

Grand Isle Supervisory Union  
**CIUUSD Carousel Meeting**  
School Board Regular Meeting  
Tuesday, December 11, 2018 at 6:30 p.m.  
Location: North Hero Education & Community Center

**Agenda**

**Call to Order**

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| 1. Call to Order (Gary Marckres)           | 6:30 p.m. |
| 2. Adjust the Agenda (Gary Marckres)       | 6:31 p.m. |
| 3. Citizens and/or Staff to be Heard       | 6:35 p.m. |
| 4. Consent Agenda (Action) (Gary Marckres) | 6:40 p.m. |
| a. Approve the minutes from 11/13/2018     |           |

**Board Business.**

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|---|-----------|
| 5. Second Draft of Budget (R. Gess) (Discussion)                                | 6:45 p.m. |
| 6. Space Update (M. Clark) (Discussion)   | 7:00 p.m. |
| 7. Recommendations for Transition Grant utilization(M. Clark)(Discussion)       | 7:10 p.m. |
| 8. Policy Review based on VSBA information (M. Clark) (Discussion)              | 7:30 p.m. |
| 9. Administrator collaborative approach to resourcing (G. Markres) (Discussion) | 7:35 p.m. |
| 10.Other  | 7:45 p.m. |

**Closure**

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|---|-----------|
| 11. Setting the next agenda (Gary Marckres)(Discussion) | 7:50 p.m. |
| 12. Adjourn   | 7:55 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  
**CIUUSD Carousel Meeting**  
School Board Special Meeting  
Tuesday, November 13, 2018

**Minutes**

Board Present: Jane Zera , Mason Maltais , Gary Marckres , Don Bartlett

Administration Present: Robert Gess, Michael Clark, Joseph Resteghini, Lauren Thomas

Community Present: Jennifer Gariety, Joyce Tuck, Bart Wilcox, Tim Maxham, Corinn Julow, Tracy Pearson, Michael Inners, Bridget Brisson

**Call to Order**

1. Meeting called to Order by Gary Marckres at 6:34 p.m.
2. Adjust the Agenda – propose to add goals discussion at beginning of board business and add correspondence and sharing prior to board business.
3. Citizens and/or Staff to be Heard- no one raised hands
4. Consent Agenda
  - a. Approve the minutes from 10/09/2018 – Mason motioned, Don seconded, Jane requested that adjust minutes to include Tracy Pearson to be included as a citizen in attendance. Consent agenda approved. Vote 3-0

Correspondence –

Rob Gess received email from Bart Wilcox over the weekend. Bart has submitted an editorial in Islander (published 11/13- read aloud by Michael Clark).

Second correspondence sent via email to Michael Clark today from Kimberly Cohen. Concerns brought up at last meeting to be addressed: \$150,000 shared, where is \$100,000 coming from? More information for students. \$150,000 grant for CIUUSD, some money already spent. Verify grant amount please. Continue to have conversations about GISU office- utilizing space amongst open area in schools. Funding and locating conversation at GISU level. This body does not control Grand Isle school budget for this year. Addressing overall concern, it is a continuing agenda item.

Superintendent's report –

Michael Clark handed out copies of his Superintendent's Report to all members and community present and presented. He suggested reviewing goals originally discussed by Act 46 committee and make sure goals are still valuable and current. Michael Clark read report on goals proposed to Agency of Education. It is helpful to look back at goals to connect back to and reflect on as we move forward. Discussion took place about making sure administrators have seen and discussed the goals established by the Act 46 committee. Ask CIUUSD and GISU administrators what their idea of equity means to them as an exercise. This will help administrative team and board to collaborate well together. This will help direct cultural change to better the experience and outcomes for our students. We recognize that cultural change is difficult, and we need to collaborate well to help offset the changes.

### **Board Business.**

5. First Draft of Budget – Michael Clark discussed the number of tuition students; many are verified and many are unverified. Rob Gess shared same budget process as last year. The budget presented is a full-loaded budget, there have been no staffing level changes reflected in the presented budget. Approximately seventy-five percent of budget is salaries, benefits, and tuition. Tuition rates are increased, and separate line has been broken out for 7-8 grade students. Break out HRAs and health premiums in line items. Direction from VEHI that health rates have a rate increase of 11.8%. Factor into preliminary budget that negotiations will start later this year that will have to be considered when budgeting. Discussion of number of students to enroll and graduating causing fluctuation in tuition budget differences between last year's budget and upcoming year. Director of Students Support Services working with adjusting service plan with AOE and numbers will change. Negotiating contract for transportation to be completed this year as well. Surveying and public input for transportation needs to be considered. Individual boards, like Isle La Motte, should have discussions about transportation needs of community. Staffing levels and sharing of specialty faculty should be considered when budgeting. Administrator's responsibility to suggest and present efficiencies for staffing to support needs of students. Computer equipment budgeted some of the equipment needs to be updated. Much of the equipment is eight to ten years old and Director of Technology is working on a technology refresh program. Reached out to leasing firms to refresh technology. Looking to come up with a three- and five-year refresh program to keep technology updated in the schools to be efficient and cost-effective.
  
6. Space Update – Michael Clark shared the two tracks he has researched for space options. One track is to refine original proposal. The second track is Michael Clark has reached out to investigate a modular office space. This is in the early stages of research and should have more to share at GISU meeting. GISU board wants to focus on space in Grand Isle School. Recognize that \$250,000 from Black River proposal is significantly higher than what was considered. It will continue to be a discussion on both agendas. The price is greater than thought and alternative financing should be considered if that is the best option. A portion of the transition grant would benefit CIUUSD and benefit GISU. There are other things that can be done to benefit students. Looking for feedback and direction since current central office space is inefficient. Question of what is acceptable from a support staff office's perspective? Michael Clark shared exploring other options would be important. There are a certain amount of offices that need to be confidential spaces. We need to meet the requirements for people to complete their work. Interested in using some and not all the transition grant money for office spaces.
  
7. Values and Beliefs Update - Michael Clark shared that he went to the Isle La Motte haunted library to interview community members on values and beliefs. Continual and ongoing work in interviewing community members.
  
8. Policy Review based on VSBA information – Michael shared that Gary Marckres has signed off as a member of the board and sent policies to the VSBA. Michael Clark shared that they should be able to come to our next meeting. We are on track to make sure policies are ready to go for CIUUSD. Gary Marckres suggested that administration investigate independent firms/auditors to assist.
  
9. Re-adjusting the regular meeting time – Michael Clark shared that regular meeting time may be adjusted by making a motion to pass a resolution to move CIUUSD meeting from fourth meeting of month to second Tuesday. Mason Maltais made motion, to approve a resolution to move the regular CIUUSD meeting time to the second Tuesday of the month at 6:30 p.m. Gary Marckres seconded, vote 4-0 to adjust meeting time.

10. Other - none

**Closure**

11. Setting the next agenda – second draft of budget to include more tuition information, space update with different options, may be bringing policy review (dependent on VSBA), recommendations for transition grant utilization, administrator collaborative approach to resourcing.

12. Adjourn – Mason Maltais made the motion to adjourn, Jane Zera seconded, all in favor. Adjourned at 7:55 pm.

# Superintendent's Report

## December 2018

### **Three Year Extension**

I'm excited for the opportunity to join the Grand Isle Supervisory Union as the full-time Superintendent and thank you for the opportunity. I've included a press release which has gone to all faculty and staff, The Islander, The Messenger, and The Caledonian Record and will be posted on the website and several other social media outlet.

### **State Board Act 46 Plan**

On November 11, 2018 the Vermont State Board of Education met at BFA Saint Albans and finalized the Act 46 plan. There were no surprises and the impact to GISU was that South Hero's Alternative Governance proposal was formally adopted which keeps South Hero with the GISU. I've included information in your packet about a free VSBA webinar about ACT 46 that will happen next week. It may not be terribly relevant to us but may be interesting to individuals. Also here is a [link to a VT Digger](#) article that highlights in more detail yesterday's State Board Meeting.

### **Audit Presentations/Engagement Letter**

Rick Brigham from Sullivan and Powers presented the FY 17 Audit at the November 26, 2018 Gran Isle Supervisory Union meeting. Rick will be coming to local board meetings to present the local audits as requested for the December meetings. Sullivan Powers is scheduled to begin the FY 18 fieldwork the first week in December. We expect to have the FY 18 audit completed and ready to present to school boards at their March meetings. Rob will bring an audit engagement letter to each of the local board meetings this month to have boards sign off on.

### **Budgets**

The GISU Board approved the FY 20 GISU budget at its November 26 meeting. First draft of budgets have been presented to all of the local boards. We will update the local budgets with their GISU assessment information and will update the boards at their December meetings. Important information regarding tax rates are usually sent out in the beginning to middle of December and are important for knowing how our anticipated expenditures will impact actual tax rates. There is some talk that this information may be late this year. Rob and I will share this information with the boards as it becomes available.

### **DMG Meeting**

The District Management Group will be holding its final meeting for the cohort of districts the CIUUSD is a part of on December 18. The full CIUUSD administrative team will be going to the meeting. The description for the meeting is below. I'm excited to not only see how this work can benefit the CIUUSD but also how it can benefit all GISU districts.

"The District Management Group team (DMGroup) is excited to meet with you again on **December 18<sup>th</sup>** for our final Act 46 Convening. We will be covering and working on the following topic: *Developing and Communicating the Budget for School Year 2019-2020*. The day will largely be a facilitated working session.

### **Negotiations**

The Association is interested in beginning the bargaining process. I am working with the members of each board who have been nominated to participate in negotiations to schedule times to meet and to start putting together a proposal.

### **Director of Student Services**

We posted the Director of Student Support Services position on November 7, 2018 and the application period closes on December 7, 2018. Joyce Tuck has volunteered to be a School Board Member on the Hiring Advisory Committee. There are also several Faculty and Staff members who have volunteered to be on the Hiring Advisory Committee. After the application period closes the Hiring Advisory Committee will review the applicants and move forward with the process.

### **Update from hearing on November 16, 2018**

The plaintiff withdrew their motion for a temporary injunction.

During the hearing on the motion to dismiss the plaintiff also withdrew the section of the lawsuit which addressed Title 16 (This was the part of the complaint about voting members of the board)

The remaining portion of the case has to do with strictly a violation of open meeting law. The judge heard arguments from both sides and is taking the Motion to Dismiss under advisement and will issue a written judgment.

### **Residency Verification Process**

The GISU approved a new residency verification process at it November 26 meeting. I have included information about the current process as well as what the new process would be. Historically the residency verification process was handled by the Director of Student Services who had a long tenure within the Islands. We are finding we need to update the process we use to ensure we are not missing students. The process we have designed is meant to be enough so GISU receives the information it needs to ensure students are residents of the Islands without being overly burdensome to families. We will ask each local board to also approve the new process.

### **Progress at the GISU Office**

I'm pleased with the progress the GISU office staff is making. It is incredible to think that 60% of the central office staff started in July 2018 or later, 30% is in their second year, and the remaining 10% is starting their third year. Everyone who works for GISU is positive, upbeat and willing to do what it takes to get the work done. The challenge remains that every time a project comes up it is new to staff and we have to create systems for the work to get done. As the GISU Office staff gains experience the work becomes smoother and more predictable.

# Grand Isle Supervisory Union

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November 29, 2018

## Press Release

The Grand Isle Supervisory Union Board is pleased to announce we have offered Interim Superintendent Michael Clark a three-year extension to his contract to work for the Supervisory Union as our full-time Superintendent, and he has accepted. Michael was first hired by the GISU in July as the Acting Superintendent. After conducting a search in August the board determined Michael was a good fit for the GISU and hired him to be the Interim Superintendent for the year. Based on Michael's work through the fall and his continued execution of plans for our future, the GISU Board decided he is the right administrator to move the Supervisory Union forward.

Michael came to the Islands after working for the last three years in the Northeast Kingdom as the Superintendent for the Essex Caledonia Supervisory Union. There, he closed operations for the ECSU after successfully merging with three other Supervisory Unions, fulfilling the best outcome for his towns. Prior to his work in the Northeast Kingdom, Michael was the High School Principal at BFA-Fairfax for six years. He also worked at Colchester High School for ten years in a variety of roles including Science Teacher, Director of Student Services, and Assistant Principal for Student Management. Throughout all venues, Michael has served as a champion for student success and as a key fixture in smooth operating administrations. Furthermore, Michael has served as a Trustee for the Vermont Superintendent's Association and is currently on the Board of Directors for the Vermont School Boards Insurance Trust.

Michael lives in Sheldon on a hobby farm with his wife Jenna and two daughters Mickaela and Josephine.

We look forward to working with Michael, long-term, as we strive to ensure that all Island students have the educational experiences which help them accomplish their hopes and dreams.

Mason Maltais

Grand Isle Supervisory Union Board Chair