

**BARRE UNIFIED UNION SCHOOL DISTRICT
BOARD MEETING**

Spaulding High School – Cafeteria
August 22, 2019 – 5:30 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) – departed at 7:56 p.m.
Anthony Folland (BC)
Guy Isabelle (At-Large)
Rebecca Kerin-Hutchins (BT) – arrived at 5:40 p.m.

BOARD MEMBERS ABSENT:

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent

GUESTS PRESENT:

Video Vision Tech	Dave Delcore – Times Argus	Grady Chase	Hunter Chase	Kerri Lamb
Jackson Pierson	Christopher Profer	Jacob Washburn		

1. Call to Order

The Chair, Mr. Malone, called the Thursday, August 22, 2019, Regular meeting to order at 5:32 p.m., which was held at the Spaulding High Cafeteria.

2. Additions and/or Deletions to the Agenda

Add 4.2 Approval of Minutes –August 8, 2019 Board Retreat
Add 10.2 Employee Matters (under Executive Session)

3. Public Comment

Spaulding Varsity Football players introduced themselves and presented gift bags to Board Members. The players advised regarding the contents of the gift bags, and various community services that players participate in including; the Rising Tide Program (a leadership program), the Youth Football Camp, assisting with building a playground, collection of supplies for DCF Emergency Bags, and working as crossing guards. The Board thanked the players for their attendance at the meeting, the gift bags, and for the community services they participate in.

4. Approval of Minutes

4.1 Approval of Minutes – July 25, 2019 BUUSD Regular Meeting

On a motion by Mrs. Pompei, seconded by Mr. Isabelle, the Board unanimously voted to approve as amended, the Minutes of the July 25, 2019 BUUSD Regular Meeting.

4.2 Approval of Minutes –August 8, 2019 BUUSD Board Retreat

The Minutes and a document containing the information from the chart paper, were distributed.

On a motion by Mrs. Pompei, seconded by Mr. Boltin, the Board unanimously voted to approve the Minutes of the August 8, 2019 BUUSD Board Retreat.

5. Reports to the Board

5.1 Central Office

The Superintendent’s Report (dated 08/22/19) was distributed. The Report included information pertaining to; the Superintendent’s Office, Curriculum, Instruction, and Assessment, Communications, the Business Office, Special Education, Technology, Early Education, Human Resources, and Facilities. A document titled ‘FY20 – Staff Leaving/Replacements (BUUSD Board)’ was distributed. A document titled ‘Barre Unified Union School District Enrollment Summary – August, 2019’ was also distributed. In response to a query regarding possible concern over the low number of substitutes, Mr. Pandolfo advised that he is not concerned at this point, and reported that there was good attendance at a recent substitute training day. It was noted that there remain a number of Special Education positions to fill. There is one Kindergarten Special Educator position open. The grade 3 – 5 PE teacher position will be filled with substitutes at the start of the year. Mr. Pandolfo provided a brief overview of the ‘Staff Leaving’ document.

Mr. Pandolfo provided an overview of the 'breakage', advising that overall the BUUSD is spending more, but there are several factors involved. The recent contract is for 3.1% in new money, but was budgeted at 2%. In response to a query, it was noted that grant funded positions will continue to be grant funded. Mr. Pandolfo provided a brief overview of Title I, IIA, and IV grant funding. Regarding non-title type grants, it was noted that in the past money had been budgeted for grant writing, but it has been determined that most of the smaller grants cost too much to administer and therefore are not worth applying for.

5.2 Building Reports

5.2.1 Spaulding High School

The Principal's Report for August 2019 was distributed. The Report included information pertaining to; Athletics and Students & Community. There were no questions from the Board.

5.2.2 Barre City Elementary and Middle School

The Co-Principals' Report dated August 15, 2019 was distributed. The Report included information pertaining to; Summer Maintenance, Hiring, Professional Development, and an upcoming ceremony to honor Hunter Wiltse, a pre-school student who passed away this summer. Two additional reports, documenting staff for the elementary and middle schools, were also distributed. In response to a query, Mr. Pandolfo advised regarding 'looping' at BCEMS.

5.2.3 Barre Town Middle and Elementary School

The BTMES Building Report dated August 22, 2019 was distributed. The Report included information pertaining to; Bus Routes, Summer Facilities Work, the Upcoming Open House Schedule, Staff Openings, and Walk to School Day (09/11/19). There were no questions from the Board.

5.2.4 Central Vermont Career Center

The CVCC Director's Report for July and August was presented at the July Board Meeting.

5.3 Committee Reports

5.3.1 Policy Committee

Minutes from the August 19, 2019 meeting were distributed. Mrs. Kerin-Hutchins provided a brief overview of the meeting which mainly centered on discussion of Board Operations policies. The next meeting is Monday, September 16, 2019 at 5:30 p.m. in the BUUSD Central Office.

5.3.2 Curriculum Committee

The Committee has not met recently.

The next meeting is Tuesday, August 27, 2019 at 5:30 p.m. at the BUUSD Central Office in the First Floor Conference Area..

5.3.3 Finance Committee

Minutes from the August 13, 2019 meeting were distributed. Mrs. Spaulding provided a brief overview of the meeting which centered mainly on discussion of a budget survey, and also included discussion of the Heating/Plowing bids, budget development process, and Warrants. The next meeting is Tuesday, September 10, 2019 at 5:30 p.m. in the BUUSD Central Office.

5.3.4 Facilities Committee

Minutes from the August 12, 2019 meeting were distributed. Mr. Cecchinelli provided an overview of the meeting which centered mainly on the heating system pipe leak (under the parking lot) at SHS, and summer projects.

The next meeting is Monday, September 9, 2019 at 5:30 p.m. in the BUUSD Central Office.

5.3.5 Communications Committee

Minutes from the August 15, 2019 meeting were distributed. A copy of a draft version of a survey to Barre Residents and Tax Payers was also distributed. Mr. Folland provided an overview of the meeting which included discussion of Community Engagement, a Budget Support update, discussion of policies relating to public participation at meetings and community engagement, and vision, as well as discussion of office space at the BUUSD Central Office.

The next meeting is Thursday, September 19, 2019 at 5:30 p.m. in the BUUSD Central Office.

5.3.6 Negotiations Committee

The next meeting date will be announced after Mr. Pandolfo discusses availability with Committee Members.

5.3.7 Regional Advisory Board

Minutes from the May 6, 2109 meeting were distributed.

The next meeting is Monday, October 7, 2019 from 4:00 p.m. – 5:30 p.m. at CVCC in room #136

5.4 Financials

Two reports were distributed; the BUUSD Expense Report and the BUUSD CVCC FY20 Budget Report (both dated 08/14/19). Mrs. Spaulding queried regarding possible overspending on Duplicating Services, and overspending related to solar agreements. It was noted that there is most likely off-setting revenue for the solar related line items. Mrs. Spaulding will contact Mrs. Perreault for additional information relating to her questions.

6. Current Business

6.1 Resignations/Retires/New Hires

The resumes and BSU Notification of Employment Status Forms for Mary Alice Osborne, Mallory Cano-Scribner, Elliot Lafferty, Ian Thomas, Benjamin Thomas, Alicia Grochowik, Amy Ross, Lisa Campbell, and Christopher Putney were distributed.

Mr. Pandolfo provided an overview of candidates and the positions they are slated for.

On a motion by Mrs. Pompei, seconded by Mr. Isabelle, the Board unanimously voted to approve the hiring of the slate of candidates presented; Mary Alice Osborne, Mallory Cano-Scribner, Elliot Lafferty, Ian Thomas, Benjamin Thomas, Alicia Grochowik, Amy Ross, Lisa Campbell, and Christopher Putney.

No letters of resignation were presented.

6.2 Draft Budget Development Schedule

A document titled BUUSD FY21 Budget Development Schedule – August 13, 2019 was distributed. Mr. Pandolfo advised that the purpose of the document is to make the Board aware of the schedule and to answer any questions the Board may have at this time. Mr. Malone encourages administrators and Board Members to attend the Finance Committee meetings. Mrs. Spaulding advised regarding the draft survey, advising that she will revise the draft based on Board Member feedback. The Finance Committee will finalize the survey at their next meeting, and the survey will then be distributed.

6.3 Summer Project Update

A document titled ‘Summer Projects Update’ was distributed. Board Members reviewed the list. Mr. Pandolfo advised that he believes most of the work is complete, and lauded the custodial/maintenance staff for the amount of work they have completed over the summer.

6.4 Staff Evaluation Processes

Five documents were distributed; ‘Administrative Evaluation Process’, ‘Overview of the Teacher Evaluation Process’, ‘Process for use of the Barre Supervisory Union Support Staff Annual Feedback Form’, ‘Barre Supervisory Union Support Staff Annual Feedback Form’, and a document titled ‘Staff Member Learning Goals’. Mr. Pandolfo advised that the documents provide a rough overview of the evaluation process, and proceeded to present an overview of the process and flow. Lengthy discussion was held, including; the different processes for evaluations, misconduct, and discipline actions, the Danielson Teacher Evaluation Model, which includes 4 components (Instruction, Classroom Management, Professionalism, and Planning & Preparation), concerns that student/parent/para-educator feedback is not part of the process, the timeframe involved in the evaluation process, evaluation of substitutes and support staff, and Union input/feedback regarding possible changes to the evaluation process. This matter may be discussed further at a Curriculum Committee Meeting or at the next Executive Committee Meeting.

6.5 Heating Contract RFP Results and Recommendations

A document titled ‘RFP Results for Fuel Oil, Propane, and Wood Chips’ was distributed. The Superintendent recommends contracting with Irving Energy for fuel oil (\$2.245 per gallon) and propane (\$1.142 per gallon). The Superintendent recommends contracting with Catamount (\$64.00 per ton) for wood chips (a 2 year contract).

On a motion by Mr. Folland, seconded by Mrs. Pompei, the Board unanimously voted to accept the Superintendent’s recommendation to contract with Irving Energy for fuel oil and propane and to accept the Superintendent’s recommendation to enter into a two year contract with Catamount for the purchase of wood chips.

6.6 Plowing Contract RFP Results and Recommendation

A document titled ‘RFP Results for BSU Snow Plowing Bids – FY20 & 21’ was distributed. The Superintendent recommends contracting with Thomas Property Management. Mrs. Kerin-Hutchins noted that the two high bids were very close and that the two low bids were also very close. Mrs. Kerin-Hutchins questioned why the BUUSD is not supporting a local company. It is the Superintendent’s recommendation to contract with the lowest bidder, even though they are not local.

On a motion by Mrs. Pompei, seconded by Mr. Boltin, the Board unanimously voted to accept the Superintendent’s recommendation to contract with Thomas Property Management for snow plowing.

7. Old Business

7.1 Board Organization

7.1.1 Board Agendas and Committee Reports

A document titled 'BUUSD Board Information Sheet 2019' was distributed. A document titled 'BUUSD Required Agenda Items' was also distributed. Discussion was held regarding information presented by Susan Holson at the Board Retreat. Mrs. Kerin-Hutchins reiterated that Ms. Holson expressed shock at how long the Board Meetings are taking, and presented very specific information regarding 'what is Board business and what is not'. After brief discussion, it was agreed that brief overviews of Committee Meetings would be presented at Board Meetings. It was noted that Ms. Holson advised that a Board Retreat date should be set during the March organizational meeting. At this point, individual building reports are not formatted the same. Possible changes to these reports will take time. Mr. Pandolfo advised that the Board Information Sheet is a work in progress and asked that Board Members advise him of any changes or corrections. Mr. Pandolfo advised that every item on the "Retreat spreadsheet" will be addressed by the Board or a Committee. Brief discussion was held regarding an e-mail that Mrs. Spaulding sent to Board Members. Mrs. Spaulding will forward a copy of the e-mail to Mrs. Poulin. Mrs. Poulin will submit a copy, as requested, to Mr. Delcore.

8. Other Business/Round Table

Mr. Cecchinelli queried regarding SBAC Scores. The SBAC scores will be mailed to parents.

Mr. Isabelle thanked the Times Argus and CTVTV for sharing BUUSD information with the public.

9. Future Agenda Items

- Integrated Field Reviews
- Report on Student Forums with the Barre Education Coalition
- CVCC Re-visioning Process (September or October)
- Hiring Recommendation for the Communications Specialist Position (most likely on the October agenda)
- Presentation of the Discipline Process
- Student Representatives (October)
- Policy First Reads
- Student Participation in Sports Statistics (October)

The next meeting is Thursday, September 12, 2019 at 5:30 p.m. at BCEMS in the James Taffel Library.

10. Executive Session as Needed

10.1 Student Matters

10.2 Employee Matters

Items proposed for discussion in Executive Session include Student Matters and Employee Matters.

On a motion by Mrs. Pompei, seconded by Mr. Boltin, the Board unanimously voted to enter into Executive Session, with Mr. Pandolfo in attendance, at 7:41 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.

At 7:56 p.m. Mr. Cecchinelli recused himself from the discussion and departed the meeting.

On a motion by Mrs. Akley, seconded by Mr. Isabelle, the Board unanimously voted to exit Executive Session at 8:24 p.m.

On a motion by Mr. Boltin, seconded by Mrs. Kerin-Hutchins, the Board voted 7 to 1 to deny the appeal request of "Student A". Mrs. Spaulding voted against the motion.

11. Adjournment

On a motion by Mr. Boltin, seconded by Mrs. Kerin-Hutchins, the Board unanimously voted to adjourn at 8:26 p.m.

Respectfully submitted,
Andrea Poulin