

REGULAR SCHOOL BOARD MEETING
Barre Town Middle and Elementary School – Library
August 17, 2016 – 6:00 p.m.

MINUTES

BOARD MEMBERS PRESENT:

Brenda Buzzell - Chair
Brent Tewksbury – Vice Chair
Kristin McCarthy
Jay Paterson

BOARD MEMBERS ABSENT:

Chad Allen - Clerk

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent
Scott Griggs, Principal
Jennifer W. Nye, Principal
Erica Pearson, Assistant Principal

GUESTS PRESENT:

Video Vision Tech	Doug Farnham	Bob Hildebrand	Rob LaClair	Pat MacAskill
Topper McFaun	Carl Rogers			

1. Call to Order: Pledge of Allegiance

The Chair, Mrs. Buzzell, called the Wednesday, August 17, 2016, 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

Add: 5.9 First Reading of BSU Tobacco Prohibition Policy (E8)

Add: 10.2 Executive Session – Personnel/Employment

Add: discussion of Bus Related Services under 6.2 Select Board Overview of Fields

Agenda Items related to Old Business will be conducted before New Business, to allow guests to depart.

3. Visitors and Communications

Mr. Pandolfo read a letter from Carlotta Perantoni relating to certificates/awards for sports related activities. BTMES currently acknowledges participation in sports related activities. Mrs. Perantoni would like to see this mode of recognition expanded.

Mrs. Perantoni would like to meet with administrators regarding collaboration between BYSA and Barre schools on this matter.

4. Approval of Minutes

4.1. Approval of Minutes – July 6, 2016 Regular Meeting

On a motion by Mr. Tewksbury, seconded by Mrs. McCarthy, the Board unanimously voted to approve the Minutes of the July 6, 2016 Regular Meeting and the Minutes of the June 21, 2016 Barre Town Retreat.

4.2. Approval of Minutes – June 21, 2016 Barre Town Retreat

Approved under Agenda Item 4.1.

5. New Business

5.1 Resign/Retire/New Hire

Resumes and BTMES Notification of Employment Status Forms for Kathleen Matthews (Special Educator) and Samantha Lawrence (Kindergarten) were distributed. Mr. Pandolfo provided a brief overview of each candidate, advising that these two individuals were hired over the summer using Board approved procedures. The voting tonight will be a formality. It was noted that due to an increase in the number of Kindergarten students, Samantha Lawrence is being hired to fill a new position in an added Kindergarten class

On a motion by Mr. Tewksbury, seconded by Mrs. McCarthy, the Board unanimously voted to approve the hiring of Kathleen Matthews and Samantha Lawrence.

5.2 Policy Committee Overview

A copy of the 'Barre Supervisory Union Policy Manual Index' was distributed. Mr. Paterson distributed a color-coded version of the Index. Mr. Pandolfo provided a brief overview advising that the goal is to have a consistent set of policies throughout the SU. Mr. Pandolfo clarified that the list is not a full or comprehensive list of the BTMES policies. It was noted that there are some policies that exist at the district level, but not at the SU level. District policies need to be aligned with SU policies. If Act 46 consolidation is approved, district policies will become obsolete on July 1, 2017. In response to a query, it was noted that BTMES policies which are replaced by BSU policies, do not have to be rescinded immediately.

5.3 First Reading of BSU Curriculum, Development and Coordination Policy (G1)

A copy of all policies referenced in Agenda Items 5.3 – 5.7, and 5.9 were distributed. Mrs. Buzzell provided an overview of the BSU policies and reiterated that all of the SU wide policies can be found on the SU web site.

On a motion by Mrs. McCarthy, seconded by Mr. Paterson, the Board unanimously voted to approve the First Reading of the following policies; G1, G9, G11, G12, G15, and E8.

5.4 First Reading of BSU Grade Advancement, Retention, Promotion, and Acceleration of Students Policy (G9)

Approved under Agenda Item 5.3.

5.5 First Reading of BSU Acceptable Use of Electronic Resources and the Internet (G11)

Approved under Agenda Item 5.3.

5.6 First Reading of BSU Title I Comparability Policy (G12)

Approved under Agenda Item 5.3.

5.7 First Reading of BSU Special Education Policy (G15)

Approved under Agenda Item 5.3.

5.8 CFP Grant Funding

Mr. Pandolfo advised that each year, the SU applies for CFP (Consolidated Federal Programs) grant funding, which includes funding for 3 Curriculum Specialists. This year, the SU has learned that parts of the job of the Curriculum Specialists cannot be paid for by grant funds. The disallowance is for 20% of the positions' time, which amounts to approximately \$30,000 for the BTMES portion. As it is early in the fiscal year, there should be enough time to realize savings in some areas, to cover the additional expense.

5.9 First Reading of BSU Tobacco Prohibition Policy (E8)

Approved under Agenda Item 5.3.

6. Old Business

6.1 Abbey Group Lunch - Procedures

Bob Hildebrand addressed the Board regarding implementation of a new policy, and its implementation challenges. The goal of the policy is to lower the amount of unpaid meals. The policy dictates that when a balance reaches -\$10.00, a letter will be sent home to the parents. When the balance reaches -\$20.00, a phone call is placed to the parents, and the student will receive bagged lunches, rather than selecting one of the meals or made to order sandwich lunches. The bagged lunch costs the same amount as the other cafeteria offerings, and will be billed to the parents. The logistics of distributing bagged lunches without causing embarrassment to the students is an issue that needs to be worked out. As not all parents who have negative accounts will want their children receiving bagged lunches, it will be necessary to identify which parents are requesting a bagged lunch for their child. Mr. Hildebrand advised that he believes the new policy is posted on the cafeteria's web site. Mrs. Buzzell provided clarification to the public, noting that the program that provides free lunches to all BCEMS students, does not apply to BTMES students. Mrs. Nye reiterated that BTMES staff members work with families to help assure that all who qualify for free/reduced meals, receive the necessary paperwork to enroll in the program. Efforts over the summer, to collect unpaid balances have been very successful. The balance of outstanding accounts has been reduced to \$2,500. In addition to weekly Accounts Receivable reports that will be provided to Administration, Mr. Hildebrand will provide an update to the Board 6 weeks into the school year.

6.2 Select Board Overview of Fields and Bus Related Services

Carl Rogers – Town Manager, Rob LaClair – Selectman, and Doug Farnham – Chair of the Parks and Recreation Committee were introduced to the Board. Mr. Tewksbury provided an overview of discussions held as part of Act 46 and advised regarding the current arrangement where the Town maintains and schedules the BTMES recreational fields. It was noted that BTMES receives priority for usage of the fields. Mr. Rogers advised that both the Select Board and the Recreation Department have discussed acquiring the recreation fields and both are in agreement that they are interested in owning the property. The Town and Recreation Department are also interested in owning the Little League field. The Town would like to own the fields and continue with the current arrangement, allowing the school to have first option for use of the fields. All parties agreed that regardless of the outcome of the Act 46 vote, they

are interested in the transfer of land from BTMES to the Town. Mr. Rogers advised that there are several steps involved in the process of transferring ownership, including surveying the property, hearings before the Developmental Review Board, subdividing the property, possible Act 250 involvement, and driveway easements. It was agreed that the process could not be completed prior to the November vote on Act 46. A document showing the current boundary lines was distributed. It was recommended that perhaps a purchase and sales agreement could be signed prior to the November vote on Act 46. Mr. LaClair commended those involved, for an excellent job educating the public regarding Act 46. **On a motion by Mr. Tewksbury, seconded by Mr. Paterson, the Board unanimously voted to move forward with the transfer of land ownership from BTMES to the Town of Barre, with BTMES maintaining their current status regarding the priority of use of the fields.** In response to a query from Mr. Rogers, the Board advised that Paul Belisle would be the point of contact at BTMES.

Discussion turned to the future change in transportation for BTMES students. Mrs. Buzzell provided an overview of busing issues and advised that the Board agreed to use contracted busing services, only after extensive, fact based research was performed. Mr. Rogers advised that the Town was asked to present information regarding how this change impacts the Town budget. Mr. Rogers advised that BTMES currently pays \$1750 for parking and garage usage, and \$25,000 to \$30,000 for mechanic's time (including overhead) for bus maintenance. The cost of fuel and parts has not impact, as those items are billed to BTMES at cost. Mr. Rogers estimates the budgetary impact at approximately \$30,000. In response to a query, Mr. Rogers advised that the Town would not be interested in allowing an outside entity to use Town land/facilities for parking or fueling buses.

Mr. Tewksbury thanked the Town for prepping the school entrance for paving. Mr. Rogers advised that the Town plans to have Websterville Road and the BTMES paving completed before school starts.

7. Board Reports

7.1. Superintendent

A copy of the Superintendent's report dated August 10, 2016 was distributed. The report included information pertaining to; an update of activity by the Act 46 Study Committee, the Custodial/Maintenance Agreement (now in place), and Act 166, Universal Pre-K. A copy of the Act 46 Timeline was also distributed. The Board had no questions regarding the report. Additional documents were distributed; a revised Act 46 Timeline, the VSBA's Building a Strong Foundation for Unified Districts document, the Act 46 Communication Strategy document, the Act 46 Quick Update informational document, and a copy of the Barre Unified School District Act 46 Study Committee – Final Report – Draft 5, dated August 15, 2016. Mr. Pandolfo provided an overview of the Timeline and communication strategies being implemented. Mr. Pandolfo gave an Act 46 presentation to the Rotary Club. Other Act 46 Committee Members will be addressing additional service groups. Survey #2 has been created and the response thus far has been great (over 200 responses so far). Mr. Pandolfo advised regarding board member terms for the proposed Unified Board and advised that additional information is found on page 24 of the Final Report draft. It was noted that the deadline for submission of petitions to run for the new Board is quickly approaching. Mrs. Buzzell queried regarding stipend payments for members of the new Board and whether or not voter approval is necessary for stipend payments. Mr. Pandolfo will research this matter.

7.2 Principals Report

Mr. Griggs commended Paul Belisle and custodial/maintenance staff for their work over the summer. Mr. Griggs provided an overview, highlighting some of the summer projects and added that the work performed was very impressive. Parents were encouraged to check the school website for open house dates. The sports informational night will be held on Tuesday, August 23, 2016 at 6:00 p.m., in the BTMES gymnasium. Mrs. Nye advised that all the necessary bus drivers have been hired and that some substitute drivers are also available. All bus routes have been posted in the lobby and on the web site. The first day of school for Kindergarten A group, is August 30, 2016, Kindergarten B group is August 31, 2016. Parents may walk their children to class on the first day of school. The school will have a before school program run by the YMCA. This before school care is available for students in grades K – 8 and is a VT licensed childcare program that may receive payments from the Bright Futures Subsidy Program for children through 12 years old. The cost per day is \$8.00. There is currently no after school care available. Members of the SHAC Committee recent attended a retreat at Norwich University. The focus of the retreat was the "Whole School, Whole Community, Whole Child" model.

8. Future Agenda Items

Act 46

Follow-up with Town regarding transfer of land (athletic fields)

New Staff reception and introductions (at 09/07/16 meeting)

9. Approval of Warrants

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

Three financial reports were distributed; the BTMES School FY 16 Expenditures/Year-end Projection report dated August 9, 2016, the BTMES General Fund Revenue Report, and the BTMES General Fund Expenditures report. There was minimal discussion.

It was announced that a surplus was projected. It was noted that the Committees did not meet over the summer; therefore there were no Committee Reports to be distributed or provided verbally.

10. Executive Session

10.1 Labor Relations Agreements

10.2 Personnel/Employment

Items proposed for discussion in Executive Session include Labor Relations Agreements and a Personnel/Employment Matter.

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 Mr. Paterson, seconded by Mrs. McCarthy, the Board unanimously voted to enter into Executive Session, with Mr. Pandolfo and the two Principals, at 7:45 p.m. under the provisions of 1 VSA section 313 to discuss the items proposed for discussion.

The remaining information was provided by the Superintendent.

On a motion by Mrs. McCarthy, seconded by Mr. Paterson, the Board unanimously voted to exit Executive Session at 8:07 p.m.

On a motion by Mr. Tewksbury, seconded by Mr. Paterson, the Board unanimously voted to approve a 1 year leave of absence for Venus Dean.

11. Next Meeting Date

The next Regular Meeting will be held on September 7, 2016.

12. Adjournment

On a motion by Mrs. McCarthy, seconded by Mr. Tewksbury, the Board unanimously voted to adjourn at 8:08 p.m.

Respectfully submitted,
Andrea Poulin