

**SPAULDING HIGH SCHOOL DISTRICT
REGULAR SCHOOL BOARD MEETING**

**SHS Library
January 5, 2017
6:00 p.m. - Regular Meeting**

AGENDA

1. Call to Order
2. Additions or Deletions to the Agenda
3. Visitors and Communication
4. Consent Agenda
 - 4.1 October 13, 2016 Tri-Board Meeting Minutes
 - 4.2 December 1, 2016 Regular School Board Meeting Minutes
5. New Business
 - 5.1 First Reading Student Conduct and Discipline Policy (F1)
 - 5.2 First Reading Student Alcohol and Drugs Policy (F7)
 - 5.3 First Reading Firearms Policy (F21)
 - 5.4 First Reading Student Attendance Policy (F25)
 - 5.5 FY '18 Tuition Rate
 - 5.6 School Choice
6. Old Business
 - 6.1 Second and Final Reading Substitute Teachers Policy (D6)
 - 6.2 Second and Final Reading Volunteers and Work Study Students Policy (D7)
 - 6.3 Second and Final Reading Education Records Policy (F5)
 - 6.4 Second and Final Reading Limited English Proficiency Students Policy (F19)
 - 6.5 Second and Final Reading Participation of Home Study Students Policy (F23)
 - 6.6 Second and Final Reading Pupil Privacy Rights Policy (F27)
 - 6.7 Second and Final Reading Use of Restraint and Seclusion Policy (C23)
 - 6.8 Second and Final Reading Animal Dissection Policy (G13)
 - 6.9 FY '18 Budget
 - 6.10 Act 46
 - 6.11 Labor Relations Agreement
 - 6.12 March School Board Elections
7. Other Business
8. Reports to the Board
 - 8.1 Superintendent
 - 8.2 Principal
 - 8.3 CVCC Director
 - 8.4 Committee Reports
 - 8.5 Financials
 - 8.6 Student Representatives
9. Future Agenda Items and Upcoming Committee Meetings
10. Executive Session
 - 10.1 Superintendent's Evaluation
 - 10.2 Personnel
11. Adjourn

Reminders:

Next Spaulding High School Union District Meeting
Next Barre Town School District Meeting
Next Barre City School District Meeting
Next Barre Supervisory Union Meeting

January 5, 2017
December 7 & 21, 2016
December 12, 2016
December 15, 2016



**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
October 13, 2016 - 6:00 p.m.

MINUTES

BCEMS BOARD MEMBERS PRESENT:

Sonya Spaulding – Chair
Jim Carrien – Vice Chair
Tyler Smith - Clerk
Joe Blakely – arrived at 6:14 p.m., departed at 7:35 p.m.
Giuliano Cecchinelli, II
C. Sedillia Jenkins
Andrew McMichael

BCEMS BOARD MEMBERS ABSENT:

Michael Deering

BTMES BOARD MEMBERS PRESENT:

Brenda Buzzell - Chair
Chad Allen – Clerk
Kristin McCarthy

MES BOARD MEMBERS ABSENT:

Brent Tewksbury – Vice Chair
Jay Paterson

SHS BOARD MEMBERS PRESENT:

David LaCroix - Vice Chair
Joe Blakely – Clerk -- arrived at 6:14 p.m., departed at 7:35 p.m.
Anthony Folland
Lucas Herring
J. Guy Isabelle

SHS BOARD MEMBERS ABSENT:

Carlotta Simonds-Perantoni - Chair
Ed Rousse

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent
Lisa Perreault, Business Manager

GUESTS PRESENT:

Video Vision Tech Dave Delcore-Times Argus Harry Franks Paul Malone

1. Call to Order

The SU Board Chair, Mr. Allen, called the Thursday, October 13, 2016, meeting to order at 6:05 p.m., which was held at the Spaulding High School Library.

BCEMS Chair, Mrs. Spaulding, called the Thursday, October 13, 2016, meeting to order at 6:05 p.m., which was held at the Spaulding High School Library.

The BTMES Chair, Mrs. Buzzell, called the Thursday, October 13, 2016, meeting to order at 6:05 p.m., which was held at the Spaulding High School Library.

The SHS/CVCC Vice-Chair, Mr. LaCroix, called the Thursday, October 13, 2016, meeting to order at 6:05 p.m., which was held at the Spaulding High School Library.

● Additions and/or Deletions to the Agenda

Hold introductions

Hold discussion of 4.3 at the beginning of the meeting.

Add New Hire as 4.4 under New Business

Each attendee was introduced and advised regarding their representation and/or purpose for attendance at the meeting.

3. Approval of Minutes

3.1 Approval of Minutes – September 15, 2016 Regular Barre Supervisory Union Meeting
On a motion by Mrs. Spaulding, seconded by Mr. Smith, the Board voted 5 to 0 to approve the Minutes of the September 15, 2016 Regular Barre Supervisory Union Meeting. Mr. Isabelle abstained.

The Board held discussion of Agenda Item 4.3, then continued with the remainder of the Agenda.

4. New Business

4.1 Annual Approval of School Food Service Management Contracts

Mr. Pandolfo advised that the food service contract requires annual approval. Each district Board has voted to continue with their respective food service vendor. On a motion by Mr. Isabelle, seconded by Mrs. Buzzell, the Tri-Board unanimously voted to approve the contracts currently in place at each district.

4.2 Items Related to Board Transition and Current Boards Ceasing to Operate in the Event of a Merger

Discussion was held as part of Agenda Item 4.3.

4.3 Board Training/Discussion on Budgeting Under a Merged District

Four documents were distributed; 'BSU Tri-Board Meeting October 13, 2016', 'FY17 Barre Supervisory Union School District Budgets', 'FY17 Barre Supervisory Union School District Budgets' (with FY18 Estimated Unified District Budget), and the Barre Supervisory Union information booklet (distributed to the community for the March 2016 vote). Mr. Pandolfo advised that he would lead the discussion of budgeting in a unified district, and Mr. Franks would facilitate additional discussion. Mr. Pandolfo presented a Power Point presentation regarding budgeting as a unified district and provided a brief historical overview of work performed by the Act 46 Consolidation Study Committee. Mr. Pandolfo attended a full day of training by the District Management Council (10/06/16) regarding unification advantages (academic, financial, and better governance). It was noted that the BSU is in a good position to unify as the three schools are of similar size, have common goals, use a common accounting system, have common levels of board involvement, have unified negotiated agreements, nearly identical educational spending per equalized pupil, and nearly identical educational homestead tax rates. Mr. Franks addressed the Board advising that budgets demonstrate board priorities and values. Mr. Franks advised it would be beneficial to identify the commonalities and differences between the boards (for the purpose of each board's budget development). At 6:41 p.m. the Tri-Board broke into small work groups to hold discussion regarding priorities and values. At 7:04 p.m. Tri-Board members reconvened to share information regarding the small group discussions. Mr. Franks polled members and compiled a list of prioritizations and values discussed. Mr. Franks will type up and distribute a copy of the list. Brief discussion was held regarding development of a unified budget, including an overview of the budget documents that were distributed. The last Public Forum, prior to the November vote, will be held on October 20, 2016 in the SHS Chorus Room.

4.4 New Hire

The resume and Notification of Employment Status Form for Jayson R. Capobianco were distributed. This individual is presented for employment at Spaulding High School as Employment Specialist. On a motion by Mrs. Spaulding, seconded by Mrs. McCarthy, the Tri-Board unanimously voted to approve the hiring of Jayson Capobianco as Employment Specialist.

5. Old Business

5.1 Propane Tank Replacements

Mr. Pandolfo advised regarding approval of fuel provider contracts at each district, and advised that all propane tanks have been inspected and advised that all tanks need to be replaced. The contract vendor advised that they would be willing to replace tanks at no cost if the districts would agree to contract with them next year. The vendor was advised that the districts would be agreeable to that arrangement with the stipulation that the vendor's proposed price for next year is competitive with other vendors. The vendor agreed to this term. Mr. Pandolfo recommends that the SU move forward to commit to utilizing the current propane vendor for next year. Board action is not required at this time.

6. Other Business

None.

7. Reports to the Board

7.1 Superintendent

Not all members received a copy of the Superintendent's Report. Mr. Pandolfo will see that copies of the report are e-mailed to all members. Mr. Pandolfo advised that the report including information on the food service contract, negotiations, a summary of Act 46, well as summaries from the individual departments. Additionally, Mr. Pandolfo distributed copies of the VSBIT and VEHI Annual Reports and advised of those organizations' Annual Meetings, to be held on Friday, October 21, 2016 at Lake Morey Inn. As previously approved by the SU and district Boards, Mr. Pandolfo will be voting in favor of changing the organizational structure of the VEHI Board.

7.2 Committee Reports

Minutes of the BSU Policy Committee Meeting on September 27, 2016 were distributed. Mr. Pandolfo provided a brief overview of the Minutes and advised regarding Agenda items for the next meeting. The next meeting will be held on Tuesday, October 25, 2016 at 7:30 a.m. in the BSU Conference Room.

7.3 Financials

As not all attendees received the financial reports, no discussion will be held. Financial reports will be e-mailed to all Board Members.

8. Executive Session as Needed

No items were proposed for discussion in Executive Session.

9. Next Meeting

The next meeting of the Supervisory Union Board will be held on November 17, 2016 at 6:00 p.m., at the Barre Supervisory Union in the First Floor Conference Room.

10. Adjournment

On a motion by Mr. Carrien, seconded by Mr. Smith, the BCEMS Board unanimously voted to adjourn at 8:00 p.m.

On a motion by Mrs. McCarthy, seconded by Mr. Allen, the BTMES Board unanimously voted to adjourn at 8:00 p.m.

On a motion by Mr. Isabelle, seconded by Mr. Herring, the SHS Board unanimously voted to adjourn at 8:00 p.m.

On a motion by Mr. Smith, seconded by Mrs. McCarthy, the SU Board unanimously voted to adjourn at 8:00 p.m.

Respectfully submitted,
Andrea Poulin

**SPAULDING HIGH SCHOOL
REGULAR BOARD MEETING**
Spaulding High School – Library
December 1, 2016 - 6:30 p.m.

MINUTES

BOARD MEMBERS PRESENT:

Carlotta Simonds-Perantoni – Chair – departed at 7:30 p.m.
David LaCroix - Vice Chair
Joe Blakely – Clerk – arrived at 6:39 p.m.
Anthony Folland
Lucas Herring
J. Guy Isabelle

BOARD MEMBERS ABSENT:

Ed Rousse

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent
Brenda Waterhouse, Principal
Jim Ferland, Assistant Principal
Penny Chamberlin, Director Central Vermont Career Center
David Nicholson, School Counseling and Guidance Director
Lisa Perrault, Business Manager

GUESTS PRESENT:

Video Vision Tech Chloe Lamphere

1. Call to Order

The Chair, Mrs. Perantoni, called the Thursday, December 1, 2016, Regular meeting to order at 6:34p.m., which was held at the Spaulding High School Library.

2. Additions and/or Deletions to the Agenda

Add - 5.12 Supervisory Union Board Appointment
Add - 5.13 Resignations/Retires/New Hires

3. Visitors and Communication

None.

4. Approval of Minutes

4.1 Approval of Minutes – November 3, 2016 Regular Meeting

On a motion by Mr. Herring, seconded by Mr. Isabelle, the Board unanimously voted to approve the Minutes of the November 3, 2016 Regular Meeting.

5. New Business

5.1 Act 46 Update

Two documents were distributed; 'Barre Act 46 Process – Next Steps (November 2016), and a document from the State Board of Education (dated August 23, 2016) pertaining to 'Proposals for Mergers Under Act 46 (2015), Act 153 (2010), and Act 156 (2012). Mr. Pandolfo provided detailed information regarding the requirements for reconsideration of Article I, including the deadline for submission of reconsideration petitions (December 8, 2016), the number of petition signatures required (between 5% and 20%), and that a revote must pass by 2/3 (333 or more votes) of the margin by which it failed. Mr. Pandolfo advised that if reconsideration is not requested, or does not pass, the vote will be certified and the current Act 46 706 Study Committee will be dissolved. If no additional action is taken, the vote will stand and any consolidation will occur under decisions made at the State level. If the district schools wish to rewrite any of the Articles, a new 706 Study Committee would need to be formed. It was noted that the \$150,000 implementation grant does not apply to those who consolidate after July 30, 2017. Districts that consolidate after July 30, 2018, will not receive the tax incentives. Additionally, Mr. Pandolfo advised that should the District not pass Act 46 consolidation, the Secretary of Education, as required by the law, will devise a consolidation plan and submit it to the Department of Education.

It was noted that should there not be a revote, or the result of the revote is 'no', the Spaulding Board will have vacancies that need to be filled.

5.2 Class Size Report

A document titled 'SHS Master Schedule 2016-2017' was distributed. Mrs. Perantoni advised that this report is received by the Board each year. Administrators use the information to assist with creation of schedules. It was noted that historically, different types of courses, e.g., AP, will have class sizes that vary significantly from other courses. The BSU Policy Committee is considering creation of a class size policy. It is anticipated that the new SU wide policy will not contain any significant changes. The current policy lists a minimum (10) and maximum (20) number of students per class, though counts can go above or below the number listed in the policy. Course cancellations vary from year to year, and classes are adjusted based on student numbers. Administrators need to balance class size with teacher contracts and endorsements.

5.3 Student Discipline Update

A document titled '2016-2017 Incidents Resulting in Consequences Year-to-Date (as of 12/01/2016)' was distributed. Mr. Ferland addressed the Board and provided an overview of the document, including training in Trauma-Informed techniques, use of Restorative Practices, effective use of the Student Support Team and ACCESS Program, and use of the School Resource Officer. Brief discussion was held regarding consequences (Principal's Detention, In-School Suspension, Out-of-School Suspension and the recently implemented consequence of Principal's Detentions for students who have five or more occurrences of tardiness or early dismissals. It was noted that data for students who are outplaced is not included in the report. Mr. Herring queried regarding non-reporting of outplaced students and on why the rules should be different. Mr. Herring voiced concern that students may have a difficult time transitioning back to SHS, if they are subjected to different rules than they became accustomed to in outplacement. It was noted that it would be difficult to include outplaced student data in the report, as each unique program, has its own set of rules and consequences for working with behaviorally challenged students. It was noted that to compare SHS student data to data of outplaced students, would not be an equitable comparison (apples to oranges). Mr. Ferland advised that his review of past and current data, does confirm that the current system of supports is working. Mr. Ferland advised that the majority of incidents involve cell phones, and it is his belief that cell phones should not be allowed in school. Mrs. Waterhouse advised that parents have become accustomed to 'instant' communication with their children (via cell phones), and it would be challenging to enforce a new policy relating to cell phones.

5.4 First Reading Substitute Teachers Policy (D6)

Copies of policies referenced in Agenda Items 5.4 through 5.11, were distributed. Brief discussion was held regarding each policy. **On a motion by Mr. Herring, seconded by Mr. Isabelle, the Board unanimously voted to approve, as presented, the First Readings of the policies listed under Agenda Items 5.4 through 5.11: D6, D7, F5, F19, F23, F27, C23, and G13.**

5.5 First Reading Volunteers and Work Study Students Policy (D7)

Approved under Agenda Item 5.4.

5.6 First Reading Education Records Policy (F5)

Approved under Agenda Item 5.4.

5.7 First Reading Limited English Proficiency Students Policy (F19)

Approved under Agenda Item 5.4.

5.8 First Reading Participation of Home Study Students Policy (F23)

Approved under Agenda Item 5.4.

5.9 First Reading Pupil Privacy Rights Policy (F27)

Approved under Agenda Item 5.4.

5.10 First Reading Use of Restraint and Seclusion Policy (C23)

Approved under Agenda Item 5.4.

5.11 First Reading Animal Dissection Policy (G13)

Approved under Agenda Item 5.4.

6. Old Business

5.12 Supervisory Board Appointment

Due to time restraints, Mr. Blakely is resigning from the SU Board for the 16/17 year. Mr. Folland volunteered to fill the position. The Board agreed to approve Mr. Folland as an SHS Representative to the SU Board.

5.13 Resignations/Retires/New Hires

A letter of resignation from Lynne Themistocles was distributed. The resume and BSU Notification of Employment Status form from Patricia Petraro were distributed. It was announced that Peter Arsenault has been hired as a long term substitute teacher to fill a PE vacancy. No voting is required for the hiring of Long Term Substitutes.

On a motion by Mr. Herring, seconded by Mr. Isabelle, the Board unanimously voted to accept the resignation of Ms. Themistocles.

On a motion by Mr. Isabelle, seconded by Mr. Herring, the Board unanimously voted to approve the hiring of Patricia Petraro for the position of Special Education Teacher.

Mrs. Perantoni departed from the meeting at 7:30 p.m. Mr. LaCroix chaired the remainder of the meeting.

6.1 FY '18 Budget Development

Mr. LaCroix read from a written list, an overview of the current budgetary considerations discussed at the Finance Committee Meeting on November 30, 2016. It was noted that it is difficult to finalize the budget prior to the completion of negotiations. Salary and benefit costs have a significant budgetary impact. It would be difficult to set a percentage increase limit without knowing salary/benefit information. Additional meetings are being scheduled to expedite finalization of the budget. Meetings are scheduled for Wednesday, December 7, 2016, and Wednesday, December 21, 2016. These meetings will begin at 2:00 p.m. The SHS Board may need to hold an additional meeting to finalize and approve a budget. Board members are encouraged to attend Finance Committee meetings to ask questions and provide feedback. Brief discussion was held regarding the anticipated student population for the 2017-2018 academic year.

7. Other Business

None.

8. Reports to the Board

8.1 Superintendent

A copy of the Superintendent's Report dated November 21, 2016 was distributed. The report included information pertaining to; the status of Act 46, the Solar Agreement, and negotiations (including meetings with teachers, para-educators, and custodial/maintenance staff, as well as the link to the new web site containing negotiation information). Two additional documents were distributed; A copy of a letter from Nathan Levenson (dated October 21, 2016), and A letter from the Vermont School Boards Association, (dated November 18, 2016). Mr. Pandolfo announced a dues increase for the School Board Association. Dues will be increased from \$7869.74 to \$8387.51. Additionally, Mr. Pandolfo advised that the Solar Agreement credits are starting to be applied, and that he, with other Board Members, will be attending the December 8, 2016 interactive forum at Norwich University. The forum will focus on 'brainstorming how the NMEF (Nellie Mae Education Foundation) can fund new initiatives around school governance to promote student-centered learning and other systemic changes in Vermont school systems'.

8.2 Principal

The Principal's Report, dated December 1, 2016 was distributed. The report contained information pertaining to; winter athletics, the Drama Club's production of The Crucible, Work Based Learning, and Lauren Buck's Barre History Class. Copies of the Athletic Schedules were distributed, as well as a document titled 'Introduction to Work Based Learning Opportunity – WBL 200 Pilot'. Mrs. Waterhouse advised that she had nothing additional to report.

8.3 CVCC Director

A copy of the CVCC Director's Report, dated December 1, 2016 was distributed. The report contained information pertaining to; the Open House, the resolution to the question regarding Vermont Sales Tax on products sold by CVCC Programs, reporting the number of students at risk of failing, the upcoming Civil Right Compliance visit from the AOE, Professional Development (11/10/16 and 11/11/16), progress of the Data Team, Culinary students' involvement in the Washing County Youth Service Bureau/Boy & Girls Clubs' Community Thanksgiving Dinner, and recent work involving recruitment. Five additional documents were distributed; Minutes from the November 16, 2016 Regional Advisory Board Meeting, '2017 Program FTEs – All Students', 'Students with no Diploma FTE Counts By School Semester One for Central Vermont Career Center FY2016-2017', 'FY 2017 Semester 1 Town Summary Report', and the 'CVCC FTE Count (with head count) FINAL' report (covering the period 03/15/14 through 10/15/16). Ms. Chamberlin advised that the CVCC Open House was very successful. Mr. Isabelle encouraged community members to visit CVCC. In response to a query, Ms. Chamberlin advised that those interested in Adult Education Programs contact the Adult Education Coordinator, Jennie Martin at 476-6237 Extension 1252. In response to a query regarding a drop in the number of students enrolled, Ms. Chamberlin advised that the Pre-Tech Outreach Program closed last year.

8.4 Committee Reports

Policy Committee – Nothing to report.

Curriculum Committee – Mr. Blakely advised that the Committee has met, and are currently reviewing Work Based Learning. Mr. Blakely provided a brief overview of Work Based Learning, which is a program required by the State.

Finance Committee – Minutes from the October 26, 2016 Finance Committee Meeting were distributed. There was nothing additional to report.

Facilities Committee – Minutes from the April 19, 2016 and November 1, 2016 Facilities Committee Meetings were distributed. There was nothing additional to report.

8.5 Financials

The SHS and CVCC Expense Budget Status Reports were distributed. No discussion was held.

8.6 Student Representatives

Ms. Lamphere advised that, after recent interviews, Cellan Hogan and Colleen Couture were selected to attend the HOBY (Hugh O'Brian Youth Leadership) Seminar. Additionally, Ms. Lamphere advised that the Student Council (through a Salvation Army program) is sponsoring a family for the holidays. Various fund raising events are being held.

9. Future Agenda Items and Upcoming Committee Meetings

Board Members should contact Mrs. Perantoni or Mrs. Gibson with SHS Board Agenda Items.

Policy Committee – Monday, December 5, 2016, at 4:00 p.m. in the SHS Library

Finance Committee – Wednesday, December 7, 2016 at 2:00 p.m. at the Barre Supervisory Union

Wednesday, December 21, 2016 at 2:00 p.m. at the Barre Supervisory Union

Curriculum Committee – Monday, December 12, 2016 at 3:00 p.m. at SHS in Room 110

SU Policy Committee – Tuesday, December 13, 2016 at 7:30 a.m. in the BSU Conference Room

Facilities Committee – Tuesday, December 20, 2016 at 4:00 p.m. in the SHS Library

SHS Board - Thursday, January 5, 2017 at 6:00 p.m. in the SHS Library

10. Executive Session as Needed

10.1 Labor Relations Agreements

There were no items proposed for discussion in Executive Session.

11. Adjournment

On a motion by Blakely, seconded by Mr. Isabelle, the Board unanimously voted to adjourn at 7:48 p.m.

Respectfully submitted,
Andrea Poulin

**BARRE SUPERVISORY UNION #61
POLICY**

CODE: F1

1ST READING: 11/17/2016
2ND READING: 12/15/2016
ADOPTED: 12/15/2016

SHS 1st Reading: 1/5/2017
2nd Reading:
Ratified:

STUDENT CONDUCT AND DISCIPLINE¹

Policy

It is the policy of the Barre Supervisory Union to maintain a safe, orderly, civil and positive learning environment via a system of classroom and school management practices, supported by consistent, clear and fair disciplinary procedures. The goal of this policy is to create an environment where the rules for student behavior are clearly stated, are understood and accepted by students and staff, and are applied in compliance with due process requirements. This policy is to be applied in conjunction with the school's overall discipline plan developed pursuant to 16 V.S.A. § 1161a.

Definitions

- 1) **Weapon** means a device, instrument, material or substance whether animate or inanimate, which, when used as it is intended to be used, is known to be capable of producing death or serious bodily injury.²
- 2) **School** means any setting which is under the control and supervision of the School District. It includes school grounds, facilities, and school-sponsored events whether held

¹ There is no clear legal requirement for a school board policy on discipline. However, 16 V.S.A. § 1162(a) authorizes school superintendents or principals to suspend pupils for up to 10 school days "...pursuant to policies adopted by the school board..." 16 V.S.A. § 1161a requires that all schools "...adopt and implement a comprehensive plan for responding to student misbehavior..." The State Board of Education Manual of Rules and Practices includes a school quality standard that refers to a "safe and orderly school environment," and refers to the required discipline plan, but does not require a policy. The Vermont Department of Education has posted guidelines for discipline plan development and several other resources on student discipline issues on its website at http://www.state.vt.us/educ/new/html/pgm_safeschools/pubs.html#resources.

² See 13 V.S.A. §4016(a)(2) for definition of "dangerous or deadly weapon."

on or off of school grounds and vehicles used to transport students to and from school or school activities.³

- 3) ***Expelled*** means the termination of educational services for the remainder of the school year or up to 90 school days, whichever is longer.⁴
- 4) ***Knife*** means any instrument that is capable of ready use as a stabbing weapon that may inflict bodily injury or death.

Student Responsibilities

It is the responsibility of each student to contribute to a safe and productive learning environment in the school by demonstrating respect and consideration for fellow students and adults. This includes complying with all policies and rules of conduct of the school district and individual classrooms.

Administrative Responsibilities

The principal, in consultation with the educational staff, will develop an overall discipline plan pursuant to 16 V.S.A. §1161a.

The plan will include clear guidelines for student behavior. The guidelines may include provisions for the suspension or expulsion of students who engage in misconduct on school property, on a school bus, or at a school sponsored activity when the misconduct makes the continued presence of the student harmful to the welfare of the school. The guidelines may also include provisions for the suspension or expulsion of students who engage in misconduct not on school property, on a school bus, or at a school sponsored activity where direct harm to the school can be demonstrated or where the misconduct can be shown to pose a clear and substantial interference with another student's equal access to educational programs.⁵

The guidelines for student behavior will also include prohibitions against the possession by students of knives, weapons and dangerous instruments while at school, and shall allow disciplinary action up to and including expulsion for violations of the prohibition against knives, weapons and dangerous instruments that are not possessed at school as part of an educational program sponsored or sanctioned by the school.⁶

³ The Federal Gun Free Schools Act defines "school" as "...any setting that is under the control and supervision of the local education agency for the purpose of student activities approved and authorized by the local education agency. 20 U.S.C. § 7151(b)(f).

⁴ 16 V.S.A. §1162(a).

⁵ See 16 V.S.A. § 1162(a)(3)

⁶ The "knives, weapons and dangerous instruments" prohibition in this model policy is not required by law. The possession of "dangerous and deadly weapons" on school grounds by any individual is

Behavioral expectations, and the consequences of misconduct, will be stated in the student handbook and other publications distributed to students and parents/guardians.

Legal

Reference(s): 16 V.S.A. §1161a (discipline)

16 V.S.A. §1162 (suspension and expulsion)

20 U.S.C. §§1400 et seq. (IDEA)

29 U.S.C. §794 (Section 504, Rehabilitation Act of 1973)

*VT State Board of Education Manual of Rules & Practices §4311, 4312, 4313;
2120.8.12*

Cross

Reference: Board Commitment to Non-Discrimination

Public Complaints About Personnel

Interrogations or Searches of Students by Law Enforcement)

Officers or Other Non-School Personnel

Search and Seizure

Alcohol and Drug Abuse

Weapons

prohibited by 13 V.S.A. §4004. This prohibition does not apply to the possession of firearms in schools for "instructional or other specific purposes." 13 V.S.A. §4004(c)(2).

**BARRE SUPERVISORY UNION #61
POLICY**

CODE: F7

1ST READING: 11/17/2016

2ND READING: 12/15/2016

ADOPTED: 12/15/2016

SHS 1st Reading: 1/5/2017

2nd Reading:

Ratified:

STUDENT ALCOHOL AND DRUGSⁱ

It is the policy of the Barre Supervisory Union that no student shall knowingly possess, use, sell, give or otherwise transmit, or be under the influence of any illegal drug, regulated substance, or alcohol on any school property, or at any school sponsored activity away from or within the school.ⁱⁱ It is further the policy of the district to make appropriate referrals in cases of substance abuse.

Definitions

Substance Abuse is the ingestion of drugs and or alcohol in such a way that it interferes with a person's ability to perform physically, intellectually, emotionally, or socially.ⁱⁱⁱ

Drug means any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substance as defined by state or federal regulation or statute.^{iv}

Educational Program. The superintendent shall work with appropriate staff members to develop and conduct an alcohol and drug abuse educational program.^v The program shall be consistent with the Vermont Alcohol and Drug Education Curriculum Plan^{vi}. If the school district is a recipient of federal Safe and Drug-Free Schools and Communities Act funds, the Act will be considered in the development of the alcohol and drug abuse educational program.^{vii}

Support and Referral System. In each school the principal or his or her designee shall develop a support and referral system for screening students who refer themselves and students who are referred by staff for suspected drug and/or alcohol use and/or abuse problems.^{viii} The support and referral system will include processes to determine the need for further screening, education, counseling or referral for treatment in each referred case.^{ix} In addition, the principal shall establish procedures for administering emergency first aid related to alcohol and drug abuse.^x

Cooperative Agreements.^{xi} The superintendent shall annually designate an individual to be responsible for providing information to students and parents or guardians about outside agencies that provide substance abuse prevention services and to encourage the use of their services and programs when appropriate.

The Barre Supervisory Union has entered into cooperative agreements with both the Washington County Youth Service Bureau and Central Vermont Substance Abuse Services. These

organizations will provide substance abuse treatment to students who are referred through the school's support and referral system, or who refer themselves for treatment.

Staff Training. The superintendent will work with appropriate staff to provide training for teachers and health and guidance personnel who teach or provide other services in the school's alcohol and drug abuse prevention education program. The training provided will meet the requirements of State Board Rules related to staff training.^{xii}

Community Involvement. The superintendent will work with school staff and community members to implement a program to inform the community about substance abuse issues in accord with State Board of Education rules.^{xiii}

Annual Report. In a standard format provided by the Agency of Education, the superintendent will submit an annual report to the Secretary of Education describing substance abuse education programs and their effectiveness.^{xiv}

Notification. The superintendent shall ensure that parents and students are given copies of the standards of conduct and disciplinary sanctions contained in the procedures related to this policy, and are notified that compliance with the standards of conduct is mandatory. Notice to students will, at a minimum, be provided through inclusion of these standards and sanctions in the student handbook distributed to all students at the beginning of each school year or when a student enrolls in the school.^{xv}

ⁱ This policy is required by 16 V.S.A. 1165(c) and SBE Rule 4212. Unless otherwise noted in the following notes, the State Board rule requires that the policy include the elements contained in this model.

ⁱⁱ 16 V.S.A. § 1165(a). See also 18 V.S.A. § 4237 making it unlawful for any person to sell or dispense any regulated drug to minors or to any other person on school property or property adjacent to a school.

ⁱⁱⁱ Vermont State Board of Education Manual of Rules and Practices, Rule 4211

^{iv} See definitions of narcotic drugs and hallucinogenic drugs in 18 V.S.A. §4201; and controlled substance in 41 U.S.C. §706(3) and 21 U.S.C. §812.

^v 16 V.S.A. §131(9); SBE Rule 4213.1

^{vi} SBE Rule 4212.2 *requiring that education program be consistent with this Plan.*

^{vii} 20 U.S.C. §§7101 et seq.

^{viii} SBE Rule 4212.3

^{ix} SBE Rule 4212.3D.

^x SBE Rule 4212.3B. SBE Rule 4212.3B requires that each "...school district policy...establish procedures for administering first aid related to alcohol and drug abuse. The procedures will define the roles of the personnel involved."

^{xi} SBE Rule 4212.3.

^{xii} SBE Rule 4213.2. See also SBE Rule 4212.3C.

^{xiii} SBE Rule 4214 does not require that this paragraph be included in a school board policy. The rule does require that schools engage in community programs "...to inform the community about the school's alcohol and drug prevention education program, alcohol and drug abuse prevention issues, and community-wide responsibility for effective alcohol and drug abuse prevention." This paragraph could be included in administrative procedures developed in conjunction with this policy.

^{xiv} SBE Rule 4215 does not require that this paragraph be included in a school board policy. The rule does require that the school's annual report include information on substance abuse education programs. This paragraph could be included in administrative procedures developed in conjunction with this policy.

^{xv} This section is not required by law , but could be included in a school board policy to ensure that adequate notice of the school district's policy and procedures related to alcohol and drug abuse is given to students and parents.

Legal Reference(s): 20 U.S.C. §§7101 et seq. (Safe & Drug-Free Schools & Communities Act of 1994)

16 V.S.A. §909 (Drug & Alcohol Abuse Prevention Education Curriculum)

16 V.S.A. 131(9) (Comprehensive Health Education)

16 V.S.A. §1045(b)(Driver Training Course)

16 V.S.A. §1165 (Alcohol and drug abuse)

18 V.S.A. §4226 (Drugs: minors, treatment, consent)

Vt. State Board of Education Manual of Rules and Practices §§4200 -4215)

Cross Reference: Student Conduct and Discipline (F1)

Search and Seizure (F3)

Interrogations or Searches of Students by Law Enforcement)

Officers or Other Non-School Personnel (F5)

**BARRE SUPERVISORY UNION #61
POLICY**

CODE: F21

1ST READING: 11/17/2016
2ND READING: 12/15/2016
ADOPTED: 12/15/2016

SHS 1st Reading: 1/5/2017
2nd Reading:
Ratified:

FIREARMS

Policy

It is the policy of the Barre Supervisory Union to comply with the federal Gun Free Schools Act of 1994 and state law requiring school districts to provide for the possible expulsion of students who bring firearms to or possess firearms at school. It is further the intent of the board to maintain a student discipline system consistent with the requirements of the federal Individuals with Disabilities Education Act, Section 504 of the Rehabilitation Act and the Vermont State Board of Education rules.

Definitions

For the purposes of this policy, the terms "firearm" "school" and "expelled" shall be defined consistent with the definitions required by state and federal law.

Sanctions

Any student who brings a firearm to school, or who possesses a firearm at school shall be brought by the superintendent to the school board for an expulsion hearing.

A student found by the school board after a hearing to have brought a firearm to school shall be expelled for at least one calendar year. However, the school board may modify the expulsion on a case-by-case basis when it finds circumstances such as, but not limited to:

1. The student was unaware that he or she had brought a firearm to school.
2. The student did not intend to use the firearm to threaten or endanger others.
3. The student is disabled and the misconduct is related to the disability.
4. The student does not present an ongoing threat to others and a lengthy expulsion would not serve the best interests of the pupil.

At the discretion of the school board and administration, an expelled student may be afforded limited educational services at a site other than the school during the period of expulsion under this policy.

Policy Implementation

An expulsion hearing conducted under this policy shall afford due process as required by law and as developed by the superintendent or his or her designee.

The superintendent shall refer to appropriate law enforcement agency any student who brings a firearm to a school under the control and supervision of the school district. The superintendent may also report any incident subject to this policy to the Department of Social and Rehabilitative Services.

The superintendent shall annually provide the Commissioner of Education with descriptions of the circumstances surrounding expulsions imposed under this policy, the number of students expelled and the type of firearms involved.

Legal

Reference(s):

16 V.S.A. §1166 (State law pursuant to Federal law)

13 V.S.A. §§4004, 4016 (Criminal offenses)

20 U.S.C. §7151 (Gun Free Schools Act)

18 U.S.C. §921 (Gun Free School Zones Act of 1990)

20 U.S.C. §§1400 et seq. (IDEA)

29 U.S.C. §794 (Section 504, Rehabilitation Act of 1973)

Vt. State Board of Education Manual of Rules & Practices, §§4311, 4312

Cross Reference: Search and Seizure

Student Conduct and Discipline

**BARRE SUPERVISORY UNION #61
POLICY**

CODE: F25

1ST READING: 11/17/2016

2ND READING: 12/15/2016

ADOPTED: 12/15/2016

SHS 1st Reading: 1/5/2017

2nd Reading:

Ratified:

STUDENT ATTENDANCE

Policy

It is the policy of the Barre Supervisory Union to set high expectations for consistent student school attendance in accordance with Vermont law in order to facilitate and enhance student learning. Legal pupils between the ages of 6 and 16 and who are residents of the school district and non-resident pupils who enroll in school district schools are required to attend school for the full number of days that school is held unless they are excused from attendance as provided in state law. Students who are over the age of 16 are required to attend school continually for the full number of the school days for which they are enrolled, unless they are mentally or physically unable to continue, or are excused by the superintendent in writing.

Annually, the superintendent shall ensure that the school board appoints one or more individuals to serve as the truant officer, and shall ensure that appointment is recorded with the clerk of the school district.

The superintendent shall develop administrative rules and procedures to ensure the implementation of this policy.

Administrative Rules and Procedures

The procedures will address the following issues and may include others as well:

- A. written excuses;
- B. tardiness;
- C. notification of parents/guardian;
- D. signing out of school;
- E. excessive absenteeism;
- F. homebound and hospitalized students;
- G. early dismissals;
- H. homework assignments;
- I. making up work

Administrative Responsibilities

1. The principal is responsible for maintaining accurate and up-to-date records of student attendance.

2. The principal is responsible for assuring that the school has the appropriate family information that allows the school to contact the parent(s) or guardian(s) of all students whenever necessary.

Legal *16 V.S.A. §§1121 et seq. (Attendance required)*

Reference(s): *16 V.S.A. § 1125 (Truant officers)*

VT State Board of Education Manual of Rules & Practices: §2120.8.3.3

Cross
Reference: *Admission of Resident Students*

Admission of Non-Resident Tuition Students

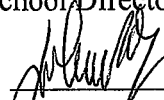
Agreement to Join the Winooski Valley & Statewide
Choice of Public High School Collaborative
for the 2017-2018 School Year
Under Act 129 (Sec. 34. § 822d 2A)

Spaulding High School agrees to join the Winooski Valley & Statewide Choice of Public High School Collaborative for the 2017-2018 school year. We will abide by the conditions outlined in the attached Articles of Agreement.

Our high school will agree to accept no more than 20 students and will send no more than 40 students* for the 2017-2018 school year.

** Please make sure this number agrees with the guidelines provided
by Act 129 Sec. 34. § 822a.(b)**

For the Board of School Directors of SPAULDING High School:

Signature & Title:  SUPERINTENDENT

Dated: JANUARY 5, 2017

Please fill in the name of the school contact who will send out & receive applications (usually the Principal or Guidance Director) for your school.

School Contact Name & Position: DAVID NICHASO

E-mail for School Contact: DNICHSHS@UBI.NET

**BARRE SUPERVISORY UNION #61
POLICY**

CODE: D6

1ST READING: 9/15/2016
2ND READING: 11/17/2016
ADOPTED: 11/17/2016

SHS 1st Reading: 12/1/16
2nd Reading: 1/5/2017
Ratified:

SUBSTITUTE TEACHERS

1. **Policy**

It is the policy of the Barre Supervisory Union to employ substitute educators who will meet the minimum qualifications outlined by Vermont Standards Board for Professional Educators (VSBPE) Rule, as well as the additional requirements established by this policy.

2. **Qualifications**

No person will be placed on the qualified substitute list unless that person has graduated from high school.

3. **Unlicensed Persons**

An unlicensed person may be employed as a substitute teacher for up to 30 consecutive calendar days in the same assignment. The Superintendent may apply to the Vermont Standards Board for Professional Educators or its designee for emergency or provisional licenses as provided in VSBPE Rules 5350 and 5360.

4. **Licensed Educators**

A substitute teacher who is licensed but not appropriately endorsed for the position for which he or she is employed may fill a position for thirty consecutive calendar days in the same assignment. The Superintendent may apply to the Vermont Standards Board for Professional Educators or its designee for an additional thirty days for specific substitute teachers, or for provisional licenses as provided in VSBPE Rule 5350.

5. **Administrative Responsibilities**

A list of qualified substitute teachers, organized by grade level and subject, will be developed by the Superintendent or his or her designee for all schools in the District.

The Superintendent or his or her designee will conduct an orientation session for substitute teachers each year, including information on the prevention, identification, and reporting of child sexual abuse, as required by 16 V.S.A. 563(a). Each teacher under contract will compile a packet of information containing pertinent substitute teacher information as defined by the Principal.

Substitute teachers will be paid per diem wages as determined by the Superintendent from year to year. Distinctions in pay level may be made based on the need for the substitute teacher to prepare lessons and assess and record student progress, on the length of service and on the credentials of the substitute teacher.

Legal Reference(s): *Vt. Standards Board for Professional Educators Rules §§5381 et seq.*

16 V.S.A. §558 (Employment of school board members)

16 V.S.A. §251 et seq. (Access to Criminal Records)

Cross Reference: *Personnel: Recruitment, Selection, Appointment and Criminal Records Checks*

**BARRE SUPERVISORY UNION #61
POLICY**

CODE: D7

1ST READING: 9/15/2016
2ND READING: 11/17/2016
ADOPTED: 11/17/16

SHS 1st Reading: 12/1/16
2nd Reading 1/5/2017
Ratified:

VOLUNTEERS AND WORK STUDY STUDENTS

The Barre Supervisory Union recognizes the valuable contributions made to the schools by volunteers and work study students. Appropriate supervision of volunteers and work study students will enhance their contributions as well as fulfill the responsibility that the school district has for the education and safety of its students.

1. Definitions

For purposes of this policy and administrative rules and procedures developed pursuant to this policy:

Volunteer means an individual not employed by the school district who works on an occasional or regular basis in the school setting to assist the staff. A volunteer works without compensation or economic benefits.

Work Study Student means a post secondary student who receives compensation for work performed at a school operated by the district as part of a work experience program sponsored or provided by the college or university at which he or she is enrolled. A student working toward a teaching credential who is placed as a student teacher at a district school is not a work study student.

2. Policy

The superintendent shall develop administrative rules and procedures to ensure that volunteers and work study students are appropriately screened prior to entering into service in the school district, and that only volunteers and work study students who have been screened and approved by the superintendent have extended unsupervised contact with students. The screening process utilized by the school district shall minimally include a name and birth date check with the Vermont Internet Sex Abuse Registry for any person being considered for service as a work study student. A person who is on the Vermont Internet Sex Offender Registry shall not be eligible to be a work study student.

Legal Reference(s):

16 V.S.A. §260

**BARRE SUPERVISORY UNION #61
POLICY**

CODE: F5

1ST READING: 9/15/2016
2ND READING: 11/17/2016
ADOPTED: 11/17/16

SHS 1st Reading: 12/1/16
2nd Reading: 1/5/2017
Ratified:

EDUCATION RECORDS

1. Policy

The Barre Supervisory Union recognizes the importance of keeping accurate and appropriate education recordsⁱ for students as part of a sound educational program and is committed to act as trustee of this information, maintaining these records for educational purposes to serve the best interests of its students.

The principles of accuracy and confidentiality underlie all policies and procedures for the collection, maintenance, disclosure and destruction of education records. It is the policy of the district to protect the confidentiality of education records and release information only as permitted by law. Annually or when the student enrolls, the district will informⁱⁱ parents, guardians, and students eighteen years and older of their right to inspect, review, and seek amendment of the student's education records. The district will inform parents guardians, and students eighteen years and older of items considered directory information through notices distributed at the beginning of each school year or when a student enrolls.ⁱⁱⁱ

The building principal will be the custodian of all education records in a given school. The superintendent has overall responsibility for education records throughout the district and for assuring that adequate systems are in place to maintain such records and to provide parents with access to them in accordance with state and federal law. The Superintendent is responsible for developing procedures to assure the consistent implementation of this policy. The procedures shall comply with all federal and state laws and regulations governing access to and the collection, maintenance, disclosure and destruction of education records.

2. Definitions

All terms used in this policy, and the procedures developed for the implementation of this policy, shall be defined, where applicable, as those terms are defined in the Family Educational Rights and Privacy Act and in the federal regulations promulgated pursuant to that Act.^{iv}

ⁱ A "record" means any information recorded in any way, including but not limited to, handwriting, print, computer media, video or audio tape, film, microfilm and microfiche. The term "education records" means those records that are (1) directly related to a student, and (2) maintained by the school district, a school within the district, or a party acting for the school district or a school within the school district. It does not include a teacher's notes that are in the teacher's sole possession and shared only with a substitute teacher. 20 U.S.C. 1232g; 34 C.F.R. 99.3.

ⁱⁱ School districts are required to find an effective way to notify parents whose primary language is not English. 34 C.F.R. §99.9.

ⁱⁱⁱ *The Family Educational Rights and Privacy Act allows schools to designate certain information as "directory information" and release it after providing public notice of the categories of information it seeks to release. "Directory information" includes, but is not limited to, a student's name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended by the student. Additional information may be released with specific parental consent. 12 U.S.C. §1232g; 34 C.F.R. §99.3.*

^{iv} *12 U.S.C. §1232g; 34 C.F.R. §99.3.*

*Legal Reference(s): 20 U.S.C. §§1232g (Federal Family Educational Rights and Privacy Act of 1974)
20 U.S.C. § 7908
16 V.S.A. 563(27) (NCLBA Armed Forces Recruiter/Higher Education Access)
34 C.F.R. Part 99
1 V.S.A. §317 (Definitions)
15 V.S.A. §670 (Non-custodial parents)
33 V.S.A. §5536a (Juvenile court records)
VT State Board of Education Manual of Rules and Practices §2120.8.3.3*

**BARRE SUPERVISORY UNION #61
POLICY**

CODE: F19

1ST READING: 9/15/2016
2ND READING: 11/17/2016
ADOPTED: 11/17/16

SHS 1st Reading: 12/1/16
2nd Reading: 1/5/2017
Ratified:

LIMITED ENGLISH PROFICIENCY STUDENTS

Policy

It is the policy of the Barre Supervisory Union to ensure that students whose primary or dominant language is not English, and who therefore have limited-English proficiency (LEP), have equitable access to school programs as required by law.

Implementation

The superintendent or his or her designee shall be responsible for developing and implementing procedures to comply with federal and state laws, which define standards for serving LEP students.

Legal Reference(s): 42 U.S.C. §§2000 d et seq. (Title VI of the Civil Rights Act of 1964); 20 U.S.C. 6801 et seq. (English Language Acquisition, Enhancement, and Academic Achievement Act)

20 U.S.C. § 7801(25) (Definition of Limited English Proficiency)

34 C.F.R. Part 100

9 V.S.A. §4502 (Discrimination, public accommodations)

Vermont State Board of Education Manual of Rules and Procedures §1250

**BARRE SUPERVISORY UNION #61
POLICY**

CODE: F23

1ST READING: 9/15/2016
2ND READING: 11/17/2016
ADOPTED: 11/17/16

SHS 1st Reading: 12/1/16
2nd Reading: 1/5/2017
Ratified:

PARTICIPATION OF HOME STUDY STUDENTSⁱ

Policy

It is the policy of the Barre Supervisory Union to comply with the requirements of Act 119 of 1998 by allowing home study students to participate in courses, programs, activities, and services and use school educational materials and equipment.

The Superintendent will develop administrative procedures that comply with rules promulgated by the Vermont State Board of Education as is necessary to implement this policy.

Legal Reference(s): 16 V.S.A. 563 (24) (Powers of school boards)

Vermont State Board of Education Manual of Rules & Practices §§4400, 9200.3.1, 2367

20 U.S.C. §§1400 et seq. (IDEA)

34 C.F.R. §§ 300.450-2, 76.650-662

Cross Reference: Policy Dissemination, Administration & Review (A3)

ⁱ 16 V.S.A. 563(24). School boards are required to "... adopt a policy which, in accordance with rules adopted by the state board of education, will integrate home study students into its schools through enrollment in courses, participation in cocurricular and extracurricular activities and use of facilities." See also SBE Rules 4400-4405.

**BARRE SUPERVISORY UNION #61
POLICY**

CODE: F27

1ST READING: 9/15/2016
2ND READING: 11/17/2016
ADOPTED: 11/17/16

SHS 1st Reading: 12/1/16
2nd Reading: 1/5/2017
Ratified:

Pupil Privacy Rights¹

Policy

It is the intent of the Barre Supervisory Union to comply with the provisions of the federal Pupil Privacy Rights Amendment (PPRA)² and Vermont State Board of Education Rules³ governing the administration of certain student surveys, analyses or evaluations.⁴

Administrative Responsibilities

The superintendent of his or her designee shall develop administrative procedures to ensure school district compliance with applicable federal and state laws related to pupil privacy. The administrative procedures shall include provisions related to the following legal requirements.⁵

1. The right of parents or eligible students to inspect surveys created by third parties before administration or distribution of the surveys to students;
2. Any applicable procedures for granting request by a parent for access to such survey within reasonable time after a request is received;
3. Arrangements to protect student privacy in the event of the administration or distribution of a survey to a student containing one or more of the items listed in the federal Pupil Privacy Rights Amendment;⁶
4. The right of a parent to inspect any instructional material used as part of the educational curriculum for the parent's child, and any applicable procedures for granting access to such material within a reasonable time after the request is received.⁷
5. The administration of physical examinations or screenings that the school district may administer to a student;⁸

¹ This policy is required by the Federal Protection of Pupil Rights Act, 20 U.S.C. §1232h; Vermont State Board Manual of Rules and Practices, Rule 2120.8.12(f).

² See 20 U.S.C. 1232h.

³ See Vermont State Board of Education Rule 2120.8.12(f).

⁴ The federal law and state regulations requiring board policies on this subject are in some instances limited to surveys, analyses or evaluations funded in whole or in part by the U.S. Department of Education. See 20 U.S.C. § 1232h(c)(1). At the board's discretion, the protections provided by this policy could be expanded to include all surveys conducted by the school district, regardless of the survey's funding source.

⁵ See 20 U.S.C. §1232h(c)(1).

⁶ See 20 U.S.C. §1232h(c)(1)(B) for the list of eight items that must be included.

⁷ See 20 U.S.C. §1232h(c)(1)(C).

⁸ See 20 U.S.C. §1232h(c)(1)(D).

6. The collection, disclosure or use of personal information collected from students for the purpose of marketing or for selling that information, including arrangements to protect student privacy in the event of such collection, disclosure or use.⁹
7. The right of a parent of a student to inspect any instrument used in the collection of personal information under subparagraph (6) above, and any applicable procedures for granting a request for such inspection within a reasonable time after receiving the request;¹⁰
8. Provisions to ensure that parents are notified of the school district policies and procedures adopted to comply with federal and state laws and regulations governing pupil privacy, including, but not limited to, notification of activities involving the collection of personal information from students, the administration of surveys containing items specifically listed in the Pupil Privacy Rights Amendment.¹¹

⁹ See 20 U.S.C. §1232h(c)(1)(E).

¹⁰ See 20 U.S.C. §1232h(c)(1)(F)

¹¹ See 20 U.S.C. §1232h(c)(2).

**BARRE SUPERVISORY UNION #61
POLICY**

CODE: C23

1ST READING: 9/15/2016
2ND READING: 11/17/2016
ADOPTED: 11/17/16

SHS 1st Reading: 12/1/16
2nd Reading: 1/5/2017
Ratified:

Use of Restraint and Seclusion¹

Section 1. Statement of Purpose

1.1 It is the policy of this supervisory union that students not be subjected to inappropriate restraint or seclusion as defined by Vermont State Board of Education Rule 4500. It is the supervisory union's intent to create and maintain a positive and safe learning environment, and promote positive behavioral interventions and supports in supervisory union schools. This policy is further intended to assist in creating a common understanding within the supervisory union of appropriate interventions by supervisory union staff.

Section 2. Definitions. The following terms, as defined in State Board Rule 4500.3, shall apply to this policy.²

2.1 **Behavioral Intervention Plan** means a plan that details strategies to address behaviors that impede learning, or are ongoing, and do not readily respond to general intervention or classroom management techniques, by teaching pro-social skills and other positive replacement behaviors. The plan may include positive strategies, program or curricular modifications, and supplementary aids and supports required to address problem behaviors.

2.2 **Chemical Restraint** means a drug, medication or chemical used on a student to control behavior or restrict movement that is not:

- a. Prescribed by a student's licensed physician for the standard treatment of a student's medical or psychiatric condition; and
- b. Administered as prescribed by the licensed physician.

¹ This model policy supersedes former model policy F26 on Restrictive Behavioral Intervention. It is intended to assist districts in ensuring compliance with the provisions of State Board of Education Rule 4500 on Restraint & Seclusion, which were adopted by the State Board at its February, 2011 meeting and will be effective on August 15, 2011. The State Board Rules do not require adoption of a policy by individual school boards, however the VSBA recommends that boards consider adopting a policy, based on this model, that requires compliance with the Rule 4500 and establishes criteria for the development of administrative procedures to implement practices consistent with the Rule.

² Each of the terms defined in this model policy is defined in State Board Rule 4500.3. At the board's option, the policy could refer to the Rule as the source for definitions of terms used in the policy. Including the definitions in the body of the policy might provide greater assurance that school staff will apply the correct definitions when implementing the policy and rules.

2.3 Functional Behavioral Assessment means the analysis of a student's behavior patterns before, during, and after rule-breaking or other inappropriate behavior for the purpose of guiding the development of a behavioral intervention plan.

2.4 Mechanical Restraint means the use of any device or object that restricts a student's movement or limits a student's sensory or motor functions unless under the direction of a healthcare professional for medical or therapeutic purposes. The term does not include devices implemented by trained school personnel, or utilized by a student for the specific and approved therapeutic and safety purposes for which such devices were designed including:

- a. Restraints for medical immobilization,
- b. Adaptive devices or mechanical supports used to achieve proper body position, balance or alignment;
- c. Vehicle safety restraints including a seat belt or harness used for balance or safety on a car or bus; or
- d. Seat belts in wheelchairs or on toilets.

2.5 Parent means:

- a. A biological or adoptive parent of the child;
- b. A legal guardian of the child;
- c. A person acting in place of a biological or adoptive parent, including a grandparent, stepparent or other relative with whom the child lives, or a person legally responsible for the child's welfare;
- d. A foster parent or developmental home provider who has been appointed the educational surrogate parent by the Educational surrogate Parent Program; or
- e. An educational surrogate parent.

2.6 Physical Escort means the temporary touching or holding, without the use of force, of the hand, wrist, arm, or back of a student who is exhibiting minimal resistance for the purpose of directing movement from one place to another.

2.7 Physical Restraint means the use of physical force to prevent an imminent and substantial risk of bodily harm to the student or others. Physical restraint does not include:

- a. Momentary periods of physical restriction by direct person-to-person contact, accomplished with limited force and designed either
 - i. to prevent a student from completing an act that would result in potential physical harm to himself/herself or another person; or
 - ii. to remove a disruptive student who is unwilling to leave the area voluntarily;
- b. The minimum contact necessary to physically escort a student from one place to another;
- c. Hand-over-hand assistance with feeding or task completion; or
- d. Techniques prescribed by a qualified medical professional for reason of safety or for therapeutic or medical treatment.

2.8 Positive Behavioral Interventions and Supports means an approach to preventing and responding to targeted behavior that:

- a. Is based on evidence-based practices;
- b. Is proactive and instructional, rather than reactive;
- c. Can operate on individual, group, classroom, or school wide levels;
- d. Includes a system of continual data collection; and
- e. Relies on data-driven decisions.

2.9 Prone Physical Restraint means holding a student face down on his or her stomach using physical force for the purpose of controlling the student's movement.

2.10 School means a learning environment receiving public funds or over which the Vermont Department of Education has regulatory authority.

2.11 School Personnel means individuals working in schools as defined in 4500.3(10) who are employed by the school or who perform services for the school on a contractual basis, and school resource officers, while acting in that capacity.

2.12. Seclusion means the confinement of a student alone in a room or area from which the student is prevented or reasonably believes he or she will be prevented from leaving. Seclusion does not include time-out where a student is not left alone and is under adult supervision.

2.13 Substantial Risk means an imminent threat of bodily harm where there is an ability to enact such harm. Substantial risk shall exist only if all other less restrictive alternatives to defuse the situation have been exhausted or failed or the level of risk prohibits exhausting other means.

2.14 Supine Physical Restraint means holding a student on his or her back using physical force for the purpose of controlling the student's movement.

2.15 Student means a student enrolled in a school as defined in paragraph 2.10.

Section 3. Policy

3.1 The superintendent or his or her designee shall develop administrative procedures to ensure supervisory union compliance with the requirements of Vermont State Board of Education Rule 4500. The administrative procedures shall include at least the components in 3.2 through 3.10.

3.2 Prohibitions against the imposition on students of mechanical or chemical restraints by school personnel and contract service providers.³

3.3 Prohibitions against the imposition on students of physical restraint in circumstances designated as impermissible by State Board of Education rules.⁴

³ See Vermont State Board of Education Manual of Rules and Practices Rule 4501.1.

3.4 Restrictions on the use of physical restraint and seclusion to circumstances allowed by State Board of Education rules, including provisions that allow the inclusion of restraint or seclusion as part of a student's individual safety plan only when that plan meets the conditions set forth in State Board of Education rules, and provisions that require the termination of restraint or seclusion, and the monitoring of students subjected to restraint or seclusion, as established by State Board of Education rules.⁵

3.5 Procedures to ensure that only school personnel or contract service providers who are trained in the use of restraint and seclusion are authorized to impose restraint or seclusion unless, due to the unforeseeable nature of the danger of a particular circumstance, trained personnel are not immediately available.⁶

3.6 Processes to ensure that impositions of restraint or seclusion are reported to school administrators, parents, superintendents and the Commissioner of the Vermont Department of Education under circumstances and within the time limitations required by State Board of Education rules.⁷

3.7 Processes to ensure that each school in the supervisory union maintains written records of each use of restraint and seclusion in accordance with the requirements of State Board of Education rules.⁸

3.8 Procedures to ensure that each school in the supervisory union implements follow-up procedures that are consistent with the requirements of State Board of Education rules.⁹

3.9 Annual notification procedures to ensure that each school in the supervisory union informs school personnel and parents of students enrolled in the school of the policies and procedures pertaining to the use of physical restraint and seclusion, and the intent of the school to emphasize the use of positive behavioral interventions as well as supports and its intention to avoid the use of physical restraint or seclusion to address targeted student behavior.¹⁰

3.10 Processes for the filing, investigation and resolution of complaints by school personnel or parents regarding the use of restraint or seclusion, including the designation of school officials who are authorized to receive complaints. The procedures for resolving complaints shall require that any complaint regarding the use of restraint or seclusion is investigated and written findings are issued within thirty (30) days of the complaint's receipt. If a complaint regarding the use of

⁴ See SBE Rule 4501.2.

⁵ See SBE Rule 4502.

⁶ See SBE Rules 4502.3 and 4502.4.

⁷ See SBE Rule 4503.

⁸ See SBE Rule 4504.

⁹ See SBE Rule 4505.

¹⁰ See SBE Rule 4506.

restraint or seclusion is unresolved at the school building level, it shall be directed to the superintendent in accordance with the supervisory union's complaint processes.¹¹

Section 4. Implementation

The superintendent shall ensure that appropriate staff are provided training by programs recommended by the Vermont Department of Education unless he or she submits a plan to the Commissioner of Education demonstrating how a training program not recommended by the Department of Education contains the elements required of recommended programs and meets the purposes of the State Board of Education rules on restraint and seclusion.¹²

The superintendent shall report annually to the Board on the implementation of the administrative procedures required by this policy, and shall include in his or her report recommendations for changes, if any, to related school supervisory union policies or procedures.¹³

¹¹ See SBE Rule 4507

¹² See SBE Rule 4509, 4510.

¹³ 16 V.S.A. 563 authorizes, but does not require, boards to approve administrative rules and regulations. Likewise, the provision for annual reports from the superintendent in this model policy is not required by state law.

**BARRE SUPERVISORY UNION #61
POLICY****CODE: G13**

1ST READING: 9/15/2016
2ND READING: 11/17/2016
ADOPTED: 11/17/16

SHS 1st Reading: 12/1/16
2nd Reading: 1/5/2017
Ratified:

Animal Dissection

It is the intent of the Barre Supervisory Union to comply with the requirements of Act 154 of 2008 regarding the right of students to be excused from participating in or observing activities involving the dissection or vivisection of animals. Students enrolled in district schools shall have the right to be excused from participating in any lesson, exercise or assessment requiring the student to dissect, vivisect or otherwise harm or destroy an animal or any part of an animal, or to observe any of these activities, as part of a course of instruction.

1. Definition

As used in this policy, the word "animal" means any organism of the kingdom animalia and includes an animal's cadaver or the severed parts of an animal's cadaver.

2. Alternative Education Method

A student who is excused under this policy shall be provided with alternative methods through which he or she can learn and be assessed on material required by the course. The alternative methods shall be developed by the teacher of the course, in consultation with the principal if necessary.

3. Discrimination

No student shall be discriminated against based on his or her decision to exercise the right to be excused afforded by this policy.

4. Procedures

The superintendent shall develop and implement procedures to ensure compliance with the provisions of Act 154 of 2008. The procedures shall include provisions for the timely notification to each student enrolled in the course and to the student's parent or guardian of the student's right to be excused from participating in or observing the lesson and the process by which a student may exercise this right.

*Legal Reference: Act 154 of 2007-2008 Adjourned Session
16 V.S.A. §912*

Barre Town Middle and Elementary School Comparative Tax Rate Calculations Budget Years 2017-2018		
	FY2017	FY2018
<u>Spaulding High School Tax Rate</u>		
Total UHS (SHS) expenditures	12,744,370	13,189,285
Less UHS local revenues	2,588,311	2,956,595
UHS Education Spending	10,156,059	10,232,690
UHS Equalized Pupils	788.96	762.00
UHS Education Spending/UHS equalized pupils	12,873	13,429
UHS EdSpend/\$10,076 (property dollar yield)	132.695%	133.274%
Homestead Equalized Tax Rate (State determined)	1.0000	1.00
UHS Homestead Equalized Tax Rate	1.3269	1.3327
District's Equalized Pupil %	0.3300	0.3207
Equalized Homestead rate due to UHS	0.4379	0.4274
District's CLA	0.8936	0.8871
Actual Homestead rate due to UHS (SHS)	0.4900	0.4818
<u>Barre Town Elementary Tax Rate</u>		
Total Elementary Expenses	11,186,496	11,862,430
Less Local Elementary Revenues	1,746,286	2,235,098
Elementary Education Spending	9,440,210	9,627,332
Elementary Equalized Pupils	795.94	788.88
Elementary Education Spending per Equalized Pupil	11,860	12,204
Elem EdSpend/\$10,076(property dollar yield)	122.260%	121.117%
Homestead Equalized Tax Rate (State determined)	1.00	1.00
Elementary Equalized Tax Rate	1.2226	1.2112
District's Equalized Pupil %	0.6700	0.6793
Elementary Equalized Rate to be assessed by town	0.8191	0.8228
District's CLA	0.8936	0.8871
Portion of elementary rate to be assessed by town	0.9167	0.9275
Total Combined SHS and BTMES tax rates	1.4067	1.4093

**Barre City Elementary & Middle School
Comparative Tax Rate Calculations
Budget Years 2017-2018**

<u>Spaulding High School Tax Rate</u>	FY2017	FY2018
Total UHS (SHS) expenditures	12,744,370	13,189,285
Less UHS local revenues	2,588,311	2,956,595
UHS Education Spending	10,156,059	10,232,690
UHS Equalized Pupils	788.96	762.00
UHS Education Spending/UHS equalized pupils	12,873	13,429
UHS EdSpend/\$10,076 (property dollar yield)	132.695%	133.274%
Homestead Equalized Tax Rate (State determined)	1.0000	1.00
UHS Homestead Equalized Tax Rate	1.3269	1.3327
District's Equalized Pupil %	0.3119	0.3093
Equalized Homestead rate due to UHS	0.4139	0.4122
District's CLA	102.85%	101.55%
Actual Homestead rate due to UHS (SHS)	0.4024	0.4059
<u>Barre City Elementary/Middle Tax Rate</u>		
Total Elementary Expenses	13,989,665	14,686,184
Less Local Elementary Revenues	3,656,497	3,732,138
Elementary Education Spending	10,333,168	10,954,046
Elementary Equalized Pupils	875.31	869.22
Elementary Education Spending per Equalized Pupil	11,805	12,602
Elem EdSpend/\$10,076(property dollar yield)	121.690%	125.071%
Homestead Equalized Tax Rate (State determined)	1.00	1.00
Elementary Equalized Tax Rate	1.2169	1.2507
District's Equalized Pupil %	68.8100	69.0700
Elementary Equalized Rate to be assessed by city	83.7349	86.3866
District's CLA	102.8500	101.5500
Portion of elementary rate to be assessed by city	0.8141	0.8507
Total Combined SHS and BCEMS tax rates	1.2166	1.2566

SHS / CVCC Proposed FY18 BUDGET Considerations 12/28/16

Unaudited Fund Balances:

General Fund \$403,000 +Tax Stabilization \$510,000 = \$913,000 LESS \$430,000 (assigned to FY17 Budget) = \$483,000 Reserve Funds--Capital Improvement: \$159,082

CVCC \$227,000 - \$75,000 (assigned to FY17) = \$152,000

- **Contract negotiations-salary/benefits, others-PENDING**
- **VSTRS Health Assessment-13 teachers @\$1,097=\$14,261**
 - Title 16, 1944d. EMPLOYER ANNUAL CHARGE FOR TEACHER HEALTH
 - The employer of teachers who become members of the State Teachers' Retirement System of Vermont on or after July 1, 2015 shall pay an annual assessment for those teachers' health and medical benefits. The assessment shall be the value, as approved annually by the Board of Trustees based on the actuary's recommendation

SHS

- **Work Based Learning (WBL) – Add coordinator salary/benefits, background checks, transportation, etc. \$100,000**
- ~~**Flexible Pathways – Expand Phoenix Program by adding teacher/benefits. \$75,000**~~
- **Add Educational Technologist - Salary/Benefits- \$65,000 -each district has budgeted for Ed. Techs.-discussion to bring to the BSU.**
- ~~**Possibly expand virtual classroom**~~

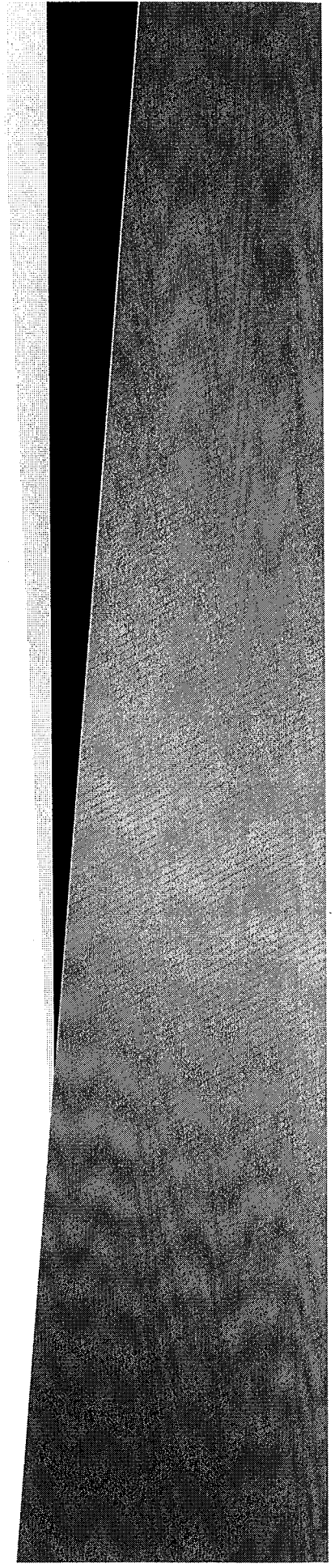
CVCC

- **Paraeducator – Building Trades, wages/benefits \$18,000**
- **Add .50 FTE Applied Academics/STEM \$30,716 (transitioning out of Perkins Grant)**
- **Admin. Office Move – Phase II \$65,000**

Spaulding High School & Central Vermont Career Center

Proposed FY18 Budgets

December 28, 2016



Proposed Expense Budgets

SHS - \$13,189,285 +

(\$250,000 in Grant Funds)

Increase of 3.49% or \$444,915

CVCC - \$2,925,991

Decrease of .10% or (\$2,802)



Using \$400,000 from Gen. Fund Prior Yr.

SHS General Fund Expenses \$13,189,285
plus grants \$ 250,000
 \$13,439,285

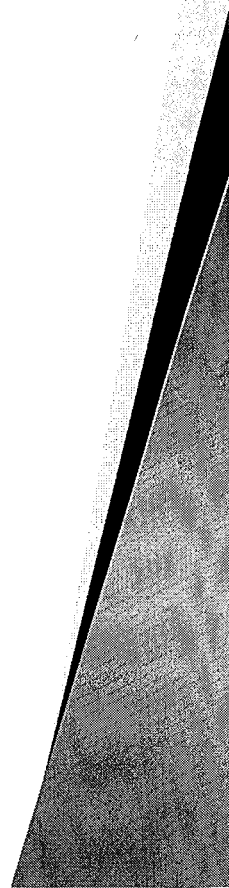
Less Revenues-(Spec. Ed., Interest etc)
plus grants \$ 2,956,595
 \$ 250,000
 \$ 3,206,595

Equals Education Spending \$ 10,232,690

FY18 Eq. Pupils 762 \$13,428

FY17 Eq. Pupils 788.96 \$12,872

4% Increase Per Pupil



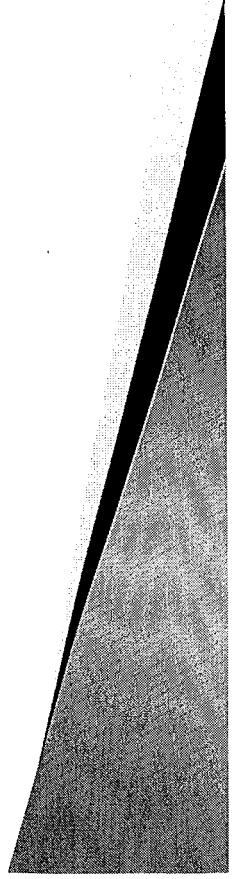
	FY 13	FY 14	FY 15	FY 16	FY 17	PROPOSED FY18
Budget						
Total Expenses	\$11,405,798	\$11,863,684	\$12,373,095	\$12,648,623	\$12,744,370	13,189,285
REVENUES	\$1,618,007	\$1,612,167	\$2,098,164	\$2,368,210	\$2,588,311	\$2,956,595
Education Spending	\$9,787,791	\$10,251,497	\$10,274,931	\$10,280,413	\$10,156,059	10,232,690
Equalized Pupil	845.23	830.74	825.42	824.12	788.96	762
Education Spending per Pupil Divided by Yield	\$11,580/ \$8,723	\$12,340/ \$9,151	\$12,448/ \$9,285	\$12,474/ \$9,459	\$12,872/ \$9,701	\$13,428/ \$10,076
*Base State Education/ Base Tax Rate	.89	.94	.98	\$1.00	\$1.00	\$1.00
Estimated Tax Rate	<u>\$1.18</u>	<u>\$1.26</u>	<u>\$1.31</u>	<u>\$1.31</u>	<u>\$1.32</u>	<u>\$1.33</u>

Ballot Language, Sec. 33. 16 V.S.A. 563

- ▶ Shall the voters of the Spaulding Union High School #41 approve the school board to expend \$13,439,285 which is the amount the school board has determined to be necessary for the ensuing fiscal year? It is estimated that this proposed budget, if approved, will result in education spending of \$13,428 per equalized pupil. This projected spending per equalized pupil is 4% higher than spending for the current year.
- ▶ Shall the voters of the Spaulding Union High School #41 appropriate \$2,925,944 necessary for the support of the Central Vermont Career Center for the year beginning July 1, 2017?

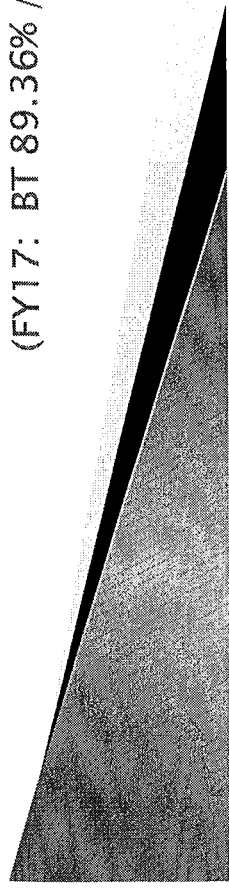
Budget Development Considerations

- ▶ Contract Negotiations–Salary Increases, New Health Ins. Plans, HRA or HSA, Other benefits
- ▶ Enrollment
- ▶ Educational Technologist
- ▶ Personal Learning Plans–Work Based Learning–Flexible Pathways
- ▶ VSTRS Health Assessment \$1,097
- ▶ Integrity of educational programs and services
- ▶ Facility–Safety



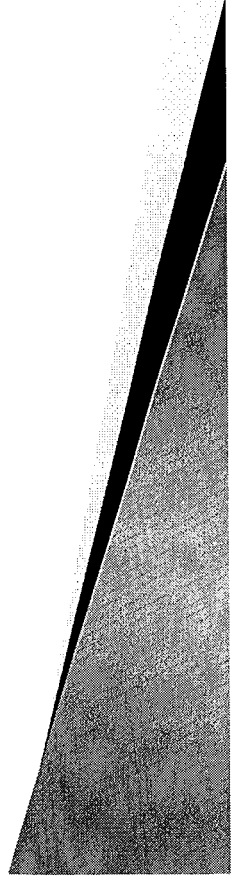
5 Contributing Factors Affecting Tax Rate

- Variable Expenses (not fixed)–The only factor you control...
- Revenues
- Equalized Students:
(FY 15: 825.42) (FY 16: 824.12) (FY 17: 788.96) FY18: 762
- Yield/Base Tax Rate:
(FY 15: 9,285) (FY16: 9,459) (FY17: 9,701) (FY18: 10,076)
(FY15: \$.98) (FY16: \$.99) (FY17: 1.00)
- Common Level of Appraisal (CLA):
(FY 15: BT 87.43/BC 102.45) (FY16: BT 88.52/BC 103.51)
(FY17: BT 89.36% /BC 102.85%) FY18: BT 88.71%/BC 101.55%



Investments

- ▶ STUDENTS/FACULTY/STAFF
- ▶ Technology/21st Century Skills
- ▶ Proficiency Based Learning
- ▶ Personalized Learning
- ▶ Flexible Pathways
- ▶ Technology–Equipment
- ▶ Multi–tiered Systems of Support
- ▶ Student Assessment
- ▶ Facility & Safety



Equalized Pupils

- ▶ When calculating spending per student, Vermont uses “equalized pupils” rather than the actual head count in each school. While based on a 2 year average-straight student count, the formula for “equalized pupils” gives less weight to pre-kindergarten pupils and extra weight to students in secondary school, those from economically deprived backgrounds, and those whose first language is not English. The principle behind this weighting is that it cost more to educate students in certain categories.

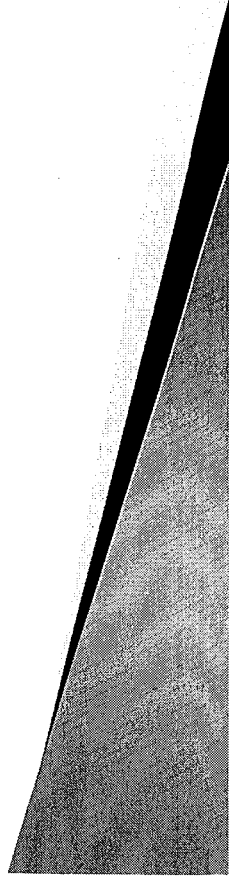


SHS Equalized Pupils/Enrollment

	FY14	FY15	FY16	FY17	FY18
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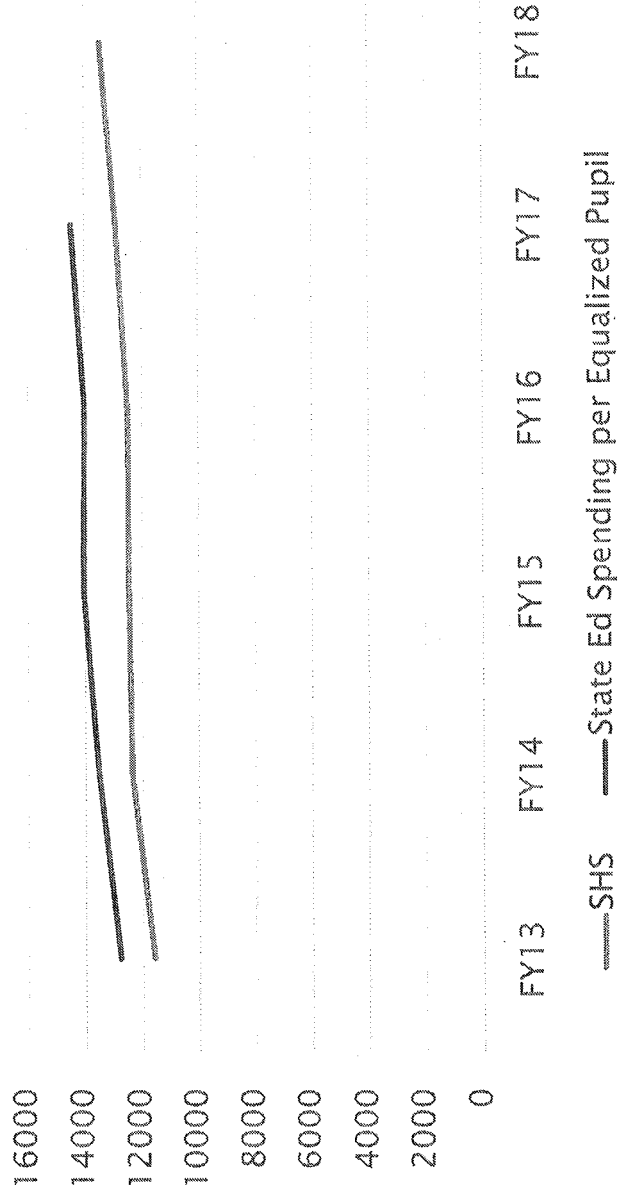
Eg.	830	825	824	788	762
Pupils					

Enroll.	732	718	664	672	
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Education spending per equalized pupil

SHS UHSD



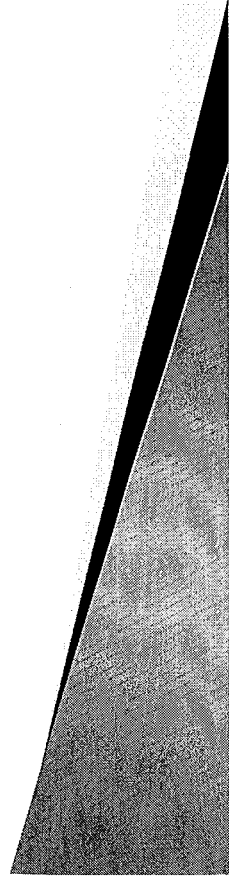
2016 Comparison of Education Spending/Equalized Pupils in Union High Schools in Vermont

DISTRICT	Equalized Pupils	Ed. Sp/EPs
SHS	824	\$11,917
U-32	757	\$15,123
Mt. Abraham	795	\$15,413
Harwood	706	\$16,292
Bellows Falls	419	\$15,121
North Country	891	\$13,599

SHS UHSD/CVCC Budget Goals for 2017-2018

In summary:

- Fiscally responsible
- Targeted investments
- Continued development of systems that support teaching and learning assuring the success of all students
- Safe and healthy learning environments



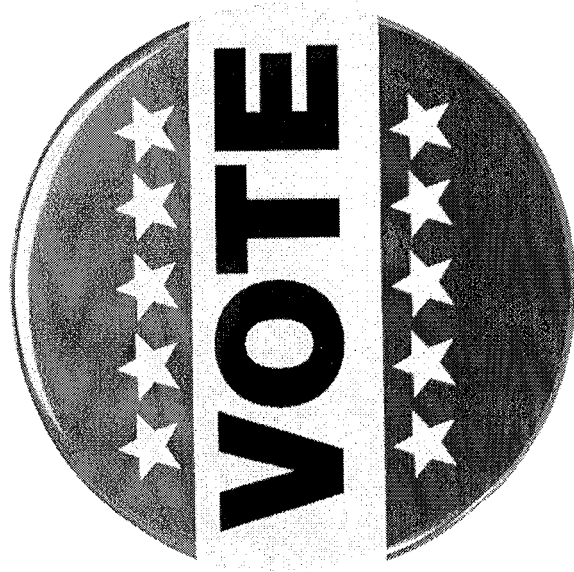
Annual Meeting

Special Article

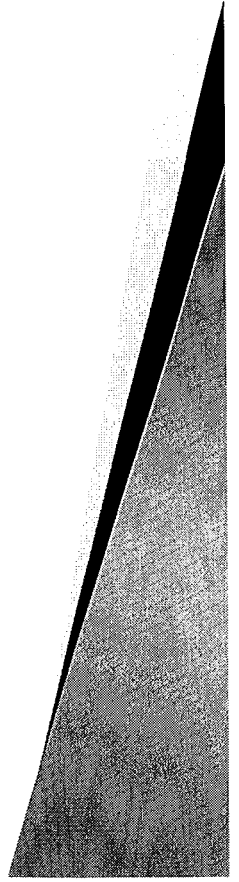
**Must include CVCC Budget as an article
for voter approval.**



Thank you for spending the time to
learn more about our school budget.



Please help your friends and neighbors get out to vote.



WARNING

Vote for Reconsideration of the November 8, 2016 Vote on the Formation of the Barre Unified Union School District: The voters of the Barre Town School District are hereby notified and warned to meet at Barre Town Middle and Elementary School on **January 31, 2017**, to vote by Australian ballot between the hours of 7:00 a.m., at which time the polls will open, and 7:00 p.m., at which time the polls will close, upon the following articles of business:

Article I

Shall the Barre Town School District, which the State Board of Education has found necessary to include in the proposed union school district, join with the Barre City School District, which the State Board of Education has found necessary to include in the proposed union school district, for the purpose of forming a union school district to be named the Barre Unified Union School District, as provided in Title 16, Vermont Statutes Annotated, upon the following conditions and agreements:

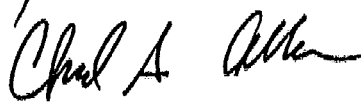
- Grades. The Barre Unified Union School District shall operate and manage schools offering instruction in grades Pre-Kindergarten through Grade 12.
- Board of School Directors. A member town's representation on the School Board of the Barre School District will be closely proportional to the fraction that its population bears to the aggregate population of the Unified District. Initial fixed composition is based upon the most recent Federal Census (2010), and shall be recalculated promptly following the release of each subsequent decennial census. However, at no time will a member town have less than one school director on the District Board. Subject to the previous sentence, each proportionality calculation shall be rounded to the nearest whole number.
- Assumption of debts and ownership of school property. The Barre Unified Union School District shall assume the indebtedness of member districts, acquire the school properties of member districts, and pay for them, all as specified in the final report.
- Final Report. The provisions of the final report proposed to the State Board of Education for approval on the 18th day of October, 2016, which is on file in the town clerk's office, shall govern the Barre Unified Union School District. Upon approval of the Barre Unified Union School District, Article 1 of the final report, including all subsections, can only be changed by a majority vote of the Barre Unified Union School District. Articles 2 through 15 of the final report can be changed by a majority vote of the School Board of the Barre Unified Union School District.

Adopted and approved at a meeting of the Barre Town School District held on Dec. 7, 2016. Received for record and recorded in records of BT School District on December 9, 2016.


Brenda Buzzell


Brent Tewksbury


Kristen McCarthy


Chad Allen

Jay Paterson

BARRE SUPERVISORY UNION DISTRICT #61

**Barre City Elementary and
Middle School**

**Barre Town Middle and
Elementary School**

Central Vermont Career Center

Spaulding High School

John Pandolfo
Superintendent of Schools

**120 Ayers Street
Barre, VT 05641
phone: 802-476-5011
fax: 802-476-4944 / 802-477-1132
www.bsuvt.org**

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

Richard McCraw, M.Ed.
**Director of Curriculum,
Instruction, and Assessment**
Lisa Perreault
Business Manager
Donald E. McMahon, M.Ed.
Director of Special Services
Diane Stacy
Director of Technology
Sandra Cameron, M.Ed., MOT
Director of Early Education
Jamie Evans
Director of Facilities

CERTIFICATION OF FINAL VOTE Barre City Article I Act 46 November 8, 2016 Vote

I, Carolyn S. Dawes, Clerk for the Barre City School District, hereby certify that:

- **The following votes were cast in this District regarding the formation of the Barre Unified Union School District on November 8, 2016:**

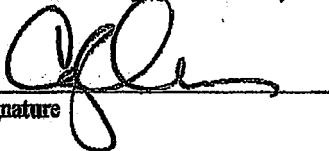
In Favor: 2,069

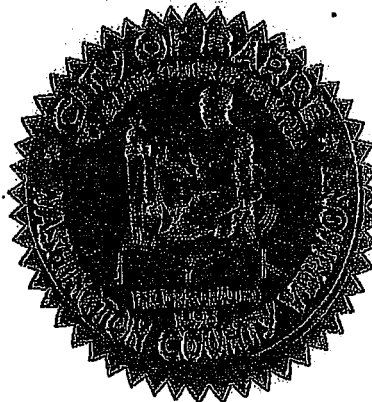
Opposed: 694

Blank or Spoiled: 409

- **As of the closing of my office at 4:30 PM on December 8, 2016, no petitions seeking reconsideration of the vote on the formation of the Barre Unified Union School District had been filed in my office.**

Attested to this 9th day of December, 2016.


Signature



BARRE SUPERVISORY UNION DISTRICT #61

Barre City Elementary
and Middle School

John Pandolfo
Superintendent of Schools

Rich McCraw, M. Ed.
Director of Curriculum, Instruction,
& Assessment
Lisa Perreault
Business Manager
Donald McMahon
Special Services Director
Diane Stacy
Technology Director
Sandra Cameron M.Ed, MCF
Director of Early Education
Jamie Evans
Director of Facilities

Spaulding High School and
Barre Technical Center Campus

120 Ayers St.
Barre, VT 05641
802-476-5011
FAX: 802-476-4944

Barre Town Middle
and Elementary School

Doing whatever it takes to ensure success for every child.

December 28, 2016

TO: The Members of the Spaulding Union High School Board
RE: Superintendent's Report

Please accept the following report to the Spaulding Union High School Board:

(1) Act 46 Study Committee

- The Barre Town revote for Article 1 has been scheduled for Tuesday, January 31 and will be warned by the Barre Town Clerk. I have requested that the town clerk provide information on what the cost to the district will be when she has that figure.
- The Barre SU website homepage has a link to an Act 46 page with details from each meeting as well as general resources related to Act 46 (<http://bsuvt.org/joomla/index.php/act-46>)

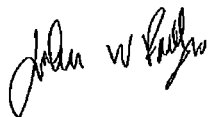
(2) Negotiations

- Paraeducator negotiations last met on December 5, and meet again on January 11.
- Teachers negotiations last met on December 14 and meet again on January 17.
- We are planning to schedule custodial negotiations in January.
- Minutes, agendas, and documents from meetings are posted on the BSU website at: <http://bsuvt.org/joomla/index.php/about-the-bsu/meetmins/2-uncategorised/42-bsunegotiations>

(3) Legislative Breakfast

- The legislative session begins in January 4. I would like to schedule a legislative breakfast for late January or early February, possibly on a Monday morning to accommodate the legislator's schedule.

Respectfully Submitted,



John Pandolfo
Superintendent of Schools

January 5, 2017
Principal's Report

- Athletics:
 - Michelle LaFrancis, Randi Dudley, Whitney Renaud & Colleen Couture are leading the effort to raise cancer awareness. Information attached.
 - December 27 – January 27, bags will be available for purchase and decoration to build cancer awareness. There will be a community display at the January 27th boys' basketball game.
- Staff Highlights:
 - Myrna Miranda O'Neill earned her Doctorate in Latin Studies in December. This is a prestigious accomplishment for any educator. Myrna has been a foreign language teacher at SHS for eighteen years.
 - Christine Smith is the new President of the Vermont Alliance for Social Studies. Christine taught social studies at SHS for seventeen years and is in her second year as the SHS librarian.
- Parent Forum:
 - Dr. Yasmine Ziesler, Chief Academic Officer of the Vermont State Colleges, spoke about college admittance with proficiency based grading and learning. In summary, colleges use a wide variety of criteria for acceptance. PBG provides good feedback to colleges about a student's levels of performance, but is only one of a number of criteria.
 - Clark Amadon, VSAC Outreach Counselor, spoke about financial aid for college. vsac.org provides information for students and families.
 - Dave Nicholson, SHS Director of Guidance, spoke about Dual Enrollment and Early College. Currently, junior and senior students can take up to two dual enrollment courses – courses that are provided by colleges, provided free of charge to students, receive high school credit and possibly college credit (depending upon the institution and program). Currently, this is state funded. Early college programs allow students to take a full year of college courses during their senior year, which also fulfill their high school requirements. Students and/or parents that are interested in more information on dual enrollment or early college should contact Dave Nicholson.
- Final Assessment Schedule:
 - Wednesday, January 11, 2017
 - AM Block : 7:35-9:05 am
 - Block 1: 9:30-11:00 am
 - Block 2: 11:30 am-1:00 pm
 - Thursday, January 12, 2017
 - Block 3/3B: 9:30-11:00 am
 - Block 4: 11:30 am-1:00 pm
 - Friday, January 13, 2017
 - Make-up Day - Times to be arranged between student and teacher.

- Teachers will inform students as to what the assessment will look like. Assessments may be presentations, portfolios, paper & pencil tests, etc. and may be used to focus upon the standards that the students have not yet met proficiency on.
- Final assessment expectations are attached.

Spaulding High School First Semester Final Assessments

Wednesday, January 11, 2017

AM Block : 7:35-9:05 am
Block 1: 9:30-11:00 am
Block 2: 11:30 am-1:00 pm

Thursday, January 12, 2017

Block 3/3B: 9:30-11:00 am
Block 4: 11:30 am-1:00 pm

Friday, January 13, 2017

Make-up Day - Times to be arranged between student and teacher

1. All courses will meet at the above scheduled times. **Students are required to attend during these times.** On-line classes will not meet on these days.
2. On assessment days **students only need to report to school during the time slots when they have an assessment UNLESS they are enrolled in a CVCC program (see #6).** We encourage students to use free time to study at home. We strongly discourage students from hanging around the school. If students wish to study at school, students are welcome in the library. While assessments are being administered, other school locations are off-limits. Students will not be permitted to leave an assessment room early, wander throughout the school, go to lockers or go to the cafeteria at will. Students who do not choose to behave appropriately will be directed to the administration.
3. The cafeteria will be open before and between assessment times.
4. **Make-up assessments are allowed only with an Administrator's permission.** In case of an emergency, students need to bring a doctor's note, or provide proof that the absence was the result of an emergency or crisis situation over which the student had no control.
5. **If school is canceled on an assessment day because of bad weather** the assessment schedule would be pushed back one school day. For example, if school is canceled on Wednesday, then AM, Block 1 & 2 assessments would be administered on Thursday, and Block 3 & 4 assessments would be administered on Friday. If we have a delayed schedule on Wednesday, the AM block will move to Thursday at 7:35 AM, but the remainder of the schedule will remain the same and the block exams begin at 9:30 AM.
6. **All CVCC Programs will run from 8:22 am until 12:50 pm (including lunch) each day.** CVCC students are expected to be present in their program when they are not scheduled for an assessment. If students have questions or concerns regarding their assessment schedule and attending CVCC programs, please see their program instructor.

Support our Winter Sports Teams as they suit up and join the fight!



SUPPORT OUR WINTER TEAMS



in an effort to create a world

ATTEND

one of the home games listed below and
make a minimum donation of

\$2

so you can create a Luminaria Bag in honor
of a loved one or friend who has or had
cancer.

Leave your bag with one of our
representatives at the game or the Main
Office by Wednesday, Jan. 25th in order for
your luminaria bag to be a part of our
community display.

Support our Winter Sports Teams
as they suit up to join an even bigger fight!

Luminaria bags will be available for a minimum donation of \$2 starting on Tuesday, December 27th at the Fran Pinard Tournament and art supplies will also be available on site for one to design and create a luminaria bag.

Community Display will take place Friday, January 27th at the Boys Basketball Game.

8.4

**SPAULDING HIGH SCHOOL
FINANCE COMMITTEE MEETING**
Barre Supervisory Union – 1st Floor Conference Room
December 7, 2016 – 2:00 p.m.

MINUTES

COMMITTEE MEMBERS PRESENT:

David LaCroix - Chair
Paul Malone
John Pandolfo, Superintendent
Lisa Perrault, Business Manager
Brenda Waterhouse, Principal

COMMITTEE MEMBERS ABSENT:

Dotty Ricks

GUESTS PRESENT:

Jamie Evans, Facilities Director
Donald McMahon, Special Services Director
Diane Stacy, Director of Technology

1. Call to Order

The Chair, Mr. LaCroix, called the Wednesday, December 7, 2016, Finance Committee meeting to order at 2:08p.m., which was held at the Barre Supervisory Union in the First Floor Conference Room.

2. Additions and/or Deletions to the Agenda

None.

3. Approval of Minutes – November 30, 2016 Finance Committee Meeting

On a motion by Mr. Malone, seconded by Mrs. Waterhouse, the Committee unanimously voted to approve the Minutes of the November 30, 2016 Finance Committee meeting.

4. FY18 Budget Development

Three documents were distributed. A Power Point Screen print titled 'Using \$300,000 from Gen. Fund Prior Yr.', the 'Spaulding UHS and CVCC SHS FY18 BUDGET 12/7/16' report, and the 'Barre Supervisory Union BSU FY18 BUDGET DRAFT 1 12/7/16' report. Mrs. Perreault provided an overview of the document that identifies information pertaining to use of funds from the General Fund. The projected FY18 spending per equalized pupil is \$13,865, an increase of .0074%.

The Committee began discussion of the Technology Department. Technology Director Diane Stacy advised that if she were asked to make reductions to the proposed budget, she would remove the Educational Technologist position. (SHS Budget document – page 22, line 469) This is currently budgeted at \$55,000. It was noted that this position is a professional position and would fall under the Teacher Agreement and would require a Technology Endorsement. This position is focused on building technology into all teachers' curriculum. This position is not a new position, but rather one that has remained unfilled. This position entails assisting staff with use of promethium boards (which are currently underutilized due to lack of training), trouble-shooting, supporting staff with skills learned during staff development, provide training for the use of the Google platform and Chrome Books as well as assisting with the integration of Proficiency Based Grading. BCEMS currently has an Educational Technologist and finds their services to be most valuable. Ms. Stacy advised that there is a proposed increase (in the amount of \$1000) for the stipend paid to Josh Allen. Mr. Allen is assisting with the project to make BSU websites ADA compliant, including making PDFs readable by screen readers.

The Committee moved to discussion of the Facilities portion of the budget. Facilities Director Jaime Evans was present to provide information. Mr. Evans advised that he has been in budget discussions with Mrs. Waterhouse. Of the \$200,000 proposed for budgeting for facilities, Mr. Evans advised that the last science room needs to be updated, hallway uni-ventilators need to be replaced, as well as replacement of some heaters. Items that need to be considered in the future include replacement of the library flooring, and acquisition of new curtains for the stage in the auditorium. The auditorium is in need of many upgrades/repairs. Brief discussion was held relating to sprinkler installation and installation of a new fire alarm system. Mr. Evans stressed that he felt a fire alarm system, which protects lives, is more urgently needed than sprinklers which protect property. There are no known regulations or Building Codes that require sprinkler installation. It was noted that a new fire alarm system would be less costly than installation of sprinklers throughout the building. It was noted that line item 602 on page 30 ('BSU – ASSESSMENT SPEC ED FACILITY' in the amount of \$5,800) is being removed as it should be listed as part of the SPED budget. Overall reductions in the Facilities budget total approximately \$109,000, including the transition of the Facilities Director and recently hired electrician to the SU budget. A reduction

in costs for electricity (due to the Solar Agreement) has not been forecast, and Mr. Evans cautioned that the credit for solar, may be off-set by additional costs associated with the football field lights. It is too early to determine if there are energy savings resulting from added insulation and the new roof. It was noted that line item (#575) for overtime is mainly related to sports related events.

Discussion switched to the Budget for Special Education. Donald McMahon, Special Education Director, was present to provide information to the committee. Special Education is contained in the SU budget. Mr. McMahon advised regarding increased costs associated with contracted services (page 1 – line item 15 and advised that line items 28 and 29 on page 2 will be reduced. Line item 60 on page 4 (SHS-Psych-Contracted Services) needs to be raised to stay in the range of \$100,000. This line item is to fund therapeutic counseling services. Discussion relating to transportation of SPED students revealed that the costs associated with the vendor appear to be more expensive than when transportation services were provided in-house. Mrs. Perreault advised regarding IDEA grant monies that previously covered some of the costs associated with transportation. Mrs. Perreault queried whether or not student schedules could be altered such as to allow for fewer bus runs. Mr. Pandolfo advised that the SU Board made the decision to go to one transportation scheme based on information in-hand. With new information coming to light, it may be necessary to perform additional research and compare the figures. Additional information can be presented at the December 21, 2016 meeting. In response to a query relating to ACT Administration expenses (page 6, lines 101 – 107), it was noted that some of the expenses have been moved to Facilities, and some are in fact being removed.

Other budget discussion included identification of 'new' educational expenses that are causing budgetary increases. The majority of the expenses, other than staff salary and benefits, is the addition of programs to accommodate mandated programs e.g. Flexible Pathways and Work Based Learning.

It was noted that, of the unaudited amount of \$874,000 in the Tax Stabilization/General Fund, \$430,000 is being put towards the 2017 budget. The completion date for finalization of the budget has not been formalized.

5. Other Business

Mr. Malone presented an itemized list of budget questions for the current fiscal year. Mrs. Waterhouse and Mrs. Perreault reviewed each line item and provided feedback to Mr. Malone. Some line items require notations to indicate that monies have been allocated under different line items.

6. Next Meeting Date

The next meeting will be held on Wednesday, December 21, 2016 at 2:00 p.m. at the Barre Supervisory Union in the First Floor Conference Room.

Future Agenda Items:
Budget Development

7. Adjournment

On a motion by Mr. Malone, seconded by Mrs. Waterhouse, the Committee unanimously voted to adjourn at 3:49 p.m.

Respectfully submitted,
Andrea Poulin

SHS policy Meeting Minutes
Monday December 5, 2016
Barre Supervisory Union Office, 4 PM

Members Present: J. Guy Isabelle, Chair, John Pandolfo, Superintendent

Kerry Lamb communicated her inability to attend because of the time. Guy apologized but he had a later conflict. Luke Aither sent an email sharing that he had been in a car accident.

The policy up for review is the proposed Barre Supervisory Union Class size policy. John wanted to make sure that each school has a chance to review the proposed policy that essentially combines the current three school policies into one with some minor adjustments. This is being done to continue the effort to have district policies that are clear and consistent.

One thing that was noted in the review is the max class size for the elementary grades 7 and 8 is 25 while the max class size for SHS is 20 even though higher numbers are allowed and are allowed if one reviews the current master schedule. Guy asked whether the max should be consistent at 25. John suggested that Guy poll the folks around this issue.

The other number that was missing on the Guidelines is the minimum number for those in Pre-K. John is going to double check the number.

Guy has spoken to the SHS administration staff about outstanding policies that need review. They feel that they are in good shape given the work that has been done by the previous folks. Guy has stated that he is open to reviewing any policy that may come up for SHS. Meanwhile he will concentrate his efforts on continuing the work on the SU level.

Meeting adjourned at 4:25 PM.

J. Guy Isabelle, Chair

Curriculum Committee Meeting
Minutes of the Meeting
Spaulding Union High School Elementary/Middle School
December 12th, 2016

In Attendance

- Joe Blakely, Committee Chair and Board Member
- Brenda Waterhouse, Principal
- Rick McCraw, Director of Curriculum, Instruction & Assessment, BSU
- Dave Nicholson, SHS Director of Guidance

Agenda

1. Review/approve minutes of November 14th
2. Changes to agenda
3. ACT results from spring of 2016
4. Update on flexible pathways
5. Upcoming agenda and meeting date/s.

The meeting was called to order at 3:05.

1. Review/approve minutes of November 14th, 2016

Minutes were approved as submitted.

2. Changes to Agenda

ACT was not discussed, as Dave had already presented ACT results to the full board.

3. Updated on Personalized Learning Plans (PLP)

Dave Nicholson reported that last year a group created a PLP form that included material such as personality inventories. Implemented for last year's 9th graders. This year, PLP professional learning committee has continued work on the PLP form. They have "transformed" the form based on faculty input. Among the changes was including information on technology use.

The new form was presented to the administration just today. The intent is to roll out the form to the faculty and students after February.

Joe asked if PLPs address career aspirations. Dave replied a career cluster inventory is a component of PLPs.

4. Science NECAP

Rick McCraw presented the attached form summarizing the science NECAP results from 2015 and 2016. He noted that the science NECAP is the only NECAP test still being given. It is (and has always been) given only to 11th graders.

Rick will assemble data on results prior to 2015 and comparing SHS results to statewide.

5. Upcoming agenda and meeting date/s.

The next meeting will be on Monday, January 9th from 3:00 to 4:30 in Room 110 of Spaulding High School. Agenda is TBD.

The meeting was adjourned at 3:28.

Minutes respectfully submitted,



Rick McCraw
Director of Curriculum, Instruction, & Assessment
Barre Supervisory Union

Pending Approval