

Minutes Approved this ____ day of _____, 20__

Jennifer Gariety _____

Bridget Brisson _____

Mason Maltais _____

North Hero School Board

Tuesday, September 4, 2018 | North Hero School

Board Present: Mason Maltais, Bridget Brisson, Jennifer Gariety

Administration Present: Joseph Resteghini (Principal), Rob Gess (Business Manager), Michael Clark (Superintendent)

Guests: None

Call Meeting to Order

M. Maltais called the meeting to order at 7:00PM.

Pledge of Allegiance

M. Maltais leads the pledge of allegiance.

Adjustment of the Agenda

M. Clark adds approval of the TAN (tax anticipation note), approval of the extension of the Abbey Contract, and news that the association has sent a letter to open negotiations. B. Brisson clarifies the letter came from the National Teachers Association.

M. Maltais adds all items under Board Business.

Citizen and/or Staff to be Heard

No one is present.

Consent Agenda

- a) Approve the minutes from 8-7-2018:

M. Maltais asks if all members present have had a chance to review the minutes; they have.

- b) Approve new hire contracts:

J. Restighini verifies M. Maltais has previously signed a contract for Tina Bly as a .2 librarian.

M. Clark states that when the board motions to approve the consent agenda they are approving Tina Bly as a .2 librarian.

B. Brisson motions to approve the consent agenda. J. Gariety seconds the motion and it passes 3-0 with no further discussion.

Reports:

- a) Superintendent's:

A written report has been distributed to the board via email.

M. Clark states that over the next many months the North Hero School Board will slowly be doing less as board operations transfer to the CIUUSD board. A description will be included in next month's packet.

b) Principal's:

A written report has been distributed to the board for review.

J. Resteghini gives a brief update on the following:

- Facilities: The gym floor is completed. He is working to get the floor striped now.
- Data review: A spreadsheet has been distributed to the board showing data points on social emotional screening taken from student surveys, parent surveys, office discipline referrals, health nurse visits, ASPAC scores, and PBIS rewards system. They show that the growing population of students needs more support in their emotional and social learning. This reflects the same growing needs shown across the state. J. Resteghini reviews what that might look like in our school and asks the board to think about these needs as budget planning for the next year starts.
- Safety Grant:
 - Kelly Brothers of Williston will be installing a uniform interior locking system later this month.
 - Reconfiguration of existing materials under the grant includes a ballistic coating that covers existing glass. This needs to be done on the big windows on the front on the building.
 - Nick Kinney of Wright & Morrissy will install the new panic frame to make the door up to code. J. Resteghini thanks Nick for donating his time.
- King Fund: J. Resteghini would like to use the Kind Fund money for music lessons this year. He would like to board to consider how the money should be used in the last year of the North Hero School District. Discussion on the music program follows. The money would fund after school lessons.
- School Property: J. Resteghini asks the board to consider what should happen to the 10 acres of land the school owns when the school becomes part of the CIUUSD district. J. Gariety states in order to honor the intent of the gift of the land to the school the land should be gifted to the town and stay a North Hero asset. M. Clark offers to research the issue and bring information to the board at the next meeting. He will consult with the school lawyer.
- Student Handbook: J. Resteghini reviews the few changes in the book including an update on the language for suspension when a child hits another child. He asks the board to approve the updated handbook.

Discussion on the King Fund follows including a review of a recent policy change. M. Clark will research the fund and follow up with the board at the next meeting.

Discussion on approving music lessons from the Kind Fund follows; currently there is \$16235.00 in the fund and \$1800.00 has been requested for lessons. The board would like J. Resteghini to have discretion for hiring a suitable tutor to ensure lessons are offered.

M. Maltais motions to approve up to \$3720.00 to be utilized out of the King Fund for music lessons for North Hero School. J. Gariety seconds the motion and it passes 3-0 with no further discussion.

B. Brisson motions to approve the student handbook with alterations for the August 2018- July 2019 school year. J. Gariety seconds the motion and it passes 3-0 with no further discussion.

c) Financial:

R. Gess states the budget to actual is for the new fiscal year so there are many zeros as they are on the front end of procurement. Revenues will start coming in from the state at the end of this month. The first high school tuition bill has come in and a new process is in place to track the tuition payments.

Payroll is transitioning from Megan Deviny to Michelle Hetling to comply with segregation of duties between HR and payroll. Procedures are being updated to make payroll reporting uniform across the county.

The GISU is moving toward a unified chart of accounts starting July 1, 2019. Some discussions will need to happen as to how to transfer but R. Gess is waiting for guidance from the AOE.

J. Garitey asks about the service contract showing on the budget to actuals; R. Gess states it is the encumbrance amount for Pest Pro.

J. Gariety asks about food service salary amounts and how they are shown on the report; R. Gess states they are part of the summer school program so are shown separately.

M. Maltais asks to discuss the tax anticipation note at this time.

R. Gess states the amount of the note is \$190,000.00 and is based by Peoples United Bank on the estimated cash flow projections for FY19 and historical data. The note has been delayed as the FY18 audit is not completed.

The board reviews the note.

R. Gess gives an update on the audit:

- The review is completed for all towns except Alburgh.
- Adjustments to North Hero's FY16 forward balances are needed so final journal entries are still being processed.
- The FY18 audit is scheduled for December with preliminary reports due by the end of January 2019.

J. Gariety makes a motion to approve the tax anticipation note. B. Brisson seconds the motion and it passes 3-0 with no further discussion.

All members present sign the note.

Board Business

Approval of Bills for Payment

J. Gariety motions to approve bills in the amount of \$14,056.00. B. Brisson seconds the motion and it passes 3-0 with no further discussion.

Sub Pay Rates

M. Clark states the current daily rate for substitutes, \$75, just barely pays the minimum wage *if* subs take an unpaid lunch and break. However, January 1st, 2019, the minimum wage increases to \$11.50 and the current daily rate will not meet the minimum wage requirement. M. Clark distributes data showing subs in the neighboring school systems pay at least \$90 a day. The schools in the GISU do not need to all set the same rate. A rate of at least \$87 a day is necessary starting January 1, 2019, to meet minimum wage requirements. The minimum wage increases again on January 1, 2020, to \$12.50 which means the daily rate would need to \$94 a day. This should be kept in mind during budgeting.

M. Clark recommends the board *at least* raise the rate to meet the rate other districts are offering, \$90 a day. This is a 20% increase over budgeted amounts so substitute lines are likely to be overspent. M. Maltais states there is a budgeted amount for a long-term sub that is not being used in North Hero's budget.

Brief board discussion follows.

M. Maltais makes a motion to raise the substitute pay to \$100 per day. J. Gariety states the jump is too large and should not go over \$95 a day. Discussion follows.

B. Brisson seconds the motion made by M. Maltais. The motion carries 2-1 with no further discussion.

Audit Update

R. Gess gave an update under Reports: Financial.

Review Timeline for FY20 Budget

The timeline is proposed in the school board packet. At the October meeting M. Clark would like to hear from the board their budget priorities and traditionally how North Hero has communicated them. These will be incorporated into the budget that will then be presented to the CIUUSD.

Carousel Meeting with CIUUSD Proposal

M. Maltais recommends a carousel meetings be scheduled for Grand Isle, North Hero, and Isle La Motte boards with the CIUUSD board as they begin to need to meet more frequently and share information between the boards. M. Clark reviews with the board what that might look like.

M. Clark states they are trying to gauge interest of the individual boards before beginning sorting through logistics.

The board agrees they are open to the idea but have little flexibility in changing the day of the week or time of the meeting.

Approval of Tax Anticipation Notice

This was addressed under Reports: Financial.

Abby Group Contract Renew for FY19

R. Gess states he needs a motion to approve extension of one year for the contract. There are no changes to the contract that they signed last year and they are in year two of the contract they entered in FY16 with up to four renewals allowed. Bids for new food service contracts will be sent out in FY 20 as the state has instructed all SUs to go to a fixed system cost which required a new bidding process.

J. Gariety makes a motion to approve the Abby Contract for FY19. B. Brisson seconds the motion and it passes 3-0 with no further discussion.

Communication from the Association

M. Clark shares a letter from the Association to the school board asking to open negotiations. The negotiations will be handled by the CIUUSD. Brief discussion follows.

Closure

Setting the next agenda

The next meeting is scheduled for October 4, 2018.

Agenda items:

- Budget priorities
- Land Transfer from school to town
- King Fund

Adjourn

B. Brisson motions to adjourn at 8:21PM. J. Gariety seconds the motion and it passes 3-0 with no further discussion.

Respectfully Submitted, Corinn Julow

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