

Grand Isle Supervisory Union  
**South Hero School District**  
School Board Regular Meeting  
Thursday, September 5, 2019 at 6 p.m.  
Location: Folsom Education & Community Center

**Agenda**

**Call to Order**

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| 1. Call to Order (M. Henderson)                  | 6:00 p.m. |
| 2. Citizens and/or Staff to be Heard             | 6:05 p.m. |
| 3. Consent Agenda (Action)                       | 6:15 p.m. |
| a. Approve the minutes from 8/8/2019 & 8/29/2019 |           |
| 4. Reports ( <i>Discussion</i> )                 | 6:20 p.m. |
| a. Financial (R. Gess) (Action)                  |           |
| b. Superintendent's (M. Clark)                   |           |

**Board Business.**

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|---|-----------|
| 5. Approve bills for payment (M. Henderson)(Action)           | 6:35 p.m. |
| 6. Proposal of data reporting schedule                        | 6:40 p.m. |
| 7. Update on enrollment for FY20                              | 6:45 p.m. |
| 8. Update on new Food Service enterprise                      | 6:50 p.m. |
| 9. Future board meeting schedule                              | 6:55 p.m. |
| 10. Update on plans for building maintenance and improvements | 7:00 p.m. |
| 11. Other   |           |

**Closure**

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|---|-----------|
| 12. Setting the next agenda (M. Henderson) (Discussion) | 7:05 p.m. |
| 13. Adjourn   | 7:10 p.m. |

Note: Executive Session: If discussion warrants and the Board so votes, some items may be discussed in Executive Session pursuant to VSA 1 §313(a)

*Discussion Items - Issues the Board needs to discuss and deliberate, but upon which no action is taken at this meeting.*

*Action Items - Issues that require the Board to make a decision by vote, may have been discussed over several meetings prior to this point.*

*Consent Items - Routine matters that need no discussion by the Board, but require Board approval. They are grouped together as a single agenda item. Background materials are provided in the Board packet to be reviewed ahead of the meeting. If there are no concerns, they are approved with a single vote. Any member can request the Board remove an item to be discussed and voted on separately. This frees up time at meetings.*

*Information Items [Incidental Information] - Matters the Board needs to know about, but for which no Board action is needed. The information flow is one way, from presenter to the Board. Questions for clarification are entertained as time allows.*

Grand Isle Supervisory Union  
**South Hero School District**  
School Board Special Meeting  
**Thursday, August 8, 2019**, at 6 p.m.  
Location: Folsom Education & Community Center

**DRAFT MINUTES**

**In attendance:**

- Board members: Melanie Henderson, Tim Maxham, Bob Chutter, Erin Morse, Bentley Vaughan
- Staff: Susan McKelvie, Michael Clark, Megan Grube

**Call to Order:**

1. M. Henderson called the meeting to order at 6:02 p.m.
2. Citizens and/or Staff to be Heard:
  - None
3. Consent Agenda (Action):
  - B. Chutter made a motion to approve the minutes from 7/11/2019. T. Maxham seconded the motion. Approved on a voice vote.
4. Superintendent's Report:
  - M.Clark reviewed budget-to-actuals for 8/1/2019.
  - M.Clark explained that the GISU has submitted two questions to the Agency of Education regarding the FY18 audit. When those questions are answered, he anticipates that the audit will be ready for review.
  - The GISU has also appealed one of the Agency of Education's rulings regarding grant funds. M.Clark will report the details of that appeal at the next GISU meeting.
  - T.Maxham moved that the Board received and reviewed the budget-to-actuals report printed 8/1/2019. B.Vaughan seconded the motion. Approved on a voice vote.
5. Principal's Report:
  - S.McKelvie thanked the PTO and the South Hero Historical Society for providing room-darkening shades for Julie Pidgeon's room. She also thanked Steve Berard and Pat & Kay Shutt for their hard work this summer to maintain and clean the building.
  - S.McKelvie reported that she is in the process of hiring two para-educators (academic supports) and one Behavioral Interventionist (social/emotional support). Once those roles are filled, Folsom will be fully-staffed.
  - S.McKelvie is meeting with teaching teams in advance of the start of school. Teachers also started planning their Integrated Arts units in June. The first trimester will be an experimental phase, in which the elementary classroom and united arts teachers (art, music, PE, etc) will work together to try out ideas and determine what works. S.McKelvie reiterated that the goal of integrating the arts is to improve academic outcomes in reading and math for the Kindergarten, 1<sup>st</sup>, and 2<sup>nd</sup>-graders.
  - Next week is "Institute Week". Teachers will be provided with opportunities for professional development. Topics will include instructional best practices in math, language arts, behavior management, etc.

- Enrollment numbers will be given in September. S.McKelvie believes that two Grand Isle middle school students have chosen to attend Folsom in the Fall!
- This year, teachers will open their doors at 7:30am for students who arrive early and need extra help. 10 min. of targeted instruction can be very helpful for a student who is struggling with a particular topic.
- The Library transition is an on-going process. Ownership of the remaining furniture is ambiguous, and it is unclear when the remaining items will be removed. The maintenance staff is still in the process of cleaning, but the Library will be usable by the start of the school year.

#### 6. SBAC Data Presentation:

- M.Grube led the Board through observations on the FY19 SBAC standardized test scores in Math.
- M.Grube shared that the GISU schools will be creating dedicated time blocks in FY20 for Teachers to work together (both within multi-grade teaching teams in each school, and within single-grade teaching teams across all 5 schools). The teams will determine which topics must be mastered by every student by the end of the year, and how to collect and analyze that data. Teams will also make contingency plans for what to do when a student does **not** master a required topic.

#### 7. Approval of Bills for Payment (Action):

- B. Vaughan made a motion to pay the bills under Batch #4410 in the amount of \$3,731.84. E.Morse seconded the motion. Approved on a voice vote.
- B. Vaughan made a motion to pay the bills under Batch #4411 in the amount of \$407,062.06. E.Morse seconded the motion. Approved on a voice vote.

#### 8. Policy Review:

- The Board reviewed the final cluster of required policy updates.
- M.Henderson made a motion to adopt policy "Code B5 – Employee Harassment" as written. B.Vaughan seconded the motion. Approved on a voice vote.
- M.Henderson made a motion to adopt policy "Code B7 – Tobacco Prohibition" as written. B.Vaughan seconded the motion. Approved on a voice vote.
- M.Henderson made a motion to adopt policy "Code C5 – Firearms" as written. B.Vaughan seconded the motion. Approved on a voice vote.
- M.Henderson made a motion to adopt policy "Code C7 – Student Attendance" as written. B.Vaughan seconded the motion. Approved on a voice vote.
- M.Henderson made a motion to adopt policy "Code C10 – Policy on Prevention of Harassment, Hazing, and Bullying of Students" as written. B.Vaughan seconded the motion. Approved on a voice vote.
- M.Henderson made a motion to adopt procedure "Code C10P – Prevention of Harassment, Hazing, and Bullying of Students Procedures" as written. B.Vaughan seconded the motion. Approved on a voice vote.
- M.Henderson made a motion to adopt policy "Code C11 – Student Freedom of Expression in School-Sponsored Media" as written. B.Vaughan seconded the motion. Approved on a voice vote.
- It was determined that Policy "Code D1 – Proficiency Based Graduation Requirements" pertains only to grades 9-12, and therefore does not need to be adopted within the GISU schools.

9. Island Arts Donation:

- The Champlain Islands Artists Organization is disbanding, and is donating the remainder of its funds to the GISU schools. Folsom will receive \$873, which will be held in a designated account, and be used to supplement the Arts program budget.
- B.Chutter made a motion to accept the donation from CIAO with thanks. T.Maxham seconded the motion. Approved on a voice vote.

10.Other:

- B.Vaughan asked S.McKelvie to join him in discussing future building maintenance and improvement projects with Steve Berard. B.Vaughan also asked about the possibility of having an energy efficiency audit, but wasn't sure who should make those contacts.
- S.McKelvie believes that any large project requires a project manager. M.Clark agreed, and said the project manager must be knowledgeable in that area.
- B.Chutter emphasized the importance of making the discussions public and inclusive.

11.Setting the Next Agenda:

- Financial update and reports
- Proposal of data reporting schedule
- Update on enrollment for FY20
- Update on new Food Service enterprise
- Discussion of future Board meeting schedule
- Update on plans for Building Maintenance and Improvements

12. Adjourn:

- B. Chutter moved the board adjourn. B.Vaughan seconded the motion. Approved on a voice vote.
- The board adjourned at 7:10 p.m.

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# South Hero Town School District

## Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget	Reported Period	Encumbrances	Spent & Encumbered	Amount Remaining	Last Year Period
	7/1/2019 - 6/30/2020	7/1/2019 - 6/30/2020	7/1/2019 - 6/30/2020			7/1/2018 - 6/30/2019
<b>001 General Fund</b>						
<b>1100 Instructional</b>						
1. 001-1100-5110-000-00 Instructional-salaries	657,864.09	297,750.93	668,773.07	698,524.00	(40,659.91)	654,254.84
2. 001-1100-5112-000-00 Instructional-substitutes	35,000.00	0.00	0.00	0.00	35,000.00	50,038.78
3. 001-1100-5113-000-00 Mentoring Stipends	2,000.00	0.00	0.00	0.00	2,000.00	0.00
4. 001-1100-5115-000-00 Instructional-aides Salaries	19,297.76	0.00	41,470.81	41,470.81	(22,173.05)	19,931.02
5. 001-1100-5210-000-00 Instructional-group Health	142,026.69	0.00	156,859.67	156,859.67	(14,832.98)	130,028.89
6. 001-1100-5210-100-00 Instructional - HRA	46,475.00	0.00	0.00	0.00	46,475.00	273.59
7. 001-1100-5220-000-00 Instructional-fica	54,633.38	2,200.79	54,333.70	56,534.49	(1,901.11)	53,014.91
8. 001-1100-5230-000-00 Instructional - Group Life	1,466.62	0.00	0.00	0.00	1,466.62	1,217.16
9. 001-1100-5240-000-00 Employee Retirement	0.00	0.00	0.00	0.00	0.00	2,550.00
10. 001-1100-5250-000-00 Instructional-Workers Comp.	6,341.90	0.00	0.00	0.00	6,341.90	0.00
11. 001-1100-5260-000-00 Instructional-unemployment Comp.	875.52	0.00	0.00	0.00	875.52	591.00
12. 001-1100-5270-000-00 Instructional-course Reimbursement	7,500.00	0.00	0.00	0.00	7,500.00	2,680.00
13. 001-1100-5280-000-00 Instructional-group Dental Insurance	11,488.92	0.00	11,672.40	11,672.40	(183.48)	11,701.77
14. 001-1100-5281-000-00 Instructional-group Vision Insurance	3,867.00	0.00	3,172.10	3,172.10	694.90	3,238.55
15. 001-1100-5290-000-00 Instructional-professional Development	7,500.00	0.00	95.00	95.00	7,405.00	951.20
16. 001-1100-5334-000-00 Act 504 Accomodations/Services	2,500.00	0.00	0.00	0.00	2,500.00	0.00
17. 001-1100-5433-000-00 Instructional-repairs To Equipment	300.00	0.00	0.00	0.00	300.00	0.00
18. 001-1100-5515-000-00 Field Trips (Educational)	4,000.00	0.00	0.00	0.00	4,000.00	2,148.96
19. 001-1100-5561-000-00 Tuition HS - In State	916,036.68	0.00	0.00	0.00	916,036.68	804,368.18
20. 001-1100-5562-000-00 Tuition Elementary/Middle School	25,647.00	0.00	0.00	0.00	25,647.00	1,000.00
21. 001-1100-5564-000-00 Tuition HS-Out of State Public/Private	0.00	15,618.00	0.00	15,618.00	(15,618.00)	0.00
22. 001-1100-5566-000-00 Tuition HS - In State Private	69,969.10	0.00	0.00	0.00	69,969.10	31,236.00
23. 001-1100-5568-000-00 Tech Center w/Offsetting Revenues	42,500.00	0.00	0.00	0.00	42,500.00	39,922.00
24. 001-1100-5569-000-00 Tuition - Tech Ctr/Vocational	34,814.00	0.00	0.00	0.00	34,814.00	39,524.28
25. 001-1100-5580-000-00 Instructional-travel	200.00	0.00	0.00	0.00	200.00	1,104.20
26. 001-1100-5610-000-00 Instructional-general Supplies	13,750.00	2,817.03	2,149.71	4,966.74	8,783.26	11,326.15
27. 001-1100-5610-105-00 Literacy Supplies	500.00	100.00	0.00	100.00	400.00	206.28
28. 001-1100-5610-107-00 Art Supplies	1,000.00	765.44	0.00	765.44	234.56	833.96

## South Hero Town School District Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget	Reported Period	Encumbrances	Spent & Encumbered	Amount Remaining	Last Year Period
	7/1/2019 - 6/30/2020	7/1/2019 - 6/30/2020	7/1/2019 - 6/30/2020			7/1/2018 - 6/30/2019
29. 001-1100-5610-109-00 Music Supplies	95.00	0.00	0.00	0.00	95.00	94.98
30. 001-1100-5610-111-00 Math Supplies	750.00	347.80	0.00	347.80	402.20	377.49
31. 001-1100-5610-113-00 Science Supplies	1,500.00	1,408.54	1.00	1,409.54	90.46	1,556.06
32. 001-1100-5640-000-00 Instructional-Books	1,000.00	297.19	0.00	297.19	702.81	1,021.25
33. 001-1100-5640-105-00 Literacy Books	2,000.00	438.44	0.00	438.44	1,561.56	946.46
34. 001-1100-5640-107-00 Art Books	100.00	50.60	0.00	50.60	49.40	0.00
35. 001-1100-5640-109-00 Music Books	250.00	44.33	31.99	76.32	173.68	266.52
36. 001-1100-5640-111-00 Math Books	250.00	4,614.64	0.00	4,614.64	(4,364.64)	3,720.84
37. 001-1100-5640-113-00 Science Books	500.00	355.38	139.95	495.33	4.67	0.00
38. 001-1100-5640-115-00 Social Studies Books	1,000.00	470.72	0.00	470.72	529.28	446.26
39. 001-1100-5641-000-00 Magazines/Periodicals	100.00	0.00	0.00	0.00	100.00	0.00
40. 001-1100-5641-113-00 Science - Magazines/Periodicals	200.00	99.00	92.00	191.00	9.00	194.26
41. 001-1100-5641-115-00 Social Studies - Magazines/Periodicals	250.00	0.00	110.40	110.40	139.60	162.15
42. 001-1100-5650-000-00 Instructional-audio-visual Materials	100.00	0.00	0.00	0.00	100.00	0.00
43. 001-1100-5650-105-00 Literacy - Multi-Media	140.00	0.00	0.00	0.00	140.00	0.00
44. 001-1100-5650-109-00 Music - Multi-Media	150.00	0.00	0.00	0.00	150.00	70.95
45. 001-1100-5660-000-00 Instructional-manipulative Devices	120.00	0.00	0.00	0.00	120.00	0.00
46. 001-1100-5660-105-00 Literacy - Manipulatives	215.00	0.00	0.00	0.00	215.00	0.00
47. 001-1100-5670-000-00 Instructional-Software Sunscrip/License	2,200.00	0.00	1,539.00	1,539.00	661.00	2,269.75
48. 001-1100-5681-000-00 Instructional-Technology	2,000.00	0.00	0.00	0.00	2,000.00	294.88
49. 001-1100-5730-109-00 Music Equipment	500.00	223.74	0.00	223.74	276.26	381.51
50. 001-1100-5730-117-00 Phys Ed Equipment	500.00	0.00	0.00	0.00	500.00	(99.00)
51. 001-1100-5733-000-00 Instructional-furniture & Fixtures	2,000.00	0.00	1,791.14	1,791.14	208.86	1,791.14
52. 001-1100-5734-000-00 Instructional-computer Equipment	16,000.00	0.00	0.00	0.00	16,000.00	9,212.45
<b>TOTAL 1100 Instructional</b>	<b>\$7,139,473.66</b>	<b>\$59,602.57</b>	<b>\$942,231.94</b>	<b>\$1,001,834.51</b>	<b>\$1,137,639.15</b>	<b>\$1,884,849.67</b>
<b>1123 Universal Access Pre-K</b>						
53. 001-1123-5563-000-00 Tuition - U/APK	45,000.00	0.00	0.00	0.00	45,000.00	38,931.88
<b>TOTAL 1123 Universal Access Pre-K</b>	<b>\$45,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$45,000.00</b>	<b>\$38,931.88</b>

## South Hero Town School District Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget	Reported Period	Encumbrances	Spent & Encumbered	Amount Remaining	Last Year Period
	7/1/2019 - 6/30/2020	7/1/2019 - 6/30/2020	7/1/2019 - 6/30/2020			7/1/2018 - 6/30/2019
<b>1200 Special Education</b>						
54. 001-1200-5115-000-00 Special Ed-aides Salaries	124,246.46	0.00	123,428.43	123,428.43	818.03	125,335.20
55. 001-1200-5210-000-00 Special Ed-group Health Insurance	25,392.15	0.00	6,258.32	6,258.32	19,133.83	16,410.80
56. 001-1200-5210-100-00 SpEd - HRA	6,775.00	0.00	0.00	0.00	6,775.00	(1,034.76)
57. 001-1200-5220-000-00 Special Ed-fica	9,504.85	0.00	9,442.28	9,442.28	62.57	9,424.31
58. 001-1200-5250-000-00 Special Ed - Workers Comp.	891.00	0.00	0.00	0.00	891.00	0.00
59. 001-1200-5260-000-00 Special Ed-unemployment Comp.	270.72	0.00	0.00	0.00	270.72	200.00
60. 001-1200-5270-000-00 Special Ed-course Reimbursement	265.00	0.00	0.00	0.00	265.00	0.00
61. 001-1200-5280-000-00 Special Ed-group Dental Insurance	2,993.77	0.00	2,236.26	2,236.26	757.51	2,743.16
62. 001-1200-5281-000-00 Special Ed-group Vision Insurance	748.13	0.00	398.98	398.98	349.15	585.89
63. 001-1200-5561-000-00 Special Ed-Excess Costs/Tuition	0.00	0.00	0.00	0.00	0.00	476.33
64. 001-1200-5580-000-00 Special Ed-travel	0.00	0.00	0.00	0.00	0.00	4,153.57
<b>TOTAL 1200 Special Education</b>	<b>\$171,087.08</b>	<b>\$0.00</b>	<b>\$141,764.27</b>	<b>\$141,764.27</b>	<b>\$29,322.81</b>	<b>\$158,294.50</b>
<b>1410 Student Body Activities</b>						
65. 001-1410-5110-000-00 Student Body Activities-Club Stipends	4,300.00	0.00	0.00	0.00	4,300.00	3,900.00
66. 001-1410-5120-000-00 Coaches/Refs/AD Stipends/Salaries	11,000.00	0.00	0.00	0.00	11,000.00	14,000.00
67. 001-1410-5220-000-00 Coaches & Refs FICA	1,170.45	0.00	0.00	0.00	1,170.45	1,331.10
68. 001-1410-5250-000-00 Coaches & Refs Workers Comp	66.00	0.00	0.00	0.00	66.00	0.00
69. 001-1410-5337-000-00 Student activities - Programs	4,500.00	0.00	0.00	0.00	4,500.00	5,525.51
70. 001-1410-5500-000-00 Student Activities- Late Bus	10,000.00	0.00	0.00	0.00	10,000.00	4,393.84
71. 001-1410-5610-000-00 Student Body Activities-general Supplies	500.00	0.00	0.00	0.00	500.00	168.20
72. 001-1410-5683-000-00 Instructional- Athletic Transportation	3,500.00	0.00	0.00	0.00	3,500.00	2,753.27
<b>TOTAL 1410 Student Body Activities</b>	<b>\$35,036.45</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$35,036.45</b>	<b>\$32,071.92</b>
<b>1422 Summer School Program</b>						
73. 001-1422-5110-000-00 Summer School Program- Salary	1,201.00	0.00	0.00	0.00	1,201.00	0.00
74. 001-1422-5220-000-00 Summer School - FICA	91.88	0.00	0.00	0.00	91.88	0.00
75. 001-1422-5610-000-00 Summer School- Supplies	100.00	0.00	0.00	0.00	100.00	0.00
<b>TOTAL 1422 Summer School Program</b>	<b>\$1,392.88</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,392.88</b>	<b>\$0.00</b>

# South Hero Town School District

## Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget 7/1/2019 - 6/30/2020	Reported Period 7/1/2019 - 6/30/2020	Encumbrances 7/1/2019 - 6/30/2020	Spent & Encumbered	Amount Remaining	Last Year Period 7/1/2018 - 6/30/2019
<b>2120 Guidance Services</b>						
76.001-2120-5110-000-00	69,656.84	16,713.46	42,836.54	59,550.00	10,106.84	67,628.00
77.001-2120-5210-000-00	3,000.00	0.00	0.00	0.00	3,000.00	0.00
78.001-2120-5220-000-00	5,328.75	1,278.58	3,277.00	4,555.58	773.17	5,135.58
79.001-2120-5230-000-00	88.20	0.00	0.00	0.00	88.20	0.00
80.001-2120-5250-000-00	48.49	0.00	0.00	0.00	48.49	0.00
81.001-2120-5260-000-00	65.00	0.00	0.00	0.00	65.00	40.00
82.001-2120-5270-000-00	800.00	0.00	0.00	0.00	800.00	0.00
83.001-2120-5280-000-00	1,262.63	0.00	0.00	0.00	1,262.63	1,250.10
84.001-2120-5610-000-00	1,500.00	0.00	0.00	0.00	1,500.00	0.00
<b>TOTAL 2120 Guidance Services</b>	<b>\$81,749.91</b>	<b>\$17,992.04</b>	<b>\$46,113.54</b>	<b>\$64,105.58</b>	<b>\$17,644.33</b>	<b>\$74,053.68</b>
<b>2134 Health Services</b>						
85.001-2134-5110-000-00	19,524.39	1.92	19,719.72	19,721.64	(197.25)	16,965.41
86.001-2134-5210-000-00	19,165.19	0.00	19,261.80	19,261.80	(96.61)	17,234.88
87.001-2134-5210-100-00	4,750.00	0.00	0.00	0.00	4,750.00	0.00
88.001-2134-5220-000-00	1,493.62	0.00	1,508.56	1,508.56	(14.94)	975.09
89.001-2134-5250-000-00	1,77.67	0.00	0.00	0.00	1,77.67	0.00
90.001-2134-5260-000-00	57.60	0.00	0.00	0.00	57.60	40.00
91.001-2134-5280-000-00	484.92	0.00	493.80	493.80	(8.88)	480.10
92.001-2134-5281-000-00	322.65	0.00	319.46	319.46	3.19	319.46
93.001-2134-5332-000-00	7,988.00	3,994.00	0.00	3,994.00	3,994.00	7,889.00
94.001-2134-5580-000-00	100.00	0.00	0.00	0.00	100.00	23.20
95.001-2134-5610-000-00	350.00	264.04	0.00	264.04	85.96	347.62
<b>TOTAL 2134 Health Services</b>	<b>\$54,414.04</b>	<b>\$4,259.96</b>	<b>\$41,303.34</b>	<b>\$45,563.30</b>	<b>\$8,850.74</b>	<b>\$44,274.76</b>
<b>2150 Speech Services</b>						
96.001-2150-5260-000-00	0.00	0.00	0.00	0.00	0.00	40.00
<b>TOTAL 2150 Speech Services</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$40.00</b>
<b>2222 Library</b>						

## South Hero Town School District Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget	Reported Period	Encumbrances	Spent & Encumbered	Amount Remaining	Last Year Period
	7/1/2019 - 6/30/2020	7/1/2019 - 6/30/2020	7/1/2019 - 6/30/2020			7/1/2018 - 6/30/2019
97. 001 -2222-5110-000-00 Library Services-salary	51,739.99	5,090.38	52,259.62	57,350.00	(5,610.01)	50,258.00
98. 001 -2222-5210-000-00 Library Services-group Health Insurance	3,000.00	0.00	0.00	0.00	3,000.00	0.00
99. 001 -2222-5220-000-00 Library Services-fica	3,938.11	389.41	3,997.86	4,387.27	(429.16)	3,839.71
100. 001 -2222-5230-000-00 Library - Group Life	0.00	0.00	0.00	0.00	0.00	88.20
101. 001 -2222-5250-000-00 Library Services-Workers Comp.	470.83	0.00	0.00	0.00	470.83	0.00
102. 001 -2222-5260-000-00 Library Services-unemployment Comp.	57.60	0.00	0.00	0.00	57.60	40.00
103. 001 -2222-5270-000-00 Library-tuition	800.00	0.00	0.00	0.00	800.00	0.00
104. 001 -2222-5280-000-00 Library Services-group Dental Insurance	1,262.63	0.00	0.00	0.00	1,262.63	1,250.10
105. 001 -2222-5290-000-00 Library Services-Prof. Development	500.00	0.00	0.00	0.00	500.00	770.00
106. 001 -2222-5610-000-00 Library Services-library Supplies	400.00	0.00	0.00	0.00	400.00	893.58
107. 001 -2222-5640-000-00 Library Services-library Books	10,000.00	0.00	0.00	0.00	10,000.00	5,037.41
108. 001 -2222-5641-000-00 Magazines/Online Subscriptions	500.00	99.83	0.00	99.83	400.17	411.99
109. 001 -2222-5650-000-00 Library Services-av Materials	500.00	0.00	0.00	0.00	500.00	536.98
110. 001 -2222-5733-000-00 Library Services- Furniture & Fixtures	17,000.00	2,601.55	6,505.20	9,106.75	7,893.25	2,456.62
111. 001 -2222-5739-000-00 Library - AV Equipment	4,000.00	0.00	0.00	0.00	4,000.00	972.54
<b>TOTAL 2222 Library</b>	<b>\$94,189.16</b>	<b>\$8,181.17</b>	<b>\$62,762.68</b>	<b>\$70,943.85</b>	<b>\$23,245.31</b>	<b>\$66,555.13</b>
<b>2310 Board of Education</b>						
112. 001 -2310-5110-000-00 Board Of Ed Services-salaries	5,200.00	0.00	0.00	0.00	5,200.00	0.00
113. 001 -2310-5111-000-00 Board Of Ed/treasurer-salary	2,200.00	0.00	0.00	0.00	2,200.00	0.00
114. 001 -2310-5113-000-00 Board of Ed Svc - Secretary Salaries	1,700.00	0.00	0.00	0.00	1,700.00	2,100.00
115. 001 -2310-5220-000-00 Board Of Ed Services-fica	527.85	0.00	0.00	0.00	527.85	160.65
116. 001 -2310-5240-000-00 Board of Ed/Treasurer Fica	168.30	0.00	0.00	0.00	168.30	0.00
117. 001 -2310-5300-000-00 Cafeteria Plan	945.00	0.00	0.00	0.00	945.00	0.00
118. 001 -2310-5360-000-00 Board Of Ed Services-legal/prof svc	3,000.00	0.00	0.00	0.00	3,000.00	3,810.50
119. 001 -2310-5361-000-00 Board Of Ed Services-negotiations	1,000.00	0.00	0.00	0.00	1,000.00	0.00
120. 001 -2310-5530-000-00 Board Of Ed Services-telephone/postage F	150.00	0.00	0.00	0.00	150.00	0.00
121. 001 -2310-5540-000-00 Board Of Ed Services-advertising	1,000.00	0.00	0.00	0.00	1,000.00	153.50
122. 001 -2310-5610-000-00 Board Of Ed Services-supplies	200.00	0.00	0.00	0.00	200.00	0.00
123. 001 -2310-5810-000-00 Board Of Ed Services-vsba Dues	1,700.00	0.00	0.00	0.00	1,700.00	1,788.98

# South Hero Town School District Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget	Reported Period	Encumbrances	Spent & Encumbered	Amount Remaining	Last Year Period
	7/1/2019 - 6/30/2020	7/1/2019 - 6/30/2020	7/1/2019 - 6/30/2020			7/1/2018 - 6/30/2019
<b>TOTAL 2310 Board of Education</b>	<b>\$17,791.15</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$17,791.15</b>	<b>\$8,013.63</b>
<b>2320 Administrative Services - Supervisory U</b>						
124. 001-2320-5331-000-00 SU General Assessment	290,692.00	145,346.00	0.00	145,346.00	145,346.00	244,295.00
<b>TOTAL 2320 Administrative Services - Supervisory U</b>	<b>\$290,692.00</b>	<b>\$145,346.00</b>	<b>\$0.00</b>	<b>\$145,346.00</b>	<b>\$145,346.00</b>	<b>\$244,295.00</b>
<b>2410 Principal Services</b>						
125. 001-2410-5110-000-00 Principal Service-salary	99,910.00	15,370.76	84,539.24	99,910.00	0.00	101,125.00
126. 001-2410-5113-000-00 Principal Service-secretary Salary	35,411.40	6,355.20	29,392.80	35,748.00	(336.60)	35,831.58
127. 001-2410-5117-000-00 Home School Coordinator	41,206.59	0.00	41,602.40	41,602.40	(395.81)	40,792.71
128. 001-2410-5210-000-00 Principal Services-group Health Insuranc	6,918.85	0.00	6,953.69	6,953.69	(34.84)	5,703.49
129. 001-2410-5220-000-00 Principal Services-fica	13,504.39	1,662.08	11,898.38	13,560.46	(56.07)	13,543.44
130. 001-2410-5230-000-00 Principal Service-group Life Insurance	0.00	0.00	0.00	0.00	0.00	340.20
131. 001-2410-5240-000-00 Principal Svcs - Retirement	0.00	317.76	1,469.60	1,787.36	(1,787.36)	1,791.62
132. 001-2410-5250-000-00 Principal Services-Workers Comp.	1,605.00	0.00	0.00	0.00	1,605.00	0.00
133. 001-2410-5260-000-00 Principal Service-unemployment Comp.	200.00	0.00	0.00	0.00	200.00	80.00
134. 001-2410-5270-000-00 Principal Svcs - Course Reimb.	1,000.00	0.00	0.00	0.00	1,000.00	550.00
135. 001-2410-5280-000-00 Principal Services-group Dental Insuranc	460.67	0.00	1,387.40	1,387.40	(926.73)	1,308.50
136. 001-2410-5281-000-00 Principal Services-group Vision Insuranc	150.10	0.00	455.69	455.69	(305.59)	455.69
137. 001-2410-5290-000-00 Principal Svcs - Prof. Development	2,501.00	0.00	0.00	0.00	2,501.00	508.00
138. 001-2410-5292-000-00 Principal Svc- Oth Emp. Benefits	0.00	0.00	0.00	0.00	0.00	23.46
139. 001-2410-5430-000-00 Principal Svcs - Copier Svcs.	5,545.00	263.04	0.00	263.04	5,281.96	3,748.71
140. 001-2410-5530-000-00 Principal Services-telephone	8,500.00	1,024.97	0.00	1,024.97	7,475.03	5,283.46
141. 001-2410-5532-000-00 Principal Svcs - Postage	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00
142. 001-2410-5580-000-00 Principal Services-travel	500.00	0.00	0.00	0.00	500.00	1,001.50
143. 001-2410-5610-000-00 Principal Services-office Supplies/pety	450.00	50.00	0.00	50.00	400.00	555.84
144. 001-2410-5670-000-00 Principals Svcs - Computer Software	500.00	100.00	0.00	100.00	400.00	0.00
145. 001-2410-5810-000-00 Dues and Fees	400.00	0.00	685.00	685.00	(285.00)	579.55
<b>TOTAL 2410 Principal Services</b>	<b>\$219,763.00</b>	<b>\$26,143.81</b>	<b>\$178,384.20</b>	<b>\$204,528.01</b>	<b>\$15,234.99</b>	<b>\$214,222.75</b>
<b>2420 Supportive Services - Special Ed Coordi</b>						

## South Hero Town School District Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget 7/1/2019 - 6/30/2020	Reported Period 7/1/2019 - 6/30/2020	Encumbrances 7/1/2019 - 6/30/2020	Spent & Encumbered	Amount Remaining	Last Year Period 7/1/2018 - 6/30/2019
146. 001-2420-5332-000-00 Purchased Services from SU	320,532.94	160,266.47	0.00	160,266.47	160,266.47	251,509.90
147. 001-2420-5810-000-00 Dues/Fees/Registration	0.00	0.00	0.00	0.00	0.00	245.00
<b>TOTAL 2420 Supportive Services - Special Ed Coordi</b>	<b>\$320,532.94</b>	<b>\$160,266.47</b>	<b>\$0.00</b>	<b>\$160,266.47</b>	<b>\$160,266.47</b>	<b>\$251,754.90</b>
<b>2600 Operation/Maintenance of Plant</b>						
148. 001-2600-5110-000-00 Operation/maint. Of Plant-salaries	93,476.17	13,779.74	78,426.34	92,206.08	1,270.09	90,116.12
149. 001-2600-5112-000-00 Operation/maint. Of Plant-substitutes	1,000.00	2,212.00	0.00	2,212.00	(1,212.00)	1,998.75
150. 001-2600-5210-000-00 Operation/maint. Of Plant-group Health I	32,158.97	0.00	26,118.72	26,118.72	6,040.25	25,220.06
151. 001-2600-5210-100-00 Maintenance - HRA	9,500.00	0.00	0.00	0.00	9,500.00	0.00
152. 001-2600-5220-000-00 Operation/maint. Of Plant-fica	7,227.43	1,223.39	5,999.62	7,223.01	4.42	6,828.14
153. 001-2600-5230-000-00 Operation/Plant - Group Life Ins	0.00	0.00	0.00	0.00	0.00	176.40
154. 001-2600-5240-000-00 Oper/Maint of Plant- Retirement	2,854.97	688.99	3,921.28	4,610.27	(1,755.30)	4,505.82
155. 001-2600-5250-000-00 Operation/maint. Of Plant-Workers Comp	790.00	0.00	0.00	0.00	790.00	0.00
156. 001-2600-5260-000-00 Operation/maint. Of Plant-unemployment C	125.00	0.00	0.00	0.00	125.00	80.00
157. 001-2600-5280-000-00 Operation/maint. Of Plant-group Dental I	1,814.00	0.00	1,387.40	1,387.40	426.60	1,796.00
158. 001-2600-5281-000-00 Operation/maint. Of Plant-group Vision I	322.65	0.00	319.46	319.46	3.19	319.46
159. 001-2600-5400-000-00 Oper/Maint. of Plant- Rent	2,100.00	0.00	0.00	0.00	2,100.00	0.00
160. 001-2600-5411-000-00 Oper/Plant - Energy Services- Water	1,800.00	450.00	0.00	450.00	1,350.00	1,800.00
161. 001-2600-5421-000-00 Operation/maint. Of Plant-garbage Collec	3,850.00	349.07	0.00	349.07	3,500.93	4,523.92
162. 001-2600-5431-000-00 Operation/maint. Of Plant-grounds - Repa	3,000.00	562.15	0.00	562.15	2,437.85	2,504.68
163. 001-2600-5432-000-00 Operation/maint. Of Plant-building - Rep	12,000.00	1,830.97	0.00	1,830.97	10,169.03	5,643.30
164. 001-2600-5433-000-00 Oper/maint. Of Plant- Equip/Equip Maint	8,000.00	0.00	0.00	0.00	8,000.00	3,263.80
165. 001-2600-5436-000-00 Operation/Plant - Facility Svc Contr	1,000.00	0.00	0.00	0.00	1,000.00	297.00
166. 001-2600-5610-000-00 Oper/maint. Of Plant-Custodial Supplies	8,000.00	232.87	0.00	232.87	7,767.13	6,655.16
167. 001-2600-5622-000-00 Operation/maint. Of Plant-Electricity	34,000.00	0.00	0.00	0.00	34,000.00	26,902.28
168. 001-2600-5624-000-00 Operation/maint. Of Plant-Energy Service	19,750.00	0.00	0.00	0.00	19,750.00	23,744.79
169. 001-2600-5710-000-00 Operation/maint. Of Plant-improvements	7,500.00	0.00	0.00	0.00	7,500.00	3,096.00
170. 001-2600-5730-000-00 Operation/Maint of Plant- Equipment	0.00	0.00	0.00	0.00	0.00	190.99
<b>TOTAL 2600 Operation/Maintenance of Plant</b>	<b>\$250,269.19</b>	<b>\$21,329.18</b>	<b>\$116,172.82</b>	<b>\$137,502.00</b>	<b>\$112,767.19</b>	<b>\$209,662.67</b>

# South Hero Town School District

## Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget	Reported Period	Encumbrances	Spent & Encumbered	Amount Remaining	Last Year Period
	7/1/2019 - 6/30/2020	7/1/2019 - 6/30/2020	7/1/2019 - 6/30/2020	7/1/2019 - 6/30/2020	7/1/2018 - 6/30/2019	
<b>2700 Transportation Services</b>						
171. 001-2700-5332-000-00 Bus Service from SU	103,918.00	51,959.00	0.00	51,959.00	51,959.00	97,120.00
172. 001-2700-5580-000-00 Student Transportation - Mileage Reimb	5,700.00	0.00	0.00	0.00	5,700.00	0.00
<b>TOTAL 2700 Transportation Services</b>	<b>\$109,618.00</b>	<b>\$51,959.00</b>	<b>\$0.00</b>	<b>\$51,959.00</b>	<b>\$57,659.00</b>	<b>\$97,120.00</b>
<b>3100 Food Service</b>						
173. 001-3100-5734-000-00 Food Service Computer Equipment	0.00	0.00	0.00	0.00	0.00	595.00
174. 001-3100-5930-000-00 Fund Transfers-food Service Transfer	26,219.25	0.00	0.00	0.00	26,219.25	0.00
<b>TOTAL 3100 Food Service</b>	<b>\$26,219.25</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$26,219.25</b>	<b>\$595.00</b>
<b>5200 Long Term Debt</b>						
175. 001-5200-5830-000-00 Interest on Long Term Debt	0.00	(79.79)	0.00	(79.79)	79.79	1,985.26
176. 001-5200-5912-000-00 Principal Payment Long Term Debt	0.00	0.00	0.00	0.00	0.00	105,596.37
<b>TOTAL 5200 Long Term Debt</b>	<b>\$0.00</b>	<b>\$(79.79)</b>	<b>\$0.00</b>	<b>\$(79.79)</b>	<b>\$79.79</b>	<b>\$107,581.63</b>
<b>TOTAL 001 General Fund</b>	<b>\$3,857,228.71</b>	<b>\$495,000.41</b>	<b>\$1,528,732.79</b>	<b>\$2,023,733.20</b>	<b>\$1,833,495.51</b>	<b>\$3,432,317.12</b>
<b>201 Scholarships</b>						
<b>5290 Other Transfers</b>						
177. 201-5290-5930-000-00 Donald Robinson - Transfer to Other Acct	0.00	0.00	0.00	0.00	0.00	1,000.00
<b>TOTAL 5290 Other Transfers</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,000.00</b>
<b>TOTAL 201 Scholarships</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,000.00</b>
<b>301 RiseVT Grant</b>						
<b>1100 Instructional</b>						
178. 301-1100-5730-000-00 RiseVT Equipment	0.00	1,366.59	946.13	2,312.72	(2,312.72)	1,515.10
<b>TOTAL 1100 Instructional</b>	<b>\$0.00</b>	<b>\$1,366.59</b>	<b>\$946.13</b>	<b>\$2,312.72</b>	<b>\$(2,312.72)</b>	<b>\$1,515.10</b>
<b>TOTAL 301 RiseVT Grant</b>	<b>\$0.00</b>	<b>\$1,366.59</b>	<b>\$946.13</b>	<b>\$2,312.72</b>	<b>\$(2,312.72)</b>	<b>\$1,515.10</b>
<b>311 SRSA</b>						

## South Hero Town School District Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget	Reported Period	Encumbrances	Spent & Encumbered	Amount Remaining	Last Year Period
	7/1/2019 - 6/30/2020	7/1/2019 - 6/30/2020	7/1/2019 - 6/30/2020			7/1/2018 - 6/30/2019
<b>1100 Instructional</b>						
179. 311-1100-5290-000-00 SRSA- Professional Development	0.00	0.00	0.00	0.00	0.00	4,830.00
180. 311-1100-5670-000-00 SRSA- Instructional- Computer Software	0.00	0.00	0.00	0.00	0.00	5,752.00
<b>TOTAL 1100 Instructional</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$10,582.00</b>
<b>TOTAL 311 SRSA</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$10,582.00</b>
<b>501 Food Program Fund</b>						
<b>3100 Food Service</b>						
181. 501-3100-5110-000-00 Food Program Salaries	0.00	0.00	40,451.28	40,451.28	(40,451.28)	37,208.44
182. 501-3100-5210-000-00 Food Program Health Insurance	0.00	0.00	6,953.69	6,953.69	(6,953.69)	6,221.99
183. 501-3100-5220-000-00 Food Program FICA/Med	0.00	0.00	3,094.53	3,094.53	(3,094.53)	2,667.87
184. 501-3100-5260-000-00 Food Program Unemployment	0.00	0.00	0.00	0.00	0.00	80.00
185. 501-3100-5280-000-00 Food Program Dental Insurance	0.00	0.00	493.80	493.80	(493.80)	480.12
186. 501-3100-5281-000-00 Food Program Vision Insurance	0.00	0.00	148.61	148.61	(148.61)	148.61
187. 501-3100-5610-000-00 Food Purchases	0.00	0.00	0.00	0.00	0.00	21,911.49
<b>TOTAL 3100 Food Service</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$51,141.91</b>	<b>\$51,141.91</b>	<b>\$(51,141.91)</b>	<b>\$68,718.52</b>
<b>TOTAL 501 Food Program Fund</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$51,141.91</b>	<b>\$51,141.91</b>	<b>\$(51,141.91)</b>	<b>\$68,718.52</b>
<b>GRAND TOTAL</b>	<b>\$3,857,228.71</b>	<b>\$496,367.00</b>	<b>\$1,580,820.83</b>	<b>\$2,077,187.83</b>	<b>\$1,780,040.88</b>	<b>\$3,514,132.74</b>

# South Hero Town School District

## Food Service Program- FY18

Reported Period

7/1/2017 - 6/30/2018

Account Number / Description

**501 Food Program Fund**

501-1610-4000-000-00	Food Program Student Meals	\$25,895.12
501-3450-4000-000-00	Rev - State Lunch Reimb	\$38,410.88
501-3452-4000-000-00	State Breakfast Revenue	\$14,555.07
501-5400-4000-000-00	Prior Year Adjustment	\$68.86

**TOTAL Food Program Revenue Program Fund** **\$78,929.93**

**501 Food Program Fund**

501-3100-5110-000-00	Food Program Salaries	\$36,811.26
501-3100-5210-000-00	Food Program Health Insurance	\$7,160.30
501-3100-5220-000-00	Food Program FICA/Med	\$2,676.76
501-3100-5250-000-00	Food Program Workers Comp	\$369.81
501-3100-5260-000-00	Food Program Unemployment	\$115.20
501-3100-5280-000-00	Food Program Dental Insurance	\$489.84
501-3100-5281-000-00	Food Program Vision Insurance	\$141.47
501-3100-5610-000-00	Food Purchases	\$25,137.01
501-3100-5670-000-00	Food Service - Software	\$0.00
501-3100-5740-000-00	Depreciation	\$1,263.00

**TOTAL Food Program Fund** **\$74,164.65**

**Profit(Loss)** **\$4,765.28**

# Superintendent's Report

## September 2019

### **Office Move**

We have moved to the new office space and have removed all of our equipment and supplies from both of the old offices. The project to move everything was bigger than expected and took more time than expected. There are still odds and ends to take care of in the new office however we are progressing well. Having everyone in one office is already proving to be helpful as the team can easily check in with one another. The first week in the new space brought lots of curious people to see the space. Once we get the last of the odds and ends taken care of we will have an open house for the public and we'll invite the Islander for a tour.

### **Beginning of the year**

#### **Institute Week**

This year the GISU used grants to host an Institute Week for both new and experienced teachers to come and learn about best practices in English Language Arts, Mathematics, and Social Emotional Learning instruction. Teachers could choose to come to just one session or any combination of the three sessions. Grant funds paid for the instructors as well as the time teachers spent learning. All of the sessions were well attended. In fact attendance was so good we had to move the trainings from the GISU conference room which comfortably holds a dozen participants to a classroom space. Feedback from the participants identified this professional development as powerful. I anticipate we will continue to do some of this type of professional development next year.

#### **New Educator Day**

Our new educator day was also successful. The goal of the day is to introduce our new educators to the Islands and to help get them started on the right foot. The educators learned about our policies, curriculum, practices, and communities. I am impressed with the energy, excitement, knowledge and dedication the people brought with them. This is an impressive group.

#### **SU Day**

The SU day focused on the introduction of Professional Learning Communities (PLCs) with a theme of "We Are Better Together". The full Leadership Team embraced the theme and worked collaboratively to plan and execute the learning for the day. The Principals, Director of Student Support Services, Director of Curriculum and I all had prominent roles in the learning for the day. In past years most of the learning was directed with the Director of Curriculum. Several people commented directly to me how nice it was to see all of the Instructional Leaders for the SU having a role in the learning for the day. The formal feedback was also positive.

### **2019 UVM Outstanding Teachers**

I'm pleased to share with the board our two UVM Outstanding Teachers of the Year were announced at the SU In-Service day and congratulations go to Jenny Degree and Tracy Giroux. Jenny and Tracy are both fantastic teachers who go above and beyond at their schools to support all students. Jenny and Tracy will be publicly recognized at the UVM Outstanding Teacher Day celebration in October.

### **Grants Training at the GISU Office**

The Agency of Education came to the GISU office on August 29, 2019 and delivered an individualized training for the GISU. Every GISU office employee who has a role in the grant process attended the training.

### **Management Letter Appeal**

I have reached out to VT Digger and the Islander as the GISU Board asked, the expectation of the board was for the community to understand that the AOE disallowed \$320,854 of grant reimbursements for FY 18. At this point I am not clear if either outlet will run a story.

I have had a community member reach out and let me know that they felt my letter to the Governor and Legislators was disrespectful to the previous employees at the GISU. I want to be clear that it was not my intent to be disrespectful to anyone. I had intended to highlight in the letter that there was massive turnover at the GISU and the paperwork in question was missing. In re-reading the letter I wrote with the lens of the community member, I understand how they could have that feeling. I apologize that my letter does not convey what I intended it to. Today I met with Wendy Savage, the Executive Assistant to the Principal in Alburgh, and apologized for the wording. Wendy worked for the GISU when I first arrived and to be clear I have always appreciated her work and have frequently sought her advice over the last 12 months. In fact when I shared with the Alburgh board that I had offered Wendy the position of the Alburgh Executive to the principal I also shared with them the only downside was that she would no longer be able to work for the GISU Central Office. Furthermore when the GISU was having issues with the SLDS system the AOE implemented, I recommended the GISU authorize me to create a MOU for Wendy to help sort out the issues which she has done with great competence. There is a second employee which I also have a great deal of respect for may that I may also have been offended however I had not been able to meet with them directly at this point (they are on leave).

### **Policy Updates**

The VSBA is still working on the recommended policies so this month we will take a break from reviewing policies.

### **ACT 173 Training**

At the end of September, there is an ACT 173 Training for Superintendents and Director of Student Support Service administrators, Michele Weaver and I are planning to attend and I'll share information with next month's report.

### **Ergonomics Assessment**

VSBIT met with the GISU Office Staff and performed an ergonomics assessment of each employees work station. By participating in this assessment the GISU is eligible for a small ergonomics grant.

### **FY 18 Local Audits**

I have a September 4, 2019 email from Sullivan Powers stating they are finishing the drafts of the local audits. Rob and I will get you copy as soon as possible.

Thank you for the work you do as board members to support education throughout the Islands.