

Minutes Approved this ____ day of _____, 20__

Jennifer Gariety _____

Bridget Brisson _____

Mason Maltais _____

North Hero School Board
Tuesday, May 1, 2018 | North Hero School

Board Present: Mason Maltais (chair), Bridget Brisson, and Jennifer Gariety

Administration Present: Don Van Nostrand (Superintendent), Joseph Resteghini (Principal), Rob Gess (Business Manager)

Guest: Bart Wilcox

Call Meeting to Order

M. Maltais called the meeting to order at 7:01PM.

Pledge of Allegiance

M. Maltais leads the pledge of allegiance.

Adjustment of the Agenda

Review of April 23, 2018, minutes will be added under Approval of Minutes.

Approval of the Minutes

April 6th, 2018: M. Mason asks if there are any changes or correction to the minutes. Hearing none he asks for a motion to approve them; B. Brisson motions to approve the minutes and J. Gariety seconds. The motion carries 3-0 with no further discussion.

April 23rd, 2018: M. Mason asks if there are any changes or corrections to the minutes. Hearing none he asks for a motion to approve them; B. Brisson motions to approve the minutes and J. Gariety seconds. The motion carries 3-0 with no further discussion.

Recognition of Visitors

Bart Wilcox asks the board to consider two means of financial planning to reduce the tax burden. One would be to use the balance forward surplus of \$29,000 from last year and the other would be to rescind the capital reserve fund completely or partially. This would reduce the tax rate and no programs for students would be affected.

The board thanks Bart for his input.

Superintendent's Report

D. Van Nostrand states the report for April is not ready yet.

Principal's Report

A written report has been distributed to the board for review. J. Resteghini reviews the highlights:

- Mrs. Downing has returned from maternity leave. He thanks Diane Bahrenburg for her wonderful substitute job.
- He would like the board to consider approving June 19th as the last day of school.

- Two teachers have submitted resignation letters: Bruce Lee and Kara Krikorian. The board needs to make a motion to accept these.

M. Maltais asks about the gym floor and a brief discussion on the job and the bidding process follows.

Business of the Board

Budget to Actuals

R. Gess states there are no changes from last month.

A full audit of high school tuitions is 99% complete with no changes resulting in a projected \$5,000 budgeting overage for the three tuition lines. Including the activity in the EEE and speech services line items a net \$32,000 savings is projected.

R. Gess is working on a comprehensive year-end process for closing including checklists and specific timelines for payroll processing.

Adopt Policy E11: Prevention of Conflict of Interest in Procurement

R. Gess states this is a USDA requirement for food procurement. In the last audit it was discovered the schools in the county did not have these policies as required at the local level.

The board reviews the policy.

M. Maltais asks for a motion to adopt and approve the policy as written. B. Brisson motions to adopt and approve the policy as written, J. Gariety seconds, and it carries 3-0 with no further discussion.

Executive Committee Appointments

M. Maltais states the executive committee was defined and a meeting schedule was set as of the last GISU board meeting. A member and one permanent alternate from North Hero need to be selected.

D. Van Nostrand clarifies the board chair is an automatic member unless the board chooses to vote otherwise. M. Maltais asks if the board wishes to vote another member to the executive committee and none do so.

M. Maltais calls for nominations for the alternate. J. Gariety nominates B. Brisson. Hearing no other nominations M. Maltais calls for a vote for B. Brisson to be the designated alternate to the executive committee. The appointment passes 3-0 with no further discussion.

Discussion and Approval of Possible Reduced Student and Staff Days in June

M. Maltais states the current last student day is June 18th and they are looking at making that the 19th with the last teacher in-service day the 22nd.

J. Gariety asks how many snow days there have been this year and J. Resteghini states 4. This would add one student day and subtract three from the current student calendar.

M. Maltais asks for a motion to make the last student day June 19th with the last employee day the 22nd. J. Gariety motions to make the last student day June 19th with the last employee day the 22nd and B. Brisson seconds. The motion passes 3-0 with no further discussion.

Review FY19 non-licensed and support staffing

This discussion is not needed this month. M. Maltais asks to add this item to the June agenda.

Set regular meeting schedule

Discussion on possible meeting days follows between the board and D. Van Nostrand.

M. Maltais calls for a motion to set the regularly scheduled meeting day as the first Tuesday of the month with allowances for alterations for holidays.

J. Gariety asks if the meetings will continue to be at 7:00PM. The board agrees to 7:00PM.

J. Gariety motions motion to set the regularly scheduled meeting day as the first Tuesday of the month with allowances for alterations for holidays and B. Brisson seconds. The motion passes 3-0 with no further discussion.

Accept anticipated teacher resignations

M. Maltais asks for a motion to accept Kara Krikorian's resignation effective the end of the school year. B. Brisson motions to accept Kara Krikorian's resignation effective the end of the school year and J. Gariety seconds. The motion passes 3-0 with no further discussion.

M. Maltais asks for a motion to accept Bruce Lee's resignation effective July 1, 2018. B. Brisson motions accept Bruce Lee's resignation effective July 1, 2018, and J. Gariety seconds. The motion passes 3-0.

The board asks J. Resteghini to let the teachers know how sorry the board is to see them go.

Discussion of FY19 Budget re-vote

J. Resteghini states he checked with the town office and the preferred date for a revote is May 15th. The informational meeting would be Monday, May 14th and the vote would be Tuesday, May 15th.

B. Brisson asks to clarify high school tuition amounts with R. Gess. Brief discussion follows.

The board requests R. Gess remove \$16,885 from budget line 001-1100-5561-000-00: In-state private tuition.

R. Gess recalculates the numbers for the warning.

Lawn Care Property Management Contract Approval

The board reviews the contract. M. Maltais verifies it is identical to the current contract. J. Resteghini is complementary of the work they perform.

M. Maltais asks for a motion to approve the property management contract with The Wright Cut and Clean Property Services. J. Gariety motions to approve the property management contract with The Wright Cut and Clean Property Services and B. Brisson seconds. The motion passes 3-0 with no further discussion.

Approve Bills for Payment

J. Gariety motions to approve bills in the amount of \$13,407.13. B. Brisson seconds the motion and it passes 3-0 with no further discussion.

Discussion of FY19 Budget re-vote

The number have been updated on the warrant and it has been printed for review by the board.

M. Maltais reads the warrant aloud. A typo is found and the redundant phrase “per pupil” is removed.

M. Maltais reads the corrected warrant aloud.

B. Brisson motions to approve the warrant as read and J. Gariety seconds. The motion passes 3-0 with no further discussion. All member present sign the warrant.

Future Agenda Items & Next Meeting

The next meeting is scheduled for June 5, 2018.

Agenda items:

- Review FY19 non-licensed and support staffing

Executive Session

None needed.

Adjournment

J. Gariety motions to adjourn at 7:48PM; B. Brisson seconds and the motion passes 3-0 with no further discussion.

Respectfully Submitted, Corinn Julow

CC: Board Members, GISU Office, Principal, Town Clerk’s Office