

**BARRE UNIFIED UNION SCHOOL DISTRICT
BOARD REORGANIZATION MEETING**

March 13, 2024 at 6:00 p.m.

In-Person: Spaulding High School Library, 155 Ayers Street, Barre

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

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

Phone Numbers: (US)+1 929-777-4801 PIN: 769 689 006#

PLEASE NOTE: If you attend the meeting virtually and the video link fails, we will still proceed with the meeting at the assigned in-person location. You must state your name for the record to satisfy the Open Meeting Law.

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

AGENDA

- | | |
|------|--|
| 6:00 | 1. Call to Order (Superintendent) |
| 6:05 | 2. Organize (Data Sheet) |
| 7:05 | 3. Pledge and Mindfulness Moment |
| 7:07 | 4. Additions or Deletions with Motion to Approve the Agenda |
| 7:10 | 5. Comments for Items Not on the Agenda |
| | 5.1. Public Comment |
| | 5.2. Student Voice |
| 7:20 | 6. Consent Agenda |
| | 6.1. Regular Meeting Minutes - February 14, 2024 |
| | 6.2. Warrant Approval: February 14, 2024 , February 22, 2024 , February 28, 2024 , and March 7, 2024 |
| 7:25 | 7. Current Business |
| | 7.1. New Hires [ACTION] |
| | 7.2. Failed Budget Overview [ACTION] |
| | 7.3. Consolidation of Schools |
| 8:00 | 8. Old Business |
| 8:05 | 9. Future Agenda Items |
| 8:10 | 10. Next Meeting Dates: March 27, 2024, Spaulding High School Library/via Google Meet
April 10, 2024, Spaulding High School Library/via Google Meet |
| 8:15 | 11. Executive Session |
| | 11.1. Personnel 1 VSA 313(a)(1)(A) |
| | 11.2. Personnel 1 VSA 313(a)(4) |
| | 12. Adjournment |

PARKING LOT OF ITEMS

- A. First Reading Employee Unlawful Harassment (B5) (added Feb. 2024)
- B. Reading/Math Interventionist presentation regarding Test Scores (added Feb. 2024)
- C. Discussion w/staff regarding student behaviors (added Feb. 2024)
- D. Special Meeting Minutes (draft) - February 1, 2024 (Tabled Feb. 2024)
- E. Annual Meeting Minutes (draft) - March 4, 2024
- F. Policies F20 and F23 sent to Finance Cmt to review (Return to Bd for 2nd read)
- G. Community Building (added by Mrs. Spaulding Dec. 20)

- G. Procedures and Processes and How Behavior Issues are Reported (added by Mr. Boutin Oct. 25)
- H. Follow up on Middle School Athletic Program (Quarterly)(added by Mrs. Spaulding Oct. 25)
- I. Procedures for F3 & F4 Policies (added by Mrs. Leclerc Oct. 11)
- J. Consolidation of Buildings (Articles 3 & 4) (November)
- K. 5-Year Capital Plan (Ongoing)
- L. SHS Athletic Fields (Ongoing)
- M. Board Member Participation in Exit Interviews (added by Mr. Boutin, June 2023)
- N. Enrollment/Home Study (Quarterly: Nov., Jan., Apr. and June)
- O. CIA Plan Update (Quarterly: Nov., Jan., Apr. & June)
- P. Special Education Staff and Child Count Data Report (Quarterly Nov/Jan/April/June)
- Q. Discipline Data (Quarterly Nov/Feb/April/June)
- R. Behavior Committee (added by Mr. Boutin Nov. 29)

ITEMS FOR COMMITTEES

- A. Electronic Storage (Finance Cmt First)(added by Mrs. Leclerc Oct. 25)
- B. Total Compensation Package (added by Mrs. Leclerc Sept. 2023; Finance Cmt First)
- C. Update New Accounting Software (added by Mrs. Leclerc Aug. 2023; Finance Cmt First - November)
- D. Student Weighting Formula - Budget Development (Finance Cmt: Aug. 21)

BOARD RETREAT ITEMS

- A. New Governance Standards (added by Mrs. Reynolds Sept 2023; New Standards go into Effect July 2025)

MEETING NORMS

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

BOARD REORGANIZATION MEETING DATA SHEET**BOARD: BUUSD BOARD****DATE OF REORGANIZATION MEETING: 3 / 13 / 24****PRE-Meeting Activity:**

- ALL BOARD MEMBERS STARTING A NEW TERM HAVE COMPLETED AN OATH OF ALLEGIANCE AND OFFICE WITH TOWN OR CITY CLERK PRIOR TO MEETING: YES: _____ NO: _____
- Reviewed the Essential Work of the School Board on the VSBA website: Yes _____ No _____
(emailed to members prior to the meeting)

Meeting Activities: (Superintendent calls the meeting to order)**ELECT BOARD CHAIR: _____ (Leads remainder of meeting)****ELECT BOARD VICE-CHAIR: _____ (optional, but best practice)****ELECT BOARD CLERK: _____****REGULAR BOARD MEETING DAY(S)/TIME(S):**

BOARD RETREAT DATE: _____**COMMITTEES (Assign at least 3 Board Members per Committee; Community members will be interviewed and selected at the next Board meeting if a 2-year term is complete.)****FINANCE (Board Members): _____****FINANCE (Community Members): _____****Day of Month/Time _____****FACILITIES (Board Members): _____****FACILITIES (Community Members): _____****Day of Month/Time _____****CURRICULUM (Board Members): _____****CURRICULUM (Community Members): _____****Day of Month/Time _____****POLICY (Board Members): _____****POLICY (Community Members): _____****Day of Month/Time _____****NEGOTIATIONS: _____ (Scheduled as Needed)****CVCCSD Board (1 BUUSD Member): _____****District Spokesperson (Superintendent/Board Chair): Chris Hennessey/****AUTHORIZE CHAIR TO SIGN EMPLOYEE CONTRACTS: YES: _____ NO: _____ If no, Who? _____**

AUTHORIZE CHAIR TO SIGN OTHER CONTRACTS: YES: ____ NO: ____ If no, Who? _____

Approve Business Manager, Assistant Business Manager, and Superintendent to sign Accounts Payable & Payroll Warrants: YES: ____ NO: ____ If no, Who? _____

LOCATIONS FOR POSTING AGENDAS & MINUTES: Each School Building, Offices of Town & City Clerks, Front Porch Forum, BUUSD website, Central Office Building, Facebook Pages.

AGREEMENT ON THE USE OF ROBERT’S RULES OF ORDER: YES: ____ NO: ____

DISCUSS CODE OF ETHICS: YES: ____ NO: ____

DISCUSS EXECUTIVE SESSION: YES: ____ NO: ____

DISCUSS OPEN MEETING LAW YES: ____ NO: ____

IDENTIFY COMMUNICATION PRACTICES: YES: ____ NO: ____

DISCUSS BOARD DEVELOPMENT OPPORTUNITIES: YES: ____ NO: ____

**DISCUSS LOCAL AND STATEWIDE EDUCATION
ADVOCACY RESPONSIBILITIES:** YES: ____ NO: ____

DESIGNATED NEWSPAPER(S): Times Argus

BOARD PACKET FORMAT: Electronic and Paper

Appoint the Negotiations Committee Chair as the SU/SD’s Voting Delegate for Statewide Health Care Bargaining:
_____ (name filled in after chair is selected)

Under the process approved at the 2018 VSBA annual meeting, each SU/SD has the ability to cast one vote to ratify the agreement reached by the statewide healthcare bargaining commission. Please be sure to add appointment of the SU/SD’s voting delegate for statewide health insurance to the first meeting of your SU/SD board, as the ratification process requires each SU/SD to notify VSBA of the name, telephone number and email address of its voting delegate by April 1.

If the commission enters into an agreement, the VSBA will host an informational webinar for the voting delegates within ten calendar days after execution of the agreement. Within ten calendar days after the informational webinar, the Vermont School Boards Association shall conduct an electronic ballot. Delegates will be provided at least ten calendar days’ notice of the day of the vote. Delegates will be able to cast their vote through the electronic system between 7 am and 7 pm on the day of the vote.



Election of Officers

Superintendent

- Opens meeting

Newly Elected Board Chair

- Promotes development of a strong board team
- Establishes a strong connection with the administration
- Organizes and conducts productive meetings
- Promotes lawful and ethical operations

Board Chair

- Leads remainder of meeting



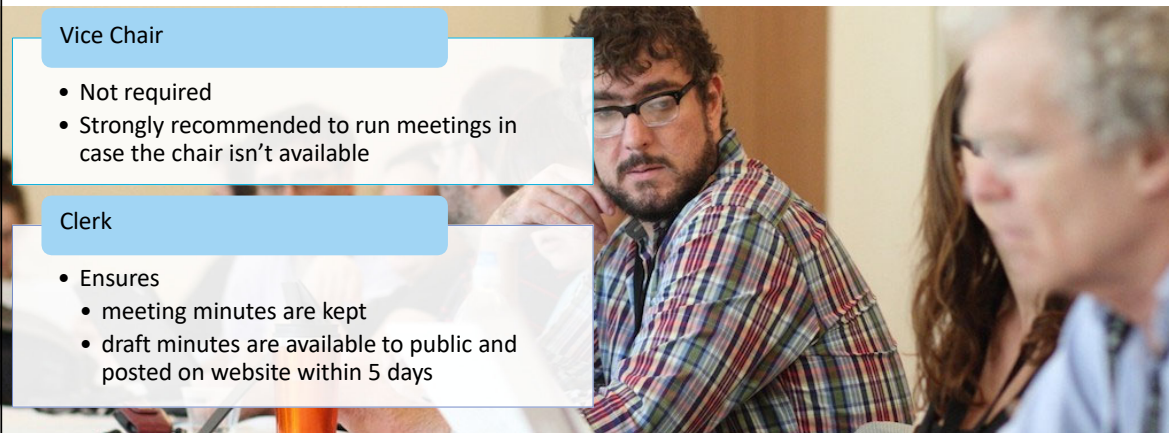
Elect Other Officers

Vice Chair

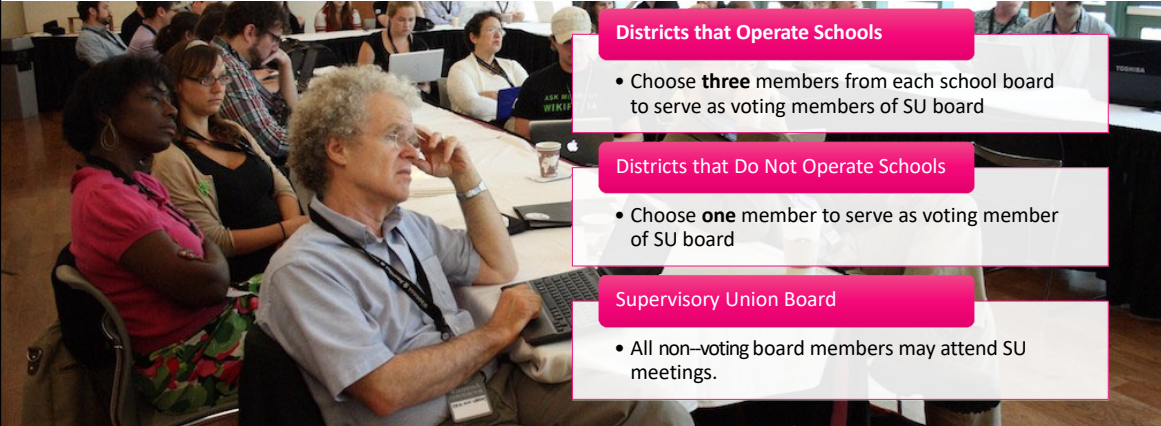
- Not required
- Strongly recommended to run meetings in case the chair isn't available

Clerk

- Ensures
 - meeting minutes are kept
 - draft minutes are available to public and posted on website within 5 days



Select Supervisory Union Board Representatives



Districts that Operate Schools

- Choose **three** members from each school board to serve as voting members of SU board

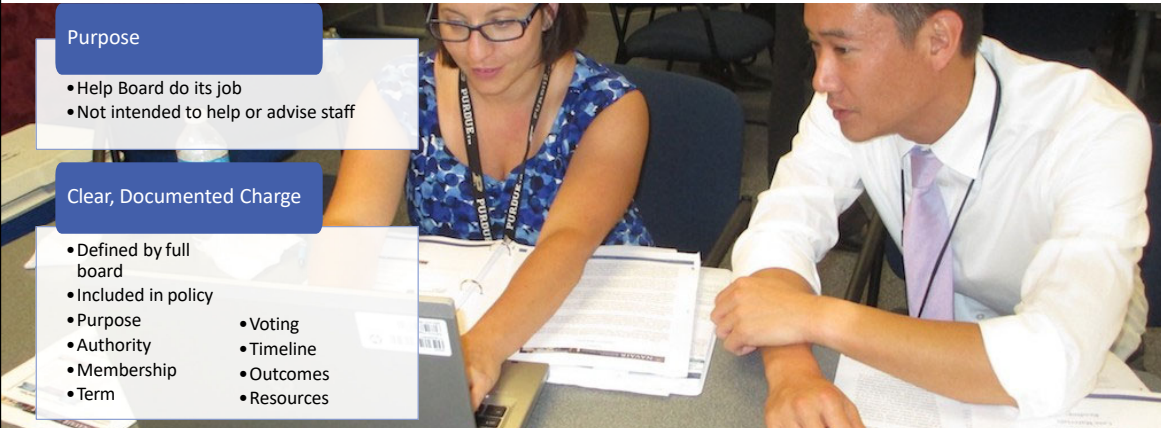
Districts that Do Not Operate Schools

- Choose **one** member to serve as voting member of SU board

Supervisory Union Board

- All non-voting board members may attend SU meetings.

Committees



Purpose

- Help Board do its job
- Not intended to help or advise staff

Clear, Documented Charge

- Defined by full board
- Included in policy
- Purpose
- Authority
- Membership
- Term
- Voting
- Timeline
- Outcomes
- Resources

Community Members on BUUSD Board Committees Procedure

Annually on February 1st, the BUUSD Board of Directors will solicit for two weeks, interested persons who wish to serve as a community member for open or available seats on standing BUUSD committees. The standing committees include the Policy, Finance, Curriculum, and Facilities Committees.

The appointments will be for a period of two years and will begin on April 1st of the appointment year and expire on the March 31st of the second year.

Interested persons shall submit a letter of interest to the BUUSD Board of Directors and shall be a registered voter. The Board will interview, discuss, and appoint community members to the committees at the second Board meeting in March.

A single community member from each community, Barre City and Barre Town, will be appointed to each standing committee. Additionally, a community member that has pertinent subject matter experience, whose knowledge could benefit the committee, may be consulted by the committee as needed.

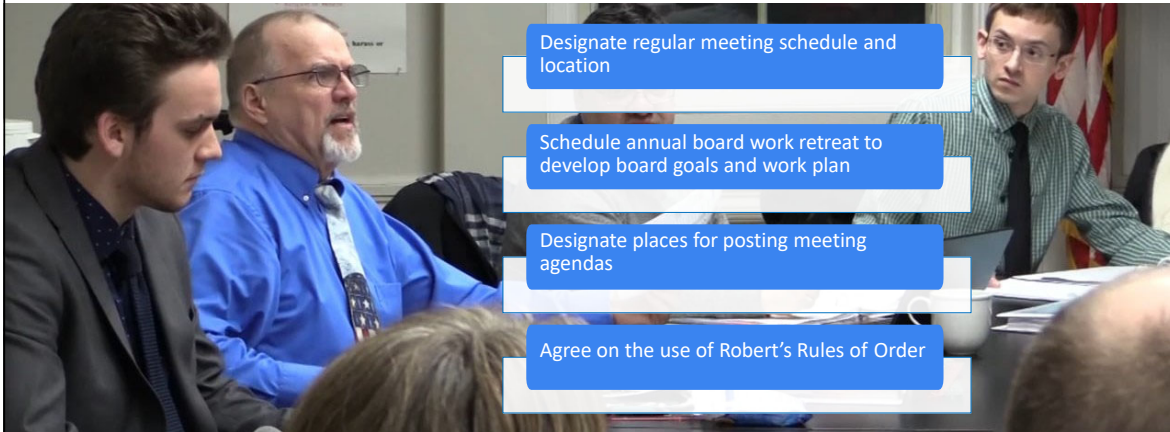
Community members that have been appointed to the committee by the BUUSD Board shall have voting privileges. Community members serving on committees may not hold the position of Chair or Vice-Chair. Community members will be required to complete a background check and fingerprinting before assuming their position on the committee.

If an appointed community member is no longer able to serve the remainder of their term, they are encouraged to resign so another community member may fill the empty seat on the committee. If a committee seat is not filled during the initial March appointments, that seat may be filled at any time during the existing term by the Board once a community member has expressed interest and is interviewed and appointed. An appointment to an open or vacated seat will be for the original term or the remainder of the resigning member's term. The same guidelines as above will apply for filling open or vacated seats.

Community members may serve on multiple committees and there are no limits to the number of terms/years a community member may apply and serve on a committee or committees, although they will need to submit a letter of interest and be appointed every two years. Community members serving on the board's committees will be unpaid volunteers.

Approved February 9, 2023
Amended February 21, 2024

Operational Decisions



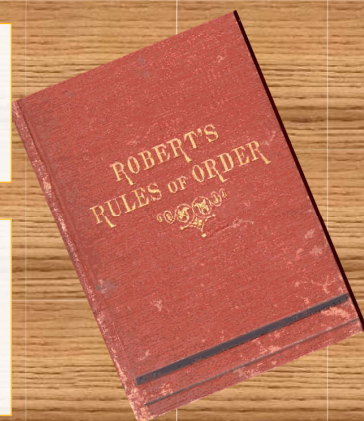
Robert's Rules

Required by Law

- Boards must operate under Robert's Rules of Order
- May opt for Robert's Rules for Small Boards but must agree to do so

Robert's Rules for Small Boards

- 12 or fewer members
- More informal
- Requires formal motion but no second
- Discussion permitted without motion pending
- Chair may vote



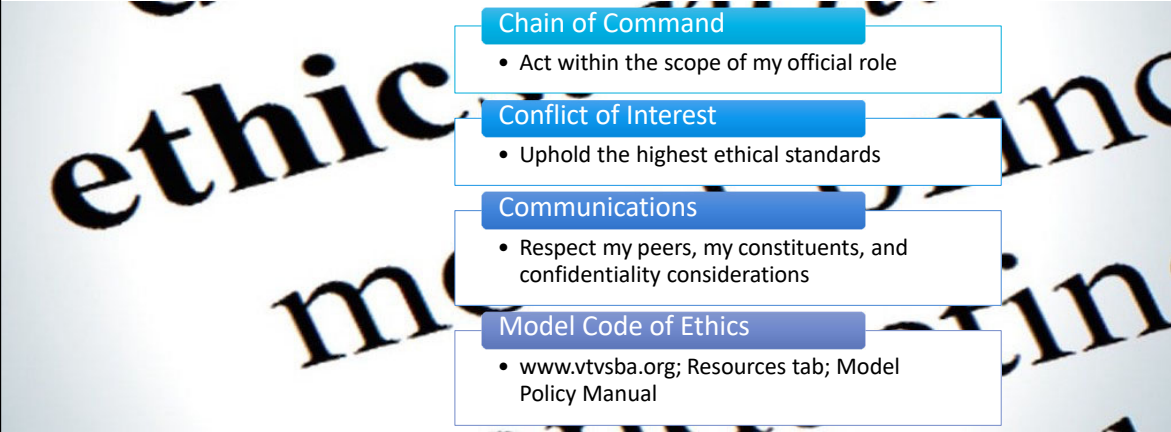
Robert's Rules of Order

Motions Chart Based on Roberts Rules of Order Newly Revised (10th Edition)

State law requires that “A school board meeting shall be conducted in accordance with the Vermont Open Meeting Law and Robert’s Rules of Order.” Use the Robert’s Rules chart below when the Board is running a meeting or conducting a formal public hearing. The chart will help the Board chair and members maintain an effective deliberation and decision making process. Boards with fewer than twelve members may choose to operate less formally using the Robert’s Rules for Small Boards system outlined on the next page.

§	YOU WANT	YOU SAY	INTERRUPT	2ND	DEBATE	AMEND	VOTE
21	Close meeting	Move to adjourn	No	Yes	No	No	Majority
20	Take break	Move to recess for...	No	Yes	No	No	None
19	Register complaint	Point of order	Yes	No	No	No	None
18	Make follow agenda	Call for the orders of the day	Yes	No	No	No	None
17	Lay aside temporarily	Move to lay the question on the table	No	Yes	No	No	Majority
16	Close debate	Move the question	No	Yes	No	No	2/3
15	Limit or extend debates	Move that debate be limited to...	No	Yes	No	Yes	2/3
14	Postpone to a certain time	Move to postpone the motion to ...	No	Yes	Yes	Yes	Majority
13	Refer to committee	Move to refer the motion to ...	No	Yes	Yes	Yes	Majority
12	Modify wording of motion	Move to amend the motion by ...	No	Yes	Yes	Yes	Majority
11	Kill main motion	Move the motion be postponed indefinitely	No	Yes	Yes	No	Majority
10	Bring business before assembly (a main motion)	Move that (or “to”)...	No	Yes	Yes	Yes	Majority

Code of Ethics



Chain of Command

- Act within the scope of my official role

Conflict of Interest

- Uphold the highest ethical standards

Communications

- Respect my peers, my constituents, and confidentiality considerations

Model Code of Ethics

- www.vtvsba.org; Resources tab; Model Policy Manual

VERMONT
SCHOOL BOARDS ASSOCIATION

2/24/2022

Communications



Designate Official Media

- For publishing meetings of the electorate

Engage and Inform Community

Respond to Inquiries

- Press
- Other interested parties

Share Successes

- Students
- Staff
- Schools

Select Chief Spokesperson

VERMONT
SCHOOL BOARDS ASSOCIATION



Code of Ethics for Vermont School Board Members

As a member of my local school board, I will remember that my primary concerns must be the educational welfare of the students in my district and excellent return on investment for taxpayers. I agree to conduct myself in accordance with the following commitments. I will:

Act within the scope of my official role:

- Act only as a member of the board and not assume any individual authority when the board is not in session, unless otherwise directed by the board
- Give no directives, as an individual board member, to any school administrator or employee, publicly or privately
- Avoid making commitments that may compromise the decision-making ability of the board or administrators

Act within the scope of my fiduciary role:

- Ensure prudent use of the district's assets, including facilities, people, and good will.
- Ensure that the district follows applicable laws, policies and resolutions or actions adopted by the board.
- Refrain from engaging in activities that harm the district's ability to pursue its mission.
- Provide oversight to ensure activities of the district advance its effectiveness and sustainability.

Uphold the highest ethical standards:

- Not receive anything of value, by contract or otherwise, from the school district or supervisory union unless it is received:
 - as a result of a contract accepted after a public bid
 - in public recognition of service or achievement
 - as a board stipend reimbursement or expense allowed by law for official duties performed as a member of such board;
- Not solicit or receive directly or indirectly any gift or compensation in return for making a recommendation or casting a vote;
- Agree to recuse and remove myself from board deliberation and votes when necessary to avoid the appearance of conflict of interest;
- Not agree to the hiring of a superintendent, principal, or teacher already under contract with another school district unless assurance is first secured from the proper authority that the person can be released from his or her contract

Respect my peers and constituents, and uphold confidentiality:

- Voice opinions respectfully and treat with respect other board members, administrators, school staff, and members of the public;
- Maintain confidentiality of information and discussion conducted in executive session and uphold applicable laws with respect to the confidentiality of student and employee information;
- Attend all regularly scheduled board meetings insofar as possible.

I agree to abide by the expectations outlined in this Code of Ethics and will do everything in my power to work as a productive member of the leadership team.

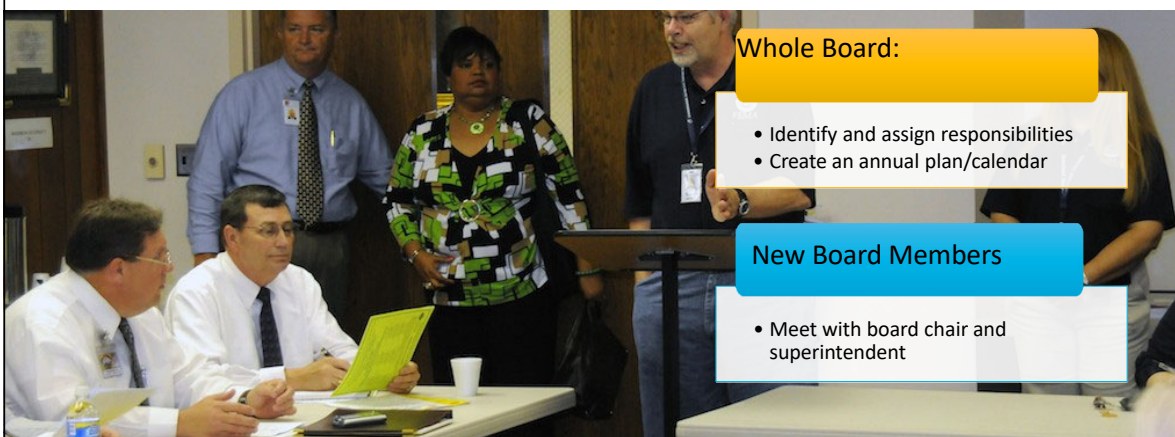
Signature

Date

District Policies and Procedures



Board Development



Advocacy



Stay Informed

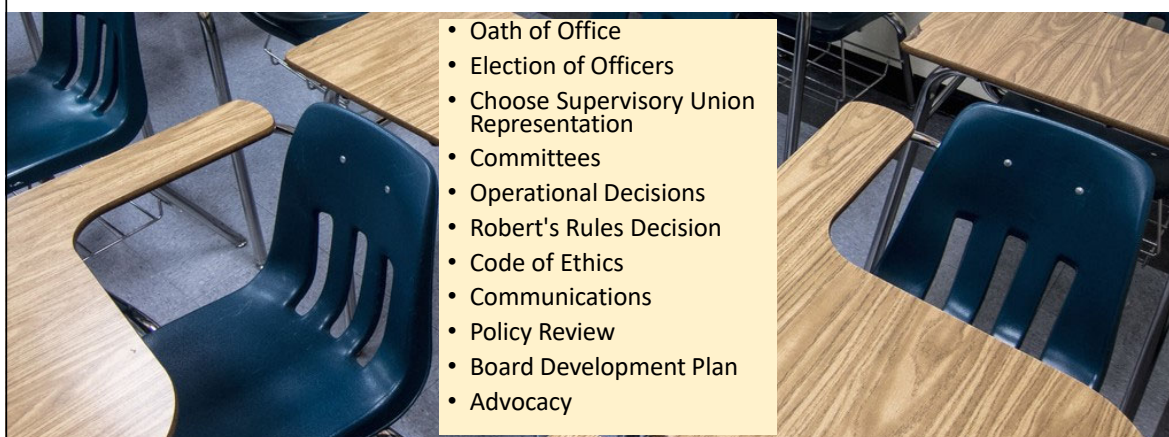
- Designate board "reporter"
- VSBA Education Legislative Report
- VSBA Legislative Alerts

VSBA Resolutions

- Develop
- Discuss
- Vote

Engage with VSBA Regional Representatives

Summary



- Oath of Office
- Election of Officers
- Choose Supervisory Union Representation
- Committees
- Operational Decisions
- Robert's Rules Decision
- Code of Ethics
- Communications
- Policy Review
- Board Development Plan
- Advocacy

Executive Session Tips for Board Members

Nicole L. Mace
Vermont School Boards Association
May 2015

According to 1 V.S.A. §313, a board may only go into executive session upon a motion and vote to do so. The motion must state the “nature of the business of the executive session,” be supported by a majority of the board, and be recorded in the minutes. Boards may not enter executive session without first meeting in open session and then voting to enter executive session.

Because a vote is required to enter executive session, we do not recommend that executive session be a standing item on every agenda. If the board knows it plans to discuss a topic that falls under one of the allowable reasons to enter closed session, then on the agenda for that meeting the board should indicate the nature of that specific topic and an intent to vote to enter executive session.

Boards may only enter executive session to discuss a limited number of topics. One category requires the public body to make a specific finding that “premature general public knowledge would clearly place the...public body or person involved at a substantial disadvantage.” The topics that require this specific finding to be made are:

- contracts;
- **labor relations agreements with employees;**
- arbitration or mediation;
- grievances, other than tax grievances;
- pending or probable civil litigation or a prosecution, to which the public body is or may be a party;
- confidential attorney-client communications made for the purpose of providing professional legal services to the body

For example, just because a board intends to discuss a contract with a bus company does not mean they can automatically vote to enter executive session. Rather, first they need to determine that discussing the contract in open meeting would place the board or company involved at a substantial disadvantage.

Other permissible reasons to enter executive session are:

- The negotiating or securing of real estate purchase or lease options
- The employment or evaluation of a public officer or an employee – provided, however, that the public body shall make a final decision to hire or appoint a public officer or employee in an open meeting and shall explain the reasons for its final decision during the open meeting

- A disciplinary action against a public officer or employee, except if such an individual seeks a public hearing after formal charges are brought
- A clear and imminent peril to the public safety
- Discussion or consideration of records or documents that are not public documents under the access to public records act, provided that when the board discusses the exempted record it may not also discuss the general subject to which the record or document pertains
- The academic records or suspension or discipline of students
- Municipal or school security or emergency response measures, the disclosure of which could jeopardize public safety

Because the statute requires that the motion to enter executive session state the "nature of the business to be discussed", we recommend boards give reasons that are more specific than "legal issues" or "personnel matters". This is consistent with the interpretation of the Secretary of State.

Rather, we recommend the board make a motion to enter executive session that cites one of the statutorily permissible reasons. Here are some examples:

- "I move to enter executive session for the purpose of discussing the evaluation of an employee."
- "I move to enter executive session for the purpose of discussing an employee's contract, because doing so in public session will clearly place that employee at a substantial disadvantage."
- "I move to enter executive session for the purpose of discussing the suspension of a student."

While in executive session, a board may only discuss the subject matter referenced in the motion to enter the session. Attendance in executive session is limited to members of the board, and in its discretion "its staff, clerical assistants and legal counsel, and persons who are subjects of the discussion or whose information is needed." 1 V.S.A. §313(b). Minutes are not required to be taken, and we do not recommend that they be taken.

A board cannot take any action in executive session, except actions related to the securing of real estate options. Ultimate action on all other items must be taken by motion and vote in open session. The motion for that vote should provide enough information (subject to confidentiality considerations) to allow members of the public to understand the nature and substance of the action taken.

3.B. VERMONT OPEN MEETING LAW

According to 16 V.S.A. §554, school boards must follow Vermont's open meeting law (1 V.S.A. §§310-314). Under that law, all meetings of a public body are declared to be open at all times. No resolution, policy, appointment, or formal action will be valid unless it was taken or made at an open meeting. A meeting is defined as a quorum of the members of a school board gathered for the purpose of discussing the business of the Board or for the purpose of taking action. This means that all school board meetings, including meetings of committees and subcommittees, must be open to the public and must give reasonable opportunity for public participation.

The public must be given notice of a school board meeting. The amount and type of notice required depends on the type of meeting held. The following chart highlights these differences:

Meeting Type	Notice to Board		Agenda	Minutes
	Members	Notice to Public & Media		
Regular Time & place stated in board policy or bylaw.	No legal requirement	No legal requirement but must be provided to media and concerned persons upon request.	Posted to the website, in the municipal office and at least two other public places 48 hours before meeting. It also is available to media and concerned persons upon request.	Posted to the website and available within 5 days of meeting indicating: Members present Other active participants Motions made & their disposition Results of votes, with record of each member's vote if roll call requested by board.
Special Not fixed by policy or bylaws, called for a specific purpose	Written or oral notice 24 hrs in advance unless waived	Publicly announced (give to news media) at least 24 hours prior to meeting; posted in municipal clerk's office and 2 other locations in town. An individual may request in writing to be notified of special meetings.	Posted in same location as regular meeting, 24 hours before meeting. (Can only discuss items posted on warned agenda)	Same as regular meeting.
Emergency To respond to unforeseen occurrence or condition requiring immediate attention.	No legal requirement.	Public notice of meeting given as soon as possible before the meeting.	Posted in same locations as regular meeting as soon as possible. (Can only discuss items posted on warned agenda)	Same as regular meeting.
Electronic One or more members of the public body may participate in a meeting electronically	At least one member of public body (or designee) must be physically present at each designated location	24 hours notice in municipal office and 2 designated places Designate physical location(s) for the public to participate	Same.	Same.

DRAFT

BARRE UNIFIED UNION SCHOOL DISTRICT REGULAR BOARD MEETING

Spaulding High School Library and Via Video Conference – Google Meet
February 14, 2024 - 6:00 p.m.

MINUTES

BOARD MEMBERS PRESENT:

Giuliano Cecchinelli, II (BC) – Chair
Chris Parker (BT) – Vice Chair
Paul Malone (BT) - Clerk
Nancy Leclerc (At-Large)
Sarah Pregent (BC)
Terry Reil (BT)
Michael Boutin (BC)
Emily Reynolds (BT)
Sonya Spaulding (BC)

BOARD MEMBERS ABSENT:

ADMINISTRATORS PRESENT:

Chris Hennessey, Superintendent
Carol Marold, Director of Human Resources
Reed McCracken, Interim Administrator - SEA

GUESTS PRESENT:

Martha Blaisdell	Rachel Greenfield	Pierre LaFlamme	Rachel Van Vliet	Garrett Grant
Mary Bowers	Sarah Hill	Adam Jacobs	Kristin Gilbar	Bern Rose
James Carpenter	Karen Moran	Brodey Priddy	Shellie Stevens	Jackie Wheeler
David Delcore	Andrea Poulin	Maria Richards	Lindsey Wells	Alice Farrell

1. Call to Order

The Chair, Mr. Cecchinelli, called the Wednesday, February 14, 2024, Regular meeting to order at 6:00 p.m., which was held at the Spaulding High School Library and via video conference.

2. Pledge and Mindfulness Moment

The Board recited the Pledge of Allegiance. The Board held a Mindfulness Moment.

3. Additions and/or Deletions to the Agenda

Mr. Reil made a motion to approve the agenda for this meeting, removing section 7.1. Motion was seconded by Paul Malone.

Discussion ensued about the removal of item 7.1 (Action Memos) from tonight's agenda.

On a motion by Mrs. Spaulding, seconded by Mr. Boutin, to amend the motion and include 7.1 Action Memos back into the agenda. Board approved the motion to approve the agenda unanimously.

4. Public Comment for Items Not on the Agenda

4.1 Public Comment

As it is Board Appreciation Month, James Carpenter thanked the School Board for the time and effort and work for the community.

4.2 Student Voice

Brodey Priddy, SHS Student Council Member, presented information regarding the \$40,000 grant funding given to Barre Youth. Brodey stated there has been voting this week, and that every project should be funded. Mentoring group has been working with the Dream Program and will start in approximately a month at Barre City Elementary Middle School. Pep rally at Spaulding on Feb. 23, morale booster, and multiple fundraisers coming up.

Mr. Hennessey shared information about "Think Pink" Cancer Awareness.

DRAFT

5. Consent Agenda

5.1 Approval of Minutes - January 24, 2024 Regular Meeting

On a motion by Mr. Malone, seconded by Chris Parker, the Board unanimously voted to approve the Minutes of the January 24, 2024 Regular Meeting.

5.2 Approval of Minutes – February 1, 2024 Special Meeting

On a motion by Mrs. Spaulding, seconded by Mr. Boutin, the Board voted unanimously to table the approval of the Minutes of the February 1, 2024 Special Meeting until the next Board meeting.

5.3 Warrant Approvals – January 18, 2024, January 31, 2024, February 7, 2024

On a motion by Mrs. Spaulding, seconded by Nancy Leclerc. Chris Parker noted in the warrant from January 31, that under Maple Hill tuition entries that the initials should be removed if they belong to students. **The Board unanimously voted to approve the Warrants dated January 18, 2024 and January 31, 2024 and February 7, 2024.**

6. Current Business

6.1 New Hires

Mr. Hennessey stated that there were no new hires to share.

6.2 Community Members of BUUSD Board Committees Procedure/ Newspaper AD

Mr. Hennessey presented the information and asked for feedback. Mrs. Spaulding noted that on the first page of the handout (procedure) there was a discrepancy between the timeframe of the term of a community member that needs correcting. It should read community members should be appointed every two years. On the warning in the newspaper ad needs to read that the candidate needs to be a registered voter. Brief discussion regarding March Finance and Policy Committee meetings having possible new Board members with current community members as current community members serve through the end of March. It was decided since these meetings will be only reorganizing they can meet in March as planned and new community members will start in April.

6.3 Spaulding High School Stormwater Project

Facilities is looking for Board approval on 10% Match \$63,800. Board reviewed the report from Dubois and King and discussed the use of material being removed.

Mrs. Pregent made a motion to approve the 10 % match \$63,800 and designate it comes from the Capital Fund, the motion was seconded by Mrs. Spaulding. The Board approved unanimously.

7. Old Business

7.1 Action Plan Memos

Discussion on use of Action Memos —will help new board members and provide transparency. In 6 out of 9 meetings items have been added or deleted from the agenda, as well future items were added. Action Memos could provide background and clarification on agenda items. Anything that would make meetings efficient and would like to review with leadership team and get questions answered receipt, and be ready for the parking lot. Questions regarding timeline or links for information. Concerns with staffing time to complete the action memo. Proposal of piloting the project for six months. Would this also be for items coming to the board from the committees? Policy Committee - all the explanation Ms. Parker provides at the meetings verbally would be on an Action Memo instead.

Mr. Boutin with a motion to implement the Action Memo for 6 Month trial basis and to bring it up for discussion in six months. Ms. Parker seconded the motion. Board voted 5 to 3 to approve.

Mr. Boutin, Ms. Parker, Mrs. Pregent, Ms. Reynolds and Mrs. Spaulding voted for the motion.

Mr. Reil, Mr. Malone, and Mrs. Leclerc voted against the motion.

Mr. Malone made a motion to have legal counsel review the legality of the action memos, seconded by Mr. Reil. Board voted 5 to 3 the motion to seek legal counsel.

Mr. Boutin, Ms. Parker, Mr. Reil, Mr. Malone, and Mrs. Leclerc voted for the motion.

Mrs. Pregent, Ms. Reynolds and Mrs. Spaulding voted against the motion.

7.2 Act 127 Update

Mr. Hennessey shared a letter and information regarding the updated budget presentation, including information about the tax rate changes. Discussion about the changes with the legislative information. Yield currently set at \$9775 with no cap and 1.20 rate and .03 discount. Discussion about making the current Homestead tax rate of .129 increase for Barre City and .139 for Barre Town. Will be official at the end of the Legislative sessions. The Legislature is voting on giving school boards options to re-warn their budget votes

DRAFT

with a deadline of April 15. He stated that there won't be an advantage to re-warn the budget with delays and costs etc. If the budget vote is voted down, there will be an opportunity to revote in May. He also shared Act 127 PowerPoint with updated changes on Feb. 13, 2024. Discussion of budget and questions regarding tax increase changes. Information will be updated on the BUUSD website.

8. Future Agenda Items

- Discussion of behaviors of children within the district. Behaviors toward teachers and staff from adults in the district.
- Policy B5 for a first reading
- test scores % are down, in depth conversation including Reading and Math Interventionist with the School Board regarding how to increase scores

9. Next Meeting Dates

Regular Meeting - Wednesday, February 28, 2024 is canceled.

Next Regular Meeting - Wednesday, March 13, 2024 at 6:00 p.m. in the Spaulding High School Library and via Video Conference (Google Meet). Reorganization meeting.

10. Executive Session

None

11. Adjournment

On a motion by Mr. Malone, seconded by Ms. Parker, the Board unanimously voted to adjourn at 7:35 p.m.

Respectfully submitted,
Leigh Descoteaux/Tina Gilbert



BUUSD
Barre Unified Union School District

ACTION ITEM BRIEFING MEMO
BUUSD BOARD AGENDA ITEM
BUUSD BOARD AGENDA: March 13, 2024

Consent Item No.: _____ **Discussion Item No.** _____ **Action Item No.** 7.1 - New Hires

AGENDA ITEM DESCRIPTION: New Hires

SUBJECT: FY25 New Hires - Anna Montoya and David Baird

SUBMITTING STAFF PERSON or COMMITTEE MEMBER: Superintendent and the Spaulding High School Administrative Team.

RESOURCES NEEDED INCLUDING STAFF TIME:

STAFF RECCOMENDATION: Anna Montoya to be hired for Spanish Teacher Position; David Baird to be hired for Social Studies Teacher. School year FY25

DESIRED OUTCOME(What is the purpose of this item): Approval to hire and proceed with contracts.

BACKGROUND/SUPPLEMENTAL INFORMATION: Replacing resigned staff Mary Vika Simons and Daphne Zencey - Hired FY24 School Year. Please review detailed attachments.

LINK(S): None

ATTACHMENTS: Hire forms and Resumes for each candidate

INTERESTED/AFFECTED PARTIES:

RECOMMENDED ACTION/MOTION: Approval to hire

BARRE UNIFIED UNION SCHOOL DISTRICT

NEW HIRE NOTIFICATION FORM

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

Date Received by Central Office:

02/14/2024

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

Name:	Anna Montoya	Location:	Spaulding High School
Submission Date:	2/14/24	Administrator Action/Checklist Complete:	<input type="checkbox"/> Y <input type="checkbox"/> N
Position:	Spanish Teacher	Grade (If Applicable):	HS
Endorsement (If Applicable):		<input type="checkbox"/> Hourly-Non Exempt	<input type="checkbox"/> Salary-Exempt
Hours Per Day:	7.5	Scheduled Hours:	7:35 a.m. to 3:05 p.m.
Account Code:	101.1276.31.11.0.1106.51110.000000		
Replacement?	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N		
If Yes, For Whom?	Mary Vika Simons	Salary Rate:	\$48,017 FY25
Administrator Approval:	Mari Goodridge Miller	Signature Date:	2/14/24

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	7/1/2025
Total Years of Experience:	30+	Step:	16	Salary Placement:	\$ M
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				
FY25					
Days Per Year:	190	Salary:	\$ 79,106	Contract Days:	190
Teacher: AOE Endorsement:	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO				
If No, Required:	<input checked="" 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 J. Penney
Superintendent and/or HR Director Approval Signature

FEB 23, 2024
Date

ANNA MONTTOYA

EDUCATION

- M.A., Spanish, Middlebury College, Vermont, including one-year abroad in Spain 1991
- B.A., Spanish, University of Central Florida, Orlando. 1988
- Completed ACTFL Oral Proficiency Interview Tester Training. 1996
- Completed 40 hr. Certificate Program in Spanish-English Medical Interpreting
University of Georgia 2008

ACADEMIC APPOINTMENTS

FLORIDA INSTITUTE OF TECHNOLOGY, Melbourne, FL

2002-Present

Lead Spanish Instructor / Spanish Program Director

- Teach beginning, intermediate, advanced and independent study Spanish courses
- Develop curriculum for language sequence with a focus on listening and speaking
- Experienced using Zoom, Canvas and Panopto
- Informally evaluate incoming students' oral skills
- Advised and placed Spanish students in appropriate class
- Occasionally translate short texts into English or Spanish
- Interpreted for visiting Cuban artist during his campus tour

EASTERN FLORIDA STATE COLLEGE, Palm Bay, FL

1992-2000,

Adjunct Spanish Instructor

Summers 2010-2020

- Taught introductory and intermediate Spanish courses
- Initiated and managed language exchange program involving students of Spanish and Hispanic community members
- Developed and coordinated the only service-learning option to foster communication in Spanish at the college

SOUTH AREA ADULT EDUCATION CENTER, Melbourne, FL

1992-2000

ESOL Teacher

- Taught Intermediate and mixed-level English for Speakers of other Languages classes
- Lead read-aloud and discussion sessions
- Assisted students with learning alphabet and writing letter shapes

ROSS SCHOOL, East Hampton, NY
High School Spanish Teacher

2000-2001

- Taught all levels of High School Spanish, grades 9-11
- Team-taught a Spanish composition and literature class for native speakers
- Supplemented lessons with internet-based activities.
- Designed and taught English course to Spanish-speaking staff and Spanish to English-speaking staff in collaboration with other foreign language faculty
- Invited to teach and gave salsa and merengue lessons to World Dance class

COLEGIO ADIANEZ, Guaynabo, Puerto Rico
English Teacher

Fall 1991

- Taught English Language Arts for non-native speakers, grades 9-12
- Instructed classes in grammar and literature
- Used required materials written for native English speakers
- Assisted student with history class reading by sight translating text into Spanish
- Taught 7 classes daily

RELATED PROFESSIONAL EXPERIENCE

WRITING

DRTV, Melbourne, FL
Contracted Script Writer

Summer 2007

- Wrote, then edited script for hour-long educational DVD for basic English and Spanish conversation
- Assisted in casting
- Functioned as script supervisor during filming

EL PLAYERO, Melbourne, FL
(Local monthly Spanish-language newspaper)
Reporter

1994-1997

- Wrote column "Estudiante del mes" (Student of the Month).
- Wrote articles in Spanish on education, government funding, local Hispanic cultural events, local Hispanic restaurants and businesses, and politics.
- Interviewed and wrote features on members of the local Hispanic community including: business owners, Hispanic organization leaders, political candidates, teachers, students of the month, their families and members of the legal community.
- Proofread and copy edited.
- Translated articles and advertisements into Spanish.

INTERPRETING

STOPS, Inc.

2008-2012

Spanish-English Medical Interpreter

- Worked as on-call interpreter for medical transportation company
- Accompanied patients and interpreted for them at medical and physical therapy appointments
- Assisted patients with filling out forms (medical history, privacy policy) by sight translating them into Spanish

OPI PREPARATION TUTORING

- Tutored pre-service Spanish teachers to reach Adv-Low on the ACTFL OPI (Oral Proficiency Interview) for state teaching certificate **2004-2017**
- Analyzed students' speech to identify reasons for receiving Intermediate-High
- Provided contrasting examples of both levels in real-time for students to recognize the differences and begin to emulate characteristics of Advanced
- Engaged students in mock interviews
- Scaffolded practice sessions to help develop detailed, paragraph-level speaking
- Described nature of the OPI and Adv. level so students can practice the skills needed for the interview

CONFERENCES / WEBINARS ATTENDED

- Webinar on Teaching for Proficiency, June 2022
- Florida World Languages in Colleges and Universities, Feb. 24, 2017
- American Council on the Teaching of Foreign Languages (ACTFL),
Nashville, TN-1997
Chicago, IL-1998
Dallas, TX-1999
Boston, MA-2000
Salt Lake City, UT-2002
Orlando, FL-2008
- Teachers of English to Speakers of Other Languages (TESOL)
Orlando, FL-1997

LANGUAGES

- Native speaker of English
- Fluent in Spanish, have tested at Superior and 3+ (ILR), near-native pronunciation
- Conversational in Brazilian Portuguese (Intermediate level)

INTERNATIONAL EXPERIENCE / TRAVEL

- Native of Miami, FL, raised in bilingual community
- Traveled to various areas of Venezuela in 1987 and 1994
- Studied in Madrid, Spain for academic year 1990-1991
- Lived in Puerto Rico and traveled around the island, 1991-1992
- Visited Honduras in 2000
- Married to native speaker from Colombia, Spanish spoken at home

BARRE UNIFIED UNION SCHOOL DISTRICT

NEW HIRE NOTIFICATION FORM

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

Date Received by Central Office:

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

Name: Location:

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

Position: Grade (If Applicable):

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

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

Account Code:

Replacement? ☐ Y ☐ N

If Yes, For Whom? Salary Rate: \$ FY25

Administrator Approval: Signature Date:

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: Step: Salary Placement: Column

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

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

(FY25 Schedule)

Days Per Year: Salary: \$ Contract Days:

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

Christopher J. Fenner

Superintendent and/or HR Director Approval Signature

FEB 23, 2024

Date

David Judd Baird

Education

Saint Michael's College

Colchester, Vermont

Bachelor of Arts

Major: History and Secondary Education

GPA: 3.329

Attended August 2015 to May 2019

Degree conferred May 2019

Transcript

(59KB)

Experience

Lamoille Union Middle School

Aug 2021 - Jun 2022

7th-8th Grade Social Studies Teacher

Hyde Park, Vermont

- Worked in conjunction with 3 other teachers as part of a 4-person 7th and 8th grade team where I was the social studies teacher.
- Planned and carried out multiple units of instruction on World History ranging from the Neolithic Revolution to the Age of Exploration.
- Structured class largely around project-based learning and inquiry-based instruction.
- Planned and developed an inclusive classroom environment during a global pandemic.

Reason for leaving: My fiancé received the opportunity to begin a graduate program at SUNY ESF in Syracuse, New York so we had to move out of state as a result.

Supervisor: Denise Maurice (802-851-1300)

Experience Type: Professional/Work, Full-time

It is **OK** to contact this employer

Crossett Brook Middle School - HUUSD

Oct 2020 - Jun 2021

6th Grade Social Studies Teacher

Duxbury, Vermont

- Worked in conjunction with 3 other teachers as part of a 4-person 6th grade team where I was the social studies teacher.
- Planned and carried out multiple units of instruction on government, geography, and ancient civilizations.
- Structured class largely around project-based learning and inquiry-based instruction.
- Learned how to plan and develop an inclusive classroom environment during a global pandemic.

Reason for leaving: This was a one year teaching position.

Supervisor: Tom Drake (802-244-6100)

Experience Type: Professional/Work, Full-time

It is **OK** to contact this employer

Winooski Middle/High School

Jan 2019 - May 2019

Student Teacher
Winooski, Vermont

- Planned and taught units of study for the novel *The Call of the Wild* and a creative writing unit that was accommodated for a variety of needs including English Language Learners (ELL)
- Worked with students from a variety of socioeconomic backgrounds in a large immigrant population

Reason for leaving: Student teaching placement concluded at the end of the Spring 2019 semester.

Supervisor: Chris Magistrale (802-655-3530)

Experience Type: Student Teaching, Full-time
It is **OK** to contact this employer

OCM BOCES - STARS Alternative High School

Aug 2022 - Present

High School Social Studies Teacher

Syracuse, New York

- Planned instruction for core graduation requirement classes Global History 9 and 10.
- Planned instruction and designed curriculum for elective courses such as Intro to Psychology and Modern World Conflicts.
- Prepared students successfully for a Regents Exam that is a graduation requirement in New York State on the content of Global History 10.
- Planned and instructed project based and inquiry based learning for a student population with significant behavioral issues sent to us from participating school districts in the local county.

Reason for leaving: My wife and I want to move back to Vermont permanently after spending two years in Syracuse, New York for her graduate program that will be concluding in May 2024.

Supervisor: Shannon Haynes (315-679-1479)

Experience Type: Professional/Work, Full-time
It is **OK** to contact this employer

Spaulding High School

Aug 2020 - Oct 2020

Permanent Substitute

Barre, Vermont

- Covered for classrooms in which regular teacher was absent
- Executed lesson plans provided by teacher for that day
- Helped around school with various clerical tasks throughout the day when not being a classroom substitute
- Assisted history department at Spaulding with academic support during remote learning times

Reason for leaving: I accepted a 1-year 6th grade social studies teacher position at a different school district that began on October 26th, 2020.

Supervisor: Jake Trepanier ((802) 476-4811)

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

Breckenridge Ski and Ride School

Nov 2019 - Mar 2020

Children's Alpine Ski Instructor

Breckenridge, Colorado

- Taught skiing to children from ages 3-13
- Able to effectively create fun and active learning environment for a wide range of age groups

Reason for leaving: The coronavirus pandemic shut down the ski resort early in mid-March and ended my seasonal employment early as a result.

Supervisor: Christopher Stuckey ((970) 453-3272)

Experience Type: Other, Full-time

It is **OK** to contact this employer

Winooski Middle/High School

Sep 2017 - Dec 2017

Teacher's Assistant in 6th Grade Classroom

Winooski, Vermont

- Tutored students on improving their essay writing skills
- Frequently helped co-teach lessons in humanities content; reading books with students and improving writing and critical thinking skills through short responses and essay writing

Reason for leaving: Placement ended at the conclusion of the Fall 2017 semester.

Supervisor: Laura Graves ((802) 383-6114)

Experience Type: Public School, Part-time

It is **OK** to contact this employer

Center for Alaskan Coastal Studies

May 2018 - Aug 2019

Day Camp Environmental Educator

Homer, Alaska

- Worked with groups of a variety of ages and developmental stages (ages 6-10)
- Taught Alaskan ecology through exploratory hikes and various educational activities
- Encouraged stewardship and conservation to children through games and nature exploration

Reason for leaving: Seasonal position ended in August 2019 at the end of the summer season. I worked two seasonal summer positions there during summer 2018 and summer 2019. Did not return for summer 2020 because of other opportunities.

Supervisor: Beth Trowbridge ((907) 235-6667)

Experience Type: Other, Summer

It is **OK** to contact this employer

Additional Information

Accolades

- Dean's List
- NE-10 Athletic Conference Commissioner's Honor Roll
- Captain of the Saint Michael's College Cross Country Team during 2017 and 2018 seasons

Interests

- Interested in coaching in any capacity with cross country and track and field
- Assistant Coach of Track and Field team at Winooski Middle School during 2019 spring season



BUUSD

Barre Unified Union School District

ACTION ITEM BRIEFING MEMO BUUSD BOARD AGENDA ITEM BUUSD BOARD AGENDA: March 13, 2024

Consent Item No.: _____ **Discussion Item No.** _____ **Action Item No.** 7.2 Failed Budget Overview

AGENDA ITEM DESCRIPTION: Failed Budget Overview - Next steps and options when a school budget fails.

SUBJECT: FY25 School Budget

SUBMITTING STAFF PERSON or COMMITTEE MEMBER: Superintendent

**RESOURCES NEEDED INCLUDING STAFF TIME:
STAFF RECOMMENDATION:**

DESIRED OUTCOME(What is the purpose of this item): If the budget is voted using an Australian ballot and fails, the law requires the legislative body (the school board) to prepare a revised budget and agree on new date for the revote.

BACKGROUND/SUPPLEMENTAL INFORMATION:

LINK(S): None

ATTACHMENTS: Document titled: What Happens When the School Budget Does Not Pass; FY25 Budget Revote Timeline

INTERESTED/AFFECTED PARTIES:

RECOMMENDED ACTION/MOTION: Agree on revote date and School Board directive for preparing revised budget for revote.

What Happens When the School Budget Does Not Pass

All districts except those with specific charter provisions

This memo describes what occurs if a district does adopt its budget on the first attempt. Please keep in mind, the State does not impose a budget on a district at any time. The district must keep voting until a budget passes.

Budget Adoption by Floor Vote

If a school district does not adopt a budget at its annual meeting it must try again at a duly warned special meeting – [16 VSA § 428\(a\)](#) . For a union school district, the applicable section is [16 V.S.A. § 711a\(a\)](#). For incorporated school districts, the requirement to try again is [16 V.S.A. § 511\(a\)](#). The subsequent meeting must be held not less than 30 or more than 40 days after the warning notice ([17 VSA § 2641](#)). Under the adoption process where the vote occurs at the annual meeting, a budget is usually adopted by the end of the meeting although sometimes at a different amount than originally proposed by the board. Most failed budgets occur under the Australian ballot system.

Budget Adopted by Australian Ballot

If the budget is voted using an Australian ballot and fails, the law requires the legislative body (the school board) to prepare a revised budget and set a new date for the vote. The date of an Australian ballot revote must be at least seven days following the warning notice with the informational meeting taking place at least five days after the notice. If the revised budget fails, this procedure is repeated until a budget is adopted. ([17 VSA § 2680\(c\)](#)). For a union school district, the applicable section is [16 V.S.A. § 711e\(f\)](#).

Available Funding While Budget Is Pending

If the budget has not been adopted by the start of the school year regardless of the voting method, the board must still operate the school. Categorical grants from the State will still be paid, e.g., special education, small school, and transportation aid. If a district has not adopted a budget within 30 days of the payment date, education spending payments due a district on September 10, December 10, and April 30 will be based on one-quarter of the base education amount times the number of the district's equalized pupils. Once a budget is adopted, the difference will be made up in the remaining payments ([16 VSA § 4028\(a\)](#)).

The limited funding described above will carry most districts through a good portion of the year. If additional funding is needed, the board may borrow enough money so that it has an amount from all funds equal to 87 percent of the most recently approved budget ([16 VSA § 566](#)).

Tax Rates While Budget Is Pending

The district's associated town must collect the nonresidential education property tax, with or without an adopted budget at a rate set by the tax commissioner. If the district has not adopted a budget by June 30, the tax commissioner will issue an interim homestead tax rate by adjusting the base homestead tax rate by the town's CLA. Once a budget is adopted, the correct homestead rate will be set within 30 days, but after the 30-day reconsideration period. The difference must be collected by the town – [32 VSA § 5402\(b\)\(3\)](#).

Housesite tax adjustments are determined using household income and school tax information from the prior year and can be made even if the district has not yet adopted a budget for the next year. Towns will have the necessary tax adjustment information to adjust the tax bills of eligible housesite owners based on data provided to them by the Tax Department. Towns will issue tax bills so that any interim tax bills will include the income adjustments.

Considerations for Union and Member Districts

Union and member districts have special considerations if the budget for one, the other, or both fails. In any of these cases, the homestead tax rate collected by the associated town cannot be set by the tax commissioner until all budgets have been adopted by the voters.

Until both (in some cases all three) budgets have passed, the interim homestead tax rate provision of [32 VSA 5402\(b\)\(3\)](#) applies. The interim tax rate is the base homestead tax rate for that year divided by the municipality's common level of appraisal. The nonresidential rate is not affected and will be set at the state rate regardless of a district's budget adoption status.

The interim tax rate provision notwithstanding, full funding will be provided to the union or member district with an adopted budget. The union or member district that has not adopted a budget will receive partial funding under the provisions of [16 VSA § 4028\(a\)](#) as described above until a budget is adopted.

FY25 Budget Revote Timeline

s	Tasks	BUUSD-Wide, Finance and Board	Special Education/SEA	SHS	BTMES	BCEMS	NOTES
1	Full Admin. Team Meeting-Budget Revote Planning	March 6, 2024					Failed Budget Overview (1)(1).doc
2	Team Meetings with Chris, Stacy, Karen, Carol	Review Draft Budget Development Timeline/Schedule	March 11, Lisa/Stacy 9:30 March 12, SEA 8:00	March 11, 1:00-2:00	March 12, 9:45	March 7 10:30-11:30	Review special ed. caseloads, services, class size ratios, prioritize student needs.
3	Board Meeting-Budget Process -- Board conveys goals and values, direction and feedback on revote timeline	March 13, 2024					
4	Business Manager creates budget reduction worksheet for administrators and directors	March 6, 2024					
5	Directors' Standing Meeting with Chris	March 11, 8:30:00					
6	Full Admin Team Meeting	March 13, 9:15-10:45					
7	Finance Meeting-Update on progress, timeline, recommendation to Board, legislative actions	March 18, 6:00-8:00					
8	Board Meeting-Superintendent update on budget and tax rate	March 27, 6:00-9:00					
9	Director/Administrator Meetings Continue	Throughout the month					
10	Board Meeting-Approve budget for revote	Wednesday, April 10, 2024					
11	Warning posted for May 14 vote	April 11, 2024					
12	Board Communicates to Community	April 10-May 14					
13	Informational Meeting	May 8, 2024					
14	Finance Meeting	April 15, 2024					
15	If the budget is voted using an Australian ballot and fails, the law requires the legislative body (the school board) to prepare a revised budget and set a new date for the vote. The date of an Australian ballot revote must be at least seven days following the warning notice with the informational meeting taking place at least five days after the notice. If the revised budget fails, this procedure is repeated until a budget is adopted. (17 VSA § 2680(c)). For a union school district, the applicable section is 16 V.S.A. § 711e(f).						