

BARRE SUPERVISORY UNION
REGULAR BOARD MEETING

Barre Supervisory Union
Conference Room
120 Ayers St., Barre, VT

November 12, 2015
6.00 p.m.

AGENDA

1. **Call to Order**
2. **Additions or Deletions to the Agenda**
3. **Public Comment**
4. **Approval of Minutes**
 - 4.1 Tri-Board Meeting – October 8, 2015
5. **New Business**
 - 5.1 Health Department Presentation
 - 5.2 Acceptable Use of Electronic Resources and the Internet Policy Code Change
 - 5.3 Title I Comparability Policy Code Change
 - 5.4 First Reading Special Education Policy (G15)
 - 5.5 Warrants Procedure
6. **Old Business**
 - 6.1 FY '17 Budget Development
 - 6.2 Act 46 Update
 - 6.3 Act 153 Update
 - 6.4 Act 166 Update
 - 6.5 Curriculum Development & Coordination Policy (G1)
 - 6.6 Professional Development Policy (D2)
7. **Other Business as Needed**
8. **Reports to the Board**
 - 8.1 Superintendent
9. **Executive Session as Needed**
10. **Adjournment**

Reminders:

Next Supervisory Union #61 Board Meeting:
Next Barre City School Board Meeting:
Next Spaulding High School Board Meeting:
Next Barre Town Elementary School Board Meeting:

December 10, 2015
November 9, 2015
December 8, 2015
November 18, 2015

BARRE SUPERVISORY UNION BOARD

BOARD MEETING NORMS

- ~ **Keep meetings short and on time**
- ~ **Honor the board's decisions**
- ~ **Stick to the agenda**
- ~ **Everyone gets a chance to talk before people take a second turn**
- ~ **Keep remarks short and to the point**
- ~ **Respect others and their ideas**

**BARRE SUPERVISORY UNION #61 SCHOOL DISTRICT
REGULAR TRI-BOARD MEETING**

**BARRE SUPERVISORY UNION BOARD
BARRE CITY SCHOOL BOARD
BARRE TOWN SCHOOL BOARD
SPAULDING HIGH SCHOOL BOARD**

Spaulding High School - Library
October 8, 2015 - 6:00 p.m.

MINUTES

BCEMS BOARD MEMBERS PRESENT:

Lucas Herring - Chair
Sonya Spaulding - Vice Chair
Jim Carrien - Clerk
Guiliano Cecchinelli, II
Anita Ristau
Leslie Walz

BCEMS BOARD MEMBERS ABSENT:

Anita Chadderton
Nathan Reigner
Tyler Smith

BTMES BOARD MEMBERS PRESENT:

Brenda Buzzell - Chair - via teleconference from 6:20 p.m. until 6:38 p.m.
Brent Tewksbury - Vice Chair
Chad Allen - Clerk via teleconference from 6:20 p.m. until 6:38 p.m.
Kristin McCarthy
Krista Metivier

BTMES BOARD MEMBERS ABSENT:

SHS BOARD MEMBERS PRESENT:

Carlotta Simonds-Perantoni - Chair
David LaCroix - Vice Chair
Joe Blakely - Clerk - arrived at 6:55 p.m.
Veronica Foadelli-McCormick
Dotty Ricks
Ed Rousse - arrived at 7:21 p.m.

SHS BOARD MEMBERS ABSENT:

Mark Tatro

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent
Rick McCraw, Director of Curriculum, Instruction, and Assessment
Lisa Perreault, Business Manager

GUESTS PRESENT:

Video Vision Tech Dave Delcore-Times Argus Peter Clarke Kerri Lamb Patty MacAskill

1. Call to Order

The SU Chair, Mrs. Ristau, called the Thursday, October 8, 2015, meeting to order at 6:02 p.m., which was held at the Spaulding High School Library.

The BCEMS Chair, Mr. Herring, called the Thursday, October 8, 2015, meeting to order at 6:02 p.m., which was held at the Spaulding High School Library.

The BTMES Vice Chair, Mr. Tewksbury, called the Thursday, October 8, 2015, meeting to order at 6:02 p.m., which was held at the Spaulding High School Library.

The SHS Chair, Mrs. Perantoni, called the Thursday, October 8, 2015, meeting to order at 6:02 p.m., which was held at the Spaulding High School Library.

2. Additions and/or Deletions to the Agenda

None.

3. Public Comment

Mr. Pandolfo introduced Peter Clarke, an Act 46 Consultant approved by the Vermont School Board Association. Mr. Clarke is working with the recently formed Act 46 Consolidation Study Committee, and today, visited some of the schools, meeting with staff and various board members. Additionally, Mr. Pandolfo introduced Ms. Lisa Perreault, Business Manager, and Mr. Rick McCraw, Director of Curriculum, Instruction, and Assessment.

4. Approval of Minutes

4.1 Approval of Minutes – September 10, 2015 Regular SU Meeting

On a motion by Mrs. Perantoni, seconded by Mrs. Spaulding, the SU Board unanimously voted to approve the Minutes of the September 10, 2015 Regular SU Meeting.

5. New Business

5.1 Supervisory Union Budget Development Process

Ms. Perreault distributed two documents, the first, a document containing screen prints of her Power Point presentation, and the second, a document titled 'FY-2017 Special Education Service Plan'. Ms. Perreault proceeded with the Power Point presentation, providing an overview which included the following areas: an update regarding progress to-date on the SU budget (including participation of Administrators, Directors and Accounting personnel), Budget Assessment Methods, the budget development timeline, budget consolidation (which will result in a significant increase in assessments), detailed information pertaining to the SU Assessment, potential benefits of consolidation, Title 16 as it relates to apportionment of expenses, Child Count methods (Equalized Pupils, Enrollment, and Child Count), expense and revenue projections, Special Education Revenue, Transportation expenses and revenue. It was noted that individual service plans were created, but will be consolidated for the DOE. Additional work needs to be completed regarding transportation budget consolidation. Savings related to consolidation has yet to be determined. The assessment will reflect both expenses and revenue. The method chosen to determine pupil counts can be changed from year to year. The pupil count method will be determined by the SU Board, with input from each Board. Data must be reviewed to ensure that the fairest method is used. Though legislation does not require all para-educators be part of the SU budget, Mr. Pandolfo would like to see all para-educators and custodial personnel included in the SU budget. It was noted that the projected decrease in EEE expenses reflects a decrease in the number of students qualifying for EEE services. Pre-K expenses will increase as the number of children served will be increasing. Additional budget discussions will be held during each Boards' Finance Committee meetings.

5.2 Barre Supervisory Union Policy Committee Update

Two documents were distributed for review: BSU Policy Committee Meeting Draft Minutes for October 1, 2015 and the BSU Policy Manual Index. Mr. Pandolfo advised that the Committee met on October 1, 2015, and provided an overview of the Minutes and accompanying table of policies. The Committee needs to review policies as they currently exist, review all VSBA Model Policies and Suggested Policies, as well as identifying policies that should exist at the SU level. Procedures need to be separated out of policies and be written uniquely for each school. Additionally, numbering schemes need to be consistent.

6. Old Business

6.1 Second and Final Reading Title I, Part A Parental Involvement Policy (H7)

A copy of the policy was distributed for review and approval. It was noted that this is an improved-upon VSBA model policy.

On a motion by Mrs. Perantoni, seconded by Mrs. Spaulding, the SU Board unanimously voted to approve the Second and Final Reading of the Title I, Part A Parental Involvement Policy (H7)

On a motion by Mrs. Spaulding, seconded by Mr. Carrien, the BCEMS Board Members unanimously voted to ratify the Title I, Part A Parental Involvement Policy (H7).

On a motion by Mr. LaCroix, seconded by Ms. Ricks, the SHS Board Members unanimously voted to ratify the Title I, Part A Parental Involvement Policy (H7)

After brief discussion, it was noted that though this policy does not presently pertain to BTMES, there would be no negative impact to its ratification. Ratification at this time would assist with consistency and would assure a policy was in place should it become

pertinent to BTMES. **On a motion by Mrs. Metivier, seconded by Mrs. McCarthy, the BTMES Board Members unanimously voted to ratify the Title I, Part A Parental Involvement Policy (H7)**

6.2 Act 46 Study Committee Report

Four documents were distributed for review: 'Act 46 of 2015 Governance Changes', 'Act 46 of 2016 Cost Containment Per Pupil Threshold Amounts', 'Getting Started: Pursuing Options and Opportunities Under Act 46', and 'Draft Work Plan For Study Committee (dated September 29, 2015)'. Mr. Pandolfo advised of the meeting held on September 29, 2015 and provided an overview highlighting the key points that were discussed. Mr. Pandolfo requested that the Board set a budget and recommended a \$25,000 budget, with funding from 2 grants. A \$5000 grant has already been approved. An application will need to be submitted for the \$20,000 grant.

On a motion by Mr. Carrien, seconded by Mr. Cecchinelli, the BCMES Board unanimously voted to authorize a budget up to \$25,000 for legal, consulting and other expenses needed for the committee and to share in the cost proportionally with the other member districts on the study committee.

On a motion by Mrs. Metivier, seconded by Mrs. McCarthy, the BTMES Board unanimously voted to authorize a budget up to \$25,000 for legal, consulting and other expenses needed for the committee and to share in the cost proportionally with the other member districts on the study committee.

Mr. Pandolfo provided an overview of the remaining documents, including a review of the goals (education quality and equity), types of merges, including the timelines for each type, community involvement, and cost containment thresholds, including penalties for exceeding the threshold amount.

6.3 Human Resource Coordinator Position Description

A draft of the BSU Position Description for the position of Human Resources Coordinator was distributed. Mrs. Ristau advised that this position and its description were discussed at the last SU meeting. This draft is a revised version. Several board members advised that they were in favor of this position and felt hiring an HR Coordinator would be beneficial for numerous reasons. Board members strongly support hiring an individual for this position. **On a motion by Mr. Herring, seconded by Mrs. Perantoni, the SU Board unanimously voted to approve the HR job description (with discussed changes) and authorized the Superintendent to begin the hiring process immediately.**

7. Other Business as Needed

None.

8. Reports to the Board

8.1 Superintendent

Mr. Pandolfo provided a verbal report advising that Mark Moody has provided a safety/security inspection of each building, including the Wall Street building and will be providing an audit report as well as meeting with Administrators, Crisis Teams, and Safety/Security Committee members. As the information being provided may pose a security risk, if known to the general public, the discussions may be held in Executive Session. Research is being performed regarding improvements that could be made to the Wall Street facility. A building has been identified which could be purchased (to house the Wall Street program). Additional research will be performed to determine if the purchase of a facility would result in cost savings. Improvements being considered for the SU Office include parking/access, storage/secure storage, and reconfiguration/creation of office space for staff. Mr. Pandolfo would like to see discussion at the SU level regarding hiring Technical Support positions. The high turnover rate of technical staff has a negative impact to students. An increase in the rate of pay for technical staff may help alleviate turnover, but would have a budgetary impact. Mr. Pandolfo would like direction from the Board. Mrs. Perantoni is concerned regarding the additional expense and would like wants/needs and priorities documented. Mrs. Spaulding recommended researching the idea of shared positions and requested that research be performed regarding rates of pay at other towns and districts.

9. Executive Session as Needed

No Executive Session is required.

10. Adjournment

On a motion by Mr. Herring, seconded by Mrs. Spaulding, the SU Board unanimously voted to adjourn at 7:48 p.m.

On a motion by Mrs. Walz, seconded by Mrs. Spaulding, the BCMES Board unanimously voted to adjourn at 7:48 p.m.

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

On a motion by Mr. Blakely, seconded by Ms. Ricks, the SHS Board unanimously voted to adjourn at 7:48 p.m.

Respectfully submitted,
Andrea Poulin