

Grand Isle Supervisory Union
Isle La Motte School District
School Board Regular Meeting
Thursday August 16, 2018 at 5:30 p.m.
Location: Isle La Motte School

Agenda

Call to Order

1. Call to Order (Jane Zera)
2. Adjust the Agenda
3. Citizens and/or Staff to be Heard
4. Consent Agenda (Action)
 - a. Approve the minutes from 7-19-2018
 - b. Approve new hire contracts (if needed)
5. Reports (*Discussion*)
 - a. Superintendent's
Audit Update, and Special Education Director
 - b. Principal's
Hiring, Safety Grant
 - c. Financial
Review Budget to Actuals

Board Business.

6. Short Term Funding (Michael Clark/Rob Gess) (Discussion/Possible Action)
7. Approval of Bills for Payment (Jane Zera) (Action)
8. GISU.org email accounts for board member (Michael Clark)(Discussion)
9. Custodian Sub (Jane Zera) (Discussion)
10. Abbey Group Status (Jane) (Discussion)
11. Other

Closure

12. Setting the next agenda (Discussion)
13. Adjourn

Note: Executive Session: If discussion warrants, and the Board so votes, some items may be discussed in Executive Session pursuant to VSA 1 §313(a)

Discussion Items - Issues the Board needs to discuss and deliberate, but upon which no action is taken at this meeting.

Action Items - Issues that require the Board to make a decision by vote, may have been discussed over several meetings prior to this point.

Consent Items - Routine matters that need no discussion by the Board, but require Board approval. They are grouped together as a single agenda item. Background materials are provided in the Board packet to be reviewed ahead of the meeting. If there are no concerns, they are approved with a single vote. Any member can request the Board remove an item to be discussed and voted on separately. This frees up time at meetings.

Information Items [Incidental Information] - Matters the Board needs to know about, but for which no Board action is needed. The information flow is one way, from presenter to the Board. Questions for clarification are entertained as time allows.

ISLE LA MOTTE SCHOOL BOARD MEETING

July 19 at 5:30 pm

Isle La Motte Elementary School

Attendance: Paul Zera and Sarah Peacock.

Rob Gess (Business Manager) and Tom Tregan (Principal)

Board: Chet Bromley, Joyce Tuck and Jane Zera

Jane Zera called the meeting to order at 5:30 pm

Adjustments: CB asked about DC Energy and electric, for later.

Minutes of June 21, JZ made the motion to accept minutes. CB 2nd All in favor.

Minutes of June 27, JT made the motion to accept minutes. JZ 2nd All in favor.

Principal's Report: Safety Grant (applied for, August 1 deadline) locking of the doors between foyer and Library area and PA system for classrooms. Some items being looked into. Interviewing for the 5/6 teacher, good candidates. Guidance Counselor will be interviewing with Alburgh, shared position.

Superintendent will have an acting one on Monday per RG.

Bills JZ made the motion to pay bills in amount of \$7,176.28. CB 2nd All in favor.

(William Fish insurance – in question for payment. Need to review contract.)

RG reported August meeting should have information for the end of the year reporting. Audit information August meeting.

Alliance and Efficiency VT – were here to do site visit and evaluation. Alliance has done digital prints (of Blue Prints) for school.

6:10 Executive Session

6:50 Out of Executive Session

Board supports the 5/6 candidate moving forward in the process. Board also supports changing the day for Art Class, so student have more art. TT will move forward with the Library candidate.

TT will review Toby Peacock's contract to hire someone to fill his vacation time.

7:03 JZ made the motion to adjourn the meeting. JT 2nd All in favor.

Chet Bromley _____

Joyce Tuck _____

Jane Zera _____ (minutes)

Grand Isle Acting Superintendent's Board Report

August 2018

Introduction

I'm pleased to be joining the GISU as the Acting Superintendent.

Most recently I have been the Superintendent for the Essex-Caledonia Supervisory Union, in Concord Vermont, for the last three years. ECSU consisted of eight member districts three of which operate preK-8 and tuition their students. The other five districts did not operate schools and tuition all of their students preK-12. The communities of ECSU worked with 14 other districts in the Northeast Kingdom to reduce 22 single districts to three new unified districts and reduce the four supervisory union offices to three. As a result of this merger activity, the Essex-Caledonia Supervisory Union closed.

Before working at ECSU, I was the principal at BFA Fairfax high school for six years. I started my education career in Vermont working at Colchester High School and was there for ten years in a variety of roles including Science Teacher, Science Team Leader, Director of Students Support Services and Assistant Principal of Student Management. I was also a Science, Math, and Health Teacher at the Newport Junior/Senior High School in Newport New Hampshire for three years. Other educational jobs I've held include working for the Vermont Fish and Wildlife as and Natural Resource and Camp Director for the Green Mountain Conservation Camp at Buck Lake and working for the Job Corps Center in Manhattan Kansas.

Director of Student Support Service Hiring

Megan Grube, Director of Curriculum, Instruction, and Technology, is continuing to lead the search for the Director of Special Education. Four candidates were interviewed in early July however for a variety of reasons none of them ended up being viable for this position (two decided not to proceed with the process, one was not selected to move forward, and one was hired as the Acting Superintendent for the GISU). In the last week, we have received two more applications from candidates who appear to be strong on paper, and they were interviewed on July 30, 2018. I anticipate moving a candidate forward soon after reference checks are made and the screening committee meets this week to review the outcome of those checks.

Audit/Finance

As you know for a variety of reasons the FY 17 audit has been held up for the GISU and the member districts. Business Manager Rob Gess has been working hard to get the process completed while making sure the day to day work of the business office continues. Rob is preparing a document which I will bring to the local boards to explain what has happened and what we are doing to complete this process in as timely of a way as possible. Also Rob and I will be working together to make sure the FY 18 process is much more smooth. Rob and I have reviewed the FY 19 budgets. Because the FY 17 audits are not complete GISU is not able to secure a tradition Tax Anticipation Note. Rob is working on other solutions to avoid having a cash flow issue. Rob and I will update you soon regarding what course of action we think we need to take.

Grand Isle Supervisory Union

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August 2, 2018

Memorandum to: All School Board Members

Reference: Cash Flow

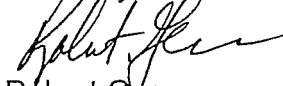
As a result of the delay in the completion of the audit for FY17 we are experiencing cash flow challenges at this time. PeoplesUnited Bank requires a completed audit report in order to issue tax anticipation notes (TAN). The audit is a requirement for their underwriting processes.

The delay in the completed audit is attributable to several factors. First the audit firm, Sullivan and Powers was engaged late (after the end of the fiscal year). Second, documentation requests from the auditors have been time consuming to complete. In many cases we could not locate supporting documentation. Third, the fact that balance sheet reconciliations have not been completed in 5+ years has required us to go back to FY15 and FY16 audit reports to confirm starting and ending balances.

We are in daily communications with PeoplesUnited Bank regarding short term funding to see us through until the single audit is completed and filed. We have provided PeoplesUnited Bank with cash flow projections and balance sheets for all the school districts. We have asked for contingency funding for up to 90 days. We are working as hard as possible to resolve this situation as quickly as possible and hope to have an answer shortly..

We will provide updates as new information becomes available.

Sincerely,



Robert Gess
Business Manager