

# BARRE CITY SCHOOL DISTRICT

## REGULAR SCHOOL BOARD MEETING

Barre City Elementary and Middle School –Library

September 12, 2016

Staff Reception- 5:30 p.m.

Regular Meeting – 6:00 p.m.

### MINUTES

#### BOARD MEMBERS PRESENT:

Sonya Spaulding – Chair  
Jim Carrien – Vice Chair  
Tyler Smith - Clerk  
Michael Deering  
C. Sedillia Jenkins  
Andrew McMichael

#### BOARD MEMBERS ABSENT:

Joe Blakely  
Giuliano Cecchinelli, II  
Anita Chadderton

#### ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent  
James Taffel, Principal  
Pierre Laflamme, Assistant Principal  
Stacy Anderson, Director of Special Services

#### GUESTS PRESENT:

Video Vision Tech	Dave Delcore-Times Argus	Amelia Abraham	Traci Clark	Venus Dean
Spencer Horchler	Emily Lajeunesse	Courtney Lange	Kris Pavek	Kim Tewksbury

#### **1. Call to Order: Pledge of Allegiance**

The Chair, Mrs. Spaulding, called the Monday, September 12, 2016, Regular meeting to order at 6:02p.m., which was held at the Barre City Elementary and Middle School Library. The flag salute followed.

#### **2. Additions and/or Deletions to the Agenda**

Add 5.7 Open Board Seat  
Add 9.2 Student Matter  
Add 9.3 Personnel Matter

#### **3. Visitors and Communications**

##### **3.1 New Staff Introductions**

Mrs. Anderson and Mr. Taffel introduced new staff members and provided a brief overview of their experience. The Board welcomed new staff to BCEMS and thanked them for their attendance at the reception and meeting. It was noted that not all new staff members were able to attend this evening's meeting.

##### **3.2 Report on the BCEMS Garden (Kris Pavek)**

Kris Pavek addressed the Board and provided an update regarding recent enhancements to the BCEMS perennial garden. TLC Landscaping has completely refurbished the garden. This generous donation was made in memory of students and staff who have passed away. Additionally, Tosi Granite will donate etching of paving stones. A stone will be etched in memory of each of the 9 students and 2 staff members (Kimberley Douse and Trish McVeigh) who have passed away. The family of Abigail Haigh, who passed away shortly after graduating from BCEMS, will be donating Adirondack chairs in Abby's memory. Ms. Pavek advised that fencing (around the flat bed garden) is necessary to eliminate the problem of damage caused by wildlife. Ms. Pavek is currently seeking bids for the stone project and fencing, and is actively seeking donations to cover the total cost of these projects. It is hoped that the project will be completed before next spring. There should be no cost to BCEMS. Mr. Taffel recognized Ms. Pavek for her dedication, commitment, and getting students invested in the garden project.

### **3.3 8<sup>th</sup> Grade Award Proposal**

Mr. Pandolfo read a letter from Carlotta Perantoni regarding creation of an awards program for students involved with sports outside of school sports programs (BYSA). Mrs. Perantoni would like to see that those students are recognized for their achievements. Mrs. Perantoni offered to be the liaison in coordinating this program. It was noted that unlike BTMES, BCEMS does not currently have a program to recognize athletes. The Board would like this matter researched further and agreed to have administrative staff look into the matter further.

## **4. Approval of Minutes**

### **4.1 Approval of Minutes – August 8, 2016 Regular Meeting**

**On a motion by Mr. Deering, seconded by Mr. Carrien, the Board unanimously voted to approve, as amended, the Minutes of the August 8, 2016 Regular Meeting.**

## **5. New Business**

### **5.1 Resign/Retire/New Hire**

No action is necessary.

### **5.2 Act 46 Report Review & Comment**

Draft 7 of the Barre Unified School District Act 46 Study Committee Final Report was distributed. Mr. Pandolfo advised that Draft 7 was created based on input from the September 8, 2016 Act 46 Committee Meeting. Feedback from the Agency of Education, City and Town Clerks, and Counsel, has been incorporated into the report. The State Board of Education will review the final version. Though the Act 46 Study Committee will make the final approval, review and comment by the BCEMS Board is required. Board Members should submit written comments prior to the Act 46 Committee Meeting on September 22, 2016. Mrs. Spaulding advised that page 4 contains the Summary of the Committee Findings and Recommendations, and that the remainder of the report supports the Committee's findings. Mrs. Spaulding advised that much work and thought went into the process and encouraged all Board Members to read the report. Board Members were advised that they could address questions with any Committee Member. Additionally, Mrs. Spaulding advised that the Committee is actively working on community outreach and encourages Board Members to share information with members of the community. Additional discussion included Survey #2 (approximately 360 responses thus far), board make-up (4 BC/4 BT/ 1 At-large), regular updates to all boards, the requirement that the new district's name include 'Unified Union', and a reminder that consolidation impacts boards, policy and budgets, and does not include consolidation of students. Mr. Delcore of the Times Argus was thanked for helping to educate the community.

### **5.3 Act 46 Ballot Warning Approval**

A copy of the Draft Warning was distributed. Mr. Pandolfo provided an overview of the document and advised that he is seeking approval from the BCEMS and BTMES Boards, as well as the Act 46 Committee. Mr. Pandolfo proceeded to provide a detailed explanation of board seats, including terms and overlap of responsibilities for members who are temporarily on 2 boards. Mr. Pandolfo also provided an overview of the consent form.

**On a motion by Mr. Carrien, seconded by Mr. Smith, the Board unanimously voted to approve the Warning for the November 8, 2016 vote (Articles I and II).**

### **5.4 FY 18 Budget Development**

A document titled 'Barre Supervisory Union BCEMS/BTMES/SHS-CVCC Budget Development Schedule for FY 2018' was distributed. The schedule is similar to last year's schedule, but does include changes due to the impact of Act 46. Act 46 will have an impact on the budget process whereas there will be only 1 budget, as opposed to the current 4. As with past budgets, Administrative personnel will begin their review in September. It was noted that version 1 of the draft budget will show BCEMS expenses. Version 2 of the budget will show the district budgets combined. This process is very similar to the budget process used for Special Education and Transportation expenses, under Act 153. The Tri-Board meeting on October 13, 2016 will include discussion and training relating to creation of a single, district wide budget. Additional meetings scheduled for October include; October 6<sup>th</sup> – Act 46, October 10<sup>th</sup> – BCEMS, and October 20<sup>th</sup> – SHS.

### **5.5 Truant Officer Appointment**

A document titled 'Title 16 Education, Chapter 25 ATTENDANCE AND DISCIPLINE §1125 was distributed. Mr. Pandolfo provided a brief overview of the requirement that the Board appoint a Truant Officer. Mr. Pandolfo recommended that Assistant Principal, Pierre Laflamme, be appointed to the position of Truant Officer.

**On a motion by Mr. Carrien, seconded by Ms. Jenkins, the Board unanimously voted to appoint Pierre Laflamme, as Truant Officer for Barre City Elementary and Middle School.**

### **5.6 Fuel Bid Recommendation**

A document titled 'RFP Results for FUEL OIL, PROPANE, and WOOD CHIPS' was distributed. Mr. Pandolfo provided an overview and advised regarding his recommendation for the purchase of fuel.

**On a motion by Mr. Carrien, seconded by Mr. Smith, the Board unanimously voted to accept the Superintendent's recommendation and agreed to purchase fuel from Conti Oil (fuel oil), Irving (propane), and Catamount (wood chips).**

### **5.7 Open Board Seat**

Mrs. Spaulding advised that Mrs. Chadderton has resigned from the Board. Mrs. Chadderton was thanked for her many years of dedicated service. Mrs. Spaulding advised that Board Members should assist with recruitment to fill the position. The position will be advertised. Interested individuals should send their letter of interest to Debbie Gibson at the Supervisory Union.

### **6. Old Business**

#### **6.1 Second and Final Reading of BSU Role and Adoption of School Board Policies (A1)**

A copy of the policy was distributed. Mrs. Spaulding provided a brief overview.

**On a motion by Mr. Smith, seconded by Mr. Carrien, the Board unanimously voted to approve the Second and Final reading and ratify the BSU Role and Adoption of School Board Policies Policy (A1).**

#### **6.2 Second and Final Reading of BSU Grade Advancement; Retention, Promotion, and Acceleration of Students (G9)**

A copy of the policy was distributed. Mrs. Spaulding provided a brief overview.

**On a motion by Mr. Carrien, seconded by Mr. Deering, the Board unanimously voted to approve the Second and Final reading and ratify the BSU Grade Advancement; Retention, Promotion, and Acceleration of Students Policy (G9).**

#### **6.3 Facility Project Update**

Mr. Pandolfo read a report from Facilities Director Jaime Evans, providing an overview of facility projects at BCEMS. The report included information on recent safety inspections (all went smoothly), completion of the new front entry, new office flooring, and installation of the new (more efficient) boiler. Additionally, the report advised regarding future work; enhancements to the main office door crash bar, security speaker sound quality improvement, and boiler controls work. Mr. Walker was commended for his assistance with installation of the boiler and maintenance personnel were recognized for their efforts over the summer.

#### **6.4 Heat Controls Bid Recommendation**

Three documents were distributed; 'RFP Results for HVAC Controls-Waiver Requested', a letter from Business Manager Lisa Perreault, to Cassandra Ryan, (dated July 28, 2016), and a letter from Cassandra Ryan, School Construction Program, to Lisa Perreault (dated August 2, 2016). Mr. Pandolfo provided an overview of the RFP process and request for waiver. The Superintendent recommends contracting with TCV(Temperature Controls of Vermont) for the Automated Logic HVAC Controls Upgrade.

**On a motion by Mr. Smith, seconded by Mr. Carrien, the Board unanimously voted to approve the Superintendent's recommendation and agreed to contract with TCV (Temperature Controls of Vermont) for the Automated Logic HVAC Controls Upgrade.** Mr. Carrien advised he will provide an update on the bond at the next Committee meeting.

#### **6.5 Door Access Control System Bid Recommendation**

A document titled 'RFP Results for Installation of Access Control System with Electronic Door Strikes' was distributed. It was noted that controls will be installed on approximately 11 doors. The system should be functioning this fall. Mr. Carrien recommends that existing doors be re-keyed. It is the Superintendent's recommendation to contract with Integrity Communications for the Access Control System at BCEMS.

**On a motion by Mr. Carrien, seconded by Mr. Deering, the Board unanimously voted to approve the Superintendent's recommendation and agreed to hire Integrity Communications for the Access Control System at BCEMS.**

### **7. Board Reports**

#### **7.1 Superintendent**

A copy of the Superintendent's report dated September 5, 2016 was distributed. The report included information pertaining to; the actions of the Act 46 Study Committee, Universal Pre-K (Act 166), School Opening, and the Aesop system (automated leave and substitute management system). A copy of the Barre Act 46 Timeline was also distributed as part of the report. Additionally, Mr. Pandolfo provided an update on Act 166, including payments to qualified centers, the wait list, transition of some BCEMS students to the BTMES program, and a back log on background checks and finger printing. The substitute management system is in place resulting in time savings and a reduction in paperwork. School opening went smoothly.

#### **7.2 Principals Report**

A copy of the Co-Principals' Report for September 2016 was distributed. The report included information pertaining to; the opening of school, Open Houses (Pre-K and Kindergarten), staff, establishment of classroom norms, math and literacy assessments, Developmental Designs (integration of social and academic learning), the Back to School night for middle school families, the Summer Reading celebration, school picture day, and the Pre-K – 4 Open House scheduled for Thursday, September 22, 2016.

Additionally, Mr. Taffel advised regarding the smooth school opening, new security procedures, and success of the new summer reading program (much credit goes to Karen Heath). Mrs. Spaulding is very pleased with the PE class pertaining to 'how to play at recess'.

### **7.3 Committee Reports**

**Policy** – Minutes from the August 23, 2016 Policy Committee meeting were distributed. The next meeting will include continuation of the review of existing policies, including HIV (may be rescinded) and the homework policy.

**Curriculum** – Future discussion will include transition of alternative programs back to BCEMS and length of the school day.

**Facility/Security** – The next meeting will be on October 3, 2016 at 5:30 p.m.

**Finance** – The next meeting will be on September 22, 2016 at 5:30 p.m. in the conference room.

### **7.4 Financial Report**

The BCEMS Expense Budget Status Report was distributed. It was noted that though it is early in the year, the budget looks good thus far. In response to queries pertaining to special education line items, it was agreed that the Business Manager would be contacted regarding moving items to the SU budget.

## **8. Round Table/Future Agenda Items and Upcoming Committee Meetings**

Mr. Deering advised regarding required playground maintenance.

Mrs. Spaulding advised regarding the PTO Walk/Run/Fun event. This is a school wide fundraiser that assists with paying for classroom activities and field trips. Students will be out in the community looking for sponsors for this event. Donations can also be made on-line. The event will take place on September 30, 2016 and will include healthy snacks and prizes for the students. The theme for this year's event is 'super heroes'. Additionally, Mrs. Spaulding requested that some sort of student presentation be included on the November agenda.

#### Upcoming Committee Meetings:

Policy – September 21, 2016 at 5:00 p.m.

Finance – September 22, 2016 at 5:30 p.m. in the conference room

Curriculum – September 26, 2016 at 5:30 p.m.

Facility and Transportation – October 3, 2016 at 5:30 p.m.

## **9. Executive Session**

### **9.1 Labor Relation Agreements**

### **9.2 Student Matter**

### **9.3 Personnel Matter**

Items proposed for discussion in Executive Session include Labor Relation Agreements, a Student Matter and a Personnel Matter.

**On a motion by Mr. Carrien, seconded by Mr. Smith, the Board unanimously agreed to find that premature general public knowledge of the items proposed for discussion would clearly place Barre City Elementary and Middle School at a substantial disadvantage should the discussion be public.**

**On a motion by Mr. Smith, seconded by Ms. Jenkins, the Board unanimously voted to enter into Executive Session at 8:02 p.m., with Mr. Pandolfo in attendance, under the provisions of 1 VSA section 313 to discuss the items proposed for discussion.**

The remaining information was provided by the Board Clerk.

**On a motion by Mr. Carrien, seconded by Mr. Deering, the Board unanimously voted to exit Executive Session at 8:27p.m.**

**On a motion by Mr. Deering, seconded by Ms. Jenkins, the Board unanimously voted to approve the Superintendent's recommendation regarding an employee matter.**

## **10. Adjournment**

**On a motion by Mr. Carrien, seconded by Mr. McMichael, the Board unanimously voted to adjourn at 8:28 p.m.**

Respectfully submitted,

*Andrea Poulin*