by the following:

1. its primary focus is on improved student learning and achievement
2. it is based on current, documented research findings
3. it provides structure and substance that allow continuity
4. it focuses on content and curricular needs as well as teaching methodology
5. it includes the needs of all who contribute to the education system
6. it is developed and directed by professional educators

Implementation

The superintendent or his or her designee will base annual and multi-year professional development programs on an analysis of student performance data, best-practices research, state and local standards compliance and the district action plan priorities.

The superintendent or designee will report at least annually to the school board on the district's professional development program, with an emphasis on its relationship to student achievement goals.

1st Reading: 10/9/2014
2nd/Final Reading: 11/13/2014

RATIFIED BY BCEMS: 1st Reading: 1/11/2016

POLICY: BOARD MEMBER CONFLICT OF INTEREST

Policy

It is the ethical and legal duty of all School Board members to avoid conflicts of interest as well as the appearance of conflicts of interest.

Definitions

"Conflict of interest" means a situation when a board member's private interests, as distinguished from the board member's interest as a member of the general public, would benefit from or be harmed by his or her actions as a member of the board.

Implementation

In order to comply with the obligations thus imposed, the Board and its members will adhere to the following recommended standards.

1. A Board member shall not engage in or give the impression that he or she would represent special interests or partisan politics for personal gain.
2. A Board member shall not engage in or give the impression that he or she has the authority to make decisions or take action on behalf of the Board or the school administration.
3. A Board member shall not engage in or use his or her position on the Board to promote personal financial interests or the financial interests of family members, friends or supporters.
4. A Board member shall not engage in or solicit or accept anything of value in return for taking particular positions on matters before the Board.
5. A Board member shall not engage in or give the impression that his or her position on any issue can be influenced by anything other than a fair presentation of all sides of the question.
6. Board members will be familiar with, and adhere to, those provisions of Vermont education law which define School Board powers and govern Board member compensation and public bidding processes.

Avoiding Conflicts

When a Board member becomes aware that he or she is in a position that creates a conflict of interest or the appearance of a conflict of interest as defined in state law or this policy, he or she will declare the nature and extent of the conflict or appearance of conflict for inclusion in the Board minutes, and will abstain from voting or participating in the discussion of the issue giving rise to the conflict.

Complaints of Conflict of Interest

When a conflict of interest claim against a Board member is brought to the Board in writing and is signed by another Board member or a member of the public, and the Board member against whom the claim is made does not concur that a conflict in fact exists, the following Board procedures will be followed.

1. Upon a majority vote of the remaining Board members, or upon order of the chair, the Board will hold an informal hearing on the conflict of interest claim, giving both the Board member and the person bringing the claim an opportunity to be heard.

2. At the conclusion of the informal hearing, the remaining Board members will determine by majority vote whether to:
- a. Issue a public finding that the conflict of interest charge is not supported by the evidence and is therefore dismissed;
 - b. Issue a public finding that the conflict of interest charge is supported by the evidence and that the member should disqualify him or herself from voting or otherwise participating in the Board deliberations or decision related to that issue, as required by Vermont statute; and/or
 - c. Issue a public finding that the conflict of interest charge is supported by the evidence and the Board member should be formally censured or subjected to such other action as may be allowed by law.

Date Warned:

Date Adopted:

Legal Reference(s):

16 V.S.A. § 262(d) (Election of officers)

16 V.S.A. §557 (Gratuity/compensation prohibited)

16 V.S.A. §558 (Eligibility for election to school board)

16 V.S.A. §559 (Public bids)

16 V.S.A. §563(20) (Powers of school boards)

Cross Reference:

¹ See 16 V.S.A. §563(20). "...establish policies and procedures designed to avoid the appearance of conflict of interest."

68

**BARRE SUPERVISORY UNION #61
POLICY**

CODE: B6

1ST READING: 2/5/2015
2ND READING: 3/19/2015
ADOPTED:

Notice of Non-Discrimination

1. POLICY

The Barre Supervisory Union will not unlawfully discriminate in its programs and activities against any person or group on any basis prohibited by federal or state law, and will provide equal access to the Boy Scouts and other designated youth groups.

The Supervisory Union shall make reasonable accommodations to the known physical or mental limitations of an otherwise qualified handicapped applicant or employee unless the Supervisory Union can demonstrate that the accommodation would impose an undue hardship on the operation of its program or activity.

The Superintendent, or his or her designee, shall prepare, and the Board shall approve, guidance to applicants and employees regarding requests for reasonable accommodations, including provisions for undue hardship.

Applicants for admission and employment, students, parents, employees, sources of referral of applicants for admission and employment, and all unions or professional organizations holding collective bargaining or professional agreements with the Supervisory Union are hereby notified that this supervisory union does not discriminate on the basis of race, color, religion (creed), ancestry, national origin, place of birth, sex, sexual orientation, gender identity, disability, age, political affiliation or marital status in admission or access to, or treatment or employment in, its programs and activities and provides equal access to the Boy Scouts and other designated youth groups.

2. IMPLEMENTATION

The Superintendent, or his or her designee, shall develop procedures necessary to ensure compliance and enforcement of this policy.

A person has been designated by the Supervisory Union to coordinate the efforts to comply with the regulations implementing Title VI, Title IX, and Section 504 of the Rehabilitation Act of 1973, and other non-discrimination laws or regulations. The designated coordinator is identified in the procedure accompanying this policy along with information on how that person may be contacted.

Any person having inquiries concerning the Supervisory Union's compliance with the regulations

implementing Title VI, Title IX, Section 504 or other state or federal non-discrimination laws or regulations is directed to contact the non-discrimination coordinator described above.

3. GRIEVANCE PROCEDURE

In the absence of a controlling grievance procedure outlined in a collective bargaining agreement the procedure accompanying this policy will be in effect.

Legal Reference(s): 9 V.S.A. §4502 (Public accommodations)
21 V.S.A. §§495 et seq. (Employment practices)
21 V.S.A. §1726 (Unfair labor practices)
20 U.S.C. §§1400 et seq. (IDEA)
20 U.S.C. §§1681 et seq. (Title IX, Education Amendments of 1972))
29 U.S.C. §206(d) (Equal Pay Act of 1963)
29 U.S.C. §§621 et seq. (Age Discrimination in Employment Act)
29 U.S.C. §794 (Section 504, Rehabilitation Act of 1973)
42 U.S.C. §§2000d et seq. (Title VI of the Civil Rights Act of 1964)
42 U.S.C. §§12101 et seq. (Americans with Disabilities Act of 1990)

BARRE SUPERVISORY UNION DISTRICT #61

Barre City Elementary
and Middle School

John Pandolfo
Superintendent of Schools

Rick McCraw, M. Ed.
Director of Curriculum, Instruction,
& Assessment

Spaulding High School and
Barre Technical Center Campus

120 Ayers St.
Barre, VT 05641
802-476-5011
FAX: 802-476-4944

Lisa Perreault
Business Manager

Barre Town Middle
and Elementary School

Donald McMahen
Special Services Director

Doing whatever it takes to ensure success for every child.

Diane Stacy
Technology Director

Sandra Cameron M.Ed, MCT
Director of Early Education

January 4, 2016

TO: The Members of the Barre City School Board
RE: Superintendent's Report

Please accept the following report to the Barre City School Board:

(1) Act 46 Consolidation Study Committee

- The Act 46 Study will hold a Public Forum on January 12, 6:00pm at SHS. I have attached an agenda to this report.
- The last meeting of the committee for the exploratory phase of the study will take place on January 21, 5:30 p.m. in the SHS Library. At that meeting we will debrief on the Public Forum and review the draft results of the report prepared by our consultant.
- I am working on writing the \$20,000 grant for the next phase of the study, assuming the decision is made to move forward.
- The Barre SU website homepage has a link to an Act 46 page with details from each meeting as well as general resources related to Act 46 (<http://bsuvt.org/joomla/index.php/act-46>)

(2) Legislative Breakfast#2 scheduled for Monday, January 25

- 8:00am at the Lunchbox at SHS/CVCC

(3) Administrative Winter Retreat

- The preK-12 Admin Team will be meeting on Wednesday, January 27, 4:00-8:00pm, for a Winter Retreat.

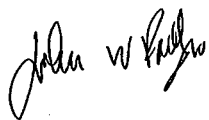
(4) VSBIT Memorandum

- I have attached a memorandum with a legal ruling which sets precedent for what employee and school documentation falls under the Public Records Act.

(5) PATH Grant

- Our BSU PATH Team was notified that they did not receive the grant they applied for. 27 applications were submitted and 11 were awarded. Feedback was that those awarded were identified as having higher need, and that our application missed approval by a hair. I would like to again commend the PATH Team on helping to keep our organization healthy.

Respectfully Submitted,



John Pandolfo
Superintendent of Schools

BARRE CITY SCHOOL DISTRICT BARRE TOWN SCHOOL DISTRICT

ACT 46 STUDY COMMITTEE

The Act 46 Study Committee's charge is to identify the major educational, financial, organizational and cultural opportunities and challenges of any consolidation of the governance structures currently administering the educational programs in the Barre Supervisory Union under Act 46. In fulfilling this charge the committee will submit an Initial Educational Study to each member district in the S.U. outlining the key issues the committee believes must be fully investigated in order for the citizens of Barre City and Barre Town to make an informed decision concerning any plan to restructure Barre's existing supervisory union in order to meet the educational and financial goals of the law.

PUBLIC FORUM

AGENDA

January 12, 2016

Spaulding High School

6:00 p.m.

- 1. SHS Auditorium**
 - **Introduction and Act 46 Overview**
 - **Study Committee focus priorities and questions**

- 2. SHS Cafeteria and/or Library**
 - **Small group forums for discussion and input**
 - **Sharing out of small group work**
 - **Question & Answer session**

Act 46 identifies the following goals as central to any decision aimed at consolidating existing school governance structures:

- *To provide substantive equity in the quality and variety of educational opportunities statewide.*
- *To lead students to achieve or exceed the State's Educational Quality Standards.*
- *To maximize operational efficiencies through increased flexibility to manage, share, and transfer resources, with the goal of increasing the district-level ratio of students to full-time equivalent staff*
- *To promote transparency and accountability.*
- *To achieve these goals at a cost that parents, voters, and taxpayers value.*



Memorandum

To: VSBIT members
From: Lynn, Lynn, Blackman & Manitsky, P.C.
Re: *Hoffman v. South Burlington School District*, Docket No. 1069-11-15 (Vt. Super. Ct., Dec. 10, 2015) (Toor, J.) (order denying teacher's motion for preliminary injunction to prevent production of personnel records in response to Public Records Act requests)
Date: December 11, 2015

Summary

A recent court decision has significant ramifications concerning what school records constitute "public records." The court confirmed that virtually any school records other than student education records, attorney communications and medical records are likely subject to disclosure through a request under the Vermont Public Records Act ("PRA"). This includes email communications and disciplinary records concerning employees. Student education records are FERPA protected and exempt under the PRA. Medical records are also confidential under federal and state law. Communications with the school attorney is always privileged and not subject to production where there is a PRA request.

In light of the decision, schools must assume that almost all communications and records concerning employees will be deemed public records subject to disclosure when a request is made. Agreements labeling records "confidential" will not prevent disclosure. While schools should consult with legal counsel prior to releasing records, they should be careful in creating records and communications concerning employees.

Background and Analysis

The South Burlington School District ("SBSD") received reports that teacher Jay Hoffman engaged in sexual misconduct with a child and placed him on leave. After investigation, the SBSD dismissed Hoffman, who filed for arbitration. The parties entered into a confidentiality agreement concerning the arbitration. Hoffman prevailed at arbitration and the arbitrator ordered that all records concerning the allegations be expunged. Hoffman returned to work. Shortly thereafter, the SBSD learned of additional allegations from a former student. The SBSD again investigated and dismissed Hoffman. Multiple news agencies submitted PRA requests to the SBSD.



The SBSB notified Hoffman of the requests and its intention to produce the requested materials. Hoffman filed suit, seeking a preliminary injunction preventing release of the records, claiming they were exempt generally under the PRA and specifically under the confidential arbitration decision. The SBSB provided the Court with all relevant records, including emails and the arbitration decision for review. The SBSB redacted the identifying information concerning the victims and other information confidential by law.

The Vermont Superior Court issued a decision denying Hoffman's motion and ordering the release of all of the records concerning Hoffman to the media. It concluded that a negotiated confidentiality agreement will not impact the public's PRA rights. Reviewing the exemption for "personal documents" under the PRA, the Court explained it must balance the public interest in disclosure against the harm to the individual. It concluded that the public's interest in knowing the allegations and results of the investigation of teacher misconduct outweighed Hoffman's privacy interest.

The Court's analysis raises an interesting paradigm. The more concerning the allegations of misconduct against an employee, the more heightened is the employee's, and sometimes the employer's desire to keep documents confidential. However, the same factors that would cause an employee or the employer to wish that the information remain private are the same ones that compel the conclusion that the public has a right to know and will support a finding that the materials are public records.

Advice to Members

1. Where there is employee misconduct, the administrator should always assume the communications within the organization, including those to the employee, will be public.
2. If there is a PRA request for records of employee misconduct, the member should consult the school attorney to evaluate whether the "balancing test" suggests that the records are public records.
3. Be especially careful when withholding documents or in your search for documents requested by the public because the PRA awards attorney's fees to anyone seeking improperly withheld documents.
4. Do not make the mistake of assuming that an agreement negotiated as confidential will fall outside the PRA definition of a public record.

BARRE CITY ELEMENTARY AND MIDDLE SCHOOL

CO-PRINCIPALS' REPORT

JANUARY 2016

It was good to be back in school and resume a normal routine after the December break. The children and the staff seem ready to meet the challenges and opportunities that this new year brings.

While the Primary Observation Early Literacy Assessments were administered to all K-2 children in December, we do not yet have the summative reports to present to you. We will plan to include them in our February report. During the month of January we administer mid-year literacy and math assessments to children in grades 3-8.

On Thursday, December 17, 2015, the bands and chorus groups in grades 5- 8 performed their winter concert to a gymnasium full of families and friends. Their performance was wonderful. Our school can be proud of the commitment and dedication of these students and our band/chorus director, Ms. Morgan Matthews!

On Tuesday, December 15, 2015, Mr. James Weselcouch our new elementary music teacher, brought a group of 3rd grade students to local nursing homes and to the Berlin Mall to sing. They were well received and greatly appreciated by their audiences!

At our January 18 Staff Development Day, there will be a district - wide focus on improving teacher understanding of the Next Generation Science Standards and the creation of teaching units that address these standards. In addition, work will focus on revising our Common Core aligned literacy instructional units as well as our implementation of the Engage New York math program. Our behavioral support staff will spend part of their day engaged in case review studies of children who continue to struggle with behavioral challenges despite the existence of well implemented behavior plans. In addition, they will spend some time reviewing the purpose/goal of our planning rooms and revising the procedures we have in place to achieve that goal.

We continue to offer an after school art program, called "Young Rembrandts" for interested children in grades 1-4. This program meets once a week for 8 weeks, giving students an opportunity to expand upon the art work they do during their regular art classes at school.

Maureen Boufard, who met with the board earlier in the year regarding possibilities for securing funding for an after-school program, has created a schedule to apply for a grant to enable us to move this initiative forward. We will keep you posted as this work gets accomplished.

Our current student enrollment count is as follows:

| | | |
|------|---|-----|
| Prek | 118 (includes those in approved community ceKind. | 105 |
|------|---|-----|

| | |
|---------|-----|
| Grade 1 | 91 |
| Grade 2 | 81 |
| Grade 3 | 96 |
| Grade 4 | 81 |
| Grade 5 | 92 |
| Grade 6 | 73 |
| Grade 7 | 88 |
| Grade 8 | 80 |
| Total | 905 |

Respectfully,

Jackie Ramsay-Tolman

James Taffel

Finance meeting minutes 12/2/15

Meeting was called to order at 5:32 pm.

Sonya Spaulding, Jim Carrien, Tyler Smith, Nathan Reigner, (board members), Jackie Tolman and Jim Taffel, (BCEMS principals), Stacy Ferland (Director of Special Services), Grant Fleming (left at 7:10 pm) (Facility Director), and Lisa Perreault, (Business Manager) were all present.

Lisa presented a revised power point presentation with a snap shot of information we know concerning the FY17 budget. The slides included how the article for the voters has changed to include per pupil spending and percentage of increase from prior year, as well as the investments or areas of spending (students/faculty/staff, early education/universal prek, technology, facility, safety), and budget considerations (new teachers' contract, enrollment, Act 46 cost containment (3.7% cap on spending per equalized pupil, VSTRS annual charge for teachers, universal prek, biomass, safety renovations, special ed and transportation). Nathan wondered if we should present the items listed in these slides in regards to how they push the budget up or bring it down. Other slides included assessment changes from the SU, which have not been finalized, but will be based on equalized pupil numbers for expenses tied to the SU office, technology, and curriculum, while using proposed expenses for special ed and transportation.

The base education rate has been set at \$9995 and the tax rate has been set at \$1.00. The CLA has not been released yet.

Lisa noted that we can expect a \$275,000 carry forward from FY15 that can be used in FY16. She said that this does not have to be approved by the voters to be used. Lisa will bring documentation to prove this, as there were questions about whether voter approval was needed.

Lisa also noted that with the facility committee's recommendation, there would be a special article for \$800,000 for the boiler and safety renovations. She explained that we can begin work in July 2016 with a loan, but the first payment would be deferred to July 1, 2017. The interest rates for a 5 year loan are 2.65% and 3.65% for a 10 year loan.

The factors that are driving the increase in the budget include health insurance, increased teacher salaries, prek and special ed tuition.

The current version of the budget totals \$13,385,571, which is a 4.57%, or \$584,596 increase over last year's budget.

Jackie and Jim T. reviewed the list of budget cuts that they had been working on since our last meeting. They include a total of \$393,500 in cuts from areas such as inservice training, field trips, travel and conference, supplies, PE equipment, music repair and maintenance, music equipment, no expansion to PreK, special ed supplies, special ed textbooks and special ed equipment, athletics, behavior contracted services for PBC, special ed development specialist, tech equipment (new and replacement), construction, facilities replacement of equipment, special ed transportation cost, 2 para educators, principal office printing and early ed outreach teacher change in amount of time from .8 to .5. Additions to the budget totaling \$144,000 include moving 2 medicaid funded behavioral specialists to regular budget and adding a portion of the SAP position that has been historically grant funded. This leaves us with a net change of \$249,500, but we will still need to add the \$50,000 long term maintenance funds that have not been included in the current budget because they are a separate article. We also discussed possible changes in the configuration and delivery model of services for students being served at Granite Academy. These changes have been included in the current version of the budget for a

savings of close to \$90,000, but additional IDEA B funds that are currently used for the rent may be used for something else, which will free up \$25,000 in the current budget.

Grant discussed changes to the facility budget lines in the revision of the budget, as well as the unspent lines in the FY16 general fund expense summary. We discussed using the correct code and how to be sure that everyone involved (from the person writing the code to the person approving the code) is using the correct code. Stacy suggested that the person that chooses the initial code should begin using the description line to note which account is to be charged. This will allow the person approving the invoice to double check that this is the correct account, and if it is not, then it can be corrected.

Stacy also noted that she may be able to find savings in the ESY lines that approximately \$10,800. Lisa will add these reductions to the budget.

Adjourned at 7:30 pm.

Respectfully submitted,

Sonya Spaulding

Meeting was called to order at 5:32 pm.

Sonya Spaulding, Jim Carrien, Tyler Smith, (board members), Jackie Tolman and Jim Taffel, (BCEMS principals), Stacy Ferland (Director of Special Services), John Pandolfo (Superintendent), and Lisa Perreault, (Business Manager) were all present. David Delcore, reporter from the Times Argus, arrived at 5:44 pm.

Lisa presented a revised budget of \$13,264,635 with a 3% or \$394 increase in per pupil spending over last year's budget. Lisa worked on the revised budget with John P. and the administrators. They have cut an additional \$70,000 from the budget in areas such as copier lease rentals, supplies, text and reference materials, equipment, various library lines, snow removal, building maintenance and many more. They also reduced the number of days for the Assistant Principal position for a savings of \$3500 and various special education lines for a savings of \$11,000.

In addition to the cuts noted above, Lisa revised the amount of revenue to \$2,906,652, which includes the \$282,000 in carry forward funds from FY15. This number is based on the amount in the audit report, which has not been finalized as of yet, but seems to be close. The amount is the full amount of the carry forward, but no tax stabilization funds will be used. In addition, the last revenue amount included was a very conservative amount and has been changed due to information from the Agency of Education.

When reviewing the formula to determine the tax rate, we will be at \$11,833.50 for per pupil spending. This puts us below our \$11,920 cap. The budget does include the correct SU assessment, but does not include the \$50,000 for the long term maintenance fund that will be voted on in a separate article. Even when we add in the \$50,000, assuming this separate article passes, we will still be below our cap.

The CLA was finalized at 102.85%, which is higher than the last version of the budget. This higher CLA, in combination with additional revenue, and 2 additional students in our equalized pupil numbers, puts our combined tax rate with Spaulding at 1.188, which is .021 less than last year's rate. However, the BCEMS rate is expected to rise from .7835 last year to .7914 this year. This is an increase in .0079 cents. This does not include the additional \$50,000 for the long term maintenance fund, but this is expected to add approximately half a cent to the tax rate.

There was a question regarding the language for the article and whether it would include the amount of funds that are being included from grant money. Lisa indicated that the article would still contain this language.

There was a brief update and discussion regarding the separate bond vote for the boiler, building heat controls, card swipe security enhancements, Victaulic fittings repair and front office security renovations. John P. presented the following quotes or estimates that had been submitted:

1-Front office security renovations \$98,125

2-Card swipe security enhancements \$19,500

3-Building heat controls –there are 2 options available

- A. Re-use the current non-adjustable space sensors \$95,000
- B. Includes new adjustable space sensors \$135,000

4-Boiler \$338,000 for the boiler+\$1900 for the stack+\$9300 for extended support+= \$349,200

5-Victaulic fittings-estimate is still being worked on

The total for all 4 improvements is at \$601,825 and does not include the repair to the Victaulic fittings.

This information will be presented at the next full board meeting.

The finance committee will not meet for its regularly scheduled meeting on 1/5/16, as we do not expect there to be any changes to the current version of the budget.

Adjourned at 6:17 pm.

Respectfully submitted,

Sonya Spaulding

BCEMS Policy Meeting Minutes
Dec. 16, 2015

Attending: Anita Ristau, Leslie Walz

Agenda:

Our agenda was to renumber the BCEMS policies. Discussed the challenges aligning with the U61 numbering; Tabled until further notice (our policy categories don't align at all with U61 policies). Leslie will continue discussion at the U61 policy meetings.

Adjourned at 6 pm.

**Barre City Elementary/Middle School – Curriculum Committee Meeting
January 4, 2016
Minutes of the Meeting**

I. In Attendance:

- Anita Ristau, Committee Chair, and Board Member
- Sonya Spaulding, Committee Member and Board Member
- Leslie Walz, Committee Member and Board Member
- Tyler Smith, Committee Member and Board Member
- Jackie Tolman, Principal 5-8, BCEMS
- Stacy Anderson, Director of Special Services, BCEMS
- Rick McCraw, Director of Curriculum, Instruction & Assessment, BSU
- Joe Blakely (community member)

II. Agenda:

1. Review/Approve previous minutes
2. Additions/Deletions to Agenda
3. Spanish program
4. Proposal to expand the Positive Behavior Classroom
5. Upcoming agenda and meeting date/s.

III. Minutes of the Meeting:

1. The meeting was called to order at 5:06 PM.
2. Changes to the agenda: None.
3. The minutes of November 23rd were reviewed and approved without changes.

4. Spanish Program

(See accompanying handout for additional information.)

Julia Blatchford has taught Spanish at Barre City since October 2013. Julia and her Barre Town counterpart are currently using the same program (*Realidades*). This was formerly the SU-wide program, but Spaulding has since moved to a new program. Consequently, Julia and Barb have requested a new program starting next year in order to bring their program back in line with Spaulding's.

Barre City scheduling is a major obstacle to preparing students for Spanish II. Julia sees every student for one semester/year. She sees grade 5 three times/week and grade 6-8 students four time/week. Due to the timing of the Spanish program, students take Spanish in fall of grade 7 and not again until spring of their grade 8 year. That extended gap results in significant skill loss that is difficult to make up in the one semester remaining before graduation. Those students who ultimately qualified for Spanish II did so by virtue of hard work and after-school assistance on Julia's part. Even then, those students had to work to catch up once they arrived at Spaulding.

Julia recommends thinking of Spanish instruction as being cumulative, and in that light she feels schedule changes should be considered. Her thoughts:

- Have Spanish year-round
- Tune the Explore and Enrichment block offerings to be able to offer Spanish based on ability, not age
- Offer Spanish in grades 5 and 6 more as an exploratory experience than is done currently
- Explore with Spaulding the possibility of changing the Spanish II requirement to allow more students to qualify.

A community member wondered if an after-school lab experience is a practical approach. Julia replied that doing so can create a socio-economic divide based on whether parents can pick students up late.

A board member wondered if a Barre City-Barre Town merger could offer more languages.

A board member inquired further about the qualifying test. Julia is of the impression that Spaulding wants incoming students with *any* Spanish I experience to go into Spanish II (which runs counter to the requirement of a qualifying test).

Note that students who qualify for Spanish II receive a Spanish I credit. Could Julia emphasize this with students, as not all are aware of credit and the advantages of same? Similarly, guidance counselors at the high school need to be aware of all this, as perhaps not all are.

Rick will explore the middle-to-high-school transition with an eye to making the process work more smoothly. Jackie feels that their guidance counselors need to be aware of all this and parents should be informed during August meetings. Jackie will also direct her guidance counselors to ensure that all students who qualified for the credit actually received it.

5. Proposal to expand the Positive Behavior Classroom

Jackie states that Jim is looking to expand the PBC (still serving grades K-4) to serve 16 students next year, up from the current 12. Details will follow.

With regard to implementing an alternative grade 5-8 classroom in Barre City, there is a plan to institute a program within the BCEMS facility. It would employ a special educator, a paraeducator, and a Washington County behavior analyst (to replace an existing behavior specialist). This would replace the GAM program. The new program is designed to serve 6-8 students who are on IEPs. The program would generally be self-contained, but students would be able to access opportunities and classes outside the program. (It's expected that students would gradually transition into general-ed classrooms over time.)

A board member acknowledged the advantages of this model, but she expressed concern about possible disruption to the general learning environment. Stacy responded that some recent GAM students simply required a small environment and were not inherently disruptive. Jackie also pointed out that some triggers can be ameliorated by a self-contained environment.

A board member expressed a desire to see a similar model implemented for K-4.

Conversation moved to the current PBC implementation. It was clarified that the PBC teacher is available to teach within the PBC classroom and also to support students beyond the PBC classroom as needed.

Further board discussion of both the new program and the 2016-17 PBC program will be necessary. Jackie proposes that administration will be ready to present to the board in March.

6. Next meeting: Our next meeting is tentatively scheduled for February 15th. The meeting time will be 5:00 – 6:30pm and will be held in the BCEMS Conference Room. The agenda will be:

- I. Review/Approve previous minutes
- II. Additions/Deletions to agenda
- III. An overview of the physical education program and possible directions
- IV. Enrichment and high-achievement programs in both math and literacy

The meeting was adjourned at 6:31.

Minutes Respectfully Submitted,



Rick McCraw
Director of Curriculum, Instruction, & Assessment
Barre Supervisory Union

Student Continuation Issues in Spanish

Prepared for the Barre City Curriculum Committee

January 4, 2016

As you know, Spanish at BCEMS is designed as a cumulative program. Students begin in 5th grade and continue through 8th. This is how the position was introduced to me and that is how I have been working to build the program. Over the last two years, there have been many issues of student continuation whether they are pulled for work help, pulled for other subjects because they are on an I.E.P., or because we have transfer students arriving in the middle of the year.

I recognize that students need to be pulled for help, and I am perfectly fine with that. Foreign language is not for everyone, especially those who struggle in other core subject areas and are not yet ready for the challenge. What has become increasingly difficult for the program is when students are pulled one year and then expected to begin the next year with their classmates who did take Spanish that last year. There has also been the situation where 7th & 8th grade transfers have come in from another school with no Spanish language instruction and are expected to pick right up with his/her class that has had some form of instruction for 2-3 years (This includes an I.E.P. student who was pulled out of Spanish at her previous school but then placed in Spanish at BCEMS because there was nowhere else for her to go). Again, the program is cumulative and we would never consider placing an 8th grader with no math experience into an 8th grade math class. For some of these students, I find it inappropriate and even disrespectful to put them in this situation.

That being said, I know the issue is having a place for students to be during this time as Spanish is a special that all students are supposed to take. Below I have outlined a few immediate requests to help with this issue for the 2015-16 school year.

1. Any students who have been pulled for I.E.P. help in the past continue to receive services during their Spanish block.
2. Any students pulled for course work/homework related help in the past continue to use that time with their team teachers.
3. Let's create a plan for transfers who come in during the middle of the semester, or transfers sans Spanish language instruction so that they aren't left overwhelmed and out of place. I'm not sure what this would look like. Maybe some sort of study hall? I have had a few situations where students integrated fairly well into the class. Examples would be a hard-working 6th grader who had some basic French instruction, and an 8th grader with a differing Spanish language instruction experience.

Another major issue facing the Spanish program is scheduling. Over the course of 4 years, students are supposed to have 4 semesters of Spanish. Those 4 semesters, however, are not consecutive. This leaves students with large gaps in between their Spanish language education. Because of this, students almost always have to relearn material or at least undergo an extensive review so that they are ready to move forward with new material in this cumulative subject.

This schedule is particularly difficult for 7th graders transitioning to 8th grade. For the last two years, I have had all 7th graders during the first semester of the year and all 8th graders for the second semester of the year. This means that current 8th graders go two semesters and a summer in between their Spanish semesters (Semester 2 of 7th grade, the summer, then semester 1 of 8th grade). Due to this schedule, it becomes nearly impossible for students to pass out of the Spanish 1 program in the allotted time.

Here are a few suggestions for how we can restructure the program in the future to avoid student continuation issues and/or scheduling issues that interfere with student completion of Spanish 1.

1. Level Spanish by ability/experience and not grade level. For example, offer a Spanish year 1 and year 2 where 7th and 8th graders are mixed.
2. Turn Spanish into a year round explore or enrichment option for 7th & 8th graders. This could potentially be scheduled according to suggestion 1 where the enrichment block is offered for year 1 and the explore block is offered for year 2 or vice versa.
3. Put Spanish on a core course schedule where it is year round (this will also help with gaps of time that interfere with the effectiveness of a cumulative program).
4. Although the first three suggestions are more ideal, another thought would be to have a language section and then a cultural and more project based section that would be instructed in English. The cultural/more project based class could be an easier transition for students who join our school after 5th grade or mid-semester.

Best regards,

Julia Blatchford

Spanish Teacher, Barre City Elementary and Middle School

7.4

Report # 20764

Barre City Elementary and Middle School

BC EXPENSE BUDGET STATUS REPORT

Statement Code: BOARD BC

| Account Number / Description | ADOPTED BUDGET | Y-T-D EXPENSES | ENCUMB | REMAINING BALANCE |
|--|-------------------------|-------------------------|-------------------------|-------------------------|
| | 7/1/2015 - 6/30/2016 | 7/1/2015 - 6/30/2016 | 7/1/2015 - 6/30/2016 | 7/1/2015 - 6/30/2016 |
| 5001 OTHER - ON BEHALF | \$0 | \$0 | \$0 | \$0 |
| 5200 Fund Transfers | \$50,000 | \$311,785 | \$0 | \$(261,785) |
| 5210 Prior Year Expense | \$0 | \$(5,000) | \$0 | \$5,000 |
| 5400 Adjustment of Prior Year | \$0 | \$0 | \$0 | \$0 |
| 5501 Capital Lease Revenue | \$0 | \$0 | \$0 | \$0 |
| 1190 SHARED SRVC DUE FROM BSU | \$0 | \$0 | \$0 | \$0 |
| 1192 SHARED SRVC DUE FROM BTMES | \$0 | \$45,897 | \$86,622 | \$(132,519) |
| 1193 SHARED SRVC DUE FROM SHS | \$0 | \$455 | \$0 | \$(455) |
| 1195 SUM SCHL SHARED SRVC DUE FROM BTMES | \$0 | \$0 | \$0 | \$0 |
| 1100 General Instruction | \$333,774 | \$108,437 | \$190,889 | \$34,448 |
| 1201 Special Education Instruction | \$0 | \$0 | \$0 | \$0 |
| 1214 EEE DIR INSTR | \$0 | \$0 | \$0 | \$0 |
| 2130 Health Services / PT | \$0 | \$0 | \$0 | \$0 |
| 2150 Speech/Language Services | \$300 | \$169 | \$0 | \$131 |
| 2190 Other Support Services - Students | \$2,280 | \$1,413 | \$0 | \$867 |
| 2410 Office of the Principal | \$42,356 | \$8,099 | \$32,456 | \$1,801 |
| 2600 FACILITIES | \$1,200 | \$1,203 | \$0 | \$(3) |
| 2711 TRANSPORTATION | \$0 | \$0 | \$0 | \$0 |
| 1100 General Instruction | \$4,574,266 | \$1,669,448 | \$2,721,494 | \$183,324 |
| 1101 Lunch/Recess Supervision | \$0 | \$0 | \$0 | \$0 |
| 1410 Extra Curricular | \$44,258 | \$15,815 | \$0 | \$28,443 |
| 2100 STUDENT SUPPORT SRVC | \$0 | \$0 | \$0 | \$0 |
| 2113 Behaviorial Support | \$66,497 | \$30,398 | \$36,433 | \$(334) |
| 2120 Guidance Services | \$300,226 | \$107,378 | \$172,028 | \$20,820 |
| 2130 Health Services / PT | \$133,658 | \$43,224 | \$75,643 | \$14,791 |

Barre City Elementary and Middle School BC EXPENSE BUDGET STATUS REPORT

Report # 20764

| Account Number / Description | ADOPTED BUDGET | Y-T-D EXPENSES | ENCUMB | REMAINING BALANCE |
|--|-------------------------|-------------------------|-------------------------|-------------------------|
| | 7/1/2015 - 6/30/2016 | 7/1/2015 - 6/30/2016 | 7/1/2015 - 6/30/2016 | 7/1/2015 - 6/30/2016 |
| 2132 Medical Services | \$0 | \$0 | \$0 | \$0 |
| 2140 Psychological Services | \$159,091 | \$38,321 | \$76,254 | \$44,516 |
| 2150 Speech/Language Services | \$0 | \$0 | \$0 | \$0 |
| 2210 CURRICULUM | \$17,050 | \$949 | \$187 | \$15,914 |
| 2220 Library Services | \$148,555 | \$66,056 | \$97,531 | \$(15,032) |
| 2225 TECHNOLOGY | \$190,348 | \$131,778 | \$43,677 | \$14,893 |
| 2310 SCHOOL BOARD | \$242,548 | \$63,245 | \$26,429 | \$152,874 |
| 2319 ACT 46 | \$0 | \$0 | \$0 | \$0 |
| 2320 SUPT OFFICE | \$0 | \$0 | \$0 | \$0 |
| 2321 Office of the Superintendent | \$491,623 | \$204,843 | \$286,780 | \$0 |
| 2410 Office of the Principal | \$506,477 | \$236,830 | \$234,553 | \$35,094 |
| 2490 School Resource Officer | \$39,570 | \$0 | \$0 | \$39,570 |
| 2520 BUSINESS OFFICE | \$0 | \$0 | \$0 | \$0 |
| 2523 Fiscal Services | \$30,000 | \$0 | \$0 | \$30,000 |
| 2574 Duplicating Services | \$0 | \$0 | \$0 | \$0 |
| 2600 FACILITIES | \$1,054,247 | \$470,159 | \$256,983 | \$327,105 |
| 2711 TRANSPORTATION | \$554,749 | \$244,147 | \$245,731 | \$64,871 |
| 2720 Co-Curricular Transportation | \$0 | \$0 | \$0 | \$0 |
| 5100 Proceeds from Bond | \$0 | \$0 | \$0 | \$0 |
| 5210 Prior Year Expense | \$0 | \$0 | \$0 | \$0 |
| 5400 Adjustment of Prior Year | \$0 | \$0 | \$0 | \$0 |
| 1201 Special Education Instruction | \$2,881,475 | \$1,229,354 | \$1,982,207 | \$(330,086) |
| 1202 ESY / Extended School Year - Sum Schl | \$53,985 | \$34,409 | \$7 | \$19,569 |
| 2100 STUDENT SUPPORT SRVC | \$0 | \$0 | \$0 | \$0 |
| 2130 Health Services / PT | \$13,000 | \$6,123 | \$18,369 | \$(11,492) |

Barre City Elementary and Middle School

BC EXPENSE BUDGET STATUS REPORT

Report # 20764

| Account Number / Description | ADOPTED BUDGET | Y-T-D EXPENSES | ENCUMB | REMAINING BALANCE |
|--|-------------------------|-------------------------|-------------------------|-------------------------|
| | 7/1/2015 - 6/30/2016 | 7/1/2015 - 6/30/2016 | 7/1/2015 - 6/30/2016 | 7/1/2015 - 6/30/2016 |
| 2140 Psychological Services | \$89,659 | \$33,167 | \$46,039 | \$10,453 |
| 2149 OTHER PSYCHOLOGICAL SERVICES | \$0 | \$16,859 | \$29,346 | \$(46,205) |
| 2150 Speech/Language Services | \$305,329 | \$120,668 | \$217,795 | \$(33,134) |
| 2160 Occupational Therapist | \$117,668 | \$13,633 | \$26,535 | \$77,500 |
| 2210 CURRICULUM | \$0 | \$0 | \$0 | \$0 |
| 2225 TECHNOLOGY | \$0 | \$0 | \$0 | \$0 |
| 2420 Special Education Administration | \$183,137 | \$81,637 | \$90,055 | \$11,445 |
| 2600 FACILITIES | \$600 | \$0 | \$0 | \$600 |
| 2711 TRANSPORTATION | \$51,646 | \$56,381 | \$0 | \$(4,735) |
| 5400 Adjustment of Prior Year | \$0 | \$0 | \$0 | \$0 |
| 1201 Special Education Instruction | \$0 | \$0 | \$0 | \$0 |
| 1214 EEE DIR INSTR | \$154,446 | \$59,854 | \$54,642 | \$39,950 |
| 2130 Health Services / PT | \$500 | \$0 | \$0 | \$500 |
| 2140 Psychological Services | \$0 | \$0 | \$0 | \$0 |
| 2149 OTHER PSYCHOLOGICAL SERVICES | \$0 | \$0 | \$0 | \$0 |
| 2150 Speech/Language Services | \$500 | \$0 | \$0 | \$500 |
| 2190 Other Support Services - Students | \$0 | \$0 | \$0 | \$0 |
| 2420 Special Education Administration | \$5,457 | \$2,521 | \$2,507 | \$429 |
| 2421 EEE ADMIN | \$0 | \$0 | \$0 | \$0 |
| 2600 FACILITIES | \$10,500 | \$1,863 | \$0 | \$8,637 |
| 2711 TRANSPORTATION | \$0 | \$2,774 | \$0 | \$(2,774) |
| 5400 Adjustment of Prior Year | \$0 | \$0 | \$0 | \$0 |
| 1100 General Instruction | \$0 | \$0 | \$0 | \$0 |
| GRAND TOTAL | \$12,850,975 | \$5,454,292 | \$7,051,192 | \$345,491 |

