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BARRE CITY SCHOOL DISTRICT

REGULAR SCHOOL BOARD MEETING

Barre City Elementary and Middle School – James Taffel Library
January 14, 2019 - 5:30 p.m.

MINUTES

BOARD MEMBERS PRESENT:

Sonya Spaulding – Chair
Sarah Pregent - Clerk
Jennifer Chioldi
Andrew McMichael
Chris Riddell – departed at 7:25 p.m.

BOARD MEMBERS ABSENT:

Giuliano Cecchinelli, II – Vice Chair
Michael Deering

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent
Hayden Coon, Principal
Chris Hennessey, Principal
Jackie Ramsay-Tolman, Director of Curriculum, Instruction, and Assessment – departed at 6:50 p.m.
Lisa Perreault, Business Manager

GUESTS PRESENT:

Video Vision Tech Paul Giacherio, Jr. Tyler Kimberly Prudence Krasofski

1. Call to Order: Pledge of Allegiance

The Chair, Mrs. Spaulding, called the Monday, January 14, 2019, Regular meeting to order at 5:31 p.m., which was held at the Barre City Elementary and Middle School James Taffel Library. The flag salute followed.

2. Additions and/or Deletions to the Agenda

Add 9.3 Student Matter Follow-up (in Executive Session).

3. Visitors and Communications

None.

4. Approval of Minutes

4.1 Approval of Minutes – December 10, 2018 Regular Meeting

On a motion by Mr. Riddell, seconded by Mrs. Pregent, the Board unanimously voted to approve as amended, the Minutes of the December 10, 2018 Regular Meeting.

5. New Business

5.1 Student Presentation

Prudence Krasofski, 5th grade teacher and teacher of “Explore Class”, addressed the Board. The Explore Class stresses healthy living and increased confidence, and includes jazzercise, yoga and exercise as part of the curriculum. Students performed one the jazzercise dances they learned in class, and displayed posters they created as part of the class. The posters promote healthy living.

Ms. Krasofski and her students were thanked for their attendance at the meeting and congratulated for putting on a wonderful performance.

5.2 Audit Presentation

A copy of a letter from Mudgett Jennett & Krogh-Wisner, PC (dated 12/21/18) was distributed. A document for BCEMS titled ‘Financial Statements June 30, 2018 And Independent Auditor’s Report’ (dated 12/26/18) was distributed.

Mr. Kimberly addressed the Board, advising that he will be presenting an overview of the FY18 Audit. The Board is encouraged to provide feedback and ask questions. Mr. Kimberly advised that the audit went smoothly, and proceeded to provide an overview of the

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'governmental letter' and highlights of the audit which was performed from early September until late November. The draft audit was produced in mid to late December. Mr. Kimberly advised regarding 'Uncorrected Misstatements' on page 2 of the letter. One uncorrected misstatement was determined by management to be immaterial to the financial statements. The \$15,571 overcharge by the SU will be offset in FY19. Eight adjustments were proposed. Most of the adjustments relate to long-term liability. Mr. Kimberly provided an overview of the Financial Statements and Audit Report advising that there were no findings of material weakness or significant deficiencies. The audit included Government-wide Financial Statements and Fund Financial Statements (for both Governmental and General Funds). Mr. Pandolfo advised of the transition to the State chosen Unified Chart of Accounts and queried Mr. Kimberly regarding the impact this may have on future audits. The current timeline for implementation of the UCOA is 07/01/19, but that is subject to change. Mr. Kimberly advised that there may be challenges associated with reconciling the beginning activity of a consolidated district with the new UCOA, and stressed the importance of assuring that everything is 'tied up' at the end of FY19. It was noted that with the merger, most adjustments will 'go away' because inter-district transfers will no longer occur. It will be important to have a clean audit for FY19. Mrs. Spaulding queried regarding the decrease in intergovernmental-state revenue. Mr. Kimberly advised that the money goes directly to the SU, and Mrs. Perreault advised that the expenses were also at the SU (see page 15 of the audit – Statement of Revenues and Expenditures Budget and Actual – General Fund). Discussion was held regarding some wording changes that will need to occur on page 27 to reflect the negative vote by Barre Town on 01/08/19.

On a motion by Mrs. Pregent, seconded by Mrs. Chiodi, the Board unanimously voted to approve the budget as presented, with amendments to page 27 as discussed.

5.3 SBAC Assessment Results Review

Printed copies of two Power Point Presentations were distributed; 'Introduction' and BCEMS 'Annual Snapshot and SBAC Update – December 2018'. A document titled Barre Supervisory Union Literacy Assessment Calendar 2018-19' was also distributed. Mrs. Tolman advised that Agenda Items 5.3 and 5.4 would be discussed under Agenda Item 5.3.

Mrs. Tolman advised that Version 1 of the Snapshot was due to be released in early December but only Math and ELA SBAC data was reported. A new release date is not known. Version 2 is supposed to include at least one other domain (in addition to Math and ELA). The Annual Snapshot is an online tool used to review quantitative performance data of students in the school and statewide. The Annual Snapshot includes an equity gap metric to assist with addressing performance gaps. Areas measured under the Annual Snapshot include; Academic Proficiency, Personalization, High Quality Staffing, Safe, Healthy Schools, and Investment Priorities. The Annual Snapshot is one way to assess success in meeting Education Quality Standards. The presentation included links to websites that provide additional information. Mrs. Tolman provided an overview of SBAC results (from 3 years of data) and advised regarding different ways of looking at student change. It was noted that data is for students who were BCEMS students for all of the three years (2016, 2017, and 2018). The presentation included information on; scale scores, proficiency, levels, and data for both Math and ELA. It was noted that BCEMS utilizes local assessments, rather than SBAC results, to measure success and improve curriculum to meet the needs of students. Mrs. Tolman provided an overview of 'next steps', which includes; the use of Multi-tiered System of Supports, continued alignment of curriculum and assessments, supporting the work of PLG's (in data driven discussion & actionable steps), and continuing to align Continuous Improvement Plans with Professional Development and systemic components that work to meet the needs of all children, staff and the learning community as a whole. Integrated Field Reviews will begin in the 2019 – 2020 academic year. Integrated Field Reviews will lead to an equity rating assigned by the State. Mrs. Spaulding advised that she would like longer school days and year-round school, if those are not possible, she would like to see more after-school programs implemented.

5.4 Education Quality Review

Discussed under Agenda Item 5.3.

5.5 Facility Improvement

A document titled 'BCEMS Facilities Projects for Consideration – January 7, 2019' was distributed. A drawing from architect David Laurin, titled 'OVERALL ROOF PLAN & DETAILS' was also distributed. Mr. Pandolfo advised that he and administrators would like to increase summer school (extended school year), but it is difficult to do while having maintenance performed in and on the building. Mr. Pandolfo advised that the list of projects for consideration will need to be prioritized by the Board. RFPs are going out on the roof work. The yellow highlighted area on the drawing from the architect indicates the area of roof slated for replacement in the summer of 2019. Mrs. Spaulding reminded the Board that prior discussion included possibly spending down funds prior to consolidation. The possible spend down of funds will be explored further during budget discussions. Brief discussion was held regarding the possibility of erecting signs to assist with identification of the school and the school entrance.

5.6 Announced Tuition

Two documents were distributed; 'FY20 Announced Tuition' and 'LEAID: U097 Barre UUSD'. Mr. Pandolfo advised regarding the change in information being presented, as tuition is being announced under the Unified District. It was noted that at the end of FY20, revenues and expenditures will be provided to the State. If it is determined that the Announced Tuition is +/- 3% of the actual cost, additional funds can be recovered from sending districts/parents. The district is obligated to refund overpayments to sending

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districts/parents. The Announced Tuition is the amount that non-resident parents (or towns, at the high school level) will pay (per child) to send their children to schools within the district. The increase in the announced tuition is due in part to consolidation. Though the BCEMS tuition is higher, the high school tuition is lower. Most tuitioned students are at the high school. Very few students are tuitioned to the elementary and middle schools. There are currently no students tuitioned to BCEMS.

On a motion by Mr. Riddell, seconded by Mrs. Pregent, the Board unanimously voted to approve the annual tuition rates as proposed (K-6 \$14,000 and 7-12 \$14,500).

5.7 March 5, 2019 Barre City School district Warning Approval

A copy of the 'BARRE CITY SCHOOL DISTRICT WARNING FOR MARCH 5, 2019 VOTE' was distributed. Mr. Pandolfo provided a brief overview of the Warning and requested that the Board approve the Warning as presented. The following positions need to be filled; Mrs. Spaulding's 3 year seat, Mr. Cecchinelli's 3 year seat, Mr. McMichael's 3 year seat, and Mr. Riddell's 3 year seat. Mr. Riddell's seat does not expire until March 2020, but needs to be filled because he was appointed (rather than elected) to the fill the current Board seat. It has been confirmed that the terms of the seats should be on the petition even though the Board will be dissolved after completion of FY19 business. Regular Board operations cease on 07/01/19, but the Board will need to close out financial matters and any other outstanding business. Mr. Pandolfo has worked with the City and Town Clerks to draft the petitions. It was noted that any Australian ballot voting that is not just for elections, requires public informational hearings. The Warning presented for approval includes information relating to the public informational hearing and the vote.

On a motion by Mrs. Chioldi, seconded by Mr. Riddell, the Board unanimously voted to approve the 'BARRE CITY SCHOOL DISTRICT WARNING FOR MARCH 5, 2019 VOTE' as presented. The document was circulated for Board Member signature.

6. Old Business

6.1 Act 46

Mr. Pandolfo advised that moving forward, 'Act 46' will no longer be an Agenda Item. 'Act 46' will be replaced with 'Merger Update'. The Organizational and Transitional Boards met on 01/10/19. Transitional Board Members were sworn in at the meeting. Preparation is necessary to assure that the Barre Unified Union School District is operational by 07/01/19.

Important upcoming dates::

02/18/19 Public Hearing for Amendments to the Default Articles of Agreement

02/19/19 Vote on amendments to Default Articles of Agreement

03/04/19 Petitions for BUUSD Board Member seats are due the City/Town Clerks. Petitions are due 6 Mondays prior to a vote.

04/09/19 – Vote for BUUSD Board seats

05/14/19 – Possible Budget vote

The configuration of the BUUSD Board will not be known until after the 02/19/19 vote (4 members or 9 members). If the Article to amend the number of board members passes in both communities, there will be a 9 member board. If the Article to amend the number of board members does not pass in both communities, there will be a 4 member board. The election of board members is based on votes from both the City and the Town. If the new BUUSD Board Members are elected on 04/09/19, Mr. Pandolfo would like to hold their initial meeting on 04/11/19 so that a budget vote can be warned for 05/14/19. Mr. Pandolfo has partially compiled the Exit Surveys from the Barre Town vote on 01/08/19. Recently it was announced that the State wants time to review and respond to the 31 districts involved in the law suit. There will be a delay for these districts only.

6.2 Budget FY20

Two documents were distributed; 'FY20 Barre Unified Union School District Budget Highlights – January 10, 2019 – DRAFT 3' and a document containing the BUUSD Projected Comparative Tax Calculations for Budget Years 2019 – 2020 for both Barre City and Barre Town. Mr. Pandolfo advised that the BCEMS Board is not responsible for the FY20 budget. The document distributed tonight was given to the Transitional Board on 01/10/19. On this copy of the Budget Draft, CVCC funds are separated out. The total of the Fund Balances for BCEMS and BTMES are very close. The balances are as of 06/30/18 and it was noted that some funds were spent during the summer of 2018 (approximately \$150,000). The number of equalized pupils calculated by the State is 2399.51 and is not expected to change much. The State is not able to fix the calculation at this time. It was noted that additional information has been added to bullet points to assist with providing more detailed information. Mrs. Spaulding voiced concern that the budget may not pass with a 7 cent increase. There would have been a decrease in taxes had Barre Town voters approved the merger. Mrs. Spaulding hopes that Barre City students don't suffer because Barre Town refused to approve the merger.

7. Board Reports

7.1 Superintendent

A copy of the Superintendent's report dated December 27, 2018 was distributed. The report included information pertaining to; Act 46, Negotiations, and Health Insurance. A letter of resignation from Food Service Director Craig Locarno was distributed.

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Mr. Pandolfo advised that though no action was required of the Board, he wished to share the resignation of Mr. Locarno which was effective 12/21/18. All food service positions are currently filled. The Board wished Mr. Locarno well and thanked him for his service. Mr. Pandolfo advised the Board regarding upcoming CVCC Community Forums for discussion of the re-visioning of career and technical education in the future. It is believed that CVCC has contacted local representatives and business leaders regarding the forums. Additionally, Mr. Pandolfo advised that there are approximately 30 unresolved health reimbursement claims for 2018 and it is hoped that all claims will be resolved within the 90 day run-out period.

7.2 Principals Report

A copy of the Co-Principals' report dated January 14, 2019 was distributed. The report included information pertaining to; Winter Concerts, the Celebration of Life for bus driver Justin LaFond, the selection of BCEMS to participate in NAEP (National Association of Educational Progress) Testing, Safety Drills, and Professional Development. Mr. Coon advised that he met with Jennifer Bisson, Site-Coordinator for BCEMS for the after-school program. Tamara Cooley is the site-coordinator for BTMES. The program will start the first of two 5 week sessions after the February break. Students from both BCEMS and BTMES will participate. Transportation (to the program and home after the program) will be provided for students. Transportation details are being worked out. The focus for the start of the program will be participation of 3rd and 4th grade students. The program will be held at BCEMS for the session that runs from March through April. The April through May session will be held at BTMES. The goal is to cap the program at a total of 50 students. On 01/15/19, Scott Griggs (BTMES Middle School Principal) and Chris Hennessey, will facilitate faculty training (7th and 8th grade staff) on PLPs (Personalized Learning Plans).

7.3 Committee Reports

7.3.1 Facility/Security

The Committee did not meet in December.

The next meeting is Monday, April 1, 2019 at 5:00 p.m. in the BCEMS Conference room

7.3.2 Finance

Minutes of the December 4, 2018 meeting were distributed. The Finance Committee has not met since December 4th. The Committee will be tracking FY19 finances and probably don't need to meet on a monthly basis.

The next meeting date is to be determined.

7.3.3 Verbal Report of BSU Committees

Minutes from all BSU Committee meetings were previously sent to all Board Members.

BSU Curriculum Committee -

The next meeting is scheduled for Monday, January 28, 2019 at 5:30 p.m. in the SHS Library.

BSU Policy Committee -

The next two meetings are scheduled for;

Monday, February 18, 2019 at 6:00 p.m. at the BSU in the Second Floor Conference Area.

Monday, March 18, 2019 at 6:00 p.m. at the BSU in the Second Floor Conference Area.

BSU Finance Committee -

The Committee did not meet in December.

The next meeting is date is to be announced.

BSU Facilities Committee -

The Facilities Committee did not meet in December.

The next meeting is tentatively scheduled for Tuesday, March 12, 2019. Location is to be determined.

BSU Communications Committee -

The Committee did not meet in January.

The full day meeting for the Barre Education Coalition has been postponed.

The next meeting is tentatively scheduled for Thursday, February 14, 2019 at 6:00 p.m. in the BSU Central Office.

BSU Negotiations Committee -

The next meeting is Thursday, January 31, 2019 at 5:30 p.m. in the SHS Library.

7.4 Financial Report

Two Reports were distributed; BCEMS General Fund Expense Summary Report (dated 01/07/19), and the BSU Expenditures-FY19 Report, also dated 01/07/19. It is too early in the fiscal year to make year-end projections.

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8. Round Table/Future Agenda Items

The next Regular Board Meeting is Monday, February 11, 2019 at 5:30 p.m. in the James Taffel Library.

Agenda Items include:

Resignations/Retires/New Hires
Merger Update
Budget
Student Presentation

Mr. Pandolfo advised that as the district continues towards the merger, he expresses his appreciation to the BCEMS Board for the way in which they have handled the entire process.

Mr. Coon advised that individuals interested in working in the after-school program should contact the school as soon as possible as the finger printing/background check process can take an extensive amount of time.

9. Executive Session

9.1 Administrator Evaluations

9.2 Superintendent Evaluation

9.3 Student Matter Follow-up

Items proposed for discussion in Executive Session include Administrator Evaluations, the Superintendent's Evaluation, and Follow-up on a Student Matter.

On a motion by Mrs. Pregent, seconded by Mrs. Chioldi, the Board unanimously voted to enter into Executive Session, with Mr. Pandolfo in attendance (for Agenda Items 9.1 and 9.3), 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 Mr. McMichael, seconded by Mrs. Chioldi, the Board unanimously voted to exit Executive Session at 9:11 p.m.

10. Adjournment

On a motion by Mr. McMichael, seconded by Mrs. Chioldi, the Board unanimously voted to adjourn at 9:12 p.m.

Respectfully submitted,
Andrea Poulin