

Grand Isle Supervisory Union
South Hero School District

School Board Regular Meeting

Thursday, April 4, 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. Adjust the Agenda | 6:01 p.m. |
| 3. Citizens and/or Staff to be Heard | 6:05 p.m. |
| 4. Consent Agenda (Action) | 6:15 p.m. |
| a. Approve the minutes from 3/21/2019 | |
| b. Accept Retirement | |
| c. Staff resignation | |
| d. Accept AD contract | |
| 5. Reports (<i>Discussion</i>) | 6:20 p.m. |
| a. Financial (R. Gess) (Action) | |
| b. Superintendent's (M. Clark) | |

Board Business.

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| 6. Approve bills for payment (M. Henderson)(Action) | 6:35 p.m. |
| 7. Update on the FY18 Audit (R. Gess)(Discussion) | 7:00 p.m. |
| 8. Designate a Board Member to lead Capital Improvement Opportunity Efforts
(M. Henderson)(Action) | 7:05 p.m. |
| 9. Signatures on Teacher Contracts(M. Henderson)(Action) | 7:15 p.m. |
| 10. Policy updates (M. Clark)(Discussion) | 7:20 p.m. |
| 11. Other | |

Closure

- | | |
|---|-----------|
| 12. Setting the next agenda (M. Henderson) (Discussion) | 7:30 p.m. |
| 13. Adjourn | 7:35 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, March 21, 2019, at 6 p.m.
Location: Folsom Education & Community Center

DRAFT MINUTES

In attendance:

- Board members: Melanie Henderson, Tim Maxham, Bob Chutter
- Staff: Susan McKelvie, Tom Nolan, Samantha Cantell
- Audience: Amy McGettrick, Gwen Hobbs, Meg Wickenden, Kari Banas

Call to Order:

1. M. Henderson called the meeting to order at 6:03 p.m.
2. Citizens and/or Staff to be Heard:
 - Audience members elected to wait until the Principal's Report to voice their ideas
3. Consent Agenda (Action):
 - B. Chutter made a motion to approve the minutes from 3/7/2019. T. Maxham seconded the motion. Approved on a voice vote.
 - M. Henderson signed the Principal Contract for Susan McKelvie for FY20
4. Principal's Report:
 - S. McKelvie thanked the community for passing the FY20 School Budget.
 - S. McKelvie reviewed the highlights of her report. She informed the audience that the Data-to-Action Team, who is leading the initiative to craft next year's schedule, plans to present a draft of the schedule to the Staff on April 16th and solicit their feedback. They also intend to solicit feedback from the community in a separate meeting following April Break. The Team plans to incorporate that feedback, and present the schedule to the School Board on May 2nd. S. McKelvie explained that the presentation will cover the outline of the schedule, but that there will be lots of interaction and opportunities to give feedback before the schedule is fleshed-out by end of the year.
 - G. Hobbs asked what the goal of this initiative is, and how the change will affect Art and Music instruction. S. McKelvie referred to the requirements listed in the presentation she gave to the community on Jan. 17th. She explained that the #1 requirement is to comply with the law. There is no plan to cut or compromise on the quality of Folsom's Arts programs, but they will look different. S. McKelvie explained that the Team must think outside the box in order to make room for the things we must do and the things we want to do.
 - G. Hobbs asked whether Arts instruction is a requirement. S. McKelvie explained that the Education Quality Standards (EQS) require instruction in artistic expression, but that the State does not prescribe a time requirement for them. She wants to continue the current level of engagement with the Arts, but find ways to embed them, adjust the day, and make accommodations between Arts instruction and core academics.
 - K. Banas asked if the Music and Art teachers should be involved in the Data-to-Action Team. S. McKelvie said that those teachers, along with all staff members, can be a part of the process at any time by speaking with the Team members.

- S. McKelvie explained that the Middle School and Elementary School schedules are different. For 5th-8th graders, we want to offer Foreign Language, Coding Languages, and Band/Chorus as electives, so that Folsom students have opportunities similar to those at other middle schools. S. McKelvie wants to maintain quality for all of our programs.
- G. Hobbs asked if all minutes devoted to core academics are currently being used effectively. She suggested that if core academic time is used wisely, there may be more time available for Arts instruction. S. McKelvie said that improvements can always be made, but would put those efforts under the heading of "Making Core Academic Time More Productive".
- S. McKelvie said that the Data-to-Action Team is developing a "working model", but that Staff will continually adjust and fine-tune it. She acknowledged that the minute requirements for Math and ELA may seem frustratingly large, but that those requirements come down to us from the State and we cannot ignore them. She also suggested that these changes will prompt some excellent conversations among teachers. S. McKelvie pointed out that all of our teachers want the best outcomes for our students.
- A. McGettrick noted that we're lucky to have such talented Art & Music teachers, and that our students clearly respond to their instruction. G. Hobbs recalled the tremendous turn-out for the K-4 Play, and would hate to lose that. K. Banas commended our Art teacher's ability to engage our students, even those not previously interested in art.
- A. McGettrick welcomes the creative collaboration that can occur between teachers, but also advocates for maintaining pure Arts time.
- S. McKelvie acknowledged that time is needed to develop collaborative content. She is working with the SU Curriculum Coordinator, Megan Grube, to plan this collaboration time. She emphasized that the resulting curriculum must be intentional, well-crafted, and meet the Teaching Standards for both core academics and the Arts. S. McKelvie confirmed that grant money is already available for curriculum-building during the summer.
- K. Banas said that she still wasn't clear on *why* the change to our schedule is needed. S. McKelvie explained that the number of minutes that Folsom currently dedicates to literacy and math fall short of the best practices identified by the SU Leadership. She also mentioned that Health class and intervention block time must be added next year. S. McKelvie also stated that some core academics teachers don't feel that they have sufficient time to teach their content and help their students achieve proficiency.
- G. Hobbs asked if we can push back against the SU requirements. S. McKelvie said that she would do so if she thought the SU was asking for an unreasonable number of minutes for core academics. In this case however, S. McKelvie believes the SU's requirements are reasonable. She also hears feedback from the Elementary Teachers that the day is too fractured to successfully deliver their content.
- T. Maxham pointed out that a 7.5hr school day isn't much time to achieve all that we want, and that teachers are expected to meet the Standards. He's concerned that our core academic teachers don't feel they have enough time to help their students achieve proficiency, especially for those students who are falling behind.
- B. Chutter stated that he wants our curriculum to be excellent, but also realistic and sustainable. He wished the Data-to-Action team luck, and asks the community to be willing to take this risk, because change is needed.

- M. Henderson acknowledged that change is scary, and understands why parents are feeling nervous about this change. However, she reiterated that we must meet the requirements of the law, and that our Administrators have the right to experiment with the curriculum in order to best serve the needs of all students. She asked the community to view the change as an experiment, and recognize that the schedule can evolve and adjust over time. Finally, she stated that she has absolute faith in our amazing staff and Principal, and is confident that given the time needed to develop new content, they will produce something wonderful.

5. Continuous Improvement Plan Presentation (Action):

- S. McKelvie presented Folsom's Continuous Improvement Plan for FY20. The presentation included provisions for Proficiency-Based learning, Safe & Healthy schools, and High-Quality Staffing. It also included the latest SBAC data (FY18).
- A. McGettrick asked whether there are models for mental health provisions in other schools. S. McKelvie said that the CIUUSD (Grand Isle/North Hero/Isle La Motte) are planning to hire their own Clinician (school psychiatrist). S. McKelvie does not believe South Hero needs a full-time Clinician, but is researching the possibility of hiring a local Pediatric Psychiatrist to hold office-hours at Folsom and treat those Folsom students who require services on-site. K. Banas suggested reaching out to Robert Althoff, and S. McKelvie said she intended to do so.
- A. McGettrick asked whether the recently-hired SU Instructional Coach is available for all staff, or just literacy teachers. S. McKelvie confirmed that the Instructional Coach is available for all staff. She is shared by the GISU, but will be at Folsom for ~3 weeks.
- G. Hobbs asked why the FY18 SBAC data had so many redactions. S. McKelvie explained that in order to maintain student privacy, data cannot be made public for classes with ≤ 10 students.
- B. Chutter asked if the School Board could be given access to the Continuous Improvement Plan in advance next year, to give the Board time to digest the information before being required to vote on it. S. McKelvie agreed.
- B. Chutter made a motion to approve Folsom's Continuous Improvement Plan for FY20 and put it forward to the State for approval. T. Maxham seconded the motion. Approved on a voice vote.

6. Approval of Bills for Payment (Action):

- In the absence of both B. Vaughan and the Bills packet, it was agreed to postpone the paying of bills until the first meeting in April (4/4)

7. Language of the Reserve Fund from Attorneys (Discussion):

- Superintendent Michael Clark formally requested that the GISU's Lawyers review the wording of Articles 6 & 7 in South Hero's Town Meeting Day ballot. M. Henderson summarized their response.
- It is the Lawyers' opinion that Articles 6 & 7 created a valid and lawful FY19 reserve fund for capital improvements. Article 6 essentially created an empty box. Article 7 identified specific funds and stipulated that they can only be applied to capital improvements. The Lawyers believe that Article 7 alone would have been sufficient to accomplish the goal of creating a reserve fund, but that Article 6 did no harm.
- The Lawyers recommended clearer language for a future Article, placing unencumbered funds from FY20 in a specifically named Capital Improvement Fund.

- The Lawyers also clarified that money deposited into these funds (regardless of how they are named) must be spent within 5 years of deposit. Failure to do so will result in financial penalties.
- B. Chutter felt that no further action is required until next Town Meeting Day. The School Board may choose to rename the fund at that time to clearly designate its purpose.
- B. Chutter suggested gathering information now for how any FY19 reserve funds will be spent. His concern is that the aging infrastructure of the building will not last much longer, and the board would be wise to have a concrete plan in place for its upkeep and/or replacement.
- S. McKelvie stated that Folsom’s Operational manager, Steve Berard, has ideas on what repairs are needed and how they may be done. She and S. Berard have contacted VSBIT (Vermont School Boards Insurance Trust), who will conduct an energy efficiency audit of the building over the summer. S. McKelvie would like to consider replacing the ancient heating system with something more efficient. After the heating system, she believes the roof will be the next priority.
- M. Henderson will draft a summary of the Lawyers’ findings regarding the reserve fund, and post it on Front Porch Forum and in the Islander.

8. Other:

- None

9. Setting the Next Agenda (Discussion):

- April 4th:
 - Update on the FY18 Audit
 - Discussion of alternative transportation options
 - Designate a Board Member to lead efforts to identify capital improvement opportunities
- April 18th:
 - Staff feedback regarding proposed changes to the schedule (as part of the Principal’s Report)
 - Behavior Data presentation from Silas Saxer

10. Adjourn:

- B. Chutter moved the board adjourn. T. Maxham seconded the motion. Approved on a voice vote.
- The board adjourned at 7:53 p.m.

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March 25, 2019

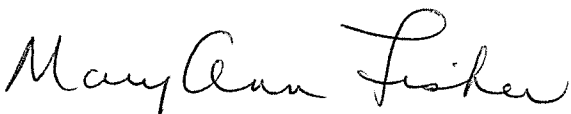
Dear Chairperson of the South Hero School Board Melanie Henderson,

This letter serves as notice of my retirement from the position of Guidance Counselor at the Folsom Education and Community Center along with my acceptance of the Retirement Incentive Program effective June 30, 2019.

It has been my privilege for the past 26 years to serve the students, families, and teachers of the Folsom community. During this time I have strived to help create a positive and healthy school climate for both children and adults. I have helped students meet both normal developmental challenges and navigate the emotional and social demands of their varied experiences through classroom, small group and individual meetings. I am especially proud of the K-8 work I have done in conjunction with Prevent Child Abuse Vermont as a part of the healthy relationships project, the promotion of student leadership opportunities, and the early adoption of programs such as Changing Perspectives. Over the years, I have made accessible to the general education classrooms "special education" programming in self regulation and social cognition. I have grown both as a person and a professional in my role and am deeply grateful to have been given this opportunity. I have a deep level of respect for my colleagues, the administration, and the board and am hopeful and optimistic that Folsom will continue to nurture and educate our students into healthy, resilient, creative lifelong learners ready to achieve and succeed in our ever changing world.

I look forward to new opportunities in my own life, but will miss working with the students and members of what I affectionately call my Folsom family. South Hero is an exceptional community. I will enjoy following its developments and am willing to provide support in the future if ever needed.

With heartfelt gratitude,

A handwritten signature in cursive script that reads "MaryAnn Fisher". The signature is written in black ink and is positioned above the printed name.

MaryAnn Fisher

Superintendent's Report

April 2019

Equalized Pupil/SLDS

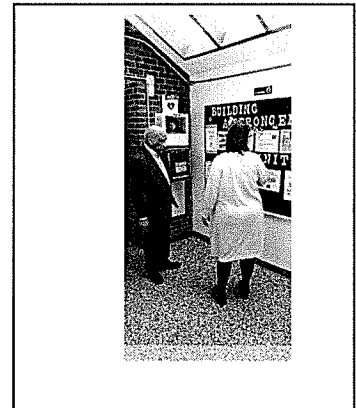
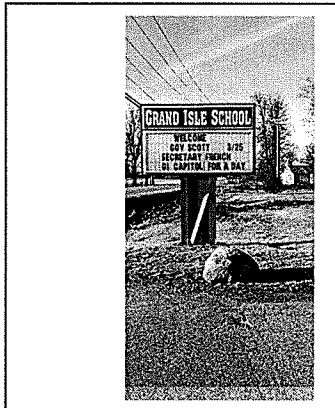
The implementation of the SLDS system as discussed in recent Superintendents reports continues to be time consuming and challenging. While GISU is making progress we were one of several districts which struggled to get the DC04 report in. Ultimately we successfully certified the data and are moving forward 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 25th 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

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.

South Hero Town School District

Revenue Report All Funds

Report # 11827
Statement Code: 2Rev B/A

Account Number / Description	Revised Budget 7/1/2018 - 6/30/2019	Reported Period 7/1/2018 - 6/30/2019	Amount Remaining
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001 General Fund			
1. 001-1510-4000-000-00 Investment/Interest Earnings	(150.00)	(27.91)	(122.09)
2. 001-1910-4000-000-00 Rentals - Private and Municipal	0.00	(456.50)	456.50
3. 001-1950-4000-000-00 Services to Other Local Governments	(110,000.00)	0.00	(110,000.00)
4. 001-3110-4000-000-00 Education Spending Grant	(3,504,536.00)	(2,475,000.00)	(1,029,536.00)
5. 001-3145-4000-000-00 Small Schools Grant	(82,250.00)	0.00	(82,250.00)
6. 001-3150-4000-000-00 State Aid Transportation	(37,094.00)	0.00	(37,094.00)
7. 001-3202-4000-000-00 Special Ed. Intensive	(119,546.55)	(58,067.42)	(61,479.13)
8. 001-3202-4000-000-10 Special Ed. Intensive Reimb. Prior Year	0.00	(1,028.05)	1,028.05
TOTAL 001 General Fund	\$(3,853,576.55)	\$(2,534,579.88)	\$(1,318,996.67)

501 Food Program Fund			
9. 501-1610-4000-000-00 Food Program Student Meals	0.00	(14,331.90)	14,331.90
TOTAL 501 Food Program Fund	\$0.00	\$(14,331.90)	\$14,331.90

GRAND TOTAL	\$(3,853,576.55)	\$(2,548,911.78)	\$(1,304,664.77)
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South Hero Town School District Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget	Revised Budget	Reported Period	Encumbrances	Spent & Encumbered	Amount Remaining	Last Year Period
	7/1/2018 - 6/30/2019	7/1/2018 - 6/30/2019	7/1/2018 - 6/30/2019	7/1/2018 - 6/30/2019			7/1/2017 - 6/30/2018
001 General Fund							
1100 Instructional							
1. 001-1100-5110-000-00 Instructional-salaries	637,744.00	637,744.00	408,324.84	245,655.00	653,979.84	(16,235.84)	633,070.18
2. 001-1100-5112-000-00 Instructional-substitutes	23,000.00	23,000.00	21,258.97	11,896.29	33,155.26	(10,155.26)	31,615.20
3. 001-1100-5113-000-00 Mentoring Stipends	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
4. 001-1100-5115-000-00 Instructional-aides Salaries	16,835.11	16,835.11	14,095.50	6,159.27	20,254.77	(3,419.66)	14,707.28
5. 001-1100-5210-000-00 Instructional-group Health	279,165.50	279,165.50	87,889.24	40,011.90	127,901.14	151,264.36	141,020.09
6. 001-1100-5210-100-00 Instructional - HRA	0.00	0.00	0.00	0.00	0.00	0.00	6,334.34
7. 001-1100-5220-000-00 Instructional-fica	51,987.80	51,987.80	32,415.39	20,609.51	53,024.90	(1,037.10)	49,275.61
8. 001-1100-5230-000-00 Instructional - Group Life	1,128.96	1,128.96	912.87	0.00	912.87	216.09	1,123.50
9. 001-1100-5240-000-00 Employee Retirement	0.00	0.00	2,550.00	0.00	2,550.00	(2,550.00)	4,549.62
10. 001-1100-5250-000-00 Instructional-Workers Comp.	5,910.00	5,910.00	0.00	0.00	0.00	5,910.00	770.79
11. 001-1100-5260-000-00 Instructional-unemployment Comp.	1,020.00	1,020.00	414.00	0.00	414.00	606.00	806.40
12. 001-1100-5270-000-00 Instructional-course Reimbursement	7,500.00	7,500.00	1,260.00	190.00	1,450.00	6,050.00	7,915.00
13. 001-1100-5280-000-00 Instructional-group Dental Insurance	11,402.07	11,402.07	8,163.84	3,508.60	11,672.44	(270.37)	10,869.13
14. 001-1100-5281-000-00 Instructional-group Vision Insurance	2,829.34	2,829.34	2,217.78	1,011.45	3,229.23	(399.89)	2,714.57
15. 001-1100-5290-000-00 Instructional-professional Development	9,700.00	9,700.00	141.20	0.00	141.20	9,558.80	2,284.99
16. 001-1100-5320-000-00 Professional Educational Services	0.00	0.00	0.00	0.00	0.00	0.00	40,709.21
17. 001-1100-5334-000-00 Act 504 Accomodations/Services	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	2,160.00
18. 001-1100-5433-000-00 Instructional-repairs To Equipment	300.00	300.00	0.00	0.00	0.00	300.00	0.00
19. 001-1100-5515-000-00 Field Trips (Educational)	4,000.00	4,000.00	732.50	0.00	732.50	3,267.50	208.66
20. 001-1100-5561-000-00 Tuition HS - In State	985,017.05	985,017.05	299,137.68	538,732.50	837,870.18	147,146.87	924,001.45
21. 001-1100-5562-000-00 Tuition Elementary/Middle School	0.00	0.00	1,000.00	0.00	1,000.00	(1,000.00)	0.00
22. 001-1100-5566-000-00 Tuition HS - In State Private	68,676.77	68,676.77	15,618.00	0.00	15,618.00	53,058.77	92,645.08
23. 001-1100-5568-000-00 Tech Center w/Offseting Revenues	40,000.00	40,000.00	0.00	0.00	0.00	40,000.00	46,632.00
24. 001-1100-5569-000-00 Tuition - Tech Ctr/Vocational	34,711.00	34,711.00	21,647.85	0.00	21,647.85	13,063.15	44,373.52
25. 001-1100-5580-000-00 Instructional-travel	200.00	200.00	553.16	0.00	553.16	(353.16)	70.68
26. 001-1100-5610-000-00 Instructional-general Supplies	13,750.00	13,750.00	8,363.89	629.54	8,993.43	4,756.57	12,558.45
27. 001-1100-5610-105-00 Literacy Supplies	500.00	500.00	206.28	0.00	206.28	293.72	281.24
28. 001-1100-5610-107-00 Art Supplies	671.00	671.00	833.96	0.00	833.96	(162.96)	891.11

South Hero Town School District Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget	Revised Budget	Reported Period	Encumbrances	Spent & Encumbered	Amount Remaining	Last Year Period
	7/1/2018 - 6/30/2019	7/1/2018 - 6/30/2019	7/1/2018 - 6/30/2019	7/1/2018 - 6/30/2019			7/1/2017 - 6/30/2018
29. 001-1100-5610-109-00 Music Supplies	95.00	95.00	0.00	0.00	0.00	95.00	0.00
30. 001-1100-5610-111-00 Math Supplies	750.00	750.00	260.85	0.00	260.85	489.15	751.81
31. 001-1100-5610-113-00 Science Supplies	1,500.00	1,500.00	1,399.98	0.00	1,399.98	100.02	741.44
32. 001-1100-5640-000-00 Instructional-Books	1,000.00	1,000.00	67.95	0.00	67.95	932.05	218.95
33. 001-1100-5640-105-00 Literacy Books	2,000.00	2,000.00	946.46	0.00	946.46	1,053.54	1,440.30
34. 001-1100-5640-107-00 Art Books	100.00	100.00	0.00	0.00	0.00	100.00	0.00
35. 001-1100-5640-109-00 Music Books	250.00	250.00	164.99	0.00	164.99	85.01	371.24
36. 001-1100-5640-111-00 Math Books	250.00	250.00	3,720.84	0.00	3,720.84	(3,470.84)	59.89
37. 001-1100-5640-113-00 Science Books	500.00	500.00	0.00	0.00	0.00	500.00	0.00
38. 001-1100-5640-115-00 Social Studies Books	1,000.00	1,000.00	446.26	0.00	446.26	553.74	642.08
39. 001-1100-5641-000-00 Magazines/Periodicals	100.00	100.00	0.00	0.00	0.00	100.00	250.00
40. 001-1100-5641-113-00 Science - Magazines/Periodicals	200.00	200.00	194.26	0.00	194.26	5.74	0.00
41. 001-1100-5641-115-00 Social Studies - Magazines/Periodicals	250.00	250.00	162.15	0.00	162.15	87.85	242.00
42. 001-1100-5650-000-00 Instructional-audio-visual Materials	100.00	100.00	0.00	0.00	0.00	100.00	0.00
43. 001-1100-5650-105-00 Literacy - Multi-Media	140.00	140.00	0.00	0.00	0.00	140.00	0.00
44. 001-1100-5650-109-00 Music - Multi-Media	150.00	150.00	0.00	0.00	0.00	150.00	0.00
45. 001-1100-5660-000-00 Instructional-manipulative Devices	120.00	120.00	0.00	0.00	0.00	120.00	0.00
46. 001-1100-5660-105-00 Literacy - Manipulatives	215.00	215.00	0.00	0.00	0.00	215.00	175.00
47. 001-1100-5670-000-00 Instructional-Software Sunscript/License	2,200.00	2,200.00	2,269.75	0.00	2,269.75	(69.75)	2,084.20
48. 001-1100-5681-000-00 Instructional-Technology	2,000.00	2,000.00	0.00	292.83	292.83	1,707.17	0.00
49. 001-1100-5730-000-00 Instructional-instructional Equipment	0.00	0.00	0.00	0.00	0.00	0.00	38.07
50. 001-1100-5730-109-00 Music Equipment	500.00	500.00	90.49	0.00	90.49	409.51	906.48
51. 001-1100-5730-113-00 Science - Equipment	500.00	500.00	0.00	0.00	0.00	500.00	0.00
52. 001-1100-5730-117-00 Phys Ed Equipment	0.00	0.00	0.00	0.00	0.00	0.00	638.57
53. 001-1100-5733-000-00 Instructional-furniture & Fixtures	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	60.14
54. 001-1100-5734-000-00 Instructional-computer Equipment	12,000.00	12,000.00	9,212.45	6,552.00	15,764.45	(3,764.45)	11,772.02
TOTAL 1100 Instructional	\$2,228,468.60	\$2,228,468.60	\$946,673.38	\$875,248.89	\$1,821,922.27	\$406,546.33	\$2,091,980.29
1123 Universal Access Pre-K							
55. 001-1123-5563-000-00 Tuition - UAPK	40,000.00	40,000.00	27,820.78	50,127.22	77,948.00	(37,948.00)	57,326.56

South Hero Town School District Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget 7/1/2018 - 6/30/2019	Revised 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	Last Year Period 7/1/2017 - 6/30/2018
TOTAL 1123 Universal Access Pre-K	\$40,000.00	\$40,000.00	\$27,820.78	\$50,127.22	\$77,948.00	\$(37,948.00)	\$57,326.56
1200 Special Education							
56.001-1200-5112-000-00 Special Ed-substitutes	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
57.001-1200-5115-000-00 Special Ed-aides Salaries	100,497.75	100,497.75	86,703.27	53,966.24	140,669.51	(40,171.76)	100,783.94
58.001-1200-5210-000-00 Special Ed-group Health Insurance	11,250.00	11,250.00	15,331.13	6,570.29	21,901.42	(10,651.42)	15,501.94
59.001-1200-5210-100-00 SpEd - HRA	0.00	0.00	0.00	0.00	0.00	0.00	251.45
60.001-1200-5220-000-00 Special Ed-fica	7,764.58	7,764.58	6,485.71	4,167.92	10,653.63	(2,889.05)	7,535.52
61.001-1200-5250-000-00 Special Ed - Workers Comp.	565.00	565.00	0.00	0.00	0.00	565.00	0.00
62.001-1200-5260-000-00 Special Ed-unemployment Comp.	230.00	230.00	150.00	0.00	150.00	80.00	288.00
63.001-1200-5270-000-00 Special Ed-course Reimbursement	265.00	265.00	0.00	0.00	0.00	265.00	0.00
64.001-1200-5280-000-00 Special Ed-group Dental Insurance	0.00	0.00	2,133.94	1,033.33	3,167.27	(3,167.27)	2,315.43
65.001-1200-5281-000-00 Special Ed-group Vision Insurance	0.00	0.00	475.58	215.44	691.02	(691.02)	334.47
66.001-1200-5561-000-00 Special Ed-Excess Costs/Tuition	0.00	0.00	476.33	0.00	476.33	(476.33)	0.00
67.001-1200-5580-000-00 Special Ed-travel	0.00	0.00	2,339.33	0.00	2,339.33	(2,339.33)	0.00
TOTAL 1200 Special Education	\$121,572.33	\$121,572.33	\$114,095.29	\$65,953.22	\$180,048.51	\$(58,476.18)	\$127,010.75
1201 Essential Early Education							
68.001-1201-5115-000-00 Eee-aides Salaries	5,501.42	5,501.42	0.00	0.00	0.00	5,501.42	0.00
69.001-1201-5220-000-00 Eee-fica	420.86	420.86	0.00	0.00	0.00	420.86	0.00
70.001-1201-5250-000-00 EEEE - Workers Comp.	55.00	55.00	0.00	0.00	0.00	55.00	0.00
71.001-1201-5260-000-00 Eee-unemployment Comp.	50.00	50.00	30.00	0.00	30.00	20.00	57.60
TOTAL 1201 Essential Early Education	\$6,027.28	\$6,027.28	\$30.00	\$0.00	\$30.00	\$5,997.28	\$57.60
1410 Student Body Activities							
72.001-1410-5110-000-00 Student Body Activities-Club Stipends	4,300.00	4,300.00	0.00	0.00	0.00	4,300.00	60.00
73.001-1410-5120-000-00 Coaches/Refs/AD Stipends/Salaries	4,200.00	4,200.00	4,000.00	0.00	4,000.00	200.00	3,700.00
74.001-1410-5220-000-00 Coaches & Refs FICA	650.25	650.25	306.00	0.00	306.00	344.25	245.58
75.001-1410-5250-000-00 Coaches & Refs Workers Comp	65.00	65.00	0.00	0.00	0.00	65.00	0.00
76.001-1410-5337-000-00 Student activities - Programs	4,500.00	4,500.00	3,749.47	0.00	3,749.47	750.53	5,049.28

South Hero Town School District Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget 7/1/2018 - 6/30/2019	Revised 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	Last Year Period 7/1/2017 - 6/30/2018
77. 001-1410-5500-000-00 Student Activities- Late Bus	10,000.00	10,000.00	1,606.00	0.00	1,606.00	8,394.00	5,244.75
78. 001-1410-5610-000-00 Student Body Activities-general Supplies	500.00	500.00	0.00	0.00	0.00	500.00	566.69
79. 001-1410-5683-000-00 Instructional- Athletic Transportation	3,500.00	3,500.00	2,505.29	0.00	2,505.29	994.71	2,243.13
TOTAL 1410 Student Body Activities	\$27,715.25	\$27,715.25	\$12,166.76	\$0.00	\$12,166.76	\$15,548.49	\$17,109.43
1422 Summer School Program							
80. 001-1422-5110-000-00 Summer School Program- Salary	1,200.00	1,200.00	0.00	0.00	0.00	1,200.00	0.00
81. 001-1422-5220-000-00 Summer School - FICA	91.80	91.80	0.00	0.00	0.00	91.80	0.00
82. 001-1422-5610-000-00 Summer School- Supplies	100.00	100.00	0.00	0.00	0.00	100.00	0.00
TOTAL 1422 Summer School Program	\$1,391.80	\$1,391.80	\$0.00	\$0.00	\$0.00	\$1,391.80	\$0.00
2120 Guidance Services							
83. 001-2120-5110-000-00 Guidance & SAP-salary	67,628.00	67,628.00	41,617.25	26,010.75	67,628.00	0.00	69,208.60
84. 001-2120-5210-000-00 Guidance - Health Ins.	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00
85. 001-2120-5220-000-00 Guidance -FICA	5,173.54	5,173.54	3,167.58	1,999.07	5,166.65	6.89	5,289.71
86. 001-2120-5250-000-00 Guidance- Workers Comp	300.00	300.00	0.00	0.00	0.00	300.00	0.00
87. 001-2120-5260-000-00 Guidance-unemployment	65.00	65.00	30.00	0.00	30.00	35.00	57.60
88. 001-2120-5280-000-00 Guidance - Dental	1,339.44	1,339.44	875.07	375.03	1,250.10	89.34	1,275.60
89. 001-2120-5290-000-00 Guidance-Prof. Development	800.00	800.00	0.00	0.00	0.00	800.00	0.00
TOTAL 2120 Guidance Services	\$78,305.98	\$78,305.98	\$45,689.90	\$28,384.85	\$74,074.75	\$4,231.23	\$75,831.51
2134 Health Services							
90. 001-2134-5110-000-00 Health Services-salaris(nurse & asst)	18,348.57	18,348.57	11,629.78	7,820.95	19,450.73	(1,102.16)	16,086.98
91. 001-2134-5210-000-00 Health Services-group Health Insurance	0.00	0.00	12,064.43	5,170.45	17,234.88	(17,234.88)	7,827.36
92. 001-2134-5210-100-00 Health Svcs - HRA	0.00	0.00	0.00	0.00	0.00	0.00	323.77
93. 001-2134-5220-000-00 Health Services-fica	1,403.67	1,403.67	669.11	665.34	1,334.45	69.22	1,101.52
94. 001-2134-5250-000-00 Health Services-Workers Comp.	172.00	172.00	0.00	0.00	0.00	172.00	0.00
95. 001-2134-5260-000-00 Health Services-unemployment Comp.	75.00	75.00	30.00	0.00	30.00	45.00	57.60
96. 001-2134-5280-000-00 Health Services-group Dental Insurance	0.00	0.00	336.07	144.03	480.10	(480.10)	244.92
97. 001-2134-5281-000-00 Health Services-group Vision Insurance	0.00	0.00	223.65	95.81	319.46	(319.46)	0.00

South Hero Town School District Expenses All Funds Function and Object Codes

Report # 11828

Account Number / Description	Adopted Budget 7/1/2018 - 6/30/2019	Revised 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	Last Year Period 7/1/2017 - 6/30/2018
98. 001-2134-5332-000-00 Health Services Assessment	7,889.00	7,889.00	7,889.00	0.00	7,889.00	0.00	7,219.00
99. 001-2134-5580-000-00 Health Services-travel	100.00	100.00	23.20	0.00	23.20	76.80	0.00
100. 001-2134-5610-000-00 Health Services-general Supplies	350.00	350.00	296.05	0.00	296.05	53.95	601.33
TOTAL 2134 Health Services	\$28,338.24	\$28,338.24	\$33,161.29	\$13,896.58	\$47,057.87	\$(18,719.63)	\$33,462.48
2150 Speech Services							
101. 001-2150-5110-000-00 Speech Services-salaries	33,015.62	33,015.62	0.00	0.00	0.00	33,015.62	170.50
102. 001-2150-5115-000-00 Speech Services-aides Salaries	0.00	0.00	0.00	0.00	0.00	0.00	30,492.00
103. 001-2150-5210-000-00 Speech Services-group Health Insurance	9,023.20	9,023.20	0.00	0.00	0.00	9,023.20	5,835.40
104. 001-2150-5210-100-00 Speech - HRA	0.00	0.00	0.00	0.00	0.00	0.00	34.77
105. 001-2150-5220-000-00 Speech Services-fica	2,525.69	2,525.69	0.00	0.00	0.00	2,525.69	2,268.44
106. 001-2150-5250-000-00 Speech Services-Workers Comp.	307.00	307.00	0.00	0.00	0.00	307.00	0.00
107. 001-2150-5260-000-00 Speech Services-unemployment Comp.	60.00	60.00	30.00	0.00	30.00	30.00	57.60
108. 001-2150-5280-000-00 Speech Services-group Dental Insurance	930.51	930.51	0.00	0.00	0.00	930.51	841.89
109. 001-2150-5281-000-00 Speech Services-group Vision Insurance	319.26	319.26	0.00	0.00	0.00	319.26	304.06
TOTAL 2150 Speech Services	\$46,181.28	\$46,181.28	\$30.00	\$0.00	\$30.00	\$46,151.28	\$40,004.66
2222 Library							
110. 001-2222-5110-000-00 Library Services-salary	50,233.00	50,233.00	30,912.64	19,320.36	50,233.00	0.00	48,819.80
111. 001-2222-5210-000-00 Library Services-group Health Insurance	13,972.18	13,972.18	0.00	0.00	0.00	13,972.18	7,210.08
112. 001-2222-5220-000-00 Library Services-fica	3,842.82	3,842.82	2,361.05	1,479.01	3,840.06	2.76	3,608.52
113. 001-2222-5230-000-00 Library - Group Life	0.00	0.00	66.15	0.00	66.15	(66.15)	90.30
114. 001-2222-5250-000-00 Library Services-Workers Comp.	525.00	525.00	0.00	0.00	0.00	525.00	0.00
115. 001-2222-5260-000-00 Library Services-unemployment Comp.	75.00	75.00	30.00	0.00	30.00	45.00	57.60
116. 001-2222-5270-000-00 Library-tuition	800.00	800.00	0.00	0.00	0.00	800.00	1,803.00
117. 001-2222-5280-000-00 Library Services-group Dental Insurance	1,339.44	1,339.44	875.07	375.03	1,250.10	89.34	1,275.66
118. 001-2222-5290-000-00 Library Services-Prof. Development	500.00	500.00	0.00	0.00	0.00	500.00	500.00
119. 001-2222-5610-000-00 Library Services-library Supplies	400.00	400.00	566.75	231.98	798.73	(398.73)	399.81
120. 001-2222-5640-000-00 Library Services-library Books	5,000.00	5,000.00	2,237.47	795.32	3,032.79	1,967.21	0.00
121. 001-2222-5640-000-01 Books - misc grant funded	0.00	0.00	0.00	0.00	0.00	0.00	3,634.32

South Hero Town School District Expenses All Funds Function and Object Codes

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2222 Library							
122. 001-2222-5641-000-00 Magazines/Online Subscriptions	500.00	500.00	25.00	0.00	25.00	475.00	187.06
123. 001-2222-5650-000-00 Library Services-av Materials	500.00	500.00	269.98	119.98	389.96	110.04	300.00
124. 001-2222-5733-000-00 Library Services- Furniture & Fixtures	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.00
125. 001-2222-5739-000-00 Library - AV Equipment	1,000.00	1,000.00	417.09	0.00	417.09	582.91	676.27
TOTAL 2222 Library	\$81,187.44	\$81,187.44	\$37,761.20	\$22,321.68	\$60,082.88	\$21,104.56	\$68,562.42
2310 Board of Education							
126. 001-2310-5110-000-00 Board Of Ed Services-salaries	0.00	0.00	0.00	0.00	0.00	0.00	5,200.00
127. 001-2310-5113-000-00 Board of Ed Svc - Secretary Salaries	1,700.00	1,700.00	1,000.00	0.00	1,000.00	700.00	2,200.00
128. 001-2310-5220-000-00 Board Of Ed Services-fica	130.05	130.05	76.50	0.00	76.50	53.55	566.11
129. 001-2310-5290-000-00 Board Of Services- Prof Dev	0.00	0.00	0.00	0.00	0.00	0.00	690.00
130. 001-2310-5300-000-00 Cafeteria Plan	945.00	945.00	0.00	0.00	0.00	945.00	165.00
131. 001-2310-5360-000-00 Board Of Ed Services-legal/prof svc	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	4,183.20
132. 001-2310-5361-000-00 Board Of Ed Services-negotiations	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
133. 001-2310-5530-000-00 Board Of Ed Services-telephone/postage F	150.00	150.00	0.00	0.00	0.00	150.00	0.00
134. 001-2310-5540-000-00 Board Of Ed Services-advertising	1,000.00	1,000.00	25.50	0.00	25.50	974.50	21.75
135. 001-2310-5610-000-00 Board Of Ed Services-supplies	200.00	200.00	0.00	0.00	0.00	200.00	106.80
136. 001-2310-5810-000-00 Board Of Ed Services-vsba Dues	1,700.00	1,700.00	6,169.00	0.00	6,169.00	(4,469.00)	1,458.71
TOTAL 2310 Board of Education	\$8,825.05	\$8,825.05	\$7,271.00	\$0.00	\$7,271.00	\$1,554.05	\$14,591.57
2320 Administrative Services - Supervisory U							
137. 001-2320-5331-000-00 SU General Assessment	244,295.00	244,295.00	244,295.00	0.00	244,295.00	0.00	207,048.00
TOTAL 2320 Administrative Services - Supervisory U	\$244,295.00	\$244,295.00	\$244,295.00	\$0.00	\$244,295.00	\$0.00	\$207,048.00
2410 Principal Services							
138. 001-2410-5110-000-00 Principal Service-salary	97,026.00	97,026.00	75,009.63	26,115.37	101,125.00	(4,099.00)	146,540.61
139. 001-2410-5112-000-00 Principal Services-substitutes	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
140. 001-2410-5113-000-00 Principal Service-secretary Salary	34,384.49	34,384.49	25,639.33	8,740.67	34,380.00	4.49	33,689.13
141. 001-2410-5117-000-00 Home School Coordinator	41,200.00	41,200.00	27,612.97	12,393.43	40,006.40	1,193.60	40,275.00
142. 001-2410-5210-000-00 Principal Services-group Health Insuranc	22,126.73	22,126.73	3,992.45	1,711.04	5,703.49	16,423.24	15,748.20

South Hero Town School District Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget	Revised Budget	Reported Period	Encumbrances	Spent & Encumbered	Amount Remaining	Last Year Period
	7/1/2018 - 6/30/2019	7/1/2018 - 6/30/2019	7/1/2018 - 6/30/2019	7/1/2018 - 6/30/2019			7/1/2017 - 6/30/2018
143. 001-2410-5210-100-00 Principal Svcs - HRA	0.00	0.00	0.00	0.00	0.00	0.00	113.21
144. 001-2410-5220-000-00 Principal Services-fica	13,281.20	13,281.20	9,771.24	3,625.47	13,396.71	(115.51)	16,689.55
145. 001-2410-5230-000-00 Principal Service-group Life Insurance	252.00	252.00	255.15	0.00	255.15	(3.15)	300.30
146. 001-2410-5240-000-00 Principal Svcs - Retirement	1,719.22	1,719.22	1,281.99	436.99	1,718.98	0.24	1,684.51
147. 001-2410-5250-000-00 Principal Services-Workers Comp.	1,605.00	1,605.00	0.00	0.00	0.00	1,605.00	0.00
148. 001-2410-5260-000-00 Principal Service-unemployment Comp.	200.00	200.00	60.00	0.00	60.00	140.00	115.20
149. 001-2410-5270-000-00 Principal Svcs - Course Reimb.	1,000.00	1,000.00	550.00	0.00	550.00	450.00	0.00
150. 001-2410-5280-000-00 Principal Services-group Dental Insuranc	1,861.02	1,861.02	915.95	392.55	1,308.50	552.52	2,220.00
151. 001-2410-5281-000-00 Principal Services-group Vision Insuranc	638.52	638.52	319.06	136.63	455.69	182.83	727.36
152. 001-2410-5290-000-00 Principal Svcs - Prof. Development	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	2,485.43
153. 001-2410-5430-000-00 Principal Svcs - Copier Svcs.	5,545.00	5,545.00	2,276.40	0.00	2,276.40	3,268.60	3,803.71
154. 001-2410-5530-000-00 Principal Services-telephone	8,500.00	8,500.00	3,018.67	0.00	3,018.67	5,481.33	8,451.71
155. 001-2410-5532-000-00 Principal Svcs - Postage	1,000.00	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00
156. 001-2410-5580-000-00 Principal Services-travel	500.00	500.00	697.37	0.00	697.37	(197.37)	41.44
157. 001-2410-5610-000-00 Principal Services-office Supplies/petty	450.00	450.00	555.84	0.00	555.84	(105.84)	357.67
158. 001-2410-5670-000-00 Principals Svcs - Computer Software	500.00	500.00	0.00	0.00	0.00	500.00	50.00
159. 001-2410-5734-000-00 Principal Svcs - Computer Equipment	0.00	0.00	0.00	0.00	0.00	0.00	487.50
160. 001-2410-5810-000-00 Dues and Fees	400.00	400.00	578.05	0.00	578.05	(178.05)	727.75
TOTAL 2410 Principal Services	\$235,689.18	\$235,689.18	\$153,534.10	\$53,552.15	\$207,086.25	\$28,602.93	\$275,508.28
2420 Supportive Services - Special Ed Coordi							
161. 001-2420-5332-000-00 Purchased Services from SU	251,509.90	251,509.90	251,509.90	0.00	251,509.90	0.00	182,499.57
162. 001-2420-5810-000-00 Dues/Fees/Registration	0.00	0.00	245.00	0.00	245.00	(245.00)	0.00
TOTAL 2420 Supportive Services - Special Ed Coordi	\$251,509.90	\$251,509.90	\$251,754.90	\$0.00	\$251,754.90	\$(245.00)	\$182,499.57
2600 Operation/Maintenance of Plant							
163. 001-2600-5110-000-00 Operation/maint. Of Plant-salaries	84,184.99	84,184.99	65,719.39	22,937.09	88,656.48	(4,471.49)	85,479.16
164. 001-2600-5112-000-00 Operation/maint. Of Plant-substitutes	1,000.00	1,000.00	1,998.75	0.00	1,998.75	(998.75)	1,935.00
165. 001-2600-5210-000-00 Operation/maint. Of Plant-group Health I	29,149.93	29,149.93	18,764.04	6,456.02	25,220.06	3,929.87	27,083.04
166. 001-2600-5210-100-00 Maintenance - HRA	0.00	0.00	0.00	0.00	0.00	0.00	315.39

South Hero Town School District Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget 7/1/2018 - 6/30/2019	Revised 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	Last Year Period 7/1/2017 - 6/30/2018
167. 001-2600-5220-000-00 Operation/maint. Of Plant-fica	6,516.65	6,516.65	5,009.63	1,787.95	6,797.58	(280.93)	6,387.37
168. 001-2600-5230-000-00 Operation/Plant - Group Life Ins	0.00	0.00	132.30	0.00	132.30	(132.30)	163.80
169. 001-2600-5240-000-00 Oper/Maint of Plant- Retirement	4,086.68	4,086.68	3,285.99	1,146.86	4,432.85	(346.17)	4,273.94
170. 001-2600-5250-000-00 Operation/maint. Of Plant-Workers Comp	790.00	790.00	0.00	0.00	0.00	790.00	0.00
171. 001-2600-5260-000-00 Operation/maint. Of Plant-unemployment C	125.00	125.00	60.00	0.00	60.00	65.00	115.20
172. 001-2600-5280-000-00 Operation/maint. Of Plant-group Dental I	1,924.27	1,924.27	1,257.20	538.80	1,796.00	128.27	1,342.80
173. 001-2600-5281-000-00 Operation/maint. Of Plant-group Vision I	319.26	319.26	223.65	95.81	319.46	(0.20)	357.72
174. 001-2600-5400-000-00 Oper/Maint. of Plant- Rent	2,100.00	2,100.00	0.00	0.00	0.00	2,100.00	0.00
175. 001-2600-5411-000-00 Oper/Plant - Energy Services- Water	1,800.00	1,800.00	1,350.00	0.00	1,350.00	450.00	1,800.00
176. 001-2600-5421-000-00 Operation/maint. Of Plant-garage Collec	3,200.00	3,200.00	2,578.78	0.00	2,578.78	621.22	3,793.74
177. 001-2600-5431-000-00 Operation/maint. Of Plant-grounds - Repa	1,000.00	1,000.00	2,491.16	0.00	2,491.16	(1,491.16)	2,118.30
178. 001-2600-5432-000-00 Operation/maint. Of Plant-building - Rep	10,000.00	10,000.00	4,660.37	0.00	4,660.37	5,339.63	5,129.53
179. 001-2600-5433-000-00 Oper/maint. Of Plant-Equip/Equip Maint	7,500.00	7,500.00	2,959.50	0.00	2,959.50	4,540.50	7,284.46
180. 001-2600-5436-000-00 Operation/Plant - Facility Svc Contr	1,000.00	1,000.00	70.00	0.00	70.00	930.00	781.80
181. 001-2600-5610-000-00 Oper/maint. Of Plant-Custodial Supplies	7,000.00	7,000.00	5,116.93	0.00	5,116.93	1,883.07	8,020.49
182. 001-2600-5622-000-00 Operation/maint. Of Plant-Electricity	34,000.00	34,000.00	16,606.65	0.00	16,606.65	17,393.35	19,413.44
183. 001-2600-5624-000-00 Operation/maint. Of Plant-Energy Service	18,200.00	18,200.00	15,687.62	0.00	15,687.62	2,512.38	42,444.14
184. 001-2600-5710-000-00 Operation/maint. Of Plant-improvements	2,500.00	2,500.00	3,096.00	0.00	3,096.00	(596.00)	440.00
185. 001-2600-5730-000-00 Operation/Maint of Plant-Equipment	0.00	0.00	190.99	0.00	190.99	(190.99)	367.95
TOTAL 2600 Operation/Maintenance of Plant	\$216,396.78	\$216,396.78	\$151,258.95	\$32,962.53	\$184,221.48	\$32,175.30	\$219,047.27
2700 Transportation Services							
186. 001-2700-5332-000-00 Bus Service from SU	97,120.00	97,120.00	97,120.00	0.00	97,120.00	0.00	92,658.50
187. 001-2700-5519-000-00 Vehicle Operation Services-contracted Sv	0.00	0.00	0.00	0.00	0.00	0.00	37.45
TOTAL 2700 Transportation Services	\$97,120.00	\$97,120.00	\$97,120.00	\$0.00	\$97,120.00	\$0.00	\$92,695.95
3100 Food Service							
188. 001-3100-5260-000-00 Food Svc Unemployment	0.00	0.00	0.00	0.00	0.00	0.00	57.60
189. 001-3100-5930-000-00 Fund Transfers-food Service Transfer	26,218.25	26,218.25	0.00	0.00	0.00	26,218.25	0.00
TOTAL 3100 Food Service	\$26,218.25	\$26,218.25	\$0.00	\$0.00	\$0.00	\$26,218.25	\$57.60

South Hero Town School District Expenses All Funds Function and Object Codes

Account Number / Description	Adopted Budget 7/1/2018 - 6/30/2019	Revised 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	Last Year Period 7/1/2017 - 6/30/2018
5200 Long Term Debt							
190. 001-5200-5830-000-00 Interest on Long Term Debt	4,334.00	4,334.00	0.00	0.00	0.00	4,334.00	10,910.84
191. 001-5200-5912-000-00 Principal Payment Long Term Debt	110,000.00	110,000.00	0.00	0.00	0.00	110,000.00	220,000.00
TOTAL 5200 Long Term Debt	\$114,334.00	\$114,334.00	\$0.00	\$0.00	\$0.00	\$114,334.00	\$230,910.84
5210 Other Outlays and Adjustments							
192. 001-5210-5320-000-00 Prior Period Expenditure Adjustment	0.00	0.00	0.00	0.00	0.00	0.00	58,065.00
TOTAL 5210 Other Outlays and Adjustments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$58,065.00
TOTAL 001 General Fund	\$3,853,576.36	\$3,853,576.36	\$2,122,662.55	\$1,142,447.12	\$3,265,109.67	\$588,466.69	\$3,791,769.78
201 Scholarships							
5290 Other Transfers							
193. 201-5290-5930-000-00 Donald Robinson - Transfer to Other Acct	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00
TOTAL 5290 Other Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00
TOTAL 201 Scholarships	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00
501 Food Program Fund							
3100 Food Service							
194. 501-3100-5110-000-00 Food Program Salaries	0.00	0.00	24,301.48	14,595.72	38,897.20	(38,897.20)	36,811.26
195. 501-3100-5210-000-00 Food Program Health Insurance	0.00	0.00	2,488.80	1,866.60	4,355.40	(4,355.40)	6,663.05
196. 501-3100-5220-000-00 Food Program FICA/Med	0.00	0.00	1,739.29	1,150.15	2,889.44	(2,889.44)	2,676.76
197. 501-3100-5260-000-00 Food Program Unemployment	0.00	0.00	60.00	0.00	60.00	(60.00)	57.60
198. 501-3100-5280-000-00 Food Program Dental Insurance	0.00	0.00	288.06	144.03	432.09	(432.09)	489.84
199. 501-3100-5281-000-00 Food Program Vision Insurance	0.00	0.00	89.16	44.58	133.74	(133.74)	141.47
200. 501-3100-5610-000-00 Food Purchases	0.00	0.00	12,888.34	0.00	12,888.34	(12,888.34)	25,182.71
TOTAL 3100 Food Service	\$0.00	\$0.00	\$41,855.13	\$17,801.08	\$59,656.21	\$(59,656.21)	\$72,022.69
TOTAL 501 Food Program Fund	\$0.00	\$0.00	\$41,855.13	\$17,801.08	\$59,656.21	\$(59,656.21)	\$72,022.69

South Hero Town School District Expenses All Funds Function and Object Codes

Report # 11828

Account Number / Description	Adopted Budget 7/1/2018 - 6/30/2019	Revised 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	Last Year Period 7/1/2017 - 6/30/2018
GRAND TOTAL	\$3,853,576.36	\$3,853,576.36	\$2,164,517.68	\$1,160,248.20	\$3,324,765.88	\$528,810.48	\$3,865,792.47

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:

VSBA Policy Name & Code	GISU Policy Name & Code	Needs Revision
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
Prevention of Employee Harassment (B5)	Harassment of Employees (D12)	Yes
HIPAA Compliance (B6)	Health Insurance Portability and Accountability Act Compliance (D13)	No
Tobacco Prohibition (B7)	Tobacco Prohibition (E8)	Yes
Education Records (C1)	Student Records (F5)	Yes
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.