

Barre City School District
SCHOOL BOARD MEETING
MISSION STATEMENT

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

BCEMS Library

April 9, 2018

5:30 p.m.

AGENDA

1. **Call to Order; Pledge of Allegiance**
2. **Additions and/or Deletions to Agenda**
3. **Visitors and Communications**
4. **Executive Session**
 - 4.1 Board Seat Interviews
 - 4.2 Co-Principal Interviews
5. **Approval of Minutes**
 - 5.1 Approval of Minutes – March 12, 2018 Board Meeting
6. **New Business**
 - 6.1 Resign/Retire/New Hire
 - 6.2 A.L.I.C.E & School Security
 - 6.3 Rescinds: Powers and Responsibilities of the Board (BBA), Code of Ethics and Responsibilities for School Board Members (BBF), Duties of the Board Chairperson (BCB), Board - Superintendent Relationship (BCD), Standing and Special Committees (BCE), School Board Meetings (BDA), Public Participation at Board Meetings (BDDH), Special Meetings of the Board (BDB), Selection on Instructional Materials (IIA), Educational Support System (IIAB), Use of Copyrighted Work (IIAE), Reporting Child Abuse (JHG), Act 230 (IHB), Grade Advancement: Retention, Promotion & Acceleration of Students (IKE), Acceptable Use of Electronic Resources - Students and Parents (IC-E1), Acceptable Use of Electronic Resources - Staff (IC-E2), Admission of Resident Students (JC), Admission of Non-Resident Tuition Student (JECB), Tobacco Prohibition: Students (JGBK), Guidelines for Providing Education to Students with AIDS/HIV Infection (JHCE-R), Evaluation of the Superintendent (CBG)
 - 6.4 Policy Discussion
7. **Old Business**
 - 7.1 Board Communications
 - 7.2 Transportation
 - 7.3 Act 46
 - 7.4 Second and Final Reading Travel Reimbursement (E11)
 - 7.5 Second and Final Reading Sexually Transmitted Infections (STI) and Pregnancy Prevention Education Policy (F31)
 - 7.6 Second and Final Reading HIV Policy (F32)
8. **Board Reports**
 - 8.1 Superintendent
 - 8.2 Principals
 - 8.3 Committee Reports
 - 8.3.1 Facility/Security (March 5th meeting cancelled)
Next Meeting: Monday, April 2, 2018, 5:30 p.m., BCEMS Conference Room
 - 8.3.2 Finance (March 13th meeting cancelled)
Next Meeting: April 24, 2018, 6:30 p.m., BCEMS Conference room

- 8.3.3 Verbal Report of BSU Committees
- 8.4 Financial

9. Round Table/Future Agenda Items

10. Executive Session

11. Adjournment

Reminders:

Next Barre City School Board Meeting:	May 14, 2018
Next Spaulding High School Board Meeting:	May 3, 2018
Next Supervisory Union #61 Board Meeting:	April 12, 2018
Next Barre Town Elementary School Board Meeting:	May 2, 2018

BOARD MEETING NORMS

- Keep the best interest of the school and children in mind, while balancing the needs of the taxpayers
- Make decisions based on clear information
- Honor the board's decisions
- Keep meetings short and on time
- Stick to the agenda
- Keep remarks short and to the point
- Everyone gets a chance to talk before people take a second turn
- Respect others and their ideas

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REGULAR SCHOOL BOARD MEETING
Barre City Elementary and Middle School –Library
March 12, 2018 - 5:30 p.m.

MINUTES

BOARD MEMBERS PRESENT:

Sonya Spaulding – Chair
Giuliano Cecchinelli, II – Vice Chair
Tyler Smith – Clerk
Jennifer Chioldi
Michael Deering
Sarah Pregent

BOARD MEMBERS ABSENT:

Vacant Position

ADMINISTRATORS PRESENT:

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

GUESTS PRESENT:

Video Vision Tech	Dave Delcore-Times Argus	Hayden Coon	Islynn Deyo	Jaidyn Deyo
Rod Deyo	Pattie Deyo	Crystal Isabelle	Grace Isabelle	Thomas Isabelle
Sage Johnson	Andrew McMichael	Michael Mislak	Chris Riddell	

1. Call to Order: Pledge of Allegiance

The Superintendent, Mr. Pandolfo, called the Monday, March 12, 2018, Regular meeting to order at 5:31 p.m., which was held at the Barre City Elementary and Middle School Library. The flag salute followed.

2. Board Reorganization

VSBA Board Re-organization documentation was distributed. Mr. Pandolfo advised regarding Board re-organization, provided an overview of the slides contained in the documentation, encouraged Board Members to view the Essential Work of School Boards video, confirmed that Board Members have taken the oath of office, provided an overview of the Important Attributes and Responsibilities of Board Officers, and requested nominations for the position of Board Chair.

Mr. Cecchinelli nominated Mrs. Spaulding for the position of Board Chair, seconded by Mr. Deering. There were no additional nominations. The Board unanimously voted to elect Mrs. Spaulding as Board Chair. Mrs. Spaulding chaired the remainder of the meeting.

Mrs. Pregent nominated Mr. Cecchinelli for the position of Vice-Chair, seconded by Mr. Smith. There were no additional nominations. The Board unanimously voted to elect Mr. Cecchinelli as Vice Chair.

Mrs. Chioldi nominated Mr. Smith for the position of Clerk, seconded by Mrs. Pregent. There were no additional nominations. The Board unanimously voted to elect Mr. Smith as Clerk.

The Board appointed Mrs. Spaulding, Mr. Smith, and Mr. Cecchinelli as Representatives to the Barre Supervisory Union Board.

The Board agreed to keep Committee assignments as they currently are, with the agreed understanding that Committee assignments may change in the future after the vacant board seat is filled.

Mrs. Pregent and Mr. Smith and will continue to serve on the BSU Curriculum Committee,
Mr. Deering and Mrs. Pregent will continue to serve on the BSU Policy Committee,
Mrs. Pregent and Mrs. Spaulding will continue to serve on the BSU Finance Committee,

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Mrs. Spaulding will continue to serve on the BSU Negotiations Committee
Mr. Cecchinelli and Mr. Deering will continue to serve on the BCMES Facilities Committee
Mrs. Chioldi and Mrs. Pregent will continue to serve on the BCEMS Finance Committee.

On a motion by Mrs. Chioldi, seconded by Mr. Smith, the Board unanimously voted to authorize the Board Chair to sign Teacher Contracts.

On a motion by Mrs. Pregent, seconded by Mr. Smith, the Board unanimously voted to authorize the Board Chair to sign other contracts, as approved by the Board.

The Board agreed to hold Board meetings on the second Monday of each month, at 5:30 p.m. in the BCEMS Library, and agreed to reserve the fourth Monday of each month for an additional Board Meeting when necessary.

Mr. Pandolfo advised that he has selected two tentative dates for a Tri-Board Meeting (05/10/18 or 05/17/18). Mr. Pandolfo will discuss the meeting date with the BSU Board and announce the meeting date at a later time. Mr. Pandolfo would like all Board Members to attend the Tri-Board Meeting and participate in A.L.I.C.E Training.

The Board agreed to post Agendas and Minutes at BCEMS, the Supervisory Union, the Barre City Clerk's Office, and on the BCEMS web site. Mr. Pandolfo would like to put procedures in place to see that information is also posted on Facebook and Front Porch Forum. Mr. Pandolfo will research to confirm whether or not there is a requirement to post meeting Warnings in the newspaper.

The Board agreed to use Roberts Rules.

Board Members reviewed and signed copies of the 'Code of Ethics For Vermont School Board Members' document.

The Board reviewed communication practices, Board development opportunities, and Board advocacy. Board Members were cautioned that discussing board business or making decisions outside of an open meeting is a violation of open meeting laws. It was emphasized that questions/comments/concerns from community members should be passed on to the Board Chair or Superintendent for discussion in open meetings. The Board Chair or Superintendent are usually the spokespersons for the Board. Board Members were encouraged to advocate on behalf of the community by staying aware of State and Federal legislation, and by staying in contact with legislators and senators. Mr. Pandolfo would like to schedule a Legislative Breakfast sometime in the near future.

The Board agreed to designate the Times Argus and The World as the newspaper publications to be utilized for meeting notices, warnings and employment advertisements.

Mr. Pandolfo reiterated the importance of following open meeting laws and provided an overview of tips for holding Executive Session

3. Additions and/or Deletions to the Agenda

Agenda Item 6.1 Student Presentation was moved to be presented after Agenda Item 1.

Agenda Item 6.2 Resignations/Retires/New Hires – Delete. There is no business to conduct under this agenda item.

Add Agenda Item 10.2 Student Matter for Executive Session.

4. Visitors and Communications

Hayden Coon was introduced. Beginning July 1, 2018, Mr. Coon will be the new Elementary School Principal.

The open board seat was announced. Community members were encouraged to apply for the open seat. Letters of interest need to be submitted to Barre City Clerk, Carol Dawes, Superintendent, John Pandolfo, or the Superintendent's Executive Assistant, Tina Gilbert, no later than 5:00 p.m. on April 5, 2018. Candidates will be interviewed at the Monday, April 9, 2018 Regular Board Meeting.

5. Approval of Minutes

5.1 Approval of Minutes – February 12, 2018 Regular Meeting

On a motion by Mrs. Chioldi, seconded by Mr. Cecchinelli, the Board unanimously voted to approve, as amended, the Minutes of the February 12, 2018 Regular Meeting.

6. New Business

6.1 Student Presentation

Mr. Mislak addressed the Board advising that students would be presenting the 'end product' of standards based learning and grading history projects. Students advised that the learning projects involved the following history standards; inquiry, gathering evidence,

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communicating conclusions, collaboration and presentation. The projects being presented to the Board were created at the beginning of the year. The first presentation, a slide show titled 'Words to Live By' was presented by Jaidyn Deyo and Grace Isabelle. The purpose of the assignment was to develop a project that demonstrated creative ways of learning, ways to become successful, and ways for students to increase self-confidence. The second project was presented by Sage Johnson who provided an overview of her Ancient Egypt God Osiris project, which included the creation of a mask of Osiris in the afterlife, as well as depicting items from his life as King. Ms. Johnson provided an overview of the findings of her research and displayed the items she created to support her project. Students are encouraged to choose projects that interest them, while following guidelines that involve incorporating specific details into their projects. The Board acknowledged how difficult it can be for students to give presentations and thanked them for the wonderful presentations they put before the Board. Mr. Mislak and students were thanked for sharing their work and articulating their projects so well.

6.2 Resignations/Retirements/New Hires

Agenda Item deleted, but kept in as a place holder.

6.3 A.L.I.C.E. & School Security

Seven documents were distributed; 'BSU School Safety & Security A.L.I.C.E. Training Summary - Past, Current, and Future Action' (dated March 2018), a copy of an e-mail from Tim Vincent (from School Safety & Security), a document titled 'Governor's School Safety Conference 2017', the Vermont School Safety Center Newsletter (from the AOE - dated January 2018), a Memorandum from the Secretary of Education regarding School Safety Site Assessments (dated 03/05/18), a document titled 'School Emergency Information Guide for Parents and Guardians', a copy of the School Safety & Security Alert Newsletter (dated February 2018), and the Security Report received in 2015. Mr. Pandolfo provided an overview of the 7 items listed in the A.L.I.C.E. document (The current plan to roll out A.L.I.C.E. training), including the 6 bulleted items listed under item 6, and provided an overview of the summary, noting that the BSU is always looking to improve safety and security in all buildings. Mr. Pandolfo provided an overview of a past safety audit, and advised regarding recommendations and security enhancements that have been made as a result of the audit. It was noted that Mr. Moody can return to review current safety features and protocols, and provide more suggestions and/or prioritization of enhancements. Mr. Pandolfo plans to contact VSBIT regarding opportunities to participate in future audits. Mr. Pandolfo advised regarding the Governor's School Safety Conference, and the March 2017 review of Emergency Protocols resulting from the 'after action' debrief following the BCEMS evacuation (due to a furnace malfunction). Mr. Cecchinelli queried regarding training large groups via a Power Point presentation, as he has concerns that training is occurring 'bit by bit'. Mr. Pandolfo advised that he understands the sense of urgency, but feels that it is much more effective to have training performed by in-house trainers and believes the best course of action is to continue with the established protocol, with minor changes. In response to Mrs. Spaulding's concern that training will not be completed until the next school year, Mr. Pandolfo urged the Board to trust that the planned training is the best way to implement the new safety protocols. Mr. Pandolfo advised that the schools are continuing to be proactive and are following guidelines from the State as well as those from other safety professionals. Mrs. Spaulding queried regarding training for Food Service personnel, WCMH personnel and substitute teachers. In response to a query from Mr. Deering, Mr. Pandolfo advised that safety advice is not changing frequently. Mr. Deering requested that upperclassmen mentor younger students. Mr. Deering clarified that the mentoring he is requesting is not related to safety training. Other safety related items being discussed include addressing concerns about 'students of concern' and the possibility of metal detectors as well as other safety items.

6.4 First Reading Travel Reimbursement Policy (E11)

Copies of the policies referenced in Agenda Items 6.4 through 6.6 were distributed.

On a motion by Mr. Smith, seconded by Mr. Cecchinelli, the Board unanimously voted to approve the First Readings of the policies reference in Agenda Items 6.4 through 6.6 (E11, F31, and F32).

6.5 First Reading Sexually Transmitted Infections (STI) and Pregnancy Prevention Education Policy (F31)

Approved under Agenda Item 6.4.

6.6 First Reading HIV Policy (F32)

Approved under Agenda Item 6.4.

6.7 Co-Principal Search Process

A document titled '2018 Barre City Middle School Principal Search Process and Timeline' was distributed. Mr. Pandolfo provided an overview of the document, noting that Ben Matthews has been chosen as the BCEMS Leadership Team Member. The application deadline has passed and there are 24 candidates on the list. The Committee hopes to present a finalist(s) at the next Regular Board Meeting. The new hire will most likely start on July 1, 2018. Hayden Coon is participating on the search committee. It was noted that the duties of the currently vacant position are being shared amongst administrators in the building as well as Mrs. Tolman (current Curriculum Director/previous Co-Principal). Mr. Taffel has been very supportive in assisting with fulfilling the duties and being present in upper grade classrooms. The Leadership team and staff were commended for stepping up and assisting whenever possible.

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6.8 Superintendent Recommendations for Roof Repair

A document containing bid information and the Superintendent's recommendation was distributed. Mr. Pandolfo advised that he is confident with the recommendation and confirmed that the Agency of Education has approved the required exception relating to the bid law.

On a motion by Mr. Deering, seconded by Mrs. Pregent, the Board unanimously voted to approve the Superintendent's recommendation and agreed to contract with Dayco, Inc. for roofing repair and replacement in the summer of 2018.

7. Old Business

7.1 Budget Development

A press release from VSBA (dated 03/07/18) relating to school budget voting results was distributed. Mr. Pandolfo provided a brief overview of the information advising that 96% of budgets across the state were approved. In response to a query regarding funding for the Curriculum Specialist positions, it was noted that the BSU received approval this year under Title I, and it is anticipated that it will be approved again for next year. The Superintendent is cautiously optimistic that grant funding won't be reduced by too much in the 2018-2019 year. Mr. Pandolfo would like to hold a Legislative Breakfast in the near future (end of March), noting that Education Health Care is not current receiving much attention, though SPED funding, the Education Funding Formula, and Universal Pre-k are.

7.2 Board Communications

It was noted that copies of the color brochure and budget information are still available. Mrs. Spaulding encouraged community members to pick up a copy of the brochure that promotes the district very well. The brochure will continue to be used as a promotion piece. Regarding the status of the listserv, Mr. Deering advised that he is waiting for a letter from the Director of Technology, Mr. Ajanma.

7.3 Act 46

Mr. Pandolfo advised that the Act 46 - 706 Study Committee held their organizational meeting on February 28, 2018. Minutes from that meeting were distributed. Tyler Smith (BC) and Gina Akley (BT) were appointed as Co-Chairs. The Committee is in the process of identifying reasons to merge and reasons not to merge. Committee Members are currently reviewing, in detail, the Final Report of the previous Study Committee and will be crafting a work plan (time line) based on their determination on whether or not it is advisable to bring a merger proposal before the voters. Mr. Pandolfo advised that the Committee has agreed to meet twice a month in their effort to gather significant amounts of information and hold meaningful discussions. CVTV and the recorder will be in attendance at the meetings.

7.4 Second and Final Reading Scholarship Awards Policy (E31)

Copies of policies referenced in Agenda Items 7.4 through 7.8 were distributed.

On a motion by Mrs. Pregent, seconded by Mrs. Chioldi, the Board unanimously voted to approve the Second and Final Readings of the policies referenced in Agenda Items 7.4 through 7.7 (E31, E24, E23, and F11), and agreed to ratify said policies.

7.5 Second and Final Reading Prevention of Conflict of Interest in Procurement Policy (E24)

Approved under Agenda Item 7.4.

7.6 Second and Final Reading Capitalization of Assets Policy (E23)

Approved under Agenda Item 7.4.

7.7 Second and Final Reading Search, Seizure, and Interrogation of Students by Law Enforcement Policy (F11)

Approved under Agenda Item 7.4.

7.8 Second and Final Reading Search, Seizure, and Interrogation of Students by School Personnel Policy (F4)

Mr. Deering reiterated his concern, questioning the legality of searching phones that may be used by students, but owned by parents. Mr. Pandolfo and Mrs. Spaulding stressed that the policy has been well vetted, including review by legal counsel, and has been thoroughly discussed at both Policy Committee meetings and by the SU Board.

On a motion by Mrs. Pregent, seconded by Mrs. Chioldi, the Board voted 4 to 1 to approve the Second and Final Reading of the Search, Seizure, and Interrogation of Students by School Personnel Policy (F4), and agreed to ratify said policy. Mr. Deering voted against the motion.

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8. Board Reports

8.1 Superintendent

A copy of the Superintendent's report dated February 28, 2018 was distributed. The report included information pertaining to; Negotiations, Act 46, School Safety, Administrator Evaluations, and Annual & Budget Reports. Mr. Pandolfo had nothing to add to the report. The Board had no questions for the Superintendent.

8.2 Principals Report

A copy of the Co-Principals' report dated March 2018 was distributed. The report included information pertaining to; ELL Proficiency Assessments, Literacy Night (02/15/18) hosted by kindergarten – 4th grade teachers, Smarter Balanced Assessments (which will start on 03/26/18), a comprehensive 'Transition to High School' plan, the Girls on the Run Program, and the planned U61 all-school choral and band performance (03/14/18). Mr. Taffel advised that he believes that the national 'walk out' movement planned for 03/14/18, needs to have an intentional educational purpose. Mr. Taffel provided an overview of how the event will be conducted and distributed a copy of a 'letter to parents' (dated 03/12/18) that outlines the goals and activities for the event. The event is planned to be an age appropriate event that promotes quiet reflection, respect of others' ideas, and having tolerance of opinions. The event is being planned in a constructive, smart, safe, organized way. Mrs. Spaulding thanked Mr. Taffel for all the thought and effort he has put into planning this event. Mr. Taffel advised regarding the results of recent water testing. School water was tested for lead. Seventeen schools participated in the testing. Approximately 156 fountains were tested. One classroom (created as a science room but used for math) at BCEMS has been found to have lead levels in excess of the threshold amount. The water valves to this faucet have been turned off and the faucets have been removed. It is unknown why this particular faucet contained lead.

8.3 Committee Reports

8.3.1 Facility/Security

Minutes from the February 5, 2018 meeting were distributed. The March 5, 2018 meeting was cancelled.

Mr. Cecchinelli provided an overview of the February meeting which included discussion on Security Upgrades, Results of Air Quality Testing, and the Facilities Director's Report. The next meeting is scheduled for April 2, 2018 at 5:30 p.m. in the BCEMS Conference Room. The Committee will be discussing Transportation (routes and ridership) as well as possible reconfiguration of the drop-off area. The SRO and a Barre City Fire Department representative will attend the meeting to review safety and security.

8.3.2 Finance

Minutes from the February 13, 2018 meeting were distributed. Mrs. Pregent advised that the Committee reviewed the FY18 budget and were pleased to learn that the Curriculum Specialists (instructional coaches) will be grant funded for FY18, and most like for FY19 as well. The proposed \$133,000 deficit should be cancelled out based on this new information. The next meeting date is to be determined. It was noted that Mr. McMichael can attend the next meeting as a community member, regardless of whether or not he is on the Board. Mr. Taffel thanked Board Members for all they do and for how they conduct themselves in a manner that earns the trust of the community.

8.3.3 Verbal Report of BSU Committees

BSU Curriculum:

The next meeting is slated for Monday, March 26, 2018 at 5:30 p.m. in the SHS Library. The meeting will cover 'SHS only' topics, including; Work Based Learning, Flexible Pathways, Personalized Learning Plans (PLPs), Graduation Requirements (including a Community Service requirement), and Proficiency Based Learning and Grading. Mr. Smith advised that he has a conflict on the scheduled date, thus the meeting date may change.

BSU Policy:

Mrs. Chioldi advised that all required policies are done and that teams from each district are currently reviewing district level policies. The findings of the district teams will be the topic of the next meeting. Mrs. Chioldi and Mr. Deering are the BCEMS Team members. The next meeting is Monday, March 19, 2018 at 6:00 p.m. in the BSU 2nd Floor Meeting Area.

BSU Finance:

The next meeting date is to be determined.

8.4 Financial Report

Four reports were distributed; the BCEMS FY 18 Expenditure/Year-end Projection Report (dated 03/13/18), the BCEMS General Fund Revenue Summary Report (dated 03/02/18), the BCEMS General Fund Expense Summary Report (dated 03/02/18), and the BSU Expenditures-FY18 Report (dated 03/02/18). Mr. Pandolfo advised that the year-end projected deficit of \$8,700 includes the adjustment for the Curriculum Specialist (instructional coaches) positions.

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9. Round Table/Future Agenda Items

Future Agenda Items:

- Safety
- Second and Final Policy Reads with Ratification
- Co-Principal Interviews
- Board Seat Candidate Interviews
- Resignations/Retirements/New Hires

Mrs. Spaulding thanked the community for voting positively.

Mrs. Spaulding queried regarding studying bus routes to achieve maximum efficiency.

Mrs. Anderson announced that Cathy Couture, Administrative Assistant to the Special Education Department (for 13 years), has accepted a new position as the Medicaid Clerk. Robin Poulin has been hired for the SPED Administrative Assistant position. Ms. Poulin started 02/26/18, and has been training with Cathy. The transition is going well.

10. Executive Session

10.1 Personnel – Employee Contract

10.2 Student Matter – Discipline Matter

Items proposed for discussion in Executive Session include an Employee Contract and a Student Discipline Matter.

On a motion by Mrs. Pregent, seconded by Mr. Smith, the Board unanimously voted to enter into Executive Session, with Mr. Taffel and Mr. Pandolfo in attendance, at 7:55 p.m. under the provisions of 1 VSA section 313 to discuss the items proposed for discussion.

The remaining information was provided by the Board Clerk.

On a motion by Mrs. Pregent, seconded by Mrs. Chioldi, the Board unanimously voted to exit Executive Session at 8:16 p.m.

11. Adjournment

On a motion by Mr. Deering, seconded by Mrs. Chioldi, the Board unanimously voted to adjourn at 8:17 p.m.

Respectfully submitted,
Andrea Poulin