

**SPAULDING HIGH SCHOOL
REGULAR BOARD MEETING**
Spaulding High School – Library
June 1, 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
Penny Chamberlin, Director Central Vermont Career Center
Donald McMahon, Special Services Director

GUESTS PRESENT:

Video Vision Tech Dave Delcore – Times Argus Julia Arguin

1. Call to Order

The Chair, Mr. Malone, called the Thursday, June 1, 2017, Regular meeting to order at 6:01 p.m., which was held at the Spaulding High School Library.

2. Additions and/or Deletions to the Agenda

None.

3. Visitors and Communication

None.

4. Approval of Minutes

4.1 Approval of Minutes – May 4, 2017 Regular Meeting

On a motion by Mr. Isabelle, seconded by Mr. Boltin, the Board voted 6 to 0 to approve as amended, the Minutes of the May 4, 2017 Regular Meeting. Mr. Blakely abstained.

5. New Business

5.1 Resign/Retire/New Hire

Resumes and BSU Notification of Employment Status forms for Emily Loughlin, Nora Duane, Megan Norman, Matthew Parkes Martino, and Timothy Hammond were distributed.

Mr. Pandolfo provided an overview of Emily Loughlin's education and experience. Ms. Loughlin is being presented for the position of Tech Integrationist. This position is responsible for educating staff on the use of technology.

On a motion by Mr. Blakely, seconded by Mr. Folland, the Board unanimously voted to approve the hiring of Emily Loughlin.

Mr. Pandolfo provided an overview of Nora Duane's education and experience. Ms. Duane is presented for the position of history teacher.

On a motion by Mr. Isabelle, seconded by Mr. Rousse, the Board unanimously voted to approve the hiring of Nora Duane.

Mr. Pandolfo advised that Ms. Norman was offered a position as a social studies teacher, but due to personal issues, has withdrawn her acceptance of the position.

Mr. Pandolfo and Mr. McMahon provided an overview of Matthew Parkes Martino's education and experience. Mr. Martino is presented for a Special Education position and his hiring will be formally approved by the SU Board. Mr. Malone advised he would like the SHS Board to approve this hire to document the Board's endorsement of the candidate.

On a motion by Mr. Rousse, seconded by Mr. Isabelle, the Board unanimously voted to approve the hiring of Matthew Parkes Martino.

Mr. Pandolfo and Ms. Chamberlin provided an overview of Timothy Hammond's education and experience. Mr. Hammond is presented for hiring as an Exploratory Tech teacher at the Central Vermont Career Center.

On a motion by Mr. Boltin, seconded by Mr. LaCroix, the Board unanimously voted to approve the hiring of Timothy Hammond.

Mr. Pandolfo advised that Danny Boone is a candidate for the ROTC position being vacated by retiring Chief Driscoll. Mr. Pandolfo advised regarding Mr. Boone's experience, including 27 years in the armed forces. Mr. Pandolfo noted that hiring for this ROTC position is done by the military. Mr. Pandolfo will make a recommendation to the military, that Mr. Boone be hired to fill the vacant ROTC position.

Mr. Pandolfo requested that the Board authorize he and Mr. Malone to formally offer teaching contracts to candidates that need to be hired during the summer when the Board does not meet.

On a motion by Mr. Blakely, seconded by Mr. Folland, the Board voted 6 to 0 to authorize the Board Chair and the Superintendent, to formally offer contracts for the hiring of staff. Mr. Malone abstained.

5.2 Revenue Anticipation Note Recommendation and Approval

A document titled 'SHS/CVCC Facility Projects, Etc...Summer 2017, 6/1/17' was distributed. Mr. Pandolfo provided an overview of the bids and advised regarding banking institutions that did not submit bids. Mr. Pandolfo recommends contracting with Community Bank (formally known as Merchants Bank) for the Revenue Anticipation Note at a rate of 2.71%.

On a motion by Mr. LaCroix, seconded by Mr. Blakely, the Board unanimously voted to approve contracting with Community Bank, formally 'Merchants Bank', for the Revenue Anticipation Note, at a rate of 2.71%.

The contract was circulated for Board Members' signatures.

5.3 Sprinkler System Update

Three e-mails (dated 05/11/17, 05/23/17, and 05/24/17), relating to the sprinkler system were distributed. A copy of the 'Meeting Record' from the Vermont Department of Public Safety – Division of Fire Safety, was also distributed. Mr. Pandolfo provided historical information regarding discussion/action relating to the sprinkler system. Discussion was initiated in September 2015. Mr. Pandolfo stressed that SHS will complete any work that is necessary to be compliant with Fire Safety Code. At the present time, there are outstanding questions relating to specific requirements, laws, and regulations. The school's insurance company is involved in the research of requirements. It is estimated that it will cost ½ to 1 million dollars to complete installation of sprinklers throughout the remainder of the building. It was noted that safety is two-fold; Safety of students and staff, and safety of the building structure/contents. Mr. Blakely raised concern relating to false sprinkler alarms that cause ruination of property. Mr. Malone voiced concern regarding damage caused by sprinklers, financing of sprinkler installation, the possibility that mandatory sprinkler installation would result in other items not getting done, passing a budget that includes a costly sprinkler installation, and steps to take in the event that voters don't approve sprinkler installation funding. Research will continue and Mr. Pandolfo will provide additional information at future Board meetings.

6. Old Business

6.1 Labor Relations Agreements

A document containing screen prints of a Power Point presentation titled 'Salary Schedules' (June 2017) was distributed. Mr. Pandolfo provided an update regarding negotiations with teachers, para-educators and custodial/maintenance personnel (AFSME). Negotiation meetings with para-educators and AFSME representatives were cancelled and are in the process of being rescheduled. The Negotiations Committee is currently waiting for confirmation of a meeting date and Fact Finder so that teacher negotiations may continue. Mr. Pandolfo presented the Power Point presentation to provide Board Members with detailed information relating to salary schedules and their financial impact. The presentation included the Salary Schedules for 2016 and 2017 (including salaries by 'Step' for the various salary categories: Bachelors, Bachelors + 15 Credits, Bachelors + 30 Credits, Masters, Masters + 15 Credits, and Masters + 30 Credits), the current Index and an explanation of how an Indexed Salary Schedule works, movement of employees within the Salary Schedule, examples of employee increases for various Salary Categories (Bachelors, Masters, and Masters +15), and an explanation of how a settlement works utilizing an Indexed Salary Schedule (including the increase in the Base and 'New Money'). It was noted that the current contract results in teachers (who are not at the top of their pay schedule) receiving 2 to 3 increases per year (1

for an increase in the Base, 1 for the increase in Step, and 1 for teachers who have a change in category). Teachers who are at the top of the Salary Schedule receive one increase as a result of the Base increase). The presentation documented increase percentages and included a comparison to the CPI by calendar year. It was noted that an increase in the Base Salaries causes increases in all stipend amounts (Department Heads, Coaches, etc.). The presentation documented that over the years, salary increases (averaging between 4.9% and 6.2%) have been significantly higher than the CPI increase. It was noted that the Step System is not sustainable with CPI increases of approximately 1% per year. In response to a query, it was noted that benefits are in addition to the salary amounts. Currently 80% of health insurance premiums are paid by the SU or district school, amounting to an additional \$15,000 to \$20,000 in cost (to the SU or district) for the 'family plan'. Additional costs include contribution to the State Retirement Program. Mr. Pandolfo provided an overview of some additional benefits, including sick days (and their accrual), personal days, bereavement days, and family leave. It would be beneficial for the Board to know all of the employee benefits. It was noted that Vermont ranks 16th in the nation for teacher salaries. There are 190 'teacher days' per year, as opposed to 261 working days for regular full time jobs.

6.2 Summer Project Updates and Bid Recommendations

The document presented for this agenda item, titled 'SHS/CVCC Facility Projects, Etc...Summer 2017, 6/1/17', was distributed under Agenda Item 5.2. Mr. Pandolfo provided an overview of the bids related to summer projects and advised regarding his recommendations.

On a motion by Mr. Rousse, seconded by Mr. Boltin, the Board unanimously voted to approve hiring Randall Construction for Phase II of the CVCC Office Move Project.

On a motion by Mr. Folland, seconded by Mr. Isabelle, the Board unanimously voted to approve hiring Flinn Scientific for renovations to the science room (including cabinetry and lab stations).

On a motion by Mr. Rousse, seconded by Mr. Isabelle, the Board unanimously voted to approve hiring Brian Boucher (BBC) for installation of Unit-ventilators.

No motion for approval is necessary for flooring installation (for the office and science room #113) or chalk board removal, as the bids are lower than the \$15,000 threshold limit. The winning bid from Jeff Lackey is \$13,392.

RFPs for fuel (wood chips, oil and propane) and plowing services will be sent out at a later date.

7. Other Business

None.

8. Reports to the Board

8.1 Student Representatives

Ms. Arguin advised regarding upcoming final exams (not required for most students who are at the Proficient level), plays selected for next year (Peter and the Star Catcher, and The Sound of Music), and Athletics. Mr. Rousse reported that the SHS Tennis Team has done very well this year.

8.2 Superintendent

A copy of the Superintendent's Report dated May 25, 2017 was distributed. The report included information pertaining to; Negotiations, Federal Funding, and BSU Central Office Changes. A copy of the AASA Summary & Analysis: President Trump's FY18 Budget Proposal (dated 05/23/17) was also distributed. Mr. Pandolfo had nothing additional to report. The Board had no questions for Mr. Pandolfo. Additionally, Mr. Pandolfo distributed a copy of a letter from Rebecca Holcombe, E.D. (Secretary of Education) dated 05/26/17, relating to the President's proposed budget appropriation for K – 12 education.

8.3 Principal

The Principal's Report (dated 06/01/17) was distributed. The report contained information pertaining to Athletics, Academics (testing), and Student Highlights (35 students were inducted into the National Honor Society). It was announced that SHS Para-educator, Lance Parker recently participated in, and won, a 10 day, 888 kilometer running race. Mr. Isabelle recognized, and thanked Mike Gilbert for his efforts assisting the school.

8.4 CVCC Director

Two documents were distributed; the '2017 – 2018 CVCC STUDENT COUNT as of 6/1/17', and the CVCC Board Report (dated 06/01/17). The Report contained information relating to; the Culinary and Bake Shops, The Natural Resources and Sustainability Students, including their recent recognition in the Times Argus, preparation for the last two weeks of school (including credential and State program assessments, New Hire: Cathy Owen, and Awards Night (June 13, 2017 at 6:30 p.m. in the Barre Auditorium). Ms. Chamberlin highlighted the upcoming Awards Night and provided an overview of the enrollment report for 2017 / 2018. It was noted that compared to past years, fewer SHS students are enrolled in CVCC.

8.5 Committee Reports

8.5.1 Finance

Minutes of the 05/24/17 meeting were distributed. Mr. Malone advised that the projected deficit is down approximately \$31,000.

8.5.2 Facilities

Minutes from the 04/11/17 meeting were distributed. Mr. LaCroix advised regarding topics discussed at the 04/11/17 meeting and advised that the next meeting will be held Wednesday, June 7, 2017 at 4:00 p.m. in the SHS Library. Topics for discussion will include; Summer Projects, the Sprinkler System, and Evacuation Routes.

Mr. Pandolfo announced that ICS402 Training (School Safety) will occur on July 18, 2017. Afternoon training will include training for all district schools.

8.5.3 Verbal Report of BSU Committees

BSU Curriculum Committee -

Minutes were previously e-mailed to Board Members. Mr. Blakely reported that it was a very informative meeting with great representation from all district schools.

BSU Policy Committee –

Mr. Isabelle reported that the Committee met in May, with discussion centering on Transportation. The next BSU Policy Committee meeting will be held Monday, June 19, 2017 at 6:00 p.m., and will include the review of numerous policies.

8.6 Financials

The SHS and CVCC FY17 Expenditure/Year-end Projection Reports (dated 05/24/17) were distributed.

Mr. Pandolfo advised that Line #56 pertains to interest earned on the General Fund.

Mr. Malone advised that formation of an SU level Finance Committee will be discussed at the Tri-Board Meeting on June 8, 2017.

Mr. LaCroix and Mr. Boltin advised they would be able to join this committee, which will tentatively meet quarterly.

9. Future Agenda Items and Upcoming Committee Meetings

Future agenda items include:

Negotiations / Labor Relations
SHS Foundation Report
Resignations/Retires/New Hires
Summer Projects Update

BSU Policy Committee – June 19, 2017 at 6:00 p.m.

BSU Curriculum Committee – Monday, August 28, 2017 at 5:30 p.m., in the SHS Library (no July meeting)

SHS Finance Committee – Wednesday, September 14, 2017 at 4:00 p.m., in the Spaulding High School Library (no meeting in June, July, or August)

BSU Finance Committee – Wednesday, September 14, 2017 at 6:00 p.m., in the Spaulding High School Library.

SHS Facilities Committee – Wednesday, June 7, 2017 at 4:00 p.m. in the SHS Library (deviation from the usual - 2nd Wednesday of the month)

10. Executive Session as Needed

10.1 Personnel

A Personnel Issue was proposed for discussion in Executive Session.

On a motion by Mr. Blakely, seconded by Mr. Isabelle, the Board unanimously voted to enter into Executive Session with the Superintendent, Mr. Pandolfo, in attendance, at 7:40 p.m. under the provisions of 1 VSA section 313 to discuss the item proposed for discussion.

The remaining information was provided by the Superintendent.

On a motion by Mr. Rouse, seconded by Mr. Boltin, the Board unanimously voted to exit Executive Session at 8:12 p.m.

11. Adjournment

On a motion by Mr. Boltin, seconded by Mr. Blakely, the Board unanimously voted to adjourn at 8:13 p.m.

Respectfully submitted,
Andrea Poulin