

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

Agenda

Call to Order

- | | |
|---------------------------------------|-----------|
| 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 7/11/2019 | |
| 4. Reports (<i>Discussion</i>) | 6:20 p.m. |
| a. Financial (R. Gess) (Action) | |
| b. Superintendent's (M. Clark) | |
| c. Principal's Report (S. McKelvie) | |
| School Opening | |
| Summer Hiring | |
| Facilities Update | |

Board Business.

- | | |
|---|-----------|
| 5. SBAC Data Presentation (M. Grube)(Discussion) | 6:50 p.m. |
| 6. Approve bills for payment (M. Henderson)(Action) | 7:10 p.m. |
| 7. Policy Review (M. Clark)(Discussion & Action) | 7:15 p.m. |
| 8. Island Arts Donation (M. Clark)(Action) | 7:35 p.m. |
| 9. Other | |

Closure

- | | |
|---|-----------|
| 10. Setting the next agenda (M. Henderson) (Discussion) | 7:40 p.m. |
| 11. Adjourn | 7:45 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 Regular Meeting
Thursday, July 11, 2019, at 6 p.m.
Location: Folsom Education & Community Center

DRAFT MINUTES

Call to Order

1. Call to order at 6:02 p.m.

In attendance:

-Board members: Melanie Henderson, Tim Maxham, Bob Chutter, Erin Morse

-Staff: Michael Clark, Rob Gess, Julie Pidgeon

2. Public Comments

-M. Henderson read a letter from the Champlain Islands Artists Organization, which is in the process of disbanding. It is planning to disburse its funds to the schools in the Islands for their art budgets. The organization stipulated the money should be used at the discretion of the art teachers through a designated account, and it said the amount would be approximately \$800-\$1,000 for South Hero. B. Chutter asked that the board correspond with a thank you note. M. Clark said the donation will come in the future with a letter.

-M. Henderson shared that Jane Zera of the Isle La Motte, GISU Board, and the CIUUSD Board has died. The board expressed appreciation for her contributions to Islands education. M. Clark applauded her advocacy for children.

3. Consent Agenda (Action)

A. Approve minutes from June 20, 2019. B. Chutter made a motion to approve the minutes of the June 20, 2019, meeting. T. Maxham seconded the motion. Approved on a voice vote.

4. Reports

A. Financial (R. Gess) (Action): R. Gess reviewed his financial report of July 3, 2019. R. Gess said FY19 will show a surplus for the school. Revenues are coming in higher than budgeted, such as the small schools grant, and there are savings in tuition and health insurance. It was noted the surplus can be put into the capital reserve fund. T. Maxham asked questions about the financial report and options for a surplus. M. Clark noted that a large part of the surplus is due to tuition coming in less than budgeted, which may be a one-time benefit because of the district's efforts to verify the residency of tuitioned students this year. B. Chutter said the voters provided guidance at town meeting regarding the capital reserve account and suggested the board provide a list of capital needs for the school at town meeting.

B. Chutter asked for more information about the Rise Vermont grant. R. Gess said grant expenditures were not budgeted, which is why they appear as unbudgeted expenses, but there is revenue available to

cover those expenses. B. Chutter also asked about food service, and R. Gess answered with an explanation of the accounting of the food budget. R. Gess and M. Clark explained that the food service budget should be run as an enterprise fund and accounted for separately from the school budget. That accounting would provide more specific information on revenue and expenditure. T. Maxham said he would like to know how much the school is subsidizing the program and what is needed to support a quality program for the children. M. Clark said setting up food service as an enterprise fund will give the board that data. B. Chutter asked if R. Gess could send the financial report as an Excel spreadsheet. R. Gess said he could do that. T. Maxham moved the board received and reviewed the budget-to-actuals report printed on July 3, 2019 for FY19. B. Chutter seconded the motion. Approved on a voice vote.

B. Superintendent's (M. Clark): M. Clark encouraged board members to attend the GISU Board meeting for updates from department chairs.

Board Business

5. Elect Vice Chair of the Board (M. Henderson) (Action). M. Henderson asked if anyone is interested in serving. B. Chutter said he is willing to serve as vice chair. M. Henderson nominated Bob Chutter to serve as vice chair. E. Morse seconded the motion. Approved on a voice vote.

6. Appoint a member of the negotiating committee (M. Henderson) (Action): M. Clark said the boards will be negotiating a contract next year, and meetings are typically twice a month when they are happening. T. Maxham moved the board nominate Bob Chutter to serve on the Negotiating Committee. M. Henderson seconded the motion. Approved on a voice vote.

7. Approval of Bills for Payment (M. Henderson) (Action)

B. Chutter made a motion to pay the bills in Batch 4388 totaling \$30,109.91 and Batch 4389 totaling \$19,028.22. T. Maxham seconded the motion. Approved on a voice vote.

8. Finalize plans for August Retreat (M. Henderson) (Discussion): M. Henderson asked if Susan McKelvie would be able to attend a retreat on Aug. 8. M. Clark said she was available. M. Henderson suggested moving the regularly scheduled board meeting from Aug. 1 to Aug. 8 to coincide with the retreat. T. Maxham suggested the board use the Worthen Library's basement room. The board scheduled the Board Retreat for Aug. 8 at the Worthen Library from 2:30-5:30 p.m. The board's regular meeting will follow at 6 p.m. Aug. 8 at Folsom School. J. Pidgeon noted she will be away; she will seek a substitute minutes taker.

9. Approve updated teacher contracts and sign (M. Clark) (Action): M. Clark said the board has the contracts that reflect the recently negotiated master agreement. T. Maxham moved the board authorize M. Henderson to sign contracts. E. Morse seconded the motion. Approved on a voice vote.

10. Other

None.

Closure

11. Setting the next agenda for Aug. 8, 2019

-Approve reviewed policies and consider recommended policies

-Principal's Report. The board would like to hear about preparation for the start of the school year.

-SBAC data

12. Adjourn

B. Chutter moved the board adjourn, and E. Morse seconded the motion. Approved on a voice vote. The board adjourned at 7:05 PM.

South Hero Town School District

Expenses All Funds Function and Object Codes

Statement Code: 2FunObj BA

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
001 General Fund						
1100 Instructional						
1. 001-1100-5110-000-00 Instructional-salaries	657,864.09	0.00	0.00	0.00	657,864.09	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	0.00	0.00	19,297.76	19,931.02
5. 001-1100-5210-000-00 Instructional-group Health	142,026.69	0.00	0.00	0.00	142,026.69	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	0.00	0.00	0.00	54,633.38	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	551.00
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	0.00	0.00	11,488.92	11,701.77
14. 001-1100-5281-000-00 Instructional-group Vision Insurance	3,867.00	0.00	0.00	0.00	3,867.00	3,238.55
15. 001-1100-5290-000-00 Instructional-professional Development	7,500.00	0.00	0.00	0.00	7,500.00	621.20
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/Offseting 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	0.00	2,790.53	2,790.53	10,959.47	10,861.91
27. 001-1100-5610-105-00 Literacy Supplies	500.00	0.00	100.00	100.00	400.00	206.28
28. 001-1100-5610-107-00 Art Supplies	1,000.00	0.00	765.44	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	7/1/2019 - 6/30/2020	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	7/1/2018 - 6/30/2019	7/1/2018 - 6/30/2019	7/1/2018 - 6/30/2019
29. 001-1100-5610-109-00 Music Supplies	95.00	0.00	0.00	0.00	0.00	0.00	0.00	95.00	94.98			
30. 001-1100-5610-111-00 Math Supplies	750.00	49.00	315.08	364.08	385.92	377.49						
31. 001-1100-5610-113-00 Science Supplies	1,500.00	0.00	1,303.29	1,303.29	196.71	1,556.06						
32. 001-1100-5640-000-00 Instructional-Books	1,000.00	0.00	297.19	297.19	702.81	1,021.25						
33. 001-1100-5640-105-00 Literacy Books	2,000.00	0.00	454.52	454.52	1,545.48	946.46						
34. 001-1100-5640-107-00 Art Books	100.00	0.00	58.61	58.61	41.39	0.00						
35. 001-1100-5640-109-00 Music Books	250.00	0.00	76.32	76.32	173.68	266.52						
36. 001-1100-5640-111-00 Math Books	250.00	0.00	4,614.77	4,614.77	(4,364.77)	3,720.84						
37. 001-1100-5640-113-00 Science Books	500.00	0.00	495.33	495.33	4.67	0.00						
38. 001-1100-5640-115-00 Social Studies Books	1,000.00	0.00	448.30	448.30	551.70	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 Sunscript/License	2,200.00	0.00	0.00	0.00	2,200.00	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	0.00	223.74	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						
TOTAL 1100 Instructional	\$2,139,473.66	\$15,766.00	\$13,936.66	\$29,702.66	\$2,109,771.00	\$1,884,015.43						
1123 Universal Access Pre-K												
53. 001-1123-5563-000-00 Tuition - LARP	45,000.00	0.00	0.00	0.00	45,000.00	38,931.88						
TOTAL 1123 Universal Access Pre-K	\$45,000.00	\$0.00	\$0.00	\$0.00	\$45,000.00	\$38,931.88						

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
1200 Special Education						
54. 001-1200-5115-000-00 Special Ed-aides Salaries	124,246.46	0.00	0.00	0.00	124,246.46	125,335.20
55. 001-1200-5210-000-00 Special Ed-group Health Insurance	25,392.15	0.00	0.00	0.00	25,392.15	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	0.00	0.00	9,504.85	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	0.00	0.00	2,993.77	2,743.16
62. 001-1200-5281-000-00 Special Ed-group Vision Insurance	748.13	0.00	0.00	0.00	748.13	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
TOTAL 1200 Special Education	\$171,087.08	\$0.00	\$0.00	\$0.00	\$171,087.08	\$158,294.50
1201 Essential Early Education						
65. 001-1201-5260-000-00 Eee-unemployment Comp.	0.00	0.00	0.00	0.00	0.00	40.00
TOTAL 1201 Essential Early Education	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.00
1410 Student Body Activities						
66. 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
67. 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
68. 001-1410-5220-000-00 Coaches & Refs FICA	1,170.45	0.00	0.00	0.00	1,170.45	1,331.10
69. 001-1410-5250-000-00 Coaches & Refs Workers Comp	66.00	0.00	0.00	0.00	66.00	0.00
70. 001-1410-5337-000-00 Student activities - Programs	4,500.00	0.00	0.00	0.00	4,500.00	5,525.51
71. 001-1410-5500-000-00 Student Activities- Late Bus	10,000.00	0.00	0.00	0.00	10,000.00	4,393.84
72. 001-1410-5610-000-00 Student Body Activities-general Supplies	500.00	0.00	0.00	0.00	500.00	168.20
73. 001-1410-5683-000-00 Instructional- Athletic Transportation	3,500.00	0.00	0.00	0.00	3,500.00	2,753.27
TOTAL 1410 Student Body Activities	\$35,036.45	\$0.00	\$0.00	\$0.00	\$35,036.45	\$32,071.92
1422 Summer School Program						

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
74. 001-1422-5110-000-00 Summer School Program- Salary	1,201.00	0.00	0.00	0.00	1,201.00	0.00
75. 001-1422-5220-000-00 Summer School - FICA	91.88	0.00	0.00	0.00	91.88	0.00
76. 001-1422-5610-000-00 Summer School- Supplies	100.00	0.00	0.00	0.00	100.00	0.00
TOTAL 1422 Summer School Program	\$1,392.88	\$0.00	\$0.00	\$0.00	\$1,392.88	\$0.00
2120 Guidance Services						
77. 001-2120-5110-000-00 Guidance & S&P-salary	69,656.84	12,000.00	0.00	12,000.00	57,656.84	67,628.00
78. 001-2120-5210-000-00 Guidance - Health Ins.	3,000.00	0.00	0.00	0.00	3,000.00	0.00
79. 001-2120-5220-000-00 Guidance -FICA	5,328.75	918.00	0.00	918.00	4,410.75	5,135.58
80. 001-2120-5230-000-00 Guidance - Life Insurance	88.20	0.00	0.00	0.00	88.20	0.00
81. 001-2120-5250-000-00 Guidance- Workers Comp	48.49	0.00	0.00	0.00	48.49	0.00
82. 001-2120-5260-000-00 Guidance-unemployment	65.00	0.00	0.00	0.00	65.00	40.00
83. 001-2120-5270-000-00 Guidance-Prof.Development/Course Reimb.	800.00	0.00	0.00	0.00	800.00	0.00
84. 001-2120-5280-000-00 Guidance - Dental	1,262.63	0.00	0.00	0.00	1,262.63	1,250.10
85. 001-2120-5610-000-00 Guidance-general Supplies	1,500.00	0.00	0.00	0.00	1,500.00	0.00
TOTAL 2120 Guidance Services	\$81,749.91	\$12,918.00	\$0.00	\$12,918.00	\$68,831.91	\$74,053.68
2134 Health Services						
86. 001-2134-5110-000-00 Health Services-salaries(nurse & ass't)	19,524.39	0.00	1.92	1.92	19,522.47	16,965.41
87. 001-2134-5210-000-00 Health Services-group Health Insurance	19,165.19	0.00	0.00	0.00	19,165.19	17,234.88
88. 001-2134-5210-100-00 Health Svcs - HRA	4,750.00	0.00	0.00	0.00	4,750.00	0.00
89. 001-2134-5220-000-00 Health Services-fica	1,493.62	0.00	0.00	0.00	1,493.62	975.09
90. 001-2134-5250-000-00 Health Services-Workers Comp.	177.67	0.00	0.00	0.00	177.67	0.00
91. 001-2134-5260-000-00 Health Services-unemployment Comp.	57.60	0.00	0.00	0.00	57.60	40.00
92. 001-2134-5280-000-00 Health Services-group Dental Insurance	484.92	0.00	0.00	0.00	484.92	480.10
93. 001-2134-5281-000-00 Health Services-group Vision Insurance	322.65	0.00	0.00	0.00	322.65	319.46
94. 001-2134-5332-000-00 Health Services Assessment	7,988.00	0.00	0.00	0.00	7,988.00	7,889.00
95. 001-2134-5580-000-00 Health Services-travel	100.00	0.00	0.00	0.00	100.00	23.20
96. 001-2134-5610-000-00 Health Services-general Supplies	350.00	0.00	264.04	264.04	85.96	347.62
TOTAL 2134 Health Services	\$54,414.04	\$0.00	\$265.96	\$265.96	\$54,148.08	\$44,274.76

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
2150 Speech Services						
97. 001-2150-5260-000-00 Speech Services-unemployment Comp.	0.00	0.00	0.00	0.00	0.00	40.00
TOTAL 2150 Speech Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.00
2222 Library						
98. 001-2222-5110-000-00 Library Services-salary	51,739.99	0.00	0.00	0.00	51,739.99	50,258.00
99. 001-2222-5210-000-00 Library Services-group Health Insurance	3,000.00	0.00	0.00	0.00	3,000.00	0.00
100. 001-2222-5220-000-00 Library Services-fica	3,958.11	0.00	0.00	0.00	3,958.11	3,839.71
101. 001-2222-5230-000-00 Library - Group Life	0.00	0.00	0.00	0.00	0.00	88.20
102. 001-2222-5250-000-00 Library Services-Workers Comp.	470.83	0.00	0.00	0.00	470.83	0.00
103. 001-2222-5260-000-00 Library Services-unemployment Comp.	57.60	0.00	0.00	0.00	57.60	40.00
104. 001-2222-5270-000-00 Library-tuition	800.00	0.00	0.00	0.00	800.00	0.00
105. 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
106. 001-2222-5290-000-00 Library Services-Prof. Development	500.00	0.00	0.00	0.00	500.00	710.00
107. 001-2222-5610-000-00 Library Services-library Supplies	400.00	0.00	0.00	0.00	400.00	893.58
108. 001-2222-5640-000-00 Library Services-library Books	10,000.00	0.00	0.00	0.00	10,000.00	5,037.41
109. 001-2222-5641-000-00 Magazines/Online Subscriptions	500.00	0.00	99.83	99.83	400.17	411.99
110. 001-2222-5650-000-00 Library Services-av Materials	500.00	0.00	0.00	0.00	500.00	536.98
111. 001-2222-5733-000-00 Library Services- Furniture & Fixtures	17,000.00	0.00	9,106.75	9,106.75	7,893.25	2,456.62
112. 001-2222-5739-000-00 Library - AV Equipment	4,000.00	0.00	0.00	0.00	4,000.00	972.54
TOTAL 2222 Library	\$94,189.16	\$0.00	\$9,206.58	\$9,206.58	\$84,982.58	\$66,495.13
2310 Board of Education						
113. 001-2310-5110-000-00 Board Of Ed Services-salaries	5,200.00	0.00	0.00	0.00	5,200.00	0.00
114. 001-2310-5111-000-00 Board Of Ed/treasurer-salary	2,200.00	0.00	0.00	0.00	2,200.00	0.00
115. 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
116. 001-2310-5220-000-00 Board Of Ed Services-fica	527.85	0.00	0.00	0.00	527.85	160.65
117. 001-2310-5240-000-00 Board of Ed/Treasurer Fica	168.30	0.00	0.00	0.00	168.30	0.00
118. 001-2310-5300-000-00 Cafeteria Plan	945.00	0.00	0.00	0.00	945.00	0.00
119. 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

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
TOTAL 2310 Board of Education						
120. 001-2310-5361-000-00 Board Of Ed Services-negotiations	1,000.00	0.00	0.00	0.00	1,000.00	0.00
121. 001-2310-5530-000-00 Board Of Ed Services-telephone/postage F	150.00	0.00	0.00	0.00	150.00	0.00
122. 001-2310-5540-000-00 Board Of Ed Services-advertising	1,000.00	0.00	0.00	0.00	1,000.00	153.50
123. 001-2310-5610-000-00 Board Of Ed Services-supplies	200.00	0.00	0.00	0.00	200.00	0.00
124. 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
TOTAL 2310 Board of Education	\$17,791.15	\$0.00	\$0.00	\$0.00	\$17,791.15	\$8,013.63
2320 Administrative Services - Supervisory U						
125. 001-2320-5331-000-00 SU General Assessment	290,692.00	0.00	0.00	0.00	290,692.00	244,295.00
TOTAL 2320 Administrative Services - Supervisory U	\$290,692.00	\$0.00	\$0.00	\$0.00	\$290,692.00	\$244,295.00
2410 Principal Services						
126. 001-2410-5110-000-00 Principal Service-salary	99,910.00	7,685.38	0.00	7,685.38	92,224.62	101,125.00
127. 001-2410-5113-000-00 Principal Service-secretary Salary	35,411.40	3,177.60	0.00	3,177.60	32,233.80	35,831.58
128. 001-2410-5117-000-00 Home School Coordinator	41,206.59	0.00	0.00	0.00	41,206.59	40,792.71
129. 001-2410-5210-000-00 Principal Services-group Health Insuranc	6,918.85	0.00	0.00	0.00	6,918.85	5,703.49
130. 001-2410-5220-000-00 Principal Services-fica	13,504.39	831.04	0.00	831.04	12,673.35	13,543.44
131. 001-2410-5230-000-00 Principal Service-group Life Insurance	0.00	0.00	0.00	0.00	0.00	340.20
132. 001-2410-5240-000-00 Principal Svc - Retirement	0.00	158.88	0.00	158.88	(158.88)	1,791.62
133. 001-2410-5250-000-00 Principal Services-Workers Comp.	1,605.00	0.00	0.00	0.00	1,605.00	0.00
134. 001-2410-5260-000-00 Principal Service-unemployment Comp.	200.00	0.00	0.00	0.00	200.00	80.00
135. 001-2410-5270-000-00 Principal Svc - Course Reimb.	1,000.00	0.00	0.00	0.00	1,000.00	550.00
136. 001-2410-5280-000-00 Principal Services-group Dental Insuranc	460.67	0.00	0.00	0.00	460.67	1,308.50
137. 001-2410-5281-000-00 Principal Services-group Vision Insuranc	150.10	0.00	0.00	0.00	150.10	455.69
138. 001-2410-5290-000-00 Principal Svc - Prof. Development	2,501.00	0.00	0.00	0.00	2,501.00	178.00
139. 001-2410-5292-000-00 Principal Svc- Oth Emp. Benefits	0.00	0.00	0.00	0.00	0.00	23.46
140. 001-2410-5430-000-00 Principal Svc - Copier Svc.	5,545.00	0.00	0.00	0.00	5,545.00	3,748.71
141. 001-2410-5530-000-00 Principal Services-telephone	8,500.00	0.00	0.00	0.00	8,500.00	5,283.46
142. 001-2410-5532-000-00 Principal Svc - Postage	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00
143. 001-2410-5580-000-00 Principal Services-travel	500.00	0.00	0.00	0.00	500.00	1,001.50

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
144. 001-2410-5610-000-00 Principal Services-office Supplies/petty	450.00	50.00	0.00	50.00	400.00	555.84
145. 001-2410-5670-000-00 Principals Svcs - Computer Software	500.00	0.00	100.00	100.00	400.00	0.00
146. 001-2410-5810-000-00 Dues and Fees	400.00	0.00	0.00	0.00	400.00	579.55
TOTAL 2410 Principal Services	\$219,763.00	\$12,902.90	\$100.00	\$13,002.90	\$206,760.10	\$213,892.75
2420 Supportive Services - Special Ed Coordi						
147. 001-2420-5332-000-00 Purchased Services from SU	320,532.94	0.00	0.00	0.00	320,532.94	251,509.90
148. 001-2420-5810-000-00 Dues/Fees/Registration	0.00	0.00	0.00	0.00	0.00	245.00
TOTAL 2420 Supportive Services - Special Ed Coordi	\$320,532.94	\$0.00	\$0.00	\$0.00	\$320,532.94	\$251,754.90
2600 Operation/Maintenance of Plant						
149. 001-2600-5110-000-00 Operation/maint. Of Plant-salaries	93,476.17	6,839.16	0.00	6,839.16	86,637.01	90,116.12
150. 001-2600-5112-000-00 Operation/maint. Of Plant-substitutes	1,000.00	876.00	0.00	876.00	124.00	1,998.75
151. 001-2600-5210-000-00 Operation/maint. Of Plant-group Health I	32,158.97	0.00	0.00	0.00	32,158.97	25,220.06
152. 001-2600-5210-100-00 Maintenance - HRA	9,500.00	0.00	0.00	0.00	9,500.00	0.00
153. 001-2600-5220-000-00 Operation/maint. Of Plant-fica	7,227.43	590.23	0.00	590.23	6,637.20	6,828.14
154. 001-2600-5230-000-00 Operation/Plant - Group Life Ins	0.00	0.00	0.00	0.00	0.00	176.40
155. 001-2600-5240-000-00 Oper/Maint of Plant- Retirement	2,854.97	341.96	0.00	341.96	2,513.01	4,505.82
156. 001-2600-5250-000-00 Operation/maint. Of Plant-Workers Comp	790.00	0.00	0.00	0.00	790.00	0.00
157. 001-2600-5260-000-00 Operation/maint. Of Plant-unemployment C	125.00	0.00	0.00	0.00	125.00	80.00
158. 001-2600-5280-000-00 Operation/maint. Of Plant-group Dental I	1,814.00	0.00	0.00	0.00	1,814.00	1,796.00
159. 001-2600-5281-000-00 Operation/maint. Of Plant-group Vision I	322.65	0.00	0.00	0.00	322.65	319.46
160. 001-2600-5400-000-00 Oper/Maint. of Plant- Rent	2,100.00	0.00	0.00	0.00	2,100.00	0.00
161. 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
162. 001-2600-5421-000-00 Operation/maint. Of Plant-garbage Collec	3,850.00	0.00	0.00	0.00	3,850.00	4,523.92
163. 001-2600-5431-000-00 Operation/maint. Of Plant-grounds - Repa	3,000.00	0.00	0.00	0.00	3,000.00	2,504.68
164. 001-2600-5432-000-00 Operation/maint. Of Plant-building - Rep	12,000.00	47.94	0.00	47.94	11,952.06	5,643.30
165. 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
166. 001-2600-5436-000-00 Operation/Plant - Facility Svc Contr	1,000.00	0.00	0.00	0.00	1,000.00	297.00
167. 001-2600-5610-000-00 Oper/maint. Of Plant-Custodial Supplies	8,000.00	0.00	0.00	0.00	8,000.00	6,484.69

South Hero Town School District

Expenses All Funds Function and Object Codes

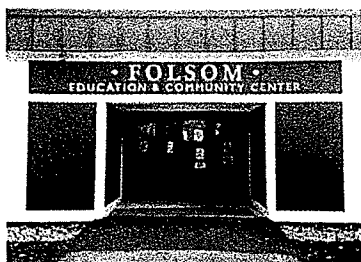
Account Number / Description	Adopted Budget 7/1/2019 - 6/30/2020	Reported Period 7/1/2019 - 6/30/2020	Encumbrances 7/1/2019 - 6/30/2020	Spent & Encumbered	Amount Remaining	Last Year Period 7/1/2018 - 6/30/2019
168. 001-2600-5622-000-00 Operation/maint. Of Plant-Electricity	34,000.00	0.00	0.00	0.00	34,000.00	24,885.33
169. 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
170. 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
171. 001-2600-5730-000-00 Operation/Maint of Plant- Equipment	0.00	0.00	0.00	0.00	0.00	190.99
TOTAL 2600 Operation/Maintenance of Plant	\$250,269.19	\$9,145.29	\$0.00	\$9,145.29	\$241,123.90	\$207,475.25
2700 Transportation Services						
172. 001-2700-5332-000-00 Bus Service from SU	103,918.00	0.00	0.00	0.00	103,918.00	97,120.00
173. 001-2700-5580-000-00 Student Transportation - Mileage Reimb	5,700.00	0.00	0.00	0.00	5,700.00	0.00
TOTAL 2700 Transportation Services	\$109,618.00	\$0.00	\$0.00	\$0.00	\$109,618.00	\$97,120.00
3100 Food Service						
174. 001-3100-5734-000-00 Food Service Computer Equipment	0.00	0.00	0.00	0.00	0.00	595.00
175. 001-3100-5930-000-00 Fund Transfers-food Service Transfer	26,219.25	0.00	0.00	0.00	26,219.25	0.00
TOTAL 3100 Food Service	\$26,219.25	\$0.00	\$0.00	\$0.00	\$26,219.25	\$595.00
5200 Long Term Debt						
176. 001-5200-5830-000-00 Interest on Long Term Debt	0.00	0.00	0.00	0.00	0.00	1,985.26
177. 001-5200-5912-000-00 Principal Payment Long Term Debt	0.00	0.00	0.00	0.00	0.00	105,596.37
TOTAL 5200 Long Term Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$107,581.63
TOTAL 001 General Fund	\$3,857,228.71	\$50,732.19	\$23,509.20	\$74,241.39	\$3,782,987.32	\$3,428,945.46
201 Scholarships						
5290 Other Transfers						
178. 201-5290-5930-000-00 Donald Robinson - Transfer to Other Acct	0.00	0.00	0.00	0.00	0.00	1,000.00
TOTAL 5290 Other Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
TOTAL 201 Scholarships	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
301 RiseVT Grant						
1100 Instructional						

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
179. 301-1100-5730-000-00 Rise VT Equipment	0.00	0.00	2,106.59	2,106.59	(2,106.59)	1,154.92
TOTAL 1100 Instructional	\$0.00	\$0.00	\$2,106.59	\$2,106.59	\$(2,106.59)	\$1,154.92
TOTAL 301 Rise VT Grant	\$0.00	\$0.00	\$2,106.59	\$2,106.59	\$(2,106.59)	\$1,154.92
311 SRSA						
1100 Instructional						
180. 311-1100-5290-000-00 SRSA- Professional Development	0.00	0.00	0.00	0.00	0.00	4,830.00
181. 311-1100-5670-000-00 SRSA- Instructional- Computer Software	0.00	0.00	0.00	0.00	0.00	5,752.00
TOTAL 1100 Instructional	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,582.00
TOTAL 311 SRSA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,582.00
501 Food Program Fund						
3100 Food Service						
182. 501-3100-5110-000-00 Food Program Salaries	0.00	0.00	0.00	0.00	0.00	37,208.44
183. 501-3100-5210-000-00 Food Program Health Insurance	0.00	0.00	0.00	0.00	0.00	6,221.99
184. 501-3100-5220-000-00 Food Program FICA/Med	0.00	0.00	0.00	0.00	0.00	2,667.87
185. 501-3100-5260-000-00 Food Program Unemployment	0.00	0.00	0.00	0.00	0.00	80.00
186. 501-3100-5280-000-00 Food Program Dental Insurance	0.00	0.00	0.00	0.00	0.00	480.12
187. 501-3100-5281-000-00 Food Program Vision Insurance	0.00	0.00	0.00	0.00	0.00	148.61
188. 501-3100-5610-000-00 Food Purchases	0.00	0.00	0.00	0.00	0.00	21,911.49
TOTAL 3100 Food Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$68,718.52
TOTAL 501 Food Program Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$68,718.52
GRAND TOTAL	\$3,857,228.71	\$50,732.19	\$25,615.79	\$76,347.98	\$3,780,880.73	\$3,510,400.90

FOLSOM EDUCATION & COMMUNITY CENTER



Honoring Families & Community
Every Person, Every Interaction, Every Day

<http://www.gofolsom>

www.Facebook.com/FolsomECC

Principal

Phone 802.372.6600

75 South St. South Hero, VT 05486

Susan McKelvie

Fax 802.372.5188

Folsom Board Report

August 8, 2019

Summer is a surprisingly busy time at school. Our custodial and building maintenance staff are amazed at how much they can get done when kids and teachers are not in the building! In the office, Sue McNary is processing orders, unpacking deliveries, and entering student data from morning till night. Our special educators are providing summer services to various students to keep up their skills. Teachers pop in to visit or work in their classrooms, showing off their vacation pictures and looking much more relaxed than usual! The Parent Child Center summer program and a variety of activities and camps keep things busy with community folks coming and going. For my part, it is a time of year when I catch up on tasks that have been on the back burner, interview and hire new staff, prepare/plan for the upcoming year and update my files and paperwork. It is the time when we all "reset," take a breath, and put the wheels in motion to roll successfully and intentionally into the new school year.

Facilities Maintenance and Custodial

- There are no major renovation or repair projects this summer. Steve is using the time to get to many "small" jobs that have been waiting for his attention for some time. These include; completing the finishing work around the water fountain in the middle school; upgrading the middle school boys' bathroom; generally upgrading some plumbing work throughout the building; repainting crosswalks; repairing kitchen equipment; minor roof repairs; repairing and upgrading the lawn tractors; clearing and hauling away debris gathered and piled up from Green Up Day; as well as many other necessary jobs including ongoing mowing. The process of revamping the furniture and fixtures in the library should be underway as soon as the town library has completed cleaning out their materials.
- Our custodial team of Pat and Kay Shutt have been cleaning, stripping, waxing, shampooing and scrubbing throughout the building and it is starting to look fantastic. Their systematic process means the elementary classrooms are completed and almost ready for staff to move back in, and the middle school will be done before you know it. Hallway stripping and waxing and a thorough cleaning of the library will be the final touch before the year begins. The time consuming detail work in each room in the building is a necessity and it makes such a big difference. Thanks Pat and Kay for sweating it out every day to bring the building up to such a shine.
- We have ordered new signage to be installed at the north end of the building crosswalks prior to the start of the year to designate pick up and drop off zones, as well as signs and barriers to the old parking lot area to prevent traffic from entering. We have ongoing safety concerns in this area during drop off and pick up times. The new signage, along with new end of day pick up procedures will improve safety for our students.

Staffing Update

- As of this writing, I am in the process of hiring two special education paraprofessional positions. I am also working with our GISU Special Education Department to hire a Behavior Interventionist. Otherwise, all Folsom positions are filled.
- Our newly hired staff members will be attending an orientation training with all other GISU new hires in August to prepare them for the expectations and procedures of the GISU system.

My work this summer

- Finalizing the master schedules for elementary and middle schools, as well as completing the specials schedules and duty rosters
- Meeting with each instructional team to finalize their schedules, plan instructional intervention procedures, plan arts integration, review data, and develop staff calendar and event calendar for the year. Meet specifically with Mr. Riegler and Ms. Wisnowski to plan combined Health/Guidance instruction for the year.
- Updating the Folsom Family Handbook and school website
- Planning the supervision and evaluation schedule for the year
- Conference in San Jose, California re: Professional Learning Communities
- Working with GISU PBIS and Folsom PBIS team to plan year/update Folsom PBIS handbook and behavior systems
- Working with GISU admin staff to move forward with curriculum initiatives and special education initiatives
- Hire for any open positions
- Develop agendas and schedule for upcoming inservice day at Folsom
- Work with Sue McNayr to prepare and send August parent packet
- And many other odd jobs!

CODE B5 - EMPLOYEE HARASSMENT

Policy

Harassment is a form of unlawful discrimination that will not be tolerated in the Grand Isle Supervisory Union and its member school districts. Unwelcome sexual advances, requests for sexual favors, and other verbal, written or physical conduct constituting harassment as defined herein and by state and federal law violate this policy.

Retaliation against any person raising good faith allegations of unlawful harassment or against any witness cooperating in an investigation pursuant to this policy is prohibited.

A. Definitions

1. **Employee:** For purposes of this policy, any person employed by and subject to the direct supervision of the district or supervisory union.
2. **Unlawful Harassment:** Verbal, written or physical conduct based on an employee's race, religion, color, national origin, marital status, sex (including pregnancy), sexual orientation, gender identity, age, political affiliation, ancestry, place of birth, genetic information or disability which has the purpose or effect of substantially interfering with an employee's work or creating an intimidating, hostile or offensive environment.
3. **Sexual Harassment:** Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:
 - a. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment; or
 - b. Submission to or rejection of such conduct by an individual is used as a component of the basis for employment decisions affecting such individual; or
 - c. Such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.
4. **Retaliation.** Retaliation is adverse action taken against a person for making a complaint of unlawful harassment or for participating in or cooperating with an investigation.

B. Examples

Unlawful harassment can include any unwelcome verbal, written or physical conduct which offends, denigrates, or belittles an employee because of the employee's race, religion, color, national origin, marital status, sex (including pregnancy), sexual orientation, gender identity, age, ancestry, place of birth, genetic information or disability. Such conduct includes, but is not limited to: unsolicited derogatory remarks, jokes, demeaning comments or behavior, slurs, mimicking, name calling, graffiti, innuendo, gestures, physical contact, stalking, threatening, bullying, extorting or the display or circulation of written materials or pictures.

Sex

Sexual harassment may include unwelcome touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics, pressure for sexual activity, display or sending of pornographic pictures or objects, obscene graffiti, and spreading rumors related to a person's alleged sexual activities.

Race and Color

Racial or color harassment may include unwelcome verbal, written or physical conduct directed at the characteristics of a person's race or color such as nicknames emphasizing stereotypes, racial slurs, and negative references to racial customs.

Religion

Harassment on the basis of religion includes unwelcome verbal, written or physical conduct directed at the characteristics of a person's religion or creed such as derogatory comments regarding surnames, religious tradition, or religious clothing, or religious slurs.

National Origin and Place of Birth

Harassment on the basis of national origin includes unwelcome verbal, written or physical conduct directed at the characteristics of a person's national origin or place of birth such as negative comments regarding surnames, manner of speaking, customs, language or ethnic slurs.

Age

Age harassment includes unwelcome verbal, written or physical conduct directed at someone (an applicant or employee) age 40 or older, such as offensive remarks about a person's ability to perform certain tasks because of his or her age.

Marital Status

Harassment on the basis of marital status includes unwelcome verbal, written or physical conduct directed at the characteristics of a person's marital status, such as comments regarding pregnancy or being an unwed mother or father.

Sexual Orientation

Harassment on the basis of sexual orientation includes unwelcome verbal, written or physical conduct directed at the characteristics of a person's sexual orientation.

Gender Identity

Harassment on the basis of gender identity includes unwelcome verbal, written or physical conduct directed at an individual's actual or perceived gender identity, or gender-related characteristics intrinsically related to an individual's gender or gender identity, regardless of the individual's assigned sex at birth.

Disability

Disability harassment includes any unwelcome verbal, written or physical conduct directed at the characteristics of a person's disabling mental or physical condition such as imitating manner of speech or movement, or interference with necessary equipment.

Genetic Information

Genetic information harassment can include, for example, making offensive or derogatory remarks about an applicant or employee's genetic information, or about the genetic information of a relative of the applicant or employee. Genetic information includes information about an individual's genetic tests and the genetic tests of an individual's family members, as well as information about family medical history.

D. Procedure

1. **Duty to Investigate.** In the event the district or supervisory union receives a complaint of unlawful harassment of an employee, or otherwise has reason to believe that unlawful harassment is occurring, it will take all necessary steps to ensure that the matter is promptly investigated and addressed. The Grand Isle Supervisory Union and its member districts are committed to take action if information regarding potential unlawful harassment is learned, even if the aggrieved employee does not wish to file a formal complaint.
2. **Designated Persons.** Every employee is encouraged to report any complaint of or suspected acts of unlawful harassment. Unlawful harassment should be reported to the non-discrimination coordinators or to the principal at the following address and telephone number:

Non-Discrimination Coordinators: Megan DeVinny, Human Resources
Address: 224 US Route 2, Grand Isle, VT 05458
Telephone number: (802)372-6921 ext. 105

For Alburgh School District

Principal: Beth Hemingway
Address: 45 Champlain St., Alburgh, VT 05440
Telephone Number: (802)796-3573

For Champlain Islands Unified Union School District

Principal: Amanda Ellison and/or Lauren Thomas
Address: Grand Isle Campus: 224 US Route 2, Grand Isle, VT 05458; North Hero Campus: 6441 US Route 2, North Hero, VT 05474; Isle La Motte Campus: 534 School St., Isle La Motte, VT 05463
Telephone number: Grand Isle Campus: (802) 372-6913; North Hero Campus; (802)372-8866; Isle La Motte Campus: (802)928-3231

For South Hero School District

Principal: Susan McKelvie

Address: 75 South St., South Hero, VT 05486

Telephone Number: (802)372-6600

3. **Investigation.** Allegations of unlawful harassment will be promptly investigated by a non-discrimination coordinator or his/her designee. At the outset of the investigation, the complainant shall be provided with a copy of this policy. If the allegations are found to have been substantiated by the investigator, the district or Supervisory Union will take appropriate disciplinary and/or corrective action. The non-discrimination coordinator or his/her designee will inform the complainant(s) and the accused(s) whether the allegations were substantiated. The accused(s), the complainant(s) and any witness(es) shall be warned against any retaliation. If, after investigation, the allegation is found not to have been substantiated, the complainant(s) shall be informed of the right to contact any of the state or federal agencies identified in this policy.
4. **Filing a Complaint.** Employees are encouraged to report the alleged unlawful harassment as soon as possible to the non-discrimination coordinators or the principal.
5. **Alternative Complaint Processes.** Employees may file complaints with both the district or supervisory union and with state and federal agencies. If employees are dissatisfied with the results of an investigation, they may file a complaint with state and federal agencies. The agencies are:
 - a. Vermont Attorney General's Office, Civil Rights Unit, 109 State Street, Montpelier, VT 05602, tel: (802) 828-3171. Complaints should be filed within 300 days of any unlawful harassment.
 - b. Equal Employment Opportunity Commission, 1 Congress Street, Boston, MA 02114, tel: (617)565-3200 (voice), (617)565-3204 (TDD). Complaints should be filed within 300 days of any unlawful harassment.
6. **Confidentiality.** Witnesses, complainant and the accused shall keep confidential matters related to the charge of unlawful harassment.

	<i>GISU</i>	<i>Alburgh</i>	<i>CIUUSD</i>	<i>South Hero</i>
<i>Date Warned</i>			<i>6/11/2019</i>	<i>6/20/2019</i>
<i>Date Adopted</i>				

Legal Reference(s): 9 V.S.A. §§4502 et seq. (Public accommodations)

16 V.S.A. 11(a)(26) (Definitions)

21 V.S.A. §§495 et seq. (Unlawful employment practice, sexual harassment)

42 U.S.C. §§2000e et seq. (Title VII of the Civil Rights Act of 1964)

29 C.F.R. 1604.11 (Equal Opportunity Employment Commission)

Cross Reference: Harassment, Hazing & Bullying of Students

Board Commitment to Non-Discrimination

CODE B7 - TOBACCO PROHIBITION

Policy

In accordance with state law, it is the policy of the Grand Isle Supervisory Union and its member districts to prohibit the use of tobacco or tobacco substitutes on supervisory union or school grounds or at school sponsored functions. This ban extends to any student, employee or visitor to the school, and applies at all times, whether or not school is in session. Students are, furthermore, prohibited from possessing tobacco products, tobacco substitutes or tobacco paraphernalia at all times while under the supervision of school staff or at school-sponsored activities. The Superintendent or his or her designee shall develop procedures, rules and regulations that are necessary to implement this policy and, at a minimum, will include provisions ensuring that tobacco products, tobacco substitutes or tobacco paraphernalia are confiscated when found in the possession of students and that referrals to law enforcement agencies are made when appropriate.

Definitions

For purposes of this policy and administrative rules and procedures developed pursuant to this policy:

1. **School grounds** means any property and facilities owned or leased by the school and used at any time for school related activities, including but not limited to school buildings, school buses, areas adjacent to school buildings, athletic fields and parking lots.
2. **School sponsored activity** means activities including but not limited to field trips, project graduation events, sporting events, work internships and dances.
3. **Tobacco product** has the same meaning as set forth in 7 V.S.A. 1001(3), as amended from time to time.
4. **Tobacco paraphernalia** has the same meaning as set forth in 7 V.S.A. 1001(7), as amended from time to time.
5. **Tobacco substitutes** has the same meaning as set forth in 7 V.S.A. 1001(8), as amended from time to time.

	<i>GISU</i>	<i>Alburgh</i>	<i>CIUUSD</i>	<i>South Hero</i>
<i>Date Warned</i>			<i>6/11/2019</i>	<i>6/20/2019</i>
<i>Date Adopted</i>				

Legal Reference(s): 16 V.S.A. §140 (Tobacco on school grounds)
 18 V.S.A. §§1421 et seq. (Smoking in the workplace)
 7 V.S.A. 1001 et seq.

The Vermont Statutes Online

The statutes were updated in November, 2018, and contain all actions of the 2018 legislative session.

Title 7 : Alcoholic Beverages

Chapter 040 : Tobacco Products

(Cite as: **7 V.S.A. § 1001**)

§ 1001. Definitions

As used in this chapter:

- (1) "Board" means the Board of Liquor and Lottery.
- (2) "Commissioner" means the Commissioner of Liquor and Lottery.
- (3) "Tobacco products" means cigarettes, little cigars, roll-your-own tobacco, snuff, cigars, new smokeless tobacco, and other tobacco products as defined in 32 V.S.A. § 7702.
- (4) "Vending machine" means any mechanical, electronic, or other similar device that dispenses tobacco products for money.
- (5) "Tobacco license" means a license issued by the Division of Liquor Control under this chapter permitting the licensee to engage in the retail sale of tobacco products or locate a vending machine on the premises identified in the license.
- (6) "Bidis or Beedies" means a product containing tobacco that is wrapped in temburni leaf (*diospyros melanoxylon*) or tendu leaf (*diospyros exculpra*), or any other product that is offered to, or purchased by, consumers as bidis or beedies.
- (7) "Tobacco paraphernalia" means any device used, intended for use, or designed for use in smoking, inhaling, ingesting, or otherwise introducing tobacco products into the human body, or for preparing tobacco for smoking, inhaling, ingesting, or otherwise introducing into the human body, including devices for holding tobacco, rolling paper, wraps, cigarette rolling machines, pipes, water pipes, carburetion devices, bongs, and hookahs.
- (8) "Tobacco substitute" means products, including electronic cigarettes or other electronic or battery-powered devices, that contain and are designed to deliver nicotine or other substances into the body through the inhalation of vapor and that have not been approved by the U.S. Food and Drug Administration for tobacco cessation or other medical purposes. Products that have been approved by the U.S. Food and Drug Administration for tobacco cessation or other medical purposes shall not be considered to be tobacco substitutes. (Added 1991, No. 70, § 2, eff. May 1, 1992; amended 1999, No. 89 (Adj. Sess.), § 1; 2007, No. 114 (Adj. Sess.), § 3; 2011, No. 166 (Adj. Sess.), § 2; 2013, No. 14, § 1; 2013, No. 135 (Adj. Sess.), § 6; 2017, No. 113 (Adj. Sess.), § 42; 2018, No. 1 (Sp. Sess.), § 82.)

CODE C5 – FIREARMS

Policy

It is the policy of the Grand Isle Supervisory Union and its member districts to comply with the federal Gun Free Schools Act of 1994 and state law requiring school districts to provide for the possible expulsion of students who bring firearms to or possess firearms at school. It is further the intent of the board to maintain a student discipline system consistent with the requirements of the federal Individuals with Disabilities Education Act, Section 504 of the Rehabilitation Act and the Vermont State Board of Education rules.

Definitions

For the purposes of this policy, the terms “firearm” “school” and “expelled” shall be defined consistent with the definitions required by state and federal law.

Sanctions

Any student who brings a firearm to school, or who possesses a firearm at school shall be brought before the board by the superintendent for an expulsion hearing.

A student found by the school board after a hearing to have brought a firearm to school shall be expelled for at least one calendar year. However, the school board may modify the expulsion on a case-by-case basis when it finds circumstances such as, but not limited to:

1. The student was unaware that he or she had brought a firearm to school.
2. The student did not intend to use the firearm to threaten or endanger others.
3. The student is disabled and the misconduct is related to the disability.
4. The student does not present an ongoing threat to others and a lengthy expulsion would not serve the best interests of the pupil.

At the discretion of the school board and administration, an expelled student may be afforded limited educational services at a site other than the school during the period of expulsion under this policy.

Policy Implementation

An expulsion hearing conducted under this policy shall afford due process as required by law and as developed by the superintendent or his or her designee.

The superintendent shall refer to appropriate law enforcement agency any student who brings a firearm to a school under the control and supervision of the Supervisory Union.

The superintendent may also report any incident subject to this policy to the Department of Social and Rehabilitative Services.

The superintendent shall annually provide the Secretary of Education with descriptions of the circumstances surrounding expulsions imposed under this policy, the number of students expelled and the type of firearms involved.

	<i>GISU</i>	<i>Alburgh</i>	<i>CIUUSD</i>	<i>South Hero</i>
<i>Date Warned</i>			6/11/2019	6/20/2019
<i>Date Adopted</i>				

Legal Reference(s): 16 V.S.A. §1166 (State law pursuant to Federal law)
13 V.S.A. §§4004, 4016 (Criminal offenses)
20 U.S.C. §7151(Gun Free Schools Act)
18 U.S.C. §921 (Gun Free School Zones Act of 1990)
20 U.S.C. §§1400 et seq.(IDEA)
29 U.S.C. §794 (Section 504, Rehabilitation Act of 1973)
Vt. State Board of Education Manual of Rules & Practices, §§4311, 4312

Cross Reference: Search and Seizure
Student Conduct and Discipline

CODE C7 - STUDENT ATTENDANCE

Policy

It is the policy of the Grand Isle Supervisory Union and its member districts to set high expectations for consistent student school attendance in accordance with Vermont law in order to facilitate and enhance student learning. Legal pupils between the ages of 6 and 16 and who are residents of the school district and non-resident pupils who enroll in school district schools are required to attend school for the full number of days that school is held unless they are excused from attendance as provided in state law. Students who are over the age of 16 are required to attend school continually for the full number of the school days for which they are enrolled, unless they are mentally or physically unable to continue, or are excused by the superintendent in writing.

Annually, the superintendent shall ensure that the school board appoints one or more individuals to serve as the truant officer and shall ensure that appointment is recorded with the clerk of the school district.

The superintendent shall develop administrative rules and procedures to ensure the implementation of this policy.

Administrative Rules and Procedures

The procedures will address the following issues and may include others as well:

- A. written excuses;
- B. tardiness;
- C. notification of parents/guardian;
- D. signing out of school;
- E. excessive absenteeism;
- F. homebound and hospitalized students;
- G. early dismissals;
- H. homework assignments;
- I. making up work

Administrative Responsibilities

1. The principal is responsible for maintaining accurate and up-to-date records of student attendance.
2. The principal is responsible for ensuring that the school has the appropriate family information that allows the school to contact the parent(s) or guardian(s) of all students whenever necessary.

	<i>GISU</i>	<i>Alburgh</i>	<i>CIUUSD</i>	<i>South Hero</i>
<i>Date Warned</i>			<i>6/11/2019</i>	<i>6/20/2019</i>
<i>Date Adopted</i>				

Legal Reference(s): 16 V.S.A. §§1121 et seq. (Attendance required)
16 V.S.A. § 1125 (Truant officers)

VT State Board of Education Manual of Rules & Practices: §2120.8.3.3

Cross Reference: Admission of Resident Students
Admission of Non-Resident Tuition Students

CODE C10- POLICY ON PREVENTION OF HARASSMENT, HAZING AND BULLYING OF STUDENTS

Statement of Policy

The Grand Isle Supervisory Union and its member districts¹ (hereinafter "District") is committed to providing all of its students with a safe and supportive school environment in which all members of the school community are treated with respect.

It is the policy of the District to prohibit the unlawful harassment of students based on race, color, religion, creed, national origin, marital status, sex, sexual orientation, gender identity or disability. Harassment may also constitute a violation of Vermont's Public Accommodations Act, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975, and/or Title IX of the federal Education Amendments Act of 1972.

It is also the policy of the District to prohibit the unlawful hazing and bullying of students. Conduct which constitutes hazing may be subject to civil penalties.

The District shall address all complaints of harassment, hazing and bullying according to the procedures accompanying this policy, and shall take appropriate action against any person - subject to the jurisdiction of the board - who violates this policy. Nothing herein shall be construed to prohibit punishment of a student for conduct which, although it does not rise to the level of harassment, bullying, or hazing as defined herein, otherwise violates one or more of the board's disciplinary policies or the school's code of conduct.

The Model Procedures are expressly incorporated by reference as though fully included within this Model Policy. The Model Procedures are separated from the policy for ease of use as may be required.

Implementation

The superintendent or his/her designee shall:

1. Adopt a procedure directing staff, parents and guardians how to report violations of this policy and file complaints under this policy. (See Model Procedures on the Prevention of Harassment, Hazing and Bullying of Students)
2. Annually, select two or more designated employees to receive complaints of hazing, bullying and/or harassment at each school campus and publicize their availability in any publication of the District that sets forth the comprehensive rules, procedures, and standards of conduct for the school.
3. Designate an Equity Coordinator to oversee all aspects of the implementation of this policy as it relates to obligations imposed by federal law regarding discrimination. This role may also be assigned to one or both of the Designated Employees.

¹ Throughout this model policy and the related procedures, "District" shall apply to Independent Schools and should be substituted as appropriate. References to the Superintendent shall equate to "Head of School" or "Headmaster" as appropriate, with regard to Independent Schools. Where language suggests a "District" will take action, it shall be the Superintendent, the Head of School, the Headmaster or his/her designee.

4. Respond to notifications of possible violations of this policy in order to promptly and effectively address all complaints of hazing, harassment, and/or bullying.
5. Take action on substantiated complaints. In cases where hazing, harassment and/or bullying is substantiated, the District shall take prompt and appropriate remedial action reasonably calculated to stop the hazing, harassment and/or bullying; prevent its recurrence; and to remedy the impact of the offending conduct on the victim(s), where appropriate. Such action may include a wide range of responses from education to serious discipline.

Serious discipline may include termination for employees and, for students, expulsion or removal from school property. It may also involve penalties or sanctions for both organizations and individuals who engage in hazing. Revocation or suspension of an organization's permission to operate or exist within the District's purview may also be considered if that organization knowingly permits, authorizes or condones hazing.

Constitutionally Protected Speech

It is the intent of the District to apply and enforce this policy in a manner that is consistent with student rights to free expression under the First Amendment of the U.S. Constitution. The purpose of this policy is to (1) prohibit conduct or communication that is directed at a person's protected characteristics as defined below and that has the purpose or effect of substantially disrupting the educational learning process and/or access to educational resources or creates a hostile learning environment; (2) prohibit conduct intended to ridicule, humiliate or intimidate students in a manner as defined under this policy.

Definitions

For the purposes of this policy and the accompanying procedures, the following definitions apply:

1. **"Bullying"** means any overt act or combination of acts, including an act conducted by electronic means, directed against a student by another student or group of students and which:
 - a. Is repeated over time;
 - b. Is intended to ridicule, humiliate, or intimidate the student; and
 - i. occurs during the school day on school property, on a school bus, or at a school-sponsored activity, or before or after the school day on a school bus or at a school sponsored activity; or
 - ii. does not occur during the school day on school property, on a school bus or at a school sponsored activity and can be shown to pose a clear and substantial interference with another student's right to access educational programs.
2. **"Complaint"** means oral or written information provided by a student or any person to an employee alleging that a student has been subjected to conduct that may rise to the level of hazing, harassment or bullying.
3. **"Complainant"** means a student who has provided oral or written information about conduct that may rise to the level of hazing, harassment or bullying, or a student who is the target of alleged hazing, harassment or bullying.
4. **"Designated employee"** means an employee who has been designated by the school to

receive complaints of hazing, harassment and bullying pursuant to subdivision 16 VSA 570a (a)(7). The designated employees for each school building are identified in Appendix A of this policy.

5. **“Employee”** includes any person employed directly by or retained through a contract with the District, an agent of the school, a school board member, a student teacher, an intern or a school volunteer. For purposes of this policy, “agent of the school” includes supervisory union.
6. **“Equity Coordinator”** is the person responsible for implementation of Title IX (regarding sex-based discrimination) and Title VI (regarding race-based discrimination) for the District and for coordinating the District’s compliance with Title IX and Title VI in all areas covered by the implementing regulations. The Equity Coordinator is also responsible for overseeing implementation of the District’s *Preventing and Responding to Harassment of Students and Harassment of Employees* policies. This role may also be assigned to Designated Employees.
7. **“Harassment”** means an incident or incidents of verbal, written, visual, or physical conduct, including any incident conducted by electronic means, based on or motivated by a student’s or a student’s family member’s actual or perceived race, creed, color, national origin, marital status disability, sex, sexual orientation, or gender identity, that has the purpose or effect of objectively and substantially undermining and detracting from or interfering with a student’s educational performance or access to school resources or creating an objectively intimidating hostile, or offensive environment.
8. Harassment includes conduct as defined above and may also constitute one or more of the following:
 - a. Sexual harassment, which means unwelcome conduct of a sexual nature, that includes sexual violence/sexual assault, sexual advances, requests for sexual favors, and other verbal, written, visual or physical conduct of a sexual nature, and includes situations when one or both of the following occur:
 - i. Submission to that conduct is made either explicitly or implicitly a term or condition of a student’s education, academic status, or progress; or
 - ii. Submission to or rejection of such conduct by a student is used as a component of the basis for decisions affecting that student.
 - iii. Sexual harassment may also include student-on-student conduct or conduct of a non-employee third party that creates a hostile environment. A hostile environment exists where the harassing conduct is severe, persistent or pervasive so as to deny or limit the student’s ability to participate in or benefit from the educational program on the basis of sex.
 - b. Racial harassment, which means conduct directed at the characteristics of a student’s or a student’s family member’s actual or perceived race or color, and includes the use of epithets, stereotypes, racial slurs, comments, insults, derogatory remarks, gestures, threats, graffiti, display, or circulation of written or visual material, and taunts on manner of speech and negative references to cultural customs.
 - c. Harassment of members of other protected categories, means conduct directed at the characteristics of a student’s or a student’s family member’s actual or perceived creed, national origin, marital status, disability, sex, sexual orientation, or gender

identity and includes the use of epithets, stereotypes, slurs, comments, insults, derogatory remarks, gestures, threats, graffiti, display, or circulation of written or visual material, taunts on manner of speech, and negative references to customs related to any of these protected categories.

9. **“Hazing”** means any intentional, knowing or reckless act committed by a student, whether individually or in concert with others, against another student: In connection with pledging, being initiated into, affiliating with, holding office in, or maintaining membership in any organization which is affiliated with the educational institution; and
 - a. Which is intended to have the effect of, or should reasonably be expected to have the effect of, endangering the mental or physical health of the student.
10. Hazing shall not include any activity or conduct that furthers legitimate curricular, extra-curricular, or military training program goals, provided that:
 - a. The goals are approved by the educational institution; and
 - b. The activity or conduct furthers the goals in a manner that is appropriate, contemplated by the educational institution and normal and customary for similar programs at other educational institutions.
11. With respect to Hazing, **“Student”** means any person who:
 - a. is registered in or in attendance at an educational institution;
 - b. has been accepted for admission at the educational institution where the hazing incident occurs; or
 - c. intends to attend an educational institution during any of its regular sessions after an official academic break.
 - d. **“Notice”** means a written complaint or oral information that hazing, harassment or bullying may have occurred which has been provided to a designated employee from another employee, the student allegedly subjected to the hazing, harassment or bullying, another student, a parent or guardian, or any other individual who has reasonable cause to believe the alleged conduct may have occurred.

If the school learns of possible hazing, harassment or bullying through other means, for example, if information about hazing, harassment or bullying is received from a third party (such as from a witness to an incident or an anonymous letter or telephone call), different factors will affect the school’s response. These factors include the source and nature of the information; the seriousness of the alleged incident; the specificity of the information; the objectivity and credibility of the source of the report; whether any individuals can be identified who were subjected to the alleged harassment; and whether those individuals want to pursue the matter.

In addition, for purposes of violations of federal anti-discrimination laws, notice may occur when an employee of the district, including any individual who a student could reasonably believe has this authority or responsibility, knows or in the exercise of reasonable care should have known about potential unlawful harassment or bullying.

12. **“Organization”** means a fraternity, sorority, athletic team, association, corporation, order, society, corps, cooperative, club, or other similar group, whose members primarily are

students at an educational institution, and which is affiliated with the educational institution.

13. **"Pledging"** means any action or activity related to becoming a member of an organization.
14. **"Retaliation"** is any adverse action by any person against a person who has filed a complaint of harassment, hazing or bullying or against a person who assists or participates in an investigation, proceeding or hearing related to the harassment complaint. Such adverse action may include conduct by a school employee directed at a student in the form of intimidation or reprisal such as diminishment of grades, suspension, expulsion, change in educational conditions, loss of privileges or benefits, or other unwarranted disciplinary action. Retaliation may also include conduct by a student directed at another student in the form of further harassment, intimidation, and reprisal.
15. **"School administrator"** means a superintendent, principal or his/her designee, assistant principal or his/her designee, or the District's Equity Coordinator.
16. **"Student Conduct Form"** is a form used by students, staff, or parents, to provide, in written form, information about inappropriate student behaviors that may constitute hazing, harassment and/or bullying.

APPENDIX A

DESIGNATED EMPLOYEES

The following employees of the District Schools have been designated by the District to receive complaints of bullying and/or harassment pursuant to this policy and 16 VSA § 570a(a)(7) and 16 VSA §570c(7) and under federal anti-discrimination laws:

Title: Principal(s)

Contact Information

Alburgh – Beth Hemingway	802-796-3573
CIUUSD/Isle La Motte – Amanda Ellison	802-928-3231
CIUUSD/North Hero – Amanda Ellison	802-372-8866
CIUUSD/Grand Isle – Lauren Thomas	802-372-6913
South Hero – Susan McKelvie	802-372-6600

Title: Guidance Counselor(s)

Contact Information

Alburgh	802-796-3573
Isle La Motte	802-928-3231
North Hero	802-372-8866
Grand Isle	802-372-6913
South Hero	802-372-6600

Title: Director of Student Support Services – Michele Weaver

Grand Isle Supervisory Union	802-372-6921
------------------------------	--------------

	<i>GISU</i>	<i>Alburgh</i>	<i>CIUUSD</i>	<i>South Hero</i>
<i>Date Warned</i>			<i>6/11/2019</i>	<i>6/20/2019</i>
<i>Date Adopted</i>				

CODE C10P - PREVENTION OF HARASSMENT, HAZING AND BULLYING OF STUDENTS PROCEDURES

Reporting Complaints of Hazing, Harassment and/or Bullying

1. Student Reporting: Any student who believes that s/he has been hazed, harassed and/or bullied under this policy, or who witnesses or has knowledge of conduct that s/he reasonably believes might constitute hazing, harassment and or/bullying, should promptly report the conduct to a designated employee or any other school employee.
2. School employee reporting: Any school employee who **witnesses conduct** that s/he reasonably believes might constitute hazing, harassment and/or bullying shall take reasonable action to stop the conduct and to prevent its recurrence and immediately report it to a designated employee and immediately complete a Student Conduct Form.
 - a. Any school employee **who overhears or directly receives information** about conduct that might constitute hazing, harassment and/or bullying shall immediately report the information to a designated employee and immediately complete a Student Conduct Form. If one of the designated employees is a person alleged to be engaged in the conduct complained of, the incident shall be immediately reported to the other designated employee or the school administrator.
3. Other reporting: Any other person who witnesses conduct that s/he reasonably believes might constitute hazing, harassment and/or bullying under this policy should promptly report the conduct to a designated employee.
4. Documentation of the report: If the complaint is oral, the designated employee shall promptly reduce the complaint to writing in a Student Conduct Form, including the time, place, and nature of the alleged conduct, the identity of the complainant, alleged perpetrator, and any witnesses. Both the complainant and the alleged perpetrator will have the right to present witnesses and other evidence in support of their position.
5. False complaint: Any person who knowingly makes a false accusation regarding hazing, harassment and/or bullying may be subject to disciplinary action up to and including suspension and expulsion with regard to students, or up to and including discharge with regard to employees. There shall be no adverse action taken against a person for reporting a complaint of hazing, harassment and/or bullying when the person has a good faith belief that hazing, harassment and/or bullying occurred or is occurring.
6. Rights to Alternative Complaint Process: In addition to, or as an alternative to filing a harassment complaint pursuant to this policy, a person may file a harassment complaint with the Vermont Human Rights Commission or the Office for Civil Rights of the U.S. Department of Education at the addresses noted below:

Vermont Human Rights Commission
14-16 Baldwin Street
Montpelier, VT 05633-6301
(800) 416-2010 or (802) 828-2480 (voice) (877) 294-9200 (tty)
(802) 828-2481 (fax)
Email: human.rights@state.vt.us

Office for Civil Rights, Boston Office
U.S. Department of Education
8th Floor
5 Post Office Square
Boston, MA 02109-3921
617-289-0111 (voice)
877-521-2172 (tdd)
617-289-0150 (fax)
Email: OCR.Boston@ed.gov

Responding to Notice of Possible Policy Violation(s)

- a. Upon **notice of information** that hazing, harassment and/or bullying may have occurred the designated employee shall:
 3. Promptly reduce any oral information to writing, including the time, place, and nature of the conduct, and the identity of the participants and complainant.
 4. Promptly inform the school administrator(s) of the information;
 5. If in the judgment of the school administrator, the information alleges conduct which may constitute harassment, hazing or bullying, the school administrator shall, as soon as reasonably possible, provide a copy of the policy on hazing, harassment and bullying and these procedures to the complainant and accused individual, or if either is a minor, cause a copy to be provided or delivered to their respective parent or guardian.
- b. Upon **initiation of an investigation**, the designated employee shall:
 1. Notify in writing both the complainant and accused individual (or if either is a minor inform their respective parent or guardian) that:
 1. an investigation has been initiated;
 2. retaliation is prohibited;
 3. all parties have certain confidentiality rights; and
 4. they will be informed in writing of the outcome of the investigation.
- c. All notifications shall be subject to state and/or federal laws protecting the confidentiality of personally identifiable student information. Pursuant to 34 CFR Part 99.30, a school administrator may seek the consent of the parent/guardian of the accused student, or the accused eligible student (if 18 or older, the accused student has the ability to consent), in order to inform the complainant of any disciplinary action taken in cases where the school determined that an act(s) of harassment, hazing, and/or bullying, or other misconduct occurred. The parent/guardian or eligible student shall provide a signed and dated written consent before an educational agency or institution discloses personally identifiable information from the student's education records.

Investigating Hazing, Harassment and/or Bullying Complaints

1. Initiation of Investigation - Timing. Unless special circumstances are present and documented, such as reports to the Department for Children and Families ("DCF") or the police, the school administrator shall, no later than one school day after Notice to a designated employee, initiate or cause to be initiated, an investigation of the allegations, which the school administrator reasonably believes may constitute harassment, hazing or bullying.
2. Investigator Assignment. The school administrator shall assign a person to conduct the investigation; nothing herein shall be construed to preclude the school administrator from assigning him/herself or a designated employee as the investigator. No person who is the subject of a complaint shall conduct such an investigation.
3. Interim Measures. It may be appropriate for the school to take interim measures during the investigation of a complaint. For instance, if a student alleges that he or she has been sexually assaulted by another student, the school may decide to place the students immediately in separate classes and/or transportation pending the results of the school's investigation. Similarly, if the alleged harasser is a teacher, allowing the student to transfer to a different class may be appropriate.

In all cases, the school will make every effort to prevent disclosure of the names of all parties involved – the complainant, the witnesses, and the accused -- except to the extent necessary to carry out the investigation. In all cases where physical harm has resulted and/or where the targeted student is known to be expressing suicidal ideation, or experiencing serious emotional harm, a safety plan will be put in place. Safety plans must also be considered in cases where the targeted student is known to have difficulty accessing the educational programs at the school as a result of the inappropriate behavior. No contact orders, or their enforcement, may also be appropriate interim measures.

4. Due Process. The United States Constitution guarantees due process to students and District employees who are accused of certain types of infractions, including but not limited to sexual harassment under Federal Title IX. The rights established under Title IX must be interpreted consistent with any federally guaranteed due process rights involved in a complaint proceeding, including but not limited to the ability of the complainant and the accused to present witnesses and other evidence during an investigation. The District will ensure that steps to accord due process rights do not restrict or unnecessarily delay the protections provided by Title IX to the complainant.
5. Standard Used to Assess Conduct. In determining whether the conduct constitutes a violation of this policy, the investigator shall consider the surrounding circumstances, the nature of the behavior, past incidents or past or continuing patterns of behavior, the relationships between the parties involved and the context in which the alleged incidents occurred. The complainant and accused will be provided the opportunity to present witnesses and other evidence during an investigation. The school will also consider the impact of relevant off- campus conduct on the school environment where direct harm to the welfare of the school can be demonstrated or the conduct can be shown to pose a clear and substantial interference with another student's equal access to educational programs. Whether a particular action constitutes a violation of this policy requires determination based on all the facts and surrounding circumstances.
6. Completion of Investigation – Timing. No later than five school days from the filing of the complaint with the designated employee, unless special circumstances are present and

documented, the investigator shall submit a written initial determination to the school administrator.

7. Investigation Report. The investigator shall prepare a written report to include a statement of the findings of the investigator as to whether the allegations have been substantiated, and as to whether the alleged conduct constitutes hazing, harassment and/or bullying. The report, when referencing student conduct, is a student record and therefore confidential. It will be made available to investigators in the context of a review conducted by either Vermont AOE, or investigations of harassment conducted by the Vermont Human Rights Commission or U.S. Department of Education Office of Civil Rights.
8. Notice to Students/Parents/Guardians. Within five school days of the conclusion of the investigation, the designated employee shall:
 1. Notify in writing both the complainant and accused individual (or if either is a minor inform their respective parent or guardian) that:
 - a. the investigation has been completed;
 - b. whether or not the investigation concluded that a policy violation occurred (and which policy term was violated, i.e. harassment, hazing and/or bullying);
 - c. that federal privacy law prevents disclosure of any discipline imposed as a result of the investigation unless the parent/guardian of the accused student and/or the accused eligible student consents to such disclosure, pursuant to 34 CFR Part 99.30, as set forth in Section II, Part C, above.
 2. Notify the Complainant Student - or if a minor, their parent(s) or guardian - in writing of their rights to:
 - a. an internal review by the school of its initial determination as a result of its investigation as to whether harassment occurred;
 - b. request an Independent Review of the school's "final" determination as to whether harassment occurred within thirty (30) days of the final determination or although a "final" determination was made that harassment indeed occurred the school's response to that harassment was inadequate to correct the problem; and that the review will be conducted by an investigator to be selected by the superintendent from a list developed by the Agency of Education;
 - c. file complaints of harassment with either the Vermont Human Rights Commission and/or the federal Department of Education's Office of Civil Rights.
 1. Notify the Accused Student - or if a minor, their parent(s) or guardian - in writing of their right to appeal as set forth in Section V of these procedures.
9. Violations of Other Policies. In cases where the investigation has identified other conduct that may constitute a violation of other school disciplinary policies or codes of conduct, the designated employee shall report such conduct to the school administrator for action in accordance with relevant school policies or codes of conduct.

Responding to Substantiated Claims

1. Scope of Response. After a final determination that an act(s) of hazing, harassment and/or bullying has been committed, the school shall take prompt and appropriate disciplinary and/or remedial action reasonably calculated to stop the hazing, harassment and/or bullying and prevent any recurrence of harassment, hazing and/or bullying, and remedy its

effects on the victim(s). In so doing, the following should be considered:

2. Potential Remedial Actions. Remedial action may include but not be limited to an age appropriate warning, reprimand, education, training and counseling, transfer, suspension, and/or expulsion of a student, and warning, reprimand, education, training and counseling, transfer, suspension and/or termination of an employee. A series of escalating consequences may be necessary if the initial steps are ineffective in stopping the hazing, harassment and/or bullying. To prevent recurrences counseling for the offender may be appropriate to ensure that he or she understands what constitutes hazing/harassment and/or bullying and the effects it can have. Depending on how widespread the hazing/harassment/bullying was and whether there have been any prior incidents, the school may need to provide training for the larger school community to ensure that students, parents and teachers can recognize hazing/harassment/bullying if it recurs and know how to respond.
3. School Access/Environment Considerations. The District will also take efforts to support victims' access to the District's programs, services and activities and consider and implement school-wide remedies, where appropriate. Accordingly, steps will be taken to eliminate any hostile and/or threatening environment that has been created. For example, if a female student has been subjected to harassment/bullying by a group of other students in a class, the school may need to deliver special training or other interventions for that class to repair the educational environment. If the school offers the student the option of withdrawing from a class in which a hostile environment/bullying occurred, the District will assist the student in making program or schedule changes and ensure that none of the changes adversely affect the student's academic record. Other measures may include, if appropriate, directing a bully/harasser to apologize to the affected student. If a hostile environment has affected the entire school or campus, an effective response may need to include dissemination of information, the issuance of new policy statements or other steps that are designed to clearly communicate the message that the school does not tolerate harassment and/or bullying and will be responsive to any student who reports that conduct.
4. Hazing Case Considerations. Appropriate penalties or sanctions or both for organizations that or individuals who engage in hazing and revocation or suspension of an organization's permission to operate or exist within the institution's purview if that organization knowingly permits, authorizes, or condones hazing.
5. Other Remedies: Other remedies may include providing counseling to the victim(s) and/or the perpetrator(s), and additional safety planning measures for the victim(s).
6. Retaliation Prevention. It is unlawful for any person to retaliate against a person who has filed a complaint of harassment or against a person who assists or participates in an investigation, proceeding or hearing related to the harassment complaint. A person may violate this anti-retaliation provision regardless of whether the underlying complaint of harassment is substantiated.

The District will take reasonable steps to prevent any retaliation against the student who made the complaint (or was the subject of the harassment), against the person who filed a complaint on behalf of a student, or against those who provided information as witnesses. At a minimum, this includes making sure that the students and their parents, and those witnesses involved in the school's investigation, know how to report any subsequent problems and making follow-up inquiries to see if there have been any new incidents or any retaliation.

7. Alternative Dispute Resolution. At all stages of the investigation and determination process, school officials are encouraged to make available to complainants alternative dispute resolution methods, such as mediation, for resolving complaints. Certain considerations should be made before pursuing alternative dispute resolution methods, including, but not limited to:

(1) the nature of the accusations (for example, face-to-face mediation is not appropriate for sexual violence cases), (2) the age of the complainant and the accused individual, (3) the agreement of the complainant, and (4) other relevant factors such as any disability of the target or accused individual, safety issues, the relationship and relative power differential between the target and accused individual, or any history of repeated misconduct/harassment by the accused individual.

Post Investigative Reviews

1. Rights of Complainants
2. Internal Review of Initial Harassment Determinations By Complainant.

A complainant or parent of a complainant may request internal review by the District of a designee's initial determination (following investigation) that harassment has not occurred via written request submitted to the District superintendent. All levels of internal review of the investigator's initial determination, and the issuance of a final decision, shall, unless special circumstances are present and documented by the District, be completed within 30 calendar days after review is requested.

3. Independent Reviews of Final Harassment Determinations By Complainant.

A complainant may request an independent review within thirty (30) days of a final determination if s/he: (1) is dissatisfied with the final determination as to whether harassment occurred, or (2) believes that although a final determination was made that harassment occurred, the school's response was inadequate to correct the problem.

The complainant shall make such a request in writing to the superintendent of schools within thirty (30) days of a final determination. Upon such request, the superintendent shall promptly initiate an independent review by a neutral person as described under 16 VSA § 570a.(b)(1) and shall cooperate with the independent reviewer so that s/he may proceed expeditiously. The review shall consist of an interview of the complainant and relevant school officials and a review of the written materials from the school's investigation.

Upon completion of the independent review, the reviewer shall advise the complainant and school officials in writing: (1) as to the sufficiency of the school's investigation, its determination, and/or the steps taken by the school to correct any harassment found to have occurred, and (2) of recommendations of any steps the school might take to prevent further harassment from occurring. A copy of the independent review report shall be sent to the Secretary of Education.

The reviewer shall advise the student of other remedies that may be available if the student remains dissatisfied and, if appropriate, may recommend mediation or other alternative dispute resolution. The independent reviewer shall be considered an agent of the school for the purpose of being able to review confidential student records. The costs of the independent review shall be borne by the District. The District may request an independent review at any stage of the process.

4. Rights to Alternative Harassment Complaint Process. In addition to, or as an alternative to

filing a harassment complaint pursuant to this policy, a person may file a harassment complaint with the Vermont Human Rights Commission or the Office for Civil Rights of the U.S. Department of Education at the addresses noted below:

Vermont Human Rights Commission
14-16 Baldwin Street
Montpelier, VT 05633-6301
(800) 416-2010 or (802) 828-2480 (voice) (877) 294-9200 (tty)
(802) 828-2481 (fax)
Email: human.rights@state.vt.us

Office for Civil Rights, Boston Office
U.S. Department of Education
8th Floor
5 Post Office Square
Boston, MA 02109-3921
617-289-0111 (voice)
877-521-2172 (tdd)
617-289-0150 (fax)
Email: OCR.Boston@ed.gov

Rights of Accused Students

1. Appeal. Any person determined to have engaged in an act(s) of hazing, harassment and/or bullying may appeal the determination and/or any related disciplinary action(s) taken, directly to the school board of the school district. The school board shall conduct a review on the record. The standard of review by the school board shall be whether the finding that an act(s) of hazing, harassment, and/or bullying has been committed constitutes an abuse of discretion by the school level fact finder. Appeals should be made to the school board within ten (10) calendar days of receiving the determination that an act(s) of hazing, harassment and/or bullying has occurred and/or any announced discipline. The school board shall set the matter for a review hearing at the next scheduled school board meeting to the extent practicable, but not later than 30 days from receipt of the appeal filing.
2. Accused Student/Appellant Access to Investigative Reports/Findings. The school district shall make available upon request of the Accused Student/Appellant, any relevant information, documents, materials, etc. related to the investigation and related finding on appeal that can be redacted and de-identified in compliance with the requirements set forth at 34 CFR Part 99. For those documents that cannot be provided due to the requirements set forth at 34 CFR Part 99, when an Accused Student/Appellant seeks a review on the record before the school board of the school district, a school administrator may seek the consent of the parent/guardian of the targeted student, or the accused eligible targeted student (if 18 or older, the targeted student has the ability to consent), in order to inform the accused student of the findings which gave rise to the school's determination that an act(s) of harassment, hazing, and/or bullying occurred. The parent/guardian or eligible student shall provide a signed and dated written consent before an educational agency or institution discloses personally identifiable information from the student's education records.

Confidentiality and Record Keeping

- a. Privacy Concerns. The privacy of the complainant, the accused individual, and the witnesses shall be maintained consistent with the District's obligations to investigate, to

take appropriate action, and to comply with laws governing the disclosure of student records or other applicable discovery or disclosure obligations.

- b. Concerns Related to Harassment Complaints. The scope of appropriate response to a harassment complaint may depend upon whether a student or parent of a minor student reporting the harassment asks that the student's name not be disclosed to the harasser or that nothing be done about the alleged harassment. In all cases, school officials will discuss confidentiality standards and concerns with the complainant initially. The school will inform the student that a confidentiality request may limit the school's ability to respond. The school will remind the student that both federal Title IX and Vermont Title 9 prevent retaliation and that if he or she is afraid of reprisals from the alleged harasser, the school will take steps to prevent retaliation and will take strong action if retaliation occurs. If the student continues to ask that his or her name not be revealed, the school should take all reasonable steps to investigate and respond to the complaint consistent with the student's request as long as doing so does not prevent the school from responding effectively to the harassment and preventing harassment of other students.

The school will evaluate the confidentiality request in the context of its responsibility to provide a safe and nondiscriminatory environment for all students. The factors the school might consider in this regard include the seriousness of the alleged harassment, the age of the student harassed, whether there have been other complaints or reports of harassment against the alleged harasser, and the rights of the accused individual to receive information about the accuser and the allegations if a formal proceeding with sanctions may result. If information about the incident is contained in an "education record" of the student alleging the harassment, as defined by the Family Educational Rights and Privacy Act (FERPA), 20 USC 1232g, the school will consider whether FERPA prohibits it from disclosing information without the student's consent.

- c. Document Maintenance. The Superintendent or school administrator shall assure that a record of any complaint, its investigation and disposition, as well as any disciplinary or remedial action taken following the completion of the investigation, is maintained by the District in a confidential file accessible only to authorized persons. All investigation records created in conformance with this model policy and model procedures, including but not limited to, the complaint form, interview notes, additional evidence, and the investigative report, shall be kept by the Equity Coordinator, Designated Employees and District/Supervisory Union Central Office for at least six years after the investigation is completed.

Reporting to Other Agencies

1. Reports to Department of Children and Families. When a complaint made pursuant to this policy includes allegations of child abuse, any person responsible for reporting suspected child abuse under 33 VSA § 4911, et seq. must report the allegation to the Commissioner of DCF. If the victim is over the age of 18 and a report of abuse is warranted, the report shall be made to Adult Protective Services in accordance with 33 VSA § 6901 et seq.
2. Reports to Vermont Agency of Education. If a harassment complaint is made in a public school about conduct by a licensed educator that might be grounds under Vermont law for licensing action, the principal shall report the alleged conduct to the Superintendent and the Superintendent shall report the alleged conduct to the Commissioner. If a harassment complaint is made in an independent school about conduct by a licensed educator that might be grounds under Vermont law for licensing action, the head of school is encouraged

to report the alleged conduct to the Secretary of Education.

3. Reporting Incidents to Police

- a. FERPA Rights. Information obtained and documented by school administration regarding the school's response to notice of student conduct that may constitute hazing, harassment and/or bullying may constitute an "educational record" regarding the student or student(s) involved as defined by the Family Education Rights and Privacy Act. Accordingly, such information may not be disclosed without prior parent approval to local law enforcement except in response to a lawfully issued subpoena, or in connection with an emergency if disclosure is necessary to protect the health or safety of the student or other individuals.
- b. First Hand Reports. Nothing in this policy shall preclude persons from reporting incidents and/or conduct witnessed first-hand that may be considered to be a criminal act to law enforcement officials.
- c. Hazing Incidents. It is unlawful to (1) engage in hazing; (2) solicit direct, aid, or attempt to aid, or abet another person engaged in hazing; or (3) knowingly fail to take reasonable measures within the scope of the person's authority to prevent hazing. It is not a defense in an action under this section that the person against whom the hazing was directed consented to or acquiesced in the hazing activity. Hazing incidents will be reported to the police in a manner consistent with the confidentiality rights set forth above in this section.
- d. Continuing Obligation to Investigate. Reports made to either DCF or law enforcement shall not be considered to absolve the school administrators of their obligations under this policy to pursue and complete an investigation upon receipt of notice of conduct which may constitute hazing, harassment and/or bullying.

Disseminating Information, Training, and Data Reporting

1. Disseminating Information. Annually, prior to the commencement of curricular and co-curricular activities, the District shall provide notice of this policy and procedures to students, custodial parents or guardians of students, and staff members, including references to the consequences of misbehavior contained in the plan required by 16 VSA 1161a. Notice to students shall be in age-appropriate language and include examples of hazing, harassment and bullying. At a minimum, this notice shall appear in any publication of the District that sets forth the comprehensive rules, procedures and standards of conduct for the District.
2. Student Training. The school administrator shall use his/her discretion in developing age-appropriate methods of discussing the meaning and substance of this policy with students to help prevent hazing, harassment and bullying.
3. Staff Training. The board or its designee shall ensure that teachers and other staff receive training in preventing, recognizing and responding to hazing, harassment and bullying.
4. Data Gathering. Public school districts shall provide the Vermont Agency of Education with data requested by the Secretary of Education.

Legal References:

*Title V, Section B, 504 of the Rehabilitation Act of 1973,
29 USC §794 et seq.; Title VI of the Civil Rights Act of 1964, 42 USC §2000d;
Title IX of the Educational Amendments Act of 1972, 20 USC §§ 1681 et seq.;
Family Education Rights Privacy Act; 20 USC §1232g;
Public Accommodations Act, 9 VSA §§4500 et seq.;
Education, Classifications and Definitions, 16 VSA §11(26);(30)(A);(32);
Education, 16 VSA §140(a)(1); Education, 16 VSA §166(e); Education, Bullying, 16 VSA §570c;
Education, Harassment, Hazing and Bullying,
16 VSA § 570; Education, Harassment, 16 VSA §570a;
Education, Harassment, 16 VSA §570c;
Education, Harassment, 16 VSA §570f; Education, Hazing, 16 VSA §570b; Education, Hazing, 16
VSA §570f Education, Discipline, 16 VSA §1161a;
Education, Suspension or Expulsion of Pupils; 16 VSA §1162;
Child Abuse, 33 VSA §§4911 et seq.;
Adult Protective Services, 33 VSA §6901 et seq., all as they may be amended from time to time.
Washington v. Pierce, 179 VT 318 (2005).*

CODE C11- STUDENT FREEDOM OF EXPRESSION IN SCHOOL-SPONSORED MEDIA

Policy Statement

Freedom of expression is a fundamental principle in a democratic society that provides all citizens, including students, with the right to engage in a robust discussion of ideas. It is the policy of the Grand Isle Supervisory Union and its member districts to ensure that students enjoy free speech and free press protections related to school-sponsored media, and to encourage students to become educated, informed, and responsible members of society.

No expression made by students in school-sponsored media shall be deemed to be an expression of school policy.

Definitions

“Media advisor” means a person employed, appointed, or designated by the district/supervisory union to provide instruction relating to school-sponsored media.

“School-sponsored media” means any material prepared, written, published, or broadcast as part of a school-supported program or activity by a student journalist that is distributed or generally made available as part of a school-supported program or activity to an audience beyond the classroom in which the material is produced.

“Student journalist” means a student enrolled in the district/supervisory union who gathers, compiles, writes, edits, photographs, records or prepares information for dissemination in school-sponsored media.

“Student supervisor” means a student who is responsible for editing school-sponsored media.

Implementation

Subject only to the conditions 1-6 below, a student journalist may exercise freedom of speech and freedom of the press in school-sponsored media. Student supervisors of school-sponsored media are responsible for determining the content of their respective media.

This policy does not authorize or protect content of school-sponsored media that:

1. Is libelous or slanderous;
2. Constitutes an unwarranted invasion of privacy;
3. May be defined as obscene, gratuitously profane, threatening or intimidating;
4. May be defined as harassment, hazing, or bullying under Title 16 § 11;
5. Violates federal or state law; or
6. Creates the imminent danger of materially or substantially disrupting the ability of the school to perform its educational mission.

District/Supervisory Union staff may restrain the distribution of content in school-sponsored media that can be demonstrated to violate any of the conditions 1-6 above.

Content in school-sponsored media will not be restrained solely because it involves political or controversial subject matter or is critical of the school or its administration.

A student journalist may not be disciplined for acting in accordance with this policy.

A media advisor may not be disciplined for taking reasonable and appropriate action to protect a student journalist in conduct protected by this policy or for refusing to infringe on conduct that is protected by this policy, by the first amendment to the U.S. Constitution, or by the Vermont Constitution.

	<i>GISU</i>	<i>Alburgh</i>	<i>CIUUSD</i>	<i>South Hero</i>
<i>Date Warned</i>			<i>6/11/2019</i>	<i>6/20/2019</i>
<i>Date Adopted</i>				

Legal Reference: *16 V.S.A. § 1623*

CODE D1: PROFICIENCY BASED GRADUATION REQUIREMENTS

Policy Statement

It is the policy of the Grand Isle Supervisory Union and its member districts to ensure students can engage in rigorous, relevant and comprehensive learning opportunities that allow them to demonstrate proficiency in literacy, mathematics, scientific inquiry, global citizenship, physical education, artistic expression, and transferable skills. A student meets the requirements for graduation when the student demonstrates evidence of proficiency in these curriculum content areas, and when they meet any additional graduation requirements described by this Board (Insert additional requirements here).

The Grand Isle Supervisory Union and its member districts **will/will not** use credits for the purpose of demonstrating that a student has met the graduation requirements. Credits will specify the proficiencies demonstrated in order to attain a credit and shall not be based on time spent in learning (**use only if the District will continue to use credits to demonstrate progress towards meeting the graduation requirements**). Students in the Grand Isle Supervisory Union and its member districts **will/will not** receive credit for learning that takes places outside of the school, school day, or the classroom, provided that any credits earned occur under the supervision of an appropriately licensed educator.

Responsibilities of the Superintendent

The superintendent shall develop procedures to ensure:

1. The PBGRs described in this policy reflect the learning standards adopted by the State Board of Education.
2. Students are being assessed as proficient against the comprehensive set of board-adopted PBGRs set forth in this policy prior to their receipt of a high school diploma.
3. Course credits will specify the proficiencies demonstrated to attain that credit, and that those proficiencies will align with the PBGRs set forth in this policy.
4. Student learning outcomes attained through Flexible Pathways¹ opportunities—including career and technical education, virtual learning, work-based learning, service learning, dual enrollment, and early college—are linked clearly to expectations of proficiency identified in this policy.
5. Learning opportunities identified in students' Personalized Learning Plans (PLPs) support expectations of proficiency identified in this policy.

¹ Rule 2120.2 requires schools to provide students the opportunity to experience learning through flexible and multiple pathways, including but not limited to career and technical education, virtual learning, work-based learning, service learning, dual enrollment and early college. Learning must occur under the supervision of an appropriately licensed educator. Learning expectations must be aligned with state expectations and standards.

6. All students will meet the same set of PBGRs set forth in this policy, with accommodations or modifications being provided for students who require them under an IEP or 504 plan.
7. Information regarding PBGR implementation and assessment is provided to students and parents at least annually.

Monitoring of PBGR Implementation

The responsibilities described above will be monitored at a frequency and by a method chosen by the board. The board can monitor any policy at any time by any method, but will ordinarily depend on the following schedule:

Administrative Procedure	Frequency	Month
1. Student proficiency assessment reflects PBGRs	Biannually	Jan., July
2. Course descriptions specify proficiencies to be attained	Annually	August
3. Flexible Pathways and PBGRs are aligned	Annually	August
4. PLPs and PBGRs are aligned	Annually	August
5. PBGR accommodations and modifications	Biannually	Jan., July

	<i>GISU</i>	<i>Alburgh</i>	<i>CIUUSD</i>	<i>South Hero</i>
<i>Date Warned</i>			<i>6/11/2019</i>	<i>6/20/2019</i>
<i>Date Adopted</i>				

Champlain Islands Artists Organization, LLC

PO Box 8432

Essex Jct., VT 05451

July 10, 2019

So Hero School Board

Dear School Board,

The Champlain Islands Artists Organization (CIAO) is in the process of disbanding. Our Board has decided to donate funds to the Art Programs at each of the Island schools. The distribution will be based upon expected enrollments for the coming fall of 2019.

We want the money to supplement the three art teachers' budgets. By supplement we mean to add to or increase the normal budget.

The money is to be used at the discretion of the art teacher for the benefit of overall student art education. It can be used for special projects, additional supplies, equipment, and the like.

The money should be in a Designated or Restricted Account, or something, similar that can be carried over from fiscal year to fiscal year until it is exhausted.

The exact amount will be \$873 for the South Hero art teacher.

I can be reached at 802-800-1931 or by email horseclayvt@gmail.com

Ted Stokes

Ted Stokes

Treasurer, CIAO