

BARRE SUPERVISORY UNION
REGULAR BOARD MEETING

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

September 21, 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 – August 17, 2017
5. **New Business**
 - 5.1 Resign/Retire/New Hire
 - 5.2 Budget Development
6. **Old Business**
 - 6.1 Labor Relations Agreements
 - 6.2 Promotional Campaign Proposal
 - 6.3 Board Communications
 - 6.4 Second and Final Reading Transportation (F9)
 - 6.5 Second and Final Reading Student Clubs & Activities (F33)
 - 6.6 Second and Final Reading Community Use of School Facilities (H3)
7. **Other Business as Needed**
8. **Reports to the Board**
 - 8.1 Superintendent
 - 8.2 Committee Reports
 - 8.2.1 Policy (Meeting Minutes August 21, 2017 & September 18, 2017)
Next Meeting: October 16, 2017 at 6:00 p.m. in the BSU 2nd Floor Conference Area
 - 8.2.2 Curriculum (Meeting Minutes August 28, 2017)
Next Meeting: September 25, 2017 at 5:30 p.m. in the SHS Library
 - 8.2.3 Negotiations (Meeting Minutes August 29, 2017) (August 16, 2017 Meeting Cancelled)
Next Meeting:
 - 8.3 Financials
9. **Executive Session (if needed)**
 - 9.1 Labor Relations Agreements
10. **Adjournment**

Reminders:

Tri-Board Meeting	October 12, 2017
Next Supervisory Union Board Meeting:	October 19, 2017
Next Barre City School Board Meeting:	October 2, 2017
Next Spaulding High School Board Meeting:	October 5, 2017
Next Barre Town School Board Meeting:	October 4, 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

4.1

**BARRE SUPERVISORY UNION #61 SCHOOL DISTRICT
REGULAR BOARD MEETING
Spaulding High School - Library
August 17, 2017 - 6:00 p.m.**

MINUTES

BOARD MEMBERS PRESENT:

J. Guy Isabelle (SHS) - Chair
Giuliano Cecchinelli, II (BC) – Vice Chair
Alice Farrell (BT) - Clerk
Chad Allen (BT)
Anthony Folland (SHS)
Paul Malone (SHS)
Tyler Smith (BC)
Sonya Spaulding (BC)

BOARD MEMBERS ABSENT:

Jennifer Hutchinson (BT)

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent

GUESTS PRESENT:

1. Call to Order

The Chair, Mr. Isabelle, called the Thursday, August 17, 2017, meeting to order at 6:04 p.m., which was held at the Spaulding High School Library.

2. Additions and/or Deletions to the Agenda

4.2 - Approval of Minutes – June 8, 2017 BSU Tri-Board Meeting – ‘delete’ – no action to be taken.
Add 6.3 Act 46
Add 6.4 Board Communication
Add 9.2 – Labor Relations Agreement under Executive Session.

3. Public Comment

None.

4. Approval of Minutes

4.1 Approval of Minutes – June 15, 2017 Regular Meeting

On a motion by Mrs. Spaulding, seconded by Mr. Malone, the Board unanimously voted to approve the Minutes of the June 15, 2017 Regular Meeting.

4.2 Approval of Minutes – June 8, 2017 BSU Tri-Board Meeting

No action will be taken. This item is left in as a place-holder.

5. New Business

5.1 Resignations/Retires/New Hires

Letters of resignation from Abigayle Smith (CEMS Special Educator) and Laura Betts (Granite Academy Special Educator) were distributed. A letter from Sandra Cameron, requesting a one year leave of absence, was distributed. Mrs. Cameron is requesting a one year leave of absence so that she can serve as the Regional Act 166 Coordinator. Resumes and BSU Notification of Employment Status Forms were distributed for the following individuals; Michael Dreiblatt (CEMS Principal), Carl Hubbell (CEMS Special Educator), Allison Mills (CEMS Special Educator), Jennifer Beams (BTMES Special Educator), Lauren May (interim Early Education Coordinator), Hayley Fitzgerald (SHS Special Educator), and Tom O’Toole (SHS Special Educator). No action is necessary regarding the hiring of Michael Dreiblatt. Mr. Pandolfo provided an overview regarding the resignations being submitted for acceptance.

On a motion by Mr. Malone, seconded by Mr. Smith, the Board unanimously voted to accept the resignations of Abigayle Smith and Laura Betts.

Mr. Pandolfo advised regarding the one year Early Education Coordinator position, which is being utilized to fulfill some of the duties of the Early Education Director (Sandra Cameron) who is acting as the Regional Act 166 Coordinator. Sandra Cameron (Early Education Director) will spend 20% of her time performing Director level activities.

On a motion by Mr. Allen, seconded by Mr. Cecchinelli, the Board unanimously voted to approve a one year leave of absence for Sandra Cameron.

Mr. Pandolfo provided an overview of each candidate's education and experience and answered questions from the Board.

On a motion by Mr. Malone, seconded by Mr. Folland, the Board unanimously voted to approve the hiring of Allison Miller, Tom O'Toole, Hayley Fitzgerald, Jennifer Beams, Lauren May, and Carl Hubbell.

5.2 Promotional Campaign Proposal

An undated letter from Tony Campos was distributed. The letter is the submission of a proposal from VideoVision Productions, to provide services related to the creation, strategy, budget, and timeline to implement a fully realized promotional campaign. A press release relating to the Rise Up Bakery was also distributed. Mr. Pandolfo provided an overview of the proposal, and spoke briefly of the press release for Rise Up Bakery and possible involvement of CVCC students in assisting with the creation of the new bakery. There were numerous questions from the Board relating to the promotional campaign and queried regarding which SU budget line item would support this effort. Mrs. Spaulding expressed interest in assisting with the project, should it be approved by the Board. Mrs. Farrell advised that she would like to obtain additional information prior to voting on the proposal. Mrs. Farrell will contact Mr. Compos to obtain additional information. This item will be added to the next SU Board Meeting agenda.

5.3 Process for Board Approval of New Hires

Mr. Pandolfo provided an overview of the general process for approval of new hires, including the annual 'March' approval for the Board Chair to sign contracts. Mr. Pandolfo advised regarding the statute for the Superintendent to present prospective employees (for licensed positions) to the Board for approval. Given the length of time between Board meetings, Mr. Pandolfo is concerned that potential employees could be hired by other districts, if their contracts are not signed in a timely manner. Mr. Pandolfo would like to implement year-round procedures, in written form, that would allow the Board Chair to authorize the Superintendent to sign contracts in a timely fashion. In general, procedures (to be developed) would assure that Board Members receive for review and comment, information for all pertinent potential new hires. Board Members would have a specified timeframe in which to convey (to the Board Chair) any questions, comments and concerns. If no 'red flags' are raised within the given timeframe the Board Chair will authorize the Superintendent to sign the contracts. It is believed that the proposed procedures do not violate open meeting laws.

5.4 Budget Development FY19

Five documents were distributed: BSU Budget Development Schedule for FY 2019 (Draft dated 07/25/17), a Budgeting and Financial Management Self-Assessment form, a document titled 'Develop and Adopt a Budget and Assure Sound Financial Oversight', and two policies (Fiscal Management and General Financial Accountability (E1) and Budgeting (E2)). Mr. Pandolfo provided an overview of the documents and queried whether or not the Board wished to discuss the self-assessment at the SU level. Mr. Isabelle advised regarding recent discussions relating to the formation of an SU Finance Committee (which would potentially meet 4 times per year). It is felt that a Finance Committee at the SU level is warranted given the size of the SU budget, which has grown significantly with the addition of consolidated transportation and Special Education services (at the SU level). It was noted that each district Board will be discussing the self-assessment, and that answers given at the SU meeting should reflect attitudes relating to creation of the SU budget. This item will be added to the next SU Board Meeting Agenda and will be discussed with cameras present.

5.5 First Reading Transportation Policy (F9)

Copies of policies referenced in Agenda Items 5.5 through 5.7 were distributed.

Mr. Isabelle provided an overview of the policy. Mr. Malone shared a number of questions he has recently received from constituents. Questions pertained to policies and procedures relating to how bus routes/stops are determined and whether or not bus service is equitable for all students. It was noted that student safety and operational efficiency are the main considerations when determining bus routes and stops. It was noted that the verbiage referring to busing as a 'privilege', means that although busing is offered to all PreK – grade 8 students, students who exhibit disruptive and/or dangerous behavior may lose the privilege of riding the bus. The term privilege does not refer to a class of individuals.

On a motion by Mrs. Spaulding, seconded by Mr. Smith, the Board unanimously voted to approve the First Reading of the Transportation Policy (F9).

5.6 First Reading Student Clubs and Activities Policy (F33)

Mr. Isabelle provided an overview of the policy. **On a motion by Mr. Malone, seconded by Mr. Smith, the Board unanimously voted to approve the First Reading of the Student Clubs and Activities Policy (F33).**

5.7 First Reading Community Use of School Facilities Policy (H3)

Mr. Isabelle provided an overview of the policy. Brief discussion was held regarding a portion of the policy which allows the superintendent to deny an application for use of the facilities. It was noted that the Fee Schedule for use of facilities can be found on-line.

On a motion by Mr. Malone, seconded by Mr. Smith, the Board unanimously voted to approve the First Reading of the Community Use of School Facilities Policy (H3).

6. Old Business

6.1 Transportation Update

Mr. Pandolfo announced that this year will be the first year of using a consolidated transportation system. BTMES Administrators and Board Members have worked hard on the consolidation mandate and BTMES students will begin being transported by STA this year. STA bought the BTMES owned buses for \$269,000. STA is fully staffed, and has hired 3 BTMES bus drivers. A letter has been sent to all BTMES families regarding the consolidation of transportation. Mr. Pandolfo would like to align schedules between schools to allow for more coordinated joint staff meetings. Additional transportation discussion was held under earlier under Agenda Item 5.5.

6.2 Labor Relations Agreements

Mr. Pandolfo advised regarding members of the Negotiations Committee; Mr. Blakely (SHS), Mr. Paterson (BTMES), and Mrs. Spaulding (BCEMS). The Negotiations Committee met with Para-educators on July 10, 2017, July 24, 2017, and August 14, 2017. The Para-educators have declared an impasse. A mediator will need to be scheduled, which could prove difficult at this time of year.

The Negotiations Committee met with AFSCME / Custodial Staff on July 31, 2017. The next meeting is scheduled for August 29, 2017.

The Negotiations Committee is in the process of hiring a Fact Finder to meet with Teacher Representatives. Scheduling a Fact Finder is also difficult at this time of year.

The SU will continue to operate under the 'current' (past) contract until such time as a new contract is negotiated. The current health care plan will be eliminated on 12/31/17. If a new contract is not in effect at that time, it may be complicated to determine the 'cost share' to be used with the new health care program which goes into effect on 01/01/018.

6.3 Act 46

Mr. Pandolfo distributed two documents relating to Act 46 (legislative changes and changes related to 'Side by Sides'). Mr. Pandolfo provided a brief overview of the Act 46 related legislation and provided detail and examples of the new 'side by side' structures, advising that it appears that none of the new side by side structures applies to the BSU. It was noted that the BSU did hold discussions with Twinfield High School. Additionally, Mr. Pandolfo advised regarding the cohort formed for the first groups of schools merging under Act 46, and advised regarding a second cohort to be formed for those who decide to merge after the first groups. This cohort will also include those who are consolidating Special Education.

6.4 Board Communication

Mrs. Spaulding advised that she would like 'Board Communications' listed as an Agenda Item on each monthly board meeting agenda. Mrs. Spaulding feels it is important to keep communication 'on the front burner' and to continue discussion regarding various forms of communication being used. Mr. Cecchinelli queried regarding his BSU e-mail address being on the Barre Opera House mailing list. It was noted that the BSU mailing list is not shared, but that board member e-mail addresses may be obtained in many ways, including the BSU web site.

7. Other Business as Needed

Mr. Malone advised that he received a postcard regarding an upcoming cost containment meeting which will be held in October.

8. Reports to the Board

8.1 Superintendent

A copy of the Superintendent's report dated August 17, 2017 was distributed for review and discussion. The report included information pertaining to the Superintendent's Office, the Business Office, Curriculum, Professional Development, Special Services, Technology, Early Education, Human Resources, and Facilities. A document titled 'Timeline for 2018 VEHI Health Insurance Plans' was also distributed, as well as a BSU Organizational Chart. Mr. Pandolfo advised of upcoming VSBA training, annual meeting and conferences. Mr. Pandolfo advised that due to changes in the By-laws, the SU will cast 1 vote for each article/item presented. Mr. Pandolfo asked the Board to consider holding a Tri-Board meeting in October 2017. Mrs. Spaulding requested information be presented regarding the budgetary impact of grant reductions. Mr. Isabelle requested that the Curriculum Director give a presentation relating to Proficiency Based Grading, Proficiency Based Learning, and Work Based Learning.

8.2 Committee Reports

8.2.1 Policy Committee

Minutes from the June 19, 2017 meeting were distributed. The next meeting is scheduled for Monday, August 21, 2017 at 6:00 p.m. at the BSU Upstairs Conference Room. There were no questions for committee members.

8.2.2 Curriculum Committee

Minutes from the May 22, 2017 meeting were distributed. The next meeting is scheduled for Monday, August 28, 2017 at 5:30 p.m. in the SHS Library. There were no questions for committee members.

8.2.3 Negotiations Committee

Minutes from the following meetings were distributed; July 10, 2017 (Para-educators), July 24, 2017 (Para-educators), and July 31, 2017 (AFSCME / Custodial Staff). There were no questions for committee members.

8.3 Financials

The BSU FY17 Expenditures/Year-end Project Report (dated 08/17/17) was distributed. There is an unaudited projected deficit of \$68,948. It was noted that although the year-end report is not fully finalized, there are no significant changes anticipated. In response to a query, it was noted that BTMES has an anticipated surplus. BCEMS has an anticipated deficit.

9. Executive Session as Needed

9.1 Personnel

9.2 Labor Relations Agreements

Items proposed for discussion in Executive Session include a Personnel Issue and Labor Relations Agreements (negotiation strategies).

On a motion by Mr. Malone, seconded by Mrs. Spaulding, the Board unanimously agreed to find that premature general public knowledge of Negotiation Strategies for Labor Relations Agreements, as proposed for discussion, would clearly place the Barre Supervisory Union at a substantial disadvantage should the discussion be public.

On a motion by Mrs. Spaulding, seconded by Mr. Malone, the Board unanimously voted to enter into Executive Session, with Mr. Pandolfo in attendance, at 8:41 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. Malone, seconded by Mrs. Spaulding, the Board unanimously voted to exit Executive Session at 9:20 p.m.

10. Adjournment

On a motion by Mrs. Spaulding, seconded by Mr. Smith, the Board unanimously voted to adjourn at 9:21p.m.

Respectfully submitted,
Andrea Poulin