

Grand Isle Supervisory Union
Meeting Wednesday, June 22, 2016
At North Hero School

Present:

John Goodrich, Alburgh
Trevor Creller, Alburgh
Mallory Ovitt, Alburgh
Gary Marckres, Grand Isle
Don Bartlett, Grand Isle
Dave Davis, North Hero
Bridget Timms, North Hero
Judith Wimble, North Hero
Louise Koss, Isle La Motte (a. 6:25 p.m.)
Lynne Carpenter, Business Manager
Barbara Burrington, Superintendent (phone)

Meeting called to order by Trevor Creller at 6:12 p.m.

Adjustment to Agenda:

1. Lynne Carpenter handed out GISU Audits and an expense report to be discussed
2. Resolution paperwork from People's United Bank to be acted on

Approval of Minutes of March 23, 2016 and May 4, 2016: Motion by Dave Davis to approve minutes. Second by Don Bartlett. All in favor.

Board Discussion: Seven policies had been previously e-mailed to board members for their review. There was no discussion needed regarding these policies. Gary Marckres made a motion to approve all seven policies. Second by John Goodrich. All in favor.

At this time, the resolution paperwork was presented to the board. This paperwork needs to be signed by the GISU Board Chair, Louise Koss, and returned to the bank, in order to have a second signature on all GISU checks (payroll and accounts payable). Gary Marckres made a motion to have Louise Koss sign the resolution paperwork. Second by Dave Davis. All in favor.

Technology/Audit Update: Barbara Burrington spoke to the GISU board by phone. Kerry Sewell is in the process of completing the first phase of the technology audit. He has met with David Isham and Greg Smith (Net Source) to discuss gathering the following data:

1. Develop an inventory of all servers and services including make, model, approximate age and specifications of each server. This should include switches, routers, wireless access points, etc.
2. Develop an inventory on what is specifically on the servers now that GISU manages
3. Develop a current inventory of hardware currently at each site with ages, replacement cycles, location, etc.
4. List of current job responsibilities. There are currently no job descriptions that defines them.

5. For Greg: What are the processes to managing the needs of each site when you are there that determines what needs to be done, when it is done, and how is that time and effort documented on a regular basis (if it is)?

6. For David: The same question as Greg but as it relates to the servers, internet systems and other responsibilities you currently have within GISU.

Kerry is about ¼ of the way through the audit. Barbara told the GISU board that there were about 20 participants at a Google Tools class the previous week. Districts are moving away from servers to the cloud. Barbara advised the board that Kerry is preparing a document for them regarding his audit.

Lynne Carpenter reviewed the budget to actuals report (as of 6/22/16). She said her "best guess" is that we will end the year with \$29,777.39. The GISU audit has been filed. Lynne met with David Angolano to go over the audit. She said the meeting went well. David Angolano told her he is getting out of school audits. Judith Wimble asked if there is anything surprising in the audit, or anything in particular the board should know about? Lynne said no.

Louise Koss made a motion to enter Executive Session to discuss buildings. Second by Gary Marckres. Board entered Executive Session at 6:31 p.m.

Board came out of Executive Session at 7:00 p.m. No action taken.

Future Business:

1. Update on office organizational changes
2. Review audit
3. Overview of year instructionally
4. Tech audit update
5. Updated numbers from Lynn Carpenter

Set Date, Time & Location for Next Meeting: Wednesday, September 14, 2016 at North Hero School at 6:00 p.m.

Louise Koss advised that the next meeting after that should occur in November (as opposed to December) to review and possibly approve the GISU FY18 budget.

Motion by Gary Marckres to adjourn. Second by Dave Davis. All in favor.
Meeting adjourned at 7:05 p.m.