

Grand Isle Supervisory Union  
**Alburgh School District**  
School Board Regular Meeting  
Monday, April 1, 2019, at 5:30 p.m.  
Location: Alburgh Education & Community Center  
**Agenda**

**Call to Order**

1. Call to Order (M. Savage)
2. Adjust the Agenda
3. Citizens and/or Staff to be Heard
4. Consent Agenda (Action)
  - a. Approve the minutes from 3/18/2019
  - b. Approve Building Use Request
  - c. Approve new hire contract
5. Reports
  - a. Superintendent's Report
  - b. Financial Report
  - c. Principal's Report

**Board Business.**

6. Approval of bills for payment (M. Savage)(Action)
7. Teacher contract signatures (M. Clark)(Action)
8. Policy updates (M. Clark)(Discussion)
9. GISU update (M. Ovitt & T. Creller)(Discussion)
10. Staff unpaid leave request (B. Hemingway)(Discussion)
11. Contractual Discussion (M. Clark)(Executive Session)

**Closure**

12. Setting the next agenda
13. Adjourn

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.*

**Alburgh School Board**  
**Alburgh Community Education Center**  
**March 18, 2019**

**Present:** Michael Savage, Trevor Creller, Stephanie Waters, Virginia Wright, and Mallory Ovitt, Principal Beth Hemingway, GISU Superintendent Michael Clark, GISU Business Manager Rob Gess, GISU Director of Curriculum Instruction and Technology Megan Grube, Member of the Public Joe Sprano

Meeting called to order at 5:31 P.M. by Superintendent Michael Clark

**Board Reorganization:**

- Board Chair: Mike Savage
- Board Vice Chair: Trevor Creller
- Board Clerk: Mallory Ovitt
- Supervisory Union Board Representatives: Trevor Creller, Mallory Ovitt, Virginia Wright
- Committees:
  - Negotiations: Trevor Creller, Mike Savage
  - Executive Committee: Mike Savage
  - Personnel Committee: Stephanie Waters, Virginia Wright, Trevor Creller
- Meeting Times: 1st and 3rd Monday of each month at 5:30 P.M.
- Agendas & Minutes: Posted at the GISU office, post office, town clerk, school
- Truancy Officer: Grand Isle Sheriff Department
- Newspaper: The Islander

**Adjustment of Agenda:**

- None

**Citizens/Staff to be Heard:**

- Joe Sprano addressed the board in regards to his building use request. He proposed using the gym on Saturday mornings to help kids with fundamentals of basketball.

**Consent Agenda:**

- Approved 2/18/19 Minutes
- Approved building use request
- Approved bills for payment

**Reports:**

- Superintendent's Report: Michael Clark updated the board on budgets, equalized pupil, negotiations, district nurse, data path/money due, integrated field review, and status of moving the GISU office.
- Financial Report: Rob Gess updated the board on budget to actuals,
- Principal's Report: Beth Hemingway updated the board on building and maintenance projects, school safety, hiring updates, Promise Committee (now known as Alburgh Club House Committee), curriculum and instruction, building use form, employee request, celebrations, and upcoming dates.

- The board discussed 2 employee requests for unpaid leave.

### **Board Business:**

- Continuous Improvement Plan- Megan Grube updated the board on the Alburgh Continuous Improvement Plan
- Approval of bills for payment- Trevor Creller and Beth Hemingway reviewed the bills
- Transition to GISU email accounts- members reviewed email addresses being used for communications
- Planning for budget revote- after updating equalized pupil numbers, the tax rate will decrease even further. April 30th will be the date of the next vote. An informational meeting will be held Monday April 29th at 6:00 P.M. at the school. An informational flyer will be sent to all homes. Michael Clark discussed the potential of creating informational videos.
- Insurance Deductions- Michael Clark updated the board on the status of insurance payroll deductions
- Playground update- Beth Hemingway updated the board on the status of the playground

### **Board Action:**

- Trevor Creller moved to nominate Mike Savage as Board Chair (2nd Stephanie Waters) Unan.
- Mallory Ovitt moved to nominate Trevor Creller as Vice Chair (2nd Stephanie Waters) Unan.
- Stephanie Waters moved to nominate Mallory Ovitt as Board Clerk (2nd Virginia Wright) Unan.
- Stephanie Waters moved to nominate Mallory Ovitt, Virginia Wright, and Trevor Creller as Supervisory Union Board representatives (2nd Virginia Wright) Unan.
- Stephanie Waters moved to nominate Trevor Creller and Mike Savage to participate in support staff negotiations (2nd Virginia Wright) Unan.
- Virginia Wright moved to nominate Mike Savage for Executive Committee (2nd Trevor Creller) Unan.
- Stephanie Waters moved to nominate the Grand Isle Sheriff Department as truancy officer (2nd Virginia Wright) Unan.
- Virginia Wright moved to nominate Trevor Creller, Virginia Wright, and Stephanie Waters for Personnel Committee (2nd Trevor Creller) Unan.
- Virginia Wright moved to designate the first and third Monday at 5:30 P.M. as regular board meeting times (2nd Stephanie Waters) Unan.
- Virginia Wright moved to adopt Robert's Rules of Order (2nd Stephanie Waters) Unan.
- Trevor Creller moved to post meeting agendas and minutes at the GISU office, the post office, the town clerk's office, and the school (2nd Virginia Wright) Unan.
- Trevor Creller moved to reaffirm a commitment to the Code of Ethics for School Board Members (2nd Stephanie Waters) Unan.
- Trevor Creller moved to make communications electronically with an email account chosen by each individual board member (2nd Stephanie Waters) Unan.
- Trevor Creller moved to designate The Islander as the newspaper of record for meeting notifications (2nd Stephanie Waters) Unan.
- Trevor Creller moved to approve Mr. Sprano's building use request (2nd Stephanie Waters) Unan.
- Trevor Creller moved to approve requests for unpaid leave to Kristy Taylor and Elizabeth Schenk (2nd Virginia Wright) Unan.
- Stephanie Waters moved to look at all future unpaid leave requests on a case-by-case basis and have the principal put in place a new procedure regarding unpaid leave for next year (2nd Trevor Creller) Unan.
- Trevor Creller moved to accept the minutes of February 18, 2019 (2nd Virginia Wright) Unan.

- Stephanie Waters moved to approve and sign a 2-year contract for Beth Hemingway (2nd Trevor Creller) Unan.
- Stephanie Waters moved to authorize Trevor Creller to represent the board in paying the bills (2nd Virginia Wright) Unan.
- Trevor Creller moved to approve a new door for the kindergarten room from Rick's Lock and Key not to exceed \$5,000 (2nd Stephanie Waters) Unan.
- Trevor Creller moved to approve the changes to the Alburgh Continuous Improvement Plan (2nd Virginia Wright) Unan.
- Upon review by Trevor Creller, Virginia Wright moved to authorize the payment of current valid invoices (2nd Stephanie Waters) Unan.
- Trevor Creller moved to approve the warning for the revote on April 30th 2019, with an informational meeting being held April 29th at 6 P.M. to expend \$6,042,451 (2nd Stephanie Waters) Unan.
- Trevor Creller moved to enter executive session at 7:18 P.M. to discuss a personnel matter (2nd Stephanie Waters)
  - The board exited executive session at 7:23 P.M.
  - No action was taken.
- Stephanie Waters moved to adjourn at 7:23 P.M. (2nd Trevor Creller) Unan.

Respectfully Submitted,

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Stephanie Waters

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Virginia Wright

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Mallory Ovitt

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Trevor Creller, Vice Chair

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Michael Savage, Chair

# Superintendent's Report

## April 2019

### Equalized Pupil/SLDS

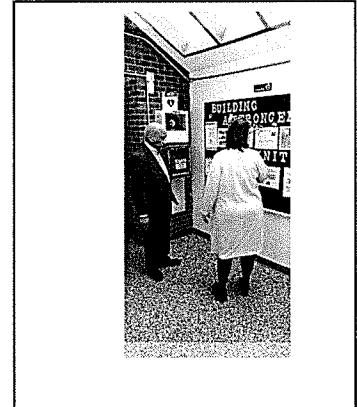
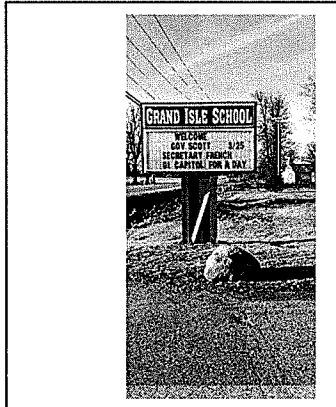
The implementation of the SLDS system as discussed in recent Superintendents reports continues to be time consuming and challenging. While GISU is making progress we were one of several districts which struggled to get the DC04 report in. Ultimately we successfully certified the data and are moving forward with the additional required reports. I've included a recent memo to superintendents regarding the SLDS process

### Negotiations

Meetings between the Teachers Association and the GISU School Board Negotiations committee are ongoing.

### Capital for the Day

On Monday March 25<sup>th</sup> Grand Isle County hosted Governor Scott and his cabinet. Secretary of Education Dan French and Senator Randy Brock visited the Alburgh School. Both Governor and Secretary French also participated in a school safety meeting at the Grand Isle school.



### Residency Verification Process

We are working with receiving schools and continue to make progress with the residency verification process but still have a large number of families who have not returned the paperwork. Letters and paperwork have been sent to all families in January, February, and March. I will update you on our progress next month.

### Integrated Field Review

Due to the poor weather on February 13 our Integrated Field Review was postponed and moved to April 17, 2019

### Status of Moving the GISU Office

In March the CIUUSD board approved a lease of office space to the GISU. The GISU accepted and signed the lease at its March meeting. The move will be planned for July.



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## MEMORANDUM

TO: Superintendent and Business Manager, Grand Isle Supervisory Union  
FROM: Daniel M. French, Ed.D., Secretary of Education  
SUBJECT: SLDS Update and Notice to Districts with Outstanding Data Submissions  
DATE: March 14, 2019

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This memo outlines the activities and outcomes you should expect in the coming weeks and months regarding Vermont's State Longitudinal Data System (SLDS) process. You are receiving this memo because your SU's DC#04, Year End Official SY2018 data collection has not been submitted and certified. Please review the timeline carefully, as failure to meet final deadlines will result in your Supervisory Union's omission from statewide calculations for comprehensive supports identification and Title funding.

SLDS is designed to streamline required education data collection and reporting at the local and statewide levels. This is accomplished through the use of consistent vertical reporting methods and infrastructural specifications across the state. As you may be aware, challenges in implementing the SLDS both at the Agency of Education and Supervisory District / Union level as well as SD/SUs' learning curve with the new platform have led to a delay in collecting and certifying required data collections.

Vermont's Annual Snapshot, required as part of our ESSA state plan, is heavily dependent on the data SD/SUs submit via the SLDS. Accordingly, our launch of the Snapshot has also been delayed.

1. All DC#04, Year End Official SY2018 data collection must be submitted and certified no later than 12 p.m. Monday, March 18. There will be no exceptions to this final extension. SD/SUs who do not have their data certified in time will be omitted from statewide calculations for comprehensive supports identification and Title funding.
2. As of Monday, March 18, AOE staff will move forward with a data quality screening and verification process as part of the work required to upload data to the Annual Snapshot. Staff will be running quality assurance checks and data verification processes over the next number of weeks.
3. If you have submitted and certified your DC#04, Year End Official SY2018, by 12 p.m. Monday, March 18, please be on the lookout for and immediately address any requests to correct your previously certified data. Failure to respond within the timeline provided will result in public dissemination of the "as is," certified data your SD/SU submitted. The data you provide and certify will be used to determine your federal funding amounts.

4. Once the data cleaning and verification process is completed over the coming weeks, the AOE will provide the data to the vendor managing the statewide Annual Snapshot. The Snapshot will be released to SD/SU administrative teams after the vendor receives the finalized data, and to the general public thereafter. Please note that, in most cases, SD/SUs are using the state's Annual Snapshot to meet their own federal assurances for providing required data to the public. Currently, we are on track for a final public release of the Snapshot in late spring. SD/SUs who do not have their data certified in time may be forced to develop and publish their own report card to meet required federal assurances, as their data will not be included in the statewide Snapshot.
5. Revisions of SD/SUs' Continuous Improvement Plans (CIPs) required for Title funding may be reliant on information in the Annual Snapshot, as good practice indicates continuous improvement should be a data-informed endeavor. An updated timeline for CIP revision, along with specific instructions for revision and submission, is forthcoming from the Education Quality and Consolidated Federal Programs Teams at AOE.

Thank you for your patience as we all work through initial implementation of the new system together.

# Alburgh Town School District

## Revenue Report All Funds

Report # 18690

Statement Code: 2Rev B/A

Account Number / Description	Last Year Period 7/1/2017 - 6/30/2018	Revised Budget 7/1/2018 - 6/30/2019	Reported Period 7/1/2018 - 6/30/2019	Amount Remaining
<b>001 General Fund</b>				
1. 001-1322-4000-000-00 Tuition Income	(12,883.00)	0.00	0.00	0.00
2. 001-1422-4000-000-00 Summer School Revenue	(1,200.00)	0.00	0.00	0.00
3. 001-1510-4000-000-00 Investment/Interest Earnings	(1,395.99)	(400.00)	(1,326.40)	926.40
4. 001-1920-4000-000-00 Other Revenues - Donations	(200.00)	0.00	(1,542.76)	1,542.76
5. 001-1990-4000-000-00 Miscellaneous Other Local Revenue	(41,100.00)	0.00	0.00	0.00
6. 001-2250-4000-000-00 CFP SWP Program SU Passthru	0.00	(181,148.38)	0.00	(181,148.38)
7. 001-2790-4000-000-00 Other Subgrants - SU (Medicaid, EEI)	0.00	(17,676.00)	0.00	(17,676.00)
8. 001-3110-4000-000-00 Education Spending Grant	(4,652,871.00)	(5,290,558.00)	(834,378.00)	(4,456,180.00)
9. 001-3114-4000-000-00 State On-behalf payment to tech ctrs	(90,594.00)	0.00	0.00	0.00
10. 001-3150-4000-000-00 State Aid Transportation	0.00	(62,870.00)	0.00	(62,870.00)
11. 001-3202-4000-000-00 Special Ed. Intensive	(173,665.00)	(243,626.82)	(131,373.36)	(112,253.46)
12. 001-3202-4000-000-10 Special Ed Intensive Reimb Prior Year	(1,171.31)	0.00	(37,936.00)	37,936.00
13. 001-3203-4000-000-10 Special Ed. Extra-Ord Reimb Prior Year	(26,217.65)	0.00	0.00	0.00
14. 001-3205-4000-000-00 State Placed Students - Spec. Ed.	(920.00)	0.00	0.00	0.00
15. 001-5290-4000-000-00 Other Transfers	(12,214.50)	0.00	0.00	0.00
16. 001-5900-4000-000-00 Misc. Other Sources	(798.00)	0.00	0.00	0.00
<b>TOTAL 001 General Fund</b>	<b>\$(5,015,230.45)</b>	<b>\$(5,796,279.20)</b>	<b>\$(1,006,556.52)</b>	<b>\$(4,789,722.68)</b>
<b>301 RiseVT Grant</b>				
17. 301-1990-4000-000-00 RiseVT Grant Revenue	(500.00)	0.00	(500.00)	500.00
<b>TOTAL 301 RiseVT Grant</b>	<b>\$(500.00)</b>	<b>\$0.00</b>	<b>\$(500.00)</b>	<b>\$500.00</b>
<b>501 Food Program</b>				
18. 501-1620-4000-000-00 Food Service - Sales to Adults	(2,839.52)	0.00	(1,463.59)	1,463.59
19. 501-3450-4000-000-00 State School Lunch Match	(62,295.55)	0.00	0.00	0.00
20. 501-3452-4000-000-00 State Child Nutrition - Breakfast	(25,064.14)	0.00	0.00	0.00
<b>TOTAL 501 Food Program</b>	<b>\$(90,199.21)</b>	<b>\$0.00</b>	<b>\$(1,463.59)</b>	<b>\$1,463.59</b>
<b>GRAND TOTAL</b>	<b>\$(5,105,929.66)</b>	<b>\$(5,796,279.20)</b>	<b>\$(1,008,520.11)</b>	<b>\$(4,787,759.09)</b>



# Alburgh Town School District Revenue Report All Funds

Report # 18690

Account Number / Description	Last Year Period	Revised Budget	Reported Period	Amount Remaining
	7/1/2017 - 6/30/2018	7/1/2018 - 6/30/2019	7/1/2018 - 6/30/2019	

# Alburgh Town School District Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget	Reported Period	Encumbrances	Spent & Encumbered	Amount Remaining
	7/1/2018 - 6/30/2019	7/1/2018 - 6/30/2019	7/1/2018 - 6/30/2019		7/1/2018 - 6/30/2019
<b>001 General Fund</b>					
<b>1100 Instructional</b>					
1. 001-1100-5110-000-00 Instructional-salaries	983,606.00	511,485.42	315,555.58	827,041.00	156,565.00
2. 001-1100-5112-000-00 Instructional-substitutes	20,000.00	18,853.25	0.00	18,853.25	1,146.75
3. 001-1100-5114-000-00 Act 504 Aide Salary	0.00	15,305.68	0.00	15,305.68	(15,305.68)
4. 001-1100-5115-000-00 Instructional-aides Salaries	115,257.63	64,218.42	25,539.01	89,757.43	25,500.20
5. 001-1100-5210-000-00 Instructional-group Health	250,889.52	106,585.80	48,226.94	154,812.74	96,076.78
6. 001-1100-5220-000-00 Instructional-fica	85,593.07	40,981.88	24,526.19	65,508.07	20,085.00
7. 001-1100-5230-000-00 Instructional - Group Life	1,675.80	858.06	0.00	858.06	817.74
8. 001-1100-5240-000-00 Employee Retirement	0.00	7,106.96	521.64	7,628.60	(7,628.60)
9. 001-1100-5241-000-00 Employee Retirement Option	3,119.92	0.00	0.00	0.00	3,119.92
10. 001-1100-5250-000-00 Instructional-Workers Comp.	9,133.00	0.00	0.00	0.00	9,133.00
11. 001-1100-5260-000-00 Instructional-unemployment Comp.	4,656.00	1,352.00	0.00	1,352.00	3,304.00
12. 001-1100-5270-000-00 Instructional-course Reimbursement	10,000.00	0.00	1,590.00	1,590.00	8,410.00
13. 001-1100-5280-000-00 Instructional-group Dental Insurance	15,678.81	8,974.17	4,124.44	13,098.61	2,580.20
14. 001-1100-5281-000-00 Instructional-group Vision Insurance	5,070.21	2,820.51	1,302.24	4,122.75	947.46
15. 001-1100-5282-000-00 Instructional Group - LT Disability Ins	0.00	59.80	0.00	59.80	(59.80)
16. 001-1100-5290-000-00 Instructional-professional Development	3,500.00	2,489.67	1,545.00	4,034.67	(534.67)
17. 001-1100-5320-000-00 Professional Educ. Svcs.	10,000.00	20,006.64	14,749.56	34,756.20	(24,756.20)
18. 001-1100-5335-000-00 Act 504 Accomodations Secondary	0.00	32,961.32	0.00	32,961.32	(32,961.32)
19. 001-1100-5433-000-00 Instructional-repairs To Equipment	300.00	0.00	0.00	0.00	300.00
20. 001-1100-5515-000-00 Field Trips (Educational)	6,000.00	0.00	0.00	0.00	6,000.00
21. 001-1100-5561-000-00 Tuition HS - In State	1,148,508.00	415,154.00	893,466.50	1,308,620.50	(160,112.50)
22. 001-1100-5564-000-00 Tuition HS-Out of State Public/Private	221,000.00	180.00	0.00	180.00	220,820.00
23. 001-1100-5566-000-00 Tuition HS - In State Private	17,065.00	17,420.00	0.00	17,420.00	(355.00)
24. 001-1100-5568-000-00 State On-behalf payment to tech curs	70,128.96	0.00	0.00	0.00	70,128.96
25. 001-1100-5569-000-00 Tuition - Tech Ctr/Vocational	30,000.00	47,982.93	0.00	47,982.93	(17,982.93)
26. 001-1100-5580-000-00 Instructional-travel	200.00	1,165.18	0.00	1,165.18	(965.18)
27. 001-1100-5610-000-00 Instructional-general Supplies	18,000.00	18,052.99	95.09	18,148.08	(148.08)
28. 001-1100-5610-107-00 Art - Supplies	4,000.00	3,023.06	104.12	3,127.18	872.82

## Alburgh Town School District Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget	Reported Period	Encumbrances	Spent & Encumbered	Amount Remaining
	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	500.00	0.00	0.00	0.00	500.00
30. 001-1100-5610-111-00 Math - Supplies	2,000.00	0.00	0.00	0.00	2,000.00
31. 001-1100-5610-113-00 Science - Supplies	1,500.00	0.00	0.00	0.00	1,500.00
32. 001-1100-5610-115-00 Social Studies - Supplies	350.00	0.00	0.00	0.00	350.00
33. 001-1100-5610-117-00 Phys Ed - Supplies	500.00	1,090.50	1.24	1,091.74	(591.74)
34. 001-1100-5640-000-00 Instructional-Books	0.00	155.20	0.00	155.20	(155.20)
35. 001-1100-5640-105-00 Literacy - Books	10,000.00	57.28	357.50	414.78	9,585.22
36. 001-1100-5640-113-00 Science - Books	1,500.00	0.00	0.00	0.00	1,500.00
37. 001-1100-5640-115-00 Social Studies - Books	2,000.00	0.00	0.00	0.00	2,000.00
38. 001-1100-5641-000-00 Magazines/Periodicals	450.00	420.80	0.00	420.80	29.20
39. 001-1100-5641-105-00 Literacy - Magazines/Periodicals	350.00	0.00	0.00	0.00	350.00
40. 001-1100-5641-115-00 Social Studies - Magazines/Periodicals	100.00	0.00	0.00	0.00	100.00
41. 001-1100-5650-000-00 Instructional-audio-visual Materials	2,500.00	0.00	0.00	0.00	2,500.00
42. 001-1100-5660-000-00 Instructional-manipulative Devices	0.00	216.84	0.00	216.84	(216.84)
43. 001-1100-5660-105-00 Literacy - Manipulative Devices	1,000.00	0.00	0.00	0.00	1,000.00
44. 001-1100-5660-111-00 Math - Manipulatives	1,500.00	0.00	0.00	0.00	1,500.00
45. 001-1100-5660-113-00 Science - Manipulatives	500.00	0.00	0.00	0.00	500.00
46. 001-1100-5670-000-00 Instructional-computer Software	3,500.00	1,442.55	1,030.00	2,472.55	1,027.45
47. 001-1100-5681-113-00 Science - Tech Ed	1,000.00	0.00	0.00	0.00	1,000.00
48. 001-1100-5730-000-00 Instructional-instructional Equipment	0.00	708.07	0.00	708.07	(708.07)
49. 001-1100-5730-117-00 Phys Ed - Equipment	800.00	0.00	0.00	0.00	800.00
50. 001-1100-5733-000-00 Instructional-furniture & Fixtures	7,000.00	617.44	0.00	617.44	6,382.56
51. 001-1100-5734-000-00 Instructional-computer Equipment	20,000.00	2,954.00	4,811.98	7,765.98	12,234.02
52. 001-1100-5810-000-00 Dues/Fees/Registration	250.00	0.00	0.00	0.00	250.00
<b>TOTAL 1100 Instructional</b>	<b>\$3,090,681.92</b>	<b>\$1,344,700.42</b>	<b>\$1,337,547.03</b>	<b>\$2,682,247.45</b>	<b>\$408,434.47</b>
<b>1101 School Wide Program</b>					
53. 001-1101-5110-000-00 SWP Salaries Incl Tutors	139,500.00	59,094.17	36,933.83	96,028.00	43,472.00
54. 001-1101-5115-000-00 SWP Aides Salaries	0.00	90.00	0.00	90.00	(90.00)
55. 001-1101-5210-000-00 SWP Group Health	32,187.64	3,871.49	1,659.17	5,530.66	26,656.98

## Alburgh Town School District Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget	Reported Period	Encumbrances	Spent & Encumbered	Amount Remaining
	7/1/2018 - 6/30/2019	7/1/2018 - 6/30/2019	7/1/2018 - 6/30/2019	7/1/2018 - 6/30/2019	7/1/2018 - 6/30/2019
56. 001-1101-5220-000-00 SWP FICA	10,671.75	4,441.19	2,848.34	7,289.53	3,382.22
57. 001-1101-5230-000-00 SWP - Group Life	200.00	198.45	0.00	198.45	1.55
58. 001-1101-5232-000-00 SWP OPEB Retirement Benefits	1,100.00	3,825.00	0.00	3,825.00	(2,725.00)
59. 001-1101-5250-000-00 SWP Workers Comp.	625.00	0.00	0.00	0.00	625.00
60. 001-1101-5260-000-00 SWP Unempl. Comp.	200.00	135.60	0.00	135.60	64.40
61. 001-1101-5280-000-00 SWP Group Dental	525.00	336.28	143.84	480.12	44.88
62. 001-1101-5281-000-00 SWP Group Vision	167.00	104.02	44.58	148.60	18.40
63. 001-1101-5290-000-00 SWP Prof. Development	1,105.00	249.00	0.00	249.00	856.00
64. 001-1101-5610-000-00 SWP- Supplies	650.00	179.16	75.56	254.72	395.28
<b>TOTAL 1101 School Wide Program</b>	<b>\$186,931.39</b>	<b>\$72,524.36</b>	<b>\$41,705.32</b>	<b>\$114,229.68</b>	<b>\$72,701.71</b>
<b>1123 Universal Access Pre-K/Act 62</b>					
65. 001-1123-5110-000-00 Universal Access-Pre K Salaries	36,636.00	22,545.25	14,090.75	36,636.00	0.00
66. 001-1123-5112-000-00 UA PreK Substitutes Salaries	0.00	1,395.00	0.00	1,395.00	(1,395.00)
67. 001-1123-5210-000-00 UA Pre K- Group Health	2,400.00	380.23	0.00	380.23	2,019.77
68. 001-1123-5220-000-00 UA Pre K- FICA	2,802.65	1,825.14	1,077.96	2,903.10	(100.45)
69. 001-1123-5230-000-00 UA-Pre K- Group Life Ins.	0.00	66.15	0.00	66.15	(66.15)
70. 001-1123-5250-000-00 UA-Pre K- Workers Comp.	18.00	0.00	0.00	0.00	18.00
71. 001-1123-5260-000-00 UA- Pre K- Unemp. Comp.	341.00	67.80	0.00	67.80	273.20
72. 001-1123-5270-000-00 UA- Pre K- Course Reimb.	1,100.00	0.00	0.00	0.00	1,100.00
73. 001-1123-5290-000-00 UA - Pre K- Prof. Development	300.00	0.00	200.00	200.00	100.00
74. 001-1123-5515-000-00 Pre-K Field Trips	500.00	0.00	0.00	0.00	500.00
75. 001-1123-5563-000-00 Tuition - U/AR/Act 62	3,092.00	0.00	0.00	0.00	3,092.00
76. 001-1123-5610-000-00 Preschool Supplies	1,000.00	495.67	0.00	495.67	504.33
77. 001-1123-5640-000-00 Preschool Books & Equip	300.00	0.00	0.00	0.00	300.00
<b>TOTAL 1123 Universal Access Pre-K/Act 62</b>	<b>\$48,489.65</b>	<b>\$26,775.24</b>	<b>\$15,368.71</b>	<b>\$42,143.95</b>	<b>\$6,345.70</b>
<b>1200 Special Education</b>					
78. 001-1200-5112-000-00 Special Ed-substitutes	300.00	9,215.25	0.00	9,215.25	(8,915.25)
79. 001-1200-5115-000-00 Special Ed-aides Salaries	254,063.87	178,133.66	71,153.06	249,286.72	4,777.15

## Alburgh Town School District Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget	Reported Period	Encumbrances	Spent & Encumbered	Amount Remaining
	7/1/2018 - 6/30/2019	7/1/2018 - 6/30/2019	7/1/2018 - 6/30/2019	7/1/2018 - 6/30/2019	7/1/2018 - 6/30/2019
80. 001-1200-5210-000-00 Special Ed-group Health Insurance	81,101.15	53,081.90	16,811.62	69,893.52	11,207.63
81. 001-1200-5220-000-00 Special Ed-fica	19,458.84	13,378.94	5,586.72	18,965.66	493.18
82. 001-1200-5230-000-00 Special Ed - Group Life	424.61	0.00	0.00	0.00	424.61
83. 001-1200-5240-000-00 Special Ed. - Retirement	2,083.98	2,042.67	869.92	2,912.59	(828.61)
84. 001-1200-5250-000-00 Special Ed - Workers Comp.	1,330.00	0.00	0.00	0.00	1,330.00
85. 001-1200-5260-000-00 Special Ed-unemployment Comp.	210.00	407.40	0.00	407.40	(197.40)
86. 001-1200-5270-000-00 Special Ed-course Reimbursement	1,500.00	0.00	0.00	0.00	1,500.00
87. 001-1200-5280-000-00 Special Ed-group Dental Insurance	4,206.57	4,309.86	2,044.22	6,354.08	(2,147.51)
88. 001-1200-5281-000-00 Special Ed-group Vision Insurance	1,720.49	1,475.71	609.32	2,085.03	(364.54)
89. 001-1200-5290-000-00 Professional Development	0.00	25.00	0.00	25.00	(25.00)
90. 001-1200-5610-000-00 Special Ed-program Supplies	0.00	50.88	0.00	50.88	(50.88)
<b>TOTAL 1200 Special Education</b>	<b>\$366,399.51</b>	<b>\$262,121.27</b>	<b>\$97,074.86</b>	<b>\$359,196.13</b>	<b>\$7,203.38</b>
<b>1201 Essential Early Education</b>					
91. 001-1201-5115-000-00 Eec-aides Salaries	0.00	6,471.93	5,231.07	11,703.00	(11,703.00)
92. 001-1201-5220-000-00 Eec-fica	0.00	495.20	400.15	895.35	(895.35)
<b>TOTAL 1201 Essential Early Education</b>	<b>\$0.00</b>	<b>\$6,967.13</b>	<b>\$5,631.22</b>	<b>\$12,598.35</b>	<b>\$(12,598.35)</b>
<b>1410 Student Body Activities</b>					
93. 001-1410-5110-000-00 Student Body Activities-Salaries	4,000.00	900.00	0.00	900.00	3,100.00
94. 001-1410-5120-000-00 Coaches & Refs Salaries	2,000.00	5,165.00	0.00	5,165.00	(3,165.00)
95. 001-1410-5121-000-00 Student Activities - Camp Abnaki	1,600.00	0.00	0.00	0.00	1,600.00
96. 001-1410-5220-000-00 Coaches & Refs FICA	581.40	359.55	0.00	359.55	221.85
97. 001-1410-5250-000-00 Coaches/Refs/Student Progr WC	58.25	0.00	0.00	0.00	58.25
98. 001-1410-5337-000-00 Student activities - Programs	8,000.00	294.71	0.00	294.71	7,705.29
99. 001-1410-5500-000-00 Student Activities- Oth Purchased Svcs	2,000.00	0.00	0.00	0.00	2,000.00
100. 001-1410-5610-000-00 Student Body Activities-general Supplies	1,700.00	134.14	0.00	134.14	1,565.86
101. 001-1410-5683-000-00 Instructional- Sports/Exp/Supl/Bus	10,000.00	9,798.08	0.00	9,798.08	201.92
<b>TOTAL 1410 Student Body Activities</b>	<b>\$29,939.65</b>	<b>\$16,651.48</b>	<b>\$0.00</b>	<b>\$16,651.48</b>	<b>\$13,288.17</b>
<b>1422 Summer School Program</b>					

## Alburgh Town School District Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget	Reported Period	Encumbrances	Spent & Encumbered	Amount Remaining
	7/1/2018 - 6/30/2019	7/1/2018 - 6/30/2019	7/1/2018 - 6/30/2019	7/1/2018 - 6/30/2019	7/1/2018 - 6/30/2019
102. 001-1422-5110-000-00 Summer School Program- Salary	7,000.00	9,085.00	0.00	9,085.00	(2,085.00)
103. 001-1422-5220-000-00 Summer School - FICA	535.50	695.09	0.00	695.09	(159.59)
104. 001-1422-5250-000-00 Summer School - Workers Comp.	88.65	0.00	0.00	0.00	88.65
105. 001-1422-5610-000-00 Summer School- Supplies	500.00	0.00	0.00	0.00	500.00
<b>TOTAL 1422 Summer School Program</b>	<b>\$8,124.15</b>	<b>\$9,780.09</b>	<b>\$0.00</b>	<b>\$9,780.09</b>	<b>\$(1,655.94)</b>
<b>2120 Guidance Services</b>					
106. 001-2120-5110-000-00 Guidance-salary	55,309.20	47,221.70	30,975.30	78,197.00	(22,887.80)
107. 001-2120-5112-000-00 Guidance-substitutes	0.00	495.00	0.00	495.00	(495.00)
108. 001-2120-5210-000-00 Guidance - Health Ins.	5,830.47	982.69	676.51	1,659.20	4,171.27
109. 001-2120-5220-000-00 Guidance -FICA	4,231.15	3,544.30	2,410.64	5,954.94	(1,723.79)
110. 001-2120-5230-000-00 Guidance - Group Life	105.84	55.86	0.00	55.86	49.98
111. 001-2120-5250-000-00 Guidance-Workers Comp	604.00	0.00	0.00	0.00	604.00
112. 001-2120-5260-000-00 Guidance-unemployment	35.00	135.60	0.00	135.60	(100.60)
113. 001-2120-5270-000-00 Guidance Course Reimbursement	1,000.00	0.00	0.00	0.00	1,000.00
114. 001-2120-5280-000-00 Guidance - Dental	684.05	460.28	171.88	632.16	51.89
115. 001-2120-5281-000-00 Guidance Vision Insurance	118.84	125.31	53.07	178.38	(59.54)
116. 001-2120-5290-000-00 Guidance-Prof. Development	0.00	200.00	125.00	325.00	(325.00)
117. 001-2120-5310-000-00 Contracted Service-guidance-PBIS	500.00	0.00	0.00	0.00	500.00
118. 001-2120-5580-000-00 Guidance-travel	0.00	31.17	0.00	31.17	(31.17)
119. 001-2120-5610-000-00 Guidance-general Supplies	300.00	78.21	0.00	78.21	221.79
120. 001-2120-5640-000-00 Guidance-books	400.00	0.00	0.00	0.00	400.00
121. 001-2120-5650-000-00 Guidance Audio-visual	500.00	0.00	0.00	0.00	500.00
<b>TOTAL 2120 Guidance Services</b>	<b>\$69,618.55</b>	<b>\$53,330.12</b>	<b>\$34,412.40</b>	<b>\$87,742.52</b>	<b>\$(18,123.97)</b>
<b>2134 Health Services</b>					
122. 001-2134-5110-000-00 Health Services-salaries(nurse)	0.00	10,331.78	4,186.31	14,518.09	(14,518.09)
123. 001-2134-5115-000-00 Health Services - LPN	20,163.00	0.00	0.00	0.00	20,163.00
124. 001-2134-5210-000-00 Health Services-group Health Insurance	0.00	1,659.21	1,659.18	3,318.39	(3,318.39)
125. 001-2134-5220-000-00 Health Services-frca	1,542.47	744.74	350.68	1,095.42	447.05

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Account Number / Description	Adopted Budget	Reported Period	Encumbrances	Spent & Encumbered	Amount Remaining
	7/1/2018 - 6/30/2019	7/1/2018 - 6/30/2019	7/1/2018 - 6/30/2019		7/1/2018 - 6/30/2019
126. 001-2134-5240-000-00 Health Svcs - Retirement	403.26	0.00	0.00	0.00	403.26
127. 001-2134-5250-000-00 Health Services-Workers Comp.	188.00	0.00	0.00	0.00	188.00
128. 001-2134-5260-000-00 Health Services-unemployment Comp.	18.00	67.80	0.00	67.80	(49.80)
129. 001-2134-5280-000-00 Health Services-group Dental Insurance	0.00	160.05	160.03	320.08	(320.08)
130. 001-2134-5281-000-00 Health Services-group Vision Insurance	0.00	58.29	58.27	116.56	(116.56)
131. 001-2134-5290-000-00 Health Services-Prof. Development	100.00	180.00	0.00	180.00	(80.00)
132. 001-2134-5332-000-00 Health Services Assessment	23,667.00	25,592.00	0.00	25,592.00	(1,925.00)
133. 001-2134-5580-000-00 Health Services-travel	100.00	0.00	0.00	0.00	100.00
134. 001-2134-5610-000-00 Health Services-general Supplies	700.00	861.82	0.00	861.82	(161.82)
<b>TOTAL 2134 Health Services</b>	<b>\$46,881.73</b>	<b>\$39,655.69</b>	<b>\$6,414.47</b>	<b>\$46,070.16</b>	<b>\$811.57</b>
<b>2150 Speech Services</b>					
135. 001-2150-5110-000-00 Speech Services-salaries	22,500.00	0.00	0.00	0.00	22,500.00
136. 001-2150-5112-000-00 Speech Services-substitutes	0.00	360.00	0.00	360.00	(360.00)
137. 001-2150-5115-000-00 Speech Services-aides Salaries	0.00	16,798.82	6,819.96	23,618.78	(23,618.78)
138. 001-2150-5210-000-00 Speech Services-group Health Insurance	0.00	3,905.60	1,679.25	5,584.85	(5,584.85)
139. 001-2150-5220-000-00 Speech Services-fica	1,721.25	1,276.06	531.24	1,807.30	(86.05)
140. 001-2150-5240-000-00 Speech Svcs - Retirement	0.00	335.97	136.37	472.34	(472.34)
141. 001-2150-5250-000-00 Speech Services-Workers Comp.	37.50	0.00	0.00	0.00	37.50
142. 001-2150-5260-000-00 Speech Services-unemployment Comp.	25.00	67.80	0.00	67.80	(42.80)
143. 001-2150-5270-000-00 Speech Services-course Reimbursement	265.00	0.00	0.00	0.00	265.00
144. 001-2150-5280-000-00 Speech Services-group Dental Insurance	0.00	301.35	129.58	430.93	(430.93)
145. 001-2150-5281-000-00 Speech Services-group Vision Insurance	0.00	109.71	47.18	156.89	(156.89)
<b>TOTAL 2150 Speech Services</b>	<b>\$24,548.75</b>	<b>\$23,155.31</b>	<b>\$9,343.58</b>	<b>\$32,498.89</b>	<b>\$7,950.14</b>
<b>2222 Library</b>					
146. 001-2222-5110-000-00 Library Services-salary	57,333.00	23,039.31	0.00	23,039.31	34,293.69
147. 001-2222-5112-000-00 Library Services-substitutes	0.00	1,305.00	0.00	1,305.00	(1,305.00)
148. 001-2222-5210-000-00 Library Services-group Health Insurance	9,276.18	3,116.01	0.00	3,116.01	6,160.17
149. 001-2222-5220-000-00 Library Services-fica	4,385.97	1,681.41	0.00	1,681.41	2,704.56

## Alburgh Town School District Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget	Reported Period	Encumbrances	Spent & Encumbered	Amount Remaining
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150. 001-2222-5230-000-00 Library Services - Life	88.20	66.15	0.00	66.15	22.05
151. 001-2222-5250-000-00 Library Services-Workers Comp.	65.00	0.00	0.00	0.00	65.00
152. 001-2222-5260-000-00 Library Services-unemployment Comp.	22.00	67.80	0.00	67.80	(45.80)
153. 001-2222-5270-000-00 Library-tuition	0.00	2,272.00	0.00	2,272.00	(2,272.00)
154. 001-2222-5280-000-00 Library Services-group Dental Insurance	883.98	260.52	0.00	260.52	623.46
155. 001-2222-5281-000-00 Library Services-group Vision Insurance	0.00	112.74	0.00	112.74	(112.74)
156. 001-2222-5610-000-00 Library Services-library Supplies	400.00	889.14	0.00	889.14	(489.14)
157. 001-2222-5640-000-00 Library Services-library Books	5,000.00	531.70	0.00	531.70	4,468.30
158. 001-2222-5641-000-00 Library Services-magazines/periodicals	250.00	125.61	16.95	142.56	107.44
159. 001-2222-5670-000-00 Library Services-computer Software	1,000.00	500.00	0.00	500.00	500.00
<b>TOTAL 2222 Library</b>	<b>\$78,704.33</b>	<b>\$33,967.39</b>	<b>\$16.95</b>	<b>\$33,984.34</b>	<b>\$44,719.99</b>
<b>2310 Board of Education</b>					
160. 001-2310-5110-000-00 Board OF Ed Services-salaries	3,000.00	3,000.00	0.00	3,000.00	0.00
161. 001-2310-5111-000-00 Board OF Ed/retsurer-salary	1,500.00	1,500.00	0.00	1,500.00	0.00
162. 001-2310-5220-000-00 Board OF Ed Services-fica	344.25	344.25	0.00	344.25	0.00
163. 001-2310-5300-000-00 Cafeteria Plan	1,500.00	0.00	0.00	0.00	1,500.00
164. 001-2310-5360-000-00 Board OF Ed Services-legal Services	1,000.00	8,846.50	0.00	8,846.50	(7,846.50)
165. 001-2310-5540-000-00 Board OF Ed Services-advertising	750.00	818.75	0.00	818.75	(68.75)
166. 001-2310-5610-000-00 Board OF Ed Services-supplies	750.00	0.00	0.00	0.00	750.00
167. 001-2310-5611-000-00 Board of Ed - Board of Ed Expense	150.00	0.00	0.00	0.00	150.00
168. 001-2310-5612-000-00 Board OF Ed Services-treasurer's Supplie	50.00	0.00	0.00	0.00	50.00
169. 001-2310-5613-000-00 Board of Ed Svc - Sales tax reimb to EE	450.00	0.00	0.00	0.00	450.00
170. 001-2310-5810-000-00 Board OF Ed Services-vsba Dues	1,400.00	2,159.15	0.00	2,159.15	(759.15)
<b>TOTAL 2310 Board of Education</b>	<b>\$10,894.25</b>	<b>\$16,668.65</b>	<b>\$0.00</b>	<b>\$16,668.65</b>	<b>\$(5,774.40)</b>
<b>2320 Administrative Services - Supervisory U</b>					
171. 001-2320-5331-000-00 SU General Assessment	355,799.00	355,799.00	0.00	355,799.00	0.00
<b>TOTAL 2320 Administrative Services - Supervisory U</b>	<b>\$355,799.00</b>	<b>\$355,799.00</b>	<b>\$0.00</b>	<b>\$355,799.00</b>	<b>\$0.00</b>
<b>2410 Principal Services</b>					



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172. 001-2410-5110-000-00 Principal Service-salary	79,716.85	69,423.09	25,576.91	95,000.00	(15,283.15)
173. 001-2410-5112-000-00 Principal Services-substitutes	0.00	2,440.31	0.00	2,440.31	(2,440.31)
174. 001-2410-5113-000-00 Principal Service-secretary Salary	59,728.80	46,496.29	14,397.86	60,894.15	(1,165.35)
175. 001-2410-5117-000-00 Prin Svc - Home School Coordinator	56,269.93	38,365.93	17,904.07	56,270.00	(0.07)
176. 001-2410-5210-000-00 Principal Services-group Health Insurance	42,327.61	24,410.38	9,368.27	33,778.65	8,548.96
177. 001-2410-5220-000-00 Principal Services-fica	14,972.24	11,707.85	4,463.88	16,171.73	(1,199.49)
178. 001-2410-5230-000-00 Principal Service-group Life Insurance	756.00	254.10	0.00	254.10	501.90
179. 001-2410-5240-000-00 Principal Svcs - Retirement	1,194.58	861.17	302.92	1,164.09	30.49
180. 001-2410-5250-000-00 Principal Services-Workers Comp.	1,820.00	0.00	0.00	0.00	1,820.00
181. 001-2410-5260-000-00 Principal Service-unemployment Comp.	75.00	271.20	0.00	271.20	(196.20)
182. 001-2410-5270-000-00 Principal Svcs - Course Reimb.	2,000.00	1,800.00	0.00	1,800.00	200.00
183. 001-2410-5280-000-00 Principal Services-group Dental Insuranc	2,422.07	2,107.07	812.77	2,919.84	(497.77)
184. 001-2410-5281-000-00 Principal Services-group Vision Insurance	1,056.63	603.08	269.19	872.27	184.36
185. 001-2410-5290-000-00 Principal Svcs - Prof. Development	1,500.00	764.00	0.00	764.00	736.00
186. 001-2410-5291-000-00 Principal Services-Prof. Expense-Princip	1,500.00	591.55	0.00	591.55	908.45
187. 001-2410-5292-000-00 Principal Svc- Oth Emp. Benefits	0.00	226.48	0.00	226.48	(226.48)
188. 001-2410-5430-000-00 Principal Svcs - Copier Svcs.	6,450.00	3,390.84	0.00	3,390.84	3,059.16
189. 001-2410-5530-000-00 Principal Services-telephone	5,000.00	2,520.79	0.00	2,520.79	2,479.21
190. 001-2410-5532-000-00 Principal Svcs - Postage	1,500.00	522.09	0.00	522.09	977.91
191. 001-2410-5580-000-00 Principal Services-travel	2,500.00	1,831.68	0.00	1,831.68	668.32
192. 001-2410-5610-000-00 Principal Services-office Supplies/pcty	2,000.00	4,051.22	37.22	4,088.44	(2,088.44)
193. 001-2410-5640-000-00 Principal - Books	0.00	0.00	29.95	29.95	(29.95)
194. 001-2410-5641-000-00 Principal - Mag/Periodicals	0.00	230.00	0.00	230.00	(230.00)
195. 001-2410-5670-000-00 Principals Svcs - Computer Software	1,000.00	350.00	0.00	350.00	650.00
196. 001-2410-5733-000-00 Principal Svcs- Furn./Fixtures	700.00	915.25	0.00	915.25	(215.25)
197. 001-2410-5734-000-00 Principal Svcs. - Computer Equipment	1,250.00	0.00	0.00	0.00	1,250.00
198. 001-2410-5810-000-00 Dues and Fees	1,500.00	777.00	0.00	777.00	723.00
<b>TOTAL 2410 Principal Services</b>	<b>\$287,239.71</b>	<b>\$214,911.37</b>	<b>\$73,163.04</b>	<b>\$288,074.41</b>	<b>\$183,470.70</b>
<b>2420 Supportive Services - Special Ed Coordi</b>					

## Alburgh Town School District Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget	Reported Period	Encumbrances	Spent & Encumbered	Amount Remaining
	7/1/2018 - 6/30/2019	7/1/2018 - 6/30/2019	7/1/2018 - 6/30/2019		7/1/2018 - 6/30/2019
199. 001-2420-5332-000-00 Professional Services from SU	581,074.59	581,074.60	0.00	581,074.60	(0.01)
<b>TOTAL 2420 Supportive Services - Special Ed Coordi</b>	<b>\$581,074.59</b>	<b>\$581,074.60</b>	<b>\$0.00</b>	<b>\$581,074.60</b>	<b>\$(0.01)</b>
<b>2520 Short Term Loans</b>					
200. 001-2520-5830-000-00 Fiscal Services-short Term Loans Interes	26,000.00	0.00	0.00	0.00	26,000.00
<b>TOTAL 2520 Short Term Loans</b>	<b>\$26,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$26,000.00</b>
<b>2600 Operation/Maintenance of Plant</b>					
201. 001-2600-5110-000-00 Operation/maint. Of Plant-salaries	67,045.68	53,349.50	26,443.09	79,792.59	(12,746.91)
202. 001-2600-5112-000-00 Operation/maint. Of Plant-substitutes	4,000.00	7,309.25	0.00	7,309.25	(3,309.25)
203. 001-2600-5210-000-00 Operation/maint. Of Plant-group Health I	8,823.20	4,934.80	2,301.15	7,235.95	1,587.25
204. 001-2600-5220-000-00 Operation/maint. Of Plant-fica	5,434.99	4,587.12	2,042.01	6,629.13	(1,194.14)
205. 001-2600-5240-000-00 Oper/Maint of Plant- Retirement	1,340.91	1,033.48	359.65	1,393.13	(52.22)
206. 001-2600-5250-000-00 Operation/maint. Of Plant-Workers Comp	610.00	0.00	0.00	0.00	610.00
207. 001-2600-5260-000-00 Operation/maint. Of Plant-unemployment C	50.00	135.60	0.00	135.60	(85.60)
208. 001-2600-5280-000-00 Operation/maint. Of Plant-group Dental I	1,924.27	857.11	491.39	1,348.50	575.77
209. 001-2600-5281-000-00 Operation/maint. Of Plant-group Vision I	550.37	347.84	202.76	550.60	(0.23)
210. 001-2600-5421-000-00 Operation/maint. Of Plant-garbage Collec	3,500.00	2,883.98	0.00	2,883.98	616.02
211. 001-2600-5431-000-00 Operation/maint. Of Plant-grounds - Repa	2,500.00	0.00	0.00	0.00	2,500.00
212. 001-2600-5432-000-00 Operation/Maint of Plant - Repairs/Maint	50,000.00	33,943.50	3,470.00	37,413.50	12,586.50
213. 001-2600-5433-000-00 Operation/Maint - Repairs	3,500.00	5,224.51	0.00	5,224.51	(1,724.51)
214. 001-2600-5436-000-00 Op/Maint of Plant - Contr Service	5,500.00	1,818.50	0.00	1,818.50	3,681.50
215. 001-2600-5580-000-00 Oper/maint Of Plant-travel	600.00	193.55	0.00	193.55	406.45
216. 001-2600-5610-000-00 Oper/maint. Of Plant-Custodial Supplies	15,000.00	12,199.11	0.00	12,199.11	2,800.89
217. 001-2600-5620-000-00 Operation/maint. Of Plant-Energy Service	0.00	12,936.38	0.00	12,936.38	(12,936.38)
218. 001-2600-5622-000-00 Operation/maint. Of Plant-Electricity	40,000.00	12,052.38	0.00	12,052.38	27,947.62
219. 001-2600-5623-000-00 Operation/Plant - Propane	30,000.00	27,290.68	0.00	27,290.68	2,709.32
220. 001-2600-5624-000-00 Oper/maint Of Plant-Water	10,000.00	4,037.11	0.00	4,037.11	5,962.89
221. 001-2600-5710-000-00 Operation/maint. Of Plant-improvements	150,000.00	30,558.71	0.00	30,558.71	119,441.29
222. 001-2600-5730-000-00 Operation/Maint of Plant- Equipment	1,000.00	0.00	0.00	0.00	1,000.00

## Alburgh Town School District Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget 7/1/2018 - 6/30/2019	Reported Period 7/1/2018 - 6/30/2019	Encumbrances 7/1/2018 - 6/30/2019	Spent & Encumbered	Amount Remaining 7/1/2018 - 6/30/2019
223. 001-2600-5733-000-00 Operation/maint Of Plant-furniture & Fix	3,500.00	0.00	0.00	0.00	3,500.00
<b>TOTAL 2600 Operation/Maintenance of Plant</b>	<b>\$404,879.42</b>	<b>\$215,693.11</b>	<b>\$35,310.05</b>	<b>\$251,003.16</b>	<b>\$153,876.26</b>
<b>2700 Transportation Services</b>					
224. 001-2700-5115-000-00 Crossing Guard	3,600.00	270.00	0.00	270.00	3,330.00
225. 001-2700-5220-000-00 Crossing Guard FICA	0.02	20.65	0.00	20.65	(20.63)
226. 001-2700-5332-000-00 Bus Service from SU	156,472.00	156,472.00	0.00	156,472.00	0.00
<b>TOTAL 2700 Transportation Services</b>	<b>\$160,072.02</b>	<b>\$156,762.65</b>	<b>\$0.00</b>	<b>\$156,762.65</b>	<b>\$3,309.37</b>
<b>3100 Food Service</b>					
227. 001-3100-5930-000-00 Tfer to Food Program to cover Insurances	20,000.00	1,938.00	0.00	1,938.00	18,062.00
<b>TOTAL 3100 Food Service</b>	<b>\$20,000.00</b>	<b>\$1,938.00</b>	<b>\$0.00</b>	<b>\$1,938.00</b>	<b>\$18,062.00</b>
<b>TOTAL 001 General Fund</b>	<b>\$5,796,278.62</b>	<b>\$3,432,475.88</b>	<b>\$1,655,987.63</b>	<b>\$5,088,463.51</b>	<b>\$707,815.11</b>
<b>301 Rise/VT Grant</b>					
<b>1100 Instructional</b>					
228. 301-1100-5730-000-00 RISE VT - Equipment	0.00	6,000.00	0.00	6,000.00	(6,000.00)
<b>TOTAL 1100 Instructional</b>	<b>\$0.00</b>	<b>\$6,000.00</b>	<b>\$0.00</b>	<b>\$6,000.00</b>	<b>\$(6,000.00)</b>
<b>TOTAL 301 Rise/VT Grant</b>	<b>\$0.00</b>	<b>\$6,000.00</b>	<b>\$0.00</b>	<b>\$6,000.00</b>	<b>\$(6,000.00)</b>
<b>501 Food Program</b>					
<b>3100 Food Service</b>					
229. 501-3100-5110-000-00 Food Service - Salaries	0.00	35,598.07	17,328.62	52,926.69	(52,926.69)
230. 501-3100-5210-000-00 Food Service - Groups Health	0.00	16,419.83	7,037.04	23,456.87	(23,456.87)
231. 501-3100-5220-000-00 Food Service - FICA & Medicare	0.00	2,570.95	1,370.30	3,941.25	(3,941.25)
232. 501-3100-5240-000-00 Food Program - Retirement	0.00	566.35	327.77	894.12	(894.12)
233. 501-3100-5260-000-00 Food Svc Unemployment	0.00	203.40	0.00	203.40	(203.40)
234. 501-3100-5280-000-00 Food Service Dental	0.00	1,257.20	538.80	1,796.00	(1,796.00)
235. 501-3100-5281-000-00 Food Service - Vision	0.00	385.42	165.18	550.60	(550.60)

## Alburgh Town School District Expenses All Funds Function and Object Codes

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236. 501-3100-5580-000-00 Hot Lunch - Travel	0.00	324.38	0.00	324.38	(324.38)
237. 501-3100-5610-000-00 Food Service - Purchases/Supplies	0.00	37,811.58	0.00	37,811.58	(37,811.58)
238. 501-3100-5611-000-00 Food Svc - Fruits/Veg Grant Purchases	0.00	10,274.08	0.00	10,274.08	(10,274.08)
<b>TOTAL 3100 Food Service</b>	<b>\$0.00</b>	<b>\$105,411.26</b>	<b>\$26,767.71</b>	<b>\$132,178.97</b>	<b>\$(132,178.97)</b>
<b>TOTAL 501 Food Program</b>	<b>\$0.00</b>	<b>\$105,411.26</b>	<b>\$26,767.71</b>	<b>\$132,178.97</b>	<b>\$(132,178.97)</b>
<b>GRAND TOTAL</b>	<b>\$5,796,278.62</b>	<b>\$3,543,887.14</b>	<b>\$1,682,755.34</b>	<b>\$5,226,642.48</b>	<b>\$569,636.14</b>

**VERMONT SCHOOL BOARDS ASSOCIATION**  
**2 Prospect Street**  
**Montpelier VT 05602**  
**802-223-3580**

**MEMO**

TO: Gary Marckres, Chair, Champlain Islands Unified Union School District  
 FROM: Sue Ceglowski, Director of Legal and Policy Services  
 DATE: February 7, 2019  
 RE: CIUUSD/GISU Policy Review – REQUIRED Policies  
 CC: CIUUSD Board Members  
 Michael Clark, Superintendent

The Champlain Islands Unified Union School District (“CIUUSD”) Board has requested a review of the Grand Isle Supervisory Union (“GISU”) policies in preparation for CIUUSD’s policy adoption process as a new unified union district. This is to summarize my findings after reviewing all of GISU’s required policies. As a reminder, the VSBA lists policies as “required” when a state or federal law or regulation states, or a regulatory agency advises, that a school district must have a policy governing its activities in a certain area.

GISU does not have two required policies. In addition, some GISU’s required policies should be updated. The following table reflects which policies are missing, which are in need of revision and which are up-to-date. Explanations regarding the need for revision will follow the table:

<b>VSBA Policy Name &amp; Code</b>	<b>GISU Policy Name &amp; Code</b>	<b>Needs Revision</b>
Board Member Conflict of Interest (A1)	Board Member Conflict of Interest (B3)	No
Substitute Teachers (B1)	Substitute Teachers (D6)	No
Volunteers and Work Study Students (B2)	Volunteers and Work Study Students (D7)	No
Alcohol & Drug-Free Workplace (B3)	Alcohol and Drug-Free Workplace (D8)	No
Drug & Alcohol Testing: Transportation Employees (B4)	Mandatory Drug & Alcohol Prohibition and Testing Policy: Transportation Employees (D11)	No
<b>Prevention of Employee Harassment (B5)</b>	<b>Harassment of Employees (D12)</b>	<b>Yes</b>
HIPAA Compliance (B6)	Health Insurance Portability and Accountability Act Compliance (D13)	No
<b>Tobacco Prohibition (B7)</b>	<b>Tobacco Prohibition (E8)</b>	<b>Yes</b>
<b>Education Records (C1)</b>	<b>Student Records (F5)</b>	<b>Yes</b>
Student Alcohol & Drugs (C2)	Student Alcohol and Drugs (F7)	No

VSBA Policy Name & Code	GISU Policy Name & Code	Needs Revision
Transportation (C3)	Transportation (F9)	No
Limited English Proficiency Students (C4)	Limited English Proficiency Students (F19)	No
Firearms (C5)	Firearms/Weapons (F21)	Yes
Participation of Home Study Students (C6)	Participation of Home Study Students in School Programs and Activities (F23)	Yes
Student Attendance (C7)	Student Attendance (F25)	Yes
Pupil Privacy Rights (C8)	Pupil Privacy (F27)	Yes
Federal Child Nutrition Act Wellness Policy (C9)	Federal Child Nutrition Act Wellness Policy (F28)	Yes
Prevention of Harassment, Hazing and Bullying of Students Policy (C10)	Prevention of Harassment, Hazing and Bullying of Students (F31)	Yes
Prevention of Harassment, Hazing and Bullying of Students Procedures (C10P)	Prevention of Harassment, Hazing and Bullying of Students Procedures (F31-P)	No
Student Freedom of Expression in School-Sponsored Media (C11)	Student Publications (F15)	Yes
Proficiency Based Graduation Requirements (D1)	GISU does not have this policy	Adopt policy
Responsible Computer, Network and Internet Use (D3)	Student Computer and Internet Use (G11)	No
Title I Comparability Policy (D4)	Title I Comparability Policy (G13)	No
Animal Dissection (D5)	Animal Dissection (G14)	No
Class Size Policy (D6)	Class Size Policy (G12)	Yes
Title I, Part A, Parental Involvement (E1)	Title I, Part A, Parental Involvement (H7)	No
Travel Reimbursement (F1)	GISU does not have this policy	Adopt policy

The following required policies are missing from GISU's policy manual and should be included in CIUUSD's policy manual:

**Proficiency Based Graduation Requirements:** GISU does not have this required policy. Recommend that CIUUSD adopt a policy based on the language of VSBA's model policy D1.

**Travel Reimbursement Policy:** GISU does not have this required policy. Recommend that CIUUSD adopt a policy based on the language of VSBA's model policy F1.

The following policies should be updated to be consistent with statutory or regulatory requirements:

**Harassment of Employees (D12):** GISU's policy was adopted in 2015 and is missing language requiring that the witness, complainant and accused shall keep confidential matters related to the

charge of unlawful harassment. Recommend rescinding this policy and adopting new policy based on VSBA's model policy which was updated in 2016.

**Tobacco Prohibition (E8):** GISU's policy was adopted in 2007 and is lacking definitions of "tobacco substitutes" and "tobacco paraphernalia." Act 14 of 2013 prohibits individuals under age 18 from possessing "tobacco substitutes" and "tobacco paraphernalia", in addition to "tobacco products." These changes address the issues of electronic cigarettes and vaping which have become a significant problem. Recommend rescinding this policy and adopting new policy based on VSBA's model policy B7.

**Student Records (F5):** GISU's policy is lengthy and contains details that should be included in procedures. Recommend rescinding this policy and adopting new policy based on VSBA's model policy C1. Recommend that Superintendent develop procedures as set forth in the model policy (which could include details from the current policy).

**Firearms (F20):** GISU's policy contains some of the language from VSBA's model policy but not all of it. GISU's policy is confusing because it contains a lengthy definition of "weapon" but prohibits bringing a firearm (not a weapon) to school. Recommend rescinding this policy and adopting new policy based on VSBA's model policy C5. The model policy's reference to the Commissioner of Education in the last paragraph should be changed to the Secretary of Education.

**Participation of Home Study Students in School Programs and Activities (F23):** GISU's policy contains details that are more appropriately located in procedures. Recommend rescinding policy and adopting new policy based on VSBA's model policy C6. Recommend that Superintendent develop and implement procedures that comply with State Board Rules including 4400 and 9200.3.1.

**Student Attendance (F25):** GISU's policy does not require the Superintendent to ensure that the school board appoints a Truant Officer and ensure the appointment is recorded with the Clerk. This is an important responsibility which should be included in the policy. Recommend rescinding GISU policy and adopting new policy based on VSBA model policy. Recommend that Superintendent develop or review procedures to ensure they address the issues listed in VSBA's model policy.

**Pupil Privacy (F27):** GISU's policy contains the language from VSBA's model policy but contains additional language which may be more appropriate to include in procedures. Also, GISU's policy is confusing because there are two policy statement sections. Recommend rescission of GISU's policy and adoption of a new policy based on VSBA's model policy C8. Recommend that Superintendent develop or review procedures as set forth in the model policy.

**Federal Child Nutrition Act Wellness Policy (F28):** GISU's policy was adopted in 2015 and does not contain updated requirements regarding food and beverage marketing, goals for physical activity, and goals for nutrition services. VSBA's model policy was revised in 2017 based on changes to federal law and guidance from the Vermont Agency of Agriculture, Food and Markets, the Vermont Agency of Education and the Vermont Department of Health entitled

“Vermont School Wellness Policy Guidelines.” Recommend that GISU rescind its policy and adopt VSBA’s model policy, C9 (may be revised to meet local needs and reflect community priorities).

**Prevention of Harassment, Hazing and Bullying of Students (F24 and F24P):** GISU’s policy tracks the language of VSBA’s model policy. GISU’s Appendix A, listing the designated employees to receive complaints, does not include the specific names of individuals. Recommend that GISU include the names and titles of at least two designated employees in Appendix A of the policy.

**Student Publications (F15):** GISU’s policy was adopted in 2007. In 2017, the Vermont legislature passed 16 V.S.A. § 1623(i) which requires each school or its governing body to adopt a written policy consistent with the provisions of § 1623. VSBA’s model policy C11, Student Freedom of Expression in School-Sponsored Media, was developed in 2018 based on this requirement. Recommend GISU rescind its Student Publications policy and adopt VSBA’s model policy C11.

**Class Size Policy (G14) and Class Size Guidelines and Procedures (G14P):** GISU’s policy language tracks the language of VSBA’s model policy except that it refers to State Board Rule 2000 in the first sentence rather than the Vermont statute which requires this policy. Recommend that the first sentence of GISU’s policy be amended to read as follows: “It is the intent of the Board to comply with 16 V.S.A. § 242(5) requiring superintendents to work with school boards to develop policy guidelines for minimum and optimal average class sizes in regular and technical education classes.”

The following policy does not need to be revised but it requires the development of compacts:

**Title I, Part A, Parental Involvement (H7):** GISU’s policy mirrors VSBA’s model policy and does not need to be revised. Please note this policy requires two compacts: School District Parental Involvement Compact (to be developed by Superintendent or designee) and School Level Parental Involvement Compact (to be developed by Principal or designee). Recommend Superintendent and Principals develop compacts or review existing compacts. Model compacts are attached to VSBA’s model policy E1.

Please let me know if you have any questions regarding the initial phase of this review. As part of the next phase of my review, I will provide:

- An analysis of VSBA’s recommended policies compared to GISU’s policies - do you have all the recommended ones? If so, how old are they, do they need revision, etc?
- A proposed indexing system
- A recommended process for dealing with remaining policies

I look forward to meeting with the CIUUSD board on February 12 to discuss the results of the required policy review. Again, if you have any questions, please let me know.