

Orange Southwest Unified Union School District
(Orange Southwest School District) OSSD
Regular Board Meeting on Wednesday -- October 11, 2023
Randolph Elementary School Media Center
6:00 p.m.

	Item	Related Board Policy	Presenter	Time Allotted	Action(s)
I 6:00	Opening: Board Attendance: Ensuring a Quorum Meeting Purpose: Monitoring Organization, Subcommittee Reports	GP 4.2 Board Job Description	Arias	5 min	
II 6:05	Board Education and Ownership Linkage Public comment(Recognize e-communications to the the Board) <i>Board welcomes comment but is not able to take any action</i> <i>Comments limited to three minutes per speaker</i>	GP 4.2.1 Board Job Description	Arias	6-12 min	Listen Only
6:17	Discuss Upcoming Board Trainings through VSBA Discuss Board Newsletter Response Discuss Possible Goal Change of Ownership Linkage Sub Committee	GP 4.7 Governance Investment GP 4.2.1.4 Board Job Description GP 4.6 Board Committee Principles	Arias Arias Arias	5 min 10 min 10 min	Discuss Discuss Possible Vote
III 6:42	Monitoring: Organization First Read EL Reports 2.1 & 2.2 (enclosed) <i>Policy 2.1 Treatment of Students, Parents/Guardians & Community</i> <i>Policy 2.2 Treatment of Staff</i> Update on status of 2022-23 OSSD Ends Report Update on Easement Request Informational Discussion: <i>Policy F2: Nondiscriminatory Mascots and School Branding (enclosed)</i> <i>RES Mascot</i> <i>Public Discussion</i> Randolph Elementary School Update	B-MD 3.4 Monitoring Superintendent Performance B-MD 3.4 Monitoring Superintendent GP 4.2.1 Board Job Description	Millington Millington Millington Arias Lawler Arias Robinson	5 mins 5 min 5 min 15 min 10 min 10 min	Discuss Listen Discuss Discuss Discussion Discussion
IV 7:32	Monitoring: Board Assess Board's compliance with Board Governance Policy 4.7 (enclosed) Subcommittee Reports <i>Ends Subcommittee</i> <i>Superintendent Evaluation Subcommittee</i> <i>Facilities Subcommittee</i> <i>Annual Agenda Subcommittee</i> Discuss Creation of Negotiations Committee for Superintendent Contract Discuss Standing Committees Determine Board Governance Budget for 2023-24	GP 4.1.6 Governing Style GP 4.2 Board Job Description GP 4.6 Board Committee GP 4.7 Governance Investment	Board Members Arias Arias Arias	20 min 5 Min 5 min 5 min	Evaluate/Decide Discuss/Possible Vote Discuss/Possible Vote
V 8:07	Advocacy Reminder VSBA/VSA Fall Conference at Lake Morey Inn, Oct. 26 & 27	GP 4.2.5 Board Job Description	Arias	2 min	Listen
VI 8:09	Consent Agenda Approve minutes from regular board meeting on 9/13/2023 (enclosed) Approve Facility Reserve Funds request (see form enclosed) Approve Transportation Reserve Funds request (see form enclosed) Approval of change of signers for Community Bank (see form for signature)	GP 4.2.8 Board Job Description	Arias	5 min	Vote
VIII 8:14	Closing Superintendent's Report (enclosed) Principals' & Director Reports (newsletter links sent out separately) Financial Report (enclosed) Action Items Recap Adjournment	B-MD 3.4 Monitoring Superintendent GP 4.4.2.2 Chair's Role	Millington Arias	5 mins 4 min	Questions Review
VIII 8:23	Executive Session Labor relations agreements with employees. 1 V.S.A. § 313(a)(1)(B).				
	Future Meetings Agenda Planning Meeting: Monday, October 23, 2023 @ OSSD RTCC Regular Meeting, Wednesday November 8, 2023 @ RUHS OSSD Regular Meeting: Wednesday, November 8, 2023 @ RUHS		6:00 p.m. 5:00 p.m. 6:00 p.m.		

MONITORING REPORT

POLICY 2.1: TREATMENT OF STUDENTS, PARENTS/GUARDIANS & COMMUNITY

I certify that the information contained in this report is true and that any assertions made are reasonably based on available evidence.



Superintendent

10/11/23

Date

With respect to interactions with Students, Parents/Guardians Community or those applying to be Students, Parents/Guardians and Community, the Superintendent shall not cause or allow conditions, procedures, or decisions that are arbitrary or capricious, untimely, unclear, undignified, or unnecessarily intrusive.

Further, without limiting the scope of the foregoing by this enumeration, the Superintendent shall not:

1. *Elicit information for which there is no clear necessity*
2. *Use methods of collecting, reviewing, transmitting, or storing student/ family information that fail to protect against improper access to the material elicited*
3. *Operate facilities without appropriate accessibility and privacy*
4. *Allow Students, Parents/Guardians and Community to be unaware of what may be expected and what may not be expected from the district*
5. *Leave Students, Parents/Guardians and Community uninformed in writing of this policy or without a way to be heard for persons who believe they have not been accorded a reasonable interpretation of their protections under this policy.*

Policy Preamble: *With respect to interactions with Students, Parents/Guardians Community or those applying to be Students, Parents/Guardians and Community, the Superintendent shall not cause or allow conditions, procedures, or decisions that are arbitrary or capricious, untimely, unclear, undignified, or unnecessarily intrusive.*

Interpretation: I interpret “student” to mean all legal residents of the district who are entitled to receive educational services.

I further interpret “students or those applying to be students” to mean all children and young adults served by staff and programs of the district, including pre-school children, students enrolled in kindergarten through twelfth-grade, young adults ages 18 to 21 served in the district’s special education programs, and prospective students who are seeking enrollment in district programs.

I interpret “conditions” to mean existing circumstances which could have been reasonably foreseen.

I interpret compliance with the overall policy to mean that all five provisions are in compliance.

Rationale: As a public-school district, equality, equal access, justice, and fairness are regulatory and moral imperatives due to our nature as a public trust. Clearly communicated policies which are readily available to the community combined with well-established routines that serve those policies promote these imperatives and ensure compliance.

Evidence: All provisions comply with the policy; therefore, I report compliance.

Provision # 1: *Elicit information for which there is no clear necessity.*

Interpretation: I interpret this to mean that current, prospective, and former students and families will only be asked for information that is required for the district or its schools to make informed decisions that support board established Ends, initiatives, or mandatory regulations and statutes.

Rationale: Collecting unnecessary information wastes time and resources. It places the district in a position of increased liability due to the need to safeguard this information from improper access and use. Lastly, it can damage the relationship between the district and its constituents who may feel that such data collection is overly intrusive and overreaching in terms of their private lives.

Evidence: No information has been collected that exceeds either that needed to inform the Board’s Ends and initiatives nor that needed to comply with state and federal regulations and mandates.

I report compliance.

Provision # 2: *Use methods of collecting, reviewing, transmitting, or storing student/family information that fail to protect against improper access to the material elicited.*

Interpretation: I interpret this to mean that...

- Student information will be safeguarded following all state and federal guidelines, primarily the Family Educational Rights and Privacy Act (FERPA).
- Access to this information is restricted to authorized personnel who have a legitimate need to know, and who, if appropriate, have been provided a properly obtained and completed release document.

Rationale: It is essential for school districts to comply with all regulations governing district operations including the Family Educational Rights and Privacy Act (FERPA). This means ensuring that all confidential information is safely stored, is only accessible

to authorized personnel, and is only distributed through the channels established by statute.

Evidence: The district network is password protected and personnel access to confidential information is tiered by authorization level to ensure that only those with a legitimate need to know have access. Release forms are used when the distribution of confidential information is required. Faculty and staff are trained annually in information handling and sharing protocols. Confidential information that is no longer needed is destroyed if allowable under public records laws (temporary versus permanent records).

- Presentation used to train new staff on regulatory confidentiality.

I report compliance.

Provision # 3: *Operate facilities without appropriate accessibility and privacy*

Interpretation: I interpret this to mean that the district's facilities are in compliance with the Americans with Disabilities Act's (ADA) standards for accessible design. Further, that the district will comply with the confidentiality requirements of the ADA when it comes to providing accommodations to students and employees who need assistance entering/exiting and/or moving about/within the district's facilities.

Rationale: The district's buildings function in two capacities: during the day they are public schools; outside of those hours, they serve the community as public buildings. Because of the public nature of our buildings and grounds, it is a legal and moral imperative that we ensure equal access to the community at large so that **all** members of the public may participate in the programs and activities held on our grounds. Not doing so would intentionally and foreseeably cause the exclusion of specific segments of our community from participating in public activities which is both unethical and illegal.

Since students and employees who require reasonable accommodations to access and travel safely within our buildings typically provide medical documentation to illustrate their need, this information, like all medical information, must be kept confidential. In general, it is an individual's right to determine whether and to whom medical information is disclosed; therefore, it is the district's responsibility to protect this information when it is shared.

Evidence: There are no known compliance issues with the ADA requirements for building access or confidentiality. Further, the precepts of accessible design are being incorporated into the district's building and renovation projects on an ongoing basis as evidenced by:

- The additional pathways that were added and the existing ones that were modified during the repaving project at Braintree Elementary.
- Moving the Central Office conference room to the first floor.

We have not been cited for compliance issues.

I report compliance.

Provision # 4: *Allow Students, Parents/Guardians and Community to be unaware of what may be expected and what may not be expected from the district*

Interpretation: I interpret this to mean that students, parents/guardians, and community members will be provided with written and oral information (including electronic) about the services offered by the school district as well as the policies under which it operates.

Rationale: It is essential that school policies, procedures, rules, and expectations are readily available to all community members and followed by district staff. In doing so, these actions guide the governance and operations of the district in a manner that ensures fairness and equity for all.

Evidence: We provide the following written information to all families:

- Program of Studies
- Parent/Student Handbooks (updated and communicated yearly)
- Faculty Handbooks (updated and communicated yearly)
- School Calendar
- Co-Curricular Offerings
- Special Education Information and Services (updated and communicated yearly)
- Act 504 Information and Services
- School Board Policies (via the OSSD Website)
- Protocols and Policies surrounding District Operations
- Additionally, the superintendent sent over ninety communications to the OSSD community to update them on important programs, processes, and procedures last year.

In the fall of 2023, the new OSSD website went live and provides an intuitive interface through which the school community can access the full suite of school-based and district level policies, procedures, and program descriptions: orangesouthwest.org. The new website is simple enough that members from each school can update their pages at will, which accelerates the flow of information to the community. In addition, whenever policy updates are needed due to regulatory changes, the superintendent provides the board with vetted policy language that once approved is communicated to the relevant parties and is posted on the district website.

I report compliance.

Provision # 5: *Leave Students, Parents/Guardians and Community uninformed in writing of this policy or without a way to be heard for persons who believe they have not been accorded a reasonable interpretation of their protections under this policy.*

Interpretation: I interpret this to mean that the OSSD community will have access to the Board's governance policies and how they can appeal decisions; especially, policy B27 (Public Complaints about Personnel), which describes the proper process to challenge decisions and actions made or conducted by district staff.

Rationale: Access to the policies under which the district operates provides individuals with the means to interact effectively and appropriately with the OSSD. Since trust rests

on predictability, which written policies provide, individuals should have full access to an organization's policies. This allows them to know what to expect in any given exchange so they can determine when they are being treated fairly and what to do if they feel the district or any of its members has fallen short in terms of its own policies.

Evidence: All OSSD policies are available via the district website.

- <https://www.orangesouthwest.org/schoolboard/policies-and-procedures>

Additionally, a brochure was created and distributed that specifically outlines the district's conflict resolution protocols that can be given to parents and community members who need further guidance on how to appeal a decision or action.

I report compliance.

MONITORING REPORT
POLICY 2.2: TREATMENT OF STAFF

I certify that the information contained in this report is true and that any assertions made are reasonably based upon available evidence.



Superintendent

10/5/23

Date

Note: Numbers in superscript refer to evidence provided in the binder for this executive limitation.

With respect to the treatment of paid and volunteer staff, the Superintendent shall not:

- 1. Operate without written personnel rules that (a) clarify rules for staff, (b) provide for effective handling of grievances, and (c) protect against wrongful conditions.*
- 2. Discriminate against any staff member for non-disruptive expression of dissent;*
or,
- 3. Allow staff to be unprepared to deal with emergency situations.*

Provision # 1: *With respect to the treatment of paid and volunteer staff, the Superintendent shall not: Operate without written personnel rules that (a) clarify rules for staff, (b) provide for effective handling of grievances, and (c) protect against wrongful conditions.*

Interpretation: All district employees will be provided with clear job responsibilities, procedures for registering complaints, as well as access to the district's human resource protocols. Since it is impossible to anticipate every concern or issue that may arise, the district will develop procedures and protocols to address unique issues when they occur so that future occurrences are managed in a consistent and fair manner.

Rationale: For staff to feel valued, which promotes retention and productivity, it is essential that they clearly understand their roles and responsibilities to the organization as well as the obligations the organization has to them. Job descriptions and behavioral expectations must be openly communicated to properly guide the climate and culture of the school system. Policies and procedures for human resource issues must be clear and followed in a fair, just, and reasonable manner to ensure predictability and equity in employment decisions. Procedures must be in place to allow for the airing of legitimate grievances without retribution and which provide a means for resolution. Such provisions create a pleasant environment for staff that promotes behaviors which are

geared towards the achievement of the Board's Ends. Additionally, these provisions guarantee that people with legitimate concerns understand the procedures to follow and how to access them while also ensuring that people without legitimate concerns are not allowed to consume district time and resources.

Evidence: All employee groups have one or more written documents that outline their roles and the extent of their responsibilities: job descriptions, collective bargaining agreements, or master contracts. Further, these documents clearly outline grievance procedures and the policies and protocols that protect against wrongful circumstances. The provisions of these documents are strictly adhered to, and all are current.

- Up to date teacher CBA as sample evidence
- Up to date support staff master contract as sample evidence
- Up to date confidential employee master agreement as sample evidence
- Up to date principal/director master agreements (Level I and Level II) as sample evidence
- Up to date Supervisor/Manager master agreement
- Up to date bus driver master agreement as sample evidence
- The OSSD boards conflict resolution/complaint policy.

I report compliance.

Provision # 2: *Discriminate against any staff member for non-disruptive expression of dissent;*

Interpretation: I interpret “expression of dissent” to mean any statement by a member of the staff that indicates disagreement with a decision made by the administration or the School Board. Such an expression is non-disruptive when there is no refusal to perform work, when there is no encouragement of others not to perform work, does not interfere with instruction or the day-to-day operations of a school, and is carried out in a professional, truthful, and respectful manner. Staff who disagree with administrative decisions through non-disruptive expression will not experience retaliation such as dismissal, reassignment to less desirable positions or working hours, or the initiation of formal discipline procedures.

Rationale: To create and maintain a healthy District climate, it is essential that all staff understand that professional and appropriate expressions of dissent are acceptable and encouraged. Unconstrained dialogue is an asset to any organization in that it promotes open channels of communication that many times will result in a more desirable solution to a problem. Any expression of dissent, however, is expected to be carried out with honesty and civility and is most effective when the people in conflict speak directly with one another in a public or private setting depending on the nature of the disagreement.

Evidence: The OSSD encourages its staff to openly communicate their suggestions and concerns and provides a variety of means to do so. The superintendent:

- Routinely responds to over 18,000 emails a year.

- Has an open-door policy in regard to meeting with staff (as well as students, parents, and community members).
- Does walk-throughs in each building to allow for chance informal conversations (when not hindered by high priority matters).
- Facilitates monthly open forum/listening sessions at each school to share ideas to discuss concerns, and to plan future initiatives.
- Meets with the union (currently twice a month) to discuss concerns and ways to work together for the betterment of the district.

I report compliance.

Provision # 3: *Allow staff to be unprepared to deal with emergency situations.*

Interpretation: I interpret unprepared to mean the staff are not informed nor trained in emergency response procedures. I interpret “emergency situations” to be conditions that threaten the safety and well-being of any student or member of the district staff.

Rationale: It is essential that clearly written procedures are implemented and communicated to all staff regarding emergency responses to unexpected situations. Only through explicit discussion and review will our staff be prepared to effectively manage such a crisis. While it is not possible to envision every possible event, being prepared for what is most likely to occur also promotes a more effective response to unique situations.

Evidence: Emergency drills and training are conducted on a regular basis (generally monthly) as required by law, this includes fire and lockdown drills – under the new model, the idea of lockdown has evolved to an options based response system. Evacuation procedures are in place and reviewed yearly.

Rapid communication with the staff and the greater community was enabled in 2018 with the purchase of the School Messenger platform and is used consistently by administration. Broadband emails are used to communicate low to mid-level concerns; robocalls are used when there is an immediate high-level concern (e.g., emergency school closures). Our communication ability has been accelerated further by the move to a new district website platform that can be updated by the administration at any of the schools (the old website had to be updated by an off-site webmaster).

In conjunction with the building security upgrades that occurred in the summer of 2018, the school principals have created specific procedures for the staff to follow in emergency situations. The detailed procedures (see sample evidence) outline what staff are required to do and are constantly updated with staff suggestions that are generated following practice drills.

All staff were re-trained in the updated ALICE protocols this fall (the district opted for the ALICE model and began implementation in 2018), and the schools have already completed their first options-based drills. Students were trained in Alice for the first time during the spring of 2019 and revisit that training during each year’s drills.

As per Act 29 of 2023, the district has begun to review and update its broader emergency operations plan (EOP). The access protocols required under Act 29 were already in place prior to this legislation.

I report compliance.

POLICY F2: NONDISCRIMINATORY MASCOTS AND SCHOOL BRANDING

Statement of Policy

It is the policy of the Orange Southwest School District (OSSD) to provide welcoming, positive, and inclusive learning environments for all students by prohibiting the use of discriminatory school branding, which undermines the educational experiences of members of all communities and perpetuates negative stereotypes.

Definitions

1. **“School”** means a public school or an independent school approved under section 166 of Title 16.
2. **“School board”** or **“Board”** means the board of directors or other governing body of an educational institution when referring to an independent school.
3. **“School branding”** means any name, symbol, or image used by a school as a mascot, nickname, logo, letterhead, team name, slogan, motto, or other identifier.

Administrative Responsibilities

The superintendent or designee shall:

1. periodically review and provide recommendations for necessary updates to the nondiscriminatory school branding policy as necessary;
2. assist the school board in its review of the district’s school branding to ensure compliance with the policy following any school branding changes or updates to the policy;
3. assist the school board in ensuring the prohibition of school branding that directly or indirectly references or stereotypes the likeness, features, symbols, traditions, or other characteristics that are specific to either:
 - a. the race, creed, color, national origin, sexual orientation, or gender identity of any person or group of persons; or
 - b. any person, group of persons, or organization associated with the repression of others;
4. Develop a procedure for an individual to file a complaint that an element of school branding is in violation of the policy.

Complaints

An individual may request an opportunity to appear before the Board for purposes of presenting the complaint, relevant facts, and further explanations. The board shall hear the complaint in a fair and just manner. The Board shall render a decision within 45 days of the hearing, which must include a summary of facts and basis for the decision.

If the individual is unsatisfied with the Board's decision, the individual may appeal the decision to the Secretary of Education. Appeals shall be filed within 30 days of the school board's decision by sending a written notice of appeal to the Agency of Education.

<i>VSBA Review Date</i>	<i>August 15, 2022</i>
<i>Date Warned</i>	<i>12/14/22</i>
<i>Date Adopted</i>	<i>01/11/2023</i>
<i>Legal References</i>	<i>16 V.S.A. § 568</i>
<i>Cross References</i>	<i>District Equity Policy</i>

Policy Title: 4.7. Governance Investment

Because poor governance costs more than learning to govern well, the Board will invest in its governance capacity.

1. Appropriate funds shall be allocated each year to ensure at minimum, board skills, methods, and supports will be sufficient to ensure governing with excellence.
 1. Training and retraining will be used to orient new members and candidates for membership, as well as to maintain and increase existing member skills and understandings.
 2. Outside monitoring assistance will be arranged so that the Board can exercise confident control over organizational performance. This includes, but is not limited to, financial audits.
 3. Outreach mechanisms will be used as needed to ensure the Board's ability to listen to owner viewpoints and values.
2. Costs will be prudently incurred, though not at the expense of endangering the development and maintenance of superior capability.
3. The Board will establish its cost of governance budget for the next fiscal year when budget parameters are established.

ORANGE SOUTHWEST SCHOOL DISTRICT BOARD MEETING

WEDNESDAY, September 13, 2023 @ 6 P.M.
RANDOL UNION HIGH SCHOOL

MINUTES

BOARD MEMBERS PRESENT: Anne Kaplan, Katja Evans, Rachel Gaidys, Hannah Arias, Chelsea Sprague, Sarah Haupt & Sam Hooper

ADMINISTRATORS PRESENT: Layne Millington & Heather Lawler

GUESTS: ORCA Media Video Taping, Robert Worley, Wes Gibbs, Jamie Salls & son, Bethany Silloway.

I. Opening

The meeting was called to order by Hannah Arias at 6:02 PM.

Board Attendance: Ensuring a Quorum, YES.

Meeting Purpose: Self-Monitoring, Review of Sub-Committee's Progress, amongst other things

II. Board Education and Ownership Linkage

- a. Public comment (4.2.1) (Recognize e-communications to the Board) No one online.
Hannah Arias read a statement regarding public comments at board meetings and then opened the meeting for public comments.

Bethany Silloway - Asked the Board to put on the October Board agenda the changing of the Randolph Elementary School Mascot. She thinks that the school is spending too much time on this subject, and it is taking away from more important issues.

Howard Garrow - Very unhappy with the roadway repair. His sod has been damaged, the elevation has been raised, the stop sign is not working, traffic needs to be slowed down, damage to his apple trees. Would like to have a construction meeting with Mr. Millington. Mr. Garrow will contact him.

The Board had no comment at this time.

b. Consider Student Request

Jamie Salls requested that her son be allowed to continue his junior year at RTCC as an OSSD guest student after the family moves to Williamstown in December. The family would apply for school choice in March for the 2024-2025 school year.

Katja Evans moved to go into an Executive session to discuss request.
Seconded by Sarah Haupt. Passed unanimously.

Layne Millington, Heather Lawler and Sue Smith were invited into the Executive session.
Jamie Salls and son left the meeting.

Chelsea Sprague made the motion to have the student have guest status for the 2023-2024 school year. Seconded by Sam Hooper. Passed unanimously.

III. Monitoring: Organization

a. Second Reading/Accept EL 2.0, 2.8. 2.9 Reports

2.0, Anne Kaplan said the wording in the first paragraph needs to be updated Layne Millington said he would fix it.

2.8 is OK.

2.9 is OK.

Hannah Arias made the motion to approve all, along with edits to 2.0. Seconded by Chelsea Sprague. Passed unanimously.

b. Quarterly Facilities Monitoring Report

Hannah Arias asked for general questions from the Board addressed to Robert Worley & Wes Gibbs, Co-Facility Directors on the Facilities Report.

Robert Worley & Wes Gibbs answered questions from the Board.

Robert Worley discussed the issue of an older facility and the repairs that have been done in the last year. And in the process of repairing those issues they end up finding more issues that need to be repaired.

Robert Worley thanked the Board for always approving the Facility Requests. He also said that they would never request any repairs that did not absolutely need to be done.

IV. Monitoring Board

a. Access Boards compliance with Board Governance Policy 4.2 & 4.3

4.2 - Sarah Haupt said that the Board was being proactive with the Superintendents Evaluation and the Letter to the Community. Maybe write another letter in the spring. Maybe posting warnings on another platform as well as continuing posting in the paper and on the website.

Anne Kaplan said that there were Parent Advisory Boards in each school. Maybe we need to get our message out to them. Provide them with the resources to bring issues (good and bad) to the Boards.

4.3 - Maybe the Board could promote the Board during Community events.

b. Subcommittee Verbal Reports

Superintendent Evaluation - Chelsea Sprague reports that only 25% had responded to the survey. Would like to see 60% before the survey closes at noon on Friday, September 15, 2023.

Ends Report - Trying to begin being more descriptive. More detailed and overview knowledge of the work that is going on.

Annual Report - Items are being added to it. Involving Administration to the Board meetings. Possibly some Board member training/webinars on some months. Maybe a Student representative.

V. Advocacy

a. Determine VEHI/VSBIT/VSBA Proxy

The annual meeting is on October 26 + 27, 2023. Layne Millington, Heather Lawler and Hannah Arias will be attending.

A motion was made by Katja Evans to make Hannah Arias the Boards Proxy. Seconded by Rachel Gaidys and Sarah Haupt. Passes unanimously.

VI. Consent Agenda

a. Approve Minutes from the OSSD Regular Board meeting on 8/10/2023 6 pm (enclose with agenda)

Request for date correction, 8/10/2023 changed to 8/9/2023. Request for removal of Katja Evans name from 8/9/2023 minutes, she did not attend that meeting.

b. Approve Minutes from the OSSD Special Board meeting on 8/23/2023 2 pm (enclosed with agenda)

c. Approve minutes from special board meeting on 8/23/2023 6 pm (enclosed with agenda)

d. Approve Facilities Reserve Funds Requests (form enclosed).

Layne Millington explained the reason for the request.

e. List of Professional Contracts for 2023-2024 issued since the last Board Meeting.

A motion was made by Hannah Arias to except the Consent Agenda with edits. Seconded by Katja Evans and Chelsea Sprague. Passed unanimously.

VII. Closing

a. Superintendent's Report (enclosed with Agenda)

No discussion

b. Principals & Director Reports

No discussion

c. Action Items Recap

No discussion

d. Financials (handout)

A small discussion

VII. Executive Session:

At 8:35 pm, A motion was made by Sarah Haupt and Seconded by Chelsea Sprague to enter into Executive Session to discuss Personnel and a Legal Issue. Motion passed unanimously. Layne Millington and Heather Lawler were invited to the Executive Session.

Respectfully submitted,



Sue Smith, Board Clerk

Next Scheduled Meeting:

Agenda Planning Meeting: September 25, 2023, 6 pm at OSSD.

Regular Meeting: September October 11, 2023, Randolph Elementary School, 6 pm.

Orange Southwest School District

Special Monitoring Report Form

Description of the item requiring Board approval: Braintree School is requesting the expenditure of Facilities Carry Over/ Reserve funds to construct a walking trail at school.

Reason for required approval including applicable policies: In accordance with Policy 2.4, the Board must approve all expenditures of reserve funds.

Evidence demonstrating policy compliance (attach any necessary documents): The Orange Southwest School District's facilities reserve fund has sufficient carryover/reserve funds to support the expenditure requests. All requests are necessary to ensure our schools remain current and functional (Policy 2.6 Asset Protection).

Attached estimate for construction, materials and labor for access to outdoor classroom and trails. Estimates cost of project is \$19,450.

The Orange Southwest SD facilities reserve fund has \$1,931,827 available and, therefore, has sufficient funds to cover the proposed expenditures.

Date:
10/06/2023

On September 27th, 2023 Braintree School students, alumni, parents, grandparents and community members hiked Mt Cardigan for the 30th year. Long before Covid restrictions pushed classrooms outside, Braintree School knew the value of outdoor education and exercise. Outdoor learning is a core value at our school. From skiing our fields with donated equipment to investigating macroinvertebrates at nearby rivers, Braintree teachers have put into practice the belief that 'not all classrooms have four walls'. In the last four years, we added two outdoor classrooms (one made of wood and canvas, the other of large rocks), acquired new skis and snowshoes, apple pickers, a cider press, raised beds for gardening and funded our very own Braintree Blossoms farmstand through our robust Farm-to-School program. .

Hosting parent/community gatherings at Braintree School is common practice, from storywalks to campfires, 'festival of lights' and artist in residence dance / musical performances - we understand the value in learning and celebrating outdoors. During covid protocols it became clear that nothing reduces stress in kids and adults like bringing them outdoors. In the years since, Braintree School has continued to promote the use of our surrounding fields and woods on our 17 acre campus. In doing so we realized how necessary an accessible trail for students, families, and community members of all ages is to fully utilize our property's potential.

Reaching our outdoor classroom located up on a steep hill is fine for most older kids, but (especially in winter) getting up there has become a problem for younger kids, older adults, and members of our community with physical disabilities or limited mobility. A universal trail running throughout our fields, connecting multiple outdoor classrooms, and following the edge of our woods, would allow teachers (and students) to embed more outdoor exploration into their curriculum, as well as providing additional areas of outdoor recreation for the Braintree community members.

Janni Jacobs - 4/5/6 Classroom Teacher
Harriet Hart - Preschool teacher
Abi Gershon - Academic Interventionist
Patti Sprague - Principal

Braintree Elementary School
66 Bent Hill Road
Braintree, Vermont 05060

Braintree Elementary School Universally Accessible Trail

Design and Construction Proposal



Zac Freeman / Owner

Trail design and Construction

1289 Flint Rd

Braintree, VT 05060

802-272-6214

zac@apextrailworks.com

www.apextrailworks.com

Heather Lawler, OSSD Asst. Superintendent
Braintree Elementary School
Bent Hill Road, Braintree, VT 05060

Dear Heather and Janni,

Thank you for inviting me to resubmit the proposal for the Braintree Elementary School Universally Accessible trail (UA) project. As our children's lives evolve and we exit a challenging few year stretch under COVID restrictions, there's a growing need for access to enjoyable and sustainable trails. This need is incredibly important at schools where trails play an key role in students physical and mental health and general well-being. This exciting trail project will enhance the existing outdoor resources and add much needed access for all ages to the outdoor classroom. This trail will also act as anchor point to possible future trail development higher up the hillside.

My name is Zac Freeman, and I am the owner/operator of Apex Trailworks LLC, based in my hometown of Braintree, VT (and was a Braintree Elementary student with Janni many years ago!). I have a long history of building multi-use trails on public and private land, as well as trail head infrastructure components, such as timber frame trail kiosks, bridges, and parking lots. Clients have included municipalities, State of Vt, non-profits, educational institutions, conservation organizations, and private landowners. My body of work extends past trail building into community and sustainable recreation development with the trail organization I helped co-found the Ridgeline Outdoor Collective (formally RASTA). Apex Trailworks LLC is a fully insured trail contractor.

My design & build skillset, experience and equipment lend itself very well to creating a sustainable built trail to Universal Access trail specs. I am a clean and efficient operator and work very well with volunteers. I have lead countless volunteer workdays over the years, successfully building many miles of trails. Please review the following proposal and I look forward to discussing this with you.

Thank you for your consideration, Zac Freeman

Project Summary

The goal of this project is to design and build roughly 850' linear feet of new UA multi-use trail from the existing foot bridge on the north end, across the field to the outdoor classroom structure and back down through the pine trees to the existing walkway beside the maintenance shed. The trail profile will conform to UA standards and built with best practices throughout. The conceptual trail corridor has been identified in red below, but no pin flags have been placed for exact tread location. The terrain lends itself well to the desired trail specs with two wet area that will need attention, which are highlighted in yellow.



I reviewed the VT Agency of Natural Resources Atlas and no immediate red flags from a trail design & construction standpoint. i.e Prime ag soils, Deer wintering grounds, hydric soils or wetlands. I attached a screenshot from the ANR Atlas showing the clear area on the hillside. Green shaded is Prime ag soils and tan shaded is deer wintering grounds.



Budget

The chart below breaks down the costs to design and build the UA trail. Volunteer labor could be used to do some hand work, smoothing out the finish surface material, run the plate compactor, or final clean up. If volunteer hand work is provided, it will be reflected on the final invoice. I will do what I can to accommodate your budget to make this project come to fruition for Braintree Elementary School.

Activity	Description	Unit Cost	Total Units	Total
Equipment and operator	Construction of trail and material transport. Mini Excavator and loader	\$14 per lf	850 lf	\$11,900
Design and labor & design	Trail design, layout, and hand work	\$60 per hr	25 hours	\$1,500
Manhole cover	x1 20" long, 8" diameter	\$300 each	1	\$300
Drainage stone	45 +/- yards of 1 1/2" crushed ledge/clean	\$500 per load	5 loads	\$2,500
Finish stone	45 +/- yards of 1/2 " ledge/clean	\$500 per load	5 loads	\$2,500
Geotextile fabric	17' x 309' roll	\$500 per roll	1 roll	\$500
Equipment mobilization	Transporting equipment to/from Braintree Elementary School	\$250	1	\$250

The estimated cost of this project will be **\$19,450.**

Thank you for the opportunity to present this proposal to you. Please don't hesitate to reach out with any questions.

Zac Freeman

Scope of work

The trail will be built with the use of a mini excavator, a tracked skid loader, and the surface will be finished with a plate compactor and a variety of hand tools.. Multiple material staging sites were identified on my walk through and I feel locations will work well to efficiently move material into the trail. Trail edges will be cover in mulch hay and seeded (if desired, for an additional cost tbd).

I identified the presence of water in two areas in the field. Those sections of the trail will need to be slightly elevated, with an uphill ditch to prevent the water from seeping into the trail. A culvert will be required in one particular section. Proper steps will be taken to shed water off the trail using grade reversals, and slightly out-sloped surface. In the event ledge is encountered, we may need a small retaining wall to elevate the trail on the downhill side. Any design/construction changes will be relayed to you and agreed upon before work is done.

Trail Design & Construction

The trail design will maintain the appropriate grades and profiles in accordance to UA guidelines and will be constructed with a water permeable core and durable finish surface. The trail will maintain a 60" width to accommodate the accessibility needed. The construction of the trail will start with the removal of the top layer of organic material/sod which will be buried onsite in borrow pits and be replaced with a base of drainage stone over a layer of geotextile fabric, and finished with a fine hardpack. Compaction of the materials will ensure proper slope for needed drainage and surface durability. The structure of the trail will consist of 3" of 1 ½" drainage stone over geotextile fabric and topped with 3" of ½" ledgepack (driveway hardpack). A plate compactor will be utilized for material compaction. Rock armoring will be done where necessary to prevent erosion. Native stone will be hopefully be sourced on site to use, but may require importing some stone to use.

Rock clause; In the event that soils or rock conditions are such that it prevents Apex Trailworks from normal installation time and procedures, Braintree Elementary School will be responsible for any additional equipment and/or materials, and all labor costs associated with accomplishing the completion of the project to a satisfactory.

Project Timeframe

The overall project will take an estimated 2 weeks to build from start to finish. There are factors that could delay the estimated timeframe, i.e. weather, material delay, equipment breakdowns etc. If any such delay occurs it would be immediately communicated to you. Before any construction starts, we will solidify the work plan helping avoid any unforeseen delays.

Orange Southwest School District	
Special Monitoring Report Form	
Description of the item requiring Board approval: OSSD is requesting the expenditure of Transportation Carry Over/ Reserve funds to purchase a new vehicle.	
Reason for required approval including applicable policies: In accordance with Policy 2.4, the Board must approve all expenditures of reserve funds.	
<p>Evidence demonstrating policy compliance (attach any necessary documents): The Orange Southwest School District's transportation reserve fund has sufficient carryover/reserve funds to support the expenditure requests. All requests are necessary to ensure our schools remain current and functional (Policy 2.6 Asset Protection).</p> <p>Attached please find 3 quotes for replacement of 2012 8 passenger van with newer 9 passenger van. Bus coordinator is in favor of purchasing used van that is available now from WC Cressey for \$44,500.00.</p> <p>The Orange Southwest SD transportation reserve fund has \$862,524 available and, therefore, has sufficient funds to cover the proposed expenditures.</p>	
	Date: 10/10/2023

OSSD
Bus Transportation
Request
Purchase of School Bus

Submitted by:
Danny Bellavance
Transportation Manager
October 10, 2023

Summary

The Bus Department is requesting the district to purchase 1 vehicle to meet transportation needs through “re-placement”. Currently the fleet has an 8 passenger blue van (2012 model year) that has body rot and rust which is a safety concern and will not pass inspection come January. The vehicle has 177,000 miles *This van is used on a daily basis to transport 1 or 2 students in the SPED program who attend school in either East Randolph, South Barre, Berlin, and Montpelier. Smaller buses are needed in order to make “driveway” pickups for SPED students according to policy.

Manufactures’ are still a few months out before arrival) (With the exception of WC Cressey)

The request is for one vehicle as follows:

- One - 8 passenger van

Rationale

Currently, the van bus used daily has rust and high mileage -there is need for 1 “smaller vehicle” to replace the Blue van listed below:

8 Passenger Van

2012 model year Van/Bus #EVA7 - has 177,000 miles on odometer.

Rotation and use:

Replace van with a new or used van to transport special needs students on a daily basis. This type of school bus is smaller than a large 72 passenger yet more versatile and easier to maneuver where “at home” pick-ups are required.

Vehicle Requested for Purchase:

9 passenger Van bus for OSSD

Vehicle purchase to replace Unit EVA 7:

Bus # EVA 7 (2012) – 8 Passenger van (177,000miles)

Option –

9 Passenger Van

- Allegiance Trucks Jericho VT \$96,140.00 (2- 3 months out)
- W.C. Cressey Kennebunk ME. \$44,500.00 – (2019 with 17K miles)
Available now in Maine
- National Bus Sales \$85,000.00 - \$90,000.00 (no inventory)

(The used van listed above is from California and available now at W.C. Cressey.)

I am confident and in favor of purchasing “used” from W.C. Cressey

Vehicle would be maintained and kept at - Town garage on Rand Road

**** Prices quoted do not include the camera system**

SUPERINTENDENT'S REPORT

October 11, 2023

Act 29: An Act Related to School Safety

The frequency of swatting incidents (calling in hoax emergencies for the purpose of harassing a target organization) have been on the rise over the past decade. Act 29 is the Vermont Legislature's response to last year's swatting incident that affected multiple schools including RUHS.

The goal of Act 29 is to increase student and staff safety while providing a consistent structure for controlling building access, assessing threats, and creating comprehensive emergency preparedness plans.

The first required step was completed this summer when the OSSD board approved two mandated policies on July 5, 2023.

- Policy F3: Fire and Emergency Preparedness Drills
- Policy F4: Access Control and Visitor Management

Both policies are available on the OSSD website and were presented to the administrative cabinet for school level implementation at the start of the 2023-24 school year. All provisions of the mandate are currently in place except for the revision of our all-emergency operations plan which must be completed by July 1, 2024.

- All district staff were re-trained this fall using the updated ALICE protocols that have evolved and are now based in options-based responses. Further, the schools have already conducted the first of the two required options-based drills.
- In 2018, safety assessments were conducted at each school and the central office, and the results of those assessments were used to update and harden the facilities to prevent unauthorized entrance. In 2022, our access control procedures were reviewed and updated and were already in compliance with ACT 29 before it was even envisioned.

- The district's threat assessment protocols were updated in December of 2021 based upon the best current practices recommended by the FBI.

The final component of Act 29 requires all schools to have an all-hazards emergency operations plan (EOP) adopted and in place by July 1, 2024. While the OSSD currently has such a plan, it needs to be updated using the suggested state format and process. To date, the district has actively participated in three state sponsored training courses and will begin updating our EOP in November 2023.

Conflict Resolution, Providing Input, and Building Relationships

Conflict is inevitable. Any organization that exists in a community such as ours that contains diverse personalities, expectations, and values will inevitably experience disagreement with some of its members. Such conflict is not necessarily negative if both sides work together following a time-tested, common-sense protocol. In fact, when approached this way, conflict and disagreement often become the main drivers of progress that can improve organizational climate and achievement.

The district has a clear policy, based on best practice and legal principles, that everyone is expected to use whenever there is disagreement. One that requires face-to-face communication between individuals so that both parties are given every opportunity to explain, comment, and discuss the matter from each of their perspectives to foster understanding so that a well-informed, fair, and just resolution can be achieved. Such interactions, even when they are uncomfortable, serve to build rapport, empathy, and trust – the very foundations of a positive climate. Further, the district's policy is designed so that if an agreement cannot be reached, a party can appeal the matter to another individual or group who can look at the situation with a new set of eyes and perspective.

With the rise of social media, it has become even more important to follow the principles set down in the district's conflict resolution policy. Too much conflict is based on rumor, gossip, and anonymous statements that may be true, but which too often are not; and which often take

place without any communication between disagreeing parties. It should be obvious that no resolution (certainly not a fair and just one) can happen without direct communication, and the Board's conflict resolution policy smartly recognizes this. For these reasons, the district is committed to ensuring that all members of the OSSD follow this policy.

In order to provide a means to have face-to-face discussions on such matters, the district runs multiple open forums, advisory meetings, and listening sessions each month. These vehicles also serve as the primary means for providing input into the running of the district and its schools. When the nature of a disagreement requires a more private setting, district staff and administration are more than happy to meet with individuals or small groups at their request. I urge all members of the community to take advantage of these venues to engage with the district on all matters big and small, as that engagement will build strong relationships and a district climate we can all be proud of.

**ORANGE SOUTHWEST SCHOOL DISTRICT
2023-24 SUMMARY**

	2022-23 ACTUAL	SEPTEMBER 2022 YTD	2023-24 BUDGET	SEPTEMBER 2023 YTD	DIFFERENCE
GENERAL FUND					
REVENUE:					
LOCAL REVENUE	1,229,985	19,581	1,165,277	58,370	-1,106,907
SPECIAL PROGRAMS	1,890,513	595,153	2,377,539	633,016	-1,744,523
STATE REVENUES	17,354,421	2,401,748	18,895,649	2,601,265	-16,294,384
BEGINNING BALANCE:	746,171	0	1,096,503	0	-1,096,503
TOTAL REVENUE	21,221,090	3,016,482	23,534,968	3,292,651	-20,242,317
EXPENDITURES:					
INSTRUCTION	7,481,302	1,071,593	8,531,955	1,041,938	7,490,017
SPECIAL EDUCATION	3,485,915	453,448	4,554,839	460,865	4,093,974
ADMINISTRATION	1,276,848	358,103	1,429,672	335,417	1,094,255
CENTRAL OFFICE	851,400	246,789	949,273	254,383	694,890
SUPPORT SERVICES	1,764,064	303,302	2,096,351	360,156	1,736,195
MAINTENANCE	2,655,228	475,021	2,545,420	514,750	2,030,671
TECHNOLOGY	623,899	187,980	768,715	341,641	427,074
TRANSPORTATION	645,588	69,089	779,306	75,290	704,016
OTHER EXPENSES	950,907	16,249	148,989	7,557	141,432
TECHNICAL EDUCATION	937,927	0	1,216,132	0	1,216,132
PRE-SCHOOL	471,603	80,474	514,316	68,771	445,545
SCHOOL TOTAL:	21,144,683	3,262,048	23,534,968	3,460,768	18,412,524
SURPLUS/DEFICIT	0	0	0	0	0
TOTAL EXPENDITURES	21,144,683	3,262,048	23,534,968	3,460,768	20,074,200

	7/1/2023			
OTHER FUNDS	BEG BAL	REVENUE	EXPENDED	BALANCE
TRANSFER FUND	420,704	2,255,871	236,899	2,439,676
TITLE 1	0	0	0	0
EPSDT FUNDS	85,524	0	3,767	81,757
FOOD SERVICE	120,684	250	112,674	8,261
FRESH FRUITS & VEGS	0	0	0	0
MEDICAID FUNDS	719,451	0	20,322	699,129
R.A.V.E.N.	35,050	0	19,236	15,814
IDEA-B - FLOW-THROUGH	0	0	21,304	-21,304
IDEA-B - PRE-SCHOOL	0	0	808	-808
VEHICLE/BUS FUND	971,524	0	109,000	862,524
BUILDING MAINT FUND	2,441,242	0	77,830	2,363,412
LEGAL FUND	140,000	0	0	140,000
SPECIAL EDUCATION FUND	515,697	0	0	515,697
OPERATIONAL RESERVE	2,476,193	0	25,185	2,451,008
TECHNOLOGY RESERVE	108,500	0	0	108,500
ESSENTIAL EARLY ED	43,426	0	7,557	35,869
AFTER SCHOOL PROGRAM	21,133	-513	5,216	15,404
STANDARDS BOARD	0	0	0	0
SUMMER FEEDING	-210	28,059	13,544	14,305
SCHOOL WIDE PROGRAMS	-4	0	37,168	-37,172
TITLE II	0	0	12,467	-12,467
TITLE IV	0	0	322	-322
CONSOLIDATED ADMIN	0	0	0	0
CRF - LEA GRANT	10,348	0	0	10,348
ARP - ESSER	133,981	0	314,874	-180,893
ARP - AFTERSCHOOL	159	0	0	159
ARP - PRESCHOOL	3,547	0	0	3,547
ARP - IDEA-B PRE-SCHOOL	0	0	0	0
ARP - IDEA-B	0	0	0	0
TOTAL OTHER FUNDS	8,246,950	2,283,667	1,018,171	9,512,446

ORANGE SOUTHWEST SCHOOL DISTRICT - REVENUE

Account Name	2022-23 Actual	September 2022 Revenue	2023-24 Budget	September 2023 Revenue	Under (Over)
<u>LOCAL REVENUES:</u>					
Tuition	507,827	0	385,000	0	-385,000
Overhead Tuition	0	0	45,000	0	-45,000
Transportation	49,372	3,191	40,000	0	-40,000
Interest	104,653	16,390	75,000	57,220	-17,780
Early Ed Receipts	3,656	0	0	1,150	1,150
Lease Land - Brookfield	0	0	5	0	-5
Secretary of State - Town Meeting	0	0	0	0	0
Contracted Services	35,292	0	52,940	0	-52,940
OSSU - Maint & Tech Contracted Svc	0	0	0	0	0
RTCC - Shared Services	487,760	0	523,000	0	-523,000
Admin Svcs - EPSDT	0	0	0	0	0
Admin Svcs - VIP	0	0	0	0	0
Admin Svcs - RAVEN	44,005	0	44,332	0	-44,332
Rental Income	128	0	0	0	0
SWP - Salary Reimb	0	0	0	0	0
Prior Year Refunds	-2,708	0	0	0	0
Total Other Revenues:	1,229,985	19,581	1,165,277	58,370	-1,106,907
<u>SPECIAL ED:</u>					
Core Block Grant	0	0	0	0	0
Special Ed Reimbursement	1,645,565	548,522	1,743,537	581,179	-1,162,358
State Placed Students	599	0	0	0	0
Extraordinary Reimbursement	134,533	0	515,328	0	-515,328
Essential Early Ed	80,649	46,631	103,674	51,837	-51,837
IDEA-B - Pre-School	0	0	0	0	0
IDEA-B	0	0	0	0	0
Excess Costs Reimbursement	29,167	0	15,000	0	-15,000
Total Special Ed	1,890,513	595,153	2,377,539	633,016	-1,744,523
<u>STATE REVENUES:</u>					
State Technical Centers	492,283	0	565,552	0	-565,552
State Education Fund	16,422,095	2,342,512	17,893,456	2,542,029	-15,351,427
Health Care Recapture	0	0	0	0	0
State Unenrolled Residents at Tech	1,663	0	0	0	0
State Transportation	255,435	0	255,435	0	-255,435
Small Schools Grant	177,706	59,236	177,706	59,236	-118,470
Driver Education	5,239	0	3,500	0	-3,500
Total State Revenues	17,354,421	2,401,748	18,895,649	2,601,265	-16,294,384
BEGINNING BALANCE:	746,171	0	1,096,503	0	1,096,503
SCHOOL TOTAL:	21,221,090	3,016,482	23,534,968	3,292,651	-19,145,814
<u>FEDERAL FUNDS:</u>					
IDEA - B	0	0	329,400	0	329,400
IDEA - B - PreSchool	0	0	6,800	0	6,800
Title I and II - School Wide	0	0	680,960	0	680,960
Medicaid	0	0	155,000	0	155,000
EPSDT	0	0	10,500	0	10,500
Total Federal Funds	0	0	1,182,660	0	1,182,660
TOTAL VOTER APPROVAL:	21,221,090	3,016,482	24,717,628	3,292,651	-17,963,154

**ORANGE SOUTHWEST SCHOOL DISTRICT -
EXPENDITURES**

Account Name	2022-23 Actual	September 2022 Expenditure	2023-24 Budget	September 2023 Expenditure	Encumb	Balance Under (Over)	Percent Inc/Dec
<u>INSTRUCTION:</u>							
Salaries	4,574,448	612,369	4,969,420	637,617	0	4,331,803	87.17%
Benefits	1,543,206	270,155	1,932,867	169,239	0	1,763,628	91.24%
Drivers Education	3,292	94	4,000	468	2,166	1,366	34.15%
Remedial/Interventionist Service	203,044	20,496	247,900	28,108	446	219,346	88.48%
Testing/Tutorial/OT-PT Svcs	20,638	6,009	20,475	291	0	20,184	98.58%
Contracted Services	37,093	8,348	45,600	11,131	0	34,469	75.59%
Staff Training	238,536	46,042	269,062	72,826	122,055	74,180	27.57%
Co/Extra Curricular	390,514	47,015	501,788	48,098	42,071	411,620	82.03%
Tuition	85,949	0	54,000	12,646	50,782	-9,428	-17.46%
Travel/Field Trips	11,860	176	39,020	283	17,521	21,216	54.37%
Supplies/Textbooks/Equip	372,722	60,889	447,823	61,231	56,617	329,975	73.68%
Total Instruction	7,481,302	1,071,593	8,531,955	1,041,938	291,658	7,198,359	84.37%
<u>SPECIAL EDUCATION:</u>							
Salaries	1,562,213	228,672	1,855,957	252,403	0	1,603,554	86.40%
Benefits	587,230	103,682	804,165	67,571	0	736,595	91.60%
Contracted/Prof Services	0	0	0	0	0	0	
Transportation	64,434	0	158,450	1,153	0	157,297	99.27%
Travel/Conferences	17,520	6,649	11,700	0	645	11,055	94.49%
Supplies/Textbooks/Equipment	20,698	8,745	27,275	9,509	904	16,862	61.82%
Tuition	714,372	52,620	982,000	66,654	367,447	547,899	55.79%
Behavioral Services	84,130	8,917	213,198	25,076	0	188,122	88.24%
Testing/Tutorial/OT-PT Svcs	191,990	12,750	164,000	2,802	25,200	135,998	82.93%
Speech Services	243,327	31,414	338,094	35,696	0	302,398	89.44%
Total Special Education	3,485,915	453,448	4,554,839	460,864.68	394,195	3,699,779	81.23%
<u>ADMINISTRATION:</u>							
Salaries	884,315	267,627	930,100	255,007	0	675,093	72.58%
Benefits	324,313	72,428	392,107	65,478	0	326,629	83.30%
Repairs/Maint	0	0	9,000	0	0	9,000	100.00%
Postage/Telephone	21,610	7,464	36,250	6,551	1,307	28,393	78.32%
Travel	20,008	4,581	17,100	2,616	15,780	-1,296	-7.58%
Supplies/Equipment	26,603	6,003	45,115	5,765	1,242	38,108	84.47%
Total Administration	1,276,848	358,103	1,429,672	335,417	18,328	1,075,927	75.26%
<u>CENTRAL OFFICE:</u>							
Salaries	547,729	159,657	600,210	170,100	0	430,110	71.66%
Benefits	200,823	47,048	250,218	42,109	0	208,109	83.17%
Contracted Services	24,044	2,255	7,500	3,906	1,782	1,812	24.16%
Legal Fees	0	0	0	0	0	0	
Staff Development	17,205	8,599	5,000	0	1,015	3,985	79.70%
Repairs/Maintenance	19,296	19,296	25,000	26,570	0	-1,570	-6.28%
Board Expense	0	0	0	0	0	0	
Building Construction	0	0	0	0	0	0	
Insurance	0	0	0	0	0	0	
Travel	6,863	2,843	7,900	683	0	7,217	91.35%
Supplies/Equipment	35,441	7,090	53,445	11,015	10,661	31,769	59.44%
Total Central Office	851,400	246,789	949,273	254,383	13,458	681,431	71.78%
<u>SUPPORT SERVICES:</u>							
Guidance	511,520	78,545	568,502	59,549	21,190	487,763	85.80%
Behavioral Interventionists	310,964	44,591	323,784	46,148	185	277,451	85.69%
School Nurse	322,896	46,031	367,208	40,982	1,450	324,776	88.44%
Media Services	281,551	41,213	381,092	49,466	5,196	326,430	85.66%
Curriculum Develop	1,809	27,386	31,255	0	885	30,370	97.17%
C.A.R.	57,526	27,542	113,500	7,501	13,500	92,499	81.50%
Teacher Mentoring	70,095	4,252	50,645	542	776	49,327	97.40%
Board of Education	98,932	10,433	116,365	153,253	29,376	-66,264	-56.94%
Legal Fees	68,113	2,685	59,000	2,715	0	56,285	95.40%
Fiscal Services	40,659	20,625	85,000	0	0	85,000	100.00%
Total Support Services	1,764,064	303,302	2,096,351	360,156	72,557	1,663,638	79.36%
<u>MAINTENANCE:</u>							
Salaries	646,549	195,807	760,850	195,750	0	565,100	74.27%
Benefits	284,903	61,373	393,385	54,789	0	338,596	86.07%
Contracted Services	325,211	48,063	112,000	53,790	19,261	38,949	34.78%
General Liability Ins	73,756	0	81,500	0	0	81,500	100.00%
Repairs/Maintenance	320,778	66,086	271,000	79,582	286,017	-94,598	-34.91%
Utilities	430,978	71,115	459,310	47,890	173,000	238,420	51.91%
Supplies/Travel/Equipment	266,522	5,057	272,850	52,387	34,241	186,222	68.25%
Care of Grounds	168,024	25,458	173,000	23,780	71,000	78,220	45.21%
Reserve - Repairs/Maint	100,000	0	0	0	0	0	
Vehicle Services	38,508	2,063	21,525	6,782	2,606	12,137	56.38%
Total Maintenance Svcs	2,655,228	475,021	2,545,420	514,750	586,125	1,444,546	56.75%

**ORANGE SOUTHWEST SCHOOL DISTRICT -
EXPENDITURES**

Account Name	2022-23 Actual	September 2022 Expenditure	2023-24 Budget	September 2023 Expenditure	Encumb	Balance Under (Over)	Percent Inc/Dec
TECHNOLOGY:							
Salaries	287,528	79,488	338,600	96,411	0	242,189	71.53%
Benefits	106,874	22,658	153,515	23,885	0	129,630	84.44%
Contracted Services	-3,568	7,935	24,500	0	0	24,500	100.00%
Technology Fund Transfer	108,500	0	108,500	0	0	108,500	100.00%
Repairs/Maintenance	-749	-369	2,500	0	0	2,500	100.00%
Supplies	125,315	78,268	141,100	221,345	23,431	-103,676	-73.48%
Equipment	0	0	0	0	0	0	
Total Technology	623,899	187,980	768,715	341,641	23,431	403,643	52.51%
TRANSPORTATION:							
Salaries	247,606	47,109	254,045	46,390	0	207,655	81.74%
Benefits	48,304	7,540	55,718	6,832	0	48,886	87.74%
Contracted Svcs/Rent	64,690	170	70,000	4,074	0	65,926	94.18%
Travel/Conferences	0	0	100	0	0	100	100.00%
Repairs/Supplies/Equip	46,285	7,437	58,700	6,993	0	51,707	88.09%
Diesel Fuel	75,609	0	90,800	0	0	90,800	100.00%
Unallowed Spec Ed	0	0	0	0	0	0	
After School Transportation	0	0	70,800	979	0	69,821	98.62%
Field Trips	14,544	1,342	33,000	1,885	175	30,940	93.76%
Tuition Student Transportation	48,548	5,490	46,143	8,138	0	38,005	82.36%
Bus Fund Reserve	100,000	0	100,000	0	0	100,000	100.00%
Total Transportation	645,588	69,089	779,306	75,290.31	175	703,841	90.32%
OTHER EXPENDITURES:							
Food Service Transfer	1,754	0	35,000	0	0	35,000	100.00%
Operational Fund Transfer	760,439	0	0	0	0	0	
Special Ed Transfer	50,000	0	0	0	0	0	
Child Care - COVID-19	50,000	0	0	0	0	0	
Debt Service	10,759	10,080	10,315	0	0	10,315	100.00%
EEE Services	77,955	6,170	103,674	7,557	0	96,117	92.71%
Total Other Expenditures	950,907	16,249	148,989	7,557	0	141,432	94.93%
TECHNICAL EDUCATION:							
State - Act 68	492,283	0	565,552	0	0	565,552	100.00%
Local Tuition	445,644	0	650,580	0	0	650,580	100.00%
Total Tech Education	937,927	0	1,216,132	0	0	1,216,132	100.00%
PRE-SCHOOL							
Salaries	257,242	36,741	285,474	35,736	0	249,738	87.48%
Benefits	131,313	28,003	172,967	16,113	0	156,854	90.68%
Administration	46,547	13,822	0	14,134	0	-14,134	
Tuition/Partnerships	13,424	104	25,000	1,506	6,775	16,719	54.15%
Supplies/Travel/Equip	23,077	1,802	30,875	1,283	3,703	25,889	5.03%
Total Pre-School	471,603	80,474	514,316	68,771	10,478	435,067	84.59%
SUPRLUS/DEFICIT	0	0	0	0	0	0	
SCHOOL TOTAL:	21,144,683	3,262,048	23,534,968	3,460,768	1,410,406	18,663,794	79.30%
FEDERAL FUNDS:							
IDEA - B	0	0	329,400	0	0	6,800	
IDEA - B - PreSchool	0	0	6,800	0	0	680,960	
Title I and II - School Wide	0	0	680,960	0	0	155,000	
Medicaid	0	0	155,000	0	0	10,500	
EPSDT	0	0	10,500	0	0	1,182,660	
Total Federal Funds	0	0	1,182,660	0	0	2,035,920	
TOTAL VOTER APPROVAL:	21,144,683	3,262,048	24,717,628	3,460,768	1,410,406	20,699,714	#REF!