

**Addendum**  
**Board Meeting**  
**May 12, 2022**

# DRAFT

## BARRE UNIFIED UNION SCHOOL DISTRICT BOARD MEETING

Barre Town Middle and Elementary School Library and Via Video Conference – Google Meet  
April 28, 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)

#### **BOARD MEMBERS ABSENT:**

Sarah Pregent (BC)

#### **ADMINISTRATORS PRESENT:**

Chris Hennessey, Superintendent  
Jamie Evans, Facilities Director  
Carol Marold, Director of Human Resources

#### **GUESTS PRESENT:**

Dave Delcore – Times Argus	Rachel Aldrich-Whalen	Jeff Blow	Michael Boutin	Sarah Halman
Josh Howard	Tyler Watkins			

**As the meeting was held via video conferencing, a roll-call vote was taken for each action item. Each Board Member was individually polled and voted to approve all motions that are listed as unanimously approved.**

#### **1. Call to Order**

The Chair, Mrs. Spaulding, called the Thursday, April 28, 2022, Regular meeting to order at 6:00 p.m., which was held at the Barre Town Middle and Elementary School Library and Via Video Conference .

#### **2. Pledge of Allegiance and Mindfulness Moment**

The Board recited the Pledge of Allegiance. Mrs. Spaulding read the Board Norms. The Board held a Mindfulness Moment.

#### **3. Additions and/or Deletions to the Agenda**

Add 6.10 BTMES Roof, Summer 2022 RFP Approval

Agenda Item 6.9 will be taken out of order.

Add 12.3 MOU Update (Executive Session)

It was noted that the next Finance Committee Meeting will be May 24, 2022.

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

#### **4. Public Comment for Items Not on the Agenda**

##### **4.1 Public Comment**

Mrs. Spaulding advised regarding Public Comment, and read the information printed at the top of the Agenda.

Mr. Boutin addressed the Board regarding Public Comment, noting that City Council meetings are held weekly, which helps to keep meetings at a more reasonable length. Mr. Boutin advised that he was not allowed to make that comment at the previous Board meeting, and not being allowed to speak made him uncomfortable, sad, and angry. Mr. Boutin understands that public speaking rules are in place to prevent meetings from getting out of control, but he believes that when there are a limited number of individuals, speaking protocols should be more flexible, as the current process feels very dictatorial and uncomfortable. Mr. Boutin highly recommends that the Board reconsider the current policy. Mr. Boutin reiterated that the current policy makes him feel very uncomfortable.

# DRAFT

Mr. Blow advised that he agrees with Mr. Boutin. Mr. Blow believes that given the size of the budget, that to limit public comment to two minutes is, in his opinion, disrespectful. Mr. Blow believes that if a resident comes before the Board to speak, they should be allowed a more reasonable amount of time to speak. Mr. Blow is concerned that there is no discussion or interaction regarding public comments and concerns, and he feels this practice is very dismissive, and as a tax payer, he does not appreciate this approach.

Mr. Howard reiterated the sentiments of Mr. Boutin and Mr. Blow, advising that he has also heard from other community members who are concerned that comments from the public are dismissed and that questions posed to the Board do not get answered. Mr. Howard believes that if community members have the courage and take the initiative to voice concerns to the Board, whether or not the Board agrees with perspectives being shared, it is respectful to reply.

## **4.2 Student Voice**

None.

## **5. Consent Agenda**

### **5.1 Approval of Minutes – April 14, 2022 Regular Meeting**

**On a motion by Ms. Parker, seconded by Mr. Reil, the Board unanimously voted to approve the Minutes of the April 14, 2022 Regular Meeting and the Legal Opinions for Quorum and Executive Session Issues.**

### **5.2 Legal Opinions for Quorum and Executive Session Issues**

A document containing an e-mail thread of correspondence was distributed.

Regarding the legal opinion for ‘Quorums’, Mr. Reil believes there is confusion regarding the line between participation as a Board Member vs. participation as a community member. Mr. Reil queried regarding having legal counsel review a few of the committee meetings and give an opinion on whether or not participation by Board Members (as community members) could cause an issue. It is Mrs. Spaulding’s understanding that legal counsel did not believe Board Members were considered ‘community members’ at committee meetings, but rather Board Members are ‘carved out’ and are not participating as part of the committee. Mr. Hennessey advised that on 05/26/22, Pietro Lynn will be joining the Board providing training on the difference between public meetings and meetings of the public, and legal ramifications of blurring the lines between the two. Mr. Reil reiterated that he is uncomfortable that lines may be being crossed, and he wants to assure that his participation at committee meetings does not constitute a violation. It was agreed that some clarification is necessary regarding the “carve out” provision. Mr. Reil understands that there is a carve out provision, but he does not believe the line is clear. Discussion ensued which included various opinions regarding beliefs on what the carve out provision allows.

## **6. Current Business**

### **6.1 New Hires**

The resumes and BUUSD Notification of Employment Status Forms for Patrick Peters (BUS – PK-8 Instructional Coach), and Shauna Huth-Teece (BTMES Elementary Special Educator) were distributed.

Mr. Hennessey provided an overview of the candidates, advised that the Instructional Coach position is replacing an Interventionist position, and answered questions from the Board. It was noted that Ms. Huth-Teece’s hiring sheet indicates a 7 hour work day, and it is believed it should read 7.5 hours per day. Mr. Hennessey clarified that the Instructional Coach position (replacing an interventionist position) normally works with teaching staff (improving Tier 1 instruction), but could also work with students. It is hoped that by providing coaching to teachers, fewer students will require interventions. Concern was raised that by replacing an interventionist with a coach, students will be receiving fewer services. Mr. Hennessey hopes that this new philosophy of adding coaches will result in fewer students needing interventions. Mrs. Spaulding voiced concern that both resumes seem ‘light’ and queried regarding whether School Spring is up to date. Mr. Hennessey noted the national shortage of Special Educators and advised that the AOE is looking for alternative ways to license individuals as Special Educators. It was noted that all staff are on a probationary period during their first year.

**On a motion by Ms. Badeau, seconded by Mrs. Farrell, the Board unanimously voted to approve the hiring of Patrick Peters and Shauna Huth-Teece.**

### **6.2 Para Educator Hiring Update**

Mr. Hennessey advised regarding three applications. Two individuals have been hired and the third will be interviewed shortly. There have been no new resignations submitted. Mr. Watkins queried regarding whether Board Members have shadowed para-educators, and recommends that those who haven’t, do so. Mr. Watkins queried regarding support for new para-educators. Mr. Watkins would like to receive updated information regarding open/filled para-educator positions. Mr. Watkins suggested that each school have a parent advocate. Mr. Watkins queried regarding how much closer the District is to being in compliance with IEPs and suggested that the District look in to some hiring incentives. Mr. Boutin also believes that Board Members shadowing para-educators would be beneficial. The Board held discussion regarding various ways to improve recruitment practices and marketing the District to attract new employees.

# DRAFT

## **6.3 Committee Meeting Protocols**

It is agreed that in the future, larger discussion should be held regarding committee meetings as a whole. The Board discussed the process of cancelling or postponing committee meetings. It was suggested that all committee members be consulted prior to committee meetings being cancelled. Concern was voiced that if meetings are cancelled and information is shared with Committee Members only, members of the public have lost their ability to attend and participate in these meetings. Mrs. Spaulding advised that for the time being, all committee members will be consulted prior to meetings being cancelled. It was noted that procedures are in place and that those procedures should be reviewed and amended if applicable.

## **6.4 Procedures for Resignations**

Mr. Hennessey noted that the number of resignations and retirements being received this year is extraordinary. Mr. Hennessey advised that exit interviews are being conducted, but employees may opt not to participate in these interviews. Mr. Hennessey is concerned regarding the current directive of resignation letters being included in Board packets, as he worries that personnel or personal issues may be shared. Exit interviews occur via a Google form, and can also be conducted via telephone or in-person. Exit interviews can be submitted anonymously. Mrs. Marold has several years-worth of exit interviews and could provide a general overview of the reasons employees are leaving. The Board held lengthy discussion including; concern that a Board directive has not been being followed, the benefit/value of seeing resignation letters, concern over exposing personnel/personal matters, the importance of the Board interpreting for themselves, the reasons employees are resigning, a suggestion that names be redacted from resignation letters, concern that employees may provide more or less information (knowing that the Board will see their letters), giving employees an avenue to anonymously 'speak' openly, and various suggestions on how resignation information can be provided to the Board. Mrs. Marold advised that she will add a section to the exit interview form that advises employees that they may anonymously provide feedback to the Board.

**On a motion by Mr. Reil, seconded by Mrs. Leclerc, the Board unanimously voted that effective immediately; resignation letters will no longer be submitted to the Board, that a list of names of professional staff who are leaving shall be provided in Board packets as part of the Superintendent's Report (as they occur), and that beginning in June 2022, the Board will be provided with a Quarterly Trend Report that shall include information on all staff resignations (not just licensed positions), including any written comments submitted by employees.**

## **6.5 First Reading Fiscal Management and General Financial Accountability Policy (F20)**

Policies for Agenda Items 6.5 through 6.9 were distributed.

Ms. Parker provided a brief overview of the Policy Committee's discussion, noting that the Committee could not reach consensus regarding the threshold amount (indicated in the policy as \$XXXX.XX), and have recommended that the Board set that amount as part of the First Reading. Clarification was provided that the threshold amount (to be determined by the Board) refers to items that are appropriated in the budget. The policy requires that budgeted expenditures over the threshold, or items greater than \$15,000 that are not planned for in the budget, must be approved by the Board. After lengthy discussion, including input from the Facilities Director and community members, the policy was amended by replacing \$XXXX.XX with \$40,000 (as the threshold amount to be utilized for the First Reading).

**On a motion by Mrs. Leclerc, seconded by Ms. Badeau, the Board voted 6 to 1 to approve the First Reading of the Fiscal Management and General Financial Accountability Policy (F20) as amended.**

**Ms. Badeau, Mr. Boltin, Mr. Cecchinelli, Mrs. Farrell, Mrs. Leclerc, and Ms. Parker voted for the motion. Mr. Reil voted against the motion.**

## **6.6 First Reading Education Records Policy (C1)**

Ms. Parker provided a brief overview of the policy that was amended to align with the VSBA Model Policy.

**On a motion by Mrs. Farrell, seconded by Mr. Boltin, the Board unanimously voted to approve the First Reading of the Education Records Policy (C1).**

## **6.7 First Reading Student Attendance Policy (C7)**

Ms. Parker provided a brief overview of the policy that was amended to align with the VSBA Model Policy. It was noted that there will be building specific procedures for this policy. Brief discussion was held regarding student attendance issues that have occurred over the past two years, including outreach and other steps being taken to assure compliance with the policy and the law.

**On a motion by Ms. Badeau, seconded by Mrs. Farrell, the Board unanimously voted to approve the First Reading of the Student Attendance Policy (C7).**

# DRAFT

## **6.8 First Reading Pupil Privacy Rights Policy (C8)**

Ms. Parker provided a brief overview of the policy advising that this version of the policy aligns with recent amendments to the VSBA Model Policy. Mrs. Farrell advised that the VSBA is not a regulatory agency, but rather is an organization that has the staff to write and vet policies to assist school boards. School boards may modify policies if necessary to meet their particular needs. Mrs. Farrell expressed her appreciation to the VSBA for the policy work they perform.

**On a motion by Ms. Badeau, seconded by Mrs. Farrell, the Board unanimously voted to approve the First Reading of the Pupil Privacy Rights Policy (C8).**

## **6.9 Rescind Video Surveillance Policy (F41)**

This agenda item was discussed after Agenda Item 7.1.

It was noted that this policy can be rescinded because Policy F26 has been adopted.

**On a motion by Mrs. Farrell, seconded by Mr. Cecchinelli, the Board unanimously voted to rescind the Video Surveillance Policy (F41).**

## **6.10 BTMES Roof, Summer 2022 RFP Approval**

A document titled 'BTMES Roof, Summer 2022' was distributed.

Mr. Hennessey and Mr. Evans provided a brief overview of the bids received, and answered questions from the Board. Mr. Evans advised that once this work is completed, all of the BTMES roofing will be completed (with the exception of the three 'penthouses' that house air conditioning handlers). Improvements to the penthouse roofs and walls can be performed through the annual operating budget. The SHS roof is in good shape and the District is almost half way through completing roof replacement at BCEMS. Roof work at BCEMS cannot be performed this summer because of supply chain issues. In response to a query, Mr. Evans advised that BTMES roofing work is being funded through surplus money. When surplus monies are not available, these types of projects are usually funded with budgeted 'construction' money. If surplus monies were not available this year, a lesser amount of roof work would have been performed. In response to a query, it was noted that there are no local contractors certified to perform the roofing work.

**On a motion by Ms. Badeau, seconded by Ms. Parker, the Board unanimously voted to contract with DAYCO, Inc. for BTMES Summer 2022 roofing work in the amount of \$349,000.**

## **7. Old Business**

### **7.1 Second and Final Reading Electronic Surveillance Policy (F26)**

A copy of the policy was distributed. Ms. Parker noted that this policy is significantly different than the VSBA Model Policy, mainly due to the District's use of SROs (School Resource Officers). This version of the policy has been legally vetted.

**On a motion by Mrs. Farrell, seconded by Mr. Cecchinelli, the Board unanimously voted to approve the Second and Final Reading of the Electronic Surveillance Policy (F26), and agreed to adopt said policy.**

## **8. Reports**

### **8.1 Superintendent Report**

A copy of the Superintendent's Report dated 04/22/22 was distributed.

Mr. Hennessey thanked community members who responded to the District's plea for housing options.

Mr. Hennessey advised that the SHS Scholarship Foundation awarded over \$700,000 worth of scholarships, and more awards may still be given. This scholarship fund recognizes the generosity of the Barre community.

### **8.2 Building Reports: SHS, CVCC, BCEMS, and BTMES**

Building reports were distributed.

Mrs. Farrell reported that the legislature approved the new governance structure for CVCC and the organizational meeting of the Regional Board will be 05/09/22. Additional information will be provided after that date. Ms. Emerson has been keeping new Board Members very well informed. In response to a query, it was noted that the SEA Building has not submitted reports in the past, but will begin to do so in the future. In response to a query, it was confirmed that both BCEMS and BTMES hold Scholastic Book Fairs, and that Scholastic Books is a for-profit company. Not all students are in a position to purchase books, but donations are made to assist those students in obtaining books at the book fair.

### **8.3 Finance Committee**

The Committee met on April 26, 2022.

Mrs. Leclerc reported that the Committee discussed Act 173, pupil weighting, reviewed grant procedures, reviewed summer projects, discussed year-end projections, and discussed reviewing processes for efficiencies, cost savings and effectiveness.

# DRAFT

The next meeting is Tuesday, May 24, 2022 at 6:00 p.m. in the Spaulding High School Library and via video conference.

## **8.4 Facilities & Transportation Committee**

The next meeting is Monday, May 9, 2022 at 6:00 p.m. in the Spaulding High School Library and via video conference..

## **8.5 Policy Committee**

Minutes from the April 18, 2022 meeting were distributed.

Ms. Parker reported that new community committee members were welcomed. The Committee has been working on cleaning up the 'Parking Lot', administrators are working on developing procedures, and work will be performed to see that procedures have consistent formatting, and align with policies. .

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

## **8.6 Curriculum Committee**

Minutes from the April 7, 2022 meeting were distributed.

Ms. Badeau reported that the Committee discussed the PSTL Program, and educational performance, including how to best monitor student progress.

The next meeting is Thursday, May 5, 2022 at 6:00 p.m. in the Spaulding High School Library and via video conference.

## **8.7 Negotiations Committee**

The next meeting is Tuesday, May 3, 2022 at 4:30 p.m. in the Spaulding High School Library.

## **9. Other Business/Round Table**

Mrs. Farrell queried regarding the electric bus charging stations. Mr. Hennessey advised that charging issues are being worked on and that STA has been made aware of the Board's concern relating to the installation of chargers at BTMES.

In response to a query, it was confirmed that the vote to appoint community members to committees occurred in open session.

Ms. Parker queried regarding a community that lives in one area and has after-school care in another. The community member is experiencing issues with children not being able to take a different bus after school (to transport them to after-school care).

Mr. Hennessey advised this is an ongoing issue for a number of families. Mr. Hennessey advised that Ms. Parker should have the community member contact him regarding this matter. Mr. Hennessey advised that this issue is caused by capacity limitations.

## **10. Future Agenda Items**

- New Hires
- Recruiting Strategies Update
- Amendments to Committee Procedures
- Committee Meetings
- Policy Second Readings and Adoption
- Educational Performance Update
- Procedure for Rescinded Policy A32
- Electric Bus Charging Station Update

Ms. Parker queried regarding the possibility of merging the Response to Community Correspondence Procedure with the How to Engage with the Board document.

Parking Lot:

- Annual Special Education Report (TBD)

## **11. Next Meeting Dates**

Regular Board Meeting – Thursday, May 12, 2022 at 6:00 p.m. in the Spaulding High School Library and via video conference.

Regular Board Meeting – Thursday, May 26, 2022 at 6:00 p.m. in the Spaulding High School Library and via video conference.

## **12. Executive Session as Needed**

### **12.1 Administrator Evaluations**

### **12.2 Administrator Contracts**

### **12.3 MOU (Memorandum of Understanding)**

Items proposed for discussion in Executive Session include; Administrator Evaluations, Administrator Contracts, and the Memorandum of Understanding.

# DRAFT

**On a motion by Mrs. Farrell, seconded by Ms. Badeau, the Board unanimously agreed to find that premature general public knowledge of the items proposed for discussion, specifically Administrator Contracts and the MOU, would clearly place the Barre Unified Union School District at a substantial disadvantage should the discussion be public.**

**On a motion by Ms. Badeau, seconded by Ms. Parker, the Board unanimously voted to enter into Executive Session, with Mr. Hennessey in attendance, at 9:08 p.m. under the provisions of 1 VSA section 313 to discuss the items proposed for discussion.**

The remaining information was provided by the Board Clerk.

**On a motion by Mr. Boltin, seconded by Ms. Badeau, the Board unanimously voted to exit Executive Session at 10:12 p.m.**

## **13. Adjournment**

**On a motion by Mrs. Farrell, seconded by Mr. Boltin, the Board unanimously voted to adjourn at 10:13 p.m.**

Respectfully submitted,  
*Andrea Poulin*

# BARRE UNIFIED UNION SCHOOL DISTRICT

6.1

## NEW HIRE NOTIFICATION FORM

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

Date Received by Central Office:

5/3/22

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

Name: Cori Mendelow Location: BTMES

Submission Date: 5/2/22 Administrator Action/Checklist Complete: ☒ Y ☐ N

Position: Special Educator Grade (If Applicable): Elementary

Endorsement (If Applicable): ☐ Hourly-Non Exempt ☒ Salary-Exempt

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

Account Code: 101-3097-51-21-0-1201-51110

Replacement? ☒ Y ☐ N

If Yes, For Whom? Naomi Montgomery Salary Rate: \$ 47,304.<sup>00</sup>

Administrator Approval: Melissa Lindhiem Signature Date: 5/2/22

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

## For Central Office Use Only:

Contract Complete Date  Offer Letter Complete Date  DOH

Total Years of Experience: 1 Step: B Salary Placement: \$ 41,515

Hourly Rate: \$  Salary Rate: \$  Seniority Date:

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

Days Per Year: 190 Salary: \$ 41,515 Contract Days: 190

Teacher: AOE Endorsement: ☒ YES ☐ NO

If No, Required: ☐ Provisional ☐ Emergency ☐ Apprenticeship

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

Chris Hennessey  
Superintendent Approval Signature

MAY 5, 2022  
Date



# Cori Mendelow

## ***Education***

---

### **Appalachian State University**

Boone, North Carolina

Bachelor of Science

**Major:** Special Education Adapted Curriculum

**GPA:** 3.690

Attended August 2017 to May 2021

Degree conferred May 2021

## ***Experience***

---

### **Burr and Burton Academy**

Aug 2021 - Dec 2021

ACCESS Case Manager & Special Educator

Manchester, Vermont

**Supervisor:** Marc Tashjian (802-362-1775)

**Experience Type:** Independent School, Full-time

It is **OK** to contact this employer

---

### **Cove Creek School**

Jan 2021 - May 2021

Student Teacher

Vilas, North Carolina

- Classroom: self-contained middle school
- Created lesson plans for students based on extended state standards and student IEP goals
- Adapted materials and lessons to accommodate student individual and mobility needs
- Collaborated with other teachers and specialists
- Led whole group activities and provided one-on-one instruction to students
- Provided virtual instruction and adapted lessons remotely to accommodate inclement weather

**Reason for leaving:** My student teaching experience ends in May 2021 when I graduate from Appalachian State University. I am an approved Substitute Teacher in Watauga County and will be substituting in May at Cove Creek.

**Supervisor:** Mr. Scott Carter (910-616-3489)

**Experience Type:** Student Teaching, Full-time

It is **OK** to contact this employer

## ***Animal rescue volunteer***

---

- Established a small scale, out-of-pocket animal rescue – rescuing dogs and cats from high rate kill shelters
- Worked with EGAPL Heart of RI Animal Rescue League, a rescue and shelter in Rhode Island, to assist with the transport and cost coverage of animal rescues

## ***Test scores and other***

---

Appalachian State University Reich College of Education determine I satisfied the PRAXIS I requirement through exemption due to my ACT score of 32. I am currently studying to complete PRAXIS II assessments 5545 and 5511 for Special Education Adapted Curriculum. I submitted my EdTPA portfolio on April 20th, 2021. I am currently lead teaching in my student teaching experience. After May 26, 2021 I will have my official transcript from Appalachian State University. In the upcoming months, considering my EdTPA, transcript and Praxis II scores, I will be eligible for licensure. I will be graduating with institutional honors of Magna Cum Laude.

# BARRE UNIFIED UNION SCHOOL DISTRICT

## NEW HIRE NOTIFICATION FORM

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

Date Received by Central Office:

5/5/22

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

Name: Kristina Safford Location: BTMES

Submission Date: 05/05/2022 Administrator Action/Checklist Complete: ☒ Y ☐ N

Position: Kindergarten Teacher Grade (If Applicable): Kindergarten

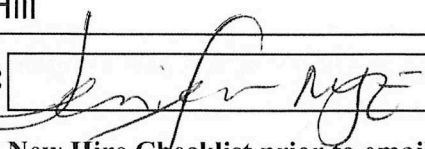
Endorsement (If Applicable): ☐ Hourly-Non Exempt ☒ Salary-Exempt

Hours Per Day: 7.5 Scheduled Hours: 7:30 a.m. to 3:00 p.m.

Account Code: 101-1020-51-11-0-1101-510310

Replacement? ☒ Y ☐ N

If Yes, For Whom? Sarah Hill Salary Rate: \$

Administrator Approval:  Signature Date: 5.5.22

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

## For Central Office Use Only:

Contract Complete Date Offer Letter Complete Date DOH

Total Years of Experience: 13 Step: B30 Salary Placement: \$67,255

Hourly Rate: \$ Salary Rate: \$ Seniority Date:

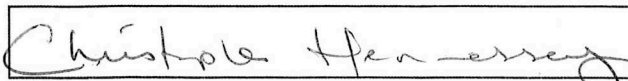
Contract Type: ☒ Teacher ☐ Para ☐ Replacement ☐ Interim ☐ Offer/Non-Contracted Letters  
☐ AFSCME ☐ N/A

Days Per Year: 190 Salary: \$67,255 Contract Days: 190

Teacher: AOE Endorsement: ☒ YES ☐ NO

If No, Required: ☐ Provisional ☐ Emergency ☐ Apprenticeship

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

  
Superintendent and/or HR Director Approval Signature

5-9-22  
Date

# Kristina L Safford

## ***Education***

---

### **University of Vermont**

Burlington, Vermont

Graduate Coursework

**Major:** Special Ed Coursework/Non-Degree

**GPA:** 4.000

**Credit Hours:** 21

Attended July 2002 to May 2005

Degree conferred May 2005

### **Trinity College of Vermont**

Burlington, Vermont

Bachelor of Arts

**Major:** Mathematics/Elem Education, **Minor:** Music

**GPA:** 3.401

Attended August 1992 to May 1996

Degree conferred May 1996

### **Spaulding High School**

Barre, Vermont

Attended August 1988 to June 1992

Degree conferred June 1992

### **University of Maine**

Orono, Maine

Master of Educational Technology

**Major:** Instructional Technology

**GPA:** 3.835

**Credit Hours:** 24

Attended August 2017 to Present

## ***Experience***

---

### **Waits River Valley School**

Aug 2010 - Present

Kindergarten Teacher

East Corinth, VT

- Am responsible for the day to day teaching of a group of Kindergarten students
- Work within the school's literacy and mathematics programs
- Teach using Readers' Workshop model, Foundations program, and Investigations math (3rd ed)
- Familiar with Common Core State Standards for Kindergarten, C3 Social Studies Standards and the Next Generation Science Standards
- Work with a team of K-2 teachers to enhance student learning and behavioral expectations
- Attend IEP, EST and other meetings for my students on a regular basis

- Participate in Kindergarten Registration days for incoming students, talking to parents and students about what to expect in Kindergarten
- Create Science and Social Studies units that match the CCSS, C3S, and NGSS
- Create classroom environment that fosters community, learning and security for students to become risk takers in their learning.
- Ran a summer program for students going into grades 1-3 from Waits River and also from Newbury Elementary School.
- Participated with the Vermont Agency of Education in their Integrated Field Review program in assessing schools throughout Vermont and providing suggestions based on the Vermont Education Quality Standards.

**Supervisor:** Carlotta Perantoni (802-439-5534)

**Experience Type:** Public School, Full-time

It is **OK** to contact this employer

### **Washington Village School**

Aug 2008 - Jun 2009

First Grade Teacher

Washington, VT

At Washington I was the First Grade teacher to fill a year-long position that was created due to large numbers. I taught using the Investigations math program and Houghton Mifflin reading program. I created Science and Social Studies units based on the first and second grade Grade Level Expectations. I also used the Morning Meeting program to strengthen my students' math, reading and writing skills. I assessed my students' reading skills using the Primary Observation Assessment and used the data I gathered to modify my instruction for my students. I also used the assessments that came with the Investigations math program to assess how well my students were understanding the concepts we were learning about.

**Reason for leaving:** The job was created as a one year position due to class size. Due to the economic times and budgetary concerns the position was not reinstated for a second year.

**Supervisor:** Charles Witters (802-883-2312)

**Experience Type:** Public School, Full-time

It is **OK** to contact this employer

### **Hyde Park Elementary School**

Sep 2007 - Jun 2008

6th Grade Long Term Substitute Teacher

Hyde Park, VT

- Began in September to take over for the sixth grade teacher who was leaving the position to become the principal of the school.
- Worked with students to foster community of caring, respectful learners.
- Utilized Responsive Classroom as part of daily routines and as a way to enhance classroom management strategies.
- Taught Math using Mathland with supplementing as needed
- Taught Writing using 25 mini lessons on writing and supplementing writing instruction as needed for my class
- Worked collaboratively with Special Educator and aides that worked in my classroom on a daily basis
- Used VT Framework of Standards and GLE's to create Science and Social Studies lessons
- Taught Reading using Literature Circles and Guided Reading

**Reason for leaving:** Position was only for one year.

**Supervisor:** Cassandra Thomas (802-888-2237)

**Experience Type:** Public School, Full-time  
It is **OK** to contact this employer

---

**Washington Village School**

Aug 2002 - Jun 2007

Reading - Mathematics Specialist

Washington, Vermont

**READING/MATHEMATICS SPECIALIST**

- Provided reading instruction to individual students in grade K-8 using the Guided Reading and Reading Recovery methods.
- Working knowledge of Mathland, Math Thematics, and Math Investigations programs
- Administered all K-2 Primary Observation Assessments
- Administered the VT-Developmental Reading Assessment for Grade 2 students
- Administered the Developmental Reading Assessment for Grades 3-8
- Participated in IEP, 504 and EST planning meetings and participated in creating plans for students.
- Worked with the Hands-On-Equations program
- Worked collaboratively with all teachers on student individualized programs.
- Successfully ran summer school program for students K-3 for 2 years
- Created and maintained all reading records for Grades K-2

**Reason for leaving:** My job was a grant funded position and was cut for the 2007-2008 school year.

**Supervisor:** Jeffrey Lindgren (802-883-2312)

**Experience Type:** Public School, Full-time

It is **OK** to contact this employer

---

**Central Vermont Home Health and Hospice**

Jan 2002 - Jul 2002

Respite Caregiver

Berlin, Vermont

**RESPIRE WORKER**

- Worked after-school with a fifth grade student with Attention Deficit Hyperactivity Disorder, Oppositional Defiance Disorder, and Sensory Issues on homework, social skills, and anger management.
- Met with case manager, teacher and parent on a regular basis.
- Helped student to organize and become more responsible in her daily homework routines.
- Set clear and definite boundaries with student.

**Supervisor:** Unknown (802-223-1878)

**Experience Type:** Other, After school/Evening

It is **OK** to contact this employer

---

**Northfield Elementary School**

Aug 2001 - Jun 2002

1:1 Instructional Assistant

Northfield, Vermont

**INSTRUCTIONAL ASSISTANT 1:1**

- Worked intensively with an individual student in fifth grade on social skills and behavior.
- Created and effectively implemented a functional behavior management plan based on students IEP and goals.
- Communicated with parent on a daily basis regarding student's behavior.
- Aided classroom teacher in daily instruction and activities.
- Kept accurate and detailed records on student's behavior and any progress made on his goals.
- Participated in meetings regarding student growth and development.

- Ran summer program for students going into grades 1-3. Our program worked to create a new playground space at the school in the paved area.

**Reason for leaving:** I found a teaching position in another school.

**Supervisor:** Judith Granger (802-485-6161)

**Experience Type:** Public School, Full-time

It is **OK** to contact this employer

---

### **Northfield Elementary School**

Oct 2000 - Jun 2001

5th Grade Long Term Substitute

Northfield, VT

FIFTH GRADE CLASSROOM TEACHER

- Utilized the principles of Responsive Classroom to maintain and organize the classroom day.
- Created a behavior and discipline program to promote self-esteem and responsibility.
- Developed lessons based on the school curriculum and Vermont Standards.
- Introduced and used new genres of literature in my classroom reading program.
- Worked with Behavior Specialist, Home to School Coordinator and Guidance staff on individual student's needs.
- Used the Everyday Math program as my mathematics program, supplementing it as needed for my students.
- Created challenging spelling lists within the frameworks of the Cast-A-Spell program for older students.
- Maintained a writing program using the Fifth Grade Writing Benchmarks and Rubrics.
- Participated in student IEP and 504 Plan meetings with Special Educators and parents.

**Reason for leaving:** Position was for one year only.

**Supervisor:** Judy Granger (802-485-6161)

**Experience Type:** Public School, Full-time

It is **OK** to contact this employer

---

### **Bethel Elementary School**

Aug 2000 - Oct 2000

2nd Grade Long Term Substitute

Bethel, VT

LONG-TERM SUBSTITUTE TEACHER

- Team taught second grade.
- Created and Implemented a science unit on Apples including planning and going on a field trip to Billings Farm and Museum.
- Set up classroom schedule and expectations.
- Planned and implemented classroom curricula in science, math, social science, reading, spelling, phonics, writing, grammar and handwriting.
- Utilized the Cast-A-Spell, Arithmetwists, Mathland, Reading Recovery, and Zane-Blosser Handwriting programs.
- Worked with Special Education team to implement plans for students with Special Needs.
- Created and maintained a reading program within the framework of the reading recovery program.

**Reason for leaving:** The teacher that I was subbing for was coming back from maternity leave and I also got a job for the rest of the school year teaching 5th grade closer to my home.

**Supervisor:** Tim Mock (802)

**Experience Type:** Public School, Full-time

It is **OK** to contact this employer

---

**Barre Town Elementary & Middle School**

Sep 1999 - Jun 2000

Permanent Substitute Teacher

Barre, VT

**PERMANENT SUBSTITUTE TEACHER**

- Presented instruction in reading, mathematics, social studies, science, and spelling for classrooms in grades K-8.
- Maintained classroom order through strong discipline and organizational skills.
- Utilized and became familiar with the Everyday Math program, the Cast-A-Spell program and also the Vermont Frameworks.
- Worked in the Music, Art and Technology Education programs during teacher absences.

**Reason for leaving:** Got a long term subbing position in a 2nd grade classroom.**Supervisor:** Dr. Ted Rikken (802476-6617)**Experience Type:** Public School, Full-timeIt is **OK** to contact this employer**Twinfield Union School**

Sep 1997 - Jun 1999

1:1 Paraeducator

Plainfield, VT

**INDIVIDUAL PARAEDUCATOR**

- Worked intensely with a student with learning impairment within the classroom structure during his fifth and sixth grade years.
- Assisted in planning and implementing a functional, individualized education program (IEP).
- Created lessons that addressed my student's strengths and abilities based on the classroom curriculum.
- Developed materials that enhanced my student's learning experience through the use of Gardner's Intelligences and addressing several senses.
- Communicated regularly and effectively with student's parents regarding achievements and concerns.
- Created and implemented social skills program for my student that allowed the student to get out into the community and become more independent.
- Managed, instructed and supervised classroom when the classroom teacher was absent.

**Reason for leaving:** Decided to pursue substitute teaching to broaden my familiarity with other schools in the region.**Supervisor:** Winnie McCormick (426-3212)**Experience Type:** Student Teaching, Full-timeIt is **OK** to contact this employer**Twinfield Union School**

Oct 1996 - Jun 1997

Title I Paraeducator

Plainfield, VT

**TITLE I PARAEDUCATOR**

- Worked with small groups of students in grades 1 and 2 on reading and writing skills using the methodology of the Reading Recovery Program.
- Provided instruction and practice for students in phonics and letter recognition skills.
- Worked in the school's Early Prevention of School Failure program with students in the Kindergarten.
- Implemented activities and plans to help students with gross and fine motor skills.
- Maintained complete, organized notes on students' activities, development, and concerns regarding their program.

**Reason for leaving:** Got another position within the school system that was full-time.



**Supervisor:** Maureen (426-3212)  
**Experience Type:** Public School, Part-time  
It is **OK** to contact this employer

---

**Underhill Central School**

Jan 1996 - May 1996

Student Teacher

Underhill, VT

**STUDENT TEACHER**

- Taught in a Multi-age 1/2 classroom.
- Designed and implemented thematic units on Beginnings, The 5 Senses, and the Human Body
- Developed lessons and units using the Vermont Framework and Learning Objectives.
- Instructed reading in a individualized guided reading program using leveled text.
- Created units for hands-on, manipulative based mathematics program including units on Place Value and Money.
- Developed strong skills in discipline and classroom management.

**Reason for leaving:** Student teaching ended, graduated from college and moved back home to Barre area.

**Supervisor:** Debra Mayer (899-4676)

**Experience Type:** Student Teaching, Full-time

It is **OK** to contact this employer

# BARRE UNIFIED UNION SCHOOL DISTRICT

## NEW HIRE NOTIFICATION FORM

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

Date Received by Central Office:

5/9/22

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

Name:	Carrie Blodgett	Location:	BCEMS
Submission Date:	5-9-22	Administrator Action/Checklist Complete:	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N
Position:	Classroom Teacher	Grade (If Applicable):	2nd
Endorsement (If Applicable):	Elem Ed	<input type="checkbox"/> Hourly-Non Exempt	<input checked="" type="checkbox"/> Salary-Exempt
Hours Per Day:	7.5	Scheduled Hours:	a.m. to p.m.
Account Code:			
Replacement?	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N		
If Yes, For Whom?	Kristen Evans	Salary Rate: \$	71,562.00
Administrator Approval:	Hayden Coon	Signature Date:	5-9-22

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

## For Central Office Use Only:

Contract Complete Date		Offer Letter Complete Date		DOH	
Total Years of Experience:	13	Step:	M	Salary Placement:	69,331
Hourly Rate: \$		Salary Rate: \$		Seniority Date:	
Contract Type:	<input checked="" type="checkbox"/> Teacher	<input type="checkbox"/> Para	<input type="checkbox"/> Replacement	<input type="checkbox"/> Interim	<input type="checkbox"/> Offer/Non-Contracted Letters
	<input type="checkbox"/> AFSCME	<input type="checkbox"/> N/A			
Days Per Year:	190	Salary: \$	69,331.00	Contract Days:	190
Teacher: AOE Endorsement:	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO			
If No, Required:	<input type="checkbox"/> Provisional	<input type="checkbox"/> Emergency	<input type="checkbox"/> Apprenticeship		
Para-Educator: Associates Degree	<input type="checkbox"/> YES	<input type="checkbox"/> NO	(If NO) → ParaPro	<input type="checkbox"/> YES has passed ParaPro	<input type="checkbox"/> NO will need to take ParaPro

Christopher Hennessey

Superintendent and/or HR Director Approval Signature

MAY 12, 2022

Date

# Carrie Blodgett

## ***Education***

---

### **Saint Michael's College**

COLCHESTER, Vermont

Master of Education

**Major:** Elementary Education Certification/ Arts in Edu

**GPA:** 3.985

Attended July 2008 to May 2012

Degree conferred May 2010

### **Warren Wilson College**

Asheville, North Carolina

Bachelor of Arts

**Major:** Human Studies, **Minor:** Appalachian Studies and Creative Writing

Attended August 2000 to May 2004

## ***Experience***

---

### **Union Elementary School**

Aug 2010 - Present

General Education Teacher, Second & Third Grades

Montpelier, VT

- Collaborated with teaching team to create and implement engaging, hands-on units of study in all core subject areas
- Expanded classroom library to include high-interest books at multiple levels, making it possible for ALL readers to access rich texts and develop positive reading habits
- Created a positive classroom environment through Responsive Classroom and PBIS strategies
- Worked closely with special educators, interventionists, guidance counselor, school social worker, parents, and EST team to problem-solve, plan, and implement specialized learning plans
- Set up structured, predictable, and organized routines in Reader's Workshop and guided reading instruction
- Helped connect students with Everybody Wins! reading and mentoring program
- 2016 Nominee for UVM Outstanding Teacher of the Year

**Supervisor:** Linda Beaupre (802-225-8200)

**Experience Type:** Public School, Full-time

It is **OK** to contact this employer

---

### **Montpelier Roxbury Public Schools**

Aug 2020 - Jun 2021

Virtual Classroom Teacher, Second Grade

Montpelier, VT

- Taught 14 second graders in a 100% virtual setting
- Used Google Classroom to post asynchronous lessons, videos, slideshows, and assignments

- Taught synchronous whole-group and small-group lessons in Literacy and Math using interactive Jamboards
- Collaborated and problem-solved on a weekly basis with virtual teaching team
- Communicated effectively with parents via email and Google Meet conferences to help meet the unique academic and social emotional needs of each student
- Became proficient in using variety of technology tools to help students represent their thinking in a virtual environment

**Reason for leaving:** Montpelier Roxbury Public Schools offered a virtual academy for families opting out of in-person instruction during the 2020-2021 school year. I returned to my in-person contracted teaching position at Union Elementary School in August 2021.

**Supervisor:** Michael Berry (802-225-8200)

**Experience Type:** Public School, Full-time

It is **OK** to contact this employer

## ***Social Studies Curriculum Committee***

---

May 2021- Present

Meet monthly with teachers throughout the district to prioritize and vertically align Social Studies standards using the C3 framework.

## ***Volunteer Experience***

---

Good Samaritan Ministries, Zambia Africa

- Went as part of a team to learn about Good Samaritan Ministries' work in Zambia
- Toured non-profit clinics and schools and schools in central and northern Zambia
- Led games, activities, and read to children at a Good Samaritan School in rural Kazembe

Warren Wilson College World Wide Program

- Traveled to Scotland with college group to study Scottish folklore and culture
- Taught Scottish elementary students Appalachian tales
- Produced an Appalachian folklore performance with Scottish elementary students

**Policy Type: Governance Process Policies (GP)**

**Policy Title: Board Committee Principles**

**GP.09**

Board committees, when used, will be assigned so as to reinforce the wholeness of the Board's job and so as never to interfere with delegation from Board to Superintendent.

Accordingly:

1. Board committees are to help the Board do its job, not to help or advise the staff. Committees ordinarily will assist the Board by preparing policy alternatives and implications for Board deliberation. In keeping with the Board's broader focus, Board committees will normally not have direct dealings with current staff operations;
2. Board committees may not speak or act for the Board except when formally given such authority for specific and time-limited purposes. Expectations and authority will be carefully stated in order not to conflict with authority delegated to the Superintendent;
3. Board committees cannot exercise authority over staff. Because the Superintendent works for the full Board, he or she will not be required to obtain the approval of a Board committee before an executive action;
4. Board committees are to avoid over-identification with organizational parts rather than the whole. Therefore, a Board committee that has helped the Board create policy on some topic will not be used to monitor organizational performance on that same subject;
5. Committees will be used sparingly and ordinarily in an ad hoc capacity;
6. This policy applies to any group that is formed by Board action, whether or not it is called a committee and regardless of whether the group includes Board members. It does not apply to committees formed under the authority of the Superintendent.

*Adopted: June 4, 2007*  
*Monitoring Method: Board Self Assessment*  
*Monitoring Frequency: Annually in March*

**BOARD STANDING COMMITTEES**

The Harwood Union School Board shall authorize the establishment of only such standing committees from among its membership as it finds strictly necessary to oversee operations in specific areas and to make recommendations for Board action. Standing committees are not decision-making bodies but can be established to study issues more deeply than time would allow at the Board meeting, make recommendations to the full Board, and/or provide avenues for additional community or staff input should this be needed.

The following rules will govern the appointment and function of such committees:

- A. The committee shall be established through action of the Board, including the identification of its specific functions and duties.
- B. The committee chair and committee members shall be appointed by the School Board Chair subject to final approval by the School Board. Administrators and non-school board advisory members may be added in a non-voting capacity.
- C. The committee may make recommendations for Board action regarding issues under its charge, but it may not act for the Board.
- D. All standing committees shall be dissolved at the end of the Board's year – at an annual organizational meeting – unless they are specifically reappointed. They may be dissolved at any time by a vote of the Board.
- E. A regular meeting schedule will be established for the committee.
- F. All standing committee meetings are open to the public and subject to the Open Meeting Law requirements.
- G. Committee appointments are for 1 full year. After two consecutive terms, all efforts will be made to afford other interested Board members an opportunity to serve. Interim appointments can be made for the duration of an unexpired term.

Date of Draft: 12/13/2012

Date Warned:

Date Adopted: 2/20/2013