

South Burlington School District

November 24, 2010

To: School Board Members

From: John Everitt

Re: Superintendent Report – November 30, 2010

Policy 2.9 – Communication and Support to the Board

1. Naming of Courtyard – On October 13, members of the SBHS Key Club made a request of the school board to name the courtyard in front of the high school the Donna Spooner Memorial Courtyard. The group made a presentation about the SBHS graduate and noted that a garden in that site was established in her name in the early 1970s. Although Policy 4.2.5 may not require board approval of the courtyard dedication, I believe it is important for the board to take positive action on this dedication.
2. Budget – I have identified possible reductions needed to balance expenditures with expected revenue. Our next step is to more fully describe for you the expected impact of these reductions within three categories – Changes because of new information, belt tightening, and program reductions. I will have these details for you at the December 15 meeting along with a presentation of the alignment of expenditures with the Ends Policy, facility stewardship, and Executive Limitations Policy.
3. Challenge for Change – By December 15, the district is required to report to the Commissioner of Education, our decision to meet or not meet the assigned voluntary reduction in the draw from the Education Fund. I plan to report that the district does not plan to meet its assigned target, but does plan to meet the target less its proportional share of the federal jobs grant. The plan at this point is to reduce the South Burlington draw by approximately \$60,000 and carry an amount equal to the federal grant into FY13.
4. Class Size – During the last legislative session, school districts were mandated to develop a policy about minimum and optimum class size. My guess about the aim of the law was to spotlight school districts where class sizes are quite small as a way to ensure that boards and the public are intentional about decisions related to small schools. The requirement includes a deadline of January 15 for adoption. This mandated policy falls within SBSD Policy 2.9.9 and, on the third reading, will be included in the consent agenda for adoption.

Attached to this report is the policy. The numbers in the chart will continue to be reviewed by the Administrative Team and I may suggest changes at the next reading. It is also worth noting that the teacher negotiated agreement includes a reference to class size. “The Board agrees to work toward the following goals in regard to class size: Kindergarten through Grade three – 20, Grade four through Grade five – 24, Grade six through Grade twelve – 25.”

5. Audit – The audit firm of RHR CPA's began the district financial audit on November 16 with two auditors doing preliminary field work. Because it is their first year in this district, they are spending time documenting our system, determining responsibilities, and verifying cash, debt, bond issues, etc. They are also looking at Board minutes, our internal controls, and policy governance. After their initial work here, one of the auditors told John Stewart that he was very fortunate to have such an accomplished staff. The auditors said that this is not always the case in districts they visit. The auditors will return during the week of December 6 to finish field work and to produce a draft audit report.
6. Preschool – Our expenses to support families sending their young children to preschool will be over budget by \$26,884. This amount is above the \$25,000 I am authorized to make under Policy 2.4.7. The amount includes \$24,657 in unbudgeted payments to families and \$2,227 to pay for assessment materials for the 166 children. I request board approval for the \$1,884 above my limit. Currently we spend less than half of the revenue these children generate on the PreK program.

Please bring your policy manual to the board meeting.