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**BARRE UNIFIED UNION SCHOOL DISTRICT
BOARD MEETING**
Spaulding High School – Library
May 9, 2019 - 6:00 p.m.

MINUTES

BOARD MEMBERS PRESENT:

Paul Malone (BT) - Chair
Sonya Spaulding (BC) – Vice-Chair
Victoria Pompei (BT) – Clerk
Gina Akley (BT)
Tim Boltin (BC)
Giuliano Cecchinelli (BC)
Guy Isabelle (At-Large)
Rebecca Kerin-Hutchins (BT) – departed at 7:49 p.m.
Chris Riddell (BC)

BOARD MEMBERS ABSENT:

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent
Jamie Evans, Facilities Director

GUESTS PRESENT:

Video Vision Tech

1. Call to Order

The Chair, Mr. Malone, called the Thursday, May 9, 2019, Regular meeting to order at 5:30 p.m., which was held at the Spaulding High School Library.

2. Additions and/or Deletions to the Agenda

Add 7.1 Employee/Personnel Matter (under Executive Session)

Add 6.3 Budget Vote

Discuss 5.3 and 6.2 (Approval of RFP SHS Library Improvements and Summer Project Update) out of order – discuss at the beginning of the meeting.

Discuss the possibility of a name change during 6.1 Merger Update.

3. Public Comment

None.

4. Approval of Minutes

4.1 Approval of Minutes – April 11, 2019 BUUSD Regular Board Meeting

On a motion by Mr. Boltin, seconded by Mr. Isabelle, the Board unanimously voted to approve the Minutes of the April 11, 2019 Regular BUUSD Board Meeting.

5. Current Business

5.1 Approve New Hires

The resumes and BSU Notification of Employment Status Forms for Marisa Thomas, Wendy Wegner, Sara Jacobs, Jim Willis, Neil Kelly, and Charlotte Baribault were distributed.

Mr. Pandolfo provided an overview of each candidate's education and experience, advised regarding the positions they are presented for, and requested approval to hire the slate of candidates.

On a motion by Mrs. Spaulding, seconded by Mrs. Pompei, the Board unanimously voted to approve the hiring of the slate of candidates; Marisa Thomas, Wendy Wegner, Sara Jacobs, Jim Willis, Neil Kelly, and Charlotte Baribault.

Mrs. Pompei requested information regarding resignations/retirements, individuals who are filling vacated positions, and positions that have not been filled. It was noted that the transfer of staff members to new positions within the BUUSD, does not require Board Approval. Mrs. Pompei would also like to receive copies of all letters of resignation/retirement. Mrs. Spaulding requested that the

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Board be provided with an overall list which tracks who is leaving, who is filling positions, and vacant positions. Mr. Pandolfo will ask his Executive Assistant to produce a report and distribute it to all Board Members. Letters of resignation and/or retirement will also be distributed to all Board Members. It was noted that resignations/retirements submitted during FY19 have been presented to the appropriate district Boards for approval/acceptance. In response to a query, Mr. Pandolfo advised that the ability for staff to transfer to new positions throughout the BUUSD (under the new consolidated structure) has been beneficial.

5.2 Approval of Continuous Improvement Plan

A document titled 'Barre Supervisory Union Continuous Improvement Plan for School Year 2019 – 2020' was distributed. It was noted that this is a constantly evolving document. Mrs. Pompei advised that she is uncomfortable endorsing the plan because the Curriculum Committee hasn't reviewed and discussed the document and the document contains SBAC source data that has not yet been presented to the Boards. Mr. Pandolfo is under the understanding that the CIP was discussed at a previous Curriculum Committee meeting. Approval of the CIP is necessary for the CFP grant. It was noted that in the past, the CIP was not presented to the Curriculum Committee, but rather was presented directly to the Boards for approval. Mr. Pandolfo answered questions from the Board on specific items in the CIP. It was agreed that the CIP will be presented to the Curriculum Committee prior to being presented to the Board for approval.

5.3 Approval of RFP SHS Library Improvements

The RFP document for Library Improvements was distributed. Mr. Evans provided an overview of the scope of the project, noting that the RFP is for one portion of the project (installation of the glass wall). Funding for the remainder of the project is expected to come from building/maintenance line items and may also include some grant funding. In addition to the glass wall, the project also involves carpet replacement (\$15,000), ventilation work (\$5,000), and a new circulation desk (\$5,000). Additionally, the project involves relocation of computers, tables, work space for students, installation of a promethium board, creation of a meeting area, and the shortening of some book stacks (for ADA compliance). The total cost is approximately \$55,647. The Superintendent recommends contracting with Lajeunesse Construction for \$30,660. The Capital Improvement Fund will be utilized to fund the installation of the glass wall.

On a motion by Mrs. Pompei, seconded by Mrs. Spaulding, the Board unanimously voted to approve the Superintendent's recommendation to contract with Lajeunesse Construction for \$30,660, with funding coming from the Capital Improvement Fund.

5.4 First Reading of 58 Policies Previously Adopted by the Barre Supervisory Union

Mr. Pandolfo provided an overview of the policy work performed in preparation for consolidation. Mr. Isabelle advised that the work performed put the BUUSD in a good position and commended Mr. Pandolfo for his efforts in leading the charge to have all of these policies ready. An additional document was distributed to provide Board Members with historical information on BSU policy approval/adoption. Mr. Pandolfo advised that the First Readings being put forth this evening include all VSBA required policies, and some additional policies which the Policy Committee felt should be in place. Board Operational policies will be discussed in the near future. Only redundant policies and/or items that are addressed in procedures remain at the district level.

On a motion by Mr. Boltin, seconded by Mr. Riddell, the Board unanimously voted to approve the First Readings of the 58 policies presented;

- A1 – Board Member Conflict of Interest Policy**
- A22 – Notice of Non-Discrimination Policy**
- B1 – Substitute Teachers Policy**
- B2 – Volunteers and Work Study Students Policy**
- B3 – Alcohol & Drug Free Work Place Policy**
- B4 – Drug & Alcohol Testing: Transportation Employees Policy**
- B5 – Prevention of Employee Harassment Policy**
- B6 – HIPPA Compliance Policy**
- B7 – Tobacco Prohibition Policy**
- B21 – Professional Development Policy**
- C1 – Education Records Policy**
- C2 – Student Drugs & Alcohol Policy**
- C3 – Transportation Policy**
- C4 – Limited English Proficiency Students Policy**
- C5 – Firearms Policy**
- C6 – Participation of Home Study Students Policy**
- C7 – Student Attendance Policy**
- C8 – Pupil Privacy Rights Policy**
- C9 – Nutrition and Wellness Policy**

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C10 – Bullying of Students Policy
C10-P – Model Procedures on the Prevention of Hazing, Harassment and Bully of Students
C11 – Student Freedom of Expression in School-Sponsored Media Policy
C20 – Student Conduct and Discipline Policy
C21 – Searches, Seizures, and Interrogation of Students by School Personnel Policy
C23 – Student Clubs and Activities Policy
C24 – Interscholastic Sports Policy
C25 – Admission of Non-Resident Tuition Students Policy
C27 – Student Self-Expression and Student Distribution of Literature Policy
C30 – Student Medication Policy
C31 – Admission of Resident Students Policy
C32 – Eighteen Year-old Students Policy
C33 – Student Assessment Policy
C34 – Restraint and Seclusion Policy
C40 – Entrance Age for Admission to Kindergarten Policy
C42 – Searches, Seizures, and Interrogation of Student by Law Enforcement or Other Non-School Personnel Policy
C43 – STI and Pregnancy Prevention Policy
D1 – Proficiency Based Learning Policy
D2 – Grade Advancement, Retention, Promotion, and Acceleration of Students Policy
D3 – Acceptable Use of Electronic Resources & the Internet Policy
D4 – Title I Comparability Policy
D5 – Animal Dissection Policy
D6 – Class Size Policy
D20 – Curriculum Development and Coordination Policy
D21 – Educational Support System Policy
D30 – Field Trips Policy
D31 – Selecting Library Materials Policy
D32 – Selection of Instructional Materials and Sensitive Issues Policy
D40 – Special Education Policy
E1 – Title I, Part A Parental Involvement Policy
E20 – Community Use of School Facilities Policy
E30 – School-Community Relations Policy
F1 – Travel Reimbursement Policy
F20 – Fiscal Management & General Financial Accountability Policy
F23 – Capitalization of Assets Policy
F24 – Prevention of Conflict of Interest in Procurement Policy
F30 – Budgeting Policy
F33 – HIV Policy
F40 – Scholarship Awards Policy
F41 – Video Surveillance Policy

5.5 First Reading - Role and Adoption of School Board Policies Policy (A30)

A copy of the BUUSD Policy Manual Index (dated 04/29/19) was distributed. A copy of the policy was distributed. Brief discussion was held. Mr. Pandolfo provided clarification of the Definitions section of the policy. Minor typos were identified.

On a motion by Mr. Isabelle, seconded by Mrs. Pompei, the Board unanimously voted to approve, as amended, the First Reading of the Role and Adoption of School Board Policies Policy (A30).

5.6 First Reading Intra District School Transfer (C41)

A copy of the policy was distributed. Mr. Pandolfo provided an overview of the policy, advising that there is no model policy for this matter, but numerous other districts' policies were reviewed while writing this policy. The policy was drafted to assure that it honors the Articles of Agreement. Mr. Pandolfo advised of minor revisions to the policy relating to policy codes. Mrs. Pompei voiced concern regarding the provision that allows students to remain in a school (through grade 8), once they have been granted a request to attend a school outside of their district. Mrs. Pompei's concern relates to the risk that the addition of a student may result in the need to add a classroom/teacher due to class size policies. Mrs. Akley feels strongly that students should be allowed to remain in a school once a request has been granted, and firmly believes that to force a student to be removed from a school would be very damaging.

On a motion by Mr. Boltin, seconded by Mrs. Kerin-Hutchins, the Board voted 8 to 0 to approve the First Reading of the Intra District School Transfer Policy (C41). Mrs. Pompei abstained.

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5.7 Student Representatives

Two documents were distributed; 'Guide to Student Voice in Education – Inviting Students to Serve on School Boards', and a VSBA document titled 'Student Voice in Education Governance'. Mr. Pandolfo commended Ben Merrill, for creating the summary document, which provides a condensed overview of the VSBA document. SHS currently has student representatives who report to the Board on various student activities. The VSBA document outlines more involved participation from students. Mr. Malone polled Board Members regarding their thoughts on student involvement. It was the consensus of the Board that student involvement is positive, they support student involvement, and would like to discuss this matter further at a future meeting. This topic may be on a future retreat agenda.

6. Other Business

The Board briefly discussed holding a retreat. It was agreed that should a retreat be held, it would be best to wait until after July. Discussion, including possible dates, will be added to a future agenda.

6.1 Merger Update

Mr. Pandolfo advised that it is necessary to have Board approval of the Assumption Notes.

On a motion by Mrs. Spaulding, seconded by Mr. Boltin, the Board unanimously voted to approve and acknowledge the assumption that the BUUSD will be responsible for SHS Roof debt, SHS Bond debt, and BCEMS Security Project debt.

It was announced that the FY20 Budget vote will be held on Tuesday, May 14, 2019

Mr. Pandolfo provided a legislative update (H39 is at a standstill with no agreement on how to move forward), and advised that the judge recently ruled to dismiss in its entirety, the lawsuit involving Stowe and Elmore-Morristown. Previously, the judge dismissed 3 of the 5 arguments that were part of the lawsuit filed on behalf of 36+/- districts. It is expect that the judge will rule on the remaining 2 arguments sometime in the near future.

Mrs. Spaulding queried regarding the possibility of changing the name of the BUUSD. Mr. Pandolfo advised that use of a different name should probably have been discussed as part of the 706 Committee work. Much work has already been performed for the transition from the BSU to the BUUSD. Mr. Pandolfo suggested that consideration of a name change be postponed for a year or so. Mrs. Spaulding suggested that future consideration should involve the Communications Committee and perhaps involve community members and the use of surveys. Mr. Pandolfo will research whether or not the BUUSD could operate under a D.B.A (Doing Business As) name.

Mr. Malone provided an overview of committee assignments:

Communications Committee: Mr. Isabelle, Mrs. Kerin-Hutchins, Mr. Riddell, and Mrs. Spaulding.

Curriculum Committee: Mrs. Akley, Mr. Boltin, Mrs. Pompei, and Mr. Riddell.

Finance Committee: Mrs. Akley, Mrs. Pompei, Mr. Riddell, and Mrs. Spaulding.

Facilities Committee: Mr. Boltin, Mr. Cecchinelli, Mr. Isabelle, and Mrs. Pompei.

Policy Committee: Mr. Cecchinelli, Mr. Isabelle, and Mrs. Kerin-Hutchins.

Negotiations Committee: Mrs. Akely, Mr. Boltin, Mr. Malone, and Mrs. Spaulding.

RAB / Enterprise: Mr. Cecchinelli, Mr. Boltin, and Mr. Isabelle.

It is believed that some community members may be interested in serving on the Policy Committee, thus having only three Board Members on the Committee seems acceptable.

After July, Committee Reports will be on Agendas.

6.2 Summer Project Update

A document titled 'Summer Project List – BCEMS, SHS/CVCC, BTMES, BUUSD' was distributed. Mr. Evans provided an overview of the project list, and advised that the bid for the BTMES canopy work is not ready yet. Mr. Evans provided an overview of the canopy/sidewalk project, including the involvement of an engineering firm and an upcoming test dig under a section of the sidewalk. Five contractors were invited to bid on the project. Three contractors were present at the mandatory site visit. Mr. Evans will push to have bids submitted by 05/23/19. The work is slated to be performed after school is out for the summer. Mr. Evans advised that the Maintenance Department is very appreciative of the monies budgeted for maintenance/repairs/construction, and works hard to see that monies are well spent. Mr. Evans advised that the maintenance crews have some highly skilled individuals who are able to perform many repairs in-house, which results in cost savings. It was noted that this year's list of projects is fairly typical. The first meeting of the BUUSD Facility Committee will be held on Tuesday, May 14, 2019 at 5:30 p.m. at BCEMS and will include a tour of the building. SHS was toured by the BSU Facility Committee last year. The 06/11/19 Facility Committee meeting will be held at BTMES and will include a tour of that building. Michelle Braun (Friends of the Winooski) will be invited to attend this meeting to provide an overview

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of a storm water run-off project that will be necessary due to legislation. A Board Member tour during school hours will be scheduled at a later date. A

6.3 Budget Vote

Mrs. Spaulding reminded community members to vote on the budget on Tuesday, May 14, 2019. Mrs. Spaulding advised that a Public Informational Forum on the FY20 Budget is being held on Monday, May 13, 2019 at 6:00 p.m. in the SHS Library. Community members are welcome to attend with their questions. Those that cannot attend the meeting can contact Board Members with questions. The Budget information is available on line, and informational flyers are also available. Mrs. Spaulding encouraged Board Members to spread the word, including on social media. Mrs. Spaulding advised that Communications Specialist Ben Merrill is drafting 'language' that Board Members can use for social media posts. Mr. Malone advised that some PR has occurred at local service club meetings, and advised that page 5 of the budget report is very informative, including information on educational spending per pupil, the tax rate, and CLAs. If the Yield goes up, the tax rate will go down.

7. Executive Session as Needed

7.1 Employee/Personnel Matter

An Employee/Personnel Matter was proposed for discussion in Executive Session.

On a motion by Mr. Boltin, seconded by Mr. Isabelle, the Board unanimously voted to enter into Executive Session, with Mr. Pandolfo in attendance, at 8:08 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 Mrs. Spaulding, seconded by Mr. Boltin, the Board unanimously voted to exit Executive Session at 9:23 p.m.

8. Adjournment

On a motion by Mrs. Spaulding, seconded by Mr. Boltin, the Board unanimously voted to adjourn at 9:23 p.m.

Respectfully submitted,
Andrea Poulin