

**BARRE UNIFIED UNION SCHOOL DISTRICT**  
**BOARD MEETING**  
Via Video Conference  
July 9, 2020 - 5:30 p.m.

**MINUTES**

**BOARD MEMBERS PRESENT:**

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

**BOARD MEMBERS ABSENT:**

**ADMINISTRATORS PRESENT:**

David Wells, Superintendent  
Penny Chamberlin, Director Central Vermont Career Center  
Jason Derner, Alternative Education Administrator  
Chris Hennessey, BCEMS Principal  
Carol Marold, Director of Human Resources  
Jennifer Nye, BTMES Principal  
Erica Pearson, BTMES Principal  
Brenda Waterhouse, SHS Principal

**GUESTS PRESENT:**

**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 Chair, Mr. Malone, called the Thursday, July 9, 2020, Regular meeting to order at 5:36 p.m., which was held via video conference.

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

Agenda Item 7.2 SEA Update - will be taken out of order to allow Mr. Derner to attend the DRB meeting.  
Add 10.1 Personnel Issue under Executive Session

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

**3. Comments 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 – June 18, 2020 Special Meeting**

**On a motion by Mrs. Farrell, seconded by Mrs. Pompei, the Board unanimously voted to approve the Minutes of the June 18, 2020 Special Meeting.**

**4.2 Approval of Minutes – June 25, 2020 Regular Meeting**

**On a motion by Mrs. Pompei, seconded by Mrs. Spaulding, the Board unanimously voted to approve as amended, the Minutes of the June 25, 2020 Regular Meeting.**

## **5. Reports to the Board**

### **5.1 Central Office**

The Superintendent's Report (dated July 9, 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. In response to a query regarding summer athletics, Mr. Wells reported that Secretary French advised that VPA is providing guidance for fall sports, which does include restrictions. The current practices that are occurring are considered summer conditioning activities and each coach has a set of guidelines to follow, including that activities involve no contact. It is not known if parents have to approve their students' participation. Mr. Wells will check to see if written permission is required. Mrs. Spaulding queried regarding the SPED Performance Report (what it is and why it was received so late). Mr. Wells advised that it is normal to see delays in Special Education reporting. Mr. Wells will contact Mrs. Anderson for additional information on the report and will e-mail the Board with the results. Mr. Wells advised that he has been discussing permanent substitutes with Mrs. Marold. Some permanent substitutes are in the budget, and there are currently 3 or 4 vacancies. The BUUSD will work to fill these positions. It is anticipated that these positions may fill an important role in the upcoming year, and it was noted that permanent substitutes generally have much experience and some are licensed teachers. It will be important to have flexibility with staff in the Phase II reopening.

### **5.2 Building Reports**

#### **5.2.1 Spaulding High School**

A copy of the SHS Newsletter, dated June 26, 2020 was distributed. Mrs. Waterhouse reported on the success of the individual graduation ceremonies, advising that there has been much positive feedback. A survey will be sent out to gather additional information. Mrs. Waterhouse is holding virtual meetings with each incoming freshman. Thus far, 60 meetings have been scheduled. Equity Teams are meeting weekly and are discussing planning for professional development, which includes some training next week and planning for fall training. Mr. Malone commended staff for the success of the graduation process this year, which had many different components in addition to the individual ceremonies.

#### **5.2.2 Central Vermont Career Center**

Ms. Chamberlin provided an overview of the licensing/certification process for the various programs, and advised regarding the number of students who achieved licensure or certification, and those who have yet to test, or need to re-take the tests. CVCC is starting Phase II of the re-visioning process. CVCC is planning for school re-opening based on guidance from the State.

#### **5.2.3 Barre City Elementary and Middle School**

Mr. Hennessey advised that the BCEMS step-up ceremony was very successful. There were a little fewer than 80 students who participated in the individual step-up ceremonies. There were 8 'at home' ceremonies. BCEMS is in the midst of restructuring how the office is run. BCEMS administrators are working on the re-opening plan.

#### **5.2.4 Barre Town Middle and Elementary School**

Ms. Pearson advised that BTMES had 81 students participate in individual step-up ceremonies, and there was one home ceremony. This year's step-up ceremony was very successful and the school is going to explore how to incorporate some of this year's pieces into future ceremonies. The lines in the parking lot have been repainted. The canopy dismantling has started. Mrs. Nye reported that on-line registration for BCEMS and BTMES has gone live and several families are in the process of registering. Some teachers have signed up for PLP training being conducted by Great Schools Partnership. In response to a query, Mrs. Nye advised that 20 to 30 children participated in the before school YMCA program, though the afterschool program had many fewer participants.

### **5.3 Committee Reports**

#### **5.3.1 Communications Committee**

There is no meeting in July. The next meeting is Thursday, August 6, 2020 at 5:30 p.m. via conference call.

#### **5.3.2 Finance Committee**

The Committee met on July 7, 2020. Discussion included budget development (FY22), FY20 year-end projections, FY21 budget, a COVID update, efficiency studies (custodial staffing), the Athletic Director position, and substitute usage (this item will be revisited in August). It was noted that the BUUSD has a projected deficit of \$303,764. CVCC has a projected surplus of \$135,246. The next meeting is Tuesday, August 4, 2020 at 5:30 p.m. via conference call.

#### **5.3.3 Facilities & Transportation Committee**

There is no meeting in July. The next meeting is Monday, August 10, 2020 at 5:30 p.m. via conference call. Mr. Malone advised that the bollards at SHS are looking rusty and need to be taken care of. Mr. Cecchinelli will look into this matter. Mr. Cecchinelli advised of Efficiency Vermont grants that may be available for assistance with funding of air quality improvement measures. Mr. Evans will perform research on this matter.

#### **5.3.4 Policy Committee**

There will be no meetings in July or August.

The next meeting is Monday, September 21, 2020 at 5:30 p.m.

### **5.3.5 Curriculum Committee**

There will be no meeting in July.

The next meeting is Tuesday, August 25, 2020 at 5:30 p.m.

### **5.3.6 Negotiations Committee**

There are no updates at this time. The next meeting date is to be determined.

### **5.3.7 Regional Advisory Board**

Meetings will resume in the fall. The next meeting date is to be determined.

## **5.4 Financials**

The BUUSD and CVCC Year-end Projection Reports (dated 06/02/20) were distributed.

There were no questions from the Board.

## **6. Current Business**

### **6.1 Resignations/Retires/New Hires**

A letter of resignation (retirement) from William Scott was distributed. One additional resignation will be discussed in Executive Session. Voting on resignations will occur after Executive Session.

The resumes and BUUSD Notification of Employment Status Forms for Christine DiCicco (BTMES – Kindergarten) and Rick Turvey (BCEMS – Spanish 5 – 8) were distributed. Mr. Wells advised that Christine DiCicco declined the position just a few hours ago, citing lack of housing in the area.

**On a motion by Mrs. Spaulding, seconded by Mrs. Pompei, the Board unanimously voted to approve the hiring of Rick Turvey.**

### **6.2 RFP Approvals**

A document titled ‘SHS Underground Heat Line Repair Project’ was distributed. It is the Superintendent’s recommendation to contract with A. Cooper Mechanical, Inc. for the SHS Underground Heating Project. Mr. Wells advised that the old piping would not be removed. The new piping will be installed such that it comes up out of the ground for easy access. The work will be starting immediately.

**On a motion by Mrs. Pompei, seconded by Mr. Isabelle, the Board unanimously voted to accept the Superintendent’s recommendation and approved contracting with A. Cooper Mechanical, Inc.**

## **7. Old Business**

### **7.1 School Reopening Update**

Mr. Wells advised that the COVID Planning Committee (School Re-opening Committee) has been expanding the time they spend, breaking out into groups focusing on 3 areas; PPE, Space Modifications, and Transportation Modifications. One action step to be taken next week is a survey going out to parents to identify students who wish to ride buses. Bus monitors will be needed. Students will be surveyed and have temperatures taken prior to boarding buses. Seating will be assigned. There will be a limited amount of stops and there will be no varying of routes. Students need to be kept with a set cohort. Transportation contracts have not yet been discussed. Mr. Wells spoke with Secretary French today, inquiring about the extent of hybrid learning. There are many different options. Much more guidance should be coming out by next Wednesday (07/15/20). The district currently has some bus monitors, but may need to hire more. We may need to look at flexibility of existing staff, and only hire if necessary. In response to a query regarding what happens if a teacher advises they cannot return, Mr. Wells provided a historical overview, including exemption under the emergency orders. As of 07/01/20, modifications will be made when possible to accommodate those who feel they cannot return. If an employee feels they cannot return to work, they will need to use their leave time. No action, other than following contracts, agreements, and policies is expected from districts. More guidance will be provided in the future. In response to a query regarding how decisions relating to school closures, quarantine requirements etc. will be made, Mr. Wells advised that all decisions relating to COVID diagnosis or exposure issues, will be made under the guidance of the Vermont Department of Health.

### **7.2 SEA Update**

Mr. Derner provided an overview of the project to date, including closing on the property. Mr. Evans is looking at the barn for possible storage use (of school furniture during COVID classroom redesign), but has concerns that the Fire Marshall may not approve its use for that purpose (no sprinkler system). Administrators should be aware that furniture may need to be stored in school buildings. The test bores have been completed and all is ok. Mr. Evans, Mr. Derner, architect David Laurin, and engineers are finalizing all designs. There was a preliminary meeting with the Barre DRB (development review board) on 06/25/20 and an additional hearing is being held tonight at 7:00 p.m. Mr. Derner will be joining the virtual meeting. Mr. Derner provided an overview of programming work, advising that staff members are working on several aspects for revamping programs for FY2022. Programming discussion includes mission and

vision work. It is hoped that more robust transitioning options will be available and that stronger systems of support can be developed. Middle school options are also being researched. Mr. Derner has been working with Communications Specialist Josh Allen, who is developing a link to a web page so that the public can remain informed about the project. The public will be allowed to submit questions and feedback. In response to a query on the kitchen area, Mr. Derner advised that the BUUSD is working with the food service provider, and making adjustments based on their feedback. It is hoped that the kitchen can be utilized for meal prep and for student learning. The design process involves trying to keep the costs as low as possible, and the project will be scaled back if it is exceeding the budget.

### **7.3 Vision, Mission, & Strategic Goals**

Mrs. Spaulding suggested that the Board pull together a list of candidates and send out letters and e-mails inquiring about interest in participating in the focus groups. Administrators and staff were asked to provide names of candidates who might be interested. The list of names should include parents, employees, and business leaders. Mrs. Spaulding believes the process of identifying and contacting candidates should begin immediately. Names with mailing addresses and e-mail addresses should be forwarded to Mrs. Spaulding. The Board will make the final determination on the selection of focus group members. Mrs. Spaulding advised that she will start a Google document that can be shared. Mr. Wells will connect with Mrs. Spaulding next week regarding administrators etc.

### **8. Other Business/Round Table**

Brief discussion was held regarding the change of meeting platform from Zoom to Google Meet. Zoom will begin charging a fee for use; therefore the BUUSD will be changing the meeting platform to Google Meet which can be utilized at no cost.

In response to a query, Mrs. Nye advised that there will be 'before' and 'after' pictures of the canopy and its removal.

### **9. Future Agenda Items**

The Board will not hold the Regular second monthly meeting in July.

The next meeting is Thursday, August 13, 2020 at 5:30 p.m. via video conference.

In addition to the regular Agenda topics, the following will be included on the Agenda;

- School Reopening Update (including guidance from the AOE)
- SEA Update
- Vision, Mission & Strategic Goals

### **10. Executive Session as Needed**

#### **10.1 Personnel Issue**

The item proposed for discussion in Executive Session is a personnel issue that involves disclosure of personal information of an employee.

**On a motion by Mrs. Farrell, seconded by Mrs. Spaulding, the Board unanimously voted to enter into Executive Session, with Mr. Wells and Mrs. Marold in attendance, at 7:06 p.m. under the provisions of 1 VSA section 313 to discuss the item proposed for discussion.**

The remaining information was provided by the Board Clerk.

**On a motion by Mrs. Spaulding, seconded by Mrs. Farrell, the Board unanimously voted to exit Executive Session at 7:22 p.m.**

**On a motion by Mr. Boltin, seconded by Mrs. Spaulding, the Board unanimously voted to accept the resignations of William Scott (retirement) and Elizabeth Lane.**

### **11. Adjournment**

**On a motion by Mrs. Spaulding, seconded by Mr. Boltin, the Board unanimously voted to adjourn at 7:23 p.m.**

Respectfully submitted,  
*Andrea Poulin*