

Orange Southwest School District (OSSD)
Regular Board Meeting on Wednesday January 8, 2025
Randolph Elementary School
6pm

Google Meeting Joining Info
Video call link: <https://meet.google.com/upd-xcaz-qno>
Or Dial: (US)+1 513-472-0826
PIN: 499 934 387#

I. Opening (6:00 - 6:05)

- Board Attendance: *Ensuring a quorum*
- Meeting Purpose: Budget, Committee Reports
- Review and Accept Agenda

II. Ownership Linkage (6:05 - 6:25)

- Public Comment for items not listed on agenda: *Board welcomes comment but is not able to take any action. Comments limited to 3 minutes per speaker.*
- Randolph Elementary School Presentation from Principal Melinda Robinson
- Ownership Linkage: 1st read of community letter/Annual Report
- Open Board Seats

IV. Board Process (6:25 – 7:05)

- Budget Discussion
 - Annual meeting Warning
- Report out from sub-committees: ENDS, Ownership Linkage, Negotiations
 - ENDS: 2nd read of revised ENDS Policy
 - Negotiations: Announcement of 1st scheduled meetings

IV. Board Education (7:05 – 7:10)

- Excelerator Module 3 (PG Training)

V. Monitoring the Organization (7:10 – 7:15)

- Review, Discuss, and possible Vote to Approve Executive Limitation 2.6 (3.4) – 2nd read

VI. Policy Decisions for District Governance (7:15 – 7:20)

- B5 – Employment Harassment 2nd read

VII. Monitoring the Board (7:20 – 7:30)

- Board Self-Evaluation: GP 4.6 (enclosed)

VIII. Consent Agenda (7:30 – 7:45)

- Approve minutes from December 11 board meeting
- Approve minutes from sub-committee meetings
- Approve RTCC Budget
- Approval of AOE Financial Mgmt Questionnaire
- Approve Announced Tuition Range

IX. Closing/Incidental Information (7:45 – 8:00)

- Superintendent's Report
- School Newsletters/Principal Reports
- Action Item Recap

X. Executive Session *If needed*

Future Meetings

- Agenda Planning Meeting: Monday February 3, 2025 @ remote, 6pm
- Regular Board Meeting: Wednesday February 12, 2025, 6pm @ RUHS (RTTC mtg at 5pm)

Letter to the Community

Dear OSSD School Community Members,

As we approach the end of the year, we want to share an update on the work your school board has been doing since September. Below are some key highlights of our recent activities.

1. Facilities and Maintenance Updates

Receiving updates on projects to improve school facilities has become a priority. In short, the high school and Brookfield Elementary are showing their age and we have begun a conversation on the future of these two buildings. Updates to heating systems, safety measures, and accessibility features were reviewed, with several projects already underway. These improvements ensure that our learning environments are safe, comfortable, and conducive to high-quality education.

In addition to that, the board was presented with a feasibility study for all four schools in our district. The results for RUHS and Brookfield Elementary warrant a larger focused conversation with the community about the future of these buildings and how we as a community want to proceed. The feasibility study presentation may be viewed by anyone here: **(link to video presentation needed)**

2. Financial and Operational Updates:

Our financial situation remains stable, with discussions around surplus use, particularly funding for RTCC's health careers instructor position, which was approved.

The district has managed to maintain operational continuity despite some staffing shortages, notably in bus driver positions which have since been resolved.

3. Board Membership and Governance:

We welcomed Rachel Fish as the new representative for Braintree following the resignation of Katja Evans. We look forward to Rachel's contributions to our board.

We've been actively discussing the inclusion of student representation on the board to enhance our understanding and engagement with student perspectives.

3. Policy and Procedure Updates:


The board reviewed and is in the process of refining our Ends Policy, which outlines our educational goals and vision for our students.

We've reviewed a new Video Surveillance Policy to enhance safety while respecting privacy.

We are also considering professional development opportunities like the Policy Governance Board EXCEerator and Maintenance Program to strengthen our governance practices.

4. Educational and Community Initiatives:

The start of the school year has been remarkably smooth, with positive feedback on our in-service training focused on Positive Behavioral Interventions and Supports (PBIS) and school safety.

We've successfully launched after-school programs at RES and Brookfield campuses, with the combined program for Braintree and Randolph students at RES having started on September 16 under the leadership of our new site coordinator,  Cory Scoppe.

Looking Ahead:

We will continue to focus on policy governance training, student engagement, and addressing infrastructure needs as highlighted in our facilities monitoring reports.

Upcoming meetings will include discussions on budget timelines, further policy reviews, and

We are committed to transparency and encourage your participation in our board meetings or through direct communication. Your feedback is invaluable as we work to serve our students and community effectively. Thank you for your continued support and engagement.

WARNING

**Orange Southwest Unified Union School District
(Orange Southwest School District)
For Braintree, Brookfield, and Randolph
ANNUAL SCHOOL DISTRICT MEETING
Monday, March 3, 2025**

TO THE LEGAL VOTERS OF RANDOLPH, BRAINTREE, and BROOKFIELD:

You are hereby notified that the Annual Meeting of the voters of Randolph, Braintree & Brookfield will be held in the Auditorium at the Randolph Union High School in the Town of Randolph on Monday, March 3, 2025 commencing at 6:00 p.m. Following updated guidance from state agencies and in order to comply with those directives, this meeting will be also be available remotely. Members of the public wishing to join the meeting remotely, please use the following link:

meet.google.com/yhw-hpba-say

Phone Numbers

(US)+1 419-945-6075

PIN: 360 692 067#

NOTICE TO VOTERS: ARTICLES I, II, III, IV, V, and VI will be voted on the Floor on Monday, March 3, 2025.

Polls for voting on Articles VII, VIII, IX, X & XI will be open on Town Meeting Day, Tuesday, March 4, 2025 at the following locations and at the following times in each town:

Braintree: Braintree Town Hall from 9 a.m. to 7 p.m.

Brookfield: Brookfield Elementary School from 9 a.m. to 7 p.m.

Randolph: Randolph Town Hall from 7 a.m. to 7 p.m.

ARTICLE I: To elect a Moderator for a one year term beginning July 1, 2025.

ARTICLE II: To elect a Clerk for a one year term beginning July 1, 2025.

ARTICLE III: To elect a School District Treasurer for a one year term beginning July 1, 2025.

ARTICLE IV: To fill any vacancies existing or occurring on March 4, 2025.

ARTICLE V: To hear and act upon recommendations contained in the reports of the officers of the school district.

ARTICLE VI: To see whether the school district will authorize the School Board to borrow money pending receipt of payments from the member towns, by the issuance of notes or orders payable not later than one year from the date thereof.

ARTICLE VII: To vote by Australian ballot on the following Orange Southwest School District Officer:
1. - One School Director from the residents of Randolph, VT for a term of three years.

ARTICLE VIII: To vote by Australian ballot on the following Orange Southwest School District Officer:
1. - One School Director from the residents of Randolph, VT for a term of three years.

ARTICLE IX: To vote by Australian ballot on the following Orange Southwest School District Officer:
1. - One School Director from the residents of Braintree, VT for a term of three years.

ARTICLE X: To vote by Australian ballot on the following monetary item:
1. Shall the voters of the Orange Southwest School District approve the school board to expend **\$XXXXXXXX**, which is the amount the school board has determined to be necessary for the ensuing fiscal year.

ARTICLE XI: To vote by Australian ballot on the following monetary item:
1. Shall the voters of the Orange Southwest School District approve the transfer of **\$XXXXXXXX** in surplus funds from the 2023-2024 school year to the Operational Reserve Fund?

ARTICLE XII: To vote by Australian ballot on the following monetary item:
2. Shall the voters of the Orange Southwest School District approve the transfer of **\$XXXXXXXX** in surplus funds from the 2023-2024 school year to the Building Reserve Fund?

DATED at Braintree in the County of Orange and State of Vermont, this 12thth day of January 2024.

Hannah Arias, Chair

Rachel Gaidys

Anne Kaplan, Vice-Chair

Sarah Haupt

Ryan Anderson, Clerk

Sam Hooper

Rachel Fish

Aimil Parmelee
OSSD School Board Directors

Received and recorded in the office of the Clerk of the Orange Southwest School District, in Randolph on January 29th, 2024 before being posted.

ATTEST: _____
Linda Lubold, Clerk

NOTICE TO VOTERS

Attached is some basic information about the Orange Southwest School District meeting warned. If you have any questions, please contact your Town Clerk.

Braintree Town Clerk - 728-9787
Brookfield Town Clerk - 276-3352
Randolph Town Clerk - 728-5682

Policy Title 1.0 Ends Statement:

Orange Southwest School District will use the resources invested by the community to create inclusive, academically rigorous schools that maximize each individual's potential.

Further, our core focus is on the following:

1.1 A rigorous academic foundation

- 1.1.1 ELA (Reading, writing, listening, communicating)
- 1.1.2 Mathematics
- 1.1.3 Science and technology
- 1.1.4 Social studies
- 1.1.5 Arts

1.2 Life skills, personal development and self-care

- 1.2.1 Vocational skills
- 1.2.2 Wellness
- 1.2.3 Financial literacy
- 1.2.4 Self-direction
- 1.2.5 Social-emotional skills
- 1.2.6 Critical thinking and creativity

1.3 Community engagement and global citizenship

- 1.3.1 Global awareness (including world languages)
- 1.3.2 Civics
- 1.3.3 Community involvement
- 1.3.4 Care for the environment
- 1.3.5 Respect for and inclusion of diversity

**Orange Southwest School
District**



Michael Clark
Superintendent

Heather Lawler
*Assistant
Superintendent*

Robin Pembroke
Business Manager

Kayla Link
*Director of Special
Education*

24 Central Street, Randolph, VT

TEL (802) 728-5052

**B5
REQUIRED¹**

EMPLOYEE UNLAWFUL HARASSMENT

Policy

In the Orange Southwest School District, employee harassment, as defined herein and by state and federal law, is unlawful and will not be tolerated. Retaliation against any person raising good faith allegations of unlawful harassment or against any witness cooperating in an investigation pursuant to this policy is prohibited.

Definitions

1. **Employee:** For purposes of this policy, any person employed by and subject to the direct supervision of the district or supervisory union.
2. **Unlawful Harassment:** Unwelcome conduct based on an employee's race, color, religion, national origin, sex, sexual orientation, gender identity, ancestry, place of birth, age, crime victim status, or physical or mental condition that interferes with the employee's work or creates a work environment that is intimidating, hostile, or offensive. In determining whether conduct constitutes harassment:
 - a. The determination shall be made on the basis of the record as a whole, according to the totality of the circumstances, and a single incident may constitute unlawful harassment.
 - b. Incidents that may be harassment shall be considered in the aggregate with varying types of conduct and conduct based on multiple characteristics viewed in totality rather than in isolation.
 - c. Conduct may constitute unlawful harassment, regardless of whether: 1) the complaining employee is the individual being harassed; 2) the complaining employee acquiesced or otherwise submitted to or participated in the conduct; 3) the conduct is also experienced

¹ 21 V.S.A. §495h(b) requires all employers to adopt a policy against sexual harassment. The policy shall include 1) a statement that sexual harassment in the workplace is unlawful, 2) a statement that it is unlawful to retaliate against an employee for filing a complaint of sexual harassment or for cooperating in an investigation of sexual harassment, 3) a description and examples of sexual harassment, 4) a statement of the range of consequences for employees who commit sexual harassment, 5) a description of the process for filing internal complaints about sexual harassment and the names, addresses, and telephone numbers of the person(s) to whom complaints should be made, and 5) the complaint process of the appropriate State and federal employment discrimination enforcement agencies, and directions as to how to contact such agencies.

by others outside the protected class involved in the conduct; 4) the complaining employee was able to continue carrying out the employee's job duties and responsibilities despite the conduct; 5) the conduct resulted in a physical or psychological injury; or 6) the conduct occurred outside the workplace.²

3. **Sexual Harassment:** Sexual harassment is a form of unlawful harassment. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal, physical, written, auditory, or visual conduct of a sexual nature by a District employee or a person engaged to perform work or a service for the District when:
 - a. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment; or
 - b. Submission to or rejection of such conduct by an individual is used as a component of the basis for employment decisions affecting such individual; or
 - c. Such conduct has the purpose or effect of interfering with an individual's work or creating an intimidating, hostile or offensive working environment.
 - d. Sexual harassment need not be severe or pervasive in order to be unlawful.³
4. **Retaliation.** Retaliation is adverse action taken against a person for making a complaint of unlawful harassment or for participating in or cooperating with an investigation.

Examples

Unlawful harassment can include any unwelcome conduct which offends, denigrates, or belittles an employee because of the race, color, religion, national origin, sex, sexual orientation, gender identity, ancestry, place of birth, age, crime victim status, physical or mental condition, marital status, or genetic information. Such conduct includes, but is not limited to: unsolicited derogatory remarks, jokes, demeaning comments or behavior, slurs, mimicking, name calling, graffiti, innuendo, gestures, physical contact, stalking, threatening, bullying, extorting or the display or circulation of written materials or pictures.

1. **Sex** - Sexual harassment may include unwelcome touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics, pressure for sexual activity, display or sending of pornographic pictures or objects, obscene graffiti, and spreading rumors related to a person's alleged sexual activities.

Please be aware that any sexual harassment allegations must be considered and processed pursuant to the District's Title IX policy.

2. **Race and Color** - Racial or color harassment may include unwelcome conduct directed at the characteristics of a person's race or color such as nicknames emphasizing stereotypes, racial slurs, and negative references to racial customs.
3. **Religion** - Harassment on the basis of religion includes unwelcome conduct directed at the characteristics of a person's religion or creed such as derogatory comments regarding surnames, religious tradition, or religious clothing, or religious slurs.
4. **National Origin and Place of Birth** - Harassment on the basis of national origin includes unwelcome conduct directed at the characteristics of a person's national origin or place of birth such as negative comments regarding surnames, manner of speaking, customs, language or ethnic slurs.

² 21 V.S.A. §495d definition of "harass"

³ As defined in 21 V.S.A. §495d

5. **Age** - Age harassment includes unwelcome conduct directed at someone (an applicant or employee) age 18 or older, such as offensive remarks about a person's ability to perform certain tasks because of age.⁴
6. **Marital Status** - Harassment on the basis of marital status includes unwelcome conduct directed at the characteristics of a person's marital status, such as comments regarding pregnancy or being an unwed parent.
7. **Sexual Orientation** - Harassment on the basis of sexual orientation includes conduct directed at the characteristics of a person's sexual orientation.
8. **Gender Identity** - Harassment on the basis of gender identity includes unwelcome conduct directed at an individual's actual or perceived gender identity, or gender-related characteristics intrinsically related to an individual's gender or gender identity, regardless of the individual's assigned sex at birth.
9. **Disability** - Disability harassment includes any unwelcome conduct directed at the characteristics of a person's disabling mental or physical condition such as imitating manner of speech or movement, or interference with necessary equipment.
10. **Genetic Information** - Genetic information harassment can include, for example, making offensive or derogatory remarks about an applicant or employee's genetic information, or about the genetic information of a relative of the applicant or employee. Genetic information includes information about an individual's genetic tests and the genetic tests of an individual's family members, as well as information about family medical history.

Training

The District shall implement a reasonable training program to make employees aware of the District's harassment policies and procedures.

Administrative Procedures

1. **Duty to Investigate.** In the event the district or supervisory union receives a complaint of unlawful harassment of an employee, or otherwise has reason to believe that unlawful harassment is occurring, it will take all necessary steps to ensure that the matter is promptly investigated and addressed. The Orange Southwest School District is committed to take action if information regarding potential unlawful harassment is learned, even if the aggrieved employee does not wish to file a formal complaint.
2. **Designated Persons.** Every employee is encouraged to report any complaint of or suspected acts of unlawful harassment. Unlawful harassment should be reported to the non-discrimination coordinators or to the principal at the following address and telephone number:

Non-Discrimination Coordinators

Address: 24 Central Street, Randolph VT 05060

Telephone number: 802-728-5052

Braintree Principal

Address: 66 Bent Hill Road, Braintree VT 05060

Telephone number: 802-728-9373

Brookfield Principal

Address: 1728 Ridge Road, Brookfield VT 05036

Telephone number: 802-276-3153

⁴ 21 V.S.A. §495

Randolph Elementary Principal

Address: 40 Ayers Brook Road, Randolph VT 05060

Telephone number: 802-728-9555

Randolph Middle & High School Principal

Address: 15 Forest Street, Randolph VT 05060

Telephone number: 802-728-3397

RTCC Director

Address: 17 Forest Street, Randolph VT 05060

Telephone number: 802-728-9595

- 3. **Investigation.** Allegations of unlawful harassment will be promptly investigated by a non-discrimination coordinator or designee. At the outset of the investigation, the complainant shall be provided with a copy of this policy. If the allegations are found to have been substantiated by the investigator, the district or Supervisory Union will take appropriate disciplinary and/or corrective action. The non-discrimination coordinator or designee will inform the complainant(s) and the accused(s) whether the allegations were substantiated. The accused(s), the complainant(s) and any witness(es) shall be warned against any retaliation. If, after investigation, the allegation is found not to have been substantiated, the complainant(s) shall be informed of the right to contact any of the state or federal agencies identified in this policy.
- 4. **Filing a Complaint.** Employees are encouraged to report the alleged unlawful harassment as soon as possible to the non-discrimination coordinators or the principal.
- 5. **Alternative Complaint Processes.** Employees may file complaints with both the district or supervisory union and with state and federal agencies. If employees are dissatisfied with the results of an investigation, they may file a complaint with state and federal agencies. The agencies are:
 - a. Vermont Attorney General's Office, Civil Rights Unit, 109 State Street, Montpelier, VT 05602, tel: (802) 828-3171. Complaints should be filed within 300 days of any unlawful harassment.
 - b. Equal Employment Opportunity Commission, 1 Congress Street, Boston, MA 02114, tel: (617)565-3200 (voice), (617)565-3204 (TDD). Complaints should be filed within 300 days of any unlawful harassment.
- 6. **Confidentiality.** Witnesses, complainant, and the accused shall keep confidential matters related to the charge of unlawful harassment.

<i>VSBA Update</i>	<i>10/10/2023</i>
<i>Date Warned:</i>	<i>11/20/2024</i>
<i>Date Adopted:</i>	
<i>Legal Reference(s):</i>	<i>9 V.S.A. §§ 4501 et seq. (Public accommodations)</i>
	<i>21 V.S.A. §§495 et seq. (Unlawful employment practice, sexual harassment)</i>
	<i>42 U.S.C. §§2000e et seq. (Title VII of the Civil Rights Act of 1964)</i>
	<i>29 C.F.R. 1604.11 (Equal Opportunity Employment Commission)</i>
<i>Cross Reference:</i>	<i>Board Commitment to Non-Discrimination</i>
	<i>Prevention of Sexual Harassment as Prohibited by Title IX</i>

Worksheet for Board Self-Evaluation of Governance Process Policies

Policy Number 4.6 Board Committee Principals
Time period being monitored: FY 24-25
Date Completed: 1/8/25

Performance Ratings: always, most of the time, some of the time, never

Policy Wording	Have we acted consistently with this item of the policy	Specific representative examples to support your response
<p>Board committees, when used, will be assigned so as to reinforce the wholeness of the Board's job and so as never to interfere with delegation from board to Superintendent. Accordingly:</p>		
<p>1. Board committees are to help the Board do its job, not to help or advise the staff. Committees ordinarily will assist the board by preparing policy alternatives and implications for board deliberation. In keeping with the Board's broader focus, board committees will normally not have direct dealings with current staff operations.</p>		
<p>2. Board committees may not speak or act for the Board except when formally given such authority for specific and time-limited purposes. Expectations and authority will</p>		

<p>be carefully stated in order not to conflict with authority delegated to the Superintendent.</p>		
<p>3. Board committees cannot exercise authority over staff, beyond the bounds of typical support functions for committees with assigned staff. Because the Superintendent works for the full board, he or she will not be required to obtain the approval of a board committee before an executive action.</p>		
<p>4. Board committees are to avoid over identification with organizational parts rather than the whole. Therefore, a board committee that has helped the board create policy on some topic will not be used to monitor organizational performance on that same subject.</p>		
<p>5. Committees will be used sparingly and ordinarily in an ad hoc capacity.</p>		
<p>6. This policy applies to any group that is formed by board action, whether or not it is called a committee and regardless of whether the group includes board members. It does not apply to committees formed under the authority of the Superintendent.</p>		

Which areas were rated as “some of the time,” “rarely,” or “never?”

Select ONE area of this policy for improvement over the next year.

What actions will we COMMIT to taking in the next year to improve our application of this policy?

Who will be accountable for the leadership to ensure it happens?

WHEN will we reassess our progress?

Orange Southwest School District (OSSD)
Regular Board Meeting on Wednesday December 11, 2024
Braintree Elementary
6pm

Minutes

I. Opening (6:00 - 6:05)

- Board Chair Hannah Arias announces they will give a few extra minutes to allow latecomers (due to inclement weather) time to arrive or log in. Meeting is called to order by the chair at 6:03 pm.
- Board Attendance: *Ensuring a quorum: Hannah Arias, Anne Kaplan, Ryan Anderson, Sam Hooper, Aimil Parmelee, Rachel Fish, Rachel Gaidys with Michael Clark, Robin Pembroke, Kyle Southworth, ORCA Media. Absent: Sarah Haupt. Public at meeting: Lisa Wright, Rachel Drury, Greg Hance, Joe Bent, Jenny Davis, Larry Satcowitz, Amy Audsley, Timothy Moynihan, Abi McFadyen, Sarah Langlois, Norie Belanger, Vickie Johnson, Ron Wold, Emmett Wold, Kyle Obenauer, Jay Hooper.*
- Meeting Purpose: Budget, Committee Reports
Chair Hannah Arias acknowledges and thanks the RUMHS Innovation Center, Tom Zani and Nasser Abdel-Fatah for the “swag bag” provided each board member. Students used supplies purchased with grant money to show off the skills they’ve learned at the Innovation Center, including custom designed slate coasters, insulated tumblers, notepads and more.
- Review and Accept Agenda
Hannah Arias moves to reorganize the order of Section III to allow public comment before the Q&A period for the Board, and that comments be limited to 2 minutes. Sam Hooper seconds, the motion passes unanimously. Hannah Arias moves to reschedule the presentation by Patti Sprague and Braintree students to another time as school was cancelled and presenters aren’t available. Aimil Parmelee seconds, motion passes unanimously.

II. Ownership Linkage (6:05 - 6:25)

- Public Comment for items not listed on agenda: Board welcomes comment but is not able to take any action. Comments are limited to 3 minutes per speaker.
No public comment at this time
- Braintree Presentation from Principal Patti Sprague and Students
Presentation is postponed until a later time when both students and Principal Patti Sprague are able to be present

IV. Board Process (6:25 – 7:05)

- Budget Discussion with Robin Pembroke
Hannah Arias clarifies that this meeting is to discuss, gather information and educate, the Board will NOT vote on any budget at this time.
Michael Clark explains that the Board tasked him to come back this month with 2 additional levels of budget, the original was at level service (10.5%) and the Board wanted to see what a 3% increase (Governor’s recommendation) and a level funded budget looked like. The Cabinet worked to craft 10 budgets, each level equaling about \$250,000 in reduction (approx. 1% of the 2.5-million-dollar total needed to reach level funding) Michael Clark asked the Board if they wanted to see all levels, or if they wanted to hear the presentation first. The administrative team has discussed with any potentially impacted employees their status.
The Board discusses how important it is that what is presented be shared within the community.
Aimil Parmelee moves to hear the verbal presentation of the 10 Level budget reduction proposal for the 25-26 budget year. Hannah Arias seconds, the motion passes unanimously.

Michael Clark communicates that there are well over 100 people attending virtually and almost 20 in person, and that the administrative team worked hard and made tough suggestions. Sharing from the community will help shape the future of our schools.

The Proposed Reductions Plan is attached. Michael Clark presented Levels 1 through 4, at which point the Board suggests they need not go further. Cara Houston is called upon to discuss if the new daycare would be able to service PreK 3-year-olds in the community.

Rachel Fish moves to end the budget reduction presentation, Aimil Parmelee seconds and the motion passes with 6 for and 1 against.

Rachel Gaidys makes a motion to hear the administrators' plan to reallocate how district buildings are used. Ryan Anderson seconds and the motion passes unanimously.

Michael Clark speaks about how a building reallocation plan would look with Braintree and Brookfield students grades 1-5 moving to RES, all PreK and Kindergarten students moving to Braintree and all 6th grade students moving to join 7-12 at RUMHS. Under this plan, Brookfield school would then be closed. Discussion about the amount of savings and the time frame required for such a move, and Rachel Gaidys asks if there is data available about student education value if close to their community. Michael Clark is not aware of any data for that particular question but states the work could be done by the start of school in August, and savings would be \$1.2 million, perhaps more. Budget reductions of Level 1, 2 and 3 plus school consolidation would get the budget presented to taxpayers at roughly +3%.

○ Public Comment:

Hannah Arias opens the floor for public comment, each limited to 2 minutes.

- *Ron Wold asks about positions that might be lost under the consolidation plan. Michael Clark responds he has work to do to dig into that.*
- *Frank Landry thinks any cuts to PreK programs are detrimental as students gain valuable experience.*
- *Kyle Obenauer thinks the community needs to assess what the proposed cuts to art, R&D and closing of a school would mean. Priorities need to be top of mind, and voters may be willing to pay a little more to assist students.*
- *Emma Janicki is concerned about overloads and that paras are calculated in student to staff numbers. Encourages consideration of administrative cuts, and feels teachers should be able to express opinions about administrators that could be eliminated.*
- *Larry Satkowitz suggests that by the next meeting information should be available about what the tax rate may be and that will better inform the conversation.*
- *Katy Van Houten speaks about the high level of needs at RES and how subs are not available even though the district did increase the daily rate to be more competitive. Says the current staffing level is too low.*
- *Joe Bent questions if the \$1.2 million savings takes into account work that would need to be done to each school to accommodate reallocation. Michael Clark assures this was considered.*
- *Stephanie Cole comments that she is happy at Braintree School and reminds that the school is ranked 6th in the state. Also suggests that perhaps assistant superintendent and 2 special education positions may not be needed.*
- *Abby McFadyen feels that Pre-school is being attacked, the budget is already cut. Says RES serves low-income walkers for preK and that OCCP is wishful thinking.*
- *Cara Houston says that the 3-year-old PreK has a long-lasting impact on the community. Younger students have 4-year-olds as role models, loss of program would affect 15 students and would greatly impact their access to services. Reducing the library position would impact students directly while having a full-time nurse is a benefit with students receiving services throughout the day.*
- *Teyve Kelman thanks the Board and Michael Clark for having a difficult conversation. He doesn't feel there's any fat to cut and the cuts being considered (late bus, world travel) would impact the most economically disadvantaged.*
- *Lisa Wright suggests the district can't afford to lose staff with a lot of students who have behaviors wouldn't be able to receive services.*
- *Julie-Marie Bristol feels the positions being cut are student facing, and the district already doesn't have enough staff. Teachers often can't do their best, and talking of closing school buildings and cutting PreK would be detrimental to the students. Suggests the community has a conversation that would create a budget that wouldn't cut staff.*

- *Sadie Lyford says they are proud of the administrators for coming up with three levels of cuts but suggests perhaps they should start at the top and move down. Says there are cuts in all school except 1. Nurses offer medical care to students and support parents in getting healthcare.*
- *Sonya Cattanach gives a shout out to preschool, feels it is so important and the community needs to think about what jobs could be lost without hurting the kids.*
- *Jen Larkin is concerned about the preK reduction and supports staff at Brookfield. They're concerned about the loss of a community school and its impact on children. Children need to be set up for success, and the community needs to invest in schools to keep young people here.*
- *Callie Hastings asks how many ways the district can get there (to a budget), doesn't like the idea of closing Brookfield school. Has seen how the community has been re-energized with young families.*
- *Martha Mathis says they are assuming administrative cuts have taken place or will be taking place – savings as great as possible shouldn't be art supplies. Unthinkable to consider repurposing the Brookfield school.*
- *Sarah Richards recalls their history in Brookfield and doesn't want to lose the community and family-like atmosphere. Frightening to think about all the Brookfield school staff not being together in the same building.*
- *Emily and James Huff thank the educators who are at the meeting and would like to see what the plan is to communicate these cuts to the community and children.*
- *Kayla Manning French thanks the community for showing up and echoes the importance of front-facing staff, including paras. Small changes, like the loss of art, have large effects. The loss of afterschool would be impactful to students who need the service, the community needs to create access.*
- *Board chair Hannah Arias closes public comment at this time.*

- Initial question and answer period reserved for Board members

Hannah Arias explains that the task given the administration was to present a budget that could be presented and explained to the community. The board discusses how any budget cuts will equal sacrifices. They question if the results of the recent feasibility study are connected to thinking about consolidation, and express concern with Brookfield's structural challenges. It is pointed out that more people need to come out to these discussions, and they would need to give more thought to a consolidation plan. Ryan Anderson believes consolidation is unthinkable and would like to see what a budget cut would really look like, and stress that the board is looking to that for information. Data from the state should be available in the next couple of weeks, Michael Clark says they have worked through multiple scenarios, with the information finance currently has, the impact of a 10.5% increase could be .50 per hundred, but they'd like to say .75. This tax cycle could see a round of big increases. Rachel Gaidys points out that the tax rate is impacted by more than the school budget, and the board values education and understands the importance of schools. Much of the budget was fixed by the state, with an 11.9% increase in health insurance. Front Porch Forum is full of opinions of people who aren't at the meeting. Sacrificing 3-year-old preK doesn't feel good but may be unavoidable.

Ryan Anderson suggests that the community may stomach a 10.5% increase but not consolidation but understands the structural needs of RUHS and Brookfield. Asks "Does our community want this right now?" Rachel Fish doesn't want to lose anything, suggests perhaps cutting administrative positions, to which Michael Clark responds that the first cut was administrative (replacing HR director with benefits coordinator), and the assistant superintendent manages grants – a cut there would reduce or remove that funding stream. They see two crises, cost and staffing, and asks what direction the board would like them to take? Ryan Anderson questions if the voters would support level-service? PreK is beloved and paras should be exempt from cuts. Hannah Arias suggests there may be low-hanging fruit like closing vacant positions that could provide cost savings, stresses that the board needs to talk to people they think would not approve the budget even ahead of the tax rate information. The board has more work to do and cannot walk away thinking the voters will approve 10.5. Rachel Gaidys asks about penalties if the budget increase is too high, Robin Pembroke reviews potential effects if the district over-spends per pupil. The pupil count for the district is being disputed, Hannah Arias recommends the board be ready to quickly organize a special meeting once information from the state becomes available. Anne Kaplan suggests finding other cuts, not drivers and librarians. Discussion ensues about what the limit of management should be for the board, and it is stated that the board can't manage individual budget lines – the

administrators developed a priorities list. It is stated that a penalty for overspending should not be considered, Sam Hooper asks when to expect the state to issue a number, Michael Clark believes that to be by Jan 1. Hannah Arias states that they believe the board needs more data from the state and has much work to do within the community communicating the importance of budget discussions, individually seeking out community members and conversations.

Hannah Arias advised that the next board meeting is scheduled for Jan 8, but members should reserve the 15th for a special meeting and be prepared to meet twice a month until March.

- Report out from sub-committees: ENDS, Ownership Linkage, Negotiations
 - ENDS: 1st read of revised ENDS Policy
Aimil Parmelee communicates that the policy has been drafted and is available for read-through in the board packet
 - Ownership Linkage: Proposal for community engagement/conversation in feasibility study and future plans
Ryan Anderson reports that a draft letter is available and will be emailed to the Board for review and consideration. There will be no conversation about that draft until the next regular meeting.
 - Negotiations: Report on next steps
Michael Clark reports that both the professional and the support staff committees have met, and are now working to schedule meetings that are convenient for the Association, the committees as well as legal counsel.
 - Report of letter to neighboring school districts
Michael Clark reports that the letters were sent to the Boards as agreed, and he received acknowledgements from both principals that they would share the communications as well.

IV. Board Education (7:05 – 7:10)

- Excelsior Module 2 (PG Training)
Conversation among the board members about the latest training, who their owners are and how that may be different from their stakeholders.

V. Monitoring the Organization (7:10 – 7:20)

- Review, Discuss, and possible Vote to Approve Executive Limitation 2.4 and 2.5 (3.4) – 2nd read
Anne Kaplan moves to accept EL 2.4 and 2.5 as presented, Ryan Anderson seconds, motion passes unanimously.
- Executive Limitation 2.6 (3.4) – 1st read
Anne Kaplan notes that item 5 of the policy has an inaccurate limit. Instead of “over \$15,000” it should be over \$40,000 that requires comparative pricing and quality. Anne Kaplan will find that revised policy and provide for updating. Michael Clark notes he has not signed this document as it doesn’t have supporting materials that would complete it. Those materials will be available at the next regular meeting.
- Facilities Monitoring Report (enclosed)
Michael Clark reviews expenditures and discusses plans to visit each campus, view work performed, and sign off on completed projects.

VI. Policy Decisions for District Governance (7:20 – 7:25)

- 2nd reads of Policies C10 (HHB, recommendations from Superintendent), C8 (Student Privacy, recently revised by VSBA), B3 (Drug & Alcohol Free Workplace, recently revised by VSBA)
It is noted that Policy B5 (Employee Unlawful Harassment) is included in the packet, but not on the agenda. This policy will be voted on at the January 2025 meeting.
Rachel Gaidys moves to accept Policies C10, C8 and B3 as presented. Aimil Parmelee seconds, motion passes unanimously.

VII. Monitoring the Board (7:25 – 7:35)

- Board Self-Evaluation: GP 4.5 (enclosed)

Discussion about conflict of interest in a small community.

VIII. Consent Agenda (7:35 – 7:55)

- Approve minutes from November 20 board meeting
- Approve minutes from sub-committee meetings
- Approve proposed OSSD calendar amendment to move March 26 half-day to January 17, 2025.
- Approve Raven Budget

Aimil Parmelee moves to accept the consent agenda as presented. Rachel Fish seconds and the motion passes unanimously.

IX. Closing/Incidental Information (7:55 – 8:10)

- Letter to Neighboring School Districts
This issue was addressed earlier in the meeting, erroneously on the agenda twice.
- Superintendent's Report
Michael Clark discusses responsibilities school districts have when they include a technical center, and gives an overview of the budget timeline.
- School Newsletters/Principal Reports
- Action Item Recap

Meeting is adjourned by Chair Hannah Arias at 9:25 p.m.

X. Executive Session *If needed*

Future Meetings

- Agenda Planning Meeting: Monday December 30, 2024 @ remote, 6pm
- Regular Board Meeting: Wednesday January 8, 2025 @ RES at 6 p.m.

Respectfully submitted:

Kyle M. Southworth

12/13/2024

Financial Management Questionnaire - School Districts, Supervisory Unions, Supervisory Districts

Orange Southwest School District	Yes	No	Don't know	By whom
Do you know by whom the following is maintained?				
School District Checkbook	X			Linda Lubold/Rachel Bent
School District receipts	X			Linda Lubold/Rachel Bent
Student Activity Cash/Check receipts	X			Kelly Tucker, Stephanie Reyes, Rachel Bent, Lisa Becker
School District payments:				
Payroll	X			Melissa Maxey/Michelle Keyes
Accounts Payable	X			Melissa Maxey/Michelle Keyes
Bank Deposit slips	X			Melissa Maxey/Linda Lubold
Bank reconciliations	X			Linda Lubold/Robin Pembroke
Are the all bank statement and ledger balances reconciled monthly, by whom?	X			Linda Lubold/Robin Pembroke
Does someone other than the treasurer review bank reconciliations?	X			Robin Pembroke
Are checks always written to specified payees and not to cash?	X			
Are financial records maintained in a computerized system?	X			
Are all payees registered in accounting software?	X			
Are all invoices, original, on vendor letterhead or format, with individual invoice number?	X			
Are all payments recorded and mailed with notation to the associated invoice number?	X			
Does the School District hold current W9 forms for all vendors?	X			
Does the same individual open the mail and deposit checks?	X			Melissa Maxey
Are pre-numbered checks used for all bank accounts?		X		
Are unopened bank statements delivered directly to the treasurer as received?		X		
Have you borrowed money from the School District?		X		
Do you know of anyone who has borrowed money from the School District?		X		
Have School Board members attended financial trainings?		X		
Do the financial accounting personnel take regular vacations?	X			
Have you deposited School District monies anywhere other than a School District account?		X		
Have you deposited any non-School District monies into a School District account?		X		
Is it common practice for staff members to rotate responsibilities or cross train periodically?	X			
Are student activity receipts deposited within 48 hours of the event?		X		RUHS Deposits Twice a Week
Have you experienced a theft or embezzlement during the last five years?		X		
Does the School District have written policies and procedures for financial operations?	X			

	Yes	No	Don't know	By whom
Does each Town and School District official have copies of these policies and procedures?	X			
Is there a standard procedure to ensure that gate receipts reflect the event's attendance?			N/A	
Is interest in School District accounts apportioned to each account?		X		
Have there been any changes in authorized signatures during the fiscal year?	X			
Has a signature stamp ever been used for any School District account?		X		
Do you have pre-numbered receipt books for cash payments?	X			
Have you attended trainings on recordkeeping?	X			
Are any School District financial records maintained in manual form?	X			Elementary Student Activity Funds Only
Do you maintain separate pages, columns or running balances for each fund?	X			
Are checks written by the same individual who approves payments?		X		
Do you participate in any business which does business with the School District?		X		
Does any employee that you know of participate in any organization as a vendor?			X	
Have you questioned if the lifestyle of any associate reflects their normal income?	X			
Are bank accounts and fund balances reconciled on a monthly basis?	X			
Does the School District loan money to town employees?		X		

As a signer below, I certify to the best of my knowledge that the answers provided in this self-assessment questionnaire are an accurate representation of the operation of the supervisory union, supervisory district, or school district of
Orange Southwest School District, Vermont

Preparer: _____ Printed Name: Michael Clark

Title: Superintendent Date submitted: January 3, 2025

As an official of the supervisory union board, I certify that the board has reviewed this questionnaire within two months of receiving it from the superintendent.

Name: _____ Title: _____ Date: _____



Orange Southwest School District

24 Central Street Randolph Vermont 05060

Telephone (802) 728-5052

Michael J. Clark, Superintendent

Heather Lawler, Assistant Superintendent

Robin Pembroke, Business Manager

Kayla Link, Director of Special Education

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January Board Report

Prepared by Michael J. Clark

3 January 2025

2025-2026 Budget

At the December 11, 2024, Orange Southwest School District (OSSD) Board meeting, the administration presented proposed reductions to the Draft Level Service Budget initially shared at the November OSSD Board meeting. These reductions were presented in one-percent increments (approximately \$250,000 each). Details of these reductions are available in the accompanying document.

Before presenting the fourth level of proposed reductions, Superintendent Clark informed the Board that the Administrative Leadership Team (Cabinet) had identified a potential alternative approach to achieving the requested reductions. Prior to proceeding with the fourth-level reductions, the Board was encouraged to consider this alternative. After reviewing the proposed fourth-level reductions and engaging in a brief discussion, the Board reached a consensus that further reductions beyond this point could negatively impact student learning.

The Board then expressed interest in hearing the alternative model suggested by the Cabinet. This model involved repurposing Braintree Elementary School as a pre-kindergarten and kindergarten campus, and moving all OSSD pre-kindergarten and kindergarten students to that location. Additionally, the Brookfield campus would be closed, and all OSSD students in grades 1-5 would be consolidated at the Randolph Elementary campus. All OSSD sixth-grade students would transition to the Randolph Union campus. These changes would enable classroom consolidation and optimize support services, which are currently spread across multiple campuses. As discussed with the Board and community earlier in the fall, this proposal also considered the potential costs associated with maintaining the aging Brookfield campus building. However, the board shared concerns about the feasibility of implementing such significant changes within a six-month timeframe.



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For those interested in the full details of the December 11, 2024, Board discussion, the meeting recording can be accessed [here](#).

A key unresolved issue from the board meeting concerns the Excess Spending Threshold, the associated penalty, and the current Long-Term Weighted Average Daily Membership (LTWADM) being calculated for OSSD by the Vermont Agency of Education (VTAOE). After extensive discussions between the VTAOE and the OSSD team, we have secured an agreement on an LTWADM approximately 0.5% higher than the initial calculation. However, this still represents a significant decrease in LTWADM, largely due to changes in the way the VTAOE is calculating the poverty weight for OSSD students. While we will continue to advocate for an increase, it is crucial to prepare for a scenario where this weight remains unchanged.

If no further adjustments are made to the student weighting, OSSD will need to reduce the expenditure budget by approximately \$1,087,000 to stay below the Excess Spending Threshold penalty level. This reduction would represent an increase of 6.26% over the FY 25 budget and a decrease of 4.24% from the Level Service Budget projection. Please see the attached Budget estimations for the Level Service Budget as well as Below Excess Spending Threshold.

As a Cabinet, we have reviewed the proposal presented to the Board at the December 11, 2024 meeting and believe it can be revised so that instead of eliminated pre-kindergarten for three-year-olds at Randolph Elementary School (RES), we could reduce one pre-kindergarten classroom at RES. The three-year-old students from RES would be distributed across the three pre-kindergarten classrooms within OSSD. Additionally, we would identify partial reductions from the level 5 proposals which we can share at the January 8, 2025 Board meeting. By doing this the OSSD Budget would remain below the excess spending threshold.

I recommend that the Board consider this option as a short-term solution, while also exploring a longer-term approach to reconfiguring our campus structure for the 2024-2025 and 2025-2026 school years, with the aim of implementing a new configuration for the 2026-2027 school year and beyond.



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The Budget Timeline is provided below

1. **October 8:** Distribute and discuss the budget timeline and budgeting template with the Leadership Team at the Cabinet meeting.
2. **October 9:** Present the budget timeline to the OSSD Board during its meeting.
3. **October 8-21:** Individual administrators will complete the budgeting template for their respective areas of responsibility.
4. **October 21 - November 1:** The following groups will meet with the Central Office Leadership Team to discuss their potential budgets using the completed templates:
 - Elementary Principals
 - High School Principal and Administrative Team
 - RTCC Director and Administrative Team
 - Raven
 - Technology Director
 - Facilities Directors
 - Transportation Director
 - Special Education
 - Central Office
5. **November 13, 2024 Moved to November 20, 2024:** The first draft of the FY 26 Expenditure Budget will be presented to the OSSD Board for comment. The current landscape of education finance will also be shared. This date typically falls early in the process, and detailed information from the Agency of Education and the State may be limited.
6. **November 18-19:** Any board feedback regarding the expenditure budget will be shared with the Leadership Team during the Operations Call on November 18. If necessary, a more detailed review will take place at the November 19 Cabinet meeting.
7. **November 19 - December 4:** Ongoing work on the budget will continue as needed.
8. **December 11, 2024:** The second draft of the FY 26 Expenditure Budget will be shared and discussed with the OSSD Board, along with the draft of the Revenue Budget. The Board will receive updated information regarding the Vermont Education Finance landscape. By this time, we expect to have the December 1 Tax Commissioner Letter and will still be awaiting the Long-Term Weighted Average Daily Membership Number (formerly Equalized Pupil), which is due on December 15, as well as the Tax



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Department's Common Level of Appraisal information, typically received between the end of December and January 1.

9. **December 16-17:** Any board feedback about the expenditure budget will be shared with the Leadership Team during the Operations Call on December 16. If needed, a more detailed review will occur at the December 17 Cabinet meeting.
10. **December 17 - January 1:** Continued work on the budget will take place as necessary.
11. **January 8, 2025:** The final draft of the FY 26 OSSD Budget will be presented to the Board for discussion and approval. The context of the Vermont Education Financial landscape will be applied. If the Board is unable to approve the budget, a special meeting will be scheduled.
 - **January 15, 2025** Reserved in case a Special Meeting is necessary.
12. **Mid to Late January:** Financial information for town reports will be shared with town clerks.
13. **February:** An informational meeting will be scheduled.
14. **March 4, 2025:** Town Meeting Day.

Thank you for your hard work to support education in Braintree, Brookfield, and Randolph.

2025-2026 Proposed Reductions Plan Levels 1-4

Shared verbally at 12-11-2024 Board Meeting

Description	Savings	
Level 1 Reductions		
Eliminate HR change to a Benefits coordinator	\$50,000.00	
Percentage increase contract one less	\$136,000.00	
Driver	\$33,000.00	
Farm to School Brookfield and Randolph	\$9,000.00	
Evaluations	\$20,000.00	
Supplies Braintree	\$4,400.00	
		\$252,400.00
Level 2 Reductions		
Uniforms	\$12,000.00	
Facilities Person	\$91,200.00	
Late Bus	\$85,000.00	
World Travel	\$31,000.00	
Gardening	\$5,000.00	
Pre K Supplies	\$6,500.00	
Student Services	\$10,000.00	
Field Trip	\$4,000.00	
Subscriptions (mystery science/writing, Razzkids)	\$6,000.00	
		\$250,700.00
Level 3 Reductions		
RES Field trips	\$4,000.00	
Art Supplies	\$1,500.00	
Nursing	\$102,800.00	
Braintree Dues and fees	\$5,000.00	
Library Para	\$37,140.00	
3 Special Ed Paras	\$85,181.00	
RUHS R&D	\$17,000.00	
		\$252,621.00

After Level 3 the board may want to consider a plan that reallocates how buildings are used		
Level 4 Reductions		
Pre K 3 RES	\$202,270.00	
BRK Library Reduction	\$38,900.00	

**ORANGE SOUTHWEST SCHOOL DISTRICT
ESTIMATE - 2025-26**

State Property Yield Rate	\$1.00
State Non-Residential Tax Rate	\$1.791

BELOW EXCESS SPENDING THRESHOLD

BUDGET - Draft 2	Estimate 12/20/24	\$27,144,943.00
REVENUE - Categorical Grants		<u>-\$5,369,801.00</u>
Total Education Spending (Act 68)		\$21,775,142.00

Equalized LTW Pupils -2024-25 (Projection 12-20-24) **1,367.27**

Education Spending per Equalized Pupil (Act 68) **\$15,926.00**

**Excess Spending Threshold
Amount Over Threshold**

Education Spending Plus Excess Spending **\$0.00**
\$15,926.00

Property Yield **\$11,879.00**

Statewide Adjustment **72.00%**

Statewide Adjusted Prop Yield **\$8,552.97**

O.S.D.Equalized Homestead Rate **\$1.8620**

	Preliminary		Statewide Adjusted CLA	State CLA Adjust	Projected 25-26 Tax Rates	2024-25 Tax Rates	Proj 2025-26 Difference
	O.S.D - Est Equal Tax Rate	2024 Town CLA					
Braintree	\$1.8620	69.00%	95.05%	72.00%	\$1.9590	\$1.6320	\$0.3270
Brookfield	\$1.8620	84.00%	116.40%	72.00%	\$1.5997	\$1.3639	\$0.2358
Randolph	\$1.8620	103.00%	142.51%	72.00%	\$1.3066	\$1.1159	\$0.1907

**ORANGE SOUTHWEST SCHOOL DISTRICT
2024-25 SUMMARY**

	2023-24 ACTUAL	DECEMBER 2023 YTD	2024-25 BUDGET	DECEMBER 2024 YTD	DIFFERENCE
GENERAL FUND					
REVENUE:					
LOCAL REVENUE	1,425,183	236,857	1,217,650	105,344	-1,112,306
SPECIAL PROGRAMS	2,440,959	1,265,991	2,703,635	1,294,269	-1,409,366
STATE REVENUES	18,911,598	10,333,899	20,591,511	11,311,487	-9,280,024
BEGINNING BALANCE:	1,096,503	1,096,503	1,033,333	1,033,333	0
TOTAL REVENUE	23,874,243	12,933,251	25,546,129	13,744,434	-11,801,695
EXPENDITURES:					
INSTRUCTION	7,795,243	2,937,803	8,977,304	2,966,539	6,010,765
SPECIAL EDUCATION	3,758,426	1,439,571	4,750,610	1,555,167	3,195,443
ADMINISTRATION	1,279,241	657,048	1,500,859	768,224	732,635
CENTRAL OFFICE	937,190	494,419	1,178,019	571,166	606,853
SUPPORT SERVICES	1,885,780	795,583	2,377,842	893,736	1,484,106
MAINTENANCE	2,804,042	1,164,200	2,999,230	1,048,496	1,950,734
TECHNOLOGY	742,941	490,747	784,205	307,407	476,798
TRANSPORTATION	651,657	229,971	809,049	282,138	526,911
OTHER EXPENSES	148,683	30,596	140,668	33,408	107,260
TECHNICAL EDUCATION	1,200,876	9,823	1,265,030	658,592	606,438
PRE-SCHOOL	499,764	209,955	763,313	269,746	493,567
SCHOOL TOTAL:	21,703,843	8,459,717	25,546,129	9,354,619	16,191,510
SURPLUS/DEFICIT	0	0	0	0	0
TOTAL EXPENDITURES	21,703,843	8,459,717	25,546,129	9,354,619	16,191,510

7/1/2024

OTHER FUNDS	BEG BAL	REVENUE	EXPENDED	BALANCE
TRANSFER FUND	459,945	61,039	388,286	132,698
TITLE 1	0	2,500	0	2,500
EPSDT FUNDS	89,085	12,519	141	101,464
FOOD SERVICE	0	196,774	376,389	-179,615
FRESH FRUITS & VEGS	-2,850	3,257	11,477	-11,071
MEDICAID FUNDS	781,520	3,299	40,268	744,552
R.A.V.E.N.	30,068	14,109	59,002	-14,825
IDEA-B - FLOW-THROUGH	0	15,038	67,693	-52,655
IDEA-B - PRE-SCHOOL	0	617	2,777	-2,160
VEHICLE/BUS FUND	922,024	0	0	922,024
BUILDING MAINT FUND	1,673,819	0	58,149	1,615,670
LEGAL FUND	140,000	0	0	140,000
SPECIAL EDUCATION FUND	515,697	0	0	515,697
OPERATIONAL RESERVE	2,808,140	0	1,033,333	1,774,807
TECHNOLOGY RESERVE	217,000	0	0	217,000
ESSENTIAL EARLY ED	43,426	0	0	43,426
AFTER SCHOOL PROGRAM	52,040	22,741	23,099	51,681
STANDARDS BOARD	0	0	0	0
SUMMER FEEDING	12,132	54,907	33,150	33,889
SCHOOL WIDE PROGRAMS	0	42,497	192,168	-149,671
TITLE II	0	67,262	33,122	34,141
TITLE IV	0	28,179	28,703	-524
CONSOLIDATED ADMIN	0	0	4,500	-4,500
CRF - LEA GRANT	10,348	0	0	10,348
ARP - ESSER SUMMER	0	0	223,437	-223,437
ARP - ESSER	12,522	0	115,081	-102,559
ARP - AFTERSCHOOL	159	0	13,645	-13,486
ARP - PRESCHOOL	3,547	0	0	3,547
TOTAL OTHER FUNDS	7,768,623	524,737	2,704,417	5,588,943

ORANGE SOUTHWEST SCHOOL DISTRICT - REVENUE

Account Name	2023-24 Actual	December 2023 Revenue	2024-25 Budget	December 2024 Revenue	Under (Over)
<u>LOCAL REVENUES:</u>					
Tuition	401,994	15,670	385,000	20,037	-364,963
Overhead Tuition	0	0	40,000	0	-40,000
Transportation	43,768	918	40,000	15,864	-24,136
Interest	321,826	76,810	78,000	64,824	-13,176
Early Ed Receipts	9,258	2,859	0	0	0
Lease Land - Brookfield	0	0	5	0	-5
Secretary of State - Town Meeting	0	0	0	0	0
Contracted Services	56,840	0	0	0	0
OSSU - Maint & Tech Contracted Svc	0	0	0	0	0
RTCC - Shared Services	562,400	140,600	626,995	0	-626,995
Admin Svcs - EPSDT	0	0	0	0	0
Admin Svcs - VIP	0	0	0	0	0
Admin Svcs - RAVEN	29,097	0	47,650	0	-47,650
Rental Income	0	0	0	0	0
SWP - Salary Reimb	0	0	0	0	0
Prior Year Refunds	0	0	0	4,618	4,618
Total Other Revenues:	1,425,183	236,857	1,217,650	105,344	-1,112,306
<u>SPECIAL ED:</u>					
Core Block Grant	0	0	0	0	0
Special Ed Reimbursement	1,743,537	1,154,668	1,798,682	1,199,122	-599,560
State Placed Students	39,069	7,649	0	-205	-205
Extraordinary Reimbursement	543,449	0	794,600	-1	-794,601
Essential Early Ed	103,674	103,674	95,353	95,353	0
IDEA-B - Pre-School	0	0	0	0	0
IDEA-B	0	0	0	0	0
Excess Costs Reimbursement	11,230	0	15,000	0	-15,000
Total Special Ed	2,440,959	1,265,991	2,703,635	1,294,269	-1,409,366
<u>STATE REVENUES:</u>					
State Technical Centers	573,600	0	604,280	0	-604,280
State Education Fund	17,885,408	10,213,724	19,551,025	11,140,718	-8,410,307
ELL Categorical Grant	0	0	0	50,000	50,000
State Unenrolled Residents at Tech	7,287	0	0	0	0
State Transportation	261,781	0	255,000	0	-255,000
Small Schools Grant	177,706	118,471	177,706	118,471	-59,235
Driver Education	5,816	1,704	3,500	2,298	-1,202
Total State Revenues	18,911,598	10,333,899	20,591,511	11,311,487	-9,280,024
BEGINNING BALANCE:	1,096,503	1,096,503	1,033,333	1,033,333	0
SCHOOL TOTAL:	23,874,243	12,933,251	25,546,129	13,744,434	-11,801,695
<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:	23,874,243	12,933,251	26,728,789	13,744,434	-12,984,355

**ORANGE SOUTHWEST SCHOOL DISTRICT -
EXPENDITURES**

Account Name	2023-24 Actual	December 2023 Expenditure	2024-25 Budget	December 2024 Expenditure	Encumb	Balance Under (Over)	Percent Inc/Dec
<u>INSTRUCTION:</u>							
Salaries	4,727,619	1,860,907	5,202,040	1,916,647	0	3,285,393	63.16%
Benefits	1,538,284	523,603	2,074,962	550,786	0	1,524,176	73.46%
Drivers Education	4,262	-2,574	4,000	892	1,726	1,382	34.55%
Remedial/Interventionist Service	224,806	84,014	273,237	105,914	313	167,010	61.12%
Testing/Tutorial/OT-PT Svcs	13,041	1,748	36,930	10,665	0	26,265	71.12%
Contracted Services	39,150	19,479	45,600	31,611	735	13,254	29.07%
Staff Training	223,382	130,030	273,500	64,889	19,720	188,891	69.06%
Co/Extra Curricular	428,982	157,529	526,192	161,866	34,985	329,341	62.59%
Tuition	209,325	42,258	54,000	0	0	54,000	100.00%
Travel/Field Trips	63,348	5,688	39,020	6,715	1,203	31,102	79.71%
Supplies/Textbooks/Equip	323,044	115,120	447,823	116,554	46,790	284,480	63.53%
Total Instruction	7,795,243	2,937,803	8,977,304	2,966,539	105,471	5,905,293	65.78%
<u>SPECIAL EDUCATION:</u>							
Salaries	1,637,457	731,793	1,936,595	730,897	0	1,205,698	62.26%
Benefits	555,432	202,244	819,132	217,801	0	601,331	73.41%
Contracted/Prof Services	5,000	0	0	0	0	0	
Transportation	66,894	3,332	152,500	1,557	3,480	147,462	96.70%
Travel/Conferences	9,018	1,724	11,700	12,858	3,112	-4,270	-36.49%
Supplies/Textbooks/Equipment	18,906	13,534	27,275	26,514	6,260	0	0.00%
Tuition	838,234	243,017	1,069,700	277,262	208,463	583,975	54.59%
Behavioral Services	205,234	75,378	230,249	70,489	122,704	37,056	16.09%
Testing/Tutorial/OT-PT Svcs	125,804	59,191	164,000	112,327	52,459	-786	-0.48%
Speech Services	296,447	109,358	339,459	105,462	9,533	224,465	66.12%
Total Special Education	3,758,426	1,439,571	4,750,610	1,555,167	406,010	2,794,932	58.83%
<u>ADMINISTRATION:</u>							
Salaries	866,804	479,412	935,231	534,938	0	400,293	42.80%
Benefits	326,196	143,270	458,163	181,805	0	276,358	60.32%
Repairs/Maint	235	235	9,000	255	0	8,745	97.17%
Postage/Telephone	37,249	16,240	36,250	16,712	4,509	15,029	41.46%
Travel	23,555	5,375	17,100	18,999	6,348	-8,247	-48.23%
Supplies/Equipment	25,202	12,517	45,115	15,515	5,039	24,561	54.44%
Total Administration	1,279,241	657,048	1,500,859	768,224	15,896	716,739	47.76%
<u>CENTRAL OFFICE:</u>							
Salaries	602,469	322,389	737,688	393,023	0	344,665	46.72%
Benefits	202,902	89,598	333,986	116,917	0	217,069	64.99%
Contracted Services	18,318	12,656	10,000	0	11,330	-1,330	-13.30%
Legal Fees	0	0	0	0	0	0	
Staff Development	20,498	11,650	5,000	9,648	3,009	-7,657	-153.14%
Repairs/Maintenance	26,570	26,570	30,000	24,180	0	5,820	19.40%
Board Expense	0	0	0	0	0	0	
Building Construction	0	0	0	0	0	0	
Insurance	0	0	0	0	0	0	
Travel	3,216	1,077	7,900	1,583	2,431	3,886	49.19%
Supplies/Equipment	63,217	30,479	53,445	25,815	2,283	25,347	47.43%
Total Central Office	937,190	494,419	1,178,019	571,166	19,054	587,799	49.90%
<u>SUPPORT SERVICES:</u>							
Guidance	468,090	160,209	592,054	214,911	14,425	362,718	61.26%
Behavioral Interventionists	360,854	135,776	412,237	127,598	250	284,389	68.99%
School Nurse	347,506	124,248	516,582	168,155	309	348,119	67.39%
Media Services	358,228	132,512	390,339	151,605	4,214	234,519	60.08%
Curriculum Develop	9,794	4,065	31,255	12,977	0	18,278	58.48%
C.A.R.	58,320	10,400	113,500	9,149	4,182	100,169	88.25%
Teacher Mentoring	58,214	25,855	58,010	13,998	13,000	31,012	53.46%
Board of Education	124,309	186,370	118,865	188,281	21,241	-90,657	-76.27%
Legal Fees	29,801	17,048	60,000	7,061	0	52,939	88.23%
Fiscal Services	70,665	-899	85,000	0	0	85,000	100.00%
Total Support Services	1,885,780	795,583	2,377,842	893,736	57,621	1,426,485	59.99%
<u>MAINTENANCE:</u>							
Salaries	716,782	370,845	904,750	418,648	0	486,102	53.73%
Benefits	322,747	118,444	531,465	146,428	0	385,037	72.45%
Contracted Services	195,641	65,297	118,720	152,214	105,033	-138,526	-116.68%
General Liability Ins	89,269	0	88,000	0	0	88,000	100.00%
Repairs/Maintenance	488,438	232,973	287,260	64,300	60,617	162,344	56.51%
Utilities	447,765	159,887	541,000	118,821	0	422,179	78.04%
Supplies/Travel/Equipment	345,955	138,692	298,350	90,014	33,468	174,868	58.61%
Care of Grounds	180,979	68,292	205,600	50,439	53,715	101,446	49.34%
Reserve - Repairs/Maint	0	0	0	0	0	0	
Vehicle Services	16,465	9,770	24,085	7,633	600	15,852	65.82%
Total Maintenance Svcs	2,804,042	1,164,200	2,999,230	1,048,496	253,432	1,697,302	56.59%

**ORANGE SOUTHWEST SCHOOL DISTRICT -
EXPENDITURES**

	2023-24 Actual	December 2023 Expenditure	2024-25 Budget	December 2024 Expenditure	Encumb	Balance Under (Over)	Percent Inc/Dec
<u>TECHNOLOGY:</u>							
Salaries	319,470	176,856	354,630	175,218	0	179,412	50.59%
Benefits	116,070	49,926	148,975	56,616	0	92,359	62.00%
Contracted Services	13,519	6,645	24,500	1,560	0	22,940	93.63%
Technology Fund Transfer	108,500	0	108,500	0	0	108,500	100.00%
Repairs/Maintenance	2,348	932	2,500	279	0	2,221	88.83%
Supplies	183,034	256,388	145,100	73,734	14,194	57,172	39.40%
Equipment	0	0	0	0	0	0	
Total Technology	742,941	490,747	784,205	307,407	14,194	462,604	58.99%
<u>TRANSPORTATION:</u>							
Salaries	253,199	122,478	266,055	155,138	0	110,917	41.69%
Benefits	47,398	17,173	62,664	21,842	0	40,822	65.14%
Contracted Svcs/Rent	72,162	45,577	73,000	48,498	0	24,502	33.56%
Travel/Conferences	98	0	100	0	0	100	100.00%
Repairs/Supplies/Equip	64,102	16,880	59,300	23,037	14,482	21,781	36.73%
Diesel Fuel	50,220	0	90,800	13,136	0	77,664	85.53%
Unallowed Spec Ed	0	0	0	0	0	0	
After School Bus	15,628	6,644	75,000	704	0	74,296	99.06%
Field Trips	11,248	4,707	33,000	2,946	4,582	25,473	77.19%
Tuition Student Transportation	37,602	16,513	49,130	16,837	43,966	-11,673	-23.76%
Bus Fund Reserve	100,000	0	100,000	0	0	100,000	100.00%
Total Transportation	651,657	229,971	809,049	282,138	63,030	463,881	57.34%
<u>OTHER EXPENDITURES:</u>							
Food Service Transfer	35,000	0	35,000	0	35,000	0	0.00%
Operational Fund Transfer	0	0	0	0	0	0	
Special Ed Transfer	0	0	0	0	0	0	
Child Care - COVID-19	0	0	0	0	0	0	
Debt Service	10,009	9,676	10,315	9,588	0	727	7.05%
EEE Services	103,674	20,920	95,353	23,820	45,252	26,281	27.56%
Total Other Expenditures	148,683	30,596	140,668	33,408	80,252	27,008	19.20%
<u>TECHNICAL EDUCATION:</u>							
State - Act 68	573,600	0	604,280	0	0	604,280	100.00%
Local Tuition	627,276	9,823	660,750	658,592	0	2,158	0.33%
Total Tech Education	1,200,876	9,823	1,265,030	658,592	0	606,438	47.94%
<u>PRE-SCHOOL</u>							
Salaries	290,877	118,839	435,731	170,459	0	265,272	60.88%
Benefits	122,739	47,595	189,478	58,849	0	130,629	68.94%
Administration	49,248	26,297	56,029	14,571	12,328	29,129	51.99%
Tuition/Partnerships	17,021	4,517	50,000	11,362	21,750	16,888	52.65%
Supplies/Travel/Equip	19,880	12,708	32,075	14,504	842	16,728	2.19%
Total Pre-School	499,764	209,955	763,313	269,746	34,921	458,647	60.09%
SUPRLUS/DEFICIT	0	0	0	0	0	0	
<u>SCHOOL TOTAL:</u>	21,703,843	8,459,717	25,546,129	9,354,619	1,049,882	15,147,127	59.29%
<u>FEDERAL FUNDS:</u>							
IDEA - B	0	0	329,400	0	0	329,400	
IDEA - B - PreSchool	0	0	6,800	0	0	6,800	
Title I and II - School Wide	0	0	680,960	0	0	680,960	
Medicaid	0	0	155,000	0	0	155,000	
EPSDT	0	0	10,500	0	0	10,500	
Total Federal Funds	0	0	1,182,660	0	0	1,182,660	
TOTAL VOTER APPROVAL:	21,703,843	8,459,717	26,728,789	9,354,619	1,049,882	16,329,787	61.09%