

BARRE TOWN SCHOOL DISTRICT
SCHOOL BOARD MEETING
BTMES Library
December 20, 2017
5:30 p.m.
Regular Meeting
BOARD MEETING AGENDA

1. Call to Order
2. Additions or Deletions to the Agenda
3. Visitors and Communications (Limited to 15 minutes)
4. Consent Agenda
 - 4.1. Minutes of December 6, 2017 Regular Board Meeting
 - 4.2. Minutes of December 8, 2017 Special Board Meeting
5. New Business
 - 5.1 Clarification of Committee Assignments
 - 5.2 Rescind Adult Anti-Harassment (GBBA)
6. Old Business
 - 6.1. Budget Development Update
 - 6.2. Act 46
7. Administrative Reports to the Board (as needed)
 - 7.1. Superintendent (verbal)
 - 7.2. Principals (verbal)
 - 7.3. Committee Reports (verbal)
 - 7.4. Financials (verbal)
8. Future Agenda Items and Upcoming Committee Meetings
9. Approval of Warrants
10. Executive Session
 - 11.1 Labor Relation Agreements
11. Next Meeting Date
12. Adjournment

REMINDERS:

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| 1. Next Regular Barre Town School Board Meeting | January 3, 2017 |
| 2. Next Regular Barre City School Board Meeting | January 8, 2017 |
| 3. Next Regular Spaulding High School Board Meeting | January 4, 2017 |
| 4. Next Barre Supervisory Union #61 Board Meeting | December 21, 2017 |

BOARD MEETING NORMS

- Keep the best interest of the school and children in mind, while balancing the needs of the taxpayers
- Make decisions based on clear information
- Honor the board's decisions
- Keep meetings short and on time
- Stick to the agenda
- Keep remarks short and to the point
- Everyone gets a chance to talk before people take a second turn
- Respect others and their ideas

4.1

REGULAR SCHOOL BOARD MEETING
Barre Town Middle and Elementary School – Library
December 6, 2017 – 5:30 p.m.

MINUTES

BOARD MEMBERS PRESENT:

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

BOARD MEMBERS ABSENT:

Vacant Position

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent
Scott Griggs, Principal
Jennifer W. Nye, Principal

GUESTS PRESENT:

Video Vision Tech	Joanne Adams	Mary Bowers	Ainsley Burroughs	Tamara Cooley
Sarah Hill	Rebecca Kerin-Hutchins	Pat McAskill	Emily Thomas	Rachael Van-Vliet

1. Call to Order: Pledge of Allegiance

The Chair, Mr. Allen, called the Wednesday, December 6, 2017, Regular meeting to order at 5:40 p.m., which was held at the Barre Town Middle and Elementary School Library. The flag salute followed. Mr. Allen welcomed Rebecca Kerin-Hutchins to the meeting.

2. New Board Member Interviews

Rebecca Kerin-Hutchins was introduced to the Board and distributed a copy of her resume. Mrs. Kerin-Hutchins provided an overview of her background and interest in becoming a member of the Board. Mrs. Kerin-Hutchins answered questions from the Board. It was noted that this appointed position ends on Town Meeting Day and that if Mrs. Kerin-Hutchins would like to run for an open seat, she would need to complete the petition process to be added to the ballot. Mrs. Kerin-Hutchins advised that she is aware of the time commitment that Board work entails and that she is willing to commit the time necessary to fulfill board member obligations. Mrs. Kerin-Hutchins advised regarding her contract for Student Council and advised that she would like to finish out her term on Student Council if it is not considered a 'conflict of interest'. The Board thanked Mrs. Kerin-Hutchins for her interest and attendance at the meeting, and advised they would be in contact.

3. Additions and/or Deletions to the Agenda

Add 6.2 Grant Secured by 7th Grade Teacher.
Add 3.1 Executive Session for Step 3 Grievance

3.1 Executive Session – Step 3 Grievance

This Agenda Item was taken out of order (after Agenda Item #4).

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

On a motion by Mrs. McCarthy, seconded by Mr. Paterson, 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 Mrs. McCarthy, seconded by Alice Farrell, the Board unanimously voted to enter into Executive Session, with Joanne Adams, Tamara Cooley, Mr. Griggs, Mr. Pandolfo, Mrs. Nye, and Emily Thomas in attendance, at 6:35 p.m. under the provisions of 1 VSA section 313 to discuss the item proposed for discussion.

On a motion by Mr. Paterson, seconded by Mrs. McCarthy, the Board unanimously voted to exit Executive Session at 6:35 p.m.

4. Visitors and Communications

Teacher representatives addressed the Board. Mary Bowers read from a prepared statement advising that teachers would like the Board to come to a settlement. Teachers have been working without a contract and would like to work with the Board in a focused effort to come to a contracted agreement.

5. Approval of Minutes

5.1. Approval of Minutes – November 15, 2017 Regular Meeting

On a motion by Mrs. Farrell, seconded by Mrs. McCarthy, the Board unanimously voted to approve the Minutes of the November 15, 2017 Regular Meeting.

6. New Business

6.1 Policy Rescinds: School Bus Transportation (EEA), Use of School Facilities (KFB), Student Activities (JJ)

A document identifying policies to be rescinded by SHS, BTMES, and BCEMS was distributed. The policies that are presented to be rescinded, have been replaced by BSU policies F33, F9, and H3 which were ratified by the Board on 11/01/17. Copies of the policies presented for rescinding were distributed. Mr. Pandolfo advised that an additional BSU policy, approved in 2015 has been identified. Pam Wark has been asked to review all existing policies to identify any additional policies that may need to be rescinded.

On a motion by Mrs. Farrell, seconded by Mrs. McCarthy, the Board unanimously voted to rescind the School Bus Transportation Policy (EEA), the Use of School Facilities Policy (KFB), and the Student Activities Policy (JJ).

6.2 Grant Secured by 7th Grade Teacher

A document titled 'Grant Applicant: Jessica Moos, 7th grade ELA Teacher and Drama Club Co-Adviser' was distributed. Mr. Griggs advised that Ms. Moos successfully applied for a grant to assist with funding for additional supervisors for drama club activities. Mr. Griggs noted that there is a large interest by students to participate in drama productions. The large number of participants requires additional supervision. There are 2 BTMES employees with strong music and theater backgrounds that have asked to assist with this. The \$1,200 grant from Berlin City Auto's program "Drive for Education" will allow for hiring the additional supervisory staff. The grant is a 'no strings attached' grant that allows for use with no subsequent paperwork, follow-up, or restrictions. Administrators are seeking Board approval for this grant.

On a motion by Mrs. Farrell, seconded by Mrs. McCarthy, the Board unanimously voted to accept the grant.

Monies will be officially received next Wednesday at a ceremony in Williston, VT. The ceremony may be covered by the media.

7. Old Business

7.1 Budget Development Update

A memorandum from the State Department of Taxes titled 'Commissioner of Taxes Releases FY2019 Education Yield Letter', and a four page letter from the State of Vermont Department of Taxes to Representative Johnson, Speaker of the House (dated 11/30/17) were distributed. Mr. Pandolfo distributed summary documents from the BSU Finance Committee Meeting; 'FY19 Barre Supervisory Union Assessment Information – 12/5/17', the BSU FY19 Budget – Draft #2 – breakdown of assessment by district, the 'BSU Special Education Assessment' document, and the 'BSU FY19 Budget Considerations' document (all reports were dated 12/05/17). It was announced that the next BSU Board Meeting will be December 21, 2017. It is anticipated that the BSU budget will be approved at that meeting. In response to a query regarding additional information and clarification regarding the use of grants, Mr. Pandolfo advised that it has been very difficult getting answers from the State this year. It has been a very challenging year. Mr. Pandolfo hopes to have as much information as possible by the next BSU Board Meeting. Mrs. McCarthy queried regarding the lack of 'Lead Teachers' money in the budget (for stipends). It was noted that if the BTMES Special Education Director position was eliminated, there would be some savings in the SPED budget, though not the total amount budgeted in the past. BTMES would need to cover the cost of the shared SPED Director. Mr. Paterson provided an overview of the increase in cost per pupil using this year's student counts. In response to a query regarding direction from the Board regarding additional cuts, it was noted that given the number of 'unknowns' and timing of receipt of information, it will be difficult to make informed decisions. The target amount for reductions is \$300,000. Any reduction resulting from the use of a shared SPED Director will 'count' towards the \$300,000 target amount. It was noted that discussion of using a different model for SPED was discussed as part of the BSU Finance Committee meeting. It was also noted that the budget does include \$25,000 for field trip expenses. Administrators will have draft #2 ready for the December 20th meeting, and would like to hear comments from Board Members before the meeting. Administrators welcome any ideas from the Board regarding reductions they feel should be incorporated into draft #2. A list of para-educators, and what they do, will be provided to Mrs. Farrell. Brief discussion was held regarding the memo from the State Department of Taxes. It was noted that the decrease in the yield coupled with a decrease in equalized pupil counts, will negatively impact the tax rate.

7.2 Board Communications

Mr. Pandolfo advised that Communications Specialist Ben Merrill is producing a 16 page colored flier highlighting the positive attributes of the district schools. The flier will include an abbreviated version of the Superintendent's Message, and thoughts from students and community members regarding positive things happening within the district. The budget information will need to be

created on a separate sheet and either inserted into the flier or distributed separately. The flier should be printed and distributed in mid-February 2018. Decisions will need to be made regarding distribution (to whom and how) and whether or not the budget information should be included.

7.3 Act 46

A draft letter (dated 12/15/17) to Rebecca Holcombe and Krista Huling, from the BCEMS, BTMES, and SHS Board Chairs, was distributed. Mr. Pandolfo distributed copies of a couple of e-mails from community members who oppose Act 46 and the formation of a study committee. Mr. Allen thanked the community members for their input and clarified that money referred to as surplus money, was actually money from the sale of the BTMES buses. Mr. Paterson stressed that being part of the Board requires that Board Members seriously listen to all sides and act in the best interest of students and tax payers. Mr. Paterson encouraged community members to run for upcoming open board seats. Mrs. McCarthy advised that she does not agree with Act 46 and finds the current situation difficult. Mr. Allen reiterated that the Board needs to act in the best interest of students and tax payers. Community members need to understand the Agency of Education's role in Act 46 and advised that the purpose of their visit to the public forum was to provide information, rather than to influence the Board or community members. The Board is in the position of evaluating the risks involved in complying or not complying with Act 46. Additionally, Mr. Allen advised that Administrators are currently working out issues relating to the recent transition to proficiency based learning and grading. Mr. Pandolfo advised that the Board only authorized the formation of a study committee. The Board does not have the authority to decide if a possible merger will be put before the voters. Only the Study Committee is authorized to make the decision regarding whether or not to put a merger vote before the communities. If a merger is put forth and voted down, it is unknown if the State will force a merger. If the State were to force a merger, it is not known what districts they will choose to merge. Mr. Pandolfo provided an overview of the draft letter and requested Board input. The Board requested some minor changes. Mr. Pandolfo will incorporate the changes and share the new draft with the BCEMS and SHS Boards. **On a motion by Mr. Paterson, seconded by Mrs. Farrell, the Board unanimously voted to authorize the Board Chair to sign the letter as amended.** Mr. Pandolfo reiterated that there is no State funding to cover the costs associated with a consultant or legal work. Mr. Pandolfo also reiterated that the Study Committee is not the Superintendent's work, and that his involvement is very limited, involving advice on the process only. An e-mail from Marcia Biondolillo was distributed. Mrs. Biondolillo has expressed an interest in serving on the 706 Study Committee. Mr. Pandolfo distributed a document titled 'Act 46 Study Committee', which included a copy of '16 V.S.A. § 706: Proposal to form study committee' and the Superintendent's recommendation regarding the Study Committee budget and membership. Mr. Pandolfo recommends a budget of \$5000, to be split equally between BCEMS and BTMES, and advises that the Committee be made up of 'up to' 14 members (7 from each Barre City and Barre Town), and by statute, must include at least one Board Member from each of the Boards (BCEMS and BTMES). It was noted that membership on the Committee must have equal representation from both Barre City and Barre Town. To date, there have been only 2 community members who have expressed an interest in serving on the Committee (1 BC and 1 BT). Mr. Allen encouraged community members to join the 706 Study Committee.

On a motion by Mr. Paterson, seconded by Mrs. Farrell, the Board unanimously voted to accept the Superintendent's recommendation regarding the 706 Study Committee budget and membership. The Board agreed to postpone Committee appointments until a later date.

Mr. Pandolfo provided an overview of various deadlines associated with Act 46, including Phase III tax incentives, which can only be realized for districts that have a voter approved merger and are operational by July 1, 2019. The Study Committee should submit their Articles of Agreement and/or report to the State Board of Education by August 1, 2018.

7.4 Labor Relations Agreements

A document titled 'Barre Supervisory Union Summary of Fact Finding Report' was distributed. Mr. Pandolfo advised that the Fact Finding report had to remain confidential until today. Details may now be released. Mr. Pandolfo provided a walk-through of the Fact Finding Summary Report, and advised that the vast majority of settlements are around 3%. The current salary levels (under the FY17 contract) result in 1.6% new money in FY18. Until a contract settlement is reached, the budget impact is unknown (for both FY18 and FY19). Mr. Allen recognized Mr. Pandolfo for all his efforts in the negotiation process.

8. Administrative Reports to the Board

8.1. Superintendent

A copy of the Superintendent's report dated November 29, 2017 was distributed. The report included information pertaining to; the Governor's 2017 Education Summit, Negotiations, Act 46, the Director of Technology Search, and Administrator Evaluations. Three additional documents were distributed; a letter from Governor Phil Scott (dated 11/29/17), a document titled 'Governor's 2017 Education Summit – Building the Nation's Best Education System; Cradle-to-Career – Monday, December 18th, 2017', and the agenda for the Education Summit. Mr. Pandolfo advised that he anticipates that the Director of Technology Interview Committee will meet next Monday to decide on interviews. Mr. Pandolfo reminded the Board of the upcoming Governor's Summit and encouraged Board Members to register soon if they wish to attend.

8.2 Principals Report

The BTMES Administration Report for December 6, 2017 was distributed. The report had information pertaining to; Monthly Enrollment, the David Stefaniak Food and Gift Drive, Mid-year Assessments, the BTMES Art Gallery, the PTO, the Winter Luncheon (12/15/17), Expressions of Gratitude to the Barre Rotary Club, and Dr. Curt Healey, Recognition of BTMES student winners of the Barre Writing Contest, Kudos to Vermont Preschools, Breakfast and Lunch Accounts, and Upcoming Events:

School Dance -12/08/17 6:30 – 8:30

Winter Concerts -5th/6th grade 12/12/17 at 6:30 p.m. & 7th/8th grade 12/13/17 at 6:30 p.m.

Gallery Opening - 12/13/17 5:00 p.m. – 6:15 p.m.

Pre-School Family Literacy Events - 12/18/17 10:00 a.m. – 11:00 a.m. and 2:00 p.m. – 3:00 p.m.

Holiday Break - 12/22/17 – 01/01/18

A copy of the Monthly Enrollment Report for December 1, 2017 was distributed. Mr. Griggs provided an overview of the report and advised that the November report indicates there is an overall decrease of 1 student. The Barre Rotary Club was at BTMES today to distribute dictionaries and atlases. Dr. Healey was recognized for his support of the BTMES Art Program and for allowing BTMES students to display artwork throughout his office. It was reported that buses have been on time. There is a plan in place for when buses run late. Mrs. Murray is working with STA representatives regarding implementation of changes for winter routes. It was noted that the 3 BTMES buses have drop down chains. The 5 other buses have rear studed tires, but no chains. Mr. Griggs announced the upcoming events, including the grand opening of the Gallery, which starts at 5:00 p.m., with speakers at 5:45 p.m. (12/13/17). In response to a query regarding outside placements for pre-kindergarten students, it was noted that this option is part of Act 166 and is available regardless of openings within the BTMES pre-kindergarten Program. Next year's tuition amount is approximately \$3247, which covers 10 hours per week. There are currently 12 outside placements. The use of a Regional Coordinator has been working very well.

8.3 Committee Reports

8.3.1 Finance/Facilities/Transportation Committee –

A copy of the Minutes from the November 15, 2017 Meeting were distributed. No additional discussion was held. The next meeting is Wednesday, December 20, 2017 at 5:30 p.m. in the BTMES Library. This meeting will be warned as a Regular Board Meeting.

8.3.2 Verbal Report of BSU Committees –

Minutes from all BSU Committee meetings were previously sent to all Board Members.

BSU Curriculum Committee -

Mrs. McCarthy provided a brief overview of the last meeting, which centered on Science curriculum and the switch to NGSS Standards. Mrs. McCarthy reported that Administrators did a great job reporting on what teachers feel they need to be more successful.

Upcoming meetings are:

Monday, January 2, 2018 at 5:30 p.m. in the SHS Library. Social Studies will be the topic of discussion.

Monday, January 29, 2018 at 5:30 p.m. in the SHS Library.

BSU Policy Committee -

The next meeting is Monday, December 18, 2017 at 6:00 p.m. in the BSU 2nd Floor Conference Room

BSU Finance Committee -

This was discussed under Agenda Item 7.1. No additional discussion was held.

BSU Board –

No discussion. The next meeting is Thursday, December 21, 2017 at 6:00 p.m. in the SHS Library.

8.4 Financials

Four reports were distributed; the BTMES FY18 Expenditures/Year-end Projection Report (dated 11/29/17), the BSU Budget FY18 Report (dated 11/30/17), the BTMES General Fund Revenue Report (dated 11/30/17), and the BTMES General Fund Expenditures Report (dated 11/30/17). There is an unaudited projected deficit of \$145,290. This deficit is largely due to the new kindergarten position and Curriculum (line #11 in the expenditure year-end projection report). The numbers may improve once information is received regarding the outstanding grant issues.

9. Future Agenda Items and Upcoming Committee Meetings

Future Agenda Items will include the Budget and Act 46.

BSU Policy – Monday, December 18, 2017 at 6:00 p.m. in the BSU 2nd Floor Conference Room

BTMES Board Meeting: Wednesday, December 20, 2017 at 5:30 p.m. in the BTMES Library.

Barre Supervisory Union Board Meeting – Thursday, December 21, 2017 at 6:00 p.m. in the SHS Library

BSU Curriculum Committee –

Monday, January 2, 2018 at 5:30 p.m. in the SHS Library. Social Studies will be the topic of discussion.

Monday, January 29, 2018 at 5:30 p.m. in the SHS Library.

10. Approval of Warrants

Mr. Paterson queried regarding the invoice for wireless headphones. Administrators will perform research and e-mail the results to Board Members.

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

11. Executive Session

11.1 Labor Relations Agreements

Labor Relations Agreements was the sole item proposed for discussion in Executive Session.

On a motion by Mrs. Farrell, 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 Mrs. McCarthy, seconded by Mr. Paterson, the Board unanimously voted to enter into Executive Session, with Mr. Griggs, Mrs. Nye, and Mr. Pandolfo in attendance, at 8:25 p.m. under the provisions of 1 VSA section 313 to discuss the item proposed for discussion.

The remaining information was provided by the Board Clerk.

On a motion by Mrs. McCarthy, seconded by Mr. Paterson, the Board unanimously voted to exit Executive Session at 9:09 p.m.

12. Next Meeting Date

The next meeting is Wednesday, December 20, 2017 at 5:30 p.m. in the BTMES Library.

13. Adjournment

On a motion by Mrs. McCarthy, seconded by Mr. Paterson, the Board unanimously voted to adjourn at 9:10 p.m.

Respectfully submitted,

Andrea Poulin