

**BARRE UNIFIED UNION SCHOOL DISTRICT
BOARD MEETING**

April 28, 2022 at 6:00 p.m.

In-Person: Barre Town Middle & Elementary School Library, 70 Websterville Rd, Barre

Virtual Option: Click this link to join the meeting remotely:

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

Phone Numbers: (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

Public comment is welcomed and limited to 2 minutes per agenda item. The board will hear public comments and questions, but won't respond directly during public comments. This can feel impersonal, but is in place to allow the board to stay on task and address the work of the board for that meeting.

AGENDA

- | | |
|------|--|
| 6:00 | 1. Call to Order |
| 6:05 | 2. Pledge and Mindfulness Moment |
| 6:10 | 3. Additions or Deletions with Motion to Approve the Agenda |
| 6:15 | 4. Comments for Items Not on the Agenda |
| | 4.1. Public Comment |
| | 4.2. Student Voice |
| 6:25 | 5. Consent Agenda |
| | 5.1. Regular Meeting Minutes - April 14, 2022 |
| | 5.2. Legal Opinions for Quorum and Executive Session Issues |
| 6:30 | 6. Current Business |
| | 6.1. New Hires [ACTION] |
| | 6.2. Para Educator Hiring Update |
| | 6.3. Committee Meeting Protocols |
| | 6.4. Procedures for Resignations |
| | 6.5. First Reading Fiscal Management and General Financial Accountability (F20) [ACTION] |
| | 6.6. First Reading Education Records (C1) [ACTION] |
| | 6.7. First Reading Student Attendance (C7) [ACTION] |
| | 6.8. First Reading Pupil Privacy Rights (C8) [ACTION] |
| | 6.9. Rescind Video Surveillance Policy (F41) [ACTION] |
| 7:45 | 7. Old Business |
| | 7.1. Second and Final Reading Electronic Surveillance (F26) (Recommended) [ACTION] |
| 7:50 | 8. Reports |
| | 8.1. Superintendent Report |
| | 8.2. Building Reports: BCEMS, BTMES, SHS, CVCC |
| | 8.3. Finance Committee: Met: April 26, 2022; Next Meeting: May19, 2022 |
| | 8.4. Facilities/Transp. Committee: Met: April 11 Canceled; Next Meeting: May 9, 2022 |
| | 8.5. Policy Committee: Met: April 18, 2022; Next Meeting: May 16, 2022 |
| | 8.6. Curriculum Committee: Met: April 7, 2022; Next Meeting: May 5, 2022 |
| | 8.7. Negotiations Committee: Meeting: May 3, 2022 - 4:30 pm |
| 8:05 | 9. Other Business/Round Table |
| 8:20 | 10. Future Agenda Items |

- 8:30

PARKING LOT OF ITEMS

- Educational Performance (May)
- Procedure for Rescinded Policy (A32) (May - 1st Mtg)
- Reporting of Exit Survey Information (May or June)
- Combining BCEMS and BTMES Sports (June)
- Board Start Time (June)
- Retreat Items - Self Evaluation etc.
- Defining Committee Charge/Guidelines
- SHS Foundation Report
- Evaluation: Staffing, Enrollment, Facilities, etc.
- Building Capacity at each building
- Critical Race Theory
- Anti-Racism Policy
- Negotiations/Personnel Committee

MEETING NORMS

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

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BARRE UNIFIED UNION SCHOOL DISTRICT REGULAR BOARD MEETING

Barre Town Middle and Elementary School Library and Via Video Conference – Google Meet
April 14, 2022 - 6:00 p.m.

MINUTES

BOARD MEMBERS PRESENT:

Sonya Spaulding (BC) – Chair
Alice Farrell (BT) – Vice Chair
Chris Parker (BT) - Clerk
Renee Badeau (BT)
Tim Boltin (BC)
Giuliano Cecchinelli, II (BC)
Nancy Leclerc (At-Large)
Terry Reil (BT)
Sarah Pregent (BC)

BOARD MEMBERS ABSENT:

ADMINISTRATORS PRESENT:

Chris Hennessey, Superintendent

GUESTS PRESENT:

Dave Delcore – Times Argus	Mel Battah	Jeff Blow	Michael Boutin	Jude Brister
Erin Carter	Elisha Coleman	Mike Deering, II	Nora Duane	Josh Howard
Guy Isabelle	Prudence Krasofski	Patrick Leene	Michael Whalen	William Toborg

1. Call to Order

The Chair, Mrs. Spaulding, called the Thursday, April 14, 2022, Regular meeting to order at 6:01 p.m., which was held in the BTMES Library and via video conference.

2. Pledge and Mindfulness Moment

The Board recited the Pledge of Allegiance and participated in a ‘mindful moment’.
Mrs. Spaulding read the Meeting Norms, and advised regarding guidance for public comment.

3. Additions and/or Deletions to the Agenda

Add 6.8 Community Members on Committees (will be taken out of order – after Executive Session)
Add 11.2 Contracts (Executive Session)

Committee Meeting Protocols – Add to Future Agenda Items

Legal Opinions for Quorum and Executive Session Issues – Add to Future Agenda Items

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

4. Public Comment for Items Not on the Agenda

4.1 Public Comment

None.

4.2 Student Voice

None.

5. Approval of Minutes

5.1 Approval of Minutes – March 24, 2022 Regular Meeting

On a motion by Ms. Parker, seconded by Ms. Badeau, the Board unanimously voted to approve the Minutes of the March 24, 2022 Regular Meeting (as presented), the Minutes of the March 31, 2022 Special Meeting (as presented), and the April 5, 2022 Board Retreat (as amended).

5.2 Approval of Minutes – March 31, 2022 Special Meeting

Approved under Agenda Item 5.1

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5.3 Approval of Minutes – April 5, 2022 Board Retreat

Approved under Agenda Item 5.1

6. Current Business

6.1 New Hires

The resumes and BUUSD Notification of Employment Status Forms for Margrette Weiss (BTMES SLP), Kassidy Kane (BCEMS Grade 2 teacher), Stacie Jacques (BCEMS Grade 2 teacher), Suzanne Abbott (BCEMS School Nurse), Julia Woodworth (BCEMS School Nurse), Sarah Capron (BCEMS Grade 2 teacher), Randi Collins (BTMES Grade 2 teacher), Sarah Attig (BTMES Grade 1 teacher), Christopher Wood (BTMES Grade 3 teacher), Eric Spencer (SHS History teacher), and Colleen LeFebvre (BTMES SLP) were distributed.

Mr. Hennessey provided an overview of the candidates and answered questions from the Board. Mr. Hennessey read a prepared statement which will be released to the community in the near future. The statement advises regarding housing shortages and encourages community members to contact the District if they have or are aware of available rental properties, or homes for sale. In response to query, Mr. Hennessey advised that job descriptions are available from Mrs. Marold, and cautioned that some job descriptions are still in the process of being written. In response to a request for a list of why employees are resigning, Mr. Hennessey advised that he does not have all of the resignations with him this evening. A large list of resignations will be presented at the next meeting. Mr. Hennessey noted that throughout the state, there are many job openings, both for teachers, as well as administrators. Under the Collective Bargaining Agreement, staff members who make a request are provided with a 15 day extension (for signing contracts). Many staff members have requested the extension. The District is working on conducting exit interviews, but is finding this challenging given the work involved in the hiring process (given the number of new hires). In response to a query, it was noted that the salary scale is available on-line (in the Collective Bargaining Agreement). It was noted that the salary schedule is based on education and years of experience. At the end of the hiring season, a 'breakage' report will be provided to the Board. In the past, the Board also received a report that indicates internal transfers. It was requested that the internal transfer report be provided again this year. Brief discussion was held regarding presentation of resignations. The past practice involved presenting the Board with resignation letters. It was confirmed that there is currently a Board requirement that letters of resignation be included in the Board packet. Mr. Hennessey noted that some letters of resignation include personal or personnel issues. This item will be added to a future agenda for discussion and a decision regarding whether or not to change the directive. It was suggested that some sort of report and perhaps a survey, be drafted.

On a motion by Mrs. Pregent, seconded by Mr. Cecchinelli, the Board unanimously voted to approve the hiring of the slate of candidates presented; Margrette Weiss, Kassidy Kane, Stacie Jacques (contingent upon receiving a provisional license), Suzanne Abbott, Julia Woodworth, Sarah Capron, Randi Collins, Sarah Attig, Christopher Wood, Eric Spencer, and Colleen LeFebvre.

6.2 Educational Performance Discussion

A document titled 'Outline for Curriculum, Instruction, Assessment' was distributed.

Mr. Hennessey displayed an updated version of the document, and provided a brief summary of the document which provides an overview of the proposed framework and structuring/processes sections. This is a fluid document that is continually updated. Mr. Reil reiterated that he would like to have a standing agenda item (monthly) for Educational Performance to allow the Board to keep its 'finger on the pulse' of student progress, and keep academic performance as a high priority of the Board. The coaching culture which is in place in the k-8 schools is being introduced at the high school. Lengthy discussion was held, including; concerns over lack of progress in the past, ways in which to measure success in an ongoing fashion, the importance of having the document align with the Strategic Plan, a suggestion that teachers attend Board meetings to share what is working, meeting efficiencies as outlined in the Act 46 Articles of Agreement, the need to provide services in an effort to avoid needing to provide as many interventions, the need to see outcomes more often (to help measure success – student impact), concern that assessments provided three times a year is not sufficient to help assure successful outcomes, concern that the Board needs to be cautious not to micromanage curriculum, concern that the proficiency rate was too low prior to COVID, the need to identify the root causes for low proficiency rates, the importance of data, action plans, and consistent reports that show outcomes, a suggestion to have teachers attend Board meetings to share what is working in their classrooms, submission of a report regarding professional development and how it has impacted the classroom, a suggestion that staff complete an anonymous survey to provide input, and identification of additional metrics to measure success. It was noted that the District has been prevented (by the State) from sharing SBAC data. Educational Performance will be added to the May agenda, and may include a list of items that could be provided to the Board. It was noted that test scores alone, do not provide a good overview of the total picture.

6.3 Review Board Meeting Start Time

A community member would like to see meetings start later (6:30 p.m. or 7:00 p.m.) to accommodate public participation.

It was suggested that the meeting start time revert back to 5:30 p.m., citing the length of meetings (including Executive Sessions), which also impacts employees who are sometimes required to attend Executive Session, as well as Board Members who also have

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jobs which start early the next day. It was noted that BUUSD meetings run 3 to 4 times longer than other Boards' meetings. Lengthy discussion ensued which included; concern that the Board is less effective and may not make the best decisions later in the evening, concern that the Board Norm to 'Honor the Board's Decisions' is not being followed (this item was recently voted on), concern that meetings are not run efficiently and that perhaps the Board is discussing matters that should not be overseen by the Board, a suggestion that meetings or agenda items have 'set' start and end times, a suggestion that the Board review its roles and responsibilities, that facilitation occur as outlined under Robert's Rules (which the Board operates under), a suggestion that there be a set rotation for speaking, and a suggestion that agendas have fewer items. It was agreed to keep the start time at 6:00 p.m. and that this matter will be revisited at a future meeting.

6.4 Recommendation to Rescind Board Goal Setting and Evaluation Policy (A32)

A copy of the policy was distributed. Ms. Parker provided a brief overview of discussion held at the Committee level; including the recommendation that this policy be rescinded (VSBA deleted this policy in October 2021), and that procedures be written to cover the items listed in the policy. Mrs. Spaulding will write procedures and present them at a future meeting.

On a motion by Mr. Boltin, seconded by Mrs. Pregent, the Board unanimously voted to rescind the Board Goal Setting and Evaluation Policy (A32).

6.5 First Reading Electronic Surveillance Policy (F26)

A copy of the policy was distributed. Ms. Parker provided an overview of discussion at the Committee level, including amendments made to address the use of SROs in the District's schools. The amended policy has been legally vetted. It was noted that administrators will need to write building specific procedures. If this policy is adopted, local policy F41 can be rescinded. One formatting issue was identified. It was noted that the normal editing protocols were not followed because this policy is very different from the VSBA Model Policy.

On a motion by Mrs. Pregent, seconded by Mrs. Farrell, the Board unanimously voted to approve the First Reading of the Electronic Surveillance Policy (F26).

6.6 FY23 School Calendar

A copy of the 'Regional Calendar: BUUSD 2022 – 2023' was distributed. (Final 03/22/22)

Mr. Hennessey advised that the BUUSD was actively involved in creating this calendar in collaboration with Winooski Valley colleagues, as well as schools in Chittenden County.

6.7 Electric Bus Update

Mr. Hennessey advised that there have been some issues, with one bus being out of commission (a charging issue), and that there were some concerns regarding construction of the charging stations. The District is working with STA and the Fire Marshall to remedy issues. Mr. Reil shared concerns regarding construction of the charging stations, and queried whether or not the District was aware that there was no electrical permit in place for construction of the charging stations, placement of an underground junction box, short circuiting of the underground 3 phase power source, possible issues with charging stations being so close to the building, and concern that these issues did not get caught by the District. Mr. Hennessey advised that STA is taking responsibility for these issues. A community member voiced concern regarding the lack of permits, underground electrical shortages, and safety issues related to the dangers of 3 phase power shorting-out.

6.8 Community Members on Committees

This item will be taken out of order, with discussion taking place after Executive Session.

On a motion by Mrs. Pregent, seconded by Mrs. Farrell, the Board unanimously voted to appoint committee members as follows:

Curriculum Committee: Rachel Aldrich-Whalen (BC) and Melissa Battah (BT)

Facilities/Transportation Committee: Andy McMichael (BC) and Mary Jane Ainsworth (BT)

Finance Committee: John Lyons (BC) and Paul Malone (BT)

Policy Committee: Thomas Kelly (BC) and Jon Valsangiacomo (BT)

7. Old Business

7.1 Enrollment/Home Study Update

Copies of the April 2022 District Enrollment/Staffing Report, and the Home Study Report (AOE Provided Data – 04/05/22) were distributed. Mr. Hennessey noted that enrollment has been relatively steady at BTMES and SHS, but BCEMS has had an increase of 22 students. Brief discussion was held regarding class sizes vs. the class size limits defined in policy.

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7.2 COVID Update

Mr. Hennessey noted that COVID is still ‘very much with us’, and is having an impact on staffing and student attendance. Since the February break, there has been a significant increase in other types of illness (colds, flu, etc). Due to staffing shortages, the SEA Program was shut down on 04/13/22 and 04/14/22. It is anticipated that the SEA Program will reopen 04/15/22. COVID tests are still available for pick up at the district schools and at Central Office.

8. Other Business/Round Table

Mr. Boltin would like to consider adding an agenda item to discuss the possibility of having an anonymous survey of staff, in hopes that it would be a proactive step that would provide an opportunity to address staff concerns prior to them leaving the District. Mrs. Spaulding will contact HR regarding generation of a ‘climate’ survey.

Mrs. Farrell queried regarding the Annual SPED Report (student counts, outplacements, costs etc...) and requested that it be presented to the Board prior to the end of the academic year.

Mrs. Farrell advised that she has received a few calls regarding fund raising activities at BTMES. There is concern that fund raising is falling on students’ families and the most recent fund raiser has a letter advising that the fund raiser is for essential costs for classroom tools. Mrs. Farrell raised concern that with the recently passed budget (over \$50,000,000), why is the school asking for funds for essential classroom tools. Mr. Hennessey is not aware of this fund raiser.

Ms. Parker welcomed the new hires.

Mrs. Spaulding is pleased to be back to in-person meetings and appreciates the suggestions for being more efficient in meetings.

9. Future Agenda Items

- Committee Meeting Protocols
- Legal Opinions for Quorum and Executive Session Issues (as part of the Consent Agenda)
- Procedures for Resignations / Reporting of Exit Survey Information
- Second and Final Reading Electronic Surveillance Policy (F26)
- Rescind Video Surveillance Policy (F41)
- Combining BCEMS and BTMES Athletic Programs
- Administrator Evaluations (Executive Session)
- Contracts (Executive Session)
- Update on Para-Educator Hiring (under New Hires)
- Educational Performance (May)
- Procedures for Board Goal Setting and Evaluation (Parking Lot)
- Retreat Items (Parking Lot) – Self Evaluation etc.

The Board agreed to remove Agenda Item 11.2 (Contracts) from this evening’s agenda.

Adding the SEA Building for Board Meetings will be discussed at the Policy Committee. Mr. Hennessey believes Board meetings can be held in this building without compromising student confidentiality.

Mrs. Farrell queried regarding presentation of hiring sheets for the SHS Co-Principals.

Ms. Badeau requested that the hiring sheet for the Director of Curriculum, Instruction, and Assessment position also be provided. These items will be presented at the next meeting.

In response to a query, it was noted that Board packets will continue to be available at the Central Office.

10. Next Meeting Date

The next meeting is Thursday, April 28, 2022 at 6:00 p.m. in the BTMES Library and via video conference.

11. Executive Session as Needed

11.1 Community Members on Committees

~~11.2 Contracts~~

Community Members on Committees was proposed for discussion in Executive Session.

On a motion by Mrs. Pregent, seconded by Ms. Parker, the Board unanimously voted to enter into Executive Session, at

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8:38 p.m. under the provisions of 1 VSA section 313 to discuss the item proposed for discussion.

On a motion by Mrs. Pregent, seconded by Ms. Parker, the Board unanimously voted to exit Executive Session at 9:02 p.m.

The Board held discussion on Agenda Item 6.8.

12. Adjournment

On a motion by Mrs. Pregent, seconded by Mr. Boltin, the Board unanimously voted to adjourn at 9:06 p.m.

Respectfully submitted,

Andrea Poulin

----- Forwarded message -----

From: **Sonya Spaulding - she & her** <sspaulding@buusd.org>
 Date: Mon, Mar 28, 2022 at 10:17 AM
 Subject: Fwd: committees
 To: BUUSD-Board <buusd-board@buusd.org>, Chris Hennessey <chennbsu@buusd.org>

Hi all,

Please find below the email thread that I started with Sue Ceglowski at VSBA, and then she looped in Jenny Prosser at the VT Secretary of State's office, regarding Open Meeting law and specifically, the number of board members that attend a committee meeting. Based on Jenny's recommendation, I also consulted with Pietro Lynn, our district's attorney, to be sure that we are in compliance. Please let me know if you have any questions, **but please do not reply all**, as this would constitute a discussion and is not allowed under open meeting law.

Sonya

----- Forwarded message -----

From: **Pietro Lynn** <PLynn@lynnlawvt.com>
 Date: Tue, Mar 22, 2022 at 3:25 PM
 Subject: RE: committees
 To: Sonya Spaulding - she & her <sspaulding@buusd.org>
 Cc: Chris Hennessey <chennbsu@buusd.org>

Sonya,

I agree with the Jenny Prosser. The key is to make sure that the other board members are not treated like anything other than observers of the committee meeting. They may attend, but they are not members of the committee. They have no enhanced rights. If so, their presence does not create a meeting of the larger board. They also should make sure not to discuss the larger/broader board's business at the committee. They should stick to the agenda. If so, it seems fine to me.

I hope that is helpful.

Pietro

From: Sonya Spaulding - she & her <sspaulding@buusd.org>
Sent: Tuesday, March 22, 2022 1:33 PM
To: Pietro Lynn <PLynn@lynnlawvt.com>
Cc: Chris Hennessey <chennbsu@buusd.org>
Subject: Fwd: committees

Hi Pietro,

I have a question regarding open meeting law and our committees that I am hoping you can weigh in on.

We have just reorganized and dissolved one of our standing committees, which means we now have 4 committees that meet on a monthly basis (finance, policy, curriculum and facilities/transportation) and another as needed (negotiations). To try to be fair in distributing committee assignments and workload, I have recommended 3-4 board members to each committee. This, in and of itself, is not

the problem. Our local reporter and a community member are very concerned that when the committees with 4 board members have a meeting and one or more other board members attend that committee meeting, that this constitutes a quorum of the board and should be warned as a board meeting. These committee meetings do follow all open meeting law requirements in that agendas are posted, the meetings are open to the public, minutes are taken, etc. I have asked the VSBA to weigh in, and Sue forwarded the question on to the Secretary of State's office for clarification. I have included the chain of emails below for your reference. As I state in my last email, there is no particular issue or meeting in question, it is just a general concern that the board is not following open meeting law.

To be clear, committee members are the only ones to vote on a motion during committee meetings, and board decisions are not being made at committee meetings. I attend most committee meetings as the chair of the board, to stay on top of the discussion, questions and direction of the recommendations that will be brought to the full board, but do not participate in any votes. I may ask questions, make comments and give more information when necessary, but only participate as someone not on the committee.

Thanks for your assistance with this-please let me know if you have any questions for me.
Sonya

----- Forwarded message -----

From: Sonya Spaulding - she & her <sspaulding@buusd.org>

Date: Tue, Mar 22, 2022 at 1:09 PM

Subject: Re: committees

To: Prosser, Jenny <Jenny.Prosser@vermont.gov>

Cc: sceglowski <sceglowski@vtvsba.org>

Thank you so much Jenny, this is how I am understanding it, but will ask our own legal counsel to weigh in. Our local reporter and a member of the community believe we are not following open meeting law due to the number of board members serving on a committee and having additional members be present at the meeting, but there is no particular decision or instance in question, so I hope that helps clarify things regarding the situation.

Thanks again,
Sonya

On Tue, Mar 22, 2022 at 12:56 PM Prosser, Jenny <Jenny.Prosser@vermont.gov> wrote:
Hi, Sonya.

I need to tread lightly here, since I must be careful not to share general info that can be construed as legal advice (i.e. not to apply the law to specific facts and draw legal conclusions).

Generally speaking, if a committee of a school board holds a duly warned public meeting in compliance with the OML, a quorum of members of the school board may attend the committee meeting without warning a separate meeting of the school board, provided that the school board does not take any action at the committee meeting. As I see it, the keys are: 1) the committee, recognizing itself as a stand-alone public body, complies with all aspects of the OML, e.g. advance public notice, public participation, minutes, and so forth; and 2) the school board, whether members are present as part of the committee or solely in their capacity as school board directors or members of the public, takes no action *as the school board* at the committee meeting.

Practically speaking, there may be ways to signal this distinction that may help the public to understand and trust in the process. For example, school board members who attend a committee meeting but are not themselves members of the committee might sit with, and do their best to participate as, members of the public. The committee could, at the start of the meeting, explicitly address the situation and explain how it will be handled. The committee or the school board could also adopt written policy on point.

Of course, if it is ever unclear whether it is the committee or the board that has authority to act, or that has acted, I'd strongly recommend taking those questions to your board's own legal counsel.

Best regards,
Jenny Prosser

Jenny R. Prosser
General Counsel & Director of Municipal Assistance
Vermont Secretary of State's Office
802.828.1027
sos.vermont.gov

From: Sonya Spaulding - she & her <sspaulding@buusd.org>
Sent: Tuesday, March 22, 2022 11:30 AM
To: Prosser, Jenny <Jenny.Prosser@vermont.gov>
Cc: sceglowski <sceglowski@vtvsba.org>
Subject: Re: committees

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Jenny,

Thank you for helping with this. I appreciate it.

I think I understand your email, but I want to be sure I am clear. Since our committees are subsets of our board, are warned in compliance with Open Meeting Law, and the entire meeting is conducted in accordance with OML, I believe that any additional board members that attend a committee meeting to ask questions or hear the discussion are allowed, provided that a quorum of the board does not take action. If only the subset of the board (the committee) takes action (to recommend bringing something to the board for approval, for example) and the visiting board members do not participate in that vote, then it seems that it is still in compliance with OML and the carve out you described.

Am I understanding this correctly?

Sonya

On Tue, Mar 22, 2022 at 11:12 AM Prosser, Jenny <Jenny.Prosser@vermont.gov> wrote:
Hello,

Thanks for your patience on this one. It has been a busy few weeks.

For the purposes of the open meeting law, a committee of a public body is itself a "public body" that must comply with all aspects of the OML unless a specific statutory exception applies. [1 V.S.A. § 310\(4\)](#). As you describe it, it sounds like everyone is agreeing that the committees in question are "of" the school board. So, as a general matter, a gathering of a quorum of one of these committees to

discuss the committee's business would usually be considered a "meeting" that triggers the OML's requirements, regardless of whether a quorum of total school board members was present.

That said, the OML does contain quite a few carve-outs from the definition of "meeting," as well as identifies assorted situations to which some or all of the OML's provisions do not apply. For example, a fairly recent OML amendment now addresses situations where one public body attends the duly-warned meeting of another public body: "***'Meeting' shall not mean a gathering of a quorum of a public body at a duly warned meeting of another public body, provided that the attending public body does not take action on its business.***" 1 V.S.A. § 310(3)(D). In other words, in a situation where a quorum of Public Body 1 is present at a meeting of Public Body 2, the OML does not now require Public Body 1 to separately warn a meeting, so long as Public Body 2 properly warns its meeting and the members of Public Body 1 do not take any action as Public Body 1 during the meeting.

Of course, the Secretary of State's office cannot give legal advice to the folks who contact us. When in doubt, we generally recommend erring on the side of openness, assuming that the OML applies, and carrying out work as the OML requires. And, I also always recommend that municipal public bodies consult with and rely on the advice of their own legal counsel when dealing with specific scenarios.

I do hope this helps! Please let me know if you have further questions.

Best regards,
Jenny Prosser

Jenny R. Prosser
General Counsel & Director of Municipal Assistance
Vermont Secretary of State's Office
802.828.1027
sos.vermont.gov

From: Prosser, Jenny
Sent: Monday, March 14, 2022 2:50 PM
To: Sonya Spaulding - she & her <sspaulding@buusd.org>
Subject: RE: committees

Hi, Sonya.

I wanted to let you know that I've received your inquiry below, forwarded by Sue Ceglowski of the VSBA.

I'll be back in touch with more info for you as soon as possible.

Best regards,
Jenny Prosser

Jenny R. Prosser
General Counsel & Director of Municipal Assistance
Vermont Secretary of State's Office
802.828.1027
sos.vermont.gov

From: Sonya Spaulding - she & her <sspaulding@buusd.org>
Sent: Monday, March 14, 2022 9:56 AM
To: sceglowski <sceglowski@vtvsba.org>
Cc: Prosser, Jenny <Jenny.Prosser@vermont.gov>
Subject: Re: committees

EXTERNAL SENDER: Do not open attachments or click on links unless you recognize and trust the sender.

Hi Sue,
Thanks for the suggestion and looping Jenny into the conversation.
Please let me know if there are any other details that are needed.
Sonya

On Mon, Mar 14, 2022 at 8:01 AM Sue Ceglowski <sceglowski@vtvsba.org> wrote:
Hi Sonya,

I think it would be a good idea to reach out to Jenny Prosser, General Counsel at the Secretary of State's Office, to see if she can provide any guidance in this area. I am copying her on this email so that we can both benefit from her assistance on this topic.

Best,

Sue Ceglowski, Esq.
Executive Director, Vermont School Boards Association
(802) 223-3580 ext. 113
(802) 275-8666 (cell)
Pronouns: she/her/hers [\(why\)](#)

The content of this email is offered as a service of the Vermont School Boards Association and does not constitute legal advice. You should always contact an attorney licensed to practice in your jurisdiction regarding any specific legal problem or matter. Information distributed by the Vermont School Boards Association is reviewed by an attorney licensed to practice in Vermont.

On Fri, Mar 11, 2022 at 11:53 AM Sonya Spaulding - she & her <sspaulding@buusd.org> wrote:
Hi Sue,

We had our board reorganization meeting last night and assigned members of the board to committees. We currently have 9 board members, including myself, and 5 standing committees (Finance, Policy, Curriculum, Facilities and Negotiations), as well as an appointment to the CVCC board. With that being said, we have some committees with 4 board members and I usually attend most committee meetings. Our local newspaper reporter is concerned that these committee meetings should be warned as board meetings, since there is a quorum of the board attending. I understand that there is a quorum of the board, but the meeting is already an open, public meeting that is warned, with an agenda, and the only people that can vote to make a recommendation to the board are members of the committee-not other attending board members.

Can you help me with this question about committee meetings and board meetings?

Thanks!
Sonya

----- Forwarded message -----

From: Pietro Lynn <PLynn@lynnlawvt.com>
Date: Fri, Mar 25, 2022 at 12:34 PM
Subject: RE: Community members appointment to committees
To: Sonya Spaulding - she & her <sspaulding@buusd.org>
Cc: Chris Hennessey <chennbsu@buusd.org>

It would be the same as with the appointment of Board members. You should feel free to discuss appointment in ES and then vote in open session.

Pietro

From: Sonya Spaulding - she & her <sspaulding@buusd.org>
Sent: Friday, March 25, 2022 11:20 AM
To: Pietro Lynn <PLynn@lynnlawvt.com>
Cc: Chris Hennessey <chennbsu@buusd.org>
Subject: Community members appointment to committees

Hi Pietro,

I'm hoping you can help with an executive session question. We have interviewed a number of community members that would like to be appointed to serve on the 4 standing committees and I had intended to discuss the community members in executive session and then make the motion to appoint the 8 people that are selected in open session. There is concern that we should not be discussing these appointments in executive session, as they are not employees, but volunteers. In the past we have discussed the appointment of board members in executive session, so I assumed it would be a similar allowance to discuss the appointment of community members.

My biggest concern is that we are discussing people, and while not personnel, I want to be sensitive to the fact that we are weighing the strengths and weaknesses of individuals in our community, which is why I thought executive session was appropriate.

Thank you for your assistance with this!

Sonya

**BARRE UNIFIED UNION SCHOOL DISTRICT # 097
POLICY**

CODE: F 20

1ST READING: 04/28/2022

2ND READING:

PREVIOUSLY ADOPTED: 6/13/2019

FISCAL MANAGEMENT AND GENERAL FINANCIAL ACCOUNTABILITY

1. POLICY

It is the policy of the Barre Unified Union School District (BUUSD) (Barre Town Middle and Elementary School, Barre City Elementary and Middle School, and Spaulding High School ~~Union Districts, and Central Vermont Career Center~~) to manage its financial affairs using generally accepted accounting practices, providing appropriate accountability, and assuring compliance with guidelines published by the Agency of Education.

2. ADMINISTRATIVE RESPONSIBILITIES

With the advice and consent of the Auditor of Accounts and the Secretary of Education, the Superintendent shall establish and maintain an accrual system of accounting for the proper control and reporting of school district finances and for stating the financial condition of the School Districts.

Guidelines

1. The approved budget will be the spending plan for the year. The Superintendent or his or her designee is authorized to make commitments in accordance with the budget appropriations in amounts not to exceed \$XX,XXX. on behalf of the organization. ~~Expenditures in excess of \$15,000—\$150,000 For Individual expenditures in excess of that amount, or expenditures of over \$15,000 not planned for~~ in the budget, require approval by the Board. Required expenses, such as special education expenses in accordance with the approved IEP or 504 plan, are not subject to Board approval. The Superintendent shall assure that the district does not materially deviate from the approved spending plan, and shall notify the Board of significant overages in spending or significant reduction in revenue that might threaten adherence to the annual budget plan for the year.
2. The Superintendent or designee shall arrange with the BUUSD Board an annual audit of accounts by a certified public accountant.
3. The Superintendent shall be responsible for establishing a system of appropriate internal controls for the handling of all financial obligations and all funds and accounts.
4. The Superintendent or designee shall provide regular information to the board regarding the status of the organization relative to expenses and revenues according to a schedule established by the Board.
5. The Board shall, annually, authorize the Superintendent or his/her designee to “examine claims against the district for school expenses and draw orders for such as shall be allowed by it payable to the party entitles thereto.”
6. The bidding requirements of 16 V.S.A. §559 will be followed by the Board and its designees.

**BARRE UNIFIED UNION SCHOOL DISTRICT # 097
POLICY**

CODE: C 1

1ST READING: 04/28/2022

2ND READING:

PREVIOUSLY ADOPTED: 6/13/2019

EDUCATION RECORDS

1. Policy

The Barre Unified Union School District (BUUSD) recognizes the importance of keeping accurate and appropriate education records for students as part of a sound educational program and is committed to act as trustee of this information, maintaining these records for educational purposes to serve the best interests of its students.

The principles of accuracy and confidentiality underlie all policies and procedures for the collection, maintenance, disclosure and destruction of education records. It is the policy of the district to protect the confidentiality of education records and release information only as permitted by law. Annually or when the student enrolls, the district will inform parents, guardians, and students eighteen years and older of their rights ~~to inspect, review, and seek amendment of the student's education records. The district will inform parents, guardians, and students eighteen years and older of items considered directory information through notices distributed at the beginning of each school year or when a student enrolls.~~ with respect to the student's education records and the available procedures for exercising those rights. This shall include notification of the following:

1. The right to inspect and review the student's education records within 45 days after the day the district receives a request for access.
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights.
3. The right to provide written consent before the school discloses personally identifiable information (PII) from the student's education records, except to the extent that the law authorizes disclosure without consent.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of the Family Educational Rights and Privacy Act (FERPA).
5. The procedure for exercising the right to inspect and review education records.
6. The procedure for requesting amendment of records.
7. The types of personally identifiable information that the district has designated as directory information, and a parent or eligible student's right to opt out of the disclosure of directory information.

8. The procedure for a parent or eligible student to notify the district that they want to opt out of the district's disclosure of directory information.
9. The criteria for determining who constitutes a school official and what constitutes a legitimate educational interest as defined by FERPA.

Administrative Responsibilities

The building principal will be the custodian of all education records in a given school. The superintendent has overall responsibility for education records throughout the district and for assuring that adequate systems are in place to maintain such records and to provide parents with access to them in accordance with state and federal law. The Superintendent is responsible for developing procedures to assure the consistent implementation of this policy. The procedures shall comply with all federal and state laws and regulations governing access to and the collection, maintenance, disclosure and destruction of education records.

2. Definitions

All terms used in this policy, and the procedures developed for the implementation of this policy, shall be defined, where applicable, as those terms are defined in the Family Educational Rights and Privacy Act and in the federal regulations promulgated pursuant to that Act.

**BARRE UNIFIED UNION SCHOOL DISTRICT #097
POLICY**

CODE: C 7

1ST READING: 04/28/2022

2ND READING:

PREVIOUSLY ADOPTED: 06/13/2019

STUDENT ATTENDANCE

Policy

It is the policy of the Barre Unified Union School District (BUUSD) to set high expectations for consistent student school attendance in accordance with Vermont law in order to facilitate and enhance student learning. Legal pupils between the ages of 6 and 16 and who are residents of the school district and non-resident pupils who enroll in school district schools are required to attend school for the full number of days that school is held unless they are excused from attendance as provided in state law. Students who are over the age of 16 are required to attend school continually for the full number of the school days for which they are enrolled, unless they are mentally or physically unable to continue, or are excused by the superintendent in writing.

Definitions

For the purpose of this policy, “truant” shall mean:

- 1) A student between the ages of six and sixteen years, who is not excused from school attendance and fails to enter school at the beginning of the academic year or, being enrolled, fails to attend school.

or,

- 2) A student who is at least 16 years of age and is enrolled in public school and fails to attend, and is not excused from school attendance.

A student may be excused from compulsory attendance if the student:

- 1) Is mentally or physically unable to attend;
- 2) Has completed the tenth grade and is not enrolled in public school;
- 3) Is excused by the superintendent or a majority of the school directors; or
- 4) Is enrolled in and attending a postsecondary school which is approved or accredited in Vermont or another state.

Implementation

Annually, the superintendent shall ensure that the school board appoints one or more individuals to serve as the truant officer, and shall ensure that appointment is recorded with the clerk of the school district.

Administrative Rules and Procedures

The superintendent shall develop administrative rules and procedures to ensure the implementation of this policy. The procedures will address the following issues and may include others as well:

- A. written excuses;
- B. tardiness;
- C. notification of parents/guardian;
- D. signing out of school;
- E. excessive absenteeism;
- F. homebound and hospitalized students;
- G. early dismissals;
- H. homework assignments; and
- I. making up work

The procedure may address other issues as well, including educational neglect.

Administrative Responsibilities

1. The principal is responsible for maintaining accurate and up-to-date records of student attendance.
2. The principal is responsible for assuring that the school has the appropriate family information that allows the school to contact the parent(s) or guardian(s) of all students whenever necessary.

**BARRE UNIFIED UNION SCHOOL DISTRICT #097
POLICY**

CODE: C 8

1ST READING: 04/28/2022

2ND READING:

PREVIOUSLY ADOPTED: 6/13/2019

PUPIL PRIVACY RIGHTS

Policy

It is the intent of the Barre Unified Union School District (BUUSD) to comply with the provisions of the federal Pupil Privacy Rights Amendment (PPRA) and Vermont State Board of Education Rules governing the administration of certain student surveys, analyses or evaluations.

Administrative Responsibilities

The superintendent of his or her designee shall develop administrative procedures to ensure BUUSD compliance with applicable federal and state laws related to pupil privacy and parents' access to information regarding the conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. The administrative procedures shall include provisions related to the following legal requirements.

1. The right of parents or eligible students to inspect surveys created by third parties before administration or distribution of the surveys to students;
2. Any applicable procedures for granting request by a parent for access to such survey within reasonable time after a request is received;
3. Arrangements to protect student privacy in the event of the administration or distribution of a survey to a student containing one or more of the items listed in the federal Pupil Privacy Rights Amendment;
4. The right of a parent to inspect any instructional material used as part of the educational curriculum for the parent's child, and any applicable procedures for granting access to such material within a reasonable time after the request is received.
5. The administration of physical examinations or screenings that the school district may administer to a student;
6. The collection, disclosure or use of personal information collected from students for the purpose of marketing or for selling that information, including arrangements to protect student privacy in the event of such collection, disclosure or use.
7. The right of a parent of a student to inspect any instrument used in the collection of personal information under subparagraph (6) above, and any applicable procedures for granting a request for such inspection within a reasonable time after receiving the request;
8. Provisions to ensure that parents are notified of the BUUSD policies and procedures adopted to comply with federal and state laws and regulations governing pupil privacy, including, but not limited to, annual notice of such policies and procedures; notification and an opportunity for the parent to opt the student out of participation in activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or selling that information (or otherwise providing

that information to others for that purpose); notification and an opportunity for the parent to opt the student out of participation in the administration of surveys containing items specifically listed in the Pupil Privacy Rights Amendment; and notification and an opportunity for the parent to opt the student out of participation in any nonemergency, invasive physical examination or screening that is (1) required as a condition of attendance; (2) administered by the school and scheduled by the school in advance; and (3) not necessary to protect the immediate health and safety of the student, or of other students.

9. The rights of a parent under the PPRA transfer to a student who is 18 years old or an emancipated minor under state law.

BARRE UNIFIED UNION SCHOOL DISTRICT # 097
POLICY MANUAL

CODE: F 41

1ST READING: 5/9/2019
2ND READING: 6/13/2019
ADOPTED: 6/13/2019

VIDEO SURVEILLANCE

Policy

It is the policy of the Barre Unified Union School District (BUUSD) to install and use video surveillance equipment where appropriate, for the purposes of maintaining safe and secure school campuses and providing the best possible safety and security for students, staff and others. The BUUSD recognizes the legal obligation to provide the appropriate levels of supervision in the interests of student safety as well as the fact that students have privacy rights.

Video surveillance is used to accomplish 3 goals:

- (a) To enhance the safety of staff, students, and all school community members.
- (b) To protect Campus property against theft and vandalism.
- (c) To assist in the identification of intruders.

The system is not designed nor intended to protect individuals from being victims of violent or property crimes, nor to detect other potentially or illegal or undesirable activities which may occur, although any information obtained may be used as evidence in such cases. At no time should students, staff, parents and/or community members have any expectation that camera coverage is exhaustive, or that anyone is monitoring events on the surveillance cameras as they occur. Nor should they assume that someone will immediately respond to an incident in progress. All incidents of concern need to be reported immediately to the administration.

Implementation

Video surveillance systems are installed in the schools and on school buses, and include the capability for video recording. Cameras may be installed in both interior and exterior areas where there is a legitimate need for video surveillance. Cameras will not be installed in restrooms, athletic locker facilities, or other areas where students, staff, or others have a reasonable expectation of privacy. The BUUSD shall provide prior written notice to staff, students and parents/legal guardians that video surveillance may occur on BUUSD property. The notice shall be present in student/family handbooks.

All recorded footage is to be considered confidential and is to be viewed only on an “as needed” basis by those individuals authorized herein, and in compliance with state and federal law, including FERPA. The only personnel who may view digital video tapes or digital files in the schools are the principals, their designees, and the School Resource Officer or other BUUSD

staff when necessary in the performance of their duties and only for the purposes as outlined in the goals above.

If illegal activity is seen on the recording the appropriate administrator shall share the footage with the appropriate law enforcement officials.

Video surveillance equipment will not be used for the purposes of monitoring school staff completing their assigned duties.

**BARRE UNIFIED UNION SCHOOL DISTRICT #097
POLICY****CODE: F26****1ST READING: 04/14/2022****2ND READING:****ADOPTED:**

ELECTRONIC SURVEILLANCE**Policy**

The BUUSD recognizes the value of electronic surveillance for monitoring activity on school property. It is the policy of the Barre Unified Union School District (BUUSD) to use passive electronic surveillance to assist with the safety and security of the school community.

All video recording is subject to District policies and state and federal law, including the provisions of the Family Education Rights and Privacy Act (FERPA).

Use

Electronic surveillance is used to deter crime and enforce violations of the District's rules and policies, as well as state and federal law. Security devices and measures such as, but not limited to, video cameras, motion detectors and alarms may be installed in any or all school buildings, or in school transportation vehicles to protect school property. Outside lighting and/or video surveillance devices may be installed and maintained at each school building to provide illumination and observation of the immediate grounds.

Camera Placement

The security camera system will be installed in public areas only. These areas may include school buses, grounds, athletic areas, exterior entrances or exits to school buildings, stairwells, corridors, cafeterias, and lobbies. Security camera usage is prohibited in any space where there is a reasonable expectation for privacy, such as restrooms, locker rooms, private offices, and nurse's offices.

Security

Only a designated employee or agent of the BUUSD will install surveillance cameras. Only designated school officials shall have access to the camera equipment and software. Only these school officials shall handle the software or copies of video segments. Video copies shall be stored in a secure area until the end of the current school year, or until the statute of limitations has been reached for a specific policy or law. Video copies may never be sold, publicly viewed or distributed in any other fashion except as approved for by this policy and state and federal law.

Viewing of Live Video

Video monitors used to view live video should not be located in a position that enables public viewing. Live video may only be viewed by school administrators, school officials, school staff members, or school resource officers with a legitimate need, as required by their position

and role. This also includes employees or agents responsible for the technical operations of the system (for technical purposes only).

Video Recordings

Video recordings may only be viewed by school administrators, school officials, or school staff members with a direct involvement with the recorded contents of the specific video recording. This also includes employees or agents responsible for the technical operations of the system (for technical purposes only). Law enforcement personnel and parents and guardians may be permitted to view video recordings on a case-by-case basis, consistent with the requirements of state and federal law.

Use of Video Recordings for Disciplinary Action

Video recordings may be used as a basis for disciplinary action consistent with District policies and state and federal law.

Retention of Video Recordings

A copy of a video recording shall be made and maintained until resolution of an incident which results in a long-term suspension, student injury, or there is a prospect of a legal claim against the district. The copy of the video recording shall be sent to the Superintendent or designee to be kept in a secure location. The district shall comply with all applicable state and federal laws related to record creation, retention, and destruction.



**Spaulding High School
Central Vermont Career Center
Barre City Elementary and Middle School
Barre Town Middle and Elementary School**

Chris Hennessey, M.Ed.
Superintendent of Schools

A rock solid education for a lifetime of discovery

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Phone: 802-476-5011
Fax: 802-476-4944 or 802-477-1132
Website: www.buusd.org

April 22, 2022

Dear BUUSD School Board,

I write to you in the middle of our April Vacation, and this week has been a great time for our team to take a few days off, slow down, and get some planning for the rest of the year and beyond done! A highlight for me has been spending time with the new leadership teams for both SHS and BCEMS this week. I get a sense that these folks are incredibly excited to get to know each other and get to work! Changes of this nature provide so many opportunities for new thinking and new ideas. There is truly a lot to be excited about!

I have a lot share with you this month, and here are the latest updates:

BUUSD Facilities Update BUUSD Facilities Director **Jamie Evans** has some updates to share here:

- Work continues with 3 Acre Stormwater permitting/mitigation efforts for all school properties.
- Met with one of the interested contractors for site visits for the ventilation and sprinkler upgrades.
- An order has been placed for additional swing set equipment at BCEMS. Due to availability issues, the equipment has a lead time of 8 to 10 months.
- Spring clean up of buildings and grounds are underway with the arrival of spring weather. Wood chip boilers are being serviced for use later in the Fall.
- Hiring of seasonal summer time help is nearing completion for BCEMS and BTMES for summer 2022 vacation break.

Additionally, Jamie has provided a simple description below of why we strongly believe that the \$40,000 figure needs to be in place for the Fiscal Management and General Financial Accountability policy (F20) that will be discussed at our meeting and has caused so much recent controversy. It is our belief that there are a lot of misconceptions out there on this topic, and our goal is to provide clarity and objective information that will help bring the conversation to a reasonable resolution. The document:

[Some Helpful Info RE: Policy F20](#)

Paraeducator Hiring Staffing shortages and the challenges of hiring support staff, particularly paraeducators, are well known and shared across all of Vermont. Last month, Director of Students Services **Stacy Anderson** and I shared some data on what we've been facing. A Barre City parent also shared his experiences as a father of a special needs student who has not been able to get the services she needs. Finding qualified people willing to do the challenging work of a paraeducator at such low pay (currently starting at about \$15/hour) has never been easy, but we have never experienced a shortage of applicants like we're seeing these last two years. A little progress has been made since we last met, but we simply don't have enough people applying for our many openings. The latest numbers (courtesy of Student Services Administrative Assistant **Sue Cioffi**):

Paraeducator data update since we last reported on March 15:

- We received 3 new applications; we interviewed and hired 2. 1 applicant started working at the end of March, and the other is anticipated to begin after the April break.

- The third new applicant has an interview scheduled during the week of April 25th.
- No Paraeducators have left or were terminated since we last reported.

We will keep you posted throughout the summer on our progress.

Spaulding High School Scholarship Award Night! We wanted to make you aware that the Spaulding High School Scholarship Awards Night ceremony will be aired on Monday evening, April 25 at 7:00 on the BUUSD YouTube channel. This pre-recorded event is a "can't miss" opportunity to celebrate and honor some of our graduating seniors from the SHS Class of 2022! Here is the link (again, viewable beginning Monday evening the 25th), and I hope you all have a chance to view it before our meeting on the 28th.

[2022 SHS Scholarship Award Night](#)

A few scholarships will be awarded later in May and June, but most scholarship recipients have been selected and all will be made aware during the broadcast on Monday night. Incredibly, over \$600,000 from various local businesses and foundations will be awarded this year!

The Impact of Housing Shortages on Hiring We have been very pleased with the number of people, including local realtors and property managers, who have reached out to us since we appealed to the community for help in finding housing for our new employees. The Times-Argus helped our cause with a recent front page article, and this brought some much needed attention to the very urgent need for affordable housing virtually all Vermont communities face. In case you missed it, the article:

[School Recruitment Confronts Housing Hurdle](#)

To be candid, we are already at risk of losing a number of our recent hires because of this, and some have reached out to me in the last few weeks to ask for extensions to signing their contracts and committing to their positions. Our HR team is working with all of those who've reached to us with potential available apartments and homes to share with candidates, so I would like to publicly thank all who have come forward with ideas and options. It will make a difference!

BUUSD Leadership Team Updates Administrator contracts for FY23 have been distributed to all members of our leadership team as of this writing. For now, we have one opening that has not been filled, and that is the Assistant Principal position at BCEMS. We have a few potentially viable candidates, and we anticipate interviewing them as early as next week.

In the meantime, the new SHS Admin team of Co-Principals **Luke Aither and Marlon Maylor** and Assistant Principal **Mari Miller** have been meeting regularly in the last few weeks, as has the new team at BCEMS, Co-Principals **Brenda Waterhouse** and **Pierre LaFlamme**. In fact, next week's School Showcase will feature an introduction of the new SHS team to the community, and we are planning on an SHS community Meet and Greet for the evening of Tuesday, May 10! A similar event will be planned for the BCEMS community later in the spring. Many more details to follow on both of these events.

BUUSD Hiring Updates: New Hires, FY23 Contracts, and Resignations Hiring season is really in full force now, and we are making progress! That said, the challenges around housing discussed above continue to thwart our efforts, and the number of applicants to most positions is much, much smaller than we've ever seen. This is of course a statewide and national issue. Filling positions for the 2022-23 school year and being fully staffed is a major concern for all of us.

All FY23 contracts for faculty were distributed by April 1 with an April 15 deadline for return. Per the collective bargaining agreement, faculty may ask for an extension until April 30, and many have done so. In fact, the number of extensions requested from a "normal" year has more than doubled. This can be attributed to many factors – an incredibly challenging previous two years for all educators along with hundreds of open positions around the state (many in higher paying districts) are just two of them.

We have had a higher than normal number of retirements and resignations this spring as well, and I will have a clearer picture of how all of this looks in my May report.

All of this being said, every effort is being made by our leadership team to stay on top of this and bring in the best people possible to be fully staffed for the 2022-23 school year.

This Week's BUUSD School Showcase I always like to end my report with the latest school showcase, because it gives all of us an opportunity to keep perspective on what's most important! The latest message to the community in case you missed it: "Our last showcase before April vacation brings us to the halls of the U.S. Senate in Washington, D.C.! SHS students were treated to a virtual visit and interview with Vermont Senator **Patrick Leahy** last week, and it was an incredible experience for them and all of us. Each student was able to directly ask a question of Senator Leahy "face to face", and his answers were wonderfully candid, warm, and direct. Take a look:

📺 [A Visit from Senator Leahy!](#)

It's important to know that Senator Leahy was in the middle of deliberations and voting for the confirmation of new Associate Supreme Court Justice Ketanji Brown Jackson while meeting with us. Seriously! The students were able to see the Senator get up from his seat to join our meeting while watching C-Span live. Adding to the amazing experience was a cameo from SHS student **Hayden Ross**, who is serving as a page to the Senator this spring in Washington. It was quite a day for our students, and I want to thank SHS Social Studies Department Chair **Nora Duane** and all of her colleagues for organizing and facilitating this unique experience for our community."

That's a good place to end! A link to all communications from my office can be found on our website here: [2021-22 Superintendent Updates](#).

I welcome your thoughts and questions. I am honored to be leading my colleagues and serving the Barre community as your superintendent, and I thank you for your support.

Respectfully,

Chris



Spaulding High School

155 Ayers Street, Suite 1
Barre, VT 05641-4300

Phone: 802-476-4811
Fax: 802-479-4535
Website: www.spauldinghs.org

Principal
Brenda Waterhouse

Assistant Principal
Luke Aither

Principal's Report – April, 2022

Athletics:

- Our Spring Season is underway and very busy. Please refer to our [Athletic Calendar](#) for updates on games.

Students & Community:

- Please see the attached Newsletters ([March 21](#), [March 28](#), [April 4](#), [April 11](#)). All previous newsletters can be found on our [website](#).
- Please see our latest weekly Tide Pride Bulletins ([March 21](#), [March 28](#), [April 4](#), [April 11](#)). These may be referenced on our [website](#) at any time. Our weekly bulletins contain a lot of information, including our Student, Artist, Athlete and Staff of the Week.
- Our Scholarship Committee completed its process of selecting seniors for the many different scholarships we offer. Between outside scholarships and our scholarships managed by the Spaulding HS Scholarship Trust and York Trust, we distribute approximately \$700,000 in funds. We are grateful to all those that have ever contributed to our scholarships. These funds truly help students and families continue their educational pursuits.
- On April 11, we acknowledged many of our seniors for their academic achievements with our Pro Merito celebration. Sponsored by the Kiwanis, the event recognizes students that have maintained a 3.0 GPA over each of the seven semesters of their high school career. The ceremony had been canceled the previous two years, due to COVID, and was modified this year by being held in our auditorium, but it was spectacular to come together in celebration. Much appreciation to the Kiwanis for their support in continuing the recognition of students and congratulations to the students for their achievement. For a list of the individual students, please refer to the April 4 Newsletter.
- During the week of April 11, we administered the SBAC assessment to our 9th grade students. The SBAC (Smarter Balanced Assessment Consortium) assesses mathematics and literacy. We anticipate the results in fall, 2022.
- The remainder of the year will be busy with AP assessments, finalizing schedules for 2022-2023, finishing coursework for the 2021-2022 school year and preparation for the 2022 graduation. Albeit busy, we are excited for the return to more familiar times!

Barre Town Middle & Elementary School



Building Report April 28, 2022

Congratulations to Taylor Morrison who has been selected as a legislative page in the Vermont State House and is currently representing BTMES in that role!

Interviewing: We've been busy interviewing folks as quickly as we our interview committees can meet. We won't fully know how many more openings that we have until the end of April.

End of School Year: The final quarter of the 2022-2023 school year is among us. The last student day for grades K-8 will be Thursday, June 16th. Preschool will end on Wednesday, June 15th. The last staff day will be held on Friday, June 17th. Step Up for our 8th grade students will be on Thursday, June 16 at 6pm. Our hope is to host the evening event in the Barre Town Courtyard, weather depending. We will move to the Barre Auditorium if the weather looks questionable.

Book Fair: We completed our Scholastic Book Fair, and it was a great success! We had almost \$20,000 in sales during the event, which produced a cash benefit to the school of \$4,000 that will be used to support the installation of a frost free hydrant for the Crops By Kids garden and Chicken Coop. Many thanks to all our supporters and volunteers that made this such a great fundraiser!

Memorial Day Observation: We are excited to bring back a smaller, in-house program for our students and staff to honor Memorial Day on Friday, May 27, 2022.

PBIS: We were excited to celebrate our students recent accomplishments in showing the BTS Way by hosting a Spirit Week and having the Bobcat greet students at arrival and throughout the hallways. Routines and expectations will be reviewed and practiced upon returning from break.

Rotary Club: We are looking forward to the Rotary Club visiting students in grades 3 and 5 for the distribution of dictionaries and atlases. Our hope is to be able to meet outside in early May.

Spring Parent/Teacher Conferences: Over the past few weeks, our teachers have held hundreds of parent/teacher conferences. We continue to utilize an online meeting option for parents which has been extremely popular and definitely made a positive impact as the conferences are so well attended!

8th Grade Step Up Planning: What an amazing turn out for parent volunteers to help plan our 8th Grade Step Up Night that is coming up on June 16th. We had 12 parents attend the meeting and cannot thank them all enough!

DRAFT

BARRE UNIFIED UNION SCHOOL DISTRICT POLICY COMMITTEE MEETING

Spaulding High School Library and Via Video Conference – Google Meet
April 18, 2022 – 6:00 p.m.

MINUTES

COMMITTEE MEMBERS PRESENT:

Chris Parker, Chair (BT)
Tim Boltin (BC)
Alice Farrell (BT)
Thomas Kelly (BC Community Member)

COMMITTEE MEMBERS ABSENT:

Giuliano Cecchinelli, II, Vice Chair (BC)
Jon Valsangiacomo – (BT Community Member)

OTHER BOARD MEMBERS PRESENT:

Terry Reil

ADMINISTRATORS AND STAFF PRESENT:

Chris Hennessey, Superintendent
Luke Aither, SHS Assistant Principal
Pierre Laflamme, BCEMS Principal

GUESTS:

Michael Deering, II Josh Howard Andy McMichael William Toborg

1. Call to Order

The Chair, Ms. Parker, called the Monday, April 18, 2022, meeting to order at 6:05 p.m., which was held at the Spaulding High School Library and via video conference - Google Meet.

Ms. Parker welcomed recently appointed community committee members Tom Kelly and Jon Valsangiacomo.

2. Additions and/or Deletions to the Agenda

None.

3. Public Comment

None.

4. Approval of Minutes

4.1 Approval of Minutes – March 21, 2022 Policy Committee Meeting

On a motion by Mrs. Farrell, seconded by Mr. Boltin the Committee voted 3 to 0 to approve the Minutes of the March 21, 2022 Policy Committee Meeting.

Mr. Boltin, Mrs. Farrell, and Ms. Parker voted for the motion. Mr. Kelly abstained.

5. New Business

5.1 Review of BUUSD Policy Manual Index

A copy of the BUUSD Policy Manual Index (dated 04/13/22) was distributed.

Ms. Parker provided a brief overview of the Index documents, advising that they are reviewed at each meeting. It was noted that the Board voted to rescind policy A32 (a VSBA deleted policy), and that procedures will be written for use in Board goal setting and evaluation. The Board approved the First Reading of Policy F26. The Second and Final Reading of Policy F26 will occur at the next Board meeting.

5.2 VSBA Model Policies

A copy of the VSBA Model Policy Index was distributed.

A copy of a document titled 'Current VSBA Work – BUUSD Status – Updated 04/13/22' was distributed.

The VSBA has been making numerous policy changes. Mrs. Gilbert was thanked for her efforts to keep the 'VSBA Work' Report up to date. The VSBA has not been providing information regarding the reasons for policy changes.

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5.3 Fiscal Management and General Financial Accountability Policy (F20)

A copy of the policy was distributed.

Ms. Parker advised regarding some edits that need to be made, and advised that the two largest changes to this policy (from the current version), are in the Guidelines section (#1). Ms. Parker provided an overview of the significant changes to section #1. A community member expressed concern regarding the threshold amount, and his belief raising the threshold too much causes a loss of financial oversight and transparency. Mr. Reil would like less reliance on what other districts do, and more decisions made based on what is in the best interest of the BUUSD. Brief discussion was held regarding why SPED expenditures (in accordance with IEP and 504 Plans) are not subject to Board approval. Ms. Parker queried regarding the section pertaining to 'bonding' of employees who handle large sums of money. Discussion included Committee Member discussion on a preferred threshold amount; suggestions ranged from \$15K to \$40K. The Committee could not reach a consensus on the threshold amount, and agreed that the Board as a whole should decide the threshold amount.

On a motion by Mrs. Farrell, seconded by Mr. Boltin, the Committee unanimously voted to present a First Reading of Policy F20, with discussed amendments (including a 'blank' threshold amount) to the Board, with the recommendation that the threshold amount be determined by the Board.

5.4 Student Records (Education Records) Policy (C1)

Copies of the BUUSD Policy and the VSBA Model Policy were distributed.

Ms. Parker advised regarding the major change to the VSBA Model policy, which is the addition of items numbered 1 through 9 in the 'Policy' Section. Brief discussion was held regarding the use of VSBA Model Policies, with changes (other than removal of legal references and footnotes) only being made when the District's practices differ greatly from what is outlined in the VSBA Model Policy (e.g. F26).

On a motion by Mrs. Farrell, seconded by Mr. Boltin, the Committee unanimously voted to present the Board with a First Reading of the amended version of the Student Records (Education Records) Policy (C1).

5.5 Student Attendance Policy (C7)

A copy of the VSBA Model Policy was distributed. A copy of a policy labeled BUUSD Current Policy was distributed.

Ms. Parker provided a brief overview of the VSBA Model Policy, noting that the VSBA version contains a Definitions section and an Implementation section. Brief discussion was held regarding the appointment of Truant Officers for each school and it was clarified that Truant Officers are school employees not Board Members. It was noted that the policy 'tracks' statute. Brief discussion was held regarding how 'truancy' applies to students 16 years or older. It was noted that there are practices and procedures in place to deal with this situation.

On a motion by Mr. Boltin, seconded by Mrs. Farrell, the Committee unanimously voted to present the Board with a First Reading of the amended Student Attendance Policy (C7).

5.6 Pupil Privacy Policy (C8)

A copy of the VSBA Model Policy was distributed. A copy of the current BUUSD Policy was distributed.

Brief discussion was held regarding the types of files that are covered under the policy. In response to a query, Mr. Aither provided some examples of surveys introduced to students via a 'third party' (e.g. Youth Risk Behavior Survey). Third parties are generally State or Federal entities. Brief discussion was held regarding the current use of an opt-out option, as opposed to an opt-in model.

On a motion by Mrs. Farrell, seconded by Mr. Boltin, the Committee unanimously voted to present the Board with a First Reading of the amended version of the Pupil Privacy Policy (C8).

5.7 HIPAA Compliance Policy (B6)

A copy of the policy was distributed.

This policy was rescinded by the VSBA in October 2019, and rescinded by the Board on 11/14/19. This policy is on the District's website, but is not flagged at 'deleted/rescinded'. The Board had made a decision to keep historical versions of policies, but it is unknown if or how historical information is being retained. The step of how to store historical information may have been overlooked. Discussion was held regarding how to accomplish flagging and retaining rescinded or deleted policies, including adding a fourth line in the policy header, keeping a paper copy, or adding a new tab (for rescinded policies) on the web site. The Committee does not need to take action on this policy. **Mr. Hennessey will touch base with Mrs. Gilbert regarding the easiest way to flag and retain these types of policies.**

5.8 Grade Advancement Policy (D2)

A copy of the policy was distributed.

This policy was rescinded by the VSBA in October 2019, and rescinded by the Board on 11/14/19. Discussion on how to deal with deleted/rescinded policies was held under Agenda Item 5.7.

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5.9 Policy on Section 504 and ADA Grievance Protocol for Students and Staff (C14)

A copy of the VSBA Model Policy was distributed. A copy of a draft policy was distributed.

It was noted that ADA regulations prohibit the use of watermarks, as they cannot be converted by 'text to speech'. The word DRAFT needs to be in text form on documents, and is typically entered into the header of documents. Brief discussion was held regarding the position title or names that need to be added to the draft policy to identify District Section 504 Coordinators. Mr. Hennessey advised that the Director of Special Education is currently performing this function. Mr. Hennessey will confer with Mrs. Anderson regarding this matter. Mr. Aither advised that there are documented procedures for this matter, and he will see that the new policy will be added to the procedures document. It was noted that procedures will be added to the web site and the web site needs to be updated to reflect other categories of procedures. The '504 Complaint Form' needs to be added to this policy. Step 2 of the policy also requires contact information for the HR Director. The contact information will differ within each school. School specific information will be documented in procedures. Brief discussion was held regarding who is authorized to grant extensions for written dispositions of complaints, and regarding adding the 'questions' section, which got 'blended' into the footnotes section of the VSBA policy.

The Committee agreed to have Policy C14 amended as discussed and to have the amended version reviewed at the next Committee meeting.

5.10 Procedure Development Work Plan

Mr. Aither advised that building administrators met last week to discuss a process to make procedures available and consistent. Formatting (for the 4 different campuses) was discussed. Mr. Aither advised that discussion also included prioritization of the work of writing procedures, and those procedures that impact students the most will be given a high priority. Administrators are also working with Mr. Allen regarding formatting the web site to include procedures. Administrators will be meeting the week of 04/25/22 to discuss formatting and calibration of procedures, beginning with policy C7. Brief discussion was held regarding building representation at Policy Committee meetings. Representatives will be announced at a later date. Ms. Parker noted that a timeline for procedure development should be discussed. Mr. Aither advised that procedure development will take a significant amount of time to complete. There are currently approximately 80 policies that require procedures. Some procedures are in handbooks, but there is no consistent format. Ms. Parker queried regarding progress updates. Mr. Hennessey suggested that links to new procedures be included in Policy Committee Agendas.

6. Old Business

Discussion was held regarding updates to policies being drafted by the Committee. Mr. Pandolfo used to make a lot of updates live during the meeting, and at other times, used copious notes to update the drafts later on. Mr. Hennessey will discuss this with Mrs. Gilbert and Ms. Emmons.

It was noted that when the Agenda is being drafted, policies that are returning to the Committee, are considered 'Old Business' and policies being drafted/reviewed for the first time, fall under the New Business agenda item.

7. Other Business

Brief discussion was held regarding the meeting schedule, which is currently monthly, on the third Monday of the month. Sometimes the July meeting is cancelled. Meetings are now being held in-person, but will continue to have a virtual option.

8. Future Agenda Items

- A20 – Board Meetings, Agenda Preparation, and Distribution Policy
- C14 - Policy on Section 504 and ADA Grievance Protocol for Students and Staff
- C70 – Use of Restraint and Seclusion Policy
- D30 – Field Trips Policy
- F27 – Communicable Disease Mitigation Measures for Students and Staff Policy
- Procedure Development Update
- Policy Editing Update

Move Selection of Instructional Materials (D32) from Parking Lot to the Category 'Under Review by VSBA'

9. Next Meeting Date

The next meeting is Monday, May 16, 2022 at 6:00 p.m. at the Spaulding High School Library and via video conference.

10. Adjournment

On a motion by Mrs. Farrell, seconded by Mr. Boltin, the Committee unanimously agreed to adjourn at 7:48 p.m.

Respectfully submitted,

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Andrea Poulin

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BARRE UNIFIED UNION SCHOOL DISTRICT CURRICULUM COMMITTEE MEETING

Spaulding High School Library and Via Video Conference – Google Meet
April 7, 2022 - 6:00 p.m.

MINUTES

COMMITTEE MEMBERS PRESENT:

Renee Badeau, Chair (BT) - Chair
Sarah Pregent (BC) – Vice Chair
Nancy Leclerc (At-Large)
Chris Parker (BT)

COMMITTEE MEMBERS ABSENT:

ADMINISTRATORS PRESENT:

Chris Hennessey, Superintendent
Erica Pearson, BTMES Principal

OTHER BOARD MEMBERS PRESENT:

Alice Farrell
Terry Reil
Sonya Spaulding

COMMUNITY MEMBERS PRESENT:

Rachel Aldrich-Whalen James Carpenter Karen Fredericks Josh Howard Sue Paxman

1. Call to Order

The Superintendent called the Thursday, April 7, 2022, BUUSD Curriculum Committee meeting to order at 6:00 p.m., which was held at the Spaulding High School Library and via video conference.

2. Organize

2.1 Elect Committee Chair

Mr. Hennessey requested nominations for the position of Curriculum Committee Chair

Mrs. Pregent nominated Ms. Badeau for the position of Curriculum Committee Chair. Mrs. Leclerc seconded the motion.

There were no additional nominations.

On a motion by Mrs. Pregent, seconded by Mrs. Leclerc, the Committee unanimously voted to elect Ms. Badeau as Chair of the BUUSD Curriculum Committee.

Ms. Badeau facilitated the remainder of the meeting.

2.2 Elect Vice Chair

Ms. Parker nominated Mrs. Pregent for the position of Curriculum Committee Vice Chair. Mrs. Leclerc seconded the motion.

There were no additional nominations.

On a motion by Ms. Parker, seconded by Mrs. Leclerc, the Committee unanimously voted to elect Mrs. Pregent as Vice Chair of the BUUSD Curriculum Committee.

3. Additions and/or Deletions to the Agenda

None.

4. Public Comment

None.

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5. Approval of Minutes -

5.1 January 25, 2022 Curriculum Committee Meeting Minutes

On a motion by Mrs. Pregent, seconded by Ms. Parker, the Committee unanimously voted to approve the minutes of the January 25, 2022 BUUSD Curriculum Committee Meeting.

6. New Business

6.1 PSTL Program Discussion (from 03/10/22 Board Meeting – J. Carpenter)

Mr. Hennessey advised that the PSTL Program had existed for many years and it was recommended that it become more of an intervention program, and that there may be some misconceptions regarding what the program provided in the past. This item is on the agenda for discussion to provide clarification regarding what the program offered and how the District would like to move forward regarding providing intervention for students of all skill sets. Mr. Carpenter provided an overview of the PSTL Program (Problem Solving Through Literacy). PSTL started in the mid 90's as a grant funded program. It was originally titled as a program for gifted and talented students, to allow for them to excel in reading and writing. The program was then tied to community service, where students identified real life problems, conducted research, and proposed solutions. At one point the Program had two instructors, one for the ELA portion and one for the community service portion. In the early 2000's, after one of the instructors left, the Program was led by one instructor and shifted to more of a reading enrichment program. When Mr. Carpenter took over the Program, he took steps to connect the Program back to the community service aspect. Students were selected based on localized and standardized State testing (5th/6th graders) as well as teacher recommendations. In 7th and 8th grade, the PSTL Program was the students' full time ELA Program. Students read high level texts and worked on group and individual community service projects. Over time, students identified their roles as community members and reading/writing strengths and worked to enact positive change. Mrs. Pregent advised that she has testimonials from a number of PSTL Program alumni, and advised that she was also in the PSTL Program. Mrs. Pregent read a testimonial (from Anna Grearson), advising of the positive impact the Program had on her life and her request that the Program be reinstated. Mrs. Pregent also read a testimonial from Tiffany McAllister, who also noted the positive impact this Program had on her life, and her request that the Program be reinstated. It was noted that the Program allows students to grow in many ways, not just in reading and writing. Mrs. Pregent noted the positive impact this Program had on her life. Mrs. Pregent believes it would be very beneficial to reinstate the Program or to at least incorporate some of its components into a new program. The Program was in place until COVID. Mrs. Pregent noted that there have been many inquiries regarding why this Program was cut. It was noted that BCEMS students have a program that provides an additional layer of support for students who excel. Mr. Hennessey believes the key thing to understand, is that the District keep the community service aspect, and project based work, but to accomplish that goal within an intervention or enrichment block. It was noted that BCEMS also has a program called Students on the Move (for community service type projects). Concern was raised that current efforts are more towards assisting students who need extra help and that students who excel are not receiving what they need to assist them with growth. Mrs. Farrell suggested that COVID funds be utilized to reinstate some sort of program to assist students who excel. Ms. Parker would like assurance that the WIN block (What I Need), addresses both students who need assistance catching up as well as addressing the needs of students who excel and need extra challenges. It is Ms. Parker's understanding that the PSTL Program was stopped, as the instructor was needed to teach other classes. Ms. Parker does not want remediation for those who need extra help, to prevent those that excel from getting what they need. Ms. Parker would like to see that equitable services are provided at both BCEMS and BTMES (similar opportunities for growth). Mr. Carpenter noted that if current SHS students (who participated in the PSTL Program) were asked, they would echo the sentiments express by the testimonials, and he advised that there is something very powerful about a program that brings students together for four years, pushes them to a higher level than they their regular classes, and teaches them ways in which to give back to their community. Mr. Carpenter requests that the Board take an appreciative look into this rich program, which includes a high level, deep thinking, and reading program. Mr. Carpenter advised that he has been teaching 7th grade the past few years and is seeing students who are missing out on the high level reading and the 'connection' to school. Testimonials from past students, who participated in this program over 20 years ago, stress the positive impact this Program has. Ms. Badeau queried regarding if this discussion is to determine that the PSTL Program that was cut during COVID can be reinstated? Ms. Fredericks advised that students should be getting their needs met through instructional practices at the first wave of instruction and that all students (those that struggle and those that excel) should be able to get their needs met and have an extra layer of opportunities through service learning, deep engagement, and complicated texts and discussions. Mrs. Badeau noted that not all teachers have the same skill level in providing differentiation. Ms. Badeau queried regarding why the PSTL Program would not be allowed to be reinstated. Mr. Hennessey advised that it is his understanding that the PSTL Program was a separate program for 7th and 8th grade students. Ms. Pearson clarified that the position for a literacy enrichment instructor has never been taken out of the budget, but it is currently unfilled. Ms. Pearson noted that one of the issues with having PSTL as a core class for 7th/8th graders is that it 'tracks' students. Ms. Pearson believes services for those who struggle and those who excel are equally important, but advised that enrichment for students who excel will not be a core class. Mr. Carpenter advised that the 'push in' method for special education students, also tracks students and that eliminating PSTL did not eliminate tracking of students. Mr. Carpenter does not believe that having students who excel in the PSTL Program, tracks students any more than students who are put in an extra literacy class (WIN) because they need extra support. Mr. Hennessey believes the key is to identify how to provide extra services for students who excel, while keeping them with their peers. Mr. Hennessey believes the best way to accomplish this goal is to provide the services in enrichment classes. Ms. Badeau queried regarding a guarantee that students who excel would continue to receive the services they need, if for example, they needed to leave the ELA enrichment class to spend some time in a different class because they have fallen a bit behind in another subject (e.g. math). Ms. Badeau is concerned that the level of

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success of an enrichment program would be diminished if students needed to take time away from that class for intervention in other subjects. Ms. Fredericks advised that enrichment classes rotate on a quarterly basis, and placement is based on student need. Mr. Carpenter advised that at the 5th/6th grade level, students would be pulled for other interventions (if necessary), but he kept students informed on what the PSTL class was doing, so that they could keep up and be level when they rejoined. It was noted that enrichment blocks are held daily. Mr. Carpenter reiterated that he will always advocate for a 4 year program, as he believes that is most beneficial, though the program could be changed to a 'push-in' model. Mr. Hennessey advised that administrators will start looking at an equitable approach that could be implemented next year. It was noted that there should not be a budget impact, as there is a budgeted position. It is Ms. Badeau 's understanding that there are many positive aspects of the PSTL Program, and that next steps will involve discussion at the building and District levels to see that some of these positive components can be reinstated.

6.2 Educational Performance Discussion (from 03/10/22 Board Meeting – Mr. Reil)

A document titled 'Outline for Curriculum, Instruction, Assessment' was distributed.

Mr. Reil reiterated that his intent is to have the improvement of students' academic performance a top priority of the Board, and having a regularly scheduled agenda item with reporting that indicates 'where we are at, how are students' doing?', and is the 'needle moving in the right direction?'. Ms. Fredericks provided an overview of the document distributed in the packet. Ms. Fredericks provided a brief overview of the points outlined in the document, noting that most items are 'works in-progress'. Performance indicators and scoring criteria have been initiated. Ms. Fredericks advised that one of her focuses (relating to unit development based on district standards) is to see that work being performed supports the Strategic Plan. The District currently has Curriculum Leaders for most areas, but does not have one for K – 4 Social Studies. Ms. Fredericks would like to increase community involvement (e.g. family math and literacy nights). Regarding instruction; Ms. Fredericks advised that instructional improvement (to assure all students are having their needs met) will involve providing teachers (through professional development, administrators, and coaches) with effective practices/strategies to assure that they are meeting the needs of all students. Future professional development will be needs based and goal driven. Local assessments will be revised based on current research. Clarification will be provided on diagnostic assessments, to assist teachers with identifying student needs. Work will also be performed to assist teachers with understanding assessment data, and how it identifies student needs and growth. In response to a query, Ms. Fredericks advised that some of the work has been started and noted that she wants to start data teams at each building to assist with identifying trends. It was noted that there are two full time instructional coaches, and teachers are also coaches. It is important for teaching staff to be flexible with approaches to meeting students' needs. Ms. Fredericks advised that between 30% and 40% of students are proficient. Those statistics show that there is work to be performed in tier I (regular classroom) instruction. Mr. Reil queried regarding how the District can, in a timely manner, 'put its finger on the pulse' of where students are (outside of assessments), and regularly assess the effectiveness of strategies. Ms. Fredericks suggested that 'snap shot' data be provided, as well as receiving feedback from teachers on 'coaching cycles'. Mrs. Spaulding advised that based on discussion (of the Strategic Plan) at the Retreat, there are many factors that impact learning, and that additional information (e.g. statistics on homelessness) will need to be provided so that the Board has a full picture of items impacting students' ability to access learning. Mr. Hennessey advised that social/emotional well-being plays a big factor and needs to be addressed.

7. Old Business

None.

8. Other Business

None.

9. Items for Future Agendas

Brief discussion was held regarding what items should be placed on the Agenda, including the purpose of the Committee and what it hopes to accomplish. It was noted that the viability of the Committee is not a warned item and should be discussed by the full Board.

Ms. Badeau provided an overview of the Parking Lot items and advised that the following items be removed:

- Local Formative Testing, Including Results
- PE Presentation
- Allied Arts Presentation

Mr. Hennessey advised that an Organizational Flow Chart is currently being worked on.

Ms. Badeau believes that for the Board to understand what is going on at the schools, Board Members need to visit the schools and observe classes. Brief discussion was held.

A community member suggested that Board Members sit in on classes.

Brief discussion was held regarding Proficiency Based Grading/Report Cards. It was noted that this item is not a warned agenda item. A community member advised that there is confusion regarding this matter and how report cards should be interpreted.

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May Agenda Items:

- Student Progress/Growth (snap-shot) / Future Plans for Improvement
- Status of District-wide Proficiency Based Grading/Assessment/Reporting

10. Next Meeting Date

The next meeting is Thursday, May 5, 2022 at 6:00 p.m.

11. Adjournment

On a motion by Mrs. Pregent, seconded by Ms. Parker, the Committee unanimously voted to adjourn at 7:24 p.m.

Respectfully submitted,

Andrea Poulin