

South Hero School Board

Location: Folsom Education & Community Center

Thursday, June 7, 2018, 6 p.m.

DRAFT MINUTES

Call to order at 6 p.m.

Introductions. In attendance:

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

-Staff: Don Van Nostrand, Julie Pidgeon, Rob Gess, Tom Nolan, Helen Bishop, Tara Couture

-Audience: Jim Jones (LCATV), Christine Bishop, Mike Bishop, Sophia Bishop, Jayson Bishop, Kane Couture, Jen Lyon Horne, Emily Lee, Abby Lee

Introductions & Adjustment of Agenda

D. Cain made the following adjustments to the agenda:

-Add at the end of Business of the Board appointment of a new person to be GISU representative

-Post Executive Session action will be needed.

-At the beginning of Business of the Board, insert teacher request

-Add to Executive Session a personnel request

-At the end of Business of Board discuss tuition for 7th graders who are being split in other towns

-Add Executive Session right after public comments for a family request about a student

-T. Maxham requested adding to Business of the Board discussion of a dead tree in front of school and parking at graduation. They were added to the end of the Business of the Board

Student Presentation

-Quebec City Trip: Kane Couture, Abby Lee and Jayson Bishop, Folsom 7th graders, presented their experiences in Quebec City on the overnight trip.

Public Comments

T. Nolan congratulated the board on a favorable report from the acting Secretary of Education on keeping South Hero a standalone district under ACT 46. He expressed appreciation to Melanie Henderson for all her time in completing the report.

Executive Session

At 6:20 p.m., B Vaughan moved the Board go into Executive Session to discuss a student record issue. T. Maxham seconded. Approved on a voice vote. The board came out of Executive Session at 6:35 p.m.

Consent Agenda (Action)

A. Approve minutes from May 17, 2018. The minutes of the May 17, 2018, meeting were approved on a vote. T. Maxham made a motion to approve the minutes. B. Vaughan seconded the motion

Superintendent Don Van Nostrand's Report

-The superintendent noted the acting Secretary of Education's report under Act 46 has been released. In it, the Agency of Education says it doesn't see any viable option for South Hero to combine districts.

-On June 18, the Champlain Islands Unified Union School District invites board members to attend a presentation by a consultant on policy governance. The meeting starts at 3:30 p.m.

- A survey on technology infrastructure has led the GISU to plan a switch in email to Google to reduce the number of domains the GISU is managing.

- It was noted the Legislature made changes to Vermont Open Meeting Law.

Principal Matthew Brankman's Report

D. Van Nostrand reviewed acting principal M. Brankman's report. It was noted M. Brankman's absence from the meeting was planned. A printed copy was circulated. The report highlighted these points: Student meal prices are required to be raised per federal law. The request to increase custodial hours this summer is in line with past practices. The Continuous Improvement Plan was the result of community and staff work.

A letter from principal Susan McKelvie was read by D. Van Nostrand: She said she will be returning to the building this summer. She appreciated the board's support during her medical leave. She also expressed appreciation to M. Brankman and staff and the Folsom community. She noted she will have some medical treatments in the fall, and M. Brankman will step in and provide leadership when she is away.

Business of the Board (Discussion and Possible Action)

A. Teacher Request: D. Van Nostrand updated the board on a situation in which an employee recently realized that inadvertently the employee's contract listed the wrong column for education. The employee did not notify the board by the Oct. 1 deadline because the error was only recently noticed. D. Van Nostrand asked the board to approve correcting the employee's column. D. Cain made a motion that the superintendent can excuse the Oct. 1 deadline for moving columns for Jamie Bedard. B. Vaughan seconded. Approved on a voice vote.

B. Review Budget to Actuals: R. Gess noted there was no change nor surprises from last month's report. The savings in high school tuition is covering over-expenditures as anticipated. Spending is frozen. On the revenue side, he is planning to meet with Janet Yates, town clerk, to check in. He also will be attending a state meeting for business managers to check on anticipated state funding. The budget is in a solid state. He also provided an update on the audit and said there are two issues being addressed currently; one relates to special education reporting to the state, and the other is a reconciliation of the GISU balance sheet. T. Maxham asked if they will make a presentation to the board when the audit is completed, and R. Gess affirmed. R. Gess said he would bring T. Maxham's request for a meeting with the auditors to them.

T. Maxham asked questions on the budget to actuals report. He noted no money had been spent on the tech center, and R. Gess confirmed that was correct. He said the vocational spending was in another line. T. Maxham asked about savings in health insurance categories. R. Gess said based on his projections, the budget will be expended once HRA reimbursements are disbursed.

M. Henderson asked if the state could provide the algorithm it used to calculate the staff-to-student ratio. R. Gess said he would ask Brad James at the state Agency of Education.

C. Discussion of Board Roles in Graduation Ceremony: T. Maxham will represent the board at graduation.

D. Review and Approve Continuous Improvement Plan: D. Van Nostrand noted Folsom's Continuous Improvement Plan was based on the GISU's plan. M. Henderson said the plan is tailored to Folsom's needs. Megan Grube and the executive team were lauded for producing an exemplary plan by the state. M. Henderson moved the board accept Folsom's Continuous Improvement Plan. D. Cain seconded the motion. Passed on a voice vote.

F. Review and possibly adjust student and adult school meal prices: R. Gess said the school uses a tool from the U.S. Department of Agriculture to calculate what the charge should be. To be compliant with USDA programs, the price should go to \$2.70 on July 1, 2018. He noted pricing for staff remains the same (\$3 for breakfast and \$4 for lunch). It was noted the school is in line with the other schools for adult prices. M. Henderson asked if the school was covering its costs for adult meals. R. Gess said no. It was noted that the volume of meals served also impacts cost per meal. The amount spent by adults was discussed, as well as how to increase participation in the meal program. It was suggested this topic be the focus of a future board meeting. D. Cain moved the lunch prices be increased 10 cents. T. Maxham seconded. Approved on a voice vote.

G. Discussion of Act 46 State Plan and SU Boundaries: D. Cain noted the state has reported a recommendation to leave South Hero's governance structure alone for the district. The report also mentioned the possibility of redrawing supervisory union boundaries, effectively dissolving the GISU and sending towns to two other supervisory unions no sooner than 2020. D. Van Nostrand said he was trying to call a GISU Board meeting to discuss the two pages of the 189-page report that addressed supervisory union boundaries.

H. Discussion of possible changing of Robinson Scholarship Fund Account: T. Maxham collected information on the 1-year, 3-year and 5-year CDs from town clerk Janet Yates. The 3-year CDs had the best rate, but the town clerk noted interest rates are changing. The board's goal is to generate more interest on the principal to fund the scholarship. T. Maxham suggested the board make a recommendation to the town clerk and designate a representative to work with her. D. Cain moved the board authorize T. Maxham to work with the school treasurer to invest the Robinson Scholarship Fund in the amount of up to \$60,000 in a certificate of deposit. M. Henderson seconded the motion. Approved on a voice vote.

I. Review and possible approval of increased summer custodial hours: The board needs a specific request. It delayed a decision to the next meeting.

N. Approval of Bills for Payment.

The bills were approved for payment on a voice vote. B. Vaughan made a motion to pay the bills. D. Cain seconded the motion.

J. Appoint a new representative to the GISU Board: D. Cain is resigning from the GISU Board as he has a conflict in his schedule. D. Cain nominated T. Maxham to fill D. Cain's GISU board position. M. Henderson seconded. Approved on a voice vote. D. Cain moved M. Henderson be the designated GISU Executive Committee member for South Hero. B. Vaughan seconded. Approved on a voice vote. D. Cain moved B. Vaughan be the alternate for the GISU Executive Committee. M. Henderson seconded. Approved on a voice vote.

K. Discussion of tuition for 7th graders who are being split in other towns: D. Cain said next year's seventh-grade in Grand Isle as of right now will have 7th grade in Grand Isle and then the middle school will close, and Grand Isle has been discussing how to minimize the number of transitions for these students. D. Cain asked about reducing tuition for Grand Isle students who want to come to Folsom for 7th grade during this period of transition. M. Henderson asked about the head count. The superintendent said tuitioned students do not count toward the ADM.

Next year's 7th grade at Folsom has 11 students. The current 6th grade in Grand Isle has 23 students. D. Van Nostrand confirmed the Grand Isle School Board has been discussing the situation and asked the voters to add additional funds to support tuition for this group, and that warned item did not pass. The Grand Isle Board has unanticipated funding and is working with other districts about the possibility of their reducing tuition. D. Van Nostrand cautioned the board that any change in tuition be specific to Grand Isle Town paying the tuition. It was noted this could be an opening to future tuition-paying students. Special education costs are still born by the tuitioning district; regular education costs are born by the receiving district. J. Pidgeon asked how many families might be interested and if there was a limit to the number of students accepted. D. Van Nostrand noted there was a cap on class size. D. Cain asked the superintendent if he could make a proposal to the board for a tuition break at its meeting in two weeks. D. Cain asked the superintendent to convey to the Grand Isle Board that South Hero is open to offering tuition reduction to Grand Isle up to a certain number of students to support in the transition.

J. Pidgeon asked if any reductions had been offered by other towns. D. Van Nostrand indicated nothing had been offered in public.

D. Cain said he thought the tuition reduction was beneficial toward attracting a few students with potential long-term benefits toward attracting tuition students. Reducing tuition 90% to 95% for one year was discussed. D. Van Nostrand noted a request has been made to districts in Chittenden County, and those districts are looking into it. The board discussed the impact on staffing and it was noted the board would not want to do anything that would require additional staff. J. Pidgeon expressed concern about equitably offering this option to the children. The board discussed covering the anticipated costs (such as laptops). M. Henderson noted numbers fluctuate and classes should be able to take 20 students. D. Van Nostrand will take South Hero's interest to the board.

L. Discussion of a dead tree in front of school: D. Van Nostrand reported the school is already investigating options to remove the dead tree.

M. Discussion of parking at graduation: T. Maxham would like M. Brankman to plan for graduation parking. He suggested having a couple of students available to park cars and using the small school

parking lot. B. Vaughan suggested putting up a special ribbon to mark off the fire lane. J. Pidgeon suggested asking for help from the Masons or another service organization. T. Maxham said he would talk with the town about providing road access to the small parking lot and B. Vaughan said he would investigate volunteer help.

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

D. Cain moved the board go into Executive Session at 8:16 p.m. to talk about contract negotiations and student record items. T. Maxham second. Approved on a voice vote. The board came out of executive session at 8:50 p.m.

E. Post Executive Session Action

The Board signed support staff contracts.

B. Vaughan made a motion to change the pay for Steve Berard to \$26.55 per hour with the next contract. T. Maxham seconded the motion. Approved on a voice vote.

D. Cain made a motion to authorize the board chair to sign an off-site educational services agreement. M. Henderson seconded. Approved on a voice vote.

Future Agenda Items & Next Meeting (Discussion)

The board next meets at 6 p.m. Thursday, June 21, at Folsom School. The board will hold no July meetings. A regular meeting schedule will resume in August.

Adjournment

The board adjourned at 8:55 PM on a voice vote. B. Vaughan made a motion to adjourn T. Maxham seconded the motion. Approved on a voice vote.
