

Addendum

Board Meeting

09-10-2020

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BARRE UNIFIED UNION SCHOOL DISTRICT COMMUNICATIONS COMMITTEE MEETING

Via Video Conference – Google Meet
September 3, 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:

David Wells, Superintendent
Josh Allen, Communications Specialist
Brenda Waterhouse, SHS Principal

GUESTS PRESENT:

1. Call to Order

The Chair, Mrs. Farrell, called the Thursday, September 3, 2020 BUUSD Communications Committee meeting to order at 5:31 p.m., which was held via video conference – Google Meet.

2. Additions and/or Deletions to the Agenda

Add 5.6 Census

3. Public Comment

None.

4. Approval of Minutes –

4.1 August 6, 2020 BUUSD Communications Committee Meeting

The Committee agreed by consensus to approve the Minutes of the August 6, 2020 BUUSD Communications Committee meeting.

5. New Business

5.1 Logo/Branding

Mr. Allen believes this initiative could be blended with the Mission/Vision/Strategic Planning initiative. Mr. Allen has been working with Mrs. Van Orman to develop a color scheme and logo for the Barre Virtual Academy. Their work is currently being reviewed by the leadership team. Social media accounts will be set up for the Barre Virtual Academy. Mrs. Van Orman will be responsible for updating the social media pages. The link to the Barre Virtual Academy is located under 'Schools' on the BUUSD web site. Mrs. Waterhouse confirmed that the gender neutral shark 'Fin' is the SHS mascot. Michael Pope forwarded to Mr. Allen, a logo he created for BTMES in 2017. Mr. Allen advised that the logo work is very impressive. Mr. Pope has great skills and would be a tremendous asset to the Mission/Vision/Strategic Design Team as well as for the logo and branding initiative.

5.2 Mission, Vision, Strategic Plan

Mr. Allen advised that Michael Pope has expressed interest in being on the Mission/Vision/Strategic Planning Team. It was reiterated that Mr. Pope has great skills and would be a tremendous asset to the Mission/Vision/Strategic Design Team. With regard to the Communication Committee's responsibility for recruiting Design Team and Focus Group members, Mrs. Farrell believes the Committee needs to 'spread a wider net'. It would be beneficial to distribute an informational piece in September. Mrs. Farrell also suggested that podcasts be created. These podcasts would be aired by local radio stations. Mrs. Farrell volunteered to work with Mr. Goodrich and Mr. Allen on the creation of podcasts, and it was agreed that all outgoing information should go through Mr. Allen's office (Communications). Mrs. Spaulding volunteered to assist with distribution/posting of podcasts and other informational pieces and advised of her belief that the Board 'owns' this project and needs to be involved in the distribution of information and recruitment of participants. Active recruitment of Design Team Members and Focus Group Members should occur in December. Mr. Isabelle advised that he has a couple of names worthy of consideration; Steve Pappas and Sue Minter (Director at Capstone).

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Mr. Wells suggested contacting local service clubs, such as the Rotary. Mr. Isabelle suggested that the Committee/Board may wish to consider the President of CVMC. Mrs. Spaulding cautioned that there is a limit of 12 members on the Design Team, and that the Committee/Board, should assure there is balance between Barre City and Barre Town residents. It was clarified that the Board agreed to change the number of participants on the Design Team to 13. It might be beneficial to consider some of the named individuals for one of the Focus Groups. The goal for this evening's meeting is to determine the best way to inform the public about this initiative and to stress to community members, the importance of community involvement in this project. Mrs. Spaulding believes it would be better to have community members who volunteer, rather than those that have to be 'recruited' by the Board. In addition to social media, the Committee agreed that information should also be distributed via the Times Argus, The World, and area civic organizations.

5.3 Communications Department

Mr. Allen advised that he does not have much new to report at this time, but he would like to move forward as was discussed at the previous meeting. There are many upcoming projects and it would be beneficial to have assistance with smaller projects. Mr. Allen provided an overview of the current structure which involves Mike Emmons and Dan Smith assisting with the BTMES and BCEMS web sites, but he would like to expand their responsibilities to include social media, and to assist administrators with newsletters and other regular reoccurring items. Mr. Allen would like to write some policies, but at present, does not have time to tackle those projects. It may be beneficial to check with the VSBA regarding Model Policies relating to Communications. It was noted that the Essex/Westford district does have a Code of Conduct policy that may be worth reviewing. Mr. Allen would like the proposed Communications restructure to start this year and believes it would involve increasing Mr. Emmons and Mr. Smith's stipends slightly. Mr. Allen believes the financial impact would be minimal. Mr. Allen will provide information to Mr. Wells. Mr. Wells will hold discussions with the Business Manager and the Director of HR. Mr. Allen would like to move forward with placing quality school merchandise (for sale) in local businesses to help promote the Barre schools. Brief discussion was held regarding Mr. Allen's COVID related work being charged to the COVID line item. Mrs. Spaulding would like to see small fund raisers for sports teams go away, and prefers to have students doing things in schools to support fund raising and selling merchandise, including promoting on-line sales of merchandise. In response to a suggestion that Mike Gilbert, who has a large website for alumni, might wish to be involved, Mrs. Waterhouse reported that Mr. Gilbert has advised that he wants to step back some.

5.4 Budget Promotion

Mr. Allen advised that planning for budget promotion is in its early stages, but with the rise in absentee voting, it will be important to send information out early. Mr. Allen plans to send out the Annual Report (same as was done last year), and he will be working on all of the non-budget pages, as soon as school starts. Mr. Allen would also like to include information on the SEA Project. The budget page will be created at a later date. Mrs. Spaulding will be in contact with Mrs. Perreault regarding the timeline for budget completion. The Annual Report will be sent to the printer as soon as possible. Mr. Allen also plans to produce a budget video series. Mr. Allen reiterated that everything will need to be completed earlier this year to insure that information reaches absentee voters early. Mr. Wells believes it is more important to promote what the community is voting for, rather than the budget amounts.

5.5 Promotion of SHS to Out of District Students

Mrs. Waterhouse advised that attracting out of district students to SHS, is a work in progress. SHS continues to work on its "dog and pony show", making the presentation more engaging and making SHS stand out differently from other local high schools. It has been pointed out that many individuals in outlying towns have a fixed mind-set when it comes to choosing a high school, and it will be difficult to break that cycle. In the past, SHS didn't provide transportation, but transportation is now being offered/provided. Promoting the transportation piece is important because many individuals still don't know that it is being provided. It will take time to promote the transportation piece. SHS currently has 15 students enrolled from out of district sending towns. Two years ago, when discussion was being held regarding the number of students required to fund a bus, the number of students was determined to be 6. At that point in time, there were 3 or 4 that wanted transportation, so it was felt that it was worth continuing to offer transportation. One of the graduating 8th grade classes last year, was very small, thus the pool of potential students was very small. SHS continues to try to 'brand' the school, working on documentation, hand-outs, and the web page. The web page has probably gotten the school the biggest footprint outside of the community. Mrs. Waterhouse receives requests for information from potential home buyers who are considering moving to the area. Mrs. Waterhouse and Mr. Allen have been working on improving the web site, to make it less passive. Another campaign is to work with realtors, and to improve the school's 'score'. Mrs. Waterhouse is working to determine how the score is realized and how the school can work with real estate agents to improve the score and promote all the school has to offer. Mrs. Waterhouse feels this is an area in which the school can grow and try to improve our student count numbers. Mrs. Farrell queried regarding what could be done to improve promotion of SHS to towns with school choice. Mrs. Waterhouse advised regarding those who represent SHS at the promo nights. Usually there is an administrator, the Director or Guidance, and JROTC representation. There is also usually some student representation. There is a video and handouts. Mrs. Waterhouse advised that chocolate chip cookies are also very popular in promoting interest in the SHS 'booth'. It's important to have good communication with the sending schools' guidance counselors prior to the event. Earlier Mrs. Poulin advised that it's very important to get information out early, because by the time school fairs are occurring, a lot of families have already decided the school their children will be tutoned to. It might be beneficial to target 7th graders and staff, and inform them of the many things we are doing. It is very important to change the perception regarding transportation and other benefits of choosing SHS. Other schools have had 'swag' to hand out, and that

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might be something we want to consider adding. Mrs. Waterhouse and Mr. Hoffman have been discussing having some quality merchandise to hand out (tee shirts, coffee mugs). The timeline for promoting the schools usually starts in October or early November. SHS doesn't have access to student addresses, but can provide information to the guidance counselors at sending schools. Mrs. Waterhouse and Mr. Hoffman have been trying to identify ways to promote SHS other than on the high school fair night. Mr. Wells identifies with the difficulty of attracting students from sending communities and agrees that early promotion is very important. Mr. Wells also advised that learning what the students and parents want is very important (e.g. sports, JROTC, attend the technical center). Mrs. Waterhouse advised that AP offerings are a draw, but other schools also offer AP classes. JROTC is also important, and SHS is only 1 of 3 schools in the state that offers it. Sports are also important. Many students from outlying towns are in sports 'feeder' programs and already have established friendships with Barre students because of their interactions playing sports together. Students from sending districts are entering high school from small schools and it's a benefit to know they are entering a school where they already have friends. Mr. Wells suggested SHS promotion at sporting events. Mrs. Farrell suggested promotion in The World. Mrs. Spaulding believes promoting graduation requirements is important (community service, financial literacy, civics). Mr. Allen advised that he's been reviewing a few web sites for private schools, and noticed they have an 'About Us' page. SHS does not have an 'About Us' page, or something equivalent. The About Us pages include; a welcome message, mission, vision, school community, athletics....etc.. Mrs. Spaulding advised that many private schools also do much promotion via social media. Mr. Allen advised that although our social media following has grown greatly, there is much more growth potential. Mr. Isabelle feels for outreach, it is always good to have the school promoted by those who have had great experiences, and perhaps some alumni could assist with promotion. Mr. Isabelle advised that it may be beneficial to have Board Members assist with promotion. Mr. Wells noted that the high school's central location is an asset. Mrs. Poulin advised that in some of the smaller towns, it has become the norm to send students to a particular school. SHS has lost millions of tuition dollars to another area school. It will be important to push transportation. There is at least one known freshman student who has enrolled elsewhere because it was not known by the family that SHS provided transportation. Mrs. Poulin believes that promotion needs to start early, and promotion should include some of the very positive aspects of SHS; the excellent band program (which is held prior to the school day, allowing students to gain an extra credit each year), the Scholarship Trust, continued sports with friends, a school closer to home (very beneficial for after school events and allows less daily travel time to and from school), block scheduling(allowing students to focus on 4 courses at a time), the JROTC Program and CVCC being located on campus. Mrs. Poulin stressed the importance of promoting transportation, and reaching families that don't already have students at another high school.

5.6 Census

Mrs. Farrell advised that census data has been submitted by 70% of the Barre Town population and by 58% of the Barre City population. Census work is moving very slowly. Completion of the census needs to be promoted; including the importance the census plays in the community. The City and Town will lose \$4,000 for each individual that is not counted. It was noted that the census link can be shared, and it should be shared widely and constantly. Mr. Allen has some promotional materials from the census. Mrs. Spaulding requested that Mr. Allen send an e-mail to all parents, stressing the loss of \$4,000 per person, and advising that there is a significant financial impact if the census isn't completed. Mr. Allen will utilize the promotional material as much as possible and will send out an e-mail.

6. Old Business

6.1 Re-Opening Communications Update

Mr. Allen advised that since the last meeting, he has distributed lots of information, including 'day in the life' videos for each school, and many other documents. It is agreed that communication needs to be frequent and timely. There will be much communication over the next month, as schools are re-opening. Mr. Allen would like to make an effort to be in the various buildings and capture what is going on. Freshman Orientation will occur on Friday, September 4, 2020 and Mr. Allen plans to be in attendance to take pictures which he will post over the weekend. Mr. Allen has not received the bus or meal delivery schedules yet, but he will publish that information as soon as it's available. Mrs. Waterhouse suggested that Mr. Allen also interview some students as they are leaving the school, and ask them about their experience.

Mr. Allen advised that the BUUSD will again be featured in the full page ad/promotion in the Times Argus. The first ad will be in the 10/23/2020 edition. Additional pages will be posted in January, March, and May of 2021.

7. Other Business

Mr. Isabelle queried regarding the number of homeschoolers in the Barre area, when we will know the final count, and what the financial impact is. Mr. Wells advised that the State provided the first report. Spaulding High School has 9 homeschoolers, but 8 of those were homeschooled last year. Mr. Wells also advised that VSBA wants to hold districts harmless for any drop in ADM during COVID.

Mr. Isabelle believes it is very beneficial to share as many positive stories as possible.

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8. Items to be Placed on Future Agendas

- Mission/Vision/Strategic Planning
- Budget Promotion
- SHS Promotion to Out of District Students
- Logo/Branding
- Communications Department

9. Next Meeting Date

The next meeting will be held on Thursday, October 1, 2020 at 5:30 p.m.

10. Adjournment

The Committee agreed by consensus to adjourn at 7:08 p.m.

Respectfully submitted,

Andrea Poulin

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BARRE UNIFIED UNION SCHOOL DISTRICT FINANCE COMMITTEE MEETING

Via Video Conference – Google Meet

September 1, 2020 - 5:30 p.m.

MINUTES

COMMITTEE MEMBERS PRESENT:

Sonya Spaulding (BC) - Chair
Victoria Pompei (BT) – Vice Chair
Gina Akley (BT)
Emel Cambel (BC)

COMMITTEE MEMBERS ABSENT:

OTHER BOARD MEMBERS PRESENT:

Giuliano Cecchinelli

ADMINISTRATORS PRESENT:

David Wells, Superintendent
Penny Chamberlin, Director Central Vermont Career Center
Jason Derner, Alternative Education Administrator
Jamie Evans, Facilities Director – departed the meeting at 6:50 p.m.
Carol Marold, Director of Human Resources
Lisa Perreault, Business Manager

PUBLIC MEMBERS PRESENT:

David Delcore – Times Argus

1. Call to Order

Vice-Chair, Mrs. Pompei, called the Tuesday, September 1, 2020 BUUSD Finance Committee meeting to order at 5:34 p.m., which was held via video conference – Google Meet.

2. Additions and/or Deletions to the Agenda

None.

3. Public Comment

None.

4. Approval of Minutes

4.1 August 4, 2020 BUUSD Finance Committee Meeting Minutes

The Committee agreed by consensus to approve the Minutes of the August 4, 2020 BUUSD Finance Committee meeting.

5. New Business

5.1 Homeless Meal Contract with Aladdin/Lexington

A document titled 'BUUSD Finance Committee Meeting Summary – September 1, 2020' was distributed. Mrs. Perreault advised that Lexington (formally Aladdin) has been asked to provide meals for the homeless in Franklin, Lamoille and Washington counties. Lexington has asked to use the schools' kitchens (BCEMS and SHS) for meal preparation. A price of \$1.00 per meal has been negotiated. The revenue, for 'use of the facility' will go to the General Fund, as it is not school food service related. It was confirmed that meals will be prepared by the usual kitchen staff. Preparation of the additional meals is not expected to be problematic. If the service becomes problematic, there is a 2 week termination clause in the contract. The contract goes until the end of December 2020, but could possibly go longer. Mrs. Perreault advised that if, towards the end of the year, it looks like there is going to be too big of a surplus, the Board may wish to vote to move funds to the Reserves Fund.

It was also noted that the summer meals program has been extended, and free meals will be provided to all students (universal free meals). The logistics and details will be worked out and then additional information will be provided to the public.

Mrs. Spaulding began facilitating the meeting at 5:44 p.m.

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5.2 Assoc. Letter to Legislative Representatives

A document titled 'DRAFT for review by Representative Kate Webb' dated 08/19/20, was distributed. Mrs. Perreault believes this issue may become a 'hot topic', and that the BUUSD will most likely hear from VSBA, VSA, and VASBO within the next few months. It was noted that the Legislative Breakfast, which is normally held in October or November, will probably have to be virtual this year. There were no questions pertaining to the letter.

5.3 Solar Management for FY20

A document titled 'BUUSD Summary of Electric Bills and Solar Credits – July 1, 2019 – June 30, 2020' was distributed. Mrs. Perreault advised that the documentation has been updated to include a full fiscal year, as requested. Mrs. Pompei queried regarding the difference between the excess kilowatt credits and solar credits. Mrs. Perreault will reach out to the solar management companies for additional information. Mrs. Pompei queried regarding commitments to specific solar fields, as it appears that the Barre Town solar field does not produce as much power. Mrs. Perreault believes the contracts are for terms of 10 to 20 years, and that the contracts were entered into under Superintendent, Dr. Bacon. Mrs. Pompei would like to see additional information so that individual bills can be matched up to specific months of credits. Mrs. Spaulding questioned why Barre Town has no excess kilowatt or solar credits for December, January and February. Mrs. Pompei advised that she was informed that the issue may be as simple as one of the solar field switches was not 'flipped'. Mrs. Perreault advised that under the contracts, the schools should expect to receive approximately 10% in savings for power bills. It was clarified that the first page of the report contains data for the Central Office only; it is not a summary of all of the buildings. Mrs. Spaulding would like to see a summary report containing net savings data for all of the buildings. Mrs. Perreault will obtain additional information from her contacts at GMP and the different solar management companies. There are questions related to savings reflected on the BTMES Summary report. Mrs. Perreault will also review this data with the various representatives, as well as review how the report was generated. Due to the amount of research involved, these issues will be added to the December Agenda. Mrs. Pompei requested that one year's worth of bills be pulled, so that she can also perform some research to assist with her understanding of how savings are calculated. Solar Management will be added to the October and December Agendas.

6. Old Business

6.1 SEA Bid Update/Next Steps

A document titled 'SEA Bid Tab' was distributed. Mrs. Perreault advised that in January, the estimated budget for new construction was 1.8 million dollars (approximately 2 million with contingencies). The other monies in the bond were for architectural services, engineering, testing, permitting etc....(for a total of 2.5 million). Now that bids have been received, the BUUSD is short approximately 1 million dollars. Mrs. Perreault and Mr. Evans had met with architect David Laurin, and, as requested, made changes to the design to accommodate additional students, and to include installation of a kitchen. Mrs. Perreault has spoken with the BUUSD's bond counsel, Paul Giuliani, and he has advised of 2 different options; 1. Seek voter approval to increase the amount of the bond, or 2. Have the Board issue a 1 year current expense note, structured similar to a line of credit. The Board has the authority to issue a one year expense note, and at its maturity, can renew the expense note in successive one year increments. The expense note can also be converted into a long-term refunding loan or bond. Mrs. Perreault advised regarding interest rates. In response to a query regarding revisiting the scope of the project, Mrs. Perreault advised that the Building Committee has not met since the bids were very recently received. Lengthy discussion was held regarding possible redesign changes, the cost of out-placing students, the current 'basic design' (concrete flooring, open ceilings), equity and safety of food service to students, use of a kitchen for life skills and possibly a culinary program (career skill related), the current design (intentionally designed to allow for future expansion), requests that the building serve additional students (from 30 to 45, then 60), long-term savings, the substantial impact that the COVID economy has had on the cost of construction materials, importance of keeping the project on schedule for opening in the 2021/2022, financing options, other areas where possible savings could be achieved, the impact of Act 177 on SPED funding, costs for outplacement, the student cost analysis (for in district and out of district placement), impact of delaying the project, review by the Building Committee (to identify possible savings), savings resulting from providing services in-house, cost of adding the kitchen (approximately \$100,000), monies already invested in the project, and clarification that the intent of the building is to serve students with emotional and behavioral issues. In response to a query relating to current costs, Mrs. Perreault advised that the BUUSD currently spends 3.5 to 4 million dollars per year for tuition and transportation for students placed out of district. The cost is usually over \$100,000 per student. Mrs. Perreault advised that under Act 177, receiving a per student allotment, it will be difficult to fund all of the necessary outplacements. Additional information (including possible alternatives) will be obtained and this issue will be discussed by the Board.

6.2 COVID-19 Update – Funding

A copy of a letter to Independent School Directors, from Lisa Perreault (dated 08/07/20) was distributed. Mrs. Perreault advised regarding various funding sources related to COVID. The BUUSD was recently advised regarding monies available through FEMA, and was asked to submit a survey relating to COVID expenses (incurred 03/17/2020 – 06/30/2020). The survey has been submitted. An application for public assistance has also been submitted. Additional information will be sent to Mrs. Perreault advising on how to request the 75% reimbursement. There are a limited amount of items that are covered (thermometers, Plexiglas barriers, additional cleaning and disinfecting supplies, PPE, face masks, temporary nurses, and software to assist parents/students prescreen, and some wrap around meal costs (items necessary to assist with meal delivery). The Corona Relief Funds application was submitted 08/31/20.

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The BUUSD had just over \$524,000 in expenses. The expenses were those that were currently incurred as well as some estimated expenses. That grant runs until 12/31/2020. The BUUSD has not yet submitted the Elementary and Secondary School Relief Fund Grant. Mrs. Perreault is continuing to gather information for this grant which is meant to off-set education spending. Mrs. Perreault has previously advised regarding grant monies that are to be sent to independent schools. The BUUSD was advised that the deadline for submission to the CRF grant was 09/02/2020. The CRF grant application can be revised as more information becomes available/known. Mrs. Spaulding expressed frustration that the BUUSD is struggling to receive guidance from the AOE, and believes strongly that this information needs to be conveyed to legislators at the Legislative Breakfast.

6.3 FY22 Budget Development

A document titled 'BUUSD FY22 Budget Development Schedule' (dated 09/01/2020) was distributed. Mrs. Perreault advised that not much has changed on the schedule. Mrs. Perreault stressed that administrators want to receive budget parameters from the Board. Mrs. Perreault advised that meetings with administrators and directors are scheduled throughout the month of September. Mrs. Spaulding will ask the Board for input at the September 10th meeting. Mrs. Spaulding requested input at the last Board meeting, but did not receive any feedback. Mrs. Perreault provided examples of different types of parameters that could be provided by the Board to provide guidance to administrators. It was noted that per pupil spending in the BUUSD is \$15,041. The state average estimated per pupil spending amount is \$17,133. Mrs. Perreault advised that if \$2,000,000 were added to the budget, per pupil spending would increase to \$15,880 (presuming revenues are level). Budget Development will be added to the 09/10/20 Agenda. Mrs. Spaulding will e-mail Board Members in advance so they have time to prepare.

6.4 FY21 Budget

Three documents were distributed:

Unaudited FY20 BUUSD Fund Balances – September 1, 2020

BUUSD Expense Report (dated 08/28/20)

BUUSD Central Vermont Career Center FY21 Budget (dated 08/28/20)

The cost for the Virtual Academy is \$3,600 per teacher. With 11 teachers, the cost is estimated to be \$40K – \$45K. Mrs. Perreault advised that Virtual Academy expenses (teacher salary and benefits) will be reimbursed under ESSER funding, but the State will hold back that amount from the Education Spending allocation (essentially it will net to 0). Mrs. Spaulding queried regarding the loss of programs due to COVID, e.g. Work Based Learning....Mrs. Perreault believes there will be some savings in different areas, noting that budgeted supply lines are being spent very cautiously. It is early in the academic/fiscal year, and staff have been asked to watch spending very carefully. Mr. Wells advised that administrators and teachers are working on alternative ways to provide certain classes (e.g. band, chorus), and that it is hoped that under phase 3 opening, those programs can be reinstated in full status. Mr. Wells will inquire regarding professional development and lesson plans. It was noted that during the current re-opening phase, Work Based Learning students will not be placed out in the community. The staffing impact will need to be reviewed. It may be possible to reassign staff. In response to a query, Mrs. Perreault advised that she does not have specifics relating to changes in transportation costs (due to COVID). Mr. Wells advised that research can be performed and information provided at the next meeting. It was noted that buses will also be used for food deliveries. Mr. Wells will provide bus rider counts and student enrollment data at the 09/10/2020 Board meeting. Mrs. Spaulding would like to see data broken out by school, including a breakdown (by school) of students who chose the Virtual Academy. Ms. Chamberlin advised that she currently has no concerns relating to CVCC. Ms. Chamberlin advised that CVCC will run from 8:22 a.m. – 12:00 p.m., with virtual learning on Wednesdays 8:22 a.m. – 2:00 p.m. Ms. Chamberlin noted that CVCC tried to keep its schedule in line with sending schools' schedules. Ms. Chamberlin has been encumbering funds in the supplies line item, so as to be prepared in the event that CVCC needs to revert to remote learning.

7. Other Business

None.

8. Items for Future Agendas

Mrs. Pompei would like a future agenda to include clarification/specifics regarding SPED charges and reimbursement, including the different rates charged by contracted programs (e.g. B.I.'s from WCMH vs. B.I.'s from Green Mountain Behavioral Consultants), SPED charges and reimbursement, and contracted programs (billed vs. paid). Mrs. Perreault advised that she could share the Special Education Expenditure Report, which is submitted to the State 3 times per year. Mrs. Perreault advised that the report shows expenses and all revenue sources (IDEA, SPED Block Grant, SPED Block Match, EEE, Extraordinary Expenses, and State Placed Students). The calculation is all expenses, less all revenue sources equals net spending. Net spending is then reimbursed at approximately 56%. In response to a query regarding purchase of a computer at a rate that seemed higher than usual, Mrs. Perreault advised that the computer order being referred to was e-rate and was reimbursed at 100%. It was noted that revenues are included in the projection reports, in the section that identifies revenues. Information provided in this section of the report includes; solar management rebates, e-rate etc.... Mrs. Perreault generally doesn't run a projection report until November or December, but can run something for October.

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October:

- Alignment of Purchasing
- Coordinated Supply Purchases/Procedures (non-custodial)
- Solar Management for FY2020 (Mrs. Pompei's research)
- SEA Bid Update / Next Steps
- COVID-19 Funding Update
- FY22 Budget Development
- FY21 Budget
- Understanding SPED Charges/Revenue (under New Business)

November:

- Custodial Supply Purchasing – FMDA Preferred List
- Efficiency Studies - Staff Appreciation

December:

- Solar Management (Mrs. Perreault's research)

9. Next Meeting Date

The next meeting will be held on Tuesday, October 6, 2020 at 5:30 p.m.

10. Adjournment

The Committee agreed by consensus to adjourn at 7:14 p.m.

Respectfully submitted,

Andrea Poulin

Enrollment/Staffing 2020-2021 - September

	Class Size Policy Limits			Barre City Enrollment						Barre Town Enrollment					
Grade	Min	Ideal	Max	Hybrid	Teachers	Avg.	Virtual	Outside	Total Grade Level	Hybrid	Teachers	Avg.	Virtual	Outside	Total Grade Level
K	hr	16	18	67	5	13.4	10	0	77	67	5	13.4	13	0	80
1	15	18	20	56	4	14.0	13	0	69	67	4	16.8	12	0	79
2	15	18	20	73	5	14.6	21	0	94	52	4	13.0	13	1	66
3	15	18	20	59	4	14.8	17	0	76	56	4	14.0	12	0	68
4	15	20	22	60	4	15.0	28	2	90	67	4	16.8	14	1	82
5	15	20	22	60	6	10.0	23	2	85	61	4	15.3	9	0	70
6	15	20	22	69	6	11.5	16	0	85	72	4	18.0	8	1	81
7	15	23	25	56	6	9.3	14	1	71	70	4	17.5	7	3	80
8	15	23	25	64	6	10.7	17	1	82	70	4	17.5	12	1	83
									BC K-8 Total						BT K-8 Total
				564					159	6	729	582	100		
	SHS Enrollment						CVCC Enrollment								
Grade	Hybrid	Virtual	Outside Placement	Total			Programs	Hybrid	Virtual						
9	123	25	9	157			Automotive Tech	19	0						
10	147	23	12	182			Building Trades	17	0						
11	134	24	11	169			Cosmetology	28	3						
12	154	33	9	196			Culinary/Baking Arts	19	4						
Total	558	105	41	704			Digital Media Arts	19	3						
							Digital Media Arts II	8	0						
							Electrical Tech	14	0						
							Emergency Services	12	0						
							Exploratory Tech	14	2						
							Human Services	3	1						
							Medical Professions	5	1						
							Natural Resources/Sus.	12	1						
							Plumbing & Heating	17	2						
							Totals Enrollment		187						