

Grand Isle Supervisory Union  
**South Hero School District**  
School Board Regular Meeting  
**Thursday, Feb. 6, 2020**, at 6 p.m.  
Location: Folsom Education & Community Center

**DRAFT MINUTES**

**Call to Order**

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

Introductions. In attendance:

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

-Staff: Michael Clark, Julie Pidgeon

2. Adjustment of Agenda

T. Maxham asked to set the tuition rate. M. Clark said he would ask for it to be set during the financial discussion.

B. Chutter asked for an executive session to update board members on negotiations.

3. Public Comments

None.

4. Consent Agenda (Action)

A. Approve minutes from Jan. 16, 2020. B. Chutter made a motion to approve the minutes of the Jan. 16, 2020, meeting. E. Morse seconded the motion. Approved on a voice vote.

5. Reports

A. Financial: M. Clark reported that the tuition rate sent to the Agency of Education was \$17,403 based on the cost to Folsom. T. Maxham moved the board set the tuition rate to attend Folsom School at \$17,403; B. Chutter seconded the motion. Approved on a voice vote.

T. Maxham asked for clarification about high school tuition spending and technical center spending. He expressed concern that the board would be running short on tuition spending compared to the budgeted amount. M. Clark said tuition bills are coming in now, and he would ask Rob Gess, financial manager, to review encumbrances for tuition and report to the board at the next meeting on where the budget stands. T. Maxham moved the board receive and reviewed the budget-to-actuals report dated Jan. 29, 2020; M. Henderson seconded the motion. Approved on a voice vote.

B. Superintendent's (M. Clark): M. Clark shared his letter for the annual town report. He said LCATV is offering to help the board produce an informational session regarding the budget if the board is interested. The board decided to stick with its presentation plan.

#### Board Business

6. Update on audit (M. Clark): M. Clark reported he has the final FY18 audit for South Hero with one question pending. The auditors are on track to have an FY19 audit by the end of March. He suggested the board review the FY18 and FY19 audit at the same time. He shared that audits in other district towns also are making progress. M. Henderson asked if there would be a finalized FY18 audit by the next meeting. M. Clark said turnover in staff at the audit firm and at the state have delayed answers to some audit questions. T. Maxham said he has questions about how payments on the bond were accounted for and has communicated his questions to R. Gess. M. Clark will ask R. Gess to provide information to the board.

7. Approval of Bills for Payment. B. Chutter made a motion to pay the bills in two batches - Batch 5637 totaling \$555.45 and Batch 5635 totaling \$380,457.65. T. Maxham seconded the motion. Approved on a voice vote.

8. Approve audit engagement letter (R. Gess). B. Chutter moved the board approve M. Henderson to sign the audit engagement letter for FY19. T. Maxham seconded the motion. Approved on a voice vote.

9. Results of water testing (M. Clark): S. McKelvie updated the board via email. Superintendent Clark said the testing found lead in some faucets, and Steve Berard, building manager, has already changed all the affected faucets. The school is in the process of retesting all the fixtures. The board expressed appreciation to S. McKelvie and S. Berard for the quick response.

10. Finalize mission statement (M. Henderson): M. Henderson shared feedback received from community members. The board made some adjustments to the wording of the mission statement based on the feedback. B. Chutter moved the board adopt the mission statement as read; E. Morse seconded the motion. Approved on a voice vote.

11. Budget flyers (M. Clark): M. Clark shared a sample flyer the GISU has prepared for another district. He asked if South Hero is interested in a flyer. B. Chutter said he does not think the board needs to send a separate mailing; the Town Report contains detailed information. The board concurred.

12. Review Town Meeting Day presentation (M. Henderson): M. Henderson shared a draft power point presentation on the budget for Town Meeting. The board discussed updating academic data and achievement gap data. The board discussed that VEHI is anticipating a 13% increase in health care costs, and the town no longer has the authority to negotiate health care. The board reviewed the clarity and detail of explanations about budget changes. M. Henderson asked M. Clark if he could provide cost-per-equalized pupil data from districts of comparable size.

13. Other

Executive Session (if needed pursuant to 1 V.S.A. sec. 313)

M. Henderson moved the board go into executive session at 7:46 p.m. for an update on teacher contract negotiations. T. Maxham seconded the motion. Approved on a voice vote. The board left executive session at 8:12 p.m.; no action taken.

**Closure**

14. Setting the next agenda

Feb. 20, 2020: Principal report, FY18 audit, finalize town meeting presentation

15. Adjourn

B. Chutter made a motion to adjourn. T. Maxham seconded the motion. Approved on a voice vote, 4-0. The board adjourned at 8:14 PM.

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