

**REGULAR SCHOOL BOARD MEETING**  
Barre Town Middle and Elementary School – Library  
April 5, 2017 – 6:00 p.m.

**MINUTES**

**BOARD MEMBERS PRESENT:**

Chad Allen - Chair  
Jay Paterson – Vice Chair  
Alice Farrell - Clerk  
Jennifer Hutchinson – arrived at 6:05 p.m.  
Kristin McCarthy

**BOARD MEMBERS ABSENT:**

**ADMINISTRATORS PRESENT:**

Jaime Evans, Facilities Director  
Scott Griggs, Principal  
Donald McMahon, Special Services Director  
Jennifer W. Nye, Principal  
Erica Pearson, Assistant Principal

**GUESTS PRESENT:**

Video Vision Tech

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

**The Chair, Mr. Allen, called the Wednesday, April 5, 2017, Regular meeting to order at 6:00 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 6.4 Committee Assignments  
Add an additional new hire under Agenda Item 2017 – 2018 Staffing Status  
Mr. Allen introduced Donald McMahon, Special Services Director, and advised that he would be sitting in for Mr. Pandolfo.

**3. Visitors and Communications**

None.

**4. Approval of Minutes**

**4.1. Approval of Minutes – March 8, 2017 Regular Meeting**

**On a motion by Mrs. Farrell, seconded by Mr. Paterson, the Board unanimously voted to approve the Minutes of the March 8, 2017 Regular Meeting.**

**4.2. Approval of Minutes – March 23, 2017 Tri-Board Meeting**

**On a motion by Mrs. McCarthy, seconded by Mrs. Farrell, the Board unanimously voted to approve the Minutes of the March 23, 2017 Tri-Board Meeting.**

**5. New Business**

**5.1 2017 – 2018 Staffing Status**

Four documents were distributed; ‘BTMES MAINTENANCE & CUSTODIAL STAFFING’, ‘BARRE TOWN MIDDLE & ELEMENTARY SCHOOL 2017 – 2018 Anticipated Staffing’, and the resume and BSU Notification of Employment Status form for Jennifer Beams. Mr. Evans provided an overview of the different proposed custodial/maintenance models for the 2017/2018 school year. These new models reflect changes resulting from the outsourcing of busing. Brief discussion was held regarding the hiring of Jennifer Beams for the position of Special Educator. Though Special Educators are hired at the SU level, Ms. Beams is being presented for approval to the BTMES Board. **On a motion by Mrs. McCarthy, seconded by Mrs. Hutchinson, the Board unanimously voted to approve the hiring of Jennifer Beams.** The hiring of Ms. Beams will be presented to the BSU Board at their next regular meeting.

Mrs. Nye provided an update on current and anticipated staffing needs, including an overview of student retentions, newly registered students, anticipated enrollments, and teacher/student ratios. Mrs. Nye advised that administrators believe that hiring an additional (5<sup>th</sup>) Kindergarten teacher will be necessary for the 2017-2018 academic year. This position is not budgeted. After brief discussion, it was the consensus of the Board, to support the hiring of an additional Kindergarten teacher.

## 5.2 Resignation

A letter of resignation from Venus Dean was distributed. Mr. Griggs advised that Ms. Dean has tendered her resignation so as to accept the position of BSU Mathematics Curriculum Coordinator (a position she has held for the past year). It was noted that a current math teacher is interested in one of the two Math Lab positions, thus BTMES will be looking to hire a math teacher.

**On a motion by Mrs. McCarthy, seconded by Mr. Paterson, the Board unanimously voted to accept, with regrets and best wishes, the resignation of Venus Dean.**

## 5.3 Policy Rescinds – BGB, DA, DBC, EF, GBEC & GBEC-R, GBK, IGBFB, IIB, IIC, JBA, JH, JICFA, JICH, JK, JK-R, JRA, JRA-E, JRA-E1, JRA-E2, JRA-E3, JRA-R, JRA-R1, JRA-R2, JRA-R3, JRA-R4, JRA-R5, JRA-R6, JRA-R7, JRA-R8, and JRA-R9.

Copies of the policies were distributed. Mr. Paterson and Ms. Pearson provided an overview of the reasoning for rescinding the policies (replaced by BSU wide, BTMES approved policies). Mr. Pandolfo was credited with creating the list of policies that should be rescinded. **On a motion by Mr. Paterson, seconded by Mrs. McCarthy the Board unanimously voted to rescind policies BGB, DA, DBC, EF, GBEC & GBEC-R, GBK, IGBFB, IIB, IIC, JBA, JH, JICFA, JICH, JK, JK-R, JRA, JRA-E, JRA-E1, JRA-E2, JRA-E3, JRA-R, JRA-R1, JRA-R2, JRA-R3, JRA-R4, JRA-R5, JRA-R6, JRA-R7, JRA-R8, and JRA-R9.**

## 6. Old Business

### 6.1 Second and Final Reading Proficiency-Based Learning (G20)

A copy of the policy was distributed. Mr. Allen provided a brief overview of this BSU policy, which has been adopted by the BSU Board. Mr. Griggs provided an overview regarding parental notification of the implementation of Proficiency-Based Learning. BTMES staff members have been working with SHS Principal, Brenda Waterhouse to coordinate the implementation of Proficiency Based Learning initiatives. **On a motion by Mrs. Farrell, seconded by Mrs. Hutchinson, the Board unanimously voted to approve the Second and Final Reading of the Proficiency-Based Learning policy (G20), and agreed to ratify said policy.**

### 6.2 House and Property for Sale

A document titled 'Residential Property for sale Websterville Road' was distributed. Mr. Evans advised that the homeowners may soon list their property for sale and were offering BTMES the opportunity to consider purchasing the property (before it is publicly listed). Brief discussion was held regarding whether or not BTMES needs additional land, use of the building (if purchased), possible renovation/demolition costs, and the value of the property. Mr. Evans will research the feasibility and cost associated with having the property appraised. It was noted that in-depth discussion relating to the acquisition of real estate should be held in Executive Session.

### 6.3 Labor Relations Agreements

Mr. Paterson advised that the status of negotiations is outlined in the Superintendent's Report. The Negotiations Committee met with Custodial/Maintenance staff on 03/29/17, for discussion relating to health insurance. Upcoming meetings include 04/27/17 with teachers, and 05/02/17 with para-educators. The meetings are open to the public and information pertaining to all meetings (dates/times/agendas/minutes) can be found on the SU web site. Mrs. Nye advised that in the absence of an 'agreement', staff members are submitting 'Letters of Intent', rather than signed contracts.

### 6.4 Committee Assignments

BTMES Representatives to the BSU Board are: Mr. Allen, Mrs. Farrell, and Mrs. Hutchinson

BSU Policy Committee – BTMES Representative: Mrs. Farrell. BTMES Administrative Representative: Ms. Pearson.

The first meeting of the BSU Policy Committee will be on Monday, May 15, 2017 from 6:00 p.m. – 8:00 p.m. in the BSU Second Floor Conference Room.

Regular BSU Policy Committee Meetings will be held on the 3<sup>rd</sup> Monday of each month from 6:00 p.m. – 8:00 p.m. in the BSU Second Floor Conference Room.

BSU Curriculum Committee – BTMES Administrative Representative: Mrs. Nye.

The first meeting of the BSU Curriculum Committee will be on Monday, April 24, 2017 from 6:00 p.m. – 8:00 p.m. in the SHS Library.

Regular BSU Curriculum Committee Meetings will be held on the 4<sup>th</sup> Monday of each month from 6:00 p.m. – 8:00 p.m. in the SHS Library.

BTMES Finance/Facilities/Transportation Committee – Mr. Paterson will chair the committee. Mrs. Hutchinson will serve as an official committee member. Regular meetings will be held on the 3<sup>rd</sup> Wednesday of each month at 5:30 p.m. Due to the April vacation, the first meeting of this committee will be held on **Wednesday, April 26, 2017 at 6:00 p.m. in the BTMES Library.**

SHAC Committee – (School Health Advisory Committee) – Meets the 1<sup>st</sup> Monday of each month from 3:40 p.m. – 5:00 p.m. in the BTMES Library. There will be no official BTMES Board representation on this committee. The Board will keep apprised of the committee’s work via the Administrator’s Report.

Barre Town Recreation Committee – Former Board Member, Brent Tewksbury remains as a representative until 05/09/17. The Board will discuss/decide ex officio representation after that date. Mrs. McCarthy will be in contact with Mr. Tewksbury for additional information.

## **7. Board Reports**

### **7.1. Superintendent**

A copy of the Superintendent’s report dated March 28, 2017 was distributed. The report included information pertaining to; Negotiations, Health Care Insurance, SU Central Office Positions, and the Legislative Breakfast (held on April 3, 2017) at Spaulding High School. Mr. McMahon reported that a health insurance informational meeting is being scheduled, the position of Curriculum Director has been posted, and the Legislative Breakfast was well attended and included very informative discussion. Mrs. Farrell advised that the legislators provided a complete list of educational bills currently being proposed. Much discussion was held regarding proposed bills, with considerable discussion being held on H490 and H170.

### **7.2 Principals Report**

The BTMES Administrative Report, dated April 5, 2017, was distributed. The report included information pertaining to; SHS Registration, Parent/Student/Teacher Conferences, Staff Development, the BTMES Talent Show (April 7, 2017 at 6:30 p.m.), Kindergarten Screening, the Drama Club’s presentation of ‘The Lion King’ (04/28/17 for students and 04/29/17 at 11:00 a.m. for the community), applications for grants (to assist staff, the Preschool Program, and students wishing to attend summer camps), Transportation issues, Enrollment, anticipated staffing and enrollment for 2017/2018, and updates to the 2016/2017 school calendar (06/16/17 – last student day and graduation and 06/19/17, 06/20/17 staff only days). April vacation will be 04/17/17 – 04/21/17. It was reported that the Pre-K rooms have been declared ‘lead free’, thus no more inspections or testing needs to be performed. Staff appreciation week is 05/01/17 – 05/05/17. The Staff Appreciation Breakfast will be held on Thursday, 05/04/17. The last day of school for students will be Friday, June 16, 2017. This will be a half day for students. It was noted that the Board Retreat has not been scheduled yet. The Enrollment Report was distributed. Total enrollment currently stands at 890 students. Openings for bus drivers and a School Nurse, are posted on links via the web site. It was noted that teaching staff that hold bus driver endorsements have been assisting with transportation, with no impact to class time. There have been mechanical issues with some buses. Bus #15 requires a new transmission, which is not financially feasible at this time. STA has been providing substitute buses and drivers whenever possible. There are currently 2 routes that do not have regular drivers. Administrators are working diligently and creatively to resolve the bus driver shortage and cover all routes. Parents have been notified in writing regarding busing issues. The ‘call-them-all’ service is used to advise of unexpected transportation issues and is only being used in emergency situations. It was noted that parents are coping as best they can with the transportation issues, and have been very supportive. Mr. Allen asked for continued patience and support during the transition of busing.

### **7.3 Committee Reports**

**7.3.1 Finance** – No discussion.

**7.3.2 Facility and Transportation** – No discussion.

**7.3.3 Curriculum** –

Draft Minutes from the 02/08/17 meeting were distributed. Discussion at the 04/24/17 meeting will include Proficiency Based Grading.

**7.3.4 Policy** –

Draft Minutes from the 02/10/17 meeting were distributed. Policies on the BTMES web site will be posted in alphabetical order (for ease of location by parents).

**7.3.5 SHAC** – No discussion.

**7.3.6 Barre Town Recreation** – No discussion.

### **7.4 Financials**

The BTMES and BSU Expense Budget Status Reports (dated 03/28/17) were distributed. Board Members expressed a desire to see projections and more narrative explanations (including budget highlights, previous year’s data, to assist with ‘frame of reference’, SU expenses (including Transportation and Special Education), and possibly a running history of changes. Mrs. McCarthy suggested the Board brainstorm regarding report content. Mr. Allen requested additional information relating to line item #2711 and wanted assurance that budgeted Technology funds are spent (line #2225).

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

### Future Agenda Items:

Transfer of Land (Recreational Fields)  
Transition of Transportation  
Retreat Date  
Financial Reporting  
House for Sale

### Upcoming Meetings:

Supervisory Union – Thursday, April 20, 2017 at 6:00 p.m. in the BSU First Floor Conference Room

Curriculum – Monday, April 24, 2017 from 6:00 p.m. – 8:00 p.m. in the SHS Library

Finance /Facility/Transportation – Wednesday, **April 26, 2017 at 6:00 p.m.** in the BTMES Library

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

Barre Town Recreation – To be announced

SHAC – Monday, May 1, 2017, from 3:40 p.m. – 5:00 p.m. in the BTMES Library

## **9. Approval of Warrants**

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

## **10. Executive Session**

No items were proposed for discussion in Executive Session.

## **11. Next Meeting Date**

Wednesday, May 3, 2017 at 6:00 p.m. in the BTMES Library

## **12. Adjournment**

**On a motion by Mrs. McCarthy, seconded by Mrs. Farrell, the Board unanimously voted to adjourn at 7:48 p.m.**

Respectfully submitted,

*Andrea Poulin*