

**SPAULDING HIGH SCHOOL  
REGULAR BOARD MEETING**  
Spaulding High School – Library  
March 9, 2017 - 6:00 p.m.

**MINUTES**

**BOARD MEMBERS PRESENT:**

Paul Malone - Chair  
David LaCroix – Vice Chair  
Joe Blakely - Clerk  
Tim Boltin  
Anthony Folland  
J. Guy Isabelle  
Ed Rousse

**BOARD MEMBERS ABSENT:**

**ADMINISTRATORS PRESENT:**

John Pandolfo, Superintendent  
Brenda Waterhouse, Principal  
Penny Chamberlin, Director Central Vermont Career Center – arrived at 6:33 p.m.

**GUESTS PRESENT:**

Video Vision Tech            Dave Delcore – Times Argus

**1. Call to Order**

The Superintendent, Mr. Pandolfo, called the Thursday, March 9, 2017, Regular meeting to order at 6:05 p.m., which was held at the Spaulding High School Library.

**2. Additions and/or Deletions to the Agenda**

Agenda Item 5.1, Board Reorganization will be discussed immediately after Agenda Item 2.

Add 5.12 FY18 Budget Revote Discussion

Add 5.13 SHS Scholarship Trust

Remove 5.2 Phase II CVCC - No discussion will be held. Item will be put on the April Agenda. Agenda Item 5.2 will remain as a place-holder.

It was noted that Mr. Blakely has not taken the oath at the City Clerk's Office, and will be abstaining from all votes at tonight's meeting.

**3. Visitors and Communication**

None.

**4. Approval of Minutes**

**4.1 Approval of Minutes – February 2, 2017 Regular Meeting**

On a motion by Mr. Isabelle, seconded by Mr. Folland, the Board voted 6 to 0 to approve the Minutes of the February 2, 2017 Regular Meeting. Mr. Blakely abstained.

**4.2 Approval of Minutes – February 6, 2017 Special Meeting**

On a motion by Mr. Isabelle, seconded by Mr. Rousse, the Board voted 6 to 0 to approve the Minutes of the February 6, 2017 Special Meeting. Mr. Blakely abstained.

**5. New Business**

**5.1 Board Reorganization**

VSBA Board Re-organization documentation was distributed. Mr. Pandolfo advised regarding Board re-organization, provided an overview of the slides contained in the documentation, including a review of the Oath of Office document, advised of the Essential Work of School Boards Workshop meetings (one of which will be held locally on 04/06/17) and requested nominations for the position of Board Chair.

Mr. LaCroix nominated Paul Malone for the position of Board Chair, seconded by Mr. Blakely. There were no additional nominations. The Board voted 5 to 0 to elect Mr. Malone as Board Chair. Mr. Blakely and Mr. Malone abstained.

Mr. Malone chaired the remainder of the meeting.

**Mr. Blakely nominated Dave LaCroix for the position of Vice-Chair, seconded by Mr. Isabelle.** There were no additional nominations. **The Board voted 6 to 0 to elect Mr. LaCroix as Vice Chair. Mr. Blakely abstained.**

**Mr. LaCroix nominated Joe Blakely for the position of Clerk, seconded by Mr. Malone.** There were no additional nominations. **The Board voted 6 to 0 to elect Mr. Blakely as Clerk. Mr. Blakely abstained.**

**The Board agreed to appoint Mr. Malone, Mr. Isabelle, and Mr. Folland as Representatives to the Barre Supervisory Union Board.**

**Committee Assignments:**

Mr. Pandolfo recommends the formation of Curriculum, Negotiations and Policy committees at the SU level, with elimination of these committees at the district level. The recommendation to form SU level Finance and Facilities Committees is not feasible at this time as not all Boards are agreeable to this change.

**Finance Committee – Chair: Mr. Malone, Committee Members: Mr. LaCroix and Mr. Boltin – Meetings: 4<sup>th</sup> Wednesday of each month at 4:00 p.m.**

**Facilities Committee – Chair: Mr. LaCroix, Committee Members: Mr. Rousse and Mr. Blakely – Meetings: 2<sup>nd</sup> Wednesday of each month at 4:00 p.m. in the SHS Library.**

**Policy Committee – Mr. Isabelle (to be finalized at/after the Tri-Board Meeting).**

**Curriculum Committee – Chair: Mr. Blakely, Committee Member: Mr. Rousse – Meeting Schedule: to be finalized at/after the Tri-Board Meeting on March 23, 2017, though one meeting is scheduled for Monday, March 13, 2017 at 3:00 p.m. in the SHS Library. Note: Meetings are normally held at SHS in Room 110.**

**Negotiations: Committee Member: Mr. Blakely.**

**Enterprise Corporation: Tentative Committee Members: Joe Blakely and Anthony Folland.** This committee provides oversight of the enterprises run by CVCC.

**Regional Advisory Board: Committee Members: Mr. Rousse, Mr. Isabelle, and Mr. Boltin.** This mandated board helps govern career centers.

**The Board agreed to postpone finalization of assignment to the Enterprise Corporation.**

**The Board also agreed to postpone, until at/after the Tri-Board Meeting, finalization of assignments to the Policy and Curriculum Committees.**

**On a motion by Mr. Rousse, seconded by Mr. Isabelle the Board voted 5 to 0 to authorize the Board Chair to sign Teacher Contracts and other contracts, as approved by the Board. Mr. Blakely and Mr. Malone abstained.**

**The Board agreed to hold Board meetings on the first Thursday of each month at 6:00 p.m. in the SHS Library.**

**The Board agreed that the date of the 2016 Board Retreat will be determined at/after the Tri-Board Meeting.**

**The Board agreed to post Agendas and Minutes at Spaulding High School, the Supervisory Union, at the City and Town Clerks' Offices, and on the SHS/CVCC web sites.**

**The Board agreed to use Roberts Rules.**

**The Board reviewed and signed copies of the 'Code of Ethics For Vermont School Board Members' document.**

**The Board reviewed communication practices, Board development opportunities, and Board advocacy.** The Board was advised that information shared as a discussion (verbally, electronically or written), outside of board meetings, violates the Open Meeting Law. Discussion also included emphasis on using the proper chain of command for communication and/or resolution of concerns/complaints. The Essential Work of School Boards Workshop was identified as one board development opportunity.

**The Board agreed to designate the Times Argus and The World as the newspaper publications to be utilized for meeting notices, warnings and employment advertisements.**

**Mr. Pandolfo provided an overview of the Executive Session document and provided new Board Members with a laminated copy of excerpts from 1 VSA § 313. EXECUTIVE SESSIONS.**

### **5.2 Phase II CVCC**

No discussion will be held. This item will be placed on the April Agenda.

### **5.3 Retirements**

Letters of resignation from Shaun Driscoll, Douglas LaPoint, and Jerry Desmarais were distributed. Discussion was held regarding the retirement of the individuals who submitted letters of resignation. These individuals are long term employees at Spaulding High School and have each contributed enormously to the school and its students. These highly regarded staff members will be greatly missed.

**On a motion by Mr. Rousse, seconded by Mr. Isabelle, the Board voted 6 to 0 to accept with regrets and best wishes, the resignation of Shaun Driscoll. Mr. Blakely abstained.**

**On a motion by Mr. Isabelle, seconded by Mr. LaCroix, the Board voted 6 to 0 to accept with regrets and congratulations, the resignation of Mr. LaPoint. Mr. Blakely abstained.**

**On a motion by Mr. Rousse, seconded by Mr. Isabelle, the Board voted 6 to 0 to accept with regrets and congratulations, the resignation of Jerry Desmarais. Mr. Blakely abstained.**

### **5.4 Market SHS to Other Communities**

Mr. Isabelle would like to promote SHS as a school of choice for the region. Mr. Isabelle requested that future discussions be held regarding how to promote the school's attributes. Discussion of school attributes included; the Scholarship Fund, the ROTC Program, 'tradition', Drama, Arts, and Sports programs. It was noted that some schools provide busing as a way to increase enrollment. It was also noted that tuition does not follow the student in the Winooski Valley & Statewide Choice of Public High School Collaborative. Mr. Boltin believes that strong marketing is needed to counter negative publicity he has heard in the past. Mr. LaCroix believes the Finance Committee should hold discussions regarding how much money should be spent on marketing the school. Mr. LaCroix also advised regarding the March 28, 2017 Scholarship Trust Board Meeting.

### **5.5 First Reading Role and Adoption of School Board Policies (A1)**

Copies of policies referenced in Agenda Items 5.5 through 5.11 were distributed. Mr. Pandolfo provided an overview of these BSU policies which have been approved by the BSU Board.

**On a motion by Mr. Isabelle, seconded by Mr. Rousse, the Board voted 6 to 0 to approve the First Readings of the policies referenced in Agenda Items 5.5 through 5.10 (A1, D2, D8, E8, F20-1, and G1). Mr. Blakely abstained.**

### **5.6 First Reading Professional Development (D2)**

Approved under Agenda Item 5.5.

### **5.7 First Reading Alcohol and Drug-Free Workplace (D8)**

Approved under Agenda Item 5.5.

### **5.8 First Reading Tobacco Prohibition (E8)**

Approved under Agenda Item 5.5.

### **5.9 First Reading Model Procedures on the Prevention of Harassment, Hazing, and Bullying of Students (F20-1)**

Approved under Agenda Item 5.5.

### **5.10 First Reading Curriculum Development & Coordination (G1)**

Approved under Agenda Item 5.5.

### **5.11 First Reading Proficiency-Based Learning (G20)**

Mr. Pandolfo provided an overview of this BSU policy which has been approved by the BSU Board.

**On a motion by Mr. Isabelle, seconded by Mr. Folland, the Board voted 6 to 0 to approve the First Reading of the Proficiency-Based Learning Policy (G20). Mr. Blakely abstained.**

### **5.12 FY18 Budget Revote Discussion**

A copy of an e-mail from Donna Kelty (dated 03/09/17) was distributed. Mr. Pandolfo advised the Board that if the revote is scheduled for May 9, 2017 (the date of the Barre Town Annual Election), a revised budget will need to be completed in March for a

March 30, 2017 Warning. A budget revote on May 9<sup>th</sup> would allow the revote to be accomplished in the most cost efficient manner. The Board agreed to try to work on the budget at the March 23, 2017 Tri-Board Meeting. Discussion was held regarding possible reasons for the budget defeat. It was noted that the ballot language (mandated by the State), was negative, showing a cost per pupil increase of 4.3%, though the budget actually had no tax impact. It was noted that the budget was fiscally responsible and that SHS continues to have one of the lowest cost per pupil rates in the state. Unfunded mandates are having a negative impact on the budget. Given that SHS has one of the lowest cost per pupil rates, Mr. Blakely feels strongly that the Board not cut back on essential services. The Board and Administrators were polled regarding their thoughts for the defeat and how to move forward. Mr. Pandolfo suggested the possibility of creating a survey to assist with determining why the budget was defeated.

### **5.13 SHS Scholarship Trust**

Mr. LaCroix advised that the Trust is receiving more scholarships for CVCC students. The current bylaws only allow SHS students to receive scholarships. The SHS Scholarship Trust Board wants to make a change to the bylaws to allow scholarships to be awarded to CVCC students. The SHS Scholarship Trust Board also recommends an additional bylaw change that will allow 2 SHS Board Members to be on the SHS Scholarship Trust Board. The Trust Board currently has legal counsel working on the recommended bylaw changes. The Trust Board is requesting the Board's approval of the recommended changes. **On a motion by Mr. Isabelle, seconded by Mr. Folland, the Board voted 4 to 0 to approve moving forward with the recommended bylaw changes. Mr. LaCroix, Mr. Blakely, and Mr. Malone abstained.** Mr. Malone advised that the Trust has recently received new money for CVCC scholarships (ten \$10,000 awards – to be given over 10 years).

## **6. Old Business**

### **6.1 Second and Final Reading Federal Child Nutrition Act Wellness Policy (F28)**

Copies of policies referenced in Agenda Items 6.1 and 6.2 were distributed. Mr. Pandolfo provided a brief overview of the BSU policies which have been approved by the BSU Board.

**On a motion by Mr. Isabelle, seconded by Mr. LaCroix, the Board voted 6 to 0 to approve the Second and Final Readings of the policies referenced in Agenda Items 6.1 and 6.2 (F28 and G14), and agreed to ratify said policies. Mr. Blakely abstained.**

### **6.2 Second and Final Reading Class Size Policy (G14)**

Approved under Agenda Item 6.1.

### **6.3 Labor Relations Agreements**

Mr. Pandolfo advised that mediation with the teachers is scheduled for April 27, 2017. Mr. Pandolfo is obtaining clarification regarding whether or not mediation is to be held in Executive Session. Though the Negotiations Committee feels that Mediated Fact Finding would be more efficient and is a preferred way to proceed, the Teachers Association will not agree to Mediated Fact Finding at this time. The February 22, 2017 meeting with para-educators resulted in minimal progress. The next meeting with para-educators is being scheduled. Negotiations with Custodial/Maintenance staff have not started. Mr. Pandolfo met with the new bargainer. Four meetings have been scheduled; 03/29/17, 04/03/17, 04/11/17, and 04/25/17. The March 29, 2017 meeting will include an insurance presentation. Meetings will be held at Spaulding High School; beginning at 6:00 p.m., and are open meetings.

## **7. Other Business**

None.

## **8. Reports to the Board**

### **8.1 Superintendent**

A copy of the Superintendent's report dated March 1, 2017 was distributed. The report included information pertaining to; Negotiations, Health Care (transitioning to the new VEHI plans in January 2018), SU Office renovations, and the Tri-Board Meeting which is scheduled for March 23, 2017 at 6:00 p.m. (new Board Member Orientation will take place at 5:00 p.m.). A memorandum from Rebecca Holcombe, Ed.D., Secretary of Education (dated 02/28/17) was distributed. The document pertains to 'Our Responsibility for the Learning of our Students'. Mr. Pandolfo had nothing to add to the written report, but encouraged Board Members to read the informative memorandum from Secretary of Education, Rebecca Holcombe.

### **8.2 Principal**

The Principal's Report dated March 9, 2017 was distributed. The report contained information pertaining to; Athletics, Academics (including distribution of Academic Warnings, available scholarships, and the Winooski Valley Region Public School Choice Program), Student Highlights (including JROTC students' achievements, this year's Valedictorian-Will Bigglestone, Salutatorian-Gianna Somarriba, and the selection of Savannah Ouellette to represent the school at the regional Poetry Out Loud competition). A document titled '2016-17 JROTC Level II Results by Brigade' was also distributed. Mrs. Waterhouse reported a higher than usual parent turnout (563), for February parent/teacher conferences. Administrators are looking into scheduling of parent/teacher conferences for the 2017 / 2018 school year. In response to a query, Mr. Pandolfo advised that the School Schedule for the 2017 / 2018 year is being worked on, with the goal of aligning start/end and vacation dates, as well as professional development dates

etc.....The creation of the school calendar is a coordinated effort that aligns with other local supervisory unions as much as possible. Mrs. Waterhouse provided highlights of the student accomplishments that were documented in the report.

### 8.3 CVCC Director

The CVCC Board Report dated March 9, 2017 was distributed. The report included information pertaining to; The Building Trades trip to Louisiana (03/28/17 – 04/04/17), Dual Enrollment Statistics, Phase II of the Office Renovations, Showcase Day (02/15/17), Professional Development (03/31/17), the Perkins Plan for FY18, a potential partnership with Tender Loving Homecare, and Parent/Teacher Conferences. A copy of the Perkins Plan for FY18 and the Adult Continuing Education Schedule for Spring 2017 were also distributed. Ms. Chamberlin provided highlights from the report, advised that Phase II of the renovations is on schedule (to begin the 3<sup>rd</sup> week of June), advised regarding the National Tech Honor Society Celebration (04/06/17 at the Barre Auditorium), and provided an overview of the Perkins Plan Proposal for 2018. Ms. Chamberlin advised that the Perkins Plan is required to be presented to the SHS Board as well as the Regional Advisory Board. Ms. Chamberlin is requesting approval of the Perkins Plan.

**On a motion by Mr. Isabelle, seconded by Mr. Rousse, the Board voted 6 to 0 to approve, as submitted, the Perkins Plan for 2018. Mr. Blakely abstained.**

### 8.4 Committee Reports

Policy Committee – Minutes from the February 14, 2017 meeting were distributed. The next meeting is scheduled for Monday, April 17, 2017 at 5:00 p.m. As this meeting falls within April vacation, it may be rescheduled.

Curriculum Committee – No discussion was held.

Finance Committee – The Committee has not met recently. There is nothing new to report.

Facilities Committee – No discussion was held.

### 8.5 Financials

The SHS and CVCC Expense Budget Reports (dated 03/01/17) were distributed. Financial projections will be discussed at the April meeting.

### 8.6 Student Representatives

Student Representatives are not available this evening. No discussion was held.

## 9. Future Agenda Items and Upcoming Committee Meetings

Future Agenda Items: (For the April 13, 2017 meeting)

- SHS Scholarship Trust Report
- Second and Final Readings / Ratification of Policies;
  - Role and Adoption of School Board Policies (A1)
  - Professional Development (D2)
  - Alcohol and Drug-Free Workplace (D8)
  - Tobacco Prohibition (E8)
  - Model Procedures on the Prevention of Harassment, Hazing, and Bulling of Students (F20-1)
  - Curriculum Development & Coordination (G1)
  - Proficiency-Based Learning (G20)
- Labor Relations Update
- JROTC Historical Information

Board Members are asked to send additional items to Mr. Pandolfo or Mr. Malone.

Curriculum Committee – Monday, March 13, 2017 at 3:00 p.m. in the SHS Library. (Meetings are usually held in Room 110)

Finance Committee – Wednesday, March 22, 2017 at 4:00 p.m. in the SHS Library

Facilities Committee – Wednesday, April 12, 2017 at 4:00 p.m. in the SHS Library

Regular Board Meeting – Thursday, April 13, 2017 at 6:00 p.m. in the SHS Library (this is a change from the regular schedule)

Policy Committee – Monday, April 17, 2017 at 5:00 p.m. As this meeting falls within April vacation, it may be rescheduled.

## 10. Executive Session as Needed

### 10.1 Personnel

A Personnel Issue was proposed for discussion in Executive Session.

**On a motion by Mr. Rousse, seconded by Mr. Isabelle, the Board voted 6 to 0 to enter into Executive Session, with Mr. Pandolfo in attendance, at 8:15 p.m. under the provisions of 1 VSA section 313 to discuss the item proposed for discussion. Mr. Blakely abstained.**

The remaining information was provided by the Board Clerk.

**On a motion by Mr. Isabelle, seconded by Mr. Folland, the Board voted 6 to 0 to exit Executive Session at 8:44 p.m. Mr. Blakely abstained.**

**On a motion by Mr. LaCroix, seconded by Mr. Rouse, the Board voted 6 to 0 to accept the Superintendent's recommendation for dismissal of an employee. Mr. Blakely abstained.**

**11. Adjournment**

**On a motion by Mr. Rouse, seconded by Mr. LaCroix, the Board voted 6 to 0 to adjourn at 8:45 p.m. Mr. Blakely abstained.**

Respectfully submitted,  
*Andrea Poulin*