

**Addendum
Board Meeting
February 23, 2023**

		Reductions in Drafts 1-4	Line item(s) reflecting reductions/cuts	Recommended amount to add back into draft 4, V2	will this recommended addition come from
Central Services/General					
NEW: Director of Communications & Communic. Li	\$115,000	724-734			
NEW: IT Technician	\$75,000	754			
NEW: Clerical Staff	\$50,000	754			
NEW: Bus Riders	\$25,000	647			
NEW: STA Transportation Contract	\$200,000	655			
NEW: Software, Audio/Visual, Toner & Ink	\$41,500	775,777,780			
NEW: Additional Energy Reductions	\$80,000	Facility Budgets			
NEW: Board Contracted Services	\$25,000	680			
NEW: Human Resources Postage	\$1,000	747			
6 Full-time Paraeducators	\$208,000	804			
1 Full-time Special Education Behavior Interventionist	\$50,000	806			
1 Full-time Special Education Interventionist	\$75,000	803			
Move Curriculum Coordinators back into ESSER II	\$165,000	656			
Reduce SEA contracted transportation	\$10,000	950			
Reduce Special Education supplies	\$5,000	827			
Reduce Special Education course reimbursement	\$10,000	816			
Reduce Special Education travel and conference	\$1,000	826			
Reduce Special Education admin. assistant support	\$75,000	882			
Reduce various benefits (including health premiums, F	\$156,453	throughout the budget			
Reduce energy lines (woodchips, fuel oil, etc.)	\$70,000	Facility Budgets			
Multiple or All Schools					
NEW: K-8 Athletics & Clubs	\$130,000	88-92,539-543	\$120,000		
NEW: Workshops & Trainings	\$91,000	Throughout Budget			
NEW: Field Trips & Co-Curricular Transportation	\$60,000	181,434,632			
NEW: Contracted Services	\$49,000	Throughout Budget			
NEW: Course Reimbursement	\$40,000	Throughout Budget			
NEW: Various adjustments to benefit lines (FICA/he	\$60,000	Throughout Budget			
Barre City Elementary & Middle School					
NEW: School Resource Officer	\$40,000	631			
NEW: Technology Integrationist	\$95,000	752	\$50,000		
NEW: Clerical Staff	\$50,000	584			
NEW: Custodian Benefits	\$5,000	607,608			
NEW: Books	\$4,600	477			
NEW: Supplies	\$28,000	476	\$18,000		
NEW: Security Cameras	\$5,000	621			
1 Full-time Interventionist	\$75,000	484			
Reduce BC facility equipment line (this aligns with BT)	\$7,500	630			
Reduce telephone from facilities lines	\$4,000	622			
Reduce course reimbursement	\$25,000	466			
Reduce instructional technology equipment	\$5,000	673			
Barre Town Middle & Elementary School					
NEW: Technology Integrationist	\$95,000	752	\$50,000		
NEW: School Resource Officer	\$5,000	180			
NEW: Security Cameras	\$5,000	170			

2 Full-time Interventionists	\$150,000	44		
1 Full-time Front Office Staff	\$50,000	133		
1 Full-time Custodian	\$50,000	153		
Reduce supplies/books (this aligns w/ BC)	\$20,000	36		
Reduce course reimbursement	\$10,000	25		
Reduce telephone from facilities	\$3,000	171		
Reduce instructional technology equipment	\$5,000	672		
Spaulding High School				
NEW: Behavior Specialist	\$75,000	360		
NEW: Technology Integrationist	\$95,000	752		
NEW: Driver's Education	\$10,000	292		
NEW: Athletics Transportation	\$5,000	434		
NEW: Security Cameras	\$5,000	424		
3 Full-time Teachers	\$225,000	Direct Instruc.		
1 Full-time Work-Based Learning Teacher	\$75,000	283		
School Resource Officer	\$85,000	Removed		
Athletics Assistant Coaches Salaries	\$50,000	313		
Supply reduction (in addition to those from Draft 2	\$11,200	202		
Reduce instructional technology equipment	\$15,000	671		
Reduce telephone from facilities lines	\$5,000	425		
Supply Line Reductions	\$22,600	202		
			\$238,000	
BUDGET LINK: https://www.buusd.org/fs/resource-manager/view/86e53bde-9c08-4d0d-9614-cf203e31a014				
POTENTIAL SAVINGS-2/21/23				
Insurance	\$15,000			
RAN Interest	\$15,000			
SHS Lighting Debt	\$91,000			
JROTC	\$0			
Cameras	\$15,000	Capital Fund?		
Energy	\$62,000			
BC/SHS Admin Model	\$40,000			
	\$238,000			



**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

120 Ayers Street, Barre, VT 05641

Phone: 802-476-5011

Fax: 802-476-4944 or 802-477-1132

Website: www.buusd.org

February 22, 2023

Dear BUUSD School Board,

There have been questions coming from the community concerning how employees in the BUUSD are compensated, and we thought it would be helpful to take the opportunity to provide a summary of how salaries and wages are set in our district. For clarity, we're going to break this down into specific categories of positions and how each of these categories is compensated.

Collectively Bargained Contracts

The first three categories are fairly straightforward as they are all part of negotiated collective bargaining agreements. These salaries and hourly wages are negotiated between the school board and each bargaining unit. The three categories are:

American Federation of State, County and Municipal Employees (AFSCME)

This bargaining unit consists primarily of our custodial and maintenance staff, though there are a few others who fall into this contract as well. I can report that these folks received wage increases in last summer's negotiations, and their new contract is good through 2026.

BUUSD Para Educators

The school board is in the middle of negotiations with our para educators now. Their current contract expires in June, and these folks are our lowest paid employees in the district. We anticipate that negotiations will result in more competitive wages for our paras that bring them in line with our neighbors and provide them with a more livable wage. Again, those negotiations are ongoing.

BUUSD Teachers

The school board is also in the middle of negotiations with our teachers, and their contract is also expiring in June. By "teachers," we mean all professional faculty who require an educators license to hold their position. In addition to teachers, this category includes counselors,

academic interventionists, nurses, and various other licensed positions. Historically, our teacher's salaries have not been competitively in line with those of our neighbors.

Non-Contracted Staff and BUUSD Administration

The next three categories are less straightforward, and their salaries and wages are not negotiated by the board and instead are set by the superintendent (with the exception of the superintendent salary, which is set by the school board.) Historically, these salaries and wages have not been competitive in relation to our neighbors, and there have been inconsistencies within each category as well. In addition to the challenge of recruiting new employees, there was a fairness issue. Because BUUSD rates did not keep up with the standard rates, we were hiring people that made as much or more than our existing staff. We have made significant progress in making these positions more competitively and fairly compensated in the last year. The three categories are:

Non Contracted Hourly Staff

This category covers a wide variety of positions with different levels of skills and experience needed to be successful in the job. None of these positions fall under any of the Collective Bargaining Agreements. As such, these wages are set by the superintendent. We now have this category broken down into an hourly wage hiring metric with five sub categories, with category A being the lowest and category E being the highest.

We discovered that there were inconsistencies in terms of how people were being paid in these non contracted positions, and we set out to make the new wage metric fair and easy to understand. For example, if a person's position fell into Category C and they had five years related experience, they would be set at a rate of \$23.01 per hour. We discovered that some people's wages were about where they should be, and others were off and needed to be increased. As a result, some folks in this category got additional increases last year, and some did not. This metric made things clear and fair for all, and made setting salaries upon hiring a much more objective process. Additionally, this wage metric puts these essential positions in the range of how similar positions are paid in our neighboring districts.

Non Contracted Salaried Staff

This category also covers a fairly wide variety of positions, and the salary schedule for them is similar to that of the teachers contract. Employees in these professional positions do not require an educator's license to be in them, but the requirements of the position require a specific skill set unique to the job. Many people in these positions have training and backgrounds that go beyond the traditional bachelors/masters degree path typically needed to be a professional educator. Like the hourly positions above, we discovered discrepancies in fairness and in terms of how similar positions were paid in other districts and outside agencies. As a result, some folks in this category got additional increases last year, and some did not. Though people in this category get similar benefits to those found in the teacher CBA, it's important to note that they do not qualify for contributions to the Vermont State Teachers Retirement System.

BUUSD Administration

Much like our non-contracted employees, we discovered that BUUSD administrative salaries were both inconsistent and too often not in a competitive place in relation to our neighbors. A salary metric based on administrative responsibilities and years of experience was put in place to correct this. Some administrators did indeed get additional increases for FY23, and many did not. This topic had been discussed in the district for many years, and the current competitive nature of finding school leaders in Vermont and across the country forced us to no longer be able to kick this one down the road.

Salaries were compared to other similar positions within school districts in our region. In addition, the VT Department of Labor comparisons were used for those positions not directly related to academics (facilities, human resources, communications, finance, etc.). The BUUSD currently has administrative salaries at least in the ballpark of where our neighbors are for most positions, but not all.

Included in the packet are copies of salary/wage schedules from our current Collective Bargaining Agreements and the salary/wage metrics for our non-contracted employees and administrators. We hope this information is helpful. If you have any other questions or would like more information, please let me know.

Chris

APPENDIX A**WAGES****Base Rate of Pay Schedule**

	<u>Base rate of pay</u>	<u>Base rate of pay</u>	<u>Base rate of pay</u>	<u>Base rate of pay</u>	<u>Base rate of pay</u>
<u>Position</u>	<u>2021-2022</u>	<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>	<u>2025-2026</u>
Receptionist	\$17.32	18.47	19.32	20.07	20.82
Custodian	\$17.49	\$18.64	19.49	20.24	20.99
Grounds Keeper	\$17.49	\$18.64	19.49	20.24	20.99
Maintenance	\$19.35	\$20.50	21.35	22.10	22.85
Night Facilities Lead	\$20.43	\$21.58	22.43	23.18	23.93
Building Facilities Coordinator (Day)	\$22.17	\$23.32	24.17	24.92	25.67

An employee whose work is a mix of two positions (i.e.; Grounds Keeper/Maintenance) shall have a base rate of pay equal to the average base rate of pay for those two positions.

Effective in the first full pay period following July 1, 2022, all employees shall receive a one dollar and fifteen cent (\$1.15) raise to their previous year's base rate of pay or move to the base rate of pay above, whichever is higher, plus the longevity pay of fifteen cents (\$.15) per hour for each full year of continuous service, plus any shift differential.

Effective in the first full pay period following July 1, 2023, all employees shall receive an eighty-five cent (\$.85) raise to their previous year's base rate of pay or move to the base rate of pay above, whichever is higher, plus the longevity pay of fifteen cents (\$.15) per hour for each full year of continuous service, plus any shift differential.

Effective in the first full pay period following July 1, 2024, all employees shall receive a seventy-five cent (\$.75) raise to their previous year's base rate of pay, plus the longevity pay of fifteen cents (\$.15) per hour for each full year of continuous service, plus any shift differential.

Effective in the first full pay period following July 1, 2025, all employees shall receive a seventy-five cent (\$.75) raise to their previous year's base rate of pay, plus the longevity pay of fifteen cents (\$.15) per hour for each full year of continuous service, plus any shift differential.

The longevity pay increase shall be implemented in the first full pay period following July 1 of each school year.

Shift Differential

EMPLOYEES, whose hourly rate is calculated from the base rate of pay indicated above, and moving to or from one regularly scheduled shift to another, shall have their pay adjusted with the following shift differentials:

Para-Educator

2022-2023 (Effective As Of July 1, 2022 For New Hires)

Step 1 \$15.50

Step 2 \$15.85

Step 3 \$16.20

Step 4 \$16.55

Step 5 \$16.90

SD#97 2022-2023 Salary Schedule

STEP	B	B15	B30	M	M15	M30
1	1.0000	1.0500	1.1000	1.1500	1.2000	1.2500
2	1.0425	1.0925	1.1425	1.1925	1.2425	1.2925
3	1.0850	1.1350	1.1850	1.2350	1.2850	1.3350
4	1.1275	1.1775	1.2275	1.2775	1.3275	1.3775
5	1.1700	1.2200	1.2700	1.3200	1.3700	1.4200
6	0.0000	1.2625	1.3125	1.3625	1.4125	1.4625
7	0.0000	1.3050	1.3550	1.4050	1.4550	1.5050
8	0.0000	1.3475	1.3975	1.4475	1.4975	1.5475
9	0.0000	1.3900	1.4400	1.4900	1.5400	1.5900
10	0.0000	1.4325	1.4825	1.5325	1.5825	1.6325
11	0.0000	0.0000	1.5250	1.5750	1.6250	1.6750
12	0.0000	0.0000	1.5675	1.6175	1.6675	1.7175
13	0.0000	0.0000	1.6200	1.6700	1.7200	1.7700

Year 22/23						
Base Increase		\$1,085				
STEP	B	B15	B30	M	M15	M30
1	\$41,515	\$43,591	\$45,667	\$47,743	\$49,818	\$51,894
2	\$43,280	\$45,357	\$47,432	\$49,508	\$51,583	\$53,660
3	\$45,045	\$47,120	\$49,196	\$51,271	\$53,349	\$55,423
4	\$46,809	\$48,885	\$50,961	\$53,037	\$55,112	\$57,188
5	\$48,573	\$50,649	\$52,725	\$54,800	\$56,876	\$58,952
6	\$0	\$52,414	\$54,489	\$56,566	\$58,641	\$60,717
7	\$0	\$54,177	\$56,254	\$58,329	\$60,405	\$62,480
8	\$0	\$55,943	\$58,018	\$60,094	\$62,170	\$64,246
9	\$0	\$57,706	\$59,782	\$61,858	\$63,934	\$66,009
10	\$0	\$59,472	\$61,547	\$63,623	\$65,698	\$67,775
11	\$0	\$0	\$63,311	\$65,386	\$67,463	\$69,538
12	\$0	\$0	\$65,076	\$67,152	\$69,227	\$71,303
13	\$0	\$0	\$67,255	\$69,331	\$71,406	\$73,482

1. Three and 9/10 percent (3.9%) or \$672,759 new money. BA base becomes \$41,515; all other steps adjusted per the index.

**BUUSD Non Contracted Hourly Schedules - FY23
Final/FY24 Draft**

Non Contracted Hourly							
	Column	Column	Column	Column	Column		Column A
	A	B	C	D	E		Guidance Assistant
Step						Step	Permanent Sub (min \$18)
1	\$17.30	\$19.30	\$21.30	\$23.30	\$25.30	1	Student Services Assistant
2	\$17.64	\$19.68	\$21.72	\$23.76	\$25.80	2	Column B
3	\$18.00	\$20.07	\$22.15	\$24.23	\$26.31	3	Central Office Receptionist
4	\$18.34	\$20.46	\$22.58	\$24.70	\$26.82	4	Behavioral Interventionist I
5	\$18.69	\$20.85	\$23.01	\$25.17	\$27.33	5	SEA Receptionist/Admin Support
6	\$19.04	\$21.24	\$23.44	\$25.64	\$27.84	6	High School Guidance Assistant
7	\$19.39	\$21.63	\$23.87	\$26.11	\$28.35	7	Column C
8	\$19.74	\$22.02	\$24.30	\$26.58	\$28.86	8	Administrative Assistant
9	\$20.09	\$22.41	\$24.73	\$27.05	\$29.37	9	IT Specialist
10	\$20.44	\$22.80	\$25.16	\$27.52	\$29.88	10	Medicaid Clerk
11	\$20.79	\$23.19	\$25.59	\$27.99	\$30.39	11	Registrar
12	\$21.14	\$23.58	\$26.02	\$28.46	\$30.90	12	Transportation Coordinator
13	\$21.49	\$23.97	\$26.45	\$28.93	\$31.41	13	SLPA
14	\$21.84	\$24.36	\$26.88	\$29.40	\$31.92	14	School Nutrition Specialist
15	\$22.19	\$24.75	\$27.31	\$29.87	\$32.43	15	Substitute Coordinator
16	\$22.54	\$25.14	\$27.74	\$30.34	\$32.94	16	Occupational Therapy Assistant
17	\$22.89	\$25.53	\$28.17	\$30.81	\$33.45	17	Student Support Specialist
18	\$23.24	\$25.92	\$28.60	\$31.28	\$33.96	18	Behavioral Interventionist II
19	\$23.59	\$26.31	\$29.03	\$31.75	\$34.47	19	SEA Food Service Coordinator
20	\$23.94	\$26.70	\$29.46	\$32.22	\$34.98	20	
21	\$24.29	\$27.09	\$29.89	\$32.69	\$35.49	21	Column D
Administrative Assistant SPED							
Bookkeeper							
ESSER Grant Assistant							
Staff Accountant							
Office Manager w/Direct Reports							
Youth Employment Specialist							
Data Specialist							
HS Registrar							
Column E							
HR Specialist/Benefits Mgr							
Senior Accountant							
Payroll Manager							
Network OR Systems Manager							
Master Electrician							
Curriculum Grants Coordinator							
Food Services Manager							

Non Contracted Salary						
NONCONB	School Year Exempt/Salary	Base Increase	Year 22/23	Follows Teachers Contract		
ATHLETIC TRAINER		STEP	BA			
BEHAVIOR SPECIALIST		1	\$45,667			
HHB COORDINATOR		2	\$47,432			
LICENSED MENTAL HEALTH THERAPIST		3	\$49,196			
OCCUPATIONAL THERAPIST		4	\$50,961			
OCCUPATIONAL THERPAIST - HOURLY		5	\$52,725			
SCHOOL-BASED THERAPIST/SEA THERAPIST		6	\$54,489			
STUDENT ASSISTANCE PROGRAM COOR		7	\$56,254			
TRANSITION SPECIALIST		8	\$58,018			
		9	\$59,782			
		10	\$61,547			
		11	\$63,311			
		12	\$65,076			
		13	\$67,255			

PHYSICAL THERAPIST - HOURLY %

**BUUSD Non Contracted Salary Schedules - FY23
Final/FY24 Draft**

Administrators' Placement Schedule

Assistant Principal		
Administrative Years Experience	Salary 210 Day Contract	261 Day Contract
1	79,116	85,000
2	80,581	86,336
3	82,045	87,905
4	83,512	89,450
5	84,977	91,046
6	86,442	92,616
7	87,907	94,186

Principal/Director	Based on 261 contract days
Administrative Years Experience**	Salary
1-2	104,000 - 108,000
3-5	108,150 - 111,000
6-9	111,150 - 118,000
10-13	118,150- 123,000
14-17	123,150 - 130,000

**Administrative years of experience has the following qualifications:

1 year of Principal/Director experience equals 1 year of admin experience.

2 years of AP experiences equals 1 year of administrative experience.

Dir of EE does fall under P/D and is 210

No Increase to hiring schedule is planned for FY24

February 20, 2023

Dear Barre Unified Union School District Board,

Barre City School is marking the return to in-person Parent-Teacher Conferences with a half-day early release for students, the first time we have offered this format since before the pandemic. In the Middle School, Families and Caregivers are invited to participate in Arena-style meetings; in the Elementary School, Classroom Teachers will be available in an individual setting.

The Barre Partnership and the BCEMS PTO are collaborating in our participation in the Kindness Project. Students are invited to submit a design depicting what it means to be kind (due by March 15). A design from each grade level will be selected by the PTO; the Barre Partnership will select the final winner. Semifinalists will receive tickets to the Recycled Percussion performance at the Barre Opera House. Please see [this flier](#) for additional details.

There are several clubs taking place in the Middle School. Eirene Mavodones (Middle School Art Teacher) continues to offer an Art Club after school every week. Adam Jacobs (5th Grade ELA Teacher) has begun a Drama Club with the intention of putting on a short play later on this Spring. Kerri Lamb, an outside volunteer, is running a Youtube club which offers a balance of a high-interest activity with fundamentals of Digital Citizenship. Thanks to Eirene, Adam and Kerri who are making this happen for our students.

On a related note, we have received our approval from the AOE to have after school care provided by the YMCA. We hope to have after school care available starting March 8th, which is when we return from break. The after school care will be available from 3:30 until 6pm each school day. Availability will be determined by the order which we receive the applications; drop

in care will not be available. YMCA representatives will also be available during Parent Teacher Conferences in order to answer questions or assist with the application process.

Finally, we wanted to note that BCEMS has begun the transition process for our students. Teaching Teams have been meeting to prepare for students moving between grades and/or buildings. The School Counselors from Barre City and Spaulding have arranged visits from high school staff to begin familiarizing students with programs and offerings. We will continue this work to ensure our students have placements, appropriate supports and opportunities to flourish.

Respectfully submitted,

Brenda Waterhouse and Pierre Laflamme



Spaulding Educational Alternatives

103 Allen Street, Barre, Vermont 05641-4300

Phone: 802-477-5030

Website: <https://www.spauldinghs.org/academics/sea>

Jason Derner, M.Ed.

Alternative Programs Administrator

SEA School Board Report 2-22-2023

As we recently finished up the first year and a half of SEA programming in our new facility on Allen Street, we have many successes to celebrate.

- Since opening the doors of the Allen Street Facility we have served **77 high school students**.
- In anticipation of the new building we started the process of transitioning appropriate students from out of district programs starting in the 20-21 school year (the last year at EF Wall). To date, we have brought back **11 students from out of district programs**. In addition we have served **2 other students returning from residential programs** funded by the State. These students would have otherwise have been placed in out of district programs. Out of district programs typically range from **\$85,000- \$140,000** per student per year.
- During the first year in the Allen Street Facility until now, we have:
 - Successfully taken in and currently served **16 students from Spaulding High School**.
 - To start the 2021 school year, **7 incoming 9th graders** joined the SEA Program from BCEMS and BTEMS.
 - To start the 2022 school year, **10 incoming 9th graders** joined the SEA Program from BCEMS and BTEMS. Many of these students participated in our first ever SEA Summer Program and became familiar with SEA staff and programming before starting their first high school year at the SEA.
 - Any or all of these **33 high school and incoming freshman students** may have been placed at out of district placements.
- We currently have **47 students** enrolled at the SEA.
- At the end of the 2021-22 school year we **graduated 6 students**.
- We are anticipating the Graduation of up to **5 students** for the 2022-23 school year.
- We are currently serving **3 Middle School Students** for afternoon programming with **3 other Middle School Students** joining for afternoons after February break.



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Jason Derner, M.Ed.

Alternative Programs Administrator

- We have provided transportation to the SEA student population for the last two years. Transportation has dramatically increased student attendance since its implementation.
 - Each morning we bring approximately 15 students to the SEA
 - We transport 4 students from SHS to SEA mid morning each day so they can participate in JROTC and Driver's Ed.
 - We pick up 3-5 students each afternoon for individualized instruction in our 1-3 program
 - We bring home approximately 20 students each day
 - After our 1-3 program we bring 3-5 students home
- Attendance
 - Attendance 1st quarter 2022-23: **53** students.
 - **75%** Attendance
 - **25%** Absences
 - Attendance 2nd quarter 2022-23: **45** students
 - **78%** attendance
 - **22%** absences
- The School Board asked about engagement during a board meeting in the fall of 2022. The SEA developed a system of tracking engagement with a rubric that all staff measure student engagement for each scheduled block of the day. After the recent rollout of this system we have collected the following engagement data.
 - Week of 2/6- 2/10 **64.56% Engagement** while in school.
 - Week of 2/13- 2/17 **57.05% Engagement** while in school.

Programming and Curriculum

The SEA strives to support each of our student's individual needs with a focus on the whole child.

- Social/Emotional- most of our students have dealt with significant trauma, neglect, and negative school experiences. They need to build trust with adults and feel safe before they can engage in learning.
 - Provide a safe learning environment
 - Staff develop genuine relationships with students to foster trust



Spaulding Educational Alternatives

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Jason Derner, M.Ed.

Alternative Programs Administrator

- Social emotional learning is explicitly linked to our health curriculum and the focus of our Collaborative and Proactive Solutions problem solving model.
- Academics- At the SEA we offer several learning modalities to address students' diverse learning needs.
 - Students at the SEA are required to earn **the same 24 credits** and **community service** that SHS requires.
 - The SEA uses the **same set of proficiencies** that are used by SHS.
 - Many proficiencies are earned through real world, hands on **Project Based Learning** opportunities offered to students on a quarterly basis.
 - Students are able to learn at their own pace, earning credit in ¼ credit increments so that they can continue a class that they may have not finished at the end of a year without having to take the course over. This also allows motivated students, who are behind in credits, to “catch up”.
- Vocational- Students are able to explore different vocational opportunities in the building and in the community in the following areas:
 - Woodworking and carpentry
 - Culinary Arts
 - Auto mechanics and welding
 - Agriculture
- Community- Staff and students collaborate to develop a safe and supportive community within the school and beyond to parents/families as well as fostering positive connections in the broader Barre and Vermont communities.
- Transition- Students build skills and prepare for employment and life after school with our Youth Employment Specialist (YES).
 - The goal of this program is to collaborate with students to identify a career pathway that will lead to **higher wage employment**. We work together to help find immediate employment, but also to identify further education and training programs to help students with a successful transition from school into adulthood.
 - **All students** enrolled in the SEA program are eligible for the In-School YES program.



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Alternative Programs Administrator

- **25 total students** are currently enrolled in the In-School YES program.
- Our YES partners with HireAbility (formerly Vocational Rehabilitation) and is doing continual community outreach to connect students with potential employers.
- Hire Ability also offers a Summer Career Exploration Program. This program will be accepting up to 5 students from the SEA.

SEA Educational Structures

- 8:00-1:00 Program
 - Project Based Learning- student choice
 - One hour to start the academic day
 - Real world, hands on learning experiences
 - 6 Block Schedule 30 min each block
 - 4 core classes, 2 electives
 - Students join classes with no more than six other students
 - Individualized learning options are available for students who need them in the Individualized suite.
 - Wednesdays are activity days with optional academic opportunities.
- 1:00-3:00 Program
 - Students who struggle with the distractions of the larger group
 - Small environment, less distractions and more personalized learning.
 - Building social skills and executive functioning skills to return to the 8:00-1:00 program
- 12:30-3:00 Middle Level Program
 - Experiential Learning in the community.
 - **3 Middle level students** started.
 - **3 Middle level students** to start after February Break.

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BARRE UNIFIED UNION SCHOOL DISTRICT FINANCE COMMITTEE MEETING

Spaulding High School Library and Via Video Conference – Google Meet
February 16, 2023 - 6:00 p.m.

MINUTES

COMMITTEE MEMBERS PRESENT:

Nancy Leclerc (BT) - Chair
Terry Reil (BT) – Vice Chair
John Lyons, Jr.
Paul Malone (BC)
Sarah Pregent (BC)

COMMITTEE MEMBERS ABSENT:

Michelle Hebert

OTHER BOARD MEMBERS PRESENT:

Giuliano Cecchinelli
Alice Farrell
Sonya Spaulding

ADMINISTRATORS PRESENT:

Luke Aither, SHS Co-Principal
Emmanuel Ajanma, Director of Technology
Stacy Anderson, Director of Special Services
Elizabeth Brown, Director of Early Education
Jamie Evans, Facilities Director
Karen Fredericks, Director of Curriculum, Instruction, and Assessment
Pierre Laflamme, BCEMS Principal
Carol Marold, Director of Human Resources
Mari Miller, SHS Assistant Principal
Rebekah Mortensen, Assistant Director of Special Services
Jennifer Nye, BTMES Principal
Erica Pearson, BTMES Principal
Lisa Perreault, Business Manager
Brenda Waterhouse, BCEMS Principal

PUBLIC MEMBERS PRESENT:

David Delcore – Times Argus	Mel Battah	Jeff Blow	Michael Boutin	Cassandra Demarais
Erika Dolan	Brendan Eaton	Nathaniel Fredericks	Megan Gonyaw	Chelsea Haberek
Karen Heath	Carol Hebert	Sarah Helman	Josh Howard	Agatha Kessler
Meredith Kerin	Joseph Kill	Brandy Kolling	Prudence Krasofski	Patrick Leene
Norma Malone	Dan Morrison	Kevin Richards	Maria Richards	Tim Sanborn
Megan Spaulding	William Toborg	Rachel Van Vliet	Emily Wheeler	Jan Z.

1. Call to Order

The Chair, Mrs. Leclerc, called the Thursday, February 16, 2023 BUUSD Finance Committee meeting to order at 6:03 p.m., which was held at the Spaulding High School Library and via video conference.

2. Additions and/or Deletions to the Agenda

Add 6.3 FY24 Budget Line Item Adjustments
Remove 5.2 Total Compensation Packet
Some agenda items may be taken out of order.

On a motion by Mr. Reil, seconded by Mrs. Pregent, the Committee unanimously voted to approve the agenda as amended.

3. Public Comment

It was noted that the meeting link is not working this evening. It appears that more than one link was posted and not all links are working.

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4. Approval of Minutes

4.1 Meeting Minutes From January 19, 2023

On a motion by Mr. Malone, seconded by Mrs. Pregent, the Committee unanimously voted to approve the Minutes of the January 19, 2023 BUUSD Finance Committee meeting.

5. New Business

5.1 Budget Reflection

Discussion will be limited to the budget process, not the budget itself. Mrs. Pregent is satisfied with the current process. Mr. Reil would prefer to hold this discussion after the budget process had ended. Mr. Malone believes the dynamics need to change, and queried regarding more involvement by administrators' in the review of line items. Administrators are agreeable to line item discussions, but believe it would be more productive to hold those discussions in a less public forum (to assist with focus / less distraction). Mr. Laflamme believes that much more civil conversation all along, with some earlier different views on how the District is managed, would be beneficial. Mr. Laflamme believes there should be reflection on two items; that no one involved in these conversations wants to do harm to any child, and that all involved want the children's experience to be richer, and he hopes the District moves forward with a much more civil process. Mrs. Nye advised that each year, as part of the budget development process, she asks for definition of the District's values and beliefs, and that if common values and beliefs are agreed upon, it would assist with driving the budget conversations. Mr. Malone clarified that there are not 1500 line items at each building and that the Board finds it beneficial to hear directly from administrators regarding what they need in their individual buildings. Mr. Malone advised that in the past, there was more involvement between administrators and the Board. Mr. Malone reiterated his frustration that the Board did not reach a consensus regarding budget parameters. Mrs. Poulin advised that in her 16 years as scribe, she has never before seen a budget presented to the Board for approval, without seeing the line items and having discussion of those line items. That the line item budget was not presented to the Board for discussion and deliberation, Mrs. Poulin feels is unacceptable and inexcusable. That the Board was forced to approve an amount, without seeing any line items, has never happened in the past and doing so this year has caused a lot of problems. Additionally, the Board was told that the approval deadline was 01/20/23, when it was, in reality 01/30/23. Mrs. Poulin believes the District needs to stay on top of these important issues, and she hopes to not see this (budget approval without detail provided to the Board) again. Mrs. Leclerc would like to outline items that should be improved upon for future budget development. Mrs. Pregent advised that the last budget the Board was presented with had a 6.67% increase, and that when the Board was polled, there were many different preferences (ranging from 2% to 6.67%), and that the Finance Committee recommended a 1.5% increase. Mrs. Pregent believes that it is understandable that it took a long time to reduce a budget from 6.67% to 1.5%. Mr. Malone noted that the Finance Committee asked for a budget of 1.5% budget, not a 4.97% budget and though it would have been nice to see both scenarios at the Board meeting, the 30 day delay in receiving the 1.5% budget is what he finds most frustrating. Mr. Malone queried regarding why the requested budget was not presented. Mrs. Perreault advised that this year's budget process has been similar to previous years. Mrs. Perreault advised that it was very difficult to come back with a 1.5% budget increase and she does not believe there are a lot of budgets around that state that came in that low. Mrs. Leclerc believes the budget development timeline should be updated to assure enough time to include presentation to the Board. Mrs. Farrell advised regarding the style in which a budget is developed and queried regarding other styles of budget development.

—5.2 Total Compensation Package

A copy of a screen-print of a 'Total Compensation' statement was distributed.

6. Old Business

6.1FY23 Year-end Projections

Three documents were distributed:

'BUUSD FY23 Expense/Revenue Year-end Projection Summary Report (updated 02/16/23)'

The BUUSD Revenue Report (dated 02/09/23)

BUUSD Expense Report (dated 02/06/23)

Mrs. Perreault advised there is not a lot new to report. There will be monthly updates going forward. The District is trending towards a \$700,000 surplus. Mrs. Perreault advised regarding one error, which has been fixed, and will be reflected in next month's report.

6.2 Warrant Process

A copy of the BUUSD Warrant Procedures (dated 08/17/22) was distributed.

Mrs. Leclerc provided an overview of the Warrant Process and Procedures, advising that, based on her experience approving warrants, she is recommending a change from the current processes/procedures. Mrs. Leclerc recommends that warrants be presented to the Board, and the Board as a whole, approve the warrants. Mrs. Farrell advised regarding the process utilized years ago, whereby the warrants were brought to Board meetings, and she believes it would be too cumbersome to bring all invoices to the Board meeting. Mrs. Leclerc clarified that her recommendation does not involve bringing the invoices to Board meetings. Mrs. Leclerc advised regarding the number of approval steps that take place within the District, advising that she does not believe a Board Member needs to physically review all of the documentation at Central Office. Mrs. Pregent queried regarding how often the Board would approve warrants, and voiced concern regarding possible delays in payments. Mrs. Leclerc advised that currently the checks go out regardless

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of any concerns raised by the individual approving warrants. Mrs. Leclerc advised that the new financial system does allow for electronic payments to vendors, which will reduce the number of physical checks. Mrs. Perreault provided a brief overview of the multiple step approval process. Mrs. Leclerc proposes creating a new warrant approval procedure. Mrs. Perreault will draft new procedures (in collaboration with Mrs. Leclerc), and Mrs. Leclerc will plan on sharing the new procedures at the Board Reorganization meeting.

6.3 FY24 Budget Line Item Adjustments

Four documents were distributed;

An undated letter from the Superintendent to the BUUSD Finance Committee

A document titled BUUSD Special Education Student and Staff Totals 2019 to Present

A document titled FY24 Budget, Draft 4, Finance Committee Recommendations, 2/16/23

A document titled BUUSD FY24 Proposed Revenue – Draft 4, 01/13/23

The document titled ‘FY24 Budget Draft 4, Finance Committee Recommendations’, are not recommendations from the Finance Committee, but are reductions from administrators based on the Finance Committee’s recommendation for a budget increase of 1.5%. Mrs. Pregent advised regarding her review of budget data and noted line items that could be reduced to assist with reinstating some of the proposed cuts (BC SRO, security cameras, bus riders, and approximately half of the cost of athletics and clubs). The total reductions identified by Mrs. Pregent total \$151,000. Mrs. Perreault provided additional detail regarding line items that can be reduced. Mr. Reil advised regarding some areas he would like to explore for reduction (based on budget vs. actuals) and suggested that there be a line by line review of the budget. Mrs. Leclerc suggested that Committee Members send lists of potential reductions to her so that the information can be compiled and presented to the Superintendent and Business Manager. It was noted that the line item report being discussed is not included in this evening’s packet. Lengthy discussion was held regarding various possible line item reductions. Mr. Malone advised regarding line items/positions (slated for reduction in the administrators’ budget) that he believes do not need to be reduced/cut. Mr. Malone advocates for reviewing all of the line items, and advised regarding past practices relating to the budget development process. Mr. Malone advised that a review of line items should have occurred a long time ago and that it would have been beneficial to have administrators present for those discussions. Mr. Malone reiterated that on 01/03/23, the Committee recommended that a budget increase of 1.5% be presented to the Board, and that line items for that budget be presented at the Board meeting. Mr. Malone advised that instead, the Board was presented with a budget that had a 4.97% increase (an amount that hadn’t been requested. Mr. Malone reiterated his frustration that it took 30 days for the Board to receive the requested budget. Mr. Malone wonders if this discussion would be necessary if the Board had been presented, in a timely fashion, with what was requested by the Committee, in order to allow for discussion and possible modifications to take place. Mrs. Spaulding is of the opinion that the budget should be created and presented by administration and believes this discussion creates tension. Mrs. Spaulding believes the Finance Committee is acting like it doesn’t trust administrators. A community member queried why it took 30 days for the budget to be presented to the Board, when it has been stated that it took 3 days to create. A community member queried regarding who makes budget cuts. It was noted that past practice involved the Board setting budget parameters, administrators presenting various possible cuts to meet the parameters, and then the Board reviewing the options and approving or disapproving some of the cuts. The Board has always had input regarding what cuts will be made. There has always been constructive discussion regarding the budget. A community member queried regarding the addition of a position for behavioral interventions. Mrs. Perreault would very much appreciate receiving a document outlining Committee Members’ recommendations, and advised it will take significant time to review and answer to the suggestions. Mrs. Perreault expressed her appreciation to Committee Members for their efforts in reviewing the line item budget. Mrs. Leclerc noted that the budget has been approved with a 1.5% increase and advised that she requested a line item review outside of a Finance Committee meeting. Mrs. Leclerc hopes to meet with the Superintendent and Business Manager to review the Committee’s suggestions and arrive upon mutually agreed upon reductions. Mrs. Leclerc noted that the Director of Communications (cut in the latest version) had already (prior to the latest budget version) tendered his resignation, though she believes the position may need to be filled. The addendum documents were displayed on screen and Mrs. Perreault provided an overview of highlights of the documents (Budget Schedule, use of surplus funds (committed, unassigned, assigned, non-spendable, and restricted), implications of deficits, and unfilled positions. Mrs. Anderson provided an overview of SPED funding requirements and staffing. Brief discussion was held regarding fund balances. Mrs. Perreault provided clarification regarding the general fund. Brief discussion was held regarding possible legal jeopardy, current and future, due to unfilled SPED positions. Mrs. Pregent noted the increase in the number of students on IEPs and the decrease in the number of para-educators. Mrs. Leclerc noted that all districts are having great difficulty filling para-educator positions. In response to a query from Mrs. Spaulding regarding last year’s 1.95% increase (\$901,000), Mrs. Spaulding was directed to look at last year’s budget packets, which do contain that information. Mrs. Pregent noted that during last year’s budget development, there was a teacher contract in place and salary increases were known. Mr. Toborg queried regarding how much money could be saved if the administrative raises that were not approved by the Board were rejected by the Board. It was noted that the amount of unapproved administrative raises is \$97,000. Mrs. Poulin requested some sort of commitment for a plan on finalized numbers and when that information will be provided to the public so that voters can make educated/informed decisions. Given that absentee ballots are already being distributed, Mrs. Poulin believes it is imperative that information be provided expeditiously. Megan Spaulding believes it is unfair to the community, as they begin to vote, that there is no clarity on the budget. Mr. Malone advised that the overall budget increase can’t change at this point, and that the matter at hand, is what line items will be impacted. Brief discussion was held regarding the possibility of adding middle school students to the SEA Program (utilizing a staggered schedule).

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Mrs. Anderson advised that the District is in the process of moving some 8th grade students to SEA. Brief discussion was held regarding use of the Capital Improvement Fund. Mrs. Leclerc advised that she has learned a lot during budget development.

7. Other Business

Mr. Reil thanked Mrs. Pregent for her years of service on the Finance Committee and the Board and wishes her well in the future.

Mr. Reil advised of the new procedure for two year Committee Appointments, and queried regarding Mr. Lyon's interest on serving for an additional year.

Mr. Lyons read a statement that 'tells why he is here'; The most important thing we can do, is to participate, to serve, attend, and get involved in town and school committee meetings. This is essential to insure that the town makes sound decisions for all of its residents. Mr. Lyons advised that he is willing to serve for another year.

Mrs. Leclerc thanked Mrs. Pregent for her service.

8. Items for Future Agendas

~~8.1 Act 173~~

~~8.2 FY23 Actuals~~

- Continuation of Budget Reflection
- FY23 Year-end Projection
- Total Compensation Package
- Warrant Procedures Revision

Add to Parking Lot:

- Overview of Solar Credit Process – Added by TR / February 2023

9. Next Meeting Date

The next meeting is Thursday, March 16, 2023 at 6:00 p.m., at the Spaulding High School Library and via video conference.

10. Adjournment

On a motion by Mrs. Pregent, seconded by Mr. Reil, the Committee unanimously agreed to adjourn at 8:28 p.m.

Respectfully submitted,

Andrea Poulin

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BARRE UNIFIED UNION SCHOOL DISTRICT FACILITIES AND TRANSPORTATION COMMITTEE MEETING Spaulding High School Library and Via Video Conference – Google Meet February 13, 2023 - 6:00 p.m.

MINUTES

COMMITTEE MEMBERS PRESENT:

Terry Reil, Chair - (BT)
Giuliano Cecchinelli, II, Vice Chair – (BC)
Mary Jane Ainsworth (BT Community Member)
Tim Boltin - (BC)
Andrew McMichael (BC Community Member)

COMMITTEE MEMBERS ABSENT:

Vacant Position

OTHER BOARD MEMBERS PRESENT:

Sonya Spaulding

ADMINISTRATORS PRESENT:

Chris Hennessey, Superintendent
Luke Aither, SHS Co-Principal
Jamie Evans, Facilities Director

GUESTS PRESENT:

1. Call to Order

The Chair, Mr. Reil, called the Monday, February 13, 2023 BUUSD Facilities and Transportation Committee meeting to order at 6:00 p.m., which was held in the Spaulding High School Library and via video conference.

2. Additions and/or Deletions to the Agenda

On a motion by Mr. Cecchinelli, seconded by Ms. Ainsworth, the Committee unanimously voted to approve the Agenda as presented.

3. Public Comment

None.

4. Approval of Minutes

4.1 Approval of Minutes – January 9, 2023 BUUSD Facilities and Transportation Committee Meeting

On a motion by Mr. Cecchinelli, seconded by Ms. Ainsworth, the Committee unanimously voted to approve the Minutes of the January 9, 2023 BUUSD Facilities and Transportation Committee meeting.

5. New Business

5.1 SHS Facilities Discussion (Bathrooms, Locker Rooms, Multipurpose/Wrestling, Gym Mats, Shape Facility, Upgrades – Running Ideas)

Mr. Aither advised regarding a number of SHS facilities items that the Committee should be aware of, including; updating locker rooms (including assuring compliance with Title IX), and working with Central Vermont Career Center School District to expand into a couple of different spaces at SHS. One of the spaces is the multi-purpose room (Room 11 - currently utilized for wrestling). Work involved will include relocating Room 11 activities to the weight room and relocating the weight room. Administration is currently looking at different funding sources that could be utilized (SHS Foundation, Athletics Budget, gate receipts, as well as CVCCSD). Fund raising may also need to take place. Mr. Aither advised regarding delivery of new safety mats (funded by gate receipts) for the gymnasium. Mr. Aither is prepared to talk about the SHS 'wish list' when the Committee is ready. Brief discussion was held regarding bathroom issues. Mr. Aither advised that bathrooms have been a concern in that they are being utilized for congregating, vaping, and minor vandalism (nuisance type issues). Administrators are doing as much as possible to see that the bathrooms are comfortable and safe and are used only for their intended purpose.

5.2 Review of Past Maintenance Upgrades for each Building

Capital Improvement Reports for each building were distributed.

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Mr. Evans provided a brief overview of the lengthy documents included in the packet. Mr. Evans provided highlights from the documents, including; restroom renovations, science room renovations, new cameras, new phone systems, and card readers (for exterior doors). Mr. Evans advised that the District has been diligent in taking care of its buildings. Brief discussion was held regarding a concern that classroom door locks require a key to be locked. It was explained that the push button does lock the door from inside classrooms, but doors intentionally need to be locked from the outside (the hallway side) by utilizing a key. Mr. Evans will look into whether or not there is an issue with the locks. In response to a query regarding upgrades to playgrounds, Mr. Evans advised that some grant funded equipment has been delivered to BCEMS and equipment will be delivered to BTMES in the near future. Playground improvements will be made when weather permits. Playground updates will be added to the 5-year Plan.

5.3 Review Bidding Process

A copy of the RFP Bid Procedures (dated 11/14/22) was distributed.

Mr. Evans advised that he and the Business Manager worked on these procedures in the fall of 2022. Mr. Reil queried regarding what may have changed that required updates to the procedures. It was noted that this documentation was not in writing and publicly posted on the website, but is now. Mr. Aither noted that the policy/procedure document should be updated to reflect these procedures. In response to a query, it was noted that non-facilities items also follow a bidding process.

5.4 Review Outside Vendor Procedures

A copy of the Contract Procurement, Development, and Approval Procedures (dated 08/13/19) was distributed.

A copy of the BUUSD Contract Review Form was distributed.

Mr. Evans advised that this document is very much tied to the procedures and advised regarding safety protocols utilized when outside vendors need to enter the building. Mr. Reil stressed the importance of having 'check lists' to assure that all steps (including permit acquisition) are completed. It was noted that CVCC should be removed from the document. Brief discussion was held regarding whether or not the two documents should remain separate and be cross-referenced. This item may be added to a future agenda.

6. Old Business

6.1 General Transportation Discussion (SHS, SEA, Out of District, etc.)

Mr. Aither advised that more students from out of district (school-choice areas) are expressing interest in attending SHS. Mr. Aither advised that transportation is no longer being provided, as few students were using it and it was deemed not to be financially prudent. If there is a large influx of interest, this item may be revisited. Mr. Reil advised that this matter will remain in the Parking Lot for future discussion. In response to a query regarding possible changes to the SHS traffic pattern, Mr. Aither advised regarding the current pattern and issues that could arise from making changes. Mr. Evans advised that a study was performed prior to determining the current traffic pattern. Brief discussion was held.

6.2 EEI Update

EEI continues working on site, with all the necessary trades' people. The project is on schedule. The Project Committee has changed from weekly meetings to bi-weekly meetings. Contractors have been very considerate regarding noise or other types of disruption. Asbestos abatement is completed in specified areas and those areas are now in the construction phase. Construction should be completed by late March (03/23 or 03/24) and asbestos remediation will begin in a new hallway the following week. The Committee agreed to have a brief tour before the start of the next meeting (tour starting at 5:30 p.m.)

7. Other Business

A document titled 'Porous Asphalt Pavement for Stormwater Management' was distributed.

Mr. Evans advised regarding the recent BTMES C Wing stairwell water leak. It is unknown what caused the pipe to break. VSBIT did come in to survey the damage. Water ran from Saturday night into the Sunday morning hours, but fortunately, damage was limited to the first floor. Gratitude was expressed to Chris Conti for reporting the issue. Mr. Evans advised regarding steps taken to remediate the issue and noted that as remediation began early, there was no chance that mold would be an issue. The situation did aggravate some individuals with asthma because of dust circulating due to the fans. The issue is an irritant issue rather than a health issue. Air quality testing is ongoing. Gratitude was expressed to Chris Conti for reporting the issue.

Mr. Evans advised regarding asbestos ceiling tile testing at BTMES. A few small areas have been identified for remediation. Mitigation will be performed during a school break. BCEMS is a newer building and there are no asbestos concerns for that building.

Mr. Evans provided a brief overview of the Porous Asphalt Pavement document, and advised that he does not recommend utilizing this method for storm water mitigation (initial cost, ongoing maintenance, and possible failure of the system). The engineers are recommending this system. Mr. Evans believes it is less cost prohibitive to install underground storm mitigation in the athletic fields. Concern was raised regarding the costs associated with storm water mitigation at the District's three campuses, and how that will impact future budgets. Brief discussion was held regarding the underground storm water run-off mitigation system. A community member queried regarding any storm water run-off mitigation requirements for the SHS student parking lot (located over the river).

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In response to a query regarding any designs for BCEMS and BTMES, Mr. Evans advised he is waiting for engineers to provide information. The Committee held additional discussion regarding use of porous asphalt pavement and came to the consensus that the District should not utilize this method. Mr. Evans will advise the engineers (Dubois & King) that the District does not want to proceed with this method. It will be necessary to have plans/designs created that accommodate the existing athletic fields as well as accommodate the future renovations/upgrades to the athletic fields. It was noted that this item should have been added as an agenda item.

Mr. Reil advised regarding the Board's revisions to the Community Members on Committees Guidelines, noting that terms will be for two years, rather than one. Mr. Reil queried Ms. Ainsworth regarding her interest in remaining on the Committee for an additional year. Ms. Ainsworth agreed to serve for another year (until 03/31/2024). Mr. Reil will contact Mr. McMichael regarding his interest in serving for an additional year.

Mr. Reil expressed appreciation to, and thanked Mr. Boltin for his years of service on the Committee and the Board.

8. Items to be Placed on Future Agendas

- EEI Update
- Storm Water Run-off Mitigation Update (also add to Parking Lot)
- Building Visionary Lists (for SHS) (Parking Lot Item A – for March Agenda, but keep in Parking Lot)
- Review Updated 5-Year Plan

Add to Parking Lot:

- General Transportation Discussion (SHS, SEA, Out of District, etc.) – Added February 2023 by the Committee
- Storm Water Run-off Mitigation Update (Ongoing – keep in Parking Lot) - Added February 2023 by the Committee

After brief discussion, it was agreed that “Discussion of Solar Credits” should be added to a Finance Committee meeting.

9. Next Meeting Date

The next meeting is Monday, March 13, 2023 at 6:00 p.m., at the Spaulding High School Library and via video conference.

NOTE: A building tour will be conducted prior to the meeting, commencing at 5:30 p.m. Interested individuals should meet in the SHS Library.

10. Adjournment

On a motion by Ms. Ainsworth, seconded by Mr. Cecchinelli, the Committee unanimously voted to adjourn at 7:11 p.m.

Respectfully submitted,

Andrea Poulin