

BARRE SUPERVISORY UNION  
REGULAR BOARD MEETING

Spaulding High School  
Library  
155 Ayers St., Barre, VT

June 15, 2017  
6.00 p.m.

AGENDA

1. **Call to Order**
2. **Additions or Deletions to the Agenda**
3. **Public Comment**
4. **Approval of Minutes**
  - 4.1 Regular Board Meeting – May 18, 2017
5. **New Business**
  - 5.1 Resign/Retire/New Hire
  - 5.2 Approval to apply for Consolidated Federal Programs Grant
  - 5.3 Board Communication
6. **Old Business**
  - 6.1 Transportation Update
  - 6.2 Labor Relations Negotiations
7. **Other Business as Needed**
8. **Reports to the Board**
  - 8.1 Superintendent
  - 8.2 Committee Reports
    - 8.2.1 Policy (Meeting Minutes May 15, 2017)  
**Next Meeting:** Monday, June 19, 2017 at 6:00 p.m. in the BSU 2nd Floor Conference Area
    - 8.2.2 Curriculum (Meeting Minutes May 22, 2017)  
**Next Meeting:** Monday, June 26, 2017 at 5:30 p.m. in the SHS Library
    - 8.2.3 Negotiations (Meeting Minutes April 27, 2017)  
**Next Meeting:** TBD
  - 8.3 Financials
9. **Executive Session (if needed)**
  - 9.1 Personnel
10. **Adjournment**

**Reminders:**

Next Supervisory Union #61 Board Meeting:	July 20, 2017
Next Barre City School Board Meeting:	July 10, 2017
Next Spaulding High School Board Meeting:	July 6, 2017
Next Barre Town School Board Meeting:	July 5, 2017

### BOARD MEETING NORMS

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

**BARRE SUPERVISORY UNION #61 SCHOOL DISTRICT  
REGULAR BOARD MEETING  
Barre Supervisory Union – Spaulding High School Library  
May 18, 2017 - 6:00 p.m.**

**MINUTES**

**BOARD MEMBERS PRESENT:**

J. Guy Isabelle (SHS) - Chair  
Giuliano Cecchinelli, II (BC) – Vice Chair  
Alice Farrell (BT) - Clerk  
Chad Allen (BT)  
Anthony Folland (SHS)  
Paul Malone (SHS)  
Tyler Smith (BC)  
Sonya Spaulding (BC)

**BOARD MEMBERS ABSENT:**

Jennifer Hutchinson (BT)

**ADMINISTRATORS PRESENT:**

John Pandolfo, Superintendent

**GUESTS PRESENT:**

Video Vision Tech

**1. Call to Order**

The Chair, Mr. Isabelle, called the Thursday, May 18, 2017, meeting to order at 6:02 p.m., which was held at the Spaulding High School Library.

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

- 5.3 Transportation Issues Barre Town
- 5.4 Email direct notifications to Parents from School

**3. Public Comment**

No Public Comment

Mr. Isabelle shared a couple comments. Congratulations to the Spaulding High School and Barre City Elementary schools for passing budgets. Thanks for all the hard work involved to pass those. Turn out not great but hope it means they have a lot of confidence in you as a school board member that was elected by public. Thank you.

John and chad presented at VSA and VSBA conference and did a great job. Thank you. There was a lot of really good information available regarding new contracts and Act 46. Thanks to both.

**4. Approval of Minutes**

**4.1 Approval of Minutes – April 20, 2017 Regular Meeting**

On a motion by Mr. Malone, seconded by Mr. Smith, the Board unanimously voted to approve the Minutes of the April 20, 2017 Regular Meeting.

**4.2 Approval of Minutes – May 1, 2017 Regular Meeting**

On a motion by Mr. Allen, seconded by Mr. Malone, the Board unanimously voted to approve the Minutes of the May 1, Special Meeting.

**5. New Business**

**5.1 Resign/Retire/New Hire**

Resumes and BSU Notification of Employment Status forms for Nealee Thibault, Patricia Petraro, and Matthew Parkes Martino were distributed.

Mr. Pandolfo provided an overview of Ms. Thibault’s education and experience for the position of Special Educator at Spaulding High School as replacement for Mrs. Caouette-Delallo but as Special Educator position. Mr. Isabelle questioned number of applicants this

year requesting no contact with previous employer. John confirmed they are contacted prior to his interview but not early in the process. Mr. Pandolfo added that our teachers have returned letter of intent and most districts consider letter of intent the same as being under contract and interview or offers should not be made. Permission granted to employee at this point if they want to interview need to request to be released from contract. Bargaining agreement right now allows they can request for release if before June 1<sup>st</sup>. Superintendents across the board agree that they won't interview someone under contract.

**On a motion by Mr. Malone, seconded by Mrs. Spaulding, the Board unanimously voted to approve the hiring of Nealee Thibault.**

Mr. Pandolfo provided an overview of Ms. Petraro's education and experience for the position of Special Educator at Spaulding High School for replacement of Ms. Themistocles. Mr. Malone asked if Don McMahon is lead interviewer involved in interview process for SHS. Mr. Pandolfo shared that Don leads the interview committee. He's always involved and usually the Dept. Head. Any licensed candidate chosen from that interview then are recommended for interview by John. Don fills in the role as Superintendent if Johns not available.

**On a motion by Mr. Folland, seconded by Mr. Smith, the Board unanimously voted to approve the hiring of Patricia Petraro.**

Mr. Pandolfo provided an overview of Mr. Martino's education and experience for the position of Special Educator at Spaulding High School as replacement for Ms. Accles.

**On a motion by Mr. Malone, seconded by Mrs. Farrell, the Board unanimously voted to approve the hiring of Matthew Parkes Martino.**

### **5.2 Superintendent Contract**

A document titled 'Superintendent Contract Barre Supervisory Union Barre, Vermont' was distributed. John emailed revision with highlights of changes. Mr. Pandolfo provided a walk-through of changes. Dates changed from last year to upcoming year. #4 Salary – Changed dates and previously these were 2-year contract and one line in contract refers to salary for 2<sup>nd</sup> year. That line deleted. Health Insurance: Recommendation of HR state as you see it coverage same as 1<sup>st</sup> half VHP Plan 2<sup>nd</sup> fiscal year settled will be same as teacher negotiated agreement. Administrative contracts will also be based off this. Insurance for non-unionized has been same as teacher agreement. Once it's known the language will be spelled out. Professional dues back to 100%. John shared this is standard across state from his research. Dr. Bacon's last year was reduced to 50%. He didn't take part because of the expense. John was back and forth with Board of Superintendent and Board Chair and have always had 100% of dues paid. Contract wasn't updated but practice has been 100%. Clean copy available if board decides to sign. Mr. Isabelle emailed recommendation and thanked Chad for thorough evaluation. Administrator contracts to be discussed in exec session. Mr. Pandolfo suggested this could be completed in Executive Session as other contracts will be too. Board agreed to discuss in Executive Session.

### **5.3 Transportation issues at BT**

Mr. Pandolfo handed out copies of article in Times Argus and gave overview of situation including history of past, present and future. It has become a significant issue at BT in terms of canceling routes for lack of drivers. History, BT has always owned own buses and organized its own transportation system where as BC has always contracted services. In 2010, Act 153 passed and the purpose was to require consolidation of some parts of operation of supervisory unions. One being transportation and two being Special Services under Supervisory Unions instead of under districts implemented in timeline of 2013 or 2012. We had waivers to not need to do formal consolidation until this coming or this past year. When I stepped into office the waiver Dr. Bacon submitted was denied and needed to be fully implemented by 7/1/16. We receive another waiver to have implementation of single method of transportation which would be everyone using contracted services. That was our plan to move forward with this and requested July 1, 2017 as date to be implemented and Secretary of Education granted that. We're currently working on merger and toward getting contract service agreement in place for BT using STA to provide service. For 3 years now they've provided for BC very reliably, good relationship. Past year STA contracted services for Supervisory Union Special Services type transportation. Back in 2010, 2011, 2012 because of Act 153 there was a lot of discussion with BT community about merging and going to contracted services. Community strongly liked what they had. Now, we're forced by state to really look at it. By going to contracted serves we'll save money and a significant amount. Couple classroom teachers with CDLs are helping to sub routes when short staff. Toward end of last year into this we started getting more and more shortage on drivers and canceling more routes. Takes a long time to train, we pay to train them and pay their CDL. It's a good system. Some people been with BT for years and as it becomes apparent of the transition drivers wonder do I want to work for another company or look elsewhere. Medical reasons for being out have increase. Cultural climate plays role. Finding out drug testing is part of process sends some out the door after we've invested in them. We've gotten to point for Robo-calls being needed to cancel routes. The school does refrain until they're absolutely sure they have to and have utilized everyone possible. Short notice calls in are a factor in last minute decisions for canceling route. They've tried to spread around to even out any burden so the same families aren't always affected by this. STA has helped cover routes. There's a National shortage for drivers and in the state. Families have been very patience but we've reached a limit. Administrators are really doing everything they can. STA gets a lot of credit for support provided in the past as well the last few weeks reaching out to their customers to analyze routes to help with drivers. Elem. School runs longer than middle school runs. There are less routes for Middle school so Elementary has taken brunt of

cancellations. Currently there's no one available to sub and Middle school is short one route. Goal is trying to plan as far ahead as possible. With 5-6 weeks left of school we're beyond bringing in new drivers. Too short of notice and need to know way ahead at least a week ahead these routes will be canceled. Chad and John spoke with Times Argus. Doing best they possibly can but understand frustration families are having. Paul Malone took 5 calls. Concerns shared - Robo calls timing were too short of notice, broken down buses, who stays with student for parents to arrive. Could volunteers? John shared all need to be fingerprinted background check to stay with students. Are we as school district obligated to provide elementary school transportation for all. John believes legal short answer is no but could be argued in a lot of ways. If not required who determines who rides and who doesn't. Has been Administration John believes. SHS doesn't provide transportation. Board or voters made decision to provide transportation when union district formed. Chad added that we're thankful for STA and all the work they're doing Administrators are not giving up and continue to work for solutions. It's not one person working it's a whole team and we understand how frustrating, inconvenienced, and upsetting this issue has been. They will continue working to reduce frustration. Alice heard conversations about billing school to transport their children and it came up at the policy meeting. Most expressing frustration and anger about it but it doesn't solve it. She finds talking and reasoning with parents they tend to understand the difficult process. She suggests with this chatter we should prepare to reason with that. Paul wonders if these issues go away next year with a contracted service. John said with assumption that STA will take over in working with BC for last 3 years they've never canceled a route. The transition is causing many drivers to go elsewhere. STA has met with drivers, given information, provided applications. The way it was worded in paper to STA it seemed they weren't doing what they could to give assurance drivers will have positions with them. John didn't read article that way but they did. He suggested the Board prepare communication showing support to STA. Guy stated with their excellent track record with BC says a lot. Challenges are different for company who do it for a business. He feels their record speaks for itself and follow up with letter would be great.

**On a motion by Mr. Malone, seconded by Mr. Allen, the Board unanimously voted to approve a letter from the Board with intent that STA has done a great job for us and they have our mutual admiration and respect in the work they'll be able to do to solve the problem.**

Chad added the problem of drivers not having a job had no negative effect on STA. They've been nothing short of very helpful. He noted nothing negative toward STA during the Times Argus interview and they've been very helpful. John added STA has been very willing to employ any of our drivers. For the drivers, the issue of moving to a different employer is difficult but that's up to the individual driver. Believes that's where the misunderstanding comes in. Chad added its one of 3 or 4 factors not the only issue. Issues were there way before deciding to go with contracted Services.

#### **5.4 Email Notifications to parents directly**

Sonya Spaulding requesting schools to email parents as whole school. Pushing this issue because most parents have email and it's a more direct way to make contact. Students are not always responsible to get home notices or in a timely manner and direct communication would be nice. John shared there is a system in place through IC called messenger but have run into problems because Gmail we use allows a limited amount of emails sent out. Diane Stacy was looking into a separate server as a work around. We've had it in place in pockets. Amount of work for Tech Dept. has kept this from top of list. Sonya appreciates that and feels this is an important piece of communication to fix. Parent involvement needs direct communication. John agreed and knows individual teacher keep email lists and send things out. But isn't mandatory they do this and emails change daily. Student IC system has all information and is maintained daily with email changes and using that system would be most accurate. No answer now on where it's at in terms of moving forward. John will check on it. This has resurfaced because the Co-principal Parent forum had two parents. Sonya one and parent rep the other. Sonya wonders how many parents didn't get notification or got it late. She feels it's an old fashion way to communicate with paper and isn't done in a timely manner. Guy asks if there was a Daily online bulletin board. John mentioned Facebook pages are used and posts to Front Porch Forums are used. Bulk text messaging has been discussed. Paul asked about Proficiency Based Learning aspect to increase communication. Sonya can use if looking at grades but more it's more of an individual communication. John advised it's been 4 years since IC was implemented. His vision was it would be in place within first 6 months. Chad asked if Facebook have option to send out. Sonya shared you could boost post, set radius, and boost post to hit within that radius anyone with Facebook. John felt randomly hitting everyone around a radius on Facebook could present problems of its own. Guy remembers daily announcement in morning can those be posted. SHS does post their bulletins on their website but not BT or BC. People need to access to see it and unfortunately, some will some won't. Alice asked about school calendar on website with events. John shared even with that the request is looking for more direct contact with parent. He feels it's a capacity issue not personnel issue. Sonya requested addressing again at a later date. John will speak with Diane again and would prefer to email as soon as he has updates and a goal in mind.

## **6. Old Business**

### **6.1 Tri-Board Retreat Planning**

A document titled 'Potential Agenda Items for June 8 Tri-Board Meeting' was distributed.

Act 46 - next steps. Donna Rousse is available to speak if you want to discuss Act 46. Only reason to wait is to see what other districts going forward. There's a June 20<sup>th</sup> Merger Vote Montpelier/Roxbury and Danville/Cabot/Marshfield-Plainfield. Understand Legislative adjustments. We can have discussion on where do we want to go from here or maybe it's not the time. Sonya discourage talks about ACT 46 as it's not a good use of our time. If BC board doesn't want to do anything it'd be a short conversation. John wrote up

questions might need answered for Nov 1<sup>st</sup> obligation to be met. Might be good time with all boards together and get final questions answered. Guy shared a question from the Panel "What do you want your school to be? He turned it around and asked himself "What is our school?" Is there a clear vision? Theory of action, Strategic planning. What does this mean? Are we on same path with clear vision and if we are what is it? All retreats across the boards have been different. John spoke of all boards being together and discussing same questions in same room. Paul agreed this is a good way to go. What is Admin working on the boards want to monitor? What are the Boards roles and responsibilities? How will boards work with community engagement? Sonya reviewed evaluation. It asked Superintendent to outline 3 to 5-year plan based on BSU 61 vision. If we don't have a shared vision it would be difficult for him to present plan. We need to focus on our vision during this Tri-Board meeting. Step back and figure out what do we want the BSU and schools to be? Guy feels understanding strategic plan and focusing on that, maybe move forward on one thing and do it well. Guy wonders number of new board members about 6 to 7 quick review of work last year. #4 help Boards understand salary schedules and update timeline dates, review and complete work. Suggested by John 1 hr for Act 46, community engagement – PPF post summary of Board meetings, last year work aligns with this year's work, and Negotiations information. Small presentations with materials – ½ hours sessions suggested.

## **6.2 Labor Relations Agreements**

Update of where things are at with state as it may have an impact. No developments since last report. Approached by Association and they realized Para Education Association got side tracked. John meets on Monday afternoon with them. Aware of governors plan in the news. May impact and may not. Plan on moving forward as it is. No date for fact finding for teachers. With summer approaching it slows down but believes association will move forward on salary implications and salary schedule. Guy spoke of making statements. Times have changed teachers not at bottom of pay scale anymore. Understanding economic climate and the impact it has.

## **6.3BSU Board By-Law Revisions**

Two copies of By-Laws of the Barre Supervisory Union (U-61) were distributed. One copy is the current set of By-Laws, the second set is a 'draft for discussion' version.

John provided hard copy of history. By-Laws run by VSBA they didn't require articles of agreement and none written.

Paul Malone felt By-Laws are good for new members looking for guidance. He likes cleaned up version and brought statutory language in. Three questions: Get rid of By-Laws? Leave them as they were from 2014? or Change to John's revised copy presented?

Guy asked Board - Do we want by-laws? Majority yes, Alice unsure, Sonya felt their not needed.

Paul to clarify Quorum = majority of numbers and doesn't matter where members are from. Covered by statute

Article 10 – Policies - Do we need policy that defines our committee or do we use the By-Laws in place of a whole policy?

No further discussion needed

**On a motion by Mr. Malone, seconded by Mr. Allen, the Board unanimously voted to approve the revised By-Laws without a 1<sup>st</sup> and 2<sup>nd</sup> read as provided by Mr. Pandolfo.**

Chad questioned Article 11 - each school pays proportionate share. John explains mostly pertains to Special Services Transportation which is IDEA B Grant. The board will decide on the agreement. Requested by Chad to add "unless otherwise agreed upon" to this Article. Sonya requested rewording for Article 2 - Board shall meet no less than once a month. Due to possible canceled meetings it should read Board will plan to meet no less than once a month. Alice requested wording for Supervisory Union meeting be changed to Supervisory Union Board meeting.

**On a motion by Mr. Malone, seconded by Mr. Folland, the Board unanimously voted to approve requested changes from Mr. Allen, Mrs. Spaulding, and Mrs. Farrell for different Articles in the By-Laws.**

## **7. Other Business as Needed**

Do we want an SU Finance committee as discussed at previous meeting? Chairs will speak to Boards about members sitting in. All agreed that a motion will be made at the Tri-Board meeting.

## **8. Reports to the Board**

### **8.1 Superintendent**

A copy of the Superintendent's report dated May 18, 2017 was distributed for review and discussion. The report included information pertaining to the Superintendent's Office, the Business Office, Curriculum, Special Services, Technology, Early Education, Human Resources, and Facilities.

#6 f. New teacher evaluations are complete. John reviews Administrator's complete evaluation system which Danielson Model used and walk-through observations. Concerns are put on formal evaluation. Not satisfactory then improvement plan put in place. If not met recommendation for non-renewal is placed.

Draft Evaluations for non-contract staff; No formal system in place for extra-curricular/coaches. Can do a formal feedback maybe head coach, Athletic Director, or parent evaluations. Sonya will bring up at SHS Board meeting for discussion.

#8 e. BSU: Discussions are taking place for construction of office space for personnel within the BSU building. John shared: Re-organization to put current conference room into 2 separate offices as we have two staff sharing a space. Current HR coordinator's office will become smaller meeting room and there's the 2<sup>nd</sup> floor meeting area. Discussion has occurred on whether or not we need

two meeting spaces. Facilities Director needs office in BSU and conversations about splitting current Curriculum office into smaller offices. Not enough funding to do all now but working toward.

## **8.2 Committee Reports**

### **8.2.1 Policy Committee**

Transportation Policy - Consolidated 3 existing ones

Policy on Committee: Mr. Isabelle is Chair, Mrs. Chioldi is Vice Chair, with administrative support from each building.

### **8.2.2 Curriculum Committee**

Minutes from the April 24, 2017 meeting were distributed.

### **8.2.3 Negotiations Committee**

Minutes from the April 24, 2017 and April 27, 2017 meetings were distributed.

## **8.3 Financials**

The BSU FY17 Expenditures/Year-end Projection report (dated May 18, 2017) was distributed.

Projected \$19,000 deficit – Lisa goes conservative so it looks better in end.

\$27,000 will get reimbursed for BT Curriculum Specialist Salaries. Calculated already into the \$19,000.

Moved Facilities Director to BSU Budget

Created and Hired full-time Electrician

Money for Contracted Services

## **9. Executive Session as Needed**

### **9.1 Personnel**

Items proposed for discussion in Executive Session include Personnel.

**On a motion by Mr. Malone, seconded by Mr. Allen, the Board unanimously voted to enter into Executive Session, with Mr. Pandolfo in attendance, at 8:17 p.m. 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. Malone, seconded by Mr. Smith, the Board unanimously voted to approve Personnel discussion in Executive Session.**

**On a motion by Mr. Malone, seconded by Mr. Smith, the Board unanimously voted to exit Executive Session at 8:45 p.m.**

## **10. Adjournment**

**On a motion by Mrs. Spaulding, seconded by Mr. Allen, the Board unanimously voted to adjourn at 8:47 p.m.**

Respectfully submitted,

*Tina Gilbert*