

# DRAFT

## BARRE UNIFIED UNION SCHOOL DISTRICT POLICY COMMITTEE MEETING

Spaulding High School Library and Via Video Conference – Google Meet  
October 18, 2023 – 6:00 p.m.

### MINUTES

#### COMMITTEE MEMBERS PRESENT:

Chris Parker, Chair (BT)  
Emily Reynolds, Vice Chair (BT)  
Jon Valsangiacomo – (BT Community Member)

#### COMMITTEE MEMBERS ABSENT:

Michael Boutin (BC)  
Thomas Kelly (BC Community Member)

#### OTHER BOARD MEMBERS PRESENT:

#### ADMINISTRATORS AND STAFF PRESENT:

Chris Hennessey, Superintendent

#### GUESTS:

Joelen Mulvaney

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

The Chair, Ms. Parker, called the Wednesday, October 18, 2023, meeting to order at 6:01 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 – September 20, 2023 Policy Committee Meeting**

On a motion by Mr. Valsangiacomo, seconded by Ms. Reynolds, the Committee unanimously voted to approve the Minutes of the September 20, 2023 Policy Committee Meeting.

#### **5. New Business**

##### **5.1 Review of BUUSD Policy Manual Index**

A copy of the BUUSD Policy Manual Index (dated 10/12/23) was distributed.

Mr. Hennessey advised that since school has started, administrators have not been able to make any additions to the document.

Mr. Hennessey advised that administrators plan to perform some of this work before Thanksgiving. Mr. Hennessey advised that policies F3 and F4 have updated procedures (each school has a Crisis Response Manual which is updated every summer), and handbooks include clear procedures relating to visitors and guests coming into the buildings. In terms of making these procedures accessible, administrators are still working to complete this task. Mr. Hennessey advised the public that the District is way ahead of other districts on these matters.

##### **5.2 VSBA Policy Notes**

A document titled ‘VSBA Policy Notes – BUUSD Policy Committee’ was distributed.

Ms. Parker advised that the distributed document includes information pertaining to the policies on this evening’s Agenda. Ms. Parker noted that VSBA made a number of policy changes over the summer and the District is addressing those changes.

##### **5.3 Home Study Students Policy (C6) Required (VSBA Revised 08/22/23)**

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

Ms. Parker read from the Policy Notes document. Brief discussion was held and it was confirmed that Home Study students are eligible to participate in sports.

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**On a motion by Mr. Valsangiacomo, seconded by Ms. Reynolds, the Committee unanimously voted to approve policy C6 as amended and to send it to the Board for a First Reading.**

## **5.4 Title One Comparability Policy (D4) Required (VSBA revised 08/15/23)**

Copies of the VSBA Model Policy and BUUSD Draft Policy were distributed.  
Ms. Parker read from the Policy Notes document. No discussion was held.

**On a motion by Mr. Valsangiacomo, seconded by Ms. Reynolds, the Committee unanimously voted to approve policy D4 as amended and to send it to the Board for a First Reading.**

## **5.5 Animal Dissection Policy (D5) Required (VSBA revised 08/15/23)**

Copies of the VSBA Model Policy and BUUSD Draft Policy were distributed.  
Ms. Parker advised regarding the amendments provided by VSBA (mainly formatting changes). Brief discussion was held.

**On a motion by Ms. Reynolds, seconded by Mr. Valsangiacomo, the Committee unanimously voted to approve policy D5 as amended and to send it to the Board for a First Reading.**

## **5.6 Class Size Policy (D6) Required (VSBA revised 08/15/23)**

Copies of the VSBA Model Policy and BUUSD Draft Policy were distributed.  
Ms. Parker advised regarding VSBA amendments. Brief discussion was held regarding what appears to be a number of changes. It was noted that the highlighted portions of the draft policy is verbiage that has been moved, not added. The current policy does have recommended guidelines for two groups of classes (PreK – 8 and 9 – 12). Class size information is shared with the Board quarterly, and includes the recommended class sizes as outlined in the policy.

**On a motion by Mr. Valsangiacomo, seconded by Ms. Reynolds, the Committee unanimously voted to approve policy D6 as amended and to send it to the Board for a First Reading.**

## **5.7 Travel Reimbursement Policy (F1) Required (VSBA revised 08/15/23)**

Copies of the VSBA Model Policy and BUUSD Draft Policy were distributed.  
Ms. Parker advised regarding the VSBA amendments, including additional items to be included in written procedures. Mr. Hennessey noted that much of what is in procedures is included in the Collective Bargaining Agreement and that there are forms for employees to fill out for reimbursement. Brief discussion was held regarding what is considered 'reasonable expenses'. VSBA has recommended this verbiage. Administrators do have to review and approve all requests for reimbursement. It was noted that the District, under the current policy, provides reimbursement based on a cost bases. It was agreed to continue reimbursement on a cost basis.

**On a motion by Mr. Valsangiacomo, seconded by Ms. Reynolds, the Committee unanimously voted to approve policy F1 as amended and to send it to the Board for a First Reading.**

## **6. Old Business**

### **6.1 Board Member Conflict of Interest Policy (A1) Required**

Copies of the VSBA Model Policy and BUUSD Draft Policy were distributed.  
Ms. Parker advised that this policy was returned to the Committee by the Board. Discussion was held regarding whether the term utilized by VSBA (impression), should be replaced by the word "appearance". The Committee recommends utilizing the word "appearance".

**On a motion by Mr. Valsangiacomo, seconded by Ms. Reynolds, the Committee unanimously voted to approve policy A1 as amended and to send it to the Board for a First Reading.**

## **7. Future Agenda Items**

November 15, 2023 meeting: Parking Lot Items D through H.

C28 – Transgender and Gender Nonconforming Students Policy (Required) (Parking Lot D)

C30 – Student Medication Policy (To Be Considered) (Parking Lot E)

C33 – Student Assessment Policy (To Be Considered) (Parking Lot F)

E30 – School-Community Relations Policy (To Be Considered) (Parking Lot G)

B31 – Educator Supervision & Evaluation: Probationary Teachers Policy (To Be Considered) (Parking Lot H)

## **8. Next Meeting Date**

The next meeting is Wednesday, November 15, 2023 at 6:00 p.m. at the Spaulding High School Library and via video conference.  
Mr. Valsangiacomo advised that he will not be able to attend the November meeting.

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## 9. Adjournment

On a motion by Mr. Valsangiacomo, seconded by Ms. Reynolds, the Committee unanimously voted to adjourn at 6:36 p.m.

Respectfully submitted,  
*Andrea Poulin*