

**REGULAR SCHOOL BOARD MEETING**  
Barre Town Middle and Elementary School – Library  
January 18, 2017 – 5:30 p.m.

**MINUTES**

**BOARD MEMBERS PRESENT:**

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

**BOARD MEMBERS ABSENT:**

**ADMINISTRATORS PRESENT:**

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

**GUESTS PRESENT:**

Video Vision Tech

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

The Chair, Mrs. Buzzell, called the Wednesday, January 18, 2017, 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**

**Add 5.2 Transition of Transportation**

**Add 5.3 Resignation**

**Add Approval of Warning under 6.5**

**Add 10.1 Labor Relations (in Executive Session)**

**3. Visitors and Communications**

None.

**4. Approval of Minutes**

**4.1. Approval of Minutes – January 4, 2017 Regular Meeting**

On a motion by Mrs. McCarthy, seconded by Mr. Paterson, the Board unanimously voted to approve the Minutes of the January 4, 2017 Regular Meeting.

**5. New Business**

**5.1 Dabble Day**

Mrs. Buzzell advised that the annual Dabble Day will be held on Saturday, February 4, 2017 in the Spaulding High School Cafeteria. This event, sponsored by Success by Six, is for children ages birth to 6 and includes many stations with fun hands-on activities. Various local businesses, including Cabot Cheese, Hannaford, and Price Chopper, are donating items for refreshments. The event is free and every child will receive a free book.

**5.2 Transition of Transportation**

The transition of transportation to contracted services is effective in July 2017. Mr. Pandolfo advised that Administrators wanted to assure that the transition is adequately conveyed to all stakeholders and community members well in advance of the transition. Mrs. Buzzell and Mr. Pandolfo advised that the change to the transportation schematic is the result of legislation (Act 153), and that the decision to transition to an outside transportation company was well thought out and was based on extensive research. Mr. Pandolfo has started discussions with BTMES drivers and is hoping to set up a meeting between STA (Student Transportation of Vermont), Central Office Staff, and BTMES drivers. STA is interested in hiring current BTMES drivers. Mr. Pandolfo advised that the Agency of Education gave the SU a waiver to go back out to bid, and that STA has agreed to hold their 2017 prices for 2018. The Board discussed various methods to convey the transition to parents, including notification in the Town Report, the school newsletter, Facebook, and a letter sent to parents. Mr. Pandolfo will draft a letter for Board review. After the Board reviews the draft, Administrators will finalize the letter and its distribution. As the Town of Barre is currently involved in BTMES transportation, it is imperative that Carl Rogers be notified as soon as possible (as the Barre Town budget will be impacted).

### **5.3 Resignation**

A letter of resignation from Tracy Taylor, RN, MSN was distributed. Mr. Griggs advised that School Nurse, Tracy Taylor, has submitted a letter of resignation. Mrs. Taylor will fulfill her contract and remain through the end of the school year, but wanted to submit her resignation significantly in advance to allow Administrators adequate time to hire a replacement and allow for training. **On a motion by Mrs. McCarthy, seconded by Mr. Tewksbury, the Board unanimously voted to accept, with regrets and best wishes, the resignation of Tracy Taylor.**

### **6. Old Business**

#### **6.1 Second and Final Reading Student Conduct and Discipline Policy (F1)**

Copies of policies referenced in Agenda Items 6.1 through 6.4 were distributed. Mr. Paterson provided a brief overview.

**On a motion by Mrs. McCarthy, seconded by Mr. Allen, the Board unanimously voted to approve the Second and Final Readings, of the policies referenced in Agenda Items 6.1 through 6.4, and agreed to ratify said policies (F1, F7, F21, and F25).** It was noted that there are no First Readings for presentation at tonight's meeting. The Board should expect to review new First Readings at the February meeting.

#### **6.2 Second and Final Reading Student Alcohol and Drugs Policy (F7)**

Approved under Agenda Item 6.1.

#### **6.3 Second and Final Reading Firearms Policy (F21)**

Approved under Agenda Item 6.1.

#### **6.4 Second and Final Reading Student Attendance Policy (F25)**

Approved under Agenda Item 6.1.

#### **6.5 FY '18 Budget and Approval of Warning**

Two documents were distributed; the BTMES Comparative Tax Rate Calculations for Budget Years 2017 – 2018 document and the BTMES Expense Budget Status Report (dated 01/12/17). A revised version of the Comparative Tax Rate Calculations document was distributed. A full copy of the revised draft budget was not available for the meeting. Four items, totaling \$118,000, have been removed from the budget, as discussed in the Finance Committee. The Committee agreed to leave in \$105,000, which includes; 1FTE Math Interventionist (Middle School), Responsive Classroom/Developmental Design Training, and the Facility Security line item. Lengthy discussion was held regarding the amount of unaudited surplus monies to use to off-set expenses, and the resulting impact to the tax rate and cost per equalized pupil. In addition to the \$300,000 of revenue from the sale of buses, it was the Board's consensus to use \$200,000 of the \$527,000 unaudited surplus amount. Discussion was also held regarding possible improvement/maintenance projects that may be funded from the Capital Improvement Fund. A decision on those items was deferred until after the Article I (Act 46) re-vote on January 31, 2017.

**On a motion by Mr. Allen, seconded by Mr. Paterson, the Board unanimously voted to accept the expense budget as received this evening (\$11,744,429). Mrs. Buzzell also voted for the motion.**

#### **Approval of Warning:**

A copy of the Warning for the 'TOWN OF BARRE, VERMONT SCHOOL DISTRICT MEETING March 7, 2017' was distributed. Mrs. Buzzell read the Warning out loud. It was noted that the expenditure amount in Article I of the Warning (\$11,944,429) includes grant money. It was also noted that under Article IV, if no one runs for the position of Treasurer for the Barre Town School District, the Barre Town Clerk, Donna Kely will automatically be appointed to the position. **On a motion by Mr. Paterson, seconded by Mrs. McCarthy, the Board unanimously voted to approve the Warning for the 'TOWN OF BARRE, VERMONT SCHOOL DISTRICT MEETING March 7, 2017'.** The Warning was then circulated amongst the Board Members for signatures.

It was noted that the budget will need to be presented to the Town Selectmen at an upcoming meeting.

#### **6.6 March School Board Elections and Meeting Dates**

Mr. Pandolfo advised that he is not aware of anyone running for the BTMES Board. Petitions (with signatures from at least 30 registered voters) are due at the end of the January, though the precise date is not known. Individuals who are interested in running for the BTMES Board were advised to contact Town Clerk, Donna Kely for information, and/or forms.

#### **6.7 Labor Relations**

Four documents were distributed; updated Proposal Status Forms for Teachers and Para-educators, the Wage and Insurance Proposals for BSU Teachers and Paras (dated 01/18/17), and the 'Analysis of Board's VEHI Proposal using 2015 Claims Data' document. Mr. Pandolfo distributed the up-to-date status forms and provided a brief overview of items recently discussed and tentatively agreed to (TA'd). Negotiators met with teachers on 01/17/17, and will be meeting with para-educators on 01/25/17. Mr. Pandolfo provided a comprehensive overview of the Analysis document, advising that under the proposal, some employees will be better off, and some

will be worse off. The analysis was provided using some assumptions and estimates. Mr. Paterson thanked Mr. Pandolfo for his creation of this 'readable', 'real' document, which is very beneficial for the Board and negotiators.

## **7. Administrative Reports**

### **7.1. Superintendent**

Mr. Pandolfo advised that he has set a tentative date of January 30, 2017 for the Legislative Breakfast. The Breakfast will be held at 7:30 a.m. at Spaulding High School in the "Lunch Box" (formally known as The Green Room). Mr. Pandolfo will send email confirmation regarding the date. Additionally, Mr. Pandolfo provided an overview of his recent (01/13/17) testimony before the House Education Committee. A copy of a letter to school board members, from VSBA was distributed. This letter identifies a slate of Act 46 changes that VSBA will present to the General Assembly. Mr. Pandolfo provided an overview of ADM data received from the State, which documents an overall decrease in numbers, resulting in a drop in the number of Equalized Pupils. Mr. Pandolfo also provided an update of recent and planned activity within the Early Education Department.

### **7.2 Principals Report**

The BTMEs Administration Report for January 18, 2017 was distributed. The report included information pertaining to; the New Year Luncheon (held on 01/11/17), the Pre-school Meal Program, the STARS Annual Report (including survey input from families), the Grade 4 Band Concert (to be held on 01/27/17 at 10:30 a.m.), Professional Development Day (01/16/17), the upcoming Professional Development Day (02/03/17), and second quarter report cards. Administrators provided an overview of the highlights of the report, including the New Year Luncheon, Pre-k meals, Developmental Design training and report cards, which will be mailed on Friday, January 27, 2017.

### **7.3 Committee Reports**

**Finance** – Minutes from the January 4, 2017 Meeting were distributed. The next meeting date will be announced in the future.

**Facility and Transportation** – Mr. Tewksbury advised that so far, he is very pleased with the work of the new plowing contractors.

**Curriculum** – Meeting date to be announced.

**Policy** – The BTMES Policy Committee will meet on Friday, February 10, 2017 at 7:30 a.m. Work will include identification of policies that need to be rescinded. The BSU Policy Committee Meeting will be held on Monday, February 20, 2017 at 6:00 p.m. at the Barre Supervisory Union.

**SHAC** – The Committee met on January 9, 2017. It was announced that PJ LaPerle was successful in obtaining a \$3700 'Fuel Up To Play 60' grant. Grant monies will be used for kitchen equipment (to assist with creation of healthy snacks) and possibly the purchase of a ping pong table.

### **7.4 Financials**

No action.

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

Presentation on the Design Lab (Mr. Pope)

Budget Details

Policy – Friday, February 10, 2017 at 7:30 a.m.

Supervisory Union – Thursday, January 19, 2017 in the BSU First Floor Conference Room.

## **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 Relations**

The topic of Labor Relations was proposed for discussion in Executive Session.

**On a motion by Mr. Tewksbury, seconded by Mrs. McCarthy, the Board unanimously agreed to find that premature general public knowledge of the item 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. Tewksbury, seconded by Mrs. McCarthy, the Board unanimously voted to enter into Executive Session, with the Superintendent in attendance, at 7:37 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 Mr. Paterson, seconded by Mrs. McCarthy, the Board unanimously voted to exit Executive Session at 8:12 p.m.**

**11. Next Meeting Date**

**Wednesday, February 1, 2017 at 6:00 p.m. at the BTMES Library**

**12. Adjournment**

**On a motion by Mr. Tewksbury, seconded by Mr. Paterson, the Board unanimously voted to adjourn at 8:13 p.m.**

Respectfully submitted,  
*Andrea Poulin*