

**SPAULDING HIGH SCHOOL
REGULAR BOARD MEETING**
Spaulding High School – Library
December 7, 2017 - 6:00 p.m.

MINUTES

BOARD MEMBERS PRESENT:

Paul Malone - Chair
David LaCroix – Vice Chair
Joe Blakely – Clerk – arrived at 6:19 p.m.
Tim Boltin
Anthony Folland
J. Guy Isabelle
Ed Rousse

BOARD MEMBERS ABSENT:

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent
Brenda Waterhouse, Principal
Penny Chamberlin, Director Central Vermont Career Center

GUESTS PRESENT:

Video Vision Tech Nora Duane John Lewis Chloe Lamphere Marie Ritzo

1. Call to Order

The Chair, Mr. Malone, called the Thursday, December 7, 2017, 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

8.1 Student Representatives – take out of order, after 4.2
Add 6.4 Labor Relations
Add 10.2 Personnel (Executive Session)
Add 10.3 Student Issue (Executive Session)

3. Visitors and Communication

Teacher representatives addressed the Board. John Lewis read from a prepared statement advising that teachers would like the Board to come to a settlement. Teachers have been working without a contract and would like to work together with the Board in a focused effort to come to a contract agreement.

4. Approval of Minutes

4.1 Approval of Minutes – November 9, 2017 Regular Meeting

On a motion by Mr. Isabelle, seconded by Mr. LaCroix, the Board unanimously voted to approve the Minutes of the November 9, 2017 Regular Meeting.

4.2 Approval of Minutes – November 17, 2017 Special Meeting

On a motion by Mr. Isabelle, seconded by Mr. Rousse, the Board unanimously voted to approve the Minutes of the November 17, 2017 Special Meeting.

5. New Business

5.1 Resignations/Retires/New Hires

The resume and BSU Notification of Employment Status Form for Penny Cahill was distributed. Ms. Cahill has been hired to fill the special educator teacher position vacated by Patricia Petraro. Mr. Pandolfo provided an overview of Ms. Cahill's education and experience and advised that her provisional license will be finalized in the near future. Action will be taken by the BSU Board. No SHS Board action is necessary.

5.2 Policy Rescinds: (F11) Student Clubs & Activities, (F9) Transportation, (KGD and H3) Community Use of School Facilities.

A document identifying policies to be rescinded by SHS, BTMES, and BCEMS was distributed. The policies that are presented for rescinding, have been replaced by BSU policies F33, F9, and H3 which were ratified by the Board on 11/09/17. Copies of the SHS policies were distributed.

On a motion by Mr. Rousse, seconded by Mr. Isabelle, the Board unanimously voted to rescind district policies; the Student Clubs & Activities Policy (F11), the Transportation Policy (F9), and the Community Use of School Facilities Policy (KGD/H3).

5.3 Approval of Medical Professions Program

A copy of an informational flier was distributed. Ms. Chamberlin advised that the Agency of Education is in the process of approving the program. Ms. Chamberlin provided an overview of the program, including the anticipated number of students, curriculum, and financing of the program (4½ years of grant funding). Most slots are filled and there may be a waiting list for the program.

On a motion by Mr. Isabelle, seconded by Mr. LaCroix, the Board unanimously voted to approve implementation of the Medical Professions Program beginning in FY19.

6. Old Business

6.1 Budget Development

Twelve documents were distributed; Draft 2 of the SHS and CVCC FY19 Budgets, a document titled ‘Commissioner of Taxes Releases FY2019 Education Yield Letter’ (dated 11/30/17), a letter from Kaj Samsom (Commissioner, Department of Taxes), dated 11/30/17, a document titled ‘Preliminary Education Fund Outlook – December 2017’, SHS and CVCC Budget Considerations documents (12/07/17), a document reporting on the calculation of Equalized Cost Per Pupil, a Ballot Language document, a document titled ‘5 Contributing Factors Affecting Tax Rate’, and SHS and CVCC Tuition Comparison reports. Mr. Pandolfo provided an overview of the recently released ‘Yield’ letter, and the Calculation of Equalized Pupil Cost documents. It was noted that the Yield is down. The Yield is set until May, at which time it can be adjusted by the legislature if there are significant changes. More definitive tax rate information will not be known until after budgets are finalized. It was noted that a recent commentary in VT Digger advised that the tax increase is related to Act 46. This information is inaccurate. The tax increase is the result of the legislature using a one-time surplus as revenue input. Mr. Malone provided a comprehensive review of the Budget Considerations document. The Board was cautioned that salary and benefit increases are still pending and are not included in the CVCC and SHS budget drafts.

6.2 Board Communications

Mr. Pandolfo advised he has been working with an independent contractor to develop a promotional type flier. Many employees have been working hard to assist with input for this project which involves production of a 16 page landscaped flier which highlights many positive attributes of the district schools. The flier which also includes an abbreviated Superintendent’s Report will most likely be distributed with budget information.

6.3 Act 46

A copy of a revised letter (dated 12/15/17) to Rebecca Holcombe and Krista Huling, from the BCEMS, BTMES, and SHS Board Chairs, was distributed. Mr. Pandolfo provided a brief overview of the requirement for the letter, and changes made at the request of the BTMES Board. Mr. Pandolfo is requesting that the Board approve the letter and authorize the Board Chair to sign the letter.

On a motion by Mr. Rousse, seconded by Mr. Folland, the Board unanimously voted to approve the letter and to authorize the SHS Board Chair to sign the letter.

Mr. Pandolfo distributed a document titled ‘Act 46 Study Committee’, which included a copy of ‘16 V.S.A. § 706. Proposal to form study committee’ and the Superintendent’s recommendation regarding the Study Committee budget and membership structure. Mr. Pandolfo recommends a budget of \$5000, to be split equally between BCEMS and BTMES, and advises that the Committee be made up of ‘up to’ 14 members (7 from each Barre City and Barre Town), and by statute, must include at least one Board Member from each of the Boards (BCEMS and BTMES). It was noted that membership on the Committee must have equal representation from both Barre City and Barre Town. To date, there have been only 2 community members who have expressed an interest in serving on the Committee (1 BC and 1 BT). SHS Board Members, who are interested in joining the Committee as Barre City or Barre Town Representatives, should contact Mr. Pandolfo or Chad Allen.

Mr. Pandolfo provided an overview of the timeline and reiterated that the 706 Study Committee, not the individual Boards, will be making the decision on whether or not to submit a consolidation plan to the State. Mr. Pandolfo advised that grant money is not available to fund the activities of the Committee, and stressed that the Committee is responsible for the work involved and that the Superintendent’s role is limited to support. Mr. Pandolfo advised regarding recently received input from some community members and offered to share the information with the Board.

6.4 Labor Relations

A document titled 'Barre Supervisory Union Summary of Fact Finding Report' was distributed. Mr. Pandolfo advised that the full version is available for anyone who wishes to read it. Mr. Pandolfo advised regarding the 10 day confidentiality window and the 30 day window that must be met before any action can be taken. The Fact Finding report had to remain confidential until yesterday. Mr. Pandolfo provided a walk-through of the Fact Finding Summary Report, and advised that the vast majority of settlements are around 3%. The current salary levels (under the FY17 contract) result in 1.6% new money in FY18. Until a contract settlement is reached, the budget impact is unknown (for both FY18 and FY19). Brief discussion was held regarding professional development and discussion of professional development that took place at the Curriculum Committee meeting. If Board Members receive calls regarding contract negotiations, they should refer the callers to Joe Blakely, Chair of the Negotiations Committee, or Mr. Pandolfo.

7. Other Business

None.

8. Reports to the Board

8.1 Student Representatives

Discussion was held after Agenda Item 4.2. Ms. Lamphere advised regarding the upcoming Art Show (12/12/17), the startup of winter sports, auditions for the spring musical (The Sound of Music), and the Student Council's 'Adopt a Family' campaign. Each of the classes, are sponsoring a family for the holiday season. The Senior class has 'adopted' 2 families. Students have been fund raising and shopping for their 'adopted' families.

8.2 Superintendent

A copy of the Superintendent's report dated November 29, 2017 was distributed. The report included information pertaining to; the Governor's 2017 Education Summit, Negotiations, Act 46, the Director of Technology Search, and Administrator Evaluations. Three additional documents were distributed; a letter from Governor Phil Scott (dated 11/29/17), a document titled 'Governor's 2017 Education Summit – Building the Nation's Best Education System; Cradle-to-Career – Monday, December 18th, 2017', and the agenda for the Education Summit. Mr. Pandolfo advised that he has registered for the Education Summit, and advised that Board Members are welcome to register if they wish to attend. Mr. Pandolfo advised that he anticipates that the Director of Technology Interview Committee will meet next Monday to decide on interviews.

8.3 Principal

A copy of the Principal's Report, dated December 7, 2017 was distributed. The report contained information on Academics, Athletics, and Community events, including the Hunger Drive Competition, the upcoming talent show (12/08/17 at 6:00 p.m.), and the upcoming Community Dinner, organized by the National Honor Society (12/21/17). A copy of the Spaulding High School Honor Roll Report for Q1 of the 2017/2018 year was also distributed. Mrs. Waterhouse advised regarding changes to the Science Program which were discussed at the BSU Curriculum Committee meeting. Changes to the Science Program at SHS include proposed changes to the graduation requirements. Action relating to approval of changes to graduation requirements will be take place at the next meeting. The Talent Show will be this Friday (12/08/17 at 6:00 p.m. in the SHS Auditorium). Mr. Isabelle advised he has been receiving inquiries regarding eligibility for athletics. It was noted that some SHS students have been selected to participate in the Winooski Valley Music Festival.

8.4 CVCC Director

A copy of the CVCC Director's Board Report for December 2017 was distributed. The report contained information on; the Culinary Lunch Box, the Natural Resources Program, the Culinary Program, and Open House (held on 11/09/17). A copy of the November issue of the CVCC news letter was distributed, as well as a copy of the RAB approved Improvement Plan. Ms. Chamberlin also distributed a copy of a letter from NEAS&C (New England Association of Schools and Colleges, Inc.), and two enrollment reports (Enrollment History by Grade, and Enrollment History by Sending School). Ms. Chamberlin provided an overview of the enrollment reports, and advised regarding proficiency based learning for math, science, and literacy, including formation of Proficiency Learning Community Teams. Ms. Chamberlin queried regarding Board Member interest in serving on these Advisory Boards. The Board was advised that CVCC has withdrawn its membership from NEAS&C, and advised that accreditation will be performed by SREB, (Southern Regional Education Board). SREB is an approved entity for reviews and is much more cost effective than NEAS&C. It was noted that the next NEAS&C review of Spaulding High School, will be in 2020.

8.5 Committee Reports

8.5.1 Finance

Minutes of the November 29, 2017 and December 5, 2017 meetings were distributed.

The next meeting is scheduled for Wednesday, December 27, 2017 at 4:00 p.m. in the SHS Library.

8.5.2 Facilities

Minutes of the October 4, 2017 meeting were distributed. There was no meeting in November. Mr. LaCroix reported on the meeting. The Committee met on December 5, 2017. The focus of the meeting was the report from the Assistant State Fire Marshall regarding his review and recommendations for the sprinkler system. It appears that the waiver for sprinkling of the building and deletion of the

fire wall requirement is still valid. The waiver was issued in 1996 was based on the existing conditions of the building. Assistant State Fire Marshall, Robert Sponable, has recommended that the school hire an architect to confirm that new and existing parts of the building meet code. There is concern that fire doors may have been removed over time and that fire doors may need to be installed to bring the existing parts of the building back to the condition they were in in 1996. Additionally, it is thought that fire caulking of pipes may be necessary. After review by an architect, the school and the Fire Marshall can develop a plan to outline steps to be taken. Mr. Sponable will send his recommendation in writing to Facilities Director Jaime Evans, and Superintendent, John Pandolfo. Brief discussion was held regarding an architect used in the past and it was noted that if the cost for architectural services is less than \$15,000, no Board action will be necessary. The next meeting is scheduled for Wednesday, January 10, 2018 in the SHS Library.

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 last meeting was held on November 27, 2017. The topic for discussion was Science curriculum.

Upcoming meetings are:

Monday, January 2, 2018 at 5:30 p.m. in the SHS Library. Social Studies will be the topic of discussion.

Monday, January 29, 2018 at 5:30 p.m. in the SHS Library.

BSU Policy Committee -

The Policy Committee met on November 20, 2017.

The next meeting is Monday, December 18, 2017 at 6:00 p.m. in the BSU 2nd Floor Conference Room

BSU Finance Committee -

The BSU Finance Committee met on December 5, 2017. Minutes from the meeting were distributed.

The next meeting is Thursday, January 25, 2018 at 6:00 p.m. in the SHS Library.

BSU Board -

The Board met on November 16, 2017.

The next meeting is Thursday, December 21, 2017 at 6:00 p.m. in the SHS Library.

8.6 Financials

Two reports were distributed; the SHS and CVCC FY18 Expenditure and Revenue Year-end Projection Reports (dated 11/29/17). There were no questions from the Board.

9. Future Agenda Items and Upcoming Committee Meetings

BSU Policy – Monday, December 18, 2017 at 6:00 p.m. in the BSU 2nd Floor Conference Room

Barre Supervisory Union Board Meeting – Thursday, December 21, 2017 at 6:00 p.m. in the SHS Library

SHS Finance Committee – Tuesday, January 2, 2018 at 3:00 p.m. in the SHS Library

BSU Curriculum Committee –

Monday, January 2, 2018 at 5:30 p.m. in the SHS Library. Social Studies will be the topic of discussion.

Monday, January 29, 2018 at 5:30 p.m. in the SHS Library.

SHS Regular Board Meeting – Thursday, January 4, 2018 at 6:00 p.m. in the SHS Library

SHS Facilities Committee – Wednesday, January 10, 2018 at 4:30 p.m. in the SHS Library

BSU Finance Committee – Thursday, January 25, 2018 at 6:00 p.m. in the SHS Library

10. Executive Session as Needed

10.1 Labor Relations Agreements

10.2 Personnel

10.3 Student Issue

Items proposed for discussion in Executive Session include Labor Relations Agreements, Personnel, and a Student Issue.

On a motion by Mr. Folland, seconded by Mr. Boltin, the Board unanimously agreed to find that premature general public knowledge of the items proposed for discussion would clearly place Spaulding High School at a substantial disadvantage should the discussion be public.

On a motion by Mr. Boltin, seconded by Mr. Rousse, the Board unanimously voted to enter into Executive Session, with Mr. Pandolfo, Ms. Chamberlin, and Mrs. Waterhouse in attendance, at 8:15 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. Boltin, seconded by Mr. LaCroix, the Board unanimously voted to exit Executive Session at 8:54 p.m.

11. Adjournment

On a motion by Mr. Isabelle, seconded by Mr. Rousse, the Board unanimously voted to adjourn at 8:55 p.m.

Respectfully submitted,

Andrea Poulin