

**SPAULDING HIGH SCHOOL
REGULAR BOARD MEETING**
Spaulding High School – Library
October 5, 2017 - 6:00 p.m.

MINUTES

BOARD MEMBERS PRESENT:

Paul Malone - Chair
David LaCroix – Vice Chair – departed at 7:30 p.m.
Joe Blakely - Clerk
Anthony Folland
J. Guy Isabelle
Ed Rousse

BOARD MEMBERS ABSENT:

Tim Boltin

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent
Brenda Waterhouse, Principal
Penny Chamberlin, Director Central Vermont Career Center
Jacquelyn Ramsey-Tolman, Director of Curriculum, Instruction, and Assessment

GUESTS PRESENT:

Video Vision Tech Chloe Lamphere

1. Call to Order

The Chair, Mr. Malone, called the Thursday, October 5, 2017, Regular meeting to order at 6:02 p.m., which was held at the Spaulding High School Library.

2. Additions and/or Deletions to the Agenda

Delete Agenda Item 5.1
Swap the order of presentation for Agenda Items 5.2 and 5.3
Add 5.8 Facilities – Respite House Parking

3. Visitors and Communication

None.

4. Approval of Minutes

4.1 Approval of Minutes – September 7, 2017 Regular Meeting

On a motion by Mr. Isabelle, seconded by Mr. Rousse, the Board unanimously voted to approve as amended, the Minutes of the September 7, 2017 Regular Meeting.

5. New Business

~~5.1 Resignations/Retires/New Hires~~

Item 'deleted'. Agenda Item Number remains as a placeholder.

5.2 Work-Based Learning

A document titled Flexible Pathways was distributed. An informational flier regarding signing up for Work Based Learning was also distributed. Mrs. Waterhouse advised that the Work Based Learning program (part of the Flexible Pathways program) allows students to have interaction with the business world and gain some experience. The WBL courses are generally 1 to 2 blocks long and run for only 1 semester. These positions allow students to be exposed to the different careers. The experience with various careers helps students determine if specific careers are something they wish to pursue after high school. Mrs. Waterhouse provided an overview of the various experiences that students enrolled in the Medical Rotations program are exposed to. It was noted that there are many legalities in place to protect businesses, SHS, students and parents. Mrs. Waterhouse advised that the WBL positions are currently available to juniors and seniors. WBL students provide their own transportation, which could prove difficult for freshmen and sophomores. It is also thought that participation in WBL in the freshmen/sophomore years could prevent them from achieving enough of their required regular education. The WBL positions are unpaid positions and do not replace workers. WBL feeds students' needs and exposes to career opportunities, including the trades, which are very important. Students in WBL experience careers without being 'locked in' to a specific career. In response to a query, Ms. Chamberlin advised that she does not feel that the WBL program

competes with CVCC. It was suggested that WBL be offered to the younger students, in an effort to help them decide if one of the CVCC programs would be something they would like to pursue in their junior year. It was noted that CVCC has the Co-op Program, which is a year-long program with paid positions. WBL will need to be a part of budget discussions.

5.3 SBAC & NECAP Scores

Screen prints from a Power Point Presentation titled 'Spaulding High School 2017 SBAC Results' was distributed. Mrs. Tolman advised that SBAC assessments are computer adapted tests and that the rigor of questions increases or decreases based on answers given. This function allows for more precise results regarding students' capabilities. It was also noted that SBAC assessments are only one of the tools used to measure student success. In the past, 11th graders have been tested. Beginning with this academic year, 9th graders will be tested instead. Ms. Lamphere advised that the results may not be accurate because many students do not try to answer questions correctly because they are aware that SBAC scores are not part of their grade. Mrs. Tolman advised that there are many different ways to look at the data, and proceeded to provide an overview of the data contained in the Power Point Presentation. Mrs. Tolman provided an overview of the statistical documents and advised that she believes the gaps can be closed. Mrs. Tolman advised that she will be performing deeper analysis. Mrs. Tolman advised that SBAC results can assist with determining ways to challenge and engage students to help them meet targets. It was noted that interventions are in place for some students. Data can be further broken down, to assist with determining where additional interventions are necessary. It was noted that there are many opportunities to engage students, including Flexible Pathways. The State would like identification of gaps and targets and hope to see improvement in overall scores. Mr. Isabelle voiced frustration that tests are frequently changed, and that the Board is consistently advised that low test scores are the result of students taking new tests that they aren't familiar with.

5.4 First Reading BSU Transportation Policy (F9)

Copies of the policies referenced in Agenda Items 5.4 through 5.6 were distributed. Brief discussion was held regarding each policy.

On a motion by Mr. Blakely, seconded by Mr. Folland, the Board unanimously voted to approve the First Readings of the BSU Transportation Policy, the BSU Student Clubs & Activities Policy, and the BSU Community Use of School Facilities Policy (F9, F33, and H3 respectively).

5.5 First Reading BSU Student Clubs & Activities Policy (F33)

Approved under Agenda Item 5.4

5.6 First Reading BSU Community Use of School Facilities Policy (H3)

Approved under Agenda Item 5.4

5.7 Tri-Board Meeting Preparation

Questions and issues have been compiled and sent to legislators. Board Members will receive a copy in their Tri-Board packet. The list is comprehensive and lengthy. The Tri-Board Meeting will take place on Thursday, October 12, 2017 beginning at 6:00 p.m. in the SHS Library. The meeting with legislators will begin at 6:00 p.m. and is slated to end at 8:00 p.m., at which time, discussion of Act 46 and ratification of AFSCME and Para-educator Agreements will occur.

5.8 Facilities – Respite House Parking

It was reported that discussion was held at the 10/04/17 SHS Facilities Committee Meeting pertaining to a request from TLC Homecare. Mr. Evans reported at the meeting that the school had been approached by TLC Homecare with a request to improve and lease some of the school property (the currently unused entrance area). Discussion included review of a document (drawing) outlining proposed changes to the unused entrance to the school parking lot. TLC Homecare would finance and coordinate all work to be done to remove the existing curb and construct a parking area. The proposed change would change the current double wide entrance area to a single wide entrance with parking. TLC will need to maintain liability insurance. TLC is aware that at some point, SHS will be 'taking back' the property, and that any agreement will stipulate that all improvements will remain, at no cost to SHS. Use of this section of the property by TLC may help reduce a loitering issue and will make the area more aesthetically more pleasing. The Committee agreed by consensus to put this item on the November SHS Board Meeting Agenda for possible action. It is on tonight's Agenda to keep the Board informed and allow time to begin considering the proposal. This item will be added to the November Agenda for discussion and voting.

6. Old Business

6.1 Budget Development

A document titled 'Summary of the Education Fund (dated 08/30/17) was also distributed. Mr. Pandolfo provided an overview of the Summary of Education Fund document and reported that he has been advised that he should expect to receive a formal request for level funding. Given that the State Education Fund will start FY19 with a \$47,000,000 shortfall, the FY19 budget year is predicted to be very difficult. If no changes are made to any budgets, there is a projected 5 to 8 cent tax increase. Other factors that will impact budgeting include the proposed (requested) health insurance rate increases (an average of 10%) and salary negotiations. The current contracts/contract negotiations are for a period of one year (FY18). Negotiations for FY19 will need to begin shortly. Mr. Pandolfo reiterated that the magnitude of challenges for FY19 budgeting will be greater than have what is normally encountered.

Agendas for upcoming SU, Board, and Finance Committee meetings will include an item requesting what Board Members wish to do for raises and other possible increases.

6.2 Board Communications

Mr. Pandolfo advised that Board Members now have access to the electronic calendar. Board Members can turn on the calendar to review meeting schedules. Tina Gilbert will be sending out electronic invitations. If all Board Members reply, it will assist the Board Chair with determining if there will be a quorum. Each school has an event calendar. Web masters at each district will be responsible for updating the calendars. The SU will also need a calendar. It was suggested that links to the calendars be put on Facebook and Front Porch Forum. Mr. Isabelle encouraged Board and community members to view the CVCC on-line surveys and added that he believes this a great model for the district.

6.3 Committee Assignments

Mr. Pandolfo advised that the Enterprise Corporation has been dissolved. Representatives to the Regional Advisory Board are Mr. Isabelle and Mr. Rousse. The Regional Advisory Board meets four times a year. The next meeting will be held in early December 2017. Representatives to the Enterprise Committee are Mr. Blakely and Mr. Boltin. The Enterprise Committee meets 3 to 4 times per year.

6.4 Sprinkler System

Mr. LaCroix advised that the building walk-through with the Assistant State Fire Marshall occurred on 10/04/17. The Assistant State Fire Marshall will bring a recommendation to the November 29, 2017 meeting. The meeting will be held at 2:00 p.m. at CVCC in room #136. Ms. Chamberlin will confirm the room's availability.

6.5 Act 46

Mr. Pandolfo provided an overview of the BTMES public forum, and subsequent Board Meeting vote to form another 706 Study Committee. Now that BTMES has made their decision, the BCEMS Board will decide how they wish to proceed. Mr. Pandolfo expects the BCEMS Board to vote on this issue at the Tri-Board Meeting. If BCEMS agrees to form/join another 706 Study Committee, there is no task for the SHS Board. If BCEMS votes not to form/join another 706 Committee, the SHS Board will have an obligation to inform the State (before 12/26/17) how they wish to proceed. If the BCEMS vote at the Tri-Board Meeting is to join a new Committee, a budget will need to be set and a determination will have to be made regarding the make-up of the new Committee. Appointments to the Committee will also need to be made, but most likely this will not occur at the Tri-Board Meeting. The appointment of committee members must include one member from each board (BCEMS and BTMES). Mr. Pandolfo advised that there is no grant money available to assist with the costs (legal fees/consultants) associated with a new 706 Committee. Without grant monies to fund a consultant, the Committee Members will need to be performing a significant amount of work/research. Mr. Pandolfo cautioned that the Committee's work needs to be the work of the Committee, not the Superintendent. Mr. Rousse suggested that Board Members start thinking of candidates.

7. Other Business

None.

8. Reports to the Board

8.1 Student Representatives

Chloe Lamphere advised regarding fall sports, Homecoming, Spirit Week, the Float Theme (4 seasons, alumni are welcome to join as the 5th season – mud season), Wellness Day (sponsored by Student Council), the possibility of holding self-defense classes, Freshman Student Council elections, recognition of Athletic Trainer Chelsea Allen for putting the health of students first, and concerns that have been raised regarding the condition of the athletic track. Students would like the track improved and are willing to assist if possible. Ms. Lamphere also conveyed concern from teachers that more support needs to be given to students who do not plan on attending college.

8.2 Superintendent

A copy of the Superintendent's report dated September 25, 2017 was distributed. The report included information pertaining to; the Statewide Education Fund, the upcoming Tri-Board Meeting (10/12/17), Negotiations, Act 46, and Federal Grants. The BSU September Newsletter (for staff) was also distributed. Mr. Pandolfo advised that the Negotiations Committee reached a Tentative Agreement with Para-educators on 09/25/17. Para-educators should be voting in the near future. Mr. Pandolfo would like the custodial and para-educator agreements ratified at the Tri-Board Meeting if possible. Mr. Pandolfo advised regarding a meeting with teacher representatives to discuss a default insurance plan if no contract agreement is reached. Open enrollment for staff (other than teachers) will begin as soon as possible. A Fact Finding Hearing will be held with teacher representatives on 10/25/17. Mr. Pandolfo provided a brief overview of the September SU Newsletter, noting that this is the 2nd issue. Board Members are encouraged to submit information for the newsletter.

8.3 Principal

A copy of the Principal's Report, dated 10/05/17 was distributed. The report contained information pertaining to; Academics (progress reports, parent teacher conferences on 10/11/17, and PSAT Testing (10/11/17), Spirit Week, the first student-led assembly (10/31/17), a new Student Outreach Committee, and a Retired Teachers Recognition celebration. Mrs. Waterhouse advised that the Retired Teachers Recognition has been postponed. When a new date is chosen, notification will be made.

8.4 CVCC Director

The CVCC Board Report for October 5, 2017 was distributed. The report contained information pertaining to; the upcoming November 9, 2017 Open House (5:30 p.m. – 7:00 p.m.), OSHA safety training, Accuplacer testing, Baking Arts, the Natural Resources and Sustainability program, and VT State Apprenticeship training for 10 CVCC graduates. Ms. Chamberlin advised that 22 colleges will be coming to the Open House. This will be the first time combining multiple events. The first 200 individuals through the door at 5:30 will receive a free t-shirt. Surveys for all stakeholder groups are available online at cvtcc.org. Technology Integrationist Emmanuel Ajanma performed the work necessary to implement the online surveys. Parent/Teacher conferences were held this evening.

8.5 Committee Reports

8.5.1 Finance

Minutes from the September 14, 2017 meeting were distributed.

The next meeting will be held on Wednesday, October 25, 2017 at 4:00 p.m. in the SHS Library.

8.5.2 Facilities

The September meeting was cancelled. The Committee met on 10/04/17.

The next meeting is Wednesday, November 29, 2017 at 2:00 p.m. in Room #136 in the Central Vermont Career Center.

Ms. Chamberlin will confirm availability of the room.

8.5.3 Verbal Report of BSU Committees

BSU Curriculum Committee -

Minutes from the September 25, 2017 meeting were previously provided to all Board Members. Literacy was the topic of discussion.

The next meeting will be held on Monday, October 23, 2017 at 5:30 p.m. in the SHS Library.

Topics for discussion will include Homework and Technology Hardware.

BSU Policy Committee -

Minutes to the September 18, 2017 meeting were previously distributed to all Board Members.

The next meeting is Monday, October 16, 2017 at 6:00 p.m. in the BSU 2nd Floor Conference Room

8.6 Financials

SHS and CVCC FY19 Budget Considerations documents (dated 09/28/17) were distributed. The SHS and CVCC Expenditure Reports (dated 09/28/17) and the BSU Budget – FY 18 Report (dated 09/28/17) were distributed. There were no questions from the Board.

9. Future Agenda Items and Upcoming Committee Meetings

Mr. Pandolfo has a list which includes; Budget Development, Draft 1 of the FY19 Budget, NECAP Scores, Act 46, Second Readings/Ratification of Policies, and Board Communications. Mr. Isabelle requested a review of the criteria for eligibility for participation in extracurricular activities. Mrs. Waterhouse provided information relating to extracurricular activity eligibility and advised regarding documentation sent home with the summer mailing, as well as information available on the web site.

Upcoming Meetings:

Tri-Board Meeting – Thursday, October 12, 2017 at 6:00 p.m. in the SHS Library

BSU Policy Committee – Monday, October 16, 2017 at 6:00 p.m. in the BSU 2nd Floor Conference Room

BSU Regular Board Meeting – Thursday, October 19, 2017 at 6:00 p.m. in the SHS Library

BSU Curriculum Committee – Monday, October 23, 2017 at 5:30 p.m. in the SHS Library

SHS Finance Committee – Wednesday, October 25, 2017 at 4:00 p.m. in the SHS Library

BSU Finance Committee – Thursday, October 26, 2017 at 6:00 p.m. in the SHS Library

SHS Regular Board Meeting – Thursday, November 2, 2017 at 6:00 p.m. in the SHS Library

SHS Facilities Committee – Wednesday, November 29, 2017 at 2:00 p.m. in the SHS Library

10. Executive Session as Needed

10.1 Labor Relations Agreements

Labor Relations Agreements (Negotiation Strategies) were proposed for discussion in Executive Session.

On a motion by Mr. Isabelle, seconded by Mr. Folland, the Board unanimously agreed to find that premature general public knowledge of the item proposed for discussion, specifically Negotiation Strategies for Labor Relations Agreements, would clearly place Spaulding High School at a substantial disadvantage should the discussion be public.

On a motion by Mr. Isabelle, seconded by Mr. Rouse, the Board unanimously voted to enter into Executive Session, with Mr. Pandolfo, Ms. Chamberlin, and Mrs. Waterhouse in attendance, at 8:20 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. Folland, seconded by Mr. Rouse, the Board unanimously voted to exit Executive Session at 8:49 p.m.

11. Adjournment

On a motion by Mr. Rouse, seconded by Mr. Folland, the Board unanimously voted to adjourn at 8:50 p.m.

Respectfully submitted,
Andrea Poulin