

Grand Isle Supervisory Union  
Meeting Monday, April 30, 2018  
At North Hero School

GISU Board Members Present:

Mike Savage, Alburgh  
Mallory Ovitt, Alburgh  
Jane Zera, Isle La Motte  
Chet Bromley, Isle La Motte  
Mason Maltais, Chair, North Hero  
Bridget Brisson, North Hero  
Nathan Robinson, Grand Isle  
Don Bartlett, Grand Isle  
Melanie Henderson, South Hero  
Bentley Vaughan, South Hero

Administration Present:

Don Van Nostrand, Superintendent  
Beth Hemingway, Dir. Of Student Support Svcs  
Megan Grube, Dir. Of Curriculum, Instruction & Technology  
Dave Brisson, I/T Network Administrator  
Rob Gess, Business Manager

Members of the Public:

Ben Joseph  
Bart Wilcox  
Tim Maxham  
LCATV Rep

Meeting called to order by Mason Maltais at 6:37 p.m.

**Adjust the Agenda:** Update on HRA Transition to DataPath and Review FY19 Non-Licensed and Support Staff Assignments will be discussed in Executive Session.

**Public Comments:** None

**Approve Minutes from March 28, 2018:** Motion by Bentley Vaughan to accept minutes. Second by Don Bartlett. All in favor.

**Business of the Board:**

**Discussion with State Representatives:** Ben Joseph introduced himself and noted that he is serving on the Education Committee. Discussion took place regarding special education costs. There is a bill to make special education costs more efficient. There is a lot being spent on special education expenses, however, most of it is mandatory. He tried to put the brakes on property tax increases; he is concerned that property taxes will drive people out of the Islands. He encouraged people to call him with any questions or concerns.

**Discussion of Act 46 State Plan and SU Boundaries:** Melanie Henderson led the conversation regarding the state plan and SU boundaries. The proposal for SU boundaries is due to the state by June 1, 2018. Melanie advised that the state can't change mergers, but they can change SU boundaries. It was noted that we will want to keep an eye out for the state plan when it is submitted in June.

**Review Budget to Actuals:** Rob Gess reviewed the budget to actual report that was distributed to board members. Special education expenses are still a challenge (salaries, transportation). He is working on reviewing tuition invoices. There will be a stop on special education spending, unless pre-approved by Beth Hemingway. There is an overage on Professional Services. However, the 1:1 support provided by Marilyn Frederick is done, except for phone calls. The audit costs will stay the same as discussed in previous meetings. There will be an end of year checklist sent out to all Principals to be completed and returned to the Central Office.

**Approve Audit Engagement Letter:** The audit letter was already approved by all districts previously. Bentley Vaughan motioned to sign the engagement letter. Second by Nathan Robinson. All in favor. Mason Maltais signed the letter and returned to Rob Gess.

**Approve Policy E11 – Prevention of Conflict of Interest in Procurement:** Rob Gess advised that when we had a Food Service Audit earlier this year, the AOE Child Nutrition Program team found that we did not have this policy in place. Rob Gess reviewed the policy. This policy is needed at the SU level and local school district level. Melanie Henderson motioned to approve Policy E11. Second by Don Bartlett. All in favor.

**Discussion and Approval of Substitute Pay for FY19:** Handout was provided by Don Van Nostrand. Our district pays a set rate per day (with an exception of Alburgh paying some subs by the hour). Discussion took place regarding our pay rate, and the rate of surrounding districts. A fiscal analysis has not been done for FY19. Board approved Don Van Nostrand to look further into the sub pay rate for FY19.

**Review and Approve Continuous Improvement Plan:** Handout provided by Megan Grube. Megan reviewed the handout with the board. She advised that every 6-8 weeks it is re-evaluated. She discussed the three goals listed in the plan. She noted that the GISU Continuous Improvement Plan was selected as one of three exemplars that the AOE will be posting on their website. Melanie Henderson motioned to approve the Continuous Improvement Plan. Second by Bentley Vaughan. All in favor.

**Approve Reduced Student and Teacher Days in June:** Schools have set their last day of school for teachers (June 19 for some and June 22 for some). However, per master agreement, GISU employees must work the full 188 days. Discussion took place regarding the last day for GISU employees. Melanie Henderson motioned to end SU staff days on June 22, 2018. Second by Don Bartlett. All in favor.

**Review Executive Committee Draft Bylaws:** Handout provided by Don Van Nostrand. Board took a few minutes to review handout. The following changes were suggested: Include the date in the first sentence; add a second sentence that at this meeting, guidelines are approved/set; change the date from June 30, 2018 to June 30, 2019; add language regarding

designated alternates are allowed; remove "vice chair" from section B. Don Van Nostrand will provide all board members with an updated Rules of Governance and Operation handout. Nathan Robinson motioned to approve the bylaws. Second by Bentley Vaughan. All in favor.

**Set GISU Regular Meeting Schedule:** Handout provided by Don Van Nostrand of a few different schedules to include the GISU and Executive Committee meeting dates. The consensus at the last GISU meeting was to keep the location of all meetings at North Hero School. It was discussed that 4 GISU meetings and 5 Executive Committees meetings will be held. The dates of August 23, 2018 and September 27, 2018 were swapped. Bentley Vaughan motioned to approve the meeting schedule for the GISU and Executive Committee. Second by Bridget Brisson. All in favor.

Bridget Brisson motioned to move into Executive Session to discuss the update on the HRA transition to DataPath and also to review the FY19 non-licensed and support staff assignments. Second by Nathan Robinson. All in favor. Board moved in Executive Session at 7:43 p.m.

Meeting reconvened at 8:33 p.m. with no action taken.

**Future Agenda Items:**

Reviews & Evaluations  
Update on DataPath

**Next Meeting:** Thursday, May 31, 2018 at 6:30 p.m. at North Hero School for the Executive Committee.

**Adjournment:** Nathan Robinson motioned to adjourn the meeting. Second by Don Bartlett. All in favor. Meeting adjourned at 8:35 p.m.