

BARRE SUPERVISORY UNION
REGULAR BOARD MEETING

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

December 20, 2018
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 Barre Supervisory Union Tri- Board Meeting Minutes - November 15, 2018
5. New Business
 - 5.1 Communications
 - 5.2 First Reading Interscholastic Sports (F12)
 - 5.3 First Reading Admission of Resident Students (F13)
 - 5.4 First Reading Admission of Nonresident Tuition Students (F14)
 - 5.5 First Reading Student Freedom of Expression in School-Sponsored Media (F34)
 - 5.6 First Reading Field Trips (G3)
 - 5.7 First Reading Educational Support System (G7)
6. Old Business
 - 6.1 Act 46
 - 6.2 Budget FY20
7. Other Business as Needed
8. Reports to the Board
 - 8.1 Superintendent
 - 8.2 Committee Reports
 - 8.2.1 Policy Committee: Meeting Minutes November 19, 2018; December 17, 2018
Next Meeting: January 21, 2019 at 6:00 p.m. in the BSU 2nd Floor Conference Area
 - 8.2.2 Curriculum Committee: Meeting Minutes November 26, 2018
Next Meeting: December 24, 2018 at 5:30 p.m. in the SHS Library
 - 8.2.3 Finance Committee: No December Meeting
Next Meeting: January 17, 2019 at 4:30 p.m. in the SHS Library
 - 8.2.4 Facilities Committee: No December Meeting
Next Meeting: January 8, 2019 at 5:30 p.m. at SHS
 - 8.2.5 Communications Committee:
Next Meeting: January 10, 2019 at 6:00 p.m. at the BSU Office
 - 8.2.6 Negotiations: Meeting Minutes November 29, 2018
Next Meeting:
 - 8.3 Financials
9. Executive Session
 - 9.1 Employee Dismissal
10. Adjournment

Reminders:

Next Barre Supervisory Union Board Meeting:	January 17, 2019
Next Barre City School Board Meeting:	January 14, 2019
Next Spaulding High School Board Meeting:	January 3, 2019
Next Barre Town School Board Meeting:	January 2, 2019

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

DRAFT

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
November 15, 2018 - 6:00 p.m.

MINUTES

BCEMS BOARD MEMBERS PRESENT:

Giuliano Cecchinelli, II – Vice Chair
Andrew McMichael – departed at 7:05 p.m.

BCEMS BOARD MEMBERS ABSENT:

Sonya Spaulding – Chair
Sarah Pregent - Clerk
Jennifer Chioldi
Michael Deering
Chris Riddell

BTMES BOARD MEMBERS PRESENT:

Alice Farrell - Chair
Jay Paterson – Vice Chair
Victoria Pompei – Clerk – arrived at 6:49 p.m.
Chris Hull
Rebecca Kerin-Hutchins – departed at 7:50 p.m.

BTMES BOARD MEMBERS ABSENT:

SHS BOARD MEMBERS PRESENT:

Paul Malone - Chair
Joe Blakely – Clerk – arrived at 6:20 p.m.
Tim Boltin
Anthony Folland
J. Guy Isabelle
Ed Rousse

SHS BOARD MEMBERS ABSENT:

David LaCroix – Vice Chair

BSU BOARD MEMBERS PRESENT:

J. Guy Isabelle (SHS) – Chair
Giuliano Cecchinelli, II (BC) – Vice Chair
Victoria Pompei (BT) – Clerk– arrived at 6:49 p.m.
Alice Farrell (BT)
Anthony Folland (SHS)
Rebecca Kerin-Hutchins (BT) – departed at 7:50 p.m.
Paul Malone (SHS)

BSU BOARD MEMBERS ABSENT:

Sonya Spaulding (BC)
Jennifer Chioldi (BC)

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent
Chris Hennessey, Principal - BCEMS
Donald McMahon, Director of Special Services - SHS
Jennifer W. Nye, Principal - BTMES
Lisa Perreault, Business Manager
Jacquelyn Ramsey-Tolman, Director of Curriculum, Instruction, and Assessment
Brenda Waterhouse, Principal - SHS

GUESTS PRESENT:

Video Vision Tech Dave Delcore-Times Argus Ben Matthews Mark McCarthy Jessica Vest

1. Call to Order

The BSU Chair, Mr. Isabelle, called the Thursday, November 15, 2018, meeting to order at 6:10 p.m., which was held at the Spaulding High School Library.

The SHS Chair, Mr. Malone, called the Thursday, November 15, 2018, meeting to order at 6:10 p.m., which was held at the Spaulding High School Library.

The BTMES Chair, Mrs. Farrell, called the Thursday, November 15, 2018, meeting to order at 6:10 p.m., which was held at the Spaulding High School Library.

The BCEMS Co-Chair, Mr. Cecchinelli, called the Thursday, November 15, 2018, meeting to order at 6:10 p.m., which was held at the Spaulding High School Library.

2. Additions and/or Deletions to the Agenda

There were no additions or deletions to the Agenda. It was noted that the BSU Finance Committee did not meet tonight. The Tri-Board Meeting Agenda includes BSU FY20 Budget Development.

3. Public Comment

Board Members were introduced. There was no public comment.

4. Approval of Minutes

4.1 Approval of Minutes – October 18, 2018 Regular SU Board Meeting Minutes

On a motion by Mr. Malone, seconded by Mr. Cecchinelli, the BSU Board unanimously voted to approve the Minutes of the October 18, 2018 BSU Regular Board Meeting.

5. New Business

5.1 Approval of Financial Management Questionnaire

The BSU Financial Management Questionnaire (dated 10/11/18) was distributed. Mr. Isabelle provided a brief overview of the document which is required by Statute. Board Members have reviewed the form. There were no questions from the Board.

On a motion by Mr. Malone, seconded by Mr. Folland, the BSU Board unanimously voted to approve the Financial Management Questionnaire and authorized the BSU Board Chair to sign the document.

5.2 Administrative Evaluations

A document titled 'BSU Admin Evaluation Feedback Survey Distribution Lists 11/14/18' was distributed. Mr. Pandolfo advised that all administrators have reviewed their job descriptions and made necessary changes. The Superintendent's Executive Assistant will create the evaluation survey forms. Mr. Pandolfo provided an overview of the survey distribution list and the evaluation process, including the schedule. In response to a query, it was noted that the Athletic Director's evaluation survey is not distributed to parents. Parental feedback is gathered via end-of-season surveys which are not used as part of the Athletic Director's evaluation. It was noted that parental feedback is not used in teacher evaluations.

6. Old Business

6.1 Act 46

Six documents were distributed; the Warning for the 'Special Barre Town School District Meeting', the Draft Default Articles of Agreement (dated 11/15/18), letters from the BCEMS and BTMES Boards to the State Board of Education, an e-mail from Donna Kelty (dated 11/13/18), and 'Results from Barre Act 46 Votes'. Mr. Pandolfo provided an overview of voting results from previous Act 46 votes, advised of the letters to the State Board of Education (from the BCEMS and BTMES Boards), and advised that a petition

to reconsider the 11/06/18 Barre Town vote has been submitted to the Barre Town Clerk. Because the Barre Town vote on 11/06/18 failed to pass Article 1 (to merge the districts), the Board Members voted in during that election do not count. If a revote reverses the 11/06/18 decision, the Board voted in on that day will stand. Regardless of the decision of the State Board of Education, a re-vote (for Article 1) must be held. The re-vote is only for Barre Town. The suggested re-vote date is 01/01/19, with a less favored date of 12/18/18 also offered as an option. Mr. Pandolfo advised regarding the State Board of Education meeting held at the Barre Elks Club. Mr. Pandolfo provided a recap of some of the day's events including; public comment (which included Board Member input, as well as input from the Superintendent and community members). The State Board of Education held discussion on 'Barre' during the afternoon and voted to impose a merger. The State Board of Education advised that the petition for revote is not their concern and that their decision not to provide input prior to the 11/06/18 vote was a courtesy. Given the deadline for creation of a Final Plan, that courtesy will not be extended again. If a revote results in the merger passing in Barre Town, the Articles of Agreement created by the Study Committee will stand, the Board voted in on 11/06/18 will stand, and tax incentives will be granted. The State Board of Education noted that they asked that the original vote date be moved to an earlier date, but their request was denied by the Study Committee. Mr. Pandolfo advised that the State Board of Education has made some revisions to the Draft Default Articles of Agreement. These revisions allow for more leeway for amendments to the Articles. Mr. Pandolfo advised regarding the various timeframes involved and provided an overview of the numerous votes (Re-consideration, Articles of Agreement, Board Members, and Budgets) that may need to occur. Additionally, Mr. Pandolfo advised regarding the costs associated with these additional votes. It was noted that amendments to Default Articles of Agreement must be made within 90 days of finalization of the Statewide Plan. Mr. Pandolfo will document and distribute a schedule which includes critical dates. Mr. Pandolfo advised regarding Board Members elected on 11/06/18. It was noted that there was one Barre City seat for which no one ran and there was no write-in candidate. Mr. Pandolfo reiterated that there will be benefits if the re-vote passes (tax incentives, Board structure, more protective Articles of Agreement). If the re-vote passes, the Town Meeting vote will be on a single budget. The 706 Study Committee remains in effect until the Barre Town re-vote. The current Boards remain in existence until 06/30/19 and for approximately 6 additional months, as FY19 audits needs to be finalized and any other outstanding business needs to be resolved. Board seats that expire need to be filled and remain filled until all business is resolved. Mr. Pandolfo requested that individuals whose terms expire, run for re-election so that the Boards finalizing business, are not comprised of individuals who are new to the Boards. Mr. Pandolfo provided an overview of the Warning and asked that the Board choose a vote date and approve the Warning. The Board agreed to hold the vote on 01/08/19.

On a motion by Mr. Hull, seconded by Mrs. Pompei, the BTMES Board unanimously voted to approve the Special Barre Town School District Meeting Warning for a vote date of January 8, 2019. The Warning was circulated for signature.

Mr. Pandolfo advised that for the no vote to be overturned there must be at least 1404 votes in favor of the motion to merge.

6.2 FY20 Budget Development

Two documents were distributed; a copy of the PowerPoint Presentation 'FY20 BUDGETS-DRAFT 1 – Barre Supervisory Union – November 15, 18', and the BSU FY20 Budget Draft 1 – 11/15/18. Mrs. Perreault began the budget presentation noting that under a single budget, there will be some level of modest, immediate savings (e.g. 1 audit instead of 4). If tax incentives are realized (under a voluntary merger) there will be additional savings. A \$150,000 transition grant may also be available. The budget development timeline may need to be adjusted based on today's Act 46 decision from the State Board of Education. Mrs. Perreault proceeded with the presentation which included an overview of the Guiding Principles, Budget Highlights and Goals, and Budget Additions & Reductions. Salary and wage increases will be dependent on the outcome of negotiations. The Gold CDHP Plan will have an increase of 11.8%. Other additions include an increase for the Communications Specialist, addition of 1 FTE Board Certified Behavior Analyst (BCBA), addition of 1 FTE Therapist, and addition of 1 FTE Reading Specialist. In an effort to align caseloads, there is a reduction of 2 FTE Special Educators at BTMES. The budget draft includes consideration of the addition of 2 to 3 vehicles for transportation of some specific categories of students (this option is less expensive than using contracted busing). Items being added to the BSU budget for FY20 include technology, curriculum coaches, and copier leases. Act 173 will result in changes to reimbursement for extraordinary costs (a loss of approximately \$184,000). Mr. Pandolfo provided an overview of Act 173 changes (a 5 year transition from a reimbursement model to a census based model of reimbursement). Mrs. Perreault advised that with the merger, there will no longer be assessments as all monies budgeted will be imbedded in the budget. Mrs. Perreault provided an overview of the 5 contributing factors affecting the tax rate, noting that the data will be updated in December. Due to issues with implementation of the new State-wide Longitudinal Reporting System, Mrs. Perreault anticipates that data may be received later than usual. Mrs. Perreault provided an overview of budget considerations by school (BCEMS, BTMES, SHS, and CVCC). Brief discussion was held regarding the comparison of education spending. Barre continues to have one of the lowest cost per pupil rates in the state. Mrs. Perreault advised regarding cost per equalized pupil under the current separate budgets, and the cost per pupil under consolidation.

6.3 Communication

The Barre Education Coalition is continuing with efforts to identify the best ways to communicate with community members. The Communication Committee continues to review implementation of a new web site and public communication (including informing the public of the 'good we do', and promotion of budgets).

7. Other Business as Needed

None.

8. Reports to the Board

8.1 Superintendent

A copy of the Superintendent's report dated November 15, 2018 was distributed for review and discussion. The report included information pertaining to; the Superintendent's Office, Curriculum, Instruction and Assessment, Communications, the Business Office, Special Education, Technology, Early Education, Human Resources, and Facilities. A copy of the Facility Director's Report was distributed. A significant power outage last Tuesday evening caused issues with some 'core switches' and resulted in internet issues. The problem was fixed and internet services were restored by mid-day Wednesday. Inclement weather on Tuesday morning was challenging for buses, but all worked out well. Mr. Pandolfo advised that when making decisions for late starts or closings, it is his goal to make a decision by 5:30 a.m. In response to a query, it was noted that Safety Grant funding is not used for personnel or training, but rather must be used for safety related equipment and/or structural improvements. It was noted that a recent safety meeting stressed the importance of having SROs (School Resource Officers). SHS and BCEMS have SROs. The most recent BTMES budget draft (for FY20) includes the addition of an SRO.

8.2 Committee Reports

8.2.1 BSU Policy Committee

There was no October meeting.

The next meeting is Monday, November 19, 2018 at 6:00 p.m. in the BSU 2nd Floor Conference Area.

8.2.2 BSU Curriculum Committee

Minutes from the October 29, 2018 Meeting were distributed.

The next meeting is Monday, November 26, 2018 at 5:30 p.m. in the SHS Library.

8.2.3 BSU Finance Committee

Minutes from the September 20, 2018 meeting were distributed. There was no meeting in October.

The next meeting will be in December. The meeting date is to be determined.

8.2.4 BSU Facilities Committee

The next meeting is Tuesday, November 20, 2018 at 5:30 p.m. at BCEMS in the Conference Room.

8.2.5 BSU Communications Committee

Minutes from the November 8, 2018 meeting were distributed.

The next meeting is Thursday, December 13, 2018 at 6:00 p.m. at the BSU Central Office.

8.2.6 BSU Negotiations Committee

Planning meetings have been scheduled for 11/29/18 and 12/04/18. The Committee continues to wait for the Association to provide meeting dates.

8.3 Financials

No discussion.

9. Executive Session as Needed

No items were proposed for discussion in Executive Session.

10. Adjournment

On a motion by Mrs. Farrell, seconded by Mrs. Pompei, the BTMES Board unanimously voted to adjourn at 8:10 p.m.

On a motion by Mr. Malone, seconded by Mr. Blakely, the SHS Board unanimously voted to adjourn at 8:10 p.m.

On a motion by Mrs. Pompei, seconded by Ms. Farrell, the BSU Board unanimously voted to adjourn at 8:10 p.m.

The BCEMS Board did not have a quorum and there was not vote to adjourn.

Respectfully submitted,
Andrea Poulin

**BARRE SUPERVISORY UNION # 61
POLICY****Code: F12**

1st Reading: 12/20/2018

2nd Reading:

Adopted:

INTERSCHOLASTIC SPORTS**Policy**

It is the policy of the Barre Supervisory Union to provide an interscholastic athletic program for boys and girls to complement and supplement their educational programs. All school sponsored athletic activities will be under the ultimate control of the supervisory union and will comply with all local and state policies, procedures, and eligibility standards established for each school in the supervisory union.

Implementation

Athletic programs should meet the following criteria:

1. Programs should provide a wide basis of participation in both team and individual sports in interscholastic competition.
2. Programs should provide athletic facilities and opportunities for participation on an equal basis for girls and boys.
3. Programs should employ qualified personnel in coaching and supervisory/supervising positions.
4. Programs should stress the educational as well as the recreational benefits derived from participation in interscholastic athletics.
5. Programs should conform fully with the rules, regulations, and eligibility standards of the Vermont Principals' Association (www.vpaonline.org).

The board will make determinations related to individual activities included in the athletic program of the district based on the following considerations:

1. The level of student interest in an activity;
2. The level of community interest in an activity;
3. The impact of adding or eliminating an activity on the balance of opportunities for girls and boys to participate in the total athletic program;
4. The potential of the activity to remain competitive with other participating schools; and
5. The availability of qualified personnel to coach and supervise the activity.

The Principal of each school may set procedures and standards for academic eligibility for participation in the activities of that school, which may be found on each school's website.

Legal Reference(s):

16 V.S.A. §§1073 et seq. (Legal pupils)

16 V.S.A. §563(24) (Participation of home study students)

BARRE SUPERVISORY UNION # 61 POLICY

Code: F13

1st Reading: 12/20/2018

2nd Reading;

Adopted:

ADMISSION OF RESIDENT STUDENTS

Policy

Any legal pupil who is a resident as defined in 16 V.S.A. §1075 shall be eligible to attend school in a district of the Barre Supervisory Union.

Residence Criteria

For purposes of determining residency, the definitions contained in 16 V.S.A. §1075(a) will apply. Criteria for proving permanent residency shall include voter registration, automobile registration, employment, postal address, property ownership, and/or other indications of intent to reside permanently within a district of the supervisory union. The burden of proving residency or any other basis for entitlement to school enrollment or tuition assistance shall be on the student and/or his or her parent or guardian.

The residency of pupils under the care and custody of a state agency or child placement agency, children of homeless parents, and independent children shall be determined in accord with the requirements of 16 V.S.A. §1075 (c)-(h).

Change of Residence

Parents or guardians of students who are residents of a district of the supervisory union and enrolled in a supervisory union school program, and who move from the district of the supervisory union before the school year ends, may apply to the superintendent for permission to finish the school year on a pro-rated tuition basis or with a tuition waiver. The superintendent shall consider the student's age, attendance record during the year, progress in school and other relevant factors when considering requests to remain enrolled in school for the remainder of the school year.

Decisions and Appeals

Decisions regarding student residency, and continued enrollment except for state-placed students will be made by the superintendent. An interested person or taxpayer may appeal a residency decision of the Superintendent to the School Board, and then to the Secretary of Education as provided in 16 V.S.A. §1075(b).

Legal Reference(s)

16 V.S.A. §§1073 et seq. (Legal pupil)

16 V.S.A. §1075 (c)-(h) (State placed students)

VT State Board of Education Manual of Rules & Practices, §1250 (Discrimination)

Cross Reference:

Tuition Payment (F16)

**BARRE SUPERVISORY UNION # 61
POLICY****Code: F14**

1st Reading: 12/20/2018

2nd Reading;

Adopted:

ADMISSION OF NONRESIDENT TUITION STUDENTS**Policy**

It is the policy of the Barre Supervisory Union to assure that nonresident students are admitted to the schools of this supervisory union when space is available, in compliance with federal and state laws and regulations governing tuition payment and nondiscrimination. This policy shall not apply to students who are enrolled through the public high school choice program created by Act 129 of 2011(Adj. Sess.).¹

Implementation

- A. Tuition:** On or before January 15th of each year, the school board shall establish non-resident tuition rates for the next school year and shall notify the school board(s) of all sending school districts and the Secretary of Education of any proposed increase in tuition rates. Separate tuition rates may be established for elementary and secondary students, and for students who are eligible to participate in special education programs. Tuition rates will be established in accord with Chapter 21 of Title 16 of the Vermont Statutes Annotated, and regulations of the State Board of Education.
- B. Criteria for Admission:** No nonresident will be denied admission as a tuition student if the reason for denial is that the student is disabled as defined in section 504 of the Rehabilitation Act of 1973 as amended or that the student is in need of special education services. Nor will any child be denied admission on the basis of race, color, religion (creed), ancestry, national origin, place of birth, sex, sexual orientation, disability, age, marital status or any other classification protected by federal or state law.

Subject to the nondiscrimination requirements above, a nonresident who applies for admission as a tuition student shall be admitted if space is available and, if the student has previously attended school, the student is in good standing at the school or schools most recently attended. Good standing shall be demonstrated when the applicant shows:

1. that he/she has not been legally dismissed or suspended for more than ten days during the preceding twelve months for disciplinary reasons, and
2. that he/she is making satisfactory progress toward the completion of an approved school or home study program, and

¹See 16 V.S.A. §822a

3. that his/her school attendance record presents a reasonable likelihood that any existing attendance requirements of this school district will be met.

A nonresident who is unable to provide evidence of good standing may be admitted as a nonresident tuition student if it is the determination of the superintendent, based on information presented by the nonresident, that there is a reasonable likelihood that the applicant will benefit from and succeed in the programs offered by the schools in this supervisory union.

- C. **Appeal:** A nonresident applicant for admission as a tuition student may appeal the superintendent's denial of his or her application by submitting a written request to appeal to the board within ten days of the denial. The board will provide an opportunity for the applicant and/or his or her parent or guardian to discuss the request not to uphold the decision of the superintendent. The board will render a decision within 30 days of the request to appeal.
- D. **Payment of Tuition:** Tuition for nonresident students shall be payable at any time prior to enrollment. When a student enrolls after the beginning of a semester, tuition for the student will be prorated accordingly and will be payable immediately.

Legal Reference(s):

16 V.S.A. §1093 (Non-resident students)

9 V.S.A. §4500 et seq. (Public Accommodations—Non-Discrimination)

**BARRE SUPERVISORY UNION #61
POLICY**

CODE: F34

1ST READING: 12/20/2018
2ND READING:
ADOPTED:

**STUDENT FREEDOM OF EXPRESSION IN SCHOOL-
SPONSORED MEDIA**

Policy

Freedom of expression is a fundamental principle in a democratic society that provides all citizens, including students, with the right to engage in a robust discussion of ideas. It is the policy of the Barre Supervisory Union to ensure that students enjoy free speech and free press protections related to school-sponsored media, and to encourage students to become educated, informed, and responsible members of society.

No expression made by students in school-sponsored media shall be deemed to be an expression of school policy.

Definitions

“Media advisor” means a person employed, appointed, or designated by the district/supervisory union to provide instruction relating to school-sponsored media.

“School-sponsored media” means any material prepared, written, published, or broadcast as part of a school-supported program or activity by a student journalist that is distributed or generally made available as part of a school-supported program or activity to an audience beyond the classroom in which the material is produced.

“Student journalist” means a student enrolled in the district/supervisory union who gathers, compiles, writes, edits, photographs, records or prepares information for dissemination in school-sponsored media.

“Student supervisor” means a student who is responsible for editing school-sponsored media.

Implementation

Subject only to the conditions 1-6 below, a student journalist may exercise freedom of speech and freedom of the press in school-sponsored media. Student supervisors of school-sponsored media are responsible for determining the content of their respective media.

This policy does not authorize or protect content of school-sponsored media that:

1. Is libelous or slanderous;
2. Constitutes an unwarranted invasion of privacy;
3. May be defined as obscene, gratuitously profane, threatening or intimidating;
4. May be defined as harassment, hazing, or bullying under Title 16 § 11;
5. Violates federal or state law; or
6. Creates the imminent danger of materially or substantially disrupting the ability of the school to perform its educational mission.

Supervisory Union staff may restrain the distribution of content in school-sponsored media that can be demonstrated to violate any of the conditions 1-6 above.

Content in school-sponsored media will not be restrained solely because it involves political or controversial subject matter, or is critical of the school or its administration.

A student journalist may not be disciplined for acting in accordance with this policy.

A media advisor may not be disciplined for taking reasonable and appropriate action to protect a student journalist in conduct protected by this policy or for refusing to infringe on conduct that is protected by this policy, by the first amendment to the U.S. Constitution, or by the Vermont Constitution.

Legal Reference: 16 V.S.A. § 1623

**BARRE SUPERVISORY UNION # 61
POLICY****Code: G3**

1st Reading: 12/20/2018

2nd Reading:

Adopted:

FIELD TRIPS**Policy**

It is the policy of the Barre Supervisory Union to endorse the use of field trips as extensions of classroom experiences.

Implementation

Administration shall develop procedures on field trips to address the following guidelines:

1. Teachers shall submit to the Principal/Director a written request for approval for a field trip.
2. Out of state field trips, and/or overnight field trips require Board approval.
3. Requests will be submitted in a timely fashion
4. Accompanying the request for approval must be information specifying those students who are participating and the basis for their participation. In addition, the report must state specific reference to the curriculum, learning outcomes, the source of payment for the field trip, the method of transportation, as well as commencement and termination times, dates, number of school personnel to attend, number of additional chaperones, method of financing the adult participation, and any other pertinent information.
5. Teachers organizing field trips will be responsible for obtaining signed permission slips from parents, scheduling transportation, and overseeing arrangements with the site of the field trip.
6. Those individuals responsible for the field trip shall submit a list of participants to the school nurse and a principal in a timely fashion so that provisions for any special medical problems and/or precautions can be provided.
7. Field trip costs over and above those normally budgeted for by the supervisory union will be paid for by the student's parents directly and/or through fundraising activities. Scholarships will exist for any student who desires to attend but is unable to pay the individual cost of travel and accommodations.

BARRE SUPERVISORY UNION # 61 POLICY

Code: G7

1st Reading: 12/20/2018

2nd Reading:

Adopted:

EDUCATIONAL SUPPORT SYSTEM

Policy

It is the policy of the Barre Supervisory Union to provide a continuum of educational services through a comprehensive educational support system to increase the ability of the schools in the supervisory union to meet the needs of all students in the general education environment.¹

Implementation

The principal/director of each school shall be responsible for developing written procedures² to establish and implement the educational support system. The procedures shall comply with the requirements of Act 117 of 2000 and State Board of Education Rules 2194 and 2120.8.3.³

Legal Reference(s):

Act 230 of the 1990 Vermont Legislature

Act 157 of the 1996 Vermont Legislature

Act 117 of the 2000 Vermont Legislature

16 V.S.A. §§2901, 2902, 2904 (General policy, ESS and EST)

16 V.S.A. §§ 2961 et seq. (Special education funding)

Vt. State Board of Education Manual of Rules & Practices, §§2120.8., 2194

Cross Reference:

¹See 16 V.S.A. § 2902(a) requiring that "...a school district board shall assign responsibility for developing and maintaining the educational support system either to the superintendent pursuant to a contract entered into under section 267 of this title or to the principal. See also State Board of Education Rule 2120.8.3 and 2194.

²16 V.S.A. §563(1) provides in part: "A school board may...approve or disapprove rules and regulations proposed by the principal or superintendent for the conduct and management of public schools in the district." (Emphasis added)

³State Board Rule 2194(a) requires that "Each school shall ensure that a comprehensive system of support services is in place, including an Educational Support Team..." (See SBE Rule 2194(b)) for required components of the educational support system.)

BARRE SUPERVISORY UNION DISTRICT #61

Barre City Elementary & Middle School / Barre Town Middle & Elementary School / Spaulding High School / Central Vermont Career Center

Lisa Perreault
Business Manager

Jacquelyn Ramsay-Tolman M.Ed., CAGS
Director of Curriculum, Instruction, and
Assessment

Carol Marold
Human Resource Coordinator

Emmanuel Ajanma
Director of Technology

Benjamin Merrill
Communication Specialist

John Pandolfo
Superintendent of Schools

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—

***Doing whatever it takes to ensure
success for every child.***

Donald E. McMahon, M.Ed.
Stacy Anderson, M.Ed.
Co-Directors of Special Services

Sandra Cameron, M.Ed., MOT
Director of Early Education/Act 166
Coordinator

Lauren May
Interim Early Education Coordinator

Jamie Evans
Director of Facilities

December 20, 2018

TO: Members of the Barre Supervisory Union Board.

RE: Superintendent's Report

Please accept the following report to the Supervisory Union Board:

1. Superintendent's Office:

- a. At the request of the board, we are looking at using and expanding the use of Infinite Campus Messenger to send group messages/emails out to parents/guardians. Teachers have the capability to send out to class lists of students and/or to parent/guardian contacts for those students. Building admin and support staff have the ability to send out to larger groups, up to the full schollist of parents/guardians (and students). Central Office can send out to the entire SU list of parents/guardians (and students). Messages can go to email addresses that are on file and/or to portal accounts. The back-end work has been completed to set up all accounts to receive messages if an email address is on file in IC. Our hope is that expanded use will incentivize parents/guardians to have correct email addresses on file. Additionally, staff need training and guidelines/procedures to expand the use of this feature.
- b. The Barre Town Act 46 reconsideration vote is scheduled for Tuesday, January 8. The Organizational Meeting (and initial meeting) of the resulting merged board is scheduled for Thursday, June 10 at 6:00pm in the SHS Library. If the January 8 vote passes, then the New Board voted in on November 6 will be sworn in and begin duties. If the January 8 vote does not pass, then the Transitional Board made up of the six designated current members will be sworn in.
- c. The administrative feedback surveys will close on Monday, December 17 and results will be collated in preparation for discussions at the January board meetings.
- d. We have yet to have dates scheduled with negotiation teams for teachers and para-educators. The board committee has met and is prepared to begin negotiating.

2. Curriculum, Instruction and Assessment

- a. When the AOE first announced the statewide scores earlier in the fall, we anticipated the disaggregated data would be available with Annual Snapshot releases in December. Now the AOE is hesitant to predict exactly when this data will be released. Their ability to create the reports for disaggregated student groups is dependent on having the final results of the spring 2018 student census and they do not have this data from all Districts (Barre submitted our data on time). Without the census data, there is no accurate way to determine if a student was receiving free reduced lunch at the time of assessment, or if the student was receiving IEP services. As soon as these reports are available I will be sharing them.
- b. On November 12 we had our fourth professional development day of the year. Our elementary teachers continued their workshops with Kathleen Kryza from Infinite Horizons. Our middle school teaching staff participated in Developmental Designs and M3 training. At the high school, the faculty continued A.L.I.C.E. training and curriculum and grading work. CVCC staff will Career and Technical Education program instructors

worked to align their course curricula to Vermont's English Language Arts and Literacy Graduation Proficiencies as well as work on recruitment and presentation skills. Feedback has been positive, with 92 % of staff reporting that the PD offerings are meeting their needs. Professional Development feedback is reviewed and acted upon during Innovation Team meetings and bi-weekly curriculum meetings with coaches and administrators. New this year is the teacher leader team, which represents each content area. This team meets throughout the year and assists with planning after school curriculum meetings as well as professional development. On a broader scale, our colleagues on these teams are helping to continue to build and support shared responsibility, collaboration and capacity. Our next professional development day is on January 22.

- c. The homework committee had their initial meeting on December 7th and began the work of looking at our alignment of practice across the elementary grades and best practices for transition and skill building to prepare our students for middle school. This committee will meet regularly and report to the BSU curriculum committee in April. This report will guide our practices for the next school year. The homework committee is comprised of teachers, parents, administrators and curriculum coaches. Surveys will be sent to our parents, students and all staff to gather input for this important work.
- d. Our Title 1, Title 2 and Title 4 grants are fully approved and recently we were also notified that our McKinney-Vento grant application was approved. The McKinney-Vento grant assists us with supporting our homeless student population. With the BEST grant approval, the CFP grant approval and now the McKinney Vento approval, I am glad to say we are able to utilize 100% of these funding sources.
- e. On December 4th we were able to host a Lego Robotics fair as part of Computer Technology Education Week. A highlight of this day was the ability to work with one of only three master lego educators in the world. Different robotics stations were set up and more than 400 students were able to experience this unique and innovative event. Many of our teaching teams also participated in Hour of Code along with thousands of other schools around the world.

3. Communications:

- a. Work on the new website is progressing along well. Meetings have been held with all BSU department heads and all three schools (BCEMS, BTMES, SHS); and most of the current information from the existing site has now been migrated to the new site. A great deal of new information has also been created. Our anticipated launch date of January 15 appears to be on schedule. The next (final) month will be spent building forms, updating information, ensuring all photographs are approved, and training the tech team and others who will be content managing the new site. CVCC, which manages its own website, will link to our new site just as it does currently.
- b. Work has begun on the 2018 Annual Report. We will be asking Principals to have their year in review reports ready by January 15th. In the meantime we are collecting news, photos, information, and other features to round out the report. The report will be ready prior to Town Meeting. Given the uncertainty surrounding the makeup of the new Board and the timing of budget votes, the budget information will likely remain separate as it did last year.
- c. Work has also begun on creating communication materials to help support passage of the budgets. Despite the ongoing tension over Act 46, it is clear that the communities of Barre City and Barre Town care deeply about providing their children with the best education possible, and these communications are designed to remind voters that, despite their differences of opinion, their objectives are essentially the same.
- d. The Barre Education Coalition has taken a short break until the voting (and re-voting) on Act 46 is complete. The Group is planning to meet towards the end of January to begin discussions on how best to ensure effective two-way communications between the school board (however it is finally configured) and community members.

4. Business Office:

- a. I have been invited to attend a Hunger Council of Washington County meeting on December 13 to contribute to a discussion regarding universal school meals. BCEMS provides universal meals (free breakfast and lunch) to all students as they are a designated Community Eligibility Provisional (CEP) School. We will review results of recent research on universal school meals, and discuss next steps. As mentioned in prior reports, we will be procuring a new contract for a Food Service Management Company (FSMC). We are required by the VT-AOE/USDA to procure a fixed-priced contract where in the

past, the contracts have been “break even.” In February, we will be convening an advisory committee comprised of the following from each building; an administrator, teacher, parent, and student. More information to follow. Contracting with a Food Service Management Company (FSMC) requires substantial ongoing oversight from the School Food Authority (SFA) which in Barre is (currently) the Barre Supervisory Union.

- b. The VSBA and VT-NEA are working collaboratively to identify critical data needed from public schools to conduct statewide negotiations on health insurance benefits in 2019. They have designed a uniform, comprehensive, electronic tool and have requested information from us regarding our employees. Information such as health plans, salary, and benefits has been gathered by the staff accountants and human resources staff.
- c. The BUUSD FY20 Budget has been presented to all district Boards at the December meetings. We continue to work on the UCOA and also continue to build the SSDDMS to ensure we are prepared for the “go live” timeline of July 1, 2019. The BUUSD Budget will continue to identify individual school expenses whenever it is appropriate as dictated by the UCOA.

5. Special Education:

- a. With the increase in reliance on electronic information systems, we have identified an increasing need to have a more secure method of sharing sensitive and confidential student information with parents, outside agencies and other schools. Often this information needs to be sent promptly and electronic means are a more efficient way of doing so. Working with the Director of Technology, we have trialed and have decided to utilize encryption software from SendSafely for this purpose. Co-Directors and Special Education Administrative Assistants will utilize this software initially, with consideration in the future for wider use within the department.
- b. We continue to work on collaboration and sharing of expertise across our two Elementary and Middle Schools. In addition to continued shared staff development activities on our district PD days, Pre-K -4 special education staff have participated in two cross-building staff meetings, learning together about topics such as consistent use of Vermont special education forms, understanding and being consistent when applying Vermont’s adverse effect criteria and using a systematic approach for determining the need for increasing or decreasing additional adult supports for students. Due to snow days, Special Education staff who serve students in grade 5-8 have participated in one shared staff meeting and have explored some of the same topic areas together.
- c. Last school year, Special Educators at Barre City School researched, developed and piloted a tool for making data based decisions about the need to increase or decrease additional adult supports for student with special needs. This tool has been shared with Special Education staff at Barre Town and we will begin to use it within Team I and Team II at Barre Town this year as well.
- d. A family feedback survey was sent to parents of Pre-K children who are receiving extended day services this year. Feedback from respondents was consistently positive including comments about seeing growth in their children in skill areas such as self care, readiness and communication skills. Other feedback included comments that their child will be much more prepared for the transition to kindergarten next year, he/she “Loves going to school and is talking and singing” and “They have been able to work on self-help skill/routines and gets to experience mainstream class as well as receive necessary services to help be successful and “Has developed some leadership skills as well.” Additional feedback about ways to improve the service model pertained to the desire for additional parent/teacher communication possibly to include parent training opportunities and ways to build in or allow for more flexibility in the service delivery model as we move forward. We are thankful to the parents who took the time to share their thoughts. This feedback will be very useful as we move into planning for next school year’s model.

6. Technology:

- a. Email and student privacy: I am working with the special education co-directors (Don and Stacy) to evaluate how BSU transfer DocuSped files to other districts when students move, and we receive a request for records. These DocuSped files often contain Personally Identifiable Information (PII) that is protected by the Family Educational Right and Privacy Act (FERPA). Sending these types of information through regular email could

disclose them in an unintended way. To mitigate this risk, we are trying out SendSafely, an email encryption software. SendSafely uses end-to-end encryption to keep emails and files safe from unauthorized access at all times. Nobody can view your items other than you and the people you shared it with. This software presents a healthy balance between security and convenience.

- b. On December 12th, I attended a webinar sponsored by Consortium of School Networking (CoSN) on Best Privacy Practices for schools and districts. Presenters shared useful information about safeguarding students data, state and federal laws regarding student data privacy, the importance of vetting apps and software that collect students information before use in the classrooms, storing and sharing student data, et cetera. I hope to collaborate with different stakeholders to review our systems to ensure BSU is compliant with best practices. Already we have joined the Vermont Students Privacy Alliance (VTSPA), a tool that helps Vermont schools and vendors have a shared expectation around student privacy when entering into a relationship. A few of our vendors have signed the Student Data Privacy Agreement from VTSPA.
- c. The tech team continues to remind all u61 domain users about the importance of vigilance and awareness with regards to online security. We encourage staff members to consider enrolling into Google's 2-step verification for account protection. 2-Step Verification adds an extra layer of security by requiring you to enter a verification code (similar to a PIN) after you enter your usual username and password to sign in. We did a presentation for the BCEMS elementary school staff (thanks to the invitation of their Principal, Hayden Coon) on online security awareness, and it was well received. We hope to do a similar presentation at all of the other schools at some point.
- d. BSU Technology Integration Specialists will be joining an informational webinar put together by Vermont Computer Science Alliance (VCSA) and Code.org on December 18th at 12:15 pm. The session is aimed at exploring ways to expand computer science in Vermont schools. We are hoping to come away with ideas around how to ignite more interest in computer science in our schools.

7. Early Education:

- a. Lauren May is working to align attendance procedures between both Barre City and Barre Town Early Education Programs. Part of this work will involve reviewing parent handbooks and registration/enrollment paperwork to ensure that BSU attendance policies are known to families upon entry into our programs.
- b. The projected number of PreK students identified as needing intensive support for the coming school year will be comparable to this school year. The BSU will continue to provide special education services for students with intensive needs from both Barre City and Barre Town Elementary Schools at the Barre Town School for the coming year. Budgetary considerations are being addressed as the administration moves forward in an effort to sustain the current service model.
- c. Work on an early education webpage will be happening in collaboration with Ben Merrill, BSU Communications Consultant. More to come as this takes shape...

8. Human Resources:

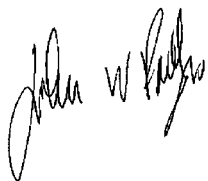
- a. We have been working closely with our third party administrator Healthy Dollars to ensure everything is ready to go by 1/1/2019. We look forward to starting fresh for the 2019 year with a new HRA/FSA administrator.
- b. We continue to work with Data Path to rectify open issues. We will continue this work through our 2018 run out period (through 3/31/19). Although it was our expectation and hope to end the year with all open issues resolved, it is clear that we will need these three extra months to meet this goal.
- c. Corrupt data from Future Planning, missing claims from BCBS, and Data Path's inability to get their hands around the issues leaves us still with open claims that are complex and layered (and take an a large amount of time to fix individually). We are aware of 30 open claims, but I expect that this number will increase as the benefits year ends and employees pay more attention to claims and payments made.
- d. We had hoped to move Flexible Spending Account (FSA) balances over to Healthy Dollars as of 1/1/2019, but because of the continued inaccuracies in the 2018 data we have found that it will be impossible to move balances with confidence in accuracy. The district will front load balances with Healthy Dollars so that employees will have use of their rollover funds on 1/1/2019. FSA balances will be reconciled at the end of the runout period.

- e. You may have seen that Vt-NEA has filed a lawsuit on behalf of its membership against Future Planning Associates
(<https://www.wcax.com/content/news/Vt-teachers-union-files-lawsuit-over-bungled-health-care-rollout-502694882.html>)
- f. In addition to benefit challenges, it is important to note that Para turnover continues to be constant. Turnover for the calendar year has been roughly 38%. I have attached some general information from the Society of Human Resources Management that will give you a picture of important employment trends in the country. Hopefully 2019 will afford us more time/opportunity to delve into our very high turnover.
- g. It is interesting to note para longevity within the BSU. On 12/11/18 we employed 101 paraeducators.
 - 25 Paras have been employed by the district less than six months.
 - 14 Paras have been employed more than six months, but less than one year.
 - 15 Paras have been employed between 1-5 years.
 - 9 Paras have been employed between 6-10 years.
 - 38 Paras have been employed over 10 years.

9. Facilities:

- a. Work continues in all schools to implement safety measures into the infrastructure of the buildings.
- b. BTMES will be installing bullet resistant glass in the main lobby doors in the coming weeks. A new set of exterior doors will be installed (weather permitting) at the rear of the building. These two projects are being funded by means of the state awarded safety grant.
- c. SHS/CVCC will begin the routine of shutting all of the stairwell doors at 4:00 each day to limit access to the building to outside visitors. This will help in keeping the building safer during the evening hours that the building is occupied. This action will allow people to always be able to exit the building, but limit re-entering the building after the school day has ended.
- d. BCEMS has completed the install of new entry doors at the main lobby entrance. This will help to contain visitors within the lobby area during dismissal times as well as during the weekend events. The completion of installing the card access system at this location will occur in the coming weeks.
- e. The BSU building continues to work with the Barre City engineer's office to address the need for more parking. Due to the shortage of staff and a heavy workload on the Barre City street dept., the timing to construct more parking spaces will not take place until the springtime.
- f. I attended a meeting at the Vermont Superintendents Association office for Facilities Directors. Discussion ensued about the creation of a Facility Directors Program to provide guidance and support for Facility Directors in our roles to maintain school facilities. The discussion about the struggle to fund maintenance budgets within the general education budgets was a heavily discussed topic. It was noted that the primary mission of schools is to educate students, but that we can't ignore the importance of deferred maintenance and the costs that are associated with it. Future meetings are expected to take place after the official creation of the Facility Directors Program.

Respectfully submitted,



John Pandolfo
Superintendent of Schools
on behalf of the Barre SU Central Office Administrative Team

Why Are Workers Quitting Their Jobs in Record Numbers?

Rising attrition shows employers that they need to get career plans, pay right

By Roy Maurer

December 12, 2018

More U.S. workers are quitting their jobs than at any time since the numbers have been recorded.

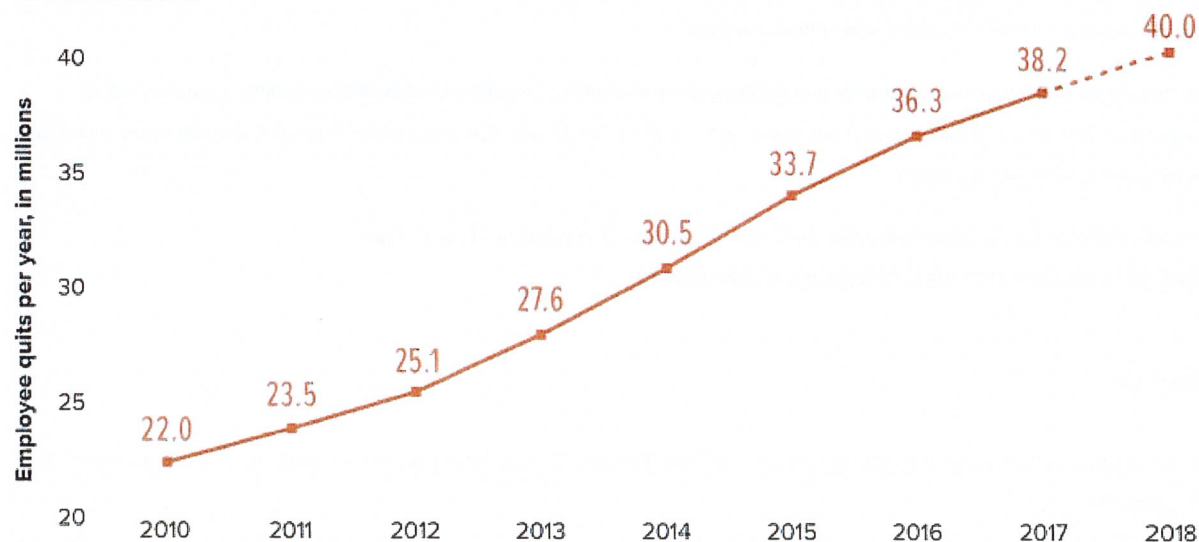
The Bureau of Labor Statistics (BLS) reported that 3.5 million people—or 2.3 percent of the total workforce—left their jobs voluntarily in October, the most recent month for which data exists. Private-sector workers quit at a rate of 2.6 percent in October, up from 2.4 percent the previous year.

In 2000, the BLS began recording what's known as the quits rate. The number of employee quits has increased for nine consecutive years.

The last time the voluntary quits rate was as high as it is now was April 2001.

Total Employee Quits Have Risen Every Year Since 2010

The numbers below represent the total number of employee quits per year, in millions. Quits in 2018 are on track to exceed 40 million.



Source: U.S. Bureau of Labor Statistics.

previous year.

According to Mercer, Millennials accounted for half of voluntary separations (51 percent), followed by Generation X (25 percent) and Baby Boomers (19 percent). The oldest and youngest generational cohorts—those born before 1945 (2 percent) and after 2000 (4 percent), quit in much lower numbers, due to their relatively smaller representation in the total workforce.

An analysis conducted by Compdata, the consulting practice at Salary.com, showed that, based on data from nearly 25,000 organizations of varying sizes in the United States, employee quits increased from 13.5 percent in October 2017 to 14.2 percent in October 2018.

The hospitality (31.8 percent), health care (20.4 percent), and manufacturing (20 percent) industries had the highest rates of total turnover, according to Compdata. In contrast, utilities (10.3 percent), insurance (12.8 percent) and finance (16.7 percent) had the lowest.

Labor market conditions—historic levels of job openings combined with low unemployment— appear to be driving the job-hopping trend.

"It's no secret that the job market is tight. With unemployment under 4 percent, there are ample opportunities for employees to jump ship and look for another job that might offer better perks or salary," said Allison Betancourt, vice president of people strategy at Addison Group, a Chicago-based staffing and consulting firm.

Nick Bunker, a Washington, D.C.-based economist at the Indeed Hiring Lab, noted the "demand for workers is strong and has reached levels where workers are feeling more empowered."

He added that "when workers do leave a job, they are increasingly doing so on their own terms. For every worker who was laid off in September, two other workers quit their jobs."

Approximately 40 percent of employees who quit in 2017 did so within 12 months of being hired, according to a study based on data from over 34,000 exit interviews analyzed by Work Institute, a workplace research and consulting firm in Franklin, Tenn. About half of workers who departed in their first year left quickly—within the first 90 days.

"The rise in first-year turnover is a sign of the job market, as employees can easily go elsewhere if a job doesn't meet their needs and expectations," said Danny Nelms, the president of Work Institute.

He added that employees who have not already quit are likely to be evaluating their opportunities. "With a healthy economy, robust confidence and an abundance of jobs, workers are expected to be increasingly selective about where they work and will voluntarily change jobs when a better opportunity is present."

[SHRM members-only online discussion platform: SHRM Connect (https://community.shrm.org/home?_ga=2.268625778.206560651.1493167936-920689375.1491920969)]

Why Workers Quit

Some survey results show money as the biggest motivator driving employees to seek other jobs, while others show career growth to be the primary incentive.

The majority (44 percent) of respondents recently polled by Monster cited the need to earn more money as the main reason they're looking for a new job.

The average increase in compensation for a worker who quits one job for another is about 15 percent, according to Brian Kropp, group vice president of the HR practice at global research and advisory firm Gartner.

"Most studies report that employees leave their current jobs for better-paying positions, and one of the best ways to combat turnover is to ensure that pay in your organization is both externally competitive and internally equitable," said Kent Plunkett, CEO of Salary.com.

But other research tells a different story. In the Mercer study, promotion opportunities and career changes were given as two of the top reasons most workers (especially members of Generation X and Millennials) quit their jobs. Interestingly, the emerging Generation Z workforce cited returning to school and base salary as the most prevalent reasons for leaving a job. Secondary reasons overall included issues related to benefits, fit with the organization or the job, and relationship problems with direct supervisors or managers.

The Work Institute found that career development, work/life balance and bad managers are consistently the top issues that push employees to job hop, with compensation cited in only 9 percent of exit interviews. That's not to say that pay is not important; reasons for quitting related to compensation and benefits have increased by more than 26 percent since 2010.

And among those who leave in the first year, compensation, work schedules and type of work are the top reasons given for moving on. "This reveals that basic aspects of the employee/employer relationship should be clearly communicated and understood at the time of hiring," Nelms said. "The fact that nearly one-fourth of employees who left within their first year did so due to job basics seems to indicate that employers are either not communicating the details of the job, the schedule and the pay, or employers are so desperate to hire workers that they are not hiring employees who are a good fit for the job."

What Employers Can Do About It

Nelms suggested that employers take steps to understand the needs, preferences and goals of their employees, focusing on new hires. "Employers need to set more-realistic expectations and follow through to deliver on those expectations to improve retention of new hires," Nelms said. "Employee feedback should be solicited, and onboarding and other training should be evaluated to better understand where employers are not meeting the expectations of newly hired employees."

Betancourt added that HR should work on improving work flexibility, career pathing and learning opportunities. "A clear career trajectory with guidance on how to achieve goals is [something] current employees look for in a company," she said. "If you don't invest in them, how can you expect them to invest in you?"

She added that people will take advantage of learning and development opportunities that are available to them. "Not only does creating these opportunities demonstrate that your organization values lifelong learning, but it shows that you want your employees to be on top of industry changes and trends. From coaching sessions, training programs, lunch and learns and more, it's crucial to an organization's retention efforts to be providing these opportunities on a monthly or bimonthly basis."

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BARRE SUPERVISORY UNION POLICY COMMITTEE MEETING

Barre Supervisory Union – 2nd Floor Conference Area
November 19, 2018 - 6:00 p.m.

MINUTES

COMMITTEE MEMBERS PRESENT:

J. Guy Isabelle (SHS) - Chair
Jennifer Chioldi (BC) – Vice Chair
Andrew McMichael (BC)
Sarah Pregent (BC)
Jon Valsangiacomo

COMMITTEE MEMBERS ABSENT:

Rebecca Kerin-Hutchins (BT)

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent

GUESTS PRESENT:

1. Call to Order

The Chair, Mr. Isabelle, called the Monday, November 19, 2018, meeting to order at 6:07 p.m., which was held at the Barre Supervisory Union Central Office in the 2nd Floor Conference Area.

2. Additions and/or Deletions to the Agenda

There were no changes to the Agenda.

Brief discussion was held regarding roles of participants. It was agreed that Committee Members vote. It was agreed that Mr. Valsangiacomo is an official Committee Member. Mr. Valsangiacomo will be listed as such (rather than 'Guest') and will be a voting Committee Member. Those attending meetings in the capacity of 'Guest' do not have voting privileges. It was agreed that the various committees make recommendations to the various Boards, but only Boards can take official action on matters. New rules and guidelines will need to be established under the consolidated board. Committees should be comprised of Board and community members.

3. Approval of Minutes

March 19, 2018 BSU Policy Committee Meeting

May 21, 2018 BSU Policy Committee Meeting

September 17, 2018 BSU Policy Committee Meeting

On a motion by Mrs. Chioldi, seconded by Mrs. Pregent, the Committee unanimously voted to approve the Minutes of the March 19, 2018, May 21, 2018, and September 17, 2018 Policy Committee Meetings.

4. Review of BSU Policy Manual Index

Copies of the BSU Policy Manual Index (dated 11/12/18) were distributed. Mr. Pandolfo advised that the Committee originally worked on 29 required policies. F34 is the only outstanding required policy. F34 is a newly required policy. Upon completion of the required policies, the Committee is working on policies that administrators feel are necessary. Districts have been identifying and reviewing their policies, identifying redundant policies and those that may be procedural in nature. District policies will need to be reviewed again. With the new unified district, all district level policies will become non-existent. The new board will need to adopt all policies for use in the new unified district. With the exception of D14 (Social/Digital/Online Communications for Staff Policy), Mr. Pandolfo would like to have the Committee approve all of the policies on tonight's Agenda so that they are ready to be presented to the BSU Board. Policy D14 should go back to VSBA and possibly be reviewed by the Communications Committee.

5. Discussion of Policies – Copies of all policies for Agenda Items 5.1 through 5.7 were distributed.

5.1 F34 – BSU Student Freedom of Expression in School-Sponsored Media Policy

This is a new policy required by VSBA (due to a recently passed law). Mr. Pandolfo would like this policy presented to the BSU Board as written. VSBA researched, drafted, and vetted the policy. Mr. Pandolfo advised that first and second readings are not

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required if a ten day notice is given to the public. Brief discussion was held regarding SHS administrators providing guidance to students (on speeches, usually graduation speeches).

The Committee agreed by consensus to present Policy F34 to the BSU Board for approval.

5.2 F14 – BSU Admission of Non-Resident Tuition Students Policy

All district policies were distributed at the last meeting. The SHS policy is most like the model policy. Brief discussion was held.

The Committee agreed by consensus to present Policy F14 to the BSU Board for approval.

5.3 F13 – BSU Admission of Resident Students Policy

The district policies were distributed at the last meeting. The SHS policy and the model policy did allow auto registration and postal address to be utilized when proving residency. Brief discussion was held regarding the implications of removing auto registration and postal address from the policy. The Committee held additional discussion on how residency is defined. Conditions of residency are defined in 16 V.S.A. §1075. It was noted that, as written in the draft policy, the Superintendent, not the Boards, is making decisions relating to the admission of resident students. Appeals of the Superintendent's decisions go to the district boards, then to the State Board of Education. There are approximately 12 requests per year (across all three schools). Brief discussion was held regarding adding a 'cut off' date to the policy. The Superintendent believes it should be left out, as each case is different and needs to be decided based on its unique situation. Mrs. Pregent agrees that the date should be left out and decisions should continue to be made by the Superintendent.

The Committee agreed by consensus to present Policy F13 to the BSU Board for approval.

5.4 G7 – BSU Educational Support System Policy

The BTMES and SHS policies were distributed at the last meeting. BCEMS does not have a policy on Education Support Systems. G7 reflects the existing policies.

The Committee agreed by consensus to present Policy G7 to the BSU Board for approval.

5.5 F12 – BSU Interscholastic Sports Policy

At the September meeting, Mr. Pandolfo was assigned some research work. Mr. Pandolfo advised that SHS and BTMES had policies that reflect the VSBA policy. BCEMS does not have a policy. It is believed that links to handbooks should not be included in policy, as it would be cumbersome to change policy every time a link changed. There are similarities between the district policies and the model policy. One significant difference to note is that the VSBA policy has 4 eligibility requirements that refer to "D"s and "E"s. These specific eligibility requirements won't work under Proficiency Based Grading. The policy being presented advises that the Principal of each school may set procedures and standards for academic eligibility.

The Committee agreed by consensus to present Policy F12 to the BSU Board for approval.

5.6 G3 – BSU Field Trips Policy

The policy presented this evening is a blended policy (from those presented in September). As requested, Mr. Pandolfo has contacted administrators regarding receipt of post-field trip reports. Mr. Pandolfo advised that in the future, he plans to present staff hires as a 'slate' of staff (rather than discuss individual candidates), and believes that the same procedure should be used when seeking Board approval for out of state field trips.

The Committee agreed by consensus to present Policy G3 to the BSU Board for approval.

5.7 D14 – BSU Social/Digital/Online Media Communications Policy for Staff Policy

A Draft copy of Procedures was also distributed. Mr. Pandolfo requested that the Committee review/digest the draft policy, and hold discussion at the next Policy Committee meeting. There is no model policy for this subject matter. Mr. Pandolfo has attempted to separate policy and procedures. After the Committee has held discussion on the draft policy, Mr. Pandolfo would like to have VSBA re-review the policy. There is some concern that parts of the policy conflict with the right to free speech. It was noted that this draft policy does not pertain to cell phones.

6. Other Business

Mr. Pandolfo recommends that given the impending merger, after policies are approved by the BSU Board, they should not be sent to the district Boards for approval. The district Board approval process is time consuming and the district policies will be non-existent after June 30, 2019.

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Mr. Pandolfo provided an overview of the implications of the recent decision by the State Board of Education (to merge Barre school districts under Act 46). The overview included discussion of the Barre Town re-vote and work to be completed under both merger scenarios (voluntary or forced), including; Boards (transitional and initial), current Boards (including seats that expire in March 2019), budgeting, Articles of Agreement (including amendments to Default Articles of Agreement), and the possible formation of a new 706 Study Committee to work on changes to Default Articles of Agreement (in the event the 'no' vote stands). Mr. Pandolfo will document the necessary steps and critical deadlines, and forward the information to all Board Members.

The next BSU Policy Committee meeting is December 17, 2018 in the BSU Central Office 2nd Floor Conference Area.

Agenda Items:

Revisit D14 – BSU Social/Digital/Online Media Communications Policy for Staff Policy
Introduction of additional policies for review

7. Adjournment

The Committee agreed by consensus, to adjourn at 8:00 p.m.

Respectfully submitted,

Andrea Poulin

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BARRE SUPERVISORY UNION CURRICULUM COMMITTEE MEETING

Spaulding High School Library
November 26, 2018 - 5:30 p.m.

MINUTES

COMMITTEE MEMBERS PRESENT:

Jennifer Chioldi (BC) - Chair
Ed Rousse (SHS) – Vice Chair
Joe Blakely (SHS) – arrived at 5:57 p.m.

COMMITTEE MEMBERS ABSENT:

Victoria Pompei (BT)
Chris Riddell (BC)

ADMINISTRATORS PRESENT:

Penny Chamberlin, Director Central Vermont Career Center
Jacquelyn Ramsey-Tolman, Director of Curriculum, Instruction, and Assessment

GUESTS PRESENT:

Ruth Durkee (CVCC Curriculum Assessment Coordinator)
Ben Matthews
Gerry Reymore (STEM Educator)

1. Call to Order

Committee Chair, Mrs. Chioldi called the Monday, November 26, 2018, meeting to order at 5:40 p.m., which was held at the Spaulding High School Library.

2. Additions and/or Deletions to the Agenda

None.

3. Review / Approval of Minutes October 29, 2018 BSU Curriculum Committee Meeting

On a motion by Mr. Rousse, seconded by Mr. Blakely, the Committee unanimously voted to approve the Minutes of the October 29, 2018 BSU Curriculum Committee Meeting.

4. Visitors and Communications

None.

5. New Business

No discussion.

6. CVCC Programs and Standards Alignment

Thirteen documents were distributed; 'CVCC Proficiency Alignment Timeline', a tri-fold informational flyer, 2 informational cards 'CVCC' and 'Co-operative Education & Work-Based Learning Program', 'Medical Professions – Graduation Proficiency Summary Alignment (05/12/18)', 'Digital Media Arts – Graduation Proficiency Summary Alignment (05/12/18)', 'Plumbing & Heating Technology – Graduation Proficiency Summary Alignment (05/12/18)', 'Medical Professions – Graduation Proficiency Summary Alignment (11/26/18)', 'Digital Media Arts – Graduation Proficiency Summary Alignment (11/26/18)', 'Plumbing & Heating Technology – Graduation Proficiency Summary Alignment (11/26/18)', the CVCC Program of Studies (updated 2018), 'Summary of Accuplacer Results – Three Year Comparison', and 'Literacy Information' (for Medical Professions).

Ms. Chamberlin introduced Ruth Durkee (CVCC Curriculum Assessment Coordinator), and Gerry Reymore (STEM Educator). Ms. Chamberlin advised regarding the promotional literature that was distributed, and circulated a 'packet' of informational cards (one for each program). It was noted that the tri-fold flyer is geared towards middle school students and is also beneficial for guidance counselors. All of these documents are marketing components. The Program of Studies is also available on-line. Ms. Chamberlin provided an overview of the extensive admissions process, which requires all applicants to visit CVCC, submit a paper application, and participate in an interview. A scoring rubric is used for selection of students and all sending schools have a representative in attendance at the 'applications review' meeting. Ms. Chamberlin believes the admission process is a well-balanced process that utilizes much data and input from councilors. Three programs typically end up with a waiting list. Class capacity, which is dictated by the State, varies depending on the program. Mr. Reymore provided an overview of the Proficiency Alignment Timeline document

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(a historical overview of the alignment process), and advised that last year was the first time in ten years that middle schools were visited. Curriculum and Lesson Plans were briefly reviewed. Ms. Durkee advised regarding alignment of literacy proficiencies noting that though the context is the same, the content varies depending on the program. There has been inequity amongst the sending schools regarding credits/standards assigned to students. Sending schools need to know how to identify what graduation requirements and standards are being met, and all students should be receiving the same amount of credit. There has been a conscious focus to assist sending schools with interpreting what is accomplished by students at CVCC. Accuplacer tests are performed in the fall and the spring, testing students on arithmetic, reading comprehension, and sentence skills. Accuplacer tests assist with determining whether or not students are ready for college level work. A review of the 3 year comparison indicates that students are consistently improving between fall and spring. Students are able to earn some college credits (in various CVCC programs) for work accomplished at CVCC. Test results indicate that specific teachers have a consistent record of student growth. Ms. Chamberlin provided a brief overview of the Graduation Proficiency Summary Alignment documents, advising of more extensive indicators and lessons. There are more major indicators than minor indicators. Major indicators usually have 7 to 8 lessons, where minor indicators usually have 4 to 5 lessons. Ms. Chamberlin provided a brief overview of the Program of Studies. Mr. Blakely believes that parents and employers want assurance that students are meeting standards and heading for success. Mr. Blakely credited Ms. Chamberlin for this evening's presentation, which provides evidence of how students are working to meet standards and be successful. Ms. Chamberlin advised regarding some of the licensing, credentials, and certifications that students can achieve. Ms. Chamberlin advised that this evening's presentation includes only a small portion (approximately ¼) of the work being performed at CVCC to assure success of students. It was noted that 92% of CVCC graduates go on to post-secondary education. Ms. Chamberlin advised that CVCC is currently preparing for the 5 year SREB (Southern Regional Education Board) evaluation. The SREB evaluation is now being utilized for accreditation (rather than NEASC -New England Association of Schools and Colleges). CVCC completed the 5 year AOE evaluation in December 2017.

7. Professional Development Survey from 11/12/18

Survey results from the November Professional Development day are very positive (much more positive than surveys in the past). The Innovation Team subcommittee reviewed the survey results and are planning future professional development based on the feedback received. Planning involves trying to find a balance between offering more EdCamps and holding curriculum professional development groups. Professional Development includes 'Trauma Informed Teaching' and 'Zones of Regulation'. Professional Development is 'tied' to the Continuous Improvement Plan.

7.1 Professional Development for Remainder of the Year

There are three more Professional Development days for the 2018/2019 academic year; 01/22/19, 02/08/19 (EdCamp), and 04/05/19. In June of 2018, FY19 Professional Development was planned. It is anticipated that FY20 Professional Development will be planned by the end of June 2019. Ms. Chamberlin believes that Professional Development has been more successful in recent years. Mrs. Tolman advised that there are now 'leads' for each subject area. The leads assist with planning. Mrs. Tolman advised that there was an additional allocation of Title II funds (for training). This additional training may be held over the summer. Some staff have already expressed an interest in summertime Professional Development. Mr. Matthews reported that teachers are starting to comment that they want more Professional Development (this is a big shift from past opinions relating to professional development).

8. Update on Homework Committee

Mrs. Tolman advised that the first meeting of the subcommittee for Alignment of Elementary School Homework will be held on December 7, 2018. This meeting is slated to last half a day. The subcommittee is made up of a good cross section of individuals (parents, teachers, and administrators). The subcommittee will focus on obtaining a good assessment of current homework practices and will define action steps. Follow-up information will be provided to the Curriculum Committee in April 2019. Two additional homework alignment subcommittees will be formed (one to address middle school homework, and one to address high school homework).

9. Other Business

Mrs. Tolman advised that the Agency of Education contacted her regarding setting up experiences for students to participate in during the 'Hour of Code'. Elementary school students will be participating in Lego Robotics. Middle school students will be performing programming. High school students will be able to attend presentations by Women in Engineering.

10. Next Meeting Date and Agenda Items

No meeting is scheduled for December. The next meeting is Monday, January 28, 2019 at 5:30 p.m. in the SHS Library.

Agenda Items include:

Annual Snapshot Reporting (reports will also be presented to each individual Board)
Continuous Improvement Planning

Committee/Board Members are encouraged to attend Professional Development on January 22, 2019.

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11. Adjournment

On a motion by Mr. Blakely, seconded by Mr. Rousse, the Committee unanimously voted to adjourn at 7:18 p.m.

Respectfully submitted,
Andrea Poulin

BARRE SUPERVISORY UNION NEGOTIATIONS COMMITTEE

November 29, 2018 Meeting Minutes

Committee members present:

Tim Boltin, representing Spaulding Union High School District
Jay Paterson, representing Barre Town School District (arrived at 6:51 p.m.)
Sonya Spaulding, representing Barre City School District

Committee members absent:

None

Administrators present:

John Pandolfo, Superintendent of Schools
Carol Marold, Human Resources Coordinator

Guests present:

none

1. Call to Order
The meeting was called to order at 6:15 p.m. in the BSU Upstairs Conference area.
2. Revisions to Agenda
Two items were added to the agenda:
 - Committee organization
 - Approval of previous minutes
3. Visitors and Communication
There were no visitors or communications.
4. Committee Organization
By consensus, the committee appointed Tim Boltin as the Chair and Jay Paterson as the Vice-Chair.
5. Approval of Previous Minutes
By consensus, the committee approved the minutes from the following meetings:
 - September 25, 2017
 - October 25, 2017
 - November 30, 2017
 - January 22, 2018
6. Negotiation Planning

On a motion by Mrs. Spaulding, seconded by Mr. Boltin, the Committee unanimously agreed to find that premature general public knowledge of the items proposed for

discussion (deliberate planning and strategy related to Labor Relations Agreements) 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. Boltin, the Committee unanimously voted to enter into Executive Session, with the Superintendent and HR Coordinator in attendance, at 6:25 p.m. under the provisions of 1 VSA section 313 to discuss the items proposed for discussion.

The committee held a deliberate planning and strategy session related to teacher and para-educator negotiations.

On a motion by Mr. Paterson, seconded by Mrs. Spaulding, the Committee unanimously voted to exit Executive Session at 8:00 p.m.

7. Adjourn

On a motion by Mrs. Spaulding, seconded by Mr. Paterson, the Committee unanimously voted to adjourn at 8:00 p.m.

Respectfully submitted,
John Pandolfo