

Grand Isle Supervisory Union  
**South Hero School District**  
School Board Regular Meeting  
Thursday, February 7, 2019 at 6 p.m.  
Location: Folsom Education & Community Center

**Agenda**

**Call to Order**

- |                                       |           |
|---------------------------------------|-----------|
| 1. Call to Order (D. Cain)            | 6:00 p.m. |
| 3. Adjust the Agenda                  | 6:01 p.m. |
| 4. Citizens and/or Staff to be Heard  | 6:05 p.m. |
| 5. Consent Agenda (Action)            | 6:15 p.m. |
| a. Approve the minutes from 1/17/2019 |           |
| 6. Reports ( <i>Discussion</i> )      | 6:20 p.m. |
| a. Financial (R. Gess) (Action)       |           |
| b. Superintendent's (M. Clark)        |           |

**Board Business.**

- |  |           |
|--|-----------|
| 7. Approve bills for payment               | 6:35 p.m. |
| 8. Town Meeting preparation                | 6:45 p.m. |
| 9. Money Due from Employees from Datapath  | 7:05 p.m. |
| 10. Principal Contract (Executive Session) | 7:15 p.m. |
| 11. Other                                  |           |

**Closure**

- |  |           |
|--|-----------|
| 12. Setting the next agenda (D. Cain) (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, Jan. 17, 2019**, at 6 p.m.  
 Location: Folsom Education & Community Center

**DRAFT MINUTES**

**Call to Order**

1. Call to order at 6:06 p.m.

Introductions. In attendance:

-Board members: David Cain, Tim Maxham, Bentley Vaughan, Bob Chutter, Melanie Henderson

-Staff: Susan McKelvie, Rob Gess, Julie Pidgeon, David Mills, Christine Vaughn, Helen Bishop,

-Audience: Jim Jones (LCATV), Kari Banas, Maia Skutel Jensen, Isolde Frank, Kaight Althoff, Wendy Horne, Christel Nase, Liese Reagan, Andre Bertmann

2. Adjustment of Agenda

-D. Cain added succession plan to the agenda

3. Public Comments

None.

4. Consent Agenda (Action)

A. Approve minutes from Jan. 3, 2019. T. Maxham requested the minutes of Jan. 3, 2019, be amended on page 2 to change the word "published" to "posted" in the sentence "M. Clark said the warning for Town Meeting must be posted between Jan. 24-Feb. 3." T. Maxham then made a motion to approve the minutes as corrected. B. Chutter seconded the motion. The minutes of the Jan. 3, 2019, meeting were approved as corrected on a voice vote.

5. Reports

A. Principal's (S. McKelvie). S. McKelvie asked the board to consider the conflict between the Feb. 21 *Wizard of Oz* K-4 production and a regularly scheduled board meeting. Due to other conflicts, Ms. Kauffeld was not able to reschedule the play. The board indicated it was flexible on rescheduling its meeting. The board will reschedule its second February meeting to Wednesday, Feb. 20, from Thursday, Feb. 21, 2019, to avoid the conflict with the K-4 play. S. McKelvie received feedback on her report to the town from T. Maxham.

Board Business

6. Approval of Bills for Payment. B. Vaughan moved the board pay bills in Batch 4201 in the amount \$15,038.93. T. Maxham seconded the motion. Approved on a voice vote.

7. Approve FY20 Budget (D. Cain) (Action). R. Gess reported on issues with the state's data that generate the equalized pupil report. R. Gess credited M. Henderson's research with helping bring to the state's attention discrepancies in the state AOE's Average Daily Membership (ADM) count for South Hero. The AOE was only showing 44 high school students from South Hero, while GISU has a count of 66 for South Hero. The state has provided a methodology to calculate the equalized pupil number if a town believes the state's data are in error. R. Gess recalculated the state's number and is confident South Hero's estimated equalized pupil number will be 214.69, with last year being 216.73. The school is looking at \$16,400 spending per equalized pupil. That is a 0.05 percent increase.

D. Cain noted South Hero is spending the same and has about the same equalized pupils, which means the tax rate should go down. It was noted, though, that it would likely be flat because the CLA (common level of appraisal) went down. M. Henderson said she researched that number. In 2014, the houses that sold were sold for less than what they were listed at. That fact brought the 3-year running ratio down. This year, those 2014 numbers are gone and replaced by 2017 numbers, and the 2017 houses sold for more than listed price. As a result, the common level of appraisal was adjusted to reflect the fact that the appraised value is less than the market value.

#### 8. Approve 2019 Annual Meeting Warning

R. Gess distributed the warning. B. Chutter asked if the board needed to revisit the announced tuition rate that was set at the last board meeting. R. Gess said no, that figure is not connected to the equalized pupil data.

R. Gess said the tax rate will be \$1.5782, which is a 0.6 cent reduction or 0.4 percent reduction in the tax rate.

T. Maxham clarified the board is considering whether to approve spending \$3,857,229 for education.

T. Maxham moved the board approve a budget to expend \$3,857,229 for the expenses of the South Hero School District for FY20. B. Vaughan seconded the motion. Approved unanimously on a voice vote.

D. Cain reviewed the board's consideration to ask the town to create a reserve fund for unexpended dollars for the purpose of building maintenance.

T. Maxham moved the board approve the official warning as proposed. B. Chutter seconded the motion. Motion passed unanimously.

The board reviewed D. Cain's draft of a letter to the town about the budget and R. Gess suggested one change.

#### 9. Instructional Time (S. McKelvie) (Discussion)

S. McKelvie presented a detailed overview of the federal, state and supervisory union regulations and policies that inform the schedule. She shared the process the staff is going through this year to review the schedule and ensure Folsom is meeting all requirements for content and minutes.

K. Banas asked if changes in Act 46 and the state's approval of South Hero as an independent district would impact the rules for instructional minutes. S. McKelvie said that it would not. K. Banas said she was concerned about the arts and the loss of French and chorus and arts instructional minutes this year. S. McKelvie said the middle school schedule has different constraints. She said she received feedback

that students would like choice, and she would like to move forward with building in choice into the schedule. She said she is interested in embedding the arts into the core classes.

M. Henderson asked who is on the Data Team that will be looking at data and forming a schedule. S. McKelvie shared the team is in addition to herself, also Shannon Jankowski, special education; Tom Nolan, 5-8 social studies; Kathy Buermann, paraprofessional; Dani Holm, fourth-grade teacher; Conny Thoma, librarian.

The board asked for a timeline for a schedule. S. McKelvie said there would be a workable schedule by the end of the school year. She said the group hopes to have a draft by April vacation.

L. Reagan asked if the specials teachers would still have enough work for full-time positions. S. McKelvie said yes. There was an expression of support for the arts. S. McKelvie said she thinks the requirements for science instruction may change in the future to reflect the greater emphasis on that subject. It was clarified that the words embedding and interdisciplinary are used interchangeably.

10. Succession Planning: D. Cain announced his family will be moving out of South Hero at the end of the school year. He asked the board for feedback on whether he should resign his seat before Town Meeting. D. Cain said he would continue to help, including with Town Meeting and teacher contract negotiations. T. Maxham suggested D. Cain remain on the board until he moves, and the board then appoint someone to fill his position. D. Cain said he is OK with that decision.

**Closure**

11. Setting the next agenda

-Feb. 7 (Thursday): Town Meeting preparation. M. Henderson asked that students attend and present information at Town Meeting. She requested S. McKelvie share SBAC data as well.

-Feb. 20 (Wednesday)

12. Adjourn

The board adjourned at 7:58 PM on a voice vote. B. Chutter moved the board adjourn. D. Cain seconded the motion. Approved on a voice vote.

_____	_____
_____	_____
_____	

# South Hero Town School District

## Expenses All Funds Function and Object Codes

Report # 11647

Statement Code: zFunObj BA

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
<b>001 General Fund</b>							
<b>1100 Instructional</b>							
1. 001-1100-5110-000-00 Instructional-salaries	637,744.00	637,744.00	310,062.84	343,917.00	653,979.84	(16,235.84)	633,070.18
2. 001-1100-5112-000-00 Instructional-substitutes	23,000.00	23,000.00	15,109.50	0.00	15,109.50	7,890.50	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	11,018.62	9,236.15	20,254.77	(3,419.66)	14,707.28
5. 001-1100-5210-000-00 Instructional-group Health	279,165.50	279,165.50	61,853.12	66,048.02	127,901.14	151,264.36	141,020.09
6. 001-1100-5220-000-00 Instructional-fica	51,987.80	51,987.80	24,628.12	27,016.22	51,644.34	343.46	49,275.61
7. 001-1100-5230-000-00 Instructional - Group Life	1,128.96	1,128.96	710.01	0.00	710.01	418.95	1,123.50
8. 001-1100-5240-000-00 Employee Retirement	0.00	0.00	2,550.00	0.00	2,550.00	(2,550.00)	7,573.49
9. 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
10. 001-1100-5260-000-00 Instructional-unemployment Comp.	1,020.00	1,020.00	140.00	0.00	140.00	880.00	806.40
11. 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
12. 001-1100-5280-000-00 Instructional-group Dental Insurance	11,402.07	11,402.07	5,824.78	6,178.47	12,003.25	(601.18)	10,869.13
13. 001-1100-5281-000-00 Instructional-group Vision Insurance	2,829.34	2,829.34	1,543.26	1,685.97	3,229.23	(399.89)	2,714.57
14. 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
15. 001-1100-5320-000-00 Professional Educational Services	0.00	0.00	0.00	0.00	0.00	0.00	40,709.21
16. 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
17. 001-1100-5433-000-00 Instructional-repairs To Equipment	300.00	300.00	0.00	0.00	0.00	300.00	0.00
18. 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
19. 001-1100-5561-000-00 Tuition HS - In State	985,017.05	985,017.05	24,900.00	0.00	24,900.00	960,117.05	924,001.45
20. 001-1100-5566-000-00 Tuition HS - In State Private	68,676.77	68,676.77	7,809.00	7,809.00	15,618.00	53,058.77	92,645.08
21. 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
22. 001-1100-5569-000-00 Tuition - Tech Ctr/Vocational	34,711.00	34,711.00	3,771.42	0.00	3,771.42	30,939.58	44,373.52
23. 001-1100-5580-000-00 Instructional-travel	200.00	200.00	553.16	0.00	553.16	(353.16)	70.68
24. 001-1100-5610-000-00 Instructional-general Supplies	13,750.00	13,750.00	8,008.55	345.93	8,354.48	5,395.52	12,558.45
25. 001-1100-5610-105-00 Literacy Supplies	500.00	500.00	206.28	0.00	206.28	293.72	281.24
26. 001-1100-5610-107-00 Art Supplies	671.00	671.00	833.96	0.00	833.96	(162.96)	891.11
27. 001-1100-5610-109-00 Music Supplies	95.00	95.00	0.00	0.00	0.00	95.00	0.00
28. 001-1100-5610-111-00 Math Supplies	750.00	750.00	260.85	0.00	260.85	489.15	751.81

## 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. 001-1100-5610-113-00 Science Supplies	1,500.00	1,500.00	1,399.98	0.00	1,399.98	100.02	741.44
30. 001-1100-5640-000-00 Instructional-Books	1,000.00	1,000.00	67.95	0.00	67.95	932.05	218.95
31. 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
32. 001-1100-5640-107-00 Art Books	100.00	100.00	0.00	0.00	0.00	100.00	0.00
33. 001-1100-5640-109-00 Music Books	250.00	250.00	164.99	0.00	164.99	85.01	371.24
34. 001-1100-5640-111-00 Math Books	250.00	250.00	3,720.84	0.00	3,720.84	(3,470.84)	59.89
35. 001-1100-5640-113-00 Science Books	500.00	500.00	0.00	0.00	0.00	500.00	0.00
36. 001-1100-5640-115-00 Social Studies Books	1,000.00	1,000.00	446.26	0.00	446.26	553.74	642.08
37. 001-1100-5641-000-00 Magazines/Periodicals	100.00	100.00	0.00	0.00	0.00	100.00	250.00
38. 001-1100-5641-113-00 Science - Magazines/Periodicals	200.00	200.00	194.26	0.00	194.26	5.74	0.00
39. 001-1100-5641-115-00 Social Studies - Magazines/Periodicals	250.00	250.00	162.15	0.00	162.15	87.85	242.00
40. 001-1100-5650-000-00 Instructional-audio-visual Materials	100.00	100.00	0.00	0.00	0.00	100.00	0.00
41. 001-1100-5650-105-00 Literacy - Multi-Media	140.00	140.00	0.00	0.00	0.00	140.00	0.00
42. 001-1100-5650-109-00 Music - Multi-Media	150.00	150.00	0.00	0.00	0.00	150.00	0.00
43. 001-1100-5660-000-00 Instructional-manipulative Devices	120.00	120.00	0.00	0.00	0.00	120.00	0.00
44. 001-1100-5660-105-00 Literacy - Manipulatives	215.00	215.00	0.00	0.00	0.00	215.00	175.00
45. 001-1100-5670-000-00 Instructional-Software Sunscript/License	2,200.00	2,200.00	2,094.75	175.00	2,269.75	(69.75)	2,084.20
46. 001-1100-5681-000-00 Instructional-Technology	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
47. 001-1100-5730-000-00 Instructional-instructional Equipment	0.00	0.00	0.00	0.00	0.00	0.00	38.07
48. 001-1100-5730-109-00 Music Equipment	500.00	500.00	90.49	0.00	90.49	409.51	906.48
49. 001-1100-5730-113-00 Science - Equipment	500.00	500.00	0.00	0.00	0.00	500.00	0.00
50. 001-1100-5730-117-00 Phys Ed Equipment	0.00	0.00	0.00	0.00	0.00	0.00	638.57
51. 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
52. 001-1100-5734-000-00 Instructional-computer Equipment	12,000.00	12,000.00	2,132.00	7,800.45	9,932.45	2,067.55	11,772.02
<b>TOTAL 1100 Instructional</b>	<b>\$2,228,468.60</b>	<b>\$2,228,468.60</b>	<b>\$493,337.30</b>	<b>\$470,402.21</b>	<b>\$963,739.51</b>	<b>\$1,264,729.09</b>	<b>\$2,088,669.82</b>
<b>1123 Universal Access Pre-K</b>							
53. 001-1123-5563-000-00 Tuition - UAPK	40,000.00	40,000.00	19,045.00	58,903.00	77,948.00	(37,948.00)	57,326.56
<b>TOTAL 1123 Universal Access Pre-K</b>	<b>\$40,000.00</b>	<b>\$40,000.00</b>	<b>\$19,045.00</b>	<b>\$58,903.00</b>	<b>\$77,948.00</b>	<b>\$(37,948.00)</b>	<b>\$57,326.56</b>

## 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
<b>1200 Special Education</b>							
54. 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
55. 001-1200-5115-000-00 Special Ed-aides Salaries	100,497.75	100,497.75	63,006.84	77,346.76	140,353.60	(39,855.85)	100,783.94
56. 001-1200-5210-000-00 Special Ed-group Health Insurance	11,250.00	11,250.00	10,950.75	10,950.67	21,901.42	(10,651.42)	15,501.94
57. 001-1200-5220-000-00 Special Ed-fica	7,764.58	7,764.58	4,712.43	5,917.03	10,629.46	(2,864.88)	7,535.52
58. 001-1200-5250-000-00 Special Ed - Workers Comp.	565.00	565.00	0.00	0.00	0.00	565.00	0.00
59. 001-1200-5260-000-00 Special Ed-unemployment Comp.	230.00	230.00	50.00	0.00	50.00	180.00	288.00
60. 001-1200-5270-000-00 Special Ed-course Reimbursement	265.00	265.00	0.00	0.00	0.00	265.00	0.00
61. 001-1200-5280-000-00 Special Ed-group Dental Insurance	0.00	0.00	1,445.04	1,722.23	3,167.27	(3,167.27)	2,315.43
62. 001-1200-5281-000-00 Special Ed-group Vision Insurance	0.00	0.00	331.86	359.16	691.02	(691.02)	334.47
63. 001-1200-5561-000-00 Special Ed-Excess Costs/Tuition	0.00	0.00	476.33	0.00	476.33	(476.33)	0.00
64. 001-1200-5580-000-00 Special Ed-travel	0.00	0.00	1,378.85	0.00	1,378.85	(1,378.85)	0.00
<b>TOTAL 1200 Special Education</b>	<b>\$121,572.33</b>	<b>\$121,572.33</b>	<b>\$82,352.10</b>	<b>\$96,295.85</b>	<b>\$178,647.95</b>	<b>\$(57,075.62)</b>	<b>\$126,759.30</b>
<b>1201 Essential Early Education</b>							
65. 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
66. 001-1201-5220-000-00 Eee-fica	420.86	420.86	0.00	0.00	0.00	420.86	0.00
67. 001-1201-5250-000-00 EEE - Workers Comp.	55.00	55.00	0.00	0.00	0.00	55.00	0.00
68. 001-1201-5260-000-00 Eee-unemployment Comp.	50.00	50.00	10.00	0.00	10.00	40.00	57.60
<b>TOTAL 1201 Essential Early Education</b>	<b>\$6,027.28</b>	<b>\$6,027.28</b>	<b>\$10.00</b>	<b>\$0.00</b>	<b>\$10.00</b>	<b>\$6,017.28</b>	<b>\$57.60</b>
<b>1410 Student Body Activities</b>							
69. 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
70. 001-1410-5120-000-00 Coaches/Refs/AD Stipends/Salaries	4,200.00	4,200.00	1,600.00	0.00	1,600.00	2,600.00	3,700.00
71. 001-1410-5220-000-00 Coaches & Refs FICA	650.25	650.25	122.40	0.00	122.40	527.85	245.58
72. 001-1410-5250-000-00 Coaches & Refs Workers Comp	65.00	65.00	0.00	0.00	0.00	65.00	0.00
73. 001-1410-5337-000-00 Student activities - Programs	4,500.00	4,500.00	1,230.00	0.00	1,230.00	3,270.00	5,049.28
74. 001-1410-5500-000-00 Student Activities- Late Bus	10,000.00	10,000.00	730.00	0.00	730.00	9,270.00	5,244.75
75. 001-1410-5610-000-00 Student Body Activities-general Supplies	500.00	500.00	0.00	0.00	0.00	500.00	566.69
76. 001-1410-5683-000-00 Instructional- Athletic Transportation	3,500.00	3,500.00	1,257.02	0.00	1,257.02	2,242.98	2,243.13

## 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
<b>TOTAL 1410 Student Body Activities</b>	<b>\$27,715.25</b>	<b>\$27,715.25</b>	<b>\$4,939.42</b>	<b>\$0.00</b>	<b>\$4,939.42</b>	<b>\$22,775.83</b>	<b>\$17,109.43</b>
<b>1422 Summer School Program</b>							
77.001-1422-5110-000-00 Summer School Program-Salary	1,200.00	1,200.00	0.00	0.00	0.00	1,200.00	0.00
78.001-1422-5220-000-00 Summer School - FICA	91.80	91.80	0.00	0.00	0.00	91.80	0.00
79.001-1422-5610-000-00 Summer School- Supplies	100.00	100.00	0.00	0.00	0.00	100.00	0.00
<b>TOTAL 1422 Summer School Program</b>	<b>\$1,391.80</b>	<b>\$1,391.80</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,391.80</b>	<b>\$0.00</b>
<b>2120 Guidance Services</b>							
80.001-2120-5110-000-00 Guidance & SAP-salary	67,628.00	67,628.00	31,212.95	36,415.05	67,628.00	0.00	69,208.60
81.001-2120-5210-000-00 Guidance - Health Ins.	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00
82.001-2120-5220-000-00 Guidance -FICA	5,173.54	5,173.54	2,380.90	2,785.75	5,166.65	6.89	5,289.71
83.001-2120-5250-000-00 Guidance- Workers Comp	300.00	300.00	0.00	0.00	0.00	300.00	0.00
84.001-2120-5260-000-00 Guidance-unemployment	65.00	65.00	10.00	0.00	10.00	55.00	57.60
85.001-2120-5280-000-00 Guidance - Dental	1,339.44	1,339.44	625.05	625.05	1,250.10	89.34	1,275.60
86.001-2120-5290-000-00 Guidance-Prof. Development	800.00	800.00	0.00	0.00	0.00	800.00	0.00
<b>TOTAL 2120 Guidance Services</b>	<b>\$78,305.98</b>	<b>\$78,305.98</b>	<b>\$34,228.90</b>	<b>\$39,825.85</b>	<b>\$74,054.75</b>	<b>\$4,251.23</b>	<b>\$75,831.51</b>
<b>2134 Health Services</b>							
87.001-2134-5110-000-00 Health Services-salaries(nurse & asst)	18,348.57	18,348.57	8,162.88	10,792.85	18,955.73	(607.16)	16,086.98
88.001-2134-5210-000-00 Health Services-group Health Insurance	0.00	0.00	8,617.45	8,617.43	17,234.88	(17,234.88)	7,827.36
89.001-2134-5220-000-00 Health Services-fica	1,403.67	1,403.67	470.92	825.66	1,296.58	107.09	1,101.52
90.001-2134-5250-000-00 Health Services-Workers Comp.	172.00	172.00	0.00	0.00	0.00	172.00	0.00
91.001-2134-5260-000-00 Health Services-unemployment Comp.	75.00	75.00	10.00	0.00	10.00	65.00	57.60
92.001-2134-5280-000-00 Health Services-group Dental Insurance	0.00	0.00	240.05	240.05	480.10	(480.10)	244.92
93.001-2134-5281-000-00 Health Services-group Vision Insurance	0.00	0.00	159.75	159.71	319.46	(319.46)	0.00
94.001-2134-5332-000-00 Health Services Assessment	7,889.00	7,889.00	0.00	0.00	0.00	7,889.00	7,219.00
95.001-2134-5580-000-00 Health Services-travel	100.00	100.00	23.20	0.00	23.20	76.80	0.00
96.001-2134-5610-000-00 Health Services-general Supplies	350.00	350.00	296.05	0.00	296.05	53.95	601.33
<b>TOTAL 2134 Health Services</b>	<b>\$28,338.24</b>	<b>\$28,338.24</b>	<b>\$17,980.30</b>	<b>\$20,635.70</b>	<b>\$38,616.00</b>	<b>\$(10,277.76)</b>	<b>\$33,138.71</b>



## 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
<b>2150 Speech Services</b>							
97. 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
98. 001-2150-5115-000-00 Speech Services-aides Salaries	0.00	0.00	0.00	0.00	0.00	0.00	30,492.00
99. 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
100. 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
101. 001-2150-5250-000-00 Speech Services-Workers Comp.	307.00	307.00	0.00	0.00	0.00	307.00	0.00
102. 001-2150-5260-000-00 Speech Services-unemployment Comp.	60.00	60.00	10.00	0.00	10.00	50.00	57.60
103. 001-2150-5280-000-00 Speech Services-group Dental Insurance	930.51	930.51	0.00	0.00	0.00	930.51	841.89
104. 001-2150-5281-000-00 Speech Services-group Vision Insurance	319.26	319.26	0.00	0.00	0.00	319.26	304.06
<b>TOTAL 2150 Speech Services</b>	<b>\$46,181.28</b>	<b>\$46,181.28</b>	<b>\$10.00</b>	<b>\$0.00</b>	<b>\$10.00</b>	<b>\$46,171.28</b>	<b>\$39,969.89</b>
<b>2222 Library</b>							
105. 001-2222-5110-000-00 Library Services-salary	50,233.00	50,233.00	23,184.48	27,048.52	50,233.00	0.00	48,819.80
106. 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
107. 001-2222-5220-000-00 Library Services-fica	3,842.82	3,842.82	1,770.85	2,069.21	3,840.06	2.76	3,608.52
108. 001-2222-5230-000-00 Library - Group Life	0.00	0.00	51.45	0.00	51.45	(51.45)	90.30
109. 001-2222-5250-000-00 Library Services-Workers Comp.	525.00	525.00	0.00	0.00	0.00	525.00	0.00
110. 001-2222-5260-000-00 Library Services-unemployment Comp.	75.00	75.00	10.00	0.00	10.00	65.00	57.60
111. 001-2222-5270-000-00 Library-tuition	800.00	800.00	0.00	0.00	0.00	800.00	1,803.00
112. 001-2222-5280-000-00 Library Services-group Dental Insurance	1,339.44	1,339.44	625.05	625.05	1,250.10	89.34	1,275.66
113. 001-2222-5290-000-00 Library Services-Prof. Development	500.00	500.00	0.00	0.00	0.00	500.00	500.00
114. 001-2222-5610-000-00 Library Services-library Supplies	400.00	400.00	566.75	0.00	566.75	(166.75)	399.81
115. 001-2222-5640-000-00 Library Services-library Books	5,000.00	5,000.00	1,518.72	1,514.07	3,032.79	1,967.21	0.00
116. 001-2222-5640-000-01 Books - misc grant funded	0.00	0.00	0.00	0.00	0.00	0.00	3,634.32
117. 001-2222-5641-000-00 Magazines/Online Subscriptions	500.00	500.00	25.00	0.00	25.00	475.00	187.06
118. 001-2222-5650-000-00 Library Services-av Materials	500.00	500.00	269.98	119.98	389.96	110.04	300.00
119. 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
120. 001-2222-5739-000-00 Library - AV Equipment	1,000.00	1,000.00	0.00	425.35	425.35	574.65	676.27
<b>TOTAL 2222 Library</b>	<b>\$81,187.44</b>	<b>\$81,187.44</b>	<b>\$28,022.28</b>	<b>\$31,802.18</b>	<b>\$59,824.46</b>	<b>\$21,362.98</b>	<b>\$68,562.42</b>

## 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
<b>2310 Board of Education</b>							
121. 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
122. 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
123. 001-2310-5220-000-00 Board Of Ed Services-fica	130.05	130.05	76.50	0.00	76.50	53.55	566.11
124. 001-2310-5290-000-00 Board Of Services- Prof Dev	0.00	0.00	0.00	0.00	0.00	0.00	690.00
125. 001-2310-5300-000-00 Cafeteria Plan	945.00	945.00	0.00	0.00	0.00	945.00	165.00
126. 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
127. 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
128. 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
129. 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
130. 001-2310-5610-000-00 Board Of Ed Services-supplies	200.00	200.00	0.00	0.00	0.00	200.00	106.80
131. 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
<b>TOTAL 2310 Board of Education</b>	<b>\$8,825.05</b>	<b>\$8,825.05</b>	<b>\$7,271.00</b>	<b>\$0.00</b>	<b>\$7,271.00</b>	<b>\$1,554.05</b>	<b>\$14,591.57</b>
<b>2320 Administrative Services - Supervisory U</b>							
132. 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
<b>TOTAL 2320 Administrative Services - Supervisory U</b>	<b>\$244,295.00</b>	<b>\$244,295.00</b>	<b>\$244,295.00</b>	<b>\$0.00</b>	<b>\$244,295.00</b>	<b>\$0.00</b>	<b>\$207,048.00</b>
<b>2410 Principal Services</b>							
133. 001-2410-5110-000-00 Principal Service-salary	97,026.00	97,026.00	60,086.55	41,038.45	101,125.00	(4,099.00)	146,540.61
134. 001-2410-5111-000-00 Principal Svcs- School Home Coordinator	41,200.00	41,200.00	0.00	0.00	0.00	41,200.00	0.00
135. 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
136. 001-2410-5113-000-00 Principal Service-secretary Salary	34,384.49	34,384.49	20,532.45	13,847.55	34,380.00	4.49	33,689.13
137. 001-2410-5117-000-00 Home School Coordinator	0.00	0.00	20,707.26	19,299.14	40,006.40	(40,006.40)	40,275.00
138. 001-2410-5210-000-00 Principal Services-group Health Insuranc	22,126.73	22,126.73	2,851.75	2,851.74	5,703.49	16,423.24	15,748.20
139. 001-2410-5220-000-00 Principal Services-fica	13,281.20	13,281.20	7,721.54	5,675.17	13,396.71	(115.51)	16,689.55
140. 001-2410-5230-000-00 Principal Service-group Life Insurance	252.00	252.00	198.45	0.00	198.45	53.55	300.30
141. 001-2410-5240-000-00 Principal Svcs - Retirement	1,719.22	1,719.22	1,026.64	692.34	1,718.98	0.24	1,684.51
142. 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
143. 001-2410-5260-000-00 Principal Service-unemployment Comp.	200.00	200.00	20.00	0.00	20.00	180.00	115.20

## 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
144. 001-2410-5270-000-00 Principal Svcs.- Course Reimb.	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
145. 001-2410-5280-000-00 Principal Services-group Dental Insuranc	1,861.02	1,861.02	654.25	654.25	1,308.50	552.52	2,220.00
146. 001-2410-5281-000-00 Principal Services-group Vision Insuranc	638.52	638.52	227.90	227.79	455.69	182.83	727.36
147. 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
148. 001-2410-5430-000-00 Principal Svcs.- Copier Svcs.	0.00	0.00	1,496.59	0.00	1,496.59	(1,496.59)	3,803.71
149. 001-2410-5530-000-00 Principal Services-telephone	5,545.00	5,545.00	1,883.10	0.00	1,883.10	3,661.90	8,451.71
150. 001-2410-5531-000-00 Principal Services-internet Access	8,500.00	8,500.00	0.00	0.00	0.00	8,500.00	0.00
151. 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
152. 001-2410-5580-000-00 Principal Services-travel	500.00	500.00	697.37	0.00	697.37	(197.37)	41.44
153. 001-2410-5610-000-00 Principal Services-office Supplies/petty	450.00	450.00	493.89	0.00	493.89	(43.89)	357.67
154. 001-2410-5670-000-00 Principals Svcs - Computer Software	500.00	500.00	0.00	0.00	0.00	500.00	50.00
155. 001-2410-5734-000-00 Principal Svcs.- Computer Equipment	0.00	0.00	0.00	0.00	0.00	0.00	487.50
156. 001-2410-5810-000-00 Dues and Fees	400.00	400.00	576.25	0.00	576.25	(176.25)	727.75
<b>TOTAL 2410 Principal Services</b>	<b>\$235,689.18</b>	<b>\$235,689.18</b>	<b>\$120,173.99</b>	<b>\$84,286.43</b>	<b>\$204,460.42</b>	<b>\$31,228.76</b>	<b>\$275,395.07</b>
<b>2420 Supportive Services - Special Ed Coordi</b>							
157. 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
158. 001-2420-5810-000-00 Dues/Fees/Registration	0.00	0.00	245.00	0.00	245.00	(245.00)	0.00
<b>TOTAL 2420 Supportive Services - Special Ed Coordi</b>	<b>\$251,509.90</b>	<b>\$251,509.90</b>	<b>\$251,754.90</b>	<b>\$0.00</b>	<b>\$251,754.90</b>	<b>\$(245.00)</b>	<b>\$182,499.57</b>
<b>2600 Operation/Maintenance of Plant</b>							
159. 001-2600-5110-000-00 Operation/maint. Of Plant-salaries	84,184.99	84,184.99	51,694.44	36,962.04	88,656.48	(4,471.49)	85,479.16
160. 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
161. 001-2600-5210-000-00 Operation/maint. Of Plant-group Health I	29,149.93	29,149.93	14,460.00	10,760.06	25,220.06	3,929.87	27,083.04
162. 001-2600-5220-000-00 Operation/maint. Of Plant-fica	6,516.65	6,516.65	3,969.98	2,827.60	6,797.58	(280.93)	6,387.37
163. 001-2600-5230-000-00 Operation/Plant - Group Life Ins	0.00	0.00	102.90	0.00	102.90	(102.90)	163.80
164. 001-2600-5240-000-00 Oper/Maint of Plant- Retirement	4,086.68	4,086.68	2,584.74	1,848.11	4,432.85	(346.17)	4,273.94
165. 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
166. 001-2600-5260-000-00 Operation/maint. Of Plant-unemployment C	125.00	125.00	20.00	0.00	20.00	105.00	115.20
167. 001-2600-5280-000-00 Operation/maint. Of Plant-group Dental I	1,924.27	1,924.27	898.00	898.00	1,796.00	128.27	1,342.80

## 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
168. 001-2600-5281-000-00 Operation/maint. Of Plant-group Vision I	319.26	319.26	159.75	159.71	319.46	(0.20)	357.72
169. 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
170. 001-2600-5411-000-00 Oper/Plant - Energy Services- Water	1,800.00	1,800.00	900.00	0.00	900.00	900.00	1,800.00
171. 001-2600-5421-000-00 Operation/maint. Of Plant-garbage Collec	3,200.00	3,200.00	1,940.26	0.00	1,940.26	1,259.74	3,793.74
172. 001-2600-5431-000-00 Operation/maint. Of Plant-grounds - Repa	1,000.00	1,000.00	1,252.89	0.00	1,252.89	(252.89)	2,118.30
173. 001-2600-5432-000-00 Operation/maint. Of Plant-building - Rep	10,000.00	10,000.00	4,481.17	0.00	4,481.17	5,518.83	5,129.53
174. 001-2600-5433-000-00 Oper/maint. Of Plant- Equip/Equip Maint	7,500.00	7,500.00	1,135.09	674.38	1,809.47	5,690.53	7,284.46
175. 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
176. 001-2600-5610-000-00 Oper/maint. Of Plant-Custodial Supplies	7,000.00	7,000.00	3,223.17	0.00	3,223.17	3,776.83	8,020.49
177. 001-2600-5622-000-00 Operation/maint. Of Plant-Electricity	34,000.00	34,000.00	12,185.00	0.00	12,185.00	21,815.00	19,413.44
178. 001-2600-5624-000-00 Operation/maint. Of Plant-Energy Service	18,200.00	18,200.00	8,383.36	0.00	8,383.36	9,816.64	42,444.14
179. 001-2600-5710-000-00 Operation/maint. Of Plant-improvements	2,500.00	2,500.00	1,395.00	1,582.00	2,977.00	(477.00)	440.00
180. 001-2600-5730-000-00 Operation/Maint of Plant- Equipment	0.00	0.00	190.99	0.00	190.99	(190.99)	367.95
<b>TOTAL 2600 Operation/Maintenance of Plant</b>	<b>\$216,396.78</b>	<b>\$216,396.78</b>	<b>\$111,045.49</b>	<b>\$55,711.90</b>	<b>\$166,757.39</b>	<b>\$49,639.39</b>	<b>\$218,731.88</b>
<b>2700 Transportation Services</b>							
181. 001-2700-5332-000-00 Bus Service from SUJ	97,120.00	97,120.00	97,120.00	0.00	97,120.00	0.00	92,658.50
182. 001-2700-5519-000-00 Vehicle Operation Services-contracted Sv	0.00	0.00	0.00	0.00	0.00	0.00	37.45
<b>TOTAL 2700 Transportation Services</b>	<b>\$97,120.00</b>	<b>\$97,120.00</b>	<b>\$97,120.00</b>	<b>\$0.00</b>	<b>\$97,120.00</b>	<b>\$0.00</b>	<b>\$92,695.95</b>
<b>3100 Food Service</b>							
183. 001-3100-5260-000-00 Food Svc Unemployment	0.00	0.00	0.00	0.00	0.00	0.00	57.60
184. 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
<b>TOTAL 3100 Food Service</b>	<b>\$26,218.25</b>	<b>\$26,218.25</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$26,218.25</b>	<b>\$57.60</b>
<b>5200 Long Term Debt</b>							
185. 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
186. 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
<b>TOTAL 5200 Long Term Debt</b>	<b>\$114,334.00</b>	<b>\$114,334.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$114,334.00</b>	<b>\$230,910.84</b>
<b>5210 Other Outlays and Adjustments</b>							

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

Report # 11647

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
187. 001-5210-5320-000-00 Prior Period Expenditure Adjustment	0.00	0.00	0.00	0.00	0.00	0.00	58,065.00
<b>TOTAL 5210 Other Outlays and Adjustments</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$58,065.00</b>
<b>TOTAL 001 General Fund</b>	<b>\$3,853,576.36</b>	<b>\$3,853,576.36</b>	<b>\$1,511,585.68</b>	<b>\$857,863.12</b>	<b>\$2,369,448.80</b>	<b>\$1,484,127.56</b>	<b>\$3,787,420.72</b>
<b>201 Scholarships</b>							
<b>5290 Other Transfers</b>							
188. 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
<b>TOTAL 5290 Other Transfers</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,000.00</b>
<b>TOTAL 201 Scholarships</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,000.00</b>
<b>501 Food Program Fund</b>							
<b>3100 Food Service</b>							
189. 501-3100-5110-000-00 Food Program Salaries	0.00	0.00	17,271.28	21,625.92	38,897.20	(38,897.20)	36,811.26
190. 501-3100-5210-000-00 Food Program Health Insurance	0.00	0.00	1,244.40	3,111.00	4,355.40	(4,355.40)	6,663.05
191. 501-3100-5220-000-00 Food Program FICA/Med	0.00	0.00	1,235.07	1,654.37	2,889.44	(2,889.44)	2,676.76
192. 501-3100-5260-000-00 Food Program Unemployment	0.00	0.00	20.00	0.00	20.00	(20.00)	57.60
193. 501-3100-5280-000-00 Food Program Dental Insurance	0.00	0.00	192.04	240.05	432.09	(432.09)	489.84
194. 501-3100-5281-000-00 Food Program Vision Insurance	0.00	0.00	59.44	74.30	133.74	(133.74)	141.47
195. 501-3100-5610-000-00 Food Purchases	0.00	0.00	10,139.98	0.00	10,139.98	(10,139.98)	25,182.71
<b>TOTAL 3100 Food Service</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$30,162.21</b>	<b>\$26,705.64</b>	<b>\$56,867.85</b>	<b>\$(56,867.85)</b>	<b>\$72,022.69</b>
<b>TOTAL 501 Food Program Fund</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$30,162.21</b>	<b>\$26,705.64</b>	<b>\$56,867.85</b>	<b>\$(56,867.85)</b>	<b>\$72,022.69</b>
<b>GRAND TOTAL</b>	<b>\$3,853,576.36</b>	<b>\$3,853,576.36</b>	<b>\$1,541,747.89</b>	<b>\$884,568.76</b>	<b>\$2,426,316.65</b>	<b>\$1,427,259.71</b>	<b>\$3,861,443.41</b>

# Superintendent's Report

## February 2019

### **Budgets**

All of the district boards have approved their FY 20 Budgets. This was a challenging process this year as some of the information the state typically provides was delayed or non-existent. Please read about the equalized pupil/SLDS process below for a detailed example. The boards did good work and the proposed budgets are responsible. The estimated impact on individual town tax rates is generally pretty positive. I will be working with principals, Rob, and local boards to put together budget presentations and flyers this month.

### **Equalized Pupil/SLDS**

The Agency of Education implemented a Statewide Longitudinal Data System to track important educational data this fall. The rollout of the SLDS has not been smooth and getting the GISU data into the system has been a challenge. Many Supervisory Unions and School Districts across the state have had similar problems. One result of the new SLDS system has been that our Average Daily Membership data which is used to calculate our number of Equalized Pupils has been inaccurate. Most of the inaccuracies have been a result of the data provided by the school districts we pay tuition to. The GISU has had to track down and match up every student in the supervisory union on the SLDS report with tuition bills and our own internal documents, and then coordinate with the schools we partner with to get accurate data reported to, and confirmed by the AOE. This process has been very labor intensive and has required a large time investment by GISU staff. We are getting close to having all students accounted for. As of 1/31/2019, we have about 14 students we are still working with tutoring districts to resolve.

### **Negotiations**

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

### **Director of Student Services**

At its meeting on January 24, 2019, the GISU Board offered Michele Weaver a two-year contract to be the GISU Director of Student Support Services. Michele has accepted the position. Michele has done an excellent job this year as the interim Director of Student Support Services and I'm pleased she will be joining the GISU team on a permanent basis.

### **District Nurse**

Angela Voerman has resigned her position as the GISU district Nurse. We are currently looking for a replacement. However, based on school quality standards, schools are required to have one licensed School Nurse for every 500 students. I have written the AOE to explain the situation GISU is in and have requested a waiver of this requirement while we conduct the

search. Additionally, I have reached out to Kit Daniels, a former GISU School Nurse, and she has agreed to serve temporarily as our District Nurse in a part-time capacity while we conduct the search. I'll keep you posted as we make progress.

### **Residency Verification Process**

Residency Verification forms were sent from the GISU office on January 4, 2019. The forms were due back to the GISU office on January 31, 2019. While we have received many forms back and we also have many families who have not returned the forms. We will do a second mailing in early February.

### **Data Path/Money Due**

Megan DeVinny and I have been working with DataPath regarding claims by DataPath that some employees have received overpayments of their HRA program. Originally the DataPath report had over \$20,000 of overpayments, however, Megan and I have worked with DataPath to get this list down to about \$4,000 in overpayments. I will be talking with individual boards about how they would like me to proceed with this issue at each board's local meeting in February.

### **Weather Decisions**

Winter is in full swing. One of the most challenging roles of the Superintendent is to make the decision to have or cancel school because of weather. Most of the time someone disagrees with the decision no matter which way you go. When I get a telephone call from someone upset because we closed, or didn't close, I share with them the process I use for making that decision and it often helps people feel better about the decision. That process is below

- The night before look at the weather forecast to see if there is a potential storm
- The morning of the storm:
  - Usually, wake up between 3:00 a.m. and 4:00 a.m. and look at the radar loop (NWS) to see what the storm is doing and what it is forecast to do.
  - Wake up at 4:30 a.m. and look at the radar loop again
  - Look at the NOAA hour by hour forecast
  - Between 4:45 a.m. and 5:00 a.m. call the different road crews throughout the Islands to find out what the actual on road conditions are and begin to talk about a plan.
  - At 5:00 a.m. talk with the bus company to get their feedback about if they feel it is safe to have school
  - By this time I am also likely communicating via email with the Franklin, Chittenden, and Addison county Superintendents about the plans of surrounding school districts.
- Make the decision
- If the decision is to close or delay:
  - Notify the bus company
  - Notify the media for each of the districts
  - Send the Blackboard Connect dialer information
  - Notify surrounding school district superintendents
  - Send an email to the principal's and administrative team regarding the decision
- If the decision is to stay open:
  - Send an email to the principals, bus company and administrative team regarding the decision

As you can see the process is a time consuming collaborative process in which you have to make a decision before 5:30 a.m. predicting weather and road conditions that will be taking place a couple of hours later.

**Integrated Field Review**

The GISU is participating in the integrated field review process which is a part of the AOE's continuous improvement program. Every supervisory participates in the IFR process every third year. Teachers from other schools and staff from the Agency of Education will visit all of our schools on February 13, 2019, and using a series of protocols will provide feedback about things we are doing well in the schools as well as things we need to improve.

**Status of Moving the GISU Office**

At its January 24, 2019 meeting the GISU Board voted unanimously to move forward to accept the offer from the CIUUSD to use two classrooms at the Grand Isle School for the GISU office beginning next school year. The CIUUSD has agreed to use transition grant funds to renovate the space and will only charge the GISU the cost associated with utilities. The CIUUSD Board will finalize the agreement at an upcoming meeting and the GISU Board will need to give final approval and sign off on the agreement at its March meeting.

**Six Month Status Report**

I'd like to thank the GISU community for allowing me to be your superintendent for the last six months. I have attached a document which I created when I began work in August/September. This document included the work that I thought the SU would want the superintendent to do in 90 days and for the remainder of the year. I have now updated the document to include the progress which has been made on that work.

Thank you for the work you do to support education throughout the Islands.



Draft of Potential Responsibilities of Superintendent

90 Day	Interim	Permanent
<p><b>DSS Hiring</b> One year completed in August</p> <p>Permanent Complete with Board Approval on 1-24-2019</p>	<p><b>Evaluations</b></p> <p>The evaluation process for Administrators has been established. An initial meeting has been held. Mid-year meetings will be held at the end of January/beginning of February</p>	<p>See Job Description</p>
<p><b>FY 17 Audit</b> Audit Completed and Presented at November Meetings</p> <p>Corrective Actions submitted to the AOE</p> <p>On-going monitoring</p>	<p><b>Mentor DSS</b></p> <p>We have contracted with Megan Roy the DSS for the Champlain Valley School District to work directly with Michele Weaver.</p> <p>I continue to connect with Michele on a regular basis to provide guidance</p>	<p>Launch CIUUSD</p>
<p><b>Day to Day Operations and Decisions</b></p> <p>This is an ongoing process</p>	<p><b>Smooth FY 18 Audit process</b></p> <p>The FY 18 process has begun. We Continue to monitor. This will be a significant focus in February and March</p>	<p>Technology Plan</p>
<p><b>Plan and Facilitate the Opening Inservice</b></p> <p>Completed in August</p>	<p><b>Communications Plan</b></p> <p>I am focused on helping boards develop a plan for communicating about their budget.</p>	

<p><b>New Teacher Completed in August</b></p> <p>Need to develop a more robust Teacher Mentoring Program</p>	<p><b>Close GI/NH/ILM</b></p> <p>Draft of a plan in place need to focus some more time and resources on this in February and March.</p>	
<p><b>Contracts and MOUs</b></p> <p>Completed and on track for the 2018-2019 school year. Ongoing as new hires are brought on board</p>	<p><b>Open CIUUSD</b></p> <p>Start of a plan and many processes are in place. Need to formalize the plan</p>	
<p><b>Initiate the GI/NH/ILM Closing Plan</b></p> <p>Draft of a plan in place need to focus some more time and resources on this in February and March.</p>	<p><b>Navigate any SU Configuration Challenges</b></p> <p>The state board plan did not include configuration challenges for GISU. I continue to work with all boards to encourage confidence in the work of GISU and the value of our current configurations.</p>	
<p><b>Initiate the CIUUSD Opening Plan</b></p> <p>Start of a plan and many processes are in place. Need to formalize the plan</p>	<p><b>Provisional License Progress Report</b></p> <p>This report is due later in the spring. All employees who are on provisional licenses have been reminded of their role in this process.</p>	
<p><b>GISU Budget Draft</b></p> <p>Budget created and approved</p>	<p><b>Budget Approvals</b></p> <p>All budgets have been adopted by their local board despite significant challenges at the state level in providing accurate equalized pupil data. I will be working with boards in February to craft the information necessary for communities to understand their budgets.</p>	

<p><b>Be aware of potential SU Configuration Challenges</b>          Navigating this process. A more formal plan will be shared at the 1/24/2019 GISU Board Meeting.</p>	<p><b>In-service Planning</b>          This is ongoing and on track. Megan Grube and I are beginning to look at what is necessary for next year.</p>	
<p><b>Begin Implementation of Human Resource Audit Recommendations</b>          This project has been on the back burner small pieces have been started.</p>	<p><b>Transition for PowerSchool Finance System</b>          Rob is sharing information about this at the 1/24/2019 GISU meeting. We believe this project will require short term support. Rob and I will be talking about how to adjust existing funds within the GISU budget to cover the additional expenses of working with a consultant.</p>	
<p><b>Open Meeting Lawsuit</b>          This has been ruled on in favor of the GISU and its member districts.</p>	<p><b>Unified Chart of Accounts</b>          Rob is sharing information about this at the 1/24/2019 GISU meeting. We believe this project will require short term support. Rob and I will be talking about how to adjust existing funds within the GISU budget to cover the additional expenses of working with a consultant.</p>	
<p><b>HRA Reconciliation</b>          We have worked diligently on this to resolve both the issues with money that was owed to employees as well as employees who have been overpaid and owe GISU money. The original money due to the GISU report showed more than \$21,000 worth of overpayments as of 1/24/2019 we are down to \$4,023 of money due from</p>	<p><b>Integrated Field Review</b>          Megan Grube is the lead on this project. Training of local teams have happened. This project is on track. The visiting IFR team will be at GISU on February 13, 2019.</p>	

<p>employees to GISU. This will be a conversation for local boards at their February Meetings. The overpayments are caused by confusion between our HRA providers and the transition from Future Planning to DataPath</p>		
<p><b>Provisional License Applications</b></p> <p>These are complete for the 2018-2019 school year. There is a progress report due in the spring of 2019</p>	<p><b>ESSA Report Cards</b></p> <p>More work is needed.</p>	
<p><b>Open enrollment</b></p> <p>Complete</p>	<p><b>Board Professional Development (CIUUSD Policy Governance)</b></p> <p>The CIUUSD Board elected not to pursue Policy Governance</p>	
<p><b>First Day of School</b></p> <p>Complete</p>	<p><b>Direct Corrective action plans</b></p> <p>Progress on our Corrective Action Plans continues to be made. This is a frustrating process as we often encounter missing information, data, and documentation from work that happened in prior years.</p>	
<p><b>School Safety Updates</b></p> <p>Each school has a plan. We have had an SU Meeting with just Administrator and have also had a meeting with Sherrif Allen. Schools have also met individually with Sherrif Allen. Many new security measures have been</p>	<p><b>Continuous Improvement Plan</b></p> <p>We have been monitoring on our 2018-2019 Continuous Improvement Plan We are beginning our process to develop our 2019-2020 plan.</p>	

<p>installed at schools using grant funds.</p>	<p>We will need to present to the GISU board at its March meeting as a requirement of the grant process.</p>	
<p><b>Work with the DMG</b></p> <p>CIUUSD has concluded its existing work with DMG. We are exploring some possible short term opportunities to continue our work with DMG</p>	<p><b>Consolidated Federal Grants Program</b></p> <p>We continue to manage our Consolidated Federal Grants. I shared that in FY 17 there was a double payment of grant funds for quarter 3 title 1 and title 2 funds. This resulted in an overpayment to the GISU and member districts. This overpayment was corrected by the AOE withholding funds from our FY 18 Quarter 4 release.</p> <p>We are in the process of submitting grant amendments</p>	
<p><b>Staff Communication</b></p> <p>I have continued to regularly be in schools on a regular basis. Email communications have gone to employees as needed. Moving forward I would like to improve regular electronic communication</p>	<p><b>Office Space</b></p> <p>I have done a significant amount of work on this project and have a proposal for the GISU board from the CIUUSD board. The proposal is financially responsible and can be paid for using CIUUSD transition Grant Funds. The project brings the GISU staff from 3 locations to one.</p>	
	<p><b>Negotiations</b></p> <p>This process is underway. There are three unions to negotiate with. GISU Teachers, CIUUSD Support Staff, and Alburgh Support Staff.</p>	

	NEW CHALLENGES BELOW	
	<p><b>SLDS-Statewide</b>  Longitudinal Data System  This is a new system implemented by the state for data collection. The roll out of the system has been in-effective. Support has been reactive as opposed to proactive. An example of the challenges imposed by this system is the equalized pupil count which should be provided by the AOE and instead, we have had to estimate this year for budgeting purposes. GISU has met the deadlines for submitting our data however it has required significant resources in the way of time for GISU personnel. This will continue to be a significant project moving forward.</p>	
	<p><b>Residency Verification Process-</b>  As the year has progressed it became clear that we had an immediate need to update our residency verification and tracking process. The boards approved an approach to residency verification and we have begun the process. We are receiving verification forms back and the due date for parents to return form is January 30, 2019. We anticipate having to send a second mailing. The issues with the SLDS and Equalized pupils could not have been addressed if we had not already begun the process of residency verification.</p>	

	<p>State and Federal Testing  We are beginning to prepare for the statewide testing which is an annual need every spring.</p>	
	<p><b>RFP Process for Food Service and Transportation</b>  These are two significant RFP processes which need to begin at the end of January/beginning of February.</p>	