

BARRE UNIFIED UNION SCHOOL DISTRICT
BOARD MEETING

Barre City School
James Taffel Library
50 Parkside Terrace, Barre, VT

June 13, 2019
6:00 p.m.

AGENDA

1. Call to Order
2. Additions or Deletions to the Agenda
3. Executive Session
 - 3.1. Curriculum Director Interview
4. Public Comment
5. Approval of Minutes
 - 5.1. BUUSD Board Meeting Minutes - May 23, 2019
6. Current Business
 - 6.1. Resign/Retire/New Hires
 - 6.2. Approval of FY20 Revenue Anticipation Note Comparison
 - 6.3. Ratification of Master Teacher Agreement
 - 6.4. Ratification of Master Para Agreement
7. Other Business
 - 7.1. Second Reading of 58 Policies previously adopted by the Barre Supervisory Union
 - 7.2. Second Reading Role and Adoption of School Board Policies (A30)
 - 7.3. Second Reading Intra District School Transfer (C41)
 - 7.4. Board Development
 - 7.5. Summer Project Update
8. Adjournment

Reminders:

Next BUUSD Board Meeting

July 25, 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 UNIFIED UNION SCHOOL DISTRICT BOARD MEETING

Barre Town Middle and Elementary School – Library
May 23, 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)
Chris Riddell (BC)

BOARD MEMBERS ABSENT:

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent

GUESTS PRESENT:

Video Vision Tech

1. Call to Order

The Chair, Mr. Malone, called the Thursday, May 23, 2019, Regular meeting to order at 6:26 p.m., which was held at the Barre Town Middle and Elementary School Library.

2. Additions and/or Deletions to the Agenda

5.3 – Change from Approval of Canopy to Canopy Update

Add 5.6 Board Development

Add 6.4 Approval of Revised VMERS Language

Add 6.5 Recognition of Business Manager's SFO Certification

Add 6.6 Budget Update

Add 7.1 Personnel Matter (under Executive Session)

Add 7.2 Negotiations Update (under Executive Session)

Delete 6.1 Second Reading of 58 Policies Previously Adopted by the Barre Supervisory Union - Keep as a placeholder.

Delete 6.2 Second and Final Reading Role and Adoption of School Board Policies - Keep as a placeholder.

Modify 6.3 from Second and Final Reading Intra District School Transfer Policy – to Intra District School Transfer Policy Procedures Update

3. Public Comment

None.

4. Approval of Minutes

4.1 Approval of Minutes – May 9, 2019 Regular BUUSD Board Meeting

On a motion by Mrs. Spaulding, seconded by Mrs. Pompei, the Board unanimously voted to approve, as amended, the Minutes of the May 9, 2019 Regular Meeting.

4.2 Approval of Minutes – May 13, 2019 Public Informational Hearing

On a motion by Mrs. Spaulding, seconded by Mr. Riddell, the Board unanimously voted to approve the Minutes of the May 13, 2019 Public Informational Hearing.

5. New Business

5.1 Resignations/Retires/New Hires

A document titled 'FY20 – Staff Leaving/Replacements (BUUSD Board)' was distributed. Mr. Pandolfo advised that modifications will be made to the report.

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The resumes and BSU Notification of Employment Status Forms for Annette Rhoades (Assistant Director of Special Services), John C. “Chris” Cunningham (Special Educator), Heather Foley (1st grade teacher), Rhonda Forlow (Special Educator), Emma Lamson (BCEMS Kindergarten teacher), Hannah Bedell (School Counselor), and Ethan Cody (BTMES 7th grade ELA) were distributed. Mr. Pandolfo provided an overview of the candidates’ education and experience and requested that the Board approve the slate of individuals being presented for hire this evening.

On a motion by Mr. Boltin, seconded by Mrs. Pompei, the Board unanimously voted to approve the hiring of the slate of candidates presented; Annette Rhoades, John C. “Chris” Cunningham, Heather Foley, Rhonda Forlow, Emma Lamson, Hannah Bedell, and Ethan Cody.

Letters of resignation from Patrick Merriam, Karen Heath, Brandy Kolling, and Gillian Fuqua were distributed. Mr. Pandolfo advised that the letters of resignation are included in the packet for informational purposes and that the Board does not need to take any action.

5.2 Approval of Continuous Improvement Plan

Two documents were distributed; the BUUSD Continuous Improvement Plan for School Year 2019 – 2020, and the Barre Supervisory Union Continuous Improvement Plan / Summary (a more user friendly version). Mrs. Pompei advised that all of her questions were resolved to her satisfaction at the Curriculum Committee Meeting on Monday. Brief discussion was held regarding gifted/talented students, and it was requested that the 2020/2021 CIP include plans to serve those students. Mrs. Spaulding and Mrs. Pompei believe the presentation at the Curriculum Committee Meeting was very informative. Mr. Pandolfo advised that the CIP is continually evolving. Modifications can be made now, but would not be approved until next year.

On a motion by Mrs. Pompei, seconded by Mrs. Spaulding, the Board unanimously voted to approve the BUUSD Continuous Improvement Plan for School Year 2019 – 2020.

5.3 ~~Approval of Canopy~~ Canopy Update

A copy of the RFP for the ‘BTMES Concrete Canopy Repair – Summer 2019’ was distributed. It was reported that a test dig under the sidewalk shows that the ‘base’ is not what was hoped for. The sidewalk work is now anticipated to cost much more than originally anticipated. The additional work involved in resolving the ‘base’ issue will extend the bidding time. Given the cost of replacing the sidewalk, it may be worth considering removal of the canopy. Mr. Malone hopes that the Facilities Committee meeting can be moved to Monday, June 11, 2019, and that additional research can be performed. In response to a query, it was noted that this project is probably not something that the CVCC Building Trades Program could work on.

5.4 Annual Designation of Truant Officers

A document titled ‘Title 16 Education, Chapter 25 ATTENDANCE AND DISCIPLINE §1125 Truant officers’ was distributed. A document titled ‘BUUSD Truant Officers 7/1/19 – 6/30/20 was also distributed. Mr. Pandolfo provided a brief overview of the requirement that the Board appoint Truant Officers for each school. Mr. Pandolfo advised regarding his recommendation for each school. Designation of Truant Officers is required by statute for grades 7 and above.

On a motion by Mr. Isabelle, seconded by Mrs. Pompei, the Board unanimously voted to appoint Pierre Laflamme, as Truant Officer for Barre City Elementary and Middle School, Erica Pearson as Truant Officer for Barre Town Middle and Elementary School, Jim Ferland and Luke Aither as Truant Officers for Spaulding High School, and Scott Griggs as Truant Officer for the Central Vermont Career Center, with all Appointments being for the 2019 / 2020 school year.

5.5 Annual Designation of HHB Report Recipients

A copy of Appendix A (listing designated employees for the reporting of bullying and/or harassment) was distributed. It is not known if the Board is required to take action. It was noted that the format of the document will be changing. The document lists HHB Report Recipients for the BSU, the BUUSD, SHS, BCEMS, BTMES, and CVCC.

On a motion by Mr. Riddell, seconded by Mr. Boltin, the Board unanimously voted to approve the designees as listed, as HHB designated employees (BSU/BUUSD and all district schools - John Pandolfo, SHS – Luke Aither and Pam Smith, CVCC – Scott Griggs and Stefanie Seng, BCEMS – Pierre Laflamme and Kristin Morrison, and BTMES – Erica Pearson, Bill Waller, and Alice Harding).

5.6 Board Development

Mr. Malone advised regarding the VSBA Training scheduled for Saturday, June 1, 2019 from 9:00 a.m. until 3:00 p.m. at the Steakhouse Restaurant. Mr. Malone encouraged all Board Members to attend this training. There are currently three Board Members confirmed to attend (Mrs. Akley, Mr. Isabelle, and Mr. Malone). Mr. Riddell has tentatively agreed to attend. Anyone wishing to attend should contact Mr. Pandolfo’s Executive Assistant, Tina Gilbert at the Central Office.

DRAFT

Mr. Malone believes the Board should hold a Retreat sometime in July. Mr. Malone requested that Board Members advise regarding availability, goals, and ideas for discussion. Mr. Pandolfo will send out a poll for dates. Mr. Malone advised that there is a possibility that the retreat will be a daylong event. Mr. Isabelle believes it would be beneficial to hire an individual to facilitate the event. Mr. Pandolfo advised of three possible candidates for facilitation. Mr. Pandolfo will check on availability of the individuals. Board Members agreed that it would be beneficial to have the Superintendent in attendance at the retreat.

Brief discussion was held regarding the Lake Morey conference. Mr. Malone advised that the conference provided much information relating to the future of education, demographics, student populations, and included discussion of the lead testing issue. At the conference, Mr. Pandolfo was named Superintendent of the Year. The Board offered a round of applause for Mr. Pandolfo, noting that he was very deserving of this award. Mr. Pandolfo advised that his success is the result of teamwork, Board support, and staff support, and that he is honored, humbled, and privileged to accept the award.

6. Old Business

~~6.1 Second Reading of 58 Policies Previously Adopted by the Barre Supervisory Union~~ Deleted. Kept as a placeholder.

~~6.2 Second and Final Reading Role and Adoption of School Board Policies (A30)~~ Deleted. Kept as a placeholder.

6.3 Second and Final Reading Intra District School Transfer Policy/Procedures Update

A copy of the policy was distributed. Mr. Pandolfo advised that a non-substantive change was made to the policy. The policy will be warned for approval at the June meeting. The Policy Committee has spent much time developing procedures. Mr. Pandolfo will continue to work on procedures, and reiterated that the policy meets the legal requirements of the Articles of Agreement approved by the voters. Mr. Pandolfo has distributed a copy of the procedures to administrators for their review and input, and requested that the Board also review and comment on the document. Mr. Pandolfo answered questions from the Board and advised that he will be revising the procedures.

6.4 Approve Revised VMERS Language

Mr. Pandolfo advised that although the Board approved the revised VMERS language at the April 11, 2019 meeting, there has been a request to approve the revised language in a different way. Mr. Pandolfo advised that he would read the letter in its entirety, and requested that the Board vote to approve the letter as read, including the language contained in said letter. Mr. Pandolfo proceeded to read the following letter in its entirety:

"May 21, 2019

*Office of the State Treasurer
Retirement Operations Division
c/o Jennifer Burdick
109 State Street
Montpelier, VT 05602*

Dear Ms. Burdick:

As of July 1, 2019 the districts within the Barre Supervisory Union, as well as the supervisory union itself, will no longer be in operation. These districts include the Barre City Elementary and Middle School, Barre Town Middle and Elementary and Spaulding High School. On July 1, 2019 these districts and the BSU will be operational as the Barre Unified Union School District. Several of our employee groups currently participate in Vermont Municipal Employees Retirement System and we request that, under the new District, those employees be allowed to continue participation with no change in groups or requirements.

Below is a description of the groups currently participating in VMERS:

Group A: Support staff (Paraeducators) that are members of the Barre Education Association and the Barre Town Paraeducator Association currently participate in Group A. Both of these groups are under a joint collective bargaining agreement. This participation will continue to be a condition of employment for all new hires.

Group B: Support Staff (4) who were previously members of the Local 1369, Council 93 AFSCME, AFL-CIO. These four non-contracted employees had been, and will continue to be, grandfathered into this group. The district will not offer participation in VMERS to any other support staff not covered by the Paraeducator or AFSCME Local 1369 collective bargaining agreement.

Group C: Staff that are members of Local 1369, Council 93 AFSCME, AFL-CIO. This group includes 2 clerical staff. This participation will continue to be a condition of employment for all new hires.

DRAFT

Thank you for your assistance with this matter.

*Sincerely,
John Pandolfo, Superintendent
Paul Malone, BUUSD Board Chair”*

On a motion by Mr. Isabelle, seconded by Mr. Cecchinelli, the Board unanimously voted to approve the May 21, 2019 letter as read, including the language contained therein.

6.5 Recognition of Business Manager’s SFO Certification

A document titled SFO Certification (School Finance and Operations) was distributed. Mr. Pandolfo advised that Business Manager Lisa Perreault has completed very involved training and has received her SFO (Certified Administrator of School Finance and Operations) credential. Mr. Pandolfo advised that he wanted to officially and formally recognize Mrs. Perreault for this accomplishment. The Board extended their congratulations to Mrs. Perreault.

6.6 Budget Update

A document titled BUUSD Projected Comparative Tax Rate Calculations (for Barre City and Barre Town) for Budget years 2019 – 2020 was distributed. Mr. Pandolfo commended the Board for their work on the FY20 budget that was recently passed by voters. Mr. Pandolfo noted that the BUUSD is the first forced merger district to have a budget in place. The House and Senate have announced the final Yield number (\$10,648) which results in a tax rate increase of 4 cents for both Barre City and Barre Town. Mr. Pandolfo advised that there is very little new legislation relating to schools.

7. Executive Session as Needed

7.1 Personnel Matter

7.2 Negotiations Update

Items proposed for discussion in Executive Session include a Personnel Matter and a Negotiations Update.

On a motion by Mr. Boltin, seconded by Mrs. Spaulding, the Board unanimously agreed to find that premature general public knowledge of the item (Negotiations Update) proposed for discussion would clearly place the BUUSD at a substantial disadvantage should the discussion be public.

On a motion by Mrs. Spaulding, seconded by Mr. Isabelle, the Board unanimously voted to enter into Executive Session, with Mr. Pandolfo in attendance, at 7:42 p.m. under the provisions of 1 VSA section 313 to discuss the items proposed for discussion.

The remaining information was provided by the Board Clerk.

On a motion by Mr. Isabelle, seconded by Mr. Boltin, the Board unanimously voted to exit Executive Session at 8:48 p.m.

8. Adjournment

On a motion by Mrs. Spaulding, seconded by Mrs. Akley, the Board unanimously voted to adjourn at 8:49 p.m.

Respectfully submitted,
Andrea Poulin

BARRE SUPERVISORY UNION
NOTIFICATION OF EMPLOYMENT STATUS

6.1

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

*NAME: Mikayla LeBlanc *School/Dept. BCEMS MAY 23 2019
*EFFECTIVE DATE: 7-1-2019 *Daytime Phone: 881 8374
*POSITION: Teacher *SUBJECT: _____ *GRADE: 3/4 loop
(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: 0 STEP: 1 SALARY PLACEMENT: BA
HOURLY RATE: _____ *HOURS PER DAY: _____ DAILY RATE: _____ *DAYS PER YEAR: _____
SALARY: \$38,310 CONTRACT DAYS: _____ *ACCOUNT CODE: _____
*REPLACEMENT? Y (N) *LONG TERM SUB? Y (N) IF YES, FOR WHOM? NEW SPED POSITION BCEMS - Annick Piesse transfer
*AOE ENDORSEMENT (TEACHER): YES (N) or NO pending *CERTIFIED (PARA): ParaPro X YES or NO Associates Degree X YES or NO
*CONTRACT: YES (N) or NO *TIMES SHEET: YES or NO (N)


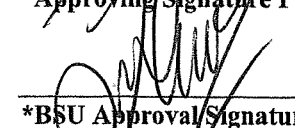
For Central Office Use Only: Contract Completed ____/____/____ Offer Letter Completed ____/____/____

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

<p>*CURRENT: *Position: _____ Daily Hours and FTE _____ *# of Days/Week _____ (Specify days if < 5 per week) *Current Rate of Pay _____ Hourly or Salary (Circle)</p>	<p>*NEW: *Position: _____ Daily Hours and FTE _____ *# of Days/Week _____ (Specify days if < 5 per week) *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  *BSU Approval Signature</p>	<p><u>5-23-19</u> *Date <u>5/24/19</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.

Mikayla Rae LeBlanc

60 North Willard St. Apt. 1 Burlington, Vermont 05401
8028818374 mrleblan@uvm.edu

Education

Essex High School

Essex, Vermont

GPA: 4.000

Attended August 2011 to June 2015

Degree conferred June 2015

University of Vermont

Burlington, Vermont

Bachelor of Education

Major: Elementary Education, **Minor:** Education for Cultural and Linguistic Diversity

GPA: 3.920

Credit Hours: 135

Attended August 2016 to May 2019

Degree conferred May 2019

Experience

JFK Elementary School

Jan 2019 - May 2019

Student Teacher

Winooski, VT

My student teaching experience was in a highly diverse Kindergarten classroom. About half of the students in the class were ELLs. Additionally, there were students with behavioral challenges, students on IEPs, students with physical and developmental disabilities, and students who had experienced trauma. I supported the classroom teacher in every day routines and transitions, lead several parts of the day, taught lessons each week, completed two weeks of solo teaching, implemented an Action Research project, created and taught a unit, and continuously worked on a Student Teaching portfolio.

Reason for leaving: Student Teaching Internship ended.

Supervisor: Courtney Bryan (8026550411)

Experience Type: Student Teaching, Full-time

It is **OK** to contact this employer

Integrated Arts Academy

Sep 2018 - Dec 2018

ELL Teacher Intern

Burlington, VT

During this 60-hour practicum experience, I worked in a newcomer classroom of third-fifth grade students. All of the students were at early levels of learning English and recently arrived in the United States. I observed the classroom teacher and learned several methods for teaching students who are learning English. I was able to form strong relationships with the small number of students in the class and provide one-on-one academic support.

Reason for leaving: Internship ended

Supervisor: Lynda Siegel (8028648475)
Experience Type: Student Teaching, Part-time
It is **OK** to contact this employer

Essex Junction Recreation and Parks

Jun 2018 - Aug 2018

Enrichment Coordinator

Essex Jct., VT

My role as the Enrichment Coordinator at Camp Maple Street was to provide children, in 1st-5th grade, with opportunities to take part in academics over the summer. I planned 10 weeks of engaging learning experiences to encourage the campers to keep their brains active at summer camp. Some of the activities consisted of read-aloud books with corresponding discussions, writing prompts, math scavenger hunts, science experiments, and math games. I used CCSS and NGSS to help plan activities for each age group.

Reason for leaving: Summer position

Supervisor: Maureen Gillard (8028781375)

Experience Type: Other, Summer

It is **OK** to contact this employer

Milton Elementary School

Jan 2018 - May 2018

Junior Intern

Milton, VT

This practicum experience was in a fourth-grade classroom that I attended twice weekly. During my time in this classroom, I observed a mentor teacher, planned and taught lessons, administered several reading assessments, attended meetings, and improved my management skills. This practicum had a focus on MTSS. I interviewed several school personnel, including a special educator, ELL teacher, and the principal.

Reason for leaving: Internship ended.

Supervisor: Erica Goodrich (8028933215)

Experience Type: Student Teaching, Part-time

It is **OK** to contact this employer

Chamberlin Elementary School

Sep 2017 - Dec 2017

Junior Intern

South Burlington, VT

This practicum experience was in a third-grade classroom that I attended twice weekly. During my time in this classroom, I observed a mentor teacher, planned and taught lessons, and improved my management skills. This practicum focused on teaching math and helping students think critically. It also had a literacy focus which included following one student's progress in literacy over the course of the semester and creating a portfolio.

Reason for leaving: Internship ended.

Supervisor: Keelin Simpson (8026527400)

Experience Type: Student Teaching, Part-time

It is **OK** to contact this employer

Loveworks Childcare Centers

Mar 2014 - Nov 2017

Teacher Assistant

Essex Jct., VT

Loveworks is a childcare center for children 0-5 years old. I started working at the Essex location during my senior year of high school and continued to work there part-time into my sophomore year of college. My duties included playing with and caring for young children, communicating with parents, leading activities, providing meals, and cleaning.

Reason for leaving: I loved working with the children at this daycare center, but I wanted to gain more experience working with school-aged children.

Supervisor: Jen Jollymore (8028792021)

Experience Type: Independent School, Part-time

It is **OK** to contact this employer

Mallets Bay Elementary School

Sep 2016 - Dec 2016

Sophomore Intern

Colchester, VT

This was a once-a-week practicum experience in a fifth-grade classroom. During my time in this classroom, I observed two mentor teachers, graded student work, and taught two, whole-class lessons to a large group of students.

Reason for leaving: Internship ended.

Supervisor: Kate Ellingson (8022645900)

Experience Type: Student Teaching, Part-time

It is **OK** to contact this employer

Hiawatha Elementary School

Jan 2016 - Jan 2016

Freshman Intern

Essex Jct., VT

This internship was through a previous institution. I spent 120 hours (three full weeks) in a Kindergarten classroom over my winter break. I observed and supported the classroom teacher, provided one-on-one assistance to students, formed strong relationships, and lead group activities.

Reason for leaving: Internship ended.

Supervisor: Kaylie Bufano (8028781384)

Experience Type: Student Teaching, Full-time

It is **OK** to contact this employer

Essex Youth Cheerleading Head Coach

For the past 2 years, I have been the head coach of a competitive youth cheerleading team where I planned and organized practices and competitions for children in grades K-5. My duties included publicizing the team, collecting and managing registration forms and money, teaching relevant and age-appropriate skills, promoting safety, and designing a routine for the team to practice and perform at local competitions.

Essex-Westford School District

I periodically fill in for K-5 classroom teachers as a guest teacher in six elementary schools. My duties include reading, interpreting, and teaching lesson plans, leading and supervising classroom activities, following the classroom's schedules, and managing student behaviors.

UVM Cheerleading Team

My responsibilities as a college cheerleader at UVM included practicing several times per week, cheering at all men and women's home basketball games, setting goals for

improvement, and possessing skills in teamwork and time management.

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: Katherine Whitcomb *School/Dept. SHS/English
*EFFECTIVE DATE: 7/1/2019 *Daytime Phone: 802-431-7712
*POSITION: English Teacher *SUBJECT: English *GRADE: 9-12
(Teacher, Para-Educator, Administrator, Clerical, Cust/Maint, Substitute, Tutor, Other-Specify)

Section 1: NEW HIRE

MAY 28 2019

TOTAL YEARS OF EXPERIENCE: 0 STEP: 1 SALARY PLACEMENT: BA

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

SALARY: \$38,310 CONTRACT DAYS: _____ *ACCOUNT CODE: _____

*REPLACEMENT: Y/N *LONG TERM SUB? Y/N IF YES, FOR WHOM? Caitly Bryant

CERTIFIED: YES or NO CONTRACT: YES or NO TIMES SHEET: YES or NO \$48,942.00
pending

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>5/28/19</u> *Date</p> <p><u>6/4/19</u> *Date</p>
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Katherine Elizabeth Whitcomb

376 Young Road Williamstown, Vermont 05679
(802) 431-7712 jkw2224@gmail.com

Education

Plymouth State College

Plymouth, New Hampshire
Bachelor of Arts

Major: English

GPA: 3.220

Attended August 2015 to May 2019

Degree conferred May 2019

Transcript

(368KB)

Experience

Winnisquam Regional High School

Jan 2019 - May 2019

Student Teacher of English

Tilton, New Hampshire

My time at Winnisquam Regional High School was the culmination of my student teaching experience. In this school, I taught independently and co-taught with my cooperating teacher in a vast array of classrooms.

The first classes that I taught were two heterogeneous-mixed classes of honors and standard English 9. These classes alternated A and B days in a block schedule and required a heavy level of differentiation and scaffolding because of the population of the class and the time that occurred between each time we met. My lessons focused on student-centered discussions and projects, where students had to draw parallels between the texts in class to their own lives and the world at large.

I also have experience in an alternative classroom consisting of ten Juniors and Seniors who had difficulty performing in a traditional classroom. The goal of the alt school varies from student to student, but with a collective goal of teaching traditional material at a more relaxed pace. These students were particularly lacking in motivation and required additional urging to complete assignments. We read *The Crucible* and select entries from *The Freedom Writers Diary* with lessons based in the context of each text to ground students' understanding of the material. Specifically for *Freedom Writers*, students worked to create a personalized "Soundtrack of Your Life", where students selected ten songs, pulled a quote from the lyrics, included a photo or drawing for the cover image, and wrote a brief summary of the connection they felt it had to their own lives.

I also instructed two sections of Career College Readiness classes. These classes ran for a quarter each as a Junior and Senior level course and a requirement for graduation. In this course, I covered such topics as college entrance essays, banking, credit, budgeting, independent living, interview skills, and a collective community service project that students worked on throughout the course.

Reason for leaving: As this was the internship experience for my final year at Plymouth State University, my time at the school came to a close pending my graduation from the English Education program.

Supervisor: Maggie Tebo ((603) 286-4531)

Experience Type: Student Teaching, Full-time

It is **OK** to contact this employer

Coaching

- Williamstown High School Girls Varsity Basketball:

2015-2019

I act as an assistant coach for the the girls varsity basketball team when I'm home from college. This includes time in the regular and summer league seasons. At practices, I help coach the team through plays, drills, and conditioning. I may also practice with the girls to give them further competition or help with low numbers due to illness or lack of interest in the sport. During games, I coach players from the bench when they come off the court, as well as include insight to the game during time-outs and half-time.

- Orange County Crush 7th Grade Girls Basketball:

2015

I co-coached a 7th grade girls AAU team my senior year of high school with another girl from my graduating class. We ran practices and coached at tournaments in Vermont and New Hampshire over a two month period. This position required consistent communication with the team members, as well as their families, about changes in the schedule, directions to a tournament, and overall creating a rapport with these individuals.

BARRE SUPERVISORY UNION
NOTIFICATION OF EMPLOYMENT STATUS

MAY 16 2019

complete this form for New Hires and any changes in employee's status then submit it to the Central Office. Complete one form for 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: Y (Section 1) TRANSFER: _____ (Section 2) CHANGE HRS/WAGE: _____ (Section 2) TERMINATION/RESIGNATION: _____ (Section 3)

*NAME: Kevin Haley *School/Dept: SHS / SPED

*EFFECTIVE DATE: July 1st 2019 *Daytime Phone: 802-272-4350

*POSITION: School-Based Therapist *SUBJECT: SPED *GRADE: —
(Teacher, Para-Educator, Administrator, Clerical, Cust/Maint, Substitute, Tutor, Other-Specify)

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

Greater than 10 TOTAL YEARS OF EXPERIENCE: >13 STEP: 13 SALARY PLACEMENT: M

HOURLY RATE: _____ *HOURS PER DAY: 11.5 DAILY RATE: _____ *DAYS PER YEAR: _____

SALARY: \$63,978 CONTRACT DAYS: _____ *ACCOUNT CODE: _____

*REPLACEMENT? Y/N *LONG TERM SUB? Y/N IF YES, FOR WHOM? New Position - Formerly Contracted service

*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 **NON-CONTRACT EMPLOYEE**

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

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

<p>*CURRENT: *Position: _____ Daily Hours and FTE _____ *# of Days/Week _____ (Specify days if < 5 per week) *Current Rate of Pay _____ Hourly or Salary (Circle)</p>	<p>*NEW: *Position: _____ Daily Hours and FTE _____ *# of Days/Week _____ (Specify days if < 5 per week) *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>5/17/19</u> *Date</p> <p><u>5/17/19</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.

Kevin Haley

353 Notch Road Middlesex, Vermont 05602
802 272 4350 kevinhaley7@gmail.com

Education

Nova Southeastern University

Fort Lauderdale, FL, Florida

Master of Counseling

Major: Counseling Psychology

Attended August 1996 to May 1998

Degree conferred May 1998

Transcript

(2.3MB)

State University of New York at Geneseo

Geneseo, NY, New York

Bachelor of Arts

Major: Occupational and Organizational Communication

Attended August 1990 to May 1994

Degree conferred May 1994

Experience

Kevin Haley, MS, LCMHC

Jan 2006 - Present

Licensed Clinical Mental Health Counselor

Various locations in Central Vermont

Direct counseling with individuals, couples, and families – specializing in working with adolescents as the primary client and utilizing non-office and alternative settings while engaged in treatment. Clinical concentrations include but are not limited to conduct related issues, attention-deficit, hyperactivity, anxiety, depression, trauma, grief, and loss. Assist clients to identify symptoms causing distress, challenges in functioning, and to cope with personal, interpersonal, home, school, work, peer, and family related issues. Primary counseling modality implements cognitive-behavioral and mindfulness approaches with a strengths-based emphasis and solution-focused strategies.

Supervisor: Self Employed (802-272-4350)

Experience Type: Other, Full-time

It is OK to contact this employer

Transitional Services for Youth and Families

Oct 2003 - Nov 2009

Clinical Director

Burlington, Vermont

Oversight, maintenance, and development of clinical aspects of social service, alternative education, and restorative justice programming. Provided direct therapeutic services to individuals, groups, and families. Conducted ongoing assessment and evaluation in support of identified treatment goals; crisis intervention; consultation with and training of direct staff; and management of documentation and data collection.

Reason for leaving: Transition to full-time private practice

Supervisor: Rebekah Gebo (802-863-4130)

Experience Type: Other, Full-time

It is **OK** to contact this employer

Otter Creek Associates / Matrix Health Systems

Oct 2003 - Mar 2009

Counselor

Burlington, Vermont

Provided assessment, diagnosis, treatment planning, and direct counseling services to adolescents, adults, and families as part of an affiliation of independent practitioners.

Reason for leaving: Transition to full-time private practice in Central Vermont

Supervisor: Dr. David Fassler (802-865-3450)

Experience Type: Other, Part-time

It is **OK** to contact this employer

Phoenix House of New England's Substance Abuse Prevention Corps

Apr 2002 - Oct 2003

Program Director

Waterbury, Vermont

Supervision and management of statewide program primarily targeting youth. Development of sustainable efforts in local communities by promoting awareness, providing education, creating mentoring relationships, and implementing alternative activity programs.

Reason for leaving: Reduction of federal grant funding

Supervisor: Susan Onderwyzer (888-671-9392)

Experience Type: Other, Full-time

It is **OK** to contact this employer

The Glass House

Sep 1999 - Feb 2002

Counselor

Fort Lauderdale, Florida

Assessment, group counseling, and individual therapy with child, adolescent, and adult clients.

Emphasis on addictions prevention, anger management, coping with family issues, parenting skills, and domestic violence prevention/intervention.

Reason for leaving: Moved to Vermont

Supervisor: Yvonne Haase (954-938-0055)

Experience Type: Other, Full-time

It is **OK** to contact this employer

Archways Behavioral Health Care, Inc.

Apr 1998 - Sep 1999

Homeless Project Coordinator / Day Treatment Staff

Fort Lauderdale, Florida

Counseling, linking to services, and assistance to indigent clients and families regarding living, employment, educational, social, medical, psychological, and dietary needs. Provided direct supervision and counseling in a structured daily environment to adults with chronic psychiatric diagnoses. Treatment consisted of basic living skills training, social rehabilitation services, group, and individual therapy. Duties included assessment, individualized treatment planning, and implementation towards fulfillment of identified objectives.

Reason for leaving: Professional advancement

Supervisor: Randee Speciale (954-763-2030)

Experience Type: Other, Full-time

BARRE SUPERVISORY UNION
NOTIFICATION OF EMPLOYMENT STATUS

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

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

*NAME: Carl Matteson *School/Dept. CVCC
*EFFECTIVE DATE: Aug. 20, 2019 *Daytime Phone: 802-770-0018(c)
*POSITION: Teacher *SUBJECT: Emer. Ser. *GRADE: 11+12
(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: 28⁺ STEP: 13 SALARY PLACEMENT: PA 30
HOURLY RATE: _____ *HOURS PER DAY: _____ DAILY RATE: _____ *DAYS PER YEAR: _____
SALARY: \$62,000 CONTRACT DAYS: _____ *ACCOUNT CODE: 600-300-1300-5110-35
*REPLACEMENT? Y/N *LONG TERM SUB? Y/N IF YES, FOR WHOM? Kim Richardson #54880
*LICENSED (TEACHER): YES or NO *CERTIFIED (PARA): Para Praxis YES or NO Associates Degree YES or NO
*CONTRACT: YES or NO *TIMES SHEET: YES or NO (Application to be uploaded onto Schoolspring)

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

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

<p>*CURRENT: *Position: _____ Daily Hours and FTE _____ *# of Days/Week _____ (Specify days if < 5 per week) *Current Rate of Pay _____ Hourly or Salary (Circle)</p>	<p>*NEW: *Position: _____ Daily Hours and FTE _____ *# of Days/Week _____ (Specify days if < 5 per week) *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>5/26/19</u> *Date</p> <p><u>6/4/19</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.

Carl F. Matteson
21 Blue Ridge Ludlow, VT 05149
(802) 770-0018 (C)
ccemtp@msn.com

OBJECTIVE

Emergency Services Program Instructor, Central Vermont Career Center

EDUCATION

Master of Science in Health Science, Health Professions Education concentration
Excelsior College, Albany, NY
Graduation: December 2019 (anticipated)

Bachelor of Arts in Health Science, Minor in Biology
Castleton State College, Castleton, VT
Graduation: May 2012

Paramedic Certificate
Northeastern University, Boston, MA
Graduation: July 1995

PROFESSIONAL CERTIFICATIONS and LICENSES

Vermont Paramedic #: 6618
National Registry of Emergency Medical Technicians-Paramedic #: M-0866948

CURRENT HEALTHCARE CERTIFICATIONS

American Heart Association

- Advanced Cardiac Life Support (ACLS) Instructor
- Pediatric Advanced Life Support (PALS) (Former Instructor)
- Basic Life Support (BLS) Instructor
- Neonatal Resuscitation
- First Aid Instructor

National Association of EMT's

- Advanced Medical Life Support
- Prehospital Trauma Life Support (PHTLS)
- Pediatric Education for Prehospital Professionals (PEPP)

American Burn Association

- Advanced Burn Life Support

National Registry of Emergency Medical Technicians

- Emergency Medical Services Instructor
- ALS Exam Representative

Vermont Emergency Medical Services

- Critical Care Paramedic
- EMS Instructor Coordinator
- BLS Exam Representative

Federal Emergency Management Agency (FEMA)

- IS 100, 200, 241, 700, 800

American Medical Association

- Basic Disaster Life Support

Vermont Fire Academy

- Hazmat Awareness

PROFESSIONAL TRAINING

NREMT Scenario Workshop
Critical Care Transport
EMS/Ambulance Coding and Billing

Advanced Airway/RSI
Emergency Vehicle Ops
Vehicle Extrication
Ice Surface Rescue

PROFESSIONAL AFFILIATIONS

Member, National Association of EMS Educators | 2011-Present
Member, Vermont Ambulance Association | 2000-Present
Secretary, Vermont Ambulance Association | 2005-Present
Chairperson, Vermont EMS District 11 | 1998-Present
Member, Vermont Homeland Security MCI workgroup committee | 2003-Present
Member, LEPC Region 3 and 6 | 2000-Present
Member, Vermont EMS Leadership Committee | 2005-Present
Member, Vermont EMS Training Committee | 2011-Present

Carl F. Matteson
21 Blue Ridge Ludlow, VT 05149
(802) 770-0018 (C)
ccemtp@msn.com

CAREER OVERVIEW

Teaching Experience

- Have successfully taught at all levels of EMS certification as an Instructor-Coordinator.
- Worked as a CPR instructor in the American Heart Association (AHA) providing effective teaching since 1990 for CPR.
- Instructed and trained organizations within the government, non-profit, the private sector, and college-level environments on CPR and other programs that are more intensive for 28 years.
- Gained thorough teaching experience from instructing through all levels of EMS courses and dynamic leadership and program development.
- Served at the trainer capacity for several EMS services.

Health Administration Experience

- Chairperson, Vermont EMS District 11, 1998 to present.
- EMS Coordinator, Town of Ludlow Ambulance Service, 2011 to present
- Paramedic Supervisor, Town of Ludlow Ambulance Service, 2005 to 2010.
- Secretary Vermont Ambulance Association from 2005 to present.
- Developed regional protocols and QA/QI process, through the waiver process, to allow EMT-Intermediates to practice with standing orders for medication administration. (2008)
- Developed regional protocols for all levels of EMS providers to call for STEMI, and Stroke alerts. (2009)
- Developed regional protocols for all paramedics to administer fentanyl to pediatric patients via the intranasal route in isolated orthopedic injuries. (2009)
- Established a system, wrote protocols and developed a QA/QI process for a Critical Care Paramedic Program in EMS District 11. (2000)
- Developed regional protocols for Rapid Sequence Induction, through the waiver process, for Critical Care Paramedics with advanced airway training course. (2000)

AWARDS AND RECOGNITIONS

- | | | |
|-------------------------|------------------------------|------------------|
| • Attendant of the year | Ludlow Ambulance Service | 1997, 2006, 2007 |
| • Paramedic of the year | Care Plus Ambulance Service | 1996 |
| • Paramedic of the year | State of Vermont, EMS Office | 2000 |
| • Dean's List | Castleton State College | 2010, 2011 |

WORK HISTORY

Ludlow Ambulance Service Ludlow, VT Paramedic/CCP 1996-Present Training Coordinator 1997-1998, 2001-2006 Paramedic Supervisor 2005-2010 EMS Coordinator 2011-Present	LeFevre Ambulance Bellows Falls, VT Paramedic/CCP 1996-2009 Clinical/Training Coordinator 1999-2005
Vermont Technical College, Williston, VT Instructor 2018- Present	Regional Ambulance Rutland, VT Paramedic/CCP 2004-2006
University of Vermont, Burlington, VT Lab Instructor 2017- Present	Manchester Rescue Squad Manchester, VT Paramedic/CCP 2004-2005
Vermont Department of Health - EMS Burlington, VT Exam Rep 2011- Present	Care Plus Ambulance Merrimack, NH Paramedic/CCP 1995-1998
Fair Haven Rescue Squad Fair Haven, VT Paramedic 1989-Present	Poultney Rescue Squad Poultney, VT EMT-I 1989-2001
Vermont EMS District 11 Chairperson 1998-Present EMS Instructor-Coordinator 1996-Present	Castleton First Response Castleton, VT EMT-I 1992-1997 (Founding member)

Carl F. Matteson
21 Blue Ridge Ludlow, VT 05149
(802) 770-0018 (C)
ccemtp@msn.com

REFERENCES

Christine McCarthy, AEMT, VT EMS I/C
Williston, VT
(802) 598-0121

Joshua Rosenblum, PA-C
South Londonderry, VT
(802) 668-6108

Catherine Howland, RN
Springfield, VT
(802) 299-9309

Richard Marasa, MD
Springfield, VT
(802) 885-7544

Meghan Greene, EMT, VT EMS I/C
Springfield, VT
(802) 376-8737

Paul Jardine, NRP, CCP
Fair Haven, VT
(802) 579-0058

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: Bonnie McIntosh *School/Dept. Barre Town
*EFFECTIVE DATE: 8/20/19 *Daytime Phone: 416 2011243
*POSITION: SLP *SUBJECT: SPEP/SLP *GRADE: Pre K
(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: 13+ STEP: 13 SALARY PLACEMENT: M 15

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

SALARY: \$62,978 CONTRACT DAYS: _____ *ACCOUNT CODE: _____

*REPLACEMENT? ☒ Y / N *LONG TERM SUB? Y / N IF YES, FOR WHOM? JPW Coyle

*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


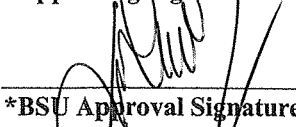
For Central Office Use Only: Contract Completed ____/____/____ Offer Letter Completed ____/____/____

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 style="text-align: center;"> _____ *Approving Signature Principal/Administrator</p> <p style="text-align: center;"> _____ *BSU Approval Signature</p>	<p style="text-align: center;"><u>5/29/19</u> _____ *Date</p> <p style="text-align: center;"><u>6/3/19</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.

Bonnie McIntosh

293 Brookdale Avenue Toronto, M5M1P6
4162011243 bonnie.mcintosh@sympatico.ca

Education

University of Oregon

Eugene, Oregon

Master of Arts

Major: Communication Disorders, **Minor:** Early Childhood Special Education

Attended September 1982 to May 1984

Degree conferred May 1984

Castleton State College

Castleton, Vermont

Bachelor of Arts

Major: Liberal Arts: Music

Attended September 1978 to May 1980

Degree conferred May 1980

Experience

Surrey Place

Sep 2004 - Present

Speech-Language Pathologist

Toronto, Ontario

Speech-Language Pathologist in the Infancy & Early Childhood Program: Surrey Place is a publicly funded agency dedicated to supporting people with developmental disabilities and their families. I provide assessments of functional communication skills within natural environments and clinical contexts. Following these collaborative dynamic assessments, I develop intervention plans that reflect the values and priorities of families while incorporating input from other professionals on the intervention team. My intervention includes parent collaboration and education, consultation to child cares, and individual and group activities to promote communication skills.

Reason for leaving: It is my dream to return to Vermont.

Supervisor: Stace Fullerton (4169255141)

Experience Type: Other, Full-time

It is **OK** to contact this employer

Toronto Preschool Speech & Language Services

Sep 2002 - Jul 2004

Speech-Language Pathologist

Toronto, Ontario

Provided treatment to children with severe special needs.

Participated in developmental assessments with the team at the Hospital for Sick Children Child Development Centre, focusing on early identification of Autism Spectrum Disorder.

Provided treatment and consultation in specialized nursery schools.

Reason for leaving: Moved to a full-time position.

Supervisor: Barbara Wilde (4169214498)

Experience Type: Other, Part-time
It is **OK** to contact this employer

Children's Specialized Hospital

Jun 1994 - Aug 1997

Speech-Language Pathologist

Mountainside, New Jersey

Performed evaluations and interventions part of a multidisciplinary team at a children's rehabilitation centre serving inpatient and outpatient pediatric population.

Reason for leaving: Family commitments.

Supervisor: Ellen Kandel (888- CHILDREN (244-5373))

Experience Type: Other, Full-time

It is **OK** to contact this employer

Speech-Language Pathologist

Formal workshops in Routines Based Intervention, PROMPT, Hanen It Takes Two To Talk, Picture Exchange Communication System, Four Blocks Literacy Model and Greenspan's Floortime Approach.

Familiarity with a range of Augmentative Communicative devices and applications.

Affiliate of American Speech-Language-Hearing Association Special Interest Groups.

BARRE SUPERVISORY UNION
NOTIFICATION OF EMPLOYMENT STATUS

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

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

*NAME: Michelle Lynch *School/Dept. BCEMS

MAY 29 2019

*EFFECTIVE DATE: 7-1-2019 *Daytime Phone: 595-1628

*POSITION: Teacher *SUBJECT: _____ *GRADE: 3-4

(Teacher, Para-Educator, Administrator, Clerical, Cust/Maint, Substitute, Tutor, Other-Specify)

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

TOTAL YEARS OF EXPERIENCE: 2 STEP: 3 SALARY PLACEMENT: BA

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

SALARY: \$41,567 CONTRACT DAYS: _____ *ACCOUNT CODE: _____

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

*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

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>5-28-2019</u> *Date</p> <p><u>6/5/19</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.

Michelle Lynch

22 Grandview Terr Montpelier, Vermont 05602
(802) 229-9171 mylynch@myfairpoint.net

Education

University of South Carolina Upstate

Spartanburg, South Carolina

Bachelor of Education

Major: Early Childhood Education

GPA: 3.333

Attended September 2005 to December 2008

Degree conferred December 2008

Johnson State College

Johnson, Vermont

Associate of Arts in Liberal Studies

Major: General Studies

Attended September 2002 to May 2004

Degree conferred May 2004

Experience

Washington Northeast Supervisory Union

Mar 2019 - Present

2nd grade long-term substitute

Marshfield, VT

Supervisor: Mark Mooney (802 454 9924)

Experience Type: Other, Full-time

It is **OK** to contact this employer

Barre Town Middle and Elementary School

Oct 2018 - Mar 2019

Long-Term Second Grade Teacher

Barre, VT

Classroom Teacher

Reason for leaving: Long-term substitute teacher position October 2018-March 2019

Supervisor: Jen Nye (802 476-6617)

Experience Type: Other, Full-time

It is **OK** to contact this employer

Montpelier Public Schools

Sep 2017 - Jun 2018

Kindergarten Teacher

Montpelier, VT

Classroom Teacher.

Reason for leaving: One Year Position.

Supervisor: Christopher Hennessey (802 225 8200)

Experience Type: Other, Full-time

It is **OK** to contact this employer

Union Elementary
Kindergarten Teacher
Montpelier, VT

Apr 2017 - Jun 2018

Reason for leaving: One Year Long-term substitute teaching position.

Supervisor: Montpelier Public Schools (802 225 8200)

Experience Type: Public School, Full-time

It is **OK** to contact this employer

Montpelier Public Schools
Substitute Teacher
Montpelier, VT

Jul 2014 - Mar 2017

Supervisor: Pam Foster ((802) 225-8204)

Experience Type: Public School, Full-time

It is **OK** to contact this employer

Barre Town Elementary School
Substitute Teacher
Barre, VT

Sep 2009 - Sep 2015

Part-time substitute teacher in grades Kindergarten through 3rd Grade.

Supervisor: Tina Gilbert (802-476-6617)

Experience Type: Public School, Part-time

It is **OK** to contact this employer

Barre Town Elementary and Middle School
Student Teaching placement Aug. 2008-Dec. 2008
Remote Placement (Barre, VT)

Aug 2008 - Dec 2008

Reason for leaving: Completion of Early Childhood Education degree requirements for student teaching. Cooperating Teacher Charlene Plante has retired as of (Spring 2010). Supervisor: Kenneth Brighton (Johnson State College) Pull Back Professor: Stephanie Seay (USC Upstate) This was a remote student teaching placement.

Supervisor: Charlene Plante (802 476-6955)

Experience Type: Student Teaching, Full-time

It is **OK** to contact this employer

Continuing Education Conferences

(VT) Endorsement Code 14-36 Early Childhood Education, Grades K-3

Bureau of Education and Research: Best Math Strategies from Singapore: Number Sense

and Computational Strategies: January 24, 2018- March 3, 2018)

Bureau of Education and Research: Teaching Writing: Grades K-3, (6-week online course, August 20, 2017- October 1, 2017)

Vermont Kindergarten Conference: (April 2017)

Bureau of Education and Research: Teaching Smarter with Smart Boards, (6-week online course, January 21, 2015-March 4, 2015) I chose to take this course because I have substitute taught in classrooms with smart boards, but without the knowledge of how to use them effectively I felt incompetent and would resort to the use of the standard white board and markers.

Bureau of Education and Research: Ready, Set, Read, (6-week online course, November. 13, 2013-January 3, 2014) I chose to take this course to better understand the learning processes in how the brain interpret print.

Bureau of Education and Research: Teaching Preschool: A Year of Inspiring Lessons (6-week online course, July 20, 2011-September 5, 2011) In this course I learned to utilize the Excel program for easy organization of weekly and monthly lesson planning.

Bureau of Education and Research: Enhancing Language and Development in Childhood (6-week online course, April 20, 2011-June 10, 2011) An interesting facts I came across in this course was that each one of us is born with the ability to produce all sounds of all languages and by eight months we have eliminated the sounds we do not hear being spoken around us and begin to focus on the sounds we do hear.

Vermont Department of Education: Vermont Kindergarten Conference (2010)
The 18th Annual Kindergarten conference focused on putting the "Play" back into Kindergarten. I chose to attend this conference because I believe "Play" is important in young children's' learning.

VAEYC'S: Spring Speaker Event (2010)
I attended How to Operate a Childcare and Teaching Mathematics to Infants workshop. I chose to attend these workshops because I was considering beginning my own Daycare/Preschool.

Bureau of Education and Research: Practical Discipline Strategies For The Difficult Young Child (2009)

"I have this theory that if one person can go out of their way to show compassion then it will start a chain reaction of the same". "People will never know how far a little kindness can go". (Rachel Joy Scott) As a teacher this quote reinforces my belief that our students today need positive, loving and encouraging learning environments that promote their development of positive self-esteem and friendships as well as academics.

Educational Philosophy

I believe that the purpose of education is to teach all students the fundamentals (reading, writing, mathematics, science and social studies) as well as to encourage them to explore the world in which we live. I believe all students are unique and learn in different ways and as a teacher it is my responsibility to incorporate as many learning styles as I can into my curriculum, giving each and every student I teach an equal opportunity to excel. I also believe that an educational curriculum should be based on a developmentally appropriate practice. In other words the content taught is appropriate for the grade level. For example, if

I were teaching second grade the content of the curriculum (standards and materials) would be appropriate for the students in that age group as well as differentiating instruction as needed to meet students needs.

I use responsive classroom and PBIS, I believe in using positive behavior supports (using gems/rewards, reviewing school and classroom expectations, open-ended questions: what happened?, why do you think it happened? and what can we do to fix it?) with students and through these supports I feel students can successfully channel their behavior in a positive way. Channeling their behavior this way allows them to neutralize intense emotions and find inner peace and calm further enabling them to return to the group or activity sooner so they don't miss out on the learning and social interactions with their peers. Students ultimate success is achieved when they are given a voice in the learning process. Allowing students to share ideas and thoughts about their learning allows them to contribute to the content being taught. When the learner feels their thoughts and ideas matter and that they are truly respected they become actively engaged and involved in the activity.

As a professional I honor confidentiality of each student and avoid forming bias opinions. When designing my classroom I strive to create a learning environment that is positive, student centered, caring, and safe. I treat each student equally and with the utter most respect. I incorporate diversity into my classroom and curriculum by inviting students and families to share and talk about their cultural backgrounds and ethnic holidays and cultures to show respect towards each of my students.

In conclusion, "I have a theory that if one person can go out of their way to show compassion it will start a chain reaction of the same. People never know how far a little kindness can go" (Rachel Joy Scott). As a teacher this quote reinforces my belief that our students today need positive, loving and encouraging learning environments that promote their development of positive self-esteem and friendships as well as academics.

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: Samantha Alexander *School/Dept. SHS / SPED
*EFFECTIVE DATE: 7/1/2019 *Daytime Phone: 802-793-4095
*POSITION: Teacher *SUBJECT: SPED *GRADE: 9-12
(Teacher, Para-Educator, Administrator, Clerical, Cust/Maint, Substitute, Tutor, Other-Specify)

Section 1: NEW HIRE

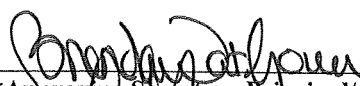
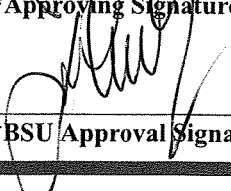
TOTAL YEARS OF EXPERIENCE: 0 STEP: 1 SALARY PLACEMENT: BA **MAY 28 2019**
HOURLY RATE: _____ *HOURS PER DAY: _____ DAILY RATE: _____ *DAYS PER YEAR: _____
SALARY: \$38,310 CONTRACT DAYS: _____ *ACCOUNT CODE: _____
*REPLACEMENT? Y / N *LONG TERM SUB? Y / N IF YES, FOR WHOM? Hayley Fitzgerald
CERTIFIED: YES or NO CONTRACT: YES or NO TIMES SHEET: YES or NO \$43,770
Pending

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: _____


*Approving Signature Principal/Administrator

*BSU Approval Signature

5/28/19
*Date
6/5/19
*Date

Samantha Alexander

184 Berlin St Montpelier , Vermont 05602
8027934095 salexander.edu1@gmail.com

Education

Northern Vermont University, Johnson

Johnson, Vermont

Bachelor of Arts

Major: History Secondary Education Licensure , **Minor:** Global Studies & Political Science

GPA: 3.300

Credit Hours: 136

Attended August 2014 to May 2019

Degree conferred May 2019

Transcript

(250KB)

Experience

Lamoille Union High School

Aug 2019 - May 2019

Student Teacher

Hyde Park, VT

For my endorsement in Special Education, I completed 240 hours in the Fall of 2018 and 60 hours in the Spring of 2019 with Jacki O'Connor, a Special Education Case Manager.

Over the course of my practicum, I gained the foundational skills required of a Special Education Case Manager. I successfully conducted one IEP meeting, later making adjustments to the IEP goals to match the student's needs. I taught supplemental literacy lessons using Khan Academy as a resource, as it has the option of leveling texts, making the content accessible for my diverse group of learners. I provided academic supports across multiple disciplines, including Mathematics, English, History, and some Biology. I formed professional relationships with paraprofessionals, behavior interventionists, content specific educators, as well as outside service providers. Additionally, I explored flexible pathways within the school and through attending the Annual Interagency Core Teams Collaboration Event in Killington Vermont.

In the Spring of 2019, I began to focus on push services and inclusive practices within my 9th grade Social Studies placement, coordinating with case managers, and insuring IEP and 504 accommodations and modifications were being made. Additionally, I created and conducted a co-taught lesson, strengthening my skills in collaboration, and understanding of how to be a successful co-teacher.

Reason for leaving: Completion of student teaching

Supervisor: Jacki O'Connor ((802) 888-4261)

Experience Type: Student Teaching, Part-time

It is **OK** to contact this employer

Lamoille Union High School

Jan 2019 - May 2019

Student Teacher

Hyde Park, VT

I conducted my semester of full-time student teaching in Peter Lavigne's 9th grade "Great Civilizations" course. All 9th graders are required to participate in the course to satisfy proficiency requirements.

The student populous was divided between two Social Studies teachers. Peter Lavigne taught five distinct classes, three advanced, and two general education courses. Though the content remained the same, each class was unique with diverse abilities and learning preferences. We implemented a variety of inclusive practices and modifications to provide an appropriate learning environment for each individual student.

I had the pleasure of creating my own proficiency-based unit on the Crusades and the Reconquista. I incorporated multiple means of representation, expression, and engagement through the entirety of my unit. My unit consisted of five lessons, one of which was co-taught.

In the day-to-day setting, Mr. Lavigne and I often shared some responsibility for direct instruction, but I had a greater opportunity to work 1:1 with students who benefited from extra support, and those who benefited from enrichment. Additionally, Mr. Lavigne included me in the lesson planning process, giving me the opportunity to learn from a highly qualified educator with decades of experience and providing me with the platform to share my own strategies and ideas.

My cooperating teacher provided me with a one of a kind opportunity which expanded my understanding of proficiency. Mr. Lavigne, the head of the Social Studies department, also took the mantle as the coordinator of Proficiency Based Graduation Requirements in Social Studies. His responsibility included aligning proficiencies with specific course offerings, coordinating with faculty, tracking the proficiencies accumulated by the class of 2020, and more. His position allowed me to attain a deep understanding of College, Career, and Civics proficiencies and how they are applied across the discipline.

Reason for leaving: Completion of Student Teaching Requirements

Supervisor: Peter Lavigne ((802) 888-4261)

Experience Type: Student Teaching, Full-time

It is **OK** to contact this employer

Lamoille Union High School

Aug 2018 - Dec 2018

Student Teacher

Hyde Park, VT

I completed 60 hours of student teaching in the fall of 2019 with Peter Lavigne. The placement was very successful, and I was invited back to complete my full semester of student teaching the following semester.

In my first experience with the 9th grade "Great Civilizations" course I created and taught four proficiency-based lessons, two of which came from my "mini unit" on Greek mythology. I participated in day-to-day activities, conducting addition informal co-taught lessons.

Reason for leaving: Completion of student teaching.

Supervisor: Peter Lavigne ((802) 888-4261)

Experience Type: Student Teaching, Part-time

It is **OK** to contact this employer

Jonson Elementary School

Jan 2018 - May 2018

Student Teacher

Johnson Vt

I completed 60 hours in a 6th-grade classroom teaching English. I supported the general educator, Jessica Gibbles, in day-to-day activities and instruction. I taught two independent English lessons using the Common Core State Standards. The lessons focused on crafting opinion writing pieces. Each of

these lessons had an infusion of current events and multidisciplinary content through the use of opinion articles from Newsela. One of the articles examined girls ability to access education in third world countries, which directly tied to their prior knowledge attained in their Social Studies unit. The proceeding article scaffolded onto their understanding of global warmings global and local impact, a topic they studied within their Science unit.

Reason for leaving: Completion of student teaching

Supervisor: Jessica Gibbles (8028886727)

Experience Type: Student Teaching, Part-time

It is **OK** to contact this employer

Johnson Elementary

Jul 2017 - Dec 2017

Student Teacher

Johnson Vt

In the fall of 2017, I spent 60 hours in a 6th-grade classroom with a focus on Mathematics. I independently taught one lesson. Over the course of my fieldwork, I observed applied educational strategies and provided support to the general educator. The experience was highly successful and I was welcomed back the next semester with a focus on English Language Arts.

Reason for leaving: Completion of student teaching

Supervisor: Jessica Gibbles ((802) 888-6727)

Experience Type: Student Teaching, Part-time

It is **OK** to contact this employer

Peoples Academy

Aug 2016 - Dec 2016

Student Teacher

Morrisville VT

For my very first student teaching experience, I spent 60 hours in a 9-12 Spanish classroom. This served as a very unique experience as I had some background in speaking, reading, and writing in Spanish. Over the course of the semester, I observed teaching strategies and taught two independent lessons. Oddly enough, my lessons focused primarily on the Spanish Reconquista and the Crusades; which I would again cover in my final full semester of student teaching.

Reason for leaving: Completion of student teaching

Supervisor: Jennifer Bickart ((802) 888-4600)

Experience Type: Student Teaching, Part-time

It is **OK** to contact this employer

More About Me

Achievements and awards:

In 2018 I received Northern Vermont University's (then Johnson State College) Humanity Departmental Award for academic achievement.

In 2017 I attended had the honor of attending the National Undergraduate Research Conference in Memphis TN, where I presented my senior thesis.

Personal interest:

I believe that physical health is important for a healthy, happy life. In the Spring of 2018, I

volunteered as an assistant coach for the local Girls on the Run team at Johnson Elementary School, which fused restorative practices, self-regulation, understanding complex emotions, and of course, exercise.

I love being in the woods for long hikes, which inspired me to acquire safety training. In 2018, I received my Wilderness First Responder certification. I received training in providing first aid and EpiPen injections.

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: ALLISON SCANOTTO *School/Dept. BCEMS
*EFFECTIVE DATE: JULY 1, 2019 *Daytime Phone: 802 578 - 0810
*POSITION: TEACHER *SUBJECT: ENGLISH *GRADE: 7/8
(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: 0 STEP: 1 SALARY PLACEMENT: NEW B30
HOURLY RATE: _____ *HOURS PER DAY: _____ DAILY RATE: _____ *DAYS PER YEAR: _____
SALARY: \$42,141 CONTRACT DAYS: _____ *ACCOUNT CODE: _____
*REPLACEMENT? ☒ Y ☐ N *LONG TERM SUB? Y / N IF YES, FOR WHOM? GILLIAN FUSUA
*AOE ENDORSEMENT (TEACHER): YES or NO *CERTIFIED (PARA): ParaPro YES or NO Associates Degree YES or NO
*CONTRACT: ☒ YES ☐ NO *TIMES SHEET: YES or NO

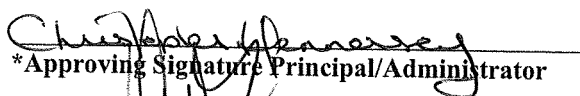
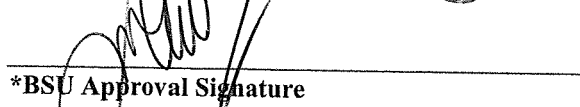
For Central Office Use Only: Contract Completed ____/____/____ Offer Letter Completed ____/____/____

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

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

Reason: _____ Last Work Day: _____

<p> *Approving Signature Principal/Administrator</p> <p> *BSU Approval Signature</p>	<p><u>JUNE 4, 2019</u> *Date</p> <p><u>6/6/19</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.

Allison Scavotto

370 Farrell St Apt 417 South Burlington, Vermont 05403-443
802-578-0810 allison.tilton@gmail.com

Education

Saint Michael's College

Colchester, Vermont
Master of Art Education

Major: Literacy

GPA: 3.916

Attended September 2016 to Present

St. Lawrence University

Canton, New York

Bachelor of Arts

Major: French, **Minor:** Education

GPA: 3.000

Attended September 2002 to May 2006

Degree conferred May 2006

Experience

Essex Middle School

Jan 2019 - Apr 2019

Student Teacher

Essex, Vermont

Established a classroom management routine and presence in line with Developmental Design pedagogy.

Collaborated with team teachers and special educators to meet the needs of a diverse group of learners. Assumed regular responsibility of grading weekly formative assessments, using observations to inform my instruction.

Developed and taught a two-week memoir unit to 70 eighth grade students as culmination of my student teaching, scaffolding the established goal to hold all students accountable to rigorous learning targets.

Supervisor: David Mendenhall (802-879-7173)

Experience Type: Student Teaching, Full-time

It is **OK** to contact this employer

Westford School

Jan 2018 - Apr 2018

Intern

Westford, Vermont

During these observation hours I worked closely with David Goss to understand how he managed his classroom and designed his lessons. Following David's plans, I worked closely with all students in the two English Language Arts classes that I observed, one 7th grade class and one 8th grade class, assisting students both in and outside of the classroom environment. Under David's supervision, I created and instructed an engaging and differentiated lesson, which integrated music, movies and books in a student-lead discovery on what constitutes a universal theme.

Reason for leaving: This was a part-time requirement for my graduate course, Approaches to

Teaching, taken at Saint Michael's College during the spring of 2018.

Supervisor: David Goss (802-878-5932)

Experience Type: Public School, Part-time

It is **OK** to contact this employer

Saint Michael's College

Jan 2015 - Aug 2017

Digital Media Marketing Strategist

Colchester, VT

Collaborated with student social media ambassadors to create an engaging social media presence for the college.

Kept diligent records to use for tracking digital analytics to monitor engagement and click thru rates, using assessment to inform decisions regarding best practices and future media.

Reason for leaving: I left this position to pursue a career in education full-time.

Supervisor: Alessandro Bertoni (802-654-2536)

Experience Type: Independent School, Full-time

It is **OK** to contact this employer

Pulcinella's Restaurant

Jun 2010 - Present

Server

South Burlington, VT

Demonstrate a friendly and charismatic personality that is well-suited to a fast-paced and customer-orientated family restaurant.

Provide superior service in a team environment that includes conflict resolution, agile multitasking and maintaining leadership composure under stressful conditions.

Supervisor: Kyla Drew (802-863-1000)

Experience Type: Other, Part-time

It is **OK** to contact this employer

Dealer.com

Jan 2013 - Jan 2015

Copywriter

Burlington, VT

Wrote, edited and proofread distinctive copy used for web and social media channels to create engagement and drive leads.

Supervisor: Joseph Evans (802-658-0965)

Experience Type: Other, Full-time

It is **OK** to contact this employer

BARRE UNIFIED UNION SCHOOL DISTRICT

Barre City Elementary & Middle School / Barre Town Middle & Elementary School / Spaulding High School / Central Vermont Career Center

Lisa Perreault, SFO
Business Manager*Jacquelyn Ramsay-Tolman M.Ed., CAGS*
Director of Curriculum, Instruction, and
Assessment*Carol Marold*
Director of Human Resource*Benjamin Merrill*
Communications 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*Emmanuel Ajanma*
Director of Technology*Lauren May*
Early Education Coordinator*Jamie Evans*
Director of Facilities**FY20 Revenue Anticipation Note Comparison 5/24/19**

	Interest Rates
*Community Bank	Loan 2.75%-Investment 3.30%
Peoples	Decline
Community National	Loan 2.8% - Investment 3.25%
Union Bank	Loan 2.25% - Investment 2.40%

***Superintendent Recommendation-Community Bank**

**BARRE UNIFIED UNION SCHOOL DISTRICT # 097
POLICY**

CODE: A30

1ST READING: 5/9/2019
2ND READING: 6/13/2019
ADOPTED:

ROLE AND ADOPTION OF SCHOOL BOARD POLICIES

1. POLICY

It is the intent of the Barre Unified Union School District (BUUSD) to outline direction and goals for the successful, consistent, and efficient operation of the district through the adoption of policies. BUUSD policies will be in compliance with Vermont and federal law and regulations.

2. DEFINITIONS

Policies are principles adopted by the school board to chart a course of action. Policies should be broad enough to indicate a line of action to be followed by the administration in meeting a number of problems; narrow enough to give clear guidance. Policies are guides for action by the administration, who then sets the rules and regulations to provide specific directions to school district personnel.

Procedures (also referred to as rules or regulations) are developed by the Superintendent, his or her designee, or school administrators to provide for the management of the schools by describing how tasks will be carried out and board policies will be implemented.

3. POLICY DEVELOPMENT

In order to ensure efficient development and implementation of school board policies in the Barre Unified Union School District, the BUUSD Board, or a subcommittee thereof, will determine when BUUSD Policies should be developed or revised. The Superintendent or designee will assist the BUUSD Board in determining the need for policy development or revision in specific areas and will advise the BUUSD Board on policy content. Comment and information may be sought in areas such as the following:

- a. The specific need for the policy
- b. The scope of the policy with regard to establishing appropriate roles for the board and the administration
- c. The effect of the proposed policy on administrators, students, teaching staff and the community
- d. Samples of similar policies of other boards
- e. Applicable provisions of state and federal law

- f. The anticipated costs and benefits of implementing, enforcing and evaluating the proposed policy

4. POLICY ADOPTION

Policies will be adopted by the BUUSD Board using the following steps:

- a. The policy is developed or revised by the BUUSD Policy Committee
- b. A 1st Reading is passed by the BUUSD Board
- c. A 2nd Reading/Adoption is passed by the BUUSD Board

5. POLICY DISSEMINATION, ADMINISTRATION & REVIEW

5.1 Dissemination - When policies are adopted, the Superintendent will publish and make them available to the public, students, and school personnel. A copy of the BUUSD Policy Manual will be available on the BUUSD website. The student handbooks will include BUUSD Policies related to student activities and conduct. The teacher handbooks will include BUUSD Policies related to teachers' responsibilities.

5.2 Administration - BUUSD Policies will be administered through procedures and directives of the Superintendent and administrators.

5.3 Policy Review - The superintendent will advise the BUUSD Board when revisions to adopted policies are required or otherwise appropriate. In addition, the BUUSD Board, or subcommittee thereof, will develop a policy review schedule to ensure that all BUUSD Policies are reviewed at least once every five years and, if necessary or appropriate, revised or repealed in response to changing legislation or other altered circumstances.

6. NON-SUBSTANTIVE CHANGES

For policies that have already been warned and adopted, if formatting and/or non-substantive changes are needed to ensure consistency in the policy manual and/or grammatical expedience, those corrections can be made and voted on for adoption without a first and second reading.

7. DUPLICATE POLICIES

When in the process of revising policies and duplicate policies exist, the BUUSD will operate on the newest approved BUUSD Policy until older policies can be rescinded.

Legal Reference(s): 16 V.S.A. §563 (1) (Powers of school boards)

BARRE UNIFIED UNION SCHOOL DISTRICT #97 CODE: C 41
POLICY MANUAL

1ST READING: 5/9/2019
2ND READING: 6/13/2019
ADOPTED:

INTRA DISTRICT SCHOOL TRANSFER

Policy

It is the policy of the Barre Unified Union School District #97 (BUUSD) to offer students the potential for Intra District Transfer to a PreK-8 BUUSD school outside of their town or city of residence, within the guidelines defined below and procedures developed by the Superintendent, without forcing them to attend a PreK-8 BUUSD school outside of their town or city of residence.

Implementation

The Superintendent will develop procedures consistent with the following guidelines:

- No student will be forced to attend a PreK-8 BUUSD school outside of their town or city of residence.
- Requests for Intra District Transfer to a PreK-8 school outside of their town or city of residence will be granted based on space availability as defined by the BUUSD Class Size Policy D 6, and on good standing as determined by attendance and behavior records.
- Requests will only be granted prior to the start of the school year, following established procedures and deadlines.
- Transportation to PreK-8 schools will be provided for students attending school within one's town or city of residence. For students choosing to attend a school in a neighboring town or city, transportation will not ~~automatically~~ be provided ~~as a matter of right~~.
- Once a student has been granted a request to attend a PreK-8 BUUSD school outside of their town or city of residence, they will be allowed to remain in that school through Grade 8 if they remain in good standing as determined by attendance and behavior records.
- Students who move from one BUUSD town or city to another BUUSD town or city will be allowed to complete the school year in the school they currently attend, unless they choose otherwise. For the following year, they will need to make a request for Intra District Transfer.
- This policy and accompanying procedures do not apply to students who are not residents of the BUUSD.

Legal Reference(s):

*Cross Reference: C 40 Entrance Age for Admission to Kindergarten
D 6 Class Size*