

**REGULAR SCHOOL BOARD MEETING**  
Barre Town Middle and Elementary School – Library  
June 14, 2017 – 6:00 p.m.

**MINUTES**

**BOARD MEMBERS PRESENT:**

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

**BOARD MEMBERS ABSENT:**

Jennifer Hutchinson

**ADMINISTRATORS PRESENT:**

John Pandolfo, Superintendent  
Scott Griggs, Principal  
Jennifer W. Nye, Principal  
Erica Pearson, Assistant Principal  
Julia Pritchard, Director of Special Services  
Terrie Murray, Transportation Coordinator

**GUESTS PRESENT:**

Video Vision Tech          Stacy Emerson          Brian Hemenway          Pat MacAskill          Heather Slayton

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

**The Chair, Mr. Allen, called the Wednesday, June 14, 2017, Regular meeting to order at 6:04 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**

Change 10.1 from Personnel to Student Matter

**3. Visitors and Communications**

None.

**4. Approval of Minutes**

**4.1. Approval of Minutes –**

No Minutes were presented for approval.

**5. New Business**

**5.1 STA Representative for Question & Answer**

Mr. Allen thanked STA representatives for attending the meeting and for their assistance providing substitute bus drivers throughout the school year. Mr. Pandolfo provided an overview of transportation meetings that have transpired thus far. In response to questions from parent Heather Slayton, the following information was provided; 1. The Transportation Coordinator position will remain in effect at BTMES, 2. It was confirmed that there will be a 3 week ‘blackout’ period when no bus route changes will be made, 3. It was confirmed that pick-up, drop-off accommodations for students with special needs will remain as is, and 4. At this time it is believed that there will not be a shortage of bus drivers. In response to a query from Mrs. MacAskill, it was noted that the procedure of utilizing 3 buses for pre-school students will remain in place for the start of the year, with changes made if deemed necessary. It was noted that parents will be advised of changes to the bus routes (in the event changes are made). Mr. Paterson suggested that administration post FAQs on the BCMES website and school bulletin board, have a suggestion box placed at the bulletin board, as well as a link from the BCMES site, for parents to submit comments and suggestions.

**5.2 Resignations/Retires/New Hires**

There were no letters of resignation presented.

The resume and BSU Notification of Employment Status Form for Nicole Ladd was distributed. Mr. Pandolfo provided an overview of Nicole Ladd’s education and experience.

**On a motion by Mrs. McCarthy, seconded by Mr. Paterson, the Board unanimously voted to approve the hiring of Nicole Ladd.**

**5.3 Revenue Anticipation Note Recommendation and Approval**

A document titled 'BTMES Facility Projects, Etc... Summer 2017, 6/8/17' was distributed. Mr. Pandolfo provided an overview of the RFP responses and advised that it is his recommendation to contract with Community Bank, formally 'Merchants Bank' at a rate of 2.71%.

**On a motion by Mr. Paterson, seconded by Mrs. Farrell, the Board unanimously voted to approve contracting with Community Bank, formally 'Merchants Bank', for the Revenue Anticipation Note, at a rate of 2.71%.** The contract was circulated for Board Members' signature.

#### **5.4 Board Communication**

The Board was advised regarding discussion at the Tri-Board Meeting where it was agreed that communication practices could be improved. It was agreed that each Board would discuss communication improvements at their district board meetings. The Board discussed the responsibility roles of administrators vs. the Board. It was noted that the BTMES Newsletter is well read, but is not available electronically. Various means of communication were discussed, including the Barre Town Newsletter, newspapers, Front Porch Forum, Facebook, an insert in The World, videos, and video projects. Additional discussion included involvement of students in the Work Based Learning Program, and the Digital Media Arts Program. Mrs. Farrell will contact Ms. Chamberlin (CVCC Director) regarding involvement of Digital Media Arts students. Hiring a full time PR individual is cost prohibitive.

#### **5.5 Special Education Director Search Update**

Mr. Pandolfo provided a brief update advising that there may be a few more applications being submitted in the near future. The Search Committee will wait another week or so to see if additional applications are submitted. The Board queried regarding a contingency plan to be used in the event that a Special Education Director is not hired prior to the start of the school year. It was noted that Julia is 'irreplaceable'.

### **6. Old Business**

#### **6.1 Labor Relations Agreements**

A document containing screen prints of a Power Point presentation titled 'Salary Schedules' (June 2017) was distributed. Mr. Pandolfo provided an update regarding negotiations with teachers, para-educators and custodial/maintenance personnel (AFSME). Negotiation meetings with para-educators are tentatively scheduled for 07/10/17. The Negotiations Committee is currently waiting for confirmation of a meeting date and Fact Finder so that teacher negotiations may continue. Mr. Pandolfo presented the Power Point presentation to provide Board Members with detailed information relating to salary schedules and their financial impact. The presentation included the Salary Schedules for 2016 and 2017 (including salaries by 'Step' for the various salary categories: Bachelors, Bachelors + 15 Credits, Bachelors + 30 Credits, Masters, Masters + 15 Credits, and Masters + 30 Credits), the current Index and an explanation of how an Indexed Salary Schedule works, movement of employees within the Salary Schedule, examples of employee increases for various Salary Categories (Bachelors, Masters, and Masters +15), and an explanation of how a settlement works utilizing an Indexed Salary Schedule (including the increase in the Base and 'New Money'). It was noted that the current contract results in teachers (who are not at the top of their pay schedule) receiving 2 to 3 increases per year (1 for an increase in the Base, 1 for the increase in Step, and 1 for teachers who have a change in category). Teachers who are at the top of the Salary Schedule receive one increase as a result of the Base increase). The presentation documented increase percentages and included a comparison to the CPI by calendar year. The presentation documented that over the years, salary increases (averaging between 4.9% and 6.2%) have been significantly higher than the CPI increase. It was noted that the Step System is not sustainable with CPI increases of approximately 1% per year. Currently 80% of health insurance premiums are paid by the SU or district school, amounting to an additional \$15,000 to \$20,000 in cost (to the SU or district) for the 'family plan'. Additional costs include contribution to the State Retirement Program. Mr. Pandolfo provided an overview of some additional benefits, including sick days (and their accrual), personal days, bereavement days, and family leave. It would be beneficial for the Board to know all of the employee benefits. It was noted that Vermont ranks 16<sup>th</sup> in the nation for teacher salaries. There are 190 'teacher days' per year, as opposed to 261 working days for regular full time jobs. Additionally, Mr. Pandolfo advised that there are other districts that have more 'steps' (approximately 18 – 20 on average), which allow for lower increases and increase the time it takes an employee to reach the top of their salary range.

#### **6.2 Summer Project Updates and Bid Recommendations**

A document titled 'BTMES Facility Projects, Etc... Summer 2017, 6/8/17' was distributed under Agenda Item 5.3.

Mr. Pandolfo advised regarding his recommendation for the roofing project. Discussion was held regarding the 'big picture', and how completion of all projects would impact the budget. Mr. Allen queried regarding the condition of different areas needing paving and asked Mr. Pandolfo to relay to Mr. Evans and the pavers the concern of water issues in the playing fields.

**On a motion by Mr. Paterson, seconded by Mrs. McCarthy, the Board unanimously agreed to approve the Superintendent's recommendation regarding contractors for roofing, air conditioning, and paving (listed items 2, 3 and 4).**

Mr. Pandolfo will check with Mr. Evans regarding acquisition of additional bids for flooring installation.

**On a motion by Mrs. Farrell, seconded by Mrs. McCarthy, the Board unanimously voted to authorize the Superintendent to hire a flooring contractor for floor installation, not to exceed \$23,900.**

It was noted that RFPs for Woodchips/Oil/Propane and Plowing are being developed and will most likely be sent out in August.

### **6.3 Act 46**

Discussion was held regarding the Act 46 action options presented by Donna Russo-Savage at the Tri-Board Meeting. Options moving forward include forming a new 706 Study Committee with BCEMS and or surrounding districts, notifying the Secretary of Education that the Board does not wish to take any action at this time (in which case, the State Board of Education will create a plan), or submit a letter requesting that the district remain as is (this would need to be a compelling letter that includes justification to substantiate that remaining separate is the best alternative). The deadline for submitting the request is 12/26/17 or 01/30/17 - the date needs to be confirmed. It was noted that given that the State Board of Education approved the plan submitted earlier, it will be difficult to prove a case for remaining separate. Mr. Pandolfo believes that realization of tax incentives requires formation of a new study committee and a positive vote from the community – this needs to be confirmed. Research is also being conducted regarding the role of the SHS Board. Mr. Pandolfo advised regarding discussion held at the BCEMS Board Meeting and stressed that it is each Board's responsibility to decide how to move forward. The Board advised regarding the reasons Barre Town voters did not support the merger, including; fear of school restructuring, pooling of monies, lack of representation. The Board agreed that without community support, it would not be worth the investment to form a new 706 Study Committee. The Board agreed to hold a community forum to discuss options and receive input from the community regarding what changes, if any, would result in community support. It was agreed that the meeting should take place between mid-August and mid-September and should include the presence of Donna Russo-Savage, and Rebecca Holcombe (Secretary of Education). The meeting should be open to all community members, with those who attended the last public meeting (on Act 46) being personally contacted. Mr. Pandolfo will contact Donna Russo-Savage and Rebecca Holcombe regarding their availability. It was noted that there are time constraints regarding submission and approval of plans and subsequent tax incentives.

## **7. Board Reports**

### **7.1. Superintendent**

A copy of the Superintendent's report dated May 30, 2017 was distributed. The report included information pertaining to; Negotiations, Federal Funding, and BSU Central Office Changes. A copy of the AASA Summary & Analysis: President Trump's FY18 Budget Proposal (dated 05/23/17), and a copy of a letter from Rebecca Holcombe, E.D. (Secretary of Education) dated 05/26/17, (relating to the President's proposed budget appropriation for K – 12 education) were also distributed.

Mr. Pandolfo advised that the Regional Pre-K Collaborative Effort secured a \$90,000 grant from VCPC for the region to use. VCPC (Vermont Community Preschool Collaborative) is an independent entity (not State affiliated) which promotes high quality pre-kindergarten programs. Three other supervisory unions have collaborated to secure a \$10,000 706 type grant to be used over the summer for regional collaboration. Sandra Cameron will head up the regional collaborative, which may include 12 supervisory unions and also includes collaboration with private providers. A one year, interim Early Education Director position has been posted. There is the possibility of additional grants in the future.

### **7.2 Principals Report**

A copy of the BTMES Administrative Report for June 14, 2017 was distributed. Mr. Griggs advised that the 8<sup>th</sup> Grade Graduation Ceremony will be held on Friday, June 16, 2017, in the gym at SHS starting at 6:30, and will be followed by a reception and dance at BTMES. Mrs. Nye recognized and thanked the PTO for all they do for the school, including the recent Laser Light Show. A list of PTO events and items they have purchased for the school can be found in the June newsletter. Mr. Paterson requested that the PTO attend a board meeting. The Board agreed to annually invite the PTO to attend the December board meeting. Mrs. Nye requested that Field Trips be added to the next board meeting agenda.

### **7.3 Committee Reports**

#### **7.3.1 Finance/Facilities/Transportation Committee –**

A copy of the Minutes from the May 17, 2017 Meeting were distributed. The major topics of discussion were facilities projects, transportation and an update from Julia regarding Special Education, including potential changes for next year (including cost increases) Ms. Pritchard requested that a change be made to the Minutes to clarify that hiring a COTA would add \$14,000 to the budget. The addition of a COTA would result in 3 additional days of service per week. Ms. Pritchard advised that she will be attending a Special Education Transportation meeting on Thursday, June 15, 2017. No meetings are slated for June, July, or August. The next meeting is tentatively scheduled for September 20, 2017 at 6:00 p.m. in the BTMES Library.

#### **7.3.2 SHAC Committee–**

Minutes of the May 1, 2017 Meeting were distributed. The Committee will not meet again until August. SHAC and Barre Town Recreation Committee updates will be removed from future agendas.

#### **7.3.3 Barre Town Recreation Committee –**

There is nothing new to report at this time.

#### **7.3.4 Verbal Report of BSU Committees –**

BSU Curriculum Committee – Mrs. McCarthy advised that the last meeting included an overview of ‘a day in the life of’ each school and identification of future agenda items. The next meeting will be held on Monday, August 28, 2017 at 5:30p.m. in the SHS Library.

BSU Policy Committee – Mrs. Farrell advised that the committee would be meeting on Monday, June 19, 2017 at 6:00 p.m. at the BSU Building in the Upstairs Conference Room. In response to a query from Mrs. McCarthy, it was noted that policies are ratified by each individual board, thus the BTMES Board could opt not to ratify a policy. A BTMES specific policy could be written, or the BSU policy could be modified to include different information for BTMES. It was noted that thus far, there have been no conflicts relating to different policies for different district schools.

Mr. Allen advised regarding the formation of a BSU Finance Committee. Mr. Paterson agreed to represent BTMES at these quarterly meetings.

#### **7.4 Financials**

The BTMES FY17 Expenditures/Year-end Projection report (dated 06/08/17) was distributed. There is an unaudited projected surplus of \$66,506.

#### **8. Future Agenda Items and Upcoming Committee Meetings**

Agenda Items: Field Trips

Supervisory Union – Thursday, June 15, 2017 at 6:00 p.m. in the SHS Library

BSU Policy Committee – Monday, June 19, 2017 at 6:00 p.m.

BSU Curriculum Committee – Monday, August 28, 2017 at 5:30 p.m., in the SHS Library (no July meeting)

Finance/Facilities/Transportation – Wednesday, September 20, 2017 at 6:00 p.m. in the BTMES Library

#### **9. Approval of Warrants**

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

#### **10. Executive Session**

##### **10.1 Student Matter**

A Student Matter was proposed for discussion in Executive Session.

**On a motion by Mrs. McCarthy, seconded by Mr. Paterson, the Board unanimously voted to enter into Executive Session, with the Superintendent in attendance, at 8:52 p.m. under the provisions of 1 VSA section 313 to discuss the item proposed for discussion.**

The remaining information was provided by the Superintendent.

**On a motion by Mrs. McCarthy, seconded by Mrs. Farrell, the Board unanimously voted to exit Executive Session at 9:29 p.m.**

#### **11. Next Meeting Date**

Wednesday, August 16, 2017 at 6:00 p.m. in the BTMES Library

#### **12. Adjournment**

**On a motion by Mrs. Farrell, seconded by Mrs. McCarthy, the Board unanimously voted to adjourn at 9:30 p.m.**

Respectfully submitted,

*Tina Gilbert*