

REGULAR SCHOOL BOARD MEETING
Barre Town Middle and Elementary School – Library
May 3, 2017 – 6:00 p.m.

MINUTES

BOARD MEMBERS PRESENT:

Chad Allen - Chair
Jay Paterson – Vice Chair
Alice Farrell - Clerk
Jennifer Hutchinson
Kristin McCarthy

BOARD MEMBERS ABSENT:

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent
Scott Griggs, Principal
Jennifer W. Nye, Principal

GUESTS PRESENT:

Video Vision Tech Pat MacAskill Carl Rogers

1. Call to Order: Pledge of Allegiance

The Chair, Mr. Allen, called the Wednesday, May 3, 2017, 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

Add 5.3 Search Process for Special Education Director
Add 6.5 Teacher Appreciation Breakfast
Add 10.2 Consider Real Estate Purchase
Add 10.3 Labor Relations
Discuss 6.1 Land Transfer of Athletic Fields immediately following Agenda Item 4.1 (Approval of Minutes)

3. Visitors and Communications

None.

4. Approval of Minutes

4.1. Approval of Minutes – April 5, 2017 Regular Meeting

On a motion by Mrs. McCarthy, seconded by Mr. Paterson, the Board unanimously voted to approve the Minutes of the April 5, 2017 Regular Meeting.

5. New Business

5.1 Resign/Retire/New Hire

Letters of resignation from Krista Battles, Lisa Celley, and Julia Pritchard were distributed. Resumes and BSU Notification of Employment Status Forms from William Poderzay and Cara Lovell were also distributed.

Mrs. Nye advised regarding the resignation of Lisa Celley, grade 3 math/science teacher of over 15 years.

On a motion by Mrs. McCarthy, seconded by Mrs. Hutchinson, the Board unanimously voted to accept, with regrets and best wishes, the resignation of Lisa Celley.

Mr. Pandolfo and Mrs. Nye advised regarding the resignation of Julia Pritchard, Director of Special Services for 9 years. Though the official acceptance of Ms. Pritchard's resignation was accepted by the SU Board, the BTMES Board felt compelled to approve Ms. Pritchard's resignation.

On a motion by Mr. Paterson, seconded by Mrs. Farrell, the Board unanimously voted to accept, with regrets and best wishes, the resignation of Julia Pritchard.

Mr. Griggs advised regarding the resignation of Krista Battles, 7th grade science teacher who has been at BTMES for 2 years.

On a motion by Mrs. Farrell, seconded by Mrs. Hutchinson, the Board unanimously voted to accept, with regrets, the resignation of Krista Battles.

Mr. Pandolfo provided an overview of William Poderzay and Cara Lovell's education and experience. The candidates being presented for hire are special educators and will be presented to the SU Board for approval. The BTMES Board agreed to take no official action.

5.2 Board Retreat Planning

After discussion of the various options, the Board agreed that holding both district and Tri-Board Retreats would be beneficial. The Board agreed to tentatively schedule the retreats on June 15, 2017 in the SHS Library. The BTMES Retreat would be held from 2:00 p.m. to 4:30 p.m., followed by a Tri-Board Retreat beginning at 5:00 p.m. Administrators will compose a list of subject areas to be addressed for FY18. Possible subjects for discussion include Transition of Transportation, and Changes to Staff. Mr. Pandolfo will discuss scheduling of a Tri-Board Retreat with the other district boards. The schedule and agenda will be confirmed at a later date.

5.3 Search Process for Special Education Director

A document titled 'Building Based (Barre Town) Special Services Director Search Process and Timeline' was distributed. Mr. Pandolfo provided an overview of the document, advising that this process differs from past search processes because technically, the position reports to the Barre Supervisory Union and Mr. Pandolfo will not be part of the initial search committee. Mr. Griggs shared his perspective relating to last year's Principal Search Process. Mr. Allen suggested that previously utilized BSU Search Processes be reviewed and possibly improved, and advised that representatives/input, by grade, may be beneficial.

6. Old Business

6.1 Land Transfer of Athletic Fields

Two documents were distributed; an e-mail from Barre Town Manager, Carl Rogers (dated 05/01/17), and 'Barre Town School District Notice of Proposed Conveyance of District Real Estate'. Mr. Rogers addressed the Board and advised regarding the progress of subdividing the property into two lots. The subdivision proposal will go to the Developmental Review Board for final approval on Wednesday, May 10, 2017. A permit relating to potable water and sewer needs to be submitted. A Certificate of No Required Notice to Neighboring Property Owners also needs to be submitted. An Exchange of Easements needs to be executed. The Board will need to authorize signatures for the various forms. It was noted that voter approval is not necessary to complete the land transfer transaction.

On a motion by Mrs. McCarthy, seconded by Mrs. Farrell, the Board unanimously voted to authorize Superintendent, John Pandolfo, to sign all forms necessary to complete the land conveyance.

On a motion by Mrs. Farrell, seconded by Mrs. Hutchinson, the Board unanimously agreed to approve for signature, the Barre Town School District Notice of Proposed Conveyance of District Real Estate document. The document was then circulated for signature by all Board Members.

6.2 Transition of Transportation

A draft letter to 'Barre Town Families' was distributed. Mrs. Nye advised the Board that possible solutions to transportation issues (discussed at the Finance/Facilities/Transportation Meeting), cannot be implemented. First Student no longer has drivers available. Administrators recently learned that beginning May 15, 2017, BTMES will be short one bus driver. The contract with STA will begin on July 1, 2017. Administrators have met formally (with STA) to review protocol and processes for the new busing arrangement. An additional meeting will be held when more details are available and another letter will be sent to Barre Town Families. In response to a query, it was noted that BTMES does not currently use any busing software. It was noted that STA does have some software, but details of the software's capability are not known at this time. Mr. Allen proposed offering a 'sign-on' bonus to promote retention of bus drivers.

6.3 Labor Relations Agreements

A document titled 'VEHI Health Plan (Barre School Board Presentations – May, 2017) was distributed. Mr. Pandolfo gave a presentation regarding the new health insurance plans that will be offered to staff. The presentation included 'out-of-pocket' costs, and benefit/premium information, for all plans, (including the current plan) as well as information pertaining to the financial impact. Mr. Pandolfo advised that some of the data in the presentation was derived using certain assumptions. Mr. Pandolfo advised that the recent meeting with teachers and a mediator did not result in a settlement. The next step will involve use of a 'Fact Finder'. Meetings scheduled with para-educators and custodial/maintenance staff were postponed.

6.4 House and Property for Sale

A copy of the Listing Card was distributed. The tax value of the Holbrook property is \$165,000. The Board queried regarding a bank appraisal. In response to a query from Pat MacAskill it was noted that the property owner approached BTMES regarding possible interest in acquiring the property. The Board has not taken any action regarding purchasing the property and is in the initial phase of determining if acquiring the property would be in the best interest of BTMES. Any purchase of real estate would require voter approval. The Board determined that additional discussion regarding the purchase of real estate should be done in Executive Session.

6.5 Teacher Appreciation Breakfast

The Staff Appreciation Breakfast will be held on Thursday, May 4, 2016 at 7:00 a.m., with a second breakfast being served around 8:00 a.m. Mr. Allen advised that he would not be able to attend, but extends his thanks to all staff. Mrs. Nye distributed chef hats to Board Members who will be assisting with the breakfast.

7. Board Reports

7.1. Superintendent

A copy of the Superintendent's report dated April 28, 2017 was distributed. The report included information pertaining to; Negotiations, Pre-K Collaboration, Truancy Collaboration, Building Access Via Swipe Cards, Curriculum Director Search, and the FY18 Consolidated Federal Programs Grant. A document from Lisa Perreault, regarding Food Service Agreements, was also distributed. Mr. Pandolfo provided an update to his written report, advising that BCEMS Co-Principal, Jackie Tolman has accepted the position of Curriculum Director for the BSU (effective 07/01/17). A principal search process will begin shortly. In response to a query from Mr. Allen, Mr. Pandolfo provided an overview of the Food Service Agreement document, and advised that all boards are pleased with their food service provider and that Food Service contracts do not need to go out to bid at this time.

7.2 Principals Report

The BTMES Administration Report dated May 3, 2017 was distributed. The report contained information pertaining to; Pre-K, Technology, Enrollment, Staff Appreciation Week, the YMCA Before and After School Programs, SBAC Assessments, April Break Custodial Accomplishments, Transportation for Field Trips, Abbey Group, and a Calendar of Upcoming Events. Four additional documents were distributed; a Use of Facilities document, 'BTMES Chromebooks Status and FY17 Purchasing as of 04/10/2017', the BTMES Monthly Enrollment Report (dated 05/02/17), and a copy of the May 2017 BTMES News Letter. Mr. Griggs provided some historical information relating to outstanding debt for meals, and advised that the current outstanding balance of unpaid meals is \$2081.61. Of that amount \$1699.01 is for 'paying' customers, with the balance belonging to students who receive free/reduced meals. Administrators are very pleased with the work that the Abbey Group has done to reduce the amount of outstanding debt. Mrs. Nye advised that that 2 new students have been enrolled, bringing the student count to 892. This count represents an increase of 66 students since August 2016. Mrs. Nye does not foresee the need to hire additional staff. Mrs. Nye and Mr. Griggs met with Diane Stacey, Director of Technology. Mrs. Nye provided an overview of the document that resulted from that meeting. Mr. Griggs provided a brief overview of the 'Use of Facilities' document, noting a slight increase in fees associated with renting various rooms at BTMES. On 05/10/17, students will participate in the annual 'Walk to School' event. Students will disembark buses at Rock of Ages and walk to school on the Barre Town Bike Path.

7.3 Committee Reports

7.3.1 Finance/Facilities/Transportation Committee –

A copy of the Minutes from the April 26, 2017 Meeting were distributed. Mr. Paterson provided an overview of the meeting, including completed projects, year-end projections, and work to be completed over the summer. The next meeting is Wednesday, May 17, 2017 at 6:00 p.m. in the BTMES Library. Discussion will include summer projects, Facilities Projects, and Transition of Transportation.

7.3.2 SHAC Committee–

Minutes of the April 3, 2017 Meeting were distributed. The Committee also met on Monday, May 1, 2017 at 3:40 p.m. in the BTMES Library. The Committee will not be meeting over the summer. Recent discussions have focused on a Barre Town Recreation Event for Family/Kids. The focus of this partnership event will be to promote physical activity that continues throughout the year. It was noted that most SHAC action items have been completed.

7.3.3 Barre Town Recreation Committee –

Mrs. McCarthy reported that Mr. Tewksbury will remain as the BTMES Representative until May 2017. Mr. Tewksbury will e-mail Mr. Allen if an agenda item requires a BTMES Board Member representative to be present.

BSU Curriculum Committee – Mrs. Nye distributed a copy of the Minutes for the April 24, 2017 meeting. Mrs. McCarthy provided an overview of the BSU Curriculum Committee Meeting, including planning agendas for the year and the addition of teacher/student presentations. After brief discussion, it was agreed that Mrs. Poulin will e-mail BSU Curriculum Committee Minutes to all Board Members.

7.4 Financials

The BTMES Expenditures/Year-end Projection Report (dated 04/26/17) was distributed. Mr. Allen advised that the unaudited year-end projection is a \$48,000 surplus.

8. Future Agenda Items and Upcoming Committee Meetings

Future Agenda Items:

STA Presentation (06/07/17). Mrs. Nye will add this information to the 'Family' letter if the date is confirmed.
Retreat (Theory of Action)

Resignations/Retirements/New Hires
Special Education Director Search
House for Sale (Carl Rogers)
Labor Relations

Upcoming Meetings:

BSU Policy – Monday, May 15, 2017 from 6:00 p.m. – 8:00 p.m. in the BSU Second Floor Conference Room

Supervisory Union – Thursday, May 18, 2017 at 6:00 p.m. in the BSU First Floor Conference Room

BSU Curriculum – Monday, May 22, 2017 at 5:30 p.m. in the Spaulding High School Library

Barre Town Recreation – TBA

9. Approval of Warrants

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

10. Executive Session

10.1 Personnel

10.2 Consider Real Estate Purchase

10.3 Labor Relations

Items proposed for discussion in Executive Session include Personnel, Consideration of Real Estate Purchase, and Labor Relations.

On a motion by Mrs. McCarthy, seconded by Mr. Paterson, 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 Mrs. Farrell, seconded by Mrs. Hutchinson, the Board unanimously voted to enter into Executive Session, with Mr. Pandolfo in attendance, at 8:14 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. McCarthy, seconded by Mr. Paterson, the Board unanimously voted to exit Executive Session at 8:44 p.m.

On a motion by Mr. Paterson, seconded by Mrs. McCarthy, the Board unanimously voted to accept the Superintendent's recommendation on FY18 pay increases for non-unionized staff.

11. Next Meeting Date

Wednesday, June 7, 2017 at 6:00 p.m. in the BTMES Library.

12. Adjournment

On a motion by Mrs. Farrell, seconded by Mrs. Hutchinson, the Board unanimously voted to adjourn at 8:46 p.m.

Respectfully submitted,
Andrea Poulin