

**SPAULDING HIGH SCHOOL
REGULAR BOARD MEETING**
Spaulding High School – Library
February 1, 2018 - 6:00 p.m.

MINUTES

BOARD MEMBERS PRESENT:

Paul Malone - Chair
Joe Blakely - Clerk
Anthony Folland
J. Guy Isabelle
Ed Rousse

BOARD MEMBERS ABSENT:

David LaCroix – Vice Chair
Tim Boltin

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent
Brenda Waterhouse, Principal
Jason Derner, Assistant Director, CVCC

GUESTS PRESENT:

Video Vision Tech Chloe Lamphere

1. Call to Order

The Chair, Mr. Malone, called the Thursday, February 1, 2018, Regular meeting to order at 6:00 p.m., which was held at the Spaulding High School Library.

2. Additions and/or Deletions to the Agenda

Agenda Item 8.4 will be discussed after Agenda Item 4.1.
Agenda Item 5.5 – Spaulding Foundation Report – will be placed on a future Agenda.

3. Visitors and Communication

None.

4. Approval of Minutes

4.1 Approval of Minutes – January 4, 2018 Regular Meeting

On a motion by Mr. Isabelle, seconded by Mr. Rousse, the Board unanimously voted to approve the Minutes of the January 4, 2018 Regular Meeting.

5. New Business

5.1 Resignations/Retires/New Hires

A letter of resignation from Schuyler Chambers was distributed. Mr. Pandolfo advised regarding the resignation submitted by math teacher Schuyler Chambers.

On a motion by Mr. Isabelle, seconded by Mr. Folland, the Board unanimously voted to accept the resignation of Schuyler Chambers.

The resume and BSU Notification of Employment Status Form for Elisha Arsenault was distributed.

Mr. Pandolfo and Mrs. Waterhouse advised regarding the education and experience of Ms. Arsenault. It was noted that the transition of Ms. Arsenault into the position has been seamless.

On a motion by Mr. Blakely, seconded by Mr. Rousse, the Board unanimously voted to approve the hiring of Elisha Arsenault.

5.2 Audit Presentation

A copy of a letter from Mudgett Jennett & Krogh-Wisner, PC (dated 01/05/18) was distributed. A document for Spaulding Union High School District #41 and the Central Vermont Career Center, titled 'Financial Statements June 30, 2017 And Independent Auditor's Reports' was distributed. Mr. Pandolfo advised that he had nothing to add to the report, but that he anticipated that

Mr. Mudgett would be attending the meeting. Mr. Pandolfo will schedule Mr. Mudgett to attend the March meeting. Mr. Isabelle advised that he believes audit preparation goes more smoothly when using the same auditing firm over a number of years. Mr. Malone commended the Business Office for their efforts preparing for and participating in the audit.

On a motion by Mr. Isabelle, seconded by Mr. Folland, the Board unanimously voted to approve the FY17 Audit Report as presented.

5.3 FY19 SHS Annual Meeting Warning Approval/Signatures

A copy of the Spaulding Union High School District #41 Annual Meeting Warning for March 5, 2018 was distributed. Brief discussion was held.

On a motion by Mr. Rousse, seconded by Mr. Blakely, the Board unanimously voted to approve the Spaulding Union High School District #41 Annual Meeting Warning for March 5, 2018. The Warning was circulated for signatures.

5.4 FY19 Budget Warning Signatures

A copy of the Spaulding Union High School District #41 Warning for March 6, 2018 Vote was distributed. Mr. Pandolfo advised regarding a Board Member name correction that was made to the previously approved Warning.

On a motion by Mr. Rousse, seconded by Mr. Blakely, the Board unanimously voted to approve the amended Spaulding Union High School District #41 Warning for March 6, 2018 Vote. The Warning was circulated for signatures.

5.5 SHS Foundation Report

The presentation was postponed. This item will be added to the March 2018 SHS Regular Board Meeting Agenda.

5.6 Continuous Improvement Plan (CIP)

A document titled 'Continuous Improvement Plan (CIP) (last revised 08/30/17) was distributed. Mr. Pandolfo advised that this document was created through guidance from the State. The BSU has school wide plans for each district schools' improvement plans. The Agency of Education is supporting schools in meeting requirements. The Theory of Action has been input to the CIP template. The document presented this evening is specific to SHS. CVCC has different plans for compliance with the Perkins Grant. Mrs. Waterhouse advised that this information is presented to the Board annually for both SHS and CVCC. The plan is updated yearly with the goal of striving to improve education and meet additional needs of students. The plan supports students and student improvement. Mrs. Waterhouse believes the CIP document is a useful plan and finds the template to be a useful tool. Mr. Pandolfo advised that the Green Mountain Star Indicators are going away. In response to a query from Mr. Isabelle, Mrs. Waterhouse advised that the plan is reviewed several times a year.

5.7 First Reading Scholarship Funds Policy (E31)

Copies of the policies referenced in Agenda Items 5.7 through 5.11 were distributed. Mr. Pandolfo advised that the word 'Funds' listed (on the Agenda) in the title of policy E31, should be listed as 'Awards'. It was noted that all of the policies presented as First Readings, were adopted by the BSU Board on 01/18/18.

On a motion by Mr. Folland, seconded by Mr. Blakely, the Board unanimously voted to approve the First Reading of the Scholarship Awards Policy (E31).

5.8 First Reading Prevention of Conflict of Interest in Procurement Policy (E24)

On a motion by Mr. Isabelle, seconded by Mr. Folland, the Board unanimously voted to approve the First Reading of the Prevention of Conflict of Interest in Procurement Policy (E24).

5.9 First Reading Capitalization of Assets Policy (E23)

On a motion by Mr. Isabelle, seconded by Mr. Rousse, the Board unanimously voted to approve the First Reading of the Capitalization of Assets Policy (E23).

5.10 First Reading Search, Seizure, and Interrogation of Students by Law Enforcement Policy (F11)

It was noted that the BSU Board thoroughly reviewed the policy prior to adopting it. There was also lengthy discussion by the Policy Committee and the policy was reviewed by counsel prior to being sent to the BSU Board for approval.

On a motion by Mr. Isabelle, seconded by Mr. Rousse, the Board unanimously voted to approve the First Reading of the Search, Seizure, and Interrogation of Students by Law Enforcement Policy (F11).

5.11 First Reading Search, Seizure, and Interrogation of Student by School Personnel Policy (F4)

It was noted that the BSU Board also thoroughly reviewed this policy prior to adopting it. This policy also involved lengthy discussion by the Policy Committee was well vetted by VSBA, VSBIT and legal counsel. In response to a query, it was noted that this policy does not apply to searches of property not located on school property. If there is probable cause to believe there is a threat or

that illegal substances are located off school property, law enforcement will be contacted. In response to a query regarding newly passed marijuana legislation, it was noted that marijuana would be subject to the same school policies relating to other banned items/substances (e.g. alcohol, tobacco, weapons, and drugs) and applies to staff as well as students.

On a motion by Mr. Fallon, seconded by Mr. Rousse, the Board unanimously voted to approve the First Reading of the Search, Seizure, and Interrogation of Student by School Personnel Policy(F4).

6. Old Business

6.1 Budget Development

Mr. Malone advised that the 1% increase may be a historical budget increase low. The cost of \$13,491 is one of the lowest per equalized pupil costs in the state. It is hoped that voters will approve this budget. It was noted that the ratification of Agreements did not change the budget increase percentage. On January 16, 2018, BCEMS and SHS representatives presented their budgets to the Barre City Council. The BTMES Board is slated to present their budget at the February 6, 2018 Barre Town Select Board Meeting. Mr. Malone commended administrators for their outstanding work on the budget.

6.2 Board Communications

It was reiterated that everyone should continue their efforts in promoting the 'good we do' at the high school and throughout the BSU. Mr. Pandolfo has been in contact with Ben Merrill. The flyer is at the printer and will be ready for review soon. Mr. Merrill has appreciated working with the districts in the creation of this promotional material. As requested, Mr. Pandolfo will electronically distribute a copy of the flyer when it becomes available.

7. Other Business

None.

8. Reports to the Board

8.1 Student Representatives

This agenda item was discussed after Agenda Item 4.1. Ms. Lamphere addressed the Board and advised regarding winter sports, installation of a plaque at the BOR, honoring Megan Couture, a 2015 graduate who passed away approximately a year ago. Ms. Lamphere advised that the boys' basketball team will hold a 'pink out' game in support of cancer research. It was sadly noted that some students have been less than supportive towards other teams. Student conduct is being addressed. The spring musical is The Sound of Music. Drama Club students have been practicing for this production. The second semester has started. Seniors are wished well as they enter this stressful time.

8.2 Superintendent

A copy of the Superintendent's Report dated January 25, 2018 was distributed. The report included information pertaining to; Negotiations, Act 46, ALICE Training, the Technology Department, Administrator Evaluations, and the Promotional Flyer. Mr. Pandolfo advised regarding recent ALICE training, reporting that it was the #1 trending article on the Times Argus news website. Mr. Pandolfo commended Jason Derner for his work as part of the organization team that coordinated the training. Mr. Derner advised that he believes the training was very successful and was well received by staff. The next step will be to train faculty members. Board members are encouraged to attend. Mr. Pandolfo advised that due to the recent incident at Montpelier High School, there will be a high level of 'after action review' in February. It is common practice to review practices and protocols after an incident occurs. This review may help identify improvements that can be made for dealing with future incidents. Mr. Pandolfo advised that it is a very active season in the Statehouse. The Ways and Means Committee is currently reviewing the Education Funding Formula. Other proposed legislation being discussed includes; changes to Act 166 (Universal Pre-K), and changes to the Collective Bargaining Process. Board Members are encouraged to keep abreast of legislative updates. There are currently no proposals to change Act 46. Mr. Pandolfo advised that the Doodle Poll went out and that the Act 46 706 Study Committee organizational meeting should be scheduled before the end of February. June 1, 2018 is the deadline for the Secretary of Education to propose a Statewide Plan.

8.3 Principal

The Principal's Report, dated January 4, 2018 was distributed. The report contained information relating to Academics, Athletics, and Community related items. A report containing the longitudinal data for Semester 1 was also distributed. This report replaces the previous 'D/F' report and contains historical data for comparison purposes. Mrs. Waterhouse provided a brief overview of the data report, advised that the National Honor Society is sponsoring the annual Make a Wish Hockey Game, and advised that Green Mountain United Way reported that staff members have donated \$1426. Additionally, Mrs. Waterhouse reported on two articles in The World; one thanking Community Partners (Work Based Learning related), and the second article which reports on athletic teams' community service, which includes providing meals to the Good Samaritan Haven. The first Parent Communication Meeting was held on January 18, 2018 and included discussion on improved means of communication, conveying important information to parents of incoming freshmen, and identification of other areas of concern, including both long and short term fixes. It was noted that the school does not have e-mail addresses for all parents, thus electronic communication is not happening for all parents. Parents are encouraged to notify the school regarding their e-mail address.

8.4 CVCC Director

A copy of the CVCC Director's Board Report for January 2018 was distributed. The report contained information relating to; Governor Scott's February 5, 2018 tour of the Central Vermont Career Center, and the February 9, 2018 visit to the Central Vermont Career Center by Senator Bernie Sanders and German Ambassador Peter Wittig (and his apprenticeship program experts from the German Embassy), the upcoming Building Trades trip to Dulac County, New Orleans, Louisiana (04/06/18 – 04/13/18), and recruitment of students by CVCC instructors. Mr. Derner advised that he did not have anything to add to the report, but advised that everyone is very much looking forward to upcoming visits by the Governor and delegates from the German Embassy.

8.5 Committee Reports

8.5.1 Finance

Three reports were distributed; the CVCC and SHS Expenditure Reports (dated 01/26/18), and a copy of the BSU Budget for FY18. The next meeting date will be determined after the March 2018 election.

8.5.2 Facilities

The next meeting date will be set after receipt of the State Fire Marshall's proposal.

8.5.3 Verbal Report of BSU Committees

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

BSU Curriculum Committee -

The January 29, 2018 meeting was cancelled for lack of a quorum. The next meeting is scheduled for March 26, 2018. Topics for discussion include; Independent Study, Personalized Learning Plans, Community Service Graduation Requirements, Work Based Learning, and Proficiency Based Learning/Grading.

BSU Policy Committee -

Policy Committee meetings will recommence in February.

BSU Finance Committee -

The next meeting date is to be determined.

8.6 Financials

Three reports were distributed; the SHS and CVCC Expenditure Reports (dated 01/26/18), and the BSU Budget FY18 Report (dated 01/26/18). There was no discussion.

9. Future Agenda Items

The Spaulding Union High School District #41 Annual Meeting will be held on March 5, 2018 at 6:00 p.m. in the SHS Library. Mrs. Waterhouse does not need to attend this meeting.

The SHS Regular Board Meeting for March 1, 2018 is postponed until after the March 6, 2018 elections.

The next SHS Regular Board Meeting will be held on Thursday, March 8, 2018 at 6:00 p.m. in the SHS Library.

Newly elected Board Members will need to be sworn in prior to voting at the Board Meeting.

Agenda Items will include:

- Board Reorganization
- SHS Foundation Report
- Second Readings / Ratification of Policies
- Auditor's Report

10. Executive Session as Needed

No items were presented for discussion in Executive Session.

11. Adjournment

On a motion by Mr. Rouse, seconded by Mr. Folland, the Board unanimously voted to adjourn at 7:12 p.m.

Respectfully submitted,
Andrea Poulin