



**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.

**August 8, 2016**

**5:30 p.m.**

**REGULAR MEETING**

**AGENDA**

A handwritten signature in black ink, appearing to be "JP", is located to the right of the agenda items.

1. Call to Order; Pledge of Allegiance
2. New Board Member Interview
3. Additions and/or Deletions to Agenda
4. Visitors and Communications
5. Approval of Minutes
  - 5.1 Approval of Minutes – June 13, 2016 Regular Meeting
  - 5.2 Approval of Minutes – June 21, 2016 Tri-Board Meeting
6. New Business
  - 6.1 Resign/Retire/New Hire
  - 6.2 VEHI Petition
  - 6.3 Food Service Forgiveness Request
  - 6.4 VT Fish and Wildlife Class (Dawn Poitras)
  - 6.5 First Reading of BSU Role and Adoption of School Board Policies (A1)
  - 6.6 First Reading BSU Grade Advancement: Retention, Promotion, and Acceleration of Students (G9)
  - 6.7 Rescind Obsolete Policies: DAC, DDA, DF, DFAA, DFA, DIB, DJ, DJG, DJH, DK, DL, GBCC, GBKD, GBK
  - 6.8 Athletic Field Discussion
7. Old Business
8. Board Reports
  - 8.1 Superintendent
  - 8.2 Principals
  - 8.3 Committee Reports
  - 8.4 Financial
9. Round Table/Future Agenda Items
10. Executive Session
  - 10.1 Labor Relation Agreements
11. 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:

September 12, 2016  
August 22, 2016  
August 18, 2016  
August 17, 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.

2.

July 14, 2016

Barre City School Board

Barre, VT

Hello,

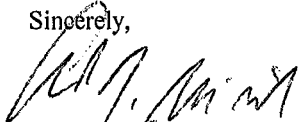
My name is Andrew J McMichael. I writing with my intent to serve on the Barre City School board. I was told there was an opening by Lucas Herring.

I have two boys in elementary school now and I would like to be more involved in their education. My oldest has special needs and I have seen the challenges that can make. I have seen some incredible teachers step up and make huge positive changes in his education and I have seen the struggles. I want to help ensure every child has every opportunity possible.

I currently work for the State of Vermont in the printshop. I have been there close to 15 years. It is a team environment and I play a role as a team leader. I also work for Great Eastern Radio for 12 years working with the public.

Thank you for your time and consideration. I look forward to meeting you all at the August 8<sup>th</sup> meeting.

Sincerely,

A handwritten signature in black ink, appearing to read 'A. J. McMichael', written over a horizontal line.

Andrew J. McMichael





**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*

DRAFT



## **Barre Supervisory Union Tri-Board Planning Retreat**

**Barre Supervisory Union Board Spaulding  
Union High School District Board  
Barre City School District Board  
Barre Town School District Board**

**June 21, 2016  
Spaulding High School Library  
155 Ayers Street, Barre VT 05641**

### **Minutes**

#### **SHS/CVCC Board Members Present**

Carlotta Simmonds-Perantoni

Joe Blakely

Anthony Folland

J. Guy Isabelle

Lucas Herring

**Absent:** Ed Rousse, David LaCroix

#### **BCEMS Members Present**

Sonya Spaulding

Jim Carrien

Tyler Smith

Joe Blakey

Giulano Cecchinelli, II

Michael Deering

**Absent:** Anita Chadderton, Sedillia Jenkins

#### **BTMES Members Present**

Brenda Buzzell

Brent Tewksbury

Chad Allen

Kristin McCarthy

**Absent:** Jay Paterson

#### **Staff Present**

John Pandolfo, Superintendent

#### **Guest Present**

Harry Frank, Vermont School Boards Association

### **Call to Order**

Chad Allen, Chair called the BSU meeting to order at 5:12 PM, Sonya Spaulding, Chair called the BCEMS meeting to order at 5:12 PM , Brenda Buzzell, Chair, called the BTEMS meeting to order at 5:13 PM, Carlotta Simmonds-Perantoni, Chair, called the SHS/CVCC meeting to order at 5:13 PM.

### **Additions and Deletions to the Agenda**

Chad asked to have item 5 moved up before items 3 and 4. John announced that were folders for each Board that needed signatures for Revenues Anticipation Notes (for borrowing needed before tax money comes in).

### **VSBA Facilitated Discussion**

Harry Frank, VSBA representative, outlined what the evening would look like. He also referenced the State Statute, Title 16, section 261 that speaks to the Board's role as it relates to curriculum. He asked each board member to introduce themselves, tell which Board they serve on and how many years they have served and the thing they most like about their school. Harry outlined what he thought were themes that folks outlined. They were: pride, staff, success, personalized attention, and fiscal responsibility.

He then asked to have the group break up into four small groups to discuss the following:

What do we know about the way that students learn?

What do you want your students to know and be able to do?

How will the Board enable the school system to achieve those ends?

Identify common goals for student learning and Board work.

Group Work Results:

Group 1:

Be able to access information  
Support teachers and learning

Group 2:

We want our kids to know how to know  
Ask students what defines success

Group 3:

Caring persons/good citizens  
Supporting every child/all kids count

Group 4:

Problem solving/perseverance  
Baseline of skills that are monitored  
Understand and use technology  
Be able to function in society  
Support personal based learning  
Communication  
Support adequate budget and resources  
Support and build relationships/mentoring/internships

John spoke to the documents that were included in the Board packets. They include mission vision statements for each school as well core values, beliefs, and learning expectations for each school. Frank asked folks to review those and to each state what words or phrases are most important to each member. The resulting themes were:

Social Agency  
Personal responsibility  
Problem solving and reflection  
Child centered/inclusion  
Teachers/students/parents  
Community emphasis  
Global learner and accountability  
Sprit/take risks/provide support  
Creativity/confidence/ethical/empathy  
All students can succeed/uniqueness  
Learning how to learn/learning best by doing  
Students learn at different rates  
Respect and dignity/nurturing environment

Time was running short so Harry suggested that John pick out the one to three pieces that are most essential for the Boards to work on. He will return in October and February to follow-up on what was discussed in the training.

#### **BSU minutes**

Joe moved to approve the minutes of the May 17<sup>th</sup> BSU meeting. Guy seconded the motion. Motion passed with no abstentions or dissensions. John reminded folks that we will meet on July 21<sup>st</sup>.

#### **Superintendent's report**

John referenced the report he had included in the packet. He asked if there were any questions. He did update the Act 46 timeline and shared what the board membership may look like. It is leaning towards a nine member board with 3 from Barre, three from Barre Town, and three at large. He highlighted some of the details in the latest labor relations/custodial agreement. That looks like will be ratified in the next few days.

**Adjourn**

Brent moved to adjourn the BTEMS meeting, Kristin seconded. Motion was approved.

Joe moved to adjourn the SHS/CVCC meeting. Tony seconded. Motion passed.

Jim moved to adjourn the BCEMS meeting. Sonya seconded. Motion passed.

Carlotta moved to adjourn the BSU meeting, Guy seconded the motion. Motion passed.

The training and Board meetings ended at 8:01 PM.

Respectfully Submitted

J. Guy Isabelle

Clerk

DRAFT

BARRE CITY ELEMENTARY AND MIDDLE SCHOOL  
NOTIFICATION OF EMPLOYMENT STATUS

ORIGINAL

Complete this form for every new hire, termination, or change in employee's contract and submit it to the Central Office immediately. Complete one form for one event per employee. Failure to submit this form may result in incorrect pay or no pay.

NAME: Judith Watt SS#: 605-3489 License OK  
EFFECTIVE DATE: August 2016 Daytime Phone: (802) 454-7246  
POSITION: Special Educator SUBJECT: Contract retd. GRADE:   
(Teacher, Para-Educator, Administrator, Clerical, Cust/Maint, Substitute, Tutor, Other-Specify)  
Mailed contract 7/6/16

NEW HIRE

TOTAL YEARS OF EXPERIENCE: 13 STEP: 13 SALARY PLACEMENT: M30

HOURLY RATE:  HOURS PER DAY:  DAILY RATE:  DAYS PER YEAR:

SALARY: \$66,190 ACCOUNT CODE: 100-211-1204-5110-11

REPLACEMENT? (YES, NO) IF YES, FOR WHOM? Denise Joy #64320 (M15/13)

LONG TERM SUB? YES, (NO) IF YES, FOR WHOM?  # OF DAYS CONTRACTED FOR:

CERTIFIED: (YES OR NO) CONTRACT  TIMES SHEETS

TERMINATION

STATE REASON:

CHANGE IN HOURS OR WAGE

Fill in both columns

CURRENT:

Daily Hours and FTE

# of Days/Week   
(Specify days if less than 5/week)

Wage

NEW:

Daily Hours and FTE

# of Days/Week   
(Specify days if less than 5/week)

Wage

Stacy Under  
Approving Signature Principal/Administrator

6/10/16  
Date

EVERY NEW HIRE MUST SEE AARON AT THE CENTRAL OFFICE TO COMPLETE:

- Criminal Record Check/Fingerprints (if not worked in VT school in past year or haven't been printed in more than 3 years)
- Criminal Record Check/Secondary Release (if worked at VT school in past year and prints are less than 3 years old)
- AHS Release, I-9, W4, Declaration of Health Care, Acceptable Use Policy

Documents needed from New Hires

Valid Passport OR Valid License and Social Security Card or Birth Certificate  
\$16.50 payable by check or money order only (no cash) - if needing to get fingerprints done

## Judith L Watt

190 Northwood Drive, Apt. C-1 Plainfield, Vermont 05667  
802-454-7246 [tamino789@gmail.com](mailto:tamino789@gmail.com)

### ***Education***

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#### **Johnson State College**

Johnson, Vermont  
Master of Counseling  
**Major:** Clinical Mental Health  
**GPA:** 4.000  
**Credit Hours:** 45  
Attended July 2013 to Present

**Transcript**  
(60KB)

#### **Lewis University**

Romeoville, Illinois  
Master of Arts  
**Major:** Special Education  
**GPA:** 4.000  
**Credit Hours:** 48  
Attended August 2000 to May 2003  
Degree conferred May 2003

**Transcript**  
(included)

#### **University of New Mexico Main Campus**

Albuquerque, New Mexico  
Master of Arts  
**Major:** Philosophy  
**GPA:** 3.500  
**Credit Hours:** 33  
Attended August 1986 to June 1990  
Degree conferred June 1990

#### **University of New Mexico Main Campus**

Albuquerque, New Mexico  
Bachelor of Arts  
**Major:** Religious Studies, **Minor:** Philosophy  
**GPA:** 4.000  
**Credit Hours:** 116  
Attended January 1982 to June 1986  
Degree conferred June 1986

#### **Boise State University**

Boise, Idaho  
Postgraduate Coursework  
**Major:** none  
**Credit Hours:** 3  
Attended June 2010 to June 2010

## **Experience**

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### **Orleans Southwest Supervisory Union**

Aug 2012 - Jun 2016

Special Education Teacher

Hazen Union School, Hardwick, Vermont

In this position, I am responsible for delivering special education services to seventh and eighth grade students. The program involves one-on-one teaching for some students, and co-teaching in both social studies and language arts. I also run groups for a variety of students (such as girls' groups). In addition, I monitor and provide services for students on 504 and EST plans.

**Reason for leaving:** I am leaving in order to pursue a full-time internship in fulfillment of state requirements for a Master's in Clinical Mental Health.

**Supervisor:** Michael Moriarty (802-472-6511)

**Experience Type:** Public School, Full-time

It is **OK** to contact this employer

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### **Barre Supervisory Union**

Aug 2011 - Jun 2012

Special Education Teacher

Barre, Vermont

I am currently responsible for a case load of 15 students in a high school setting. My duties include development of Evaluation Plans, Evaluation Reports, IEPs, and all amendments, as well as conducting academic testing for initial and 3-year evaluations. I also serve as a member of the school's student support team, and provide academic services to students in general education classrooms.

**Supervisor:** Chris Hennessey (802-476-4811)

**Experience Type:** Public School, Full-time

It is **OK** to contact this employer

### **Crete-Monee School District 201u**

Aug 2010 - Jun 2011

Special Education Teacher

Crete, IL

I am teaching instructional chemistry, biology, and algebra at the high school level. In addition, I supervise after-school Homework Lab four days a week, and manage a case load of 15 students.

**Reason for leaving:** My preference is to teach mathematics exclusively.

**Supervisor:** Chris Putlak (708-367-8300)

**Experience Type:** Public School, Full-time

Please **do not** contact this employer

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### **Idaho Falls School Dist. 91, Eagle Rock Jr. High**

Aug 2009 - Jun 2010

Special Education Teacher

Idaho Falls, Idaho

My duties included acting as the 7th grade case manager for Eagle Rock. This involved complete responsibility for all IEP tasks, as well as monitoring the full case load and managing two part-time paraprofessionals. My case load averaged 16 students, with disabilities ranging from cognitive impairment to LD/ED and health impaired. I taught one mathematics class, and two "personal management" classes. The latter classes include students in 8th and 9th grades. The curriculum for these classes has included bibliotherapy, "WhyTry?", and related social skills/decision making lessons. The intent is to help students learn to manage their own behavior, make choices that are good for them,

and become successful students and adults. Students in these classes are generally ED, but several were on probation and otherwise involved in juvenile court.

**Reason for leaving:** I wanted to return to Illinois for additional training which was not available in Idaho.  
**Supervisor:** Shelly Smede (208-525-7700)  
**Experience Type:** Public School, Full-time  
It is **OK** to contact this employer

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**Idaho Falls School Distr. 91, Skyline High School**

Aug 2008 - Jun 2009

Teacher

Idaho Falls, ID

In this position I taught algebra and geometry to both general and special education students in grades 10-12. My average class size was 30 students, with an average of 120 students each trimester. I also served as the faculty advisor for the high school's chapter of the National Honor Society.

**Reason for leaving:** I chose to return to special education.  
**Supervisor:** Trina Caudle (208-525-7770)  
**Experience Type:** Public School, Full-time  
It is **OK** to contact this employer

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**Pinnacle School**

Aug 2007 - May 2008

Teacher

Bloomington, Indiana

Pinnacle School is devoted to students who have information processing deficits and are unsuccessful in public school special education. I taught mathematics and science to students in grades 6-11, and engineering to students in grades 3-11. I also sponsored the school's chess club and conducted PSAT/SAT study classes.

**Reason for leaving:** I wanted to return to public school and to a Title 1 situation.  
**Supervisor:** Denise Lessow, PhD (812-339-8141)  
**Experience Type:** Independent School, Full-time  
It is **OK** to contact this employer

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**Joliet Pub. School Distr. 86, Washington Jr. High**

Aug 2004 - Aug 2007

Special Education Teacher

Joliet, IL

I taught mathematics and science to students in grades 7 and 8 who were classified as learning and/or socially/emotionally disabled. My duties included case management for a case load of 12-15 students, monitoring goal achievement, writing behavior intervention plans, and crisis management as needed.

During my tenure in Joliet, I wrote and received a grant from the National Endowment for the Humanities for professional development, and wrote and received a Joliet Grade School Foundation grant. I also participated in an Illinois Math/Science Partnership grant teaching astronomy, and in a National Science Foundation grant with the University of Chicago teaching astronomy and leading an after-school astronomy program.

**Reason for leaving:** The death of my father required that I move out of state to attend to family business.  
**Supervisor:** Donna Dimmick (815-727-5271)  
**Experience Type:** Public School, Full-time  
It is **OK** to contact this employer



**Valley View CUSD 365U, Jane Addams Middle School**

Aug 2003 - Aug 2004

Special Education Teacher

Bolingbrook, IL

I taught mathematics to special education students in grades 6-8, and science to students in grade 8. In addition, I co-taught an 8th grade science class. I also managed a special education case load averaging 12-15 students classified as LD/ED, which included IEP preparation, goal monitoring, and crisis management as needed.

**Reason for leaving:** I wanted to teach in a Title 1 school.

**Supervisor:** Chris Schaefflein (630-759-7200)

**Experience Type:** Public School, Full-time

It is OK to contact this employer

**Community Involvement**

I have been involved with children who have emotional and/or behavioral disabilities for many years. This has included volunteer service in shelters with children, in a children's mental health facility, and as a Court Appointed Special Advocate (CASA). These children are my passion, and I hope to continue working with them for many years to come.

**Honors and Awards**

- Golden Key Honor Society (1983)
- Phi Sigma Tau (1985)
- Who's Who in Among Students in American Universities & Colleges (1985-86)
- Phi Kappa Phi Honor Society (1986)
- Phi Beta Kappa (1986)
- State of Illinois 18th Judicial Circuit Court (1996, for CASA service)

**Highly Qualified Status**

I am NCLB "highly qualified" in mathematics and science.

Dear School Board member and Superintendent.

I am writing to notify your school district(s) of an opportunity to request that the VEHI bylaws be amended by vote of the VEHI membership (participating school districts) this fall. The current bylaws provide that VEHI is governed by a five (5) member board: three (3) members who are elected by VEHI's members (with few exceptions, Vermont public school districts) and two (2) members appointed by the Vermont chapter of the National Educational Association (VT-NEA).

For reasons that became obvious over the past year relating to decisions surrounding the new VEHI Plans, I and many other school board members strongly believe that the Vermont School Boards Association (VSBA) should have a formal seat on VEHI Board. With VT-NEA—a union advocacy organization—the teachers' union has a formal voice and vote on the VEHI board. VSBA, the advocacy voice for Vermont school boards, should have a similar formal voice and vote on the VEHI board. One VT-NEA member's term on the board expires in October of 2016. Going forward, that seat should be designated as a seat to be filled by VSBA rather than VT-NEA.

The members of VEHI have authority to amend the bylaws to provide for the replacement of one VT-NEA representative with a representative from the Vermont School Boards Association (VSBA). For this to occur, ten percent (10%) of the current members (constituting about fifty (50) votes) must request that an appropriate bylaw amendment be submitted to VEHI's members at a special or annual meeting. If this vote does not occur prior to October 21, 2016, one of the two incumbent VT-NEA members may claim entitlement to a new six (6) year term.

Your district is a member of VEHI and entitled to vote for this change if you are a member of either the VEHI health and/or dental program. **Important: If you are a member of both the health and dental programs, your district is entitled to two votes and may sign the attached petition twice.**

Attached to this letter is a petition to amend VEHI's current bylaws to accomplish a change to the VEHI board that will eliminate one VT-NEA seat from the VEHI board and replace it with a VSBA representative. If your school district, acting through a vote by its elected school board, supports submission of this proposed VEHI bylaws change through a vote of VEHI's members at a meeting of the membership, please have the individual authorized to act on behalf of the district on VEHI matters sign the attached petition.

**Important:** If there has been a change in who is designated/authorized to act on these matters since last reported to VSBIT, be certain to update VSBIT about who is presently authorized to act/sign on behalf of the district, and insure that that individual is the person who signs the petition, be it the superintendent, a board member or HR or business manager.

**Please promptly send signed petitions to me at: Rick Scott, 1276 Swinton Road, Bridport, Vermont 05734.**

It is our goal to have as many petitions as possible submitted. All petitions should be submitted no later than August 24<sup>th</sup> to ensure they will be considered at the August meeting of the VEHI Board. If you have any questions please feel free to contact me.

Thank you,

*Rick Scott*

Rick Scott  
Member, UD 3, Bridport  
Chair, ACSU Board

## **VEHI Bylaw Petition**

### **Why change is needed now.**

- A. As presently structured, one superintendent, one business manager and just one school board member sit on the VEHI board. They do not represent their school districts or any organization. Vermont-NEA has two seats on the VEHI board, and anyone reading board minutes and notes from the past year will clearly see that the VT-NEA representatives are primarily concerned with protecting the collective bargaining interests of their members, not the broader goals and interests of the VEHI trust and its member districts.
- B. Given the make-up of the current, five (5) member VEHI board, the two (2) VT-NEA representatives need only convince one other board member to the union's viewpoint to bring about actions that are detrimental to Vermont school districts.
- C. The decision in January of 2016 by the VEHI board to usurp local board authority and designate a VEHI "default plan," underscores the need for a VSBA advocacy role on the VEHI board. In addition, the VEHI board's decision to designate the costliest plan with the richest benefits as its default plan, further underscores the need for a VSBA voice and vote on the VEHI board going forward.
- D. If VEHI has an advocacy organization on its board, namely VT-NEA, whose responsibility is obviously to represent dues paying members of the teachers' union, then the advocacy organization representing school board members, the VSBA, should have similar status and authority on the VEHI Board.
- E. Management alone has the responsibility for providing health plans for school employees, and it also pays the highest proportion of premium payments. Vermont-NEA has no such role or responsibility. Thus, management representatives should have an even stronger presence on the VEHI board.
- F. The term one of the two VT-NEA seats expires at the end of October 2016, which makes this the most logical time to modify the VEHI Bylaws and designate that vacant to be a VSBA seat going forward.

The undersigned members of the Vermont Education Health Initiative hereby petition the VEHI board to hold a special meeting of its members on October 21, 2016 to act on the following amendment of the VEHI bylaws, which were last amended on June 11, 2013:

### Article III – BOARD OF DIRECTORS

#### 2. NUMBER, TENURE AND QUALIFICATIONS.

The number of directors of the Corporation shall be five (5). Three (3) directors who shall be either school board members, superintendents or, with the authorized approval of the applicable governing board, a school district or supervisory union business manager. ~~Two (2)~~ One (1) directors shall be either staff or directors of the Vermont National Education Association. One (1) director shall be either staff or directors of the Vermont School Boards Association. Each director shall serve a term of office of six (6) years, except that the directors elected by the members at the first annual meeting of the members shall serve the following terms: one (1) Group A director shall serve a term of office of one (1) year; one (1) Group A director and one (1) Group B two (2) directors shall serve terms of office of two (2) years; and one (1) Group A director and one (1) Group B two (2) directors shall serve terms of office of three (3) years). Directors shall be elected or appointed as provided for in the Corporation's Articles of Incorporation and these Bylaws.

Member Entity (State Dept, SU) Please print or type and send signed petition to Rick Scott, 1276 Swinton Road, Bridport, Vermont 05734	Authorized agent (Print name)	Authorized agent (Signature)	Date approve by the board
BAERO SU	JOHN PANDOLFO		

## COMPLETED BUDGETED FINANCIAL FORMS - BARRE CITY - ELEM/MID

## Schedule E (cont.)

## PROJECTED EXPENSE

## FOOD

Student Lunches	135,625	Meals	@	\$1.50 =	\$203,437.50
Student Breakfast	65,702	Meals	@	\$1.15 =	\$75,557.30
Adult Lunches	5964	Meals	@	\$1.50 =	\$8,946.00
Adult Breakfast	179	Meals	@	\$1.10 =	\$196.90
A la Carte	8,950	Volume	@	\$0.50 =	\$4,475.00
Special Functions	10,000	Volume	@	\$0.40 =	\$4,000.00
Snack Program	2,308	Meals	@	\$0.75 =	\$1,731.00
Supper Program	0		@	\$1.55 =	\$0.00
Summer Lunch	12,158		@	\$1.50 =	\$18,237.00
Summer Breakfast	8,468		@	\$1.15 =	\$9,738.20
FFVP	67,000	Volume	@	\$0.94 =	\$62,980.00
USDA Commodity Value					-\$45,696.00
<b>Net Food Cost</b>					<b>\$343,602.90 (D)</b>

## LABOR

Hourly Wages: (Employees schedules, work hours and rates of pay must be attached.)

Food Service Workers	School year	\$157,908.00
Food Service Workers	Summer Staff	\$9,600.00
Other: Payroll Tax		\$47,572.00
Other:		

Salaries: (Employee schedules, work hours and rates of pay must be attached as Schedule G.)

Management	\$30,000.00
Other:	\$8,520.00

## Other Payroll Costs:

Employee Fringe Benefits	\$14,000.00
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## OTHER EXPENSES

Auto Allowance	\$6,000.00
Cafeteria Supplies (paper, cleaning, etc.)	\$35,685.00
Commodity Delivery	\$0.00
General Support and Administrative Expense	
Depreciation	
Computer	\$800.00
Insurance	\$0.00
Menu/Ticket Printing	
Other Supplies	\$0.00
Performance Bond	
Physicals	
Promotions	\$2,000.00
Replacements	
Stationary/Postage	\$0.00
Telephone	\$0.00
Uniforms/Laundry	\$1,000.00
Software & Food License	\$1,400.00
Miscellaneous	\$500.00
Liability Insurance	\$1,250.00
Other: Opening Costs	\$0.00
Other: POS Amortization	\$0.00
<b>Total Other Expenses</b>	<b>\$316,235.00</b>

## MANAGEMENT FEE

Flat Rate	\$7,500.00
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EXPENSE TOTAL \$667,337.90

PROFIT/LOSS (SUBSIDY) \$83,683.36

## ADMINISTRATIVE FEE

Flat Rate	\$6,500.00
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EXPENSE TOTAL \$673,837.90

PROFIT/LOSS (SUBSIDY) \$77,183.36

BCEMS Contribution

Vendor	Description	Cost
Kittredge	Display ware	245
Kittredge	Sneeze Guards	1,022
Kittredge	Salad bar refrigerated	9,644
Kittredge	SS Work tables	863
Kittredge	Convection oven	3,810.00
Kittredge	serving utensils	44.24
Kittredge	breath guards for service line	4,414.00
Kittredge	Bone Chef display ware	4,950.00
Kittredge	Bone Chef display ware	302.80
Kittredge	small ware/slicer	59.40
Kittredge	Part for kettle	77.00

\$25,431.44

Proposed Capital 25,000.00

Amount remaining \$0

## Vermont Fish & Wildlife Hunting and Bow Education Class

Proposal: To offer an educational course for BCEMS students, parents, and staff that has been requested by students and parents who cannot find transportation to other class offerings.

Cost: None

Presenters/Trainers: Jason Fleury, Vermont Fish and Wildlife, Barre City Police Department, and Washington County Sheriff's Department. (Chad Stacey, BCPD and BCEMS parent; Sam Hill, WCSD are a few)

Class size: 20-25 people

Dates: September 9, 13, 20, 27<sup>th</sup>

Time: 6:00-9:00 pm

Where: BCEMS cafeteria

Equipment: bow and arrow, modified bb guns with laser points on them. Night of exam, bows and shotguns will be there for instructional purposes and under strict supervision of trained adults. There is no live ammunition. All students need to demonstrate the safety of handle a firearm and bow to pass the course.

Participants who are successful in passing the written test (oral reading if necessary) and safely handles the bow and firearm will receive their certificate/card of passing will have knowledge, safety education and the proper way to handle bow/arrow and firearms.

This opportunity is a way to connect school and community through a different and safe learning experience while using community members and resources. This course is giving regularly by the same trained staff at the East Montpelier School.

Submitted by,

Dawn Poitras, LADC

SAP for BSU and Advisor for Students on the Move, BCEMS

Jason Fleury, School Resource Officer for BCEMS and BCPD

**BARRE SUPERVISORY UNION #61  
POLICY****CODE: A1**1<sup>ST</sup> READING: 12/10/20152<sup>ND</sup> READING: 1/14/2016

ADOPTED: 1/14/2016

**BCEMS: 1st Reading: 8/8/2016****2nd Reading:****Ratified:**

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**Role and Adoption of School Board Policies****1. POLICY**

It is the intent of the Barre Supervisory Union Board to outline direction and goals for the successful consistent and efficient operation of the Supervisory Union and member district schools through the adoption of policies. Supervisory Union and school district policies will be in compliance with Vermont and federal law and regulations.

**2. DEFINITIONS**

**Policies** are principles adopted by the school board to chart a course of action. Policies should be broad enough to indicate a line of action to be followed by the administration in meeting a number of problems; narrow enough to give clear guidance. Policies are guides for action by the administration, who then sets the rules and regulations to provide specific directions to school district personnel.

**Procedures** (also referred to as rules or regulations) are developed by the Superintendent, his or her designee, or school administrators to provide for the management of the schools by describing how tasks will be carried out and board policies will be implemented.

**3. SU POLICY DEVELOPMENT**

In order to ensure efficient development and implementation of school board policies in the Supervisory Union, the Supervisory Union Board, or a subcommittee thereof, will determine when school board policies in the Supervisory Union should be developed or revised. The Superintendent or designee will assist the Supervisory Union Board in determining the need for policy development or revision in specific areas and will advise the Supervisory Union Board and member boards within the Supervisory Union on policy content. Comment and information may be sought in areas such as the following:

- a. The specific need for the policy
- b. The scope of the policy with regard to establishing appropriate roles for the board and the administration
- c. The effect of the proposed policy on administrators, students, teaching staff and the community
- d. Samples of similar policies of other boards



- e. Applicable provisions of state and federal law
- f. The anticipated costs and benefits of implementing, enforcing and evaluating the proposed policy

#### **4. SU POLICY ADOPTION**

Policies will be adopted by the BSU Board using the following steps:

- a. The policy is developed or revised by the BSU Policy Committee
- b. A 1<sup>st</sup> Reading is passed by the BSU Board
- c. A 2<sup>nd</sup> Reading/Adoption is passed by the BSU Board

#### **5. DISTRICT POLICY DEVELOPMENT**

When the Supervisory Union Board has adopted a policy for distribution to the member boards of the Supervisory Union, the policy will be distributed by the Superintendent for consideration by each member board. The adopting board will seek appropriate public comment and administrative guidance as it considers proposals for policy development or revision. Comment and information may be sought in areas such as the following:

- a. The specific need for the policy
- b. The scope of the policy with regard to establishing appropriate roles for the board and the administration
- c. The effect of the proposed policy on administrators, students, teaching staff and the community
- d. Samples of similar policies of other boards
- e. Applicable provisions of state and federal law
- f. The anticipated costs and benefits of implementing, enforcing and evaluating the proposed policy

#### **6. DISTRICT POLICY ADOPTION**

After consideration of the comments and information provided by interested individuals, the adopting board may adopt or revise a policy developed by the Supervisory Union Board. A policy may be adopted at a regular or special meeting of the school board, after the board has given at least 10 days prior public notice of its intent to adopt the policy and has stated in its notice the substance of the proposed policy. Policies will be adopted by the district boards using the following steps:

- a. The Superintendent or designee sends the policy to the district Policy Committee.
- b. The district policy committee reviews the policy and brings it to their district board.
- c. A 1<sup>st</sup> Reading is passed by the district board.
- d. A 2<sup>nd</sup> Reading is passed by the district.
  - The policy is "Ratified" by the district if it is identical to the BSU Policy
  - The policy is "Adopted" by the district if it has been modified in substance from the BSU Policy

- e. Any related district policies which have now become obsolete should be recommended by the district policy committee to be rescinded by the district board.

## **7. POLICY DISSEMINATION, ADMINISTRATION & REVIEW**

**7.1 Dissemination** When policies are adopted, the Superintendent will publish and make them available to the public, students, and school personnel. A copy of the school policy manual will be available during the normal working day in the office and/or library of each school within the Supervisory Union. A school policy manual will be available on the school website. The student handbook will include board policies related to student activities and conduct. The teacher handbook will include board policies related to teachers' responsibilities.

**7.2 Administration** Policies will be administered through procedures and directives of the Superintendent, administrators and members of the management team.

**7.3 Policy Review** The superintendent will advise the Supervisory Union Board when revisions to adopted policies are required or otherwise appropriate. In addition, the BSU Board, or subcommittee thereof, will develop a policy review schedule to ensure that all policies are reviewed at least once every five years and, if necessary or appropriate, revised or repealed in response to changing legislation or other altered circumstances.

## **8. NON-SUBSTANTIVE CHANGES**

For policies that have already been warned and adopted, if formatting and/or non-substantive changes are needed to ensure consistency in the policy manual and/or grammatical expedience, those corrections can be made and voted on for adoption without a first and second reading.

## **9. DUPLICATE POLICIES**

When in the process of revising policies and duplicate policies exist, the district or SU will operate on the newest approved policy until older policies can be rescinded.

*Legal Reference(s): 16 V.S.A. §563 (1) (Powers of school boards)*

**BARRE SUPERVISORY UNION #61****CODE: G9****1<sup>ST</sup> READING: 03/24/2016****2<sup>ND</sup> READING: 4/12/2016****ADOPTED: 4/12/2016****BCEMS: 1st Reading: 8/8/2016****2nd Reading:****Ratified:**

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**GRADE ADVANCEMENT: RETENTION, PROMOTION, AND ACCELERATION OF STUDENTS<sup>1</sup>****Policy**

A goal of the Barre Supervisory Union #61 is for each student to progress in his or her educational program by reaching a standard of achievement necessary to progress from grade to grade.

**Definitions**

**“Acceleration”** is the advancement of a student by more than one grade beyond the current grade level.

**“Promotion”** is the single grade step most students take from year to year.

**“Retention”** allows a student to repeat all or part of a grade in order to more fully prepare for the work of the next grade.

Promotion, retention and acceleration decisions will be based on the extent to which a student is meeting the standards established by the Vermont Framework of Standards and Learning Opportunities as well as other relevant factors, including social, emotional, physical and mental growth, past academic performance, behavior, motivation, and attendance.

**Implementation**

The principal/director will develop rules to implement this policy that will specify a process for determining the promotion, retention or acceleration of individual students.

*Legal Reference(s):*

*VT State Board of Education Manual of Rules & Practices: §2120.2.2 (b)*

*Cross Reference: Student Attendance (F25)*

<sup>1</sup>SBE Rule 2120.2.2(d). "Each school shall develop and adopt policies on grade advancement."

8.1

## BARRE SUPERVISORY UNION DISTRICT #61

*John Pandolfo*  
Superintendent of Schools

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

*Lisa Peneault*  
Business Manager

*Donald McMahon*  
Special Services Director

*Diane Stacy*  
Technology Director

*Sandra Cameron M.Ed., MCF*  
Director of Early Education

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

Barre City Elementary  
and Middle School

Spaulding High School and  
Barre Technical Center Campus

Barre Town Middle  
and Elementary School

*Doing whatever it takes to ensure success for every child.*

August 2, 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 Study Committee

- The Act 46 Committee last met on July 14. The committee reviewed the revised draft articles of agreement and discussed in detail articles related to school configuration and redistricting/intra-district choice. The committee also discussed transferring ownership, maintenance and scheduling of athletic fields at all schools to the municipalities (Barre Town and Barre City).
- Three sub-committees have been formed: (1) To develop a set of FAQs and answers; (2) To develop and administer a second survey; and (3) To develop and implement a communication/outreach plan.
- The committee next meets on August 11. At this meeting a draft of the final report will be reviewed. The final report includes the articles of agreement as they currently stand; decisions will need to be made on outstanding questions that exist. Additionally, sub-committees will report out on the progress/products of their work.
- A timeline of the committees work is attached.
- 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) Facilities Work

- The new wood chip boiler is on site and installation is progressing on schedule
- Main office construction is also proceeding on schedule
- We have put in a waiver request to the state to use the one appropriate bid we have for the building heat controls work.
- We are still discussing options and details for the swipe card systems and door locations to be outfitted. This work will not be complete by the start of school.

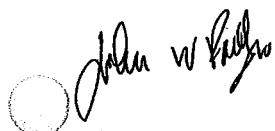
(3) Custodial/Maintenance Agreement

- This agreement has been ratified and the personnel are now operating under it..

(4) Board and Committee Meeting Schedule

- This schedule is attached, and is also posted on all district and SU web sites. Some revisions need to be made.

Respectfully Submitted,



John Pandolfo  
Superintendent of Schools

# **Barre Act 46 Timeline**

**7/6/2016**

- July 14, 2016 –Committee Meeting
  - Discuss additional Articles of Agreement beyond required thirteen
- August 11, 2016 –Committee Meeting
  - Cost/Benefit Analysis – Educational opportunities and challenges
  - Open Survey #2
- Act 46 information included in summer mailing from schools
- September 8, 2016 –Committee Meeting; Final Report approved by committee
- September 14, 2016 - BCEMS Board Meeting for official review and comment on Final Report
- September 20, 2016 – Ballots due to City and Town Clerk if we want electronic counted ballots
- September 21, 2016 - BTMES Board Meeting for official review and comment on Final Report
- September 22, 2016 – Tentative Committee Meeting (if necessary)
- September-October - SHSS Board Meeting for “unofficial” review and comment on Final Report
- Late September, 2016 – Final Report sent to Secretary of Education
- September 30-October 10, 2016 - Ballots due to Barre City and Town Clerk if we want hand counted ballots
- October 3, 2016 (?) – Prospective New Board members must submit ballot petitions with signatures
- Early October, 2016 – Secretary Holcombe sends our report to State Board of Education with a letter of recommendation for approval attached
- October 6, 2016 – Committee Meeting (if necessary) [NOTE: Conflicts with SHS Board Meeting]
- October 13, 2016 (?) – Public Forum
- October 18, 2016 – State Board of Education Meeting to approve our report
  - NOTE: Next prior meeting is September 28, 2016
- November 3, 2016 – Committee Meeting [NOTE: Conflicts with SHS Board Meeting]
- November 8, 2016 – Ballot vote in both communities
  - Yes or No on Merger
  - Vote for Board Members of new district
- July 1, 2017 – Begin Operation as a single District

**BCEMS School Board  
Finance Committee**

**Meeting Minutes  
June 23, 2016**

Board Members Present: Jim Carrien (Committee Chair), Michael Deering  
Staff Present: James Taffel, Lisa Perreault

The meeting was called to order by Mr. Carrien at 5:34pm.

There were no additions or deletions to the agenda.

There was no public comment.

Upon motion (Deering/Carrien) duly adopted, the committee voted unanimously to approve the minutes from the May 3, 2016 meeting as presented.

The year-end financial projection indicated a deficit of \$55,201. This is mostly attributed to increased SPED reimbursable expenses. Mr. Carrien did question why property insurance was \$19,500 over budget. Mrs. Perreault agreed that this did not appear correct and the nearly \$27,000 of encumbrance on that line may be an error. Mrs. Perreault will let Mr. Carrien know. If this is the case, the deficit may be cut in half. We are also waiting on a more firm reimbursement figure for SPED. This will not be known until the year closes. A more clear projection will be provided at the Board meeting in August.

The committee continued their discussion from last meeting on whether the Board is required to and/or should continue posting regular Board meeting agendas in the Time Argus. VSBA noted that regular Board meeting agendas are not required to be posted in news media, but are required for any special or emergency meeting. The committee recommends that we discontinue sending agendas for regularly scheduled meetings to the Times Argus in an attempt to shave off approximately \$1000 from the budget. Per statute we would continue sending agendas to the newspaper for special and emergency meetings.

The committee reviewed the current and proposed adjustments for substitute rates. These rates were adjusted more than 10 years ago. The committee agreed that an increase in rates is needed, but would like more information at the next Board meeting.

There will be no committee meeting in July. The next meeting will be August 25 at 5:30pm.

No other business.

Upon motion (Deering/Carrien) duly adopted, the committee voted unanimously to adjourn at 6:02pm.

Respectfully submitted,

Jim Carrien, Finance Committee Chair

Facilities Committee Meeting  
BCEMS Conference Room  
June 6, 2016 @ 5:30pm

Present: Jamie Evans, James Carrien, Giuliano Cecchinelli, James Taffel arrived @ 6:05

1. Call to Order: 5:33
2. No additions to agenda
3. No public comment
4. Approval of the April 25, 2016 minutes Carrien/Cecchinelli
5. New Business
  1. The committee discussed several facility projects. The plans for an expanded buss loop, the extension of the teachers parking lot, the area near the upper field, Repairs to the roof and the possibility of removing some of the taller trees in the front of the school  
  
The committee reviewed the facility budget. Jamie explained the line items and what could be spent from those lines, and how he would make use of the allowed budget.
  2. Review of the Comprehensive Maintenance Plan was tabled for next meeting to give the New Facilities Director time to look it over.
6. Old Business
  1. Boiler Update
    - All wiring to the boiler from the panel has been removed, and Rogers Brothers will be removing the boiler for scrap.
  2. Security Wall/ Card Access
    - The committee discussed how the card access would be used and on how many door would be controlled by the system.
7. Other Business
  1. Mr. Taffel asked Jamie to look into the back-up generator to see if the lag time between power failure and the generator starting up could be shortened. There was a concern that the lag was effecting computer systems.
  2. Mr. Taffel asked Jamie to see if the carpet replacement in the upper office area is scheduled for the summer. If so Mr. Taffel will have the staff move items out of the way.
8. Adjourn at 6:52



**Barre City Elementary & Middle School**  
**FY16 Expenditures/Year-end Projection**  
**July 29, 2016**

Account Description	FY16 BUDGET	YTD Expenses	Encumbrance	Total Projected Expenses	OVER / UNDER BUDGET
	7/1/15-6/30/16	7/1/15-6/30/16	7/1/15-6/30/16	7/1/15-6/30/16	Projected
TOTAL 5200 Fund Transfers	\$50,000.00	\$50,000.00	\$0.00	\$50,000.00	\$0.00
TOTAL 030 Shared Staff Services	\$0.00	\$136,903.00	\$0.00	\$0.00	\$0.00
TOTAL 050 REG ED PRESCHOOL	\$379,910.00	\$370,368.00	\$0.00	\$371,500.00	\$8,410.00
TOTAL 1100 General Instruction	\$3,844,279.00	\$3,985,632.00	\$0.00	\$4,030,550.00	(\$186,271.00)
TOTAL 1410 Extra Curricular	\$7,698.00	\$19,583.00	\$0.00	\$19,583.00	(\$11,885.00)
TOTAL 2113 Behavioral Support	\$66,497.00	\$66,534.00	\$0.00	\$67,000.00	(\$503.00)
TOTAL 2120 Guidance Services	\$300,226.00	\$280,667.00	\$0.00	\$282,000.00	\$18,226.00
TOTAL 2130 Health Services / PT	\$133,658.00	\$120,879.00	\$0.00	\$122,000.00	\$11,658.00
TOTAL 2140 Psychological Services	\$159,091.00	\$136,103.00	\$0.00	\$145,000.00	\$14,091.00
TOTAL 2210 CURRICULUM	\$17,050.00	\$5,255.00	\$0.00	\$5,255.00	\$11,795.00
TOTAL 2220 Library Services	\$148,555.00	\$164,738.00	\$0.00	\$165,000.00	(\$16,445.00)
TOTAL 2225 TECHNOLOGY	\$190,348.00	\$192,796.00	\$0.00	\$193,000.00	(\$2,652.00)
TOTAL 2310 SCHOOL BOARD	\$242,548.00	\$103,580.00	\$0.00	\$104,000.00	\$138,548.00
TOTAL 2321 Office of the Superintendent	\$491,623.00	\$491,623.00	\$0.00	\$491,623.00	\$0.00
TOTAL 2410 Office of the Principal	\$506,477.00	\$446,492.00	\$0.00	\$447,000.00	\$59,477.00
TOTAL 2490 School Resource Officer	\$39,570.00	\$39,570.00	\$0.00	\$59,355.00	(\$19,785.00)
TOTAL 2523 Fiscal Services	\$30,000.00	\$36,202.00	\$0.00	\$36,202.00	(\$6,202.00)
TOTAL 2600 FACILITIES	\$1,054,247.00	\$1,005,287.00	\$0.00	\$1,005,850.00	\$48,397.00
TOTAL 2711 TRANSPORTATION	\$554,749.00	\$610,416.00	\$0.00	\$610,506.00	(\$55,757.00)
TOTAL 1100 Art Instruction	\$118,165.00	\$121,068.00	\$0.00	\$122,000.00	(\$3,835.00)
TOTAL 1100 ESL Instruction	\$32,914.00	\$62,454.00	\$0.00	\$62,500.00	(\$29,586.00)
TOTAL 1100 Foreign Language Instru	\$41,202.00	\$43,535.00	\$0.00	\$43,750.00	(\$2,548.00)
TOTAL 1100 FCS Instruction	\$64,618.00	\$47,080.00	\$0.00	\$47,500.00	\$17,118.00
TOTAL 1100 PE Instruction	\$147,320.00	\$152,128.00	\$0.00	\$152,500.00	(\$5,180.00)
TOTAL 1100 Music Instruction	\$97,403.00	\$96,808.00	\$0.00	\$96,850.00	\$553.00
TOTAL 1100 Enrichment Instruction	\$3,250.00	\$2,367.00	\$0.00	\$2,367.00	\$883.00
TOTAL 1100 Reading Recovery Instru	\$1,925.00	\$35,557.00	\$0.00	\$35,557.00	(\$33,632.00)
TOTAL 1100 High Achiever Instruction	\$92,873.00	\$51,542.00	\$0.00	\$51,542.00	\$41,331.00
TOTAL 1100 Reading Intervention Inst	\$1,200.00	\$773.00	\$0.00	\$773.00	\$427.00
TOTAL 1100 Math Intervention Instru	\$500.00	\$488.00	\$0.00	\$488.00	\$12.00
TOTAL 1100 Tech. Ed. Instruction	\$69,226.00	\$68,032.00	\$0.00	\$68,032.00	\$1,194.00
TOTAL 1410 Extra Curricular	\$36,560.00	\$21,473.00	\$0.00	\$21,473.00	\$15,087.00
TOTAL 1100 GAM Instruction	\$59,391.00	\$32,535.00	\$0.00	\$33,000.00	\$26,391.00
TOTAL 101 Elementary Grades	\$8,983,073.00	\$8,998,468.00	\$0.00	\$8,943,756.00	\$39,317.00

	FY16 BUDGET	YTD Expenses	Encumbrance	Total Projected Expenses	OVER / UNDER BUDGET
Account Description	7/1/15-6/30/16	7/1/15-6/30/16	7/1/15-6/30/16	7/1/15-6/30/16	Projected
<b>211 Special Ed - Reimbursable</b>					
TOTAL 1201 Special Education Instruc	\$2,754,826.00	\$3,138,042.00	\$0.00	\$3,150,000.00	(\$395,174.00)
TOTAL 1202 ESY / Extended School Y	\$53,985.00	\$34,409.00	\$0.00	\$34,469.00	\$19,516.00
TOTAL 2130 Health Services / PT	\$13,000.00	\$88,424.00	\$0.00	\$88,424.00	(\$75,424.00)
TOTAL 2140 Psychological Services	\$84,659.00	\$91,621.00	\$0.00	\$91,621.00	(\$6,962.00)
TOTAL 2149 Developmental Specialist	\$0.00	\$29,160.00	\$0.00	\$29,160.00	(\$29,160.00)
TOTAL 2150 Speech/Language Service	\$305,329.00	\$339,651.00	\$0.00	\$339,850.00	(\$34,521.00)
TOTAL 2160 Occupational Therapist	\$117,668.00	\$32,887.00	\$0.00	\$32,887.00	\$84,781.00
TOTAL 2420 Special Education Admin	\$183,137.00	\$175,246.00	\$0.00	\$175,246.00	\$7,891.00
TOTAL 2711 TRANSPORTATION	\$50,896.00	\$93,406.00	\$0.00	\$93,406.00	(\$42,510.00)
TOTAL 1201 GAM Education Instructi	\$126,649.00	\$127,018.00	\$0.00	\$127,018.00	(\$369.00)
TOTAL 2140 GAM Psychological Servi	\$5,000.00	\$0.00	\$0.00	\$1,000.00	\$4,000.00
TOTAL 2600 GAM FACILITIES	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00
TOTAL 2711 GAM TRANSPORTATIO	\$750.00	\$0.00	\$0.00	\$0.00	\$750.00
<b>TOTAL 211 Special Ed - Reimbursable</b>	<b>\$3,696,499.00</b>	<b>\$4,149,864.00</b>	<b>\$0.00</b>	<b>\$4,163,081.00</b>	<b>(\$466,582.00)</b>
<b>212 Special Ed - Non-Reimbursable</b>					
TOTAL 2420 Special Education Admin	\$5,457.00	\$5,043.00	\$0.00	\$5,043.00	\$414.00
TOTAL 1214 EEE DIR INSTR	\$9,174.00	\$10,909.00	\$0.00	\$10,909.00	(\$1,735.00)
TOTAL 2600 FACILITIES	\$10,500.00	\$3,347.00	\$0.00	\$3,347.00	\$7,153.00
TOTAL 1214 EEE DIR INSTR	\$145,272.00	\$110,606.00	\$0.00	\$110,606.00	\$34,666.00
TOTAL 2130 EEE Health Services / PT	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
TOTAL 2150 EEE Speech/Language Se	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
TOTAL 2711 EEE TRANSPORTATIO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL 212 Special Ed - Non-Reimburs</b>	<b>\$171,403.00</b>	<b>\$129,905.00</b>	<b>\$0.00</b>	<b>\$129,905.00</b>	<b>\$41,498.00</b>
<b>GRAND TOTAL</b>	<b>\$12,850,975.00</b>	<b>\$13,278,237.00</b>	<b>\$0.00</b>	<b>\$13,236,742.00</b>	<b>(\$385,767.00)</b>

#### FY16 Revenue/Year-end Projection

Account Description	FY16 BUDGET	YTD Revenue	Total Projected Revenue
	7/1/15-6/30/16	7/1/15-6/30/16	7/1/15-6/30/16
General Fund Interest	\$19,000.00	\$33,830.00	\$33,830.00
Facility Maint. Dir. Assoc. Rebate		\$2,762.00	\$2,762.00
Facility Rental	\$0.00	\$760.00	\$760.00
Miscellaneous		\$98.00	\$98.00
COBRA		\$643.00	\$643.00
Vt State Ed. Support	\$10,134,500.00	\$6,214,863.00	\$10,134,500.00
Vt State Ed. Support-BC Taxes		\$3,870,377.00	
Vt State Transportation Aid	\$231,386.00	\$231,386.00	\$231,386.00
Spec. Education Mainstream Block	\$292,723.00	\$292,723.00	\$292,723.00
Spec. Education Intensive Reimb.	\$1,666,230.00	\$1,764,332.00	\$1,840,000.00
Spec. Education Intensive - Prior Yr.			

Spec. Education Extraordinary	\$240,000.00	\$118,401.00	<i>\$344,844.00</i>	
Essential Early Education	\$99,919.00	\$99,919.00	<i>\$99,919.00</i>	
Spec. Education State Placed		\$38,420.00	<i>\$38,420.00</i>	
Prior Yr Fund Balance	\$160,000.00		<i>\$160,000.00</i>	
Tax Stabilization				
Bond Interest	\$7,217.00	\$7,217.00	<i>\$7,217.00</i>	
VSBIT		\$5,191.00	<i>\$5,191.00</i>	
Shared Services BSU				
Shared Services BCEMS				
Shared Services SHS				
TOTAL REVENUE	\$12,850,975.00	\$12,680,922.00	<i>\$13,192,293.00</i>	\$341,318.00
<b>BCEMS PROJECTED SURPLUS (DEFICIT)</b>				<b>(<i>\$44,449.00</i>)</b>

Board Meeting Schedule				
	Monday	Tuesday	Wednesday	Thursday
1st			BT Board - 6:00	SHS Board - 6:00
2nd	BC Board - 5:30			Act 46
3rd			BT Board - 6:00	BSU Board - 6:00
4th				
Committee Meeting Schedule				
	Monday	Tuesday	Wednesday	Thursday
1st	<b>SHS Policy</b> 5:30 p.m. SHS Lib. or Cent. Off. <b>BC Facilities</b> 5:30 p.m. BC Conf. Rm		<b>BT Finance</b> 5 p.m. BT Conf. Rm.	
2nd	<b>SHS Curriculum</b> 3:00 p.m. SHS Lib.			Act 46
3rd	<b>BSU Policy</b> BSU Conf. Rm.	<b>SHS Facilities</b> 4 p.m. SHS Lib.	<b>BT Policy &amp; BC Policy</b> 5 p.m. BC Conf. Rm.	BSU Board - 6:00
4th	<b>BC Curriculum</b> 5:30 p.m. BC Conf. Rm.	<b>BT Facilities</b> (as needed)	<b>SHS Finance</b> 4:30 p.m. SHS Lib.	<b>BC Finance</b> 5:30 p.m. BC Conf. Rm.
	Note: BT Curriculum meets in the morning			

Chairs	BT	BC	SHS
Board	Brenda B	Sonya S	Carlotta P
Finance	Chad A	Jim C	Dave L
Curriculum	Brenda B	Tyler S	Joe B
Policy	Jay P	Michael D	Guy I
Facilities	Brent T	Gulliano C	Ed R