

BARRE SUPERVISORY UNION
REGULAR BOARD MEETING

**Barre Town School
Library**
70 Websterville Road., Barre, VT

May 23, 2019
5:30 p.m.

AGENDA

1. Call to Order
2. Additions or Deletions to the Agenda
3. Public Comment
4. Approval of Minutes
 - 4.1. Barre Supervisory Union Special Board Meeting Minutes - April 11, 2019
5. New Business
 - 5.1. Resign/Retire/New Hire
6. Old Business
7. Other Business as Needed
8. Reports to the Board
 - 8.1. Superintendent
 - 8.2. Committee Reports
 - 8.2.1. Policy Committee: April 15, 2019 meeting cancelled
Next Meeting: May 20, 2019 at 6:00 p.m. in the BSU 2nd Floor Conference Area
 - 8.2.2. Curriculum Committee: Meeting Minutes April 22, 2019
Next Meeting: May 20, 2019 at 5:30 p.m. in the SHS Library
 - 8.2.3. BUUSD Finance Committee: Meeting Minutes May 7, 2019
Next Meeting: June 4, 2019 at 5:30 pm in the SHS Library
 - 8.2.4. BUUSD Facilities Committee: Meeting Minutes May 14, 2019
Next Meeting: June 11, 2019 at 5:30 p.m. in the BTMES Library
 - 8.2.5. BUUSD Communications Committee: Meeting Minutes May 8, 2019
Next Meeting: June 12, 2019 at 5:30 p.m. in the SHS Library
 - 8.2.6. Negotiations: Meeting Minutes March 22, 2019
Next Meeting: May 21, 2019 at 6:00 p.m. in the SHS Library
 - 8.3. Financials
9. Executive Session
10. Adjournment

Reminders:

Next Barre Supervisory Union Board Meeting:	June 20, 2019
Next Barre Unified Union School District Meeting:	June 13, 2019
Next Barre City School Board Meeting:	June 10, 2019
Next Spaulding High School Board Meeting:	June 6, 2019
Next Barre Town School Board Meeting:	June 5, 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

BARRE SUPERVISORY UNION #61 SCHOOL DISTRICT
SPECIAL BOARD MEETING
Spaulding High School - Library
April 11, 2019 - 5:30 p.m.

MINUTES

BOARD MEMBERS PRESENT:

J. Guy Isabelle (SHS) – Chair
Giuliano Cecchinelli, II (BC) – Vice Chair
Victoria Pompei (BT) – Clerk
Jennifer Chioldi (BC)
Alice Farrell (BT)
Rebecca Kerin-Hutchins (BT)
Paul Malone (SHS)
Sonya Spaulding (BC)

BOARD MEMBERS ABSENT:

Anthony Folland (SHS)

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent

GUESTS PRESENT:

Video Vision Tech

1. Call to Order

The Chair, Mr. Isabelle, called the Thursday, April 11, 2019, Special Meeting to order at 5:32 p.m., which was held at the Spaulding High School Library.

2. Additions and/or Deletions to the Agenda

None.

3. Public Comment

None.

4. Approval of Minutes

4.1 Approval of Minutes – March 21, 2019 Regular Meeting

On a motion by Mrs. Pompei, seconded by Mrs. Spaulding, the Board unanimously voted to approve as amended, the Minutes of the March 21, 2019 Regular Meeting.

5. New Business

5.1 Resignations/Retires/New Hires

A letter of resignation from Brittany Tremblay was distributed. Mr. Pandolfo advised regarding Mrs. Tremblay's resignation.

On a motion by Mrs. Farrell, seconded by Mrs. Spaulding, the Board unanimously voted to accept the resignation of Brittany Tremblay.

The resume and BSU Notification of Employment Status Form for Margaret Fagan was distributed. Ms. Fagan is presented for the position of Speech/Language Pathologist for BCEMS and BTMES. Mr. Pandolfo provided an overview of Ms. Fagan's education, advising that the position was in this year's budget, but contracted services were used. Ms. Fagan will be graduating in May and will be applying for certification.

On a motion by Mr. Malone, seconded by Mrs. Pompei, the Board unanimously voted to approve the hiring of Margaret Fagan.

5.2 Approval to Apply for CFP Grant

Mr. Pandolfo provided an explanation of how grant money is currently disseminated and advised that under the BUUSD, dissemination may change.

DRAFT

On a motion by Mrs. Spaulding, seconded by Mrs. Kerin-Hutchins, the Barre Supervisory Union Board unanimously voted to authorize the Barre Supervisory Union Superintendent's Office to accept grants, to administer, and to act as the representative on behalf of all member schools.

6. Old Business

Copies of the policies referenced in Agenda Items 6.1 through 6.3 were distributed.

6.1 Second and Final Reading Video Surveillance Policy (E32)

Mr. Pandolfo answered policy related questions and provided clarification of sections of the policy.

On a motion by Mr. Malone, seconded by Mrs. Pompei, the Board unanimously voted to approve the Second and Final Reading of the Video Surveillance Policy (E32), and agreed to adopt said policy.

6.2 Second and Final Reading Entrance Age for Admission to Kindergarten (F35)

On a motion by Mrs. Farrell, seconded by Mrs. Chioldi, the Board unanimously voted to approve the Second and Final Reading of the Entrance Age for Admission to Kindergarten Policy (F35), and agree to adopt said policy.

6.3 Second and Final Reading School-Community Relations (H30)

Mr. Pandolfo answered policy related questions from the Board.

On a motion by Mr. Malone, seconded by Mrs. Spaulding, the Board unanimously voted to approve the Second and Final Reading of the School-Community Relations Policy (H30), and agreed to adopt said policy.

7. Other Business as Needed

None.

8. Executive Session

No items were proposed for discussion in Executive Session.

9. Adjournment

On a motion by Mrs. Pompei, seconded by Mrs. Spaulding, the Board unanimously voted to adjourn at 5:53 p.m.

Respectfully submitted,
Andrea Poulin

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: ☒ (Section 1) TRANSFER: _____ (Section 2) CHANGE HRS/WAGE: _____ (Section 2) TERMINATION/RESIGNATION: _____ (Section 3)

*NAME: Annette Rhoades *School/Dept. Special Services

*EFFECTIVE DATE: 7/1/19 *Daytime Phone: _____

*POSITION: Asst Director *SUBJECT: _____ *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: 18 STEP: N/A SALARY PLACEMENT: N/A

HOURLY RATE: _____ *HOURS PER DAY: 8 DAILY RATE: _____ *DAYS PER YEAR: 261

SALARY: \$75,000 CONTRACT DAYS: _____ *ACCOUNT CODE: _____

*REPLACEMENT? Y/N *LONG TERM SUB? Y/N IF YES, FOR WHOM? _____

*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 SPD Admin Provisional will be endorsed as soon as practising is completed*

For Central Office Use Only: Contract Completed ____/____/____ Offer Letter Completed ____/____/____

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

<p>*CURRENT:</p> <p>*Position: _____</p> <p>Daily Hours and FTE _____</p> <p>*# of Days/Week _____ (Specify days if < 5 per week)</p> <p>*Current Rate of Pay _____ Hourly or Salary (Circle)</p>	<p>*NEW:</p> <p>*Position: _____</p> <p>Daily Hours and FTE _____</p> <p>*# of Days/Week _____ (Specify days if < 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><i>[Signature]</i></p>	<p>*Date</p> <p><u>5/9/19</u></p>
<p>*BSU Approval Signature</p> <p><i>[Signature]</i></p>	<p>*Date</p> <p>_____</p>

REVERSE SIDE: Administration Procedure/Checklist for New Hires. All should be completed prior to sending candidate packet over for Superintendent Interview.

Annette Rhoades

PO Box 485 Northfield, Vermont 05663
802-917-4574 arhoades623@gmail.com

Education

Rivier College

Nashua, New Hampshire

Bachelor of Arts

Major: Human Development/General Special Education/Elementary Education

GPA: 3.305

Credit Hours: 127

Attended August 1996 to May 2000

Degree conferred May 2000

Notre Dame College

Manchester, New Hampshire

Master of Education

Major: Emotional/Behavioral Disorders

GPA: 3.750

Credit Hours: 42

Attended January 2001 to May 2003

Degree conferred May 2003

Augustana College

Sioux Falls, South Dakota

Graduate Coursework

Major: N/A

GPA: 3.000

Credit Hours: 9

Attended August 2008 to May 2010

Saint Michael's College

Colchester, Vermont

Certificate of Advanced Graduate Studies

Major: School Leadership - Director of Special Education

Attended June 2017 to Present

Experience

Williamstown Middle High School

Jul 2018 - Present

Leader Teacher / Coordinator of A.R.C.

Williamstown, VT

Assisted in the design and creation of the Alternative Routes Center. A.R.C. is an alternative program within Williamstown Middle High School. I work closely with a team of professionals to set up internships related to student's interests, as well as, proper social/emotional interventions. I coordinate academic and internship schedules so students meet graduation proficiencies. I case manage student IEP's and 504 plans. I have close contact with families for future planning and programming.

Supervisor: Jamie Kinnarney and Andrea Wasson (433-5358)

Experience Type: Public School, Full-time

It is **OK** to contact this employer

Williamstown Elementary School

Jul 2005 - Jun 2018

Special Educator

Williamstown, VT

Provided an assortment of interventions for reading and math

Currently provide math intervention to grades K-5

Oversee the educational progress of students in grades 3-5 with various disabilities

Responsible for all aspects of case management including evaluations, IEP's, accommodations and modifications

Conduct IEP, evaluation, and 504 meetings

Supervisor for several paraprofessionals

Attend data team meetings, targeted/intensive meetings

A member of the Universal Team, school based union representative

Coordinate and provide extended school year services for intensive students

Reason for leaving: Was offered a position at Williamstown Middle High School as a leader teacher/coordinator of an alternative program.

Supervisor: Jamie Kinnarney / Andrea Wasson (802-433-6653)

Experience Type: Public School, Full-time

It is **OK** to contact this employer

Epsom Central School

Mar 2005 - Jun 2005

Special Education Case Manager

Epsom, NH

Completed the school year for a special educator who had passed away

Managed the program and progress for students in grades 6-8 with various disabilities

Collaborated with classroom teachers and parents

Conducted evaluations

Assisted in the transition to high school

Wrote and implemented IEP's

Reason for leaving: My husband took a position in Vermont.

Supervisor: Tami Preve (603-736-9331)

Experience Type: Public School, Full-time

It is **OK** to contact this employer

Fred C. Westcott Jr. High School

Jul 2004 - Mar 2005

Self-Contained EBD Classroom Teacher

Westbrook, ME

The lead special education teacher for a classroom where students in grades 6-8 would attend during classes that the team determined remediation was needed or a change in environment would be appropriate.

Constructed a cohesive social/emotional program for the classroom

Taught academic subjects

Collaborated with the school social workers and psychologist

Communicated with parents and classroom teachers

Wrote and Implemented IEP's and evaluations

Reason for leaving: Concerns for personal safety

Supervisor: N/A (207-854-0830)

Experience Type: Public School, Full-time

It is **OK** to contact this employer

Epsom Central School

Aug 2003 - Jun 2004

Special Education Case Manager

Epsom, NH

Managed the programming and progress for students in grades 3-5 with various disabilities

Assisted classroom teachers with modifications and accommodations

Supervised paraprofessionals

Wrote and implemented IEP's

Attended team, evaluation, and IEP meetings

Taught extended school year interventions

Reason for leaving: My husband took another job in Maine.

Supervisor: Tami Preve (603-736-9331)

Experience Type: Public School, Full-time

It is **OK** to contact this employer

Spaulding Youth Center

Jun 2000 - Jul 2003

Classroom Teacher

Northfield, NH

Taught core academic subjects for grades 3-5 following NH state standards to young men with social/emotional disabilities

Developed units of study

Attended treatment team meetings and staff meetings

Wrote and Implemented IEP's

Worked year round including major holidays (Thanksgiving, Christmas)

Reason for leaving: I finished my Master's Degree work and wanted to experience what public school teaching was like. My husband also changed jobs and the location was on the other side of the state.

Supervisor: Mr. Wortman (603-286-8901)

Experience Type: Other, Full-time

It is **OK** to contact this employer

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: _____ CHANGE HRS/WAGE: _____ TERMINATION/RESIGNATION: _____
(Section 1) (Section 2) (Section 2) (Section 3)

*NAME: John C. "Chris" Cunningham *School/Dept. Barre Town
*EFFECTIVE DATE: ~~8/17~~ July 1, 2019 *Daytime Phone: _____
*POSITION: Special Educator *SUBJECT: SPEP *GRADE: 5-8
(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: 3 STEP: 4 SALARY PLACEMENT: 1430

HOURLY RATE: _____ *HOURS PER DAY: _____ DAILY RATE: _____ *DAYS PER YEAR: _____

SALARY: \$52,773 CONTRACT DAYS: _____ *ACCOUNT CODE: _____

*REPLACEMENT? ☒ N *LONG TERM SUB? Y / N IF YES, FOR WHOM? Molly Cieciorski

*AOE ENDORSEMENT (TEACHER): YES or NO *CERTIFIED (PARA): ParaPro YES or NO Associates Degree YES or NO
65894.00

*CONTRACT: YES or NO *TIMES SHEET: YES or NO

For Central Office Use Only: Contract Completed ____/____/____ Offer Letter Completed ____/____/____

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

<p>*CURRENT:</p> <p>*Position: _____</p> <p>Daily Hours and FTE _____</p> <p>*# of Days/Week _____ (Specify days if < 5 per week)</p> <p>*Current Rate of Pay _____ Hourly or Salary (Circle)</p>	<p>*NEW:</p> <p>*Position: _____</p> <p>Daily Hours and FTE _____</p> <p>*# of Days/Week _____ (Specify days if < 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><u>[Signature]</u> *Approving Signature Principal/Administrator</p> <p><u>[Signature]</u> *BSU Approval Signature</p>	<p><u>5/8/19</u> *Date</p> <p><u>5/13/19</u> *Date</p>
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REVERSE SIDE: Administration Procedure/Checklist for New Hires. All should be completed prior to sending candidate packet over for Superintendent Interview.

John Christopher Cunningham

99 Madison Avenue, Apt 109 Westwood, New Jersey 07675
4047715813 jc.cunningham25@gmail.com

Education

Montclair State University

Montclair, New Jersey

Master of Arts in Teaching

Major: Dual Certification - K-6 and Teacher of Students with Disabilities

GPA: 3.980

Credit Hours: 51

Attended September 2014 to May 2016

Degree conferred May 2016

Transcript

(142KB)

Troy State University

Troy, Alabama

Master of Public Administration

Major: Public Administration, **Minor:** Public Personnel Management

GPA: 3.920

Credit Hours: 39

Attended August 2002 to December 2006

Degree conferred October 2006

Transcript

(417KB)

Frostburg State University

Frostburg, Maryland

Bachelor of Science

Major: Geography, **Minor:** Mathematics

GPA: 3.230

Attended August 1992 to May 2000

Degree conferred May 2000

Transcript

(383KB)

Georgia State University

Atlanta, Georgia

College Coursework - no degree

Major: Undeclared - Postbaccalaureate

GPA: 4.150

Credit Hours: 18

Attended June 2010 to August 2011

Transcript

(298KB)

University of Maryland University College

Misawa AB, Japan, Maryland

College Coursework - no degree

Major: General Studies

GPA: 3.330

Credit Hours: 27

Attended August 1994 to April 1996

Transcript

(169KB)

Community College of the Air Force

Montgomery, Alabama

Transcript

(336KB)

Associate of Applied Science

Major: Weather Technology

Credit Hours: 60

Attended January 1997 to June 2001

Degree conferred May 2001

Community College of the Air Force

Montgomery, Alabama

Associate of Applied Science

Major: Avionics Systems Technology

Credit Hours: 60

Attended September 1993 to June 2001

Degree conferred June 2001

Transcript

(336KB)

Experience

Verona Public Schools

Jun 2016 - Present

5th Grade Teacher, Special Education

Verona, New Jersey

PRIMARY DUTIES

- Deliver a customized math curriculum to resource room with appropriate rigor while fostering a newfound enjoyment of mathematics
- Lead a highly differentiated academic strategies class to ensure students have full access to curriculum
- Provide differentiated instruction and co-teach social studies, science, and English-language arts classes
- Develop and implement individualized education plans for students with varying strengths and needs
- Communicate with parents/guardians regularly via phone, email, and custom website to ensure student and parent needs are met
- Collaborate with team members, colleagues, paraprofessionals, child study team, guidance counselors, and administration

OTHER DUTIES

- Head Coach, junior varsity baseball, Verona High School
- Manage and advise Yearbook Club to produce award-winning yearbook
- Member of 12-person team that developed and maintains schoolwide Positive Behavior Support in Schools (PBSIS) program
- Participate in professional development and feasibility examinations for overhaul of K-6 math curriculum
- Served as Team Coordinator for fifth grade team, 2017-18 school year
- Scheduled and facilitated weekly meetings with team, guidance counselor, and principal
- Coordinated and transmitted weekly newsletter to parents
- Led formulation of academic and behavior intervention programs
- Created and led engaging instruction at district's extended school year program for K-6 students, Summer 2016 & Summer 2017

Reason for leaving: Relocating to Vermont

Supervisor: Mr. David Galbierczyk (973-571-6751)

Experience Type: Public School, Full-time

It is **OK** to contact this employer

Kelly Elementary School, West Orange Public Schools

Sep 2015 - May 2016

Student Teacher

West Orange, New Jersey

Due to dual-certification program, student teaching time was split between two classrooms.

RESOURCE ROOM, GRADES 1-3

Assumed responsibility for third grade mathematics instruction including multi-digit arithmetic, two-step word problems, geometry, and measurement

Strengthened reading comprehension strategies such as making connections and asking questions, and supported development of narrative and opinion writing

Built foundational mathematics knowledge for first grade students such as relating counting to addition and subtraction, word problems, and two-digit place value

FIFTH GRADE GENERAL EDUCATION

Adapted classroom management strategies and approach to a diverse and vibrant 25-student classroom

Elevated student realization of mixed number multiplication using area model and partial products tactics

Led writing workshops and student book clubs to strengthen skills in story arc building and comparing and contrasting key story characters

Supervisor: Joyce Andreula and Amy Pacifico (973-669-5452)

Experience Type: Student Teaching, Full-time

It is **OK** to contact this employer

Bureau of Labor Statistics, U.S. Department of Labor

Oct 2005 - Apr 2015

Statistician and Economist

Atlanta, Georgia and Washington, D.C.

-Collected, analyzed, and published labor market data including employment, unemployment, and wages

-Built web-based data products for public use, published press releases and analytical articles, and represented the organization as print, radio, and television media point-of-contact

-Presented at professional conferences, colleges, and K-12 schools

Reason for leaving: Realization of passion for teaching!

Supervisor: Donald Haughton (most recent) (202-691-5200)

Experience Type: Other, Full-time

It is **OK** to contact this employer

U.S. Air Force Reserve

Jun 2007 - Oct 2009

Weather Flight Superintendent

Shaw AFB, South Carolina

-Managed operations of a 21-person Air Force Reserve unit and directly supervised 16 weather forecasters

-Oversaw unit training curriculum and managed career development program

Supervisor: Lt. Col. Jeffrey Buckler ((803) 895-1110)

Experience Type: Military, Full-time

It is **OK** to contact this employer

Troy University

Sep 2007 - May 2008

Teaching Assistant

Atlanta, Georgia

Assisted head of Master of Public Administration program by teaching 25 percent of Public Policy Analysis class sessions, including writing workshops, and provided input for semester grading.

Supervisor: Dr. Leora Waldner (770-730-0033)

Experience Type: Other, Part-time

It is **OK** to contact this employer

Technology

- Google Certified Educator - Level 1
- Skilled in all Google applications for education and Google Sites
- Experienced in using Genesis, AESOP, IEP Direct, and Schoolwires
- Formally trained in Microsoft Office Suite
- Proficient in both Apple and Microsoft operating platforms
- Other experience: HTML, Adobe Dreamweaver, iMovie

Professional Memberships and Honor Societies

- ASCD, Executive Board, Montclair State University Chapter, 2015-16 academic year
- Kappa Mu Epsilon Mathematics Honor Society
- Gamma Theta Upsilon Geographic Honor Society

Re: letter

John Pandolfo <jpandbsu@u61.net>

Sat, May 11, 2019 at 12:59 PM

To: Michael McCurdy <mmccubte@u61.net>, Tina Gilbert <tgilbbsu@u61.net>

Thanks for the notice, Moss. I can accept this email as your letter of resignation, or you can send something also if you prefer. We put something in print in the board packet for any teacher leaving.

Please work with Tina to set up a time to come in and meet with me. It will likely be early June at this point.

Best,
John

On Fri, May 10, 2019 at 14:58 Michael McCurdy <mmccubte@u61.net> wrote:

Hi John! Thank you for your response. I will not be returning my letter of intent today. It has been an extremely difficult decision for me to leave BTMES and BSU. I did not see myself wanting to leave here and I have some very mixed emotions. Having known you as a colleague and an administrator, I have appreciated your care and support. I would really like to meet with you sometime before the end of the school year to talk about stuff and say thank you and good bye. Please let me know when/if you might be available to do that. Take care and have a great day!

Sincerely,

Moss McCurdy

On Fri, May 10, 2019 at 6:47 AM John Pandolfo <jpandbsu@u61.net> wrote:

Moss,

I will not grant an additional extension. Your signed letter of intent was due yesterday. If it is not received today by the time the BSU office closes at 4:15pm I will consider that you have declined our offer for employment for next year.
John

John Pandolfo
Superintendent of Schools
Barre Supervisory Union
120 Ayers St.
Barre, VT 05641
802-476-5011x1017

On Thu, May 9, 2019 at 11:23 PM Michael McCurdy <mmccubte@u61.net> wrote:

Dear John, I am writing to let you know that I applied for a position with U-32 at the same time that I applied to OSSU. Due to OSSU pay scale being much lower than I had anticipated, I will not sign with them. U-32 originally rejected my application for a job (Anticipated Opening) that I applied for at that time. Then a few weeks ago, they contacted me and asked if I was under contract yet. They asked if I was interested in applying for a different position with the Zenith Program. I interviewed for a position with their alternative program. I am asking for another extension for my letter of intent for the next week or so to see how things play out with U-32. Thank you again for your support.

Moss

--

Michael "Moss" McCurdy
BTMES
70 Websterville Road, Barre, VT 05641
802-476-6617 Ext. 5271
mmccubte@u61.net

Resignation

2 messages

Karen Heath <kheatbce@u61.net>

Thu, May 16, 2019 at 3:38 PM

To: John Pandolfo <jpandbsu@u61.net>, Tina Gilbert <tgilbbsu@u61.net>

Dear John and Tina,

I hereby resign from my position in the Barre Schools, as I will not be signing my contract for the 2019-2020 school year. Thank you very much for a fulfilling and positive 20 years in this district. I will carry all that I have learned with me to my new position, and hope to continue to collaborate however it makes sense.

Sincerely,
Karen Heath

John Pandolfo <jpandbsu@u61.net>

Thu, May 16, 2019 at 3:52 PM

To: Karen Heath <kheatbce@u61.net>

Cc: Tina Gilbert <tgilbbsu@u61.net>

Thank you, Karen, for all your years of service and dedication to the children of Barre!

Sincerely,

John

[Quoted text hidden]

--

John Pandolfo
Superintendent of Schools
Barre Supervisory Union
120 Ayers St.
Barre, VT 05641
802-476-5011x1017

CONFIDENTIAL COMMUNICATION

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26 George Street
Montpelier, VT 05602

John Pandolfo
Superintendent of Schools
Barre Supervisory Union
120 Ayers Street
Barre, VT 05641

MAY 7 2019

May 7, 2019

Dear Mr. Pandolfo,

I am writing to inform you that I am resigning from my position as a Speech-Language Pathologist at the Barre Supervisory Union for the next school year. I will not be returning for the 2019-2020 school year because I have accepted a position at Caledonia Central Supervisory Union.

Sincerely,



Jennifer Cote, MA CCC-SLP
Speech-Language Pathologist

**BARRE
SCHOOLS**

Donald McMahon <dmcmabsu@u61.net>

(no subject)**Brittany Tremblay** <btrembte@u61.net>

Tue, Apr 9, 2019 at 8:21 AM

To: Donald McMahon <dmcmabsu@u61.net>, John Pandolfo <jpandbsu@u61.net>

April 7, 2019

Dear John & Don,

Please accept this letter as formal notification that I am resigning from my position as the Kindergarten Special Educator at Barre Town School. I will not be returning for the 2019-2020 school year.

Thank you so much for the opportunity to work in this position for the past seven years. I've greatly enjoyed and appreciated the opportunities I've had to support students and families. Unfortunately, at this time it is financially best for our family that I stay home with our son. I would would be honored to rejoin the Barre Town family in a few years.

I'll do everything possible to wrap up my duties and train other team members as needed. Also know that I am willing to come and substitute or help with services or testing as needed and am happy to help in any way that I can. Please let me know if there's anything else I can do to help during this transition.

Sincerely,

Brittany Tremblay

fwd: Next year

1 message

John Pandolfo <jpandbsu@u61.net>
To: Tina Gilbert <tgilbbsu@u61.net>

Mon, Apr 22, 2019 at 1:27 PM

fyi...

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

From: **John Pandolfo** <jpandbsu@u61.net>
Date: Mon, Apr 22, 2019 at 12:42 PM
Subject: Re: Next year
To: Mariel Adsit <madsibte@u61.net>
Cc: Leslie Babic <lbabibsu@u61.net>, Carol Marold <cmarobsu@u61.net>

Hi Mariel,

That sounds like a great opportunity for you, and certainly a loss for us. I wish you all the luck in the world!

Thank you for all you have done for us over the past 7 years. I will look for your formal resignation letter after you have a signed contract with CVSD.

Best,
John

On Wed, Apr 17, 2019 at 3:30 PM Mariel Adsit <madsibte@u61.net> wrote:

Hello John,

I am writing with very mixed emotions to let you know that today, I got a job offer from Champlain Valley School District as a full-time school psychologist. It is not official yet, as the next board meeting is on May 7th. However, they are requesting new hire paperwork to be initiated. I wanted to share this news as soon as possible, so that you can begin your search. I am so grateful for all of the opportunities and support I have received from you and from the greater Barre SU community over the past 7 years--this is a very hard change for me, but best for my family in the long run. As you granted, I have a contract extension through the 30th, but I will not be signing. Please let me know what else I need to do, or any questions you may have.

Best,
Mariel

—
Mariel Adsit, M.A.
Vermont Licensed School Psychologist
School Psychologist, Barre Town Middle and Elementary School
madsibte@u61.net (802) 476 - 6617 ext. 6187

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—
John Pandolfo
Superintendent of Schools
Barre Supervisory Union
120 Ayers St.
Barre, VT 05641
802-476-5011x1017

CONFIDENTIAL COMMUNICATION

Dorothy Unkles, MS, CAGS, ABSNP
PO Box 894
Bradford, Vermont 05033

John Pandolfo
Superintendent of Schools
Barre Unified School District
120 Ayers Street
Barre, Vermont 05641

APR 24 2019

[Handwritten signature]
4/25/19

Dear Mr. Pandolfo:

I am writing this letter to inform you of my intent not to return to the Barre School District. I have great respect and admiration for the staff, and I am impressed with what they do with limited resources. I have decided to devote more time to my private practice next year.

I wish everyone in the Barre School District the very best next year and into the future.

Sincerely,

[Handwritten signature: Dorothy Unkles]

Dorothy Unkles, MS, CAGS, ABSNP
School Psychologist Vermont & New Hampshire

**BARRE
SCHOOLS**

John Pandolfo <jpandbsu@u61.net>

(no subject)

1 message

Janet Allen <jallebte@u61.net>

Fri, May 3, 2019 at 2:58 PM

To: John Pandolfo <jpandbsu@u61.net>

Cc: Scott Griggs <sgrigbte@u61.net>, Donald McMahon <dmcmabsu@u61.net>

John,
John Pandolfo, Superintendent
Barre Supervisory Union



Dear Mr. Pandolfo,

I am hereby tendering my resignation from Barre Town Middle & Elementary School, effective at the end of this contract year (2018-2019).

Barre Town has provided a wealth of rewarding experiences and I will sincerely miss working here.

Sincerely,

Janet E. Allen

--


CONFIDENTIAL COMMUNICATION

From: **Penny Cahill** <pcahishs@u61.net>

Date: Wed, May 1, 2019 at 2:27 PM

Subject: Not working this summer

To: Katie Jankowski <kjankshs@u61.net>, Hayley Fitzgerald <hfitzshs@u61.net>, Lindsay Peterson <LPeteshs@u61.net>, Jayson Capobianco <jcaposhs@u61.net>, Jessica Kulis <jkulishs@u61.net>, Brenda Waterhouse <BWateshs@u61.net>, Luke Aither <laithshs@u61.net>

 5/2/19

Hi Katie and Hayley -

I am so sorry but I have decided not to come back to Spaulding after June 21st, 2019 and this includes the one week I would have been teaching this summer. After the planning Room 14 meeting last night I was very hurt and do not feel comfortable continuing my employment after June 21, 2019. Thank you everyone for your support it is very much appreciated.

--

Penny Cahill
Special Educator
Spaulding High School
155 Ayers Street
Barre, VT 05641
(802) 476-4811 *2014

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John Pandolfo <jpandbsu@u61.net>

Re: 15 day extension request

1 message

Molly Ciecierski <mciecbte@u61.net>

Fri, Apr 26, 2019 at 9:35 AM

To: John Pandolfo <jpandbsu@u61.net>

Cc: Scott Griggs <sgrigbte@u61.net>, Donald McMahon <dmcmabsu@u61.net>, Tina Gilbert <tgilbbsu@u61.net>

Good Morning John, Don, and Scott,

This decision hasn't been easy. I am writing to inform you of my resignation at the end of the 2018/2019 school year. With two amazing sons under the ages of three, working closer to home will allow me to have more time with them (and my husband) as they continue to thrive.

The Barre Supervisory Union has provided me with a great deal of professional development to further my teaching/special education skills that I am very thankful for.

Sincerely,

Molly Ciecierski

A handwritten signature in black ink, appearing to read "John Pandolfo", with the date "4/26/19" written below it.

On Fri, Apr 12, 2019 at 9:57 AM John Pandolfo <jpandbsu@u61.net> wrote:

Dear Molly,

Per Article 4.1 of the Master Agreement, I am granting your request for an extension to the April 15 return date. I am granting a 15 day extension as defined in the article, putting your extended return date at April 30.

Thank you,
John Pandolfo
Superintendent of Schools
Barre Supervisory Union
120 Ayers St.
Barre, VT 05641
802-476-5011x1017

On Fri, Apr 12, 2019 at 9:47 AM Molly Ciecierski <mciecbte@u61.net> wrote:

Good Morning John,

I am requesting a 15 day extension to the letter of intent contract.

Thank you,

Molly Ciecierski

--

Molly Ciecierski
Barre Town School
5/6 Learning Specialist
476-6617 x5221

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John Pandolfo <jpandbsu@u61.net>

Letter of Intent

1 message

Holly Haggerty <hhaggbce@u61.net>

Fri, Apr 26, 2019 at 2:48 PM

To: John Pandolfo <jpandbsu@u61.net>, Stacy Ferland <sandebce@u61.net>

Hello John,

I wanted to write to let you know that unfortunately I will not be signing my letter of intent this year. I have been offered and accepted a position in a different school district closer to home.

--

Holly Haggerty, M.Ed.
Early Childhood Special Educator

Barre City Elementary and Middle School
50 Parkside Terrace
Barre, VT 05641
802-476-6541


A handwritten signature in dark ink, appearing to be "JH", with the date "4/26/19" written below it.

Re: Extension request

Inbox

Hayley Fitzgerald

to me, Brenda

 5/2/19

Tue, Apr 30, 9:11
PM (13 hours ago)

Thank you for quick response.

I have come to conclusion that I am unable to sign my Letter of Intent at this time. I have been presented with an opportunity that could possibly change my work/life balance, and I have decided to wait to see if I am offered the position at my daughter's school. As a parent of a child with significant challenges, the opportunity to work closer to home and to her and my other children would change my life. I love my job at Spaulding, especially because of the people I work with. If I do not receive an offer for the position at my daughter's school, I plan on re-applying to Spaulding High School. This has been an incredibly difficult decision to make, and I will keep you posted on any changes to my plans for next year.

-Hayley

Pamela Wark
22 Dagmont Ave.
Barre, VT 05641

Date: April 12, 2019

John Pandolfo, Superintendent
Barre Supervisory Union
120 Ayers Street
Barre, VT 05641



Dear John,

This letter is my official notification to you and to my Administrators that my last day of work at Barre Supervisory Union will be May 17, 2019. On that day, I plan to retire.

I have truly enjoyed working at Barre Supervisory Union for 32 years. I have worked for many administrators in so, the job has changed many times. I loved that about my job. Change and learning new things was fun for me.

My concern is losing all the friendships. My workday always had at least one special moment with staff.

Not knowing if you will re-hire for my exact position, a Desk Procedure Manual is on my desk if needed.

Thanks for all,



Pam Wark

CC: Don McMahon, Sandra Cameron, Lauren May, Stacy Anderson, Carol Marold

AD news

Patrick Merriam <PMerrshs@u61.net>

Tue, May 14, 2019 at 6:35 PM

To: SHS-Everyone <SHS-Everyone@u61.net>

Cc: Benjamin Taylor <btaylor1110@gmail.com>, Benjamin Taylor <BTaylor@vermontmutual.com>, Corey Wells <boomer.wells2014@gmail.com>, Gretchen Singer <gsingbce@u61.net>, "Herring, Brad" <Brad.Herring@vermont.gov>, Jack Davis <jcilsdavis9995@yahoo.com>, Kayla O'Reilly <kayla.a.oreilly@gmail.com>, Mike Dindo <dindomike@yahoo.com>, Robert Lamb <bob.lamb1@globalfoundries.com>, "Sakash, Peter" <coachkash@aol.com>, Shawn Harvey <shawnharvey@charter.net>, Tabitha Lord <lordtabithas@gmail.com>, Andy Grandbois <SGFeathers2@aol.com>, Brian Wilkin <brian.wilkin@wec.coop>, Chad Burke <cjcaburke@gmail.com>, Darren P O'Meara <coachdarrenomeara@gmail.com>, David Lawrence <lawrencedavew@gmail.com>, Ed Lapan <edlapan14@gmail.com>, Jamal Jacobs <jamaljacobs73@gmail.com>, James Carpenter <jcarpbte@u61.net>, Jason LaCroix <JLaCroix@vtc.vsc.edu>, Matthew Thurston <mthurstonrn@gmail.com>, Pierce Salvas <piercesalvas@gmail.com>, Taylor Lozier <tlozier165@gmail.com>, CAMERON CICIO <cameroncicio@yahoo.com>, Cody CARLSON <carlsonHRW@gmail.com>, Ian Thomas <ithombce@u61.net>, John Walker <jwalkbce@u61.net>, Kacey Abbriano <kabbrbce@u61.net>, Kelly Cleveland <krc67stang@gmail.com>, Kody Lyon <lyonkody17@gmail.com>

Dear friends and colleagues,

I am writing to let you know that I have been recommended for hire and have signed a contract at Essex High School to be their Athletic Director beginning in July of this year. My duties at SHS will conclude in late June.

Thanks so much for making the past 11 years at Spaulding a period of time which I will look back upon fondly.

Sincerely,
Pat

--

Patrick D. Merriam, CAA
Athletic/Activities Director
Spaulding High School
155 Ayers Street
Barre, VT 05641
(802) 476-6334
fax (802) 479-6907
pmerrshs@u61.net
Twitter @SHSCrimsonTide

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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

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

Carol Marold
Human Resource Coordinator

Emmanuel Ajanma
Director of Technology

Benjamin Merrill
Communication Specialist

John Pandolfo
Superintendent of Schools

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

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

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

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

Lauren May
Interim Early Education Coordinator

Jamie Evans
Director of Facilities

May 23, 2019

TO: Members of the Barre Supervisory Union Board.

RE: Superintendent's Report

Please accept the following report to the Supervisory Union Board:

1. Superintendent's Office:

- a. With the passing of our FY2020 budget on May 14, we are now over all major hurdles to become operational as the Barre Unified Union School District on July 1, 2019. With that said, there are still a lot of meetings between now and then, and a lot of work for our central office staff to make the transition a reality. To access the meeting calendar, please go to: <https://www.bsuvt.org/district/calendar>
- b. All teacher letters of intent and administrator contracts are now in, with the exception of a few outstanding extensions. As you have seen from new hires coming your way, we are fast and furious in the middle of hiring season.
- c. Para-Educator letters of intent are due back on May 15, and non-contract employee continuation letters are also due back in mid-May.
- d. As the legislative session wraps up, we await the last minute passage of bills which are outstanding. Relevant education bills still on the table include Act 46 delay, Act 173 delay, and S40, the lead testing bill.
- e. We have been "selected" to complete lead testing at BCMS and SHS/CVCC before the end of the school year, which is a major endeavor. This happens even as the lead testing bill, S40, is in Conference Committee. We have voiced our concern regarding how this sudden decision and process came about, but plan to do our best to comply.

2. Curriculum, Instruction and Assessment

- a. We recently received the results of our most recent English Language Learners (ELL) assessments that were given in February. The Vermont State Plan describes how Vermont will meet the school and LEA accountability requirements outlined within the federal Every Student Succeeds Act (ESSA). Measuring the progress of English Learners (ELs) towards attaining English language proficiency (ELP) within an accountability model is one of these federal requirements. In Barre, we use the Kindergarten W-APT, WIDA MODEL for Kindergarten, and WIDA Screener (Grades 1-12) to identify English language learners (ELLs) and are in full compliance with the accountability requirements.
- b. The Medicaid Administrative Claiming (MAC) Annual Reinvestment Plan has been submitted. The SHAC committee identified continuing to support funding the Student Assistant Providers as the priority for the 2019 - 2020 reinvestment plan.
- c. We recently completed our McKinney Vento monitoring visit with the Agency of Education. Vermont's Education for Homeless Children and Youth program ensures that homeless students have equal access to the same free, appropriate, public education (including public preschool) provided to other Vermont children, with the opportunity to meet the same challenging state content and student performance standards. The

Education for Homeless Children and Youth program is supported by funding from the McKinney-Vento Act, as amended by the Every Students Succeeds Act. I am pleased to report that the BSU was *found to be in full compliance* with the McKinney-Vento Act, *and received multiple commendations* for the systemic improvements that have been put into place over the past year. Here is the finding letter and report:

https://docs.google.com/document/d/19gb_tOGbuNNOydxok8PBpZPOXHVGdh8tJCaTliFcMfo/edit?usp=sharing

- d. We had our last professional development day of the year on April 5th. In looking at the feedback from the entire year, nearly 100% of the staff responses indicated that some or all of the PD sessions were relevant and the PD time was well spent during the course of these days. The curriculum, administrative, leadership and innovation teams will be helping to finalize plans for 2019 -2020 professional development before the end of this school year. We are seeing the benefits of increased alignment between the continuous improvement plans, our local assessments, State assessments, teacher, staff and administrator feedback.

3. Communications:

- a. We finalized and distributed the Annual Report as well as a "Thank You" flyer, reminding the voters and taxpayers of Barre how grateful we are (we = students, faculty, staff, volunteers, coaches, administration) for the support they've given to the schools over the years.
- b. We created a full page spread for the Times Argus highlighting some of the work going on at BCEMS and BTMES. The Times Argus has reached out a number of times this winter and spring to help us showcase all the amazing work that goes on in our schools, and we are very grateful for their generosity. We will be highlighting CVCC - again with a full page spread - in their May 17th issue. And we recognized one of our "Hometown" heroes , Scott McLaughlin in a recent special edition. Lots of gratitude for the support of the local paper!
- c. We continue to update and expand the website, and I'm very grateful to Josh Allen, Dan Smith, and Mike Emmons for everything they do, it's definitely a team effort.
- d. The Annual Budget Report was finalized at the end of April and was distributed on May 1. You can find the budget report, along with the Annual Report and other information, on the website at <https://www.bsuvt.org/resources/fy-2020-budget-resources>
- e. Work is ongoing with VSAC and SHS creating a communications plan for the "Aspirations" project, which seeks to create a culture of "college and career ready" at Spaulding. Most of the work in this regard will come to fruition during the 2019-20 school year.
- f. And we are working with BCEMS to (re)create a school newsletter. Look for the first issue to come out in mid-May.

4. Business Office:

- a. The FY19 preliminary audit field work is scheduled for the last week in June. Additional weeks have been scheduled in September and October. This year, due to the merger, we have reached out to the building administration to let them know that the budgets and grants are frozen. Only critical purchases will be approved. This will assist us in a more efficient and timely close of the fiscal year.
- b. In an effort to streamline and consolidate the administration of the food service free and reduced school meals applications and claiming we have entered into a new contract with Mealtime. Mealtime is a food service Point of Sale (POS) system which will interface with our Student Information System (SIS), Infinite Campus. We'll be reaching out to administrators with communication for parents regarding the new school lunch payment portal. We are waiting to hear if we will be awarded an equipment grant from the Agency of Education (\$3,500) which will be applied toward this purchase.
- c. Our team continues to put the finishing touches on the new BUUSD database. Employee demographic, earnings codes, deduction codes, etc are being entered along with user permission updates and report writing. Our work thus far was shared with the BUUSD Finance Committee on May 7th. Members of the committee commented that the consolidated budget looks less complicated and more transparent.
- d. We have scheduled meeting with each building administrative team to review the new BUUSD budget detail, discuss restructure of the business office and new procedures and processes.

5. Special Education:

- a. The Alternate Assessment window has opened and our students who qualify for this assessment are currently being assessed.
- b. Pam Wark retired on May 17th after serving our district for 31 years! We thank Pam for all of the hard work that she has done over the years and wish her happy retirement! We have hired Michelle Leeman to replace Pam filling the role as BUUSD Special Services Administrative Assistant to the Co-Directors.
- c. Annette Rhoades has been hired as our Assistant Director of Special Education; we are excited to have Annette on board. Jason Derner has also agreed to take on the role of Administrator at our SHS Alternative Programs at the Wall Street complex; we are equally excited to have Jason on board.

6. Technology:

- a. Our Technology Director is currently on vacation...he will report in June.

7. Early Education:

- a. Since September, the Public School Regulation Revision Committee has worked alongside the Child Development Division to recommend revision to the current child care licensing regulations as they impact public school preschool programs. The goal was to identify areas of duplicity and tailor specific regulations to the unique needs of the public school environment. The CDD is looking forward to starting a promulgation process to make the recommended revisions law within the next 8-9 months. Once this process has finished, the revised regulatory guidance will be released to the public in the form of updated licensing regulation books and online access to the new rules.
- b. Preschool teachers in both buildings are finalizing data collection for their end of year marking period. The Teaching Strategies GOLD data submission date is June 15th. Once all progress is entered into the TSG system, a data export will be done to upload this information into Infinite Campus. This allows the BSU to save data for these students electronically within the school's own longitudinal data collection system, while also providing easy access to each student's developmental levels as they transition to kindergarten.
- c. The last day of preschool for the 2018-2019 school year will be Thursday, June 20th. Preschool teams in both schools have begun planning for their annual end of year family events. It's always an exciting time for families and teachers to come together to celebrate how much our students have grown!
- d. On Friday, June 21st preschool teachers and staff will have an opportunity in the morning to work on teaming and collaboration; reflecting on the past year's programming and systems while structuring plans for the year ahead.

8. Human Resources:

- a. The hiring season continues in full swing. We currently have 23 open positions posted. We have completed the hiring process for 29 of our 2019-2020 vacant positions. We will begin recruiting paraeducators, substitutes and behavioral interventionists mid summer.
- b. Special education recruiting continues to be an area of concern. Most of my colleagues across the state report they also have extremely low application rates. We have 8 professional level special education positions that remain open. Last year we had very good luck later in the hiring season recruiting newly graduated educators.
- c. We begin BTMES Assistant Principal interviews on May 13. We will be interviewing 5 candidates out of 14 initial candidates.
- d. VEHI hired an auditor/consultant to help districts resolve the remaining, most complex, open Data Path issues. They are able to work directly between BCBS and Data Path. Statewide, over 200 claims were referred to VEHI. We have referred 5 issues that we were unable to resolve.
- e. With the exception of the 5 claims passed on to VEHI, we are finally finished wrapping up the 2018 benefit year.

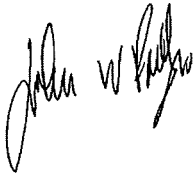
9. Facilities:

- a. Various projects were completed over April break at all of the school buildings. A small privacy wall was constructed by in-house staff at BTMES. The wall was installed near a classroom that borders a highly traveled corridor. SHS/CVCC staff electrician worked with fire alarm system contractor to correct fire

alarm wiring issue. BCEMS performed preventative maintenance on kitchen equipment during the vacation break.

- b. All school buildings have begun the annual cleanup from the harsh winter weather. Winter equipment is being serviced and stored away for the season. Cleanup of curbing and parking lots, repairs to grassy areas and preparing the sports fields for play.
- c. All of the wood chip boilers have been shut down for the season and annual cleaning/servicing has begun.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "John W. Pandolfo". The signature is fluid and cursive, with the first name "John" being more prominent.

John Pandolfo
Superintendent of Schools
on behalf of the Barre SU Central Office Administrative Team

DRAFT
BARRE SUPERVISORY UNION
CURRICULUM COMMITTEE MEETING
 Spaulding High School Library
 April 22, 2019 - 5:30 p.m.

MINUTES

COMMITTEE MEMBERS PRESENT:

Ed Rousse (SHS) – Vice Chair
 Victoria Pompei (BT)

COMMITTEE MEMBERS ABSENT:

Joe Blakely (SHS)
 Jennifer Chioldi (BC) - Chair
 Chris Riddell (BC)

ADMINISTRATORS PRESENT:

Jennifer Nye, Principal (BTMES)
 Jacquelyn Ramsay-Tolman, Director of Curriculum, Instruction, and Assessment
 Brenda Waterhouse, Principal (SHS)

GUESTS PRESENT:

Kacey Abbriano	Jay Baitz	David Ball	Jodi Bushway	Nicole Disher	Dani Kehlmann
Paul Malone	Ben Matthews	Nick Ross	Sonya Spaulding	Laura Thygesen	

1. Call to Order

Mr. Rousse called the Monday, April 22, 2019, meeting to order at 5:34 p.m., which was held at the Spaulding High School Library.

2. Additions and/or Deletions to the Agenda

Hold introductions at the beginning of Agenda Item 5 – Physical Education Presentation.
 The next meeting date should be listed as 05/20/19 (05/27/19 is a holiday).

3. Review / Approval of Minutes

Due to lack of a quorum, approval of the March 25, 2019 Minutes is postponed until the next meeting.

4. Visitors and Communications

None.

5. Physical Education Presentation

Mrs. Tolman introduced the PE teams from the district schools and thanked them for attending and presenting at this evening's meeting. It was noted that 5 National PE Standards have been re-written into 'kid friendly' language. Exercise is important for both physical growth and brain growth. Exercise prepares the brain and body to learn.

Nicole Disher provided an overview of the Pre-K PE program at BCEMS, advising that what students learn provides a basis for PE in kindergarten.

Kacey Abbriano and Jodi Bushway provided an overview of the BCEMS K – 4 PE program, advising that the program focuses on framework and skills for students to develop a habit of being 'lifetime movers'. Assessment involves observations, iPads, magnetic exit tickets, and self and peer assessments. Classroom traditions include a Peace Corner, a growth mindset environment, zones of regulation, and a question of the day warm-up. In the near future, BCEMS, with the use of Title IV funds, will be purchasing 'Interactive Playground'. Visions for the future include purchase of the Heart Zones system for 3 classrooms (total cost \$8,000), and purchase of iPads that would be used for assessments. PE staff advised that the PE programs are lacking technology, and believe that use of technology in PE is as important as technology used in non-PE classrooms.

Laura Thygesen provided an overview of BTMES elementary school PE programs, advising that the goal is to develop skillful movers that develop a long term interest in physical activity. The PE program meets physical, social, mental, and emotional needs. The K – 1 program focuses on space assessment, with students moving under control, and maintaining their self-space. The programs also involve curriculum that promotes cooperative work, as required under Standards. As part of the PE program, students utilize the nature trail, bike path, and work in the garden. Garden work involves students in k – 2. Elementary students work on participation

DRAFT

skills, and developing in the area of appropriate use of equipment. Students are developing fundamental skills sets at their individual levels. Curriculum also includes dancing, with kindergarten students performing for family members and second grade students performing at area nursing homes.

Jay Baitz provided an overview of BCEMS middle school PE programs, advising that the focus is to build a foundation of trust and cooperation, build a good quality of life through fitness activities, build confidence, and open minds for trying new activities. The positive learning environment includes focused and purposeful practice of skills. Mr. Baitz provided an overview of the Kin Ball Rubric, self-assessments, posted daily learning targets (a promethium board would be very helpful), and advised that the program provides a variety of activities in a non-competitive/non-threatening environment. Visions for the future include the purchase and use of a promethium board, the Heart Zones system, and Chrome 360 (for use with assessments). Vision also includes having separate spaces for elementary and middle school classes. Mr. Malone advised that the request for separate 'rooms' for elementary and middle school classes should be brought to the BUUSD Facilities Committee.

Dani Kehlmann provided an overview of the BTMES middle school program which includes Standards based learning, promoting interest in a lifetime of physical activity, and is focused on teamwork, self-respect and inclusion, and kindness over competition. Goals are posted daily and include the learning targets and Standards. The current method of posting information on a white board is time consuming, and not all information can be posted. Use of a promethium board would improve communication with students. Middle school students collaborate with students in the lower grades, which assist with building a sense of community. Assessments are a combination of self, peer, and teacher assessment. Assessment is performed based on observation, and is supplemented by written and verbal assessments. Rubrics are posted throughout the unit. Vision for the future includes purchase of Chrome 360, scheduling longer classes, a promethium board, and keeping a consistent fitness focus that includes rigorous, Standards based lesson plans, which include the use of outdoor facilities.

David Ball began the SHS PE overview by showing a short video. A second video was shown for the primary presentation. It was noted that students assisted with the creation of the videos. Two documents were distributed; 'BSU Secondary Physical Education Curriculum: NOTES' and 'Student Thoughts'. The overview of the SHS PE program included information on Standards, course offerings (which includes game play and personal fitness), quarterly and semester long classes, and a Pathways option which utilizes student portfolios. Cross-curricular opportunities that can be used with Flexible Pathways include ROTC and health class. Instruction is broken into learning/lesson time (25%) and activity time (75%). Assessments include benchmarks (every three weeks – to be used for progress reports) and review of portfolios. Use of portfolios allows for constant communication between teachers and students. Proficiency plans are available for students. The presentation included various scenarios for students who are involved in Pathway options and included credits earned, requirements, and the timeline for each. Mr. Ball would like to add a before school aerobics class option for PE. Personalized learning is becoming the norm. If more students participate in Flexible Pathways, it will allow for smaller PE classes. Mr. Ball advised that PE is leading the change in the use of portfolios and that he would like to expand the use of portfolios. Within three years, Mr. Ball would like to have a Chromebook for each student. Mrs. Waterhouse advised that Flexible Pathways is available across all content areas and that panels are in place to oversee students utilizing the Flexible Pathways option. Panels include guidance counselors, administrators, and content area specialists. Visions for the future include; addition of 1 full time physical educator, utilization of the a.m. block for PE, additional Chromebooks, and support for elementary and middle schools (technology and time). Staff would like the Board to focus on fitness, mental health, and wellness when considering upgrades.

6. Continuous Improvement Plan

It was noted that the Continuous Improvement Plan must be approved by the Board prior to the next Curriculum Committee meeting. The Continuous Improvement Plan will be presented to the BSU Board for review and approval.

7. Review Consolidated Federal Grant Programs

This agenda item has been postponed until the 05/20/19 meeting.

8. Next Meeting Date and Agenda Items

The next meeting is Monday, May 20, 2019 at 5:30 p.m. in the Spaulding High School Library.

Agenda Items:

Homework Related Matters, Library Renovation – Models and Plan, and Review Consolidated Federal Grant Program

This meeting may be warned as a BSU Curriculum Committee Meeting and as a BUUSD Curriculum Committee Meeting.

9. Adjournment

The Committee agreed by consensus to adjourn at 7:45 p.m.

Respectfully submitted,
Andrea Poulin

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BARRE UNIFIED UNION SCHOOL DISTRICT
FINANCE COMMITTEE MEETING
 Spaulding High School Library
 May 7, 2019 - 5:30 p.m.

MINUTES

COMMITTEE MEMBERS PRESENT:

Sonya Spaulding (BC) - Chair
 Victoria Pompei (BT) – Vice Chair
 Gina Akley (BT)
 Chris Riddell (BC)

COMMITTEE MEMBERS ABSENT:

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent
 Lisa Perreault, Business Manager

GUESTS PRESENT:

Paul Malone Dave LaCroix

1. Call to Order

Paul Malone called the Tuesday, May 7, 2019 BUUSD Finance Committee meeting to order at 5:30 p.m., which was held at the Spaulding High School Library.

2. Organization

Mrs. Pompei nominated Mrs. Spaulding for the position of Committee Chair. Mr. Riddell seconded the motion. There were no additional nominations. Nominations were closed.

On a motion by Mrs. Pompei, seconded by Mr. Riddell, the Committee unanimously voted to appoint Mrs. Spaulding as Chair of the BUUSD Finance Committee.

Mrs. Spaulding chaired the remainder of the meeting.

Mrs. Akley nominated Mrs. Pompei for the position of Committee Vice Chair. Mr. Riddell seconded the motion. There were no additional nominations. Nominations were closed.

On a motion by Mrs. Akley, seconded by Mr. Riddell, the Committee unanimously voted to appoint Mrs. Pompei as Vice Chair of the BUUSD Finance Committee.

3. Additions and/or Deletions to the Agenda

None.

4. Approval of Individual Committee Meeting Minutes

4.1 Minutes of March 26, 2019 BCEMS Finance Committee Meeting

The Committee reviewed the Minutes and agreed by consensus to accept as presented, the Minutes of the March 26, 2019 BCEMS Finance Committee Meeting, the Minutes of the November 28, 2018 SHS Finance Committee Meeting, the Minutes of the February 21, 2019 BSU Finance Committee Meeting, and the Minutes of the September 19, 2018 BTMES Finance/Facility/Transportation Committee Meeting.

4.2 Minutes of November 28, 2018 SHS Finance Committee Meeting

Reviewed and accepted under Agenda Item 4.1

4.3 Minutes of February 21, 2019 BSU Finance Committee Meeting

Reviewed and accepted under Agenda Item 4.1

4.4 Minutes of September 19, 2018 BTMES Finance/Facility/Transportation Committee Meeting

Reviewed and accepted under Agenda Item 4.1

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5. New Business

5.1 Business Office Reorganization

A document titled 'Barre Unified Union School District Business Office Re-Organizational Plan, May 7, 2019' was distributed. Mrs. Perreault provided an overview of the re-organization being implemented as the result of consolidation. It was noted that staff accountants are the only staff with significant changes in responsibility. In response to a query, Mrs. Perreault advised that the current accountants are very experienced, and that cross training will occur. Amy will be working exclusively on Accounts Payable, and payments will be made weekly. The Bank of America account is being closed. Community Bank will be utilized for administrators' credit cards. Mrs. Perreault is in the process of looking into a new point of sale system (Meal Time) for use with the food service program. The new system will have the ability to interface with Infinite Campus. Brief discussion was held on grant management. The BSU is just finishing its first year with the new grant management system and procedures.

5.2 Audit Schedule

Mrs. Perreault advised that auditors will be in from 06/24/19 – 06/28/19 to assist with the combining of balances into new databases. Auditors will return 09/16/19 – 09/20/19 and 10/01/19 – 10/04/19 to begin the FY19 audit.

5.3 Procedures

Three documents were distributed; 'Warrant Procedure', 'Purchasing Procedure', and 'Administrators/Other Identified Staff (OIS) Cell Phone Reimbursement Agreement and Procedures'.

Mrs. Perreault provided an overview of the Warrant Procedure document, advising that under the BUUSD, there will be weekly AP warrants. The weekly AP warrants will be available every Thursday afternoon. The Board designee or 'back-up' will be responsible for reviewing/approving the warrants. If neither is available, Mrs. Perreault or Mr. Pandolfo are authorized to approve warrants. It was noted that other BUUSD Board Members can also approve warrants. Mrs. Pompei will be the primary designee for approval of warrants. Mrs. Spaulding voiced concern regarding the number of bills that need to be reviewed, and is concerned regarding the level of commitment of the designee and/or back-up designee. Mrs. Perreault advised that there may be less invoices, as there will no longer be SU assessments. Mrs. Perreault feels there will be a significant decrease in the number of checks being cut.

Mrs. Perreault provided an overview of the Purchasing Procedure, advising that the defined procedures track back to policies. After brief discussion, it was agreed that Mrs. Perreault should amend the procedures document to include a procedure that the State approved Preferred Vendor needs to be utilized unless there is a reason to make purchases elsewhere. It was noted that most Directors check to make sure they are purchasing items at the best possible price.

Mrs. Perreault provided a brief overview of the Cell Phone Reimbursement Procedure document, and explained how cell phone reimbursement works. The distributed document needs to be completed and submitted on an annual basis. Payments are made twice a year. Mrs. Pompei suggested that the 'average cost' be reviewed annually.

5.4 Calendar – Agenda Topics Annually

January agendas will include the Annual Tuition Announcement.

Mrs. Perreault will draft a calendar of annual agenda topics and present it at a later date.

5.5 FY2020 Budget Review and Discussion

Five documents were distributed; 'FY20 BUUSD Budget – May 7, 2019 – Chart of Account Structure', 'BUUSD Projected Comparative Tax Rate Calculations – Budget Years 2019 – 2020' (for BC and BT), BUUSD FY20 Proposed Budget, Expense Summary, BUUSD FY20 Proposed Budget, Revenue Summary, and the BUUSD Expense Report (dated 05/07/19). Mrs. Perreault provided an overview of the Comparative Tax Rate Calculations, advising regarding the projected tax rate. Mrs. Perreault provided an overview of the budget, noting in response to a query, that there is no 3 year comparison available, and won't be until the BUUSD has been running for 3 years. The BUUSD is a new entity and needs time to build history. The Committee discussed budget promotion, including the available documents (the Annual Report, the Budget Flyer, and the Thank you Flyer), posters, and a pop up window on the BSU web site. Some Board Members have been promoting the budget on Facebook. The Informational Public Forum will be held on Monday, 05/13/19 at 6:00 p.m. at Spaulding High School. Mrs. Spaulding queried regarding 'next steps' should the budget be defeated. If the budget is voted down, a revote could probably not be held until 06/24/19 or 06/25/19. If the budget is voted down, the Finance Committee will need to meet. A tentative Finance Committee Meeting is scheduled for 05/21/19 at 5:00 p.m. in the SHS Library. The Communications Committee will draft and share something in writing that can be used for budget promotion.

6. Old Business

6.1 Merger Update

Mr. Pandolfo is doubtful that H39 will see much action at this point.

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7. Other Business

Mrs. Spaulding queried regarding the generation of 'final' checks for current Board Members and whether or not they will be prorated. Mr. Pandolfo advised that he can look into proration. As Board Member payments are a voter decided issue, it is not known if this Committee can make any decisions relating to the final payments. Mr. Malone would like a legal opinion. Mrs. Perreault will look into this matter further, including discussions with other supervisory unions who may have already addressed this issue. Additionally, Mrs. Perreault will get clarification regarding how invoices/bills for items prior to 06/30/19 are to be paid after 06/30/19.

8. Items to be Placed on Future Agenda

Annual Agenda Topics (will be on the Agenda for the next three months)

Calendar

FY19 Year-end Projects

Procedures

Final Board Member Checks

R.A.N. (Revenue Anticipation Note)

Debt Assumptions

9. Next Meeting Date:

The next meeting is Tuesday, June 4, 2019 at 5:30 p.m. in the SHS Library. Mrs. Pompei is unable to attend this meeting.

10. Adjournment

On a motion by Mr. Riddell, seconded by Mrs. Pompei, the Committee unanimously voted to adjourn at 7:02 p.m.

Respectfully submitted,

Andrea Poulin

BSU Communications Committee

Barre Supervisory Union
1st Floor Conference Room
May 8, 2019 – 6:00 p.m.

MINUTES**BOARD MEMBERS PRESENT:**

Sonya Spaulding

BOARD MEMBERS ABSENT:

Guy Isabelle
Rebecca Kerin Hutchins
Chris Riddell

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent
Ben Merrill Communications
Jon Winston, CVCC

GUESTS PRESENT:

none

1. Call to Order

Sonya Spaulding called the Wed, May 8, 2019 meeting of the BSU Communications Committee to order at 5:45, which was held in the 1st Floor Conference area.

2. Organization of Committee - For the present, the committee was **not organized** due to lack of attendance. It was noted that Sonya Spaulding has served as Chair in the past and to that end, she presided over this meeting.

3. Additions and/or Deletions to the Agenda

There were no changes to the agenda.

4. Review/Approve Meeting Minutes

The minutes from the February 2019 meeting were reviewed and accepted.

5. Committee Business

5.1 The Committee spent about 30 minutes reviewing its goals and objectives, beginning with a conversation of how it can use the new website to better engage with the community at large. There was discussion around how many people from the community are using the "Contact Us" function of the site, and well as who receives those contacts and who is responding to them. Ben Merrill will look into this. It was agreed that anyone sending in an inquiry or question should receive a response that their email was received and being addressed. The committee also would like to begin keeping track of how many "hits" the site is getting, and specifically, which pages are being "hit" most often. There was additional discussion around using the website to do a survey of community members to determine "how we are doing" and to get feedback on same.

Supt John Pandolfo then discussed the possibility of using the services of Public Agenda (and available grant monies) to meet with students in the middle (and potentially high school) grades to discuss the upcoming merger and any concerns, issues, or questions they may have. The district could use that information to be proactive in communicating with students, parents, and the community in the upcoming months. Mr. Pandolfo also noted two additional aspects of work that Public Agenda (or Sue McCormick individually) might lead, including Board Development (vision, communication, and organization); and long-term community engagement in the form of site councils, or some other method of ensuring 2-way communications between board members and stakeholders in each town.

As part of that discussion, the committee spoke briefly about the idea of the superintendent holding community forums at the various schools, and using title funds to provide food and beverages. The purpose of the forums would be two-fold: 1) to discuss specific issues that arise from time to time; and 2) to open the door to a broad airing of community questions and concerns. The focus of this entire part of the meeting was to determine how to hear community concerns, and how best to respond, both reactively and proactively.

5.2 The next 20 minutes was spent discussing efforts to get the word out regarding the budget vote on May 14th, and the various places that 'word' can be placed. JP will place a letter to the editor in the Times Argus; we have a website page dedicated to the budget vote; various board members will use Front Porch Forum and Facebook to get the word out. JP will send a global email out with a reminder about the vote, and our 'Thank You' budget support piece has been well circulated.

6. Other Business

There was no other business

7. Items to be placed on future agenda

It was agreed to place a new agenda item on future Communications Committee agendas called "Community Engagement."

8. Next meeting date

The next meeting of the Committee was (tentatively) set for Wednesday, June 12, at 5:30 pm

9. Adjournment

The committee adjourned by consensus at 7:05

Respectfully submitted,
Ben Merrill

BARRE SUPERVISORY UNION NEGOTIATIONS COMMITTEE

March 22, 2019 Meeting Minutes

Committee members present:

Jay Paterson, representing Barre Town School District
Sonya Spaulding, representing Barre City School District
Tim Boltin, representing Spaulding Union High School District

Committee members absent:

none

Administrators present:

John Pandolfo, Superintendent of Schools
Carol Marold, Human Resources Coordinator

Guests present:

none

1. Call to Order
The meeting was called to order at 3:15 p.m. in the BSU Office.
2. Revisions to Agenda
There were no visitors or communications.
3. Approval of Previous Minutes
By consensus, the committee approved the minutes from the following meetings:
 - March 13, 2019
4. Visitors and Communication
There were no visitors or communications.
5. Negotiation Planning

On a motion by Mrs. Spaulding, seconded by Mr. Paterson, the Committee unanimously found that premature general public knowledge of the items proposed for discussion (deliberation re: planning and strategy related to Labor Relations Agreements) would clearly place the Barre Supervisory Union at a substantial disadvantage should the discussion be public.

On a motion by Mrs. Spaulding, seconded by Mr. Paterson, the Committee unanimously voted to enter into Executive Session, with the Superintendent and HR

Coordinator in attendance, at 3:19 p.m. under the provisions of 1 VSA section 313 to discuss the items proposed for negotiation.

The committee held a planning and strategy session to deliberate with regard to issues related to teacher and para-educator negotiations.

On a motion by Mrs. Spaulding, seconded by Mr. Paterson, the Committee unanimously voted to exit Executive Session at 4:55 p.m.

6. Adjourn

On a motion by Mrs. Spaulding, seconded by Mr. Paterson, the Committee unanimously voted to adjourn at 4:57 p.m.

Respectfully submitted,
John Pandolfo