



# Spaulding High School

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 Principal

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 Assistant Principal

September, 2019  
 Principal's Report

## Athletics:

- Fall sports are underway. All coaching positions for the fall season are now filled. All games are posted on the SHS calendar (<https://www.spauldinghs.org/athletics-curricular/athletic-calendar>) and include details such as bus times and game times. Josh Allen is currently working with our AD to create an individual sports page for each team.
- We will be posting the coach vacancy for basketball (winter season) next week.

## Students & Community:

- “Baxter”, our life-sized robot arrived this week (see picture at right). “Baxter” is a donation and will be used to enhance our Robotics course. To see more about “Baxter”, please see <https://youtu.be/onBcXxnLGbc>  
 This is but one example of how we are trying to increase our STEM/STEAM work at SHS.
- Freshman orientation was a huge success! We modified our schedule this year to be more parent-friendly and had more than fifty parents join us for the kick-off to their child's high school career, as well as attend the question and answer forum for parents. The freshmen had a robust schedule of learning about everything from athletics and clubs to cafeteria pin codes and lockers! Many reported that it was a great day!
- The 1-1 initiative roll out has gone very well. Most students came in before the start of school to receive their device, which allowed them to be fully charged up for the start of the school year. Those that had not already received their devices, did so on our two picture days (August 28<sup>th</sup> & 29<sup>th</sup>). The chromebook handbook is available for students and families on our website at



<https://resources.finalsite.net/images/v1565970327/bsuvtorg/xhqsrhvpadn60qmi0b1u9/SHSChromebookStudentUserHandbook.pdf> if there are questions regarding expectations and responsibilities with the chromebooks. Most of the questions that have been asked is about whether or not the chromebooks are free...which we have explained that while students are accessing courses at SHS, they are loaned the device at no charge.

- The library renovation is now complete. A few minor things are still being addressed, but the library is open for business! The renovation / reorganization will allow for more flexible seating for students, large group presentations, centralized assistance and supervision. The library really feels like it is the center of our school community now!
- Our granite instillation for safety around the cafeteria exterior seating and campus egress has started and should be complete by the end of next week. This includes granite pillars around the egress, granite pillars and granite benches around the exterior of the cafeteria. This will expand our outdoor seating as well as increase student safety in that area. The electronic message board is also anticipated to be installed by the end of next week, as part of this work.

# Spaulding High School Newsletter

September, 2019

## Principal's Message

The beginning of the 2019-2020 school year has been exciting and busy! We have been completing several facilities projects, implementing our 1:1 initiative (see below for more details) and finalizing schedule changes. The students have been warmly welcomed back, as the building is just not the same without them! Freshman Orientation was a great success with our greatest turn out of parents to kick off their children's transition to high school, as well as a busy day of activities for the newest members of our Spaulding Community.

We want to encourage parents and guardians to reach out early and often about any questions, concerns or feedback. Your child's teachers and counselor are generally the first points of contact, but administration can also be contacted. We, at Spaulding High School, are committed to every student having a dynamic experience through their academics, athletics and club activities.

## One to One Initiative

Last month, we notified parents and students that we would be embarking upon issuing each student at Spaulding High School, a chromebook. We have now completed our distribution of the devices. We have been experiencing difficulty with our network (unrelated to the issuance of chromebooks) and still have some details to complete around printing stations in several places in our building, but overall, we are very excited to put devices directly into the hands of students to enhance their learning experience while at Spaulding High School. With the assurance that students will have dependable access to devices, we anticipate our curriculum becoming even more dynamic, as well as moving even more to a paperless system.

If students experience difficulty with their devices, they should report it to the technology team in the library. Further details about the chromebooks and expectations can also be found at [Chromebook Handbook](#) on our website, <https://www.spauldinghs.org/>.

## Summer Reading – September 11<sup>th</sup>

Last spring, most students signed up for their summer reading book and have had the summer to complete their summer reading. On September 11, all students and many staff will meet in small book groups to discuss their summer reading choices. The book groups are diverse between all grade levels of students as well as different content area teachers, para-educators and other staff facilitating the discussions. These discussions are great opportunities to hear a wide array of opinions, perspectives and insights, as well as build connections between students and staff. The summer [reading rubric](#) indicates how students are assessed for their English classes.

Please note, on September 11<sup>th</sup> we will be following an assembly day schedule to allow for the afternoon meeting time. All students are expected to participate in their reading groups.

## Required Office Hours:

### A system designed to help students manage their academic workload

Ever since the onset of Proficiency Based Grading in Vermont, we have continued to transform our teaching practices to better meet the needs of our students. In recent years, we implemented Reassessment Days to give students one more day to meet their proficiencies, and while those days seemed productive, they also allowed students to develop poor academic habits. Teachers have collaborated, problem-solved and refined our system that would better support our students in developing habits that are transferable across disciplines. In summary, our new system includes:

- Frequent check-ins with the classroom teacher so students know what is expected of them on a weekly basis (“Weekly Check-Ins”) at the start of the academic week
- Designated time for students to meet with classroom teachers 1-on-1 (“Required Office Hours”) for students not meeting expectations regarding proficiency
- A working, shareable document (shared with parents, the student’s teachers, case manager and counselor) that outlines precisely what students need to be working on to get back on track (“Plan for Academic Success - A.K.A “PAS”)

Progress grades will continue to be reported every three weeks to inform parents of how their student is doing in class, but the following school day will have a different schedule. Classes will end at 11:00 AM, and the afternoon will have scheduled time for students not meeting expectations to meet with their teacher in smaller groups to make a plan for how they can reach proficiency and start working on their plans.

The following documents will hopefully answer any questions:

- [Google Presentation](#) - This slide show was presented to students the opening week of school
- [Handbook](#) - Summary of Required Office Hours in the Parent & Student Handbook (pg.21-23)
- [Required Office Hours](#) - A detailed document provided to all teachers and support staff

If you have additional questions, please feel free to contact Brenda Waterhouse at [bwateshs@buusd.org](mailto:bwateshs@buusd.org) .

## Library – Open for Business!

Over the summer, the SHS library was reorganized and remodeled. The upgraded space allows for more flexible seating, including stand up work stations and booths. A beautiful new circulation desk has been moved to the center of the library, to allow for easier access, visibility and supervision. A fresh coat of paint and new carpeting , along with reorganization of the shelving really brightens the space. The reorganization also allows for a larger meeting space for larger meetings and whole class presentations. The window instillation connects the library, the center of our school community, with the rest of the building, making it a warm and inviting space.

The library is open for students from 7:00 AM to 3:45 PM daily. We encourage students to frequent the library, especially before and after the regular school day.

## Parent Forums

We will continue to hold monthly parent/guardian forums. These forums are intended to share information and provide discussion opportunities for feedback, input and questions. Due to limited attendance to our previous forums, we are changing the time of day to better suit families. We will be holding our forums on the first Tuesday of the month from 7:00 AM to 8:00 AM. We hope that parents and guardians will drop in, share a cup of coffee, and participate in discussions on a variety of topics related to their child’s education.

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**BARRE UNIFIED UNION SCHOOL DISTRICT  
FINANCE COMMITTEE MEETING**  
BUUSD Central Office – First Floor Conference Area  
September 10, 2019 - 5:30 p.m.

**MINUTES****COMMITTEE MEMBERS PRESENT:**

Sonya Spaulding (BC) - Chair  
Victoria Pompei (BT) – Vice Chair  
Gina Akley (BT)  
Anthony Folland (BC)

**COMMITTEE MEMBERS ABSENT:**

Dave LaCroix – BT Community Member

**ADMINISTRATORS PRESENT:**

Lisa Perreault, Business Manager

**GUESTS PRESENT:**

Pat McAskill

**1. Call to Order**

The Chair, Mrs. Spaulding, called the Tuesday, September 10, 2019 BUUSD Finance Committee meeting to order at 5:30 p.m., which was held at the BUUSD Central Office in the First Floor Conference Area.

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

None.

**3. Approval of Minutes****3.1 August 13, 2019 BUUSD Finance Committee Meeting Minutes**

On a motion by Mrs. Pompei, seconded by Mrs. Akley, the Committee unanimously voted to approve the Minutes of the August 13, 2019 BUUSD Finance Committee meeting.

**4. New Business****4.1 Miscellaneous Expenses**

A document titled 'BUUSD Finance Committee Meeting – September 10, 2019' was distributed. This document will be referenced under multiple agenda items. Mrs. Perreault referenced the document titled 'BCEMS Guidelines for Sunshine Fund (SSF)', which was included in the packet, advising that BCEMS will be implementing this 'program' utilizing the guidelines outlined in the document. The BUUSD Central Office also has a 'Sunshine Fund'. BTMES and SHS have similar type funds/programs. The various funds are not administered by the BUUSD, but rather are administered by 2 or 3 individuals at each building. Each building has its own guidelines which are followed by those who are charged with administering the fund.

**4.2 Supplies – Preferred Product List and Price Matching**

Mrs. Perreault advised that the Preferred Product List was shared at each Administrator meeting. Administrators expressed mixed feelings regarding recent findings, with some advising that they felt there was micromanagement of purchasing practices, while others understood the need to utilize the list. Mrs. Perreault advised of the preferred list which allows for purchase of items at a significantly lower rate. It was noted that each administrative team received a flyer regarding purchasing. Most administrative teams advised that they believe their teaching staff are very frugal with purchases. Mrs. Pompei advised that her research indicates that teaching staff are frugal, but administrative staff members seem to be less careful when purchasing general office use supplies.

**4.3 Survey Update**

A document titled 'Your Voice Matters' was distributed. Mrs. Spaulding advised that the document is a draft of the hard copy of the survey that will be used to gather community feedback for budget development purposes. Mrs. Spaulding requested that the Committee determine how many copies should be printed, and where the surveys should be distributed. The paper surveys will be used in addition to the survey which will be available on Survey Monkey. The Committee agreed to distribute the survey at the library, City/Town Clerk offices, schools, churches, the Senior Center, and to contact each school to assure that parents who do not have online access receive a hard copy. Discussion was held regarding advertising the survey in the Times Argus and The World. The Committee discussed changes to the draft survey, including modification to allow it to be mailed back to the BUUSD. The

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Committee agreed to begin electronic distribution of the survey on 09/16/19, with paper distribution beginning on 09/20/19. The survey will close on 10/04/19. Mrs. Spaulding will contact Ben Merrill to advise him of the agreed upon changes to the survey.

## **4.4 Review of Admin Team/Director Monthly Meetings**

Mrs. Perreault provided an overview of the document titled 'Administrative Team/Director Meeting Agenda', advising that the Committee, when developing the budget, will need to consider unbudgeted items that have been purchased, as well as new positions that have been created/filled, substantial increases to health insurance, and technology purchases. The budget development template will be available for the October meeting. Mrs. Perreault cautioned against making too many cuts during budget development, noting that that practice often ends up with over-spending during the year.

Mrs. Perreault advised that the RFQ for the electronic buses was approved. The next step is the RFP. Mrs. Perreault participated in a conference call, and a site visit (to STA) for this project. It is believed that it will be more economical to have the bus chargers located in Barre, rather than at STA.

Mrs. McAskill voiced concern that STA lets some of its bus drivers drive their buses to their homes. Mrs. Perreault advised that the BUUSD pays a contracted amount to STA (there should be no additional cost to the BUUSD), and that allowing bus drivers to take buses home is a common practice.

Mrs. Perreault advised that Jeff Blow is currently revising the Barre Town Annual Report and has contacted her regarding school related required information. Mrs. Perreault has provided Mr. Blow with statute information, noting what is required of the School District Board of Directors. A copy of that information is included in the packet distributed under Agenda Item 4.1.

## **5. Old Business**

### **5.1 Budget Update**

A copy of the BUUSD Expense Report, dated 09/04/19, was distributed. Mrs. Perreault answered questions from the Committee (including line items relating to health insurance, construction services, SPED overages, clerical wages at BTMES, duplication services, summer help, SHS math teacher salaries, Work Based Learning, computer software for the Guidance department, JROTC salaries, and library para-educator wages), and advised that she will respond via e-mail, to questions that require additional research. Mrs. Perreault provided an overview of the Solar Management program, advising that although the BUUSD pays a management fee, the cost 'nets out'. It is anticipated that the Solar Management line item will net out with an overall savings of approximately 10%. Mrs. Perreault provides oversight to the finances of the program and has adjustments made when overcharges are identified. In response to a query on SPED overages, Mrs. Perreault advised that she has made adjustments since the report was printed, and the new information will be in next month's report.

### **5.2 Procedures**

A copy of the procedures document titled 'Use of District- Owned Vehicles' was distributed. Mrs. Perreault provided a brief overview of the document and advised that Suburbans were recently purchased, for transportation of some Special Education Students, as well as for transportation of students in the Work Based Learning Program. It is anticipated that utilizing District owned vehicles will result in financial savings (as opposed to utilizing STA for these types of transportation).

## **6. Other Business**

None.

## **7. Items to be Placed on Future Agendas**

- FY21 Budget
- Budget Survey
- Procedures

## **8. Next Meeting Date**

The next meeting is Tuesday, October 8, 2019 at 5:30 p.m., at the BUUSD Central Office in the First Floor Conference Area.

## **9. Adjournment**

**On a motion by Mrs. Pompei, seconded by Mrs. Akley, the Committee unanimously voted to adjourn at 7:22 p.m.**

Respectfully submitted,  
*Andrea Poulin*

**DRAFT****BARRE UNIFIED UNION SCHOOL DISTRICT  
FACILITIES COMMITTEE MEETING**

Spaulding High School - Library  
September 9, 2019 - 5:30 p.m.

**MINUTES****COMMITTEE MEMBERS PRESENT:**

Giuliano Cecchinelli, Chair - (BC)  
Tim Boltin, Vice Chair - (BC) – arrived at 5:35 p.m.  
Guy Isabelle – (At-Large)  
Andrew McMichael – (BC)

**COMMITTEE MEMBERS ABSENT:**

Dave LaCroix – (BT Community Member)  
Robert Lord – (BT Community Member)  
Victoria Pompei – (BT)

**ADMINISTRATORS PRESENT:**

Hayden Coon, BCEMS Principal  
Jamie Evans – Facilities Director  
Scott Griggs – CVCC Assistant Director

**GUESTS PRESENT:**

Dave Delcore – Times Argus      Pat McAskill

**1. Call to Order**

**The Chair, Mr. Cecchinelli, called the Monday, September 9, 2019 BUUSD Facilities Committee meeting to order at 5:31 p.m., which was held at Spaulding High School in the Library.**

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

None.

**3. Approval of Minutes – August 12, 2019 BUUSD Facilities Committee Meeting****3.1 BUUSD Facilities Committee Meeting – August 12, 2019**

**On a motion by Mr. Boltin, seconded by Mr. McMichael, the Committee unanimously voted to approve the Minutes of the August 12, 2019 BUUSD Facilities Committee meeting.**

**4. New Business****4.1 SHS Heating System – Update on Underground Testing**

Mr. Evans advised that a Mechanical Contractor (Cooper Mechanical) was hired to perform testing. Mr. Evans provided an overview of the testing process which confirmed several known underground leaks. The leaks are most likely occurring at the fittings. The oil furnace will be used to heat the gymnasium portion of the building, while the wood boiler will heat the remainder of the building. The oil furnace is being cleaned and serviced to assure it is in optimum shape for the upcoming heating season. Though oil costs more than wood chips, the cost difference should not be sizeable given that fuel prices have dropped. The fix for the leaks will occur next summer and will involve digging up areas of the parking lot. There are known problems with fittings and some of the fittings in the woodchip building have been replaced. Mr. Evans may wish to consider changing all of the fittings as part of this project. The fix to the underground leaks will involve installation of one long pipe. The life expectancy of the new piping is unknown at this time. The project is slated to go out to bid in late winter.

**4.2 Building Trades Lab – Access for Students with Mobility Limitations**

A document titled ‘Area of Concern: As written in CVCC Administration Voluntary Compliance Plan April 2019’ was distributed. Mr. Griggs addressed the Committee, advising that the information being presented tonight is for informational purposes only and that he is not requesting action at this time. Mr. Griggs advised that the issue is being presented to assure that Board Members are aware of the issue, noting that an outside agency has documented their concern of the matter. Mr. Griggs advised regarding safety concerns that students need to walk through the Plumbing and Heating section, as well as the Automotive section of the building in order to access the Building Trades area. That students need to walk through these areas poses a safety issue and could be problematic for individuals with mobility issues. It was noted that there are currently no students or staff members with known mobility issues. Mr. Evans advised that given the current culture of violence in schools, there is an added safety concern. Mr. Evans noted that currently CVCC is undersized, and there are space limitations at the SHS campus. It would be very difficult and expensive to modify

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the building to address the mobility issue. Mr. Griggs advised that at this point, there are no recommendations regarding remediation of the accessibility issue, and it is understood that any change would require a significant/extreme construction expense. Mr. Isabelle queried regarding the potential to address this issue as part of the CVCC re-visioning project. The re-visioning study will be presented at this week's BUUSD Board meeting. In response to a query, Mr. Griggs advised that there are currently no other compliance issues to report to the Board.

## 5. Other Business

Mrs. McAskill requested that changes to Board/Committee meeting locations be listed on the on-line calendar of meetings and requested that if the location of a meeting is changed after the agenda is posted, a sign, advising of the new location, be posted at the advertised location.

Update on Lead Testing of Water – Mr. Evans provided an overview of the process of the pilot program involving recent testing at SHS and BTMES, noting that BTMES had significantly more taps that tested above the acceptable limit. Mr. Evans advised regarding remediation that has taken place to date, advising that he is waiting to hear back from the State regarding re-testing of replaced faucets. The faucets that have been replaced remain out of service at this time. Mr. Evans advised that the State advised that it would be acceptable to install in-line filters on the SHS Athletic Department's ice machine and that those filters have been installed. Mr. Evans advised that he has been receiving some inquiries from parents and that he has responded to all inquiries. The exact amount of reimbursement from the State is unknown at this time, but he expects to receive reimbursement for the majority of work (time and materials) that has been performed thus far. Mr. Isabelle wants the community to know that Mr. Evans and the custodial staff have gone above and beyond for this pilot program.

Update on Library Renovations – Mr. Evans reported that the renovation involved much work by librarian Christine Smith and her staff. The renovation included; changes to the layout configuration, shortening of bookcases, installation of new carpet, new paint, new furniture (circulation desk, tables, and chairs), installation of white boards, and the installation of the glass window which is composed of shatter resistant safety glass. Some of the furniture is from the Vermont Corrections Institute, which provides furniture that is high-end quality, at a lower in price.

BTMES – Lighting of Bus Loop - Mr. Evans reported that Green Mountain Power will be changing the lighting to LED bulbs. The timeframe for bulb replacement is unknown at this time. Green Mountain Power has advised that it will cost approximately \$2000 to install a new light at the bus loop exit. Mr. Evans will provide additional information at a future meeting.

Solar Projects – Mr. Evans provided a brief overview of the solar projects at the schools, advising that there are savings associated with the solar projects. Mr. Evans advised that Lisa Perreault (Business Manager) can provide detailed information relating to savings and how the program works.

## 6. Items for Future Agendas

- BTMES Generator (for emergency management)
- Update – BTMES – Removal of Canopy
- Update - Storm Water Retention Project

## 7. Next Meeting Date

As the next regular meeting date falls on a holiday, the next meeting date will be determined and announced after consultation with Tina Gilbert. It was agreed to hold the next meeting at the BUUSD Central Office in the First Floor Conference Area at 5:30 p.m.

## 8. Adjournment

**On a motion by Mr. McMichael, seconded by Mr. Boltin, the Committee unanimously voted to adjourn at 6:46 p.m.**

Respectfully submitted,  
*Andrea Poulin*