

# BARRE CITY SCHOOL DISTRICT

**REGULAR SCHOOL BOARD MEETING**  
Barre City Elementary and Middle School –Library  
June 13, 2016 - 5:30 p.m.

## MINUTES

### BOARD MEMBERS PRESENT:

Sonya Spaulding – Chair  
Jim Carrien – Vice Chair  
Tyler Smith - Clerk  
Joe Blakely – arrived at 5:50 p.m.  
Giuliano Cecchinelli, II  
Anita Chadderton  
Michael Deering  
C. Sedillia Jenkins

### BOARD MEMBERS ABSENT:

Vacant Position

### ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent  
James Taffel, Principal  
Stacy Anderson, Director of Special Services  
Jaime Evans, Facilities Director

### GUESTS PRESENT:

Video Vision Tech          Dave Delcore-Times Argus          Karen Heath

#### **1. Call to Order: Pledge of Allegiance**

The Chair, Mrs. Spaulding, called the Monday, June 13, 2016, Regular meeting to order at 5:32 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**

Add 5.6 Summer Literacy Presentation – Note: this item will be presented as the first item of business under Agenda Item 5 – New Business.

#### **3. Visitors and Communications**

None.

#### **4. Approval of Minutes**

##### **4.1 Approval of Minutes – May 9, 2016 Regular Meeting**

On a motion by Mrs. Chadderton, seconded by Mr. Carrien, the Board unanimously voted to approve, as amended, the Minutes of the May 9, 2016 Regular Meeting.

#### **5. New Business**

##### **5.1 New Board Member Interviews – BCEMS Board Seat**

There are no applicants at this time. Mrs. Spaulding encouraged community members to consider this position and asked Board Members to approach those they feel may be interested in serving on the Board. Mrs. Spaulding advised that only registered voters are eligible to apply for the vacant Board seat.

##### **5.2 Resign/Retire/New Hire**

Resumes and BCEMS Notification of Employment Status Forms for Kim Tewksbury (kindergarten), Traci Clark (a lower elementary position), Sara Thompson (Speech/Language Pathologist), and Emily Lajeunesse (Early Childhood Education) were distributed. A letter of resignation from Beth Hulbert was distributed. Mrs. Hulbert was lauded for her work over the course of 37 years (17 as Math Coordinator). Mrs. Hulbert's contributions to BCEMS and its students were often above and beyond the scope of her defined job. **On a motion by Mrs. Chadderton, seconded by Mr. Blakely, the Board unanimously voted to accept, with great regret, and best wishes for the future, the resignation of Beth Hulbert.** Mrs. Chadderton would like the Board to send something to Mrs. Hulbert,

as thanks for her years of service. Mrs. Spaulding will coordinate this with Deb Gibson. An overview of each candidates' experience was provided. It was noted that Traci Clark is currently an employee at BCEMS and is applying for a new position.

**On a motion by Mrs. Chadderton, seconded by Mr. Smith, the Board unanimously voted accept the Superintendent's recommendation and agreed to hire Kim Tewksbury, Traci Clark, Sara Thompson, and Emily Lajeunesse.**

### **5.3 Revenue Anticipation Note**

A document titled 'Revenue Anticipation Note/BCEMS Loan Proposals - \$600,000' was distributed. Mr. Pandolfo provided a brief overview of the document and advised that it is his recommendation to use Merchants Bank for the RAN. **On a motion by Mr. Cecchinelli, seconded by Mrs. Chadderton, the Board unanimously voted to approve the recommendation of the Superintendent to use Merchants Bank for the Revenue Anticipation Note, with an interest rate of 2.75%.**

### **5.4 Barre City Recreation Committee**

Mrs. Spaulding advised that Lucas Herring, who no longer serves on the BCEMS Board, was the Board's Representative to the Barre City Recreation Committee. A new representative is needed to fill this position. The Committee meets on the first Monday of each month from 5:00 p.m. - 6:00 p.m. Mr. Blakely expressed interest. Mr. Blakely will contact Lucas Herring or Stephanie Quaranta for additional information.

### **5.5 Facility Renovations**

A document titled 'BCEMS Entry-way Office Renovation Project, Summer 2016' was distributed. Mr. Pandolfo provided an overview of the bids and advised regarding his recommendation to contract with E.F. Wall. Mr. Evans provided an overview of possible changes to the current design. Mr. Evans advised that he has been holding discussions with the contractor, the electrician, and the architects. The proposed changes should result in enhanced security for students and may be accomplished at a lower cost than the original design. **On a motion by Mr. Smith, seconded by Mr. Carrien, the Board unanimously voted to accept the Superintendent's recommendation to hire E.F. Wall for the renovation project.** Mr. Evans proposed holding more extensive discussion regarding the new card swipe system. Mr. Evans feels extensive discussion/research will assure that the new system better meets the needs of the school. Mr. Pandolfo recommended that Mr. Evans meet with the Facilities Committee and Administrators to define BCEMS needs. Mr. Deering would also like to participate in the discussions.

### **5.6 Summer Literacy**

Literacy Coordinator Karen Heath addressed the Board and presented information relating to the various new programs being introduced to students, to stimulate interest in literacy over the course of the summer. Different programs are being introduced for various grade levels; Kindergarten, 1<sup>st</sup>/2<sup>nd</sup>, 3<sup>rd</sup>/4<sup>th</sup>, and 5-8. The programs being introduced have been well received by students and staff alike. It was noted that the book discussion groups being implemented for grades 5-8, are modeled after the summer reading program being used at Spaulding High School. Mr. Taffel thanked Ms. Heath and Ms. Lindy Johnson for the enormous amount of time and effort they have expended implementing these new programs. The Board would like Ms. Heath to return in the fall to report back on the success of the programs.

## **6. Old Business**

### **6.1 Loan Proposal**

A document titled 'Revenue Anticipation Note/BCEMS Loan Proposals - \$600,000' was distributed under Agenda Item 5. Mr. Pandolfo provided an overview of the available options. Additionally, Mr. Pandolfo recommends asking voters to change from a 5 year term, to a 10 year term. **On a motion by Mr. Carrien, seconded by Mr. Smith, the Board unanimously voted to accept the Superintendent's recommendation to enter into a 5 year loan with Merchants Bank, at an interest rate of 1.75%.**

### **6.2 Tri-Board Meeting**

Mr. Pandolfo reminded the Board of the upcoming Tri-Board Retreat to be held on June 21, 2016, from 5:00 p.m. until 8:00 p.m. in the Spaulding High School Library. The Tri-Board Retreat will be facilitated by Harry Franks from the VSBA. Mrs. Gibson will distribute the official Agenda. Board Members were given a spiral bound book titled 'Essential Work of Vermont School Boards'. Mrs. Spaulding stressed the importance of attending this meeting and encouraged all Board Members to attend.

## **7. Board Reports**

### **7.1 Superintendent**

A copy of the Superintendent's report dated June 7, 2016 was distributed. The report included information pertaining to; an update of activity by the Act 46 Study Committee, Custodial/Maintenance negotiations, the Facilities Director position (Jaime Evans has accepted the position), and the June 21, 2016 Tri-Board Retreat. Mr. Pandolfo provided an update on Act 46 (survey deadline was 06/10/16 – 300 responses total, with 160+ of those responding to the general survey, presentation to SU personnel today (06/13/16), the upcoming Study Committee meeting 06/16/16 for continued analysis and preparation of reporting to the State, and low attendance at the Public Forum – only 6 community members). Additionally, Mr. Pandolfo advised that the Administrative Retreat (Pre-k – 12) will be held this week (Wednesday – Friday). Topics for discussion include use of data, job descriptions, and evaluations. Mr. Evans was officially welcomed as the Facilities Director for the SU. Additionally, a copy of a letter from the Superintendent to Rebecca

Holcombe, Secretary - Vermont Agency of Education was distributed. Mr. Pandolfo advised regarding his request to Ms. Holcombe, for a 60 day extension on the deadline for submission of the SU's plan for compliance with Act 153. Mr. Pandolfo advised that Ms. Holcombe has approved the request. The SU has until August 1, 2016 to complete analysis and submit a plan for approval. Implementation of an approved plan is required by July 1, 2017. Mr. Pandolfo distributed the Board and Committee Meeting Schedule.

### **7.2 Principals Report**

A copy of the Co-Principals' report dated June 2016 was distributed. The report included information pertaining to; the May 26, 2016 Memorial Day Program, the Mentor/Volunteer Celebration Dinner (05/18/16), completion of SBAC and Science NECAP tests, achieving the state standard for reading, Summer School (07/06/16 – 07/29/16), continuation (throughout the summer) of the Food Shelf's free vegetables program, the kindergarten graduation ceremony (held 06/07/16), staffing requirements (hires and open positions), and the 8<sup>th</sup> grade step-up ceremony (held 06/09/16). Mr. Taffel provided an overview of the highlights of the report and advised that the last staff day (06/13) was very productive.

### **7.3 Committee Reports**

**Policy** – This Committee is currently on hold. The next meeting is tentatively scheduled for July.

**Curriculum** – The Committee met on May 23, 2016. The Spanish curriculum will remain as is for now. More research will be performed on the Middlebury Spanish Program (for possible implementation in 2017/2018). The next meeting is scheduled for August 22, 2016. Homework and Attendance Policies, the Specialist Model, and length of the school day will be discussed.

**Facility/Security** – The Committee met on June 6, 2016. Jaime Evans was introduced to the Committee. Discussion included goals and future plans, the bus loop, expanding the teacher parking lot, card access, and boiler work. The controls piece continues to be a work in progress. The next meeting will be in August.

**Finance** – The Committee has not met recently. The next meeting will be on June 23, 2016.

### **7.4 Financial Report**

A copy of the BCEMS Expense Budget Status Report (dated 06/06/16) was distributed. Mrs. Spaulding cautioned that the report does not include the revenue component, thus, more information is necessary to complete analysis. Additional information should be available for the June 23, 2016 meeting. Mr. Carrien would like the revenue report included in the meeting packet so that projections can be made.

## **8. Round Table/Future Agenda Items**

Mrs. Spaulding advised that the Board does not usually meet in July. The Board agreed not to schedule a Regular Meeting for July 2016. It was noted that any potential new hire contracts could be signed by the Board Chair. The next meeting is scheduled for August 8, 2016.

Mrs. Spaulding, Mr. Blakely, and Mr. Pandolfo attended recent training relating to changes in health insurance. It was noted that due to these upcoming changes, there is more urgency to hold negotiations early.

## **9. Executive Session**

### **9.1 Personnel**

### **9.2 Student**

### **9.3 Contract**

### **9.4 Labor Relation Agreements**

Items proposed for discussion in Executive Session include Personnel Matters, Student Matters, Contracts, and Labor Relation Agreements.

**On a motion by Mr. Smith, seconded by Mr. Cecchinelli, the Board unanimously agreed to find that premature general public knowledge of the items proposed for discussion (Contracts and Labor Relation Agreements) would clearly place Barre City Elementary and Middle School at a substantial disadvantage should the discussion be public.**

**On a motion by Mrs. Chadderton, seconded by Mr. Blakely, the Board unanimously voted to enter into Executive Session at 7:02 p.m. under the provisions of 1 VSA section 313 to discuss the items proposed for discussion.**

Mr. Pandolfo and Mr. Taffel were invited to join Executive Session.

The remaining information was provided by the Board Clerk.

**On a motion by Mrs. Chadderton, seconded by Mr. Carrien, the Board unanimously voted to exit Executive Session at 8:04 p.m.**

**10. Adjournment**

**On a motion by Mrs. Chadderton, seconded by Mr. Carrien, the Board unanimously voted to adjourn at 8:04 p.m.**

Respectfully submitted,  
*Andrea Poulin*