



**REGULAR SCHOOL BOARD MEETING**  
Barre City Elementary and Middle School –Library  
November 13, 2017 - 5:30 p.m.

**MINUTES**

**BOARD MEMBERS PRESENT:**

Sonya Spaulding – Chair  
Giuliano Cecchinelli, II – Vice Chair – departed at 6:32 p.m., returned at 9:00 p.m.  
Tyler Smith - Clerk  
Jennifer Chioldi  
Michael Deering  
Andrew McMichael  
Sarah Pregent

**BOARD MEMBERS ABSENT:**

**ADMINISTRATORS PRESENT:**

John Pandolfo, Superintendent  
Michael Dreibratt, Principal  
James Taffel, Principal  
Stacy Anderson, Director of Special Services  
Jackie Ramsey-Tolman, Director of Curriculum, Instruction, and Assessment  
Lisa Perreault, Business Manager

**GUESTS PRESENT:**

Video Vision Tech	Dave Delcore-Times Argus	Samantha Dean	Sylas Grammer	Courtney Kerrick
Craig Locarno	Donald Macdonald	Ian Macdonald	Zoe Macdonald	Kristin Morrison
Morgan Osinaga	Emily Grace Spaulding	Kevin Spaulding	Monica Tolman	
Erin Pomeroy-Wakefield	Scott Wakefield			

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

The Chair, Mrs. Spaulding, called the Monday, November 13, 2017, Regular meeting to order at 5:30 p.m., which was held at the Barre City Elementary and Middle School Library. The flag salute followed.

**2. Additions and/or Deletions to the Agenda**

Delete 5.6 VMERS Plans for AFSCME and Para-Educator Agreements (will be kept in as a placeholder).  
Delete 9.2 Labor Relations Agreements (will be kept in as a placeholder).

**3. Visitors and Communications**

Erin Pomeroy-Wakefield advised that she would like to address the Board regarding her possible termination of employment, which she believes is to be decided this evening. Mrs. Pomeroy-Wakefield advised she had a document to distribute to Board Members. After being advised that distribution of the document in open session will make it part of the public record, and that distribution in Executive Session will keep the document out of the record, Mrs. Pomeroy-Wakefield advised she would like to distribute the document in open session. The document, a letter dated November 13, 2017, was distributed by Mrs. Pomeroy-Wakefield. The Board accepted the document and advised that discussion would be held in Executive Session.

**4. Approval of Minutes**

**4.1 Approval of Minutes – October 2, 2017 Regular Meeting**

On a motion by Mrs. Pregent, seconded by Mrs. Chioldi, the Board unanimously voted to approve the Minutes of the October 2, 2017 Regular Meeting.

**4.2 Approval of Minutes – October 12, 2017 Tri-Board Meeting**

On a motion by Mrs. Chioldi, seconded by Mr. Cecchinelli, the Board unanimously voted to approve, as amended, the Minutes of the October 12, 2017 Tri-Board Meeting.

### **4.3 Approval of Minutes – October 17, 2017 Special Meeting**

**On a motion by Mrs. Pregent, seconded by Mr. Smith, the Board unanimously voted to approve the Minutes of the October 17, 2017 Special Meeting.**

## **5. New Business**

### **5.1 Student Presentation**

A document titled ‘Neurons that fire together, wire together’ was distributed. Morgan Osinaga and Kristin Morrison addressed the Board regarding the ‘M3 – Mindset, Metacognition and Motivation’ program. This program involved student attendance (31 students) of a two day workshop, where they learned information that allowed them to teach a 6 week program to their peers. Students led 40 minute sessions in TA where they instructed students on the ability of the brain and how it works, and instructed their peers regarding how to improve habits of learning, so that they may become more successful. Additionally, students learned about options and strategies to help them regulate their emotions. The presentation included viewing a YouTube video. Students shared with the Board, ways that the program has helped them become more confident, better learners and gain more control of their emotions. The Board thanked the presenters for participation in the program and for sharing their experience.

### **5.2 Resignations/Retirements/New Hires**

A letter of resignation from Diane Stacy was distributed. Mr. Pandolfo advised regarding the resignation submitted by Technology Director Diane Stacy. In Ms. Stacy’s many years of dedicated service, she has served in various capacities, fostered a strong team mentality, and there is great appreciation for her work. Ms. Stacy will be retiring on December 31, 2017. No Board action is necessary. The job position has been posted. Ms. Stacy has agreed to assist with the transition.

A letter of resignation from James Taffel, BCEMS Elementary School Principal was distributed. Mr. Taffel will retire on June 30, 2018. Mr. Taffel provided a recap of his years of service which included both teaching and administrative roles, beginning at the North Barre School. Mr. Taffel advised that BCEMS has become his ‘second home’, and it is with mixed emotions that he announces his upcoming retirement. Mr. Taffel looks forward to working with students, staff, administrators, and the Board, through the end of the school year. Mr. Taffel feels it has been an honor to serve the Barre community and he feels very attached to the community. The Board expressed much gratitude to Mr. Taffel for his many years of dedicated service and the many ways he has enriched the lives of community members.

**On a motion by Mr. Deering, seconded by Mrs. Chioldi, the Board unanimously voted to accept with regret and much gratitude, the resignation of James Taffel, effective June 30, 2018.**

### **5.3 Fitz Vogt/Aladdin**

Food Service Director Craig Locarno, introduced Monica Tolman and Courtney Kerrick and advised that Fitz Vogt is now known as Aladdin. Mr. Locarno advised that he is continuing to make improvements to the food service program, with a focus on providing healthy, local food. Mr. Locarno advised that students are not always selecting items from all of the ‘required’ food groups. The goal is to get into the classroom to help teach students to make good choices. A theme meal is served once a month. Additionally, Mr. Locarno advised that Aladdin has picked up some ‘outside’ catering jobs for events being held at BCEMS.

### **5.4 Financial management Questionnaire**

A copy of the ‘Financial Management Questionnaire for the BSU was distributed. Mr. Pandolfo provided a brief overview of the document and advised that completion of the Financial Management Questionnaire is required by statute. The BSU Board Chair will be asked to sign the document at the 11/16/17 BSU Board Meeting. Mrs. Spaulding queried regarding the School Board Financial Training question on page one and suggested that the VSBA hold financing training for school board members.

### **5.5 NECAP Science Assessment Scores**

Four documents were distributed; a copy of a Power Point Presentation titled ‘ Barre City Elementary and Middle School Science NECAP Results 2017’, a report titled ‘Spring 2017 – Grade 4 NECAP Science Test - Science Results’, a report titled ‘Spring 2017 – Grade 8 NECAP Science Test - Science Results’, and a document with examples of both 4<sup>th</sup> and 8<sup>th</sup> grade questions. Mrs. Tolman provided an overview of the documents, noting that 8<sup>th</sup> grade BCEMS students performed 5% lower than the state average in 2017, but this is an improvement from 2016 results (10% lower than the state average). Fourth grade students scored 7% lower than the state average, but have continued to show improvement in scores (34% were proficient in 2017 compared to 24% proficient in 2016 testing). The NECAP (New England Common Assessment Program) assessments will no longer be performed. Vermont is working with Rhode Island to develop new assessments that will be aligned with NGSS (Next Generation Science Standards). The new assessments will be given to 5<sup>th</sup> and 11<sup>th</sup> graders. 4<sup>th</sup> grade will no longer participate in the annual testing. The new NGSS assessments will be shorter than NECAP assessments, and will be computer based, similar to SBAC testing. Staff has received professional development on NGSS study units. It was noted that Science testing is not part of ‘accountability’. In response to a query, it was noted that high school scores have been showing improvement and are on par with state average results.

### **~~5.6 VMERS Plans for AFSCME and Para-Educator Agreements~~**

## **5.7 Busing (Local & District)**

This item will be tabled until the December meeting. Mrs. Spaulding will discuss this agenda item with Mr. Cecchinelli.

## **5.8 Ridership**

This item will be tabled until the December meeting. Mrs. Spaulding will discuss this agenda item with Mr. Cecchinelli.

## **6. Old Business**

### **6.1 Budget Development**

#### **6.1.1 Budget Draft #1 Presentation**

A document titled 'BCEMS FY19 Budget Considerations – November 13, 2017' was distributed. A copy of screen shots from a Power Point Presentation titled 'Barre City Elementary & Middle School Proposed FY19 Budget DRAFT #1' (dated 11/13/17) was distributed. Mrs. Perreault advised that this year's budget presentation would differ from those in the past, as it would highlight the positive attributes of the school, rather than focus solely on numbers. Mrs. Perreault began the presentation with the BCEMS Mission Statement, followed by a brief overview of some of the school's attributes, including; the Garden Project, Unified Sports, pride in the facility and grounds, the annual Penguin Plunge, continuing improvements and professional development, Developmental Design, the Pre-K Program, Proficiency Based Learning and Grading, the PBIS system (Positive Behavior Interventions and Supports), and training for school-based Behavior interventionists and para-educators. Mrs. Perreault continued the presentation with an overview of the Budget Considerations, including Revenue Pressures (the State Education Fund deficit, the health insurance 'recapture', previous use of reserve funds, and changes to grant funding), and Expenditure Pressures ( unknown increases for salary/wages and health insurance, unfunded mandates, and the overall rising costs of additional items). It was noted that the deficit in the State Education Fund is projected to result in a 7 to 9 cent tax increase. This increase does not reflect increases that will result from budget increases. Mrs. Perreault advised regarding changes in assessments for Special Education. SPED funds will go directly to the BSU. The district SPED budgets will look lower. The SPED district assessment (net special education costs) will be based on child count. The local assessment from the BSU totals \$5,340,316, of which \$2,136,126 will be assessed to BCEMS. The draft budget results in Education Spending of \$11,912,672, which is a cost of \$13,649 per equalized pupil. This represents a 9.7% increase in the cost per equalized pupil. Mrs. Perreault advised regarding mandated ballot language, which requires that the increase in cost per equalized pupil be published. Mrs. Perreault advised regarding budget additions (salaries/benefits, increases to health insurance premiums, an additional grade 3 teacher, the VSTRS assessment (retirement program), and reductions (Principal retirement savings and Preschool tuition). Mrs. Perreault provided an overview of the 5 contributing factors affecting the tax rate, showed a comparison with neighboring/comparable schools, which shows that BCEMS has one of the lowest cost per equalized pupil rates, and stressed the importance of community engagement in the effort to pass the budget. Mrs. Perreault summarized the budget goals and advised regarding the proposed Special Article seeking voter approval to transfer \$50,000 to the Capital Improvement Fund. Mrs. Pregent advised that there are currently over 100 responses to the survey. In response to a query, it was noted that the addition of a 3<sup>rd</sup> grade teacher this year, does not necessarily mean that a 4<sup>th</sup> grade teacher will need to be added next year. A determination will be made once student counts are known. Discussion ensued regarding the cost of Special Education Services and possible ways to reduce the cost by being more efficient, using shared staff, and providing more services with in-house personnel. Mrs. Anderson advised that possible cuts to staff (core para-educators) are currently being discussed. Mrs. Spaulding advised that she believes the current budget is too high and will not be passed by voters. In response to a query regarding direction to Administrators and the Business Manager, a possible 5% target was mentioned. The next meeting of the BCEMS Finance Committee is scheduled for Tuesday, November 28, 2017.

### **6.2 Board Communications**

#### **6.2.1 Listserv**

A document titled 'Listsers' was distributed. Screen prints of a Power Point Presentation titled 'Effective Community Engagement Through Strategic Communications' was distributed. This presentation was given at the VSBA/VSA Conference in October, and highlights the importance of clear communication, 'knowing your audience', 'knowing your message' and writing effective press releases. Mrs. Spaulding noted that 'Board Communication' and 'School Communications' are really two separate items and she would like to see them addressed separately. Mrs. Spaulding advised regarding recent discussion pertaining to the hiring of a Communications Specialist (in FY19), and a smaller scope of work being performed in FY18. Mr. Deering provided a brief overview of the Listserv document, and recommends that the Board use a listserv to communicate with those who wish to subscribe. To set up a listserv will require research to identify technology and platforms used by the BSU. Mr. Pandolfo advised that he would like to implement something similar across the BSU. Mr. Deering will contact the Technology Director regarding technology and platforms. After brief discussion, it was agreed that there should be one reply address that will be used to send e-mails to all Board Members.

#### **6.3 Second and Final Reading BSU Transportation Policy (F9)**

Copies of policies referenced in Agenda Items 6.3 through 6.5 were distributed. Mrs. Spaulding provided a brief overview of the policies.

**On a motion by Mrs. Pregent, seconded by Mr. McMichael, the Board unanimously voted to approve the Second and Final Readings of the policies referenced in Agenda Items 6.3 through 6.5 and agreed to ratify said policies F9, F33, and H3.**

#### **6.4 Second and Final Reading BSU Student Clubs & Activities Policy (F33)**

Approved under Agenda Item 6.3.

#### **6.5 Second and Final Reading BSU Community Use of School Facilities Policy (H3)**

Approved under Agenda Item 6.3.

#### **6.6 Labor Relations Agreements**

A copy of a document titled 'Interim Default Health Insurance Proposal: Barre Supervisory Union and Teachers' was distributed. The default health insurance agreement was agreed upon on 10/25/17. HR personnel are working to enroll employees. Mr. Pandolfo provided an overview of the agreement advising that the agreement was reached doing the best that could be done to hold employees harmless. The district will be picking up the out of pocket amount. Mr. Pandolfo advised that the final signatures for AFSCME and Para-educator Contract Agreements were obtained and that the Agreements are officially in place. Payroll personnel are in the process of implementing the new wages. The Negotiations Committee and Teacher Representatives met on 10/25/17 for a Fact Finding Hearing. The Fact Finder will respond with a recommendation within 30 days. Once the recommendation has been received, Teacher Representatives will have 10 days to respond. The Negotiations Committee will be meeting with Teacher Representatives sometime around November 30<sup>th</sup> or early December. Items to be negotiated include health insurance, salary/wages, and 'length of day'. A formal letter (to begin negotiations for FY19) from AFSCME representatives was received. Negotiations (for FY19) with custodial staff and para-educators should begin in the near future.

#### **6.7 Act 46**

It was announced that the BTMES Board voted to start another 706 Study Committee with BCEMS. The BCEMS Board will need to make a decision this evening regarding how they wish to proceed. The three options were announced; agree to form another 706 Study Committee with BTMES, do nothing, or propose an alternative structure. Board members were polled regarding their thoughts on how to proceed. Mrs. Spaulding advised that she prefers to have a unified board regarding the decision on how to proceed. Lengthy discussion ensued, including concerns that a new Study Committee would be very time consuming and the end result will most likely be the same as last time, fulfilling the wishes of the Barre City voters, realizing tax incentives which result from a positive merge vote, possible backlash from Barre City voters, and identification of what changes might be necessary to the Articles of Agreement, to satisfy both City and Town voters. Mr. Pandolfo read the statute and reiterated that once a 706 Study Committee is formed, it is the Committee, not the individual boards, who will decide on whether or not to present a consolidation plan to the State and the voters. Mr. Pandolfo advised regarding deadlines, establishing the number of Committee Members, as well as establishing a budget for the Committee. Possible expenses are videotaping (if wanted), scribe work (if wanted), and legal work (necessary). Mr. Pandolfo recommended a starting budget of \$5000, to be equally split between BCEMS and BTMES.

**On a motion by Mr. Deering, seconded by Mr. McMichael, the Board unanimously voted to approve the formation of a 706 Study Committee with BTMES to study the advisability of a merged district.** The task of seeking individuals to serve on the 706 Study Committee should start immediately.

### **7. Board Reports**

#### **7.1 Superintendent**

A copy of the Superintendent's report dated November 6, 2017 was distributed. The report included information pertaining to; Educational Funding, ALICE Training, Negotiations, the Health Insurance Transition, Act 46, Federal Grants, and the Policy Guidance memo on STD/Pregnancy Prevention. A copy of a letter from Harry Chen, MD (Commissioner, Department of Health), and Rebecca Holcombe (Secretary of Education) was distributed. The subject of the letter dated 11/22/16, is 'Comprehensive Sex Education and Condom Distribution Programs'. A copy of the October 2017 BSU Newsletter was also distributed. Mr. Pandolfo reiterated that this will be a very challenging budget season, reminding the Board that the State has predicted a 7 to 9 cent tax increase at the state level. A copy of a memo (dated 11/07/17) from Secretary Rebecca Holcombe was distributed. The memo is regarding the 'Statewide Longitudinal Data System, Update Fall 2017'. This memorandum refers to a new unfunded State mandate which requires the BSU data reporting system to be compatible with the State system.

A document titled 'ALICE and Active Shooter Response Training', and information from the ALICE (Alert/Lockdown/Inform/Counter/Evacuate) website were distributed. Mr. Pandolfo advised that this item is on the agenda as an initial informative session and that he has recently received a letter from a parent and State employee, regarding ALICE training. It was noted that there are different options available for the Safety and Crisis Response Team to review. Mr. Pandolfo has been in contact with other SUs regarding their procedures. It was noted that the SU's current response plans are being reviewed with the goal of identifying possible improvements and that the plans have been shared (for review and input) with the Vermont State School Safety Office and Homeland Security. There has been much discussion lately regarding various crisis situations (e.g. shooters, weather issues). Three staff members have attended ALICE training and strongly recommend that all staff be trained. There is a State level Safety Training meeting on November 30, 2017. An ALICE presentation will be given at the BSU Board Meeting on Thursday, November 16, 2017. Board Members are welcome to attend this presentation.

Mr. Pandolfo advised that the BSU Policy Committee has been discussing the STD/Pregnancy Prevention Policies and believe the BSU should strongly consider implementing one. The Board should expect to see a draft policy within a few months. There is no VSBA model policy on this topic.

## **7.2 Principals Report**

A copy of the Co-Principals' report dated November 2017 was distributed. The report included information pertaining to; First Quarter Report Cards, Spelling Teams for 5<sup>th</sup>/6<sup>th</sup>, the Summer Reading Celebration, and the Walk/Run/Fun event. Mr. Dreiblatt provided an overview of the report and advised that the arena style forum for Parent/Teacher Conferences seemed to work well. Discussion was held regard report cards. Mrs. Spaulding would like to see report card language changed to be aligned with the SHS report cards. Mr. Deering finds the new report cards confusing. Mrs. Spaulding voiced her concern that proficiency based learning does not mirror real life as there are not any deadlines to be met. Mrs. Pregent believes the new grading feels subjective. Mr. Pandolfo provided a brief overview regarding the State mandated changes to learning and grading. It was noted that SHS converts the proficiency based grades to a GPA. It was noted that the annual Walk/Run/Fun event raised \$28,954.

## **7.3 Committee Reports**

### **7.3.1 Facility/Security**

The Committee will not meet in November.

The next meeting is Monday, December 4, 2017 at 5:30 p.m. in the BCEMS Conference Room.

### **7.3.2 Finance**

Minutes of the October 24, 2017 meeting were distributed. Mrs. Pregent provided a brief overview of the meeting, which focused mainly on budget development and discussion of survey responses. Facilities Director, Jaime Evans has advised that 3 sections of the BCEMS roof will need to be replaced. The cost, which is approximately \$150,000, should be financed from the Capital Improvement fund. The Capital Improvement fund currently has a balance of \$293,000.

The next meeting is Tuesday, November 28, 2017 at 6:30 p.m. in the BCEMS Conference Room.

### **7.3.3 Verbal Report of BSU Committees**

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

### **BSU Curriculum Committee -**

The Committee last met on Monday, October 23, 2017. Topics of discussion were Technology and Homework. Mr. Smith advised that assignment of homework needs to be aligned for consistency. It is felt that there is currently no logical progression relating to assignment of homework for students, as they progress through the grades.

The next meeting is Monday, November 27, 2017 at 5:30 p.m. in the SHS Library. The focus of the discussion will be Science.

### **BSU Policy Committee -**

The Committee last met on Monday, October 16, 2017. Topics discussed included interrogation/search/seizure policies (including technology), and STD/Pregnancy Prevention related policies. Mrs. Chioldi provided a brief overview of the discussion, advising that there are differing thoughts regarding the policies being discussed.

The next meeting is Monday, November 20, 2017 at 6:00 p.m. in the BSU 2nd Floor Conference Room

### **BSU Finance Committee -**

The Committee last met on Thursday, October 26, 2017. Discussion focused mainly on budgets, Communications, and Special Education.

The next meeting is **tentatively** set for Thursday, November 30, 2017 at 6:00 p.m. in the SHS Library.

## **7.4 Financial Report**

The BCEMS FY18 Expenditures/Year-end Projection Report (dated 11/13/17), the BCEMS General Fund Revenue Summary Report, the BCEMS General Fund Expense Summary Report, and the BSU FY18 Budget Report were distributed. There is an unaudited projected deficit of \$158,841.

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

BSU Regular Board Meeting – Thursday, November 16, 2017 at 6:00 p.m. in the SHS Library

BSU Policy Committee – Monday, November 20, 2017 at 6:00 p.m. in the BSU 2<sup>nd</sup> Floor Conference Room

BSU Curriculum Committee – Monday, November 27, 2017 at 5:30 p.m. in the SHS Library

BSU Finance Committee – Thursday, November 30, 2017 at 6:00 p.m. in the SHS Library (**TENTATIVE DATE**)

BCEMS Facility/Security Committee – Monday, December 4, 2017 at 5:30 p.m. in the BCEMS Conference Room

**9. Executive Session**

**9.1 Personnel**

**~~9.2 Labor Relations Agreements~~**

A Personnel item was proposed for discussion in Executive Session.

**On a motion by Mr. Smith, seconded by Mrs. Pregent, the Board unanimously voted to enter into Executive Session, with Mr. Pandolfo, Mr. Taffel, Erin Pomeroy-Wakfield, and Scott Wakefield in attendance, at 7:43 p.m. under the provisions of 1 VSA section 313 to discuss the items proposed for discussion.**

**On a motion by Mrs. Pregent, seconded by Mr. Deering, the Board unanimously voted to exit Executive Session at 8:03 p.m.**

**On a motion by Mrs. Pregent, seconded by Mr. Smith, the Board unanimously agreed to accept the Superintendent's recommendation regarding an employee termination.**

**10. Adjournment**

**On a motion by Mrs. Pregent, seconded by Mrs. Chioldi, the Board unanimously voted to adjourn at 9:16 p.m.**

Respectfully submitted,  
*Andrea Poulin*