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**SPAULDING HIGH SCHOOL
REGULAR BOARD MEETING**
Spaulding High School – Library
March 7, 2019 - 6:00 p.m.

MINUTES

BOARD MEMBERS PRESENT:

Paul Malone - Chair
Joe Blakely - Clerk
Tim Boltin
J. Guy Isabelle

BOARD MEMBERS ABSENT:

David LaCroix – Vice Chair
Ed Rouse
Vacant Board Seat

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent
Brenda Waterhouse, Principal

GUESTS PRESENT:

Video Vision Tech Ezra Bernier Natalie Taylor

1. Call to Order

The Superintendent, Mr. Pandolfo, called the Thursday, March 7, 2019, Regular meeting to order at 6:13 p.m., which was held at the Spaulding High School Library.

2. Board Reorganization

The Annual Reorganizational Check List was distributed. VSBA Board Re-organization documentation was distributed. Mr. Pandolfo advised regarding Board re-organization, advising that the Board may wish to keep all assignments 'as is' given the short timeframe the Board will be in existence. Regular operational duties of the Board will cease on 06/30/19. After that date, the Board will only conduct business necessary to close out FY19. A copy of an e-mail from Kerri Lamb (VSBA) was also distributed.

On a motion by Mr. Isabelle, seconded by Mr. Boltin, the Board unanimously voted to elect/appoint as elected/appointed in 2018:

**Board Chair: Paul Malone
Vice-Chair: Dave LaCroix
Clerk: Joe Blakely**

Barre Supervisory Union Board Representatives: Paul Malone, Guy Isabelle, and Anthony Folland (if reappointed).

Committee Assignments:

**Finance Committee: Paul Malone (Chair), Dave LaCroix, and Tim Boltin
Facilities Committee: Dave LaCroix (Chair), Joe Blakely, and Ed Rouse
BSU Curriculum Committee: Joe Blakely and Ed Rouse
BSU Policy Committee: Guy Isabelle
BSU Finance Committee: Paul Malone, Tim Boltin, and Dave LaCroix
BSU Negotiations Committee: Tim Boltin
BSU Facilities Committee: Dave LaCroix
BSU Communications Committee: Anthony Folland (if re-appointed)**

On a motion by Mr. Isabelle, seconded by Mr. Blakely, the Board unanimously voted:

**To authorize the Board Chair to sign teacher contracts,
To authorize the Board Chair to sign other contracts,
To designate Mr. Malone as the primary Board Member to sign warrants,
To designate Mr. Isabelle as the secondary Board Member to sign warrants,**

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**Not schedule a Board Retreat or Tri-Board Meeting at this time,
To hold Regular Board Meetings on the first Thursday of each month at 6:00 p.m. in the SHS Library,
To post Agendas and Minutes at the City Clerk's Office, the Town Clerk's Office, the BSU Office, and SHS,
To post Warnings in the Times Argus and on Front Porch Forum,
To use Robert's Rules of Order,
To adopt the Code of Ethics,
To name the Times Argus as the designated newspaper for publications, and
To continue the current practices relating to confidentiality of Executive Session and Open Meeting Laws.**

All Board Members signed a Code of Ethics document.

Brief discussion was held regarding communication practices, Board development opportunities, and Board advocacy.

3. Additions and/or Deletions to the Agenda

Add 5.2 – Approval of Minutes – March 4, 2019 Spaulding Union High School District #41 Annual Meeting

Add 8.2 – BUUSD FY20 Budget Input

4. Visitors and Communications

None.

5. Approval of Minutes

5.1. Approval of Minutes – February 7, 2019 Regular Meeting

On a motion by Mr. Isabelle, seconded by Mr. Boltin, the Board unanimously voted to approve the Minutes of the February 7, 2019 Regular Meeting.

5.2 Approval of Minutes – March 4, 2019 Spaulding Union High School District #41 Annual Meeting

On a motion by Mr. Isabelle, seconded by Mr. Boltin, the Board unanimously voted to approve the Minutes of the March 4, 2019 Spaulding Union High School District #41 Annual Meeting.

6. Reports to the Board

6.1 Student Representatives

Student Representatives advised regarding; the upcoming Blood Drive (03/21/19 – 8:00 a.m. until 2:00 p.m. in the SHS Gym), Spirit Week (held the week prior to February vacation), the One Act Play (The Caged Bird), the Spring Musical (Into The Woods), Student Council fund raisers, Winter Sports (coming to a close – a very successful season), Spring Sports (practices will begin soon), Student Council's efforts to increase 'Tide Pride', identify more ways to assist in the community, and planning for spring Send-Off activities.

6.2 Superintendent

A copy of the Superintendent's report dated February 28, 2019 was distributed. The report included information pertaining to; Act 173/Special Education/Roles and Responsibilities, BSU Building Renovations, Integrated Field Reviews, a School Calendar Update, Merger Update, and Negotiations. A letter from Josh Souliere, Assistant Director Education Quality Reviews, Agency of Education (dated 02/19/19) was distributed. The 2019 – 20 Integrated Field Review (IFR) Timeline was distributed. A letter from VEHI (dated 02/21/19) was also distributed. Additionally, Mr. Pandolfo distributed a letter from the Vermont History Center Leahy Library & Vermont Heritage Galleries and an e-mail from Mrs. Perreault regarding the Food Service RFP. Mr. Pandolfo advised regarding the Food Service RFP (there are currently 4 known vendors) which is now a very involved process and advised regarding documents sent to the Vermont Historical Society. Mr. Pandolfo reported that Integrated Field Reviews will run from October 2019 through December 2019.

6.3 Principal

The Principal's Report (dated 03/07/19) was distributed. The Report included information pertaining to; Students and Community, Student of the Week, Athlete of the Week, and Staff Person of the Week. The Athletic Director's Report was also distributed. Two additional documents were distributed; the Principal's Newsletter for March 2019 and a document titled 'Opioid Roundtable' dated 03/01/19). Mrs. Waterhouse advised that SHS is one of four Aspirations High Schools (details are in the newsletter), and noted that SHS Sophomore Zoey Pickel, a member of the school's SADD (Students Against Destructive Decisions) group, participated in the Central Vermont Substance Misuse Roundtable discussion. The claims adjuster has advised that the insurance company will pay to replace the scoreboard that was damaged in a recent storm. There is no update on installation of the lighted sign (an ordinance has not been passed). It is hoped that the Youth Risk Behavior Survey results will be available sooner this year, as the survey was conducted electronically.

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6.4 CVCC Director

The CVCC Director's Report for March 2019 was distributed. The Report contained information on; Community Forums, Student Surveys (results are included in the Board packet), the CVCC Annual Report, the Building Trades Trip, the NTHS The National Technical Center Honor Society Celebration (03/28/19), Letters of Support from Representative Welch and Senator Sanders (copies of the letters are included in the packet), and current vacancies. No discussion.

6.5 Committee Reports

6.5.1 Finance

The next meeting is tentatively set for Wednesday, March 27, 2019 at 4:00 p.m. in the SHS Library. The Transitional Board will be holding FY20 Budget discussions in order to present a draft at the first meeting of the Initial BUUSD Board.

6.5.2 Facilities

The March meeting has been cancelled. The next meeting is tentatively scheduled for Wednesday, April 10, 2019.

6.5.3 Verbal Report of BSU Committees

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

BSU Policy Committee

The Committee met on February 18, 2018.

The next meeting is scheduled for Monday, March 18, 2019 at 6:00 p.m. in the BSU Upstairs Conference Room. The Committee will be discussing 5 or 6 policies, some of which will be presented to the BSU Board, some of which will need to be approved by the BUUSD Board. The Committee is working to finalize policies in preparation of the merger. Policy 'codes' will be changed to align with VSBA policies. 'BSU' verbiage will be changed to read 'BUUSD'. The VSBA believes we are in good shape policy-wise, moving into the merged district. Depending on the make-up of the Initial BUUSD Board, it may be possible to have many policies approved by the new Board in May and June.

BSU Curriculum Committee

The January and February meetings were cancelled.

The next meeting is scheduled for Monday, March 25, 2019 at 5:30 p.m. in the SHS Library.

BSU Finance Committee

The Committee is slated to hold a combined meeting with the BUUSD Transitional Board on Thursday, March 14, 2019 at 6:00 p.m. in the SHS Library.

BSU Facilities Committee

The March meeting has been cancelled. The next meeting is tentatively scheduled for Tuesday, April 9, 2019 at 5:30 p.m.

BSU Communications Committee

The Committee met on February 14, 2019. The meetings have been held on the 2nd Thursday of each month. Mr. Pandolfo may change the meeting day to be the 2nd Wednesday of each month, though the next meeting is tentatively scheduled for Tuesday, March 12, 2019 or Tuesday, March 19, 2019. The meeting date will be announced once finalized.

BSU Negotiations Committee

Meetings are planned for 03/13/19 and 03/20/19 at 5:30 p.m. in the SHS Library.

6.6 Financials

Seven reports were distributed; SHS and CVCC Revenue Summary Reports (dated 02/25/19), SHS and CVCC FY19 Expenditure/Year-end Projection Reports (dated 03/07/19), SHS and CVCC Expenditures Summary Reports (dated 02/25/19), and the BSU Expenditure FY19 Report (dated 02/25/19). No discussion was held.

7. New Business

7.1 Resignations/Retires/New Hires

A letter of resignation from Jason Derner, Assistant Director of CVCC was distributed. Mr. Pandolfo advised regarding the letter of resignation submitted by Mr. Derner who is currently in his 3rd year in the position of Assistant Director of CVCC. Mr. Derner previously worked for SHS and as the ACT Coordinator, and has accomplished much for the school. Mr. Isabelle advised that he has enjoyed his interactions with Mr. Derner and will miss having him at the school.

On a motion by Mr. Isabelle, seconded by Mr. Blakely, the Board unanimously voted to accept the resignation of Jason Derner.

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8. Old Business

8.1 Merger Update

A document titled 'BUUSD Moving Forward, Looking Back: A Timeline for School Governance' was distributed. Mr. Pandolfo provided a brief overview of the timeline and next steps, including upcoming votes and advised regarding policy implementation and the FY20 budget. Mr. Pandolfo provided a lawsuit update, advising that the preliminary injunction request has been denied. Mr. Pandolfo advised that he has reviewed the 25 page Judgement, and proceeded to provide an overview of his interpretation of the document. Portions of the Judgement were read to the Board. A copy of the Judgement is available to those who would like to review it in its entirety. Mr. Malone advised that he does not believe the BUUSD would have a 'debt' issue. Mr. Pandolfo provided a brief update on current legislation, advising that the Senate will be reviewing H39 in the near future.

8.2 BUUSD FY20 Budget Input

Seven documents were distributed; FY20 BUUSD Budget Highlights – February 21, 2019 DRAFT 3, the BUUSD Projected Comparative Tax Rate Calculations for Barre City and Barre Town (2 reports; one with the budget as presented, and one with the budget utilizing \$500,000 from the Tax Stabilization Fund), the FY2019 Education Spending Per Equalized Pupil Report (from the AOE), an e-mail from Brad James regarding the Updated Yield Numbers from HWM, a document titled 'Education Fund Outlook for FY2020 as of March 1st' (prepared by the Joint Fiscal Committee), and a document titled 'Preliminary FY2020 Education Property Tax Rates on Homesteads' (dated 03/01/19). Mr. Pandolfo advised that the Transitional Board and the BSU Finance Committee believe the draft budget should be scrutinized some. Mr. Pandolfo will be going back to administrators and Boards regarding prioritization of items. There are 13 'new' positions that need to be prioritized. Three positions are at SHS (\$25,000 for personnel to 'man the door', one addition to the Science Department, and an increase to expand Work Based Learning staff). Mrs. Waterhouse will be asked to prioritize the three positions. There are also two Special Education positions at SHS. Mr. Pandolfo provided an overview of the equalized pupil spending report, advising that Spaulding's spending per pupil is the lowest of all the Union High School Districts in the state. Mr. Pandolfo advised that the yield rate will be reduced, which will result in a tax increase of one or two cents. Mr. Pandolfo advised that it was worthy to note that Barre achieves economies of scale due to its size. Mr. Pandolfo provided an overview of the budget document, advising that the audited fund balances are as of 06/30/18, and do not reflect monies spent, or planned to be spent in the current year. The total fund balance (listed as \$1,264,503) will be \$800,000 - \$900,000 once reductions are taken for FY19. If BTMES completes all of the projects that have been recently discussed, they are projected to end FY19 with a deficit of \$186,000. BCEMS has a projected deficit of \$10,000, but \$160,000 (from their Capital Improvement Fund) was used last summer for roof work. The Transitional Board believes the budget highlights should be reviewed and that they may wish to try to reduce expenses or use some of the Tax Stabilization Fund to reduce the tax increase. In response to a query, it was noted that Capital Improvement funds cannot be applied to the budget to reduce tax increases. If the Transitional Board needs to 'find money', it may wish to reduce the industry standard amount budgeted (\$1 per square foot) for building maintenance. It may be possible to reduce the tax impact by reducing some of the 'new' positions, and by using some of the Tax Stabilization funds. Mr. Isabelle noted that the involuntary merger has ended up costing the BSU a great deal of money. Mr. Boltin believes it's important to make sure it is known that the new positions were decided upon prior to the merger decision and he believes the positions should be kept in the budget. The Transitional Board will meet to discuss the budget on 03/14/19. If an additional meeting is necessary, it will tentatively be held on 03/28/19 (two weeks prior to the Initial Meeting of the Initial BUUSD Board).

9. Other Business

None.

10. Future Agenda Items

SHS Regular Board Meeting – Thursday, April 4, 2019 at 6:00 p.m. in the SHS Library

Agenda Items:

Presentation of the CVCC Feasibility Study
Approval of the FY20 Perkins Grant Summary
Resignations/Retirements/New Hires
Budget Discussion

11. Executive Session as Needed

11.1 Student Matter

A student matter was proposed for discussion in Executive Session.

On a motion by Mr. Isabelle, seconded by Mr. Boltin, the Board unanimously voted to enter into Executive Session, with Mrs. Waterhouse and Mr. Pandolfo in attendance, at 7:47 p.m. under the provisions of 1 VSA section 313 to discuss the item proposed for discussion.

The remaining information was provided by the Board Clerk.

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On a motion by Mr. Boltin, seconded by Mr. Isabelle, the Board unanimously voted to exit Executive Session at 7:58 p.m.

12. Adjournment

On a motion by Mr. Isabelle, seconded by Mr. Boltin, the Board unanimously voted to adjourn at 7:58 p.m.

Respectfully submitted,
Andrea Poulin