

BARRE SUPERVISORY UNION
REGULAR BOARD MEETING

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

January 19, 2017
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 Regular Board Meeting – December 15, 2016
5. **New Business**
 - 5.1 First Reading Proficiency-Based Graduation Requirements (PBGRs) (G20)
 - 5.2 Legislative Breakfast
6. **Old Business**
 - 6.1 Second and Final Reading of Class Size Policy (G14)
 - 6.2 Second and Final Reading Federal Child Nutrition Act Wellness Policy (F28)
 - 6.3 FY '18 BSU Budget Update
 - 6.4 Act 46 Update
 - 6.5 Labor Relations Agreements
7. **Other Business as Needed**
8. **Reports to the Board**
 - 8.1 Superintendent
 - 8.2 Committee Reports
 - 8.3 Financials
9. **Executive Session (if needed)**
 - 9.1 Superintendent Evaluation
 - 9.2 Personnel
10. **Adjournment**

Reminders:

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

February 16, 2017
February 13, 2016
February 2, 2017
January 18, 2016

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**

4.1

**BARRE SUPERVISORY UNION #61 SCHOOL DISTRICT
REGULAR BOARD MEETING
Barre Supervisory Union – Conference Room
December 15, 2016 - 6:00 p.m.**

MINUTES

BOARD MEMBERS PRESENT:

Chad Allen (BT) - Chair
Anthony Folland
Kristin McCarthy (BT) – departed at 6:38 p.m., returned at 6:54 p.m.
Carlotta Perantoni (SHS) – departed at 8:10 p.m.
Tyler Smith (BC)
Sonya Spaulding (BC)

BOARD MEMBERS ABSENT:

Brenda Buzzell (BT)
Giuliano Cecchinelli, II (BC) – Vice Chair
J. Guy Isabelle (SHS) - Clerk

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 15, 2016, meeting to order at 6:16 p.m., which was held at the Barre Supervisory Union Central Office in the Conference room.

2. Additions and/or Deletions to the Agenda

Add 4.2 Approval of Special Board Meeting – December 1, 2016
Add 9.1 – Personnel Issue (under Executive Session)

Mr. Allen introduced Tony Folland, who will be filling the SU Board position recently vacated by Joe Blakely. Mr. Folland will be representing the SHS Board.

3. Public Comment

None.

4. Approval of Minutes

4.1 Approval of Minutes – November 17, 2016 Regular Meeting

On a motion by Mr. Smith, seconded by Mrs. Spaulding, the Board unanimously voted to approve the Minutes of the November 17, 2016 Regular Meeting.

4.2 Approval of Minutes – December 1, 2016 Special Meeting

On a motion by Mrs. Perantoni, seconded by Mrs. Spaulding, the Board unanimously voted to approve, with clarification as discussed, the Minutes of the December 1, 2016 Special Meeting.

5. New Business

5.1 First Reading of Class Size Policy (G14)

Copies of policies reference in Agenda Items 5.1 – 5.3 were distributed. Mr. Pandolfo provided an overview of the policies.

On a motion by Mrs. McCarthy, seconded by Mr. Smith, the Board unanimously voted to approve the First Reading of the Class Size Policy (G14).

5.2 First Reading Federal Child Nutrition Act Wellness Policy (F28)

After lengthy discussion, the Board agreed that no substantive changes were being requested. On a motion by Mrs. Perantoni, seconded by Mr. Folland, the Board unanimously voted to approve, with changes as discussed, the First Reading of the Federal Child Nutrition Act Wellness Policy (F28).

5.3 First Reading Proficiency-Based Graduation Requirements (PBGRs) (G20)

In addition to the policy, a copy of a document titled 'Proficiency Based Graduation Policies in VT' dated December 1, 2016, from the Vermont Superintendents Association, was distributed. Mr. Pandolfo led the discussion, including an overview of the document created by the Vermont Superintendents Association. After lengthy discussion, the Board agreed to send the policy back to Committee for additional work. The policy will be slated for presentation at the January or February 2017 SU Board meeting.

6. Old Business

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

Policies referenced in Agenda Items 6.1 through 6.4 were distributed. Mr. Allen provided an overview of the policies. Brief discussion was held.

On a motion by Mrs. Perantoni, seconded by Mr. Smith, the Board unanimously voted to approve the policies referenced in Agenda Items 6.1 through 6.4 (F1, F7, F21, and F25).

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 Act 46 Update

Two documents were distributed; a copy of the approved Warning for 'Vote for Reconsideration of the November 8, 2016 Vote on the Formation of the Barre Unified Union School District', and a copy of the 'CERTIFICATION OF FINAL VOTE' for the Barre City Article I Act 46, November 8, 2016 vote. The revote in Barre Town is warned for January 31, 2017. Mr. Pandolfo advised that the margin of votes to approve Act 46 consolidation is 333+. Barre Town community members are trying to help educate additional community members regarding the impact of Act 46. The Act 46 Committee met on December 8, 2016 and agreed not to hold an additional public forum, advising that they would like to let members of the public assist with educating the community. The Committee has tentatively scheduled meetings for January 12, 2017 and February 9, 2017. The Committee would like a positive push (to pass Act 46) by community members, rather than by the Committee. Mrs. Perantoni advised she would be happy to assist with creating opportunities to educate the members of the community. Mrs. McCarthy stressed that the public needs to be made aware that the 'new' consolidated Board, has the authority to change Articles 2 through 15.

6.6 FY '18 Budget

Eight documents were distributed; the BSU FY18 Budget Considerations document (dated 12/15/16), the FY18 BSU Assessment Information document (dated 12/15/16), 'BSU District-wide FY18 BUDGET ADDITIONS - 12/15/16', 'FY18 SERVICE PLAN PROJECTIONS', 'FY18 Proposed BSU School District Budgets Unified - 12/15/16', 'FY17 Barre Supervisory Union School District Budgets', 'BARRE SUPERVISORY UNION FY18 BUDGET REVENUE SUMMARY', and the 'BARRE SUPERVISORY UNION FY18 BUDGET EXPENSE SUMMARY' report. Mr. Pandolfo advised regarding an e-mail from Mr. Isabelle. Mrs. Perreault provided an overview of the documents, and advised regarding the removal of a new financial accounting system, removal of the HR system, and changes to the Special Education portion of the budget. While providing an overview of the 'assessment' document, Mrs. Perreault advised that Administrators recommend using \$100,000 (of unaudited surplus funds), rather than the \$75,000 proposed at the December 1, 2016 meeting. Mrs. Perreault and Mr. Pandolfo continued their review of the distributed documents. After lengthy discussion, it was noted that the increase in cost per pupil is largely impacted by a significant drop in enrollment numbers (from 2460 to 2421). Discussion included an overview of homestead tax rates and the education tax yield. **On a motion by Mrs. Perantoni, seconded by Mr. Folland, the Board unanimously voted to accept the proposed FY18 BSU General Fund Expenditure Budget, not to exceed \$13,949,842.** Brief discussion was held relating to the CLA (Common Level of Appraisal).

6.7 Labor Relations Agreement

The Proposal Status documents for Teachers and Para-educators were distributed. Mr. Pandolfo advised regarding the progress of negotiations. It was noted that line items marked with 'TA'd', refer to items which have been tentatively agreed upon. There were no questions from the Board.

7. Other Business as Needed

None.

8. Reports to the Board

8.1 Superintendent

A copy of the Superintendent's report dated December 15, 2016 was distributed for review and discussion. The report included information pertaining to the Superintendent's Office, the Business Office, Curriculum, Special Services, Technology, Early Education, Human Resources, and Facilities. A copy of a letter from the VSBA dated November 18, 2016 (relating to the increase in VSBA dues) was also distributed. VSBA dues will be increasing from \$7869.74 to \$8,387.51. Mr. Pandolfo provided additional information relating to the decision process for school closings/delayed openings, mechanical failure of the BCEMS woodchip boiler, and evacuation procedures (including student safety, transportation of students, and communication procedures).

8.2 Committee Reports

Policy Committee -

A packet of information titled 'Best Practices for Schools Regarding Transgender and Gender Nonconforming Students' was distributed. A copy of the BSU Policy Manual Index was also distributed. Mr. Pandolfo provided an overview of the Policy Index, and advised that the VSBA has a model policy regarding Transgender/Gender Nonconforming Students, but that a policy is not required and that the policy may be removed from the Policy Index.

Negotiations Committee – Minutes from all Negotiation Committee Meetings from November 17, 2016 – December 14, 2016 were distributed. Discussion was held under Agenda Item 6.7.

8.3 Financials

The BSU Expense Budget Status Report, dated 12/09/16, was distributed. Mrs. Perreault provided an overview, and advised that 'Shared Staff Service', will be off-set by revenue, the deficits listed for Curriculum Development and Early Ed Administration, are due to the hiring of administrative assistants, the deficit under Plant Operation & Maintenance is due to the hiring of a district wide Facilities Director and electrician, and the deficit under line item 2520 (Business Office Services), is due to payment of unemployment for all of the BSU.

9. Executive Session as Needed

9.1 Personnel Issue

A status update relating to a Personnel Issue, was proposed for discussion in Executive Session.

On a motion by Mrs. McCarthy, seconded by Mr. Smith, the Board unanimously voted to enter into Executive Session, with Mr. Pandolfo, at 8:10 p.m. under the provisions of 1 VSA section 313 to discuss the item proposed for discussion. Mrs. Perantoni departed the meeting at 8:10 p.m. and did not participate in Executive Session.

The remaining information was provided by Mr. Smith.

On a motion by Mrs. Spaulding, seconded by Mrs. McCarthy, the Board unanimously voted to exit Executive Session at 8:16 p.m.

10. Adjournment

On a motion by Mrs. McCarthy, seconded by Mrs. Spaulding, the Board unanimously voted to adjourn at 8:16 p.m.

Respectfully submitted,
Andrea Poulin

Proficiency-Based Learning

It is the policy of the Barre Supervisory Union to ensure students can engage in rigorous, relevant and comprehensive learning opportunities that allow them to demonstrate proficiency in literacy, mathematics, scientific inquiry, global citizenship, physical education, artistic expression, and transferable skills.

Proficiency-Based Graduation Requirements (PBGRs)¹

A student meets the requirements for high school graduation when the student demonstrates evidence of proficiency in curriculum content areas, and when they meet any additional graduation requirements as described in the Spaulding High School Program of Studies. The Barre Supervisory Union will use credits for the purpose of demonstrating that a student has met the high school graduation requirements. Credits will be based upon the proficiencies demonstrated and will not be based on time spent in learning. Students in the Barre Supervisory Union will receive credit for learning that takes places outside of the school, school day, or the classroom, provided that any credits earned occur under the supervision of an appropriately licensed educator and meet the proficiencies through procedures defined by the Barre Supervisory Union.

Definitions

Personalized Learning Plan - A plan developed on behalf of a student by the student, a representative of the school, and, if the student is a minor, the student's parents or legal guardian, which defines the scope and rigor of learning opportunities and support services necessary for the student to successfully graduate and attain college and/or career readiness.

Proficiency Based Graduation Requirements - A system of instruction, assessment, grading and academic reporting that are based on students demonstrating mastery of the knowledge and skills they are expected to learn before they receive a diploma. The Vermont Education Quality Standards require that, in order to graduate, a student demonstrate proficiency in the following eight Curriculum Content Areas: literacy, mathematics, scientific inquiry, global citizenship, physical education, health, artistic expression, and Transferrable Skills.

¹ Rule 2120.8 of the Education Quality Standards requires secondary school boards to adopt a local graduation policy that defines "proficiency-based graduation requirements based on standards adopted by the State Board of Education."

CLASS SIZE POLICY

Policy

It is the intent of the board to comply with Sections 15 and 16 of Act 153 of 2010 requiring superintendents to work with school boards to develop policy guidelines for minimum and optimal average class sizes in regular and technical education classes. Class size guidelines will be used to inform annual decisions related to staffing and program offerings.

Implementation

1. The superintendent or his or her designee shall, in consultation with the principal/director, develop district wide class minimum, maximum, and optimum average class size guidelines that take into account the instructional needs of required and elective courses at the secondary level.
2. Class size guidelines in the district may vary as necessary to reflect differences, such as school size and programmatic needs.
3. The guidelines shall also ensure compliance with state or federal requirements related to matters such as student-teacher ratios, special education, technical education, and English Language Learners.
4. The superintendent shall report to the board by April 1 each year on the implementation of this policy, and shall include in his or her report information related to the use of the guidelines in determining actual class sizes and program offerings in the schools within the district.

Guidelines

Administrators will use the following guidelines when reviewing course enrollments and making decisions about course offerings and scheduling, recognizing that such guidelines must be flexible and incorporate additional factors in making decisions about class sizes which, among others, include the unique needs of class or grade-level populations of students, curricular structure, physical plant, and staff training:

Transferrable Skills - A broad set of knowledge, skills, work habits, and character traits that are believed to be critically important to success in today's world, particularly in collegiate programs and modern careers.

Flexible Pathways - Opportunities to experience learning through flexible and multiple pathways, including but not limited to career and technical education, virtual learning, work-based learning, service learning, dual enrollment, and early college. Learning must occur under the supervision of an appropriately licensed educator. Learning expectations must be aligned with state expectations and standards. Students may demonstrate proficiency by presenting multiple types of evidence.

I. Grades PreK-8

<u>Grade</u>	<u>Minimum</u>	<u>Ideal</u>	<u>Maximum</u>
PreK	12	15	17
Kindergarten	15	16	18
1 st	15	18	20
2 nd	15	18	20
3 rd	15	18	20
4 th	15	20	22
5 th	15	20	22
6 th	15	20	22
7 th	15	23	25
8 th	15	23	25

II. Grades 9-12:

1. The recommended class size for most courses is 15 to 20 students.
2. The recommended minimum class size for most courses is 10 and the maximum is 25.
3. When requested by the administration, classes above or below the recommended acceptable limits may be approved by the superintendent and reported to the board.
4. The Central Vermont Career Center program size will be consistent with the Vermont Department of Education – State Board of Education Manual of Rules and Practices, Vocational-Technical Education.
5. Program size for the Central Vermont Career Center shall be reviewed annually by the Center's Director. Recommendations to change program offerings shall be made by the Director to the SHS Union #41 District and the Regional Advisory Board if a program, for three or more consecutive years, has shown low enrollment based on State of Vermont Technical Education Regulation.

1st Reading: 12/15/2016
2nd Reading: 1/19/2017
ADOPTED:

6.2

Federal Child Nutrition Act Wellness Policy

Purpose

It is the intent of the Barre Supervisory Union to comply with the local policy requirements of the federal *Child Nutrition and WIC Reauthorization Act of 2004* and *Healthy, Hunger-Free Kids Act of 2010*¹. In accord with those requirements, this policy has been developed in consultation with parents, representatives of the school food services authority, school administrators, school health professionals and the public.

Policy Statement

It is the policy of the Barre Supervisory Union to establish goals for nutrition promotion and education, health education, physical education², and physical activity, and other school-based activities that are designed to promote student wellness. With the objective of promoting student health and reducing childhood obesity, the district will also establish nutrition guidelines for all foods available at school during the school day.

I. Goals for Nutrition Promotion and Education.

- A. The supervisory union shall provide nutrition promotion and education programs as required by state law and regulations of the State Board of Education. In particular, the supervisory union shall provide a nutrition component in its Comprehensive Health Education³ program and shall develop curricular programs intended to accomplish applicable goals enumerated in the National Health Education Standards⁴.
- B. To the extent practicable, nutrition promotion and education shall be integrated into core curricula areas, such as science, health, physical education, and family and consumer science courses.
- C. The supervisory union shall establish meal periods that provide adequate time to eat and are scheduled at appropriate hours in a clean, safe, and adequate space.
- D. Food shall not be used in supervisory union schools as a reward or punishment, except when rewards are part of a student's written IEP, 504, or behavioral plan.
- E. The supervisory union shall provide training opportunities as appropriate for food service and other staff members in areas of nutrition and wellness as described in the Vermont Education Quality of Standards.

II. Guidelines for Health Education

- A. The supervisory union shall enable students to engage annually in rigorous, relevant and comprehensive learning opportunities that allow them to demonstrate proficiency in health education as defined by Vermont state law 16 V.S.A. 131 (EQS rule 2120.5). In particular, the district shall develop curricular programs intended to accomplish the goals enumerated in the National Health Education Standards for all students in grades K-12.
- B. Health Education shall be integrated into core curricula areas, such as science, physical education, and family and consumer science courses.

III. Goals for Physical Education and Physical Activity.

- A. The supervisory union shall provide physical education and adaptive physical education classes for all students as required by Education Quality Standards and 16 V.S.A 2902.
- B. The supervisory union will provide students with Physical Education, using an age-appropriate, sequential Physical Education program consistent with 2014 SHAPE America National Standards and Grade-Level Outcomes for Physical Education⁵.
- C. The supervisory union shall provide physical activity opportunities to all students as required by Education Quality Standards and 16 V.S.A 2210.5.

IV. Goals for Other School-Based Activities.

- A. The supervisory union shall use evidence-based strategies to determine goals for promoting student wellness.
- B. The supervisory union shall promote health and wellness by encouraging staff to model healthy eating/drinking behaviors at school, by displaying USDA promotional materials, such as informational posters on school property, by marketing health and wellness on signs, score boards, sports equipment, in curricula, educational materials, both printed and electronic, and through its website. No foods of minimal nutritional value will be advertised on school grounds.

V. Nutrition Guidelines.

- A. Following state law 16 V.S.A. section 1264, the supervisory union shall offer National School Lunch and School Breakfast Programs that meet 7 CRF 210 and 7 CRF 220 and the Healthy, Hunger-Free Kids Act of 2010.
- B. The supervisory union shall ensure that guidelines for reimbursable school meals are not less restrictive than regulations and guidance issued by the Secretary of Agriculture pursuant to sections (a) and (b) of section 9A(a) and (b) of the Richard B. Russell National School Lunch Act as those regulations and guidance apply to schools.
- C. The supervisory union shall ensure that foods and beverages offered at school during the school day other than through the National School Lunch or School Breakfast programs, including foods sold through vending machines and foods sold for fundraising during the school day, shall comply with the USDA Smart Snacks Standards⁶.

VI. Policy Implementation.

- A. The superintendent or his or her designee shall periodically monitor supervisory union programs and curriculum to ensure compliance with this policy and any administrative procedures established to carry out the requirements of this policy. The supervisory union shall periodically inform and update the public about the content and implementation of this policy, including the extent to which supervisory union schools are in compliance with this policy, the extent to which this policy compares to model local school wellness policies and a description of the progress made in attaining the goals of this policy.
- B. The supervisory union shall permit parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators and the general public to participate in the development, implementation and periodic review and update of this policy.

- C. The superintendent or his or her designee shall establish ongoing supervisory union health and wellness committee(s) following the Vermont Agency of Education and Vermont Department of Health recommendation evidence-based collaboration approach to learning and health. Information on how to join the committee(s) is available on the supervisory union websites.
- D. The supervisory union health and wellness committee(s) assist the superintendent or his or her designee, at least triennially, in the assessment and/or revision of the wellness policy using best -practice assessment tools, in auditing supervisory union-wide compliance, and in reviewing evidence of student health and learning impact.

The superintendent or his or her designee shall report yearly to the board and to the public on the supervisory union's compliance with law and policies related to student wellness. The report shall include information as to the content and implementation of this policy, and an assurance that supervisory union guidelines for reimbursable meals are not less restrictive than regulations and guidelines issued for schools in accordance with federal law.

Date Warned:

Date Adopted:

Date Revised:

Legal

16 V.S.A. §§131 & 906(b)(3).

Reference(s):

Richard B. Russell National School Lunch Act, 42 U.S.C. 1751 et seq.

Child Nutrition Act of 1966, 42 U.S.C. 1771 et seq.

Healthy, Hunger Free Kids Act of 2010, Section 204 of Public Law 111-296.

Code of Federal Regulations, 7 CFR Part 210 and Part 220.

Additional References

¹*Healthy, Hunger-Free Kids Act of 2010 replaced the Child Nutrition and WIC Reauthorization Act of 2004 for the Federal Lunch Program and added additional requirements for Local Wellness Policies.*

²Vermont Department of Health; Agency of Agriculture, Food and Markets; & Agency of Education (2016). *Vermont School Wellness Policy Guidelines.*

³16 V.S.A. § 135

⁴16 V.S.A. Section 2902 – Mention of Adapted PE, though not specifically required in the LEA Wellness Policy, fits in this statement to encompass all students.

⁵2014 SHAPE America National Standards and Grade-Level Outcomes for Physical Education

⁶United States Department of Agriculture, Food and Nutrition Services

BARRE SUPERVISORY UNION FY18 BUDGET SUMMARY

12/15/2016-Approved by BSU Board									
Function	Description	FY15 Budget	Audited FY15 Actual	FY16 Budget	Unaudited FY16 Actual	FY17 Budget	FY18 Budget		
1510	Shared Services	\$ -	\$ 445,808		\$ 463,872				
1931	Interest	\$ -	\$ 2,689		\$ 1,551				
1931	Assessment - Barre City	\$ 491,623	\$ 493,623	\$ 491,594	\$ 491,623	\$ 491,623	\$ 634,251		
1931	Assessment - Barre Town	\$ 445,408	\$ 445,382	\$ 445,382	\$ 445,382	\$ 445,408	\$ 579,886		
1931	Assessment - Curric. Barre Town only						\$ 27,117		
1931	Assessment - SHS	\$ 453,322	\$ 453,322	\$ 453,381	\$ 453,381	\$ 453,322	\$ 490,367		
1931	Assessment - Technical Center	\$ 97,072	\$ 97,072	\$ 97,072	\$ 97,072	\$ 97,072	\$ 107,641		
1990	Miscellaneous Income	\$ -	\$ 1,765		\$ 1,765				
2310	District Audit Reimbursements	\$ -	\$ 41,860		\$ 41,860				
2700	Transportation Assessment - BC					\$ 573,374	\$ 593,567		
2700	Transportation Assessment - BT					\$ 539,491	\$ 532,137		
*SPECIAL EDUCATION ASSESSMENTS									
1200	*Special Education Instruct. - BC					\$ 3,276,235	\$ 3,240,540		
1200	*Special Education Instruct. - BT					\$ 1,679,435	\$ 1,905,538		
1200	*Special Education Instruct. - SHS					\$ 2,429,227	\$ 2,769,430		
1214	*EEE Instruct. - BC					\$ 155,177	\$ 138,153		
1214	*EEE Instruct. - BT					\$ 83,580	\$ 121,980		
2100	*Support Services - BC					\$ 587,153	\$ 658,291		
2100	*Support Services - BT					\$ 493,035	\$ 507,325		
2100	*Support Services - SHS					\$ 533,790	\$ 700,824		
2420	*Administration - BC					\$ 190,302	\$ 194,688		
2420	*Administration - BT					\$ 184,469	\$ 182,943		
2420	*Administration - SHS					\$ 130,608	\$ 113,418		
2421	*Early Ed. Administration - BC					\$ 44,000	\$ 71,644		
2421	*Early Ed. Administration - BT					\$ 44,000	\$ 70,007		
2711	*Transportation - BC					\$ 80,910	\$ 79,939		
2711	*Transportation - BT					\$ 41,185	\$ 38,550		
2711	*Transportation - SHS					\$ 16,000	\$ 20,000		
5400	Fund Balance Applied					\$ 104,973	\$ 100,000		
BSU GENERAL FUND REVENUE						\$ 12,674,369	\$ 13,878,236		
Federal & State Grants						\$ 750,000	\$ 750,000		
Total BSU Revenue		\$ 1,487,425	\$ 1,979,644	\$ 1,527,820	\$ 2,052,953	\$ 13,424,369	\$ 14,628,236		

FY18 BARRE SUPERVISORY UNION ASSESSMENT INFORMATION 1/12/17

TOTAL FY18 BUDGET 1/12/17: \$13,878,236
Approved 12/15/16 \$13,949,842

BSU DISTRICT-WIDE ASSESSMENTS

	FY16	FY17	FY18	Variance	
BARRE CITY	\$ 491,594	\$ 491,594	\$ 634,251		35%
BARRE TOWN	\$ 445,382	\$ 445,382	\$ 579,886		32%
SPAULDING	\$ 453,381	\$ 453,381	\$ 490,367		33%
CENTRAL VT CAREER CTR.	\$ 97,072	\$ 97,072	\$ 107,641		

\$ 1,812,145.00

Prior Yr. Surplus Applied

BSU BUDGET EXPENSES

	\$ 1,487,429	\$ 1,487,429	\$ 1,812,145	
	\$ 40,391	\$ 104,973	\$ 100,000	
	\$ 1,527,820	\$ 1,592,402	\$ 1,912,145	\$ 319,743
			\$ 27,117	20%

BTMES ONLY

Actual BSU Expenses (Excluding special education and transportation)
BTMES Curriculum Specialist Only

	Curriculum	Technology	Board	Supt	Business	Facility
	\$ 149,521	\$ 603,441	\$ 66,600	\$ 303,060	\$ 574,939	\$ 214,584
	\$ 27,117					\$ 27,117
						\$ 1,939,262

Special education and transportation to be assessed based on actual expenses

	FY16 Actual	FY17 Budgeted	FY18 Budgeted	Assessed by Actual Expenses	Assessed by Childcount
Barre City Special Ed.	\$ 4,297,706	\$ 4,333,777	\$ 4,383,251	\$ 4,383,251	\$ 4,433,439
Barre Town Special Ed.	\$ 2,253,676	\$ 2,525,704	\$ 2,826,343	\$ 2,826,343	\$ 3,135,847
Spaulding High Special Ed.	\$ 3,669,498	\$ 3,109,625	\$ 3,603,671	\$ 3,603,671	\$ 3,243,980
TOTAL	\$ 10,220,880	\$ 9,969,106	\$ 10,813,265	\$ 10,813,265	\$ 10,813,265
BC Transportation	\$ 610,416	\$ 578,374	\$ 593,567		
BT Transportation	\$ 689,180	\$ 539,491	\$ 532,137		
	\$ 1,299,596	\$ 1,117,865	\$ 1,125,704		

Barre Supervisory Union

BSU EXPENSE BUDGET STATUS REPORT

Report # 19979

Statement Code: BOARD BSU

Account Number / Description	ADOPTED BUDGET 7/1/2016 - 6/30/2017	Y-T-D EXPENSES 7/1/2016 - 6/30/2017	ENCUMB 7/1/2016 - 6/30/2017	REMAINING BALANCE 7/1/2016 - 6/30/2017
2210 CURRICULUM DEVELOPMENT	\$133,641	\$84,632	\$79,276	\$(30,267) Admin Asst.
2225 TECHNOLOGY	\$570,291	\$330,397	\$232,420	\$7,474
2310 BOARD OF EDUCATION	\$66,045	\$41,088	\$27,980	\$(3,023)
2319 BOARD OTHER SERVICES	\$0	\$5,648	\$450	\$(6,098)
2320 SUPERINTENDENT OFFICE	\$354,601	\$199,486	\$155,968	\$(853)
2423 EARLY ED ADMIN	\$0	\$690	\$0	\$(690)
2520 BUSINESS OFFICE SERVICES	\$409,770	\$248,313	\$190,218	\$(28,761) Unemploy - Health
2600 PLANT OPERATION & MAINTENANCE	\$58,050	\$121,534	\$113,922	\$(177,406) * BSU Director Electrician
2711 SPED STUDENT TRANSPORT	\$0	\$1,048	\$0	\$(1,048)
1191 BC SHARED STAFF SERVICES	\$0	\$4,116	\$0	\$(4,116)
1192 BT SHARED STAFF SERVICES	\$0	\$6,221	\$8,883	\$(15,104)
1193 SHS SHARED STAFF SERVICES	\$0	\$10,961	\$17,761	\$(28,722)
1250 VT CRIME VICTIMS REIMB REVENUE	\$0	\$30	\$0	\$(30)
2423 EARLY ED ADMIN	\$88,000	\$73,986	\$63,324	\$(49,310) Admin Assist.
2700 STUDENT TRANSPORT	\$39,222	\$5,892	\$0	\$33,330
2700 STUDENT TRANSPORT	\$1,078,643	\$224,621	\$412,821	\$441,201
1200 SPED DIRECT INSTRUCTION	\$6,886,420	\$2,570,714	\$3,871,002	\$444,704
1202 SPED ESY - EXTENDED SCHOOL YEAR	\$56,550	\$29,183	\$136	\$27,231
1204 GRANITE ACADEMY	\$238,185	\$23,483	\$37,661	\$177,041
1205 SPED ACT PROGRAM	\$123,191	\$67,377	\$103,786	\$(47,972)
2130 HEALTH SERVICE	\$119,165	\$13,198	\$15,611	\$90,356
2140 PSYCHOLOGICAL SERVICES	\$365,302	\$135,279	\$209,586	\$20,437
2144 GAP PSYCH	\$86,779	\$33,410	\$53,095	\$274
2149 SPED DEVELOPMENTAL	\$31,132	\$15,091	\$35,793	\$(19,752)
2150 SPEECH & LANG SRVC	\$849,310	\$298,666	\$483,850	\$66,794

Barre Supervisory Union BSU EXPENSE BUDGET STATUS REPORT

Report # 19979

Account Number / Description	ADOPTED BUDGET	Y-T-D EXPENSES	ENCUMB	REMAINING BALANCE
	7/1/2016 - 6/30/2017	7/1/2016 - 6/30/2017	7/1/2016 - 6/30/2017	7/1/2016 - 6/30/2017
2152 SPED DEVELOPMENTAL	\$49,000	\$2,415	\$0	\$46,585
2160 OCCUPATIONAL THERAPIST	\$110,290	\$70,794	\$163,800	\$(124,304) <i>Budgeted in 2130</i>
2210 CURRICULUM DEVELOPMENT	\$3,000	\$0	\$0	\$3,000
2420 SPED ADMIN	\$353,980	\$165,205	\$138,256	\$50,519
2421 SPED DISTRICT ADMIN	\$124,500	\$66,683	\$56,979	\$838
2424 GAP ADMIN	\$10,000	\$0	\$0	\$10,000
2425 ACT ADMIN	\$6,257	\$228	\$312	\$5,717
2711 SPED STUDENT TRANSPORT	\$138,095	\$35,805	\$8,081	\$94,209
1204 GRANITE ACADEMY	\$80,551	\$0	\$0	\$80,551
1214 EEE - ESSENTIAL EARLY EDUCATION	\$225,682	\$45,627	\$71,341	\$108,714
1215 EEE - ESY EXTENDED SCHOOL YEAR	\$13,075	\$3,071	\$0	\$10,004
2420 SPED ADMIN	\$5,213	\$2,802	\$2,390	\$21
2425 ACT ADMIN	\$5,429	\$0	\$0	\$5,429
GRAND TOTAL	\$12,679,369	\$4,937,694	\$6,554,702	\$1,186,973 *

** Paraeducators charged to districts per contract.*

Barre City Elementary and Middle School	<i>John Pandolfo</i> Superintendent of Schools — 120 Ayers Street Barre, VT 05641 phone: 802-476-5011 fax: 802-476-4944 / 802-477-1132 www.bsuvt.org — <i>Doing whatever it takes to ensure success for every child.</i>	Richard McCraw, M.Ed. Director of Curriculum, Instruction, and Assessment Lisa Perreault Business Manager Donald E. McMahon, M.Ed. Director of Special Services Diane Stacy Director of Technology Sandra Cameron, M.Ed., MOT Director of Early Education Jamie Evans Director of Facilities
Barre Town Middle and Elementary School		
Central Vermont Career Center		
Spaulding High School		

January 19, 2017

TO: The Members of the Barre Supervisory Union Board

RE: Superintendent's Report

Please accept the following report to the Supervisory Union Board:

1. Superintendent's Office

- a. Our SU has been commended by the Agency of Education based on their monitoring of our grant procedures and manual. I received a personal call from Cassandra Ryan of the Finance Department stating that they would like to use our work as an example for others. Our Business Office and grants management teams deserve the honor on this. I will pass around the emails at our meeting.
- b. VEHI Health Rates for FY18 have been approved by the Vermont Department of Financial Regulation; July-December rates will remain the same as current FY17 rates and January-June rates will remain the same as VEHI had previously proposed. I am attaching the rates to this report.
- c. I have attached the ADM data that we received from the Agency of Education so that you can see how our numbers decreased from FY15 to FY16, then increased to FY 17, but not as much as the previous decrease. This is what caused our Equalized Pupil numbers to drop.
- d. We have been chosen to participate in a pilot study to be conducted by Green Mountain Power and the Vermont Superintendents Association. The purpose of this study is to investigate the impact of current and newly proposed rate structures on school electricity bills.

2. Business Office:

- a. Budget Development: FY18 Budgets are Board approved with the exception of Barre Town's. Administrators continue to impress me with their desire to provide the best possible education to the students in the Barre community while always being financially informed and responsible.

- b. FY16 Audit: Draft financial statements are in their final review with the auditors. This year's audit seemed to flow more smoothly due in part to the thorough preparation, planning, and consistency in operations as noted by the senior auditor. There are no findings, thanks to an exceptional, hard-working, experienced, business office team who took on additional work responsibilities due to the loss of an accountant.
- c. W-2s and 1095 Forms are being processed and will be distributed to staff by January 31st.
- d. VSBIT Multi-line Member: We received an evaluation of our workers' compensation losses for the past 3 years. This analysis identified employee injuries by the cause of loss as well as total dollars spent for each category. VSBIT will utilize this information to customize loss control trainings, resources, and services in an effort to reduce employee injuries at the Barre Supervisory Union. The top 3 areas of loss are lift/push/pull at 35%, slip/trip/fall at 23%, and student related at 12%.
- e. Transportation: The Regional Manager at STA is eager to meet with Barre Town bus drivers to share employment opportunities. We hope to schedule these meeting within the next month.

3. Curriculum

- a. Planning is largely complete for the January and February staff development days. Highlights include (1) having more teachers experience the Developmental Designs system currently being implemented in Barre City middle school, (2) exposing Barre Town elementary teachers to Responsive Classroom, (3) training specifically targeted toward special educators and (3) similarly targeted training for paraeducators (February).
- b. This month curriculum development resumes in K-8 science. This year we are working with Dave White, one of three statewide science leaders in the Vermont Science Initiative. (Deanna Bailey, who you may know from past work with Barre SU, withdrew from that work in order to focus on her doctorate.)
- c. Work resumes in earnest this month on K-8 report card development. By waiting, we gain the benefit of lessons learned at Spaulding as they implement proficiency-based learning and reporting.
- d. Barre City has been awarded a five-year School Improvement Grant that will support continued implementation of Developmental Designs.
- e. Finally, work continues on development of a multi-year, SU-wide strategic plan that will take the place of the separate school improvement plans previously implemented. The fact that it is SU-wide does not mean that schools will work on exactly the same initiatives at the same time, but rather that they are coordinated to arrive at comparable endpoints.

4. Special Services

- a. On January 16, 2017, professional development day Ray J. Chin, PhD, MFA will present "Theory of Mind and Autism" to our special educators.
- b. On January 13, 2016, SHS staff affiliated with the ACT and GAP programs will start a series of meetings to discuss and plan the merger of both programs in order to meet the educational needs of students more effectively.

5. Technology:

- a. Information to apply for eRate Category 1 funding for next year is being compiled and will be sent to our eRate consultant. Possible funding would include subsidies for our

WAN fiber connections (building to building) and our Internet services (currently 80% - expected to remain at 80%). This would also include an application for a 20% subsidy for phone lines; this "phone" subsidy is being phased out and will not exist for the 2018-2019 school year. Research is being done to determine what equipment is needed to upgrade our infrastructure backbone to 10GB. We may also be applying for eRate Category 2 funds to purchase at least some of this equipment.

- b. New Promethean boards have been installed at the SHS Phoenix program, one BCEMS PreK classroom, one BTMES PreK classroom, the CVCC Auto program and the CVCC Electrical program. Several replacements for old faulty boards have also been installed.
- c. ZenDesk - completing helpdesk tickets continues to keep the tech team very busy, a sign that staff and students are using the technology!
- d. The latest software update for ADS (Business Office Financial software) will probably have been applied by the time this report is viewed. We have other servers that need Operating system and/or application version upgrades; plans for these upgrades will be started soon.

6. Early Education

- a. Annual Family surveys will be going out this week and for the first time, in electronic format using Survey Monkey. Annual surveys are required by Vermont's Step Ahead Recognition System (STARs).
- b. Annual STARs reports are due at both BC and BT within the next month. This report is in process and anticipated to result in the continuation of 5 STARs (the highest possible rating for Early Childhood Programs).
- c. Barre Town initiated a meal program this week. In the first week, over 32% of children were eligible to receive a free meal and we expect that number to grow.
- d. Transitions from the Early Intervention program (birth-to-three) continue. A meeting this week reviewed children who will turn three and be eligible for IEPs through the summer. BSU transitions about 40 children from Early Intervention each year.
- e. The development of a PreK Paraeducator Annual Performance Review form (as required by licensing regulations) has sparked interest in developing a common assessment tool for all BSU support staff. Sandra Cameron, Don McMahon and Carol Marold are working on this.

7. Human Resources:

- a. Since my last report we have opened 4 positions, closed 5 positions and 12 remain open. Open positions include Executive Assistant to the Superintendent, Barre Town SLP, Barre City Behavioral Specialist and several Paraeducators.
- b. Draft Volunteer Procedures are completed and being reviewed by school administrators.
- c. We continue work on our hiring and onboarding procedures. I'm very pleased with the amount of interest and cooperation from the administrators as we work through the process of creating, defining and standardizing procedures. My goal is to have a rough draft out to administrators for their review by the end of the month.
- d. I am happy to report that we are now in compliance with personnel records retention standards. Our audits of current employees are nearly finished, and we have cleaned up terminated records going back as far as the 1960's!

8. Facilities:

- a. The BCEMS wood chip boiler is back online after the school evacuation of December 15. The repairs/modifications have been made and the boiler is functioning normally as expected. The new card security access system is fully operational and working well for all staff. Removal and/or modifications are being made to classroom shelf storage to meet safety code.
- b. SHS has possession of new LED message board and awaiting passage of new city ordinance for installation of message board. Five more additional security cameras have been installed throughout SHS and CVCC, both on the interior and exterior of the building.
- c. BTMES has received quotes for installation of an upgraded camera surveillance system. We are awaiting a safety grant to purchase new surveillance equipment. Replacement of a roof top air conditioning unit for the library is underway.
- d. The BSU building is undergoing renovations on the second floor, which will add two more workstations in the front hallway. Following that, the contractor will complete the expansion of the Early Ed Director's office.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "John Pandolfo", written in a cursive style.

John Pandolfo
Superintendent of Schools
on behalf of the Barre SU Central Office Administrative Team



John Pandolfo <jpandbsu@u61.net>

VEHI FY 18 Health Rates Approved

1 message

Laura Soares <laura@vsbit.org>

Wed, Jan 11, 2017 at 11:16 AM

Reply-To: laura@vsbit.org

To: John Pandolfo <jpandbsu@u61.net>

[Web Version](#) | [Update preferences](#) | [Unsubscribe](#)[Forward](#)**VEHI FY 18 Health Rates Approved**

The Vermont Department of Financial Regulation has approved VEHI's FY 18 contribution rates for its **current health plans**, which close for *active employees* on 12/31/17, and for its **new health plans**, which go into effect on January 1, 2018.

DFR's ruling is consistent with the guidance VEHI provided to school districts and local union leaders in the Fall of 2016 when it filed its proposed FY 18 rates with state regulators.

Here, in brief, is what DFR has approved:

1. There will be *no change* in contribution rates for VEHI's **current plans** for the period *July 1 – December 31, 2017*. These rates can be found on the VEHI website **here**. Again, these plans will close for active employees on December 31, 2017.
2. Contribution rates for VEHI's **new plans**, for the period **January 1 – June 30, 2018**, were also approved. These rates are now final, click **here** to view the rates.

Finally, as VEHI has done in the past, we have included a pie chart that delineates how VEHI allocates money for programs and expenses on behalf of school districts and school employees. Click **here** to view to pie chart.

Please contact VEHI Trust Administrators Laura Soares (laura@vsbit.org) or Mark Hage (mhage@vtnea.org) if you have questions or need additional information about the approved contribution rates or the pie chart. Click **here** to view.

This communication has been sent to School Business Officials, Human Resources Personnel, School Board Chairs, Local Union Leaders, Superintendents and Health Member.



Health and Dental Plan Contributions for 2016-17

The chart below shows contribution rates for all VEHI health plan offerings for the 2016-17 school year. Please contact VEHI (802-223-5040) if you have any questions or concerns about these figures.

VEHI Health Plan Contributions: 2016-17 Claims Year (Monthly Rates)

<u>Health Plan</u>	<u>Managed Parity</u>			<u>Unmanaged Parity</u>		
	<i>Single</i>	<i>2-Person</i>	<i>Family</i>	<i>Single</i>	<i>2-Person</i>	<i>Family</i>
Dual Option: VHP	\$752.41	\$1,478.99	\$1,982.66	N.A.	N.A.	N.A.
Dual Option: \$300 Comp Plan	\$752.41	\$1,478.99	\$1,982.66	\$757.50	\$1,490.62	\$2,003.15
JY	\$844.66	\$1,665.49	\$2,239.71	\$861.39	\$1,698.38	\$2,283.99
\$1200 Comp Plan	\$601.91	\$1,183.12	\$1,586.30	\$614.19	\$1,206.83	\$1,618.00
\$1800 CDHP (HSA)	\$601.91	\$1,183.12	\$1,586.30	NA	NA	NA
\$100 Comp Plan	\$775.71	\$1,527.32	\$2,052.85	NA	NA	NA
\$0 Comp Plan	NA	NA	NA	\$830.32	\$1,635.91	\$2,199.68

VEHI-DELTA Dental Program Rates for 2016-17

VEHI has also completed its dental program renewal process for the 2016-17 school year. Effective July 1, 2016, the average contribution will decrease by 2.34%.

IMPORTANT: Because individual school districts' dental plans are experience rated, contribution changes for the 2016-17 school year will range from no change to a decrease of 10%. VEHI will notify participating districts about their actual rates in a separate correspondence.

VEHI-Gallagher-Lincoln Financial Group Life/Long-Term Disability Program

Reminder: VEHI offers a Life/LTD program in collaboration with Gallagher Benefits Services and Lincoln Financial Group. The programs' benefits are exceptional and rates extremely competitive. It's easy to get a rate quote. Just contact us at vehihelp@ajg.com.



Health and Dental Plan Contributions for 2017-18

The chart below shows contribution rates for all VEHI health plan offerings for the 2017-18 school year. Please contact VEHI (802-223-5040) if you have any questions or concerns about these figures.

The rates for July 1, 2017 – December 31, 2017 are not changing. For a list of the FY17 rates, click [here](#).

VEHI Health Plan Contributions: Effective January 1- June 30, 2018 Claims Year (Monthly Rates)

<u>Health Plan</u>	<i>Single</i>	<i>Parent/Child(ren)</i>	<i>2-Person</i>	<i>Family</i>
VEHI Platinum	\$657.55	\$1,099.51	\$1,315.10	\$1,860.19
VEHI Gold	\$622.94	\$1,042.53	\$1,245.88	\$1,763.38
VEHI Gold-CDHP	\$523.29	\$809.02	\$982.75	\$1,449.51
VEHI Silver-CDHP	\$456.34	\$769.27	\$912.69	\$1,298.60

VEHI-DELTA Dental Program Rates for 2017-18

VEHI has also completed its dental program renewal process for the 2017-18 school year. Effective July 1, 2017, the average contribution will decrease by 0.4%.

IMPORTANT: Because individual school districts' dental plans are experience rated, contribution changes for the 2017-18 school year will range from no change to a decrease of 3%. VEHI will notify participating districts about their actual rates in a separate correspondence.

VEHI-Gallagher-Lincoln Financial Group Life/Long-Term Disability Program

Reminder: VEHI offers a Life/LTD program in collaboration with Gallagher Benefits Services and Lincoln Financial Group. The programs' benefits are exceptional and rates extremely competitive. It's easy to get a rate quote. Just contact us at vehihelp@ajg.com.

January 10, 2017

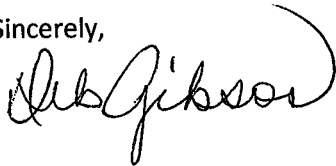
Dear Superintendent John Pandolfo and Barre SU Board:

I've had the pleasure of working as a para-educator at Barre Town School, an administrative assistant to the superintendent for the Barre Town School District and, since 1997, for the Barre Supervisory Union superintendent(s) for a total of 33 years! It's time, now, for me to move on and retire from my position. More time with grandies, caring for family, time with friends, sewing, kayaking, enjoying life and new adventures are all in my future! I am very grateful to have had this work experience and the good fortune to work with so many wonderful people over these years. I extend many thanks to past and present school board members, superintendents, administrators, clerical staff, teachers, paras, custodians, bus drivers and others who work so very hard to meet the needs of the children in the Barre communities. I've looked forward to the day I could retire, but putting this in writing is difficult.

I cherish the special relationships I have made with my central office colleagues and will miss the daily interactions very much.

Thank you to all.

Sincerely,

A handwritten signature in cursive script, appearing to read "Deb Gibson". The signature is written in dark ink and is positioned below the word "Sincerely,".

My last working day will be January 31, 2017, followed by vacation time so that my last date employed in this position will be in February, 2017.