

**SPAULDING HIGH SCHOOL  
REGULAR BOARD MEETING**

Spaulding High School – Library  
September 8, 2015  
New Staff Reception at 5:30 p.m.  
Regular Meeting at 6:00 p.m.

**MINUTES**

**BOARD MEMBERS PRESENT:**

Carlotta Simonds-Perantoni - Chair  
David LaCroix - Vice Chair  
Joe Blakely - Clerk  
Veronica Foiadelli-McCormick – arrived at 6:20 p.m.

**BOARD MEMBERS ABSENT:**

Dotty Ricks  
Ed Rousse  
Mark Tatro

**ADMINISTRATORS PRESENT:**

John Pandolfo, Superintendent  
Brenda Waterhouse, Principal  
Brian Hoover, Assistant Principal – departed at 6:12 p.m.  
Penny Chamberlin, Director Central Vermont Career Center  
Scott Griggs, Assistant Director, Central Vermont Career Center  
Lisa Perrault, Business Manager

**GUESTS PRESENT:**

Video Vision Tech	Donna Brizzolara	Caitlyn Bryant	Doug Clark	Ruth Durkee
Rebecca Elgood	Ry Hoffman	Kerri Lamb	Jeremy Lyford	Seth Mikle
Ben Moore	Kirstin Reilly	Christine Smith	Pamela Smith	Christopher Wood

**1. Call to Order**

**The Chair, Mrs. Perantoni, called the Tuesday, September 8, 2015, Regular meeting to order at 6:02 p.m., which was held at the Spaulding High School Library.**

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

No additions. Items requiring a vote will be postponed until a quorum is present.

**3. Visitors and Communication**

**3.1 New Staff Introductions**

New staff members were welcomed by the Board. New staff members introduced themselves and provided a brief background of their experience and advised regarding the position they were hired for.

**4. Approval of Minutes**

Minutes were approved after Agenda Item 9, at the end of the meeting.

**4.1 Approval of Minutes – August 17, 2015 Retreat School Board Meeting**

**On a motion by Mr. Blakely, seconded by Mr. LaCroix, the Board unanimously voted to approve the Minutes of the August 17, 2015 Retreat School Board Meeting.**

**4.2 Approval of Minutes – August 18, 2015 Emergency School Board Meeting**

**On a motion by Mr. Blakely, seconded by Mr. LaCroix, the Board unanimously voted to approve the Minutes of the August 18, 2015 Emergency School Board Meeting.**

**5. Old Business**

**5.1 FY '17 Budget Development**

Ms. Perreault introduced herself to the Board advising that she has been enjoying her position as Business Manager. Ms. Perreault used a Power Point presentation to provide an overview of the budget process. The overview included the following areas; Beginning

Stages of Budget Development, the Schedule (which has been shared with each Board), Core Values, Investments, Budget Development Considerations (including the new VSTRS expense), Act 46 FY17 Cost Containment, including Total Allowable Growth, Four Different Methods to Assess Costs for Each District, a definition of Equalized Pupil, Education Spending per Equalized Pupil, and SHS UHSD/CVCC Budget Goals for 2016-2017. Ms. Perreault advised that the assessment methods will need to be analyzed for each district. Ms. Chamberlain requested that technology and Career Center equipment replacement, as well as student assessment data, be added for budget consideration. Mrs. Waterhouse requested that MTSS initiatives also be included. Mrs. Perantoni queried regarding how Special Education Child Counts compare to other schools.

### **5.2 Warrant Discussion (Signature Rotation)**

Mrs. Perantoni advised that the current process and practices do not match the current policy and procedure documentation. Mr. Pandolfo and Ms. Perreault will present a recommendation at the Tri-Board meeting. The goal is to implement a streamlined policy and practices that assure compliance with statutes.

### **5.3 Revisit Committee Meeting Dates**

Mrs. Perantoni advised that committees need to make firm decisions regarding set meeting times and dates. The various committees advised regarding the following schedule of meetings:

Spaulding High School – First Monday of each Month

BSU - Second Thursday of each month.

Finance Committee – Second Thursday of each month at 4:30 p.m. at SHS in the Library. (Mr. LaCroix will advise if the meeting scheduled for 09/10/15 will be cancelled).

Policy Committee – not yet defined. Discussion to be held with Ms. Ricks.

Facilities Committee – Beginning in October, meetings will be held on the second Wednesday of each month at 5:00 p.m. in the SHS Library.

Curriculum Committee – needs to be redefined. Mrs. Perantoni will contact Mr. Rousse to define.

In response to a query from Ms. Chamberlain, Mr. Pandolfo confirmed that Committee Chairs are responsible for defining agendas and coordinating the legal posting of Agendas and Warnings with Mrs. Debra Gibson. The one exception is the Curriculum Committee meeting which is coordinated by Rick McCraw with Sue Mahoney.

## **6. New Business**

### **6.1 Resignation(s) and New Hire(s)**

None.

### **6.2 NEASC Update**

A document titled 'Core Values, Beliefs, and Learning Expectations' was distributed for review. Mrs. Waterhouse advised that the document outlined beliefs and expectations and is used to guide curriculum, and decision making, including financial decisions. The NEASC process involved much reflection and a tremendous amount of work, building measurable expectations. The NEASC process is very involved, encompassing a ten year cycle, with evaluation at two and five year points. There is a follow-up report. Some wordsmithing is required for the mission statement and rubrics. SHS was cleared in January 2014 and were advised that expectations were met. On March 1, 2016, the 5 year evaluation will need to be performed. Surveys and community member input will be part of this evaluation.

### **6.3 SHS Student and Parent Handbook**

Both the SHS and CVCC Parent Handbooks were distributed for review. In an effort to go paperless, the handbooks are available on-line. Hard copies are available in the office for any individual requesting one. These are presented tonight to assist with keeping the Board and the community informed. Mrs. Waterhouse advised the community regarding the efforts being made to make further improvements to the web-site and encouraged community members to use this valuable resource.

## **7. Other Business**

None.

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

### **8.1 Superintendent**

Mr. Pandolfo provided an update regarding budget development of Special Education and Transportation at the SU level.

Mr. Pandolfo and Ms. Perreault have been holding discussions with Special Education Administrators and have developed a schedule. Similar discussions will be held regarding transportation. Regarding Act 46, Mr. Pandolfo reported that all Boards have agreed to form a study committee and committee members have been appointed by each Board. The \$5000 study grant has been received.

Mr. Pandolfo has been in contact with VSBA regarding their recommendation for a consultant and will be meeting with candidates shortly. The first committee meeting is slated for the week of September 28, 2015.

The Tri-Board meeting will be held on October 8, 2015. Topics for discussion will include budget consolidation for SPED and Transportation, an update from the Consolidation Study Committee, and a recommendation on a district wide finance policy. Another important upcoming meeting is slated for October 7, 2015. This will be an informational session regarding VEHI insurance changes. All Board members are welcome to attend. Please advise Mr. Pandolfo if you are interested in attending. Details of the meeting will be forthcoming.

### **8.2 Principal**

Mrs. Waterhouse advised of the August 24, 2015 roll-out meeting with all members of the district attending. August 25, 2015 was the Freshman Orientation day with approximately 50 parents attending. This is the highest number of parents to attend. The increased parent involvement is encouraging. An event was held on the August 3, 2015 to celebrate the accomplishments of Marty Morris (previous English teacher). Mr. Morris was very appreciative of the celebration recognizing his wife's work. A thank you card from Mr. Morris was distributed. The Scholarship Committee worked very hard over the summer. Two major scholarships were received over the summer; The Marty Morris \$10,000 scholarship supporting students who like to read, and an additional \$30,000 scholarship to support college education. Regarding summer reading, a new process offering book discussion groups was offered. This offering was popular and involves teaching staff from outside of the English Department. Book discussion groups will be held over the next two weeks. This offering assists students with building relationships with staff. There has been much work on staff development, including work on transferable skills, Personalized Learning Plans, and a new initiative, The Trauma Informed School. Mrs. Waterhouse is very pleased with how the school year is starting out.

### **8.3 Tech Center Director**

Ms. Chamberlain distributed updated enrollment information outlining the programs and sending schools (currently 10 sending schools - 6 within the service region, 4 outside of the service region). Total enrollment is 176 (including 3 adults with diplomas). There are currently 18 openings. Openings include: Culinary Arts: 4, Emergency Services: 6, Human Services: 2, Natural Resources and Sustainability Tech: 1, Plumbing and Heating: 1, and Electrical Tech: 4. The following programs are full: Automotive, Baking Arts, Building Trades, Cosmetology, Digital Media Arts, and Exploratory Tech. Accuplacer tests are being performed and will be completed in mid-October. Additional testing will take place in April and May of 2016 to measure progress. Current Industry Recognized Credentials information was distributed for review. Recent professional development included Personal and Professional Liability training.

### **8.4 Committee Reports**

Finance Committee – Mr. LaCroix reported that the date for the next meeting is yet to be determined. Mr. Blakely advised that he is very pleased with the actions of Mrs. Waterhouse, working with department heads to control costs while addressing the needs of students. Mr. LaCroix feels the budget process will work smoothly.

### **8.5 Student Representatives**

Mrs. Waterhouse advised that they are currently looking for a second representative. Representative 'Tori' is unavailable tonight due to a sporting event.

## **9. Future Agenda Items**

Confirmed meeting dates for Curriculum and Policy committees.

The next SHS Board meeting will be on October 5, 2015

The Tri-Board Meeting will be held on October 8, 2015

## **10. Executive Session**

There were no items proposed for discussion in Executive Session.

## **11. Adjournment**

**On a motion by Mr. LaCroix, seconded by Mr. Blakely, the Board unanimously voted to adjourn at 7:16 p.m.**

Respectfully submitted,  
*Andrea Poulin*