

REGULAR SCHOOL BOARD MEETING
Barre Town Middle and Elementary School – Library
September 7, 2016
Staff Reception- 5:00 p.m.
Regular Meeting – 5:30 p.m.

MINUTES

BOARD MEMBERS PRESENT:

Brenda Buzzell - Chair
Brent Tewksbury – Vice Chair
Chad Allen - Clerk
Kristin McCarthy – arrived at 6:34 p.m.
Jay Paterson – arrived at 5:42 p.m.

BOARD MEMBERS ABSENT:

ADMINISTRATORS PRESENT:

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

GUESTS PRESENT:

Video Vision Tech	Lauren Ball	Mary Bowers	Kelsey LaPerle
Samantha Lawrence	Shelby Lindley	Kathleen Matthews	Holly Palmer
Jake Patoine	Amy Robertson	Laura Thygeson	Rachael VanVliet

1. Call to Order: Pledge of Allegiance

The Chair, Mrs. Buzzell, called the Wednesday, September 7, 2016, Regular meeting to order at 5:33 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 6.1 – Athletic Field Discussion – Recreation Department and Select Board
Under 10.0 Executive Session: delete 10.1 Labor Relations Agreement and add ‘Personnel Issue’

3. Visitors and Communications

3.1 Introduction of New Staff

Mr. Griggs and Mrs. Nye introduced new staff and their mentors. New staff and mentors each provided a brief overview of their experience and expressed their pleasure working at BTMES.

4. Approval of Minutes

4.1. Approval of Minutes – August 17, 2016 Regular Meeting

On a motion by Mr. Tewksbury, seconded by Mr. Paterson, the Board unanimously voted to approve the Minutes of the August 17, 2016 Regular Meeting.

5. New Business

5.1 Resign/Retire/New Hire

There were no resignations, retirements or new hires to approve.

5.2 FY18 Budget Development

A document titled ‘Barre Supervisory Union BCEMS/BTMES/SHS-CVCC Budget Development Schedule for FY 2018’ was distributed. Mr. Pandolfo advised that the development schedule has been distributed to the SU Board and to Finance Committee Chairs. The schedule is similar to last year’s schedule, but does include changes due to the impact of Act 46. Act 46 will have an impact on the budget process whereas there will likely be only 1 budget, as opposed to the current 4. As with past budgets, Administrative personnel will begin their review in September. It was noted that version 1 of the draft budget will likely show BTMES expenses. Version 2 of the budget will likely show the district budgets combined. This process is very similar to the budget process used for Special Education and Transportation expenses, under Act 153. It was noted that using version 2 of the budget will likely make it difficult to show a comparison with the previous year’s budget, though a district wide comparison may be possible. For budget promotion, the Board may wish to highlight specific BTMES related items. Brief discussion was held regarding

responsibilities of the current district boards versus the Unified Board. Details of the transition of responsibilities from district boards to a unified board are being researched.

5.3 Truant Officer Appointment

A document titled 'Title 16 Education, Chapter 25 ATTENDANCE AND DISCIPLINE §1125 was distributed. Mr. Pandolfo provided a brief overview of the requirement that the Board appoint a Truant Officer. Mr. Pandolfo recommended that Assistant Principal, Erica Pearson, be appointed to the position of Truant Officer. Brief discussion was held regarding the appointment of Truant Officers under a unified district. The appointment would most likely continue in the current manner, with separate Truant Officers appointed for each school in the district.

On a motion by Mr. Tewksbury, seconded by Mr. Allen, the Board unanimously voted to appoint Erica Pearson, as Truant Officer for Barre Town Middle and Elementary School.

5.4 Fuel Bid Recommendation

A document titled 'RFP Results for FUEL OIL, PROPANE, and WOOD CHIPS' was distributed. Mr. Pandolfo advised regarding his recommendation for the purchase of fuel.

On a motion by Mr. Paterson, seconded by Mr. Tewksbury, the Board unanimously voted to accept the Superintendent's recommendation and agreed to purchase fuel from Conti Oil (fuel oil), Irving (propane), and Catamount (wood chips).

6. Old Business

6.1 Athletic Field Discussion – Recreation Department and Select Board

No discussion will be held. Agenda Item kept as a 'place holder'.

6.2 Second and Final Reading of BSU Curriculum, Development and Coordination (G1)

Copies of all policies referenced in 6.2 – 6.6 were distributed. Mrs. Buzzell provided a brief overview of the policies presented for approval. The Board agreed that all policies could be voted on under one motion.

On a motion by Mr. Tewksbury, seconded by Mr. Allen, the Board unanimously voted to approve the Second and Final Readings, and ratify the BSU Policies presented under Agenda Items 6.2 through 6.6 (G1, G9, G11, G12, and G15).

6.3 Second and Final Reading of BSU Grade Advancement, Retention, Promotion, and Acceleration of Students (G9)

Ratified under Agenda Item 6.2.

6.4 Second and Final Reading of BSU Acceptable Use of Electronic Resources and the Internet (G11)

Ratified under Agenda Item 6.2.

6.5 Second and Final Reading of BSU Title I Comparability (G12)

Ratified under Agenda Item 6.2.

6.6 Second and Final Reading of BSU Special Education (G15)

Ratified under Agenda Item 6.2.

6.7 Dishwasher Recommendation

A document titled 'RFP Results for HOBART DISHWASHER' was distributed. It is the Superintendent's recommendation to contract with Kittredge Foodservice Equipment and Supplies. It was noted that the bid of \$24,993 does not reflect the Efficiency Vermont rebate of \$700. Funds for a new dishwasher are included in the current budget and the bid amount is close to the anticipated (budgeted) expense. Installation is slated for October 7, 2016 – October 10, 2016, while school is not in session. **On a motion by Mr. Tewksbury, seconded by Mr. Paterson, the Board unanimously voted to accept the Superintendent's recommendation and agreed to purchase the Hobart dishwasher from Kittredge Foodservice Equipment and Supplies.**

7. Board Reports

7.1. Superintendent

A copy of the Superintendent's report dated August 31, 2016 was distributed. The report included information pertaining to; the Act 46 Study Committee, Act 166 (Universal Pre-K), School Opening (including new teacher orientation and In-Service days), and Aesop (automated leave and substitute management system). The report also included the Barre Act 46 Timeline. Additionally, Mr. Pandolfo distributed a packet of documents including; 'Information on school director seats for the November 8, 2016 Barre Act 46 Election', Barre City and Barre Town Warnings, Board Seat Petitions, the Consent of Candidate form, 'Barre Supervisory Union Act 46 Update (dated August 24, 2016), and Minutes from the August 11, 2016 ACT 46 – 706 Study Committee Meeting. Mr. Pandolfo advised that a response has been received from the Agency of Education, and that draft 6 was distributed on September 6, 2016.

Mr. Pandolfo provided a synopsis of the Articles of Agreement and advised of changes/additions requested by the Agency of Education. Additionally, Mr. Pandolfo advised regarding the voting process, board make-up, and provided information pertaining to the petition process for those interested in running for a seat on the unified board. Mr. Pandolfo, Ms. Farrell, and Mr. Walz were interviewed by WDEV on Friday, September 2, 2016. The podcast of the interview can be found on the WDEV "Open Mike" Program: <http://wdevradio.com/open-mike-friday-9216/>. Additional Act 46 information is available on the SU website. The next Act 46 Study Committee Meeting is Thursday, September 8, 2016 at 5:30 p.m. in the Spaulding High School Library. Mr. Paterson advised that those interested in a seat on the unified board should begin gathering signatures. Mr. Paterson feels it is important to have a full roster of candidates for the November election. Mr. Pandolfo advised that the school year is off to a good start, including the implementation of the Aesop system, which is expediting the 'staff leave' process and reducing paperwork.

7.2 Principals Report

Three documents were distributed; 'BTMES Administration Report for September 7, 2016', the BTMES Monthly Enrollment Report (September 1, 2016), and a copy of the Welcome Back newsletter. Administrators provided an overview of the report, highlighting BTMES being chosen as the WCAX 'Cool School' of the week, the upcoming BTMES 50th Anniversary celebration, enrollment counts, student drop-off and pick-up procedures, the first evacuation drill (very successful), the addition of Dick Cleveland to the transportation staff (now fully staffed), receipt of an additional \$2000 towards outstanding food service debt, Pre-K enrollment, the SU-wide special educator team meeting, and training of para-professional staff (by NFI - Northeast Family Institute). It was noted that BTMES is paying Pre-K tuition to Qualified Centers (for 10 students). Mr. Griggs announced that M.L. McLaughlin has been awarded the Presidential Award for Excellence in Mathematics and Science. Ms. McLaughlin is currently in Washington, DC with fellow award winners.

7.3 Committee Reports

Finance – The Committee has not met recently. The next meeting is scheduled for Wednesday, October 5, 2016 at 5:00 p.m. in the upstairs conference room.

Facility and Transportation – Mr. Tewksbury advised that he has met with Mr. Evans, and Mr. Belisle regarding paving, woodchips, the new dishwasher, outdoor classrooms, replacement of the air conditioning unit for the library, purchase of a new carpet cleaning machine, and roof maintenance. Future items for discussion include replacement of the roof air conditioner (cost is approximately \$30,000), potential installation of additional security cameras, and contacting Efficiency Vermont regarding possible lighting enhancements. Mr. Paterson advised that the camera policy needs to be reviewed.

Curriculum – The next meeting is scheduled for Wednesday, September 21, 2016, at 4:00 p.m. in the 2nd floor conference room.

Policy – No update. The Committee plans to meet this month.

Barre Town Recreation – No update.

SHAC – No update.

Mr. Pandolfo advised that the first meeting for contract negotiations with teachers is September 26, 2016. A meeting date for negotiations with para-educators will be scheduled soon.

7.4 Financials

The BTMES Expense Budget Status Report was distributed. No discussion.

8. Future Agenda Items and Upcoming Committee Meetings

Finance – Wednesday, October 5, 2016 at 5:00 p.m. in the upstairs conference room.

Facility and Transportation – TBD

Curriculum – Wednesday, September 21, 2016, at 4:00 p.m. in the 2nd floor conference room

Policy – TBD

9. Approval of Warrants

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

10. Executive Session

10.1 Labor Relation Agreements

10.2 Personnel Issue

A Personnel Issue was proposed for discussion in Executive Session.

On a motion by Mrs. McCarthy, seconded by Mr. Tewksbury, 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. McCarthy, seconded by Mr. Tewksbury, the Board unanimously voted to enter into Executive Session, inviting Mr. Pandolfo and Mr. Griggs, at 6:59 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. Tewksbury, the Board unanimously voted to exit Executive Session at 7:09 p.m.

No action taken.

11. Next Meeting Date

September 21, 2016 at 6:00 p.m. in the BTMES Library

12. Adjournment

On a motion by Mr. Paterson, seconded by Mrs. McCarthy, the Board unanimously voted to adjourn at 7:10 p.m.

Respectfully submitted,
Andrea Poulin