

Grand Isle Supervisory Union
South Hero School District
School Board Regular Meeting
Thursday, September 15, 2022 at 6 p.m.
Location: Folsom Education & Community Center

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(US) +1 615-965-4924 PIN: 242 902 215#

Agenda

Call to Order

- | | |
|---------------------------------------|-----------|
| 1. Call to Order (B. Chutter) | 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) | 6:10 p.m. |
| a. Approve the minutes from 8/18/2022 | |
| b. New Hire Jen Lyon-Horne–Guidance | |
| 5. Reports (<i>Discussion</i>) | 6:15 p.m. |
| a. Financial (R. Gess) (Action) | |
| b. Superintendent's (M. Clark) | |
| c. Principal (S. McKelvie) | |

Board Business.

- | | |
|--|-----------|
| 6. Approve bills for payment (B. Chutter)(Action) | 6:45 p.m. |
| 7. VEHI & VSBIT proxy (B. Chutter)(Action) | 6:50 p.m. |
| 8. Appointment of board member replacement process (B. Chutter)(Discussion, possible Action) | 6:55 p.m. |
| 9. Review Draft of Building Use Communication (B. Chutter)(Discussion, possible Action) | 7:05 p.m. |
| 10. Brown request (M. Clark)(Action) | 7:15 p.m. |
| 11. Tuition Lawsuit Settlement (Executive Session) | 7:20 p.m. |
| 12. Other | 7:45 p.m. |

Closure

- | | |
|--|-----------|
| 13. Setting the next agenda (Discussion) | 7:50 p.m. |
| 14. Adjourn | 7:55 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, Aug. 18, 2022, at 6 p.m.
Location: Folsom Education & Community Center
Google Meet: meet.google.com/cvw-dvzi-tac
or by phone (US) +1 615-965-4924 PIN: 242 902 215#

MINUTES

Call to Order & Introductions

1. Call to order at 6:01 p.m. (B. Chutter)

Introductions. In attendance:

- Board members: Bob Chutter, Whitney Doremus, Jen Lyon-Horne, Tim Maxham, Nathaniel Kouns
- Staff: Susan McKelvie, Michael Clark, Rob Gess, Julie Pidgeon
- Audience: Jim Jones (LCATV), Heather Crist Paley

2. Adjustment of Agenda

None.

3. Public Comments

T. Maxham expressed appreciation to the town for grading and preparing the parking lot.

4. Consent Agenda (Action)

- A. Approve minutes from July 21, 2022. B. Chutter requested two changes to the minutes. The first change was to 4A, correcting the motion passed on a voice vote, "3-2," to the motion passed on a voice vote, "3-0." Second, the minutes in section 5A were changed to note the "small schools grant has returned to the budget and there will no longer be a surplus," rather than "the small schools grant will end with FY22." Chutter moved to approve the minutes of the July 21, 2022, meeting as amended. N. Kouns seconded the motion. Approved unanimously on a voice vote.

5. Reports

- A. Financial (R. Gess) (Action). R. Gess reviewed his initial budget-to-actual report for FY23. He noted he has found several errors because of the transition to a new chart of accounts. He cited several changes in line items; for example, instructional salaries used to be one line item and now are three line items. The new chart makes distinctions based on job assignment and grade level, among many other changes. He noted the complexities comparing what was budgeted on the old chart of accounts to how it is accounted for in the new chart system. T. Maxham made a motion that the board

received and reviewed the financial report #16001 of Aug. 10, 2022. Kouns seconded the motion. Approved unanimously on a voice vote.

- B. Superintendent's (M. Clark): Clark reviewed his report. He shared that the district has transitioned to its new web server and site design. The district will be able to offer an App that is customized to each school to improve school-home communication. He said GISU still has some open positions, but he does not feel the district is in terrible shape compared to some other districts in the state. B. Chutter asked about plans for providing professional development for the new curriculum. Clark said the new instructional coaches will be helping curriculum director Megan Grube with those launches of Wit & Wisdom, Geodes and a math pilot. J. Lyon-Horne said the app is easy to download and fast.
- C. Principal's (S. McKelvie): McKelvie referred the board to her written report and said staff is getting ready for the start of school on Aug. 31. B. Chutter asked about student numbers and if she had any concerns about class sizes. McKelvie said the two biggest groups are first grade and eighth grade at 19, and she will provide the breakdown in September after school resumes.

Board Business

6. Approval of Bills for Payment. B. Chutter asked about Batch 10740 regarding an ESSER reimbursement to the GISU. Gess said it was one of the original purchases done during the pandemic and incorrectly coded to South Hero. The district paid for the purchase and is now being reimbursed. B. Chutter made a motion to pay the bills in Batch #10740 of FY23 totaling \$37,491.51, and Batch #10741 of FY22 totaling \$12,854.47. N. Kouns seconded the motion. Approved unanimously on a voice vote.

7. Tuition Waiver Request: B. Chutter referred the board to a written request from Heather Paley to waive tuition for part of the school year for her two, sixth-grade children, who will be South Hero residents at the start of the year, but who will be moving to Grand Isle during the year. Chutter said that in the past, the board has waived tuition for families that move during the school year. Chutter also noted the students would be counted in the school population ADM. Chutter said he is in favor of granting this waiver request to avoid disruption for the students. Lyon-Horne concurred. Other board members indicated their support, and Maxham noted the family's stated desire for the children to attend Folsom as tuition-paying students in 7th and 8th grade. Chutter moved that the board grant a waiver for Jackson and Charlie Paley to be students at Folsom for the 2022-23 school year without paying tuition because they will be residents of the town for part of the school year. Maxham seconded the motion. Approved unanimously on a voice vote.

8. Update on Community Engagement (Building Use): Kouns shared ideas for communication to the community, including thanking the community for their support and reminding the community they can use the building and how they do that. He also recommended the board publicize the

new App. He shared that there is a lot of interest in using the gym for recreation in the winter. Chutter asked McKelvie the best way for the community to reserve the building. McKelvie said people can call the office. She said the school asks for an individual to be responsible for the building to ensure it's well cared for when in use. She noted the building was used this summer for the Cider antique show and the Clarence De Mar 5K. She said it would be great to put information on building use on the website, too. Kouns said he would send a draft to McKelvie and Chutter to review. Chutter asked for it to be included in the agenda packet. Chutter asked how someone becomes a building watcher. McKelvie said there is a form to fill out, and it's helpful for the school to have a contact person. She said the building watcher typically comes in before the event and meets with Sue McNayr to familiarize themselves with the facility. She noted there is a fee structure, and she often waives fees for charitable organizations. She said it would be great to have the community using the building more frequently. Chutter noted that the town contributes to the upkeep of the building, so it makes sense to waive fees for community groups.

9. School Safety Plan: Clark introduced the topic by saying Folsom School has a safety plan, and district leaders undergo training that goes into developing the plan. The superintendent and principals met earlier in the month with Sheriff Allen to review safety procedures. Folsom also had a safety audit with VSBIT earlier in August. Next week, the superintendent and principal will meet with the South Hero fire chief and Grand Isle sheriff to walk through the building and review safety. Clark said the school may conduct a bigger safety drill this year. The district leaders have incident command training in the fall, and there is a safety conference in November.

McKelvie shared a presentation on Folsom's Emergency Response Plan. She started by saying safety is a top priority for her as the building administrator and has many components. She noted the school also has many safety rules that are not in the Emergency Response Plan; she cited as an example rules for safe play on the playground equipment or safe use of kitchen equipment. She focused her presentation on response to a crisis. She shared the general plan but noted the plan is not public because it contains information that could compromise the safety of students in the event someone who intended harm had access to the information. The safety plan is updated annually or more often if needed. The plan contains protocols, procedures, diagrams, and confidential contact information unique to Folsom. She said the [Vermont School Safety Center](#) is a resource for schools to create emergency response plans. It contains comprehensive information, including the Vermont School Crisis Guide template, which is what Folsom uses to guide its plan. The components of the plan are prevention, preparation, response (live incident) and recovery (post incident). She reviewed several protocols and practices for Prevention, including the front door buzzer, visitor sign in, and safety for the bus. She noted that during the Covid pandemic, doors were open more often for ventilation. The outside doors will be locked during the school day this year. However, she noted that there are times when the doors are opened, such as entering in and out for recess, and the school will not lock students into the building for the entire school day. Under Preparation, the school conducts safety drills and provides training to students and staff, including training in the use of a bleed kit

in the event of a gunshot wound. The school also has plans in place for a building relocation. In the Response part of the plan, there are multiple scenarios and action steps. She said in her experience, live incidents do not often fit the scenarios. The principal determines whether to call 911 or address it first in the building. If a 911 call is made, the superintendent, sheriff and fire department are notified and respond immediately. McKelvie said the school has done the prevention and preparation work in the safety plan, so she knows what to expect from police and fire if she does need to make a 911 call. She also said the principal or designee has a direct line to the sheriff. The first priority is student safety and staff safety. She reviewed some of the processes she might follow in certain situations, such as a medical emergency. She reviewed in general terms the protocols for an armed individual attempting to access the building or active shooter. The highest priority is to get law enforcement to the building as quickly as possible. She said regionally, Vermont's law enforcement has already predetermined a chain of command in an emergency. In sum, McKelvie said the school is fully prepared to respond to an emergency. The final part of the plan is Recovery and includes information such as communication to staff, families, community and media, debriefing the school safety team, and anticipating next steps. Superintendent Clark is the designated communication contact with the community.

Kouns and Chutter expressed appreciation to McKelvie for the thoroughness of the report. Kouns expressed interest in how the school talks with children in an age-appropriate manner about safety. McKelvie said the preparation for students is age-appropriate and comes from their teachers in the classrooms. Chutter said he agrees with McKelvie's determination to have educators prepare students. Doremus asked how frequently teachers go through training, and how often the school holds drills. McKelvie said there is a monthly drill schedule for fire and lockdown. She said the school plans to do a relocation drill this year. She said staff training is the drill practice and during inservices. In response to a question from Doremus, McKelvie said the state directs the required safety training. Maxham shared that it is not possible to anticipate every situation, but planning is good, and Grand Isle County is known for mutual aid. Chutter said it would be helpful to share the presentation with the community.

J. Lyon Horne left the meeting at 7:18 p.m.

10. Other

Doremus shared that she may miss the October and November meetings because she is expecting a child in October.

Closure

11. Setting the next agenda

-Sept. 15, 2022: Enrollment; VEHI and VSBIT designees for the annual meeting

12. Adjourn

N. Kouns made a motion to adjourn and T. Maxham seconded the motion. The board adjourned at 7:40 p.m. on a 4-0 voice vote (Chutter-yes, Maxham-yes, Kouns-yes, Doremus-yes, Lyon-Horne-absent)

**South Hero School District
 FY 2023 Summary Financial Status - Unaudited
 As of: 09/01/22**

	Adopted Budget	Revised Budget	As of 9/1/22	Encumbrances	Spent and Encumbered	Budget Remaining	Percentage Spent/Encumbered So Far This Year	Percentage Spent/Received Expected (TBD)	Capital Projects Fund	
Revenues	4,273,851	-	-			4,273,851	0.0%			
Expenses	4,273,851	-	497,946	22,454	520,400	3,753,451	12.2%		Starting Balance	324,500
Subtotal	-	-	(497,946)						Expenditures	
Balance Brought Forward	-	-								
	-	-	(497,946)							

NOTES:

This includes bills, payroll and revenue though August 31, 2022. Accounts payable as reflected in tonight's warrant are not included in the amount above.

Revenue

Expenses

Other

The summer has been extremely busy time for the business office. The updating of payroll earning codes for the SU in the accounting system was much more complexed than expected. The summer P-EBT data file was uploaded to the AOE on August 21st. Eligible families should see the benefit added to their cards by the end of September. The SU joined "Sourcewell", a nationwide purchasing cooperative. The SU and member districts will now be able to take advantage of already negotiated contracts for everything from school supplies to HVAC equipment.

Superintendent's Report

August 2022

Prepared by Michael J. Clark

16 August 2022

There is only a little more than two weeks before students return to school. All of the schools are putting the finishing touches on their buildings and will be ready to welcome back students, faculty, staff, and community. In-service planning is coming together and we expect a strong start to the school year. This is a great time of year in education! Everything is fresh and it truly seems possible that we can ensure all members of the GISU learning community are curious, creative, courageous, and capable of pursuing their aspirations in a diverse and ever changing world.

You will notice that I am changing the format of the monthly superintendent's report and will strive to share information with the board every month that highlights how we are making progress towards our priority areas and goals.

Academic Proficiency for All

Goal: By June 2024: 75% of students proficient in ELA and Math; 100% of students showing growth especially students belonging to historically marginalized groups.

Our inservice training includes time for teachers to continue training on Wit and Wisdom, Geodes, and the Math Pilot.

I'm pleased to welcome our new instructional coaches; Sam Bowers and Jen O'Neill. The coaches have been working throughout August to help plan for the coming year and have had a role in planning inservice. Jen will lead the implementation of the Wit and Wisdom program and Sam will lead the Math Pilot.

Effective and Responsive Systems of Supports For All Students

Goal: By June of 2025, consistent, effective, and responsive systems of support are implemented across the GISU to ensure 100% of students access equitable and inclusive core instruction and the academic and social-emotional supports needed for their success.

GISU and our member districts have had a busy summer creating incredible summer programming and supporting the opportunities provided by other Island programs. We are working on creating an extensive report detailing how many students participated in summer programming. We have also provided opportunities for families to share their summer

programming experiences which will also be shared in the report.

We have done work on getting our new special education evaluation team up and going. The team is also preparing to share with faculty/staff, students, families and the community the details of how the evaluation team will do its work and support students.

Inclusive and Equitable Learning Environments For All

Goal: By June of 2025, GISU will demonstrate measurable growth on key indicators of equity as measured by a second administration of an equity audit and student, staff, and community perception surveys.

This month we met with Inner Space, a local group that has done equity work throughout Vermont and have begun to talk about what is necessary to have them perform an equity audit. The next step is to continue to work with Inner Space and include the full instructional leadership team.

Central office instructional leaders and two board chairs participated in an Abenaki Cultural Competency training in Swanton this August. The training was very informative and shared parts of Vermont history that most are not aware of. This is a first step preparing for more educational opportunities to teach about Abenaki Culture in the schools. There is a plan for all administrators to participate in the cultural competencies training in the fall and for all educators to also receive training prior to our Indigenous Peoples day celebration.

Robust Educator Support System

Goal: By 2025, increase teacher retention, preparation, and supports to increase teacher sense of self-efficacy and ensure that our students with highest needs have the most highly qualified educators working with them

Hiring is going reasonably well throughout the Islands. Most professionally licensed positions that we planned to fill are filled. We do still have a number of non-licensed positions which will need to be filled. In the meantime plans are being made to support students while we continue to work to fill these positions.

Strong and Efficient Technology, Finance, and Facilities Infrastructure

*Goal:
By 2025, implement state mandated infrastructure across tech, finance and facilities that enables the flexibility to keep pace with technological and instructional innovations and student needs eg. Capital Improvement plan, SU Wide Technology Plan, Upgraded Accounting platform, etc.*

It has been a busy summer. All computer devices have been cleaned, inventoried, and restored.

The conversion to the new chart of accounts has been more extensive than expected but we continue to make progress.

All of the administrators participated in a school safety training with Sheriff Allen.

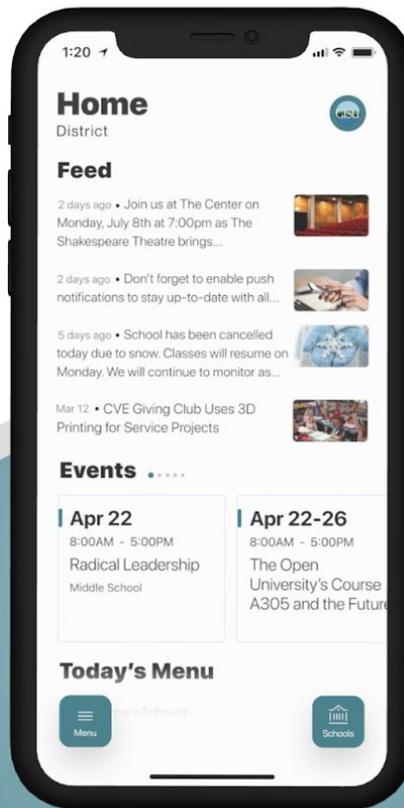
All buildings are participating in School Safety Audits sponsored by VSBIT.

I encourage everyone to check out the new website and app. You'll recall we partnered with Apptegy to update the website and to create an app for both Apple and Android devices. We will start promoting the app soon.

As you can see it's been a busy summer getting ready for the start of the year. We are in good shape and excited for the start of the 2022-2023 school year.

It's everything GISU, **in your pocket.**

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Grand Isle SU VT



We have had a calm and positive beginning to our new school year. After our GISU opening day on Friday August 26th, we had our own Folsom staff time together on Monday the 29th to reconnect and prepare for the upcoming year as a team. Students arrived with their new haircuts and big smiles on Wednesday the 31st. After a hot and very quiet summer in the office, it's wonderful to be back to the energy that comes with students and staff around the building.

Staffing

As we start this year we are pleased to welcome back three teachers who were on maternity leave last spring: Dani Holm, Megan Branon and Laura Mobley. We also welcome Cody Fiala as our new Health Assistant. Mary Ann Fisher has graciously stepped in as a temporary sub/School Counselor this fall and it's been great to have her back with us to support students as we start the year.

After many months of seeking to hire a School Counselor, we are pleased that Jen Lyon-Horne will be recommended to you for hire for this position. Jen's experience, skills and beliefs align with our Folsom mission and vision. The intention is for Jen to train with Mary Ann Fisher as she joins our team and transitions to her role as a Folsom teacher. We look forward working with Jen!

Covid Update

Covid guidelines for the start of the year are very similar to last spring. Masks are optional and students/staff must stay home for 5 days if they test positive. There are a few things that are a bit different, such as:

- The school is not offering/providing masks unless a student has illness symptoms.
- The school does not have an unlimited supply of rapid tests to offer to families. Only those who have illness symptoms will be tested or offered a test.
- A student or staff member may return to the building 5 days after testing positive if they do not have any symptoms, even if they are still testing positive.
- We are not requiring a negative test for students or staff to return to school.

Otherwise, school is functioning normally at this time. We expect we may see absences similar to last year (as I shared with you at the June board meeting), but at this time we are looking okay and we are hopeful.

We are looking into the possibility of holding a Covid booster clinic at school for staff (possibly including flu shots) in the next month.

School Safety

After meeting with the SHVFD chief and Ray Allen, GISU Sheriff, we have arranged for local area first responders to visit Folsom for a training session on Wednesday September 14th at 6:30 pm. We are grateful for their efforts to support the safety of everyone on our campus.

Matt Brouillette and I have recently received the VSBIT safety report after our meeting with their contracted safety inspector in August. We will be reviewing the report and any recommendations and will share any significant findings or suggestions with the board as needed.

During this month's meeting, I will conclude my report by sharing the annual demographic data which I typically provide in September or October as we open the year.

Subject: Folsom Community School facilities

With the restart of the school year, the members of the South Hero School Board would like to take this opportunity to thank the greater community for their continued service and support in ensuring that Folsom Community school can pursue its mission for yet another year.

Ages ago, the residents of this town intentionally set out to enshrine local education with thoughtfully allocated resources. They had a shared interest in fostering a stronger, more thoughtful community.

Amidst the backdrop of modern times, we now draw attention back to these shared interests AND resources, reminding you of opportunities to take part in and utilize the public space and the endeavor of public education.

The school facilities are available for community use upon request and approval by the school administration. Priority goes to those activities that promote the goals and shared values of the school's mission. Obviously stewardship, mutual respect and maintenance of the space are to be understood, but they will be spelled out in legalese when you submit your request form.

Reserve the gym for a game night, stage that soliloquy you were working on during quarantine, Swap those space rocks in person, charitably....

Whatever you envision, we encourage you to visit the school's updated website at and contact for more details on how you might take part.

And Thank you

From: **Brown, Casey (Milton)** <cbrown@husky.ca>
Date: Thu, Sep 8, 2022 at 3:13 PM
Subject: Folsom School Request
To: mclark@gisu.org <mclark@gisu.org>

Good Morning,

I have 2 children attending Folsom school: Cj Lamphere and Lillian Brown (8th grade and Kindergarten). I am selling my home and building a home in Fairfax Vermont. We will be temporarily renting off Island while we wait for our home to be finished in Fairfax. I am requesting that the school board allow CJ & Lillian to continue to attend Folsom up until December 22nd, after which they will transfer to Fairfax school district. Please bring this before the next board meeting for approval.

Best Regards,

Casey Brown