

**BARRE SUPERVISORY UNION #61 SCHOOL DISTRICT**  
**REGULAR BOARD MEETING**  
Spaulding High School - Library  
July 19, 2018 - 6:00 p.m.

**MINUTES**

**BOARD MEMBERS PRESENT:**

J. Guy Isabelle (SHS) – Chair  
Giuliano Cecchinelli, II (BC) – Vice Chair  
Victoria Pompei (BT) – Clerk  
Alice Farrell (BT)  
Anthony Folland (SHS)  
Rebecca Kerin-Hutchins (BT)  
Paul Malone (SHS)  
Tyler Smith (BC)  
Sonya Spaulding (BC) – arrived at 6:08 p.m.

**BOARD MEMBERS ABSENT:**

**ADMINISTRATORS PRESENT:**

John Pandolfo, Superintendent  
Jamie Evans, Facilities Director

**GUESTS PRESENT:**

Video Vision Tech            Ben Merrill (Communications Specialist)

**1. Call to Order**

**The Chair, Mr. Isabelle, called the Thursday, July 19, 2018, meeting to order at 6:01 p.m., which was held at the Spaulding High School Library.**

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

Add 9.1 – (Executive) Labor Relations Agreements  
6.2 A.L.I.C.E. & School Security – This Agenda Item will be discussed after Agenda Item 5.1

**3. Public Comment**

None.

**4. Approval of Minutes**

**4.1 Approval of Minutes – June 20, 2018 Regular Meeting**

**On a motion by Mr. Malone, seconded by Mr. Folland, the Board unanimously voted to approve the Minutes of the June 20, 2018 Regular Meeting.**

**5. New Business**

**5.1 Resignations/Retires/New Hires**

There were no resignations, retirements, or new hires for discussion. Mr. Isabelle queried regarding advertising for positions in Seven Days. Mr. Pandolfo advised that open positions are advertised in the Times Argus, the World, and on School Spring. Mr. Pandolfo advised that the BSU is in the process of centralizing postings. Mrs. Kerin-Hutchins queried regarding use of Indeed.com. Mr. Pandolfo advised that he has been looking into a variety of online posting sites, and will look into this site as part of that review.

**5.2 Formation of BSU Facilities Committee**

Mr. Pandolfo advised regarding ongoing discussion of the formation of a BSU Facilities Committee. Mr. Pandolfo recommends that the committee be formed and that Mr. Evans be present and assist with meeting preparation, and an SU wide report. Mr. Pandolfo recommends that the committee be comprised of Facility Committee Chairs from each district, Administrators from each building, and ‘outside’ individuals who are not on district boards. It is recommended that one of the Board Members chair the committee. Mr. Evans agrees with the formation of this committee and believes it will be beneficial to have the committee be informed regarding projects, struggles, and achievements (what’s working well) at each building. Mr. Pandolfo recommends that the committee create an SU wide multi-year plan. Mr. Malone advised regarding the benefits of bringing in outside talent who can share a wider perspective, and who have valuable contacts with businesses that have expertise in various areas. It was noted that the current Facilities Committee Chairs are; Mr. LaCroix, Mr. Cecchinelli, and Mr. Paterson. Mr. Evans advised regarding 5 year plans, the SHS 3-5 year plan, large projects at each school, and the proposed budget increase to both the BCEMS and BTMES Maintenance budgets. Using the industry standard of \$1 per square foot has worked very well at SHS. Mr. Pandolfo has reviewed the schedule of meetings across

the BSU and believes that the second Tuesday of each month is available. Additionally, Mr. Pandolfo advised that the change from 3 Facilities Directors to 1 has been successful. Mr. Pandolfo has been reviewing formats for 5 year plans, and would like to identify one 'standard' format to be used for plans for all of the district buildings. Mr. Pandolfo does not recommend disbanding the district Facility Committees. The Board was supportive of the creation of this new committee.

**On a motion by Mr. Cecchinelli, seconded by Mr. Smith, the Board unanimously voted to form a BSU Facilities Committee.**

Mr. Pandolfo suggested that district Board Chairs hold discussions with their Facility Committee Chairs to determine who will be the district representative from each Board. The first meeting should be planned for September. In response to a query, Mr. Pandolfo advised that if an Act 46 merger occurs, the new board that is elected will be responsible for the planning of all committees, which would need to be operational by July 1, 2019. If a merger occurs, all existing boards and committees will cease to exist once their business has been concluded (but no later than 12/31/19). Mr. Evans suggested that each district Board discuss the 'mission' of the BSU Facilities Committee. Mr. Cecchinelli suggested that the new Committee begin with site visits to each school.

### **5.3 Formation of BSU Communication Committee**

A document titled 'Website Redesigning Process (so far)' was distributed. Mr. Ben Merrill, BSU Communications Specialist (part time) was introduced to the Board. Mr. Merrill became the Communications Specialist effective 07/01/18. He is currently employed as ½ FTE. Mr. Merrill provided a brief overview of the projects he has completed and is working on at the present time including; drafting a communications policy, a 'Goodbye' to Mr. Taffel and introduction of new BCEMS Principals (Hayden Coon and Chris Hennessey), PR for the JROTC Program, and updating the SHS School Profile (to assist with recruitment of new students). The bulk of Mr. Merrill's time is dedicated to creating a new web site. Mrs. Spaulding queried regarding parental involvement in the design of the new site. Mr. Merrill advised that at other sites, software has been used to help determine what community members were using the sites for. Based on results from the software, he was able to determine a good sense of what the community wanted to use the sites for. Mr. Merrill advised that he held forums, but no community members attended. Mrs. Spaulding is concerned regarding lack of parental involvement and asked that the Board receive progress updates as the site is being built. Mr. Pandolfo advised that protocols will need to be put in place regarding security, and authorization for updates to the site. Mr. Malone advised that the Scholarship Trust Board has hired a web site developer and believes the Scholarship site will be partially operational by some time in August.

Mr. Pandolfo advised regarding his recommendation for a BSU Communication Committee, which he believes should be made up of the Communications Specialist, one Board Member from each district school (preferably a Board Member who is on the BSU Board), the Superintendent, representation from each district building, and community representatives. Mr. Pandolfo believes this committee would be beneficial in assisting with the formation of site-based councils. Mr. Merrill believes that with much 'going on' in the school communities, this committee can assist with communicating information to the public.

**On a motion by Mr. Malone, seconded by Mr. Folland, the Board unanimously voted to form a BSU Communication Committee which will include one BSU Board Member from each school.**

**Mrs. Farrell, Mr. Folland, and Mrs. Spaulding volunteered to serve on the BSU Communications Committee.**

Community members are encouraged to come forward if they are interested in serving on this committee.

### **5.4 Site-Based Councils**

A document titled 'How to Organize Successful Parent Advisory Committees' was distributed. A document titled 'Public Agenda Phone Conference 06/12/18' was also distributed. Mr. Pandolfo provided a brief overview of the documents, and advised that a review of the Public Agenda document suggests that some clarification may be necessary in the 'Next Steps' section.

## **6. Old Business**

### **6.1 Act 46**

Three draft Petitions were distributed. The draft Petitions are for Union School District Director positions and for Union School District At-Large Director positions. Draft Petitions have been sent to the Barre City and Barre Towns Clerks for approval. Once approved, the petitions will be available electronically on the City and Town web sites. Hard copies will also be available. Mr. Pandolfo will advise when the Petitions have been approved. Mr. Smith provided an update for the Act 46 Study Committee, advising that the Committee agreed to a vote date of November 6, 2018 (voted on by the Committee), and an alternate date of 09/26/18 (not voted on at this time). The Final Report will be completed and sent to the State Board of Education by 08/06/18, for presentation to the State Board, by Committee Chairs Mr. Smith and Mrs. Akley, and the Superintendent, Mr. Pandolfo. The presentation of the Final Report will be on 08/15/18. If the State does not approve the November vote date, there will be a very limited timeframe in which to prepare for a September vote. There are many unknowns at this point. If the State imposes a merger on 11/30/18, boiler plate Articles of Agreement will be used rather than the Articles of Agreement prepared by the Committee. Structure of a Union District Board and voting for Union District Directors will also be different, if done under a forced merger. Mr. Malone cautioned that a forced merger may include an additional district (Twinfield), which would lessen the amount of 'local' representation. Mr. Pandolfo advised that the default Articles of Agreement have not been published yet, but may allow for some possible changes by a new district board. Much discussion has been held regarding what happens in the event that a revote is petitioned and occurs after the State's Final Plan is

issued on 11/30/18. It is not known which 'Plan' takes priority in that situation or if tax incentives would be granted. If that situation occurs, Mrs. Spaulding queried regarding who would be allowed to contest an unfavorable ruling (individuals or a municipality). Mr. Malone reiterated his concern of the dangerous risk that holding a late vote could possibly result in a State imposed merger, loss of control over Articles of Agreement and loss of tax incentives.

#### **6.2 A.L.I.C.E. & School Security** (Discussion was held after Agenda Item 5.1)

Mr. Evans has completed all of the work necessary for the grant application. It is possible to receive \$25,000 for each SHS, CVCC, BCEMS, and BTMES. Mr. Evans applied for grant monies to segregate and limit access to sections of SHS and BTMES. Monies requested for BCEMS would be for hand held radios. The grant requires a 25% school match/contribution. Mr. Evans was advised in June regarding changes for how the grant will be administered. Schools with the least amount of safety in place will be given priority. Mr. Evans advised that all schools in the BSU district have; swipe card access, E911 compliant phone systems, security cameras (interior and exterior), and security line items in each years' budgets. It was noted that the BSU receives \$10,000 annually and that rather than split the funds 3 ways, Mr. Evans utilizes the funds at one school each year, on a rotating basis. Overall, the three buildings are in very good shape security wise.

Regarding A.L.I.C.E, Some administrators and law enforcement personnel attended training in late June. Office and instructional staff training is being planned. Instructional staff will receive training during August in-service days. At the Administrative Retreat on 08/02/18 and 08/03/18, it is planned that Administrative meetings will include discussion and debriefing on how training went and also discussion of additional training. Training is not 'once and done' but rather will be an ongoing effort.

As of this summer, SHS access is limited 24/7. This new protocol requires additional staffing. BTMES has also implemented new access protocols. Administrators continue to work to make things more secure, while realizing this additional staffing has an impact on the budget. Budgets will require increases for additional hours for 'Administrative Support'. Mr. Malone is concerned that these increases to staff will negatively impact the schools as the State is becoming more concerned with staff to student ratios. It is not known how the increase in hours/staffing will impact staffing ratios. It is frustrating that the State does not want additions to staff, but continues to implement unfunded mandates and staffing requirements which negatively impact staff to student ratios.

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

None.

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

##### **8.1 Superintendent**

A copy of the Superintendent's report dated July 19, 2018 was distributed for review and discussion. The report included information pertaining to the Superintendent's Office, the Business Office, Curriculum, Special Education, Technology, Early Education, Human Resources, and Facilities. Additionally, Mr. Pandolfo advised regarding the wrap up of the legislative session, advising that the last Bill was neither signed nor vetoed. The Statewide Health Insurance Bill that was slated to be effective 07/01/19 has been changed to have an effective date of 07/01/20. The Statewide Plan involves a statewide common cost share that may differ between teachers, administrators, and support staff. In response to a query regarding recouping funds from DataPath, Mr. Pandolfo advised that he has not received a response from VSBA regarding the formal letter requesting assistance. DataPath is making slow progress with resolution of outstanding issues/claims. In response to a query regarding recruitment of individuals for Special Education positions, it was noted that this is a nationwide problem. Mr. Pandolfo provided an overview of the open positions, noting that it is concerning, but the positions are usually filled before the school year starts.

##### **8.2 BSU Committee Reports**

###### **8.2.1BSU Policy Committee**

The next meeting is scheduled for Monday, August 20, 2018 at 6:00 p.m. in the BSU Upstairs Conference Area.

###### **8.2.2 BSU Curriculum Committee**

The next meeting is scheduled for Monday, August 27, 2018 at 5:30 p.m. in the SHS Library. The Agenda will include the topics of Homework and Professional Development Plans for 2018/2019.

###### **8.2.3 BSU Finance Committee**

Minutes from the June 20, 2018 meeting were distributed.

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

###### **8.2.4Negotiations Committee**

Mr. Pandolfo advised regarding refinement of language in the tentative Agreement, which is in the process of being approved. After approval of the changes, it is expected that the Agreement will be presented for ratification at the August meeting. The Negotiations Committee will need to begin planning for negotiations that will begin in the fall.

#### **8.3 Financials**

No discussion.

**9. Executive Session as Needed**

**9.1 Labor Relations Agreements**

Labor Relations Agreements were proposed for discussion in Executive Session include.

**On a motion by Mrs. Farrell, seconded by Mr. Folland, the Board unanimously agreed to find that premature general public knowledge of the item 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. Smith, the Board unanimously voted to enter into Executive Session, with Mr. Pandolfo in attendance, at 7:50 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 Mr. Smith, the Board unanimously voted to exit Executive Session at 7:57 p.m.**

**10. Adjournment**

**On a motion by Mrs. Spaulding, seconded by Mr. Smith, the Board unanimously voted to adjourn at 7:57 p.m.**

Respectfully submitted,  
*Andrea Poulin*