

REGULAR SCHOOL BOARD MEETING
Barre Town Middle and Elementary School – Library
June 1, 2016 – 6:30 p.m.

MINUTES

BOARD MEMBERS PRESENT:

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

BOARD MEMBERS ABSENT:

Jay Paterson

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent
Sandra Cameron, BSU Early Ed Director
Timothy P. Crowley, Principal
Jennifer W. Nye, Principal
Julia Pritchard, Director of Special Services
Terrie Murray, Transportation Coordinator

GUESTS PRESENT:

Video Vision Tech Tanya Crawford-Stempel Bob Hildebrand Laura Thygesen

1. Call to Order: Pledge of Allegiance

The Chair, Mrs. Buzzell, called the Wednesday, June 1, 2016, Regular meeting to order at 6:40 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

Add 10.2 'Employment of Employees' to Executive Session.

3. Visitors and Communications

Mrs. Buzzell read thank you letters from two employees, relating to the Teacher/Staff Breakfast held during Teacher/Staff Appreciation Week. Mrs. Buzzell thanked students and community members for their participation in the Memorial Day Celebration. Additionally, Mrs. Buzzell commended the BTMES Band for their participation/performance in the Memorial Day Parade in Barre.

4. Approval of Minutes

4.1. Approval of Minutes – May 4, 2016 Regular Meeting

On a motion by Mr. Tewksbury, seconded by Mrs. McCarthy, the Board unanimously voted to approve the Minutes of the May 4, 2016 Regular Meeting and the Minutes of the May 11, 2016 Special Meeting.

4.2 . Approval of Minutes – May 11, 2016 Special Meeting

Approved under Agenda Item 4.1.

5. New Business

5.1 Board Recognition

The Board recognized Mr. Crowley for his 23 years of dedicated service to BTMES. Mr. Crowley was presented with gifts from the Board. Mr. Crowley advised that he is most proud of the relationships he has built over the years with parents, staff, and many community members. Mr. Crowley appreciates the many opportunities he has had to assist parents with the job of parenting. Mr. Crowley advised that this is the 552nd Board Meeting he has attended during his tenure at the school. Mr. Crowley thanked the Board for the steady, responsible, and caring way in which they oversee BTMES.

5.2 New Principal Announcement

Mr. Scott Griggs has accepted the Principal position. Mr. Pandolfo provided a brief overview on Mr. Griggs experience within the SU. Mr. Griggs currently serves as the Assistant Director of the Central Vermont Career Center. Mr. Crowley noted that he has been meeting with Mr. Griggs and is working to assure a seamless transition.

5.3 Resign/Retire/New Hire

Letters of resignation from Amy Morrill, Emma Thomas, Beth Hulbert, and Angie Carpenter-Henderson were distributed. A copy of 'Article 3: Release From Contract and Replacement Teachers' was also distributed. Brief discussion was held regarding the individuals and their specific contributions to BTMES. It was noted that the resignations of these individuals represents a big loss to BTMES. **On a motion by Mrs. McCarthy, seconded by Mr. Tewksbury, the Board unanimously voted to accept, with sadness, regrets, and best wishes, the resignations of Amy Morrill, Emma Thomas, Beth Hulbert, and Angie Carpenter-Henderson.**

5.4 Abbey Group Update

Mr. Hildebrand addressed the Board providing an update regarding finances (currently on track), advised that overall, the plant is in good shape, suggested that funds reserved for equipment (\$10,000), would be best used for dishwasher replacement, support of use of local food items continues, and advised regarding upcoming employee changes, resulting from Abbey Group's securing of new contracts. Mr. Hildebrand requested Board approval to increase student breakfast and lunch prices (25¢ and 10¢ respectively).

On a motion by Mr. Tewksbury, seconded by Mr. Allen, the Board unanimously voted to approve a 25¢ increase in the student breakfast cost and a 10¢ increase in the student lunch cost. (Breakfast will increase from \$1.25 to \$1.50, lunch will increase from \$2.25 to \$2.35). Mr. Hildebrand advised that there is currently approximately \$10,000 in outstanding unpaid meals. The amount of unpaid accounts has continued to rise over the years. In the past, the school has covered the cost of unpaid bills, but may wish to reconsider this practice, given the constant increase. Mr. Hildebrand suggests implementing a policy that cuts off meal service for students who have an unpaid balance of two meals. The Board voiced varying opinions on this topic. The Board will hold additional discussion at a later date. Mr. Hildebrand will compile a report of outstanding balances. The report will not contain student information.

5.5 WSCC (Whole School, Child and Community Group) Presentation

Screen prints of a Power Point presentation were distributed. School Nurse, Tanya Crawford-Stempel addressed the Board and gave a Power Point presentation, which included an overview of the ten components of the Whole School, Whole Community, Whole Child Model, and the positive impact that healthy eating and physical activity have on student learning.

5.6 Revenue Anticipation Note

A document titled 'Revenue Anticipation Note' was distributed. Mr. Pandolfo provided a brief overview of the document and advised that it is his recommendation to use Merchants Bank for the RAN. **On a motion by Mr. Tewksbury, seconded by Mrs. McCarthy, the Board unanimously voted to approve the recommendation of the Superintendent to use Merchants Bank for the Revenue Anticipation Note.**

6. Old Business

6.1 Transportation Update

A copy of a letter from the Superintendent to Rebecca Holcombe, Secretary - Vermont Agency of Education was distributed. Mr. Pandolfo advised regarding his request to Ms. Holcombe, for an extension on the deadline for submission of the SU's plan for compliance with Act 153. Mr. Pandolfo advised that Ms. Holcombe has approved the request. The SU has until August 1, 2016 to complete analysis and submit a plan for approval. Implementation of an approved plan is required by July 1, 2017. Mrs. Buzzell reminded the community that transportation is budgeted at the SU level, but BTMES is only responsible for transportation costs incurred by BTMES. Mr. Crowley expressed his appreciation for parental support during recent cancellations of various bus routes.

6.2 Graduation Details

The Graduation ceremony will be held at 6:30 p.m. on Friday, June 10, 2016. Weather permitting, the ceremony will be held in the BTMES courtyard. In the event of inclement weather, the ceremony will be held at Spaulding High School. Appetizers will be served after the ceremony, prior to the graduation dance. Mrs. Peloquin has been instrumental in creating student portfolios for presentation to parents. Mr. Crowley thanked Mrs. Peloquin for her efforts creating these gifts.

6.3 Board Retreat Locations

Retreats will be held on June 21, 2016. The BTMES Board will hold a retreat beginning at 1:00 p.m., prior to the Tri-Board Retreat, which will begin at 5:00 p.m. at the SHS Library. The BTMES Retreat will be held at Spaulding High School, beginning at 1:00 p.m., to allow the BTMES Board to more easily transition to the Tri-Board Retreat.

6.4 Update on Pre-K Registration

Mrs. Cameron advised that there are currently 100 students enrolled and requested guidance from the Board regarding recruitment of students to meet the target number. It was noted that although the licensing capacity is 20 students per class, 15 students per class is considered 'Best Practice'. Brief discussion was held. Mrs. Cameron and Mrs. Pritchard recommend filling 10 of the open slots and leaving 10 slots open to allow for admission of qualified students during the year. It was the consensus of the Board to grant leeway to allow Mrs. Cameron and Mrs. Pritchard to fill the open slots in the manner they felt was most beneficial.

7. Board Reports

7.1. Superintendent

A copy of the Superintendent's report dated April 27, 2016 was distributed. The report included information pertaining to; an update of activity by the Act 46 Study Committee, Custodial/Maintenance negotiations, the Facilities Director position, and the June 21, 2016 Barre Town Board and Tri-Board Retreats. Additionally, Mr. Pandolfo advised that the Act 46 Public Forum was not well attended, but surveys have been distributed. Thus far, more than 100 survey responses have been received. The survey will be closed on June 10, 2016. Act 46 information will be provided to SU employees on June 13, 2016. The next Act 46 Study Committee Meeting will be held on June 16, 2016. The next negotiation meeting with Maintenance/Custodial staff will be held on June 14, 2016. Mr. Jamie Evans has accepted the position of SU Facilities Director. Retiring Facilities Director (BCEMS and BTMES) Grant Fleming's service has been very much appreciated. Mr. Pandolfo reminded the Board of the upcoming Tri-Board Retreat to be held on June 21, 2016, from 5:00 p.m. until 8:00 p.m. in the Spaulding High School Library. Mr. Pandolfo distributed a document outlining information pertaining to requirements for Executive Sessions.

7.2 Principals' Report

Mrs. Nye advised that end of year assessments in Math and Literacy are under way, Pre-K through fourth grade end of year celebrations (field trips and field days) are occurring, and much activity can be seen at the school garden. Beginning June 29, 2016, and continuing each Wednesday (through the first week of August), the Summer Gardening program will be active. Mr. Crowley advised regarding the BTMES Memorial Day Celebration, upcoming breakfast/lunches with the Principal, upcoming field trips, and the 8th grade graduation, which will occur on June 10, 2016 at 6:30 p.m., reception to follow in the Bill Kirkland Dining Room. Graduation practice will be held at Spaulding High School on Thursday, June 9, 2016. The Principals and Board thanked Mr. Pandolfo for his first year of service as Superintendent, expressing their thanks for the wonderful job he has done during this time of many changes in the education system.

7.3 Committee Reports

Finance – A copy of the BTMES Expense Budget Status Report (dated 05/27/16) was distributed. Mr. Allen advised that the Finance Committee met this evening prior to the Board meeting. There is a projected surplus of \$77,805. There are no issues or concerns at this time. The Board agreed that Business Manager, Lisa Perreault, has done an amazing job and is a tremendous asset to the SU.

Facility and Transportation – Transportation analysis is ongoing. The Town of Barre has agreed to pave the school entrance. Upcoming summer maintenance projects include; carpet and tile replacement, wall installation, and installation of playground equipment. Mr. Evans attended the latest meeting.

Curriculum – The Committee has not met recently. The next meeting will be held in September.

Policy – Action by the Policy Committee is currently on hold. Mr. Pandolfo will be meeting with the Policy Committee Chairs.

Supervisory Union Report – The next meeting is scheduled for June 21, 2016. Mr. Allen advised that the last meeting included discussion on; organizational restructuring, SU building changes, Board/Committee meeting schedules, the Tri-Board Retreat, and consideration of substitute pay.

Barre Town Recreation – No update at this time.

SHAC – No update at this time.

8. Future Agenda Items

BTMES Retreat Agenda

Transportation

Staffing

Abbey Group

Goals and Vision

Board Members were asked to e-mail Mrs. Buzzell with any additional items.

9. Approval of Warrants

On a motion by Mr. Tewksbury, seconded by Mrs. McCarthy, the Board unanimously voted to approve the Warrants.

10. Executive Session

10.1 Labor Relation Agreements

10.2 Employment of Employees

Items proposed for discussion in Executive Session include Labor Relation Agreements and 'Employment of Employees'.

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

On a motion by Mr. Tewksbury, seconded by Mrs. McCarthy, the Board unanimously voted to enter into Executive Session at 8:17 p.m. under the provisions of 1 VSA section 313 to discuss the items proposed for discussion.

Mr. Pandolfo was invited to join in Executive Session.

The remaining information was provided by the Board Clerk.

On a motion by Mr. Tewksbury, seconded by Mrs. McCarthy, the Board unanimously voted to exit Executive Session at 9:00 p.m.

11. Next Meeting Date

Not discussed.

12. Adjournment

On a motion by Mrs. McCarthy, seconded by Mr. Allen, the Board unanimously voted to adjourn at 9:01p.m.

Respectfully submitted,
Andrea Poulin