

**BARRE SUPERVISORY UNION #61 SCHOOL DISTRICT**  
**SPECIAL BOARD MEETING**  
Spaulding High School - Library  
December 1, 2016 - 5:00 p.m.

**MINUTES**

**BOARD MEMBERS PRESENT:**

Chad Allen (BT) - Chair  
J. Guy Isabelle (SHS) - Clerk  
Brenda Buzzell (BT)  
Kristin McCarthy (BT) – departed at 6:00 p.m.  
Carlotta Perantoni (SHS) – arrived at 5:04 p.m.  
Tyler Smith (BC)  
Sonya Spaulding (BC) – arrived at 5:05 p.m.

**BOARD MEMBERS ABSENT:**

Giuliano Cecchinelli, II (BC) – Vice Chair  
Joe Blakely (SHS)

**ADMINISTRATORS PRESENT:**

John Pandolfo, Superintendent  
Lisa Perreault, Business Manager

**GUESTS PRESENT:**

Video Vision Tech

**1. Call to Order**

**The Chair, Mr. Allen, called the Thursday, December 1, 2016, Special meeting to order at 5:01 p.m., which was held at the Spaulding High School Library.**

**2. Additions and/or Deletions to the Agenda**

None.

**3. Review of FY '18 BSU Budget**

Three documents were distributed; 'FY18 Barre Supervisory Union Assessment Information 11/29/16', the BSU FY18 Budget Draft #1, dated 11/29/16, and a document titled 'Barre Supervisory Union FY18 Budget Considerations' document, dated 11/29/16. Mrs. Perreault provided an overview of the Budget considerations document, including the unaudited Fund Balance, the VSTRS Health Assessment (this annual assessment will continue to grow each year, and will have a significant impact on the budget), the proposed financial accounting system, the currently unfilled entry level Technology position, consideration of consolidating all Educational Technologists at the BSU to allow for improved flexibility and sharing of resources, district-wide Facility Director and Master Electrician funded at the SU level, staff increases for the Assistant to the Curriculum Director (from .6FTE to 1 FTE) and the addition of a .5 FTE for the Early Education Administrator. Additional proposals also include shifting the HR Coordinator from the Office of the Superintendent to the Business Office, restructuring of the Business Office, and an HR File Management system (on hold for now). The list of proposed changes included changes for Special Education at BCEMS, BTMES and SHS. It was noted that due to ongoing negotiations, no budgetary changes have been made to the draft regarding salaries and benefits, though it is known that the new VEHI health insurance plans have lower rates. Due to the uncertainty of Act 46, Mrs. Perreault advised that no action is currently being taken regarding the new Financial Accounting System. Implementation of a new system differs depending on whether or not the district is consolidated. It was noted that the financial accounting system does not meet the BSU's needs and must be replaced regardless of whether or not consolidation occurs. Mrs. Perreault stressed that the current accounting system is being phased out and that there no support for reporting. The proposed system has a payroll module that is much more advanced than the current system, and should save man hours. After lengthy discussion regarding the proposal to move ETs to the BSU, the **Board agreed to keep the Educational Technologist positions at the district levels for now.** It was noted that changes to budgeting of the BSU Facility Director and electrician will result in overall savings, but will appear to be an increase in the SU budget.

During discussion relating to restructuring of the Business Office, it was stressed that the Business Office is understaffed. The current level of overtime hours is not practical or sustainable. The HR File Management system is not included in the budget. This system is on hold pending a decision regarding Infinite Visions, as Infinite Visions (the proposed financial accounting system), can accommodate some of the same functions. The Board held brief discussion on the remaining 'considerations', and it was noted that the current BTMES budget, relating to Transportation and Special Education, does not truly reflect what is actually occurring.

The Board began discussion of the Assessment Information document. It was noted that consolidation may make things more efficient. The Board held lengthy discussion regarding the use of unaudited surplus funds, of which \$183,000 remains unassigned. After extensive discussion, Board members were polled regarding their preference. **On a motion by Mrs. Perantoni, seconded by Mrs. Spaulding, the Board voted 4 to 1 to accept the Administrators' recommendation to use \$75,000 of the surplus funds towards the budget. Mrs. Buzzell voted against the motion.** Mr. Pandolfo provided an overview of methods for assessing Special Education (assessments based on expenses vs child counts). Mrs. Buzzell advised she prefers assessments based on expenses. Mrs. Perantoni conveyed her belief that assessing based on expenses does not meet the intent of the law. Mrs. Perantoni stressed that the law requiring Special Education at the SU level has nothing to do with Act 46. It was noted that due to the size of the schools, there is very little sharing of SPED staff. Speech/ Language Pathologists are shared. Mrs. Perantoni suggested that the Board take small steps to work towards truly shared staff.

**The next meeting will be held on December 15, 2016 at 5:00 p.m.**

#### **4. Adjournment**

**On a motion by Mrs. Spaulding, seconded by Mr. Smith, the Board unanimously voted to adjourn at 6:28 p.m.**

Respectfully submitted,  
*Andrea Poulin*