

BARRE SUPERVISORY UNION  
REGULAR BOARD MEETING

**Spaulding High School  
Library**  
155 Ayers St., Barre, VT

April 20, 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 – February 16, 2017
  - 4.2 Tri-Board Meeting - March 23, 2017
5. **New Business**
  - 5.1 Board Reorganization
  - 5.2 Resignation
  - 5.3 BSU Board By-Law Revisions
  - 5.4 Curriculum Director Search Process and Timeline
6. **Old Business**
  - 6.1 SPED Consolidation / Collaboration
  - 6.2 Labor Relations Negotiations
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)**
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:

May 18, 2017  
May 8, 2017  
May 4, 2017  
May 3, 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

**BARRE SUPERVISORY UNION #61 SCHOOL DISTRICT**  
**REGULAR BOARD MEETING**  
Barre Supervisory Union – Conference Room  
February 16, 2017 - 6:00 p.m.

**MINUTES**

**BOARD MEMBERS PRESENT:**

Chad Allen (BT) - Chair  
J. Guy Isabelle (SHS) - Clerk  
Anthony Folland  
Brenda Buzzell (BT)  
Kristin McCarthy (BT)  
Tyler Smith (BC)  
Sonya Spaulding (BC)

**BOARD MEMBERS ABSENT:**

Giuliano Cecchinelli, II (BC) – Vice Chair  
Carlotta Perantoni (SHS)

**ADMINISTRATORS PRESENT:**

John Pandolfo, Superintendent  
Donald McMahon, Director of Special Services

**GUESTS PRESENT:**

Video Vision Tech                      John Mudgett

**1. Call to Order**

The Chair, Mr. Allen, called the Thursday, February 16, 2017, meeting to order at 6:04 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 5.4 Resignations  
Add 9.2 Personnel Issue under Executive Session

**3. Public Comment**

None.

**4. Approval of Minutes**

**4.1 Approval of Minutes – January 19, 2017 Regular Meeting**

On a motion by Mrs. McCarthy, seconded by Mrs. Spaulding, the Board unanimously voted to approve, as amended, the Minutes of the January 19, 2017 Regular Meeting. Mr. Allen thanked Mr. Cecchinelli for chairing the meeting.

**5. New Business**

**5.1 Audit Presentation**

A copy of the Audit Report was distributed. John Mudgett of Mudgett Jennett & Krogh-Wisner, P.C. introduced himself to the Board and provided an overview of the recent audit. Mr. Mudgett advised the Board that the audit was 'clean'. The Financial Statements represent fairly, there were no findings or identification of mechanical weaknesses. Mr. Mudgett provided a brief overview of the audit of internal controls relating to Federal Awards. It was noted that the audits at the SU and district schools, all went very smoothly and there were no disagreements with management. Mr. Mudgett reported that he has seen a steady improvement over the years and credited the smoothness of this year's audit to Business Manager Lisa Perreault's second year at the SU. Mr. Mudgett answered questions from the Board, including brief discussion of the retirement fund liability (which is not actually an expense of the district), and the Capital Project Fund. Brief discussion was held regarding multiple lines for the 'same item', though it was explained that the lines are reported separately due to differing 'Pass Through Identification Numbers'. In response to a query regarding possible risks to the SU, Mr. Mudgett advised that the State Teachers' Retirement Fund is drastically underfunded. The deficit is not listed as a liability because in the past the SU did not have to pay into the program. Information pertaining to the fund is disclosed (page 20), though not allocated. Additionally, Mr. Mudgett advised that his firm is available year round to answer any questions, provide information, or to advise regarding specific areas of concern.

On a motion by Mrs. Buzzell, seconded by Mr. Isabelle, the Board unanimously voted to approve the Audit as submitted.



### **5.2SPED Consolidation / Collaboration**

Mrs. Spaulding believes that the schools should be paying for educational, rather than mental health issues and would like to continue exploring ways to better serve students at a lower cost. Mrs. Spaulding would like to discuss cooperation/collaboration between the schools in an effort to better serve students and be more cost effective. It is Mrs. Spaulding's belief that providing services in a more cost effective manner, would allow the districts to serve additional students' needs. Lengthy discussion was held regarding current programs and services (in-house and outside placement), cost / reimbursement, shared staff, services provided by Washington County Mental Health, collaboration with schools (planning for in-coming freshmen), life skills, behavioral challenges, pooling of resources and training, and research for efficiency in scale. Mr. McMahon was thanked for providing information to the Board, as well as his ongoing efforts as Director of Special Services.

### **5.3 March 23rd Tri-Board Meeting / with New Board Member Orientation at 5:00 p.m.**

Mr. Pandolfo proposed holding a Tri-Board Meeting on Thursday, March 23, 2017. This meeting would take the place of the regularly scheduled BSU Board Meeting for March 2017. New Board Member Orientation is proposed for 5:00 p.m., with the Tri-Board Meeting beginning at 6:00 p.m. The Board agreed with the Superintendent's proposal. The date for the next BSU Regular Board Meeting will be announced at a later date.

### **5.4 Resignations**

Resignations from Carrie Caouette-DeLallo and Leah Racliff were distributed. Brief discussion was held regarding these Special Educators. Ms. Caouette-DeLallo works at SHS and Ms. Racliff works at BTMES.

**On a motion by Mr. Isabelle, seconded by Mr. Folland, the Board unanimously voted to accept with regrets, the resignation of Carrie Caouette-DeLallo.**

**On a motion by Mrs. Buzzell, seconded by Mr. Isabelle, the Board unanimously voted to accept with regrets and best wishes, the resignation of Ms. Racliff.**

## **6. Old Business**

### **6.1 Act 46 Update**

Three documents were distributed; 'Barre Act 46 Process – Next Steps February 2017', the 'Education Legislative Report', and a document from the State Board of Education (dated August 23, 2016) titled 'GUIDENCE: Proposals for Mergers under Act 46 (2015), Act 153 (2010), and Act 156 (2012)'. Mr. Pandolfo recommends that any additional action be postponed until after the current legislative session has concluded. Mr. Pandolfo provided an overview of the available options and advised that many districts will hold consolidation votes between now and June 2017. It may be beneficial to review the outcomes of the upcoming votes. It was noted that the State Board of Education is required to issue a mandatory statewide education governance plan by November 30, 2018.

### **6.2 Labor Relations Agreements**

Three documents were distributed; updated Proposal Status Forms for Teachers and Para-educators, and the Wage and Insurance Proposals for BSU Teachers and Paras (dated 02/08/17). Mr. Pandolfo advised that the Negotiation Committee has gone to 'Impasse' with the teachers and are looking to schedule a mediator and fact finder. Areas of greatest division are; salaries, benefits, and length of school day. Mr. Pandolfo advised that the Negotiations Committee will be meeting with para-educators on 02/22/17. Mr. Pandolfo advised that the expense of the mediator would be paid from the SU budget, and then would most likely be factored out to the schools. The Fact Finder expense would be split between the Board and the Teachers Association.

### **6.3 Second and Final Reading Proficiency-Based Learning Policy (PBGRs) (G20)**

A copy of the policy was distributed. Brief discussion was held.

**On a motion by Mrs. Spaulding, seconded by Mrs. Buzzell, the Board unanimously voted to approve the Second and Final Reading of the Proficiency-Based Learning Policy (PBGRs) (G20).**

## **7. Other Business as Needed**

None.

## **8. Reports to the Board**

### **8.1 Superintendent**

A copy of the Superintendent's report dated February 17, 2017 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 document titled 'VSBIT Multi-Line Inter-municipal School Program Loss Ratios by Member (7/1/2004 to 6/30/2016)' was distributed. Mr. Pandolfo provided additional information pertaining to opened and filled positions and advised that the SU has received notification that the State will be performing a 'Wage and Hour Visit' on Thursday, February 23, 2017. Mr. Pandolfo provided an overview of the of the School Program Loss Ration report, which included liability and Workers' Compensation data.



## **8.2 Committee Reports**

**Policy Committee** – The Policy Committee has not met recently. The next meeting is scheduled for Monday, February 20, 2017 at 6:00 p.m.

**Negotiations Committee** - Minutes from the following Negotiations Committee Meetings were distributed; 02/07/17, 02/06/17, 02/03/17, 01/26/17, and 01/20/17.

## **8.3 Financials**

A copy of the BSU Expense Budget Status Report (dated 02/09/17) was distributed. Brief discussion was held. Mr. Pandolfo will request additional information relating to deficit amounts in line items 2600 and 2160 (Plant Operation and Maintenance and Occupational Therapists). Mr. Allen requested that Business Manager Lisa Perreault provide an overview of the financial report to new Board Members.

## **9. Executive Session as Needed**

### **9.1 Superintendent's Evaluation**

### **9.2 Personnel Issue**

A Personnel Issue and the Superintendent's Evaluation were proposed for discussion in Executive Session. The Board agreed to discuss the Personnel Issue first.

**On a motion by Mrs. McCarthy, seconded by Mrs. Spaulding, the Board unanimously voted to enter into Executive Session with Mr. Pandolfo in attendance for the Personnel Issue, at 7:55 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 Mrs. McCarthy, seconded by Mr. Smith, the Board unanimously voted to exit Executive Session at 9:15 p.m.**

## **10. Adjournment**

**On a motion by Mr. Smith, seconded by Mrs. Spaulding, the Board unanimously voted to adjourn at 9:16 p.m.**

Respectfully submitted,  
*Andrea Poulin*

4.2

**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  
March 23, 2017 - 6:00 p.m.

**MINUTES**

**BCEMS BOARD MEMBERS PRESENT:**

Sonya Spaulding- Chair  
Guiliano Cecchinelli, II – Vice Chair  
Tyler Smith - Clerk  
Jennifer Chioldi  
Andrew McMichael  
Sarah Pregent

**BCEMS BOARD MEMBERS ABSENT:**

Michael Deering

**BTMES BOARD MEMBERS PRESENT:**

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

**BTMES BOARD MEMBERS ABSENT:**

**SHS BOARD MEMBERS PRESENT:**

Paul Malone - Chair  
Tim Boltin  
Anthony Folland  
J. Guy Isabelle

**SHS BOARD MEMBERS ABSENT:**

David LaCroix – Vice Chair  
Joe Blakely - Clerk  
Ed Rousse

**ADMINISTRATORS PRESENT:**

John Pandolfo, Superintendent

**GUESTS PRESENT:**

Video Vision Tech      Dave Delcore-Times Argus

**1. Call to Order**

The BCEMS Chair, Mrs. Spaulding, called the Thursday, March 23, 2017, meeting to order at 6:07 p.m., which was held at the Spaulding High School Library.

The BTMES Chair, Mr. Allen, called the Thursday, March 23, 2017, meeting to order at 6:07 p.m., which was held at the Spaulding High School Library.

The SHS Chair, Mr. Malone, called the Thursday, March 23, 2017, meeting to order at 6:07 p.m., which was held at the Spaulding High School Library.



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

### **Add 4.6 Committee Restructure**

## **3. Visitors and Communications**

Board Members introduced themselves. There were no visitors.

## **4. New Business**

### **4.1 Meeting Norms**

A document listing BSU Board Meeting Norms and BCEMS Ground Rules for Meetings was distributed. Mr. Pandolfo distributed a copy of a document titled 'BARRE SUPERVISORY UNION BOARD MEMBERS 2017-18'. The document contains contact information for Board Members and lists the Board Members who are representatives on the Supervisory Union Board. Board Members reviewed a copy of the Meeting Norms. After brief discussion, it was the consensus of each Board to use the 'BSU BOARD MEETING NORMS' with the addition of 2 items from the BCEMS Ground Rules list. The two items to be added are: 'Make decisions based on clear information', and 'Keep the best interest of the school and children in mind, while balancing the needs of the taxpayers'. Mr. Allen would like to see the listing posted on foam boards and displayed at each board meeting.

### **4.2 2016 – 2017 Calendar – Make-Up Days**

A copy of the 'Regional Calendar - Barre Supervisory Union 2016-17 Calendar' was distributed. Mr. Pandolfo advised of 4 snow days for the 2016/2017 academic year. Graduation for SHS is scheduled for Saturday, June 17, 2017. It is the Superintendent's recommendation to make up snow days in the following manner; Thursday and Friday (06/15/17 and 06/16/17) would be student days. Monday and Tuesday (06/19/17 and 06/20/17) would be staff-only days. It was the consensus of the Tri-Board, to approve the recommendation of the Superintendent. The decision on whether the last day of school will be a full day or a half-day, will be determined by Administration at a later date. Mr. Cecchinelli suggested that during future school calendar discussions, administrators consider using April Vacation days for make-up days. It was noted that some schools use Saturdays for make-up days.

### **4.3 2017 – 2018 BSU Calendar**

A copy of '16 V.S.A. § 1071. School year and school day' was distributed. A copy of draft #3 of the Regional Calendar for the Barre Supervisory Union for 2017 – 2018 was also distributed. Mr. Pandolfo provided an overview of the process to create the school calendar. The process involves collaboration with other supervisory unions. Though it is common for schools to have 175 student days and 5 staff days, the BSU has been scheduling 180 student days and 10 staff days. The state requirement is for 175 student days. After brief discussion, it was the consensus of the Tri-Board to allow Administration to finalize the school calendar for the 2017 – 2018 academic year. It was noted that the high school graduation date is set by Spaulding High School Administrators.

### **4.4 Board Priorities and Strategic Direction**

A document titled 'Agenda Item 4.4 – Board Priorities and Strategic Direction' was distributed. Mr. Pandolfo suggested that the Tri-Board break into smaller groups, hold discussions and report back. It was the consensus of the Tri-Board to proceed with the Superintendent's recommendation and break into smaller groups for thirty minutes of discussion. The Tri-Board moved to small group discussion at 6:55 p.m. The Tri-Board reconvened at 7:25 p.m. to debrief on their discussions. A spokesperson from each group provided a brief overview of their group's discussion. Mr. Pandolfo offered to collect each group's notes and compile a master list.

#### **4.4.1 Performance Expectations from Superintendent Evaluation**

A document titled 'Performance Expectations from Superintendent Evaluation (dated February 22, 2017) was distributed. Discussion took place under Agenda Item 4.4 - Board Priorities and Strategic Direction.

#### **4.4.2 Barre SU Theory of Action**

A document titled 'BSU Theory of Action and Strategic Objectives – Master Working Copy (updated 01/09/17) was distributed. Discussion took place under Agenda Item 4.4 - Board Priorities and Strategic Direction.

### **4.5 Budget Re-Votes (SHS and BCEMS)**

Five documents were distributed: 'Status of School district Budget Voting Results Through Town Meeting Day, March, 7, 2017', 'Act 46: Town Meeting Day 2017 results', a memorandum from Secretary of Education, Rebecca Holcombe regarding the Smarter Balanced Assessment (SBAC) testing window, and Proposed Expense Budget packets for BCEMS and SHS.

#### **4.5.1 Approve Revised Budgets**

Mr. Malone provided an overview of the proposed revised expenditure budget, including reductions, the tax impact and the change in the cost per pupil amount. The revised expenditure budget, totaling \$13,372,971, reflects an increase of \$362,505 (2.8%). It was noted that over \$100,000 of the overall increase, was due to unfunded mandates. The proposed budget equates to \$13,347 education spending per equalized pupil. This per pupil cost is the lowest in the state, and represents a 3.5% increase in spending per equalized student. Brief discussion was held.



**On a motion by Mr. Isabelle, seconded by Mr. Folland, the SHS Board unanimously voted to approve the expenditure budget as presented (\$13,372,971).**

Mrs. Spaulding provided an overview of the proposed revised expenditure budget, including reductions, the tax impact and the change in the cost per equalized pupil amount. The revised expenditure budget, totaling \$14,596,184, reflects an increase of \$556,519 (4 %). It was noted that the budget increased 4%, but the increase in cost per pupil (4.9%) is what will be presented on the ballot. The proposed budget equates to \$12,447 education spending per equalized pupil, which is well below the state average (approximately \$15,000). This per pupil cost is one of the lowest in the state. It was announced that the revote would occur on May 9, 2017 (the same day as the Barre Town vote). Brief discussion was held.

**On a motion by Mrs. Pregent, seconded by Mr. Cecchinelli, the BCEMS Board unanimously voted to approve the expenditure budget as presented (\$14,596,184).**

#### **4.5.2 Approve Revised Budget Warnings**

Two documents were distributed; a copy of the 'Spaulding Union High School District #41 Warning for May 9, 2017 Vote', and a copy of the 'Barre City School District Warning for May 9, 2017 Vote'. Brief discussion was held.

**On a motion by Mr. Isabelle, seconded by Mr. Boltin, the Spaulding High School Board unanimously voted to approve, as presented, the Warning titled 'Spaulding Union High School District #41 Warning for May 9, 2017 Vote'. The Warning was distributed for signatures.**

**On a motion by Mr. Cecchinelli, seconded by Mr. Smith, the Barre City Elementary and Middle School Board unanimously voted to approve, as presented, the Warning titled 'Barre City School District Warning for May 9, 2017 Vote'. The Warning was distributed for signatures.**

#### **4.6 Committee Restructure**

Mr. Pandolfo addressed the Board and advised regarding his recommendation for the formation of SU level committees. The recommendations are as follows:

Negotiations Committee – Representatives: Mrs. Spaulding (BC), Mr. Paterson (BT), and Mr. Blakely (SHS)  
Policy Committee – Representatives: Mr. Deering (BC), Mrs. Chioldi (BC), Mrs. Farrell (BT), and Mr. Isabelle (SHS)  
Curriculum Committee – Representatives: Mrs. Pregent (BC), Mr. Smith (BC), Mrs. McCarthy (BT), Mr. Blakely (SHS), and Mr. Rousse (SHS)

**On a motion by Mr. Smith, seconded by Mrs. Pregent, the BCEMS Board unanimously voted to approve the recommendation of the Superintendent for the formation of SU level Negotiations, Policy, and Curriculum Committees and agreed to appoint the BCEMS representatives as noted in the recommendation.**

**On a motion by Mrs. McCarthy, seconded by Mrs. Hutchinson, the BTMES Board unanimously voted to approve the recommendation of the Superintendent for the formation of SU level Negotiations, Policy, and Curriculum Committees and agreed to appoint the BTMES representatives as noted in the recommendation.**

**On a motion by Mr. Isabelle, seconded by Mr. Boltin, the SHS Board unanimously voted to approve the recommendation of the Superintendent for the formation of SU level Negotiations, Policy, and Curriculum Committees and agreed to appoint the SHS representatives as noted in the recommendation.**

The meeting schedules for the newly formed SU level committees will be determined and announced at a later date.

It was noted that district board representation on the SU Board will be announced after confirmation by district boards.

Mr. Isabelle expressed his belief that the newly formed SU level committees will be more efficient, result in significant time savings, and move the SU in the direction of consolidation of business functions.

Additionally, it was noted that the next Regular SHS Board Meeting has been moved to Thursday, April 13, 2017.

The next BSU Board Meeting is scheduled for Thursday, April 20, 2017.

The next Negotiations Committee Meeting is scheduled for Thursday, April 27, 2017.

#### **5. Other Business as Needed**

None.



## **6. Reports to the Board**

### **6.1 Superintendent's Report to BSU Board**

A copy of the Superintendent's report dated March 23, 2017 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. Three additional documents were distributed; 'Proposed Hypothetical Homestead Property Tax Rates', a letter of resignation from Curriculum Director Rick McCraw, and a colored map showing Act 46 activity around the state of Vermont. Mr. Pandolfo advised that an Early Education update would be provided in April, no action is required of the Tri-Board regarding the resignation of Mr. McCraw, Federal Budget development may result in a 13.5% decrease in Federal Funds, advised that the US Department of Labor inspection was very positive requiring no follow-up visits at the district schools, and provided information pertaining to legislation that could positively impact the tax rates for districts which have lower cost per pupil rates. Additionally, Mr. Pandolfo provided a brief overview of the Act 46 'map'.

### **6.2 Committee Reports**

Two sets of Minutes were distributed; the BSU Policy Committee Meeting (02/20/17) and the BSU Negotiations Committee Meeting (02/22/17). No discussion was held.

## **7. Executive Session as Needed**

No items were proposed for discussion in Executive Session.

## **10. Adjournment**

**On a motion by Mr. Smith, seconded by Mr. McMichael, the BCEMS Board unanimously voted to adjourn at 8:36 p.m.**

**On a motion by Mrs. McCarthy, seconded by Mrs. Hutchinson, the BTMES Board unanimously voted to adjourn at 8:36 p.m.**

**On a motion by Mr. Isabelle, seconded by Mr. Boltin, the SHS Board unanimously voted to adjourn at 8:36 p.m.**

Respectfully submitted,  
*Andrea Poulin*