

Grand Isle Supervisory Union

School Board Regular Meeting

Tuesday, November 26, 2019

Minutes

Board Present: Trevor Creller, Melanie Henderson, Bentley Vaughan, Tim Maxham, Michael Inners

Admin Present: Michael Clark, Rob Gess

Public Present:

Call to Order

1. Call to Order - Melanie Henderson called the meeting to order at 6:32 p.m.
2. Adjust the Agenda - Transportation contract to discuss will be added under Board business.
3. Citizens and/or Staff to be Heard - none
 - a. Board Correspondence
Meghan Foster Letter - Michael Clark shared the letter in the packet written by Meg Foster. Michael Clark shared that he met with Meg Foster and he discussed with her the proposed budget. The budget is being discussed this evening and Michael Clark recommends entering executive session to discuss salaries for all staff within the GISU budget. Melanie Henderson agrees that this should be set aside until budget is discussed.
4. Consent Agenda
 - a. Approve the minutes from 10/22/2019 - Tim Maxham moves to accept the minutes as written, Michael Inners seconds. All in favor, motion passed.
 - b. Medicaid hire - Cindy Edwards has been hired as a part time employee to process Medicaid. Michael Clark provided a brief overview of Medicaid billing and revenue that would come into the district through billing practices.

5. Reports

- Superintendent's Report - Michael Clark shared his written report provided in the board packet. This included information on the service plan changes based on the reversal of decision of special education costs that are reflected in the GISU budget. E-911 compliance is in progress; we have received a waiver for all school districts and have submitted the grants and are awaiting approval. Michael Clark attended the Snelling Leadership conference as well as will attend the Outstanding Teacher day on December 5. Lead testing has been moved up for Folsom School based on the results of a first draw test completed by the Parent Child Center. The second test, the flush test, was not completed. The Department of Health originally had the Folsom School scheduled for later, but due to the findings, the complete tests will be completed at the Folsom School next week after Tuesday. At the reorganization of the VSBIT Directors, Michael Clark was elected Vice Chair.
- Financial Report - Rob Gess reviewed the budget to actuals provided in the board packet. Looks like at this point, GISU will be under budget for special ed and teacher salaries. On the general assessment, looking like GISU will be over budget due to software updates and salary overtures and increases in healthcare based on insurance coverages. The e-rate program will cover some of the technology line items through rebates. Will be able to project better at the January meeting for budget balances. Central Office is continuing to be slammed with documentation requests from the AOE and requests from auditors. Administrative review of child nutrition will occur on December 11 and 12 at the Central Office and North Hero School, for a site visit. There was a conference call with the Frontline implementation team, absence management will be implemented at the start of the calendar year. Communication will start next week and webinar training will be sent out. Budgets are being worked on as well. Hoping that the state will come

forward with their requirements in December. The board expressed appreciation to the Business Office for juggling all the responsibilities.

- Tim Maxham moves that board has received and reviewed budget to actuals printed November 21, 2019.

Board Business.

6. Budget - Melanie Henderson motions to enter executive session to discuss contractual obligations within budget, Tim Maxham second. Board enters executive session at 7:17 pm. Board exit executive session at 7:43 p.m., no action taken. Discussion took place regarding the budget. Budget presented includes fully-funding the disallowed costs. Special Education was increased by 8.3%. Tim Maxham asked about the disallowed costs. Michael Clark suggested asking auditors about their suggestions in setting up a special account to be able to carry over the disallowed costs if necessary. Discussion took place regarding how to fund the disallowed costs and benefits of funding in various ways. Board feels that funding half would be in the best interest and to earmark this fund as a separate fund. Rob Gess reminded the Board about the increase in Special Ed costs coming from transportation costs and based on the service plan updates. Michael Clark gave an overview that this budget reflects a \$25,000 built-in of expected overtime related to the conversion of the eFinancePlus system and the training. Other districts have been polled and they spent \$40,000 in overtime related to the conversion. Another change in the budget is the proposal of addition of a .5 FTE, due to the changes in Act 173 (.4 for Special education, Act 173 support and .1 FTE for technology and database support). Curriculum Director local funding has been increased to .5 FTE instead of .4 FTE based on grant funding changes. There is also an inclusion of a dedicated .4 FTE to foodservice and implementation of Frontline Time and Attendance. Hoping to have a conversation with CIUUSD Principles and requesting time from an employee that they have expressed may have some extra time. Michael Inners asked about the increase in the technology line. Rob Gess shared that this is due to the new chart of accounts that go along with the implementation of eFinancePlus. This will require database updates. There has also been talk about implementing a new student data system that will help to streamline data collection issues we have had in the past few months. Also looking at more Blackboard technology and more desktop central technology, this will include patch-management products to help with streamlining fixing issues remotely. This also includes increasing the bandwidth capabilities within the schools. Review of line items include: General Assessment - \$2,130,345.80, Special Education - \$4,171,727.92, Total Budget - \$6,302,073.72. Tim Maxham motions to approve the GISU budget for FY21 at \$6,302,073.72, Melanie Henderson seconds. All in favor, motion passed.

7. Audit updates - Rob Gess shared that site visit has not occurred, auditor responsible has been out on leave. FY19 audits are almost complete and all documentation has been provided for Isle La Motte, Grand Isle, and North Hero. Information for Alburgh for FY19 has been started. Michelle Hetling has been working on the Due to and Due from account balances. The balance sheet reconciliation and pulling documentation is being worked on.

8. Financial Management Questionnaire - Rob Gess shared this is required by statute and is a "self-audit." This allows to ensure segregation of duties. This has been completed, but needs to be signed by a representative of the GISU board. Tim Maxham motions to authorize Melanie Henderson to sign the financial management questionnaire, Michael Inners second. All in favor, motion passed.

9. Update from VSBA meeting - Michael Inners shared updates from the VSBA meeting. There was a focus on a portrait of the graduate. Grand Isle County has been moved to the Franklin County region. If there were questions, Michael Inners can answer at a later time. Sue Ceglowski is now the President of the VSBA.

10. Update from VEHI & VSBIT votes - Michael Inners also attended this meeting and gave updates on the votes. It was very pro-forma

11. Transportation Contract - Rob Gess shared that he has been working on negotiating a lower percent increase. There was little leverage and GISU had no other respondents to the RFP. Rob Gess recommends signing the contract, it is a three year contract, much like the previous contract. Discussion took place regarding pricing and alternatives. Bentley Vaughan motions to authorize Melanie Henderson to sign the bus contract beginning July 1, 2019, Trevor Creller second. Trevor Creller - yes, Tim Maxham - yes, Bentley Vaughan -yes, Melanie Henderson - yes, Michael Inners - no.
12. December meeting schedule - Michael Inners motions to cancel the December 24 meeting, Bentley Vaughan second. All in favor, motion passed.
13. Medicaid Update - Responsibility of oversight of Medicaid has been taken over by Michael Clark.
14. Other

Closure

15. Setting the next agenda - structure of salary increases of non-union staff, negotiations update
- 16 . Adjourn - Bentley Vaughan motions to adjourn, Tim Maxham second. All in favor, motion passed. Meeting adjourned at 9:01 p.m.