

BARRE CITY SCHOOL DISTRICT

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.

December 12, 2016

5:30 p.m.

REGULAR MEETING

AGENDA



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 – November 14, 2016 Regular Meeting
 - 5.2 Approval of Minutes – October 13, 2016 Tri-Board Meeting
6. New Business
 - 6.1 Summer Reading Program (Karen Heath)
 - 6.2 FitzVogt Presentation (Craig Locarno)
 - 6.3 New Hire
 - 6.4 First Reading Substitute Teachers Policy (D6)
 - 6.5 First Reading Volunteers and Work Study Students Policy (D7)
 - 6.6 First Reading Education Records Policy (F5)
 - 6.7 First Reading Limited English Proficiency Students Policy (F19)
 - 6.8 First Reading Participation of Home Study Students Policy (F23)
 - 6.9 First Reading Pupil Privacy Rights Policy (F27)
 - 6.10 First Reading Use of Restraint and Seclusion Policy (C23)
 - 6.11 First Reading Animal Dissection Policy (G13)
7. Old Business
 - 7.1 FY '18 Budget Development
 - 7.2 Act 46 Update
 - 7.3 Labor Relation Agreements
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
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:

January 9, 2017
January 5, 2017
December 15, 2016
December 21, 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.

BARRE CITY SCHOOL DISTRICT

REGULAR SCHOOL BOARD MEETING
Barre City Elementary and Middle School –Library
November 14, 2016 - 5:30 p.m.

MINUTES

BOARD MEMBERS PRESENT:

- Sonya Spaulding – Chair
- Tyler Smith – Clerk
- Joe Blakely – arrived at 6:02 p.m.
- Giuliano Cecchinelli, II
- Anita Chadderton
- Michael Deering
- C. Sedillia Jenkins – arrived at 5:35 p.m.
- Andrew McMichael

BOARD MEMBERS ABSENT:

- Jim Carrien – Vice Chair

ADMINISTRATORS PRESENT:

- John Pandolfo, Superintendent
- James Taffel, Principal
- Stacy Anderson, Director of Special Services
- Jaimie Evans, Facilities Director
- Richard McCraw, M.Ed., Director of Curriculum, Instruction, and Assessment
- Lisa Perreault, Business Manager

GUESTS PRESENT:

- Video Vision Tech
- Dave Delcore-Times Argus

1. Call to Order: Pledge of Allegiance

The Chair, Mrs. Spaulding, called the Monday, November 14, 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. New Board Member Interview

No action.

3. Additions and/or Deletions to the Agenda

Add 10:2 – Personnel under Executive Session

4. Visitors and Communications

None.

5. Approval of Minutes

5.1 Approval of Minutes – October 10, 2016 Regular Meeting

On a motion by Mr. Cecchinelli, seconded by Mr. Deering, the Board unanimously voted to approve the Minutes of the October 10, 2016 Regular Meeting.

6. Old Business

6.1 Resign/Retire

Letters of resignation from Dawn Fuller-Ball and Melissa Tappin were distributed. Mr. Pandolfo provided a brief overview regarding the reasons for the resignations.

On a motion by Mr. Smith, seconded by Mr. Deering, the Board unanimously voted to accept the resignation of Dawn Fuller-Ball.

On a motion by Mr. Smith, seconded by Mr. Cecchinelli, the Board unanimously voted to accept the resignation of Melissa Tappin.

6.2 SBAC (Rick McCraw)

A document titled 'The SBAC Assessment: An Overview of the Spring 2016 Results' was distributed. Mr. McCraw distributed an additional document containing reformatted data from slides 6 and 7. Mr. McCraw addressed the Board advising that a Power Point presentation would be presented to provide an overview of BCEMS SBAC scores. Mr. McCraw advised that all students in grades 3 – 8 (as well as grade 11) were tested. Though testing has occurred for 4 years, this is the first year that contains usable data and is the first year of being held accountable for the results. No trend data is available, as 3 years of 'usable' data is required for trending purposes. Mr. McCraw presented the Power Point presentation which included results of Spring 2016 testing, with and without disaggregated data based on gender, free/reduced lunch, and students with disabilities. An additional category, 'Children of Military Families' will be introduced next year. Additional data included comparisons between BCEMS and state averages. It was noted that English Language was lower overall, but that Math scores (with the exception of 5th grade) were on par with the State average. Fifth grade girls, tend to achieve higher than fifth grade boys. Students who qualify for free/reduced lunch, achieved higher than the state average. It was also noted that data on specific subgroups was not provided by the State, as there are too few students in those categories (English-language learners, Migrant works, and Races other than white). Mr. McCraw also provided an overview of 'observations' and 'next-steps'. Concern was voiced regarding transitioning to high school, students who are not proficient. Proficiency Based Learning, which includes Personalized Learning Plans, may assist students with achieving proficiency. There is concern regarding the additional costs associated with Personalized Learning Plans. Concern was also voiced regarding use of Common Core curriculum. It was noted that accountability under ESSA (Every Student Succeeds Act) will not be known for 4 to 5 months.

7. New Business

7.1 FY '18 Budget Development

A document titled 'Barre City Elementary and Middle School FY18 Budget Considerations 11/9/16' was distributed. Mrs. Perreault provided a comprehensive overview of the majority of the items listed for budget consideration. It was noted that Administrators have spent a significant amount of time drafting the budget, including thoughtful consideration regarding meeting student needs. Mr. Taffel provided information pertaining to the possible addition of a second grade teacher, a pre-school para-educator, and the cost of field trips. Mr. Evans advised regarding the addition of a Maintenance Assistant position, which would reduce the cost associated with hiring substitute custodians. Additionally, Mr. Evans advised regarding security upgrades and roof repairs. Mrs. Anderson provided information relating to the increase for one full time licensed special educator, which would be off-set by a reduction in para-educator support.

7.2 Act 46 Update

Two documents were distributed; a document from the State Board of Education (dated October 18, 2016), titled 'AGENCY OF EDUCATION', and Minutes from the October 6, 2016 Act 46 – 706 Study Committee Meeting. Mr. Pandolfo advised that the Act 46 Committee met on November 10, 2016. The Committee felt strongly that a petition asking for a revote should be generated. Mr. Pandolfo provided detailed information regarding the requirements for reconsideration of Article I, including the deadline for submission of reconsideration petitions (December 8, 2016), the number of petition signatures required (between 5% and 20%), and that a revote must pass by 2/3 (333 or more votes) of the margin by which it failed. Mr. Pandolfo advised that if reconsideration is not requested, or does not pass, the vote will be certified and the current Act 46 706 Study Committee will be dissolved. If no additional action is taken, the vote will stand and any consolidation will occur under decisions made at the State level. If the district schools wish to rewrite any of the Articles, a new 706 Study Committee would need to be formed. It was noted that the \$150,000 implementation grant does not apply to those who consolidate after July 30, 2017. Districts that consolidate after July 30, 2018, will not receive the tax incentives.

8. Board Reports

8.1 Superintendent

A copy of the Superintendent's report dated November 8, 2016 was distributed. The report included information pertaining to; the Act 46 Study Committee, the VSBA/VSA Conferences (held 10/19 – 10/21), Negotiations (the health insurance proposal was presented to the three negotiation teams – Teachers, Para-Educators, and Custodial/Maintenance, on November 7, 2016), and Act 153, Transportation Consolidation (official/written approval has been received from the AOE). A copy of the letter from the Secretary of Education, confirming their approval of the Transportation Plan and recognizing that the BSU is in compliance with 16 V.S.A. §261a(a)(8)(E), was also distributed. Mr. Pandolfo, Mr. Taffel and the BCEMS Nurse met recently with representatives of the 'Dental Van' that's associated with the Plainfield Health Center. They are interested in starting a program to help serve the students of BCEMS. The dental van has 2 hygienists and can serve approximately 18 students per day. The existing Tooth Tutor will most likely act as liaison for the program.

8.2 Principals Report

A copy of the Co-Principals' report dated November 2016 was distributed. The report included information pertaining to; the UVM Teacher of the Year (Kindergarten teacher Allyson Healey was recognized at the award ceremony on October 18, 2016), First quarter report cards (sent home 11/09/16), Spelling Teams for grades 5/6 & 7/8 (the 5/6th grade team took first place in the Regional Spelling Competition), the celebration of Unity Day (10/19/16), and the Walk, Run, Fun event which was held on 09/29/16, and raised

\$37,471.55. Mr. Taffel advised that NAEP (National Assessment of Educational Progress) testing (which occurs every 2 years) will occur on 02/22/17 for 4th graders, and on 02/23/16 for 8th graders. Proctoring of NAEP testing is performed by outside staff, not BCEMS teachers. Mr. Taffel highlighted BCEMS's teacher of the year, Allyson Healey, and read the nomination form that was submitted on her behalf.

8.3 Committee Reports

Policy – The Committee has postponed meetings until after the November 8, 2016 Act 46 vote. Previous discussion centered on rescinding school policies and adoption of SU wide policies. The next meeting will be on November 16, 2016. The SU Policy Committee has been meeting to review required policies and identify other policies that should be written at the SU level.

Curriculum – The Committee recently met to discuss the topic of frequent absences. The next meeting is on Monday, November 28, 2016 at 5:30 p.m. Discussion will include a review of the 2016 Summer School Program, and discussion of programs for the 2017 Summer School Program.

Facility/Security – There was no meeting in November. The next meeting will be on December 6, 2016.

Finance – The Committee met recently to discuss FY 18 budget considerations. Minutes have been e-mailed to Board Members. The next meeting is scheduled for December 6, 2016.

8.4 Financial Report

The BCEMS Expense Budget Status Report was distributed.

9. Round Table/Future Agenda Items

Supervisory Union Policy Committee – Tuesday, November 15, 2016 at 7:30 a.m.

Policy Committee – Wednesday, November 16, 2016, at 5:00 p.m. in the BCEMS Conference Room

Curriculum Committee – Monday, November 28, 2016 at 5:30 p.m. in the BCEMS Conference Room

Finance Committee – Tuesday, December 6, 2016 at 5:30 p.m. in the BCEMS Conference Room

Facilities Committee – Tuesday, December 6, 2016 at 5:30 p.m. in the BCEMS Conference Room

10. Executive Session

10.1 Labor Relation Agreements

10.2 Personnel Issue

Items proposed for discussion in Executive Session include Labor Relations Agreements and a Personnel Issue.

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

On a motion by Mr. Deering, seconded by Mr. Smith, the Board unanimously voted to enter into Executive Session, with Mr. Pandolfo and Mr. Taffel in attendance, at 7:46 p.m. under the provisions of 1 VSA section 313 to discuss the items proposed for discussion.

The remaining information was provided by the Board Clerk.

On a motion by Mr. Deering, seconded by Ms. Jenkins, the Board unanimously voted to exit Executive Session at 8:17p.m.

On a motion by Mr. Blakely, seconded by Mr. Deering, the Board unanimously voted to accept the Superintendent's recommendation regarding a personnel issue.

11. Adjournment

On a motion by Mr. Deering, seconded by Mr. Cecchinelli, the Board unanimously voted to adjourn at 8:18 p.m.

Respectfully submitted,
Andrea Poulin

**BARRE SUPERVISORY UNION #61 SCHOOL DISTRICT
REGULAR TRI-BOARD MEETING**

**BARRE SUPERVISORY UNION BOARD
BARRE CITY SCHOOL BOARD
BARRE TOWN SCHOOL BOARD
SPAULDING HIGH SCHOOL BOARD**

Spaulding High School - Library
October 13, 2016 - 6:00 p.m.

MINUTES

BCEMS BOARD MEMBERS PRESENT:

Sonya Spaulding – Chair
Jim Carrien – Vice Chair
Tyler Smith - Clerk
Joe Blakely – arrived at 6:14 p.m., departed at 7:35 p.m.
Giuliano Cecchinelli, II
C. Sedillia Jenkins
Andrew McMichael

BCEMS BOARD MEMBERS ABSENT:

Michael Deering

BTMES BOARD MEMBERS PRESENT:

Brenda Buzzell - Chair
Chad Allen – Clerk
Kristin McCarthy

BTMES BOARD MEMBERS ABSENT:

Brent Tewksbury – Vice Chair
Jay Paterson

SHS BOARD MEMBERS PRESENT:

David LaCroix - Vice Chair
Joe Blakely – Clerk -- arrived at 6:14 p.m., departed at 7:35 p.m.
Anthony Folland
Lucas Herring
J. Guy Isabelle

SHS BOARD MEMBERS ABSENT:

Carlotta Simonds-Perantoni - Chair
Ed Rousse

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent
Lisa Perreault, Business Manager

GUESTS PRESENT:

Video Vision Tech Dave Delcore-Times Argus Harry Franks Paul Malone

1. Call to Order

The SU Board Chair, Mr. Allen, called the Thursday, October 13, 2016, meeting to order at 6:05 p.m., which was held at the Spaulding High School Library.

The BCEMS Chair, Mrs. Spaulding, called the Thursday, October 13, 2016, meeting to order at 6:05 p.m., which was held at the Spaulding High School Library.

The BTMES Chair, Mrs. Buzzell, called the Thursday, October 13, 2016, meeting to order at 6:05 p.m., which was held at the Spaulding High School Library.

The SHS/CVCC Vice-Chair, Mr. LaCroix, called the Thursday, October 13, 2016, meeting to order at 6:05 p.m., which was held at the Spaulding High School Library.

2. Additions and/or Deletions to the Agenda

Hold introductions

Hold discussion of 4.3 at the beginning of the meeting.

Add New Hire as 4.4 under New Business

Each attendee was introduced and advised regarding their representation and/or purpose for attendance at the meeting.

3. Approval of Minutes

3.1 Approval of Minutes – September 15, 2016 Regular Barre Supervisory Union Meeting

On a motion by Mrs. Spaulding, seconded by Mr. Smith, the Board voted 5 to 0 to approve the Minutes of the September 15, 2016 Regular Barre Supervisory Union Meeting. Mr. Isabelle abstained.

The Board held discussion of Agenda Item 4.3, then continued with the remainder of the Agenda.

4. New Business

4.1 Annual Approval of School Food Service Management Contracts

Mr. Pandolfo advised that the food service contract requires annual approval. Each district Board has voted to continue with their respective food service vendor. On a motion by Mr. Isabelle, seconded by Mrs. Buzzell, the Tri-Board unanimously voted to approve the contracts currently in place at each district.

4.2 Items Related to Board Transition and Current Boards Ceasing to Operate in the Event of a Merger

Discussion was held as part of Agenda Item 4.3.

4.3 Board Training/Discussion on Budgeting Under a Merged District

Four documents were distributed; 'BSU Tri-Board Meeting October 13, 2016', 'FY17 Barre Supervisory Union School District Budgets', 'FY17 Barre Supervisory Union School District Budgets' (with FY18 Estimated Unified District Budget), and the Barre Supervisory Union information booklet (distributed to the community for the March 2016 vote). Mr. Pandolfo advised that he would open the discussion of budgeting in a unified district, and Mr. Franks would facilitate additional discussion. Mr. Pandolfo presented a Power Point presentation regarding budgeting as a unified district, and provided a brief historical overview of work performed by the Act 46 Consolidation Study Committee. Mr. Pandolfo attended a full day of training by the District Management Council (10/06/16) regarding unification advantages (academic, financial, and better governance). It was noted that the BSU is in a good position to unify as the three schools are of similar size, have common goals, use a common accounting system, have common levels of board involvement, have unified negotiated agreements, nearly identical educational spending per equalized pupil, and nearly identical educational homestead tax rates. Mr. Franks addressed the Board advising that budgets demonstrate board priorities and values. Mr. Franks advised it would be beneficial to identify the commonalities and differences between the boards (for the purpose of each board's budget development). At 6:41 p.m. the Tri-Board broke into small work groups to hold discussion regarding priorities and values. At 7:04 p.m. Tri-Board members reconvened to share information regarding the small group discussions. Mr. Franks polled members and compiled a list of prioritizations and values discussed. Mr. Franks will type up and distribute a copy of the list. Brief discussion was held regarding development of a unified budget, including an overview of the budget documents that were distributed. The last Public Forum, prior to the November vote, will be held on October 20, 2016 in the SHS Chorus Room.

4.4 New Hire

The resume and Notification of Employment Status Form for Jayson R. Capobianco were distributed. This individual is presented for employment at Spaulding High School as Employment Specialist. On a motion by Mrs. Spaulding, seconded by Mrs. McCarthy, the Tri-Board unanimously voted to approve the hiring of Jayson Capobianco as Employment Specialist.

5. Old Business

5.1 Propane Tank Replacements

Mr. Pandolfo advised regarding approval of fuel provider contracts at each district, and advised that all propane tanks have been inspected and advised that all tanks need to be replaced. The contract vendor advised that they would be willing to replace tanks at no cost if the districts would agree to contract with them next year. The vendor was advised that the districts would be agreeable to that arrangement with the stipulation that the vendor's proposed price for next year is competitive with other vendors. The vendor agreed to this term. Mr. Pandolfo recommends that the SU move forward to commit to utilizing the current propane vendor for next year. Board action is not required at this time.

6. Other Business

None.

7. Reports to the Board

7.1 Superintendent

Not all members received a copy of the Superintendent's Report. Mr. Pandolfo will see that copies of the report are e-mailed to all members. Mr. Pandolfo advised that the report including information on the food service contract, negotiations, a summary of Act 46, as well as summaries from the individual departments. Additionally, Mr. Pandolfo distributed copies of the VSBIT and VEHI Annual Reports and advised of those organizations' Annual Meetings, to be held on Friday, October 21, 2016 at Lake Morey Inn. As previously approved by the SU and district Boards, Mr. Pandolfo will be voting in favor of changing the organizational structure of the VEHI Board.

7.2 Committee Reports

Minutes of the BSU Policy Committee Meeting on September 27, 2016 were distributed. Mr. Pandolfo provided a brief overview of the Minutes and advised regarding Agenda items for the next meeting. The next meeting will be held on Tuesday, October 25, 2016 at 7:30 a.m. in the BSU Conference Room.

7.3 Financials

As not all attendees received the financial reports, no discussion will be held. Financial reports will be e-mailed to all Board Members.

8. Executive Session as Needed

No items were proposed for discussion in Executive Session.

9. Next Meeting

The next meeting of the Supervisory Union Board will be held on November 17, 2016 at 6:00 p.m., at the Barre Supervisory Union in the First Floor Conference Room.

10. Adjournment

On a motion by Mr. Carrien, seconded by Mr. Smith, the BCEMS Board unanimously voted to adjourn at 8:00 p.m.

On a motion by Mrs. McCarthy, seconded by Mr. Allen, the BTMES Board unanimously voted to adjourn at 8:00 p.m.

On a motion by Mr. Isabelle, seconded by Mr. Herring, the SHS Board unanimously voted to adjourn at 8:00 p.m.

On a motion by Mr. Smith, seconded by Mrs. McCarthy, the SU Board unanimously voted to adjourn at 8:00 p.m.

Respectfully submitted,
Andrea Poulin

**Summer Reading Highlights
BCEMS 2016**

Rationale for Change:

- **Students and teachers were tired of reading booklets**
- **Based more on punishment (low grade) for not completing than on incentive**
- **Wanted to make it more fun and have real incentives for kids**
- **Middle School book groups:**
 - **idea of creating a true school community of readers**
 - **opportunity for cross-grade book discussions**
 - **accountability to peers, not just ELA teacher**

Summary of Incentives/Celebrations

Grade Levels	Expectations	Celebration Details
Barre City K-2	Bingo Board	Race To Read, popsicles for all who did basic expectations
Barre City 3-5	Bingo Board	<ul style="list-style-type: none"> ● Race To Read,: Prize from Race to Read (trophy) ● frozen treat for all who achieved basic expectations ● free book to those who went above/beyond ● Blackout students: breakfast with Mr. Taffel and special guest, Bagpiper Ian Gauthier
Barre City 5-8	Bingo Board Read Book Group book	<p>Book group for all: all MS teachers and others</p> <p>At assembly:</p> <ol style="list-style-type: none"> 1) Recognition of all who completed basic expectations: names read and ice cream tickets. 2) Drawing for those who went beyond expectations--\$600 in gift cards from PTO 3) Blackout students: all of above, plus free book on the way out.



June, 2016

Dear Parents of Incoming 3rd and 4th graders:

This year we are trying a new approach to encourage our students to engage in literacy activities over the summer months. Continuing to read and write will ensure that all of the hard work from the previous grade will not be lost, and that students will continue to gain or maintain their literacy skills.

Expectations:

- 1) Students will keep a list of what they have read or listened to (this can be books, articles, instructions, on-line reading, etc.)
- 2) Students will use the "Bingo Board" to record literacy activities. They are expected to complete at least one Bingo (across, down, diagonal).

If students do all of the above, they will be invited to participate in a special reading celebration at school next fall with all of the other students who successfully met the expectations.

If students choose to go above and beyond the expectations by filling out the whole Bingo card, they will be recognized with a special prize at the celebration.

Some **additional resources** you may be interested in for summer literacy are:

- 1) Aldrich Library summer reading program
- 2) Aldrich Library visiting author series
- 3) Barre City and Barre Town summer library programs
- 4) Barnes and Noble summer reading challenge

For Technology access: (If students have accounts already --gr. 4)

To log into Google: www.google.com

Your child's Google Login: _____

Your child's Google password: _____

Your child's personal reading goal: _____

Please feel free to contact me with any questions about summer literacy, and most of all, **have fun** sharing literacy with your child!

Karen Heath

BSU Grade 3-8 Literacy Coordinator

kheatbce@u61.net

*Barre City and Barre Town Middle School
Summer Reading 2016*



Requirements for summer literacy activities: due 1st day of school

- 1) Read or listen to a chosen book group book, and record your ideas on the Reader Notes Handout.
- 2) Complete one "Bingo" (row/column/diagonal) on the bingo board. (Note: book group book is in the center. It can count as one of your bingo squares, but does not have to.)
- 3) Keep a list of your reading in the chart below

If you do all three, you will be part of a literacy celebration when school is back in session

Challenge Option:

- For *each* extra row/column/diagonal you complete, your name will be entered into a prize drawing.
- If you complete the entire board (blackout) you will receive a special prize.

How will I be assessed?

- You will be assessed using a rubric that addresses your preparation for and participation in the book group discussion that will happen when you get back to school.
- If you are prepared (read the book, filled out the form) and you contribute to the discussion, you will do well.

If you have any more questions you can contact Mrs. Heath (kheatbce@u61.net) or any grade 5-8 ELA teacher at your school. .

Name: _____ My book group book is: _____

My personal reading goal is: _____

Date Completed	Title (book or article)	Author

More reading? Simply attach an extra page with your list.



2016 Barre Schools Summer Challenge!



*Five in a row diagonally, vertically, or horizontally is a BINGO!
 Try to black-out the board (complete all challenges!), for a special prize!

B	I	N	G	O
Read 2nd book (or other).* Title: _____ _____	Keep a reading log of your summer reading. Check here if done _____	Research a topic of interest. Topic: _____	Read multiple sources about a topic. Topic: _____	Read to an adult or older person. Person: _____ _____
Keep a journal and write about your days or ideas. Date(s): _____ _____	Read 3rd book (or other).* Title: _____ _____	Write a story or poem. Title: _____ _____	Read more than one book (or other) by the same author. Author: _____	Make a drawing or comic strip about a book or scene from a book. Book: _____
Read an article and identify the main idea. Topic: _____ _____	Create a web site or Google Slide presentation about topic of choice OR read something online. Link: _____	Read 1st book (or other)* Title: _____ _____	Have an adult or older person read to you. Person: _____ _____	Read to a pet. Pet's Name: _____ Type of Pet: _____
Go to a bookstore. Name of Store: _____ _____	Read something on Tumblebooks. Title: _____ _____	Go see an author read or talk at a library or bookstore (see Adrich Library Schedule). Author: _____	Read 4th book (or other).* Title: _____ _____	Go to the library. Date: _____
Read with a younger child. Child's Name: _____	Read a book online. Title: _____ _____	Read more than 5 books (or other). * (record on reading log)	Read from at least 3 different genres 1. _____ 2. _____ 3. _____ (record on reading log)	Read 5th book (or other).* Title: _____ _____

*Other could be on-line reading, magazines, a series of recipes, articles on a topic, newspapers, etc. Please attach any written work you did.

Parent Signature: _____

BARRE SUPERVISORY UNION
NOTIFICATION OF EMPLOYMENT STATUS

Please complete this form for any change in employee's status and submit it to the Central Office. Complete one form for one event per employee to be sure they receive accurate/appropriate compensation.

* Must complete if apply in area addressed

*NAME: TAMARA A. JONES *School/Dept. PCOMS
*EFFECTIVE DATE: 12/1/2016 *Daytime Phone: 802 485 6071
*POSITION: FACS TEACHER *SUBJECT: FACS *GRADE: 5-8
(Teacher) Para-Educator, Administrator, Clerical, Cust/Maint, Substitute, Tutor, Other-Specify)

NEW HIRE/TRANSFER

TOTAL YEARS OF EXPERIENCE: 13+ STEP: 13 SALARY PLACEMENT: M

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

SALARY: \$62,450 *ACCOUNT CODE: _____

*REPLACEMENT? YES NO IF YES, FOR WHOM? Dawn Fuller - Fall \$43,753

*LONG TERM SUB? YES, NO IF YES, FOR WHOM? _____ CONTRACT DAYS: _____

CERTIFIED: YES OR NO CONTRACT YES or NO
Circle One 7-12 Bio Certification will apply for Provisional FACS Circle One

TIMES SHEET YES or NO
Circle One

CHANGE IN HOURS OR WAGE
Fill in both columns

*CURRENT: Daily Hours and FTE _____

*NEW: Daily Hours and FTE _____

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

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

*Current Rate of Pay _____ Hourly or Salary Circle One

*New Rate of Pay _____ Hourly or Salary Circle One

Signature for Jackie Tolman
*Approving Signature Principal/Administrator

Date 12/5/16

BSU Approval Signature

Date 12/5/16

EVERY NEW HIRE MUST SEE LINDA 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

TAMARA ANN TRIVONOVICH-JONES

163 Wheeler RD,
Northfield, VT 05663
(802) 485-6071 (H)

TamaraTrivonovichJones@gmail.com

EDUCATION:

B.S. Geological Science, August 2006- present. Norwich University. GPA: 4.0.

Masters Biological Sciences, 1990- 1991. California University of Pennsylvania. GPA: 3.45.

B.S. Biological Sciences, January 1988-August 1989. California University of Pennsylvania.
GPA: 3.59.

West Virginia University, 1989. Organic Chemistry I and II GPA: 4.0.

Washington and Jefferson College, 1988. Physics II GPA: 4.0.

B.S. Education Secondary Science, 1985- 1987. California University of Pennsylvania.
GPA: 3.74.

Penn State University, 1983- 1985. Secondary Education Biological Sciences. GPA: 3.15.

Albert Gallatin High School, Academic Degree, 1983.

LISENSURE:

Vermont Comprehensive Instructional I

**TEACHING
EXPERIENCE:**

Biology 101 and 102 Class Instructor. Norwich University, 2007- 2016.

Biology 101 and 102 Lab Instructor. Norwich University, 1993- 2016.

Anatomy and Physiology Lab Instructor. Norwich University, 2003- 2016.

Genetic Lab Instructor. Norwich Universit, 1999- 2016.

Microbiology Lab Instructor. Norwich University, 1999- 2016.

Anatomy and Physiology Parts I and II Class and Lab Instructor.
Community College of Vermont, 1997-2000.

Animal Behavior (Ethology) Instructor. Community College of Vermont, 1998.

General Biology Class and Lab Instructor. Community College of Vermont, 1997.

Substitute Teacher. Montpelier Senior High School, 1991-1994.

Substitute Teacher. Roxbury Elementary, 1991-1994.

Substitute Teacher. Union 32 School District, 1990-1994.

Substitute Teacher. Northfield School District, 1989-1993.

Substitute Teacher. Randolph Senior High School, 1989-1993.

Substitute Teacher. Laurel Highlands School District, 1988-1989.

Substitute Teacher. Albert Gallatin School District, 1988-1989.

Permanent Substitute Teacher in Biology. Laurel Highlands School District, 1987-1988.

Student Teaching, Grade 9, Biology, 1987. Laurel Highlands Senior High School.

**WORK
EXPERIENCE:**

Norwich University. Biology Technician. 1993-Present.

Deer Report Assistant, 1992 and 1993. Vermont Fish and Wildlife.

Home Bound Instruction and Tutorial, 1990-1991. Albert Gallatin School District.

California University of Pennsylvania, 1990-1991. Library Work Study in Periodicals.

California University of Pennsylvania, 1985-1987. Biology Department Lab Assistant.

Leder, Inc. Publicity Department, 1985-1987. Box 361, Carmichaels, Pennsylvania 15320.

**RECENT
WORKSHOPS/
SEMINARS:**

Northeast Branch of the American Society of Microbiologist Regional Meetings, 2003-2015.

Wildlife Society National Meeting Burlington Vermont, 2003.

American Society of Microbiologists North East Meeting Boston Massachusetts, 2003.

Regional ASM meeting University of Connecticut, 2002.

Mosquito and Tick Workshop (CDC), 2001. Dartmouth Hitchcock Medical Center.

Updated course in laboratory safety, 1 day course, 1995. Worcester, Massachusetts.

Advanced Laboratory Safety Seminar, 1995.

Course Instruction for Laboratory Safety, 1994. Two-day workshop.

**VOLUNTEER
WORK:**

Central Vermont Humane Society, 2014 – Present.

Entomology Lab Assistant, 1995-1995. State of Vermont Entomology Laboratory.

Entomology Lab Assistant, 1995 to 1997. University of Vermont Entomology Laboratories.

Vermont State Science Fair of the Vermont Principals Association, Inc.

1993 to Present. Co-director 2005-2015.

Wet Lab/Greenhouse Maintenance, 1992- 1993. Norwich University.

State Fish Health Inspections, 1990-1992. Vermont State Fish and Wildlife.

Invertebrate Preparation, 1988-1992. Carnegie Museum of Natural History.

Bird Atlas Breeding Project, co-sponsored by the Academy of Natural Science, Philadelphia, the Carnegie Museum, Pittsburgh, and the Pennsylvania Audubon Council, 1987-1989. Powdermill Nature Preserve, Star Route, South Rector, Pennsylvania 15677.

MEMBERSHIPS:

American Society of Microbiologists.
Sigma Xi.
Vermont Entomological Society.
Cactus and Succulent Society of Vermont.
Beta Beta Beta (National Honorary Biology Fraternity).
Kappa Delta Phi (National Honorary Educational Fraternity).
California University of Pennsylvania Outdoors Club.
Outdoor Club - Penn State University of California of Pennsylvania.
Senior National Honor Society. Albert Gallatin High School 1979-1983.
Junior Honor Society. Masontown Junior High School 1976-1978.

PAST COMMITTEES:

Administrative Support Staff - Norwich University.
Health and Wellness Committee - Norwich University.
VESCU chemical hygiene and safety committee.

EXTRACURRICULAR

ACTIVITIES:

Beta Beta Beta: CUP/ Norwich University.
Kappa Delta Pi: CUP.
PSU Fayette Campus Volleyball Team.
PSU Fayette Campus Boy's Basketball Statistician.
CUP Intramural Volleyball.

INTERESTS:

Entomology, Fishing, Hiking, Swimming, Exercise, Horseback Riding, Bird Watching,
Going to School, Reading.

REFERENCES:

Furnished Upon Request From:
Placement Office
California University of Pennsylvania
California, PA 15419
(412) 938-4413

Dr. Edward Carney (802-485-8979), Carl Pinkham (802-485-7330), Scott Page, William
Barnard (802-485-4691), Eduardo Hernandez, Joseph Byrne, Diane Byrne, Rick Dunn,
Laurie Grigg, Simon Perish, Collins Davison II, Timothy Vilbrin and Joe Rizzolo.
Norwich University
158 Harmon Drive
Northfield, VT 05663
(802) 485-2000

Edwin Zuchelkowski, Ph.D.
Department of Biological Sciences California Univ. of Pennsylvania (724-938-4200)

Alumni References Furnished Upon Request: Peter MCGrath (540-220-1430), Alyson
Walker, Desiree Jubinville (603-361-2072), Jonathan Nieto, Det. Kellie Barhight,
Johnathan Miller, Kelli Tyner Docman, Christian Borle, Nicole McDermott Goldstein,
Stephannie L. Welch, Cecilia Flores, Damien McKenzie, Jason Chizmar, Sook Mizell,
Corinne Bartlett, Erickson Levy, Abbie Russell Hoke, Justine Krummand Ashley Cassan.

Student References Furnished Upon Request: Joshua Sassi, Cody Thomas, Mathew
Brines and Edward Kosinski.

Other phone numbers upon request.

**BARRE SUPERVISORY UNION #61
POLICY**

CODE: D6

1ST READING: 9/15/2016
2ND READING: 11/17/2016
ADOPTED: 11/17/2016

BCEMS: 1st Reading: 12/12/2016
2nd Reading:
Ratified:

SUBSTITUTE TEACHERS

1. **Policy**

It is the policy of the Barre Supervisory Union to employ substitute educators who will meet the minimum qualifications outlined by Vermont Standards Board for Professional Educators (VSBPE) Rule, as well as the additional requirements established by this policy.

2. **Qualifications**

No person will be placed on the qualified substitute list unless that person has graduated from high school.

3. **Unlicensed Persons**

An unlicensed person may be employed as a substitute teacher for up to 30 consecutive calendar days in the same assignment. The Superintendent may apply to the Vermont Standards Board for Professional Educators or its designee for emergency or provisional licenses as provided in VSBPE Rules 5350 and 5360.

4. **Licensed Educators**

A substitute teacher who is licensed but not appropriately endorsed for the position for which he or she is employed may fill a position for thirty consecutive calendar days in the same assignment. The Superintendent may apply to the Vermont Standards Board for Professional Educators or its designee for an additional thirty days for specific substitute teachers, or for provisional licenses as provided in VSBPE Rule 5350.

5. **Administrative Responsibilities**

A list of qualified substitute teachers, organized by grade level and subject, will be developed by the Superintendent or his or her designee for all schools in the District.

The Superintendent or his or her designee will conduct an orientation session for substitute teachers each year, including information on the prevention, identification, and reporting of child sexual abuse, as required by 16 V.S.A. 563(a). Each teacher under contract will compile a packet of information containing pertinent substitute teacher information as defined by the Principal.

Substitute teachers will be paid per diem wages as determined by the Superintendent from year to year. Distinctions in pay level may be made based on the need for the substitute teacher to prepare lessons and assess and record student progress, on the length of service and on the credentials of the substitute teacher.

Legal Reference(s): Vt. Standards Board for Professional Educators Rules §§5381 et seq.

16 V.S.A. §558 (Employment of school board members)

16 V.S.A. §251 et seq. (Access to Criminal Records)

Cross Reference: Personnel: Recruitment, Selection, Appointment and Criminal Records Checks

**BARRE SUPERVISORY UNION #61
POLICY**

CODE: D7

1ST READING: 9/15/2016
2ND READING: 11/17/2016
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2nd Reading:
Ratified:

VOLUNTEERS AND WORK STUDY STUDENTS

The Barre Supervisory Union recognizes the valuable contributions made to the schools by volunteers and work study students. Appropriate supervision of volunteers and work study students will enhance their contributions as well as fulfill the responsibility that the school district has for the education and safety of its students.

1. Definitions

For purposes of this policy and administrative rules and procedures developed pursuant to this policy:

Volunteer means an individual not employed by the school district who works on an occasional or regular basis in the school setting to assist the staff. A volunteer works without compensation or economic benefits.

Work Study Student means a post secondary student who receives compensation for work performed at a school operated by the district as part of a work experience program sponsored or provided by the college or university at which he or she is enrolled. A student working toward a teaching credential who is placed as a student teacher at a district school is not a work study student.

2. Policy

The superintendent shall develop administrative rules and procedures to ensure that volunteers and work study students are appropriately screened prior to entering into service in the school district, and that only volunteers and work study students who have been screened and approved by the superintendent have extended unsupervised contact with students. The screening process utilized by the school district shall minimally include a name and birth date check with the Vermont Internet Sex Abuse Registry for any person being considered for service as a work study student. A person who is on the Vermont Internet Sex Offender Registry shall not be eligible to be a work study student.

Legal Reference(s): 16 V.S.A. §260

6.6

**BARRE SUPERVISORY UNION #61
POLICY**

CODE: F5

1ST READING: 9/15/2016
2ND READING: 11/17/2016
ADOPTED: 11/17/16

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2nd Reading:
Ratified:

EDUCATION RECORDS

1. Policy

The Barre Supervisory Union recognizes the importance of keeping accurate and appropriate education recordsⁱ for students as part of a sound educational program and is committed to act as trustee of this information, maintaining these records for educational purposes to serve the best interests of its students.

The principles of accuracy and confidentiality underlie all policies and procedures for the collection, maintenance, disclosure and destruction of education records. It is the policy of the district to protect the confidentiality of education records and release information only as permitted by law. Annually or when the student enrolls, the district will informⁱⁱ parents, guardians, and students eighteen years and older of their right to inspect, review, and seek amendment of the student's education records. The district will inform parents guardians, and students eighteen years and older of items considered directory information through notices distributed at the beginning of each school year or when a student enrolls.ⁱⁱⁱ

The building principal will be the custodian of all education records in a given school. The superintendent has overall responsibility for education records throughout the district and for assuring that adequate systems are in place to maintain such records and to provide parents with access to them in accordance with state and federal law. The Superintendent is responsible for developing procedures to assure the consistent implementation of this policy. The procedures shall comply with all federal and state laws and regulations governing access to and the collection, maintenance, disclosure and destruction of education records.

2. Definitions

All terms used in this policy, and the procedures developed for the implementation of this policy, shall be defined, where applicable, as those terms are defined in the Family Educational Rights and Privacy Act and in the federal regulations promulgated pursuant to that Act.^{iv}

ⁱ A "record" means any information recorded in any way, including but not limited to, handwriting, print, computer media, video or audio tape, film, microfilm and microfiche. The term "education records" means those records that are (1) directly related to a student, and (2) maintained by the school district, a school within the district, or a party acting for the school district or a school within the school district. It does not include a teacher's notes that are in the teacher's sole possession and shared only with a substitute teacher. 20 U.S.C. 1232g; 34 C.F.R. 99.3.

ⁱⁱ School districts are required to find an effective way to notify parents whose primary language is not English. 34 C.F.R. §99.9.

ⁱⁱⁱ *The Family Educational Rights and Privacy Act allows schools to designate certain information as “directory information” and release it after providing public notice of the categories of information it seeks to release. “Directory information” includes, but is not limited to, a student’s name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended by the student. Additional information may be released with specific parental consent. 12 U.S.C. §1232g; 34 C.F.R. §99.3.*

^{iv} *12 U.S.C. §1232g; 34 C.F.R. §99.3.*

*Legal Reference(s): 20 U.S.C. §§1232g (Federal Family Educational Rights and Privacy Act of 1974)
20 U.S.C. § 7908
16 V.S.A. 563(27) (NCLBA Armed Forces Recruiter/Higher Education Access)
34 C.F.R. Part 99
1 V.S.A. §317 (Definitions)
15 V.S.A. §670 (Non-custodial parents)
33 V.S.A. §5536a (Juvenile court records)
VT State Board of Education Manual of Rules and Practices §2120.8.3.3*

**BARRE SUPERVISORY UNION #61
POLICY**

CODE: F19

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BCEMS: 1st Reading: 12/12/2016
2nd Reading:
Ratified:

LIMITED ENGLISH PROFICIENCY STUDENTS

Policy

It is the policy of the Barre Supervisory Union to ensure that students whose primary or dominant language is not English, and who therefore have limited-English proficiency (LEP), have equitable access to school programs as required by law.

Implementation

The superintendent or his or her designee shall be responsible for developing and implementing procedures to comply with federal and state laws, which define standards for serving LEP students.

- Legal Reference(s):* 42 U.S.C. §§2000 d et seq. (Title VI of the Civil Rights Act of 1964); 20 U.S.C. 6801 et seq. (English Language Acquisition, Enhancement, and Academic Achievement Act)
- 20 U.S.C. § 7801(25) (Definition of Limited English Proficiency)
- 34 C.F.R. Part 100
- 9 V.S.A. §4502 (Discrimination, public accommodations)
- Vermont State Board of Education Manual of Rules and Procedures §1250

**BARRE SUPERVISORY UNION #61
POLICY**

CODE: F23

1ST READING: 9/15/2016
2ND READING: 11/17/2016
ADOPTED: 11/17/16

BCEMS: 1st Reading: 12/12/2016
2nd Reading:
Ratified:

PARTICIPATION OF HOME STUDY STUDENTS¹

Policy

It is the policy of the Barre Supervisory Union to comply with the requirements of Act 119 of 1998 by allowing home study students to participate in courses, programs, activities, and services and use school educational materials and equipment.

The Superintendent will develop administrative procedures that comply with rules promulgated by the Vermont State Board of Education as is necessary to implement this policy.

Legal Reference(s): 16 V.S.A. 563 (24) (Powers of school boards)

Vermont State Board of Education Manual of Rules & Practices §§4400, 9200.3.1, 2367

20 U.S.C. §§1400 et seq. (IDEA)

34 C.F.R. §§ 300.450-2, 76.650-662

Cross Reference: Policy Dissemination, Administration & Review (A3)

¹ 16 V.S.A. 563(24). School boards are required to "... adopt a policy which, in accordance with rules adopted by the state board of education, will integrate home study students into its schools through enrollment in courses, participation in cocurricular and extracurricular activities and use of facilities." *See also* SBE Rules 4400-4405.

**BARRE SUPERVISORY UNION #61
POLICY**

CODE: F27

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Pupil Privacy Rights¹

Policy

It is the intent of the Barre Supervisory Union to comply with the provisions of the federal Pupil Privacy Rights Amendment (PPRA)² and Vermont State Board of Education Rules³ governing the administration of certain student surveys, analyses or evaluations.⁴

Administrative Responsibilities

The superintendent of his or her designee shall develop administrative procedures to ensure school district compliance with applicable federal and state laws related to pupil privacy. The administrative procedures shall include provisions related to the following legal requirements.⁵

1. The right of parents or eligible students to inspect surveys created by third parties before administration or distribution of the surveys to students;
2. Any applicable procedures for granting request by a parent for access to such survey within reasonable time after a request is received;
3. Arrangements to protect student privacy in the event of the administration or distribution of a survey to a student containing one or more of the items listed in the federal Pupil Privacy Rights Amendment;⁶
4. The right of a parent to inspect any instructional material used as part of the educational curriculum for the parent's child, and any applicable procedures for granting access to such material within a reasonable time after the request is received.⁷
5. The administration of physical examinations or screenings that the school district may administer to a student;⁸

¹ This policy is required by the Federal Protection of Pupil Rights Act, 20 U.S.C. §1232h; Vermont State Board Manual of Rules and Practices, Rule 2120.8.12(f).

² See 20 U.S.C. 1232h.

³ See Vermont State Board of Education Rule 2120.8.12(f).

⁴ The federal law and state regulations requiring board policies on this subject are in some instances limited to surveys, analyses or evaluations funded in whole or in part by the U.S. Department of Education. See 20 U.S.C. § 1232h(c)(1). At the board's discretion, the protections provided by this policy could be expanded to include all surveys conducted by the school district, regardless of the survey's funding source.

⁵ See 20 U.S.C. §1232h(c)(1).

⁶ See 20 U.S.C. §1232h(c)(1)(B) for the list of eight items that must be included.

⁷ See 20 U.S.C. §1232h(c)(1)(C).

⁸ See 20 U.S.C. §1232h(c)(1)(D).

6. The collection, disclosure or use of personal information collected from students for the purpose of marketing or for selling that information, including arrangements to protect student privacy in the event of such collection, disclosure or use.⁹
7. The right of a parent of a student to inspect any instrument used in the collection of personal information under subparagraph (6) above, and any applicable procedures for granting a request for such inspection within a reasonable time after receiving the request;¹⁰
8. Provisions to ensure that parents are notified of the school district policies and procedures adopted to comply with federal and state laws and regulations governing pupil privacy, including, but not limited to, notification of activities involving the collection of personal information from students, the administration of surveys containing items specifically listed in the Pupil Privacy Rights Amendment.¹¹

⁹ See 20 U.S.C. §1232h(c)(1)(E).

¹⁰ See 20 U.S.C. §1232h(c)(1)(F)

¹¹ See 20 U.S.C. §1232h(c)(2).

**BARRE SUPERVISORY UNION #61
POLICY**

CODE: C23

1ST READING: 9/15/2016
2ND READING: 11/17/2016
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2nd Reading:
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Use of Restraint and Seclusion¹

Section 1. Statement of Purpose

1.1 It is the policy of this supervisory union that students not be subjected to inappropriate restraint or seclusion as defined by Vermont State Board of Education Rule 4500. It is the supervisory union’s intent to create and maintain a positive and safe learning environment, and promote positive behavioral interventions and supports in supervisory union schools. This policy is further intended to assist in creating a common understanding within the supervisory union of appropriate interventions by supervisory union staff.

Section 2. Definitions. The following terms, as defined in State Board Rule 4500.3, shall apply to this policy.²

2.1 **Behavioral Intervention Plan** means a plan that details strategies to address behaviors that impede learning, or are ongoing, and do not readily respond to general intervention or classroom management techniques, by teaching pro-social skills and other positive replacement behaviors. The plan may include positive strategies, program or curricular modifications, and supplementary aids and supports required to address problem behaviors.

2.2 **Chemical Restraint** means a drug, medication or chemical used on a student to control behavior or restrict movement that is not:

- a. Prescribed by a student’s licensed physician for the standard treatment of a student’s medical or psychiatric condition; and
- b. Administered as prescribed by the licensed physician.

¹ This model policy supersedes former model policy F26 on Restrictive Behavioral Intervention. It is intended to assist districts in ensuring compliance with the provisions of State Board of Education Rule 4500 on Restraint & Seclusion, which were adopted by the State Board at its February, 2011 meeting and will be effective on August 15, 2011. The State Board Rules do not require adoption of a policy by individual school boards, however the VSBA recommends that boards consider adopting a policy, based on this model, that requires compliance with the Rule 4500 and establishes criteria for the development of administrative procedures to implement practices consistent with the Rule.

² Each of the terms defined in this model policy is defined in State Board Rule 4500.3. At the board’s option, the policy could refer to the Rule as the source for definitions of terms used in the policy. Including the definitions in the body of the policy might provide greater assurance that school staff will apply the correct definitions when implementing the policy and rules.

2.3 Functional Behavioral Assessment means the analysis of a student's behavior patterns before, during, and after rule-breaking or other inappropriate behavior for the purpose of guiding the development of a behavioral intervention plan.

2.4 Mechanical Restraint means the use of any device or object that restricts a student's movement or limits a student's sensory or motor functions unless under the direction of a healthcare professional for medical or therapeutic purposes. The term does not include devices implemented by trained school personnel, or utilized by a student for the specific and approved therapeutic and safety purposes for which such devices were designed including:

- a. Restraints for medical immobilization,
- b. Adaptive devices or mechanical supports used to achieve proper body position, balance or alignment;
- c. Vehicle safety restraints including a seat belt or harness used for balance or safety on a car or bus; or
- d. Seat belts in wheelchairs or on toilets.

2.5 Parent means:

- a. A biological or adoptive parent of the child;
- b. A legal guardian of the child;
- c. A person acting in place of a biological or adoptive parent, including a grandparent, stepparent or other relative with whom the child lives, or a person legally responsible for the child's welfare;
- d. A foster parent or developmental home provider who has been appointed the educational surrogate parent by the Educational surrogate Parent Program; or
- e. An educational surrogate parent.

2.6 Physical Escort means the temporary touching or holding, without the use of force, of the hand, wrist, arm, or back of a student who is exhibiting minimal resistance for the purpose of directing movement from one place to another.

2.7 Physical Restraint means the use of physical force to prevent an imminent and substantial risk of bodily harm to the student or others. Physical restraint does not include:

- a. Momentary periods of physical restriction by direct person-to-person contact, accomplished with limited force and designed either
 - i. to prevent a student from completing an act that would result in potential physical harm to himself/herself or another person; or
 - ii. to remove a disruptive student who is unwilling to leave the area voluntarily;
- b. The minimum contact necessary to physically escort a student from one place to another;
- c. Hand-over-hand assistance with feeding or task completion; or
- d. Techniques prescribed by a qualified medical professional for reason of safety or for therapeutic or medical treatment.

2.8 Positive Behavioral Interventions and Supports means an approach to preventing and responding to targeted behavior that:

- a. Is based on evidence-based practices;
- b. Is proactive and instructional, rather than reactive;
- c. Can operate on individual, group, classroom, or school wide levels;
- d. Includes a system of continual data collection; and
- e. Relies on data-driven decisions.

2.9 Prone Physical Restraint means holding a student face down on his or her stomach using physical force for the purpose of controlling the student's movement.

2.10 School means a learning environment receiving public funds or over which the Vermont Department of Education has regulatory authority.

2.11 School Personnel means individuals working in schools as defined in 4500.3(10) who are employed by the school or who perform services for the school on a contractual basis, and school resource officers, while acting in that capacity.

2.12. Seclusion means the confinement of a student alone in a room or area from which the student is prevented or reasonably believes he or she will be prevented from leaving. Seclusion does not include time-out where a student is not left alone and is under adult supervision.

2.13 Substantial Risk means an imminent threat of bodily harm where there is an ability to enact such harm. Substantial risk shall exist only if all other less restrictive alternatives to defuse the situation have been exhausted or failed or the level of risk prohibits exhausting other means.

2.14 Supine Physical Restraint means holding a student on his or her back using physical force for the purpose of controlling the student's movement.

2.15 Student means a student enrolled in a school as defined in paragraph 2.10.

Section 3. Policy

3.1 The superintendent or his or her designee shall develop administrative procedures to ensure supervisory union compliance with the requirements of Vermont State Board of Education Rule 4500. The administrative procedures shall include at least the components in 3.2 through 3.10.

3.2 Prohibitions against the imposition on students of mechanical or chemical restraints by school personnel and contract service providers.³

3.3 Prohibitions against the imposition on students of physical restraint in circumstances designated as impermissible by State Board of Education rules.⁴

³ See Vermont State Board of Education Manual of Rules and Practices Rule 4501.1.

3.4 Restrictions on the use of physical restraint and seclusion to circumstances allowed by State Board of Education rules, including provisions that allow the inclusion of restraint or seclusion as part of a student's individual safety plan only when that plan meets the conditions set forth in State Board of Education rules, and provisions that require the termination of restraint or seclusion, and the monitoring of students subjected to restraint or seclusion, as established by State Board of Education rules.⁵

3.5 Procedures to ensure that only school personnel or contract service providers who are trained in the use of restraint and seclusion are authorized to impose restraint or seclusion unless, due to the unforeseeable nature of the danger of a particular circumstance, trained personnel are not immediately available.⁶

3.6 Processes to ensure that impositions of restraint or seclusion are reported to school administrators, parents, superintendents and the Commissioner of the Vermont Department of Education under circumstances and within the time limitations required by State Board of Education rules.⁷

3.7 Processes to ensure that each school in the supervisory union maintains written records of each use of restraint and seclusion in accordance with the requirements of State Board of Education rules.⁸

3.8 Procedures to ensure that each school in the supervisory union implements follow-up procedures that are consistent with the requirements of State Board of Education rules.⁹

3.9 Annual notification procedures to ensure that each school in the supervisory union informs school personnel and parents of students enrolled in the school of the policies and procedures pertaining to the use of physical restraint and seclusion, and the intent of the school to emphasize the use of positive behavioral interventions as well as supports and its intention to avoid the use of physical restraint or seclusion to address targeted student behavior.¹⁰

3.10 Processes for the filing, investigation and resolution of complaints by school personnel or parents regarding the use of restraint or seclusion, including the designation of school officials who are authorized to receive complaints. The procedures for resolving complaints shall require that any complaint regarding the use of restraint or seclusion is investigated and written findings are issued within thirty (30) days of the complaint's receipt. If a complaint regarding the use of

⁴ See SBE Rule 4501.2.

⁵ See SBE Rule 4502.

⁶ See SBE Rules 4502.3 and 4502.4.

⁷ See SBE Rule 4503.

⁸ See SBE Rule 4504.

⁹ See SBE Rule 4505.

¹⁰ See SBE Rule 4506.

restraint or seclusion is unresolved at the school building level, it shall be directed to the superintendent in accordance with the supervisory union's complaint processes.¹¹

Section 4. Implementation

The superintendent shall ensure that appropriate staff are provided training by programs recommended by the Vermont Department of Education unless he or she submits a plan to the Commissioner of Education demonstrating how a training program not recommended by the Department of Education contains the elements required of recommended programs and meets the purposes of the State Board of Education rules on restraint and seclusion.¹²

The superintendent shall report annually to the Board on the implementation of the administrative procedures required by this policy, and shall include in his or her report recommendations for changes, if any, to related school supervisory union policies or procedures.¹³

¹¹ See SBE Rule 4507

¹² See SBE Rule 4509, 4510.

¹³ 16 V.S.A. 563 authorizes, but does not require, boards to approve administrative rules and regulations. Likewise, the provision for annual reports from the superintendent in this model policy is not required by state law.

**BARRE SUPERVISORY UNION #61
POLICY**

CODE: G13

1ST READING: 9/15/2016
2ND READING: 11/17/2016
ADOPTED: 11/17/16

BCEMS: 1st Reading: 12/12/2016
2nd Reading:
Ratified:

Animal Dissection

It is the intent of the Barre Supervisory Union to comply with the requirements of Act 154 of 2008 regarding the right of students to be excused from participating in or observing activities involving the dissection or vivisection of animals. Students enrolled in district schools shall have the right to be excused from participating in any lesson, exercise or assessment requiring the student to dissect, vivisect or otherwise harm or destroy an animal or any part of an animal, or to observe any of these activities, as part of a course of instruction.

1. Definition

As used in this policy, the word "animal" means any organism of the kingdom animalia and includes an animal's cadaver or the severed parts of an animal's cadaver.

2. Alternative Education Method

A student who is excused under this policy shall be provided with alternative methods through which he or she can learn and be assessed on material required by the course. The alternative methods shall be developed by the teacher of the course, in consultation with the principal if necessary.

3. Discrimination

No student shall be discriminated against based on his or her decision to exercise the right to be excused afforded by this policy.

4. Procedures

The superintendent shall develop and implement procedures to ensure compliance with the provisions of Act 154 of 2008. The procedures shall include provisions for the timely notification to each student enrolled in the course and to the student's parent or guardian of the student's right to be excused from participating in or observing the lesson and the process by which a student may exercise this right.

*Legal Reference: Act 154 of 2007-2008 Adjourned Session
16 V.S.A. §912*



State of Vermont
Department of Taxes
133 State Street
Montpelier, VT 05633-1401

Agency of Administration

FOR IMMEDIATE RELEASE
Dec. 1, 2016

Contact: Charlie Martin, Executive Assistant
802-828-3763

Commissioner of Taxes Releases FY2018 Education Yield Letter

MONTPELIER, Vt. – The Commissioner of Taxes has released her forecast related to education tax yields and rate for the upcoming fiscal year, FY2018. The statutorily required forecasts are a joint effort between the Agency of Education, Department of Taxes, Department of Finance and Management, and Joint Fiscal Office.

This year’s projected homestead property yield is \$10,076 compared to \$9,701 last year. The projected income yield is \$11,875 compared to \$10,870 last year. The yields going up mean that a district that spent \$15,000 per pupil last year and plans to spend the same this year will see a six-cent decrease in its homestead property rate and a .23% decrease in its income rate. The nonresidential rate is projected to be \$1.55 per \$100 of property value in FY2018, compared to \$1.535 last year.

However, current modeling suggests that the median bill for all three types of taxpayers – homestead property, income, and nonresidential property – will rise 2.35%. This is primarily because current forecasts suggest most districts will increase spending in FY2018. The impact of the projected yields/rate on the bottom line of one’s education property tax bill depends on a district’s locally-voted spending and whether the individual taxpayer’s income or property value has increased.

“It is important to remember that decisions made at the local level are still the primary factor in determining education tax rates in each town,” states Commissioner Mary Peterson. “Taxpayers may see more significant changes due to those local decisions.” Those decisions may include taking advantage of accelerated merger incentives, having a higher per pupil spending amount than last year, or exceeding the high spending threshold.

Act 46 of 2015 changed the structure of the annual forecasting requirement. This is the second year of the new structure. Act 46 set the homestead property rate in statute at \$1.00 per \$100 of equalized education property value. Similarly, the rate for those paying on income is set at 2%. Therefore, the important numbers communicated by this letter are the property dollar equivalent yield, the income dollar equivalent yield, and a nonresidential rate.





State of Vermont
Department of Taxes
133 State Street
Montpelier, VT 05633-1401

Agency of Administration

December 1, 2016

Rep. Shap Smith, Speaker of the House
Sen. John Campbell, President Pro Tempore
Vermont State House
115 State Street
Montpelier, VT 05633-0004

Dear Speaker Smith and President Pro Tempore Campbell:

The Commissioner of Taxes, after consultation with the Agency of Education (AOE), the Secretary of Administration and the Joint Fiscal Office (JFO), is required by 32 V.S.A. § 5402b to calculate and forecast a property dollar equivalent yield, an income dollar equivalent yield, and a nonresidential tax rate by December 1. This letter is submitted in fulfillment of the statutory obligation. The Department of Taxes, Department of Finance and Management, Agency of Education, and the Joint Fiscal Office prepared consensus forecasts on various components of the Education Fund Operating Statement for Fiscal Year (FY) 2018 so that the required analysis could be performed. Many thanks go to these departments for their hard work.

Current Forecast of Education Tax Components

Act 46 of 2015 changed the structure of this letter. This is the second year of the new structure. Act 46 set the homestead property rate in statute at \$1.00 per \$100 of equalized education property value. 32 V.S.A. § 5402(a)(2). Similarly, the rate for those paying on income is set at 2%. 32 V.S.A. § 6066(a)(2). Therefore, the important numbers communicated by this letter are the property dollar equivalent yield, the income dollar equivalent yield, and a nonresidential rate.

At this time, the yield amounts and the nonresidential rate forecasted in this letter, in addition to the other Education Fund revenue sources, are anticipated to generate enough tax revenue to pay for state education spending and to maintain the statutory reserves at 5.00%.

The process of determining the two yields and the nonresidential rate begins by estimating education expenses in the following fiscal year, the bulk of which is locally-voted education spending in the districts. Agency of Education staff estimate anticipated spending figures from districts around the state. The projected education expenses for FY18 are \$1,617M, an increase



of 2.54% from last year. Overall growth would be lower if districts vote to hold down their local education spending.

Education Expenses (millions)

	FY15 (Final)	FY16 (Final)	FY17 (Preliminary)	FY18 (Projection)
	\$1,514	\$1,553	\$1,577	\$1,617
Year over Year Change	4.25%	2.56%	1.53%	2.54%

Source: Agency of Education, JFO

The actual number of students in Vermont continues to decline despite the expansion of pre-kindergarten programs. Beyond population changes, the number of equalized pupils (a calculated figure used in the determination of district rates) shows additional declines due to the phaseout of a "hold-harmless" provision for districts with declining enrollment. Between July 1, 2016 and July 1, 2020, the calculation for equalized pupils is based increasingly upon a district's actual, not inflated, pupil count. Sec. 22 of Act 46 of 2015.

Another important component for setting the yields and the nonresidential rate is the projected size of the education grand list. Grand list growth comes from new construction and appreciation in property value. Appreciation (or depreciation) is captured when towns reappraise and by the Tax Department's equalization study in intervening years. The percentage increase in the equalized grand list for FY2018 is projected to be about the same as it was for FY2017.

Equalized Education Grand List (millions)

	FY15 (Final)	FY16 (Final)	FY17 (Preliminary)	FY18 (Projection)
	\$78,133	\$78,786	\$79,918	\$81,067
Year over Year Change	-0.43%	0.84%	1.44%	1.44%

Source: Department of Taxes, PVR Annual Report

The last important component in the education tax rate setting process is income growth. About two-thirds of Vermont resident households (homesteads) pay their property taxes based on their total household income from the previous calendar year. Household income refers to the household income calculated under 32 V.S.A. § 6061. The chart reflects the median household income for households with under \$90,000 of household income as those are the households paying entirely on income.

Median Household Income (for households under \$90,000)

Calendar Year	2013	2014	2015	2016 (projected)
	\$44,766	\$45,430	\$47,938	\$49,437
Year over Year Change	1.45%	1.48%	5.52%	3.13%

Source: JFO; Tax and State Economists

Grand list growth and income growth mean that the base homestead property rate of \$1.00 and homestead base income rate of 2.0% will both "yield" more revenue. The practical effect of the property yield and income yield going up is decreased pressure on the rates Vermonters pay to fund education for the same level of per pupil spending.

5402b(a)(2) Mandated Forecast

As defined in statute, the homestead education property tax rate for FY2018, and all years forward, will be \$1.00 and the homestead income rate will be 2%. Act 46 directs the Commissioner to calculate the two yields and the nonresidential tax rate as of December 1 by assuming that the "percentage change in the median education tax bill" of all three types of payers is equal. 32 V.S.A. §5402b(a)(4). However, it is the Legislature that ultimately sets the yields. 32 V.S.A. §5402(b).

With all contributing factors as they appear on December 1, 2016, the FY2018 property yield, income yield, and nonresidential rate are forecasted as followed:

Base Rates and Yields ¹	FY2017 (for comparison)	FY2018
Homestead Property	\$9,701	\$10,076
Income	\$10,870	\$11,875
Non-Residential Property	\$1.535	\$1.550

If the yields calculated in this letter were ultimately adopted, a district spending \$15,000 per pupil in FY18 will see a homestead rate of \$1.49 per \$100 of property value (\$15,000 spending / \$10,076 homestead yield). The same district will see an income rate of 2.53% (2% x \$15,000 spending / \$11,875 income yield). The resulting homestead and income rates for a district at this per-pupil spending level are lower than they would have been last year, when the yields were lower.

¹ This forecast relies on devoting all of the reverted funds from prior years to increase the yields for everyone.

Despite the increase in the yields from last year, the median tax bill for all three types of payers is projected to increase 2.35% over last year based on the expected increase in locally-voted district spending and the appreciation in property value and household income.

Conclusion

This letter provides a general outline of the components that drive the statewide yield amounts and the nonresidential tax rate, and a preliminary recommendation based on the data available as of today. The most important of those components, school spending, will not be finalized until local districts vote their budgets this spring. The level of spending in each district contributes to the amount needed statewide. If districts (cumulatively) can hold down spending per pupil, then the statewide yields could be set higher, leading to lower local rates across the state. In that case, the nonresidential rate should be set lower as well. The yields and corresponding nonresidential tax rate will ultimately be set by the Legislature based on updated information provided during the session.

In addition to informing the statewide yields, locally approved per pupil spending is the primary factor in determining the education tax rates in each town. This has been the case since Act 60 passed in 1997, but is especially important now considering the Act 46 merger incentives and the re-configuration of districts. For these reasons, there will be a great deal of variation in tax rates around Vermont in FY2018, and the average rates or median change cited in this letter should not be construed as typical. To help constituents and stakeholders understand how their tax rate was determined, the Tax Department has updated and significantly improved the literature and resources available on our website.

Sincerely yours,



Mary Peterson
Commissioner, Department of Taxes

cc: Trey Martin, Secretary, Agency of Administration
Rebecca Holcombe, Secretary, Agency of Education
Andy Pallito, Commissioner, Department of Finance and Management
Rep. Janet Ancel
Sen. Tim Ashe
Rep. David Sharpe
Sen. Ann Cummings
Stephen Klein, Joint Fiscal Office
Luke Martland, Legislative Council

PROPOSAL STATUS - Teachers

11/30/016

Who	Date	Article	Type	Topic	Status
BOARD	10/17/2016	3.2	change	remove language for contract release up to June 1	TA'd on 11-30-2016
BOARD	10/17/2016	3.4	change	define replacement teacher	TA'd on 10-17-2016
BOARD	10/17/2016	4.1	change	change language from "intent not to..." to "potential non-renewal"	TA'd on 10-17-2016
BOARD	10/17/2016	4.4	change	provide references to definitions	TA'd on 10-17-2016
BOARD	10/17/2016	4.8	change	revise language related to contract letters	TA'd on 11-30-2016
BOARD	10/17/2016	4.9	delete	delete article	TA'd on 10-17-2016
BOARD	10/17/2016	5.1	change	remove reference to 1976-77	TA'd on 10-17-2016
BOARD	10/17/2016	5.10	change	generalize from Sp. Ed. To all professional staff/required by statute to merger	TA'd on 10-17-2016
BOTH	10/17/2016	7.4	change	reimbursement for destruction of personal property	BOARD WITHDRAWS PROPOSAL
ASSOCIATION	10/17/2016	8.3	new	Add language for pro-rating meetings/schedule consideration for P/T teachers	TA'd on 10-25-2016
BOARD	10/17/2016	8.8	change	Teacher responsibility to maintain endorsement	TA'd on 10-17-2016
BOTH	10/17/2016	9.2	change	remove transition language/reflect current orientation schedule	TA'd on 10-25-2016
BOARD	10/17/2016	9.5	change	PD Committee - revise language to reflect current practice	TA'd on 10-25-2016
BOARD	10/25/2017	10.1	change	consistent length of work day	Association rejected on 10-25-2016
BOARD	10/17/2016	10.4	withdrawn	after school meetings - revise language to reflect current practice	BOARD WITHDRAWS PROPOSAL
ASSOCIATION	10/17/2016	10.6	change	substitute teacher language	Board rejects on 11-30-2016
BOARD	11/7/2016	12.1,12.5	change	health insurance	language proposed on 11-7-2016
ASSOCIATION	11/7/2016	12.1	change	health insurance	language proposed on 11-7-2016
BOARD	10/17/2016	12.6	change	delete CII benefit	Association rejected on 10-25-2016
BOARD	10/25/2016	12.8,14.1,15.2	new/change	Long Term Disability	Board clarification for 11-30-2016
BOTH	10/17/2016	13.2	change	revise language to reflect Fair Share/Agency Fee	TA'd on 11-30-2016
BOTH	10/17/2016	13.4	change	Driver Ed - revise language to reflect current practice	TA'd on 10-25-2016
BOARD	10/17/2016	13.7	change	Tuition Reimbursement - revise language to reflect current practice	Association rejected on 10-25-2016
ASSOCIATION	10/17/2016	13.7	change	Tuition Reimbursement - revise language to reflect current practice	Board rejects on 11-30-2016
ASSOCIATION	10/17/2016	13.8	change	Outside Curriculum - Change \$100/day to \$25/hr	TA'd on 11-30-2016
ASSOCIATION	10/17/2016	13.10	change	Mileage - change \$100/yr to \$224/yr	language proposed on 10-17-2016
BOARD	10/17/2016	15.1	change	change "elective surgery" to "a planned medical procedure"	TA'd on 10-25-2016
BOTH	10/17/2016	15.3	change	revise language to align with AESOP	TA'd on 10-25-2016
BOARD	10/17/2016	17.1	change	revise language re approval of personal leave	language proposed on 10-17-2016
ASSOCIATION	10/25/2016	17.1	change	revise language re personal leave	Board rejects on 11-30-2016
ASSOCIATION	10/17/2016	17.2	change	expand bereavement	Board rejects on 11-30-2016
BOARD	10/17/2016	18.3	change	revise language for consistency	TA'd on 10-17-2016
BOARD	10/17/2016	19.2	change	revise language to reflect current practice	Association rejected on 10-25-2016
BOARD	10/17/2016	20.1	change	remove reference to videotaping	language proposed on 10-17-2016
BOARD	10/17/2016	24	change	add reference to Act 77, 166, etc	wage increase proposed on 10-25-2016
BOARD	10/25/2017	APP A	change	salary 1.1% increase x 1 yr	wage increase proposed on 10-25-2016
ASSOCIATION	10/25/2016	APP A	change	salary 6% increase x 4 yrs	revisions not yet proposed
BOARD	10/17/2016	APP B	change	Co-Curricular - set up a committee to review Athletics and Clubs tables	DH stipend proposal on 11-30-2016
ASSOCIATION	11/30/2016	APP B	change	revise DH stipends, MS AD stipends, SLPs	

12/6/2016

PROPOSAL STATUS - PARA-EDUCATOR AGREEMENT

Who	Date	Article	Type	Topic	Status
ASSOCIATION	12/5/2016	3.5	change	Revise to reflect Agency Fee/Fair Share	language proposed on 12-5-2016
BOARD	12/5/2016	4.1	change	Notification of anticipated positions	language proposed on 12-5-2016
ASSOCIATION	12/5/2016	4.9	change	Revise language.	TA'd 12-5-2016
BOARD	12/5/2016	6.3	change	Remove requirement for Para-Educator on Interview panel	TA'd 12-5-2016
BOARD	12/5/2016	6.5	change	Allow for transition across buildings	language proposed on 12-5-2016
BOTH	12/5/2016	6.6	NEW	Transition of employment from districts to supervisory union	language proposed on 12-5-2016
BOARD	12/5/2016	7.2	change	Clarify that duty-free lunch is unpaid	TA'd 12-5-2016
BOARD	12/5/2016	7.5 a)	change	Clarification related to working additional hours and timesheets	language proposed on 12-5-2016
BOARD	12/5/2016	7.5 a)	change	Revise language to reflect time and a half for > 40 hrs per week	language proposed on 12-5-2016
ASSOCIATION	12/5/2016	7.5 e)	change	Revise language to reflect timely notice to attend field trips	language proposed on 12-5-2016
ASSOCIATION	12/5/2016	7.6	NEW	New language to emphasize professional content of training/in-service	TA'd 12-5-2016
BOARD	12/5/2016	8.1	change	Health insurance proposal	language proposed on 12-5-2016
BOARD	12/5/2016	8.6	change	Increase Life Insurance from \$15,000 to \$25,000	TA'd 12-5-2016
BOARD	12/5/2016	8.8	NEW	Implement Long Term Disability plan	language proposed on 12-5-2016
BOTH	12/5/2016	9.1 a)	change	Revise language related to sick leave	language proposed on 12-5-2016
BOARD	12/5/2016	9.1 b)	change	Reduce max sick leave accumulation to 90 days due to LTD plan	language proposed on 12-5-2016
BOTH	12/5/2016	9.4	change	Revise language related to personal leave	language proposed on 12-5-2016
ASSOCIATION	12/5/2016	9.6	change	Revise language to cover breavement for school staff and students	language proposed on 12-5-2016
BOARD	12/5/2016	10.1	change	Propose wage increase for 2017-2018	language proposed on 12-5-2016
BOARD	12/5/2016	10.2	change	Revise language related to Appendix A Hiring Guide	language proposed on 12-5-2016
BOARD	12/5/2016	10.5	change	Combine credit reimbursement fund from districts to SU	language proposed on 12-5-2016
BOTH	12/5/2016	10.7	change	Revise language to reflect timesheets and pay to be compliant for labor law	language proposed on 12-5-2016
ASSOCIATION	12/5/2016	10.10	change	Revise language around pay for substituting for teachers and Bis	language proposed on 12-5-2016
ASSOCIATION	12/5/2016	11.6	change	Revise language re: providing notice of hiring new employees to Association	TA'd 12-5-2016
ASSOCIATION	12/5/2016	11.7	change	Move this language into Article 7.5	TA'd 12-5-2016
ASSOCIATION	12/5/2016	12.1	change	Revise to reference BTPEA	language proposed on 12-5-2016
ASSOCIATION	12/5/2016	14.1	change	Revise language to emphasize good communication	language proposed on 12-5-2016
BOARD	12/5/2016	13.1	change	Revise duration of agreement	language proposed on 12-5-2016
BOARD	12/5/2016	APP A	change	Revise Hiring Guide	language proposed on 12-5-2016

Format/Districts/Associations/etc.	
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THROUGHOUT	
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7.4	TA'd 12-5-2016

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
Lisa Pevreault
Business Manager
Donald McMahon
Special Services Director
Diane Stacy
Technology Director
Sandra Cameron M.Ed., MBS
Director of Early Education
Jamie Evans
Director of Facilities

Spaulding High School and
Barre Technical Center Campus

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

Barre Town Middle
and Elementary School

Doing whatever it takes to ensure success for every child.

December 7, 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

- Members of Barre Town have petitioned for a revote; with a request that the vote date be set for January 31, 2017. I will attach to the agenda and board packet information about the next steps for Act 46.
- 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) Solar Agreement

- The BCEMS solar array is up and running. We are resolving issues with getting the credits properly applied to the electrical bill, and do not anticipate this to be a problem.

(3) Negotiations

- The negotiations committee has met with the teacher negotiation team five times, with an upcoming meeting scheduled for December 14.
- The negotiations committee has met with the para-educator negotiation team three times, including the November 7 session when we presented a health care proposal. We meet again with the para-educator team on January 11.
- The negotiations committee presented our health care proposal to members of the custodial/maintenance negotiations team on November 7. We will be scheduling more meetings for after the new year.
- Minutes, agendas, and documents from meetings are posted on the BSU website at: <http://bsuvt.org/joomla/index.php/about-the-bsu/meetmins/2-uncategorised/42-bsunegotiations>

Respectfully Submitted,



John Pandolfo
Superintendent of Schools

RECEIVED

NOV 28 2016

Barre Supervisory Union
District # 61

VERMONT
SCHOOL BOARDS ASSOCIATION
.....
Great Governance, Excellent Education, Strong Communities

Officers

November 18, 2016

Geo Honigford
President
Royalton

Chad Allen
Barre SU Board Chairperson
89 Richardson Rd
Barre VT 05641

Stuart Weppler
Vice President
Elmore

Kim Gleason
Treasurer
Essex Town

Celeste Girrell
Member-at-Large
Sutton

MariKate Kelley
Member-at-Large
Monkton

Emily Long
Past-President
Newfane

Dear Chad,

At the 2016 VSBA annual meeting, the VSBA membership approved changes to the organization's bylaws that will significantly modify the VSBA dues structure.

Over half of the Association's revenue comes from dues paid by member districts. Currently dues are assessed according to a school district's net expenses. With the passage of Acts 153/156/46, the number of school districts in Vermont has decreased, resulting in a significant loss of revenue to the Association.

Recognizing that the long-term stability of the Association relies on a sustainable source of revenue from dues, the VSBA membership approved the following changes to the dues structure:

Staff

Nicole Mace
Executive Director
nmace@vtsba.org

Harry Frank
Director of Board
Education Services
hfrank@vtsba.org

Kerri Lamb
Director of Operations
klamb@vtsba.org

Emily Simmons
Director of Legal &
Policy Services
esimmons@vtsba.org

1. Dues will be assessed by supervisory union or supervisory district.
2. Dues assessed to member supervisory unions/districts shall be calculated as follows:
 - a. 50% of the total amount to be raised by dues will be assessed equally across all member supervisory unions and/or supervisory districts.
 - b. 50% will be assessed based on the Average Daily Membership (ADM) within the member supervisory union/district.
3. Any increase or decrease in aggregate dues per supervisory union/district resulting from this change will be spread out over three fiscal years.

The new dues structure will take effect in FY 2018. In some instances the new dues structure will have a noticeable impact on the amount of dues paid by an SU/SD; therefore we decided to provide superintendents and board chairs with as much preliminary information as we can about FY 2018 dues while you are building budgets.

In FY 2017, the dues assessed to the Barre SU were: \$7,869.74. Based on the new formula, the FY 2018 dues for the SU/SD will likely be within a range of \$8,387.51 to \$8,439.20.

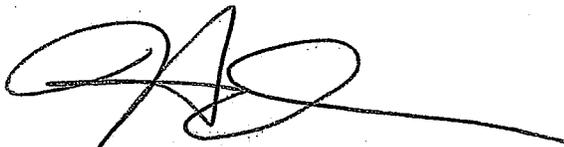
The range could be impacted by several factors:

1. The number of SUs/SDs that are members of the Association; and
2. The total amount of revenue to be raised by dues as determined by the VSBA board in August of 2017; and
3. The FY 2017 ADM count for the SU/SD.

The amended dues provisions of the VSBA's bylaws prohibit the board from raising dues in excess of the annual percentage increase in education spending in Vermont for the year in which the dues are being assessed. The board will set final FY 2018 dues rates in August of 2017; as has been the practice for many years, the SU/SD will receive an invoice for dues in the month of September.

Please give me a call if you have any questions about this change. I am happy to meet with the you and/or the Barre SU board at any time to discuss the new VSBA dues structure.

Sincerely,



Nicole L. Mace
Executive Director

CC: Barre SU Superintendent

61492

BARRE CITY ELEMENTARY AND MIDDLE SCHOOL
CO-PRINCIPALS' REPORT
DECEMBER 2016

With the arrival of December we begin the second round of literacy assessments in grades K-2. Most of the subtests given are part of the Primary Observation Assessment (P.O.A.) and the Developmental Spelling Assessment (D.S.A.). These are the same tests that were administered in September of this year. The P.O.A. has 5 primary components: a letter identification test, an assessment that measures a student's ability to hear and record sounds, called a "dictation test" for grades K & 1, a 100 word paragraph dictation for grade 2 that measures progress in spelling; the "Ohio Word Test" that tests a child's ability to read a list of high frequency words out of context, and a "10 minute write" subtest that measures a child's ability to write as many words as s/he can think of in 10 minutes. In addition, we have been using an assessment called The Fountas and Pinnell Benchmark assessment which measures a student's reading level, or "text level," The D.S.A. identifies the students' developmental spelling stage. The four major stages are: "letter name," "within word pattern," "syllable juncture," and "derivational constancy." We will be reporting the students' performance to you in January, showing you the level of progress made since September.

Our Literacy and math specialists, Karen Heath, Lindy Johnson, and Venus Dean are meeting monthly with our grade level teachers on work such as the development of units of study in reading for grades K-5, and continued alignment of both our literacy and math units of study to the Common Core State Standards in all grade levels.

We invite you to attend our middle school holiday concert on Tuesday, December 20, at 6:00 p.m. On Wednesday, December 14 our grade 3 concert will take place, also at 6:00 p.m.

On Tuesday, December 13, our prekindergarten team will be holding a "math event" from 3:30 - 4:45 in the multi-purpose room. They hope to teach parents how to incorporate basic math skills into games and everyday life activities. Every prekindergarten teacher and special educator will be hosting a math station. Please feel welcome at any of these events!

Respectfully submitted,

Jackie Ramsay-Tolman

James Taffel

**BCEMS School Board
Finance Committee**

**Meeting Minutes
December 6, 2016**

Board Members Present: Jim Carrien (Committee Chair), Michael Deering, Sonya Spaulding, Andrew McMichael

Administrators and Staff Present: Stacy Anderson, Lisa Perreault, James Taffel, John Pandolfo, Jamie Evans

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 November 1, 2016 meeting as presented.

Mrs. Perreault led a discussion outlining the FY18 budget considerations. These considerations were a result of meeting with committee members and administrative staff over the past month. Highlights of the discussion are as follows:

- Contract negotiations-salary/benefits, others (pending)
- VSTRS Health Assessment for teachers employed by the district and enrolled in VSTRS on or after July 1 (**\$13,164**).
- Boiler/Security loan payment approved in 2016. Article to extend loan to 10 years-Principal/Interest payment (**\$60,000 principal/\$12,480 interest**)
- Add 1 FTE elementary teacher salary/benefits (**\$65,000**)
- Add 1 FTE preschool paraeducator salary/benefits (**\$25,000**)
 - This position will assist with mid-day bus runs, resulting in savings from transportation supervision, and will assist with increase enrollment and student needs in pre-k.
- Increase Pre-k tuition - based on estimated enrollment of 42 pre-k students (**\$25,550**)
- Add in the 1.25 FTE for Reading Recovery previously grant funded (**\$85,000**)
- Responsive Classroom (**\$15,000**) and Developmental Design (**\$20,000**) – previously grant funded.
- Technology Education Equipment (**\$4,500**)
- Enrichment – Increase Contracted Services for performances, mentor coord. Everybody Wins, BYMP (**\$4,500**)
- Add Maintenance Assistant position which reduces substitutes and overtime. Salary/benefits \$37,000 (**\$12,000 new money**)
- Add dedicated line item for Security for cameras, additional swipe cards, etc. (**\$10,000**)
- Increase technology equipment line which was reduced last year. (**\$65,000**)
- Transportation for afterschool programs and athletics (**\$10,000**)

- Instructional supplies increase. **\$22,000**
- Field trips. **\$5,000**
- Roof repairs - Mr. Evans working on estimate for replacement of two sections.

The first draft budget is \$14,132.480 or an increase of 6.14% over FY17. The revenue projection has not been finalized. Mrs. Perreault expects to have this information within the next two weeks. This will give us a better picture of our cost per equalized pupil, the cost to tax payers and whether or not we will have to reconsider items contemplated so far.

The next regular finance committee meeting is scheduled for January 3 at 5:30 pm. An earlier meeting will be announced if necessary.

No other business.

Upon motion (Spaulding/Deering) duly adopted, the committee voted unanimously to adjourn at 7:10 pm.

Respectfully submitted,

Jim Carrien, Finance Committee Chair

8.4

Barre City Elementary and Middle School

BC EXPENSE BUDGET STATUS REPORT

Report # 23481

Statement Code: BOARD BC

Account Number / Description	ADOPTED	Y-T-D	ENCUMB	REMAINING
	BUDGET	EXPENSES		BALANCE
	7/1/2016 - 6/30/2017	7/1/2016 - 6/30/2017	7/1/2016 - 6/30/2017	7/1/2016 - 6/30/2017
5200 Fund Transfers	\$50,000	\$0	\$0	\$50,000
1193 SHARED SRVC DUE FROM SHS	\$0	\$266	\$0	\$(266)
1100 General Instruction	\$425,485	\$109,922	\$249,203	\$66,360
1100 General Instruction	\$4,588,746	\$1,605,832	\$2,978,094	\$4,820
1410 Extra Curricular	\$40,920	\$13,347	\$84	\$27,489
2113 Behavioral Support	\$256,995	\$77,052	\$122,915	\$57,028
2120 Guidance Services	\$298,533	\$101,198	\$194,871	\$2,464
2130 Health Services / PT	\$125,739	\$39,101	\$83,995	\$2,643
2140 Psychological Services	\$149,543	\$30,681	\$28,513	\$90,349
2210 CURRICULUM	\$16,100	\$6,913	\$0	\$9,187
2220 Library Services	\$168,060	\$53,406	\$94,834	\$19,820
2225 TECHNOLOGY	\$142,876	\$79,682	\$46,917	\$16,277
2310 SCHOOL BOARD	\$92,220	\$42,789	\$39,934	\$9,497
2321 Office of the Superintendent	\$491,623	\$245,811	\$245,812	\$0
2410 Office of the Principal	\$499,428	\$244,526	\$250,069	\$4,833
2490 School Resource Officer	\$68,320	\$32,687	\$0	\$35,633
2523 Fiscal Services	\$36,000	\$0	\$0	\$36,000
2600 FACILITIES	\$951,926	\$409,077	\$410,502	\$132,347
2711 TRANSPORTATION	\$578,374	\$19,571	\$592,943	\$(34,140)
1200 SPECIAL ED INSTR	\$3,276,235	\$586,598	\$2,689,637	\$0
1201 Special Education Instruction	\$0	\$294,661	\$568,138	\$(862,799)
1202 ESY / Extended School Year - Sum Schl	\$0	\$23,129	\$0	\$(23,129)
2100 STUDENT SUPPORT SRVC	\$587,153	\$157,445	\$429,708	\$0
2150 Speech/Language Services	\$0	\$7,910	\$17,623	\$(25,533)
2420 Special Education Administration	\$190,302	\$102,968	\$111,446	\$(24,112)

Barre City Elementary and Middle School BC EXPENSE BUDGET STATUS REPORT

Report # 23481

Account Number / Description	ADOPTED BUDGET 7/1/2016 - 6/30/2017	Y-T-D EXPENSES 7/1/2016 - 6/30/2017	ENCUMB 7/1/2016 - 6/30/2017	REMAINING BALANCE 7/1/2016 - 6/30/2017
2711 TRANSPORTATION	\$80,910	\$17,801	\$102,513	\$(39,404)
1214 EEE DIR INSTR	\$155,177	\$36,900	\$163,008	\$(44,731)
2423 EEE ADMIN	\$44,000	\$29,013	\$14,987	\$0
GRAND TOTAL	\$13,314,665	\$4,368,286	\$9,435,746	\$(489,367)