

**SPAULDING HIGH SCHOOL  
REGULAR BOARD MEETING**  
Spaulding High School – Library  
January 3, 2019 - 6:00 p.m.

**MINUTES**

**BOARD MEMBERS PRESENT:**

Paul Malone - Chair  
David LaCroix – Vice Chair  
Joe Blakely - Clerk  
Tim Boltin  
Anthony Folland  
Ed Rouse

**BOARD MEMBERS ABSENT:**

J. Guy Isabelle

**ADMINISTRATORS PRESENT:**

John Pandolfo, Superintendent  
Brenda Waterhouse, Principal  
Penny Chamberlin, Director Central Vermont Career Center  
Patrick Merriam, Athletic Director  
Lisa Perrault, Business Manager

**GUESTS PRESENT:**

Video Vision Tech            Dave Delcore – Times Argus            Tyler Kimberly

**1. Call to Order**

**The Chair, Mr. Malone, called the Thursday, January 3, 2019, Regular meeting to order at 6:06 p.m., which was held at the Spaulding High School Library.**

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

Agenda Items 8.1 – 8.6 will be discussed out of order (after Agenda item 4.1).

5.4 Community Service – This Agenda Item will be ‘deleted’. Discussion involves attorney/client communication and will be discussed in Executive Session.

**On a motion by Mr. Blakely, seconded by Mr. Rouse, the Board unanimously voted that on future Agendas, ‘Reports to the Board’ will be on the Agenda after the Consent Agenda, and before ‘New Business’.**

**3. Visitors and Communication**

None.

**4. Approval of Minutes**

**4.1 Approval of Minutes – December 6, 2018 Regular Meeting**

**On a motion by Mr. Rouse, seconded by Mr. LaCroix, the Board unanimously voted to approve the Minutes of the December 6, 2018 Regular Meeting.**

**5. New Business**

**5.1 Resignations/Retires/New Hires**

Letters of resignation from Kim Richardson and David Buzzi were distributed.

Mr. Pandolfo advised regarding the letter of resignation submitted by Kim Richardson. Ms. Chamberlin advised that it is challenging to replace Kim Richardson, as he is a licensed instructor and is licensed and certified as both an EMT and a Firefighter. An individual from the Vermont Fire Academy has been working at CVCC 2 hour per week to assist with the transition. Ms. Chamberlin thanked Mr. Richardson for his years of service at CVCC and wishes him well.

**On a motion by Mr. LaCroix, seconded by Mr. Blakely, the Board unanimously voted to accept with regrets and well wishes, the resignation of Kim Richardson.**

Mr. Pandolfo and Mrs. Waterhouse advised regarding the letter of resignation submitted by David Buzzi. Mr. Buzzi has taught Spanish at SHS for 40 years and will be deeply missed.

**On a motion by Mr. Folland, seconded by Mr. Rousse, the Board unanimously voted to accept the resignation of David Buzzi and wish him well in his retirement.**

The resumes and BSU Notification of Employment Status Forms for Matt Systo and Christopher LaMonda were distributed. Mr. Systo and Mr. LaMonda will be sharing responsibilities for the position held by Kim Richardson.

**On a motion by Mr. Boltin, seconded by Mr. LaCroix, the Board unanimously voted to approve the hiring of Matt Systo and Christopher LaMonda.**

A letter of resignation from Food Service Director Craig Locarno was distributed. Mr. Pandolfo advised that though no action was required of the Board, he wished to share the resignation of Mr. Locarno. The Board wishes Mr. Locarno well and thanked him for his service.

### **5.2 Audit Presentation**

A copy of a letter from Mudgett Jennett & Krogh-Wisner, PC (dated 12/21/18) was distributed. A document for SHS and CVCC, titled 'Financial Statements June 30, 2018 And Independent Auditor's Report' was distributed.

Mr. Kimberly addressed the Board, advising that he will be presenting an overview of the FY18 Audit. The Board is encouraged to provide feedback and ask questions. Mr. Kimberly advised that the audit went smoothly, and proceeded to provide an overview of the 'governmental letter' and highlights of the audit which was performed from early September until late November. The draft audit was produced in mid to late December. Twelve adjustments were recommended. Many of the adjustments relate to the transfer of funds between districts. Thirteen adjustments were performed. Beginning with FY20, under a merged district, there will no longer be a need to reconcile between entities, which should result in the elimination of many adjustments. Mr. Kimberly provided an overview of the Financial Statements and Audit Report advising that there were no findings of material weakness or significant deficiencies. The audit included Government-wide Financial Statements and Fund Financial Statements (for both Governmental and General Funds). Mr. Pandolfo advised of the transition to the State chosen Unified Chart of Accounts and queried Mr. Kimberly regarding the impact this may have on future audits. The current timeline for implementation of the UCOA is 07/01/19, but that is subject to change. Mr. Kimberly advised that there may be challenges associated with reconciling the beginning activity of a consolidated district with the new UCOA, and stressed the importance of assuring that everything is 'tied up' at the end of FY19. Mrs. Perreault is continuing the cross walking process (from the current Chart of Accounts to the Unified Chart of Accounts). Three other districts went live with the new UCOA on 01/01/19. 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 under a merged district, each district will have unique account codes to assist with tracking funds to individual schools. Mrs. Perreault credited all involved with the audit, advising that completion of the audit was a team effort.

### **5.3 Announced Tuition**

A document titled FY20 Announced Tuition K – 6 \$14,000 / 7 – 12 \$14,500 / CVCC \$15,940 dated 12/27/18 – LEAID: U097 Barre UUSD, was distributed. Mr. Pandolfo advised that due to the merger, the Board is now seeing the tuition for the elementary and middle schools in addition to the SHS and CVCC tuition. It was noted that under the merger, the high school will have a lower tuition rate, and the middle and elementary schools will see their tuitions increase. Though the BUUSD Board will probably need to officially approve the Announced Tuition Rate, Mr. Pandolfo is seeking approval from each of the District Boards. Mrs. Perreault advised that per Statute, elementary and secondary school tuition rates need to be broken out separately. Mrs. Perreault provided an overview of the Allowable Tuition defined by the State and advised that if the actual cost differs by +/- 3%, sending schools will be reimbursed for overpayments, or be billed for under payments.

**On a motion by Mr. Boltin, seconded by Mr. Folland, the Board unanimously voted to approve the Annual Tuition Rates as proposed (K-6 \$14,000 / 7-12 \$14,500 / CVCC \$15,940).**

### **~~5.4 Community Service~~**

This Agenda Item is deleted but will be kept as a placeholder.

### **5.5 Winooski Valley High School Choice**

A document titled 'Agreement to Join the Winooski Valley & Statewide Choice of Public High School Collaborative for the 2019 – 2020 School Year Under Act 129 (SEC. 34§ 822d 2A)' was distributed. Mr. Pandolfo provided a brief overview of the Agreement (which is presented for Board approval annually).

**On a motion by Mr. Rousse, seconded by Mr. Folland, the Board unanimously voted to approve signing the Agreement to Join the Winooski Valley & Statewide Choice of Public High School Collaborative for the 2019 – 2020 School Year.**

## **6. Old Business**

### **6.1 Act 46**

Nine documents were distributed; 'Barre Act 46 Information', 'Annotated Transition Timeline' (for a forced merger), a memo (dated 12/03/18) regarding the 'State Board of Education's Report and Order on Statewide School District Merger Decisions issued pursuant to 2015 Acts and Resolves No. 46', 'Certification of The Barre Unified Union School District', 'The Barre Unified Union School District Articles of Agreement' (Default Articles), a recommendation from the 706 Committee titled 'Articles of Agreement – Barre Unified Union District', 'Proposed Amendments to Default Articles 2018-12-21', the 'BUUSD Projected Comparative Tax Rate Calculations Budget Years 2019 – 2020', the BUUSD FY20 Proposed Budget Draft – 12/07/18, and Minutes from the 12/19/18 BTMES Board Meeting.

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. Folland's and Mr. Isabelle's 3 year seats end in March 2019. Mr. Pandolfo asked the current Board Members to consider running for their respective current seats. It has been confirmed that the terms of the seats should be on the petition even though the Board will be dissolved after completion of FY19 business. Mr. Pandolfo has worked with the City and Town Clerks to draft the petitions.

Mr. Pandolfo advised that the Committee formed to amend Articles of Agreement has met. The Committee is comprised of Mr. Hull and Mr. Riddell. The Amendment Committee reviewed Default Articles of Agreement and recommend replacing Default Articles of Agreement 10 and 11 with Articles of Agreement 8 and 9 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 regarding the Articles of Agreement, as the Articles of Agreement crafted by the Study Committee will stand as written. The next meeting of the Amendment Committee is slated for January 16, 2019 at 5:00 p.m. The proposed amendments to the Articles of Agreement are being reviewed by legal counsel. Mr. Rouse advised that the public forum held in Barre Town was not well attended, but Gina Akley did a great job of explaining the implications of both 'yes' and 'no' votes. Mr. Rouse advised that there is no compelling reason to vote 'no'. Our State Representatives support a 'yes' vote. Mr. Malone reported that legislators have provided input, advising that they do not believe Act 46 will be repealed or overturned. Mr. Malone reiterated that a merger has been mandated and that it is unlikely that lawsuits will be successful. Voting 'no' is 'biting off the nose to spite the face' and results in the loss of tax incentives and loss of local control. Mr. Malone reiterated that those who are strongly opposed to the legislation have nothing to lose by voting 'yes', and much to lose by voting 'no'. Mr. Malone urged Barre Town tax payers to support a 'yes' vote, advising that 1404 'yes' votes are necessary to overturn the November vote. Voters were encouraged to turn out and vote.

### **6.2 Budget FY20 Update**

Four documents were distributed; 'FY20 Barre Unified Union School District Budget Highlights – December 20, 2018 – Draft 3', the BUUSD Projected Comparative Tax Rate Calculations Budget Years 2019 – 2020' documents (for Barre City and Barre Town), and the BUUSD Proposed Budget, Draft – 12-20-18. In the budget highlights document, bulleted items have additional information (to assist with clear communication). The CLAs went up a bit in both the City and the Town. Correct Equalized Pupil Count information is still outstanding. The tax calculation documents project a 5 cent increase with a 'no' vote, and a 3 cent decrease with a 'yes' vote. Based on possible changes to the Equalized Pupil Counts, a 'no' vote could result in an increase of zero to 8 cents, with a 'yes' vote, the numbers could change to a decrease of up to 8 cents. It was noted that the budget draft does have lines that identify expenses by school. Ms. Chamberlin advised that the CVCC Fund Balance is not usually included in the BUUSD Audited Fund Balance, and further advised that the amount assigned to FY19 should be \$50,000 not \$75,000. The report will be adjusted prior to the next printing of the draft.

### **6.3 Athletic Program Update**

Five documents were distributed; the Athletic Director's Report (for 01/03/19), a document titled 'Spaulding Athletics' (containing historical sports enrollment information), and three documents from Athletic.net providing results of the 12/15/18, 12/22/18, and 12/29/18 indoor track meets. It was noted that SHS is Division II, not Division I as listed on the reports. Athletic Director, Pat Merriman addressed the Board advising that SHS is approximately 1/3 of the way through winter sports, and highlighted the success of the Indoor Track Team (SHS has won first place in three meets). All meets have been held at UVM, as there are limited places to hold indoor track meets. The State Finals will be held on February 16, 2019. Mr. Merriam advised that enrollment in sports has remained consistent, though enrollments are going down statewide. Mr. Merriam provided an overview of the amended academic eligibility requirements, advising that student eligibility is reviewed every 3 weeks. Mrs. Waterhouse likes the new eligibility requirements which continuously require that students remain eligible. Brief discussion was held regarding End of Season Surveys, (which are used as informal feedback), Spring Sports (beginning in mid to late March), one coach opening for spring sports, the improved coach hiring and review processes, consistency in proper use of the chain of command (to voice any concerns/complaints), and involvement of the Alumni Association. Mr. Rouse advised that the SHS Foundation, which assisted with the purchase and installation of lights for the football field, are interested in providing additional assistance for sports programs. Mike Gilbert is the contact person for the Alumni Association, and has dedicated much time and effort on their behalf. Mr. Pandolfo advised that much

has been done to improve sports programs, and using a thoughtful process, improvements will continue to be made. The Board thanked Mr. Merriam for attending the meeting and providing his report.

## **7. Other Business**

None.

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

### **8.1 Student Representatives**

Mrs. Waterhouse shared the Student Representatives' update which included; success of the Student Assembly which was held just prior to the Winter Break, Winter Sports (the Indoor Track Team is doing very well), the Girls Ping Pong Tournament (which started today), and Weekly Spirit Days (this Friday is 'Sports Day').

### **8.2 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. The Superintendent had nothing additional to share. There were no questions from the Board.

### **8.3 Principal**

The Principal's Report (dated 01/03/19) was distributed. The Report included information pertaining to; Students and Community, Students of the Week, Athletes of the Week and Staff Persons of the Week. A copy of an article titled 'Education Newslines' was distributed. A document titled 'Generator 2018' was also distributed. Mrs. Waterhouse highlighted Lia Rubel's selection as one of two Vermont students to receive the United States Senate Youth Program Scholarship. Ms. Rubel will attend a week-long conference in Washington DC and will be receiving a \$10,000 scholarship. Mrs. Waterhouse advised that SHS is highlighted in items 7, 9, and 16 in the publication from Generator, and that Michael Pope (a BTMES teacher and SHS graduate) is also highlighted in the document under item 6. Michelle LaFrancis was recognized for her efforts (as part of the Work Based Learning Program) for getting students involved in Generator. Generator is a 'think tank' type of organization with creative maker space that has been very beneficial to students. It was noted that the Work Based Learning Program currently has 85 community partners, and that community partnerships are anticipated to increase.

### **8.4 CVCC Director**

The CVCC Director's Report for January 2019 was distributed. The Report contained information on; the Baking Arts and Electrical Technology Programs, The Legislative Tour (held on 12/15/18), Community Forums, and the Building Trades Program. Ms. Chamberlin highlighted the 7 upcoming community forums listed in her report. Regarding research for a possible relocation of CVCC, Ms. Chamberlin advised that a formal presentation will be given to the SHS Board in April and the Regional Advisory Board in May. Ms. Chamberlin announced that staff members Matt Bingnot and Jim Ferland have been nominated for the National Life - Life Changer Award.

### **8.5 Committee Reports**

#### **8.5.1 SHS Finance Committee**

Minutes of the November 28, 2018 meeting were distributed. The Committee did not meet in December. Mr. Malone advised that more solid numbers will be available for the January meeting.

The next meeting is January 23, 2019 at 4:00 p.m. in the SHS Library.

#### **8.5.2 Facilities**

The December meeting was cancelled. The January and February 2019 meetings are cancelled. The next meeting date of the SHS Facilities Committee is tentatively scheduled for Wednesday, March 13, 2019.

#### **8.5.3 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 two meetings are scheduled for;  
Monday, February 18, 2019 at 6:00 p.m. at the BSU in the Second Floor Conference Area.  
Monday, March 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.

The next meeting is tentatively scheduled for Tuesday, March 12, 2019. Location is to be determined.

It is not known when the City will adopt/approve the Ordinance necessary for installation of the lighted sign. The school cannot apply for a permit until the Ordinance is passed.

**BSU Communications Committee -**

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

**BSU Negotiations Committee -**

Mr. Pandolfo advised that 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.

**8.6 Financials**

The SHS and CVCC Expenditure Report and BSU Expenditure FY19 Report (both dated 12/26/18), were distributed.

No discussion was held.

**9. Future Agenda Items**

SHS Regular Board Meeting – Thursday, February 7, 2019 at 6:00 p.m. in the SHS Library

In addition to the regular Agenda Items, the Agenda will also include:

Resignations/Retirements/New Hires

Merger Update

Budget Update

**10. Executive Session as Needed**

**10.1 Administrator Evaluations**

**10.2 Superintendent Evaluation**

**10.3 Attorney-Client Communication**

Items proposed for discussion in Executive Session include the Superintendent and Administrator Evaluations and Attorney-Client Communication.

**On a motion by Mr. Rouse, seconded by Mr. Boltin, the Board unanimously agreed to find that premature general public knowledge of Attorney-Client Communication, as proposed for discussion in Executive Session, would clearly place Spaulding High School at a substantial disadvantage should the discussion be public.**

**On a motion by Mr. Blakely, seconded by Mr. Rouse, the Board unanimously voted to enter into Executive Session, with Mr. Pandolfo and Mrs. Waterhouse in attendance, at 7:57 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. Rouse, seconded by Mr. Folland, the Board unanimously voted to exit Executive Session at 9:16 p.m.**

**11. Adjournment**

**On a motion by Mr. Folland, seconded by Mr. Rouse, the Board unanimously voted to adjourn at 9:17 p.m.**

Respectfully submitted,

*Andrea Poulin*