

Grand Isle Supervisory Union
South Hero School District
School Board Regular Meeting
Thursday, Dec. 17, 2020, at 6 p.m.
Location :Via Google Meet (meet.google.com/jcn-guaz-snh)

MINUTES

Call to Order

1. Call to order at 6:02 p.m. (B. Chutter)

Introductions. In attendance:

-Board members: Tim Maxham, Bentley Vaughan, Bob Chutter, Erin Morse, Nathaniel Kouns

-Staff: Susan McKelvie, Michael Clark, Rob Gess, Julie Pidgeon

-Audience: Buddy Meilleur (LCATV)

2. Adjustment of Agenda

-Clark asked the board to add a resignation letter to the agenda after the minutes.

-Chutter added to Other a discussion of Town Meeting and whether to add a second meeting in January for budget review

3. Public Comments

None

4. Consent Agenda (Action)

A. Approve minutes from Nov. 19, 2020. Maxham made a motion to approve the minutes of the Nov. 19, 2020, meeting. Vaughan seconded the motion. Approved unanimously on a voice vote.

B. Resignation: Clark informed the board he has received a resignation from Jennifer Hurst, a behavior interventionist. Clark has accepted the resignation and said he would be happy to consider her for future employment. Clark said the school is looking for a replacement.

5. Reports

A. Financial (R. Gess) (Action): Gess noted the Covid expenditures have been transferred out of the general fund to a separate federal fund. The district received Covid accounting guidance from the AOE. All expenditures from Folsom related to Covid will now be accounted for in a federal fund. Gess said the school will need to follow federal procurement guidelines. The final GISU Covid relief fund application has been submitted, and South Hero will receive funding through this application. Gess noted the district also will be receiving funding from a separate emergency relief fund (ESSER). On the audit for FY20, Gess said the documentation the district will provide to Sullivan

and Powers is in order. Chutter asked what was different about how ESSER funds were being spent vs. corona relief funds. Gess said the difference is in the process for budgeting and accounting for the funding. Chutter asked about unencumbered funds. Gess said that will change once the high school tuition expenses begin to be paid. Chutter asked for an explanation of how tuition is recorded in the revenue report, and Gess explained the process. Maxham asked for a forecast on the food service program. Gess said he can report to the board at its next meeting on the number of free and reduced applications. He does not have a revenue concern at this point. McKelvie said that because all children are allowed to have free school lunch, the food service staff is not tracking which students are taking lunch this year. She said the percentage of Folsom students receiving free and reduced lunch is about the same. Chutter asked about the special education intensive revenue figure. Gess said it is a formula-based reimbursement based on student needs.

Maxham made a motion that the board received and reviewed the budget-to-actual report #13821 of Dec. 9, 2020. Kouns seconded the motion. Approved unanimously on a voice vote.

- B. Superintendent's (M. Clark): Clark reviewed the highlights of his report. GISU has not seen transmission of Covid in the schools. He praised faculty and staff for their sacrifices, as well as the community. Chutter expressed appreciation for the superintendent's continued community meetings on Wednesday and a thank you to administration, teachers and staff.
- C. Principal's (S. McKelvie): McKelvie praised staff for being in the building every day for the students. She also shared that when school is in session, students are learning and it feels like typical school. She also shared that Steve Berard thinks the problems with the boiler have been resolved. McKelvie also presented her December Data Report. In her report, she presented data from Trimester 1 report cards, the nutrition program and Continuous Improvement Plan. She said she was unable to compare data in the report cards year-to-year because the format of the report card changed substantially this year. Now, the district is reporting on how students are progressing toward proficiency in learning targets. She provided the board with information on the percentage of students who are at or above grade level in math and reading. She noted she omitted students in 7th and 8th grade who were not attending Folsom last year because she did not have 2019 comparable data. In Math, students are progressing. The majority maintained or exceeded what would be expected. In ELA, students did not maintain proficiency as well. She pointed out that ELA has complexity with multiple components (reading, writing). Students did not solidify some skills and maintain them. The school is intervening with individual students. E. Morse expressed concern about the ELA learning loss in the primary grades. Chutter acknowledged the difficulty in comparing year-to-year data this year. He asked what the school was doing to address those needs in the near term and future. McKelvie said Helen Bishop, literacy specialist, is full-time this year providing reading instruction. Some students already are on individual education plans and

receiving specialized education. Three elementary teachers took courses this summer in reading instruction, and they are providing targeted instruction on the skills students lacked. Clark noted the gaps in the fall data are not unexpected, and the report cards show curricularly the learning that is targeted.

McKelvie shared that the Nutrition Program is not tracking student lunches this year because of the federal waiver. The current free and reduced lunch application is 27% of students.

She updated the board on the Continuous Improvement Plan. The school will begin the annual data collection and analysis process in January. The Folsom plan is aligned with the GISU plan. McKelvie said the school is making progress on its priorities in Academic Proficiency, Safe & Healthy Schools and High Quality Staffing.

Board Business

6. Approval of Bills for Payment. Vaughan made a motion to pay the bills in Batch #5973 totaling \$424,160.73. Maxham seconded the motion. Approved unanimously on a voice vote.

7. Budget Review (R. Gess) (Discussion): Clark reported that based on the yield currently suggested by the state, South Hero would be looking at a 9- or 10-cent tax rate increase regardless of the budget. He also shared that the ADM (equalized pupil) will not be reduced. He reviewed the numbers that are reported on the warning, which includes the expenditures and cost per equalized pupil. He reported that South Hero's projected revenue is slightly higher than projected expenditures. The superintendent noted that while expenditures are up 2.4%, the increased revenue will result in a reduction in the cost per equalized pupil. Gess told the board he does not have the CLA (common level of appraisal). He reminded the board that there is a 9.8% increase in health insurance that is attributable to the statewide health insurance contract as well as an increase in employees participating in health insurance. GISU operations are flat, and there is an anticipated decrease in the special education costs. On high school tuition, Gess said currently there are 15 8th graders who are moving to high school and 16 seniors who will be graduating. Gess shared the percentage increases he budgeted for tuition increases. McKelvie noted, however, that the 8th student figure contains students who are tuitioned, and there are 11 8th graders who are residents.

McKelvie shared programmatic recommendations. In Lines 48 and 50, the school is looking at purchasing books for math (consumable) and updated texts for social studies. On Line 67, the school is looking at replacing microphones and a speaker system for the stage. The current wireless microphones access a bandwidth that has been reassigned by the FCC. The school would like to improve the capacity for sound to reach the back of the gymnasium. On the Parent-Child Center, McKelvie said she was informed the center is building an addition to its building for after-school care. Additionally, Carol Egan's business is providing after-school care. That said, McKelvie said she budgeted on Line 233 about \$10,000 for after-school care given the board's interest in providing this option. She asked the board for feedback regarding

this item. Regarding the library, McKelvie said library media specialist Dan Fouts presented a request that was reduced from last year.

Chutter asked for board input on providing after-school care. Vaughan said he has no interest in Folsom competing with private businesses. Maxham said the Parent-Child Center has an active permit and is aiming to provide after-school care by next school year. The board decided to level-fund the after-school budget in light of the other options in town. Morse said the board should consider reallocating funding for the learning losses during the pandemic. Morse asked whether the budget for summer school should be increased. McKelvie said summer school funding can be provided if that develops as a need from the Continuous Improvement Plan and does not need a budget adjustment.

The board will return to budget review and discussion in January.

8. Audit FY18 & FY19 (B. Chutter)(Action): Vaughan made a motion that the board accept the FY18 and FY19 audits; Maxham seconded the motion. Approved unanimously on a voice vote.

9. Course Reimbursement Request (M. Clark)(Action): Clark shared the Master Contract section 10.5 regarding reimbursement for professional development expenses. An employee, Jamie Bedard, has requested the board provide reimbursement for 14 credits for an amount that is less than the stipulated University of Vermont rate to complete a master's degree. The number of credits is more than contracted but the rate will cost less than the allowed amount. Maxham moved that the board approve the course reimbursement request from Jamie Bedard, and B. Vaughan seconded the motion. Discussion: Chutter asked about the budget. Clark said he is not worried about exceeding the amount budgeted. The board discussed whether the intention in the contract was to fund 9 credits or the amount equivalent to 9 credits at University of Vermont's rate. Approved on a voice vote 4-1 (Maxham-yes, Vaughan-yes, Morse-yes, Kouns-yes, Chutter-no).

10. Board-Superintendent Relations Policy A24 (B. Chutter)(Action). Maxham moved the board accept the Board-Superintendent Relations Policy as presented on its second reading, seconded by Vaughan. Approved unanimously on a voice vote.

11. Prevention of Conflict of Interest in Procurement Policy F24 (B. Chutter)(Action). Vaughan moved the board accept the Prevention of Conflict of Interest in Procurement Policy as presented on its second reading. Morse seconded the motion. Approved unanimously on a voice vote.

12. Prevention of Sexual Harassment As Prohibited by Title IX Policy Code 12 (B. Chutter)(Action). Maxham moved the board accept the Prevention of Sexual Harassment As Prohibited by Title IX Policy Code 12 as presented on its second reading. Kouns seconded the motion. Discussion: M. Clark shared that this policy may be changing again at the federal level once the administration changes. Approved unanimously on a voice vote.

13. Community Use of Facilities Policy Code E20 (B. Chutter)(Action). Vaughan moved the board accept the Community Use of Facilities Policy as presented on its second reading. Kouns seconded the motion. Approved unanimously on a voice vote.

14. Other

A. Discussion of Town Meeting format: There will be no physical Town Meeting this year. The Selectboard will handle its annual meeting as part of its regular meeting schedule. Chutter asked the board its preference. The board must hold its annual meeting within 10 days of Town Meeting. He asked board members to consider what they would like to do.

Chutter shared that Board members do not need to physically sign the bills. Janet Yates, town clerk, is attaching the minutes to the bills.

Chutter asked the board to schedule an additional January meeting on Jan. 7, 2021. This meeting will focus on the budget. M. Clark noted it will be a special meeting. The meeting will be held at 6 p.m.

Closure

15. Setting the next agenda

Jan. 7: Special Meeting. Review of the budget, discussion of the annual meeting, and setting the agenda for the Jan. 21 meeting.

16. Adjourn

The board adjourned at 8:18 PM on a voice vote. Vaughan made a motion to adjourn, seconded by Kouns. Approved unanimously on a voice vote.