

Grand Isle Supervisory Union
South Hero School District
School Board Regular Meeting
Thursday, Dec. 20, 2018, at 6 p.m.
Location: Folsom Education & Community Center

MINUTES

Call to Order

1. Call to order at 6:06 p.m.

Introductions. In attendance:

-Board members: David Cain, Melanie Henderson, Tim Maxham, Bentley Vaughan, Bob Chutter

-Staff: Susan McKelvie, Megan Grube, Julie Pidgeon, Connie Thoma

-Audience: Jim Jones (LCATV)

2. Adjustment of Agenda

None.

3. Public Comments

None.

4. Consent Agenda (Action)

A. Approve minutes from Dec. 6, 2018.

T. Maxham requested changes to the minutes as follows:

- Under 5b, clarified that the expense of the lawsuit was covered under insurance after a deductible

-Page 5 at the top, under Number 7, the section on library use, change "town library revenue" to "town revenue for community use"

-Last page add the words "per year" to "10 cents per year" on the allowed increase in the school lunch rate.

M. Henderson asked for a correction to section 7, changing \$75,000 to \$7,500.

T. Maxham made a motion to approve the minutes of the Dec. 6, 2018, meeting as amended. B. Chutter seconded. Approved on a voice vote

5. Reports

A. Principal's (S. McKelvie): S. McKelvie distributed her report. She suggested a future presentation on school behavior data. She sent appreciation to the Folsom PTO and Helen Bishop for all their work collecting and distributing gifts for families in need this time of year.

Board Business

6. Approval of Bills for Payment. B. Vaughan made a motion to approve paying the bills in Batch 3189 in the amount of \$16,043.99. T. Maxham seconded the motion. The bills were approved for payment on a voice vote.

7. Finishing the curriculum futures protocol (M. Grube): M. Grube shared information on why boards need a mission and vision statement. She read a statement that explained how a mission and vision give board members a basis for making decisions. It was noted that the next step is to gather stakeholder feedback. The board discussed delaying further work on this process until after budget season in March. S. McKelvie noted Town Meeting is an opportunity to gather feedback from the community. The board discussed the timing of this process in conjunction with the timing of finalizing the budget.

8. Review library three-year plan (S. McKelvie). Librarian Connie Thoma reviewed a presentation of the school's proposal to transition the school library space to a 21st Century Learning Commons over three years when the town library moves to its new building. S. McKelvie said the library is a busy, vital part of the school. C. Thoma shared pictures of the current space and possible changes to the space. There are issues with appropriate furniture for children who range in age from 5 to 14. She also proposes flexibility in the design. She has 12 classes per week, and additionally 70-100 people per day use the library for small group and individual instruction; 20-30 people per week use the Makerspace Center. In addition, the library remains a place for books and digital resources for everyone including staff. The library could also be a space for staff meetings, board meetings, IEP meetings, community events, etc. and that would free the gym up for smaller events and activities. S. McKelvie said the school sees a role for the library for community use in the future.

C. Thoma said she purposefully left off the proposal for the 21st Century Learning Commons the replacement of books because grant money is available to purchase books. Grant money is typically not available for furniture purchase. The community owns about 15,000 books, and the school owns about 10,000 books. Thoma said she will know better which books need to be purchased after the town library moves.

S. McKelvie said there is \$7,500 in this year's budget for this transition because the school was not sure when the community library would move out. The school plans to use it in part to buy an area rug. There was discussion about purchasing shelving that is safe for children. B. Chutter asked if the phasing was done for budget reasons or if there was another reason. C. Thoma and S. McKelvie noted it was for budget reasons. J. Pidgeon and C. Thoma shared that other schools have made this transition, including South Burlington High School when its community library moved out. C. Thoma said she has visited other schools as well. S. McKelvie said \$17,000 has been budgeted for this transition for next year. The board expressed appreciation to C. Thoma for her preparation for this transition.

9. Review amended budget (D. Cain)

The board reviewed changes to the budget for FY2020. They discussed the following:

-Line 10: There is an increase in instructional aide salaries in part because one paraprofessional has a portion of general education in the schedule. It was noted there is an error in this line that will be corrected.

-Line 16: A formula error was corrected

-Line 36: budgeted for 70 students for high school tuition

-Line 136: a correction to Pre-K tuition, a \$5,000 increase, which is based on the number of students in Pre-K

-Line 310: adjusted health services assessment.

The budget has a proposed 1.39 percent increase. D. Cain noted this increase does not take into account spending or equalized pupils. M. Henderson said the school has stopped paying the bond, so the \$40,000 increase is really a \$140,000 increase. She says the board needs to be aware of where that increase came from, and a lot of that money is coming from the GISU level and special education costs that are out of the board's hand. She said the board needs to be mindful about spending. The GISU budget line items that are part of this increase include special education and administrative services. It also was noted that the FY17 audit had a deficit that needed to be addressed.

D. Cain said there were hardly any increases, including no increases in staff. He said the board needs to wait for a more complete picture of information from the state.

The board discussed the timing of the library phasing. M. Henderson and B. Vaughan prefer to wait on budgeting more money. The board discussed other funding needs. S. McKelvie said the school runs a lean ship in terms of supplies. For example, the art supply line was \$600, and for a school of 130, that is not enough. She said she put in a small increase there. She said the staff is frugal, and the school looks for grant money.

T. Maxham asked that the board make long-range plans for building maintenance. S. McKelvie said Steve Berard, building maintenance, suggested the board start saving for a roof, and she noted he keeps the boiler going. Berard does not see any urgent needs, S. McKelvie said, but she noted the boiler is the original one, and it would be wise to start putting money aside for building repairs. B. Chutter suggested earmarking funding for energy-efficiency improvements that could save money in the future. This could be a line item in the budget.

D. Cain suggested the board ask business manager Rob Gess about setting up a fund for building maintenance. B. Chutter said he thought the school was not able to put money aside and instead needed to bond it. B. Chutter suggested the issue be investigated. T. Maxham and B. Chutter suggested the school have a plan for addressing future expenses. D. Cain asked S. McKelvie to talk further with Steve Berard about building maintenance needs. The board discussed having an energy audit from VSBIT. It was noted S. Berard is switching over to LED lights.

T. Maxham asked about technology updates. S. McKelvie said Dave Brisson, the district technology director, has moved to a centralized technology purchase process. S. McKelvie said he is now making the purchases to get the best prices. M. Grube shared that she and D. Brisson also are working together to have a standard configuration for technology for district schools.

M. Grube shared that the state is delayed in getting accurate student counts to produce the equalized pupil, base rate and CLA. She said the state has provided R. Gess with advice on how to project for those numbers.

Closure

11. Setting the next agenda

-Jan. 3, 2018: Meeting: the board will delay discussion of the futures protocol. It will focus on the audit, budget and tuition rate for Folsom

-Jan. 17, Meeting: Instructional minutes presentation, town report documents, approve finalized budget

14. Adjourn

The board adjourned at 7:20 PM on a voice vote. B. Vaughan made a motion to adjourn. B. Chutter seconded the motion.

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