

REGULAR SCHOOL BOARD MEETING
Barre Town Middle and Elementary School – Library
August 16, 2017 – 6:00 p.m.

MINUTES

BOARD MEMBERS PRESENT:

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

BOARD MEMBERS ABSENT:

Jennifer Hutchinson

ADMINISTRATORS PRESENT:

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

GUESTS PRESENT:

Video Vision Tec

1. Call to Order: Pledge of Allegiance

The Chair, Mr. Allen, called the Wednesday, August 16, 2017, Regular meeting to order at 6:09 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 5.6 Summer Projects Update
Add 6.3 Transportation Update
Add 10.2 Labor Relations Agreements under Executive Session.

3. Visitors and Communications

None.

4. Approval of Minutes

4.1. Approval of Minutes – June 8, 2017 Summer Retreat Meeting

On a motion by Mrs. Farrell, seconded by Mr. Paterson, the Board unanimously voted to approve the Minutes of the June 8, 2017 Summer Retreat Meeting and the Minutes, as amended, of the June 14, 2017 Regular Meeting.

4.2. Approval of Minutes – June 14, 2017 Regular Meeting

Approved, as amended, under Agenda Item 4.1.

5. New Business

5.1 Resignations/Retires/New Hires

A letter of resignation from Tracy Taylor (School Nurse) was distributed. It was noted that this resignation was previously accepted and requires no action.

A letter from Lauren May, requesting a one year leave of absence was distributed. Ms. May has requested a leave of absence so that she can accept the interim Early Education Coordinator position. Mr. Pandolfo advised regarding the need for an interim EE Coordinator. It was noted that Sandra Cameron will spend 20% of her time as the EE Director with the remainder of her time being spent as the Regional Coordinator for the Vermont Regional Pre-school Collaborative.

On a motion by Mrs. McCarthy, seconded by Mrs. Farrell, the Board unanimously voted to grant a one year leave of absence to Lauren May.

The resumes and BSU Notification of Employment Status Forms for Shelly Blancq (7th grade Science), Darby Hiebert (5th grade ELA/Social Studies), and Samantha Knudsen (1 year interim Pre-School position) were distributed.

Mr. Pandolfo and Mr. Griggs provided an overview of Shelly Blancq and Darby Hiebert's education and experience. Mr. Pandolfo and Mrs. Nye provided an overview of Samantha Knudsen's education and experience.

On a motion by Mr. Paterson, seconded by Mrs. Farrell, the Board unanimously voted to approve the hiring of Shelly Blancq, Darby Hiebert, and Samantha Knudsen.

5.2 Truant Officer Appointments

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. Paterson, seconded by Mrs. McCarthy, the Board unanimously voted to appoint Erica Pearson, as Truant Officer for Barre Town Middle and Elementary School.

5.3 Recommendation for Meal Prices

A copy of an e-mail with proposed new meal prices was distributed. A copy of a letter to BTMES families (dated July 2017) was distributed. The proposed meal prices are as follows: Breakfast: Student \$1.50, Adult \$2.50, Lunch: Student \$2.45, Adult \$3.60. Mrs. Nye will e-mail Board Members information pertaining to the percentage of the increase as well as State and Federal regulations pertaining to meal prices and changes to meal prices. Mr. Griggs provided an overview of the policy/procedures regarding negative balances and advised that student photos will be added to the lunch accounts. Mrs. Nye will invite the Food Service Director to a future meeting so that he can advise regarding how the new policy/procedures are working.

5.4 Summer Process for Board Approval of New Hires

Mr. Pandolfo provided an overview of the general process for approval of new hires, including the annual 'March' approval for the Board Chair to sign contracts. Mr. Pandolfo advised regarding the statute for the Superintendent to present prospective employees (for licensed positions) to the Board for approval. Given the length of time between Board meetings, Mr. Pandolfo is concerned that potential employees could be hired by other districts, if their contracts are not signed in a timely manner. Mr. Pandolfo would like to implement year-round procedures, in written form, that would allow the Board Chair to authorize the Superintendent to sign contracts in a timely fashion. In general, procedures (to be developed) would assure that Board Members receive for review and comment, information for all pertinent potential new hires. Board Members would have a specified timeframe in which to convey (to the Board Chair) any questions, comments and concerns. If no 'red flags' are raised within the given timeframe the Board Chair will authorize the Superintendent to sign the contracts. It was noted that the proposed change is a procedure, not a policy. It is believed that the proposed procedure does not violate open meeting laws.

5.5 Budget Development for FY19

Five documents were distributed; BSU Budget Development Schedule for FY 2019 (Draft dated 07/25/17), a Budgeting and Financial Management Self-Assessment form, a document titled 'Develop and Adopt a Budget and Assure Sound Financial Oversight', and two policies (Fiscal Management and General Financial Accountability (E1) and Budgeting (E2)). Mr. Pandolfo provided an overview of the schedule prepared by Business Manager, Lisa Perreault, and advised regarding H542, advising that the State will calculate potential savings with the new health insurance. Money held at the State should help lower the tax rate for money going to the Education Fund. Withholdings will be based on projected cost savings relating to the new health insurance plans. Mr. Pandolfo provided a brief overview of the work being done at the State level regarding health insurance for educators. Mr. Pandolfo noted recently developed Business Office procedures. Mr. Paterson advised that the first draft of the budget should be done as early as possible to allow for more 'back and forth' between the Board and Administrators. Mrs. McCarthy requested a 'place holder' for unfilled positions. Mr. Allen led the discussion regarding the self-assessment document and queried Board Members regarding their feedback. Mr. Allen believes the self-assessment resulted in positive reflections of the process. Mr. Pandolfo provided an overview of discussions held at the BCEMS Board meeting, regarding community input, which included discussion of a possible survey. Mrs. Nye advised that BTMES could set up an informational/input table during the upcoming Open Houses.

5.6 Summer Projects Update

The parking lot paving (by Johnson Paving) is completed and on budget. Roof repairs have been completed for 'A Wing' and the gym. The installation/repairs to the air conditioning system are complete. Classroom floor replacement and closure of 2 additional classrooms has been completed. Lighting changes are almost complete. Painting of hallways and routine cleaning and repairs are well under way.

6. Old Business

6.1 Labor Relations Agreements

The Negotiations Committee met with Para-educators on July 10, 2017 and July 24, 2017. The Para-educators have declared an impasse. A mediator will need to be scheduled, which could prove difficult at this time of year.

The Negotiations Committee met with AFSCME / Custodial Staff on July 31, 2017 and August 14, 2017. The next meeting is scheduled for August 29, 2017.

The Negotiations Committee is in the process of hiring a Fact Finder to meet with Teacher Representatives. Scheduling a Fact Finder is also difficult at this time of year.

The SU will continue to operate under the 'current' (past) contract until such time as a new contract is negotiated. The current health care plan will be going away on 12/31/17. If a new contract is not in effect at that time, it may be problematic to determine the 'cost share' to be used with the new health care program which goes into effect on 01/01/018.

6.2 Athletic Field Land Transfer

Mr. Pandolfo advised regarding communication with Carl Rogers, who has advised that an Act 250 permit is required. It is anticipated that the permit will be submitted in the near future.

6.3 Transportation Update

The value of the buses (\$269,000) has been paid to BTMES. STA is fully staffed, including the hire of 3 BTMES drivers (either full or part time). Some BTMES bus drivers have opted to switch to custodial work. The BTMES Transportation Coordinator is working with the BCEMS Transportation Coordinator, to develop common/consistent rules. All bus routes have been posted on-line and are also posted in the BTMES lobby.

7. Board Reports

7.1. Superintendent

A copy of the Superintendent's report dated August 11, 2017 was distributed. The report included information pertaining to; Administrative Retreats and Professional Development, Negotiations, Act 46, Federal Grants, and BSU Central Office changes. A BSU Organizational chart and pages 4 – 9 of the 2017 Education Legislative Report #14 were also distributed. Mr. Pandolfo provided an overview of the highlights of his report, briefly explained Act 46 related legislation and provided detail and examples of the new 'side by side' structures, advising that it appears that none of the new side by side structures applies to the BSU. Additionally, Mr. Pandolfo advised regarding the cohort formed for the first groups of schools merging under Act 46, and advised regarding a second cohort to be formed for those who decide to merge after the first groups. The cohort groups will assist with the identification of how to gain benefits and efficiencies through consolidation.

7.2 Principals Report

The BTMES Administrative Report for August 16, 2017 was distributed. The report included information pertaining to summer paving work, summer maintenance projects, a calendar of upcoming events, meal price changes, the Early Education program, Transportation and Proficiency-Base Learning and Standards-Based Grading. An e-mail from Registrar Betsy Pearce and a copy of the Enrollment Report (dated 08/03/17) were also distributed. It was reported that 15 new students have been enrolled since the enrollment report was generated. The new student count is 870. In response to a query, Mrs. Nye advised regarding the process for classroom placement of students. Mr. Griggs advised he is very enthusiastic for the start of the school year and upcoming open houses. Mrs. Nye briefly reported on recent professional development.

7.3 Committee Reports

7.3.1 Finance/Facilities/Transportation Committee –

A copy of the Minutes from the May 17, 2017 Meeting were distributed. Topics for discussion at the next meeting include; year-end financial picture, budget development priorities, funding of field trips for the current year, and a public input session. Representative(s) from the Agency of Education should be invited to attend the Community Engagement portion of the meeting. The regular portion of the meeting will be scheduled to start at an earlier time. The Board agreed to hold the next meeting on Wednesday, September 20, 2017 at 5:00 p.m. in the BTMES Library. The Community Engagement portion of the meeting will begin at 6:30 p.m.

7.3.2 SHAC Committee – Nothing to report. This item will be removed from future agendas.

7.3.3 Barre Town Recreation Committee – Nothing to report. This item will be removed from future agendas.

7.3.4 Verbal Report of BSU Committees – The BSU Regular Board Meeting is Thursday, August 17, 2017 at 6:00 p.m.

Mr. Allen suggested that boards stay informed regarding academic improvement in areas/subjects where curriculum has been changed. This topic should be raised at the next Curriculum Committee meeting.

7.4 Financials

The BTMES FY17 Expenditures/Year-end Projection Report (dated 08/04/17) was distributed. There is an unaudited projected surplus of \$71,184. Discussion included a brief overview of the report. There were no questions.

8. Future Agenda Items and Upcoming Committee Meetings

Future Agenda Items:

New Teacher Meet and Greet – start time of meeting to be announced.

Budget

Heating Fuel/Plowing Contracts

Revisit of Board Communication

SBAC Scores (October Meeting)

Finance/Facility/Transportation – Wednesday – September 20, 2017 at **5:00** p.m. in the BTMES Library. Community Engagement to start at 6:30 p.m.

Supervisory Union – Thursday – August 17, 2017 at 6:00 p.m. in the SHS Library

BSU Policy – Monday – August 21, 2017 at 6:00 p.m. in the BSU 2nd Floor Conference Room

BSU Curriculum – Monday – August 28, 2017 at 5:30 p.m. – 7:30 p.m. in the SHS Library

9. Approval of Warrants

Mrs. McCarthy queried regarding timely submission of graduation expenses.

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

10. Executive Session

10.1 Personnel

10.2 Labor Relations Agreements

Items proposed for discussion in Executive Session include a Personnel Issue and Labor Relations Agreements (negotiation strategies).

On a motion by McCarthy, seconded by Mrs. Farrell, 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, Mr. Griggs, and Mrs. Nye in attendance, at 8:28 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 9:57 p.m.

11. Next Meeting Date

Wednesday, September 6, 2017 at 6:00 p.m.

12. Adjournment

On a motion by Mr. Paterson, seconded by Mrs. McCarthy, the Board unanimously voted to adjourn at 9:59 p.m.

Respectfully submitted,

Andrea Poulin