

Addendum
Board Meeting
March 25, 2021

**BARRE UNIFIED UNION SCHOOL DISTRICT
BOARD MEETING**

March 25, 2021 at 5:30 p.m.

Via Google Meet

Click this link to join the meeting remotely:

Meeting ID: meet.google.com/vxi-arvi-mgb

Phone Number: (US)+1 929-777-4801 **PIN:** 769 689 006#

Please Note: If you attend the meeting remotely you must state your name for the record to satisfy the Open Meeting Law

Corrected AGENDA

1. Call to Order
2. Additions or Deletions with Motion to Approve the Agenda
3. Comments for Items Not on the Agenda
 - 3.1. Public Comment
 - 3.2. Student Voice
4. Approval of Minutes
 - 4.1. Meeting Minutes - March 11, 2021
5. Current Business
 - 5.1. New Hires **[ACTION]**
 - 5.2. FY22 Budget Approval (Draft 4) for Revote **[ACTION]**
 - 5.3. Warning Approval for Revote **[ACTION]**
 - 5.4. Approval of Designated and Alternative Finance Committee Persons to sign Warrant **[ACTION]**
 - 5.5. Process and Timeline for CVCC Director Search
6. Old Business
 - 6.1. Vision, Mission & Strategic Goals
 - 6.2. Modes of Instruction Update
7. Other Business/Round Table
8. Future Agenda Items: Administrator and Superintendent Evaluations (April 8 - ES); Administrative Job Descriptions: Superintendent of Schools & Assistant Superintendent of Instruction (TBD); Legal Counsel Review - Policy (B20) Personnel Recruitment, Selection, Appointment and Background Check (TBD); Use of Facilities: Consistent Fee Schedule and Rental Application Form (TBD); Change in Articles of Agreement (TBD); Negotiations/Personnel Committee (TBD); Student Members (Board Retreat); Set Board Retreat Date (TBD); Discussion of Students Opting Not To Participate/Attend School During COVID/Student Engagement (roll this discussion into State Required Recovery Plan TBD)
9. Executive Session
 - 9.1. Student Matter (Appeal to Board)
 - 9.2. Open Meeting Laws and Robert's Rules of Order - Basics for Boards Training
10. Adjournment

Reminder:

BUUSD Regular Board Meeting: April 8, 2021 at 5:30 pm via Google Meet

BOARD MEETING NORMS

- Keep the best interest of the school and children in mind, while balancing the needs of the taxpayers
- Make decisions based on clear information
- Honor the board's decisions
- Keep meetings short and on time
- Stick to the agenda
- Keep remarks short and to the point
- Everyone gets a chance to talk before people take a second turn
- Respect others and their ideas

BARRE UNIFIED UNION SCHOOL DISTRICT

Fy 22 5.1

NEW HIRE NOTIFICATION FORM

Complete and Submit to the Central Office
(please submit via email to hr@buusd.org)

Date Received by Central Office:

To be Completed by Hiring Administrator: (please leave notes for Central Office on the back page)

Name: Stephanie Olsen Location: CVCC

Submission Date: 3-19-21 Administrator Action/Checklist Complete: Y / N

Position: Exploratory Tech Instructor Grade (If Applicable): _____
VTC

Endorsement (If Applicable): Apprenticeship - Teacher Prep Prog. Hourly-Non Exempt/ Salary-Exempt

Hours Per Day: 7.5 Scheduled Hours: _____ a.m. to _____ p.m.

Account Code: _____

Replacement? Y / N If Yes For Whom? _____

Administrator Approval Signature: Penny Chamberlain

Print Name: _____ Signature Date: 3/19/2021

REVERSE SIDE: Complete the New Hire Checklist prior to emailing candidate packet for Superintendent review.

Transfer from Perm. Sub

For Central Office Use Only: New Teacher

Contract Completed ___/___/___ Offer Letter Completed ___/___/___ DOH 2-1-21

Total Years of Experience: _____ Step: 3 Salary Placement: BA

Hourly Rate: _____ Salary Rate: 42891⁰⁰ (Fy21) Seniority Date: _____

Contract Type: Teacher Para Replacement Interim Offer/Non-Contracted Letters AFSCME N/A

Days Per Year: 190 Salary: 42891⁰⁰ Fy21 Contract Days: 190

Teacher: AOE Endorsement: BA YES or NO Provisional/Emergency Required: YES or NO
STEP 3 Teacher Prep Prog. VTC - Apprenticeship license

Para-Educator: Associates Degree YES or NO (If NO) → ParaPro YES has passed ParaPro or NO will need to take


Superintendent Approval Signature

3/19/21
Date

Stephanie Olsen

1 Fuller Street Apt 3 Montpelier, Vermont 05602
914-806-3436 SOlsen@Sterlingcollege.edu

Education

Sterling College

Craftsbury Common, Vermont
Bachelor of Arts

Major: Conservation Ecology

Attended September 2008 to May 2012

Degree conferred May 2012

Transcript
(725KB)

Experience

Central Vermont Career Center

Permanent Building Substitute
Barre, Vermont

Mar 2019 - Present

Be prepared to deliver lessons prepared by teachers to the class. Create a safe and respectful learning habit for students. Be flexible with changes during the day. Submit reports at the end of the day to teachers regarding progress and student behaviors. Help instructors during field trips and to teach lessons if needed.

Supervisor: Penny Chamberlin (802-476-6237)

Experience Type: Public School, Full-time

It is OK to contact this employer

Central Vermont Career Center

Para Educator: Automotive Technologies
Barre, Vermont

Jul 2017 - Present

Assist the Automotive Technologies instructor in creating a safe and supportive atmosphere for students. Encourage students to dive deeper into subject matters in regards to automotive. Teach students how to use ShopKey Pro Manager to generate repair orders and invoices. Schedule appointments with customers. Check all student work on live vehicle repairs. Instruct students how to do certain automotive repairs.

Supervisor: Penny Chamberlin (802-476-6237)

Experience Type: Public School, Full-time

Please **do not** contact this employer

Central Vermont Career Center

Adult Education Facilitator
Barre, Vermont

Oct 2016 - Present

Register students for the License Nurses Assistant program. Coordinate and administer entry tests for the LNA program. Communicate with the Vermont Board of Nursing for registering LNA students for their licensing test. Responsible for registering new LNA students and facilitating needs and requirements for new LNA students. Assist needs of instructor. Assist needs of the Electrical

Accounted below

36 months

Evenings Part time

*5 years or 60 months
2*

30 months

Apprenticeship instructors. Responsible for keeping track of attendance and submitting attendance to Vermont Technical College. Responsible for locking/unlocking the building as classes need it. Assist in redirecting students as needed.

Reason for leaving: Still employed
Supervisor: Ruth Durkee (802-476-6237)
Experience Type: Public School, Full-time
It is **OK** to contact this employer

The Fly Rod Shop

Instructor/Fishing Guide/Kids Camp Director
Stowe, Vermont

*Evening
weekends
school vac
+ summers*

*2015
2016
2017
2018
2019
2020
2021*

May 2015 - Present

*84
MMS
Covited
W
C
V
alates*

Developed programs for after school, recreation and parks programs based on natural history, survival skills and fishing. Created over 30 lesson plans to teach topics for any future employer instructing kid's programs. Sought outreach opportunities for summer and after school programs. Created safe and supportive atmosphere. Created manual to sustain Kid's Programs. Taught hands-on education programs to campers. Responsible for the safety and accounting for fishing gear in the field. Create friendly, safe and fun atmosphere for beginning fisherman and women. Educate clients about river safety, health and the nature around them. Responsible for transporting clients from local resort to the Fly Rod Shop's "secret fishing location" and back safely. Ensuring clients were fully prepared and licensed through selling and educating out-of-state visitors about Fish and Wildlife regulations. Work with local Fish and Wildlife game wardens to report any fishing violations and to help conserve rivers.

Supervisor: Bob Shannon (802-253-7346)
Experience Type: Other, After school/Evening
It is **OK** to contact this employer

Central Vermont Career Center

Feb 2017 - Jun 2017

Long Term Instructor: Exploratory Technologies
Barre, Vermont

*5
MMS*

reate hands on lessons regarding Science, History, English and Math. Teach introductory lessons surrounding programs that the Central Vermont Career Center offers such as: Natural Resources, Culinary, Emergency Medical Services, Building Trades, Automotive, Human Services, etc. Grade projects, homework and class effort. Enforce classroom and school wide policies and rules. Lead students in projects that enhance STEM learning. Work with other program instructors, student support and administration to ensure a successful school year for students.

Reason for leaving: Ending of school year
Supervisor: Penny Chamberlin (802-476-6237)
Experience Type: Public School, Full-time
Please **do not** contact this employer

Central Vermont Career Center

Para-Educator
Barre, Vermont

*2014-15
2015-16
x-7 MMS*

Aug 2014 - Feb 2017

*31
MMS*

Support instructor in teaching lessons about conservation. Successfully led a class about wildlife tracking, street tree pruning and maintenance, fishing and climate change. Field supervision and classroom management for a group of 10 students. Participate in staff events such as student awards/graduation planning committee. Chaperone the building trades program to Dulac, Louisiana to participate in Hurricane Katrina Restoration.

Supervisor: Amanda Garland (802-476-6237)
Experience Type: Public School, Part-time
It is **OK** to contact this employer

Montpelier Parks & AmeriCorps VISTA

AmeriCorps VISTA Field Supervisor
Montpelier, Vermont

Aug 2012 - Aug 2014

24
mon.

Supervised wide range of programs and field crews for the commission. Population of work-crews and volunteers consists of over 2,500. Managed community gardens planned to help prevent poverty. Supervised trail maintenance crew on about 400 acres of land; and street tree care, planting and maintenance. Operated heavy machinery, hand tools, chainsaws and motor operated tools in every day work. Managed and trained a range of volunteers daily. Removed and researched invasive plant species.

- Created and maintained park website and park Facebook page.
- Successfully wrote grant applications and was awarded \$30,000.
- Started new community garden in the city of Montpelier.

Supervisor: Geoff Beyer (802-223-7335)

Experience Type: Other, Full-time

It is **OK** to contact this employer

Montpelier Parks

Invasive Plant Manager Intern
Montpelier, Vermont

Jun 2012 - Aug 2012

3
mon.

Removed invasive plant species using environmentally friendly ways. Educated public about invasive plant removal and identification. Researched organic methods to removing Japanese Knotweed and Goutweed

Supervisor: Geoff Beyer (802-223-7335)

Experience Type: Other, Full-time

It is **OK** to contact this employer

New Milford Adult Education

Office Assistant
New Milford, Connecticut

Jun 2008 - Jun 2012

24
months
7

Data entry, organizing office files and registering students for Adult High School and ESL programs. Created educational games for Family Literacy program topics ranging from Dr. Seuss to Earth Day education.

Supervisor: Christy Martin (860)350-6647)

Experience Type: Public School, Summer

It is **OK** to contact this employer

Connecticut Forest and Park Association

Environmental Education and Development Intern
Middletown, Connecticut

Jun 2011 - Aug 2011

3
months

Lead interpretive hikes for families with children. Create and update environmental games played in the field. Work on a trail crew to maintain blue-blazed trails. Learn how to promote a non-profit

~~240 months~~
OK
8.5
years

professionally.

Supervisor: Lori Paradis-Brant ((860) 346-2372)

Experience Type: Other, Summer

It is **OK** to contact this employer

Hats off to Kids

Jun 2009 - Aug 2010

Educator

Danbury, Connecticut

Educated preschoolers about shapes, colors and letters. Created a science week to fit basic properties.

Ensure safe, healthy atmosphere for children. Supervised the children during playtime.

Supervisor: Susan Quimby ((203) 205-7840)

Experience Type: Public School, Summer

It is **OK** to contact this employer

Outstanding Supporting Staff Member of the Year: 2017 & 2020

This awards is given to a member of the Central Vermont Career Center who has gone above and beyond to provide excellent service to students and fellow colleagues. This award is given by highest votes by both students and staff members of the center.

Wildlife Habitat Assessment Senior Applied Project at Sterling College

Completed a Wildlife Habitat Assessment for private landowners. Delineated 5 different wildlife habitats by regular observations, surveying adjacent landowners and tracking through different seasons. Used tools such as a Wildlife Gamer Camera and GP to record animal sightings and signs. Created wildlife corridor maps using Geographical Information System (GIS). Presented final product to Craftsbury Conservation Commission, Sterling College, and the landowners.

Qualifications

Experience with hard work, power tools, chainsaws, hand tools and backpacking for long distances ? Able to work with people of many different ages ? Committed to creating a helpful working environment with a good attitude ? Able to work in various settings and keep good communication. ?? Tree, wildlife and bird identification skills. ?Experience with invasive plant removal and identification. ??Grant writing ??Tree care, planting and maintenance. ?Leadership abilities for large groups of different abilities and ages.

Field Experience: Sterling College

Studied the critically endangered *Cyclura rileyi rileyi* in San Salvador, Bahamas. Used GPS and Wildlife Gamer Camera to gain information about population and habitat. Observed and studied behaviors and found den sites. Successfully co-wrote a scientific article and submitted it to Iguana expert Bill Hayes.

Girl Scout Gold Award

Completed 60 hours of community service to create workshop for middle school students providing refusal skills and education on alcohol and tobacco.

Girl Scout Silver Award

Completed a total of 30 hours of labor on a family owned nature trail. Opened the trail to the public to educate them on the natural world.

FY22 BUUSD PROPOSED BUDGET CONSIDERATIONS - DRAFT 4, REVOTE MAY 11

Option 1

Shall the voters of the Barre Unified Union School District approve the school board to expend \$50,227,954, (included grants) which is the amount the school board has determined to be necessary for the ensuing fiscal year? It is estimated that this proposed budget, if approved, will result in education spending of \$15,554 per equalized pupil. This projected spending per equalized pupil is 3.41% higher than spending for the current year.

DRAFT 4 - \$46,777,954, increase of \$1,747,986 or 3.8%

1	Allocate an additional \$300,000 from audited fund balance	\$300,000.00
2	Reduction in special education ESY - absorb in ESSER I Summer School Program	\$25,000.00
3	Reduction in tech. equipment	\$30,000.00
4	Reduction of 2 SEA BI's - include in ESSER II	\$70,000.00
5	Reduction in transportation - eliminate routes, share buses, collaborate with provider	\$60,000.00
6	Reduction in special education group health	\$20,000.00
7	Reduction of Behavior Spec. at BT - include in ESSER II	\$50,000.00
8	Reduction in Supplies-BC	\$10,000.00
	Draft 4, Expense Budget Decrease	\$265,000.00
	Draft 4, Additional Revenue Applied	\$300,000.00
	TOTAL	\$565,000.00

Option 2-Less \$60,000, field trip transportation and part-time tech staff

Option 3-Less \$120,000, duplicating clerk, business office contracted services

DRAFT 3- \$47,042,954, increase of \$2,012,986 or 4.47% (\$651,407)

1	With a \$179,471 fund balance in food service, we are reducing maint. lines in each building by \$15,000 for annual maint. of kitchen equip.	\$45,000.00
2	Reduce facility construction lines to .75/Sq.ft-capital reserve at \$300k	\$113,550.00
3	Reduction to teachers' salary - 1%	\$157,867.00
4	Remove central office custodial contracted service, shs custodial services	\$10,100.00
5	SHS - Tech Tuition	\$40,000.00
6	SHS - 1 FTE Teacher	\$65,000.00
7	SHS - Athletic Transportation	\$10,000.00
8	BT - Reduce library supplies, principal sub wages, advertising, supplies, graduation	\$15,700.00
9	BT - Reduce supplies, books, dues throughout the budget (co-curricular, general ed., etc)	\$34,430.00
10	BC - Behavior Specialist-Resignation, not filling position	\$54,260.00
11	BC - 1 FTE Teacher, Retiring, not filling position, class size policy alignment	\$65,000.00
12	Spec. ed - Psych Contracted Services	\$20,000.00
13	Spec. ed - Supplies and field trip, general instr./SLP/Psych	\$18,000.00
14	Spec. ed - Course Reimb.	\$2,500.00
Draft 3, Expense Budget Increase, 4.47%		\$651,407.00

DRAFT 2- \$47,694,361, increase of \$2,664,394 or 5.92% (\$294,469)

1	Reduction of salary/benefits as directed by board, settled agreements, premium rates, open enrollment information, misc. adjustments	\$294,469.00
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DRAFT 1- \$47,988,828, increase of \$2,958,862 or 6.57%

UPDATE: Board’s goals/priorities from March 11th meeting and Administrators’ responses from March 15th:

- Share salary/wage increases for positions (admin., teachers, etc) and benefit increases.

GENERAL FUND ONLY

BUDGET DESCRIPTION	FY21	FY22	INCREASE/(DECREASE)	Increase	Impact on Overall Expense Budget \$47M
TOTAL SALARY/WAGES	24,984,461	25,658,726	674,265	2.7%	1.4%
TOTAL BENEFITS*	8,456,611	9,476,922	1,020,311	12.07%	2.3%

*BC/BS premium increases 8%-18%, employer first dollar HRA, cash in lieu.

BUDGET DESCRIPTION	FY21	FY22	INCREASE/(DECREASE)	PERCENT	Impact on Overall Expense Budget \$47M
ADMINISTRATION	1,887,906	1,961,778	73,872	3.91%	.0015%
TEACHER	15,579,383	15,888,015	308,632	1.98%	.006%
PARAEDUCATORS	3,058,396	2,974,739	(83,656)	(2.74%)	
CUSTODIANS	1,246,733	1,272,136	25,403	2.04%	.0005%
BEHAVIOR INTERV (added 5 TBH SEA)	994,942	1,179,070	184,128	18.51%	.003%
OTHER-Admin support, behav spec., perm subs, subs, etc.	2,217,101	2,383,988	165,887	7%	.003%

- Consider using additional audited fund balance(\$300,000), provide details over the last two years.
 - See attached audit (page 42-43), June 30, 2019 and June 30, 2020, [Link to Audit Pages](#)

- Is there duplication of purchases, example using grants for prof. development and also using general fund.
 - No, there are strict requirements with CFP/Title funds. Supplement not supplant.

- COVID-19 funding, can we utilize this to help with budget pressures.
 - We can not use ESSER I & II to fund current positions, however we have considered unbudgeted positions that will foster student engagement, social emotional student health, and expenditures that are one-time events.
 - Barre 35 plan, ESSER II, 3,820,465 and ESSER III (?) We believe we can optimize the COVID-19 funding.
 - LEAs that receive ESSER funds may spend them on the following allowable uses:
 - 1.Purchase educational technology (including hardware, software, connectivity, and assistive technology) for students,
 - 2.Purchase sanitation supplies/contract with vendors to sanitize and clean LEA facilities,
 - 3.Provide mental health services and supports,
 - 4.Plan and implement summer, extended, and afterschool learning opportunities for students,
 - 5.Support other activities necessary to maintain LEA operations, services, and employment of existing staff,
 - 6.Plan for and coordinate continuity of learning and continuity of operations during long-term closures,
 - 7.Support activities to meet the unique needs of low-income students, students with disabilities, English learners, racial and ethnic minorities, students experiencing homelessness, students in foster care, and other vulnerable populations,
 - 8.Provide professional development and training for LEA staff on sanitation and minimizing the spread of infectious disease,
 - 9.Coordinate COVID-19 preparedness and response efforts with local units of government,
 - 10.Provide principals and other school leaders with resources to address individual school needs,
 - 11.Develop and implement procedures and systems to improve LEA preparedness and response efforts,
 - 12.Support any activity authorized by the Elementary and Secondary Education Act of 1965 as amended (ESEA), the Individuals with Disabilities Education Act (IDEA), the Adult Education and Family Literacy Act; the Carl C.

Perkins Career and Technical Education Act (Perkins); or the McKinney-Vento Homeless Assistance Act, that is not addressed above.

- Community may be looking for cuts, the percentage increase might have been perceived as too high.

- Student instruction is a priority, consider equity and needs across the district.
 - Draft 3 Increases:
 - BTMES-4.82%
 - SHS-(0.45%)
 - BCEMS-3.33%
 - CENTRAL OFFICE/TRANSP./TECHNOLOGY-5.96%
 - SPEC. ED.-7.6%

BARRE UNIFIED UNION SCHOOL DISTRICT
WARNING
FOR
May 11, 2021
VOTE

The legal voters of the Barre Unified Union School District who are residents of the City of Barre and the Town of Barre, are hereby notified and warned to meet at their respective polling places: Barre City residents meet at the Barre City Municipal Auditorium and Barre Town residents meet at the Barre Town Middle and Elementary School gymnasium; on Tuesday, May 11, 2021 between the hours of seven (7:00) o'clock in the forenoon (a.m.) at which time the polls will open and seven (7:00) o'clock in the afternoon (p.m.) at which time the polls will close; to vote by Australian ballot upon the following Articles of business:

ARTICLE 1 (School Budget)

Shall the voters of the Barre Unified Union School District approve the school board to expend \$50,372,954, which is the amount the school board has determined to be necessary for the ensuing fiscal year? It is estimated that this proposed budget, if approved, will result in education spending of \$15,554 per equalized pupil. This projected spending per equalized pupil is 3.41% higher than spending for the current year.

The legal voters of Barre Unified Union School District are further notified that voter qualification, registration and absentee voting relative to said election shall be as provided in Chapters 43, 51, and 55 of Title 17, Vermont Statutes Annotated.

Adopted and approved at a meeting of the Board of School Directors of the Barre Unified Union School District held on March 25, 2021.

ATTEST:

Donna Kelty, Clerk
Barre Unified Union School District

Sonya Spaulding

Alice Farrell

Gina Akley

J. Guy Isabelle

Tim Boltin

Sarah Rollins Pregent

Abigayle Smith

Renee Badeau

Christine Parker

Barre Unified Union School District Board of School Directors

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ARTICLE 1 (School Budget)

Shall the voters of the Barre Unified Union School District approve the school board to expend \$50,312,954, which is the amount the school board has determined to be necessary for the ensuing fiscal year? It is estimated that this proposed budget, if approved, will result in education spending of \$15,529 per equalized pupil. This projected spending per equalized pupil is 3.24% higher than spending for the current year.

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ARTICLE 1 (School Budget)

Shall the voters of the Barre Unified Union School District approve the school board to expend \$50,252,954, which is the amount the school board has determined to be necessary for the ensuing fiscal year? It is estimated that this proposed budget, if approved, will result in education spending of \$15,504 per equalized pupil. This projected spending per equalized pupil is 3.08% higher than spending for the current year.

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Modes of Instruction Update

On March 19th, the CDC updated its guidance on Essential Elements of Safe K–12 School Operations for In-Person Learning. The Vermont Agency of Education let superintendents know that they are discussing our state's Strong and Healthy Start guidance but has not released an update. The administration and I reviewed the CDC guidance and are planning strategies to substantially increase in-person learning at BUUSD as soon as April 12th. The actions we are able to take will depend on the guidance from the Vermont Agency of Education and when it is released. Here are some of the key points in the CDC guidance that will impact our work:

- In elementary schools, students should be at least 3 feet apart while wearing masks.*
- In middle schools and high schools, students should be at least 3 feet apart while wearing masks in areas of low, moderate, or substantial community transmission. In areas of high community transmission, middle and high school students should be 6 feet apart if cohorting is not possible.*
- Maintain 6 feet of distance between adults (teachers and staff) and between adults and students.*
- Maintain 6 feet of distance when masks cannot be worn, such as when eating.*
- Maintain 6 feet of distance during activities when increased exhalation occurs such as singing, band, sports & exercise. Move these activities outdoors when possible.*
- Maintain 6 feet of distance in common areas such as lobbies and auditoriums.*