

# Spaulding High School

May 12, 2020

## A Message from the Principal

The last two months have been a roller coaster of emotions and unprecedented actions. Our students families and staff continue to do their best to take everything day by day and continue forward. Our seniors have missed, and will continue to miss, events they had been looking forward to - such as spring season sports, baccalaureate, alumni banquet and graduation. The guidance from Governor Scott and Secretary of Education, Dan French, says *"schools should expect that larger group gatherings will not be permitted prior to the end of the school year. Accordingly, schools may only plan in-person end of school year gatherings and graduations consistent with the State's limitations on the size of such gatherings; any other such events shall occur virtually or by means other than in-person gatherings."*

That means there will be no gatherings in groups greater than ten, and we will be expected to maintain six feet of social distancing. This does not mean we will not be celebrating our seniors or providing them with their own recognition. It will just be different than it has in the past.

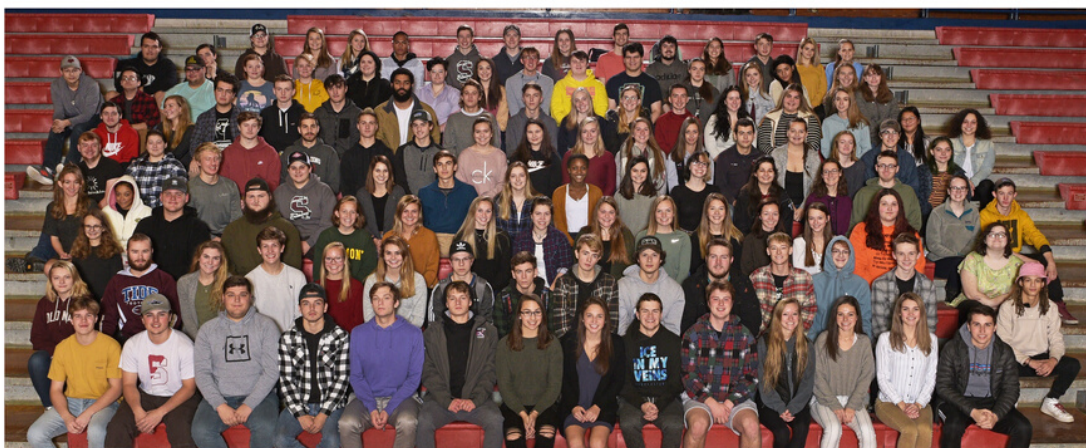
Some of the ways we are celebrating our seniors are:

- The Barre Partnership will line main street with banners of our seniors - each graduate's picture on its own banner.
- Aspirations, working with SHS, is creating a virtual graduation video - each senior will have pictures shared; speeches, the class song and a special message will be included. Please click on this [link](#) to learn more.
- A video will be shared with all seniors of the Baccalaureate Ceremony - a video arranged by the senior class.
- A display, including a banner celebrating & Spaulding High School memorabilia is being organized with city officials.
- Natalie Soffen, Athletic Director, is arranging a special newsletter highlighting our senior athletes.
- A collection of certificates, momentos and cards will accompany diplomas - which will be personally distributed to each senior. We are still working out the details about graduation, as we are awaiting more information from the AoE. We do, however, intend to keep the safety guidelines regarding gatherings of ten or less and six feet distancing in mind when finalizing the details. I am working with the Senior Class Officers in planning graduation.

We hope that our students and families remain well. Be safe!

## Just a Reminder...

The next couple of weeks will find students taking AP exams, completing their online classes and counting the days to the end of the 2019-2020 school year. Although our standards have been amended to account for the limited direct instruction that can be provided, there are still standards to be completed. We encourage students to make sure to completing their coursework and assessments, as well as their community service expectations. Seniors must complete ten hours of community service to fulfill their graduation requirement. For questions, suggestions or to submit documentation for community service, please contact Margo Austin at [maustshs@buusd.org](mailto:maustshs@buusd.org).



## *Class of 2020*

### **2020 SHS Seniors**

Myles James Aja, Lauren Elizabeth Allen, Evan Washington Ariste, Nathaniel J Arthur, Ethan Philip Asselin, Teagan J Atkins-Leslie, Heath Ruitberg Atwood, Jared P Barber, Damien Alexander Barnett, Owen John Barr, Emily Elizabeth Beard, Ethan J Benoit, Alex N Berry, Zoey Isabella Binaghi, Nicholas James Boudreault, Briana Marie Bouffard, Autavia Rebecca-Joan Browman, Marcus Alexander Carr, Adrianah R Carrasco, Caleb T Carrien, Iris Veda Carter, Hunter A Chase, Jaclyn A Clark, Kayla Dawn Clouse, Cody Daniel Collins, Daniel James Copping, Taylor Gregory D'Agostino, Emmalee Anne Davis, Anna Kathryn DeAlmeida, Savannah Skye Desjardins, Carter Ray Dickinson, Jack R Dodd, Kaley Rose Doucette, Alexandra Irene Dune, Taylor Rose Dunster, Annie Eliza Duprey, Dylan Scott Dusablon, Ashley Alexis Emmons, Jaylynn Emmons, Cooper Mark Farnsworth Jack Michael Tyler Feccia, Camryn Doris Fewer, Coleman A Field, Bailey E Gable-Chase, Bryanna Leigh Giacherio, **Gavin P Glosser (Salutatorian)**, Nathan Adelord Gravel, Cassandra Marie Graves, Vanessa B Greig, Gustavo F Hahn, Jenna Lureny Hallstrom, Megan Jean Hammarstrom, Grace Olivia Hardaker, Dylan Thomas William Hebert, John T Hebert, Madison Marie Henderson, Emily F. Henry, Riley C Hodgkins, Destiny Faith Isabelle, Jordan M Jones, Shelby V Jurentkuff, Rachel Gabrielle Kelley, Micah Alden Kezar, Luke Joseph Knowles, Hailey Jayde Lafaille, Elijah G Laramore, Kyaira Elizabeth LaRochelle, Jalen William Lewis, Aliza Mar Lindley, Jada Lawson MacDonald, Conner T Magoon, Elizabeth M Malnati, Morgan Elizabeth Mast, Brittany M Matott, Natalie J Mattson, Kyle D. May, Jasmine Emily May, Madelyn B Mayfield, Ella Katherine Grace Mayo, Alorria Lee McDunnah, Nicholas Michael McKelvey, Emily C McMahon, Brandon Douglas Merrill, Kiersten Rae Mongeon, Merrick Malakai Morris, Kaiden M Morse, Trevor Roland Moyes, Nicholas Jay Norwood, Christian Tobias Osterhout, Marley Anne Ostrout, Grant Gerard Otis, Lillian Renae Parker, Lucian Alexander Parker, Grace Christine Parsons, Samuel Nash Parsons, Grace McConnell Paterson, Oscar Desmond Peake, Drew Corey Pecor, Attilio Simonds Perantoni, Lydia Rae Perkins, Steven Michael Perreault, Emily Elizabeth Pierce, Jackson Tary Pierson, Makena Katherine Plant, **Elizabeth Jane Poirier (Valedictorian)**, Hayleigh Eden Pollard, Jared Joseph Preus, Christopher William Prufer, Austin Elliot Quintin, Caelan A Radigan, Emma Victoria Rose Riddle, Emily Camille Robtoy, Zachary W Robtoy, Taylor Robert Royce, Shane A Salls Jr., Ethan Cole Santor, Courtney Elizabeth Silk, Gregory F Silk, Brianna L Spaulding, Lillian Noelle St. Jean, Abigail G Stacy, Andrew Thomas Stacy, Kiana Marie Stevens, Kylee Rose Stone, Matthew Mark Tacey, Jordyn Taylor Tansley, Jennah Hayley Thompson, Danielle Elizabeth Trottier, Olivia-Mae Pauline Verret, Lee Guy Walbridge, Jacob L Washburn, Christopher Payton West, Brittany S Weston, Devon Lee Allen White, Gavin Christopher Willett, & Raine Marie Willis

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## BARRE UNIFIED UNION SCHOOL DISTRICT COMMUNICATIONS COMMITTEE MEETING

Via Zoom Conference  
May 7, 2020 - 5:30 p.m.

### MINUTES

#### COMMITTEE MEMBERS PRESENT:

Alice Farrell, Chair - (BT)  
Sonya Spaulding, Vice-Chair - (BC)  
Guy Isabelle – (At-Large)

#### COMMITTEE MEMBERS ABSENT:

#### ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent  
Josh Allen, Communications Specialist  
Stacy Anderson, Co-Director of Special Services

#### OTHER BOARD MEMBERS PRESENT:

Paul Malone

#### GUESTS:

Winton Goodrich                      Susan Holson

#### **1. Call to Order**

**Mr. Malone called the Thursday, May 7, 2020 BUUSD Communications Committee meeting to order at 5:34 p.m., which was held via video conference.**

#### **2. Organize**

Mr. Malone advised regarding organization of the Committee, and asked for nominations for the position of Committee Chair.

**Mrs. Spaulding nominated Alice Farrell for the position of Committee Chair, seconded by Mr. Isabelle.**

There were no additional nominations.

**The Committee agreed by consensus to appoint Alice Farrell as the Communications Committee Chair.**

Mrs. Farrell chaired the remainder of the meeting.

**Mr. Isabelle nominated Sonya Spaulding for the position of Committee Vice-Chair, seconded by Mrs. Farrell.**

There were no additional nominations.

**The Committee agreed by consensus to appoint Mrs. Spaulding as the Communications Committee Vice-Chair.**

#### **3. Additions and/or Deletions to the Agenda**

None.

#### **4. Public Comment**

None.

#### **5. Approval of Minutes**

##### **5.1 Meeting Minutes of February 11, 2020**

**The Committee agreed by consensus to approve the Minutes of the February 11, 2020 BUUSD Communications Committee meeting.**

#### **6. New Business**

None.

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## 7. Old Business

### 7.1 FY2021 Budget Follow-up

Discussion was held regarding the success of communication of the FY21 Budget. Mr. Allen was lauded for the tremendous job he performed; creating excellent reports and assuring that budget and school information reached every household in Barre City and Barre Town, as well as much on-line outreach to the community. Mr. Allen reported that he received much feedback from staff, who expressed that they believe communication was ‘above and beyond’, and there was much positive input relating to the mailings. Mr. Allen believes more can be done next year, and communication will be very important given the current circumstances. Mr. Pandolfo stressed that budget promotion should be a year-round event, and that there should be continuous promotion of the positive things that occur throughout the BUUSD. Mr. Pandolfo believes it would be beneficial to start advising the community regarding the difficult situation the BUUSD will be facing next year. Mr. Isabelle advised regarding the recent ad in the Times Argus that promoted the districts’ schools, focusing on remote learning. Mr. Isabelle feels it is important to be as transparent as possible regarding the upcoming fiscal challenges. Mr. Malone advised that the BUUSD will need to do an intense job of advising the public regarding upcoming issues, tax implications, and that the situation is not ‘our choice’.

### 7.2 Mission, Vision, and Strategic Goals

#### 7.2.1 Portrait of a Graduate

Four documents were distributed; a document titled ‘A Vermont Portrait of a Graduate’, a document titled ‘Vermont Portrait of a Graduate’, a document from the Agency of Education titled ‘A Vermont Portrait of a Graduate’, and a document titled ‘Barre Unified Union School District – VSBA Strategic Planning Proposal’ (presented by Winton Goodrich, Leadership Development Consultant – May 7, 2020). Mrs. Spaulding advised that Ms. Holson and Mr. Goodrich are in attendance to provide an overview of a proposal from VSBA. Ms. Holson thanked the Committee for their invitation, and proceeded to introduce Mr. Goodrich, including a brief overview of his experience. Mr. Goodrich addressed the Committee and provided additional information relating to his background and experience. Mr. Goodrich provided an overview of the Strategic Plan Development Process and Timeline document, advising that the proposal is a very fast tracked process. The proposal includes formation of a Design Team of 10 individuals. The Design Team would meet approximately 8 to 10 times between now and the beginning of July 2020. Six various Feedback Groups would also be formed (Teacher/Staff, Parents, Students, Business Leaders, Administrators, and non-Profit/Community-based members). The Communications Committee would identify both internal and external stakeholders to serve on the Design Team and Feedback Groups. The Design Team would prepare survey questions to be used to gather feedback from the Feedback Groups. Two separate surveys would be created, each with sets of questions that would be presented to each of the Feedback Groups (Survey #1 questions based on “What should the Schools Stop, Start, or Continue doing to prepare students to become contributing members of society, skillful workers, and life-long learners?”, and Survey #2 questions based on “What are the Schools’ Strengths, Opportunities, Aspirations and intended Results as perceived by school and community stakeholders?”.) After holding forums with Feedback Groups, the Design Team would begin to shape development of strategic plan goals (based on feedback), and would then meet again with Feedback Groups to share the strategic plan goals and collect feedback. The Design Team would provide an update to the Board, and continue work on development of strategic goals, utilizing feedback, and an analysis of student competency data. The Design Team would meet with administrators to share their work and develop measurable indicators of success. The plan should encompass a time period of 4 to 5 years. Mr. Goodrich stressed that once the plan is in place, it is essential for the Board to receive quarterly reports to assess whether or not indicators of success are being met, and to make adjustments accordingly. Without regular, continuous follow-up, it is not worth undertaking this project. It will be necessary to have indicators of progress (based on strategic priorities) for a 5 year timeframe. The cost for the process, based on all of the steps outlined in the document presented, is \$6,800. Ms. Holson sent Mrs. Spaulding some links for possible grants. Mr. Goodrich suggested that Mrs. Spaulding also reach out to local businesses for funding. The Committee discussed timing of the project. It was agreed that given the current circumstances (COVID-19), it would not be possible to begin this project utilizing the timeline as outlined in the document. It was agreed that it would be best to begin the project in the fall of 2020 (no earlier than mid-September), with completion in late November or early December. This timeframe should allow for identification of strategic goals and plans, prior to budget development. The Committee agreed that this proposal should be presented to the Board next Thursday (05/14/20). It will not be necessary for Mr. Goodrich to attend the Board Meeting. Mr. Goodrich will prepare an amended proposal that reflects a timeline for the project starting in the fall of 2020. The amended proposal will be presented to the Board on 05/14/20. Individuals working on the project will work with Mr. Allen for communications purposes related to the project. Mr. Goodrich and Ms. Holson were thanked for their attendance at the meeting.

Mr. Pandolfo advised that the ‘Portrait of a Graduate’ information was received in AOE documentation, and he included it in the meeting packet for informational purposes. Mrs. Spaulding believes the information is very broad and applies statewide, and though it should be reviewed, she believes the proposal from Winton Goodrich is a better option.

### 7.3 Logo/Branding

Mr. Allen believes that logo and branding are necessary, but feels that the Mission/Vision Statement and Strategic Plan should be put in place first. Mr. Allen believes the BUUSD should work with CVCC to complete the logo/branding work. Mrs. Spaulding would like to see the BUUSD name change as part of the Mission/Vision/Strategic Plan undertaking. Mr. Pandolfo believes the Board has the ability to change the BUUSD’s name without voter approval, but cautioned that legal advice should be sought to confirm if that is correct. Mr. Allen reiterated that logo/branding should be kept as a future agenda item, but does not believe the project can proceed

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very far prior to completion of the Mission/Vision/Strategic Plan project. Mr. Isabelle advised that a name change will involve changes to multiple areas, e.g. letterhead, and possibly team uniforms (which may also be dependent on logo determination). Mr. Allen advised that logos, especially at the elementary and middle schools, are one of his main concerns. Additionally, Mr. Allen advised that exact colors need to be defined and that each school needs distinct branding. Mr. Pandolfo suggested that Mr. Allen, as Communications Specialist, begin discussions with administrators regarding this matter.

## 8. Other Business

Mr. Malone queried regarding graduation plans for 2020. Mr. Pandolfo advised that **the State will issue official guidelines on Friday, 05/08/20.** The unofficial guidelines advise that there should be no school events for groups greater than 10 individuals. Administrators and staff have been working on developing multiple plans, and will select one based on official guidelines.

Regarding the last day of school, Mr. Pandolfo advised that the BUUSD may wish to follow the defined school calendar, or may choose to consider a different day. The school calendar includes 180 student days, but State Statute requires only 175. The last day for staff members also needs to be determined. There are contractual issues as part of that consideration. **The Superintendent is not ready to make a decision or recommendation at this time.**

## 9. Items to be Placed on Future Agendas

- Budget Process Communication
- Communication of the “New Normal” for Re-opening of Schools.
- Logo / Branding (may be delayed until after completion of the Mission/Vision/Strategic Goals Statement)

## 10. Next Meeting Date

The next meeting will be held on Thursday, June 4, 2020 at 5:30 p.m. via video conference.

## 11. Adjournment

**The Committee agreed by consensus to adjourn at 7:15 p.m.**

Respectfully submitted,  
*Andrea Poulin*

Barre Unified Union School District

***VSBA Strategic Planning Proposal***

Presented by: Winton Goodrich

Leadership Development Consultant

May 7, 2020

**Strategic Plan Development Process and Timeline**

<b><i>Date</i></b>	<b><i>Activity</i></b>	<b><i>Outcome</i></b>
<i>(The process and timeline has been developed with the assumption that all meetings and forums will be completed using virtual Zoom technology.)</i>		
May 7	VSBA meet with the School Board Communications Committee	Incorporate Committee feedback and prepare revised planning process for School Board consideration.
May 14	Communications Committee present proposal to School Board	If the Board decides to move forward with the VSBA proposal, then authorize a budget and empower a Design Team and Feedback Groups that will work with the VSBA consultant to develop the strategic plan.
Sept. 3	Consultant meet with the Communications Committee	Identify and invite internal and external stakeholders to serve on the Design Team and Feedback Groups.
Sept. 24	Consultant and Design Team meeting #1	Prepare planning process and materials for Feedback Forum Series. Design Team will decide whether to invite different or the same members for each constituent Feedback Group. If the same, the process will involve around 50 stakeholders – If different members for each constituent Forum, then roughly 150 school and community members will participate in the more formal part of the plan development process.
Oct. 1	Design Team meeting #2	Prepare Google Form survey questions designed to gather feedback from citizens regarding 21 <sup>st</sup> Century student competencies. Finalize planning for Feedback Forums. Citizens who respond to Google survey will increase participant numbers beyond the 50/150 contributors identified above.
Oct. 6	<u>Forum Series #1.A</u> - Host separate <u>Teacher/Staff</u> and <u>Parent</u> virtual Feedback Forums	Collect feedback from internal and external stakeholders using the Stop-Start-Continue visioning activity. ( <i>“What should the Schools Stop, Start, or Continue doing to prepare students who will become contributing members of society, skillful workers, and life-long learners?”</i> )
Oct. 7	<u>Forum Series #1.B</u> - Host separate <u>Student</u> and <u>Business</u>	Collect feedback from internal and external stakeholders using the Stop-Start-Continue visioning

	<u>Leader</u> virtual Feedback Forums	activity. ( <i>“What should the Schools Stop, Start, or Continue doing to prepare students who will become contributing members of society, skillful workers, and life-long learners?”</i> )
Oct. 8	Forum Series #1.C - Host separate <u>Administrator</u> and <u>Non-Profit/Community Leader</u> virtual Feedback Forums	Collect feedback from internal and external stakeholders using the Stop-Start-Continue visioning activity. ( <i>“What should the Schools Stop, Start, or Continue doing to prepare students who will become contributing members of society, skillful workers, and life-long learners?”</i> )
Oct. 9	Post Google Form survey and invite all students, teachers, staff, administrators, School Board members, parents, business leaders, non-profit/community leaders, and citizens to share their student competency priorities	Encourage all school and community stakeholders to contribute student competency priorities for incorporation within the strategic plan. Deadline for submission – Oct. 20.  Make survey link available on school web sites and invite citizens to participate by communicating information posted on facebook and related social media, Front Porch Forum, newspapers, and school newsletters. Consider school robo-call to all parents. ( <i>Follow the protocol – “Three to Eight to Motivate!” Means the more times and ways citizens are encouraged to participate, the more likely they will make a final commitment to do so.</i> )
Oct. 13	Design Team meeting #3	Begin to shape vision and mission based on the Stop-Start-Continue information collected at Feedback Forums.
Oct. 14	Forum Series 2.A - Host separate <u>Teacher/Staff</u> and <u>Parent</u> virtual Feedback Forums	Collect feedback from school and community stakeholders using the SOAR activity. ( <i>What are the Schools’ <u>Strengths</u>, <u>Opportunities</u>, <u>Aspirations</u> and intended <u>Results</u> as perceived by school and community stakeholders?</i> )
Oct. 15	Forum Series 2.B - Host separate <u>Student</u> and <u>Business Leader</u> virtual Feedback Forums	Collect feedback from school and community stakeholders using the SOAR activity. ( <i>What are the Schools’ <u>Strengths</u>, <u>Opportunities</u>, <u>Aspirations</u> and intended <u>Results</u> as perceived by school and community stakeholders?</i> )
Oct. 16	Forum Series 2.C - Host separate <u>Administrator</u> and <u>Non-Profit/Community Leader</u> virtual Feedback Forums	Collect feedback from school and community stakeholders using the SOAR activity. ( <i>What are the Schools’ <u>Strengths</u>, <u>Opportunities</u>, <u>Aspirations</u> and intended <u>Results</u> as perceived by school and community stakeholders?</i> )
Oct. 20	Survey deadline for Citizen Feedback on student competency priorities	Consultant analyze and prepare Google Form data for Oct. 22 Design Team review.
Oct. 22	Design Team meeting #4	Begin to shape development of strategic plan goals based on information received from the SOAR activity

		collected at the Feedback Forums. Integrate student competency feedback received from citizen submission on the Google Form.
Oct. 26	<u>Forum Series 3.A</u> - Host separate <u>Teacher/Staff</u> and <u>Parent</u> virtual Feedback Forums	Share evolving strategic plan goals and collect feedback from school and community stakeholders using the <u>21 and 30 Education Trends</u> activity.
Oct. 27	<u>Forum Series 3.B</u> - Host separate <u>Student</u> and <u>Business Leader</u> virtual Feedback Forums	Share evolving strategic plan goals and collect feedback from school and community stakeholders using the <u>21 and 30 Education Trends</u> activity.
Oct. 28	<u>Forum Series 3.C</u> - Host separate <u>Administrator</u> and <u>Non-Profit/Community Leader</u> virtual Feedback Forums	Share evolving strategic plan goals and collect feedback from school and community stakeholders using the <u>21 and 30 Education Trends</u> activity.
Nov. 3	Design Team Mtg. #5	Continue development of strategic plan goals based research from sources such as <u>30 of the Most Popular Trends In Education For 2020</u> and <u>A Guide to Twenty-One Trends for the 21st Century: Out of the Trenches and into the Future.</u>
Nov. 9	Design Team meeting # 6	Integrate citizen feedback on student competency priorities within the strategic plan development.
Nov. 12	School Board meeting	Provide the School Board with planning progress update and solicit feedback on evolving goals.
Nov. 16	Design Team meeting #7	Incorporate student competency priorities and School Board feedback into the evolving strategic plan.
Nov. 19	Design Team meeting #8	Meet with administrators to share draft strategic plan goals and begin to develop measurable indicators of progress. Align strategic plan goals with any Vermont Agency of Education School Improvement deliverables.
Dec. 1	Design Team meeting #9	Finalize strategic plan goals and indicators of progress. Create five year implementation template.
Dec. 3	Design Team meeting #10 and the Communications Committee	Present strategic plan final draft to the Communications Committee for feedback and prepare Dec. 10 School Board presentation.
Dec. 10	Design Team meeting #11 and Communications Committee meet with the School Board	Present strategic plan for School Board adoption.
Dec. 11	Press Release	Inform all school stakeholders and community members regarding the completion of the School District strategic plan. Thank everyone who participated.
<p>The VSBA strategic planning contract culminates with the delivery of the strategic plan and the five year implementation template to the School Board at the December Board meeting.</p> <p><b>The VSBA contract fee is \$6,800.</b> This fee is all inclusive of travel and/or related expenses. The contract assumes that the School District will provide technology and communications support to the Design Team, Feedback Groups, and the consultant and that Central Office staff will print any materials, if</p>		



requested.		
Spring, 2021	Administrative team annual work session	Administrators develop annual work plan based on strategic planning goals and indicators of progress.
Quarterly	School Board receive quarterly strategic plan implementation updates from the Superintendent	School Board monitor progress on implementation of strategic plan goals and accomplishment of prescribed milestones.
Spring, 2022	Administrators assess annual strategic plan implementation progress and report year 1 outcomes to the School Board	Make necessary strategic plan adjustments and develop year 2 administrative work plan.

## **Design Team Member Roles and Expectations**

### **Team Representatives:**

- 1 = School Board Member
  - 1 = Community Member or Non-profit Leader
  - 1 = Elementary Parent
  - 1 = High School Parent
  - 1 = High School Student
  - 4 = Teachers (Barre Town, Barre City, Spaulding, CV Career Center)
  - 1 = Elementary Administrator
  - 1 = High School Administrator
  - 1 = Business Leader
- 12 Total Members

### **Expectations:**

1. Fulfill a short-term civic responsibility for the Barre Schools and Community.
2. Participate in eleven Zoom virtual planning meetings from September 24<sup>th</sup> through December 10<sup>th</sup>.
3. Represent your Design Team member constituency and yourself by sharing ideas about the future direction for Barre Schools.
4. Process and analyze feedback from school and community stakeholders.
5. Work as a Team member to develop a five-year strategic plan for the Barre UU School District.

## **Feedback Group Roles and Expectations**

### **Group Roles:**

- Ideal Feedback Group size is 8 individuals.
- The Communications Committee and Design Team will work collaboratively to select Feedback Group members who represent a balanced view for the constituency they serve.
- Each constituency Feedback Group will meet three times using Zoom virtual meeting technology.
  - Recommended that different Feedback Group members will participate in each of the Forum Series.
- Each meeting will last approximately one hour.
- Group members will provide feedback on topics identified in the Plan Development Process outlined above.

### **Expectations:**

1. Participate in one Feedback Group meetings in October and/or November.
2. Meeting will be conducted using Zoom virtual technology.
3. Respond to a variety of different questions at Group meeting.

4. Work with the Feedback Group and the consultant to develop possible consensus points.

**Sample School Board motion to undertake the strategic planning process:**

“The School Board agrees to contract with the Vermont School Board Association, **in the amount of \$6,800**, for the purpose of facilitating the development of a five year strategic plan for the Barre Unified Union School District. The process will generally follow the VSBA proposal outline, presented to the School Board on May 14, 2020.”

Via Video Conference - Zoom  
May 5, 2020 - 5:30 p.m.

The RFP for the Revenue Anticipation Note will go out this week. The closing date for the SEA property has been moved to 05/22/2020, and Mrs. Perreault has been working on the RFP for that project. The RFP for the SEA Project will be advertised in the near future. All documents and specifications will be sent to those who express an interest in bidding on the project. Other projects slated for the summer include; replacement of underground heating pipes at SHS, removal of the canopy at BTMES, and Phase 1 of the bus loop at BCEMS. All of these projects are in the FY21 budget. Mrs. Perreault does not have the cost estimates with her for the meeting, but can provide that information at a later time. Mrs. Perreault believes these projects and their costs will be discussed at the Facilities Committee meeting. Mrs. Spaulding is concerned about spending, even though the funds are budgeted. Mrs. Perreault confirmed that the BUUSD does retain the right to refuse any and all bids for projects. Mrs. Spaulding believes most of the projects are necessary, but believes that the issue at BCEMS has been around for many years, and that perhaps that project could be postponed. Mrs. Spaulding would like to be mindful of what needs to be done versus what we want to have done.

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## 5.2 FY20 Projections

Nine documents were distributed:

BUUSD Fund Balances – May 5, 2020

BUUSD FY20 Year-end Projection Report – May 5, 2020

BUUSD Expense Report – dated April 28, 2020

BUUSD Revenue Report – dated 04/28/20

CVCC FY20 Year-end Projection Report – dated May 5, 2020

CVCC FY20 Budget – dated 04/28/20

BUUSD Revenue Report (CVCC) – dated 04/28/20

A copy of a letter from VASBO to Secretary French (dated 04/30/20).

A document titled 'CARES Act Funding for Vermont'.

Mrs. Perreault advised that the year-end projections have not changed significantly since last month. Mrs. Perreault is trying not to overestimate SPED revenue and always makes projections using the worst case scenario. The projection does not include COVID-19 elementary and secondary school emergency relief funds. Projections include COVID expenses, but not revenues. COVID expenses are approximately \$20,000. All COVID-19 expenses are being tracked on a spreadsheet, and it is expected that there will be more expenses. In response to a query regarding use of CARES funds, Mrs. Perreault advised that of the \$31,000,000, 90% is allocated to LEA's, with allocation based on how Title I funds are allocated. There are different requirements for CARES funds. The 12 requirements are listed on the CARES Act funding document. CARES money requirements are more lenient and flexible than Title I funds. The BUUSD will receive its allocation, and will then develop an application that has the different strategies and investments. The BUUSD needs to report out on what it has spent money on. There will be summer and fall expenses that will also utilize some of these funds. At this point, there is much that is still unknown. At the Joint Fiscal Office webinar, it was made clear that districts will need to do some creative thinking and scheduling. The summer and the start of the school year will look much different than we are used to. Also included in the packet is the letter from VASBO because there has been much conversation that due to the Education Fund deficit, the State may want to 'take back' monies. VASBO is asking Secretary French to see that the funds are protected. There are some expenses we know will arise (that were not budget for), such as mental health services, social and emotional supports, classroom set up, and possible transportation changes. Mrs. Perreault advised that much work and planning will need to take place. In response to a query, Mrs. Perreault advised that given the current deficit (\$150,000,000), there will need to be an additional 22¢ to 25¢ added to the Homestead tax rate. Secretary French is aware that the projected tax rate is too much for most Vermonters to bear. There are other possibilities, including transferring money from the General Fund or borrowing money. Much is unknown at the present time. Districts have been advised to be as conservative as possible. Mrs. Perreault said that one suggestion is that the BUUSD consider not hiring new positions. Mr. Pandolfo and administrators are carefully reviewing enrollment. The impact to tax payers and school districts is very concerning. There is hope that there will be some additional relief. Mr. Wells understands that the deficit will most likely have a multi-year impact, and that being conservative with the FY21 budget will assist with the FY22 budget. Mr. Malone expressed additional concern relating to the State negotiated health care benefits, which are adding a significant amount to the budget. In response to a query, Mrs. Perreault advised that even if the BUUSD used all of the Fund Balance, a deficit would still remain. Mrs. Perreault reiterated that her projection is very conservative, and that CARES funds are not included. All of the anticipated SPED revenue is included in the projection. Mrs. Perreault does not anticipate that the deficit amount will increase. It was noted that the lack of spring sports has resulted in some savings (has been included in the projections), and there is a freeze on the budget. Only COVID-19 expenses are being incurred. Mrs. Waterhouse advised that graduation expenses have not been encumbered yet. Administrators and staff have been seeking grants and donations have been secured. Mrs. Waterhouse hopes not to use any of the general operating funds for graduation, other than for diplomas. One of the efforts being worked on is some preplanning for an "electronic" graduation.

## 5.3 FY21 Budget

As discussed under Agenda Item 5.2, Administrators are looking at enrollment, and are not hiring for new positions. Mrs. Spaulding voiced concern that 80% of the budget is for salaries and benefits, and as teachers are already under contract, there are very few places to cut the budget. Mrs. Perreault suggested that areas of the budget that were increased should be identified. Mrs. Perreault has identified a few; the addition of 2 custodians, a \$76,000 increase for construction/facilities (changing from 75¢ a square foot, to \$1 per square foot), and \$45,000 (\$15,000 for each building for kitchen facility upgrades). It was noted that the BUUSD is making money on the food service program because the cost per meal is less than the reimbursement from the Federal Government. Mrs. Spaulding would like all Administrators and Directors to check their budgets and look for ways to save. The next meeting will include Mrs. Perreault's list of budget areas that had increases, as well as any new possible cuts identified by Administrators and Directors. Mrs. Pompei queried regarding hiring for a replacement receptionist at SHS and asked if Mrs. Waterhouse has checked with BCEMS Administrators regarding how their system works. Mrs. Waterhouse has not discussed this matter with Mr. Coon or Mr. Hennessey, but is open to finding out more. Mrs. Perreault cautioned that we need to be mindful that the structures are different at each building, and it may be beneficial to perform an efficiency study and to check with other districts to learn about their administrative structure. Mrs. Waterhouse advised that the bookkeeper position at SHS is now also open.

# DRAFT

## 6. Old Business

### 6.1 Efficiency Studies – Ink/Printers Findings/Action Plan, SWISH Cost Analysis, Phones Update

A document titled ‘BTMES Ink/Toner-Efficiency Study Report – May 5, 2020’ was distributed.

A document titled BUUSD Efficiency Analysis – Swish White River Ltd. was distributed.

A document titled BUUSD Efficiency Analysis – FirstLight Fiber was distributed.

Mrs. Perreault advised that last month’s meeting included discussion on what areas to study and a structure to be utilized for efficiency studies. Much time was spent reviewing and identifying printers used in each building. Findings are noted in the report. It will be important to inform/educate staff regarding the higher cost for color printing. The IT department will identify staff using printers and default those to OSV copiers. Administrative Assistants will be directed to use the color OSV copier in the duplicating room instead of individual printers. Administrators will educate faculty and staff regarding the cost of color printing (as opposed to black and white). Account codes will be assigned to grade levels and departments, to be used when printing color copies. There will be ongoing oversight and monitoring which will result in consolidation of printers. It is anticipated that the list of changes will result in approximately \$2000 in savings. In response to Mrs. Spaulding’s concern that SHS and BCEMS were not included in the study, it was noted that the focus was on BTMES because their printing expenses were significantly higher than the other schools. BCEMS made efforts to reduce their copying costs some time ago and has eliminated many printers. Mrs. Nye queried the Committee regarding any changes they would like to see with the format/structure used for the efficiency study report. The report format/structure was well received and there was a request to include projected savings when known.

Mrs. Perreault advised that the report on SWISH is for all supplies from 07/01/2019 – 04/22/2020. Mrs. Perreault did obtain an itemized list of supplies purchased. It was noted that BTMES replaced one floor machine (\$4,451), which contributed to the increased spending for that building. Mrs. Pompei is concerned with the big difference in spending between buildings. Mrs. Spaulding would like things compared across the schools and wants to know why there would be a difference in the cost per square foot in each of the buildings. Mrs. Spaulding believes the supplies should be in line per square foot. Mrs. Perreault will be researching this matter further with Mr. Evans. Mrs. Perreault queried regarding whether the SWISH representative should attend a Finance Committee meeting or a Facilities Committee meeting. Mrs. Pompei feels that it is more appropriate for the SWISH representative to meet with the Finance Committee (as part of efficiency studies), rather than the Facilities Committee. Mrs. Pompei shared supply cost data that she previously researched. Mrs. Pompei advised that her research for SWISH supplies for last year (January through December) were as follows: SHS: \$30,513, BCMES: \$33,419, and BTMES \$47,183. The budgeted amounts for FY20 are as follows: BTMES: \$50,000, SHS: \$35,000, and BC: \$29,000. Square footage per building is as follows: BTMES: 156,000 sf, SHS: 200,000 sf, and BCEMS: 126,000 sf. Custodial wages budgeted for FY21 for each school are as follows: BTMES: \$468,000, SHS: \$360,450, BCEMS: \$412,000. It is believed that BTMES has more carpeted space, which may be increasing expenses. Mrs. Spaulding would like a ‘deeper dive’ into facilities related expenses. It was noted that for unknown reasons, SHS wasn’t included in the Regional Buyers Group. Per statute, the Regional Buyers Group goes out to bid every year. Mrs. Perreault is working to see that SHS is included in the buyers’ group contract. It was noted that BTMES has been replacing carpet with tile. Mrs. Spaulding wants to know what is driving facilities costs. Mrs. Nye advised that she doesn’t know if the study performed years ago, regarding the standard number of square feet per custodian is still valid. Mrs. Spaulding wants to continue to research facilities costs and is concerned that the FY21 budget for supplies might not be high enough due to possible increased sanitation measures. Mrs. Perreault will provide an update at next month’s meeting.

Mrs. Perreault provided an update regarding long distance phone costs, advising that John Radigan, the account representative reviewed the invoices and noticed that the BUUSD is being charged per call. Switching to \$75 per month unlimited calling will greatly reduce the invoice. Switching to unlimited calling will eliminate the need for using PINS and will save close to \$5,000. The BUUSD will probably be able to consolidate the Phoenix phone line resulting in additional savings.

### 6.2 SEA Update

A document titled ‘SEA Project Team Meeting – April 28, 8:30, via Zoom’ was distributed. Mrs. Perreault advised that the Project Team meets every Wednesday at 9:00 a.m. The project is moving forward, and there are many project related e-mails per day. The ad for RFP’s is prepared, and it was noted that the RFP is seeking pre-qualified contractors. Architect Dave Lauren continues to perform much design work. Mr. Malone advised that he would like to see a higher student load in the new building. The building can accommodate approximately 250 people at one time. In response to a query regarding food preparation in the new building, Mrs. Perreault advised that the BUUSD is waiting for the AOE to provide additional information, and then will meet with Aladdin representatives if appropriate.

## 7. Other Business

In response to a query, Mr. Pandolfo advised that he has not received any additional financial information. It was noted that due to COVID-19, FY20 year-end information may not be available until September or October 2020. This issue may impact the audit.

# DRAFT

In response to a query regarding the number of open positions, Mrs. Marold advised that there are approximately 20 to 25. Some of the positions are new, some are existing positions. Some of the open positions are in the process of being filled. Mr. Pandolfo advised that additional information relating to new hires will be in next week's Board packet.

Ms. Cambel would like to be added to the list of those being invited to the Joint Fiscal Office webinars.

In response to a query, it was noted that some Aladdin employees have been laid off, though Mr. Pandolfo advised that Aladdin's employees are not part of BUUSD business. The BUUSD pays by 'the plate', and is not involved in Aladdin's day to day operations. In response to concern voiced by Mrs. Spaulding, Mr. Pandolfo advised that he anticipates Aladdin will be able to be adequately staffed in the fall. Mr. Pandolfo does have some concern regarding having enough volunteers for long term food delivery.

In response to a query from Mr. Malone, Ms. Chamberlin advised that she is still unsure how to finish this year. Directors will meet on 05/21/20. IRC's are at issue as certificates require hands-on tests. Secretary French has suggested that teachers volunteer in the summer to help students achieve certifications. Ms. Chamberlin advised that there are many issues with asking staff to volunteer, and she suggested that perhaps some students could return in the fall. Ms. Chamberlin advised that she does not have an answer yet relating to licenses/certificates that are at the State or National level. Ms. Chamberlin noted that CVCC will continue to incur some expenses for necessary supplies.

## 8. Items for Future Agendas

~~—8.1 Solar Management for FY20~~ (no discussion)

### Future Agenda Items:

- Summer Projects – RFP Updates
- FY20 Projections
- FY21 Budget
- Efficiency Studies – Facilities, Personnel (Principals' Office, Front Office, Guidance, Registrars, Book Keepers)
- Food Service Update
- FY22 Budget Development (August Agenda)

## 9. Next Meeting Date

The next meeting will be held on Tuesday, June 2, 2020 at 5:30 p.m.

## 10. Adjournment

**The Committee agreed by consensus to adjourn at 7:15 p.m.**

Respectfully submitted,  
*Andrea Poulin*

# DRAFT

## BARRE UNIFIED UNION SCHOOL DISTRICT FACILITIES AND TRANSPORTATION COMMITTEE MEETING Video Conference via Zoom May 11, 2020 - 5:30 p.m.

### MINUTES

#### COMMITTEE MEMBERS PRESENT:

Giuliano Cecchinelli, Chair - (BC)  
Tim Boltin, Vice Chair - (BC)  
Guy Isabelle – (At-Large)  
Andrew McMichael

#### COMMITTEE MEMBERS ABSENT:

#### ADMINISTRATORS PRESENT:

Luke Aither, SHS Assistant Principal  
Hayden Coon, BCEMS Principal – joined at 5:49 p.m.  
Jamie Evans, Facilities Director  
Scott Griggs, CVCC Assistant Director  
Jennifer Nye, BTMES Principal

#### GUESTS PRESENT:

Dave Delcore – Times Argus

#### **1. Call to Order**

The Chair, Mr. Cecchinelli, called the Monday, May 11, 2020 BUUSD Facilities and Transportation Committee meeting to order at 5:32 p.m., which was held via video conference.

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

Delete 8.1 Electronic Busing, Transportation for SHS, and Transportation for Middle School Sports  
Delete 8.2 SWISH Products - Representative

#### **3. Public Comment**

None.

#### **4. Approval of Minutes**

##### **4.1 Approval of Minutes – April 13, 2020 BUUSD Facilities and Transportation Committee Meeting**

The Committee agreed by consensus to approve the Minutes of the April 13, 2020 BUUSD Facilities and Transportation Committee meeting.

#### **5. New Business**

None.

#### **6. Old Business**

##### **6.1 Projects Update**

SHS – Mr. Evans advised that the underground heating line replacement is on track.

BTMES – Removal of the canopy is still slated for this summer. Mr. Evans will be meeting with a contractor to assist with writing specifications. An RFP will be sent out once the specifications are completed.

BCEMS – Phase 1 of the bus loop project is proceeding. The permit paperwork has been filed. The RFP will be going into the newspaper later next week. Phase 1 involves removing the curved loop so that all buses will be able to park in a straight section parallel to the building.

BUUSD – Work on the parking lot in back of the building is proceeding. The contractor will be starting work soon and agrees that no billing will take place until after 07/01/2020. The project involves removing one foot of top soil, placing filter cloth, and covering the filter cloth with crushed stone. A storm drain will be added to assist with water run-off. Mr. Evans provided clarification regarding



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the new parking lot; which will not loop around the building and have a separate exit. Cars will enter and exit the property from the existing entrance/exit curb cut.

Electric Buses – Mr. Evans advised that there is no new news on this matter. Mrs. Perreault, Mr. Evans, and a number of other individuals meet weekly on this subject. Grant funding is still available. Mr. Evans is currently waiting for some additional details on the chargers. A Letter of Agreement was signed today.

## 6.2 SEA Project

The SEA Project is progressing well. Several new individuals have joined the weekly Wednesday meeting. Discussion has included student counts, layout of rooms, and installation of a kitchen. The closing is set for 05/22/2020. The existing storage building has been inspected and found to contain no asbestos. The BUUSD will try to sell or donate the existing building (rather than destroying it). The existing storage building is on a concrete slab and can be jacked up and put on a trailer (for removal). In response to a query regarding the RFP for construction of the new building, Mr. Evans advised that the BUUSD is getting close to the end of the timeframe for sending out an RFP for construction to begin this fall. There have been no issues to date, and it is anticipated that the new building can be completed prior to the start of the 2021/2022 academic year. Mr. Isabelle queried regarding Minutes of the Wednesday meetings. Mr. Evans advised that there are no formal meeting Minutes being taken specifically for the Wednesday meetings, but that many e-mails are being printed and much documentation is being saved in a project binder. Mr. Isabelle would like to see that everything is documented. Mr. Cecchinelli queried regarding potential storage issues in the new building. It was noted that there is storage space in closets in some of the rooms, but that there are no large areas or rooms dedicated to storage. It is not known if the existing barn can be used for storage or if students could ever be allowed to enter the barn. The barn does not have a sprinkler system. Use of the barn would most likely be a decision to be made by the Fire Marshall. Much discussion has been held regarding the kitchen area in the new building. It is important to see that a kitchen is built, and built right, such that it will be able to accommodate an increasing student population. Mr. Evans believes that folks are pleased with the building design, including Board Chair, Mr. Malone.

## 7. Other Business

Mr. Cecchinelli queried regarding removal of the fence at the end of the student parking lot, and whether or not there was discussion with the neighboring property owner. Mr. Evans advised that discussion was held with the owner of the neighboring property, and they approved of removal of the fence. The fence was replaced with a guardrail. Mr. Cecchinelli queried regarding any liability relating to individuals climbing over the guardrail and getting into the water on the neighbor's property. Mr. Cecchinelli is concerned and asked if a fence is required to be around the water. Mr. Evans advised that it would be very difficult for a car to go over the guardrails into the water, and that he believes the property owner would be liable for constructing a fence (to keep individuals out of the water) if one is required (as the water is on the neighboring property, not SHS property). Mr. Evans will check with VISBIT regarding what if anything is required of SHS/the BUUSD.

In response to a query regarding discolored paint on the woodchip smokestack (paint issue or something wrong with the smokestack), Mr. Evans advised that there is an issue with the paint and that the paint issue is not confined to just the smokestack.

Mrs. Nye queried regarding the status of the storm water run-off project at BTMES. Mr. Evans believes the BUUSD is currently waiting to hear back from the Friends of the Winooski. Friends of the Winooski used grant money for the planning phase, and Mr. Evans understands that they were also going to try to secure grant funding for the project, if given the OK by BTMES/BUUSD. The BTMES Board did grant permission for the project to proceed.

Regarding like supplies with differing prices (from SWISH), it was discovered that SHS was not listed as being in the FMDA buying group, and needed to be added. Mr. Cecchinelli and Mr. Evans believe discussion of purchasing from SWISH should be held at a Facilities/Transportation Committee meeting rather than at a Finance Committee meeting. Mr. Evans had hoped to postpone attendance of the SWISH representative until meetings were held in a physical location. It may be difficult to hold the necessary discussion via video conference. Mr. Evans will check to see if any necessary paperwork can be obtained in advance, so that discussion could be held on video conference, with all parties having copies of the paperwork. Mr. Evans advised that the discussion will most likely be lengthy. Mr. Cecchinelli would like to revisit this topic at next month's meeting, at which point the Committee may be able to ascertain when best to add the SWISH representative to a meeting agenda.

## 8. Items to be Placed on Future Agendas

- Project Updates
- SEA Project Update
- SWISH Representative – FMDA Buyers Group
- Electric Bus Update

## 9. Next Meeting Date

The next meeting is Monday, June 8, 2020 at 5:30 p.m., via video conference.

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## **10. Adjournment**

**The Committee agreed by consensus to adjourn at 6:00 p.m.**

Respectfully submitted,  
*Andrea Poulin*

# BARRE UNIFIED UNION SCHOOL DISTRICT

## NEW HIRE NOTIFICATION FORM

Complete and Submit to the Central Office  
(please submit via email to [hr@buusd.org](mailto:hr@buusd.org))

Date Received by Central Office:

05/01/2020

To be Completed by Hiring Administrator: (please leave notes for Central Office on the back page)

Name: Annie Brown Location: BC Middle

Submission Date: 5/1/20 Administrator Action/Checklist Complete: ☒ Y ☐ N

Position: Special Ed Teacher Grade (If Applicable): Middle school

Endorsement (If Applicable): Pending-UVM grad ☐ Hourly-Non Exempt ☒ Salary-Exempt

Hours Per Day:  Scheduled Hours:  a.m. to  p.m.

Account Code: 101-3097-51-21-0-1201-51110

Replacement? ☒ Y ☐ N

If Yes, For Whom? Melissa Wheeler Salary Rate: \$ 56,352.00

Administrator Approval: Annette Rhoades Signature Date: 5/1/2020

**REVERSE SIDE:** Complete the New Hire Checklist prior to emailing candidate packet for Superintendent review.

For Central Office Use Only:

— for 2020-2021 year —

Contract Complete Date  Offer Letter Complete Date  DOH

Total Years of Experience: 0 Step: 1 Salary Placement: \$ BA

Hourly Rate: \$ / Salary Rate: \$ 38,930 (FY20) Seniority Date:

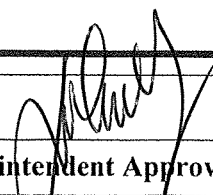
Contract Type: ☒ Teacher ☐ Para ☐ Replacement ☐ Interim ☐ Offer/Non-Contracted Letters  
☐ AFSCME ☐ N/A

Days Per Year: 190 Salary: \$ 38,930 (FY20) Contract Days: 190

Teacher: AOE Endorsement: ☒ YES ☐ NO

If No, Required: ☐ Provisional ☐ Emergency ☐ Apprenticeship

Para-Educator: Associates Degree ☐ YES ☐ NO (If NO) → ParaPro ☐ YES has passed ParaPro  
☐ NO will need to take ParaPro

 Superintendent Approval Signature

5/11/20 Date

## Annie Brown

88 Buell Street Burlington , Vermont 05405  
8605108160 [anniecb243@gmail.com](mailto:anniecb243@gmail.com)

### Education

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#### University of Vermont

Burlington , Vermont

Certificate of Study (Undergraduate)

**Major:** Elementary and Special Education , **Minor:** Environmental Studies

**GPA:** 3.500

Attended August 2016 to May 2020 (*expected completion*)

#### Transcript

(56KB)

### Experience

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#### Sustainability Academy

Aug 2019 - May 2020

Student Teacher

Burlington, Vermont

Full time special education practicum dedicated to supporting students with learning disabilities and emotional disturbances, focusing on learning styles and diversity of learners. Opportunity to facilitate IEP meetings with faculty and families. Full time general education practicum dedicated to meeting the needs of all learners with different ability levels and emotional needs in an equitable classroom. Opportunity to design and adapt lesson plans for small groups and whole class instruction while using programs such as Eureka Math, and Lucy Caulkins and Jolly Phonics for reading groups, word work and literacy.

**Supervisor:** Susan Blair (8023387239)

**Experience Type:** Student Teaching, Full-time

It is **OK** to contact this employer

#### Edmunds Elementary School

Jan 2019 - May 2019

Student Teacher

Burlington, Vermont

Designing and differentiating lessons according to academic needs in whole class learning in a combined 3rd and 4th grade classroom. Providing one-on-one and in-class support during reading, writing, spelling, math and community building.

**Supervisor:** Meg Flaherty ((802)-864-8473)

**Experience Type:** Student Teaching, Part-time

It is **OK** to contact this employer

#### Thomas Fleming School

Aug 2018 - Dec 2018

Student Teacher

Essex, VT

Designing, differentiating, and co-teaching lessons according to academic needs in whole class learning in a 5th grade classroom. Providing one-on-one and in-class support during reading, writing, spelling,

and community building.

**Supervisor:** Amy Downing ((802) 878-1381)

**Experience Type:** Student Teaching, Part-time

It is **OK** to contact this employer

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**Bushy Hill Nature Center**

Jun 2014 - Present

Assistant Camp Director

Deep River, CT

At Bushy Hill, we emphasize the importance of respecting ourselves, respecting others, and respecting nature. We teach a nature-based STEM and NGSS outdoor education curriculum, which includes natural history and environmental studies. Creating hands-on learning experiences for students through activities such as plant and animal identification, tracking, hiking, canoeing, fire-making, shelter-building and team-building. Empowering children to become stewards of the environment by respecting themselves, respecting others and respecting nature. Establishing a safe space for students to strengthen self-confidence, interpersonal and leadership skills. Facilitating groups anywhere between 10 and 125 children, ages 5-15, in both a classroom and an outdoor setting. Organizing and leading staff orientation for 20+ staff members. Overseeing staff development throughout the course of the summer through informal observations and running staff meetings. Training lifeguards and maintaining safety of the waterfront. Communicating with families on a daily basis. Mediating conflict between staff members and campers.

**Supervisor:** Jen Malaguti (603-493-9993)

**Experience Type:** Other, Summer

It is **OK** to contact this employer

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**Think College Vermont**

Mar 2017 - Present

Mentor

Burlington, VT

Empowering students with intellectual disabilities to learn what they are capable of socially, academically, and professionally. Providing homework help and classroom support and mentoring students through extra-curriculars (i.e. running, playing basketball, hosting a radio station, interning at a local hotel, working as a waitress at a local café). Integrating students into the University of Vermont community.

**Supervisor:** Bryan Dague (802-373-4544)

**Experience Type:** Other, Part-time

It is **OK** to contact this employer

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**Valley Shore YMCA**

Mar 2015 - Present

Swim Instructor

Westbrook, CT

Planning and scaffolding swim lessons based on individual skills and growth of swimmers ages 4-7. Promoting water safety and healthy lifestyles for students while building positive connections with instructors and peers. American Red Cross certified lifeguard and lifeguard instructor with CPR, first aid, and AED training.

**Supervisor:** Caitlin Koshoffer ((860) 399-9622)

**Experience Type:** Other, Summer

It is **OK** to contact this employer

**Aris Solutions**

Sep 2019 - Present

Personal Care Assistant

Burlington, Vermont

Working with a 13-year-old student with Alternating Hemiplegia of Children and autism by practicing regulating emotions, social interactions and daily routines (i.e. getting dressed, brushing teeth, packing bag and eating breakfast).

**Supervisor:** Katrina Swilka (802-310-5675)**Experience Type:** Other, Part-timeIt is **OK** to contact this employer***Additional Experience***

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Along with my student teaching and

***Additional Experience***

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Along with my student teaching and

***Kappa Alpha Theta Chief Marketing Officer***

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Planning, organizing, and overseeing fundraising events to raise money for our philanthropy, CASA. CASA is an organization that recruits, trains and supports volunteers to advocate and represent the best interests of abused and neglected children in the foster care system while in the courtroom. Communicate with the sorority's alumni about different fundraising events and current activity of our members. Oversee and maintain the image of Kappa Alpha Theta that is portrayed to our community through different media.

# BARRE UNIFIED UNION SCHOOL DISTRICT

## NEW HIRE NOTIFICATION FORM

Complete and Submit to the Central Office  
(please submit via email to [hr@buusd.org](mailto:hr@buusd.org))

Date Received by Central Office:

05/01/2020

To be Completed by Hiring Administrator: (please leave notes for Central Office on the back page)

Name: Mary Newton Location: BTMES

Submission Date: 5/1/20 Administrator Action/Checklist Complete: Y

Position: School Nurse Grade (If Applicable): \_\_\_\_\_

Endorsement (If Applicable): \_\_\_\_\_ Hourly-Non Exempt/ Salary-Exempt

Hours Per Day: 6.5 Scheduled Hours: 7:30 a.m. to 2:30 p.m.

Account Code: 101-1020-51-11-0-2131-51110

Replacement? Y If Yes For Whom? Lorna Corbett \$61,023.00

Administrator Approval Signature: Jennifer W. Nye

Print Name: Jennifer W. Nye Signature Date: 5/1/20

**REVERSE SIDE:** Complete the New Hire Checklist prior to emailing candidate packet for Superintendent review.

## For Central Office Use Only:

Contract Completed    /   /    Offer Letter Completed    /   /    DOH    

Total Years of Experience: 13+ Step: 13 Salary Placement: MA

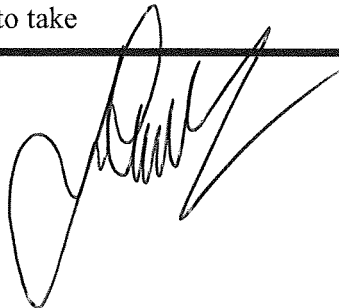
Hourly Rate: \_\_\_\_\_ Salary Rate: \$65,014 (F120) Seniority Date: \_\_\_\_\_

Contract Type: Teacher Para Replacement Interim Offer/Non-Contracted Letters AFSCME N/A

Days Per Year: 190 Salary: \$65,014 (F120) Contract Days: 190

Teacher: AOE Endorsement: YES or NO Provisional/Emergency Required: YES or NO

Para-Educator: Associates Degree YES or NO ( If NO ) → ParaPro YES has passed ParaPro or NO will need to take



5/12/20

# Mary Newton

422 Deerpath Lane      Pembroke, New Hampshire 03275  
603-268-1183      [the4newtons@comcast.net](mailto:the4newtons@comcast.net)

## ***Education***

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### **Northeastern University**

Boston, Massachusetts

Master of Science in Nursing

**Major:** Pediatric Specialization

**GPA:** 3.850

Attended January 1993 to June 1995

Degree conferred June 1995

### **Transcript**

(2.6MB)

### **University of Vermont**

Burlington, Vermont

Bachelor of Science

**Major:** Nursing

**GPA:** 3.330

Attended August 1985 to May 1989

Degree conferred May 1989

### **Transcript**

(3.0MB)

## ***Experience***

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### **Three Rivers School - SAU 53**

Jul 2013 - Present

School Nurse

Pembroke, NH

School nurse for approximately 350 students in grades 5-8. Taught health classes for students in grades 5 and 6 (Growth and Development, Head Lice, Role of the School Nurse). Provided staff training related to health topics and coordinated staff training on vaping in schools. Member of the District Safety Committee and serve as the Vice President of the SAU 53 School Nurse Student Health Association.

**Reason for leaving:** Relocating to Vermont

**Supervisor:** Jon Marston (6034859539)

**Experience Type:** Public School, Full-time

It is **OK** to contact this employer

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### **Concord School District - Concord High School**

Aug 1998 - Jun 2013

School Nurse

Concord, NH

School nurse for approximately 1700 students in grades 9-12 and served as the Concord School District Nurse Coordinator. Facilitated professional development opportunities and meetings for district nurses. Responsibilities included interviewing and orienting substitute school nurses for the district. Precepted undergraduate nursing students from the University of New Hampshire. Served on the Crisis, NEASC, and District Wellness Committees. Helped facilitate a health fair for staff members.

**Reason for leaving:** Took a position in home school district.

**Supervisor:** Gene Connelly (deceased) (603-225-0800)

**Experience Type:** Public School, Full-time



It is **OK** to contact this employer

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**Leland and Gray Union Middle and High School**

Aug 1997 - Jun 1998

School Nurse

Townshend, VT

Served as a school nurse/nurse practitioner and health educator. Helped teach a Wellness Lifestyle course for 10th grade students and provided blood borne pathogen training for employees. Member of the Community Health Advisory committee, the Southern Vermont Advanced Practice Group, and Watching our Wellness (WOW).

**Reason for leaving:** Moved to New Hampshire after marriage.

**Supervisor:** School Principal (8023657355)

**Experience Type:** Public School, Full-time

It is **OK** to contact this employer

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**University of Maryland at Baltimore**

Oct 1995 - Jul 1997

Clinical Nursing Instructor

Baltimore, MD

Clinical nursing instructor. Served as a pediatric nurse practitioner and clinical preceptor for graduate nursing students in school-based wellness centers. Clinical instructor for undergraduate nursing students in hospital and school settings. Classroom instructor in both graduate and undergraduate nursing programs. Member of advisory committee for school-based centers. Co-author of "School Based Wellness Centers: Protocols for Practice", a manual used by nurse practitioners in the Baltimore County wellness centers.

**Reason for leaving:** Relocated back to Vermont.

**Supervisor:** Regina Cusson - Maternal Child Nursing Dept. (4107063100)

**Experience Type:** Student Teaching, Full-time

It is **OK** to contact this employer

# BARRE UNIFIED UNION SCHOOL DISTRICT

## NEW HIRE NOTIFICATION FORM

Complete and Submit to the Central Office  
(please submit via email to [hr@buusd.org](mailto:hr@buusd.org))

Date Received by Central Office:

5/6/20

**To be Completed by Hiring Administrator:** (please leave notes for Central Office on the back page)

Name: Clancy Harris Location: BTMES  
Submission Date: May 5, 2020 Administrator Action/Checklist Complete: Y / N  
Position: Special Educator Grade (If Applicable): Elem  
Endorsement (If Applicable): Special Ed Hourly-Non Exempt/ Salary-Exempt  
Hours Per Day: 7.5 Scheduled Hours:                      a.m. to                      p.m.  
Account Code: 101-3097-51-21-0-1201-51110  
Replacement? Y / N If Yes For Whom? John "Chris" Cunningham (\$53,627)

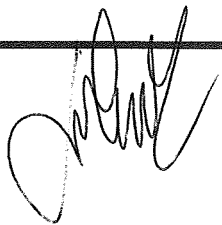
Administrator Approval Signature: Stacy Anderson (via email)

Print Name: Stacy Anderson Signature Date: May 1, 2020

**REVERSE SIDE:** Complete the New Hire Checklist prior to emailing candidate packet for Superintendent review.

## For Central Office Use Only:

Contract Completed      /      /      Offer Letter Completed      /      /      DOH       
Total Years of Experience: 0 Step: 1 Salary Placement: NA  
Hourly Rate:                      Salary Rate: \$44,770 (FYSO) Seniority Date:                       
Contract Type: Teacher Para Replacement Interim Offer/Non-Contracted Letters AFSCME N/A  
Days Per Year: 190 Salary: \$44,770 (FYSO) Contract Days: 190  
Teacher: AOE Endorsement: (YES) or NO pending Provisional/Emergency Required: YES or NO  
Para-Educator: Associates Degree YES or NO (If NO) → ParaPro YES has passed ParaPro or NO will need to take



5/13/20

# Clancy M Harris

154 N. Seminary St. Apt. 1 Barre, Vermont 05641  
802-279-5939 [clancyharris44@gmail.com](mailto:clancyharris44@gmail.com)

## Education

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### **Saint Michael's College**

Colchester, Vermont

Master of Arts in Teaching

**Major:** Special Education (K-21)

**GPA:** 3.940

**Credit Hours:** 28

Attended May 2019 to May 2020 (*expected completion*)

### **Warren Wilson College**

Asheville, North Carolina

Bachelor of Arts

**Major:** History/Political Science, **Minor:** Music

**GPA:** 3.450

**Credit Hours:** 132

Attended January 2006 to May 2010

Degree conferred May 2010

### **Warren Wilson College**

Asheville, North Carolina

Bachelor of Arts

**Major:** History/Political Science, **Minor:** Music

**GPA:** 3.450

**Credit Hours:** 132

Attended January 2006 to May 2010

Degree conferred May 2010

## Experience

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### **Union Elementary School**

Aug 2019 - Apr 2020

Student Teacher--Special Educator

Montpelier, VT

Spent 6-8 hours a week in the fall observing and getting to know students, staff, routines and protocols at UES for my student teaching Practicum through Saint Michael's College. Then, in the spring, spent approx. 30 hours a week providing direct services to students. Independently completed tasks such as a comprehensive evaluation (with accompanying testing), planning and writing an IEP, lesson planning with differentiated instruction, scheduling and facilitating IEP/eligibility meeting etc.

**Reason for leaving:** Current position; program runs through mid-April.

**Supervisor:** Pam Towne (802-225-8200)

**Experience Type:** Student Teaching, Full-time

It is **OK** to contact this employer

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### **Turtle Island Children's Center**

Aug 2017 - Apr 2019

### Lead Classroom Teacher

Montpelier, VT

Taught children, ages 2-5, in a classroom setting using an emergent curriculum model through play-based learning. Led many music, art, outdoor and hands-on activities and developed and implemented day-to-day curriculum for children. Also performed personal care tasks such as diapering, helping clothe, wash, cook and provide snack for children. Began as a floating support teacher and was promoted in Summer 2018 to full-time classroom co-teacher in a mixed age (3-5) pre-K classroom.

**Reason for leaving:** To attend Saint Michael's College intensive (1-year) Master of Arts in Teaching program.

**Supervisor:** Richard Cohen (802-229-4047)

**Experience Type:** Independent School, Full-time

It is **OK** to contact this employer

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### New School Of Montpelier

Feb 2016 - May 2016

Student Supervisor

Montpelier, VT

Worked with students, both in the classroom and one-on-one, to develop and implement Individualized Education Programs (IEPs) and Behavior Intervention Plans (BIPs). Assisted students with personal care, life skill development, academics and behavioral challenges.

**Reason for leaving:** This was a temporary position and I was only hired on to work there until two of our students graduated.

**Supervisor:** Ben Beatty-Owens (802-223-0647)

**Experience Type:** Independent School, Full-time

It is **OK** to contact this employer

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### Edmunds Middle School

Aug 2011 - Jun 2013

Intensive Special Needs Paraeducator

Burlington, VT

Worked approximately 50% of the time with a student with severe Cerebral Palsy, assisting with IEP implementation and development, personal care, transportation and motor control. Worked extensively with communicative devices, switches and facial expressions to help facilitate communication among teachers and peers. Other 50% was spent implementing IEPs and mediating behavioral challenges in both general classroom and small group settings with a variety of students. .

**Reason for leaving:** Moving out of Burlington area.

**Supervisor:** Amy Masefield (802-864-8486)

**Experience Type:** Public School, Full-time

It is **OK** to contact this employer

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### ***Volunteer Activities***

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- Elected Co-Convener of Student Government during college, 2008-2009

-Over 100 hours service since 2006, including at the Presbyterian Home for Children, Santa Maria Chapel, National Park Service and the Vermont Workers' Center

-Studied Spanish in Guatemala, Honduras, and Nicaragua in Spring 2007

-Provided personal care to ill family member during Winter 2014-2015

-Working musician, played over 300 live gigs since 2000

## Re: Letter of Intent

**James Weselcouch**

May 13, 2020, 8:27 PM (18  
hours ago)

to John, Hayden, me, Carol

Hi John,

I just received an email saying my contract was mailed out today for OSSD. I would like this to be my letter of resignation. Thank you for the extension and patience while this got resolved. It has been a pleasure working with you and working at Barre City for the past 5 years. If there is anything I can do to help with the transition, please let me know.

Thank you,  
James

**Barre Town Middle and Elementary School**  
**Enrollment 2019-2020**

6.3

GRADE	TEACHER	GIRLS	BOYS	TOTAL	GRADE	TEACHER	GIRLS	BOYS	TOTAL
<b>K</b>	Ball - 105	9	9	18	<b>SEVEN</b>	Cody - 261	5	7	12
	Burroughs - 106	8	10	18		Ferch - 263	5	7	12
	Curavoo - 116	6	11	17		Forlow - 284	0	0	0
	Hill - 115	6	9	15		Jarvis - 270	5	7	12
	Lawrence - 114	8	7	15		Leonard - 268	5	7	12
<b>Outside Placed</b>		0	0	0		Merrill - 275	6	6	12
<b>NET CHANGE GRADE K:</b>		<b>0</b>	<b>1</b>	<b>1</b>		Pope - 198	5	6	11
<b>ONE</b>	Bisson-Rossi - 134	9	7	16		Shipman - 220	5	7	12
	Burns - 122	9	8	17		Van Vliet - 203	0	0	0
	Pratt - 135	8	9	17	<b>Outside Placed</b>		1	0	1
	Young - 133	10	8	18	<b>NET CHANGE GRADE 7:</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Outside Placed</b>		0	1	1	<b>EIGHT</b>	Carpenter -269	6	4	10
<b>NET CHANGE GRADE 1:</b>		<b>0</b>	<b>0</b>	<b>0</b>		Carrier - 281	6	6	12
<b>TWO</b>	Custer - 125	9	9	18		Feld - 276	6	4	10
	Eldred - 172	7	10	17		Forlow - 284	0	0	0
	LeCours - 173	7	11	18		Kehlmann - 144	5	6	11
	Martel - 128	7	11	18		Low - 262	5	6	11
<b>Outside Placed</b>		0	0	0		McLaughlin - 283	6	6	12
<b>NET CHANGE GRADE 2:</b>		<b>0</b>	<b>0</b>	<b>0</b>		Singer - 200	6	6	12
<b>THREE</b>	Rousseau - 169	11	10	21		Van Vliet - 203	0	0	0
	Roy - 167	12	9	21	<b>Outside Placed</b>		0	3	3
	Thomas	12	9	21	<b>NET CHANGE GRADE 8:</b>		<b>0</b>	<b>0</b>	<b>0</b>
	Zapora - 163	10	11	21					
<b>Outside Placed</b>		0	1	1					
<b>NET CHANGE GRADE 3:</b>		<b>0</b>	<b>1</b>	<b>1</b>					
<b>FOUR</b>	Bowers - 160	8	10	18					
	Cooley - 162	10	8	18					
	Lane- 161	10	8	18					
	Robertson - 166	5	11	16					
<b>Outside Placed</b>		0	0	0					
<b>NET CHANGE GRADE 4:</b>		<b>0</b>	<b>0</b>	<b>0</b>					
<b>FIVE</b>	Aja - 217	11	7	18					
	Forlow - 284	0	0	0					
	Hiebert - 221	8	9	17					
	Kelly - 215	10	7	17					
	Thomas - 206	9	8	17					
	Van Vliet - 203	0	0	0					
	Wood -205	8	8	16					
<b>Outside Placed</b>		0	1	1					
<b>NET CHANGE GRADE 5:</b>		<b>0</b>	<b>0</b>	<b>0</b>					
<b>SIX</b>	G. Allen - 235	12	9	21					
	Forlow - 284	0	0	0					
	Kingzett - 219	11	9	20					
	Sanborn - 212	9	10	19					
	Thomas - 234	10	10	20					
	Van Vliet - 203	1	0	1					
<b>Outside Placed</b>		1	1	2					
<b>NET CHANGE GRADE 6:</b>		<b>0</b>	<b>0</b>	<b>0</b>					

GRADE	GIRLS	BOYS	TOTAL
Kindergarten	37	46	83
One	36	33	69
Two	30	41	71
Three	45	40	85
Four	33	37	70
Five	46	40	86
Six	44	39	83
Seven	37	47	84
Eight	40	41	81

<b>Net Change PK</b>	<b>NET CHANGE GRADES K-8:</b>	348	364	712
		0	2	2

<b>0</b>	<b>Pre-K</b>			
<b>0</b>	PK - Outside Placed	6	4	10
<b>0</b>	PK - Casavant - 112	15	15	30
<b>0</b>	PK - Courmoyer - 119	16	16	32
<b>1</b>	PK - Knudsen - 110	14	15	29
<b>-1</b>	PK - LaPerle - 107	12	18	30
	<b>TOTAL GRADES PK-8:</b>	391	417	843

<b>PK Total</b>	<b>131</b>
<b>Preschool</b>	
<b>Net Change</b>	<b>0</b>

<b>TOTAL ENROLLMENT:</b>											
Month	August 2019	Sept. 2019	Oct. 2019	Nov. 2019	Dec. 2019	Jan. 2020	February 2020	Mar. 2020	Apr. 2020	May 2020	June 2020
Enrolled PK-8	838	833	838	839	840	840	840	842	841	843	
<b>RATIO LIMITS:</b>											
<b>GRADE:</b>	<b>K</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>		
<b>IDEAL#:</b>	1:16	1:18	1:18	1:18	1:20	1:20	1:20	1:23	1:23		
<b>LIMIT#:</b>	18	20	20	20	22	22	22	25	25		

**Barre City Elementary and Middle School  
Enrollment 2019-2020**

GRADE	TEACHER	GIRLS	BOYS	TOTAL		GRADE	TEACHER	GIRLS	BOYS	TOTAL			
K	Baribault - 123	4	8	12		SIX	Bellavance - 200	6	4	10			
	Guilmette - 126	5	7	12			Corse - 214	7	2	9			
	Healey - 127	4	11	15			Kalat - 201	6	5	11			
	Laughlin - 122	4	7	11			Krasofski - 205	7	3	10			
	Mead - 128	3	9	12			Leone - 206	4	7	11			
	Partridge - 129	4	6	10			Neddo - 204	5	8	13			
Outside Placed		0	0	0		Alt.	Jacobs	0	3	3			
NET CHANGE GRADE K:		0	0	0		Outside Placed		0	1	1			
NET CHANGE GRADE K:		0	0	0		NET CHANGE GRADE 6:		0	0	0			
ONE	Bixler - 135	6	10	16	GRADE	TEACHER	GRADE 7		Gade 8		TOTAL		
	Clark - 137	7	8	15			GIRLS	BOYS	GIRLS	BOYS			
	Felch - 132	7	9	16			7/8 PEAK	Aldrich	3	5	1	1	10
	Foley - 136	4	12	16			7/8 PEAK	Matthews	2	3	3	4	12
	Gehlbach - 134	7	9	16			7/8 PEAK	Jones	3	3	5	1	12
	Latshaw - 139	5	11	16			7/8 PEAK	Putney	1	5	2	1	9
Outside Placed		0	0	0			7/8 PEAK	Wiggins	5	3	1	3	12
NET CHANGE GRADE 1:		0	0	0			7/8 PEAK	Martin	3	1	3	5	12
TWO	Evans - 112	5	9	14			7/8 UJAMAA	Osinaga	3	1	2	4	10
	Gadapee - 114	6	9	15			7/8 UJAMAA	Feeser	3	4	1	3	11
	Burgess - 110	8	9	17	7/8 UJAMAA	Cosgrove	3	4	1	3	11		
	Lange - 138	7	9	16	7/8 UJAMAA	Woodard	2	6	3	1	12		
	McSheffrey - 133	8	8	16	7/8 UJAMAA	Scavotto	3	4	2	1	10		
	Outside Placed		0	0	0	7/8 UJAMAA	Mislak	3	3	2	3	11	
NET CHANGE GRADE 2:		0	0	0	7/8 Alt.	Jacobs	3	2	1	1	7		
THREE	Beaudet - 115	8	11	19	Outside Placed		0	1	1	1	3		
	LeBlanc - 217	10	8	18	NET CHANGE GRADE 7:		0	0	0	0	0		
	Lynch - 109	8	11	19	GRADE	GIRLS	BOYS	TOTAL					
	Melnick - 218	9	10	19									
	Triano - 116	7	9	16									
	Outside Placed		1	1					2				
NET CHANGE GRADE 3:		0	0	0									
FOUR	Abraham - 215	6	10	16									
	Blake - 211	8	6	14									
	Emerson - 208	8	8	16									
	Fair-Cohen - 210	10	5	15									
	Huda - 209	8	7	15									
	Miller - 216	10	7	17									
Outside Placed		1	1	2									
NET CHANGE GRADE 4:		0	0	0									
FIVE	Baitz - Gym	7	7	14									
	Burnash - 203	6	7	13									
	Everett - 105	6	7	13									
	Naylor - 104	6	8	14									
	Harrison - 202	7	6	13									
	Lafferty - 203	7	6	13									
Outside Placed		0	1	1									
NET CHANGE GRADE 5:		0	0	0									

Net Change PK	0	PK - Outside Placed	15	17	32	PK Total
	0	PK - McKelvey - 120	15	14	29	
	0	PK - Lajeunesse - 121	11	18	29	120
	0	PK - Benoit - 125	12	17	29	Preschool
	0	PK - Schmalz	1	0	1	Net Change
	TOTAL GRADES PK-8:		354	446	844	0

TOTAL MONTHLY ENROLLMENT:											
Month	August 2019	Sept. 2019	Oct. 2019	Nov. 2019	Dec. 2019	Jan. 2020	February 2020	Mar. 2020	Apr. 2020	May 2020	June 2020
Enrolled PK-8	854	854	854	852	842	841	843	843	844	844	
RATIO LIMITS:											
GRADE:	K	1	2	3	4	5	6	7	8		
IDEAL#:	1:16	1:18	1:18	1:18	1:20	1:20	1:20	1:23	1:23		
LIMIT#:	18	20	20	20	22	22	22	25	25		



**Spaulding High School**  
**Course Enrollment by Subject 2019-2020**

Course #	Course Name	Sections	Total Students	# of Teachers	Average
ADM101	iGen Citizenship	6	87	1	14.50
BUS105-301	Introduction to Business	9	183	1	20.33
DRE201	Driver Education	8	113	1	14.13
ENG104-600	English	37	547	9	14.78
FCS101-201	Wellness	13	214	3	16.46
FNA101-313	Electives	26	568	4	21.85
HIS111 -502	History	45	783	7	17.40
LET1-LET8	JROTC	8	63	2	7.88
MAT100-600i	Math	52	763	11	14.67
PED105-119	Physical Education	16	346	2	21.63
SCI120-520	Science	33	609	7	18.45
SPN111	Life Skills	16	140	2	8.75
WLA101-310	World Language	16	249	3	15.56
ALT100-560	Alternative Courses	15	189	5	12.60
CCV100-295	CCV Classes	63	69	Multiple	1.10
FP300	Ind. Flexible Pathways	14	23	3	1.64
PH100-400	Phoenix	61	99	2	1.62
VHS121-626	Virtual Classes	57	60	Multiple	1.05
WBL200-300	Work Based Learning	4	68	3	17.00

Class Size Policy Limit			
Min	Ideal	Max	
10	15-20	25	
Enrollment Totals			
Gr. 9	Gr. 10	Gr. 11	Gr. 12
186	170	170	158

# Spaulding High School

## Course Enrollment by Course 2019-2020

Course #	Course Name	Sections	Total Students	# of Teachers	Average
ADM101	iGen Citizenship	6	87	1	14.5
BUS105	Introduction to Business	1	18	1	18
BUS106	Financial Literacy	6	135	1	22.5
BUS206	Introduction to Sports Mgmt.	1	14	1	14
BUS301	Accounting I	1	16	1	16
DRE201	Driver Education	8	113	1	14.13
ENG104	Read 180	1	5	1	5
ENG121	Humanities - English	6	128	3	21.33
ENG122	Humanities - English	2	26	2	13
ENG201	Sophomore English	4	80	3	20
ENG201s	Sophomore English	2	39	1	19.5
ENG203	Sophomore English	3	38	2	12.67
ENG305	Challenging Dynamics-Pers.Grow	2	13	1	6.5
ENG405	Challenging Truths:Coming/Age	1	10	1	10
ENG414	Prose, Poetry and Plays	1	8	1	8
ENG418	New England Authors	1	15	1	15
ENG423	Journalism I	3	31	1	10.33
ENG424	Journalism II	1	3	1	3
ENG425	Literature of War	3	52	2	17.33
ENG426	Modern American Voices	1	6	1	6
ENG501	AP English Lang and Comp	3	48	2	16
ENG502	AP English Lit and Comp	1	15	1	15
ENG600	CCV-English Composition	2	30	1	15
FCS101	Wellness	8	138	3	17.25
FCS104	Food Exploration	3	44	2	14.67
FCS201	Health	2	32	1	16
FNA101	Art Studio Introduction	2	37	1	18.5
FNA102	Exploring Popular Music	1	15	1	15
FNA103	Drawing Studio	3	50	1	16.67
FNA110	Band	2	109	1	54.5
FNA111	Chorus	2	130	1	65
FNA120	Jazz Ensemble	1	15	1	15
FNA121	Jazz Ensemble II	1	17	1	17
FNA201	Digital Photography	3	48	1	16
FNA202	2-D Art Studio	1	9	1	9
FNA211	Advanced Choir	1	9	1	9
FNA302	Beginning Guitar	2	24	1	12
FNA311	Artem Future Technology	3	54	1	18
FNA312	Ceramics	2	40	1	20
FNA313	Piano Lab A	2	11	1	5.5
HIS111	Modern World History	2	33	1	16.5
HIS121	Humanities - History	6	128	2	21.33
HIS122	Humanities - History	2	25	1	12.5
HIS301	U.S. History	5	105	2	21
HIS302	U.S. History	2	32	2	16
HIS304	Civics	8	153	3	19.13

Class Size Policy Limits			
Min	Ideal	Max	
10	15-20	25	
Enrollment Totals			
Gr. 9	Gr. 10	Gr. 11	Gr. 12
186	170	170	158

# Spaulding High School

## Course Enrollment by Course 2019-2020

Course #	Course Name	Sections	Total Students	# of Teachers	Average
HIS306	Native American History	2	39	1	19.5
HIS309	Economics	2	21	1	10.5
HIS311	Holocaust/Genocide	3	50	1	16.67
HIS312	Vermont History	3	46	1	15.33
HIS314	Sociology	4	58	1	14.5
HIS319	Medieval Hist-Castles&Conflict	1	21	1	21
HIS401	Public Issues & World Affairs	1	15	1	15
HIS500s	AP U.S. History	2	39	1	19.5
HIS501	AP European History	1	7	1	7
HIS502	AP Psychology	1	11	1	11
LET1-LET8	Leader. Ed. & Tr. 1-8 (JROTC)	8	63	2	7.88
MAT100	Algebra I Honors	2	38	1	19
MAT103	Connections	2	24	1	12
MAT105	Foundations	3	40	2	13.33
MAT106	Math 106	2	9	1	4.5
MAT110	Algebra I Pt. A	9	139	5	15.44
MAT111	Algebra I Pt. B	8	127	4	15.88
MAT200	Geometry Honors	2	35	1	17.5
MAT202	Geometry	7	92	4	13.14
MAT300	Algebra II Honors	1	22	1	22
MAT303	Algebra II	4	81	3	20.25
MAT400	Pre-Calculus Honors	3	52	2	17.33
MAT403	Statistics	2	27	1	13.5
MAT450	Robotics	1	16	1	16
MAT455	Engineering	1	10	1	10
MAT460	Computer Science	1	15	1	15
MAT500	AP Calculus AB	1	11	1	11
MAT503	AP Statistics	1	8	1	8
MAT600	AP Calculus BC	1	16	1	16
MAT600i	Ind. AP Calculus BC	1	1	1	1
PED105	Games for Understanding	5	136	2	27.2
PED106	Personal Fitness Exploration	2	36	1	18
PED117	Personal Fitness	4	52	2	13
PED118	Game Play	4	101	2	25.25
PED119	Tools for Healthy Living	1	21	1	21
SCI120	Physical Science I	8	169	3	21.13
SCI211	Anatomy and Physiology I	2	34	1	17
SCI220	Life Science I	8	158	3	19.75
SCI300	Chemistry Honors	2	43	1	21.5
SCI301	Chemistry	1	17	1	17
SCI310	Physics Honors	1	12	1	12
SCI311	Physics	1	11	1	11
SCI314	Marine Biology	3	60	1	20
SCI315	Forensic Science	2	35	1	17.5
SCI321	Astronomy	2	28	1	14
SCI322	Meteorology	1	18	1	18

**Spaulding High School**  
**Course Enrollment by Course 2019-2020**

Course #	Course Name	Sections	Total Students	# of Teachers	Average
SCI500	AP Biology	1	12	1	12
SCI520	AP Chemistry	1	12	1	12
SPN111	Life Skills	16	140	5	8.75
WLA101	French I	3	51	1	17
WLA103	French II	2	24	1	12
WLA104	French III	1	17	1	17
WLA111	Spanish I	3	54	2	18
WLA112	Spanish II	3	57	2	19
WLA113	Spanish III	1	17	1	17
WLA210	Spanish IV Honors	2	25	1	12.5
WLA310	Spanish V Honors	1	4	1	4

CCV100-295	CCV Classes	63	69	NA	1.1
VHS121-626	Virtual Classes	57	60	NA	1.05

ALT100	Alt. English	1	29	1	29
ALT210	Alt. Modern World History	1	14	1	14
ALT220	ALT. US History	1	12	1	12
ALT230	Alt. Social Studies	1	5	1	5
ALT300	Alt. Math	1	26	1	26
ALT410	Alt. Physical Science	1	11	1	11
ALT420	Alt. Life Science	1	7	1	7
ALT430	Alt. Elective Science	1	9	1	9
ALT510	Alt. Health	1	11	1	11
ALT520	Alt. Financial Literacy	2	21	2	10.5
ALT540	Alt. Physical Education	2	19	1	9.5
ALT550	Alt. Electives	1	10	1	10
ALT560	ALT. Vocational Studies	1	15	1	15

FP300	Ind. Flexible Pathways	3	7	3	2.33
FP309	Flex.Path-Physical Education	2	3	1	1.5
FP311	Flex. Path - Science	4	4	2	1
FP312	Flex.Path-Health	1	1	1	1
FP313	Flex. Path.- English	2	5	2	2.5
FP314	Flex. Path-S.T.E.A.M.	1	2	1	2
FP315	Flex.Path-Athletic Training	1	1	1	1

PHENG300	English 3 - Phoenix	3	6	1	2
PHENG400	English 4 - Phoenix	10	16	1	1.6
PHHIS100	Civics - Phoenix	6	9	1	1.5
PHHIS110	VT History - Phoenix	2	2	1	1
PHHIS200	World Geography - Phoenix	9	10	1	1.11
PHHIS300	U.S. History - Phoenix	5	5	1	1
PHMAT100	Algebra 1-Pt. A - Phoenix	7	9	1	1.29
PHMAT102	Algebra I Pt. B - Phoenix	3	3	1	1

**Spaulding High School**  
**Course Enrollment by Course 2019-2020**

Course #	Course Name	Sections	Total Students	# of Teachers	Average
PHMAT105	Foundations - Phoenix	1	1	1	1
PHMAT200	Algebra 2 - Phoenix	4	6	1	1.5
PHMAT300	Geometry - Phoenix	1	1	1	1
PHSCI120	Physical Science I - Phoenix	2	2	1	1
PHSCI202	Life Science - Phoenix	1	1	1	1
PHSCI203	Anatomy/Physiology - Phoenix	4	5	1	1.25
PHSCI314	Marine Biology - Phoenix	1	1	1	1
PHWRK100	Work Placement - Phoenix	2	22	1	11

WBL200	Work Based Learning	2	33	2	16.5
WBL300	WBL-Site Experience	2	35	1	17.5

## BARRE TOWN MIDDLE & ELEMENTARY SCHOOL

### 2020-2021 Anticipated Staffing

GRADE	2019-2020 Staffing	2020-2021 Staffing	2020-2021 Anticipated Enrollment (as of 4-27-20)	Ratio	Policy Guideline Minimum Class Size Average	Policy Guideline Ideal Class Size Average	Policy Guideline Maximum Class Size Average
K	5	5 6	79 See Note 1)	15.8 13.2	15	16	18
1	4	4 5	84 See Note 2)	21.0 16.8	15	18	20
2	4	4	69	17.3	15	18	20
3	4	4	71	17.8	15	18	20
4	4	4	85	21.3	15	20	22
5	5	4	70	17.5	15	20	22
6	4	4	86	21.5	15	20	22
7	4	4	83	20.8	15	23	25
8	4	4	84	21.0	15	23	25
<b>TOTAL</b>	<b>38</b>	<b>37</b>	<b>632</b>				

1) Estimated based on 2019-2020 PK enrollment (68) and tuition students/screenings (11).

2) Unofficial information indicates this number will decrease be 3.

# BARRE CITY MIDDLE & ELEMENTARY SCHOOL

## 2020-2021 Anticipated Staffing

GRADE	2019-2020 Staffing	2020-2021 Staffing	2020-2021 Anticipated Enrollment (as of 4-27-20)	Ratio	Policy Guideline Minimum Class Size Average	Policy Guideline Ideal Class Size Average	Policy Guideline Maximum Class Size Average
K	6	5 6	75 See Note 1)	15.0 12.5	15	16	18
1	6	5	72 See Note 1)	14.4	15	18	20
2	5	6	95	15.8	15	18	20
3	5	5	78	15.6	15	18	20
4	6	5	93	18.6	15	20	22
5	4	4	95	23.8	15	20	22
6	4	4	81	20.3	15	20	22
7 and 8	8	8	148 See Note 2)	18.5	15	23	25
TOTAL	44	42 (if 5 in Grade K)	737				

1) We expect several more students to enroll in Grade K and also anticipate more in Grade 1.

2) Grades 7 and 8 both team and loop, so each class has a mix of Grade 7 and 8 students.

**SPAULDING HIGH SCHOOL**  
**2020-2021 Anticipated Enrollment**

<b>GRADE</b>	<b>2019-2020 Enrollment</b>	<b>2020-2021 Anticipated Enrollment</b>	
9	186	155	Possibly 160
10	170	186	
11	170	170	
12	158	170	
<b>TOTAL</b>	<b>684</b>	<b>681</b>	