

Grand Isle Supervisory Union  
**South Hero School District**  
School Board Regular Meeting  
Thursday, October 3, 2019 at 6 p.m.  
Location: Folsom Education & Community Center  
**Agenda**

**Call to Order**

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|---------------------------------------|-----------|
| 1. Call to Order (M. Henderson)       | 6:00 p.m. |
| 2. Adjust the agenda                  |           |
| 3. Citizens and/or Staff to be Heard  | 6:05 p.m. |
| 4. Consent Agenda (Action)            | 6:15 p.m. |
| a. Approve the minutes from 9/19/2019 |           |
| 5. Reports ( <i>Discussion</i> )      | 6:20 p.m. |
| a. Financial (R. Gess) (Action)       |           |
| b. Superintendent's (M. Clark)        |           |

**Board Business.**

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|---|-----------|
| 6. Student presentations of 5-8 camping trip        | 6:35 p.m. |
| 7. Approve bills for payment (M. Henderson)(Action) | 6:40 p.m. |
| 8. Audit update (R. Gess)(Discussion)               | 6:45 p.m. |
| 9. E911 requirements (M. Clark)(Discussion)         | 6:55 p.m. |
| 10. Negotiations (M. Clark)(Discussion)             | 7:00 p.m. |
| 11. Other   |           |

**Closure**

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|---|-----------|
| 12. Setting the next agenda (M. Henderson) (Discussion) | 7:10 p.m. |
| 13. Adjourn   | 7:15 p.m. |

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.*

Grand Isle Supervisory Union  
**South Hero School District**  
School Board Regular Meeting  
**Thursday, September 19, 2019**, at 6 p.m.  
Location: Folsom Education & Community Center

**DRAFT MINUTES**

**Call to Order**

1. Call to order at 6:02 p.m.

Introductions. In attendance:

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

-Staff: Megan Grube, Susan McKelvie, Julie Pidgeon, Michael Clark (joined at 6:45 p.m.)

-Audience: Patrick Maguire (LCATV)

2. Public Comments

None

3. Consent Agenda (Action)

A. Approve minutes from Sept. 5, 2019. B. Chutter made a motion to approve the minutes of the Sept. 5, 2019, meeting. B. Vaughan seconded the motion. Approved on a voice vote.

B. New hire: Pat Condon: S. McKelvie shared P. Condon is a behavioral interventionist who is joining the staff through special education.

C. Resignation: Alicia Poquette, school health aide, has resigned. The board expressed appreciation to Mrs. Poquette for her service to Folsom and wished her the very best. S. McKelvie said she is already advertising for the job and has had several inquiries.

4. Reports

A. Principal's (S. McKelvie): S. McKelvie reviewed the highlights of her report. She included a copy of the updated family handbook for board members and noted it had not been updated for several years. The state requires some of that information be included. She said the handbook is available online through the school website and linked via the school's Facebook page. She met with all teams before the school year started to set up the year's work related to the continuous improvement plan. She also included the school schedule with changes to increase instructional time. Middle school students have more elective choice than ever. She shared that the piloting of digital resources to support math and literacy skill development was successful last year, and the school will continue to use those tools this year K-8.

The school's open house is Monday, Sept. 23, at 6 p.m. The school just received a big pile of woodchips, and there is a community event on Saturday, Sept. 21, to spread the woodchips on the playground. Finally, the soccer season is under way. S. McKelvie also shared that a fire on Sept. 19 damaged the

homes of some of our families. The school has received inquiries about what is needed; S. McKelvie said she would let the community know when she hears news.

B. Chutter asked about whether any tuition-paying students enrolled in Folsom. S. McKelvie said Folsom had two students enrolled who are tuitioned.

#### Board Business

5. Board goals (M. Grube) (Discussion): M. Grube, director of Curriculum, Instruction and Technology for GISU, led the board in a goal-setting process. She reviewed several mission and vision statements from Folsom, the GISU and other school districts. S. McKelvie said she hoped the board would articulate its goals, and how it defines its terms, to ensure the staff is aligned with the board in striving to achieve its goals. The board shared what resonated with members after reviewing M. Grube's documents. T. Maxham noted the music and sports programs show a lot of community engagement. He said past applicants for the Robinson Scholarship have impressive scores and involvement. He discussed the community's involvement in supporting children and the importance of hands-on learning.

Some topics that board members highlighted as important:

- Parental involvement
- Community engagement and collective responsibility for all students.
- Student success beyond Folsom
- Students are an integral part of the community
- Basic skills and foundational knowledge plus practical and experiential learning
- Students develop compassion and integrity
- Maintaining fiscal responsibility
- Students will be self-reliant and confident as adults
- The school is like a three-legged stool: students, staff and community all need to work together, and it's the board's responsibility to ensure that cooperation.
- Support was expressed for the Folsom FIT mission and the role of the school in providing a foundation for students' futures.
- The board needs to show the school is providing value for the money invested
- Students are prepared to make positive changes in the world
- A commitment to student success is a shared responsibility among the board, community and parents
- Students will be central to fiscal decisions
- All students and staff are provided with a safe, high-quality physical environment that promotes 21<sup>st</sup> century teaching and learning.

The board's next steps will be to take M. Grube's notes from its brainstorm and draft a board mission statement. T. Maxham said he would be interested in the community's feedback. The board will draft a statement at the second October meeting and seek community feedback.

6. Facilities Update: B. Vaughan met with S. McKelvie and Steve Berard, building maintenance. He shared the top priorities:

- Boiler: It would be helpful to have a backup burner in the event the boiler fails. One quote is approximately \$18,000.

- Repaving: estimated \$22,000
- Energy efficiency: add insulation in the attic, pursue an audit with Efficiency Vermont
- Lighting: Replace fluorescent bulbs with LEDs; rebates are available.

S. McKelvie said the board might consider modernizing how the building is heated. She also said the school will have state-required lead testing in the future, and the results of that may dictate building improvements.

7. Community fees for use of the building (S. McKelvie): S. McKelvie notified the board the school will be increasing the hourly rates by \$1 to bring them more in alignment with what the current expense is. She noted non-profits pay half the cost.

8. CIPCC use of Folsom facilities (S. McKelvie): S. McKelvie said her predecessor told her a verbal agreement was made with the Champlain Islands Parent Child Center, and that it would be temporary until CIPCC could expand its space at its site. This is the third year the CIPCC has been in the building. They use it for an after-school program and a summer program. She noted the school does not financially benefit from the building use and that there is no contract. She said there are some problems with the arrangement. One is that the CIPCC's program has different requirements by state law than the school's. For example, their access to bathrooms and their square footage requirements are regulated. She said the school found a space for the program at the time, but the changing needs of the school will require the school to take back the space. She notified the CIPCC director in May that this is the last school year Folsom can house the program and this past summer was the last that Folsom will house the summer program. She said she values having an after-school program and is sympathetic to the needs of the CIPCC. However, she said the school has been bearing the costs for building use for the organization and additionally needs that space back.

B. Chutter asked S. McKelvie to investigate what other schools charge for outside organizations to use the building because the rates appear low. S. McKelvie said they are low, but she wants the community to feel welcome to use the building. There was discussion of charging a cost-reflective fee for outside organizations.

9. Proposal for Principal Board Report Calendar (S. McKelvie): S. McKelvie reviewed her plan to share data with the board. B. Chutter asked questions regarding the timing of the continuous improvement planning process.

10. Approval of Bills for Payment.

B. Vaughan made a motion to pay the bills in Batch #4498 totaling \$48,529.35. T. Maxham seconded the motion. Approved a voice vote.

11. Other

None.

### **Closure**

12. Setting the next agenda

Oct. 3: financial report, audit update, negotiations, E-911 requirements

Oct. 17: draft board mission statement

13. Adjourn

The board adjourned at 8 PM. B. Chutter made a motion to adjourn. E. Morse seconded the motion. Approved on a voice vote.

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# South Hero Town School District

## Expenses All Funds Function and Object Codes

Statement Code: 2FunObj BA

Account Number / Description	Adopted Budget	Reported Period	Encumbrances	Spent & Encumbered	Amount Remaining	Last Year Period
	7/1/2019 - 6/30/2020	7/1/2019 - 6/30/2020	7/1/2019 - 6/30/2020			7/1/2018 - 6/30/2019
<b>001 General Fund</b>						
<b>1100 Instructional</b>						
1. 001-1100-5110-000-00 Instructional-salaries	657,864.09	86,324.71	615,271.21	701,595.92	(43,731.83)	654,254.84
2. 001-1100-5112-000-00 Instructional-substitutes	35,000.00	994.92	0.00	994.92	34,005.08	50,718.57
3. 001-1100-5113-000-00 Mentoring Stipends	2,000.00	0.00	0.00	0.00	2,000.00	0.00
4. 001-1100-5115-000-00 Instructional-aides Salaries	19,297.76	3,821.90	58,465.16	62,287.06	(42,989.30)	19,931.02
5. 001-1100-5210-000-00 Instructional-group Health	142,026.69	15,685.92	141,173.75	156,859.67	(14,832.98)	130,028.89
6. 001-1100-5210-100-00 Instructional - HRA	46,475.00	0.00	0.00	0.00	46,475.00	273.59
7. 001-1100-5220-000-00 Instructional-fica	54,633.38	6,625.65	51,812.41	58,438.06	(3,804.68)	53,066.91
8. 001-1100-5230-000-00 Instructional - Group Life	1,466.62	0.00	0.00	0.00	1,466.62	1,217.16
9. 001-1100-5240-000-00 Employee Retirement	0.00	0.00	0.00	0.00	0.00	2,550.00
10. 001-1100-5250-000-00 Instructional-Workers Comp.	6,341.90	0.00	0.00	0.00	6,341.90	0.00
11. 001-1100-5260-000-00 Instructional-unemployment Comp.	875.52	161.28	0.00	161.28	714.24	591.00
12. 001-1100-5270-000-00 Instructional-course Reimbursement	7,500.00	0.00	0.00	0.00	7,500.00	2,680.00
13. 001-1100-5280-000-00 Instructional-group Dental Insurance	11,488.92	1,167.26	10,505.14	11,672.40	(183.48)	11,701.77
14. 001-1100-5281-000-00 Instructional-group Vision Insurance	3,867.00	336.80	3,030.95	3,367.75	499.25	3,238.55
15. 001-1100-5290-000-00 Instructional-professional Development	7,500.00	0.00	445.00	445.00	7,055.00	951.20
16. 001-1100-5334-000-00 Act 504 Accomodations/Services	2,500.00	0.00	0.00	0.00	2,500.00	0.00
17. 001-1100-5433-000-00 Instructional-repairs To Equipment	300.00	0.00	0.00	0.00	300.00	0.00
18. 001-1100-5515-000-00 Field Trips (Educational)	4,000.00	0.00	0.00	0.00	4,000.00	2,148.96
19. 001-1100-5561-000-00 Tuition HS - In State	916,036.68	0.00	0.00	0.00	916,036.68	804,368.18
20. 001-1100-5562-000-00 Tuition Elementary/Middle School	25,647.00	0.00	0.00	0.00	25,647.00	1,000.00
21. 001-1100-5564-000-00 Tuition HS-Out of State Public/Private	0.00	15,618.00	0.00	15,618.00	(15,618.00)	0.00
22. 001-1100-5566-000-00 Tuition HS - In State Private	69,969.10	0.00	0.00	0.00	69,969.10	31,236.00
23. 001-1100-5568-000-00 Tech Center w/Offseting Revenues	42,500.00	0.00	0.00	0.00	42,500.00	39,922.00
24. 001-1100-5569-000-00 Tuition - Tech Ctr/Vocational	34,814.00	0.00	0.00	0.00	34,814.00	39,524.28
25. 001-1100-5580-000-00 Instructional-travel	200.00	0.00	0.00	0.00	200.00	1,104.20
26. 001-1100-5610-000-00 Instructional-general Supplies	13,750.00	2,817.03	3,646.56	6,463.59	7,286.41	11,476.15
27. 001-1100-5610-105-00 Literacy Supplies	500.00	100.00	0.00	100.00	400.00	206.28
28. 001-1100-5610-107-00 Art Supplies	1,000.00	765.44	0.00	765.44	234.56	833.96

## South Hero Town School District Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget	Reported Period	Encumbrances	Spent & Encumbered	Amount Remaining	Last Year Period
	7/1/2019 - 6/30/2020	7/1/2019 - 6/30/2020	7/1/2019 - 6/30/2020			7/1/2018 - 6/30/2019
29. 001-1100-5610-109-00 Music Supplies	95.00	0.00	0.00	0.00	95.00	94.98
30. 001-1100-5610-111-00 Math Supplies	750.00	347.80	0.00	347.80	402.20	377.49
31. 001-1100-5610-113-00 Science Supplies	1,500.00	1,408.54	1.00	1,409.54	90.46	1,556.06
32. 001-1100-5640-000-00 Instructional-Books	1,000.00	297.19	0.00	297.19	702.81	1,021.25
33. 001-1100-5640-105-00 Literacy Books	2,000.00	438.44	0.00	438.44	1,561.56	946.46
34. 001-1100-5640-107-00 Art Books	100.00	50.60	0.00	50.60	49.40	0.00
35. 001-1100-5640-109-00 Music Books	250.00	44.33	31.99	76.32	173.68	266.52
36. 001-1100-5640-111-00 Math Books	250.00	4,614.64	0.00	4,614.64	(4,364.64)	3,720.84
37. 001-1100-5640-113-00 Science Books	500.00	355.38	139.95	495.33	4.67	0.00
38. 001-1100-5640-115-00 Social Studies Books	1,000.00	470.72	0.00	470.72	529.28	446.26
39. 001-1100-5641-000-00 Magazines/Periodicals	100.00	0.00	0.00	0.00	100.00	0.00
40. 001-1100-5641-113-00 Science - Magazines/Periodicals	200.00	99.00	92.00	191.00	9.00	194.26
41. 001-1100-5641-115-00 Social Studies - Magazines/Periodicals	250.00	0.00	110.40	110.40	139.60	162.15
42. 001-1100-5650-000-00 Instructional-audio-visual Materials	100.00	0.00	0.00	0.00	100.00	0.00
43. 001-1100-5650-105-00 Literacy - Multi-Media	140.00	0.00	0.00	0.00	140.00	0.00
44. 001-1100-5650-109-00 Music - Multi-Media	150.00	0.00	0.00	0.00	150.00	70.95
45. 001-1100-5660-000-00 Instructional-manipulative Devices	120.00	0.00	0.00	0.00	120.00	0.00
46. 001-1100-5660-105-00 Literacy - Manipulatives	215.00	0.00	0.00	0.00	215.00	0.00
47. 001-1100-5670-000-00 Instructional-Software Sunscript/License	2,200.00	1,040.00	607.00	1,647.00	553.00	2,269.75
48. 001-1100-5681-000-00 Instructional-Techology	2,000.00	0.00	0.00	0.00	2,000.00	294.88
49. 001-1100-5730-109-00 Music Equipment	500.00	223.74	0.00	223.74	276.26	381.51
50. 001-1100-5730-117-00 Phys Ed Equipment	500.00	0.00	0.00	0.00	500.00	(99.00)
51. 001-1100-5733-000-00 Instructional-furniture & Fixtures	2,000.00	551.78	1,791.14	2,342.92	(342.92)	1,791.14
52. 001-1100-5734-000-00 Instructional-computer Equipment	16,000.00	0.00	0.00	0.00	16,000.00	9,212.45
<b>TOTAL 1100 Instructional</b>	<b>\$2,139,473.66</b>	<b>\$144,361.07</b>	<b>\$887,123.66</b>	<b>\$1,031,484.73</b>	<b>\$1,107,988.93</b>	<b>\$1,885,731.46</b>
<b>1123 Universal Access Pre-K</b>						
53. 001-1123-5563-000-00 Tuition - UAPK	45,000.00	0.00	0.00	0.00	45,000.00	42,198.88
<b>TOTAL 1123 Universal Access Pre-K</b>	<b>\$45,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$45,000.00</b>	<b>\$42,198.88</b>

## South Hero Town School District Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget 7/1/2019 - 6/30/2020	Reported Period 7/1/2019 - 6/30/2020	Encumbrances 7/1/2019 - 6/30/2020	Spent & Encumbered	Amount Remaining	Last Year Period 7/1/2018 - 6/30/2019
<b>1200 Special Education</b>						
54. 001-1200-5115-000-00 Special Ed-aides Salaries	124,246.46	9,950.56	162,549.29	172,499.85	(48,253.39)	125,335.20
55. 001-1200-5210-000-00 Special Ed-group Health Insurance	25,392.15	2,231.05	20,078.77	22,309.82	3,082.33	16,410.80
56. 001-1200-5210-100-00 SpEd - HRA	6,775.00	0.00	0.00	0.00	6,775.00	(1,034.76)
57. 001-1200-5220-000-00 Special Ed-fica	9,504.85	728.13	12,468.11	13,196.24	(3,691.39)	9,424.31
58. 001-1200-5250-000-00 Special Ed - Workers Comp.	891.00	0.00	0.00	0.00	891.00	0.00
59. 001-1200-5260-000-00 Special Ed-unemployment Comp.	270.72	63.84	0.00	63.84	206.88	200.00
60. 001-1200-5270-000-00 Special Ed-course Reimbursement	265.00	0.00	0.00	0.00	265.00	0.00
61. 001-1200-5280-000-00 Special Ed-group Dental Insurance	2,993.77	328.19	2,953.55	3,281.74	(287.97)	2,743.16
62. 001-1200-5281-000-00 Special Ed-group Vision Insurance	748.13	68.76	592.07	660.83	87.30	585.89
63. 001-1200-5561-000-00 Special Ed-Excess Costs/Tuition	0.00	0.00	0.00	0.00	0.00	476.33
64. 001-1200-5580-000-00 Special Ed-travel	0.00	0.00	0.00	0.00	0.00	4,153.57
<b>TOTAL 1200 Special Education</b>	<b>\$171,087.08</b>	<b>\$13,370.53</b>	<b>\$198,641.79</b>	<b>\$212,012.32</b>	<b>\$(40,925.24)</b>	<b>\$158,294.50</b>
<b>1410 Student Body Activities</b>						
65. 001-1410-5110-000-00 Student Body Activities-Club Stipends	4,300.00	0.00	0.00	0.00	4,300.00	3,900.00
66. 001-1410-5120-000-00 Coaches/Refs/AD Stipends/Salaries	11,000.00	0.00	0.00	0.00	11,000.00	14,000.00
67. 001-1410-5220-000-00 Coaches & Refs FICA	1,170.45	0.00	0.00	0.00	1,170.45	1,331.10
68. 001-1410-5250-000-00 Coaches & Refs Workers Comp	66.00	0.00	0.00	0.00	66.00	0.00
69. 001-1410-5337-000-00 Student activities - Programs	4,500.00	0.00	0.00	0.00	4,500.00	5,525.51
70. 001-1410-5500-000-00 Student Activities- Late Bus	10,000.00	0.00	0.00	0.00	10,000.00	5,269.84
71. 001-1410-5610-000-00 Student Body Activities-general Supplies	500.00	0.00	0.00	0.00	500.00	168.20
72. 001-1410-5683-000-00 Instructional- Athletic Transportation	3,500.00	0.00	50.00	50.00	3,450.00	2,753.27
<b>TOTAL 1410 Student Body Activities</b>	<b>\$35,036.45</b>	<b>\$0.00</b>	<b>\$50.00</b>	<b>\$50.00</b>	<b>\$34,986.45</b>	<b>\$32,947.92</b>
<b>1422 Summer School Program</b>						
73. 001-1422-5110-000-00 Summer School Program- Salary	1,201.00	0.00	0.00	0.00	1,201.00	0.00
74. 001-1422-5220-000-00 Summer School - FICA	91.88	0.00	0.00	0.00	91.88	0.00
75. 001-1422-5610-000-00 Summer School- Supplies	100.00	0.00	0.00	0.00	100.00	0.00
<b>TOTAL 1422 Summer School Program</b>	<b>\$1,392.88</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,392.88</b>	<b>\$0.00</b>



## South Hero Town School District Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget	Reported Period	Encumbrances	Spent & Encumbered	Amount Remaining	Last Year Period	
	7/1/2019 - 6/30/2020	7/1/2019 - 6/30/2020	7/1/2019 - 6/30/2020			7/1/2018 - 6/30/2019	
<b>2120 Guidance Services</b>							
76. 001-2120-5110-000-00	Guidance & SAP-salary	69,656.84	20,616.86	39,409.62	60,026.48	9,630.36	67,628.00
77. 001-2120-5210-000-00	Guidance - Health Ins.	3,000.00	0.00	0.00	0.00	3,000.00	0.00
78. 001-2120-5220-000-00	Guidance -FICA	5,328.75	1,577.18	3,014.84	4,592.02	736.73	5,135.58
79. 001-2120-5230-000-00	Guidance - Life Insurance	88.20	0.00	0.00	0.00	88.20	0.00
80. 001-2120-5250-000-00	Guidance- Workers Comp	48.49	0.00	0.00	0.00	48.49	0.00
81. 001-2120-5260-000-00	Guidance-unemployment	65.00	10.08	0.00	10.08	54.92	40.00
82. 001-2120-5270-000-00	Guidance-Prof.Development/Course Reimb.	800.00	0.00	0.00	0.00	800.00	0.00
83. 001-2120-5280-000-00	Guidance - Dental	1,262.63	0.00	0.00	0.00	1,262.63	1,250.10
84. 001-2120-5610-000-00	Guidance-general Supplies	1,500.00	0.00	0.00	0.00	1,500.00	0.00
<b>TOTAL 2120 Guidance Services</b>		<b>\$81,749.91</b>	<b>\$22,204.12</b>	<b>\$42,424.46</b>	<b>\$64,628.58</b>	<b>\$17,121.33</b>	<b>\$74,053.68</b>
<b>2134 Health Services</b>							
85. 001-2134-5110-000-00	Health Services-salaries(nurse & asst)	19,524.39	1,274.16	18,447.48	19,721.64	(197.25)	16,965.41
86. 001-2134-5210-000-00	Health Services-group Health Insurance	19,165.19	4,815.45	0.00	4,815.45	14,349.74	17,234.88
87. 001-2134-5210-100-00	Health Svcs - HRA	4,750.00	0.00	0.00	0.00	4,750.00	0.00
88. 001-2134-5220-000-00	Health Services-fica	1,493.62	53.69	1,437.25	1,490.94	2.68	975.09
89. 001-2134-5250-000-00	Health Services-Workers Comp.	177.67	0.00	0.00	0.00	177.67	0.00
90. 001-2134-5260-000-00	Health Services-unemployment Comp.	57.60	10.08	0.00	10.08	47.52	40.00
91. 001-2134-5280-000-00	Health Services-group Dental Insurance	484.92	123.45	0.00	123.45	361.47	480.10
92. 001-2134-5281-000-00	Health Services-group Vision Insurance	322.65	79.87	0.00	79.87	242.78	319.46
93. 001-2134-5332-000-00	Health Services Assessment	7,988.00	3,994.00	0.00	3,994.00	3,994.00	7,889.00
94. 001-2134-5580-000-00	Health Services-travel	100.00	0.00	0.00	0.00	100.00	23.20
95. 001-2134-5610-000-00	Health Services-general Supplies	350.00	264.04	0.00	264.04	85.96	347.62
<b>TOTAL 2134 Health Services</b>		<b>\$54,414.04</b>	<b>\$10,614.74</b>	<b>\$19,884.73</b>	<b>\$30,499.47</b>	<b>\$23,914.57</b>	<b>\$44,274.76</b>
<b>2150 Speech Services</b>							
96. 001-2150-5260-000-00	Speech Services-unemployment Comp.	0.00	0.00	0.00	0.00	0.00	40.00
<b>TOTAL 2150 Speech Services</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$40.00</b>
<b>2222 Library</b>							
9/30/2019 7:48:03AM							

## South Hero Town School District Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget	Reported Period	Encumbrances	Spent & Encumbered	Amount Remaining	Last Year Period
	7/1/2019 - 6/30/2020	7/1/2019 - 6/30/2020	7/1/2019 - 6/30/2020			7/1/2018 - 6/30/2019
97. 001 -2222-5110-000-00 Library Services-salary	51,739.99	9,852.43	48,078.85	57,931.28	(6,191.29)	50,258.00
98. 001 -2222-5210-000-00 Library Services-group Health Insurance	3,000.00	0.00	4,635.79	4,635.79	(1,635.79)	0.00
99. 001 -2222-5220-000-00 Library Services-fica	3,958.11	753.69	3,678.03	4,431.72	(473.61)	3,839.71
100. 001 -2222-5230-000-00 Library - Group Life	0.00	0.00	0.00	0.00	0.00	88.20
101. 001 -2222-5250-000-00 Library Services-Workers Comp.	470.83	0.00	0.00	0.00	470.83	0.00
102. 001 -2222-5260-000-00 Library Services-unemployment Comp.	57.60	10.08	0.00	10.08	47.52	40.00
103. 001 -2222-5270-000-00 Library-tuition	800.00	0.00	0.00	0.00	800.00	0.00
104. 001 -2222-5280-000-00 Library Services-group Dental Insurance	1,262.63	0.00	351.81	351.81	910.82	1,250.10
105. 001 -2222-5281-000-00 Library Services-group Vision Insurance	0.00	0.00	111.42	111.42	(111.42)	0.00
106. 001 -2222-5290-000-00 Library Services-Prof. Development	500.00	0.00	0.00	0.00	500.00	770.00
107. 001 -2222-5610-000-00 Library Services-library Supplies	400.00	0.00	0.00	0.00	400.00	893.58
108. 001 -2222-5640-000-00 Library Services-library Books	10,000.00	0.00	0.00	0.00	10,000.00	5,037.41
109. 001 -2222-5641-000-00 Magazines/Online Subscriptions	500.00	99.83	0.00	99.83	400.17	411.99
110. 001 -2222-5650-000-00 Library Services-av Materials	500.00	0.00	0.00	0.00	500.00	536.98
111. 001 -2222-5733-000-00 Library Services- Furniture & Fixtures	17,000.00	2,601.55	6,505.20	9,106.75	7,893.25	2,456.62
112. 001 -2222-5739-000-00 Library - AV Equipment	4,000.00	0.00	0.00	0.00	4,000.00	972.54
<b>TOTAL 2222 Library</b>	<b>\$94,189.16</b>	<b>\$13,317.58</b>	<b>\$63,361.10</b>	<b>\$76,678.68</b>	<b>\$17,510.48</b>	<b>\$66,555.13</b>
<b>2310 Board of Education</b>						
113. 001 -2310-5110-000-00 Board Of Ed Services-salaries	5,200.00	0.00	0.00	0.00	5,200.00	0.00
114. 001 -2310-5111-000-00 Board Of Ed/treasurer-salary	2,200.00	0.00	0.00	0.00	2,200.00	0.00
115. 001 -2310-5113-000-00 Board of Ed Svc - Secretary Salaries	1,700.00	0.00	0.00	0.00	1,700.00	2,100.00
116. 001 -2310-5220-000-00 Board Of Ed Services-fica	527.85	0.00	0.00	0.00	527.85	160.65
117. 001 -2310-5240-000-00 Board of Ed/Treasurer Fica	168.30	0.00	0.00	0.00	168.30	0.00
118. 001 -2310-5300-000-00 Cafeteria Plan	945.00	0.00	0.00	0.00	945.00	0.00
119. 001 -2310-5360-000-00 Board Of Ed Services-legal/prof svc	3,000.00	0.00	0.00	0.00	3,000.00	3,810.50
120. 001 -2310-5361-000-00 Board Of Ed Services-negotiations	1,000.00	0.00	0.00	0.00	1,000.00	0.00
121. 001 -2310-5530-000-00 Board Of Ed Services-telephone/postage F	150.00	0.00	0.00	0.00	150.00	0.00
122. 001 -2310-5540-000-00 Board Of Ed Services-advertising	1,000.00	0.00	0.00	0.00	1,000.00	153.50
123. 001 -2310-5610-000-00 Board Of Ed Services-supplies	200.00	0.00	0.00	0.00	200.00	0.00

## South Hero Town School District Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget 7/1/2019 - 6/30/2020	Reported Period 7/1/2019 - 6/30/2020	Encumbrances 7/1/2019 - 6/30/2020	Spent & Encumbered	Amount Remaining	Last Year Period 7/1/2018 - 6/30/2019
124. 001 -2310-5611-000-00 Board of Ed- Board of Ed Expense	0.00	16,650.00	0.00	16,650.00	(16,650.00)	0.00
125. 001 -2310-5810-000-00 Board OF Ed Services-vsba Dues	1,700.00	0.00	0.00	0.00	1,700.00	1,788.98
<b>TOTAL 2310 Board of Education</b>	<b>\$17,791.15</b>	<b>\$16,650.00</b>	<b>\$0.00</b>	<b>\$16,650.00</b>	<b>\$1,141.15</b>	<b>\$8,013.63</b>
<b>2320 Administrative Services - Supervisory U</b>						
126. 001 -2320-5331-000-00 SU General Assessment	290,692.00	145,346.00	0.00	145,346.00	145,346.00	244,295.00
<b>TOTAL 2320 Administrative Services - Supervisory U</b>	<b>\$290,692.00</b>	<b>\$145,346.00</b>	<b>\$0.00</b>	<b>\$145,346.00</b>	<b>\$145,346.00</b>	<b>\$244,295.00</b>
<b>2410 Principal Services</b>						
127. 001 -2410-5110-000-00 Principal Service-salary	99,910.00	23,056.14	76,853.86	99,910.00	0.00	101,125.00
128. 001 -2410-5113-000-00 Principal Service-secretary Salary	35,411.40	9,560.12	26,187.88	35,748.00	(336.60)	35,831.58
129. 001 -2410-5117-000-00 Home School Coordinator	41,206.59	3,479.44	38,122.96	41,602.40	(395.81)	40,792.71
130. 001 -2410-5210-000-00 Principal Services-group Health Insuranc	6,918.85	695.37	6,238.32	6,953.69	(34.84)	5,703.49
131. 001 -2410-5220-000-00 Principal Services-fica	13,504.39	2,754.83	10,805.63	13,560.46	(56.07)	13,543.44
132. 001 -2410-5230-000-00 Principal Service-group Life Insurance	0.00	0.00	0.00	0.00	0.00	340.20
133. 001 -2410-5240-000-00 Principal Svcs - Retirement	0.00	478.01	1,309.35	1,787.36	(1,787.36)	1,791.62
134. 001 -2410-5250-000-00 Principal Services-Workers Comp.	1,605.00	0.00	0.00	0.00	1,605.00	0.00
135. 001 -2410-5260-000-00 Principal Service-unemployment Comp.	200.00	33.60	0.00	33.60	166.40	80.00
136. 001 -2410-5270-000-00 Principal Svcs.- Course Reimb.	1,000.00	0.00	0.00	0.00	1,000.00	550.00
137. 001 -2410-5280-000-00 Principal Services-group Dental Insuranc	460.67	138.74	1,248.66	1,387.40	(926.73)	1,308.50
138. 001 -2410-5281-000-00 Principal Services-group Vision Insuranc	150.10	46.81	421.25	468.06	(317.96)	455.69
139. 001 -2410-5290-000-00 Principal Svcs.- Prof. Development	2,501.00	0.00	0.00	0.00	2,501.00	508.00
140. 001 -2410-5292-000-00 Principal Svc- Oth Emp. Benefits	0.00	0.00	0.00	0.00	0.00	23.46
141. 001 -2410-5430-000-00 Principal Svcs.- Copier Svcs.	5,545.00	516.65	0.00	516.65	5,028.35	3,748.71
142. 001 -2410-5530-000-00 Principal Services-telephone	8,500.00	1,873.34	0.00	1,873.34	6,626.66	5,283.46
143. 001 -2410-5532-000-00 Principal Svcs.- Postage	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00
144. 001 -2410-5580-000-00 Principal Services-travel	500.00	17.17	0.00	17.17	482.83	1,001.50
145. 001 -2410-5610-000-00 Principal Services-office Supplies/petty	450.00	50.00	0.00	50.00	400.00	555.84
146. 001 -2410-5670-000-00 Principals Svcs - Computer Software	500.00	665.28	0.00	665.28	(165.28)	0.00
147. 001 -2410-5810-000-00 Dues and Fees	400.00	695.60	0.00	695.60	(295.60)	579.55

## South Hero Town School District Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget 7/1/2019 - 6/30/2020	Reported Period 7/1/2019 - 6/30/2020	Encumbrances 7/1/2019 - 6/30/2020	Spent & Encumbered	Amount Remaining	Last Year Period 7/1/2018 - 6/30/2019
<b>TOTAL 2410 Principal Services</b>	<b>\$219,763.00</b>	<b>\$45,061.10</b>	<b>\$161,207.91</b>	<b>\$206,269.01</b>	<b>\$13,493.99</b>	<b>\$214,222.75</b>
<b>2420 Supportive Services - Special Ed Coordi</b>						
148. 001-2420-5332-000-00 Purchased Services from SU	320,532.94	160,266.47	0.00	160,266.47	160,266.47	251,509.90
149. 001-2420-5810-000-00 Dues/Fees/Registration	0.00	0.00	0.00	0.00	0.00	245.00
<b>TOTAL 2420 Supportive Services - Special Ed Coordi</b>	<b>\$320,532.94</b>	<b>\$160,266.47</b>	<b>\$0.00</b>	<b>\$160,266.47</b>	<b>\$160,266.47</b>	<b>\$251,754.90</b>
<b>2600 Operation/Maintenance of Plant</b>						
150. 001-2600-5110-000-00 Operation/maint. Of Plant-salaries	93,476.17	21,028.64	71,177.44	92,206.08	1,270.09	90,116.12
151. 001-2600-5112-000-00 Operation/maint. Of Plant-substitutes	1,000.00	2,212.00	0.00	2,212.00	(1,212.00)	1,998.75
152. 001-2600-5210-000-00 Operation/maint. Of Plant-group Health I	32,158.97	2,611.88	23,506.84	26,118.72	6,040.25	25,220.06
153. 001-2600-5210-100-00 Maintenance - HRA	9,500.00	0.00	0.00	0.00	9,500.00	0.00
154. 001-2600-5220-000-00 Operation/maint. Of Plant-fica	7,227.43	1,755.30	5,467.71	7,223.01	4.42	6,828.14
155. 001-2600-5230-000-00 Operation/Plant - Group Life Ins	0.00	0.00	0.00	0.00	0.00	176.40
156. 001-2600-5240-000-00 Oper/Maint of Plant- Retirement	2,854.97	1,051.43	3,558.84	4,610.27	(1,755.30)	4,505.82
157. 001-2600-5250-000-00 Operation/maint. Of Plant-Workers Comp	790.00	0.00	0.00	0.00	790.00	0.00
158. 001-2600-5260-000-00 Operation/maint. Of Plant-unemployment C	125.00	23.52	0.00	23.52	101.48	80.00
159. 001-2600-5280-000-00 Operation/maint. Of Plant-group Dental I	1,814.00	138.74	1,248.66	1,387.40	426.60	1,796.00
160. 001-2600-5281-000-00 Operation/maint. Of Plant-group Vision I	322.65	31.95	287.51	319.46	3.19	319.46
161. 001-2600-5400-000-00 Oper/Maint. of Plant- Rent	2,100.00	0.00	0.00	0.00	2,100.00	0.00
162. 001-2600-5411-000-00 Oper/Plant - Energy Services- Water	1,800.00	450.00	0.00	450.00	1,350.00	1,800.00
163. 001-2600-5421-000-00 Operation/maint. Of Plant-garbage Collec	3,850.00	349.07	0.00	349.07	3,500.93	4,523.92
164. 001-2600-5431-000-00 Operation/maint. Of Plant-grounds - Repa	3,000.00	562.15	0.00	562.15	2,437.85	2,504.68
165. 001-2600-5432-000-00 Operation/maint. Of Plant-building - Rep	12,000.00	2,640.89	0.00	2,640.89	9,359.11	5,643.30
166. 001-2600-5433-000-00 Oper/maint. Of Plant- Equip/Equip Maint	8,000.00	102.08	0.00	102.08	7,897.92	3,263.80
167. 001-2600-5436-000-00 Operation/Plant - Facility Svc Contr	1,000.00	487.00	0.00	487.00	513.00	297.00
168. 001-2600-5610-000-00 Oper/maint. Of Plant-Custodial Supplies	8,000.00	638.76	0.00	638.76	7,361.24	6,655.16
169. 001-2600-5622-000-00 Operation/maint. Of Plant-Electricity	34,000.00	2,016.95	0.00	2,016.95	31,983.05	26,902.28
170. 001-2600-5624-000-00 Operation/maint. Of Plant-Energy Service	19,750.00	2,016.95	0.00	2,016.95	17,733.05	23,744.79
171. 001-2600-5710-000-00 Operation/maint. Of Plant-improvements	7,500.00	0.00	0.00	0.00	7,500.00	3,096.00

## South Hero Town School District Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget 7/1/2019 - 6/30/2020	Reported Period 7/1/2019 - 6/30/2020	Encumbrances 7/1/2019 - 6/30/2020	Spent & Encumbered	Amount Remaining	Last Year Period 7/1/2018 - 6/30/2019
172. 001-2600-5730-000-00 Operation/Maint of Plant- Equipment	0.00	0.00	0.00	0.00	0.00	190.99
<b>TOTAL 2600 Operation/Maintenance of Plant</b>	<b>\$250,269.19</b>	<b>\$38,117.31</b>	<b>\$105,247.00</b>	<b>\$143,364.31</b>	<b>\$106,904.88</b>	<b>\$209,662.67</b>
<b>2700 Transportation Services</b>						
173. 001-2700-5332-000-00 Bus Service from SU	103,918.00	51,959.00	0.00	51,959.00	51,959.00	97,120.00
174. 001-2700-5580-000-00 Student Transportation - Mileage Reimb	5,700.00	0.00	0.00	0.00	5,700.00	0.00
<b>TOTAL 2700 Transportation Services</b>	<b>\$109,618.00</b>	<b>\$51,959.00</b>	<b>\$0.00</b>	<b>\$51,959.00</b>	<b>\$57,659.00</b>	<b>\$97,120.00</b>
<b>3100 Food Service</b>						
175. 001-3100-5734-000-00 Food Service Computer Equipment	0.00	0.00	0.00	0.00	0.00	595.00
176. 001-3100-5930-000-00 Fund Transfers-food Service Transfer	26,219.25	0.00	0.00	0.00	26,219.25	0.00
<b>TOTAL 3100 Food Service</b>	<b>\$26,219.25</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$26,219.25</b>	<b>\$595.00</b>
<b>5200 Long Term Debt</b>						
177. 001-5200-5830-000-00 Interest on Long Term Debt	0.00	(79.79)	0.00	(79.79)	79.79	1,985.26
178. 001-5200-5912-000-00 Principal Payment Long Term Debt	0.00	0.00	0.00	0.00	0.00	105,596.37
<b>TOTAL 5200 Long Term Debt</b>	<b>\$0.00</b>	<b>\$(79.79)</b>	<b>\$0.00</b>	<b>\$(79.79)</b>	<b>\$79.79</b>	<b>\$107,581.63</b>
<b>TOTAL 001 General Fund</b>	<b>\$3,857,228.71</b>	<b>\$661,188.13</b>	<b>\$1,477,940.65</b>	<b>\$2,139,128.78</b>	<b>\$1,718,099.93</b>	<b>\$3,437,341.91</b>
<b>201 Scholarships</b>						
<b>5290 Other Transfers</b>						
179. 201-5290-5930-000-00 Donald Robinson - Transfer to Other Acct	0.00	0.00	0.00	0.00	0.00	1,000.00
<b>TOTAL 5290 Other Transfers</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,000.00</b>
<b>TOTAL 201 Scholarships</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,000.00</b>
<b>301 RiseVT Grant</b>						
<b>1100 Instructional</b>						
180. 301-1100-5730-000-00 RiseVT Equipment	0.00	2,106.59	206.13	2,312.72	(2,312.72)	1,515.10
<b>TOTAL 1100 Instructional</b>	<b>\$0.00</b>	<b>\$2,106.59</b>	<b>\$206.13</b>	<b>\$2,312.72</b>	<b>\$(2,312.72)</b>	<b>\$1,515.10</b>

## South Hero Town School District Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget 7/1/2019 - 6/30/2020	Reported Period 7/1/2019 - 6/30/2020	Encumbrances 7/1/2019 - 6/30/2020	Spent & Encumbered	Amount Remaining	Last Year Period 7/1/2018 - 6/30/2019
<b>TOTAL 301 RiseVT Grant</b>	<b>\$0.00</b>	<b>\$2,106.59</b>	<b>\$206.13</b>	<b>\$2,312.72</b>	<b>\$(2,312.72)</b>	<b>\$1,515.10</b>
<b>311 SRSA</b>						
<b>1100 Instructional</b>						
181. 311-1100-5290-000-00 SRSA- Professional Development	0.00	0.00	0.00	0.00	0.00	4,830.00
182. 311-1100-5670-000-00 SRSA- Instructional- Computer Software	0.00	0.00	0.00	0.00	0.00	5,752.00
<b>TOTAL 1100 Instructional</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$10,582.00</b>
<b>TOTAL 311 SRSA</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$10,582.00</b>
<b>501 Food Program Fund</b>						
<b>3100 Food Service</b>						
183. 501-3100-5110-000-00 Food Program Salaries	0.00	2,903.20	37,548.08	40,451.28	(40,451.28)	37,208.44
184. 501-3100-5210-000-00 Food Program Health Insurance	0.00	695.37	6,258.32	6,953.69	(6,953.69)	6,221.99
185. 501-3100-5220-000-00 Food Program FICA/Med	0.00	208.81	2,885.72	3,094.53	(3,094.53)	2,667.87
186. 501-3100-5260-000-00 Food Program Unemployment	0.00	23.52	0.00	23.52	(23.52)	80.00
187. 501-3100-5280-000-00 Food Program Dental Insurance	0.00	49.38	444.42	493.80	(493.80)	480.12
188. 501-3100-5281-000-00 Food Program Vision Insurance	0.00	14.86	133.74	148.60	(148.60)	148.61
189. 501-3100-5610-000-00 Food Purchases	0.00	2,460.71	0.00	2,460.71	(2,460.71)	21,911.49
<b>TOTAL 3100 Food Service</b>	<b>\$0.00</b>	<b>\$6,355.85</b>	<b>\$47,270.28</b>	<b>\$53,626.13</b>	<b>\$(53,626.13)</b>	<b>\$68,718.52</b>
<b>TOTAL 501 Food Program Fund</b>	<b>\$0.00</b>	<b>\$6,355.85</b>	<b>\$47,270.28</b>	<b>\$53,626.13</b>	<b>\$(53,626.13)</b>	<b>\$68,718.52</b>
<b>GRAND TOTAL</b>	<b>\$3,857,228.71</b>	<b>\$669,650.57</b>	<b>\$1,525,417.06</b>	<b>\$2,195,067.63</b>	<b>\$1,662,161.08</b>	<b>\$3,519,157.53</b>

# Superintendent's Report

## October 2019

### **Audits Update:**

#### **FY 18:**

We have received the first drafts of the FY 18 audits for the South Hero, North Hero, Isle La Motte, and Alburgh school districts. On 9/30/2019, Rick Brigham of Sullivan Powers let me know the Grand Isle School District is being reviewed at Sullivan Powers and we should expect it in the next day or two. Rob and Michelle have reviewed the first drafts and are in the process of sending Sullivan Powers adjustments/questions/clarifications. Once Sullivan Powers reviews the communications from Rob and Michelle, we should be able to send board members copies and schedule Sullivan Powers to present the audits to the boards.

#### **FY 19:**

Rick Brigham, Michelle, Rob, and I met on 9/30/2019 and reviewed the FY 19 audit timeline. Inter-District Billing and the Special Education Expenditure Reporting (SEER) were areas which contributed to holding up the FY 17 and 18 audits last year. Michelle confirmed that the FY 19 Inter-District Billing and verification is nearly complete, including reconciliation of the HRA expenditures. The SEER report was completed and submitted on time (August 15, 2019) and Rob is verifying there are not amendments which need to be made. We are in the process of gathering and submitting the required audit documentation to Sullivan and Powers. The focus is to submit the Isle La Motte and North Hero school districts by mid to late October and the Grand Isle school district by late October. Sullivan and Powers would then come to the GISU office in early November to do field work. Following this timeline Sullivan and Powers has committed to completing the Isle La Motte, North Hero, and Grand Isle audits no later than mid December.

The GISU Business Office will continue to prepare and submit the required audit documentation for the Alburgh and South Hero School Districts, as well as the Grand Isle Supervisory Union in November and December. If all required documentation is submitted on this timeline Sullivan Powers has committed to completing the FY 19 audit for South Hero, Alburgh, and the GISU by mid February.

### **E-911 Compliance**

Each of the local schools are out of compliance with the new E-911 requirements (Please see attached email from Karen Rielly). Based on the email we need to either submit a plan to be compliant no later than January 10, 2020, by October 10, 2019 or request a waiver from the Enhanced 911 Board. Each of our schools are eligible to apply for a \$25,000 matching (dollar for dollar) grant and those applications would need to be submitted by the Supervisory Union before November 1, 2020. When the GISU moved to the new location we switched our phone service to a voice over internet service which is able to meet the new E-911 compliance requirements.

Dave Brisson has determined, through our current provider, that our current phone systems are not capable of being upgraded to be E-911 compliant. Dave is investigating potential solutions including the possibility of switching to voice over internet or purchasing a new phone system. Each district will need to make a decision as to how it will become E-911 compliant. My hope would be there would be one system adopted and supported SU-wide. Based on the timing of the requirements I anticipate submitting a request for a waiver.

## **Budget Timeline**

It's that time of year again when we need to start planning the next year's budget. The following is the timeline we used last year, which seemed to work and unless the boards want to do something different we will use again this year:

October board meetings-

Principal's share their budget priorities for the 2020-2021 school year (you may want to have a process to reach out to faculty and staff to see if they anticipate any big expenses on the horizon)

November Board meeting-

Rob and I will meet with principals in October and early November to put together a first draft of the local budgets.

November is also the month the GISU board should finalize and approve the GISU budget.

December-

State numbers should be available at least in draft form. This is the second look at the budget for local boards. We will finalize if possible

January-

All budgets are finalized

February-

Budget Education in all communities

March-

Budget Votes

## **Snelling Education Leadership Program**

I will be attending the next three days of the Snelling Education Leadership Program on October 16, 17, and 18. Thank you to the GISU Board for this opportunity.

## **2019 UVM Outstanding Teachers**

Last month I shared with the board our two UVM Outstanding Teachers of the Year were announced at the SU In-Service day and congratulated Jenny Degree and Tracy Giroux as our representatives. I also shared the UVM Outstanding Teacher Day celebration would be held in October. I recently received an email from UVM letting me know that due to a scheduling conflict the Outstanding Teacher Day celebration would be held on Thursday, December 5, 2019.

## **First Grant Reports Due**

As a part of being determined to be a high risk sub grant recipient, the first reports and supporting documentation to release FY 20 grant funds are due on or before October 14, 2019. We are currently planning to submit the information by October 6, 2019.

## **Vermont School Boards Association (VSBA) Regional Business Meetings**

The Chittenden/Grand Isle VSBA Regional Business Meeting is scheduled for October 23, 2019. Board members who are interested in attending or more information should visit:

<https://www.vtvsba.org/regionalmeetings>



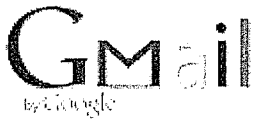
**Vermont Superintendent's/VSBA Annual Conference**

The VSA/VSBA annual conference is November 7&8 at Lake Morey. If you would like more information please visit: <https://www.vtvsba.org/> If you are a board member who would like to attend please contact Megan DeVinny at the GISU office and she can help you register and create a PO.

**VSBIT Annual Meeting**

VSBIT's Annual Meeting is November 8, 2019 at Lake Morey. Each of the local boards and as well as the GISU have voting rights at this meeting. Each board can name a specific proxy for it vote or can assign its vote to VSBIT. I am planning to be at Lake Morey and am the Superintendent Representative on VSBIT Board of Directors. Included in the board packet is the warning for the VSBIT Annual Meeting.

Thank you for the work you do as board members to support education throughout the Islands.



Michael Clark &lt;mclark@gisu.org&gt;

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## FOLSOM ED AND COMMUNITY CENTER - Action Required - New 9-1-1 ECS Rule Compliance

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Rielly, Karen &lt;Karen.Rielly@vermont.gov&gt;

Mon, Sep 9, 2019 at 1:22 PM

To: "smckelvie@gisu.org" &lt;smckelvie@gisu.org&gt;, "mclark@gisu.org" &lt;mclark@gisu.org&gt;

You were recently informed (as part of the Fall 2019 Enhanced 9-1-1 Compliance Grant Program Application) that the Vermont Enhanced 9-1-1 Board has adopted a *Rule Governing the 9-1-1 Requirements for Enterprise Communications Systems (ECS)*. This rule went into effect July 1, 2019. According to the rule, every ECS within the state must be compliant with the requirements set forth in the rule. The full text of the rule is available at: <https://e911.vermont.gov/statutes-and-rules/rules>.

In addition to providing clarification on previously existing requirements, the new rule also requires that **"ECS end users shall have the ability to directly initiate a call to 9-1-1 without dialing any additional digit, code, prefix or post-fix."**

As of the date of this letter, our records indicate your school is still non-compliant with this rule.

Your ECS technical contact or business manager must submit a written plan to the Enhanced 9-1-1 Board no later than **October 10, 2019** detailing a plan of action to become compliant no later than **January 10, 2020**. This plan of action should define what is currently preventing the ECS from being compliant, what steps are being taken to become compliant, and an expected timeline. If your school is unable to become compliant by the date above, you must seek a waiver from the Enhanced 9-1-1 Board. More information concerning the waiver process can be found on our ECS information page <https://e911.vermont.gov/ECS>.

If you have updated your ECS subsequent to your non-compliant determination and believe your ECS is now compliant, you may schedule testing with our office to confirm. Do not complete any test calls without prior authorization from the Enhanced 9-1-1 Board. You can find the test call form and instructions on our website under the ECS section or by clicking [here](#).

If you have any questions, please contact our office at [e911.ecsinfo@vermont.gov](mailto:e911.ecsinfo@vermont.gov).

Sincerely,

A handwritten signature in black ink that reads "Karen Rielly".

Karen Rielly

Enhanced 9-1-1 Data Integrity Analyst



Vermont School Boards Insurance Trust  
52 Pike Drive  
Berlin, VT 05602  
802/223-5040

## MEMO

To: VSBIT Member School Board Chairs, Superintendents and Business Officials  
From: Laura Soares, President  
Date: September 25, 2019  
Re: **VSBIT Annual Meeting Notice**

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The Vermont School Board Insurance Trust (VSBIT) will hold its Annual Meeting on Friday, **November 8, 2019** in conjunction with the Vermont School Board Association's Annual Meeting at the Lake Morey Inn in Fairlee, Vermont. The VSBIT Annual Business Meeting will start at **8:00 AM**. Included with this Memo are **Exhibit A: Notice of the 2019 Annual Meeting** and a copy of the Minutes of the 2018 Annual Meeting.

We hope you will join us bright and early to elect two Directors to the Board - there will be an election for one two-year at-large term and one three-year school board term. After the election of Directors, we will share the accomplishments of the Trust over the past year and answer questions from members. Our Annual Report will soon be posted online. At least two years of financial audits are always available as well; our most recent audit will be posted in early November. All documents can be found on our website at [www.vsbite.org](http://www.vsbite.org).

Since 1978, we have been assisting Vermont schools in pooling resources and saving money. The Annual Meeting is a time for us to hear from you - our members - on how we can continue to serve you more effectively and in innovative ways. Please bring your feedback and ideas!

We hope you will join us at the Annual Meeting. Please remember each member entity is entitled to one vote for each program (Multi-Line and/or Unemployment) of which they are a member. The membership books close at 4 PM on October 25<sup>th</sup>; the final list will be posted online at [www.vsbite.org](http://www.vsbite.org). Members may vote in-person by designating an authorized representative to attend the meeting or by vote via proxy by appointing the VSBIT Board to vote on their behalf. We ask each member to complete **Exhibit B: Proxy/Certificate of Authority**, enclosed, and **send it ahead** of the meeting to the address below. This will allow the authorized representative to receive his/her voting card(s) in an expedited manner at the meeting on the 8<sup>th</sup>.

Vermont School Boards Insurance Trust  
Attention: Laura Soares  
52 Pike Drive  
Berlin, VT 05602

We look forward to seeing you at the Lake Morey Inn on November 8<sup>th</sup>.

Enclosures



**VERMONT SCHOOL BOARDS INSURANCE TRUST**

**ANNUAL MEETING  
LAKE MOREY INN  
FAIRLEE, VT**

November 8, 2019  
8:00 AM

**AGENDA**

- 1. Roll Call of Members**
- 2. Proof of Notice of Meeting or Waiver of Notice**
- 3. Reading of Prior Annual Meeting Minutes**
- 4. Reports of Officers and Directors**
- 5. Election of Directors**
- 6. Information Exchange**
- 7. Adjournment**



Vermont School Boards Insurance Trust  
52 Pike Drive  
Berlin, VT 05602  
802/223-5040

# MEMO

To: VSBIT Members  
From: Laura Soares, President  
Date: September 25, 2019  
Re: VSBIT Board of Directors

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The VSBIT Board is comprised of five members. As outlined in the organization's current Bylaws, the Directors include one school board member, one superintendent and one school business official, each with a three year term. In addition, there are two at-large seats with terms of two years. The current directors, along with the length of their term, are included below.

### **Current VSBIT Board of Directors**

Stuart Wepler, School Board Member	Term expires 2019
Robert Giroux, Member At-Large	Term expires 2019
Brenda Fleming, Business Official	Term expires 2020
Steve Hier, At-Large	Term expires 2020
Michael Clark, Superintendent	Term expires 2021

The membership will elect two Directors to fill the terms expiring in 2019 at the Annual Meeting to be held November 8, 2019 at 8:00 a.m., at Lake Morey Inn, Fairlee, Vermont.

The VSBIT Board established a nominating committee to seek out interested candidates. The nominating committee recommends Michael Bailey for the three-year School Board seat being vacated by Stuart Wepler and Bob Giroux to serve another two-year term as an at-large member.

I encourage each member to send a representative to the Annual Meeting utilizing the Certificate of Authority included in this mailing, or use the proxy to allow the Board of Directors to cast a vote on your behalf.



## EXHIBIT A

### NOTICE OF MEETING

The Board of Directors of the Vermont School Boards Insurance Trust, Inc., at a regular meeting of the Board held on May 22, 2019, determined that the 2019 Annual Meeting of the Corporation will be held at the following date, time and place:

DATE: November 8, 2019  
TIME: 8:00 A.M.  
PLACE: Lake Morey Inn, Fairlee, Vermont

As outlined in the Bylaws of the organization, the Agenda for said Annual Meeting is as follows:

1. Roll Call of Members
2. Proof of Notice of Meeting or Waiver of Notice
3. Reading of Minutes of Preceding Meeting
4. Reports of Officers and Directors
6. Election of Directors
7. Information Exchange
8. Adjournment

At said regular meeting of the Board of Directors of the Corporation held on May 22, 2019 it was resolved by the Board that the Membership Books would be closed as of October 25, 2019 for the purpose of determining members entitled to vote at the November 8, 2019 meeting.

A list of voting members of the Corporation entitled to vote at said Annual Meeting is posted online at [www.vsbitt.org](http://www.vsbitt.org) and available for inspection by any member at the principal office of the Corporation located at 52 Pike Drive, Berlin, Vermont (Telephone: (802) 223-5040)