

**Addendum**  
**BUUSD Board Meeting**  
**March 27, 2024**



**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*

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March 22, 2024

Dear BUUSD School Board,

For this month's report, I will focus solely on the FY25 budget and getting us ready to approve a new budget in time for the May 14 revote. The BUUSD administrative team understands that the community is concerned with the increases to their property taxes, and we have done our best here to make recommended cuts that are as responsible as possible and have minimal impact on students.

As a complimentary narrative to the attached spreadsheets in the board packet, our goal here is to show the community how further cuts to the FY25 budget will impact staffing, programs, and services. As you will see, the recommendations from the administrative team that follow have a bigger impact the deeper we consider cutting. What follows below are scenarios that will get the FY25 budget from an 11% increase all the way down to 6%.

## **11%**

The following seven cuts will reduce the budget by **\$305,095**, taking it down to an **11%** increase. This would result in a discounted tax rate of **1.168**.

1) Tech Ctr Tuition Reduction	\$31,639	
2) SHS Behavior Interventionist	\$60,000	(Unfilled)
3) Leased Vehicle	\$20,000	
4) Directors Phase 2 Increase on Metric	\$43,456	
5) 2nd Electrician	\$80,000	(Unfilled)
6) SHS SRO	\$50,000	(Unfilled)
7) SEA Barn Contracted Serv.	\$20,000	

## 10%

Going further, the next seven cuts would reduce the budget by **\$852,145**, taking it down to a **10%** increase. This would result in a discounted tax rate of **1.154**.

8) 1 SEA Teacher-New Position	\$100,000	(Unfilled)
9) 1 Special Educator-New Position	\$100,000	(Unfilled)
10) Travel/Conference-District-wide	\$62,100	
11) Grant Writer	\$30,000	
12) Facility back to \$.75/sq ft	\$123,000	
13) BCEMS Co Curricular	\$65,850	
14) BTMES Co Curricular	\$66,100	

## 9%

Continuing, the next six cuts would reduce the budget by **\$1,253,645**, taking it down to a **9%** increase. This would result in a discounted tax rate of **1.141**.

15) BTMES SRO	\$50,000	(Filled)
16) BCEMS SRO	\$85,000	(Filled)
17) Change BT Principal Model 1/2	\$25,000	
18) BCEMS Outplacement, general ed	\$150,000	
19) BTMES HHB Coordinator-New Position	\$75,000	(Unfilled)
20) SHS Supplies/Field Trips	\$16,500	

**IMPORTANT: Using additional tax stabilization funds of \$686,450 would make it possible to get to the 9% column tax rate and keep lines 11-20 in the budget.** The expense budget would be an approx 10% increase, the revenues would also increase, and our education spending would be reduced a further 3% to approximately 7%. *Our education spending is what we use to determine how much you pay in taxes.* We believe we can absorb lines 1-10 out of the budget, however the student, staff, and district impact grows from line 11 on. Of course, if we use the tax stabilization funds, we can simply shift lines 11 and on further down the list.

## 8%

From here, the next level of cuts will definitely further increase impact on staffing, programs, and services. Lines 21 and 22 will reduce the budget by **\$1,728,645**, taking it down to an **8%** increase. This would result in a discounted tax rate of **1.127**.

21) BCEMS K-8 BC Cares Program	\$350,000	(Unfilled-various)
22) 1 FTE Asst. Spec. Ed Director	\$125,000	(Unfilled)

### 7%

The following list of cuts will reduce the budget by **\$2,291,805**, taking it down to a **7%** increase. This would result in a discounted tax rate of **1.113**.

23) Admin. Salaries Freeze to FY24	\$105,564	
24) Bus Riders	\$150,000	
25) 2 FTE Pre-K Paraeducators	\$70,000	(Unfilled)
26) 2 FTE Pre-K Teachers	\$200,000	(Filled)

### 6%

The next list of cuts will reduce the budget by **\$2,797,861**, taking it down to a **6%** increase. This would result in a discounted tax rate of **1.106**.

27) 2 Clerical Positions For Central Office	\$120,000	(Filled)
28) 1 FTE Curriculum Coordinator	\$100,000	(Filled)
29) 3 Tech Integrationists	\$300,000	(Filled)

Finally, we share lines 30-39 with you below. No one wants to see our SHS athletics and activities cut, nor do we want to cut back on offering bussing to our families. The positions we have added to the budget from ESSER do indeed have an impact on our bottom line, but our team strongly believes they are essential and directly impact student's academic achievement and social/emotional well being. All seven positions are currently filled with dedicated professionals. To be clear, we can't see how we can part with these positions. We include these items below however so you can see the potential impact if they were removed from the budget.

30) SHS Athletics	\$560,390
31) SHS Athletics Transportation	\$90,000
32) Transportation/STA Contract	\$1,297,266

#### BCEMS Formerly ESSER

33) 1 FTE School Social Worker	\$100,000
34) 1 FTE Mental Health Professional	\$100,000
35) 1 FTE Restorative Classroom Teacher	\$100,000

BTMES Formerly ESSER

36)	1 FTE School Social Worker	\$100,000
37)	1 FTE Math Interventionist	\$100,000
38)	1 FTE Literacy Interventionist	\$100,000

SHS Formerly ESSER

39)	1 FTE Distance Learning Coordinator	\$100,000
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We hope this is helpful information as you consider what promises to be very difficult decisions on bringing forward a new budget to the community. The administrative team has submitted these proposed cuts in good faith, and there is not one item on these lists that was easy for us to consider given the needs of the district. The team will be attending the board meeting ready to answer questions and share the impact of all items presented here. We look forward to the discussion.

Respectfully,

Chris

		DRAFT 1		DRAFT 2-Failed							
			FY25-11.7%	FY25-11.62%	FY25-11% (307,179)	FY25-10% (803,336)	FY25-9% (1,299,492)	FY25-8% (1,795,648)	FY25-7% (2,291,805)	FY25-6.5% (2,539,882)	FY25-6% (2,787,960)
GENERAL FUND		49,615,633	55,421,430	55,380,532	55,073,353	54,577,196	54,081,040	53,584,884	53,088,728	52,840,650	52,592,572
	increase \$		5,805,797	5,764,899	5,457,720	4,961,563	4,465,407	3,969,251	3,473,095	3,225,017	2,976,939
	increase %		11.7%	11.6%	11.0%	10.0%	9.0%	8.0%	7.0%	6.5%	6%
GRANTS		6,000,000	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000
TOTAL		55,615,633	58,921,430	58,880,532	58,573,353	58,077,196	57,581,040	57,084,884	56,588,728	56,340,650	56,092,572
Equals EDUCATION SPENDING		39,645,396	43,720,944	43,680,046	43,372,867	42,876,710	42,380,554	41,884,398	41,388,242	41,140,164	40,892,086
Divide by LTWADM		2205.25	3703.48	3,703.48	3,703.48	3703.48	3703.48	3703.48	3703.48	3703.48	3,703
Equals PER PUPIL SPENDING		17,978	11,805	11,794	11,711	11,577	11,443	11,309	11,176	11,109	11,042
Divide by YIELD		15,443	9,775	9,775	9,775	9,775	9,775	9,775	9,775	9,775	9,775
Equals TAX RATE		1.16	1.208	1.207	1.198	1.184	1.171	1.157	1.143	1.136	1.130
TAX RATE w/Discount			1.178	1.177	1.168	1.154	1.141	1.127	1.113	1.106	1.100
REDUCTIONS PRIORITIZED											
1 Tech Ctr Tuition Reduction		\$31,639			\$31,639	\$31,639	\$31,639	\$31,639	\$31,639	\$31,639	
2 SHS Behavior Interventionist		\$60,000			\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	
3 Leased Vehicle		\$20,000			\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	
4 Directors Phase 2 Increase on Metric		\$43,456			\$43,456	\$43,456	\$43,456	\$43,456	\$43,456	\$43,456	
5 2nd Electrician		\$80,000			\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	
6 SHS SRO		\$50,000			\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	
7 SEA Barn Contracted Serv.		\$20,000			\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	
					\$305,095						
8 1 SEA Teacher-New Position		\$100,000				\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	
9 1 Special Educator-New Position		\$100,000				\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	
10 Travel/Conference-District-wide		\$62,100	\$567,195			\$62,100	\$62,100	\$62,100	\$62,100	\$62,100	
Use tax stabilization to salvage lines 11-20											
11 Grant Writer		\$30,000				\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	
12 Facility back to \$.75/sq ft		\$123,000				\$123,000	\$123,000	\$123,000	\$123,000	\$123,000	
13 BCEMS Co Curricular		\$65,850				\$65,850	\$65,850	\$65,850	\$65,850	\$65,850	
14 BTMES Co Curricular		\$66,100				\$66,100	\$66,100	\$66,100	\$66,100	\$66,100	
						\$852,145					
15 BTMES SRO		\$50,000					\$50,000	\$50,000	\$50,000	\$50,000	
16 BCEMS SRO		\$85,000					\$85,000	\$85,000	\$85,000	\$85,000	
17 Change BT Principal Model 1/2		\$25,000					\$25,000	\$25,000	\$25,000	\$25,000	
18 BCEMS Outplacement, general ed		\$150,000					\$150,000	\$150,000	\$150,000	\$150,000	
19 BTMES HHB Coordinator/Student Support		\$75,000					\$75,000	\$75,000	\$75,000	\$75,000	
20 SHS Supplies/Field Trips		\$16,500					\$16,500	\$16,500	\$16,500	\$16,500	
		\$686,450					\$1,253,645				
21 BCEMS K-8 BC Cares Program		\$350,000						\$350,000	\$350,000	\$350,000	
22 1 FTE Asst. Spec. Ed Director		\$125,000						\$125,000	\$125,000	\$125,000	
								\$1,728,645			
23 Administrators' Salaries Freeze to FY24		\$105,564							\$105,564	\$105,564	
24 Bus Riders		\$150,000							\$150,000	\$150,000	
25 2 FTE Pre-K Paraeducators		\$70,000							\$70,000	\$70,000	
26 2 FTE Pre-K Teachers		\$200,000							\$200,000	\$200,000	
									\$2,254,209		
27 2 Clerical Positions For Central Office		\$120,000								\$120,000	
28 1 FTE Curriculum Coordinator		\$100,000								\$100,000	
29 3 Tech Integrationists		\$300,000								\$300,000	
										\$2,774,209	

30	SHS Athletics	\$560,390
31	SHS Athletics Transportation	\$90,000
32	Transportation/STA Contract	\$1,297,266

**BCEMS Formerly ESSER**

33	1 FTE School Social Worker	\$100,000
34	1 FTE Mental Health Professional	\$100,000
35	1 FTE Restorative Classroom Teacher	\$100,000

**BTMES Formerly ESSER**

36	1 FTE School Social Worker	\$100,000
37	1 FTE Math Interventionist	\$100,000
38	1 FTE Literacy Interventionist	\$100,000

**SHS Formerly ESSER**

39	1 FTE Distance Learning Coordinator	\$100,000
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**Comparative Expenses/Revenues/Tax Rate/CLA Adjustments, 3/22/24**

	FY2024	FAILED FY2025	VARIANCE	REVOTE FY2025	VARIANCE
<b>Total General Fund Expenses</b>	49,615,633	55,380,532	11.62%	<b>54,813,337</b>	<b>10.48%</b>
<b>Total BUUSD Expenses w/Grants</b>	55,615,633	58,880,532	5.87%	<b>58,313,337</b>	<b>4.85%</b>
<b>Less Revenues</b>	15,970,237	15,200,486	-4.82%	<b>15,886,936</b>	<b>-0.52%</b>
<b>Education Spending</b>	<b>39,645,396</b>	<b>43,680,046</b>	<b>10.2%</b>	<b>42,426,401</b>	<b>7.01%</b>
<b>LTWADM</b>	2,205.25	3,703.48	1,498.23	<b>3,703.48</b>	<b>1,498.23</b>
<b>Education Spending per LTWADM</b>	17,978	11,794	-34.4%	<b>11,456</b>	<b>-36.28%</b>
<b>EdSpend/\$9,775 (property yield)</b>	116.4%	120.7%	3.65%	<b>117.2%</b>	<b>0.67%</b>
<b>District Tax Rate</b>	1.164	1.207	3.65%	<b>1.172</b>	<b>0.67%</b>
<b>FY25 Tax Rate less Discount .03</b>	1.164	1.177	1.07%	<b>1.142</b>	<b>-1.91%</b>
<b>Barre City CLA, - 1/2/24</b>	82.76%	76.62%	-7.4%	<b>76.62%</b>	
<b>Barre City Homestead Rate</b>	1.407	1.536	\$0.129	<b>1.490</b>	<b>\$0.084</b>
<b>Barre Town CLA, - 1/2/24</b>	95.87%	86.93%	-9.3%	<b>86.93%</b>	
<b>Barre Town Homestead Rate</b>	1.214	1.353	\$0.139	<b>1.314</b>	<b>\$0.099</b>

3/22/2024



	<b>Barre's Household Income Percentage</b>			<b>2.31%</b>			
			<b>HOUSEHOLD INCOME</b>				
	<b>HOMESTEAD VALUE</b>	<b>\$47,001</b>	<b>\$50,000</b>	<b>\$60,000</b>	<b>\$70,000</b>	<b>\$80,000</b>	<b>\$90,000</b>
	<b>\$50,000</b>	\$1,086	\$1,155	\$1,386	\$1,617	\$1,848	\$2,079
	<b>\$100,000</b>	\$1,086	\$1,155	\$1,386	\$1,617	\$1,848	\$2,079
	<b>\$150,000</b>	\$1,086	\$1,155	\$1,386	\$1,617	\$1,848	\$2,079
	<b>\$200,000</b>	\$1,086	\$1,155	\$1,386	\$1,617	\$1,848	\$2,079
	<b>\$225,000</b>	\$1,086	\$1,155	\$1,386	\$1,617	\$1,848	\$2,079
	<b>\$250,000</b>	\$1,086	\$1,155	\$1,386	\$1,617	\$1,848	\$2,079
	<b>\$300,000</b>	\$1,086	\$1,155	\$1,386	\$1,617	\$1,848	\$2,079
	<b>\$350,000</b>	\$1,086	\$1,155	\$1,386	\$1,617	\$1,848	\$2,079
	<b>\$400,000</b>	\$1,086	\$1,155	\$1,386	\$1,617	\$1,848	\$2,079
	<b>Property Tax Credit Overview</b>						
	· The homestead tax property tax has a credit based on income						
	· About 70% of Vermont households receive a property tax credit to their homestead property tax based on their income						
	· The credit is applied to the following year's tax bills						
	· The credit is limited by the taxpayers' income						
	· Speak to your tax preparer about this credit						

## CVCCSD Board Meeting

Monday, March 18 · 6:00 – 8:00pm

155 Ayers Street, Suite 2, Room 127, Barre, VT 05641

Google Meet joining info

Video call link: <https://meet.google.com/kye-ttio-pzf>

Or dial: (US) +1 929-249-4763 PIN: 691 480 392#

**UNAPPROVED MEETING MINUTES****Board Members Present**

Jason Monaco - Cabot

Lyman Castle - MRPS

Janna Osman - Twinfield

J. Guy Isabelle - BUUSD

Alice Farrell- BUUSD

Jim Halonovich - HUUSD

Scott Lewins - MRPS

Joshua Sevits - WCUUSD

**Board Members Absent**

Terri Steele - WCUUSD

Michael Bishop - HUUSD

**Administration Present**

Jody Emerson - CVCCSD Superintendent/Director

Michelle Leeman - CVCCSD Business Manager

**Guest Present**

ORCA Media

Carl Matteson - CVCCSD Emergency Services 2 Instructor

1. Call to Order: **Superintendent Ms. Jody Emerson called the Monday, March 18, 2024, Regular Meeting to order at 6:02 p.m., which was held in person in Room 127 and via video conference.**
  - 1.1. Reception of Guests: The CVCCSD welcomed all guests.
2. [Board Organization](#)
  - 2.1. Elect a Chairperson: **On a motion by Janna Osman, seconded by Lyman Castle, the Committee unanimously voted to elect Alice Farrell as CVCCSD Chairperson.**
  - 2.2. Elect a Vice-Chair: **On a motion by Guy Isabelle, seconded by Janna Osman, the Committee unanimously voted to elect Lyman Castle as Vice-Chair.**
  - 2.3. Elect a Clerk **On a motion by Guy Isabelle, seconded by Lyman Castle, the Committee unanimously elect Janna Osman as the Board Clerk.**
  - 2.4. Establish the Time & Date of Regular Monthly Meetings: The board established the time and date of the Regular Monthly Meetings as the second Monday of every month from 6:00 p.m. to 8:00 p.m. with the exception of Monday, April 8, 2024.
  - 2.5. Establish Board Retreat Date: The board established the Board Retreat date as June 10, 2024 starting 4:00 p.m.
  - 2.6. Designate Committee Memberships  
Finance: Scott Lewins, Jim Halavonich, One Additional Member TBD.  
Facilities: Joshua Sevits, Guy Isabelle, One Additional member TBD.  
Negotiations: (Beginning in November) Guy Isabelle, Jason Monaco, One Additional Member TBD  
Program Quality: Janna Osman, Lyman Castle, Alice Farrell  
Policy Committee: Full Board discussed in Regular Meetings.  
Open positions in the committees will be assigned to board members who are not in

attendance this evening at the next board meeting.

2.7. Authorized Signatures:

2.7.1. Authorize chair to sign employee contracts: **On a motion by Lyman Castle, seconded by Janna Osman, the Committee unanimously voted to approve Superintendent Jody Emerson to sign employee contracts.**

2.7.2. Authorize Chair to Sign Other Contracts: **On a motion by Guy Isabelle, seconded by Jason Monaco, the Committee unanimously voted to approve Superintendent Jody Emerson to Sign Other Contracts.**

2.7.3. Designate Person to Sign Warrants: **On a motion by Guy Isabelle, seconded by Jim Halavonich, the Committee unanimously voted to designate Superintendent Jody Emerson to sign warrants.**

2.8. Establish the Newspaper of Record and Locations for Official posting: The board agreed to designate the newspaper or record and locations for official posting as: Town and City Clerk's offices, Front Porch Forum, CVCCSD website, Facebook Page.

3. Comments for Items Not on the Agenda

3.1. Review Board [agreements/norms](#): The board reviewed the agreements and norms.

3.2. Agenda Revisions/Board Comment: No comment was made by board members. The revision to the Agenda was made to reflect the absence of the Student Appointee to the Board.

3.3. Public Comments & Correspondence: No public comments or correspondents were made at this point in time.

6:20 4. Consent Agenda (Discussion/Action)

4.1. Approval of Minutes from [02.12.24](#) **On a motion by Janna Osman, seconded by Guy Isabelle, the Committee unanimously voted to approve the minutes of the Monday, February 12, 2024, Regular Meeting.**

4.2. Approve Minutes from [Annual Meeting 02.26.24](#) **On a motion by Guy Isabelle, seconded by Jim Halavonich, the Committee unanimously voted to approve the minutes of the Monday, February 26, 2024, Regular Meeting.**

4.3. Student Appointees to Board: Student Appointee was not present at this time.

4.4. Appointment plan for WCUUSD At-Large position: The board discussed appointment for a member as part of the WCUUSD. Ms. Emerson suggested appointing a person for one year. That person would show up to the board at the April Meeting to meet with the board. The board supported this suggestion.

4.5. Committee Reports

4.5.1. Finance: The Finance Committee reported the passing of the CVCCSD Budget. The finance committee will be meeting regularly with the Architects regarding the new facility build. They also discussed the contract with Habitat for Humanity.

4.5.2. Facilities: Ms. Emersons spoke of the opening of Welding Program for the following school year. Project Workspace has evaluated the space and deemed it a viable space for a welding lab. They will be sending suggestions on maintenance needed in order to bring the space up to code. Ms. Emerson reported that the space that is on record as a CVCC space is being occupied by the Maintenance Department. Ms. Jody Emerson approached BUUSD Superintendent Chris Hennesy and submitted a formal request for the space that was declined. Ms. Emerson did suggest a compromise to share the space. Ms. Alice Farrell, Mr. Joshua Sevits and Mr. Guy Isabelle will make contact with Mr. Hennesey and the BUUSD Board to discuss the matter.

4.5.2.1. Kick off & Visioning w/ Truex Cullins & Lavallee Brensinger: The

Facilities Committee discussed meeting with the architect with Truex Cullins & Lavallee Brensinger. CVCC Staff and Instructors will be going to tour facilities that were designed by Lavallee Brensinger. Board members were invited on this trip.

4.5.3. Program Quality:

4.5.3.1. [CLNA Presentation](#): The board reviewed the CLNA Presentation that was prepared by the Program Quality Committee and the findings of the survey. The Program Quality Committee explained the purpose and methods of data collection of the CLNA. This drives our action planning as a district and center. Ms. Emerson noted that we are still looking for a Plumbing Instructor for the next school year. The board noted that the Staff Survey showed areas of improvement.

4.6. [Superintendent's Report](#): The Board reviewed the Superintendent's Report. Ms. Jody Emerson reported that the budget has passed. Emergency Services 2 will be interviewed by WCAX Wednesday morning. Digital Media Arts 2 students are filming the Poetry Out Loud event. Second Round Application has closed 75 new applicants. The number for First Round applicants was 291 students.

4.7. Accounts payable: The Board reviewed accounts payable for February 2023

4.8. Staffing/Personnel: Contracts/Letters of Intent and RIFs - This topic will be discussed at the Executive Session.

4.9. Superintendent Evaluation: This topic will be discussed in Executive Session

5. Future Agenda Items

- Board development & Goal Setting (June)
- Placement into the workforce from programs - current process (Invite Coop Coordinator)
- Program Presentations (Throughout school year)

6. Reflection & Summary of Meeting/Next Steps: No reflections were made at this time. There will be no Board Meeting held on April 8, 2025. The next CVCCSD Board Meeting will be held on April 1, 2024. Program Quality will meet that same day at 5:00 p.m.

7. Executive Session (for Personnel, Superintendent Evaluation)**On a motion by Janna Osman, seconded by Lyman Castle, the Committee unanimously voted to enter into Executive session in order to discuss personnel at 7:26 p.m.**

8. Adjournment

**On a motion by Lyman Castle the board unanimously voted to adjourn the Executive Session and adjourn at 7:54 p.m.**

**On a motion by Janna Osman, the board unanimously voted to adjourn the Monday, March 18, 2024 Regular CVCCSD School Board Meeting at 7:55 p.m.**

## **BOARD ORGANIZATION MEETING DATA SHEET**

**BOARD: CVCCSD BOARD**

**DATE OF INAUGURAL MEETING: 5 / 16 / 22**

**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:  X  NO:
- Reviewed the Essential Work of the School Board on the VSBA website: Yes  X  No

**Meeting Activities:** (Superintendent calls the meeting to order)

ELECT BOARD CHAIR:  Alice Farrell  (Leads remainder of meeting)

ELECT BOARD VICE-CHAIR:  Lyman Castle  (optional, but best practice)

ELECT BOARD CLERK:  Janna Osman

REGULAR BOARD MEETING DAY(S)/TIME(S):  Second Monday of Every Month from 6:00 p.m. to 8:00 p.m.

BOARD RETREAT DATE:  June 10, 2024 at 4:00 p.m.

COMMITTEE ASSIGNMENTS (Assign at least 3 Board Members per Committee; Community members will be interviewed and selected at the next Board meeting.)

FINANCE:  Scott Lewins, Jim Halavonich, One Additional Member TBD

Day of Month/Time

FACILITIES:  Joshua Sevits, Guy Isabelle, One Additional Member TBD

Day of Month/Time

POLICY:  All Board Members

Day of Month/Time  Second Monday of Each Month from 6:00 p.m. to 8:00 p.m.

PROGRAM QUALITY:  Janna Osman, Lyman Castle, Alice Farrell

Day of Month/Time

NEGOTIATIONS:  Guy Isabelle, Jason Monaco, One Additional Member TBD

(Scheduled as Needed) Beginning in November

District Spokesperson (Superintendent/Board Chair):  Jody Emerson / Alice Farrell

AUTHORIZE CHAIR TO SIGN EMPLOYEE CONTRACTS: YES:   NO:  X  If no, Who?  Jody Emerson

AUTHORIZE CHAIR TO SIGN OTHER CONTRACTS: YES:  X  NO:   If no, Who?  Jody Emerson

DESIGNATE PERSON TO SIGN WARRANTS (Chair of Finance Cmt):  Jody Emerson

DESIGNATE ALTERNATIVE PERSON TO SIGN WARRANTS:  When Organized

**LOCATIONS FOR POSTING AGENDAS & MINUTES: Town and City Clerk's offices, Front Porch Forum, CVCCSD website, Facebook Page.**

**AGREEMENT ON THE USE OF ROBERT'S RULES OF ORDER: YES: X NO:**

**DISCUSS CODE OF ETHICS: YES: X NO:**

**On a motion by Lyman Castle, seconded by Janna Osman, the Committee unanimously voted to Approve Code of Ethics**

**IDENTIFY COMMUNICATION PRACTICES: YES: X NO:**

**DISCUSS BOARD DEVELOPMENT OPPORTUNITIES: YES: X NO:**

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

**DESIGNATED NEWSPAPER(S): Times Argus**

**BOARD PACKET FORMAT: Electronic and Paper**

**Appoint SU/SD's Voting Delegate for Statewide Health Care Bargaining (Chair of Negotiations Cmt): TBD Upon organization of Negotiations Committee**

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.*