

Grand Isle Supervisory Union
Meeting Wednesday, March 23, 2016
At North Hero School

Present:

Barbara Burrington, Superintendent
Beth Hemingway, Dir. Of Student Support Services
Lynne Carpenter, Business Manager
Kerry Sewell, Interim Curriculum Coordinator
Trevor Creller, Alburgh
John Goodrich, Alburgh
Mallory Ovitt, Alburgh
Louise Koss, Isle La Motte
Bridget Timms, North Hero
Judith Wimble, North Hero
Dave Davis, North Hero
Carol Miller, Grand Isle
Don Bartlett, Grand Isle
Gary Marckres, Grand Isle

Meeting called to order by Barbara Burrington at 7:00 p.m.

Reorganization of Board: Barbara Burrington went over attendance of board members and how a quorum of board members is. She advised that the Executive Committee is not strictly the individual board chairs. However, you can only be on the Executive Committee if you're on the Supervisory Board. The Executive Committee must be the SU Board Chair and at least 2 board members. The Executive Committee can represent the interest of the GISU Board and can take action on behalf of the board, with some exceptions.

At this time, Barbara asked for nominations for Board Chair. Mallory Ovitt nominated Louise Koss for Chair. Second by Trevor Creller. Vote by show of hands was taken: 3 oppose, 6 in favor. Nomination approved.

Louise Koss asked for nominations for Vice Chair. Louise Koss nominated Judith Wimble. Judith declined the nomination. Louise Koss nominated Trevor Creller. Second by John Goodrich. Vote by show of hands was taken. All in favor.

Louise Koss asked for nominations for Clerk. Carol Miller nominated Ellen Norris. Second by Gary Marckres. Vote by show of hands. All in favor.

Adjustment of Agenda: Barbara Burrington asked that GISU Operational Guidelines Discussion be moved to Agenda Building for June.

Approval of Minutes of December 9, 2015: Motion by Gary Marckres to approve minutes. Second by Dave Davis. All in favor.

Comments & Questions From the Public Regarding Items Not on the Agenda: None

Tech Audit Update: Barbara Burrington introduced Kerry Sewell who has stepped in for Elaine Pentaleri until the end of the school year. Kerry advised that nothing specific has been done for the tech audit yet. Phil Hyjek has been hired to review our telecommunications contract and also for e-rate

submissions. Kerry posed the following questions: What do you have in the system/want it to do what? How are you using what you have? (how are devices being used to enhance student work, how are labs being used). And what are the Supervisory Union operational needs? (financials, data, what kind of personnel do you need, what systems do you want in the future. For example, he feels SchoolMaster is an older system and not user friendly). And finally, where do you want to be? (we need a coherent plan over a number of years to take us where we want to be).

Currently, we still have a month by month contract with Net Source for technology needs. Kerry asked that board members think about something as simple as the cost of printers – ink, service, upkeep, etc. There can be savings over time if you switch from many printers (sometimes multiples in individual classrooms) in a school building.

Between now and the end of the school year, Kerry will have some recommendations for the SU Board. Currently, Grand Isle and South Hero have their Library Media Specialists doing some trainings so they can start taking care of some of the tech issues that come up in their buildings.

Kerry feels secure with SBAC infrastructure. He said all teachers are licensed, the SU coordinated the SBAC testing so all testing was done at the same time, and before Spring break all students should be assessed.

Director of Curriculum, Assessment, Data & Technology Position and Hiring Process: Currently we have a Memorandum of Understanding with Kerry Sewell for this position. Currently some of the responsibilities on the MOU include: Collaborate with AOE and SWIFT partnership; Oversee CF Grants, Health and Tobacco; Participate in the Federal Grants Audit; write new grants; lead the search for a new Director of CADT. Barbara has made a draft job description which Kerry will review. The advertisement will need to go out soon. What does the district want to look for? The pool of candidates is slim state-wide. Candidates will need to understand curriculum, instruction, finances, CFP and other grants, technology. Kerry advised that the technology piece is not always common with being a curriculum coordinator. A committee will be formed to look at the pool of candidates. Kerry said the schools need to “connect the dots” between each other. What he has seen that expectations, what’s being taught, when it’s taught, assessing, etc. is different in every school. Kerry Sewell has agreed to mentor the new hire.

School Nurse Leader: Barbara Burrington provided a handout for the School Nurse Job Description. Kit Daniels is retiring at the end of June, 2016. Barbara also advised that our health education grant runs out this year. Barbara said that one thing we need to do is switch to a computer-based program for student’s health records. Not only will this have health information in it, it can also track when student’s go to the nurses’ office, how often and for what reason. The position has been posted on SchoolSpring and Barbara has received some calls regarding the job. Barbara thinks we will have a good applicant pool. Question was asked if this should be an SU position with one contract? If yes, how will time be divided? There may not be a specific schedule, and a school may get more time one week as compared to another week. No school would get neglected, but schedules could change periodically. Louise Koss moves to have the School Nurse Leader be a centralized position through the Central Office. Second by Carol Miller. All in favor.

Bussing Contract Update: Barbara Burrington and Lynne Carpenter had a phone conversation with David Crawford today to go over details we want in our contract with the bussing company. Some

examples are \$400,000 performance bond, principals have the final say on bus routes, harnesses on busses, etc. There are 3 service providers the bid will go to and will also be advertised.

SWIFT Updates: Barbara provided a handout for a SWIFT conference on July 21 & 22, 2016 in Arlington, VA. We have 10 seats at this national training. There is a grant to pay for travel, room, meals, conference, if any school board member or parent would be interested in going. This would be a great opportunity for people to attend. So far we are sending Barbara Burrington, Kerry Sewell, 2 principals and a North Hero teacher.

GISU Calendar 2016-2017 School Year: A draft of the 2016-2017 school calendar was handed out. This has been submitted to AOE for approval. Our district is aligned with Franklin County and Champlain Valley so we will have a common start date, etc. Principals cannot change local dates – any variance has to go back and get a waiver through the Superintendents & Franklin County and then resubmit dates to AOE. A discussion took place regarding professional development days for teachers and the ½ days that are scheduled for parent/teacher conferences.

It was noted that the Board Chairs need to discuss the snow days that have been taken this year. Will school be extended by 2 days for students or just staff (like in the past)? Individual boards need to discuss this at an upcoming board meeting.

Agenda Building for June:

1. Operational Guidelines: Laws and regulations have changed. What we have is a printout from 1989. The handout that Barbara provided is no longer relevant. We could give Chris Leopold a copy of what we have, and he can bring it up to date. It needs to spell out the functions of the SU Board and the roles and responsibilities. It would cost approximately \$1600.00 for Chris Leopold to do this work for us. Dave Davis made a motion to have Chris Leopold do the work to provide us with an updated copy of our Operational Guidelines. Second by Trevor Creller. A short discussion took place. Vote took place – all in favor.
2. Policy Update: We can adopt the Operational Guidelines in June. We will need to review the Preschool Policy, the newly recommended Behavior Policy and possibly the Transportation policy.
3. The board will need to review the IDEA-B plan and approve it. Beth Hemingway will present at the June meeting.
4. There will be a Tech Audit update presented
5. There will also be a Curriculum Coordinator update

Audit Update: Lynne Carpenter advised that she has received draft audits for FY15 for all schools except GISU just this past Sunday. The finalized version of audits must be to the state by March 31, 2016. d Angolano & Company e-mailed Lynne today and asked for more information for the GISU audit and also advised that we would not make the March 31st deadline. Our federal funds will be held until all 6 audits are received at the state. Gary Marckres asked if we could have Pietro Lynn start the process in contacting Angolano? Question was asked about how much of a delay we're looking at as far as our funds are concerned – a week or two would be okay, a month or more would not be okay. Question was asked if we could authorize Barbara to ask Pietro what legal recourse we have against Angolano & Company. Lynne Carpenter will continue to call and e-mail Angolano & Company everyday to ask about the GISU audit. Judith Wimble made a motion to authorize Barbara Burrington to talk to Pietro Lynn and authorize 2 hours of work to research what legal recourse we have against Angolano & Company. Second by Louise Koss. All in favor.

Audit Bid Process: Lynne has sent out Request for Proposals to 4 accounting firms. Bids are due back in our office by April 4, 2016. Lynne has already worked with 2 companies that the RFP went to. No one as responded yet.

Formation of Executive Committee: Louise Koss reviewed the various ways the Executive Committee can be comprised. Gary Marckres recommended that there be one member from each board.

Executive Committee is as follows:

Louise Koss – Isle La Motte

Gary Marckres – Grand Isle

John Goodrich – Alburgh

Judith Wimble – North Hero

Kris Bowser – South Hero

Locations for posting GISU Board agendas will be the Central Office, all 5 schools and all 5 town clerk's offices.

Louise Koss asked if the GISU Board will authorize the Executive Committee to form a personnel committee for any GISU hiring. Gary Marckres made the motion, second by Judith Wimble. Motion approved.

Set Date, Time & Location For Next Meeting: Next GISU meeting will be June 22, 2016 at 6:00 p.m. at North Hero School

Carol Miller made a motion to enter Executive Session to discuss a Personnel Matter . Second by Bridget Timms. Executive Session entered at 9:18 p.m.

Judith Wimble made a motion to come out of Executive Session at 9:33 p.m. Second by Gary Marckres. No action was taken.

Motion by Bridget Timms to adjourn. Second by Carol Miller. All in favor.
Meeting adjourned at 9:33 p.m.