

**BARRE UNIFIED UNION SCHOOL DISTRICT
POLICY COMMITTEE MEETING**

Spaulding High School Library and Via Video Conference – Google Meet
May 16, 2022 – 6:00 p.m.

MINUTES

COMMITTEE MEMBERS PRESENT:

Chris Parker, Chair (BT)
Giuliano Cecchinelli, II, Vice Chair (BC)
Tim Boltin (BC)
Alice Farrell (BT)
Thomas Kelly (BC Community Member)
Jon Valsangiacomo – (BT Community Member)

COMMITTEE MEMBERS ABSENT:

OTHER BOARD MEMBERS PRESENT:

Sonya Spaulding

ADMINISTRATORS AND STAFF PRESENT:

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

GUESTS:

Abby Blum Josh Howard Kerri Lamb Andy McMichael Mary Stermer
William Toborg

1. Call to Order

The Chair, Ms. Parker, called the Monday, May 16, 2022, meeting to order at 6:00 p.m., which was held at the Spaulding High School Library and via video conference - Google Meet.

2. Additions and/or Deletions to the Agenda

None.

3. Public Comment

None.

4. Approval of Minutes

4.1 Approval of Minutes –April 18, 2022 Policy Committee Meeting

On a motion by Mr. Boltin, seconded by Mrs. Farrell, the Committee voted 4 to 0 to approve the Minutes of the April 18, 2022 Policy Committee Meeting. Mr. Valsangiacomo abstained.

5. New Business

5.1 Review of BUUSD Policy Manual Index

A copy of the BUUSD Policy Manual Index (dated 05/10/22) was distributed.

Ms. Parker provided a brief overview of the use of this report. It was noted that second readings of policies F20, C1, C7, and C8 were approved by the Board and the policies have been adopted.

5.2 VSBA Model Policies

A copy of the VSBA Model Policy Index was distributed.

A document titled ‘VSBA Policy Work – BUUSD Status – Updated 05/10/22’ was distributed.

It was noted that all meeting documentation is on the web site, following the Agenda.

5.3 Board Meetings, Agenda Preparation, and Distribution Policy (A20) – Recommended

Copies of all policies referenced in agenda items 5.3 through 5.7 were distributed.

Mr. Hennessey advised that the SEA Building can be used in the rotation for meetings. The Committee agreed to add the SEA Building into the rotation. It was noted that the start time in the policy needs to be amended to reflect the newly agreed upon meeting time (6:00 p.m.). Brief discussion was held regarding the reason for meeting location rotation, including historical information regarding where meetings were held prior to the Act 46 consolidation.

This policy relates to Board meetings only. All Committee meetings are held at Spaulding High School. Meeting locations are printed on each agenda.

On a motion by Mrs. Farrell, seconded by Mr. Cecchinelli, the Committee unanimously voted to amend the Board Meetings, Agenda Preparation, and Distribution Policy (A20) as discussed, and to present a First Reading of the Policy to the Board.

It was reported that the issue of not being able to remotely access meetings via non-Google accounts is occurring.

5.4 Policy on Section 504 and ADA Grievance Protocol for Students and Staff (C14) – Required

The grievance form in the draft policy is the existing form and requires some minor modifications. Concern was raised that Building 504 Coordinator names not be included in the actual policy, as that would require the policy to be changed each time a new individual is named. It was suggested that position titles be utilized rather than names. Names of 504 Coordinators can be written in procedures. Brief discussion was held, including concern that this policy may be confusing to those who feel they have been discriminated against. Mr. Hennessey noted that though the policy may not be ideally worded, it was written and legally vetted by the VSBA. It was noted that if an individual filed a grievance and did not include all of the items listed in the policy, the grievance would still be accepted and acted upon. Discussion was held regarding other possible modifications to the grievance form. Mr. Aither will modify the form as discussed. It was agreed that general contact information for the 504 Coordinator will be added to the policy. Brief discussion was held regarding policy C10 which contains an appendix where Designated Employees and contact information is located. It was noted that the appendix is part of the policy, but changing names is considered a non-substantive change and does not require Board approval.

The Committee agreed to have the policy and grievance form amended as discussed, and to present the amended version at the next Policy Committee meeting.

5.5 Use of Restraint and Seclusion Policy (C70) – Recommended – VSBA Change Replaces C34

A copy of current Policy C34 was also distributed. Brief discussion was held regarding adding a link to definitions (State Rule 4500.3) in the policy. Concern was raised that the reason for VSBA policy changes/amendments is not known. In the past this information was provided to the Committee. Ms. Lamb advised that she can suggest that this information be added to weekly VSBA e-mail updates.

The Committee agreed to seek additional information and add this policy (C70) to next month's agenda.

5.6 Field Trips Policy (D30) – Consider – VSBA Removed 07/2020

Mrs. Farrell provided some historical information relating to advising the Board of out of state and overnight field trips. Mrs. Farrell is concerned that notification to the Board has been sporadic in recent years (sometimes only appearing in newsletters) and she would like assurance that the Board will receive consistent information relating to out of state and overnight field trips. Mrs. Spaulding believes the policy is important as it clarifies that it is the District's policy that field trips be extensions of classroom experiences (have an educational component). Mr. Hennessey suggested that the Strategic Plan be updated to reflect the importance and value of field trips. In response to a suggestion that field trip forms be updated to require that field trips include an educational component, Mrs. Spaulding noted that procedures are subject to change by administrators without Board approval, so the educational component requirement could be removed without Board knowledge. Mr. Aither provided an overview of some of the SHS Field Trip forms.

On a motion by Mr. Valsangiacomo, seconded by Mrs. Farrell, the Committee unanimously voted to recommend that the Board rescind the Field Trips Policy (D30).

5.7 Communicable Disease Mitigation Measures for Students and Staff Policy (F27) – Recommended – Replaces VSBA Policy F33

A copy of Policy F33 was also distributed.

Lengthy discussion was held, including a query as to whether the VSBA is endorsing vaccines and other measures, concern that the policy advises that the District will implement specific mitigation measures, difficulty of enforcement, budget impacts, concern of students wearing masks, confirmation that there are currently requirements for specific vaccinations, concern that the Committee does not have information regarding why VSBA is recommending this policy, and confirmation that there is currently training related to blood borne pathogens. Brief discussion was held regarding how new and amended VSBA policies are added to Committee Agendas and the best way to obtain/receive information regarding why policies are amended or created. In response to a query from a community member, it was noted that the District creates local policies when there is a need.

The Committee agreed to seek additional information and to add notations to the Policy Index advising that the Committee will revisit this policy at a later date.

6. Old Business

6.1 Procedure Development Update

Mr. Aither reported that the Procedure Committee met to review model procedures developed by the VSBA and noted that the District's individual school procedures are in various formats. The committee will begin with writing procedures for attendance as those procedures should be fairly consistent amongst the schools. The committee, which meets every other Wednesday, will be

working to calibrate procedures. Mr. Valsangiacomo advised that he has been performing research reviewing other schools' policies and procedures and it appears that most are 'light years' behind the BUUSD.

6.2 Policy Editing Update

Progress is being made with Mrs. Gilbert working to 'clean up' policies and she has a good system in place for editing. Editing will be performed by Mrs. Gilbert after the meetings rather than during meetings.

7. Other Business

None.

8. Future Agenda Items

- Policy on Section 504 and ADA Grievance Protocol for Students and Staff (C14) – Required
- Use of Restraint and Seclusion Policy (C70) – Recommended – VSBA Change Replaces C34)
- Procedure Development Update
- VSBA Updates for Policy Changes
- Substitute Teachers (B1) – Required
- Title I, Part A: Parent and Family Engagement (E1) – Required
- Role and Adoption of School Board Policies (A30) - Consider
- Board Member Education (A31) - Consider

Parking Lot - Remove Anti-Racism Policy (C44) – Update Policy Index to reflect no work to be done at this time.

A community member queried regarding a policy pertaining to student walk-outs and if parents are notified when their student(s) participate in walk-outs. Mr. Hennessey will look into this matter and respond to Mr. Toborg.

9. Next Meeting Date

The June 20, 2022 meeting is cancelled.

The next meeting date is Monday, August 15, 2022 in the Spaulding High School Library and via video conference.

10. Adjournment

On a motion by Mr. Boltin, seconded by Mrs. Farrell, the Committee unanimously voted to adjourn at 7:45 p.m.

Respectfully submitted,
Andrea Poulin