

**BARRE TOWN SCHOOL DISTRICT**  
**SCHOOL BOARD MEETING**  
**BTMES Library**  
**February 6, 2019**  
**6:00 p.m.**  
**Regular Meeting**  
**BOARD MEETING AGENDA**

1. Call to Order
2. Additions or Deletions to the Agenda
3. Visitors and Communications (Limited to 15 minutes)
4. Consent Agenda
  - 4.1. Minutes of January 2, 2019 Regular Board Meeting
  - 4.2. Minutes of January 16, 2019 Regular Board Meeting
5. New Business
  - 5.1. Resign/Retire/New Hire
6. Old Business
  - 6.1. Facility Update
  - 6.2. Merger Update
  - 6.3. Budget FY20 Update
7. Administrative Reports to the Board (as needed)
  - 7.1. Superintendent
  - 7.2. Principals
  - 7.3. Committee Reports
    - 7.3.1 Verbal Report of BSU Committees
  - 7.4. Financials
8. Other Business
9. Future Agenda Items and Upcoming Meetings
10. Executive Session
11. Adjournment

**REMINDERS:**

- |   |                   |
|---|-------------------|
| 1. Next Regular Barre Town School Board Meeting     | March 6, 2019     |
| 2. Next Regular Barre City School Board Meeting     | February 11, 2019 |
| 3. Next Regular Spaulding High School Board Meeting | February 7, 2019  |
| 4. Next Barre Supervisory Union Board Meeting       | February 21, 2019 |

**BOARD MEETING NORMS**

- Keep the best interest of the school and children in mind, while balancing the needs of the taxpayers
- Make decisions based on clear information
- Honor the board's decisions
- Keep meetings short and on time
- Stick to the agenda
- Keep remarks short and to the point
- Everyone gets a chance to talk before people take a second turn
- Respect others and their ideas

**DRAFT**  
**REGULAR SCHOOL BOARD MEETING**  
**Barre Town Middle and Elementary School – Library**  
 January 2, 2019 – 6:00 p.m.

**MINUTES**

**BOARD MEMBERS PRESENT:**

Alice Farrell - Chair  
 Jay Paterson – Vice Chair  
 Rebecca Kerin-Hutchins – Clerk  
 Chris Hull  
 Victoria Pompei

**BOARD MEMBERS ABSENT:**

**ADMINISTRATORS PRESENT:**

John Pandolfo, Superintendent  
 Jennifer W. Nye, Principal  
 Erica Pearson, Assistant Principal  
 Lisa Perreault, Business Manager

**GUESTS PRESENT:**

Video Vision Tech                      Sarah Churchill                      Tyler Kimberly                      John Mudgett

**1. Call to Order: Pledge of Allegiance**

**The Chair, Mrs. Farrell, called the Wednesday, January 2, 2019, Regular meeting to order at 6:07 p.m., which was held at the Barre Town Middle and Elementary School Library. The flag salute followed.**

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

Add 10.3 Bus Stop Issue under Executive Session

**3. Visitors and Communications**

Sarah Churchill addressed the Board regarding a request related to a BTMES bus stop in Barre City. Mr. Pandolfo advised that the Board previously instituted a policy that prohibited BTMES buses from making stops within the City of Barre unless there were extenuating circumstances. To maintain confidentiality regarding students, this item will be discussed in Executive Session. Mr. Pandolfo will respond to Ms. Churchill within a day or two.

**4. Approval of Minutes**

**4.1. Approval of Minutes –December 19, 2018 Regular Meeting**

Mrs. Pompei voiced concern that Senator Ann Cummings' position on Act 46 was not accurately stated at the last meeting, and that an e-mail from Senator Cummings does not indicate that she has 'second thoughts' regarding Act 46 and does not believe the Act will be repealed. Mrs. Pompei read the e-mail from Senator Cummings. Mrs. Pompei asked that this evening's Minutes include, for the record, a copy of the e-mail from Senator Cummings. A copy of the e-mail can be found at the conclusion of the Minutes.

**On a motion by Mr. Paterson, seconded by Mrs. Pompei, the Board unanimously voted to approve, as amended, the Minutes of the December 19, 2018 Regular Meeting.**

**5. New Business**

**5.1 Audit Presentation**

A copy of a letter from Mudgett Jennett & Krogh-Wisner, PC (dated 12/21/18) was distributed. A document for BTMES, titled 'Financial Statements June 30, 2018 And Independent Auditor's Report' was distributed. Mr. Mudgett addressed the Board, advising that his firm appreciates providing the audit, and he encourages feedback and questions from the Board. Mr. Mudgett introduced Mr. Kimberly, who is present to provide an overview of the audit. Mr. Kimberly advised that the audit went smoothly, and proceeded to provide an overview of the 'governmental letter', and provided highlights of the audit which was performed from early September until late November. The draft audit was produced in mid to late December. Ten adjustments were performed. Mr. Kimberly provided an overview of the Financial Statements and Audit Report advising that there were no findings of material weakness or significant deficiencies. It was noted that 'Food Services' are now at the Supervisory Union level. Most findings relate to reconciling accounts

between the district and the Supervisory Union. It was noted that with the upcoming merger, most of the reconciliation issues should 'go away'. Reconciliation issues will most likely occur in FY19. The merger does not go into effect until FY20. The audit included Government-wide Financial Statements and Fund Financial Statements (for both Governmental and General Funds). The Fiduciary Funds portion of the audit pertains to Student Activity Funds. Mr. Mudgett advised that there may be challenges associated with reconciling the beginning activity of a consolidated district, but reiterated that he anticipates fewer adjustments in the unified budget audit for FY20. Mr. Kimberly reiterated that under a merged district, only one entity will be included in the audit thus reconciliation between multiple entities will no longer occur. It was noted that Mrs. Perreault was very involved in the 'Management's Discussion and Analysis' portion of the audit. Brief discussion was held regarding the impact of the transition to the Unified Chart of Accounts, with Mr. Kimberly advising that there may be some analytical challenges involved. In response to a query, it was noted that much grant management is involved at the SU level. Mr. Mudgett provided a brief overview of the 'Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions' (Page 27 – 28, #10). There has been an accounting change beginning with FY18, as the District adopted GASB (Governmental Accounting Standards Board) Statement No. 75. The Board expressed its gratitude to Mrs. Perreault and the auditors from Mudgett Jennett & Krogh-Wisner, P.C.

**On a motion by Mrs. Pompei, seconded by Mr. Hull, the Board unanimously voted to accept the FY18 Audit as presented, acknowledging that some finalization of dates will be performed within a few days of this meeting.**

## **5.2 Announced Tuition**

Two documents were distributed; 'FY20 Announced Tuition' and 'LEAID: U097 Barre UUSD'. Mr. Pandolfo advised regarding the change in information being presented as tuition is being announced under the Unified District. In response to a query regarding State input regarding the Announced Tuition, Mrs. Perreault advised that at the end of FY20, revenues and expenditures will be provided to the State. If it is determined that the Announced Tuition is +/- 3% of the actual cost, additional funds can be recovered from, or will be refunded to sending districts. The Announced Tuition is the amount that non-resident parents (or towns, at the high school level) will pay (per child) to send their children to schools within the district. The increase in the announced tuition is in part due to consolidation. Due to the proposed budget increases, it is not known if BTMES Tuition would be lower in an unmerged district. It was noted that the difference in cost per pupil between BCEMS and BTMES is currently about \$400. The difference when compared to the high school is larger because the cost to education high school students is greater. Consolidation helps to lower the high school tuition. Most tuitioned students are at the high school. Very few students are tuitioned to the elementary and middle schools. There are currently no students tuitioned to BTMES.

**On a motion by Mrs. Pompei, seconded by Mr. Paterson, the Board unanimously voted to approve the annual tuition rates as proposed (K-6 \$14,000 and 7-12 \$14,500).**

## **6. Old Business**

### **6.1 Act 46**

Mr. Pandolfo advised that moving forward, 'Act 46' will no longer be an Agenda Item. 'Act 46' will be replaced with 'Merger Update'. Mr. Pandolfo advised that two current Board Members' seats are expiring; Mr. Paterson (3 year term ends in March 2019) and Mrs. Kerin-Hutchins (2 year term ends in March 2019). Mr. Pandolfo asked the current Board Members to consider running for their respective current seats. Mr. Pandolfo has received the appropriate petitions from the Town Clerk. Each Board Member who is running should enter in the correct 'term' on their petition to avoid having two candidates run for the same seat. It has been confirmed that the terms of 2 and 3 years should be on the petition even though the Board will be dissolved after completion of FY19 business.

Mr. Pandolfo advised that the Committee formed to amend Articles of Agreement has met. The Amendment Committee reviewed Default Articles of Agreement and recommend replacing Default Articles of Agreement 10 and 11 with Articles of Agreement 9 and 10 drafted by the previous 706 Study Committee. Approval to replace these Articles of Agreement requires approval by a majority of voters 'overall' (combination of both communities). The Committee also recommends replacing Default Articles of Agreement 3 and 4 with Articles of Agreement 13 and 14 drafted by the previous 706 Study Committee. Approval to replace these Articles of Agreement requires approval by a majority of voters in both the City and the Town. If the result of the revote on 01/08/19 is 'no', the proposed recommendations will be brought before the Transitional Board. A public hearing will need to be held (01/10/19) and a vote will need to be held (02/19/19, or no later than 02/28/19). Two meetings will be held on 01/10/19; a public hearing followed by a meeting of the BUUSD Board or the Transitional Board. Mr. Pandolfo reiterated that Public Informational Hearings must be held prior to any Australian ballot vote. If the result of the revote is 'yes', no action will be necessary as the Articles of Agreement crafted by the Study Committee will stand as written. Minutes from the Amendment Committee's first meeting will be posted on-line within 5 business days. The next meeting of the Amendment Committee is slated for January 16, 2019 at 5:00 p.m. In response to a query, it was noted that Statute requires that students in grade 3 and below are housed on the first floor of a school.

### **6.1.1 Exit Poll for January 8, 2019**

A document titled 'Suggested Exit Survey Questions for January 8' was distributed. Brief discussion was held. An on-line survey will be posted (in addition to the paper Exit Poll). Mr. Pandolfo advised that Board Members will need to be at the polls to distribute the paper version. Mr. Paterson suggested that a comments/concerns area be added to the Exit Poll/Survey. Other minor changes were requested

by the Board. Mr. Pandolfo will make the requested changes. The Board agreed to have 500 paper copies printed. Mrs. Farrell will contact the Town Clerk regarding table set-up for the Exit Poll.

Mrs. Pompei advised that she has received feedback from community members who want to use the Articles of Agreement created by the 706 Study Committee, and are looking for the Board to issue a statement regarding their support of the upcoming vote.

**Mrs. Pompei moved that the Board support a 'yes' vote on January 8, 2019. The motion was not seconded.**

Mr. Paterson believes that community members have already made up their minds and he does not believe a statement from the Board will change any minds. Mr. Paterson reiterated that he fully supports a yes vote, but is concerned that a statement from the Board might result in some negative feedback. Mrs. Farrell advised that she fully supports a 'yes' vote, but she has mixed emotions regarding issuing a statement, because she is concerned regarding what the result will be. Mrs. Farrell feels that it is of the utmost importance that community members vote 'yes' on January 8, 2019.

## **6.2 Budget FY20**

Four documents were distributed; 'FY20 Barre Unified Union School District Budget Highlights – December 20, 2018 – Draft #3', BUUSD Projected Comparative Tax Rate Calculations Budget Years 2019 – 2020' (For Barre City and Barre Town), and a document titled 'Barre Unified Union School District FY20 Proposed Budget, Draft – 12/20/18'. Mr. Pandolfo advised that if the vote on 01/08/19 passes; the new Board will need to quickly finalize an approved budget so that it can be placed on the ballot for a March Town Meeting vote. Mrs. Perreault and Mr. Pandolfo provided a brief overview of Budget Draft #3. The CLA is now known, but is not yet included in the numbers being presented. Equalized Pupil counts remain outstanding and could have a significant impact on the budget. The budget, as drafted, will result in a tax rate increase of 5 cents (without tax incentives/a 'no' vote), and will result in a decrease of 3 cents (with tax incentives/a 'yes' vote).

## **7. Board Reports**

### **7.1. Superintendent**

A copy of the Superintendent's report dated December 27, 2018 was distributed. The report included information pertaining to; Act 46, Negotiations, and Health Insurance. Mr. Pandolfo advised that CVCC will be hosting a series of public forums in various towns regarding the possible relocation and future of CVCC. The first public forum will be held on 01/10/19 from 6:00 p.m. to 7:00 p.m. at the Old Schoolhouse Common Meeting Room in Marshfield, VT

### **7.2 Principals Report**

The BTMES Administrative Report for January 2, 2019 was distributed. The report included information pertaining to; the District Management Group, Enrollment (a copy of the report was distributed), the Geo Bee, Great Schools Partnership, the Holiday Gift Drive, Middle School Winter Concerts, Professional Development Goals, Custodial/Maintenance Projects performed over the December break, and Upcoming Events (End of Q2 on 01/11/19 and Report Cards 01/18/19). A copy of the January Newsletter was distributed. An article in The Herald titled 'Tunbridge Artist Utilizes Landscapes, Litter' was also distributed. Mrs. Nye highlighted the article from The Herald which highlights work by BTMES Art teacher Anne Leeds. It was noted that enrollment decreased by 5, but may be increasing by 5 in the near future. Mr. Pandolfo advised he would like to start using Infinite Campus Messenger to send letters to school families.

### **7.3 Committee Reports**

#### **7.3.1 Verbal Report of BSU Committees -**

Minutes from all BSU Committee meetings were previously sent to all Board Members.

#### **BSU Curriculum Committee -**

The next meeting is scheduled for Monday, January 28, 2019 at 5:30 p.m. in the SHS Library.

#### **BSU Policy Committee -**

The next meeting is Monday, February 18, 2019 at 6:00 p.m. at the BSU in the Second Floor Conference Area.

#### **BSU Finance Committee -**

The Committee did not meet in December.

The next meeting is January 17, 2019 at 4:30 p.m. in the SHS Library.

#### **BSU Facilities Committee -**

The Facilities Committee did not meet in December. No meetings are scheduled for January or February.

#### **BSU Communications Committee -**

The next meeting date for the Communications Committee is to be determined.

#### **BSU Negotiations Committee -**

Mr. Pandolfo advised that he received an e-mail regarding scheduling a meeting with teachers and para-educators. The teachers and para-educators would like to negotiate together. Possible dates to meet are; 01/15/19 and 01/31/19. The next meeting date of the Negotiations Committee is to be announced.

#### **7.4 Financials**

The BTMES General Fund Expenditure Report and BSU Expenditure Report (both dated 12/26/18) were distributed. Mrs. Pompei advised that there is only \$439.50 remaining in the toner budget. Mrs. Pompei would like to receive additional information regarding toner purchase/use.

#### **8. Other Business**

Mr. Evans is moving forward with RFPs for some of the projects previously discussed. The purchase or lease of a truck with plow and sander is on hold for now. Mr. Evans is seeking additional estimates for the front canopy work.

#### **9. Future Agenda Items and Upcoming Committee Meetings**

The next meeting is Wednesday, February 6, 2019 at 6:00 p.m. in the BTMES Library Facility Items will be included on the next Agenda.

#### **10. Executive Session**

##### **10.1 Administrator Evaluations**

##### **10.2 Superintendent Evaluation**

##### **10.3 Bus Stop Issue**

Items proposed for discussion in Executive Session include Evaluations for the Superintendent and Administrators and a Bus Stop Issue.

**On a motion by Mrs. Pompei, seconded by Mr. Paterson, the Board unanimously agreed to find that premature general public knowledge of the items proposed for discussion would clearly place Barre Town Middle and Elementary School at a substantial disadvantage should the discussion be public.**

**On a motion by Mr. Hull, seconded by Mrs. Kerin-Hutchins, the Board unanimously voted to enter into Executive Session, with Mr. Pandolfo in attendance, at 7:44 p.m. under the provisions of 1 VSA section 313 to discuss the items proposed for discussion.**

The remaining information was provided by the Board Clerk.

**On a motion by Mr. Paterson, seconded by Mr. Hull, the Board unanimously voted to exit Executive Session at 9:00 p.m.**

#### **11. Adjournment**

The information provided by the Board Clerk indicates that there was no motion to adjourn.

See next page for a copy of the e-mail from Senator Ann Cummings.

----- Forwarded message -----

From: **Ann Cummings** <[ACUMMINGS@leg.state.vt.us](mailto:ACUMMINGS@leg.state.vt.us)>  
Date: [Wed, Dec 19, 2018](#) at 2:52 PM  
Subject: Re: Act 46 legislation and tonight's meeting  
To: Rebecca Kerin-Hutchins <[rkerinhutchins@bsu61.org](mailto:rkerinhutchins@bsu61.org)>

Rebecca

Thank you for writing. Unfortunately, I have a prior commitment this evening. I know there will be some proposals to adjust Act 46 but I don't know any details. I am working with Rep. Ancell trying to find a way help towns deal with uneven debt. So many districts have merged that I doubt Act 46 will be repealed. We will probably try to find ways to help districts work out their individual obstacles. If there is anything I can do to help Barre Town please let me know.

Ann  
[nhutchins@bsu61.org](mailto:nhutchins@bsu61.org)>  
Sent: [Wednesday, December 19, 2018 10:55:43 AM](#)  
To: Ann Cummings  
Subject: Act 46 legislation and tonight's meeting

Dear Senator Cummings,

I read the VT Digger article that mentions some people are drafting new Act 46 legislation. As you may know, Act 46 and forced merger is a very contentious issue in the Barre Supervisory Union. Barre Town residents have voted against merging multiple times, and we currently have a split Board with regards to joining the pending lawsuit or not.

What we need at this point is someone to help inform us about the new legislation, the lawsuit, and/or anything else we need to know about possibly putting a pause on merging.

Might you be willing to join our Board meeting this evening for public comment? I realize it is very short notice and a very busy time of year. If you are unable to join might you consider replying to my email with some information I could share?

Our meeting is at Barre Town Middle & Elementary School in the library at 6pm.

Thank you in advance for your consideration.

Kind regards,

Rebecca

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-- Rebecca Kerin-Hutchins  
Board Member, BTMES and BSU

Respectfully submitted,  
*Andrea Poulin*

**DRAFT**  
**REGULAR SCHOOL BOARD MEETING**  
**Barre Town Middle and Elementary School – Library**  
 January 16, 2019 – 6:00 p.m.

**MINUTES**

**BOARD MEMBERS PRESENT:**

Alice Farrell - Chair  
 Jay Paterson – Vice Chair  
 Rebecca Kerin-Hutchins – Clerk  
 Victoria Pompei

**BOARD MEMBERS ABSENT:**

Chris Hull

**ADMINISTRATORS PRESENT:**

John Pandolfo, Superintendent

**GUESTS PRESENT:**

**4. Call to Order: Pledge of Allegiance**

The Chair, Mrs. Farrell, called the Wednesday, January 16, 2019, Regular meeting to order at 6:00 p.m., which was held at the Barre Town Middle and Elementary School Library. The flag salute followed.

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

Add 4.2 January 8 Exit Survey Results under New Business  
 Add 5.1 Employment of Employees under Executive Session

**6. Public Comment**

None

Mr. Pandolfo corrected the record from January 2, 2019. Default Articles 10 and 11 are proposed to be replaced by 706 Articles 8 and 9, not 706 Articles 9 and 10.

**4. New Business**

**4.1 March 5, 2019 Barre Town School District Warning Approval**

A document titled ‘WARNING TOWN OF BARRE SCHOOL DISTRICT MEETING March 5, 2019’ was distributed.

**On a motion by Mrs. Pompei, seconded by Mr. Paterson, the Board unanimously voted to approve the Warning for the Town of Barre School District Meeting on March 5, 2019.**

**4.2 January 8 Exit Survey Results**

Mr. Pandolfo distributed Results of the January 8 Exit Survey to Board members

**5. Executive Session**

**5.1 Employment of Employees**

Items proposed for discussion in Executive Session include Employment of Employees

**On a motion by Mrs. Kerin-Hutchins, seconded by Mr. Paterson, the Board unanimously voted to enter into Executive Session, with Mr. Pandolfo in attendance, at 6:10 p.m. under the provisions of 1 VSA section 313 to discuss the items proposed for discussion.**

**On a motion by Mrs. Pompei, seconded by Mr. Paterson, the Board unanimously voted to exit Executive Session at 6:16 p.m.**

No Action

**6. Adjournment**

**On a motion by Mr. Paterson, seconded by Mrs. Kerin-Hutchins, the Board unanimously voted to adjourn at 6:17 p.m.**

Respectfully submitted,  
 John Pandolfo

**BARRE SUPERVISORY UNION  
NOTIFICATION OF EMPLOYMENT STATUS**

Please complete this form for New Hires and any changes in employee's status then submit it to the Central Office. Complete one form for one event per employee to be sure they receive accurate/appropriate compensation.

**Information with (\*) must be filled out. Please Select Reason for this form and fill out the corresponding section. Authorize at bottom.**

NEW HIRE: \_\_\_\_\_ TRANSFER: X CHANGE HRS/WAGE: \_\_\_\_\_ TERMINATION/RESIGNATION: \_\_\_\_\_  
 (Section 1) (Section 2) (Section 2) (Section 3)

\*NAME: Karen Moran \*School/Dept. Barre Town School

\*EFFECTIVE DATE: January 22, 2019 \*Daytime Phone: \_\_\_\_\_

\*POSITION: .5 Health Educator - Replacement Teacher \*SUBJECT: Health \*GRADE: K-4  
 (Teacher, Para-Educator, Administrator, Clerical, Cust/Maint, Substitute, Tutor, Other-Specify)

**Section 1: NEW HIRE** (Admin. Procedure/Checklist on Pg. 2)

TOTAL YEARS OF EXPERIENCE: 1 STEP: 2 SALARY PLACEMENT: Bachelor's +30

HOURLY RATE: \_\_\_\_\_ \*HOURS PER DAY: \_\_\_\_\_ DAILY RATE: \_\_\_\_\_ \* DAYS PER YEAR: \_\_\_\_\_

SALARY: \$11,172.87 CONTRACT DAYS: 97 @ 0.5 FTE \*ACCOUNT CODE: \_\_\_\_\_

\*REPLACEMENT? Y / N \*LONG TERM SUB? Y / N IF YES, FOR WHOM? Lexa Jones

\*AOE ENDORSEMENT (TEACHER): YES or NO \*CERTIFIED (PARA): ParaPro YES or NO Associates Degree YES or NO

\*CONTRACT: YES or NO \*TIMES SHEET: YES or NO (Needs Provsional for Health)


For Central Office Use Only: Contract Completed \_\_\_/\_\_\_/\_\_\_ Offer Letter Completed \_\_\_/\_\_\_/\_\_\_

**Section 2: TRANSFER / CHANGE IN HOURS OR WAGES** (Fill in both columns)

<p>*CURRENT: *Position: _____</p> <p>Daily Hours and FTE _____</p> <p>*# of Days/Week _____ (Specify days if &lt; 5 per week)</p> <p>*Current Rate of Pay _____ Hourly or Salary (Circle)</p>	<p>*NEW: *Position: _____</p> <p>Daily Hours and FTE _____</p> <p>*# of Days/Week _____ (Specify days if &lt; 5 per week)</p> <p>*New Rate of Pay _____ Hourly or Salary (Circle One)</p>
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**Section 3: TERMINATION/RESIGNATION**

Reason: \_\_\_\_\_ Last Work Day: \_\_\_\_\_

<p>_____ *Approving Signature Principal/Administrator</p> <p style="text-align: center;"></p> <p>_____ *BSU Approval Signature</p>	<p>_____ *Date</p> <p align="center">January 15, 2019</p> <p>_____ *Date</p>
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KAREN L. MORAN  
38 Lague Lane Barre, VT 05641  
(802) 476-2709  
karen.moran@gmail.com

**Licensure:**

- Vermont Standards Board for Professional Educators.  
Level I Professional Educator License: Elementary Education, Grades K-6. 2001-2020.

**Education:**

- University of Vermont (UVM), Burlington, Vermont.  
Fifth-Year Certificate in Education, Post-Baccalaureate Teacher Preparation Program, February 2001.
- University of Vermont (UVM), Burlington, Vermont.  
Bachelor of Arts in Communication Sciences, Minor in Psychology, May 1997.

**Educator Positions:**

*Barre Supervisory Union, Barre Town Middle and Elementary School, Barre, Vermont. September 2017-Present.*

- *Long-term Substitute Teacher, Health Education, Kindergarten through Fourth Grade. Providing guidance and instruction to students regarding healthy choices, goals and communication. December 2018-Present.*
- *Long-term Substitute Teacher, Library, Kindergarten through Sixth Grade. Connecting readers with books, teaching a variety of library skills, research methods, digital literacy and digital citizenship. August 2018-November 2018.*
- *Long-term Substitute Teacher, Third Grade. Providing instruction in literacy, mathematics, science, social studies, technology and social-emotional skills. January 2018-April 2018.*
- *Substitute Teacher, Fulfilling daily substitute teaching duties across the curriculum on an on-call basis for Kindergarten through Sixth Grade. September 2017-Present.*

*Williston School District, Allen Brook School, Williston, Vermont. September 2001-May 2009.*

- *Paraeducator, Discovery House, First through Fourth Grade, Multi-age classrooms. Providing instructional support, in all academic areas, for students and teachers through individualized instruction, small group work and whole class instruction (teaching theme-related workshops). (Note: The Williston School District has since restructured and Allen Brook School is now a Essential Early Education/Preschool through Grade Two school.)*
- *Extended School Year (ESY) Program Instructor. Working with elementary, middle school and Essential Early Education (EEE) and preschool students to support their respective literacy, mathematics and social skills. Summer 2002-2003 (Elementary and Middle School), 2006-2008 (Essential Early Education (EEE) and Preschool).*
- *Homework Club Instructor, Williston Central School, 2002-2003 School Year. Allen Brook School, Fall 2003 and Winter 2004. Provided support to students in grades 3-8, to aid in completion of school assignments.*

*South Burlington School District, South Burlington, Vermont. December 2000-August 2001.*

- *Long-term Substitute Teacher, Kindergarten, Rick Marcotte Central School (formerly Central School). Planned and implemented classroom instruction, worked with school personnel to achieve educational goals, and maintained communication with families. April 2001-June 2001.*
- *Instructional Assistant, Substitute Teacher, Extended School Year Program and Computer Camp Instructor. Provided instruction for students in grades K-5, and designed a web design course for students in Grades 3-5. January 2001-April 2001, Summer 2001.*

**Life Experience:**

- *Parent, Full time. May 2009 Working to provide my son with an enriching and nurturing environment in order to help him gain the skills and confidence he needs for a fulfilling and productive life. Responsible for safety, well-being, social development, literacy, numeracy, inquiry, nutrition, critical thinking, outdoor exploration, healthy habits, physical activity, behavior management, communication skills, arts, music, culture and fun.*

**Professional Development:**

- *Transformative Teaching with Kathleen Kryza. Barre Supervisory Union. Practical strategies that integrate the learning processes of the brain with appropriate skill-building practices. Fall 2018-Present.*
- *Adult and Pediatric First Aid, CPR (Cardiopulmonary Resuscitation) and AED (Automated External Defibrillator). American Red Cross. January 2019. .*
- *Promethean Board: Using For More Than "Just a Whiteboard". Lamoille Area Professional Development Academy (LAPDA). Utilized ActivInspire computer software and Promethean Board technology to create engaging, interactive,*

multimedia lessons for the 21st Century classroom. Spring 2017.

- *Consultation and Collaboration in the Schools*. Lamoille Area Professional Development Academy (LAPDA). Methods for being a cooperative and collaborative team member within the school community. Spring 2014.
- *Goin' Google for Educators*. Lamoille Area Professional Development Academy (LAPDA). Explored technology integration in 21st Century classrooms using Google Tools and Apps. Spring 2011.
- *Foundations*. Wilson Language Training. A K-3 multisensory phonetic spelling and language program, Program Overview, Fall 2005. Foundations 2 and Foundations 3, Fall 2007.
- *Responsive Classroom*, Level 1, Week Long Institute. Northeast Foundation for Children. Classroom management and instructional practices for students and teachers in grades K-6. Summer 2007.

#### **Volunteer Work:**

- *Barre Amateur Soccer Association (BASA)*, Team Manager. Barre, Vermont. Responsible for communicating with parents and coaches, organizing team paperwork and using problem solving skills. Spring 2017-Present.
- *School Health Advisory Committee (SHAC)*, Parent Member. Barre Town Middle and Elementary School, Barre, Vermont. Collaborated with committee member to help improve the wellness of the school community. Fall 2015- Spring 2018.
- *Crops by Kids Garden*, Barre Town Middle and Elementary School, Barre, Vermont. Assisting Physical Education classes with garden tasks, tending the summer garden, participating in the Fall Harvest Farm Market fundraiser. Spring 2015-Present.

#### **Internships:**

- *Student Teaching Internship*, Rick Marcotte Central School (formerly Central School), South Burlington, Vermont. Primary Unit, First/Second Grade Multi-age. Fall 2000.
- *Inquiry Field Placement*, Malletts Bay School, Colchester, Vermont. Fourth/Fifth Grade Multi-age. Spring 2000.
- *Literacy Field Placement*, H. O. Wheeler School, Burlington, Vermont. Fourth Grade. Fall 1999.

#### **Relevant Work Experience:**

*School-age Programs*, Greater Burlington YMCA, Burlington, Vermont. Maintained a safe and fun environment for school-age children. Coordinated activities, communicated with families, prepared budget reports, and maintained contact with school personnel. August 1997-August 2000.

**BARRE SUPERVISORY UNION  
NOTIFICATION OF EMPLOYMENT STATUS**

Please complete this form for New Hires and any changes in employee's status then submit it to the Central Office. Complete one form for one event per employee to be sure they receive accurate/appropriate compensation.

**Information with (\*) must be filled out. Please Select Reason for this form and fill out the corresponding section. Authorize at bottom.**

**NEW HIRE:** \_\_\_\_\_ **TRANSFER:** X **CHANGE HRS/WAGE:** \_\_\_\_\_ **TERMINATION/RESIGNATION:** \_\_\_\_\_  
 (Section 1) (Section 2) (Section 2) (Section 3)

\*NAME: \_\_\_\_\_ Ethan Cody \_\_\_\_\_ \*School/Dept. \_\_\_\_\_ Barre Town School \_\_\_\_\_

\*EFFECTIVE DATE: \_\_\_\_\_ January 22, 2019 \_\_\_\_\_ \*Daytime Phone: \_\_\_\_\_

\*POSITION: Special Educator - Replacement Teacher \*SUBJECT: SPED \*GRADE: \_\_\_\_\_  
 (Teacher, Para-Educator, Administrator, Clerical, Cust/Maint, Substitute, Tutor, Other-Specify)

**Section 1: NEW HIRE** (Admin. Procedure/Checklist on Pg. 2)

TOTAL YEARS OF EXPERIENCE: 2 STEP: 3 SALARY PLACEMENT: Master's Degree

HOURLY RATE: \_\_\_\_\_ \*HOURS PER DAY: \_\_\_\_\_ DAILY RATE: \_\_\_\_\_ \* DAYS PER YEAR: \_\_\_\_\_

SALARY: \$24,279.04 CONTRACT DAYS: 97.5 \*ACCOUNT CODE: \_\_\_\_\_

\*REPLACEMENT? Y / N \*LONG TERM SUB? Y / N IF YES, FOR WHOM? Rachel Wisdom

\*AOE ENDORSEMENT (TEACHER): YES or NO \*CERTIFIED (PARA): ParaPro YES or NO Associates Degree YES or NO

\*CONTRACT: YES or NO \*TIMES SHEET: YES or NO (Needs Provsional for Special Education)

**For Central Office Use Only:** Contract Completed \_\_\_/\_\_\_/\_\_\_ Offer Letter Completed \_\_\_/\_\_\_/\_\_\_

**Section 2: TRANSFER / CHANGE IN HOURS OR WAGES** (Fill in both columns)

<p>*CURRENT: *Position: _____</p> <p>Daily Hours and FTE _____</p> <p>*# of Days/Week _____ (Specify days if &lt; 5 per week)</p> <p>*Current Rate of Pay _____ Hourly or Salary (Circle)</p>	<p>*NEW: *Position: _____</p> <p>Daily Hours and FTE _____</p> <p>*# of Days/Week _____ (Specify days if &lt; 5 per week)</p> <p>*New Rate of Pay _____ Hourly or Salary (Circle One)</p>
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**Section 3: TERMINATION/RESIGNATION**

Reason: \_\_\_\_\_ Last Work Day: \_\_\_\_\_

<p>_____ *Approving Signature Principal/Administrator</p> <p>_____ *BSU Approval Signature</p>	<p>_____ *Date</p> <p>_____ *Date</p>
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January 15, 2019

## Resume Of:

Ethan M. Cody

8 Wark Street, Barre, Vermont 05641

ethanmichaelcody@gmail.com

Tel: 802-461-5493 (cell)

802-476-5528 (home)

### Statement of Purpose

I am an enthusiastic, determined person who has a passion for working with children and young adults while strengthening both their academic mindsets as well as their drive toward excellence in whatever they pursue in their lives. I am a twenty-six year old college graduate from the University of Vermont. I hail from central Vermont, and I have been involved with numerous school-related functions in the area throughout my teenage to my adult life.

I went to Barre Town Middle and Elementary School from kindergarten through eighth grade, and it proved to be an amazing stepping stone for my future academic endeavors. I have always loved learning and garnering intellect and wisdom, and I wholly credit that to the faculty at Barre Town which made learning both rewarding and engaging. Barre Town truly built the foundation that led to my passion and fervor toward working with young adolescents. I now realize how truly significant education is, especially at such a pertinent and developmental stage in adolescents' lives.

A large factor toward becoming an educator for me is to give students a similar educational upbringing that I had: one that was appealing, gratifying, and made me a better person overall. Following my graduation from Barre Town, I attended Spaulding High School in downtown Barre for my diploma, and I used the academic perseverance and enthusiasm that I attained at Barre Town to strive for high expectations in high school. I had hopes of pursuing a college degree, and I knew that it all started in keenness toward schoolwork while at Spaulding. I immersed myself within the school, not only in an academic sense, but also through several extracurricular activities such as sports, music, drama club and community service work with the underprivileged.

I ended up doing well enough in high school to be accepted to the University of Vermont, which proved to be an amazing academic institution that helped structure and gear my mind toward how I now conceive certain concepts. I began as an Accounting major, which quickly became Mathematics/Statistics, but then realized that my true academic passion is reading and writing, which allowed me to change my concentration to English with the hopes of becoming a writer or journalist.

Upon graduating, I imaginably had a tough time finding writing jobs, both in print and media journalism, so I decided to get a job as a substitute teacher at a local Barre school to temporarily make ends meet. It was at this school that it really clicked to me: I really love everything about school and education, and I want to be a teacher for my career. Even as merely a substitute teacher, I love the impact that I have in student's lives, and for me to dedicate my life toward teaching young adults is something that I am now realizing that I have always wanted.

After completing the spring semester of 2014, I applied for a permanent substitute position at the same school, and they hired me somewhat immediately due to my previous work within the school. Since I have gotten the position, I have truly learned the inner workings of Barre City's educational institution through essentially doing whatever they tell me to do. When I arrive to school, I could be substituting for any type of work: I could be helping out in pre-school, I might take over an 8th grade science class, I occasionally become the school librarian, I work one-on-one with students who have special needs (whether it is behavioral or developmental), etc. It's been a very eye-opening and worthwhile experience for me, and it has really led to my decision to become an English Language Arts teacher.

I used to regret not pursuing a degree in Education, but I now realize that it was a blessing in disguise because I probably would have never had these experiences at Barre City if I had achieved licensure previously. I hear far too many stories of people pursuing a degree in Education only to find out that they, in fact, do not like working with kids/they do not like what the job actually entails. For my case, I found my passion through literally working in the field rather than going to school for it first. I realize that my path might be slightly backwards from how people normally do it, but I would not change my empirical experiences and the relationships I have developed at the school for anything.

During my duration at Barre City, a few colleagues informed me about the University of Vermont's MAT graduate program, which is an intensive, one-year program to become an educator. It seemed like an ideal opportunity for me, so I ended up applying, and was eventually accepted into the middle-level program to achieve licensure for grades 5-9. Through this program, I conducted my student-teaching on a 5th-6th grade team at Williston Central School, specifically focusing on Language Arts. Toward the end of my time at Williston, I was hired by Orange Center School, bringing me back full-circle to the central Vermont/Barre area. From the beginning of subbing at Barre City, all the way to accepting a position at Orange Center School, it only took me 2 ½ years to achieve my goal. I am fortunate and honored to be an educator in the great state of Vermont, and I hope to teach here for my entire career.

## **Work Experience**

Middle School Humanities Teacher (August 2016-Present) Orange Center School, Orange, VT

My first teaching position involved me educating 6th, 7th, and 8th graders in the fields of Language Arts and Social Studies. Outside of the normal job expectations of a classroom teacher, I took on several other responsibilities and duties. I served as the Yearbook Advisor, I was a member of the Universal Team, I organized athletic after school events for students, and I taught guitar lessons to a future middle-schooler on a weekly basis.

Student-Teacher (August 2015-May 2016)

Williston Central School, Williston, VT

For part of my MAT program at the University of Vermont, I spent everyday as a student-teacher in a 5th and 6th grade Language Arts classroom. I also served as a substitute teacher at the school throughout my time there.

Permanent Substitute Teacher- Contracted (April 2014-June 2015)

Barre City Elementary and Middle School, Barre City, VT

Following my December 2013 graduation from the University of Vermont, I moved to Florida for two months to help care for my grandfather who was being put on dialysis treatment for kidney failure. Upon returning to Vermont in early April, I was actively looking for a job to maintain some sort of income, which as an English major is not necessarily the easiest task to complete. A friend told me that Barre City School was looking for full-time substitute teachers, so I filled out an application and I was working there within a week of returning from Florida. I worked there from April until mid-June, and my experience working with students made me realize that I would love to do this for a career. The following school year (fall of 2014), Barre City was looking to hire a worthy applicant to take on the job of a “permanent substitute”, a contractual occupancy that consists of going into school every day to sub for whatever need be. I applied for this position and they hired me somewhat immediately, seeing how I had prior experience at the school and whatnot. This job has allowed me to explore the inner-workings of educational systems as well as attaining a wide spectrum and variety of teaching students from pre-school to eighth grade. I pretty much did anything they asked me to do: sub any grade they need, any “special” courses (gym, art, etc.), administrative work, and most recently, working with students with special needs, both developmentally and behaviorally.

Para educator (May 2013-June 2013)

Barre Town Middle and Elementary School, Barre Town, VT

I served as a one-on-one Para educator with a third grade student at BTMES. I was hired as soon as the spring semester at the University of Vermont finished and worked with the student until the academic year ended.

Work-Study Position at the University of Vermont (August 2012-May 2013)

University of Vermont, Burlington VT

For my work-study at school, I worked at a front-desk of the Wing-Davis-Wilks dormitory. My job tasks included sorting and delivering mail, signing out various supplies within the building, answering the phone and basically helping students with whatever they needed.

Custodian (June 2014- August 2014, June 2012-August 2012, June 2011- August 2011, June 2009-August 2009, June 2008-August 2008, June 2006-August 2006)

Barre Town Middle and Elementary School, Barre Town, VT

At Barre Town Middle and Elementary School, I helped clean the entire building during summer vacation. My main tasks were to clean up the trash, recycle, wash the carpets and walls, help teachers who were relocating rooms or simply adjusting their rooms, and make the school presentable for the next semester. I worked here on six separate occasions during six different summers; however, the work was always the same, except for my last summer there. The summer before I graduated from UVM and moved to Florida, I spent the summer cleaning and repairing the 14 buses that the district owns.

Inventory/Lot Manager (May 2010-August 2010)

Courtesy Toyota, Berlin, VT

At Courtesy Toyota, my job was to make sure that the cars were aligned, cleaned, and ready for test driving. Other duties included washing cars, taking and uploading pictures of vehicles to Courtesy Toyota's website, as well as delivering cars to customers.

Checkout/Cashier (May 2007-October 2007) Shaw's Supermarket, Berlin Corners, VT

While working at Shaw's supermarket, my job was to work at the front-end of the store and checkout people with groceries at the cash register. I was also called upon to occasionally bag groceries, bring shopping carts in from the parking lot, and unload the bottle/can dispenser.

Bellhop/Conference Set-Up (June 2005-August 2005) Capitol Plaza Hotel, Montpelier, VT

At the Capitol Plaza, my main job was to aid people with bringing their suitcases to their hotel room they were staying in. I would also provide customer service if they needed anything extra (bed, food, etc). My other priority at this job was to set up conferences within the building.

## **Education**

**Master of Arts in Teaching (MAT), University of Vermont** (July 2015-June 2016)

Burlington, VT

College GPA: 3.97. My graduate degree qualifies me to teach grades 5-9 with an endorsement in Language Arts.

**Bachelor of Arts, University of Vermont** (August 2010-December 2013)

Burlington, VT

College GPA: 2.68. I have an English degree with a minor in Film Studies.

**High-School Diploma, Spaulding High School** (August 2005-June 2009) Barre, VT

High-School GPA: 3.53. In high-school, I took several honors and AP classes and excelled in them. I took two AP classes, AP Calculus and AP US History, and I also took Honors English throughout high-school. During my time in high-school, I was also extremely involved in the music program at Spaulding as well as the sports programs. I played trombone in the concert band all four years and jazz band three years, and while I was a junior, I earned a seat in the All-State Band, which is (as the title alludes) a Vermont Musician All-Star band if you will. I also played four sports during my time at Spaulding. I played baseball all four years, football for three (two state championships), basketball for two and indoor track for two. While in high-school, I also wrote for the school newspaper called *The Sentinel*.

**BARRE SUPERVISORY UNION DISTRICT #61**

Barre City Elementary & Middle School / Barre Town Middle & Elementary School / Spaulding High School / Central Vermont Career Center  
*Lisa Perreault*  
 Business Manager

**John Pandolfo**  
 Superintendent of Schools

*Donald E. McMahon, M.Ed.*  
*Stacy Anderson, M.Ed.*  
**Co-Directors of Special Services**

*Jacquelyn Ramsay-Tolman M.Ed., CAGS*  
**Director of Curriculum, Instruction, and Assessment**

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

*Sandra Cameron, M.Ed., MOT*  
 Director of Early Education/Act 166  
 Coordinator

*Carol Marold*  
 Human Resource Coordinator

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

**Lauren May**  
 Interim Early Education Coordinator

*Emmanuel Ajanma*  
 Director of Technology

**Jamie Evans**  
 Director of Facilities

**Benjamin Merrill**  
 Communication Specialist

January 30, 2019

TO: The Members of the Barre Town School Board  
 RE: Superintendent's Report

Please accept the following report to the Barre Town School Board:

1) New Website

- Our new BSU and school websites went live on January 23. All reviews so far have been extremely positive. Please check out the new site (<http://www.bsuvt.org/>). Let us know of anything that needs corrections or improvements, as the new site has capacity for things we do not yet have in place. All school websites can be accessed from the home page of the BSU website.

2) School Calendar Update

- With four weather cancellations to date, our current last day for students and staff is Friday, June 21. Should we have several more days cancelled we will have to consider additional student days. Spaulding HS has their graduation scheduled for Saturday, June 22 and both Barre Town and Barre City will likely consider their Grade 8 ceremonies for Thursday, June 20.
- Given the increased number of cancellation days in recent years and the impact on school calendars, regional superintendents are beginning discussions of different ways to address this for next school year and beyond.

3) Merger Update – BUUSD Board

- The BUUSD Transitional Board organized and held its first meeting on January 10.
- The Transitional Board next meets on February 18 at 5:30pm in the SHS Library.
- The Public Vote to amend the Default Articles of Agreement has been warned for Tuesday, February 19, with a Public Information Hearing scheduled for the evening before – Monday, February 18 at 6:00pm in the SHS Library. The planned date for Initial Board Member elections is Tuesday, April 9, which means the petition deadline would be Monday, March 4 at 5:00pm. Depending on the outcome of the February 19 vote, either a 9-member board or a 4-member board will be elected on April 9.
- The planned date for the Organizational/Initial Meeting of the Initial Board is Thursday, April 11.
- The planned date for the BUUSD FY2020 budget vote is May 14.
- **Our Merger Update web page can be viewed at:** <https://www.bsuvt.org/resources/merger-update>

4) Merger Update – Other

- We are planning for a Community Dialogue on the merger, to be facilitated by Public Agenda, for Wednesday, February 20 at 5:30pm in the Milne Room at the Aldrich Public Library. More details to come. All current board members are absolutely welcome.
- There are currently no less than 10 bills in the House and no less than 3 bills in the Senate related to mergers in



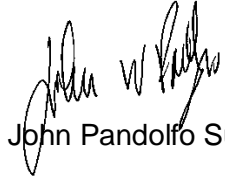
some way. These range from flat out moratorium to delay to instituting facilitation grants to a range of other things.

- Three lawsuits have been filed as a result of forced mergers and are ongoing.

5) Negotiations

- The Board Negotiations committee met with the teacher and para-educator team on January 15 and meets with them again on January 31.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "John Pandolfo". The signature is written in a cursive, flowing style.

John Pandolfo Superintendent of Schools

## BTMES Administration Report



February 6, 2019

**Enrollment Report:** Copies of the February PreK-8 Enrollment Report will be distributed and reviewed at the meeting.

**Grant/Donation:** A HUGE thank you to the new ExxonMobil Jiffy station in Barre who recently delivered a \$500.00 check to Barre Town School. Each year ExxonMobil donates \$228,000 to 456 schools across the NorthEast. This year, BTMES was one of the chosen schools. The money will be used towards Math, Science, STEM related needs.

**Infinite Campus Messenger:** At the time of writing this report, we plan on sending out a message to our Prek-4 and 5-8 families letting them know of this new feature which will help reduce the amount of paper that the school sends home.

**Ink/Toner:** Administration continues to work with the BSU Technology Department regarding the printers and photocopiers that we have in our building. Currently, an analysis is being conducted to see if we might be able to reduce any of the individual printers. Additionally, staff have been reminded to use the Copy/Supply Room.

**Professional Development:** The next cohort of teachers has kicked off with learning about Math Menu. This teaching strategy helps ensure that each math learner is getting what he/she needs. The learner-centric approach results in a decrease in whole group direct instruction, freeing up the teacher to provide more targeted support as students take on more responsibility for their own progress.

**Safety Grant:** Projects have begun in the BT school building with the safety grant money that was awarded. Specifically, one of our exterior doors was replaced with bullet-proof glass. Any day now the doors in our front lobby will also have this safety feature.

**Scheduling Workshop:** The VT AoE and DMG (District Management Group) held a free workshop for elementary and middle schools on January 23rd as a means of assisting schools in creating master school schedules. A team from the BSU attended and plans to share the information with leadership teams.

**Staff Development Days:** Highlights of the Jan 22 day included special educators continuing their training with Jen Patenaude; curriculum and PLG work at all levels, and Mindfulness with Kathleen Kryza continuing for elementary teachers. An outline of the February 8 staff development day will be distributed at the meeting.

**Website:** A brief review of the updated BTMES school website will be shared at the meeting.

**Upcoming Events:**

NAEP Testing Grade 8 - Thursday, February 14th

NAEP Testing Grade 4 - Friday, February 15th