

REGULAR SCHOOL BOARD MEETING
Barre Town Middle and Elementary School – Library
October 21, 2015 – 6:00 p.m.

MINUTES

BOARD MEMBERS PRESENT:

Brenda Buzzell - Chair
Brent Tewksbury – Vice Chair
Chad Allen - Clerk
Kristin McCarthy
Krista Metivier

BOARD MEMBERS ABSENT:

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent
Timothy P. Crowley, Principal
Jennifer W. Nye, Principal
Erica Pearson, Assistant Principal
Sandra Cameron, BSU Early Ed Director
Julia Pritchard, Director of Special Services
Richard McCraw, M.Ed., Director of Curriculum, Instruction, and Assessment – departed at 7:18 p.m.

GUESTS PRESENT:

Video Vision Tech	Dave Delcore-Times Argus	Carolyn Appleton	Krista Battles	Amy Caffry
Sarah Drohan	Alice Harding	Ry Hoffman	Lexa Jones	Melissa Lindhiem
Louise Low	Ted Mills	Jessica Moos	Sarah Mott	Liz Rees
Liz Reiss	Barb Shipman	Lauren Singer	Laura Thygesen	Brittany Wood

1. Call to Order: Pledge of Allegiance

The Chair, Mrs. Buzzell, called the Wednesday, October 21, 2015, Regular meeting to order at 6:05 p.m., which was held at the Barre Town Middle and Elementary School Library. The flag salute followed.

2. Additions and/or Deletions to the Agenda

Delete 6A (Act 46 Study Committee Budget)

Add: 5F New Hire (New Business)

Add: 6D Warrant Procedures (Old Business)

3. Visitors and Communications

3A. Introduction of New Staff

Mr. Crowley advised that the school was pleased to introduce new staff to the community. Each new staff member and their respective mentor were introduced and each gave a brief overview of their experience at BTMES. New staff expressed appreciation for the tremendous amount of support and guidance received from mentors, staff, and Administrative personnel. Mr. Crowley expressed thanks to the Board and community for their ongoing support of the school.

3B. Summer Camp Funding for Barre Town Students

Mrs. Appleton, Family/School Coordinator, addressed the Board, providing an overview of this tremendously successful program which has served 80 to 100 children in the past four years. The formation of a summer camp funding program was the brain-child of Susan Barnard. The program began with the formation of a committee comprised of PE staff, Guidance Counselors, School Nurses, and Behavioral Specialists. The committee chose camps that were tailored to students' needs and solicited funds. The program has been highly successful and benefits the students in many ways, including increased confidence, improved grades, and enhanced social skills. Many organizations support the program, including the PTO, Claire Duke, NCFCU, Kiwanis Club, Lions Club, JoAnn Fabrics, the Retired PE Teachers Association, the Barre Town Teachers Association, Noyle Insurance, and the Solon and Liam Bailey Foundation. The Board expressed their gratitude to Mrs. Appleton and to the sponsors who have contributed in many ways to allow BTMES students the opportunity to attend these summer camps. Mrs. Appleton read a list of the various camps and distributed copies of thank you notes that have been received from students.

4. Approval of Minutes

4A. Approval of Minutes – September 16, 2015 Regular Meeting

On a motion by Mrs. McCarthy, seconded by Mrs. Metivier, the Board unanimously voted to approve the Minutes of the September 16, 2015 Regular Meeting.

5. New Business

5A. SBAC Data Presentation (Rick McCraw)

Mrs. Buzzell introduced Mr. McCraw and advised that he would be reporting to the Board regarding SBAC testing (Smarter Balanced Assessment Consortium). A document containing screen prints of the Power Point presentation was distributed. Mr. McCraw addressed the Board utilizing a Power Point presentation to provide an overview of recent test results. The presentation provided information pertaining to differences between NECAP and SBAC (including retirement and release of NECAP questions, the difficulty of SBAC testing, and a state-wide drop in scores and factors that played a part in lower scores), and BTMES results for Math and ELA (including a comparison with state-wide results). BTMES scores are slightly higher than the State average in most grades, with a significantly higher level of proficiency (16%) in 8th grade English/Language Arts. It was noted that BTMES students have been included in field testing and the pilot testing. Computer skills are necessary to take the assessment. Mr. Pandolfo expressed appreciation to the community for supporting technology improvements at the school. BTMES has been working with students to increase their level of proficiency on computers. Additional discussion included access to data and reporting, which may include comparison with schools of a similar size (this requires additional research).

5B. First Reading Life Threatening Allergies in School

Meeting notes from the September 9, 2015 meeting, and a copy of the BSU Policy Manual Index were distributed. A copy of the policy was also distributed. Mrs. McCarthy and Mr. Crowley provided an overview of the policy. It was stressed that accessibility of medication is necessary. In response to a query, it was noted that if an individual threatens a student with an allergen, they may be subject to the Weapons policy. Mrs. Metivier advised that she has a child with a life threatening allergy, and feels very comfortable with her son attending BTMES. Mrs. Metivier expressed her appreciation to BTMES nursing staff. **On a motion by Mrs. Metivier, seconded by Mr. Allen, the Board unanimously voted to approve the First Reading of the Life Threatening Allergies in School policy.** Brief discussion was held regarding the Meeting Notes. Mr. Pandolfo advised that no definite decision has been made regarding the future practice of First and Second Readings of State mandated/BSU approved policies. Mr. Pandolfo read the statute, and advised that additional research will be performed.

5C. First Reading Title I, Part A Parental Involvement Policy

A copy of the policy was distributed. Mrs. McCarthy provided an overview of the policy and advised that this policy, though not needed at BTMES at this time, is a legal requirement. Mr. Pandolfo recommended approval of the policy. **On a motion by Mr. Tewksbury, seconded by Mrs. McCarthy, the Board unanimously voted to approve the First Reading of the Title I, Part A Parental Involvement Policy.**

5D. Principal Search Process

A document titled 'Barre Town Middle School Principal Search Process and Timeline' was distributed. Mr. Pandolfo provided an overview of the document and advised that many items were intentionally left blank. The draft was created based on the process that was utilized for the SHS and BCEMS Principal positions. Mr. Pandolfo recommends that a BSU administrator chair the survey and that he not be involved in the selection of Search Committee members. Lengthy discussion ensued, including discussion of the State statute regarding the Superintendent's involvement, interviewing multiple viable candidates, addition of 'Site Visit' to the draft, advertising for committee members, selection of committee members, completion of draft (in-put dates), advertisement of the job description, and consideration of selecting Kim Benson as a Committee Member.

5E. Truant Officer Appointment

A copy of the State Statute, Law 16.V.S.A. 1125 Truant officers was distributed. Mr. Pandolfo provided a brief overview of the requirement. **On a motion by Mr. Tewksbury, seconded by Mrs. McCarthy, the Board unanimously voted to appoint Erica Pearson, Assistant Principal, as Truant Officer for BTMES.**

5F. New Hire

A copy of the BTMES Notification of Employment Status form was distributed. Mr. Crowley advised that Michael Pope was an excellent candidate for the position of Tech Ed / Art Teacher and provided a brief overview of the candidate. **On a motion by Mrs. McCarthy, seconded by Mr. Allen, the Board unanimously voted to approve the hiring of Michael Pope.**

6. Old Business

6A. Act 46 Study Committee Report No discussion (deletion of this Agenda Item occurred under Agenda Item 2).

6B. Discussion Re: Application for Pre-K Region

Mr. Pandolfo advised that Ms. Cameron has completed extensive research and documentation on this topic. At this time it does not appear that it would be beneficial to submit an application limiting the Pre-K region. Ms. Cameron advised regarding survey results, which indicate that only 2 out of 49 survey respondents work outside of the immediate area. Additionally, Ms. Cameron advised that this item could be revisited in the fall of 2016. It is Mr. Pandolfo's recommendation not to submit an application to define a Pre-K region. It was the consensus of the Board to accept the Superintendent's recommendation. No vote was necessary.

6C. BTMES Pre-K Expansion

Mr. Pandolfo provided a re-cap of the Pre-K presentation by Ms. Cameron at the September board meeting, including the capacity to add one classroom, and transportation limitations. Mr. Pandolfo advised regarding similar discussions at BCEMS. Transportation is not an issue for BCEMS. Additional discussion involved various Pre-K scenarios, including the addition of two new pre-school classrooms (to help mitigate transportation costs), possible collaboration with BCEMS, additional Special Education costs and overall financial implications. It was agreed that a decision regarding changes/additions to the Pre-K program would be postponed until after discussion by the Finance Committee.

6D. Warrant Procedures

Mr. Pandolfo advised regarding the Warrant Procedure that authorizes the Superintendent or Business Manager to sign payroll warrants (no Board Member signature required). The Business Office recommends that Accounts Payable warrants require a minimum of one Board member signature. There is currently a procedure that allows the Superintendent to sign Accounts Payable warrants if no Board member is available. It was noted that the BTMES Board is the only Board that continues to review warrants at board meetings. The BTMES Board would still like the paper warrants available for review at board meetings (electronic copies are sent earlier). The Board agreed to designate Mrs. McCarthy as the individual to sign Accounts Payable warrants, though all Board Members are authorized to sign. If warrants need approval and no Board Member is available, Mr. Pandolfo will be authorized to sign. No formal motion is required.

7. Board Reports

7A. Superintendent

A copy of the Superintendent's report dated October 14, 2015 was distributed. The report included information pertaining to; Facility Compliment (recent notification from VSBIT that BTMES is rated as the best school in Vermont in the area of compliance), Security Protocols (an audit was performed by Mark Moody, with audit results slated to be presented to the heads of the crisis/safety/facility teams/committees, Act 153 Compliance, and the Act 46 Consolidation Study Committee (the Committee held its first meeting on September 29, 2015, with consultant Peter Clarke in attendance).

7B. Principals Report

Mr. Crowley advised the Board that the 8th grade class would be participating in a 3 day trip to Nature's Classroom, in Freedom, NH. This trip will take place from October 26th, through October 28th. The school nurse will be in attendance. This trip is a shift from the past practice of taking the 8th grade students on a field trip to Boston in the spring. This trip is a unique learning opportunity that will allow students to participate in many team building exercises. The cost is \$170.00 per student. \$50.00 is due now, with the balance due in March 2016. There are some scholarship monies available to assist students with limited financial resources.

Mr. Tewksbury expressed concern regarding the length of the Board Meeting, as the Finance Committee Meeting also needs to occur this evening. Mr. Tewksbury would like to table further discussion until the meeting in two weeks. It was noted that draft minutes of committee meetings are available on-line. **On a motion by Mr. Tewksbury, seconded by Mrs. Metivier, the Board unanimously voted to Table discussion of additional Agenda Items until the next regularly scheduled board meeting.**

C. Committee Reports

Tabled until the next meeting.

8. Future Agenda Items

Tabled until the next meeting.

9. Approval of Warrants

Warrants are currently located at the SU. No action.

10. Executive Session - No Executive Session.

11. Next Meeting Date

November 4, 2015 (Tentative date / not discussed)

12. Adjournment

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

Respectfully submitted,
Andrea Poulin