

**Addendum**  
**BUUSD Board Meeting**  
**August 14, 2024**

Superintendent Notes:  
August 14, 2024

Attached to my notes are the **Working Protocols** we worked on at our meeting on July 31st.

I received them on Friday night from Tracy so we can either make an amendment to the agenda Wednesday night to affirm or wait until the next meeting. I would be looking for affirmation of this agreement. Should you wish to have more discussion I would recommend you let the Chair or myself know so that I can make sure we have enough time on our agenda for your discussions.

**Convocation** will be Thursday, August 22, 2024, at 8am please let me know if you will attend so that I can reserve a space for you!

**Budget:** I am not asking for Board action Wednesday night to adopt a budget. I would like to suggest we try and adopt a budget at the meeting on August 21st. If there is a need for more discussion we must adopt on August 28th. The administration and I are taking into consideration the Board and community feedback and will continue to listen to Board and community feedback at the meeting. I am still researching the suggestions made by board members at the meeting for reductions.

I am presenting another budget for your consideration Wednesday night. This document also includes the running list of reductions made to this point over three budget votes.

As mentioned at the last meeting, I am reviewing positions that are vacant or unfilled and considering whether we should replace them at this time.

Curriculum Coordinator for Literacy: We will not fill this position at this time. The Director of Curriculum and myself will be conducting a review of needs in the Curriculum Office and after such review, we will have a better idea of how to staff this need.

Integration Specialist: Currently, there are two unfilled positions across the district. We will not fill one of the positions and when the other is filled we will

share this position amongst schools. Upon further review we will make a recommendation for staffing needs going forward.

Special Education: There are still many open support positions in special education but due to student need changes we do not anticipate filling all of these open positions.

Grants Manager: Due to the recent resignation of the person in this position, we will redistribute the Grant responsibilities to other departments and not fill this position.

### **ESSER funded positions**

Of the 15 ESSER funded positions in 2024, 6 are in the FY 25 General Operating Budget

Four of them have been eliminated and 5 are funded in other Grants.

Ten of the 15 were funded through other grants as far back as 2021.



**Barre Unified Union School District**

**Spaulding High School  
Central Vermont Career Center  
Barre City Elementary and Middle School  
Barre Town Middle and Elementary School**

*A rock solid education for a lifetime of discovery.*

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### **Board Operating Protocols**

To enhance teamwork among members of the board and between the board and the administration, BUUSD Board members publicly commit collectively and individually to the following operating protocols:

1. The board will represent the needs and interests of ALL the children in our district and all of our community members.
2. The board will lead by example. We agree to avoid words and actions that create a negative impression of an individual, the board, or the district. While we encourage debate and differing points of view, we will do it with care and respect.
3. Addressing issues:
  - a. Surprises to the board or the superintendent will be the exception, not the rule. We agree to ask the board chair or the superintendent to place an item on the agenda instead of bringing it up unexpectedly at the meeting.
  - b. All personnel complaints and criticisms received by the board or its individual members will be directed to the board chair, who will in turn share them with the superintendent.
  - c. Board requests of staff are to be directed to the superintendent.
4. The board will encourage others to follow the board policy on complaint procedures and present their concerns, problems, or proposals to the person who can properly and expeditiously address their issue.
5. To be efficient and effective, long board meetings must be avoided. If a board member needs more information, the superintendent and the board chair are to be called before the meeting. Audience participation protocol will be consistently practiced.
6. The board will consider research, best practice, public input, and financial impacts in their

decision-making.

7. The superintendent is the chief executive officer and should recommend, propose, or suggest on items that go before the board.
8. The board will speak to the issues on the agenda, not engage in inappropriate debate. Facts and information needed from the administration will be referred to the superintendent.
9. Study sessions will be for in-depth discussion on one or two agreed-upon topics.
10. When executive sessions are held, board members will honor the confidentiality of the discussions.
11. The board commits itself to continuous improvement through a yearly board retreat.
12. The board and superintendent will facilitate goal-setting for the school district.
13. The board will do their homework and improve their skills by attending board training and networking opportunities.
14. Individual board members do not have authority. Only the board as a whole has authority. We agree that an individual board member will not take unilateral action. The board chair or designee will be the board spokesperson.
15. When board members serve on various committees or attend committee meetings, their role shall be as liaison to the board and when addressing the committee, shall be as an individual.
16. The superintendent will manage the schools. The board will establish the vision, create policies, and assure accountability.

# Board Meeting Planner July - November 2024-2025

Meeting Details Agenda Template	Community Engagement/SWP	Budget/Fiscal	Policy	Board Education	Reports	Other Business	Standing Items	Superintendent Evaluation	New Hires
<a href="#">July 31 - 6 PM SHS (Special Mtg)</a>			<a href="#">VSBA Model Policy Page</a>			Superintendent-Board Working Agreements	Minutes, Warrants, New Hires		
<a href="#">August 7 - 6 PM SHS (Special Mtg)</a>				Open Meeting Law Training		Board Training - Open Meeting Law	Minutes, Warrants, New Hires		<a href="#">New Hire Information</a>
<a href="#">August 14 - 6 PM SHS</a>						Annual Fuel/Propane/Woodchip Contracts Approval (Lisa P) FY25 Budget Discussion	Minutes, Warrants, New Hires		<a href="#">New Hire Information</a>
<a href="#">August 21 - 6 PM SHS (Special Mtg)</a>		Budget Discussion					Minutes, Warrants, New Hires		<a href="#">New Hire Information</a>
<a href="#">August 28 - 6 PM SHS</a>		Budget and Warning Approval (FY25)				VISBIT Proxy (Multi-Line/Unemployment) Summer Project Update - (Jamie E.)	Minutes, Warrants, New Hires		<a href="#">New Hire Information</a>
<a href="#">September 11 - 6 PM SHS</a>				Sept. 7 Curriculum Cmt Mtg			Minutes, Warrants, New Hires		<a href="#">New Hire Information</a>
<a href="#">September 25 - 6 PM SHS</a>		Monthly Expenditure Report				Youth Risk Behavior Survey (YRBS) Presentation - PJ LaPerle/Dawn Poitras (SAP) Building/Superintendent Rpts	Minutes, Warrants, New Hires		<a href="#">New Hire Information</a>
<a href="#">October 9 - 6 PM SHS</a>							Minutes, Warrants, New Hires		<a href="#">New Hire Information</a>
<a href="#">October 23 - 6 PM SHS</a>		Monthly Expenditure Report		School Board/Superintendent Required Training through VSA/VSBA - Oct. 24 & 25 Lake Morey		Board Committees Discussion	Minutes, Warrants, New Hires		<a href="#">New Hire Information</a>
<a href="#">November 13 - 6 PM SHS</a>							Minutes, Warrants, New Hires		<a href="#">New Hire Information</a>
November 27 - 6 PM SHS		Monthly Expenditure Report Financial Management Questionnaire - (Lisa P.)	November 20th - Policy Cmt Mtg			Enrollment/Home Study CIA Plan Update Special Ed Staff/Child Count Data Rpt Discipline Data Building/Superintendent Rpts	Minutes, Warrants, New Hires		<a href="#">New Hire Information</a>

## FY25 BUDGET NARRATIVE-VOTE 4, September 17, 2024 Updated August 14, 2024

[Our Strategic Plan](#) guides the work of every member of our community.

General Fund Budget expense total of **\$53,502,338** an increase of **\$3,886,704** or **7.8%** higher than last year.

### **Ballot Language**

#### ARTICLE 1

*Shall the voters of the Barre Unified Union School District approve the school board to expend \$57,002,338, the amount the school board has determined to be necessary for the ensuing fiscal year? It is estimated that this proposed budget if approved, will result in education spending of \$11,088 per Long Term Weighted Average Daily Membership (LTWADM) per pupil spending.*

### **Tax Rate Calculation**

		REVOTE #4		
	FY2024	FY2025	VARIANCE	
General Fund Expenses	49,615,633	<b>\$53,502,338</b>	<b>7.8%</b>	
Expenses w/Grants	55,615,633	<b>\$57,002,338</b>	<b>2.5%</b>	
Revenues w/Grants	15,970,237	<b>\$15,936,936</b>		
Education Spending	39,645,396	<b>\$41,065,402</b>	<b>3.58%</b>	
Equalized Pupil/ LTWADM	2,205.25	<b>3703.48</b>		
Per Pupil Spending	17,978	<b>\$11,088</b>	<b>-38.32%</b>	
	116.4%	<b>112.1%</b>		
Tax Rate	1.164	<b>1.121</b>		
District Tax Rate with Discount (FY25 -\$.03)	1.164	<b>1.091</b>		
BC CLA	82.76%	<b>76.62%</b>		
BC Adjusted Tax Rate	1.407	<b>1.424</b>	<b>\$0.017</b>	<b>1.21%</b>
BT CLA	95.87%	<b>86.93%</b>		
BT Adjusted Tax Rate	1.214	<b>1.255</b>	<b>\$0.041</b>	<b>3.34%</b>

## **Proposed Reductions**

<b>Substitutes:</b>	<b>\$63,107</b>
<b>Supplies:</b>	<b>\$6,000</b>
<b>Gen Ed. Student Tuition:</b>	<b>\$20,000</b>
<b>Co-Curricular:</b>	<b>\$25,000</b>
<b>Travel/Conference:</b>	<b>\$50,000</b>
<b>4 to 5 Positions:</b>	<b>\$400,000</b>
<b>Grant Coordinator:</b>	<b>\$60,000</b>
<b>Transportation: <u>prek monitors</u></b>	<b><u>\$60,000-Reduce buses, midday</u></b>
<b>Total:</b>	<b>\$684,107</b>

*Vote 1 11.6% Proposed budget-Failed*

**Vote 2 Reductions, \$720,197, See below:**

Tech Ctr Tuition Reduction	\$31,639
SHS Behavior Interventionist	\$60,000
Leased Vehicle	\$20,000
Directors Phase 2 Increase on Metric	\$43,456
2nd Electrician	\$80,000
SHS SRO	\$50,000
SEA Barn Contracted Serv.	\$20,000
1 SEA Teacher-New Position	\$100,000
1 Special Educator-New Position	\$100,000
Travel/Conference-District-wide	\$62,100
Grant Writer Elevate Grant Coordinator	\$30,000
Facility back to \$.75/sq ft	\$123,000
	\$720,195
Additional Tax Stabilization	\$686,450



### **Vote 3 Reductions: \$473,891, See below:**

#### *Reduction during 5/21/24 Finance Committee Meeting*

SHS Tech Tuition, Overchrg credit in FY25	\$ 53,910.00
SHS Gen Instruction Course Reim	\$ 6,000.00
SHS Contracted Services	\$ 20,000.00
SHS Art Supplies	\$ 2,250.00
SHS Art Dues	\$ 100.00
SHS Health and Wellness Supplies	\$ 1,900.00
SHS Music Temp Wages	\$ 2,500.00
SHS Music Uniforms	\$ 500.00
SHS PE Supplies	\$ 1,000.00
SHS English Books	\$ 1,000.00
SHS Science Books	\$ 500.00
SHS Field Trips	\$ 500.00
SHS Phoenix Supplies	\$ 250.00
SHS Co-Curric Supplies	\$ 500.00
SHS School Counselor Printing	\$ 300.00
SHS School Counselor Field Trips	\$ 1,000.00
SHS Principals Repairs and Maint	\$ 500.00
SHS Principals Postage	\$ 4,000.00
SHS Principals Printing	\$ 2,000.00
SHS Facility Snow Removal	\$ 5,000.00
SHS Facility Rubbish	\$ 2,000.00
SHS Facility Repairs and Maint	\$ 5,000.00
SHS Facility Telephone	\$ 500.00
SHS Facility Propane	\$ 2,000.00
SHS Facility Fuel Oil	\$ 10,000.00
	<b>\$ 123,210.00</b>

BC Social Worker, Project Serv to cover this ESSER position	\$ 100,000.00
BC Student Tuition	\$ 150,000.00
BC Gen Instr Sub Wages	\$ 20,000.00
BC Gen Instr Contr Srvcs	\$ 6,000.00
BC Gen Instr Supplies	\$ 2,000.00
BC Art Supplies	\$ 1,000.00

BC Music Books	\$ 400.00
BC School Counselor Supplies	\$ 500.00
BC Pysch Services	\$ 10,000.00
BC Behavior Support Contr Srvcs	\$ 10,000.00
BC Library Contr Srvc	\$ 1,000.00
BC Principals Advertising	\$ 1,500.00
BC Principal Dues	\$ 500.00
BC Principal Bank Fees	\$ 300.00
BC Co Curric Transportation	\$ 10,000.00
BC Long Term Debt	\$ 5,000.00
BC Facility Sub Wages	\$ 3,000.00
BC Facility Snow Removal	\$ 3,000.00
BC Facility Telephone	\$ 500.00
BC Facility Custodial Supplies	\$ 2,000.00
BC Facility Propane	\$ 15,000.00
	<b>\$ 341,700.00</b>

BT Transportation for field trips, historically have not spent down this line	\$ 10,000.00
BT Textbooks	\$ 15,000.00
BT General Ed Contracted Services	\$ 5,000.00
BT Student Tuition	\$ 5,000.00
BT Health and Wellness Supplies	\$ 250.00
BT World Language Supplies	\$ 200.00
BT Music Repairs and Maint	\$ 500.00
BT Design Lab Supplies	\$ 3,000.00
BT School Counselor Contracted Services	\$ 2,500.00
BT Health Supplies	\$ 500.00
BT Library Repairs and Maint	\$ 200.00
BT Principals Contracted Services	\$ 2,000.00
BT Principals Repairs and Maint	\$ 500.00
BT Principals Postage	\$ 1,000.00
BT Facility Sub Wages	\$ 3,000.00
BT Facility Sewer	\$ 3,000.00
BT Facility Snow Removal	\$ 3,000.00
BT Facility Repairs and Maint	\$ 5,000.00
BT Facility Telephone	\$ 500.00
BT Facility Propane	\$ 500.00
BT Facility Woodchips	\$ 10,000.00

	<b>\$ 70,650.00</b>
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SEA supplies	\$ 10,000.00
SEA Maint. supplies	\$ 10,000.00
Sped Para Course Reimb	\$ 2,000.00
BI Courses Reimb	\$ 3,000.00
Sped Field Trips	\$ 2,000.00
Sped SLP Assist	\$ 4,877.00
Sped SLP Dues	\$ 1,000.00
Sped Postage	\$ 250.00
Sped Supplies	\$ 1,000.00
Sped ECSE BI Wages	\$ 2,000.00
Sped ECSE ESY Teacher	\$ 1,500.00
Sped ESCE ESY Para	\$ 11,000.00
	<b>\$ 48,627.00</b>

Board Advertising	\$ 1,000.00
Business Office Postage	\$ 1,000.00
Business Office Supplies	\$ 3,000.00
Business Office Bank Fees	\$ 1,000.00
Human Resources Sub	\$ 4,000.00
Human Resources Advertising	\$ 5,000.00
Human Resources Dues	\$ 800.00
Tech Instructional Equipment	\$ 25,000.00
Tech Course Reimb	\$ 1,200.00
Tech Training	\$ 2,500.00
Tech Repairs and Maint	\$ 4,500.00
Tech Books	\$ 500.00
Tech Ink Toner	\$ 5,000.00
Tech Audio Visual	\$ 9,000.00
Early Ed Admin Supplies	\$ 500.00
Curric Supplies	\$ 10,000.00
Curric Books	\$ 1,000.00
Curric Dues	\$ 500.00
Facility Water Sewer	\$ 700.00
Facility Repair and Maint	\$ 500.00
Facility Constr Srv	\$ 20,000.00

Facility Electricity	\$ 2,500.00
SEA Facility Snow Removal	\$ 1,100.00
SEA Facility Constr	\$ 2,500.00
SEA Facility Telephone	\$ 500.00
SEA Facility Maint Supplies	\$ 10,000.00
SEA Facility Propane	\$ 1,000.00
SEA Facility Equipment	\$ 5,000.00
	<b>\$ 119,300.00</b>

### *Items added at the 5/29/24 Board Meeting*

BT CoCurricular	\$45,000
BT CoCurric. Contr Serv.	\$1,500
BT CoCurric. Supplies	\$1,000
SHS Substitute	\$38,107
BC Intervention	\$1,039
BC CoCurric. Contr Serv.	\$2,500
BC Graduation	\$1,100
Spec. Ed. Tuition Reimb.	\$45,000
ECSE Tuition Reimb.	\$4,000
SHS Supplies	\$6,000
Tech Communication	\$8,000
SEA Electricity	\$10,000
BT Tech Ed. Supplies	\$3,000
Travel & Conf.	\$62,100
BC Postage	\$2,250
	<b>\$230,596</b>

**Vote 4 Reductions proposed: \$684,107**

**Total Reductions from vote 1-4: \$1,878,193 If approved at currently proposed 7.8%**

### **Local School District Comparison**

<b>District</b>	<b>LTWADM</b>	<b>Tax Rate (Discounted)</b>
<b>BUUSD</b>	<b>11,088</b>	<b>\$1.09</b>
<b>Montpelier/Roxbury</b>	<b>13,754</b>	<b>\$1.29</b>
<b>Echo Valley</b>	<b>10,466</b>	<b>\$1.06</b>
<b>Paine Mountain</b>	<b>11,641</b>	<b>\$1.17</b>
<b>Orange Southwest</b>	<b>12,847</b>	<b>\$1.29</b>
<b>Harwood</b>	<b>15,250</b>	<b>\$1.45</b>
<b>Rutland City</b>	<b>12,408</b>	<b>\$1.25</b>