

BARRE UNIFIED UNION SCHOOL DISTRICT
POLICY COMMITTEE MEETING
Via Video Conference – Google Meet
February 15, 2021 – 5:30 p.m.

MINUTES

COMMITTEE MEMBERS PRESENT:

Giuliano Cecchinelli, Chair - (BC)
J. Guy Isabelle, Vice-Chair - (At-Large) – joined at 5:39 p.m.
Jon Valsangiacomo – (BT Community Member)

COMMITTEE MEMBERS ABSENT:

Emel Cambel (BC)
Andrew McMichael (BC Community Member)

ADMINISTRATORS AND STAFF PRESENT:

David Wells, Superintendent
Luke Aither, SHS Assistant Principal
Jamie Evans, Facilities Director – left at 6:22 p.m.
Scott Griggs, CVCC Assistant Director
Pierre Laflamme, BCEMS Assistant Principal

GUESTS:

1. Call to Order

The Chair, Mr. Cecchinelli, called the Monday, February 15, 2021, meeting to order at 5:32 p.m., which was held at the Barre Supervisory Union Central Office in the First Floor Conference Area.

2. Additions and/or Deletions to the Agenda

None.

3. Public Comment

None.

4. Approval of Minutes

4.1 Approval of Minutes – January 18, 2021 Policy Committee Meeting

The Committee agreed by consensus to approve the Minutes of the January 18, 2021 Policy Committee Meeting.

5. New Business

5.1 BUUSD Policy Manual Index Review

A copy of the BUUSD Policy Manual Index dated 02/09/2021 was distributed.

Mr. Aither has reviewed the Policy Index and has created a personal copy which he has edited to include a column for prioritization. Mr. Aither shared (on screen), his copy of the Index, advising of his prioritization of policies to review and procedures to be written. Mr. Aither advised that the vast majority of policies have procedures, but those procedures are not documented in written format. Procedures that are written are not in a consistent format. It was noted that column G indicates the date a policy was last reviewed by the Committee. Not all policies have been adopted by the BUUSD. In response to a query, Mr. Aither advised that the prioritization was not a collaborative effort, though he tried to prioritize looking at the policies through the ‘lens of all’. Mr. Aither will provide Mrs. Gilbert with a copy of the Index and she will distribute it (with a notation that prioritization is based on Mr. Aither’s review, but needs to be finalized after additional input). Mr. Wells queried regarding a timeframe for completion of prioritization. The list will be reviewed by all interested parties (SHS, CVCC, BCEMS, and BTMES) and an agreed upon prioritization list will be presented at the 03/15/21 meeting.

5.2 VSBA Policy Index Review

A document titled ‘VSBA Website Policies Reviewed – 02/09/2021’ was distributed.

No discussion.

5.3 Policies to discuss

5.3.1 Public Complaints About Personnel – B22 (Recommended Policy)

A copy of the policy was distributed. Previous minutes indicate that there were a significant number of changes to be made and that Mr. Aither would submit a copy of an amended draft for review by the Policy Committee. The draft presented this evening does not indicate changes (strike-outs for deletion / underlining of new wording). Mr. Wells advised that the policy contained in the packet

appears to be the same policy that was presented last month. Brief discussion was held regarding current practices, including enforcing that the chain of command be followed. Mr. Isabelle noted that it is rare for decisions to be appealed to the Board. Mr. Aither believes changes to the draft were to include references to other policies that need to be followed dependent on circumstances of the complaint. Mr. Valsangiacomo advised that additional proposed changes involved the wording defining the chain of command and having continuity of wording throughout the policy.

The Committee agreed by consensus that Mr. Wells will advise Mrs. Gilbert to make the agreed upon changes, indicate changes in the standard format, and add a First Reading of the policy (B22) to the next Board Meeting Agenda.

5.3.2 Community Use of School Facilities – E20 (Recommended Policy)

A copy of the policy was distributed. Mr. Evans offered to assist with the policy and queried regarding what the Committee would like to accomplish relating to this policy. Mr. Cecchinelli believes work involves the applications and fee schedules, rather than the policy. Mr. Isabelle clarified that the Barre Town recreation fields are now owned by the Town of Barre and are not 'rented' by the school. It was noted that VSBA revised this policy on 12/21/20 and that may be the reason it is being presented this evening. Mr. Aither advised that footnotes, legal references, and cross references have been removed from the BUUSD version of this policy. Changes to applications and fee schedules, falls more under the realm of the Facilities Committee than the Policy Committee. Mr. Wells would like input relating to Board/Committee input regarding charging fees. Mr. Evans advised regarding fees for specified 'groups' listed on the Building Rental Rates form, and provided additional information relating to when custodial staff are required to be present. Some rentals occur when custodial staff are normally in the building (evenings), but some rentals occur when custodial staff are not normally present (weekends). The AFSCME contract states that whenever the buildings are occupied, custodial coverage is required. It was noted that there are inconsistencies relating to when fees are charged. Mr. Evans clarified that fees cover the cost of building occupation and cleaning etc., but that the District does not make any profit from the rental fees.

In accordance with the policy, Mr. Wells will meet with Administrative Teams to develop a uniform and consistent Fee Schedule and Rental Application form.

The Committee agreed to report to the Board that footnotes and legal references have been removed from the policy and that the Superintendent will be revising the Rental Application and Fee Schedule.

5.4 Use of Facilities Rate Comparison/Applications

A document titled BUUSD Rental Fee Comparison Chart was distributed.

Use of Facilities Applications for SHS, BTMES and BCEMS were distributed.

As discussed under Agenda Item 5.3.2, Mr. Wells will discuss fees and rental applications with administrators.

6. Old Business

Policy B20 – Personnel Recruitment, Selection, Appointment and Background Checks - Mr. Cecchinelli advised that the Board recently adopted this policy. Mrs. Spaulding had contacted VSBA regarding questions she had relating to policy changes made on the BUUSD version of the policy. VSBA advised that if the BUUSD made changes to the Model Policy, the BUUSD should have legal counsel review the changes.

Mr. Wells will have the policy reviewed by legal counsel, and will report back to the Board.

7. Other Business

Mr. Aither queried regarding the process of policy review and adoption, noting that many times the Committee has reviewed and recommended policies for adoption, and when presented to the Board, policies are sent back to Committee. Mr. Aither would like procedures that work more efficiently and would prefer that all questions be addressed during Committee discussion. Mr. Wells advised that this may be addressed during re-organization. It was noted that non-committee Board Members may attend committee meetings. Mr. Wells believes the Policy Committee should be comprised of seasoned Board Members.

8. Future Agenda Items

- F26 – Security Cameras – Recommended Policy (March 2021)
- F41 – Video Surveillance Policy (BUUSD policy – not directly aligned with VSBA Policy F26) (March 2021)
- C26 – Tuition Payment – Recommended Policy
- C22 – Student Activities – Elementary – Recommended Policy
- C23 – Student Clubs and Activities - Secondary School – Recommended Policy
- D30 – Field Trips (Spring 2021)
- C29 – District Equity Policy (Fall 2021 – though it may be available earlier)

Mr. Aither will contact VSBA regarding background on policy C26.

Mr. Cecchinelli was thanked for his service to the District, which includes both Board and Committee work.

9. Next Meeting Date

The next meeting is Monday, March 15, 2021 at 5:30 p.m. via video conference.

10. Adjournment

The Committee agreed by consensus to adjourn at 6:41 p.m.

Respectfully submitted,
Andrea Poulin