

Grand Isle Supervisory Union  
**South Hero School District**  
School Board Regular Meeting  
**Thursday, Sept. 17, 2020**, at 6 p.m.  
Location: Google Meets  
[meet.google.com/jcn-guaz-snh](https://meet.google.com/jcn-guaz-snh)

## MINUTES

### Call to Order

1. Call to order at 6:03 p.m. (B. Chutter)

Introductions. In attendance:

- Board members: Tim Maxham, Bentley Vaughan, Bob Chutter, Erin Morse, Nathaniel Kouns
- Staff: Susan McKelvie, Michael Clark, Rob Gess, Julie Pidgeon
- Audience: Buddy Meilleur (LCATV)

2. Adjustment of Agenda

None.

3. Public Comments

None.

4. Consent Agenda (Action)

- A. Approve minutes from Aug. 20, 2020. T. Maxham made a motion to approve the minutes of the Aug. 20, 2020, meeting. B. Vaughan seconded the motion. Approved unanimously on a voice vote.

5. Reports

- A. Financial (R. Gess) (Action). R. Gess gave the board an update on the financial report. He noted the GISU staff is in the process of reviewing the instructional salary line items to ensure accuracy. He provided an update on the Covid relief funds. He said there are 3 entities that are responsible for Covid relief, and the new entity is FEMA. He noted business managers throughout the state have questions about how they should approach being reimbursed for Covid expenditures, and they will be meeting to discuss it. The district plans to seek reimbursement for the unbudgeted expenditures first. The state has not provided direction so far. The South Hero accounts have been converted to the state's new Chart of Accounts, and it has been submitted to the state for review. This new program will simplify annual reporting in the future. Finally, R. Gess noted the USDA has extended the summer food service program through the end of the year, including South Hero's area eligibility. The school can continue to provide meals to students whether in or out of school, and the school will be reimbursed. He said South Burlington High School has approached the district to see if it could provide meals for its

tuitioned high school students as part of this program. He is exploring the options. T. Maxham asked about the audits. R. Gess said he submitted the final action items and everything has been completed. He expects it will be finished soon.

T. Maxham made a motion that the board received and reviewed the budget-to-actuals report of Sept. 11, 2020 for FY21. N. Kouns seconded the motion. Approved unanimously on a voice vote.

- B. Superintendent's (M. Clark): M. Clark shared an update on the opening of school. He said the planning before school started helped make the transition back to school smooth. He expressed pride in the staff's efforts. He said community members have expressed the advantages of smaller class sizes. The state is looking at data to determine when and if schools will fully reopen. UVM and GISU are partnering to provide pre-service sophomores and juniors opportunities to work with classes remotely. Most teachers at Folsom are participating in the program. This is an exciting development that may encourage future teachers to apply for jobs in the district. B. Chutter thanked M. Clark and the GISU leadership and community for working hard on school reopening.
- C. Principal (S. McKelvie): S. McKelvie concurred with M. Clark's comments on school reopening and the nutrition program. Folsom has successfully implemented safety routines and protocols. She said the Folsom teachers are excited to partner with UVM, and GISU has been working with UVM to pair teachers with students who are interested in their content specialty. She expressed pride in the teachers for their volunteerism. She said it was great to see the kids back in the building. She noted that the state continues to update safety guidelines, and the school is responding. S. McKelvie said she has held online meetings with families, and she expressed gratitude to the South Hero community for its support and trust. The school has received positive calls, notes and emails from parents and guardians. She recommended people check out the Folsom website to see the details of what is going on in the classroom. Total enrollment is 137. There are 121 hybrid students and 16 fully remote students (8 elementary and 8 middle school). Folsom is now up to 7 Grand Isle tuitioned students. She also informed the board that the Parent Child Center emailed her yesterday that it is not interested in using Folsom School this school year. She said she received no reason for the decision. She thanked board members for their support. B. Chutter asked for an update on the burner. S. McKelvie said there was no update, but the company said it would be ready by the end of September. She also said she has not received any information on the results of lead testing from the samples that were dropped off last March. E. Morse asked if S. McKelvie could inquire why the Parent Child Center is not using Folsom this year to help with planning for next year. S. McKelvie said she would follow up. E. Morse asked if there were families that were having trouble with child care. S. McKelvie said the school was able to meet all families' requests for hybrid days to support child care needs.

### Board Business

6. Approval of Bills for Payment. B. Vaughan asked for clarification on one expense. It was noted it was for library shelving. B. Vaughan made a motion to pay the bills in Batch #5883 totaling \$416,478.47 (2020-21 budget). T. Maxham seconded the motion. Approved unanimously on a voice vote. B. Vaughan made a motion to pay the bills in Batch #5884 totaling \$278.45 (2019-20 budget). T. Maxham seconded the motion. Approved unanimously on a voice vote.

T. Maxham asked about a process for signing bills in the Town Clerk's Office. B. Chutter said he would talk with the town clerk about it. M. Clark said the minutes, which show approval of the bill payment, is sufficient for the auditors

7. Update on state reimbursement for transportation (R. Gess)(Discussion): R. Gess said he is still investigating; he did find a notice that payment for transportation costs was shifted from the local districts to the supervisory unions in 2019. He noted that the reimbursement for transportation now goes to the GISU, which would then offset its assessment of member districts for transportation. The board discussed the accounting of transportation reimbursements from the state. R. Gess said he would make sure the budget going forward is updated to reflect the fact that transportation as a revenue item is not included. R. Gess will report back to the board at a future meeting after he speaks with Brad James at the Agency of Education. R. Gess left the meeting at 7 p.m.

8. Assessment Presentation Schedule (S. McKelvie)(Discussion): S. McKelvie reviewed her Annual Data Reporting Calendar. She asked the board whether it would like to follow this calendar and whether there is anything the board would like to add or amend. B. Chutter noted that some of the data would not exist because of the interruption in the school year. He suggested keeping the structure and flagging data that would not be available. S. McKelvie agreed, noting that the state made changes to the Continuous Improvement Plan reporting, and the district changed its report card last spring during remote schooling. N. Kouns asked if any data were particularly relevant now because of the pandemic. S. McKelvie said the state is collecting attendance data. She said she can share attendance data in October and share the context of how the school is managing attendance in the remote model. B. Chutter suggested the board put this topic on the agenda for October. S. McKelvie said she would do that, and she would provide as much of the planned October data as available. E. Morse clarified that data reporting begins in October. S. McKelvie said the schedule is set up to match already existing data cycles. E. Morse asked if the June data were available. S. McKelvie said the comprehensive needs data reports were interrupted across the state because academic and behavior data could not be collected. The state also changed the criteria for end-of-year report cards, which changed the final report card.

9. GISU Hybrid Instructional Policy (M. Clark)(Action). B. Chutter asked members if there were any questions about the GISU Hybrid Instructional Model during Covid-19 policy. M. Clark noted it will be labeled T-01 (Temporary-01). T. Maxham moved that the board approve the GISU Hybrid Instructional Model Policy T-01 on its second reading. N. Kouns seconded the motion. Approved unanimously on a voice vote.

10. Electronic Communications Policy (M. Clark)(Action): B. Chutter asked if there were any questions on Code B8 Electronic Communications Between Employees and Students. B. Vaughan moved that the board approve the Code B8 Electronic Communications Between Employees and Students required policy. N. Kouns seconded the motion. Approved unanimously on a voice vote.

11. Other

B. Chutter asked the board for feedback on a meeting in October to review its goals. The board agreed to hold a Special Meeting on Oct. 1 to revisit its board retreat goals. The board's regular meeting will be Oct. 15.

**Closure**

12. Setting the next agenda

- October data report
- Update on state reimbursement for transportation
- Timeline on budget

13. Adjourn

The board adjourned at 7:29 PM. B. Vaughan made a motion to adjourn. N. Kouns seconded the motion. Approved unanimously on a voice vote.