

# BARRE CITY SCHOOL DISTRICT

## REGULAR SCHOOL BOARD MEETING

Barre City Elementary and Middle School – James Taffel Library

September 10, 2018 – **6:00 p.m.**

(New Staff Reception at 5:30 p.m.)

### MINUTES

#### **BOARD MEMBERS PRESENT:**

Sonya Spaulding – Chair  
Giuliano Cecchinelli, II – Vice Chair  
Tyler Smith - Clerk  
Jennifer Chioldi  
Michael Deering  
Sarah Pregent  
Chris Riddell

#### **BOARD MEMBERS ABSENT:**

#### **ADMINISTRATORS PRESENT:**

John Pandolfo, Superintendent  
Hayden Coon, Principal  
Chris Hennessey, Principal  
Stacy Anderson, Director of Special Services

#### **GUESTS PRESENT:**

Video Vision Tech	Dave Delcore-Times Argus	Paige Chouinard	Allison Courtemanche	Molly Emerson
Allison Fellows	Karen Gadapee	PJ LaPerle	Tiffany Mason	Ben Matthews
Carmen Mears	Maureen Morrie	Dawn Poitras	Jen Schoenig	

#### **1. Call to Order: Pledge of Allegiance**

The Chair, Mrs. Spaulding, called the Monday, September 10, 2018, Regular meeting to order at 6:01 p.m., which was held at the Barre City Elementary and Middle School Library. The flag salute followed.

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

Change Agenda Item 6.2 to read **FY20** Budget Development

#### **3. Visitors and Communications**

##### **3.1 Introduction of New Staff**

Mr. Coon, Mr. Hennessey, and Mrs. Anderson introduced new staff for Elementary School, Middle School, and Special Education. Administrators provided a brief overview of the education and work history of the new employees. New staff greeted the Board and advised regarding their experience during the start of the new school year at BCEMS. The Board welcomed the new staff and thanked them for their attendance at the meeting.

#### **4. Approval of Minutes**

##### **4.1 Approval of Minutes – August 13, 2018 Regular Meeting**

On a motion by Mrs. Chioldi, seconded by Mr. Smith, the Board unanimously voted to approve, as amended, the Minutes of the August 13, 2018 Regular Meeting.

#### **5. New Business**

##### **5.1 Resignations/Retirements/New Hires**

The resume and BSU Notification of Employment Status Form for Carmen Mears was distributed.

Mr. Pandolfo advised that an overview of Ms. Mears education and experience was provided by Mrs. Anderson during new staff introductions.

On a motion by Mr. Smith, seconded by Mr. Cecchinelli, the Board unanimously voted to approve the hiring of Carmen Mears.

## **5.2 Youth Risk Behavior Survey**

Two documents were distributed; a document titled '2017 Vermont Youth Risk Behavior Survey Report Links', and a document titled 'Barre Schools & Spaulding High School' (a document providing an overview of the 02/09/18 review of the Youth Risk Behavior Survey). Board Members were previously sent a link to the YRBS BCEMS data. PJ LaPerle and Dawn Poitras (SAPs – Student Assistance Professionals) addressed the Board, providing an overview of the Vermont Youth Risk Behavior Survey which is conducted every 2 years. Two surveys are conducted (6<sup>th</sup> – 8<sup>th</sup> grade and 9<sup>th</sup> – 12<sup>th</sup> grade). Surveys are typically given in February. The last survey was conducted in February of 2017, the results of which were not received until June of 2018. The lag in reporting time does pose difficulty in trying to address issues in a timely manner, as the information being reported back is antiquated. Mr. LaPerle and Ms. Poitras provided an overview of the highlights and lowlights, and advised regarding 'Getting to the Why', which involves holding a meeting with students where they identify talking points, and devise an Action Plan to address issues they feel are of the highest priority. Student identified priorities are usually different than the priorities identified by Mr. LaPerle and Ms. Poitras. It was noted that the survey is endorsed by the CDC and is generated by the State. Students can opt out of the survey, but it is extremely rare that a student opts out. Mr. LaPerle will provide Board Members with a link to the survey questions. Mr. LaPerle and Ms. Poitras focus on dealing with student alcohol and drug abuse issues and find that collecting this data assists them with helping students and staff. It was noted that Ms. Poitras, a licensed drug and alcohol counselor is on the Governor's Marijuana Advisory Commission.

## **5.3 Elementary Behavioral Systems Update**

Mr. Coon advised that the new system is working well and that administrators have seen many benefits to using the new system. The new radio system (purchased with monies from the Safety Grant) is also working well and is used to assist with responding to behavior issues. Administrators and staff continue their work to identify ways to become more proactive and lessen the number of major behavior issues. There is some reporting, but the data looks a bit different as it is collected and stored differently than the data collected under the previous model. It was noted that WCMH kept some of their own data, data that was not shared with the school. Mr. Smith cautioned that there may appear to be a spike in the number of instances, as the new system will include information for students that were previously served by WCMH. Mrs. Spaulding expressed frustration that WCMH was not sharing all data for use in the schoolwide database. Mr. Hennessey and Mr. Coon advised that they will be working towards collecting all data, as they believe the data base should be inclusive of all behavioral related issues. It is believed that given time, the database will be much more comprehensive.

## **5.4 Heating Contract Recommendation**

A document titled 'RFP Results for FUEL OIL, PROPANE, and WOOD CHIPS' was distributed. Mr. Pandolfo provided an overview of the document, advising that it is his recommendation to contract with Irving for fuel oil and propane, and Catamount for wood chips. It was noted that the school is currently in year 2 of a two year plowing contract.

**On a motion by Mr. Riddell, seconded by Mrs. Pregent, the Board unanimously voted to approve the Superintendent's recommendation to contract with Irving for fuel oil and propane, and Catamount for wood chips.**

## **5.5 Public Panel Project**

A book titled 'Etched In Stone' was distributed. Literacy Coordinator Karen Heath addressed the Board, advising that at the 2004 request of Norm Akley (Trow and Holden), the book Etched In Stone was produced by 2006/2007 6<sup>th</sup> grade Renaissance Readers students (with faculty assistance). The purpose of the publication was to inventory and document all granite artwork on the BCEMS campus. Various sculptors and artists met with students to provide information for the publication. Since the time of publication, additional granite artwork has been introduced to the campus, resulting in the need to update the publication. Karen Heath and Cathy Blake are working to update the publication to include the additional artwork. Ms. Heath would like to acknowledge Norm Akley, Granite Industries of Vermont (who cut panels), and Rock of Ages (who donated the granite) for all of their efforts in bringing this artwork to the campus. Mrs. Spaulding advised that she will write a letter of thanks to each of the donors. The letters will be signed by all Board Members. At the request of the Board, Ms. Heath will see that the publication is available electronically and viewable via the BCEMS web site. The Board extended its gratitude to Ms. Heath and the artists for their efforts.

## **6. Old Business**

### **6.1 Act 46**

A document titled 'Draft Default Articles of Agreement – Concerns Raised and Responsive Draft Articles' was distributed. A document titled 'Draft Default Articles of Agreement for initial consideration by the State Board of Education' was also distributed. Mr. Smith provided an overview of the process leading up to the selection of and reaffirmation of the vote date of 11/06/18. The Act 46 Study Committee will meet again on September 12, 2018. The main focus of the discussion will be strategies and planning for informing/educating community members on changes to Articles of Agreement, and promoting a positive vote.

Mr. Pandolfo advised that the amount budgeted for the Act 46 Study Committee is close to being depleted. Additional monies need to be budgeted to cover the costs associated with meetings and holding the vote in both the City and the Town. The initial budgeted amount was \$2,500 from each BCEMS and BTMES. Mr. Pandolfo recommends that each school contribute another \$2,500. The BTMES Board has approved adding \$2,500 to the budget. The Superintendent is requesting that BCEMS do the same.

**On a motion by Mr. Riddell, seconded by Mrs. Pregent, the Board unanimously voted to approve increasing the Act 46 Study Committee budget by \$2,500.**

Mr. Pandolfo provided an extensive overview of the Draft Default Articles of Agreement (including various board make-ups which differ between voluntary and forced mergers, Articles that can and cannot be changed by the Board or communities, and the timeline for the State's Final Plan, Organization of Transitional and Initial Boards, and Voting for budgets and boards). Concern was voiced that under the State's Draft Articles of Agreement, a forced merger of Barre will result in a board make-up of only four board members. If other towns are merged with Barre, each town, regardless of population, will have two representatives on the new board. Additional discussion of the Draft Articles of Agreement will occur at the Act 46 Study Committee Meeting on Wednesday, September 12, 2018.

## **6.2 FY20 Budget Development**

Mr. Pandolfo advised that at this point, not much discussion has been held. Budget discussion, involving the Business Manager and Administrators, usually begins in September. At the present time, the Board should set fiscal, philosophical, and educational goals. The fiscal goal is usually a percentage increase based on either cost per pupil, or educational spending. Items to keep in mind during budget deliberations will include; upgrades to technology infrastructure, and increasing the maintenance budget as recommended by the Facilities Director (Industry Standard of \$1 per square foot).

## **7. Board Reports**

### **7.1 Superintendent**

A copy of the Superintendent's report dated August 29, 2018 was distributed. The report included information pertaining to; the New School Year, Negotiations, Act 46, and Act 173 (transition to a new Special Education Funding Model). A Memorandum from Heather Bouchey, Deputy Secretary of Education, dated 'updated: August 22, 2018' regarding 'Act 173 of 2018' was distributed. A Memorandum from Dr. Amy Fowler, Deputy Secretary of Education (dated 08/29/18) regarding 'Annual Snapshot Rollout Timeline' was also distributed. Mr. Pandolfo provided a brief overview of the memorandum pertaining to the 'Annual Snapshot', including the rollout and timeframe of Integrated Field Reviews (which will occur every 3 years), and use of a statewide Longitudinal System that will be used by all schools, resulting in common reporting. In response to a query, Mrs. Anderson advised that she will perform research and report back (via e-mail), regarding Special Education reimbursement under Act 173.

### **7.2 Principals Report**

A copy of the Co-Principals' report dated September 10, 2018 was distributed. Mr. Hennessey provided a highlight of A.L.I.C.E. Training, which will be continuing in after school staff meetings. The Principals reported that it has been a great experience being welcomed to the school, and getting to know students, community members and colleagues. Mr. Coon was pleased to announce that the first Coffee with the Principals was very well received. The Principals would like to increase communication with community members and are formulating ideas to assist with meeting this goal.

### **7.3 Committee Reports**

#### **7.3.1 Facility/Security**

The most recent meeting involved discussion of the Safety Grant (radios, glass partition, and cameras), the new loading dock, tree removal, and relocation of sculptures.

The next meeting is Tuesday, October 1, 2018 at 5:00 p.m. in the BCEMS Conference Room.

#### **7.3.2 Finance**

Minutes from the August 28, 2018 meeting were distributed. The Business Manager presented the most recent expenditure and revenue reports, advising of an anticipated unaudited surplus of approximately \$88,000. The Committee also discussed summer projects and reviewed the finalized Comparative Tax Rate Report (the final rate is 1.26).

The next meeting is Tuesday, September 25, 2018 at 5:30 p.m. in the BCEMS Conference Room. Discussion will focus mainly on FY20 Budget Development.

#### **7.3.3 Verbal Report of BSU Committees**

##### **BSU Curriculum Committee -**

Mr. Smith advised that the Committee met on 08/27/18 for discussion of Homework Policies and Practices and Professional Development.

The next meeting is Monday, October 1, 2018 at 5:30 p.m. in the SHS Library

##### **BSU Policy Committee -**

The August meeting was cancelled.

The next meeting is Monday, September 17, 2018 at 6:00 p.m. in the BUS Central Office 2<sup>nd</sup> Floor Conference Area

##### **BSU Finance Committee -**

The next meeting is Thursday, September 20, 2018 at 4:30 p.m. in the SHS Library

**BSU Facilities Committee** –

The initial meeting of this Committee is Tuesday, September 11, 2018 at 6:00 p.m. in the BSU Central Office.

**BSU Communications** –

The initial meeting of this Committee is Thursday, September 13, 2018 at 6:00p.m. in the Central Office.

**7.4 Financial Report**

Four reports were distributed; BCEMS FY18 Expenditures/Year-end Projection Report (dated 08/13/18), and the BCEMS General Fund Revenue Summary, BCEMS General Fund Expense Summary, and BSU Expendures-FY18 report (all dated 08/06/18). There is an unaudited projected surplus of \$88,145. Mrs. Spaulding queried regarding a possible change in auditing firms (due to the length of time using the same firm (best practices). Discussion relating to a possible change of auditors will occur at the BSU Finance Meeting.

**8. Round Table/Future Agenda Items**

Mr. Smith advised that this is his final meeting as a member of the BCEMS Board. Mr. Smith is moving out of Barre City and will no longer be eligible to serve on the Board. Mr. Smith thanked the Board and administrators, advising that it has been wonderful working with all of them. It was noted that Mr. Smith's Board position and Act 46 Study Committee Member positions should be posted. It was also noted that Mr. Smith is a member of and Chairs, the BSU Curriculum Committee. A BCEMS Board Member should be appointed to fill the Committee seat and a new Committee Chair will need to be selected.

In response to a query regarding the process for finger printing/background checks for parent volunteers, Mr. Pandolfo advised that those who are interested should go to the Central Office to pick up paperwork. Paperwork may also be available at the BCEMS Open House (09/20/18). Mr. Pandolfo will need to follow up regarding the process for seeking reimbursement for fingerprinting and background check costs. It is important to start the fingerprint/background check process early, to assure that the process has been completed prior to field trips/volunteering.

Due to the Columbus Day holiday, the next BCEMS Regular Board Meeting will be held on Tuesday, October 9, 2018 at 5:30 p.m. in the BCEMS Library.

Mr. Coon reported that as part of Professional Development, he and Mrs. Nye have been partnering and visiting each other's schools to gain insight and share information regarding the two elementary schools. Mr. Hennessey advised that he and Mr. Griggs have also been partnering to gain insight and share information on the middle school level.

Mr. Hennessey advised he is very pleased to be back in Barre.

Mr. Pandolfo advised that he feels much good is happening in the building, including implementation of the new behavioral system and with Mrs. Anderson's new role. There is concern that there are so many new changes in progress (new programs, changes to programs, changes to financing of programs, grading practices, assessments, Act 46 etc...). In response to a query regarding negotiations, Mr. Pandolfo advised that he is waiting for a response to the invitational letters that have gone out to the Unions. Because of upcoming required changes to negotiations for health insurance (statewide negotiations), the upcoming contract will need to be a one year Agreement.

**9. Executive Session**

No items were proposed for discussion in Executive Session.

**10. Adjournment**

**On a motion by Mr. Smith, seconded by Mrs. Pregent, the Board unanimously voted to adjourn at 8:17 p.m.**

Respectfully submitted,  
*Andrea Poulin*