

Grand Isle Supervisory Union  
**South Hero School District**  
School Board Regular Meeting  
**Thursday, April 18, 2019**, at 6 p.m.  
Location: Folsom Education & Community Center

**DRAFT MINUTES**

**Call to Order**

1. Call to order at 6:01 p.m.

Introductions. In attendance:

-Board members: Melanie Henderson, Tim Maxham, Bentley Vaughan, Bob Chutter

-Staff: Michael Clark, Susan McKelvie, Julie Pidgeon, Silas Saxer

-Audience: Jim Jones (LCATV)

2. Adjustment of Agenda

-Add discussion of staff resignation

-Add discussion of long-term investments

-Add discussion of student residency in South Hero

3. Public Comments

None.

4. Consent Agenda (Action)

A. Approve minutes from April 4, 2019. T. Maxham moved the minutes of the April 4, 2019, meeting be approved. B. Chutter seconded the motion. Approved on a voice vote.

5. Reports

A. Principal's: S. McKelvie said students in grades 3-8 have completed the SBAC (Smarter Balanced Assessment Consortium) test required by the state in English Language Arts and Math. The science SBAC will be in May. The state anticipates SBAC results will be available to the school before the end of the school year.

The Integrated Field Review team visited Folsom and the GISU on Wednesday for the state-required review. The process was smooth at Folsom and involved interviews with parents, students and staff. The next step is for the team to write a report and make recommendations to the GISU. It won't contain specific recommendations for South Hero; it is a supervisory union level report. M. Clark said he is hoping to have the report in June.

S. McKelvie said the staff looked at a draft of the master schedule for 2019-2020. She is hoping to share the draft with the board at the first meeting in May. She is tentatively planning an evening roll-out of the schedule to the community on May 9.

T. Maxham asked for an update on the students participating in the music festival. He also wanted an update on the "Screenagers" documentary. There was a discussion of how to increase attendance for events such as this. S. McKelvie shared the content of the movie and the research it presented on brain development and one-on-one computing.

M. Henderson asked about the Camp Abnaki retreat for 6<sup>th</sup> grade. J. Pidgeon shared the history of the program in the Islands. More information will be coming after the spring vacation.

### Board Business

6. Presentation on PBIS (S. Saxer) (Discussion): S. McKelvie introduced S. Saxer and said his job supports the Education Quality Standards that address the learning environment and behavior supports. Folsom uses Positive Behavioral Interventions & Supports (PBIS). More information about the program is available at [www.pbisvermont.org](http://www.pbisvermont.org)

S. Saxer offered the board an overview of a typical day for his position. He shared data on referrals for behavioral issues by grade, time of day, day of the week, and type of behavior. He reviewed the difference between minor behaviors and major behaviors. He noted that the school uses the term consequence to help students make the link between their actions and positive or negative outcomes. The staff looks at this data, and at a recent meeting staff brainstormed ways the school can support students to reduce behavioral issues. Consistency is important. S. McKelvie shared the role of the PBIS Team and other data-gathering tools. The school now has a monthly assembly to recognize students of the month who are exhibiting positive behavior. M. Henderson asked if the program is rolled out to paraeducators as well as staff. S. McKelvie says this happens at the beginning of the school year. S. McKelvie said ideally, the PBIS approach is proactive rather than reactive and involves clarity of behavior expectations and reteaching. S. McKelvie noted disrespect and defiance are the biggest issues. M. Henderson said she would like to see behavior data reported to the board on a reoccurring basis. The board discussed how to ensure support staff as well as teachers receive training.

B. Chutter asked if there was information that could be shared with parents. He also asked about getting paraeducators to attend discussion of this topic at staff meetings. S. McKelvie said paraeducators are paid if they attend staff meeting, but she cannot require them to attend. S. McKelvie expressed appreciation to S. Saxer for the job he is doing and to the staff, and she connected the importance of behavior to creating a positive climate for learning.

7. Student Residency: The district has 9 students for whom it cannot verify residency. M. Clark asked if the board can verify the residency for this school year in some way other than the required paperwork. M. Clark said he will ensure receiving schools know next year that GISU requires proof of residency before paying tuition. The board directed the superintendent to speak with staff to clear up the questions about the individual students.

8. Conny Thoma, library media specialist, has submitted her resignation. She has accepted a position at the International School of Boston in Cambridge, Mass. The board read her letter of resignation and expressed appreciation for her service. B. Chutter moved and T. Maxham seconded the motion to accept C. Thoma's resignation. She will finish the school year. S. McKelvie said she has posted the position as is. She said the position is warranted as full time due to the responsibility for technology education as well as the library.

9. T. Maxham shared information from the town clerk about CD rates for the Robinson scholarship fund. T. Maxham reviewed the information and noted the best rate is for a one-year period. T. Maxham suggested the board give the town/school clerk and treasurer a recommendation to establish the CD for a one-year period for \$60,000. It was noted the interest on a 1-year CD would cover the amount of the scholarship. T. Maxham moved the school board notify the town/school clerk and treasurer to purchase a one-year CD for \$60,000 from the Donald B. Robinson Scholarship Fund. B. Chutter seconded the motion. Approved on a voice vote. M. Clark suggested the board send the official minutes to the town clerk and treasurer to authorize the CD purchase.

10. Continuous Improvement Plan follow-up (S. McKelvie) (Discussion). B. Chutter asked that administration provide the board with a preview of its goals for continuous improvement before a final draft is submitted to the board next year. He also wondered about math not being explicitly included in the goals based on the math scores. He questioned a linear progression in academic achievement over time and said he would like more time to review the data and the narrative.

S. McKelvie said she thinks it would be helpful to have a more comprehensive set of data to review. She noted the questions asked are the same questions administrators asked, and that the timeframe was compressed this year. The board discussed the aspiration of receiving more data points and data through 12<sup>th</sup> grade in the future.

M. Henderson asked if teachers are receiving more training on differentiated instruction. S. McKelvie said there is a range of needs for teachers, and resources are available for those who wish it.

11. GISU calendar for 2019-2020 (S. McKelvie) (Discussion). M. Clark reported 4 of the island boards have chosen to make June 13 the last day of school and turn the 3 snow days into professional development days. M. Clark recommended South Hero end on the same day as the other towns. The GISU is working on a professional development plan for those days. B. Vaughan made a motion to convert the 3 snow days into professional days and end school for students on June 13, 2019. B. Chutter seconded the motion. Approved on a voice vote.

M. Clark shared the 2019-2020 GISU calendar. M. Clark would like the schools in the GISU to have the same calendar. He noted that the Alburgh board has designated Dec. 20, the day before Holiday Break, a half-day. B. Chutter moved the calendar be adopted as printed. T. Maxham seconded the motion. Approved on a voice vote.

12. Review policies (M. Henderson) (Discussion). M. Clark said the supervisory union is trying to update and line up the policies for the districts so there is one policy manual for the supervisory union. He recommended South Hero line up its numbering system as well. He recommended the board review policies for update once a month. The policies are model policies from the VSBA.

The board reviewed policies and indicated the numbering of policies should be changed as follows:

Code B3 - Board Member Conflict of Interest. It will be changed to A1.

Code D6 – Substitute Teachers. It will be changed to B1.

Code D7 – Volunteer and Work Study Students. It will be changed to B2.

Code D8 – Alcohol and Drug-Free Workplace. It will be changed to B3

Code D13 – Health Insurance and Portability and Accountability Act. It will be changed to B6. The name is changing to HIPAA Compliance.

Code F7 – Student Alcohol and Drugs. It will be changed to C2.

Code F9 – Transportation. It will be changed to C3.

Code G12 – Class Size Policy. It will be changed to D6. M. Clark said the VSPA lawyer recommended there be a change in language in the first sentence to clarify the state law that the policy complies with. The superintendent will have the policy updated for the second reading.

New policy: Travel Reimbursement. It is F1.

13. Approve bills for payment (Action) (M. Henderson)

B. Vaughan made a motion to approve the bills in Batch 4297 totaling \$375,079.50 for payment. B. Chutter seconded the motion. Approved on a voice vote.

14. Other.

None.

**Closure**

15. Setting the next agenda

May 2, 2019: superintendent’s report, financial report (including an update on the audit), shared first draft of the schedule

May 16, 2019: Review policies. B. Chutter noted he will not be able to attend the May 16 meeting.

13. Adjourn. B. Vaughan made a motion to adjourn. T. Maxham seconded the motion. Approved on a voice vote. The board adjourned at 7:55 PM.

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