

**BARRE UNIFIED UNION SCHOOL DISTRICT
BOARD MEETING**

Via Video Conference (Zoom)
June 25, 2020 - 5:30 p.m.

MINUTES

BOARD MEMBERS PRESENT:

Sonya Spaulding (BC) – Vice-Chair
Victoria Pompei (BT) – Clerk
Gina Akley (BT)
Tim Boltin (BC)
Emel Cambel (BC)
Giuliano Cecchinelli (BC)
Alice Farrell (BT)
Guy Isabelle (At-Large)

BOARD MEMBERS ABSENT:

Paul Malone (BT) - Chair

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent
Stacy Anderson, Co-Director of Special Services
Penny Chamberlin, Director Central Vermont Career Center
Scott Griggs, CVCC Assistant Director
Carol Marold, Director of Human Resources

GUESTS PRESENT:

Dave Delcore – Times Argus	David Wells, Incoming Superintendent	Brian Gottlob	Clifton Long
Cindy MacRitchie	Janna Osman	David Stephen	Lance Whitehead

As the meeting was held via video conferencing, a roll-call vote was taken for each action item. Each Board Member was individually polled and voted to approve all motions that are listed as unanimously approved.

1. Call to Order

The Vice-Chair, Mrs. Spaulding, called the Thursday, June 25, 2020, Regular meeting to order at 5:31 p.m., which was held via video conference (Zoom).

2. Additions and/or Deletions to the Agenda

Change Agenda Item 3 to read Comments for Items not on the Agenda

Add 3.1 Public Comment

Add 3.2 Student Voice

The above listed changes represent how the ‘Comment’ section of the Agenda will look on future Board Agendas.

Agenda Item 6.1 will be taken out of order (after Agenda Item 4.2).

On a motion by Mr. Boltin, seconded by Mrs. Pompei, the Board unanimously voted to approve the Agenda as amended.

3. Comment for Items Not on the Agenda

3.1 Public Comment

None.

3.2 Student Voice

None.

4. Approval of Minutes

4.1 Approval of Minutes – May 28, 2020 Regular Meeting

On a motion by Mrs. Pompei, seconded by Mr. Isabelle, the Board unanimously voted to approve the Minutes of the May 28, 2020 Regular Meeting.

4.2 Approval of Minutes – June 11, 2020 Board Meeting (Retreat)

On a motion by Mrs. Pompei, seconded by Ms. Cambel, the Board unanimously voted to approve as amended, the Minutes of the June 11, 2020 Board Meeting (Retreat).

5. Reports to the Board

5.1 Central Office

The Superintendent's Report (dated June 25, 2020) 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. It was noted that all felt the graduation experience was very positive. The counts for students who chose in-person graduation vs a 'home' graduation are not known. Mr. Pandolfo advised that the celebration went as well or better than anticipated. Some of the facets may be incorporated into graduation for the Class of 2021. It was noted that staff members take great pride in being involved in graduation ceremonies. In response to a query regarding the number of meals being served this summer, Mr. Pandolfo advised that meals are delivered to sites and meal delivery is dependent on who decides to pick up meals. Mr. Pandolfo will ask Mrs. Perreault or Ms. Young to try to obtain data relating to meal counts. In response to a query regarding whether or not the program to feed homeless individuals has started, Mr. Pandolfo advised that he will need to contact Mrs. Perreault and Ms. Young for this information. In response to a query regarding the impact of FFCRA (Families First Coronavirus Response Act), Mrs. Marold advised that all districts are struggling with this and are working on ways to address the issues. It is anticipated that there will be a number of employees in the fall that are out because of school closures and/or risks. Mrs. Marold believes permanent substitutes will play a critical role in the upcoming year.

5.2 Building Reports

5.2.1 Spaulding High School

The Principal's Report for June 25, 2020 was distributed. The SHS Newsletters for June 2, 2020 and June 8, 2020 were also distributed. Mr. Pandolfo will ask Mr. Allen to produce a readable version of the scholarship awards list to share with the Board. Mr. Pandolfo reminded the Board of previous discussions relating to holding future discussions on the possibility of using a common format for building reports.

5.2.2 Central Vermont Career Center

The CVCC Director's Reports for May and June 2020 were distributed. A copy of the CVCC 2020 – 2021 Calendar was distributed. A copy of a document titled CVCC BUUSD Student Calendar for 2020/2021 was distributed. There were no questions from the Board.

5.2.3 Barre City Elementary and Middle School

The Co-Principals' Report dated June 18, 2020 was distributed. There were no questions from the Board.

5.2.4 Barre Town Middle and Elementary School

The BTMES Building Report dated June 11, 2020 was distributed. A letter to Barre Town families of second and third grade students (dated 05/11/20) was also distributed. In response to a question on the 'family letter', Mr. Pandolfo provided an overview of the looping being instituted at BTMES for the 3rd/4th grade. The implementation of looping is mainly a result of the interrupted school year.

5.3 Committee Reports

5.3.1 Communications Committee

Minutes from the June 4, 2020 meeting were distributed. Mrs. Farrell advised that the Committee wants to be proactive and continue to inform the public regarding remote learning and budgets, with continued strong communication, which includes information pertaining to the fall re-opening of the schools. The Committee also held brief discussion on 2020 graduation and the Mission/Vision/Strategic Goals project.

The next meeting is Thursday, July 2, 2020 at 5:30 p.m. via Video Conference.

5.3.2 Finance Committee

Minutes from the June 2, 2020 meeting were distributed. Mrs. Spaulding advised that the Committee discussed Summer Projects, the Food Service Program (including profits due to the current per plate structure), and Efficiency Studies (including; Administrative Offices, FMDA - custodial buyers' group, SWISH, American Gift Funds, FY20 Projects, and the FY21 Budget)

The next meeting is Tuesday, July 7, 2020 at 5:30 p.m. via Video Conference.

5.3.3 Facilities & Transportation Committee

Minutes from the June 8, 2020 meeting were distributed. Mr. Cecchinelli advised that the Committee discussed; FMDA and Summer Projects. The Committee also received an update on the Electric Buses Project.

The next meeting is Monday, August 10, 2020 at 5:30 p.m.

5.3.4 Policy Committee

A copy of the BUUSD Policy Manual Index (dated 06/02/20) was distributed. Mr. Pandolfo advised that the Policy Manual Index contained in the packet contains his last 'clean-up' prior to his departure. The document represents an up-to-date picture of the status

of BUUSD policies. Mr. Pandolfo believes the Committee has a good understanding of the work that should be accomplished in the fall. It was noted that VSBA announced (via e-mail) the creation of a new Model Policy relating to Electronic Communications. Mr. Pandolfo will forward the e-mail to Mr. Wells. Mr. Cecchinelli has this policy noted for discussion/action in the fall. The next meeting is Monday, September 21, 2020 at 5:30 p.m. in the BUUSD Central Office.

5.3.5 Curriculum Committee

Minutes from the May 26, 2020 meeting were distributed. The Committee also met on June 23, 2020. Mrs. Pompei advised that the Committee held a debriefing on remote learning and survey results. Mrs. Pompei advised that the survey went out late and the deadline was moved, so there was no fully analyzed data set provided to the Committee. Additionally, Mrs. Pompei advised that no paper surveys were distributed at meal sites (as had been requested by administrators and the Committee). Mr. Wells advised that at the Curriculum Committee, much discussion was held regarding remote learning and whether students would prefer remote learning and questions relating to whether or not there will be an option to continue with remote learning when school resumes in the fall. There was a meeting today with Secretary French, regarding safety issues and the return to school, where this issue was discussed. The AOE is continuing to work on this issue, and Secretary French advised that there should be guidance forthcoming in mid-July. The next meeting is Tuesday, August 25, 2020 at 5:30 p.m.

5.3.6 Negotiations Committee

Negotiations are officially at an impasse for both Para-Educators and Teachers. Mr. Pandolfo advised that the Committee is waiting on the Association to have formal proposals prepared, that can be shared in 'both directions' (the BUUSD's labor attorney has prepared the BUUSD's proposals). The Association is aware that the 'ball is in their court' at this point. There is a sense of urgency that contract issues be resolved. The next meeting date is to be determined.

5.3.7 Regional Advisory Board

A document titled CVCC Regional Advisory Board Meeting Dates for 2020-21 was distributed. Ms. Chamberlin advised that the meeting date schedule provided in the packet contains tentative dates and that she is waiting to receive approval so that they can be finalized. Mr. Boltin and Mrs. Farrell are the BUUSD Board representatives on the RAB Board. The next RAB meeting is tentatively scheduled for Monday, October 5, 2020.

5.4 Financials

Two documents were distributed; the BUUSD FY20 Year-end Projection Report (dated 06/02/20) and the CVCC FY Year-end Projections Report (dated 06/02/20). Mrs. Spaulding anticipates that any changes to the reports will occur after the "closing of the year" (FY20).

6. Current Business

6.1 CVCC Feasibility Study Architecture Team Presentation

A copy of a presentation from Lavalley/Brensinger Architects was distributed. A document titled Occupational AOE Data 2016 – 2026 was distributed. A document titled 'Occupational Projections 2016 – 2026 Vermont Statewide' was distributed. Ms. Chamberlin advised that tonight's presentation is the result of Phase I of the Feasibility Study. Ms. Chamberlin provided a brief overview of the historical information leading up to this presentation, which included a Pre-feasibility Study by Mike Dewees (\$15,000), and this Phase I Study by Lavalley/Brensinger (\$25,000). Lance Whitehead, David Stephen (Vision and Planning work), and Brian Gottlob (Labor and Industry Analysis) introduced themselves to the Board and provided an overview of their experience and role within the study. The presentation includes an overview of the Pre-Feasibility Study, an overview of the labor and industry analysis, the visioning and planning outcome, and discussion of next steps. An overview of the pre-feasibility study indicates a slight decline in enrollment, but indicates that there is a great need for programming in this area, but that the current space is inadequate. Re-envisioning of CVCC could have a profound impact on the region. A brief overview was given relating to analysis of the service area and education visioning. Mr. Gottlob provided a summary of his findings, advising that more in-depth information is included in the written report. Analysis shows a slow growth in the labor force in this region, and though CVCC plays a large roll with growing the labor force, it could play a much larger role. CVCC could play a key role in maximizing skills and matching individuals to jobs in demand in the region. The labor force is aging and there will be many job opportunities in the future. It was noted that the region is exporting more workers and importing less workers. CVCC could play a key role in assisting disconnected youth (those who are not attending school and are not in the work force). A chart was displayed advising of the projected job market in the region, and how existing programs align with industry needs. It is believed that CVCC, with expanded courses, can play a larger role in the region, to address the need for quality employment opportunities, by helping to produce a quality workforce. Mr. Stephen advised regarding the visioning and planning analysis results. Mr. Stephen advised regarding the timeframe for his analysis, identification of educational and design priorities, as well as needs, and the associated program development, including optimization of use of space. Mr. Stephen provided a brief overview of CVCC guiding principles and priorities, including; public/community access, equity, safety, up to date labs, separation of classroom and lab space, technology improvements, sustainability, collaboration and quiet spaces, outdoor spaces, community and industry connections, college connections, and storage. Analysis included discussion of future ready skills and included CVCC alignment with Vermont's Portrait of a Graduate. Seven different design patterns were reviewed. Designs took into account many variables, including; possible career clusters, indoor/outdoor connections, sustainability, community use and access, inclusion of industry simulation, branding and identity, and safety and security. Faculty provided input regarding design layout.

Mr. Whitehead invited questions and comments from the Board. Ms. Chamberlin advised regarding designations of full time, and half time career centers and advised regarding FY20 enrollment (152) and enrollment for FY21 (184). Discussion was held regarding next steps, which includes finalization of the report (incorporating comments), informing the community (including sending school communities) regarding what is needed (including funding), creation of multiple design options (renovate or a new free standing facility), and a possible change to the governance structure. Ms. Chamberlin thanked the presenters, Mr. Long and Mr. Griggs, for their work during the confines of recent restrictions. Board Members were advised to contact Ms. Chamberlin if they would like a copy of the detailed report. Board Members were encouraged to contact Mr. Whitehead with any additional questions.

Ms. Chamberlin advised that CVCC has an anticipated surplus of \$149,000, with a carry-over of \$18,800, for a total of \$167,000. Ms. Chamberlin would like to utilize up to \$35,000 to move forward with Phase II of the Feasibility Study, and also requested that the Board authorize use of \$100,000 to support a tuition off-set for FY22. Brief discussion was held.

On a motion by Mr. Isabelle, seconded by Mrs. Farrell, the Board unanimously voted to allow CVCC to use up to \$35,000 of surplus funds to move forward with Phase II of the Feasibility Study (Re-envisioning Project).

On a motion by Mrs. Farrell, seconded by Mr. Isabelle, the Board unanimously voted to allow CVCC to use \$100,000 of surplus funds to provide a tuition off-set to reduce FY22 tuition.

Mr. Long thanked the Board for their confidence in this initiative, and advised that he believes much can be done to benefit the community.

6.2 Resignations/Retires/New Hires

A letter of withdrawal from Margaret Dippen was distributed. No action is necessary.

The resumes and BUUSD Notification of Employment Status Forms for Margaret Lippo-Dippen (BCEMS Social Studies), Amanda Denton (BTMES Elementary Special Educator), Brandon Morris (CVCC Electrical Technology Teacher), Aliza Benoit (BCEMS Nurse), Alexandra Washburn (SHS Health Teacher), Charles “Chas” Legge (BCEMS Physical Education), Erin Casab (BCEMS Elementary Music Teacher), and Shayna Guild (BCEMS 4th grade teacher) were distributed.

Mr. Pandolfo provided an overview of the candidates and answered questions from the Board. It was noted that there is a total of \$514,000 in budget savings resulting from recent resignations/retirements/new hires, \$95,000 of which is tied to CVCC.

Mr. Hennessey is actively working to fill the BCEMS Social Studies position.

On a motion by Mrs. Pompei, seconded by Mrs. Farrell, the Board unanimously voted to approve the hiring of Amanda Denton, Brandon Morris, Aliza Benoit, Alexandra Washburn, Charles “Chas” Legge, Erin Casab, and Shayna Guild.

6.3 RFP Approvals

A document titled ‘BUUSD FY20/21 RFP Schedule, Facility Projects, etc...Spring/Summer 2020, June 16, 2020’ was distributed.

A document titled ‘SHS Auditorium AV system Upgrade – Summer 2020’ was distributed.

A document titled ‘BTMES roof Deck Demolition – Summer 2020’ was distributed.

Mr. Pandolfo provided a brief overview of the projects and advised regarding his recommendations. The underground heating pipe project RFP/recommendation is not ready at this time. Mr. Pandolfo answered questions from the Board and advised that the renovation of the SHS Auditorium is a long standing need, the A/V system is extremely problematic, and it would not be prudent to delay this project. Mr. Wells advised that the schools will be opening in phases, and that use of the auditorium may be necessary in Phase III.

On a motion by Ms. Cambel, seconded by Mrs. Farrell, the Board unanimously vote to accept the Superintendent’s recommendation and agreed to contract with Audio-Video Corporation for SHS auditorium audio/visual system upgrades at a cost of \$72,069.

On a motion by Mrs. Farrell, seconded by Mrs. Pompei, the Board unanimously vote to accept the Superintendent’s recommendation and agreed to contract with Lajeunesse Construction for the BTMES Roof Deck Demolition Project.

6.4 Annual Designation of Truant Officers

A document titled ‘Title 16 Education, Chapter 25 ATTENDANCE AND DISCIPLINE §1125 Truant officers’ was distributed.

Mr. Pandolfo provided a brief overview of the requirement that the Board appoint Truant Officers for each school. Mr. Pandolfo advised regarding his recommendation for each school. Designation of Truant Officers is required by statute for grades 7 and above.

On a motion by Mr. Isabelle, seconded by Mrs. Pompei, the Board unanimously voted to appoint Pierre Laflamme, as Truant Officer for Barre City Elementary and Middle School, Erica Pearson as Truant Officer for Barre Town Middle and

Elementary School, Jim Ferland and Luke Aither as Truant Officers for Spaulding High School, and Scott Griggs as Truant Officer for the Central Vermont Career Center, with all Appointments being for the 2020 / 2021 school year.

6.5 Annual Designation of HHB Report Recipients

A copy of 16 V.S.A. §570a from the Vermont Statutes Online was distributed. A copy of Policy C10 – Policy on the Prevention of Harassment, Hazing and Bullying of Students was distributed.

The document lists HHB Report Recipients for the BSU, the BUUSD, SHS, BCEMS, BTMES, and CVCC.

As the policy updates (name changes for some designees) is not a substantive change, the Board will not need to approve the policy. Mr. Griggs will notify Mrs. Gilbert regarding the correct spelling for Stefanie Seng.

On a motion by Ms. Cambel, seconded by Mrs. Pompei, the Board unanimously voted to approve the designees as listed, as HHB designated employees (BSU/BUUSD and all district schools - Superintendent David Wells, SHS – Luke Aither and Terese Bonoyer, CVCC – Scott Griggs and Stefanie Seng, BCEMS – Pierre Laflamme and Kristin Morrison, and BTMES – Erica Pearson, Bill Waller, and Alice Harding).

7. Old Business

7.1 School Closure Update

A copy of an AOE document titled ‘A Strong and Healthy Start – Safety and Health Guidance for Reopening Schools, Fall 2020’ (issued 06/17/2020) was distributed. Mr. Pandolfo advised that there has been a little bit of a change in philosophy from the State, and at this point, they will not be requiring that re-opening plans be submitted for AOE approval. Mr. Wells advised that this additional guidance will be very useful for the COVID-19 Re-opening Committee. Mr. Wells is encouraged that VSBIT created a very comprehensive re-opening plan template targeting logistics of facilities, student safety, busing, and cafeterias. The next steps for the Committee include; a review of the template and continuation of the planning process. The Plan is cyclic, rather than static. Re-entering school will be an ever changing situation. We are opening schools in Phase II, but it may be possible to move to Phase III later in the year. Phase III is more like the in-person instruction that was the norm. Mr. Wells attended a webinar presentation that was a collaborative effort with the VSA, the Department of Health, and Secretary French. Additional return to school guidance was provided during this webinar which stressed doing things in a practical way. Schools will have the flexibility to have safe practices that make sense. It was very helpful to learn that the guidance is flexible and practical. Mr. Wells believes that the re-opening plan will be largely intact by the end of July, and will be ready to be shared with staff and the Board for input. Brief discussion was held regarding staff members that are ‘vulnerable’ and may not be able to return to school. Secretary French has advised that districts should be flexible with working conditions and bargaining agreements, e.g., staff who cannot attend school may be able to provide education to students who are also not able to return. Also, Secretary French advised that after July 1, 2020, the mandate that districts pay employees who are not able to perform their jobs will no longer exist. If an employee fits that category, and they are no longer able to do their job, they will need to utilize ‘leave’ time until they can return. Unfortunately, some individuals may reach the point where they have no leave time left, and if they cannot return to their job, they will no longer be employed. More information will be available once the BUUSD communicates with employees and they advise whether or not they can return to work. Those issues will be worked out utilizing Mrs. Marold and the HR Department. In response to a query regarding masks/face coverings, Mr. Wells advised that discussion on face coverings has been held. It is a strong recommendation that employees, staff, and students wear face coverings. Those familiar with the younger population (the representative from the Department of Health who works with pre-schools and early education) has advised that younger children do understand that we are in a pandemic and do expect to wear a face covering. Some students may have sensory issues which conflict with wearing face coverings. Those issues will be dealt with on a case by case basis, in the same manner as other special education issues are handled. It was noted that staff are supposed to remain 6 feet away from students. In response to a query regarding the protocol that is followed when there is no Master Agreement in place, Mr. Pandolfo advised that if the impasse exists when school opens, the district continues to operate under the terms of the Agreement that was in place for FY20. Mr. Pandolfo advised that writing memorandums of agreement can get complicated and at this point there is no plan to have an MOA. Superintendents are working collaboratively to avoid possible conflicts between districts. In response to a query regarding busing concerns, Mr. Wells advised that Phase II involves limited seating, keeping cohorts together, performing health checks prior to boarding (possibly contactless thermometers or daily certification from parents that children are fever free). In Phase III, buses will be running more towards full capacity. Student arrival procedures still need to be defined, and may include use of multiple entry points to avoid congregation of students. Parent drop off procedures also need to be defined and may possibly involve temperature checks prior to students exiting the car. Many logistics still need to be defined, including possible student congregations at pick-up sites, and what procedure should be followed if it is determined that one of the students has a fever. STA is conducting a survey of parents to determine who needs transportation. Staggered entry times may need to be considered. This issue may also impact teachers’ hours.

7.2 Summer Project Update

A document titled ‘Summer Projects list’ was distributed. Mrs. Spaulding provided a brief overview of the projects list, advising that most projects were previously discussed. The underground heating pipes bids will most likely be presented for approval at the July Board Meeting.

7.3 SEA Update

A document titled 'Sea Project' was distributed. A document titled BUUSD Spaulding Education Alternatives Facility (91 Allen Street / Barre, VT), by David Laurin Architect PLLC' (dated 06/22/20) was distributed. It was noted that there is much detailed information in the Board packet. As this information was not available until very recently, the Board should review the information and hold discussion at a future meeting. Mrs. Anderson advised that she is not aware of whether or not the Design Review Board has approved the plan.

7.4 Vision, Mission & Strategic Goals

A document titled 'Barre Unified Union School District – VSBA Strategic Planning Proposal – Presented by Winton Goodrich' (dated 05/07/20) was distributed. A document titled 'Design Team Member Roles and Expectations' was distributed. A document titled 'Barre Strategic Plan Development "Design Team"' was also distributed. Mrs. Spaulding advised that Mr. Winton has updated the Plan. The first design team meeting is slated for 09/24/20. Mrs. Spaulding requested that Board Members review the documents presented and come up with ideas of who should be asked to participate on the various teams and stakeholder groups. This initiative will be discussed during July and August.

8. Other Business/Round Table

Mrs. Pompei requested that student participation (attendance during remote learning) numbers be provided. Mr. Pandolfo advised that he has received much information and that it would be very challenging to synthesize and format the data. Data was received and reported in many various ways from each building, with attendance/participation being defined differently by different individuals. Given the various ways information was submitted, it is unlikely that that the data could be assembled into meaningful reporting. It was noted that when common reporting of attendance was discussed, the district schools advised they each had their own system in place and it would be a hardship to change reporting during the ongoing crisis.

The Board thanked administrators, staff, parents, and students for the tremendous effort they put in to making remote learning and graduation a success.

Mrs. Anderson advised that extended school year services will be provided to about 120 students on IEPs, who qualify. More data will be available for the next Board Report. Mrs. Anderson thanked those who have stepped up to work to provide these services.

Mr. Pandolfo advised that this being his final meeting, thanked the Board for their support, and Mr. Delcore and Mrs. Poulin for providing a good understanding of the Board's work.

Mrs. Spaulding thanked Mr. Pandolfo for all his leadership and hard work. He will be missed. Mr. Wells was welcomed to his position as Superintendent.

The next meeting is Thursday, July 9, 2020 at 5:30 p.m. via Video Conference (Zoom)

If possible, the Board will not meet on Thursday, July 23, 2020, but for the time being, this date/time should remain reserved.

9. Future Agenda Items

- Vision, Mission & Strategic Goals
- Building Reports (abbreviated verbal reports)
- Resignations/Retirements/New Hires
- RFP Approvals
- School Closure Update (this agenda item may be renamed)
- SEA Project Update
- Building Reports to the Board (for a future meeting, not necessarily the next meeting)

10. Executive Session

10.1 Student Matter – Student Residency Matter

A Student Matter pertaining relating to Student Residency was proposed for discussion in Executive Session.

On a motion by Mrs. Pompei, seconded by Ms. Cambel, the Board unanimously voted to enter into Executive Session, with Mr. Pandolfo and Mr. Wells in attendance, at 8:20 p.m. under the provisions of 1 VSA section 313 to discuss the items proposed for discussion.

The remaining information was provided by the Board Clerk.

On a motion by Mrs. Farrell, seconded by Ms. Cambel, the Board unanimously voted to exit Executive Session at 8:53 p.m.

11. Adjournment

On a motion by Mrs. Farrell, seconded by Mr. Boltin, the Board unanimously voted to adjourn at 8:54 p.m.

Respectfully submitted,

