

**SPECIAL BARRE UNIFIED UNION SCHOOL DISTRICT
BOARD MEETING**

Via Video Conference – Google Meet
September 2, 2020 – 6:00 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
Carol Marold, Director of Human Resources

GUESTS PRESENT:

Tori Berry Erika Dolan Scott Dolan

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 Wednesday, September 2, 2020, Special meeting to order at 6:01 p.m., which was held via Video Conference – Google Meet.

2. Additions and/or Deletions to the Agenda

Delete Agenda Item 5.1 Student Residency Matter – (Information not received from parent(s)). Agenda item will be kept as a place holder.

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

3. Public Comment for Items Not on the Agenda

None.

4. Current Business

4.1 Curriculum Director Position

Five documents were distributed:

BUUSD Central Office (08/31/20) – organizational flow chart of proposed restructuring

Barre Supervisory Union Organizational Chart – 08/18/20 – organization flow cart of current structure

Shared Curriculum Leadership at BUUSD (08/31/20) – flow chart of proposed curriculum leadership structure

BUUSD Position Description for the position of Director of Curriculum, Instruction & Assessment

BUUSD Position Description for the position of Superintendent

Mr. Wells advised that the main idea is to make the Superintendent’s Office more efficient, review how curriculum is addressed, and save approximately \$90,000. Mr. Wells believes the way curriculum is being addressed, is a shortcoming of the district. There are many pieces of the “curriculum puzzle” in place (curriculum leaders and curriculum coordinators), and much good work has been done, but there has been a lot of transition in the office of the Director of Curriculum, Instruction, and Assessment, and that has left much work undone. It will be important to align both pre-k – 8 schools, as well as align middle school with high school. The main reason for the re-organization is to create an Assistant Superintendent for Instruction. This individual would work hand-in-hand with the Superintendent to oversee pre-k – 12 curriculum.

The division of the organization chart is to make it less ‘flat’ and to have some of the Directors and school leaders have a direct line to the Superintendent, and some a direct line to the Assistant Superintendent of Instruction. Mr. Wells believes this structure makes the

organization more flexible and stable. Mr. Wells provided a brief overview of the proposed organizational chart, which outlines shared leadership. The shared work includes; guide and facilitate professional leadership groups, reinvigorate the instructional leadership team, provide coaching for teachers, professional development, coordinate assessment, and oversee student intervention. Work involves continuous assessment that informs instruction. A large portion of the work involves assessments at class, school, and district levels. Assessments occur while teaching is occurring and testing to assess progress over time. Assessments should be a continuous feedback loop that informs the process. Another portion of the chart involves feedback. Mr. Wells believes more feedback is necessary. Feedback should be received from parents, students, teachers, community members and the school board.

Ms. Cambel received clarification that the \$90,000 savings is not related to the creation of the Assistant Superintendent of Instruction position, or the elimination of the Director of Curriculum position, but rather is savings resulting for restructuring the Business Office (reduction of one staff accountant), and elimination of one unfilled assistant position under Special Education. Mr. Wells plans to look for other efficiencies and areas for savings. The salary for the proposed Assistant Superintendent of Instruction is similar to that of the Curriculum Director. The assistant to the Assistant Superintendent of Instruction, is not a new position, it is the assistant to the Director of Curriculum position. The Assistant Superintendent of Instruction would be responsible for grant management and would receive help from their assistant for that work.

Mrs. Pompei requested to see an updated Superintendent job description. The job description included in the packet is for the existing duties of the Superintendent. A new job description will be necessary to assist with the Board's evaluation of the Superintendent. Mrs. Pompei asked for confirmation that the position is a 'one year' position that would be up for contract renewal (with Board approval) in April 2021. Mr. Wells advised that was not his plan. Mr. Wells advised he believes a one year contract, with requirement to reapply, would dissuade candidates.

Mr. Wells advised that the Superintendent and Directors are 'at will' employees and that the Superintendent and Board's ability to sever those contracts is much more liberal than those covered under the Master Agreement. Mr. Wells advised that the length of the contract offered for this position would be long enough to assess if they were 'up to the job', and to find a replacement if necessary. Mr. Wells believes the superintendent's job description is very broad and may need to be revised to be more specific to the needs of the district. Mrs. Pompei reiterated a community member's concern that without an accurate job description, it will be very difficult for the Board to evaluate his performance. Mrs. Pompei queried how a job can be posted or filled when there isn't a job description defining the job.

Mrs. Spaulding queried regarding whether there were any other districts of the same size that don't have a Curriculum Director. It was noted that the Virtual Academy falls under the responsibility of the Superintendent. Mrs. Spaulding advised that after reviewing the job descriptions included in the packet, she is concerned how one person can do both jobs. Mrs. Spaulding is concerned that the Superintendent's work on curriculum will cause other job responsibilities to go undone. Mrs. Spaulding is concerned that the job description is already full and that adding to that will be detrimental. Mr. Wells advised that he wants more of a hand in the coordination of curriculum. Mr. Wells believes that when one individual is responsible for all of curriculum (pre-k – 12), they generally focus on either the high school portion or the elementary/middle school portion, and that one of the grade categories does not receive the attention it needs.

Mrs. Akley queried regarding the possibility of hiring an individual (for Assistant Superintendent of Instruction), who could pivot into the role of full time Curriculum Director, should the Board deem that curriculum responsibilities are taking too much of the Superintendent's time. Mrs. Spaulding questioned the ability of someone who specializes on high school curriculum, pivoting into a role that also encompasses grades pre-k – 8. Mrs. Akley conveyed that she views hiring an Assistant Superintendent of Instruction as a 'Plan B', and that the District should look for a qualified individual to fill the position of Curriculum Director.

Mr. Wells advised that whoever is hired for the new position needs to have experience in high school curriculum and also needs to hold, or be eligible for a Superintendent's license.

Mr. Malone queried whether or not this new structure poses any hardships. Mr. Wells believes the new structure makes the Central Office more flexible and will assist with his work.

On a motion by Mr. Boltin, seconded by Mr. Isabelle, the Board voted 7 to 2 to approve the proposed restructuring of the Central Office, including changes to responsibilities for the position of Superintendent, creation of a new position; Assistant Superintendent of Instruction, and elimination of the position of Director of Curriculum, Instruction & Assessment. Mrs. Akley, Ms. Cambel, Mr. Isabelle, Mr. Boltin, Mrs. Farrell, Mr. Malone, and Mrs. Pompei voted for the motion. Mr. Cecchinelli and Mrs. Spaulding voted against the motion.

5. Executive Session

~~5.1 Student Residency Matter~~

6. Adjournment

On a motion by Mr. Isabelle, seconded by Mr. Boltin, the Board unanimously voted to adjourn at 6:39 p.m.

Respectfully submitted,
Andrea Poulin