Annual
TOWN REPORT

TOWN OF
COVENTRY, VERMONT

For the Year Ending
June 30, 2016

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WARNING

ANNUAL TOWN MEETING

The legal voters of the Town of Coventry are hereby notified and warned to meet at the Coventry Community Center on Tuesday March 1, 2016 at 10:00am to transact the following business:

1. To elect a Moderator for the year ensuing.
2. Shall the voters of the Town of Coventry vote, in accordance with the provisions of Title 17, section 2646(3) of the Vermont Statutes Annotated to rescind the previously established three year term for the office of Town Treasurer, and reinstate a one year term for the office of Town Treasurer?
3. To see if the Town will accept the Town Officers' reports.
4. To elect all necessary Town and School District officers for the year ensuing.
5. To see if the Town will approve a budget of $1,362,532.97 for support of its Summer and Winter Highways, and to pay current expenses of the Town for the year ensuing, including repairing and rebuilding bridges.
6. To see if the Town will vote to pay Property and Real Estate Taxes to Town Treasurer on or before November 3, 2016.
7. To see if the Town will appropriate $500 to the American Red Cross Northern Vermont Chapter.
8. To see if the town will appropriate $1000 to the Jones Memorial Library.
9. To see if the town will appropriate $2500 to the Goodrich Memorial Library in turn for a waiver on the non-residence fee.
10. To see if the Town will appropriate $815 to the Northeastern Vermont Development Association.
11. To see if the Town will appropriate $375 to Cornucopia to continue supporting economic justice for women while feeding community elders and supporting local farms.
12. To see if the Town will appropriate $750 to UMBRELLA (formally STEP ONE).
13. To see if the Town will appropriate $3000 to Orleans Essex VNA and Hospice Inc., for the services of Skilled Nursing, Physical Therapy, Home Health Aide/Homemaker/PCA, Hospice and Maternal Child Health Programs, and other health programs provided by the Agency.
14. To see if the Town will appropriate $200 to support the Northeast Kingdom Learning Services, Inc.
15. To see if the Town will vote to appropriate $130 to help the Vermont Center for Independent Living.
16. To see if the Town will vote to appropriate $1140 to Northeast Kingdom Human Services, Inc. (NKHS) to be directed toward supporting Psychiatry positions to meet community demands for services that are not funded elsewhere.
17. To see if the Town will appropriate $330 to assist Northeast Kingdom Council on Aging formally known as Area Agency on Aging for Northeastern Vermont.
18. To see if the Town will appropriate $500 to Orleans County Citizen Advocacy for the purpose of creating and supporting one-to-one relationships between people with disabilities and community volunteers.
19. To see if the Town will appropriate $550 to the Orleans County Historical Society to assist in maintaining the Old Stone House Museum and it's Educational Program.
20. To see if the Town will appropriate $750 to the Pope Memorial Frontier Animal Society.
21. To see if the Town will appropriate $850 for the Rural Community Transportation ("RCT") services.
22. To see if the Town will appropriate $100 to Vermont Rural Fire Protection Task Force.
23. To see if the Town will appropriate $24,880 for the Newport Ambulance Service.
24. To see if the Town will appropriate $100 to Green Up Vermont.
25. To see if the Town will appropriate $300 to Green Mountain Farm-to-School, Inc.
26. To see if the Town of Coventry will vote to appropriate the sum of $250 to assist the Felines & Friends Foundation in their continued efforts to Trap-Neuter-Return free roaming cats in the Northeast Kingdom.
27. Shall the Town of Coventry vote to appropriate the sum of $200 to the Orleans County Court Diversion, a community service program to assist in maintaining existing services to the increase in juvenile and adult offenders, and the victims of their crimes.
28. To act on any other business that may legally come before said meeting.
29. Adjourn.

Dated at Coventry, Vermont this 23rd day of January, A.D., 2016.

SELECTBOARD
Michael Marcotte, Chair
Bradley Maxwell
Scott Morley

Received for record this 23rd day of January, A.D., 2016 at 9:15 p.m.

ATTEST: **Cynthia J. Diaz**, Town Clerk

Town and School District Officers

			Term Expires
Moderator		Jean Mazwell	2016*
Clerk		Cynthia Diaz	2016*
Town Treasurer		Cynthia Diaz	2016*
SelectBoard		Brad Mawell	2016*
		Michael Marcotte	2017
		Scott Morley	2018
Listers		Anita Gariepy	2016*
		Larry Broe	2017
		Lyell Reed	2018
Trustee of Public Money		Cynthia Diaz	2016*
Grand Juror		Owen Ballinger	2016*
School Directors	3 Year Terms	Matthew Maxwell	2016*
		Rosalie Bowen	2017
		Frank Carbonneau	2018
	2 Year Terms	Viola Poirier	2016*
		Amanda Jensen	2017
School Treasurer		Deb Tanguay	2016*
Collector of Delinquent Taxes		Cynthia Diaz	2016*
Town Agent		James Moulton	2016*
First Constable		Donald Grondin	2016*
Second Constable		Lincoln Brooks	2016*
Trustee of Cemetery Fund		Cynthia Diaz	2016*
Cemetery Association		Gerry St. Sauveur	2016*
		Lester Carbonneau	2017
		Jeanne Desrochers	2018
Planning Commission		Isreal Sanville	2016*
		VACANT	2016*
		Steve Taylor	2016*
		Alan Desroches	2017
		VACANT	2017

2015 Town Officers Appointed

Road Commissioner.....David Gallup
Town Service Officer..... Richard Lussier
Civil Defense Chairman.....Pedro Grondin
Tree Warden.....Marshall Bowman
Fence Viewers.....Marshall Bowman
Isreal Sanville
Stuart Maxwell
Fire Warden.....Pedro Grondin
Deputy Fire Warden .....David Gallup
Pound Keeper.....Robert Geisler
Health Officer.....Pedro Grondin
Zoning Administrator.....
Assistant Clerk..... Anita Gariepy

BOARDS & COMMITTEES

Justices of the Peace (Elected 2014)

Anita Allen, Cheryl Currier, Sherry Bradley
Melissa Gallup, Richard Lussier, John Miller, Donald Hunt

Board of Civil Authority
Town Clerk
Select Board
Justices

Board of Tax Abatement
Board of Civil Authority
Listers
Treasurer

Hazardous Waste & Recycling Advisory Committee

The Select Board
Terry McGreevy — Margaret Maxwell
Mary Ellen Linton — Richard Lussier
Sherry Bradley

Recreation Committee

Fay MacFarlane — Jennifer Mason
Cynthia Diaz
Shelia MacFarlane — Stephanie Currier

MEETINGS

Annual Town Meeting ..... First Tuesday in March
10:00am. Community Center
Select Board ..... Second Monday each month
5:00 p.m. Town Clerk's Office
Planning Commission..... Second Monday of each month
6:00 p.m. Community Center
Town Clerk's Office Hours ..... Monday, Tuesday, Thursday & Friday
8:00 a.m. to 12:00 noon
Wednesday 4:00 p.m. to 7:00 p.m.
Third Saturday of each month
9:00 a.m. to 2:00 p.m.
Closed on Federal and State Holidays
Telephone – 754-2288
Fax – 754-6274
E-mail covtc@hotmail.com

Notices concerning meetings, checklist updates and town business are posted in the Community Center and the Post Office. Notices are also published in the Orleans County Record.

Abstract of 2015
Annual Town Meeting Minutes

The voters of the Town of Coventry met at the Community Center on March 3rd, 2015 and transacted the following business. The meeting was called to order at 10:00a.m. by Michael Marcotte and Jean Maxwell was elected as moderator. There was a fifteen minute recess at which time Michael Marcotte thanked Alan Feltmarch and Richard Lussier for their service to the Town. The meeting was reconvened at 10:15am and the reading of Warning was waived with no objection. The officers' reports were accepted. Town and School District Officers were voted upon and the officers on previous page were elected. The Town budget of $1,603,369 was approved and taxes were approved for collection on November 5, 2015.

The school budget was not voted upon at this meeting. See School section of this report for details.

The following appropriations were approved:

Green Up Vermont	$ 100
American Red Cross	$ 500
Jones Memorial Library	$ 1,000
Goodrich Memorial	$ 2,500
NVDA	$ 815
Cornucopia	$ 375
UMBRELLA	$ 750
Orleans Essex VNA and Hospice	$ 3,000
Northeast Kingdom Adult Education	$ 200
Vermont Center for Independent Living	$ 130
Northeast Kingdom Human Services	$ 1200
Northeastern Vermont Area Agency on Aging	$ 330
Orleans County Citizen Advocacy	$ 500
Orleans Historical Society	$ 500
Pope Memorial Frontier Animal Society	$ 750
RCT	$ 850
Vermont Association of Conservation Districts	$ 100
Newport Ambulance Service	$ 19,569
North Country Friends of the VT Symphony Orchestra	$ 75
Felines & Friends Foundation	$ 250
Green Mountain Farm-to-School	$ 300

In new business Brad Maxwell and Michael Marcotte were thanked for their service to the Town, as well as Alan Desroches for his service on the School Board. The Road Crew's great roads was not over looked either. Michael Marcotte spoke about the Rural Edge low interest loans for Coventry residents and he encouraged residents to contact Rural Edge for more details. The new recycling law was brought up and how it would affect the tonnage going into Waste USA. It was not believed to be an issue at this time.

The Town's people wanted to know about the equipment that was bought for the road department, which Michael addressed. Fred Webster spoke about Mark Mohrmann's writing about the railroad through Coventry.

A Message from the Select Board

Dear Fellow Coventry Citizens,

Our Road Commissioner, David Gallup, repaved Main Street this past fall. He has also informed the Select board that the town pickup is getting tired, the warranty is set expire, and is in need of replacement. We have included a $75,000.00 line item in the road budget to replace the truck. Beginning with the following year's budget, (2017-2018), we will ask the town for permission to start a special reserve fund for the replacement of the town's pickup.

The bridge on Hi-Acres Rd. off Rte 5 was found to be structurally unsound by Vt. Transportation engineers. We have placed a temporary bridge which we rent from the state. David will work with the state and other firms to determine how best to install a new bridge.

The Solid Waste Committee has been meeting in order to write a new solid waste implementation plan required by the state. Because of the new mandatory recycling requirement, the Select board needed to write an ordinance which requires all waste haulers in Coventry to register with town. That ordinance will take effect in about a month.

It is with heavy hearts that we are compelled to report to you on issues pertaining to the Town Treasurer and Delinquent Tax Collector.

We will begin 11 years ago when the board discovered that there was an investigation by the Newport City Police Dept. of Cynthia Diaz, the Coventry Town Treasurer, pertaining to possible money missing from a business that she had been employed by as the bookkeeper. The Select board decided to have an audit done to be sure that there were no issues with the town's finances.

After an extensive review of the books, the auditor found issues within the collection of property tax and delinquent tax collections and sent her findings to the Orleans County State's Attorney who, after 2 years of deliberations, decided not to bring any charges.

The Select board asked the Attorney General's Office to review the auditor's report as well. Although the Attorney General's office felt that there were issues, nothing could be proven because of the lack of sufficient evidence because of the way the Town Treasurer was keeping the books.

The Select board then asked State Auditor of Accounts Tom Salmon for assistance in having his office do a review of the Town Treasurer's procedures in order for all of us to go forward. In his report, he talks about cash payments received by the Town Treasurer.

"No audit trail exists to distinguish between check and cash payments on the Town Treasurer's copy of the tax stub. In some instances, we found that the Town Treasurer does not deposit cash payments on a timely basis. Instead, she collects the cash payments, holds them in the vault, and deposits the cash at a later date in a lump sum. For example: $14,375.00 was deposited on 2/1/12 for tax year 2011 and $12,109.00 was deposited on 11/15/10 for tax year 2010.

The Town Treasurer does not maintain a cash receipts journal so we were unable to trace and reconcile the cash to the individual taxpayers. The Town of Coventry should consider establishing controls in this area as soon as possible. Options to consider: (1) Using a sequentially numbered receipt book and issuing receipts to taxpayers who pay in cash with a carbon copy retained for the town's records; (2) Using the NEMRC cash receipts module to record all cash payments for property taxes and various other town fees."

The Select board purchased the NEMRC cash receipts module 11 years ago and instructed the Town Treasurer to use it. At a public meeting to receive the State Auditor's report, the Town Treasurer was asked by the Select board if she was willing to correct the issues found and reported by the State Auditor and go forward and work with the Select board. Her response was yes, she would work with the Select board. **As of this writing, she has yet to implement the use of the cash receipts module, make deposits in a timely manner, and reconcile the checking account.**

The Select board hired Gene Besaw and Associates to perform an audit in 2014. In a report to the Select board in March of 2015, the audit firm issued an adverse opinion based on the following reasons:

1. **" The bank statements and reconciliations do not reconcile to the general ledger for the year ended June 30, 2012 or June 30, 2013 by more than $40,000.00."**
2. **"The State Auditor issued a situation report in August 2012. None of these issues in that report have been addressed at this time".**
3. **"We were unable to trace deposits or confirm when payments were received as no detail data was available for revenue or accounts receivables".**

We asked the Town Treasurer to provide the Select board with a written response to the report provided by Gene Besaw and Associates. Here is her reply.

1. **"The bank statements were being reconciled through NEMRC modular and the general ledger amount was off due to error in previous years that had not been corrected during an audit. I did the transactions the same as I was told by Gene Besaw back in 2004 when I first became Treasurer and he said to do this and if there were errors the entries would be reversed or corrected at the time of an audit. There was no audit done from 2005 through 2013 that resulted in a " beginning" number so the errors carried forward".**
2. **"The State Auditor's report issues were addressed when NEMERC sent an employee to work with me. New practices were implemented for the year 2013-2014 as this employee worked with me after the close of 2013 year. Lori was here in my office during the summer of 2013 so the issues from that report would not have begun to be addressed until the fall of 2014".**
3. **"Revenues were recorded in the deposit book. Each deposit details the checks and what they were for".**

This was submitted to the Coventry Select board on April 13, 2015.

According to the summary report received by the Select board on Jan. 9, 2016, and printed in this town report by Graham and Graham, the issues found by the State Auditor have not been implemented although the Town Treasurer assured the Select board in her written response that new practices were implemented in the fall of 2014.

The Town Treasurer is also the elected delinquent tax collector. She has not had a tax sale in four years. As a result, delinquent taxes have dramatically increased over the last several years.

The Town Treasurer does not use the NEMRC system to record property tax payments, and as stated prior, she does not use the NEMRC cash receipts module to issue receipts. Also, by not using the NEMRC system to record property tax payments and issue receipts, the property and delinquent tax collections can't be tracked, making it impossible for the auditors to reconcile.

Mike Marcotte, Chairman
Brad Maxwell
Scott Morley

Graham & Graham, P.C.

Certified Public Accountants
Business Advisors & Management Consultants

The Solution Group

January 9, 2016

Town of Coventry
Attention: Select Board
Main Street
Coventry Vermont

SUMMARY

We have completed our agreed upon procedures for the financial records and general fiscal and computerized operations of the Town of Coventry, Vermont, for the fiscal year ending June 30, 2015. The Town is the site of a large, private landfill managed and owned by Waste, USA, and has a population of approximately 1,060 people. In accordance with the American Institute of Certified Public Accountants promulgations, enclosed is a report outlining the work process, areas of review, and key findings. Additionally, ongoing areas of scope and financial review have been duly communicated to the Select board at meetings from time to time, in addition to communications via email and telephone conversation during the process of these agreed upon procedures. This letter and accompanying work product is designed to summarize the process, methodology, and recommendations for the ongoing financial management, structure, and responsibilities of the Select Board and Treasurer for the Town of Coventry.

Financial Management Structure/Accounting Policies & Procedures

In general, our procedures revealed the internal accounting control process at the Town of Coventry as operationally insufficient, without a few to several additional reconciliations or timely or control related actions. Currently, deposits are recorded at the office and the Bank, on an infrequent basis. For instance, Waste USA forwarded a check in the amount of$ 329,059.56 during July 2014 inpayment for the second quarter 2014 tonnage obligation. This check was not deposited until 10/3/2014. At the time this deposit was made it was roughly ninety (90) days after receipt in the Town office. We strongly recommend the Treasurer process a daily listing of payments received including a clear notation of date, cash payment, payer check number, Town tax bill payment description, interest, penalty and source of the payment. After this proper recording is accomplished, a different employee should then process the deposit slip and posting to the NEMRC software module. Finally, if checks included in the deposit are electronically swiped for deposit a summary sheet should be attached to the daily deposit documents.

Our firm has provided a significant amount of professional services to the Town of Coventry during our agreed upon procedures. Our procedures detected significant problems with a lack of source documents, account reconciliations and availability of records upon our requests. Our efforts multiplied by a factor or two to three during the course of our findings. The Board of Selectmen frequently discussed our findings with us and then met with our staff to review the issues, resolutions needed, interim and then final results. As we have presented, the largest amount o effort required our work in the reconciliation of payments received or still delinquent to the Town of Coventry. Our records indicate nearly 30 % of our efforts were spent in this area. Also, our records depict significant time spent gathering source documents for our reconciliations, reconciling Waste USA tonnage revenue expectations, determining financial account balances for the fiscal year ending June 30, 2015 for a proper presentation in your 2015 Annual Report to the taxpayers, writing a thorough list of monthly duties in the form or a checklist and recommendations, discussing NEMRC software utilization issues, researching and reporting restricted fund balances and account activity and documentation to back up our findings, recommendations and assertions.

Warrant payments for vendor invoices are prepared and are later by Select Board majority approved by Committee before they are released; however, the payroll Warrant processed during weeks between Select Board meetings is not authorized by a majority of Select Board members. We strongly recommend a majority of Select Board member signatures on every Warrant approval.

An interview was also conducted with Waste, USA's controller, as Coventry is the site of a large, private landfill. The Waste USA controller noted that there were no operational or financial concerns with either the accounts or the staff at the Town of Coventry. The annual revenues provided to Coventry are currently in the $1.2 million range and up, from Waste, USA. The revenue payment checks are provided to the town clerk every quarter, and are based on tonnage and waste classification. We strongly recommend a quarterly reconciliation of these payment amounts against the State of Vermont ANR Landfill Group corroborating work papers to ensure full payment from Waste USA, since no other independent form of verification exists. At times during our procedures we noted deposits of the quarterly payments to be much later than the date noted as paid and received by the Town. We strongly recommend these payments, in the $ 300,000 range, to be deposited in the normal course of the Treasurer's weekly duties.

Further, a previous annual meeting Town vote authorized a split of proceeds between the Town and a then newly formed Non profit organization located in Coventry Vermont. This non profit maintains a 501 C 3 foundation, for community assistance, emergency, scholarship funds, and other needed community services, of which 10% of Waste, USA's fees are directly remitted each quarter.

Other Areas of Needed Improvement

1. Monthly Banking Reconciliations

Currently, the bank and Investment accounts at Coventry are not reconciled on a monthly (or Quarterly) basis. This leaves the Town in a vulnerable position, as unreconciled bank accounts are possibly more subject to fraud, oversights, forgotten items, or mistakes. it is the recommendation following these procedures that the Town Clerk/Treasurer, or some other appropriate designee independent of the receipt, recording, reporting process, conduct the monthly bank account reconciliations for each and every bank and Investment account held in the Town of Coventry.

2. Inaccurate Payroll Disclosures

The town currently discloses only four staff on payroll at Coventry, to various State Tax Departments. However, our procedures reveal that, in actuality, there are eight (8) - and sometimes more persons- on payroll. We noted this and then discussed the reasoning with the Treasurer. Our conclusion was made after determining the Treasurer believes any employee under the age of 18 years is not considered a Town employee for income or

unemployment tax purposes. This is incorrect. While the payments are often nominal, this practice should be changed to reflect the actual number of persons on payroll, however minimal the amounts, as dictated by the Vermont Department of Labor, so called ABC test criteria. Also, the Vermont Employee Retirement System has issued numerous notices to the Town and the Town Clerk that the reporting system is not t in line' with what it needs to be. There was no evidence that steps were ever taken to rectify the VMERS reporting, and as such, better communication should occur so that the concerns of VMERS are addressed and the situation is clarified.

Additionally, while the Federal 941's (Employer Tax Reports) were reported on and issued, the State 433 1 s (Vermont Department of Labor reports) were neither reported nor issued. We believe this is another area that needs to be clarified and adjusted by the Treasurer to be in full compliance with employment ta reporting obligations. We recommend that the Treasurer process these reports in accordance with VT DOL regulation and reporting instructions available on line or via request.

3. Discrepancv in Payments to Coventry Town School, Exclusion from Annual Town Report

The current billing structure is common for all Towns in Vermont. Town property tax invoices are sent annually to property owners. Payments are received either by the Town Treasurer or Delinquent Tax

Collector for deposit to Town accounts. These payments are posted, summarized and paid over to the Town School District as prescribed by Vermont Statute for ongoing support of School operations, once a year, in November. However, our procedures indicate no reconciliation of billed amounts to payments received from Taxpayers or Stated Education fund payment are present in Town records. A great portion of our procedures were to obtain the actual source documents, determine payments and to retrieve (very late during our procedures work) State Education Department payment unaccounted for in Town accounting records required for a complete reconciliation) data involving income sensitivity details not privy to the Town of Coventry or others interested in these details.

One area worthy of specific disclosure and discussion relates to the State Education fund income sensitivity payment process. No adjustment was recorded or reported for directly paid School taxes billed to taxpayers by the Town Treasurer. This is significant, at approximately $ 200,000, in that no proper reconciliation can be made of the Town's statutory obligation to turn over al' School taxes to the

School officials unless this third party payment is acknowledged by the Town Treasurer. Our reconciliations could not be completed until we were able to secure the date, amount and outside verification of this material payment due the School by the State or Town. In the future this procedure should become mandatory, by the Town Treasurer, and essential for a proper reconciliation and stated discharge of statutory obligation.

The 2015 annual town report of the Town and School did not include the school's financial reporting, as mandated by Vermont Statute. For issues of full disclosure, clarity among elected officials, ongoing compliance, and historical comparison it is recommended or required that these financial details be included in every annual town report. It is our recommendation that the elected Town and School officials provide this mandatory report as soon as is possible or risk legal or taxpayer ramifications.

4. Fully utilize accounting modules with in NEMRC (accounting software) System

The computer system utilized is written and sold to Towns in Vermont by New England Municipal Services Company (NEMRC). The in-house accounting system has not been updated, adjusted or modified to include all known transaction of the Town of Coventry, since 2012. Our procedures indicate nearly complete input of vendor and employee payroll transactional data however very limited input has been found for cash and check and electronic payments of School taxes or Waste USA funds.

NEMRC confirmed to our firm that no general ledger activity was present in the software since 2014.

No adjusting entries required for properly reconciled account balances, capital asset purchases, and reallocation of items to proper budget fine items or banking transfers etc have been made by the Treasurer. We strongly recommend utilization of the monthly checklist developed during our procedures. These procedures were designed specifically to provide for a much stronger internal accounting control over transaction environment. Only Warrant, payroll and disbursement modules were used by the Treasurer during a four year period. Accordingly, a large portion of our efforts were to find, summarize and adjust all financial records for the fiscal year ending June 30 2015 for use by the Town and to meet a portion of your statutory reporting obligations.

5.Maintain strong internal controls and proof system for tax payment receipts

Our procedures confirm that approximately 80% of Coventry residents and businesses pay their property taxes on time, by the due date in early November. However, the Town Treasurer maintained copy of the School tax invoices only depict a tax bill as paid, and there is no recording of the actual date paid, nor a month-to-month log of outstanding/ unpaid tax bills, and any interest and penalties due. As such, it is recommended that when payments come in, that the date be recorded, and also that a journal/date book or spreadsheet log be maintained. No or few notations of actual cash received were made by the Treasurer or her staff.

The Town Treasurer and Tax Collector must provide a separate work sheet listing all late taxpayers unpaid School tax invoices which then will be the basis for additional fees to be included (8%) for penalty and (1%) for each monthly interest charge. No document was provided to us during the initial stages of our procedures which satisfied our need for this important transaction. We did receive a summary which allowed us to complete our procedures however our testing was less than full scope.

Our procedures included performing a "cash proof" work sheet. The mission and intent of the work sheet is to ascertain and document the completeness (or lack thereof) of transactions posted to your NEMRC accounting software modules when compared against the actual financial transactions that occurred within your bank account(s). During our procedures it was noted that a materially significant amount of transactions were not recorded or reconciled in your official Town financial records, making a financial audit in accordance with generally accepted audit standards or generally accepted accounting principles, impossible again for the fiscal year ending June 30, 2015. Accordingly, the only functional and helpful process was to recommend and complete these agreed upon procedures. Our adjustments now posted to our/your financial work papers and as planned for your NEMRC accounting modules correct this deficiency.

Areas for which there has been discussion relating to Investment Portfolio activities

There are two areas noted during our procedures that we believe merit future considerations:

1. A review of the Prudent Investor Act as it relates to appropriate municipal investments contained in your Town portfolio

2.A review of the Investment firm and affiliated local business involved in the oversight of the significant (multi million dollar) portfolio as per the Prudent Investor Act and Vermont Statute

The town's financial records indicate they are notified periodicaily about the investment portfolio results. However, we noted during our procedures that a materially significant decline occurred in the portfolio balances without immediate and prudent advice or consultation by your chosen investment advisors. With over $7 million currently held in long-term, active investments, at four different investment management firms timely and diligent oversight during turbulent times is much more critical than these same actions during times of stability or growth within the portfolio.. A thorough and detailed month-by-month review of fund allocation, insurance, management, and reporting to the Town was provided. No adjustments to market value for gains, losses, interest, dividends or sale/purchase activity was noted by our firm.

Open Areas for Review

It is our belief that there are no materially significant areas left un-reviewed during our procedures as requested by the Select Board. Each accounting function was explored (receipts, disbursements, payroll, investments, capital assets, adjusting entries, tax billing, landfill revenues, grants allocations, transfers, restricted funds) , discussed and analyzed, both internally and externally. Items are now posted to the General ledger, and a list of fixed assets (grader, trucks, town garages, etc.) is now maintained. Depreciation schedules will be produced and put into effect. Bank account balances are tracked, and the financial statements to be reported on the Town's annual report are believed to be materially correct and transparent, for your review and discussion. The Waste USA revenues are properly reported and believed materially correct.

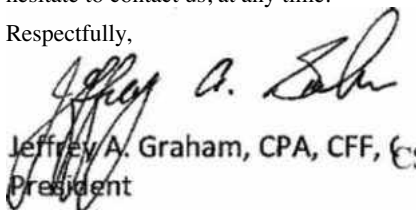
Our procedures were designed to include, at a minimum, the following:

* Review of 12 months' account statements, as source documents, not internal reports, from each investor account;
* Review of 12 months banking statements, as source documents, not internal reports, for each checking or savings account held on behalf of the town, from several account types;
* Review of populated general ledger accounts, if any, within the NEMRC system;
* Review of 12 months of check warrants, NEMRC system;
* Review of 12 months of town meeting minutes, internal to town;
* Review of Waste, USA tonnage and revenue statements, quarterly;
* Review of Annual Report, Town of Coventry; detailed review of prepared budget and contrast to actuals, years 2014 and 2015;
* Review and analysis of inter-fund transfers, savings account activity, and availability and completion of deposit/check logs, town of Coventry;
* Review and discussion of select personnel training and experience prior to election or hiring at the Town of Coventry;
* Review and discussion of legal budget, specific item correspondence, and investor portals;
* Review and analysis of property tax and State Education fund income sensitive payments; payment, method/types, timing, account deposits and tracking methodology;
* Review, comparison and analysis of property tax payment receipts and School budget notes, and Grand Tax list;
* Review and analysis of payroll logs, emails, 941 's, personnel payments, VMERS reporting and accompanying files;
* Review and analysis of Town office operations method, style and tone;
* Review and analysis of large equipment expenditures;
* Review and analysis of sample prepared banking reconciliation, conducted upon request.

This concludes our agreed upon procedures as outlined in our presentations to the Select Board of the Town of Coventry for the fiscal year ending June 30, 2015. The accompanying reports, notes, and adjusted trial balance concur with the summary of key findings as outlined above.

Should you have any questions, concerns, or require clarification in any area, please do not hesitate to contact us, at any time.

Respectfully,



Jeffrey A. Graham, CPA, CFF, CSEP
President

AICPA Forensic and Valuation Section Member
Graham & Graham PC

attachments

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15 Main st., Suite 204, Concord, NH 03301 • (603) 225-2944 Fax: (603) 856-7635
PO Box 1661, 174 Court St., Laconia, NH 03247 • (603) 527-8721 Fax: (603) 527-8187
162 North Main Street, Suite 206, Barre, VT 05641 (802) 356-2423

TOWN OF COVENTRY

General Fund Budget Report

REVENUES	BUDGET 2014-15	ACTUAL 2014-15	BUDGET 2015-16	BUDGET 2016-17
LOCAL				
Fees Delq. Taxes	$ 6,400.00	$ 1,438.38	$ 6,400.00	$ 6,400.00
Interest Delq. Taxes	4,000.00	1,441.66	4,000.00	4,000.00
Taxes - Late filings and 1/8 of 1%				
Interest Checking & Savings	5,000.00	2,151.75	2,000.00	2,500.00
Interest Reappraisal Fund			25.00	27.00
Interest Building & Maintenance Fund			300.00	300.00
Interest Roads & Bridges Fund			300.00	300.00
Interest Gravel Pit Fund			50.00	50.00
Town Clerk Fees	10,000.00	12,113.45	10,000.00	10,000.00
Dog Licenses	650.00	742.00	650.00	700.00
Waste U.S.A. Fees	963,362.00	883,856.00	1,107,100.00	842,698.00
Community Center Rent	600.00	755.00	600.00	600.00
Tents, Tables, Chair Rental	500.00	464.50	500.00	500.00
Dry Hydrant Grant				
Transfer-Reappraisal Fund				
Microsoft Dividends		894.00		900.00
Reimbursement Roads				
Miscellaneous	1,500.00	3,285.43		1,500.00
Total Local Revenues	**1,005,612.00**	**907,142.59**	**1,131,925.00**	**870,475.00**
STATE				
Misc	900.00	393.75	500.00	500.00
Per parcel $		606.00		610.00
Agency of Nat.Resources	6,291.00	6,504.54	6,300.00	6,500.00
Fire Warden Reimbursement		1,700.00		
Dept. of Taxes-Reappraisal	5,700.00	4,762.05	5,700.00	5,700.00
Judicial Fines Refund	150.00	144.50	200.00	200.00
Lister's Ed	389.00		389.00	390.00
Total State Revenues	**13,430.00**	**14,110.84**	**13,089.00**	**13,900.00**
TOTAL REVENUES - GENERAL FUND	**$1,019,042.00**	**$ 921,253.43**	**$1,145,014.00**	**$ 884,375.00**
EXPENDITURES				
SALARIES				
Town Clerk	$ 20,766.00	$ 20,766.20	$ 21,389.00	$ 10,695.00
Treasurer				10,695.00
Assistant Town Clerk	8500.00	10930.29	8500.00	5,824.00
Select Board members	2400.00	2400.00	2400.00	2,400.00
Accountant Reviewer				10,400.00
Health Officer	200.00	200.00	200.00	200.00
Dog warden	500.00	500.00	500.00	500.00
Moderator	100.00	100.00	100.00	100.00
Ballot Clerks	1200.00	774.90	500.00	1,200.00
E-911	250.00		250.00	250.00

Salaries cont.	BUDGET 2014-15	ACTUAL 2014-15	BUDGET 2015-16	BUDGET 2016-17
FICA	2,800.00	2,969.17	2,800.00	2,265.96
Unemployment	500.00	26.97	500.00	500.00
Total SALARIES	**37,216.00**	**38,667.53**	**37,139.00**	**45,029.96**
OFFICE				
Legal Services	3,000.00	3,237.50	3,000.00	3,000.00
Equipment Repairs	500.00		500.00	500.00
Postage	3,000.00	1,560.00	3,000.00	2,000.00
Telephone	1,500.00	921.05	1,500.00	1,000.00
Advertising	1,000.00	1,364.02	1,000.00	1,500.00
Town Report	3,700.00	2,375.00	3,700.00	3,300.00
Supplies	2,500.00	2,817.70	2,500.00	3,000.00
Reference Books	150.00		150.00	150.00
Software	500.00		500.00	500.00
Equipment and Furniture	2,500.00	1,188.14	2,500.00	2,500.00
Dues and Fees	3,000.00	790.45	4,500.00	5,000.00
Seminars & Workshops	500.00	360.79	1,000.00	1,000.00
Gift & Donations				2,000.00
Miscellaneous	2,000.00	1,978.09	2,000.00	1,000.00
Total OFFICE	**23,850.00**	**16,592.74**	**25,850.00**	**26,450.00**
LISTERS				
Salaries	2,500.00	2,932.50	2,500.00	3,000.00
FICA	191.00	269.86	191.00	230.00
Postage	300.00	196.00	300.00	200.00
Supplies	250.00	8.84	250.00	100.00
Equipment	500.00		500.00	1,500.00
Dues & Fees	500.00	819.26	650.00	900.00
Software	1,500.00		1,500.00	0.00
Reappraisal Fund	600.00	595.00	600.00	600.00
Tax Mapping Update	1,500.00	1,100.00	1,700.00	1,200.00
Miscellaneous	500.00		500.00	250.00
Total LISTERS	**8,341.00**	**5,921.46**	**8,691.00**	**7,980.00**
INSURANCE				
Workers' Comp Insurance	2,500.00	6,221.50	7,500.00	8,000.00
Property & Liability	13,500.00	14,443.50	15,000.00	11,000.00
Bond Insurance			4,000.00	4,000.00
Total INSURANCE	**16,000.00**	**20,665.00**	**26,500.00**	**23,000.00**
UTILITIES				
Street lights	3,500.00	3,092.46	3,500.00	3,150.00
Total UTILITIES	**3,500.00**	**3,092.46**	**3,500.00**	**3,150.00**
COMMUNITY CENTER				
Water	400.00	300.00	400.00	400.00
Cleaning Services	500.00	125.00	500.00	300.00
Repairs and Maintenance	20,000.00	673.77	15,000.00	7,000.00
Supplies	1,000.00	684.12	1,000.00	1,000.00

Community Center cont.	BUDGET 2014-15	ACTUAL 2014-15	BUDGET 2015-16	BUDGET 2016-17
Electricity	1,200.00	1,129.28	1,200.00	1,200.00
Propane	50.00	646.12	1,000.00	750.00
Heat	7,000.00	7,260.00	6,500.00	5,500.00
Equipment	1,500.00	6,685.61	1,500.00	1,000.00
Total COMMUNITY CENTER	**31,650.00**	**17,503.90**	**27,100.00**	**17,150.00**
EMERGENCY SHELTER				
Propane			1,000.00	1,000.00
Supplies	1,500.00		1,500.00	1,500.00
Equipment				0.00
Repairs and Maintenance	500.00		500.00	500.00
Total EMERGENCY SHELTER	**2,000.00**		**3,000.00**	**3,000.00**
FIRE DEPARTMENT				
Newport City Fire Dept.	45,000.00	37,763.82	45,000.00	45,000.00
Newport Center Fire Dept	1,000.00		1,000.00	1,000.00
Irasburg Fir Dept	1,000.00	1,000.00	1,000.00	1,000.00
Orleans Fire Department	15,000.00	13,417.56	14,000.00	14,000.00
Dispatching				5,000.00
Dry Hydrants	2,500.00		2,500.00	250.00
Emergency Equipment	2,000.00		-	0.00
Total FIRE DEPARTMENT	**66,500.00**	**52,181.38**	**63,500.00**	**66,250.00**
MISCELLANEOUS				
Planning Commission	1,500.00	1,250.00	1,500.00	1,500.00
Village Common Repair/UpKeep	3,500.00	178.98	3,500.00	1,000.00
Stray Dog Kenneling	1,000.00	84.00	1,000.00	250.00
Audit Services	20,000.00	6,140.00	20,000.00	15,000.00
Recreation - General	6,500.00	2,316.49	6,500.00	2,500.00
Coventry Day	10,000.00	15,813.22	12,000.00	12,000.00
Health Clubs	5,000.00	2,155.36	3,500.00	3,000.00
Orleans County Tax	16,500.00	16,459.61	17,500.00	17,500.00
Sheriff Department	6,500.00	6,564.00	9,000.00	9,000.00
Appropriations	23,647.00	23,697.00	33,734.00	39,220.00
Cemetery Association Expenses	10,450.00	10,420.93	10,550.00	10,475.00
Other Misc. Expenditures	500.00	235.58	500.00	500.00
Green Up Day	100.00	67.65	100.00	100.00
Total MISCELLANEOUS	**105,197.00**	**85,382.82**	**119,384.00**	**112,045.00**
TRANSFERS-TO OTHER FUNDS				
Solid Waste Fund	2,500.00	2,500.00	2,500.00	2,500.00
Grader Fund	15,000.00	15,000.00	15,000.00	15,000.00
Reappraisal Reserve Fund	10,000.00	10,000.00	10,000.00	10,000.00
Roads and Bridges Reserve Fund	340,694.00	319,373.07	393,925.00	268,355.02
Building and Maintenance Reserve Fund	340,694.00	319,373.07	393,925.00	268,355.02
Gravel Pit Fund	15,000.00	15,000.00	15,000.00	15,000.00
Total TRANSFERS-TO OTHER FUNDS	**723,888.00**	**681,246.14**	**830,350.00**	**579,210.04**
TOTAL EXPENDITURES - GENERAL FUND	**$1,018,142.00**	**$ 921,253.43**	**$1,145,014.00**	**$ 883,265.00**

Highway Fund Budget Report

REVENUES	BUDGET 2014-15	ACTUAL 2014-15	BUDGET 2015-16	BUDGET 2016-17
LOCAL				
Waste USA	$ 319,026.00	$ 319,026.00	$ 336,232.76	$ 388,226.91
Reserve Fund				
Carry Over Previous Year	(47,032.00)		37,122.24	(958.95)
Miscellaneous	5,000.00	19,240.48	5,000.00	5,000.00
Total Local Revenues	**276,994.00**	**338,266.48**	**378,355.00**	**392,267.96**
STATE				
Transportation	82,527.00	82,356.98	80,000.00	83,000.00
FEMA-flood reimbursement		7,793.38		
Miscellaneous		20.00		-
Total State Revenues	**82,527.00**	**90,170.36**	**80,000.00**	**80,000.00**
TOTAL REVENUES - HIGHWAY FUND	**$ 359,521.00**	**$ 428,436.84**	**$ 458,355.00**	**$ 472,267.96**
EXPENDITURES				
ROADS & BRIDGES				
FICA	$ 3,151.00	$ 6,197.65	$ 6,582.06	$ 6,953.54
Health Benefits	8,350.00	13,136.37	15,200.50	18,619.00
Retirement	2,200.00	3,717.89	4,400.00	4,600.00
Life-Short & Long Term		492.00	888.00	744.00
Unemployment	250.00	44.95	500.00	250.00
Water - Main St	600.00	600.00	600.00	800.00
Equipment Repairs	6,500.00	10,666.37	7,500.00	6,500.00
Building Repairs	1,850.00	2,673.79	4,500.00	1,000.00
Road Maintenance	500.00		500.00	0.00
Gravel Pit Garage		4,421.00		0.00
Gravel pit	4,200.00	355.00	1,500.00	500.00
Telephone	680.00	560.60	500.00	550.00
Supplies	2,200.00	7,350.63	400.00	4,000.00
Fuel	14,500.00	25,723.35	-	
Heating - Main St	4,200.00	4,950.00	1,600.00	1,600.00
Heating - Route 14	3,500.00	4,290.00	3,500.00	3,500.00
Electricity - Main St	950.00	1,218.56	1,500.00	1,500.00
Electricity - Route 14	500.00	1,463.00	1,500.00	1,500.00
Propane - Generator		70.50	1,000.00	250.00
Equipment	11,000.00	84,737.24	-	
Parts	6,800.00	19,091.60	7,500.00	
Road Signs	800.00	477.00	500.00	2,000.00
Miscellaneous	4,000.00	3,979.99	1,238.92	
Total ROADS & BRIDGES	**76,731.00**	**196,217.49**	**61,409.48**	**54,866.54**
ROAD COMMISSIONER-WINTER				
Road Commissioner-Salary	19,500.00	19,680.00	20,085.00	21,000.00
Full Time Road Crew - Salary		22,124.50	20,085.00	20,698.00
Part Time Road Crew - Salaries			4,500.00	5,500.00
Equipment Leases	45,000.00		40,202.76	12,900.59

Road Commissioner-Winter cont.	BUDGET 2014-15	ACTUAL 2014-15	BUDGET 2015-16	BUDGET 2016-17
Fuel	13,500.00		15,000.00	11,500.00
Road Maintenance	32,000.00	59,054.16	32,000.00	38,000.00
Equipment	2,500.00	1,647.60	-	7,500.00
Parts			7,500.00	6,500.00
Miscellaneous				800.00
Total ROAD COMMISSIONER-WINTER	**112,500.00**	**102,506.26**	**139,372.76**	**124,398.59**
ROAD COMMISSIONER-SUMMER				
Road Commissioner-Salary	19,500.00	19,500.00	20,085.00	21,000.00
Full Time Road Crew - Salary			20,085.00	20,698.00
Part Time Road Crew - Salaries	2,500.00	14,005.00	1,200.00	2,000.00
Equipment Leases	39,500.00	8,377.00	40,202.76	67,504.83
Fuel			21,000.00	14,000.00
Other Contracted Services	18,250.00	9,640.00	15,000.00	7,500.00
Road Maintenance	86,140.00	73,267.92	75,000.00	85,000.00
Equipment - Truck (one ton)	1,800.00	5,882.12		75,000.00
Class 3 Paving			65,000.00	
Miscellaneous				300.00
Total ROAD COMMISSIONER-SUMMER	**167,690.00**	**130,672.04**	**257,572.76**	**293,002.83**
TOTAL EXPENDITURES- HIGHWAY FUND ..	**$ 356,921.00**	**$ 429,395.79**	**$ 458,355.00**	**$ 472,267.96**

Solid Waste Fund

EXPENDITURES				
Postage				500.00
Advertising				500.00
Fees-HHW Days	3,000.00	4,115.73	3,000.00	4,500.00
Educational Projects	1,500.00		1,500.00	1,500.00
Miscellaneous		14.38		
TOTAL EXPENDITURES	**$ 4,500.00**	**$ 4,130.11**	**$ 4,500.00**	**$ 7,000.00**

Fund Balance Report

30-Jun-15	**CNB**	**Hartford**	**E Jones**	**Jackson**	**Cambridge**	**TOTAL Worth**
General Fund	$ 1,051,377.24	$ 412,903.93	$ 362,883.52	$ 550,160.39	$ 95,085.49	$2,472,410.57
Solid Waste	879.15	41,966.84		10,418.71	2,909.54	56,174.24
Grader	2,356.08	62,950.26		23,102.46	3,491.45	91,900.25
Reappraisal	2,235.85	27,977.90		40,833.00	11,347.22	82,393.97
Rds & Bridges	2,659.63	1,119,115.80		983,964.56	221,416.29	2,327,156.28
Bldgs & Maintenance	2,618.48	1,119,115.80		957,566.53	212,396.70	2,291,697.51
Gravel	2,503.58	566,322.40		125,111.35	37,824.07	731,761.40
TOTAL	**$ 1,064,630.01**	**$3,350,352.93**	**$ 362,883.52**	**$2,691,157.00**	**$ 584,470.76**	**$8,053,494.22**
31-Dec-15	**CNB**	**Hartford**	**E Jones**	**Jackson**	**Cambridge**	**TOTAL Worth**
General Fund	$ 1,108,260.21	$ 397,840.75	$ 358,005.10	$ 526,609.03	$ 92,950.21	$2,483,665.30
Solid Waste	879.59	40,435.85		9,698.06	2,844.21	53,857.71
Grader	2,357.27	60,653.77		22,237.68	3,413.05	88,661.77
Reappraisal	2,236.97	26,957.23		38,022.45	11,092.40	78,309.05
Rds & Bridges	2,660.30	1,078,289.26		929,122.81	216,444.07	2,226,516.44
Bldgs & Maintenance	2,619.14	1,078,289.26		904,958.80	207,627.03	2,193,494.23
Gravel	2,504.21	545,662.35		115,742.85	36,974.68	700,884.09
TOTAL	**$ 1,121,517.69**	**$3,228,128.47**	**$ 358,005.10**	**$2,546,391.68**	**$ 571,345.65**	**$7,825,388.59**

This does not reflect the 4th quarter payment of 2015 from Waste USA in the amount of $295,503.43

2014 Statement of Taxes Assessed

As per 2014 Grand List 4-1-14

Grand List:		
Real Estate Property	$1,167,770.37	
Residential	$ 595,222.70	
Non-Residential	$ 574,557.57	
Taxes Assessed and Billed:		
Residential at $1.3375		$ 796,110.83
Non-Residential at $1.4498		832,993.61
Late HS-122 penalty		1,284.33
Total		$1,630,388.77
Taxes Accounted For:		
Property Taxes to Treasurer	$1,581,567.68	
Delinquent Taxes to Collector	48,821.09	
Taxes Abated	0.00	
Total Taxes Accounted For		**$1,630,388.77**

Statement of Indebtedness

The Town of Coventry has no indebtedness.

Delinquent Tax Report

As of June 30, 2015 there were the following delinquent taxes = $57,100.15

As of December 31, 2015 the town paid $1,447,078.74 to the school for 2015 taxes. Delinquent taxes un-collected and taxes abated were paid to the school from the general fund. The next Town Tax Sale will be held June 15th, 2016.

Respectfully Submitted
Cynthia J Diaz
Delinquent Tax Collector

Delinquent Taxes

As per the Select Board minutes of January 11, 2016 meeting, listing of delinquent property owners as of January 1, 2016 by year with a total of taxes delinquent per year.

	2015	2014	2013	2012
	Bahena, Elizabeth	Bahena, Elizabeth	Bahena, Elizabeth	Brown Gordon
	Bean, Michael	Beaumont, Darryl	Beaumont, Darryl	Salesky, John
	Beaumont, Darryl	Bernier, Kelly	Boardman, Lance	Simpson, Jeff
	Before, Amber	Boardman, Lance	Brown Gordon	Swett. George
	Bernier, Kelly	Gaudreau, Robert	Guillette, Diana	
	Boardman, Lance	Gosselin, Matthew	Hillias, Arlean	
	Bouchard, Jonathan	Guillette, Diana	Horgan, Tammy	
	Brown, Patricia	Hillis, Arlene	McKay, Richard	
	Capron, Ethan	Horgan, Tammy	Montalvo, Benny	
	Cote, Nick	Mackay, Richard	Petit, Gerald	
	Gaudette, Charles	Montalvo, Benny	Punt, Anthony	
	Guillette, Diana	Morse, James	Salesky, John	
	Hall-Williams, Brea	Pierpont, Ralph	Simpson, Jeff	
	Horgan, Tammy	Punt, Anthony	Swett, George	
	Keeler, Charles	Reed, James		
	Leclerc, Crystal	Rondeau, Dan		
	Mackay, Richard	Salesky, John		
	Mead, John	Sanville, Penny		
	Messier, Leo	Simpson, Jeff		
	Montalvo, Benny	Stacey, Wanda		
	Morse, James	Tanguay, Anthony		
	Nadeau, Casey	Flint, David		
	Nadeau, Robert	Young, Angela		
	Petit, Eric			
	Petit, Gerald			
	Pierpont, Ralph			
	Provancha, Clint			
	Punt, Anthony			
	Racine, John			
	Reed, James			
	Reed, James			
	Roberts, Ritchie			
	Sabens, Anthony			
	Salesky, John			
	Sanville, John			
	Sanville, Penny			
	Sanville, Roger			
	Slawson, Gary			
	Soulier, Scott			
	St George, Richard			
	Stacey, Laura			
	Stacey, Wanda			
	Sweet, George			
	Tanguay, Anthony			
	Tanguay, Anthony			
	Tanguay, Anthony			
	Tanguay, Anthony			
	Taylor, Steve			
	Vinton, Jeff			
	Whitaker, Gerry			
	Young, Angela			
Yearly Total	**$60,864.08**	**$33,967.20**	**$5,602.56**	**$1,397.86**

Cemetery Report

Passumpsic Savings Bank-Money Market Acct.

Balance in Bank January 1, 2015		**$ 12,416.91**
Cashing in of CD's		
Interest on Money Market	$ 5.02	
Lot Fees	300.00	
Balance in Money Market, December 31, 2015		**$ 12,721.93**

Cambridge Investments

Balance as of January 1, 2015 Cambridge		**$114,423.01**
Income Received	$ 5,714.40	
Net Activity	-9,345.10	
Net Change in Portfolio	-5,038.89	
	-5,505.85	
Balance on Investement, December 31, 2015		**$109,384.12**

Respectfully submitted,
Cynthia J Diaz, Trustess Cemetery Funds
(with the information available to me)

2015 Dogs

Dogs Registered at Rabies Clinic (at discounted rate)

3	Female	$10/dog	$ 30
7	Male	$10/dog	$ 70
23	Neutered	$ 6/dog	$ 138
35	Spayed	$ 6/dog	$ 210

Dogs registered before April 1 (at regular rate)

6	Female	$12/dog	$ 72
4	Male	$12/dog	$ 48
21	Neutered	$ 8/dog	$ 168
37	Spayed	$ 8/dog	$ 296

Dogs registered after April 1 (with late fee)

3	Female	$16/dog	$ 48
5	Male	$16/dog	$ 80
14	Neutered	$10/dog	$ 140
14	Spayed	$10/dog	$ 140

Special Licenses

1	Pet Deler	$25/dog	$ 35
	Lost Tag	$ 5/tag	$ 0
2	Special Permit Dogs	$ 1/dog	$ 2
		Total	**$1,477**
		Late fees	$ 84
		$3 VT Neu/Spay	$ 516
		Clerk fees $2/dog	$ 344
		State $1/dog	$ 174
		Town Discount	$ -136
		Town	$ 495

As required by Vermont Statute Title 20 SS 3581 (a) and (c)(1) all owners of a dog or wolf-hybrid more than six months old shall annually on or before April 1 register it in the office of the clerk of the municipality in which they live. And additional $3.00 fee has been added per Title 20 SS 3581. (c) (1) for the state spaying neutering program established in Statute 1- SS 3815. March 19, 2016 from 9:00am until 11:00am there will be a rabies and microchip clinic held at the Community Center. As spring approaches there seems to be something in the air that makes all dogs roam. The microchip would aid in the return of your pet if they do roam and don't have a collar. Please consider this and if there are any questions please call the Town Clerk.

The Coventry Select Board has agreed to waive the $2.00 extra fee for all dogs licensed in the Town of Coventry THIS DAY ONLY.

The fees to license dogs before April 1, 2016 are $9.00 for neutered and $13 for un-neutered. After April 1, 2016 the fees will be $11.00 for altered dogs and $17.00 for unaltered dogs.

The Town Clerk's office is open Monday, Tuesday, Thursday and Friday from 8:00am until noon. On Wednesday the office is open from 4:00pm until 7:00pm and the third Saturday of every month from 9:00am until 2:00pm. If your dog has been neutered since the last registration a copy of this certificate must be presented when licensing your dog.

If you need assistance in the spaying or neutering of your dog please contact the Northeast Kingdom Spay-Neuter Program at 754-2309.

2015 Coventry Property Transfers

July 1, 2014 – June 30, 2015

	Number of Parcels
Land to out-of-state purchasers	0
Land to in-state purchasers	2
Land to in-town purchasers	2
Residence to out-of-state purchasers	1
Residence in-state purchasers	10
Residence to in-town purchasers	1
Mobile Homes to in-town purchasers	2
Mobile Homes to out-of-town purchasers	0
Hangers transferred to in Town resident	1
Hangers transferred to in-State residents	0
Transfers of Property among Family Members	18
Easements	1
Business to transferred to in-state purchaser	2
	40

Respectfully submitted,
Cynthia J Diaz, Town Clerk

TOWN CLERK'S REPORT

2015 Vital Records

BIRTHS

Name	Date	Place
Levi Michael Mathieu	12/23/2014	Newport
Maxwell Dean LeBlanc	1/1/2015	Newport
Daniel Alonzo Balcazar	2/22/2015	Newport
Jack Sawyer Janci	3/30/2015	Newport
Enzo James Floriani	4/2/2015	Newport
Jase Orion Messier	5/4/2015	Newport
Ayla Rose Hamblett	5/27/2015	Newport
Graison Mark Perkins	8/23/2015	Newport
Titus Roger DeGreenia	9/16/2015	St Johnsbury
Quinn Nicole Stenger	10/14/2015	Newport

DEATHS

Name	Date	Place
Randy Carpenter	11/30/2014	Burlington
Lynette Kay Cutting	1/10/2015	Newport
Sylvia P. Beaumont	1/22/2015	Coventry
William Hart Jr.	5/16/2015	NewHampshire
Rosalie Lynn Aiken	7/26/2015	Newport
Barbara Irene Lawson	8/21/2015	Irasburg
Elwin W Dean	8/27/2015	Newport
Leopold A Messier	9/2/2015	Coventry
Dolores M Petit	10/2/2015	Coventry
Sheri L. Poulin	11/30/2015	Coventry

MARRIAGES

Name	Date	Place
Eve Jeannette Mishou Daniel Paul Fournier	June 6, 2015	Coventry
Donald L Bennett Laura J St Onge	August 8, 2015	Coventry
Tia Marie Elliot Jonathan Pierre Maclure	September 5, 2015	Irasburg
Caitlin Ann Bernier Mason Craig Bernardini	September 19, 2015	Brownington
Denise Odette Begin Gardner Ward Carpenter	December 24, 2015	Evansville

Planning Commission Report for 2015

The Planning Commission has accepted two resignations from members Scott Morley and Bonnie Geisler. The Town would like to thank them both for helping our Community to grow.

The Planning Commission is a group that under 24 V.S.A. § 4325can do the following;

- Prepare a municipal plan and amendments thereof for consideration by the Select Board
- Undertake studies and make recommendations on matters of land development, urban renewal, transportation, economic and social development, urban beautification and design improvements, historic and scenic preservation, the conservation of energy, the development of renewable energy resources, and wetland protection
- Prepare and present a recommended capital budget and program for a period of five years, as set Forth in 24 V.S.A. § 4440, for action by the Select Board
- Hold public meetings.
- Enter upon land to make examinations and surveys in the performance of its functions

☛ Among other things as in Vermont Statue 24

If anyone would like to attend or be part of the process, the Planning Commission meets every second Monday of the month at 6:00pm and there will be vacancies to fill at Town Meeting if you want to join the Commission.

Thank you for your continued support and confidence of our group.

Coventry Planning Commission
Israel Sanville
Alan Desroches
Steve Taylor

Coventry Waste Committee Report

The Coventry Solid Waste Plan is in its final stage before adoption. To view a copy please contact the Town Clerk. The State law requiring recycling took effect July 1, 2015. This law requires the Town to communicate with residents on how and what to recycle. Please see the flyers about recycling and composting in the next pages. If there are questions, please contact the Town Clerk and she will pass them along to the Committee and they will help you. Composters and recycling totes are available to Coventry residents to make it easier to comply with the new law. Call the Town Clerk to get these.

Coventry Town Foundation

ANNUAL REPORT 2015

Board Members
Dale Perron, President
Don Whipple, Vice President
Jean Maxwell, Secretary
Anita Gariepy, Treasurer
Karen Hack
Diana Hamilton
Jana Lovejoy

The Coventry Town Foundation, (CTF), a 501c3 organization was created by a vote at Town Meeting Day in 2002. The purpose of the Foundation is to enrich our community through support of educational, community assistance, emergency disaster relief, historic preservation, and other community based services.

CTF continues to develop its scholarship grant program. This year each qualifying student was given $1,000.00 per semester. All eligible Coventry residents enrolled in a full time post-secondary educational program received the monies. The CTF seeks eligible candidates, including traditional graduating high school seniors, and graduates coming from home school programs.

The Annual Meeting was held in June at the Eastside Restaurant where the scholarship recipients were recognized.

Grants this year included education, arts, sports and community assistance.

CTF continues to support the annual flu clinic and seed distribution programs.

We continue to enrich our endowment funds, and investments are being made to safeguard the monies leading toward healthy long term growth.

The Foundation meetings are held the 3rd Tuesday of the month at the Community Center at 6:00 pm.

SEEDS - TIME FOR THE GARDEN - SEEDS

The Town Foundation would like to remind all Coventry Residents that there are free garden seeds available Town Meeting Day and March 19th at the Town sponsored Rabies/Micro Chip Clinic. Please take advantage of this great opportunity and enjoy the fresh vegetables this summer!

COVENTRY TOWN FOUNDATION BUDGET

	Actual 2014-15	Budget 2015-16
Balance	$ 43,256.17	
INCOME	**$132,623.20**	**$120,000.00**
EXPENSES		
Office	$ 182.51	$ 500.00
Advertising		
Annual meeting	788.80	1,000.00
Meals/Ent	30.77	500.00
Continuing Ed		
Misc		
Legal		500.00
Postage	106.40	300.00
Software		
Accounting	675.00	1,000.00
Repairs		
Endowment	46,000.00	36,500.00
School Grants	5,411.26	12,000.00
Sports	675.00	1,700.00
Scholarships	31,500.00	42,000.00
Indiv Ed Grant	961.55	2,500.00
Emergency		1,000.00
Community	13,544.61	20,000.00
Historic Pres		500.00
TOTAL EXPENSES	**$ 99,875.64**	**$120,000.00**
Transfer to Investment	$ 46,000.00	

APPROPRIATIONS REPORTS

Orleans County Historical Society

The Orleans County Historical Society owns and operates the Old Stone House Museum in Brownington. We maintain the 1830's neighborhood of six historic buildings, as well as 55 acres of farmland and Prospect Hill with its Observatory. We collect and preserve objects and documents that tell the story of Orleans County, and organize programs and events that celebrate the history and cultural heritage of the area. Town appropriations help fund our work, as well as demonstrate widespread local support necessary to get grants which bring in money which is spent locally.

The four story granite block Old Stone House, built by Alexander Twilight in 1836 to serve as the dormitory of the first secondary school in the county, opened as the historical museum of Orleans County in 1925, with exhibits of furniture, textiles, ceramics, paintings, folk art, tools, toys, and town histories. Two barns house equipment used in farming, logging and transportation. These buildings are open to the public from May 15 to October 15. The library in the Cyrus Eaton House is open by appointment, and the visitors' center and office, located in the Alexander Twilight House, is open year-round. Events and classes, as well as private functions are scheduled in the restored Samuel Read Hall House

The museum sponsors educational programs for children and adults throughout the year, including the Collectors Fair in February, the NEK History Fair every other year in March, the Antique Engine Show in June, Spring and Fall Field Days for elementary students, Time Travelers Day Camp for children 8-12 in July, classes in traditional crafts and small-scale agriculture for adults, and special programs focusing on local history and historical preservation. Our special events include Old Stone House Day, the Cheese and Apple Tasting, and the Fall Foliage Run.

At Town Meeting last year Brownington voted to give the former Orleans County Grammar School to the museum, to be moved 1/3 of a mile back up the road to the foot of Prospect Hill where it was built in 1823. (It was moved down the road in 1869 and became the Brownington Grange Hall.) We are working now to raise the money, obtain the permits, and design the infrastructure to move, restore and improve this historic building. It will be used for museum exhibits and events, as well as be available for community functions. Plans include the reconstruction of the original bell tower, safety and accessibility improvements, and plumbing. We put a new roof on the building last fall. The move will happen this summer or next summer. Stay tuned.

We thank you for your support in the past, and we promise to continue to work to preserve the history of Orleans County and enrich the culture of our communities.

Goodrich Memorial Library

The Goodrich Memorial Library is a private, not-for-profit, 501(c) (3) organization that serves as the public library for the City of Newport, the Town of Newport Center, and Coventry, supported in part by municipal funds from each community. Total population served is about 7,566. Other funding sources are donations, grants, dividends from endowments, fund raising efforts, and non-resident fees.. The library is governed by a Board of Trustees.

"One glance at a book and you hear the voice of another person, perhaps someone dead for 1,000 years. To read is to voyage through time."

— Carl Sagan

Below is an outline of the accomplishments of the Goodrich Memorial Library for 2015.

In the area of Accessions:
- Bestsellers and high demand books for all ages, including requests from patrons
- Added more than 1540 new book titles, including 75 children's titles from a CLIF grant
- Increased collection of Audio books and music cds to 499
- Increased DVD collection, including Osher lectures and First Wednesdays videos to 2496

In the area of technology:
- Outreach expanded to community via new user friendly web-site, Facebook, Newport's Front Porch Forum, Newport Rocks, inclusion in Chamber of Commerce and Discover Newport web sites
- Computer based programs: Gale data bases including Heritage Quest, expanded Wilson's Web, Universal Class (free classes for all) and One Click audio
- Increased use of WIFI for patrons using 5 in house laptops .
- Kindles for children's content

In the area of programming:
- Conducted 5 "Every Hero Has a Story" Summer Reading Programs in conjunction with the Newport Recreation Department and Newport Elementary After School Program for elementary age children, as well as a summer teen program
- Continued weekly preschool story times
- Hosted 8 Vermont Humanities Council First Wednesdays programs
- Provided music, lectures, author visits, movies, and other programs for both adults and children
- Staged a summer-long exhibit of the history of Lake Memphremagog. In the Assembly room
- Hosted chess club, knitting group, book discussion groups, and bridge club
- Eleventh Annual Christmas Tree Lighting with music by the United Church of Newport hand-bell choir, and Alyssa and Paul Gandy.
- International Game Day in conjunction with Border Board Games
- Wine and Cheese reception plus silent auction conducted by the Goodrich Friends of the Library.

In the area of support for the community:
- Provided space for public school tutoring and mentoring programs
- Conducted tours for school children, foreign exchange students and teachers
- Provided space for Wedding ceremonies
- Participated in Dabble Day. (Sponsored by Building Bright Futures)
- Participated in the Newport Chilifest, Chowderfest, Aquafest, and Winter Carnival
- Provided Heritage Quest and genealogy research
- Provided meeting space for many local organizations. Over 5490 people involved.
- Added 227 new patron families
- Estimated 31,114 visitors for year
- Offered free video conferencing access to individuals and groups

In the area of fundraising:
- Annual book sale
- Sale of coffee, tea, hot chocolate, water, and ice tea
- Adopt- a- book program
- Sale of hand made products produced by our resident knitters group
- Raffle of handmade rocking horse, also a knitters group contribution.
- 200 Club Raffle
- We welcome a major new funding source; the Goodrich Library Friends Group has been very active this year. They conducted the book sale, wine and cheese gala, and the silent auction.

Grants have been received from:
- Federal FY 2011 Resource Sharing Supplemental Grant
- Vermont Department of Libraries
- Golub Foundation
- CLIF
- Building Bright Futures

Only through your generous support can the Goodrich continue to help the people in our communities stay informed, educated, and connected.

The Board of Directors and the Staff extends our heartfelt thanks to everyone who has helped make 2015 a successful year at the Goodrich Memorial Library.

Thank you for your continuing support.
Carol Nicholson- Director

Newport Ambulance Service, Inc.

January 1, 2016

To Board of Selectmen
Coventry, Vermont

Dear Board and Citizens,

In 2014 we responded to 1,518, 39 of those were to Coventry, 2015 we were up to1620, 39 of those were to Coventry.

This year we will celebrate our 50th year serving the Coventry and the area.

This year we are asking for the amount of $24,880.00 the increases are due to increases in Medical insurance, Property Tax and the increase in lost revenue below.

In Calendar year 2015 we had to write off $383,360.52 to Medicare, $228,220.02 Medicaid and $10,503.75 to VA for a total of $622,084.29 up $167,174.15 from 2014's $454,910.14 in lost revenue.

The reimbursements for Medicare will drop this year by -.4 present and Medicaid has not raise their rate since 2008 to keep up with the increase cost of supplies, insurances and compliances that we have to meet. We have and continue to make cuts our budget where we can but still have increases in fixed costs that are out of our control.

We hope that you feel that we are a vital service to your community and invite you to visit our facility at 830 Union Street, Newport anytime.

We thank you for your support over the years. If we can answer any question or concerns about the service, please feel free to contact us at 334-2023

Sincerely,
Board of Directors
Charles Pronto, President
J. Patrick Sloan, Coventry, Treasurer
Sue Barrup, Newport Town, Secretary
Judy Poirier, Newport Clerk
Scott Griswold, Hyde Park Vice President
Michael A. Paradis, Executive Director

NEWPORT AMBULANCE 2016 BUDGET

	2015 Budget	2015 Actual	2016 Budget
INCOME			
Town Appropriations	$ 130,932.00	$ 130,933.00	$ 166,564.00
Copy Charge	0.00	80.00	
Training Income Public	1,000.00	1,792.00	2,000.00
Donations		1,149.00	40.00
Interest Income	20.00	35.28	
Room Rental	0.00		
Service Ambulance Runs	812,319.00	686,509.88	724,954.00
	944,271.00	**820,499.16**	**893,558.00**
Billing Service Contracts:			
Charlotte	8,100.00	9,501.77	9,600.00
Derby Line Ambulance, Inc.	8,000.00	13,529.49	10,500.00
Fairfax Rescue Squad	15,000.00	11,497.99	11,800.00
Glover Ambulance	10,000.00	9,242.85	8,000.00
Missisquoi Ambulance	15,000.00	20,251.15	20,500.00
NEMS	28,140.00	28,140.00	30,000.00
Total Billing Contract Services	**84,240.00**	**92,163.25**	**90,400.00**
Intercept Income	7,000.00	8,975.00	9,000.00
Equipment Sale	1,520.00	1,500.00	
Ambulance Coverage Time	6,000.00	5,300.00	6,500.00
Total Income	**$1,043,031.00**	**$928,437.41**	**$999,458.00**
EXPENSES			
Billing Services Expenses			
Collection Fees	$ 1,000.00	$ 618.59	$ 500.00
Training & Support	2,500.00	3,773.63	3,000.00
Seminars	0.00	0.00	
Ability VPN	2,500.00	2,494.00	2,500.00
Software Upgrades	600.00	764.00	800.00
Bonding Policy	970.00	0.00	
Payroll	43,303.00	33,411.24	36,800.00
Billing Office Supplies	1,500.00	738.97	1,000.00
Phone	300.00	274.45	300.00
Postage	2,800.00	2,756.71	2,400.00
Total Billing Services Expense	**55,473.00**	**44,831.59**	**47,300.00**
Administration Expenses			
Payroll	109,796.00	92,339.36	105,346.00
Nas 11 R&M	300.00	198.78	249.00
Nas 11 Fuel	2,100.00	1,390.02	1,200.00
Postage	300.00	103.63	200.00
CPA	388.00	387.50	400.00
General Council	500.00	750.00	750.00
Office Supplies	500.00	1,140.29	1,200.00
Telephone	1,804.00	1,792.22	1,804.00
Cell Phones	2,851.00	2,156.04	2,000.00
Dues	0.00	100.00	100.00
Health Insurance	16,325.00	19,118.62	17,067.00
Pension	6,725.00	5,847.92	7,652.00
Life Insurance		842.25	
NEMS 51 R&M		27.81	

	2015 Budget	2015 Actual	2016 Budget
NEMS 51 fuel		1,134.85	
Total Administration Expense	**141,589.00**	**127,329.29**	**137,968.00**
Grant Expense			
Rubbish Removal Expense	1,200.00	114.20	780.00
Diesel Fuel/Gas Expense	30,000.00	17,078.71	18,500.00
Insurance Expense		7,802.25	
Insurance Package	12,554.00	18,784.50	13,000.00
Health Insurance Expense	58,772.00	36,815.10	40,016.00
Workers Comp. Insurance Exp	51,500.00	83,253.00	58,018.00
Total Insurance Expense	**122,826.00**	**146,654.85**	
Bank Charges/CC Fees Expense	1,500.00	3,982.40	3,481.00
Interest Expense	5,200.00	9,471.00	10,116.00
Staff & Squad Training	2,000.00	3,632.17	2,000.00
Payroll Expenses	540,000.00	497,977.93	514,083.00
Postage/Delivery Expense	500.00	176.91	250.00
Purchase Agreement Expense		-279.98	
Travel & Meals Expense			
Meals Expense	200.00	52.88	200.00
Travel Expense	250.00	1.00	200.00
Total Travel & Meals Expense		**53.88**	**400.00**
Pension Plan Expense	14,856.00	11,880.24	16,000.00
TPA			900.00
Ambulance/Vehicle R&M Expense			
NAS #1 Repair & Maintenance.	4,000.00	13,732.63	5,000.00
NAS #2 Repair & Maintenance.	4,000.00	3,178.15	5,000.00
NAS #3 Repair & Maintenance.	4,000.00	8,376.90	5,000.00
NAS #4 Repair & Maintenance.	0.00	0.00	
Total Amb/Vehicle R&M Expense	12,000.00	25,287.68	15,000.00
Miscellaneous Ambulance R&M	400.00	288.93	
Service Agreements	1,147.00	1,911.00	1,000.00
Building R&M Expense	8,000.00	9,256.81	20,000.00
Computer Repairs/ Upgrade Expen	1,000.00	1,623.49	2,000.00
Supplies			
Office Supplies	500.00	661.95	800.00
Occupational Health	500.00	0.00	500.00
Medical Supplies/Equip. Expense	15,000.00	17,584.60	$17,000.00
General Supplies	2,400.00	2,156.63	2,400.00
Equipment Batteries	750.00	777.49	600.00
Total Supplies	**19,150.00**	**21,180.67**	**21,300.00**
Oxygen Expense	2,500.00	2,549.82	2,500.00
Employee Recognition Expense	800.00	740.00	600.00
Transport Expense	6,000.00	8,520.00	6,000.00
Paging Expense	1,000.00	1,057.94	1,000.00
Internet Service	1,520.00	1,046.13	1,520.00
Electricity Expense	6,000.00	5,436.18	5,074.00
Heating Expense	5,500.00	4,214.59	5,398.00
Water & Sewer Expense	875.00	873.61	875.00
Computer Expense Non Capitalize	500.00	276.20	500.00
Radio Expense Non Capitalized	1,500.00	150.00	500.00

	2015 Budget	2015 Actual	2016 Budget
EMS Conference	0.00	0.00	2,000.00
Training Expense Public	500.00	942.95	1,000.00
Squad Uniforms	3,000.00	3,000.33	3,000.00
Equipment Repairs	1,500.00	967.30	1,000.00
Public Relations	200.00	133.40	100.00
Equipment Replacement Fund	0.00		0.00
Ambulance Replacement Transfer	0.00		0.00
Mortgage 2030	16,545.00	7,586.54	9,843.00
Explorer 2019	3,800.00	5,541.16	5,500.00
NAS 2 2019	9,000.00	7,752.63	7,798.00
Line of Credit	25,000.00	0.00	0.00
New Ambulance			7,122.00
Dispatch			4,942.00
Property Tax			11,074.00
Adjustment Account Expense			
		973,240.55	999,458.00
Income	**$1,043,031.00**	**$928,437.41**	**$999,458.00**
Expense	**$1,043,031.00**	**$973,240.55**	**$999,458.00**
Difference		-$ 44,803.14	

Northeast Kingdom Learning Services

Nearly 50 Years of Service

NEKLS began with one woman, Eva Warner, teaching area residents to read at their kitchen table.

It is ***so much more*** almost 50 years later.

The mission of Northeast Kingdom Learning Services, Inc. is to promote a culture of lifelong learning and individual self-sufficiency that engages all community members through an array of high quality educational services through children's programs, adult education and literacy, and family literacy programs.

- **The High School Completion Program (HSCP)** collaborates with local schools to provide a path to a high school diploma for anyone 16 or older. Program participants may have left school or may still be enrolled in their partnering high school. **In FY 2015, NEKLS in collaboration with partnering high schools, awarded 83 high school diplomas** in the tri-county region.
- **The General Educational Development Program (GED)** leads to a high school diploma equivalency. **In FY 2015, NEKLS awarded 13 GED's** in the tri-county region.

- **Adult Education and Literacy Programs** served **368 students** for **more than 11,314 hours in FY 2015 in the tri-county region.** In addition to HSCP and GED services, our teachers provided math, reading and writing skill development, job skills development, computer literacy and support in their transition to work or college.
- NEKLS teaches English as a second or other language **(English Speaking Other Languages)** to students from around the world who have come to settle in our beautiful Northeast Kingdom. **In FY 2015, NEKLS served 15 ESOL students in the tri-county region**.
- NEKLS Community Learning Centers offer **group and individual computer training**. In addition to computer classes, an average of **46 community members a month** access email, search the web, perform job searches, complete online job applications, or apply for unemployment benefits at the **five Community Learning Centers in the tri-county region**.
- **Children's Integrated Services (CIS)** is Vermont's comprehensive approach to provide child development and family support services. In **FY 2015**, Northeast Kingdom Learning Services **Early Intervention Specialists** provided support to increase **school readiness skills for 229 children in the tri-county region**.
- **The Tutorial Program** provides one-on-one and group instruction to K-12 students at any number of locations including area libraries and town halls. **In FY 2015, NEKLS served 110 K-12 students in the tri-county region**.
- **NEKLS** has also provides **prevention programming** aimed at reducing underage alcohol and tobacco use. In **FY 2015**, NEKLS provided **prevention education to 12 schools and at 16 community events throughout Orleans County**.

*NEKLS has a staff of **75 dedicated professionals** committed to serving the needs of the Northeast Kingdom. Please contact us at 1-844-GO NEKLS (466-3557) if you or someone you know has need of our services or at info@ neklsvt.org*

Thank you for your generous support!

The Vermont Center for Independent Living

Since 1979, The Vermont Center for Independent Living (VCIL) has been teaching people with significant disabilities and the Deaf how to gain more control over their lives and how to access tools and services to live more independently. VCIL employees conduct public education, outreach, individual advocacy and systems change advocacy to help promote the full inclusion of people with disabilities into community life.

In FY'15 (10/2014-9/2015) VCIL responded to over **3,265** requests from individuals, agencies and community groups for information, referral and assistance and program services for individuals living with a disability. VCIL Peer Advocate Counselors (PACs) provided one-on-one peer counseling to **346** individuals to help increase their independent living skills and **18** peers were served by the AgrAbility program. VCIL's Home Access Program (HAP) assisted **238** households with information on technical assistance and/or alternative funding for modifications; 68 of these received financial assistance to make their bathrooms and/or entrances accessible. Our Sue Williams Freedom Fund (SWFF) provided **100** individuals with information on assistive technology; 42 of these individuals received funding to obtain adaptive equipment. **500** individuals had meals delivered through our Meals on Wheels (MOW) program for individuals with disabilities under the age of 60.

VCIL's central office is located in downtown Montpelier and we have five branch offices in Bennington, Chittenden, Lamoille, Rutland and Windham Counties. Our Peer Advocate Counselors and services are available to people with disabilities throughout Vermont.

During FY '15, **2** residents of **Coventry** received services from the following program:

•Peer Advocacy Counseling Program (PAC)

To learn more about VCIL, please call VCIL's toll-free I-Line at:
1-800-639-1522, or, visit our web site at **www.vcil.org.**

Orleans County Sheriff's Department

2016 REPORT – TOWN OF COVENTRY

The Orleans County Sheriff's Department provided 152 hours of patrol services to the Town of Coventry during 2015. The enclosed chart breaks down the total incidents, total arrests and traffic violations.

A monthly breakdown of services provided by the Sheriff's Department is available to you through your Town Clerk or from the Sheriff's Department.

The year 2015 once again brought changes to the Orleans County Sheriff's Department. In early January it was announced by the Vermont Department of Public Safety that they would be closing the local dispatch center and PSAP in Derby and moving the operations to their center in Williston. While this created a large amount of controversy, the Sheriff's Department began working on a proposal to keep the dispatch center local. This was presented to municipalities during the summer of 2015 and the project is ongoing, with some legislative work still yet to be done. In the fall of 2015 we lost a newly hired deputy from our team. Deputy Dustin Horne left the department to seek other ventures. Deputy James LeClair, Jr., a native of Newport City, was hired to fill the position and is currently attending the Vermont Police Academy for full-time officer training. In March the department suffered the tragic loss of its newly acquired K-9, Kilo. Kilo's handler, Deputy Tyler Jacobs, sought out another K-9 and in April we welcomed K-9 Jonah to the department. From August through November Deputy Jacobs and K-9 Jonah worked tirelessly and Jonah was certified in tracking and patrol functions. In October we also welcomed a veteran officer, Eric Hazard, to the Department. Deputy Hazard will be backfilling patrol shifts as well as assisting with our court security operations. In November we said goodbye to longtime Secretary Carlotta Corcoran, who retired. Filling her spot is MaryAnn Fletcher, a ten plus year veteran of the county court system as well as our current county treasurer.

We have begun a new phase in our department's communication system, having been recently licensed for a transmitter atop Nelson Hill in Derby. This should help better communication in the northern and eastern side of the county as well as provide a "clean shot" down through the center of the county. While we have upgraded our telecommunications equipment atop Jay Peak over the past few years, there continues to be problems due to the sheer amount of communications equipment located there.

In December, 2015, the sheriff's department celebrated the 8th anniversary of "Operation Santa". This program challenges area law enforcement and public safety agencies to help provide Christmas gifts to area schoolchildren. We also received generous support from many local area businesses and several individuals. ***Thank you!*** The program helped bring a happy holiday season to just under 200 school children.

Last year we were proud to level fund our request, however, we continue to see increases. We have experienced increases in medical insurance premiums as well as pay increases with veteran officers. I am requesting a 3% increase for 2016.

Respectfully Submitted,
Kirk J. Martin, Sheriff

TOWN OF COVENTRY

TOTAL LAW INCIDENT REPORT

Nature of Incident	Total Incidents
Traffic Accident w/ Damage	3
Agency Assistance	8
Citizen Assist	1
Directed Patrol	4
Driving - License Suspended	5
Controlled Substance Problem	3
Motor Vehicle Complaint	6
Restraining Order	1
Service Abuse Prevention Order	1
Theft	1
Traffic Violation	1
Unlawful Mischief	2
VIN Number Inspection	11
Wanted Person	1
Welfare/Suicide Check	1
Total Incidents for Town of Coventry	**49**

TOTAL ARREST REPORT

Statute Description	
Driving While License Suspended	5
Cruelty to Child <10 y/o	1
Petit Larceny <$900	1
Negligent Operation	1
Driving Under Influence	2
Total Arrests for Town or Coventry	**10**

TOTAL TRAFFIC VIOLATION REPORT

Total Traffic Tickets	28
Total Warnings	18

Vermont Department of Health

Your local health district office is in Newport at 100 Main Street, Suite 220 in Newport and our phone number is 802-334-6707 or toll free 800-952-2945. We cover Orleans/Northern Essex Counties. Come visit or give us a call! At the Vermont Department of Health, we are working every day for your health. With twelve district offices around the state, and state office and laboratory in Chittenden County, we deliver a wide range of public health services and support to your community. For example, in FY 2015 the Health Department:

Supported healthy communities: Northeast Kingdom Learning Services, a community coalition partner, was awarded $140,000 in order to help our Northeast Kingdom communities use evidence-based strategies to decrease obesity, substance abuse and binge drinking, increase tobacco cessation and promote smoke-free living, as well as advance healthy nutrition and physical activity in our community

Provided WIC nutrition services and healthy foods to families: We served about half of all Vermont families with pregnant women and children to age five in WIC (Special Supplemental Nutrition Program for Women, Infants and Children). WIC provides individualized nutrition counseling and breastfeeding support, home-delivered foods, and a debit-like card to buy fruit and vegetables. In Coventry 57 women, infants and children were enrolled in WIC. The average value of foods provided is $50 per person per month. Families served by WIC will, starting in February 2016, be able to shop for WIC foods themselves, vastly increasing choice (a change from home delivery).

Worked to prevent and control the spread of disease: In 2015 we responded to 62 cases of infectious disease in the district area. In 2014 (the last complete year of complete data available) $13,079,280 of vaccine for vaccine-preventable diseases was distributed to healthcare providers statewide, over $560,000 of which was in our district's area.

Aided communities in emergency preparedness: In 2014/15, $18,000 was contributed to fund training for Orleans/Northern Essex County's' Emergency Medical Services. In addition, since July 2013, funding over $50,000 supported emergency preparedness capabilities at North Country Hospital.

We also worked closely with community partners in the formation and opening of a peer-driven Recovery Center (Journey to Recovery Community Center) focused on substance abuse prevention and helping our community members to initiate and sustain recovery. This is but a sampling of our efforts to protect and promote the best health for all our community members. We look forward to serving you in the coming year

James Biernat, RN
Health Services District Director

Green Mountain Farm-to-School, Inc.

194 Main Street, Suite 301
Newport, VT 05855
(802) 334-2044
www.GreenMountainFarmtoSchool.org

Green Mountain Farm-to-School, Inc. is requesting to an appropriation in the amount of $300.00 from the town of Coventry to support the Coventry School Garden Program.

Green Mountain Farm-to-School (GMFTS) is a non-profit organization providing fresh, local food and nutrition education to over 10,000 students at schools across northern Vermont.

GMFTS coordinates student and community involvement in the Coventry School Garden.

Over the last year, every student at the school has been involved in planting and harvesting the garden. Students started seeds for the garden at the school and the entire school participated in a spring Garden Dedication Ceremony. All of the produce from the garden was served to students in the school cafeteria. GMFTS also coordinated community volunteers who helped maintain the garden over the summer.

With the town's help, we can continue to provide the School Garden Program at the Coventry School, producing fresh food for the cafeteria and giving students the knowledge and skills they need to make healthy food choices. Funding from the school covers a portion of GMFTS' staff time and materials to lead Farm-to-School activities during the school day like in-class workshop, taste tests, and farm field trips. This funding does not fully cover the cost of the program and the balance comes from grants, towns, individuals, and businesses. These funds from the town pay for supplies including tools, seeds, equipment, and staff time to deliver our school garden program.

We are deeply grateful for the support from Coventry in the past. Thank you for your consideration and please feel free to contact me should you have any questions or need additional information.

Respectfully submitted,

Katherine Sims
Executive Director

Northeast Kingdom Human Services

Annual Summary for July 1, 2014 – June 30, 2015

Northeast Kingdom Human Services, Inc. (NKHS) strives to meet the needs of at risk and vulnerable individuals of all ages living in the Northeast Kingdom. We are a 501(c)(3) private not-for-profit organization with oversight by the volunteer Board of Directors and Program Standing Committee members who support the agency's belief that human services should be cost effective and responsive to the needs of our local communities.

FY15 Summary:

- 19 residents from the **Town of Coventry** received services
- 3823 total individuals were provided services across the Northeast Kingdom in the community, office, homes, schools, and through emergency services
- These services could not be provided without our dedicated staff of 485+, 3 from the Town of Coventry

Fees charged are based on the person's ability to pay. No one is refused services for lack of ability to pay. NKHS is asking for your town's contribution by appropriating **$1140.00** towards our 24 hour, 7 days a week emergency/ crisis services we provide in the Northeast Kingdom.

The mission of NKHS is to enrich communities and enhance the ability of individuals and families to improve their lives.

Please visit our website at www.nkhs.org for more information about our agency and services. We greatly appreciate your interest, your help in letting people know about the services we provide, and your financial support.

D. W. Bouchard
Executive Director

Nancy Warner
President, Board of Directors

Northeastern Vermont Development Association NVDA

Since 1950, the Northeastern Vermont Development Association (NVDA) has been the regional advocate for stronger communities and vibrant local economies. We are the only combined regional planning and economic development organization in Vermont, and we serve the largest geographic region of the state — the beautiful Northeast Kingdom.

Each year we request dues from our member communities. These funds are vital to us as they help defray the costs of providing direct assistance to the 50 municipalities and scores of businesses in our region in areas such as:

- Land use planning at the local and regional level — including town plans, zoning bylaws, and on-call technical assistance for local officials;
- Transportation studies, infrastructure inventories, and project planning;
- Digital mapping and GIS data services;
- Grant writing and administration;
- Direct business support and referral services to the employers in our region.

With local governance becoming increasingly complex, we've recently expanded our service offerings. These services include:

- Emergency planning —Local Emergency Operations Plans, All-Hazard Mitigation Plans; and assistance with flood hazard planning and regulation;
- Economic development planning and helping to grow businesses in our communities;
- Benchmarking and reporting activities for the region's USDA Rural Economic Area Partnership (REAP) Zone — a program that has brought millions of dollars to the region;
- Developing and maintaining a federal Foreign Trade Zone designation to improve the competitiveness of companies in our region;
- Providing municipal education and training opportunities for local officials in many of the areas listed above.

How is this relevant to Coventry? In 201 5, NVDA staff provided the following services in your community.

NVDA assisted with updating the Local Emergency Operations Plan. NVDA contacted Town Officials during major storms and/or power outages to inquire on any State or Federal assistance the Town may need. NVDA provided assistance with Traffic Counts, Northern Border Regional Commission grant for Airport, and Solid Waste Implementation Plan review. NVDA's municipal dues are based on $0.75 per capita rate, with a maximum of $3,500 and a minimum of $250. We remain the most affordable of all regional commissions in Vermont and we take great pride in providing costeffective professional services to the communities and businesses of the Northeast Kingdom.

We thank you for your community's support and look forward to serving you in the coming year.

Sincerely,
David Snedeker, Executive Director

Felines and Friends Foundation

Felines and Friends Foundation strives to stabilize barn cat colonies and greatly reduce the number of free-roaming cats in the Northeast Kingdom (and beyond) through Trap-Neuter-Return (TNR), with the goals of improving the health and welfare of cats, minimizing the negative impacts on people and wildlife, reducing the number of cats/kittens entering local shelters.

We humanely trap, spay/neuter and vaccinate for rabies un-owned or loosely-owned cats in neighborhoods and on farms for FREE. When possible we also assist low income residents with free cat spay/neuter services and request a small donation to cover the cost of vaccines. Many cats we service are re-homed through regional animal shelters and local adoptions; others are returned to caretakers or owners to live a better life but with reduced nuisance behaviors.

Since Felines and Friends Foundation began on April 1, 2013 we have spayed/neutered and vaccinated over 1,800 cats mostly in Orleans County, including 95 in Coventry. The approximate expense per each cat is $75 for a total value of service to date to Coventry of $7,125. We've also done extensive work in the surrounding towns of Irasburg, Newport Town, Newport City and Brownington.

We are seeking an appropriation of $250 to continue this work in 2016.

Thank you for your consideration,

Bonnie Geisler
President, Felines & Friends Foundation

Pope Memorial Frontier Animal Shelter

The Pope Memorial Frontier Animal Shelter, Inc. is requesting that you include the following request in your 2016 Town Warning.

Shall the voters of the town of Coventry vote to appropriate the sum of $750 to assist the Pope Memorial Frontier Animal Shelter with its commitments to rescuing, providing care to and finding homes for unwanted pets.

Thank you very much for your consideration

Sincerely

Betsy Hampton, Treasurer
PMFAS Board Member
December 2015

Green Up Vermont

Green Up Day, May 7, 2016

Green Up Day marked its 45th Anniversary in 2015! Green Up Vermont, a nonprofit 501(c)(3) organization, continues to proudly carry on this tradition of Green Up Day. Green Up Vermont is a not a State Agency. The success of Green Up Day depends not only on individuals volunteering to clean up, but also on financial support given by both the public and private sectors throughout Vermont. New, starting in 2015, people can now choose to donate to Green Up Vermont by entering a gift amount on Line 29 of the Vermont Income Tax Form.

With your town's help, we can continue Vermont's unique annual tradition of taking care of our state's lovely landscape and promoting civic pride with our children growing up with Green Up. Green Up Day is a day each year when people come together in their communities to give Vermont a spring cleaning! Green Up Vermont also focuses on education for grades K-2 by providing two free activity booklets to schools and hosts its annual student poster and writing contests for grades K-12. To learn more please visit www.greenupvermont.org.

Support from cities and towns has been an essential part of our operating budget. It enables us to cover about 15 percent of the budget. Funds help pay for supplies, including over 48,000 Green Up trash bags, and promotion, education and services of two part-time employees.

Mark your calendar!
May 7, 2016 Green Up Day,
46 years of tradition!

Join with people in your community to clean up for Green Up Day,
always the first Saturday in May.

Orleans County Citizens Advocacy

P.O. Box 781, Derby, VT 05829
802-624-0877
www.occavt.org

Town Voters of Coventry,

Orleans County Citizen Advocacy's mission is to build and support one-to-one long term, independent relationships between unpaid community members (called advocates) and individuals with developmental disabilities so that all are heard, respected, included and empowered. OCCA's goal is for people with developmental disabilities to be valued and accepted in their communities. The mutually beneficial relationships created by Citizen Advocacy, grow to be enriching and important friendships, not only for the person with disabilities but also for the advocate. In turn, these deep personal commitments between neighbors results in strong vibrant communities from which we all benefit.

Our non-profit organization operates with money raised at annual fundraisers as well as from individual & business donations. OCCA does not receive any federal or state funding or United Way monies. Town Meeting Day appropriations from towns across Orleans County are one of our largest sources of revenue, and are very much needed for the viability & sustainability of our program.

Since our program began in 1989 over 90 matches have been made, thanks to the support from large-hearted people in our communities. Orleans County Citizen Advocacy facilitates community connection, friendship, support and advocacy between those with developmental disabilities who may be isolated from the greater community, and unpaid community members. We are currently supporting 20 such relationships to re-create a sense of healthy interdependence among community members. We would appreciate your support in continuing to connect people from Coventry with others, preferably in the same area, that would benefit from an OCCA friendship.

We, at OCCA, are proud to have celebrated our 25th anniversary in 2013, and to have been, for several years now, the ONLY association of our type left in Vermont among the many that used to match disabled people with local volunteers in a one-to-one friendly relation. Orleans County Towns have played a major role, through their unfailing support, in assuring such long life, regardless of better or worse times. The people of each and every of those Towns have great reason to be proud of such a unique heart warming record. Thank you for being that kind of better place, with such kind hearted people.

Orleans County Citizen Advocacy Board of Directors looks forward to your assistance again this year. Anyone interested in learning more about Citizen Advocacy, please call Ann Stannard, Board, at 802-723-4425.

Sincerely,
Ann Stannard, Board

Elections Changes

Vermont Secretary of State Jim Condos has announced the roll-out of the new Elections Management Platform. This platform has three main parts:

- **Elections Management System (EMS)** – includes a new statewide voter checklist and other resources and tools to be used by town and city clerks across Vermont to conduct all of their election related business – from registering voters, to processing absentee ballot requests, to entering election results;
- **New Online Voter Registration Tool** – allows all eligible Vermonters to submit their voter registration application online anytime and anywhere they can access the internet; and
- **New "My Voter Page"** – online resource that allows every registered voter to login and have access to a unique, voter-specific web page where they can request an absentee ballot, track its status, update their voter registration record, find their polling place, view a sample ballot, and much more.

Secretary Condos states, "I am very excited to announce the roll-out of Vermont's first online voter registration system. One of my primary goals as Vermont's chief election officer is to increase voter participation. I am confident that our new online voter registration system and the 'My Voter Page' tool will increase engagement with the electoral process across the state and make it easier than ever for all eligible Vermonters to participate in our elections."

The online voter registration page can be found at http://olvr.sec.state.vt.us and the My Voter Page login can be found at http://mvp.sec.state.vt.us.

MARK YOUR CALENDARS

February 2016

24 Last Day to register to vote at Town Meeting
27 Girl Scout Cookies arrive
29 School Informational Meeting @ Coventry School

March 2016

1 Presidential Primary - Polls open at 8am until 7pm
Schoool Budget Vote - Polls open 8am until 7pm
Town Meeting at the Community Center 10:00 am
Town Foundation Distribution of Garden Seeds
If you don't get a call from a Parent's Club Member and would like to bring a dish to share at Town Meeting please bring it with you.

14 Select Board Meeting at 5:00 pm
Planning Commission Meeting at 6:00 pm

16 School Board Meeting – March 2016 meeting at 5:30 pm

19 Coventry Rabies & Micro Chip Clinic 9:00 am until 11:00 am
Town Foundation Distribution of Garden Seeds
Town Clerk's Office opens 9:00 am until 2:00 pm

April 2016

1 Deadline to register all dogs in Coventry

11 Select Board Meeting at 5:00 pm
Planning Commission Meeting at 6:00 pm

16 Town Clerk's Office opens 9:00 am until 2:00 pm

18 HS-122's & 144's Due to the State (if you need help call Town Clerk)

20 School Board Meeting 5:30 pm

May 2016

7 Household Hazardous Waste Day at Waste USA

9 Select Board Meeting at 5:00 pm
Planning Commission Meeting at 6:00 pm

18 School Board Meeting 5:30 pm

21 Town Clerk's Office opens 9:00 am until 2:00 pm

June 2016

13 Select Board Meeting at 5:00 pm
Planning Commission Meeting at 6:00 pm

15 School Board Meeting 6:30 pm

18 Town Clerk's Office opens 9:00 am until 2:00 pm

July 2016

9 Coventry Day at the School with fireworks beginning 6pm

11 Select Board Meeting at 5:00 pm
Planning Commission Meeting at 6:00 pm

16 Town Clerk's Office opens 9:00 am until 2:00 pm

20 School Board Meeting at 5:30 pm

August 2016

Old Stone House Day in Brownington

3 Last day to register to vote in Primary Elections

8 Select Board Meeting at 5:00 pm
Planning Commission at 6:00 pm

9 Primary Elections Polls open 8am until 7pm

17 School Board Meeting at 5:30 pm

20 Town Clerk's Office opens 9:00 am until 2:00 pm

September 2016

12 Select Board Meeting 5:00 pm
Planning Commission 6:00 pm

17 Town Clerk's Office opens 9:00 am until 2:00 pm

21 School Board Meeting at 5:30 pm

October 2016

Flu Shot Clinic at Community Center

10 Select Board Meeting at 5:00 pm
Planning Commission at 6:00 pm

15 Household Hazardous Waste Day at Waste USA

15 Town Clerk's Office opens 9:00 am until 2:00 pm

17 Last Day to file HS-122 w/penalty (call Town Clerk with ?"s)

19 School Board Meeting at 5:30 pm

November 2016

2 Last Day to register to vote in Presidential Elections

3 Educational taxes are due to Treasurer

8 Presidential Elections Polls open 8am until 7pm

14 Select Board Meeting at 5:00 pm
Planning Commission at 6:00 pm

16 School Board Meeting at 5:30 pm

19 Town Clerk's Office opens 9:00 am until 2:00 pm

25 Town Clerk's Office Closed

December 2016

12 Select Board Meeting at 5:00 pm
Planning Commission at 6:00 pm

17 Town Clerk's Office opens 9:00 am until 2:00 pm

21 School Board Meeting at 5:30 pm

January 2017

Girl Scout Cookies go on sale

9 Select Board Meeting at 5:00 pm

18 School Board Meeting at 5:30 pm

21 Town Clerk's Office opens 9:00 am until 2:00 pm

February 2017

13 Select Board Meeting at 5:00 pm

18 Town Clerk's Office opens 9:00 am until 2:00 pm

Household Hazardous Waste

Collection Days

Saturday, May 7, 2016
8:00 am to 12:00 pm

Event to be held at the;
New England Waste Services of Vermont, Inc.
(WASTE USA) landfill facility on Airport Road in Coventry

This event is FREE and open to the RESIDENTS of

Newport City, Coventry, Barton, Lowell (Burke Spring Event Only) & Orleans

If you qualify as a small quantity (CEG) business, and wish to dispose of your hazardous waste, arrangements for disposal and payment must be made in advance and at least one week prior to the event.

Proof of residency will be required.

Materials Accepted at the Event:

Acids, Adhesives, Aerosols, Antifreeze, Brake Fluid, Cements, Charcoal Lighters, Chlorine, Cleaning Fluid, Degreasers, Disinfectants, Drain Cleaners, Dry Gas, Epoxies, Dyes, Fiberglass Resins, Flea Powders, Furniture Strippers, Hair Removers, Herbicides, Insect Repellents, Lacquers, Lubricants, Mothballs or Flakes, Nail Polish Removers, Oven Cleaners, Latex Paints, Oil Based Paints, Paint Removers, Paint Thinners, Permanent Solutions, Pesticides, Photo Chemicals, Rat Poisons, Rug & Upholstery Cleaners, Rust Solvents, Wood Preservatives, Spot Removers, Toilet Bowl Cleaners, Tub and Tile Cleaners, Turpentine, Varnish, Weed Killers, Wood Polishes, Wood Stains, Fluorescent Light Tubes/Lighting, Mercury Containing Products, Roofing Tar & Driveway Sealer.

Materials NOT Accepted at the Event:

Asbestos, Automotive and Marine Batteries, Tires, Used Oil, Explosives or Shock-Sensitive Materials, Ammunition, Radio-Active Wastes, Pathological Wastes, Infectious Waste, Medicines, Dioxins, Compressed Gas Cylinders, Electronic Waste, Asphault.

If you have any questions about the event or acceptable materials please call;
Casella Waste Management, Inc. **(802) 334-8300**

Household Hazardous Waste

Collection Day

Saturday, October 15, 2016
8:00 am to 12:00 pm

Event to be held at the;
New England Waste Services of Vermont, Inc.
(WASTE USA) landfill facility on Airport Road in Coventry

This event is FREE and open to the RESIDENTS of

Newport City, Coventry, Barton, Lowell & Orleans

If you qualify as a small quantity (CEG) business, and wish to dispose of your hazardous waste, arrangements for disposal and payment must be made in advance and at least one week prior to the event.

Proof of residency will be required.

Materials Accepted at the Event:

Acids, Adhesives, Aerosols, Antifreeze, Brake Fluid, Cements, Charcoal Lighters, Chlorine, Cleaning Fluid, Degreasers, Disinfectants, Drain Cleaners, Dry Gas, Epoxies, Dyes, Fiberglass Resins, Flea Powders, Furniture Strippers, Hair Removers, Herbicides, Insect Repellents, Lacquers, Lubricants, Mothballs or Flakes, Nail Polish Removers, Oven Cleaners, Latex Paints, Oil Based Paints, Paint Removers, Paint Thinners, Permanent Solutions, Pesticides, Photo Chemicals, Rat Poisons, Rug & Upholstery Cleaners, Rust Solvents, Wood Preservatives, Spot Removers, Toilet Bowl Cleaners, Tub and Tile Cleaners, Turpentine, Varnish, Weed Killers, Wood Polishes, Wood Stains, Fluorescent Light Tubes/Lighting, Mercury Containing Products, Roofing Tar & Driveway Sealer.

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If you have any questions about the event or acceptable materials please call;
Casella Waste Management, Inc. **(802) 334-8300**

Notes, Questions & Ideas for Discussion

Coventry Village School Annual Report 2015

Respectful Responsible Ready to Learn

School District Officers

			Term Expires
Moderator		Jean Maxwell	2016*
School Directors	3 Year Terms		
		Matthew Maxwell	2016*
		Rosalie (Bowen) Theroux	2017
		Frank Carbonneau	2018
	2 Year Terms		
		Viola Poirier	2016*
		Amanda Jensen	2017
School Treasurer		Deb Tanguay	2016*

WARNING

ANNUAL TOWN SCHOOL DISTRICT MEETING

The legal voters of the Town of Coventry, in the County of Orleans, State of Vermont, are hereby notified and warned to meet at the Coventry Village School on Monday, February 29, 2016, at 6:30 pm to act on the following business:

1. To elect a Moderator for the year ensuing.
2. To see if the Town will accept the School Officers' reports.
3. Shall the voters of the school district approve the school board to expend $2,892,071.00 which is the amount the school board has determined to be necessary for the ensuing fiscal year? It is estimated that this proposed budget, if approved, will result in education spending of $13,761.59, per equalized pupil. This projected spending per equalized pupil is 0.21% higher than spending in the current year.

The preceeding article (3), will be voted using the Australian Ballot System on **MARCH 1, 2016.** The polls, located at the Coventry Community Center will open at Eight O'clock (8:00 am) in the forenoon and close at Seven O'clock (7:00 pm) in the evening. The meeting on February 29, 2016 at 6:30 pm shall constitute the public informational hearing required by 17V.S.A. 2680(G).

4. To act on any other business that may legally come before said meeting.
5. Adjourn.

Dated at Coventry, Vermont this 25th day of January A.D., 2016

SCHOOL DIRECTORS
/s/ FRANK CARBONNEAU, CHAIR
/s/ VIOLA POIRIER
/s/ AMANDA JENSEN
MATT MAXWELL
/s/ ROSALIE BOWEN

Received for record this 25th day of January, A.D., 2016 at Coventry

ATTEST: /s/ **CYNTHIA J. DIAZ,** Town Clerk

OFFICIAL BALLOT
COVENTRY TOWN SCHOOL DISTRICT
MARCH 1, 2016

ARTICLE III

Shall the voters of the school district approve the school board to expend $2,892,071.00 which is the amount the school board has determined to be necessary for the ensuing fiscal year? It is estimated that this proposed budget, if approved, will result in education spending of $13,761.59, per equalized pupil. This projected spending per equalized pupil is 0.21% higher than spending in the current year.

IF IN FAVOR, make a cross (X) in this square ☐

IF OPPOSED, make a cross (X) in this square ☐

SAMPLE

School Directors' Report

Dear Residents,

This year's budget, as always, is constructed based on our responsibilities and needs so that we can maintain a high quality education for our PreK-12 students. The Board and Principal have worked to craft this budget so that it not only meets our needs, but maintains awareness of taxpayer burden. It's always a challenge with so many moving parts, but we are confident we've made responsible, tough choices that reflect our values and serve our community.

By now you've heard about Act 46. Two years ago, H.883 was debated and died. Last year, H.361 was floated and eventually became Act 46. There has been a great deal of time put into the creation of this law- though many say, not enough. Its impacts are still being debated by the legislature in an effort to mitigate unintended consequences that are causing significant struggles for many communities. The excess spending threshold component (Sec. 37) of Act 46 applies penalties to communities that spend above a certain percentage of their previous year's equalized pupil costs. While cost containment is something we could all agree is good, it seems to be hitting some of the state's lowest to middle spending districts most and disproportionately. Many of those schools have consistently worked to minimize budget increases and therefore tax increases. That has many of us asking, "So, where's the savings?" To complicate the matter further, a recent Agency of Education 'misinterpretation' led to their giving districts erroneous equalized pupil spending information that now has to be revised. All boards have been building budgets based on this information and making tough decisions in order to meet the cap, (excess spending threshold). Now, some are either under or over the cap and will have to re-fashion a budget based on new data. This possibly means that some districts cut staff when they didn't need to, or possibly the reverse.

Throughout our state, more districts than not are in talks of how to handle the governance piece of Act 46. There is no formal proposal from the North Country Supervisory Union yet, but conversation among boards and the superintendent points to remaining a supervisory union. There does not appear to be support for centralized governance. That means we plan on keeping our boards intact, instead of forming a single district board which would be comprised of approximately a dozen members. In centralized governance, there would be one only one member from Coventry. And representation at the table is not a guarantee, because it's loosely defined in Act 46. There have been several community forums on the matter within the NCSU and we'll probably be hosting one at Coventry Village School within the next six months. While Act 46 is not perfect legislation, it's encouraging dialogue which is always beneficial.

Another act you should be aware of is Act 153. This passed about 5 years ago and requires things like: centralized bookkeeping, centralized transportation and centralized Special Education staff. While some of that is being done by the NCSU, some is not. Our most recent shift in compliance is with regard to Special Education staff. It means that they become employees of the Supervisory Union. While students will not see any disruption or change in services, how to pay for it did change. The NCSU Board moved to pay based on equalized pupil, and that means distribution of costs to local school's formula changed. Some districts went up and some went down. It will cost us more in Coventry, but seems to

be the fairest method of distributing costs so that we can be in compliance with the law. This also points to our working as a supervisory union to ensure equity and compliance instead of remaining isolated districts only concerned with our school. It's big picture thinking and we're acting on it.

CVS is especially happy that Pre-K was supported last year. Enrollment is strong and so is the program. While Universal Access to Pre-K (Act 166) is not law until July 1st, 2016, we're fortunate to have done so last year for several reasons. Last year's budget and tax impact were actually reduced by enacting the program. And in light of the Act 46 caps, it would have been nearly impossible to add this essential and state mandated program and staff to the current budget. We thank you again for your timely support of this initiative that serves our youngsters and families.

Our building is now 20 years old and we have made repairs along the way. Our most prominent need recently was the roof. This past fall we hired a contractor to install standing seam on the south side of the main building. Most of this was paid for by a Capital Reserve earmarked for just this purpose. Due to budget constraints, we are not continuing repairs next year, but plan on replacing the remaining roof as soon as we can. We'll be seeking approval from residents to approve a bond after we solicit project costs next year. We hope to spread this out over time to minimize budget and tax impact, while still maintaining our building. Good news though- we have paid off the school's original construction bond this year!

We are incredibly grateful to Principal Matthew Baughman for his leadership as well as creative approach to problem solving and forward thinking. Furthermore, he'll be the first to tell you that his assistant, Administrative Secretary Jessica Prue is instrumental in carrying out his varied duties and vital to the school's success. We recognize her too! Furthermore, we'd all be nowhere without the tireless efforts of our talented and dedicated staff. Their diligence and passion enables the school to meet its goals and thrive. Therefore, we also encourage a healthy partnership between home and the classroom. Engagement is critical to student success. We'd also like to thank our Superintendent John Castle for his input, guidance and support. In addition, we remain appreciative of the consistent efforts of our District Finance Manager Glenn Hankinson, Bookkeeper Debbie Brunelle, Treasurer Deb Tanguay, Road crew, Kitchen staff, Bus drivers, Coventry Town Foundation, Parent's Club, 21 C coordinator, various volunteers as well as a myriad of district staff that you don't see, but are integral to our success.

As always, your Board invites you to be part of the process. Board meetings are held at 5:30 pm on the third Wednesday of each month. We begin with community input as well as Staff and student presentations. Come see us- it's the best way to communicate your concerns and hear about the various dynamics any change could make.

We'll look forward to seeing you at CVS on February 29th to present our budget, if not sooner. Please take some time to study the budget and remember, our newsletter and website are great places to get current information about Coventry Village School. We hope you access it and stay informed. And please vote on Town Meeting Day, March 1st.

Thank you, Coventry Village School Directors

Respect Responsibility Ready to Learn

Coventry Village School Report ~ 2015

Dear Coventry Community,

We are proud of our community school and sincerely appreciate your continued support of our young people! We hope the following information gives you a picture of the kinds of learning opportunities that happen each day inside our classrooms and that even though we believe we do some great things here, we also daily pay close attention to our costs and never forget that our support comes from you.

Facilities & Programs

✓ Preschool
- This marks the first year we have had the privilege of educating Coventry's youngest citizens—3&4 year olds. Led by Megan Webster (herself a Coventry resident) and supported by Corinna Lancaster, we currently have twelve Coventry Kids coming five days a week, for three hours per day. Special education and enrichment are now sharing our library space.

✓ Library
- In an attempt to reduce our budget last year, we have completely reduced our library staff to 0. This hasn't been an easy transition, but we understand that we need to make some compromises.

✓ Music and PE
- We reduced our music teacher from 2.5 to 1.5 days last year and are planning to maintain PE at three days per week next year.

Our Community

✓ Students spent 6 weeks creating ornaments for our Senior Citizens at the Gilman Housing. Twenty students participated by bringing the ornaments, milk and cookies to share.

✓ Students in Mr. Valentine's Math class put together a holiday book of pictures for a resident at Maple Lane Nursing home just before Christmas.

✓ Students in 7th and 8th grade explored our local landfill to learn how our community's waste is collected, processed, and recycled to provide an alternative energy source.

✓ **REQUEST:** Help us with ideas for how we can give back to the Coventry Community by contacting Matthew at the school. We want CVS to be a strong part of our community and could use your ideas to do so.

SBAC Results

✓ **2014-2015: English Language Arts** % proficient or above

CVS % proficient or above	**Supervisory Union** % proficient or above
55%	49%

2014-2015: Mathematics % proficient or above

CVS % proficient or above	**Supervisory Union** % proficient or above
45%	38%

Beyond Coventry Village School-2012-2015 (three-year comparison)

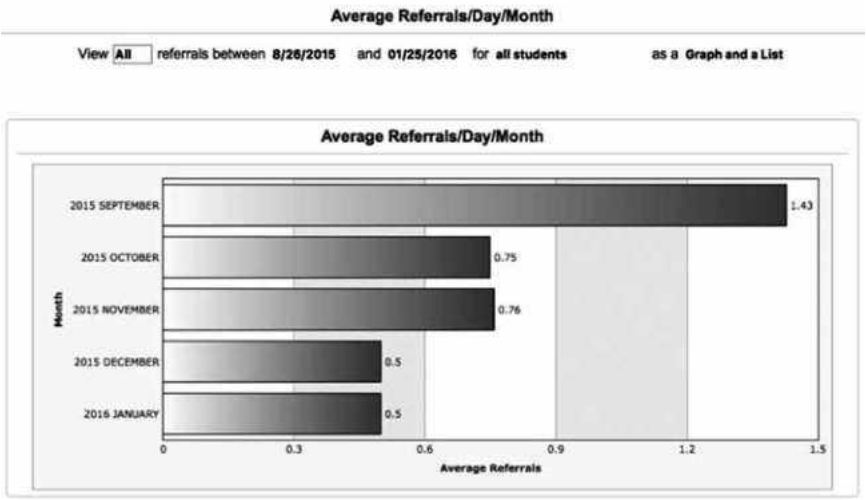
✓ Number of students who dropped out: **1**
✓ Percent of students attending college: **52%**
✓ Average GPA of students who graduated CVS in the last three years and are attending North Country: **3.23/4.0**
✓ Graduation Rates: **99%**

PBIS/Behavior

At Coventry Village School we believe that better behavior is possible if we create a positive culture and intentionally teach students how to behave in respectful, responsible ways. We celebrate positive behavior by announcing students who have worked extra hard each week in our Monday announcements and by having classroom and whole school celebrations; and it's working! Here are some results from a recent survey we gave to students:

- 77.4% said "Yes!" they feel safe at school (20% said "kind of")
- 81.1% said "Yes!" they feel safe at recess and lunch (17.9% said "kind of")
- 75.5% said "Yes!" teachers are respectful to students (21.7% said "kind of")
- 84.9% said "Yes!" Mr. Baughman is respectful
- 73.6% said "Yes!" teachers try to make school a place students like to be (21.7% said "kind of")
- 78.3% said "Yes!" our school is a good place to learn (20.8% said "kind of")

Here's a chart showing the number of office referrals we have averaged this year. We are seeing steady improvements!



Note to Coventry Community: we truly appreciate your support and would love your help volunteering at school if you have the time or inclination.
Sincerely,

Matthew B. Baughman

Matthew Baughman

COVENTRY SCHOOL DISTRICT

2016-17 BUDGET – REVENUES

Account Description	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget	FY 2017 Budget
LOCAL REVENUES				
Investment Earnings - Interest	$ (500.00)	$ (222.07)	$ (500.00)	$ (500.47)
Interest-TAN	(6,500.00)	(23,187.56)	(6,500.00)	(6,500.00)
Interest-MMKT	(3,000.00)	(1,267.32)	(3,000.00)	(3,000.00)
Floor Buffer Rental	(1,000.00)	(1,000.00)	(1,000.00)	(1,000.00)
Other Revenues-Contributions	0.00	(750.00)	0.00	0.00
Rental Fee Revenues-Music/Band	0.00	(535.00)	0.00	0.00
Refund of Prior Year Expenditure	0.00	0.00	0.00	0.00
Misc. Other Local Revenue	(5,000.00)	(5,881.35)	(5,000.00)	(1,000.00)
Total Local Revenues	**(16,000.00)**	**(32,843.30)**	**(16,000.00)**	**(12,000.47)**
SUB-GRANT REVENUES				
Best Sub Grant	(1,500.00)	0.00	0.00	0.00
VSI Sub Grant	0.00	0.00	0.00	0.00
Medicaid Sub Grant	(27,791.00)	(1,275.00)	(20,000.00)	(17,598.00)
Title IIA NCSU Funds	0.00	(5,838.93)	0.00	0.00
Subgrants for Schoolwide Programs	(70,649.00)	(62,647.36)	(74,885.40)	(63,246.03)
Subgrants for Schoolwide Pre-K	0.00	0.00	(15,420.58)	0.00
Total Sub-Grant Revenues	**(99,940.00)**	**(69,761.29)**	**(110,305.98)**	**(80,844.03)**
STATE REVENUES				
Education Spending Grant	(2,018,863.00)	(2,015,897.00)	(2,165,815.72)	(2,270,400.87)
Tech Center On Behalf of	(74,849.00)	(74,075.00)	(74,849.00)	(74,849.00)
Small Schools Grant	(106,500.00)	(110,265.00)	(109,117.00)	(97,185.00)
State Aid for Transportation	(37,169.00)	(37,078.00)	(39,049.41)	(38,873.00)
Wellness Funds	(500.00)	(1,600.00)	(500.00)	(500.00)
VSAC Grant	(1,800.00)	(3,609.40)	(1,800.00)	(1,800.00)
Special Ed. - Mainstream Block Grant	(56,634.00)	(56,634.00)	(54,960.00)	(58,191.00)
Special Ed. Reimb.- Intensive	(115,510.00)	(161,969.00)	(182,581.03)	(243,553.63)
Special Ed Reimb-PY Intensive	0.00	6,898.00	0.00	0.00
Special Ed. - EEE	(13,233.00)	(13,233.00)	(12,717.00)	(13,874.00)
SPS Reimbursement-PY	0.00	0.00	0.00	0.00
Total State Revenues	**(2,425,058.00)**	**(2,467,462.40)**	**(2,641,389.16)**	**(2,799,226.50)**
FEDERAL REVENUES				
Other Federal Grants Through the State	0.00	(1,000.00)	0.00	0.00
Total Federal Revenues	**0.00**	**(1,000.00)**	**0.00**	**0.00**
OTHER				
Funds Transfered as Revenue	(17,000.00)	(17,000.00)	0.00	0.00
Funds Transferred as Revenues	(50,000.00)	(50,000.00)	(30,000.00)	0.00
VSBIT Refund	0.00	(24,018.64)	0.00	0.00
Total Other	**(67,000.00)**	**(91,018.64)**	**(30,000.00)**	**0.00**
GRAND TOTAL	**($2,607,998.00)**	**($2,662,085.63)**	**($2,797,695.14)**	**($2,892,071.00)**

COVENTRY SCHOOL DISTRICT

2016-17 BUDGET – EXPENDITURES

EXPENDITURES:	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget	FY 2017 Budget
DIRECT INSTRUCTION				
Salary - Elementary Teachers	$ 499,339.00	$ 477,571.02	$ 482,760.00	$ 499,640.00
Early Retirement	22,908.00	22,553.52	22,553.52	11,821.26
Salary - Elementary Para	0.00	20,167.08	23,771.13	5,361.18
Substitutes Pay - Elementary	10,800.00	21,850.36	10,800.00	10,800.00
Health Ins - Elementary	142,216.00	148,040.10	137,421.28	146,000.40
FICA - Elementary	40,778.00	38,487.96	41,301.18	40,363.08
Life Insurance - Elementary	390.00	341.00	342.40	342.40
Municipal Retirement	0.00	1,100.54	1,277.70	294.84
Workers Comp	2,825.00	2,948.59	2,684.61	3,165.73
Unemployment - Elementary	2,183.00	0.00	2,183.00	2,183.00
Tuition Reimb. - Elementary	5,800.00	4,892.00	5,800.00	5,800.00
Dental Ins - Elementary	4,186.00	3,386.16	4,186.00	3,268.08
Long Term Disability - Elementary	1,398.00	1,417.60	1,351.73	1,548.88
Purchased & Technical Services - Element	1,800.00	645.50	1,800.00	1,800.00
Contract Services-NCSU 21C	2,000.00	2,000.00	3,146.00	6,910.00
Contract Services-REDDUCS Grant	0.00	275.00	0.00	0.00
Contract Service-VSAC Grant	1,700.00	17.82	1,700.00	1,700.00
Purchased Services-Medicaid Funds	0.00	1,275.00	0.00	0.00
Contract Services-Jay Peak Foundation	0.00	0.00	0.00	500.00
Contract Music Services from NCSU	0.00	0.00	0.00	13,250.00
Purchased Property Services - Elementary	300.00	0.00	300.00	300.00
Other Purchased Services - Elementary	3,000.00	3,000.00	3,000.00	3,000.00
Tuition-In State	565,000.00	492,832.94	583,000.00	654,800.00
Tuition-Private School	91,588.00	125,766.00	103,950.00	22,915.00
Tuition-Out of State	0.00	0.00	0.00	45,000.00
Tuition OBO Tech Center	74,849.00	74,075.00	74,849.00	74,849.00
Tuition-Tech Center	50,053.00	46,946.18	50,053.00	50,053.00
Travel - Elementary	0.00	168.00	0.00	0.00
Supplies - Classroom Teachers	4,500.00	7,779.83	4,500.00	4,500.00
Supplies-Art	1,000.00	0.00	1,000.00	1,000.00
Supplies-PE	500.00	343.73	500.00	500.00
Supplies-Music	750.00	799.88	750.00	750.00
Supplies-general	950.00	1,755.02	3,000.00	3,000.00
Supplies-Enrichment	300.00	153.17	700.00	700.00
PBIS Supplies	1,500.00	129.56	1,500.00	1,500.00
Supplies-Wellness Funds	0.00	1,203.47	0.00	0.00
Supplies-VSAC Grant	100.00	68.21	100.00	100.00
Books\Periodicals - Elementary	4,500.00	3,515.32	4,500.00	4,500.00
Manipulatives - Elementary	300.00	0.00	300.00	300.00
Computer Software - Elementary	1,000.00	115.99	0.00	0.00
Computer Software-Foreign Language	6,000.00	6,000.00	$6,000.00	0.00
Equipment - Elementary	1,450.00	376.38	$1,450.00	2,450.00
Equipment-TRY Grant	0.00	750.00	$0.00	0.00
Equipment-REDDUCS Grant	0.00	4,725.00	$0.00	0.00
Equipment-VSAC Funded	0.00	2,787.76	$0.00	0.00
Furniture	200.00	319.88	$200.00	200.00
Dues/Fees-Elementary	0.00	110.00	$0.00	0.00

Direct Instruction cont.	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget	FY 2017 Budget
Dues/Fees-Wellness Funds	0.00	395.00	0.00	0.00
Contingency	0.00	0.00	20,371.97	0.00
Misc	400.00	0.00	0.00	0.00
TOTAL DIRECT INSTRUCTION	**1,546,563.00**	**1,521,085.57**	**1,603,102.51**	**1,625,165.86**
PRESCHOOL PROGRAMS				
Salary - Pre-K Teacher	0.00	0.00	23,542.20	19,700.00
Salary- Pre-K Para	0.00	0.00	0.00	0.00
Health Ins - Pre-K	0.00	0.00	9,418.50	9,418.50
FICA - Pre-K	0.00	0.00	1,800.98	1,507.05
Life Insurance - Pre-K	0.00	0.00	30.00	30.00
Workers Comp - Pre-K	0.00	0.00	124.77	118.20
Tuition - Pre-K	0.00	0.00	900.00	900.00
Dental Ins - Pre-K	0.00	0.00	384.00	384.00
Long Term Disability - Pre-K	0.00	0.00	65.92	61.07
Supplies - Pre-K	0.00	73.89	10,000.00	1,000.00
TOTAL PRESCHOOL PROGRAMS	**0.00**	**73.89**	**46,266.37**	**33,118.82**
ATHLETICS				
Salaries-Athletics	1,100.00	1,200.00	1,100.00	1,100.00
FICA-Athletics	84.00	91.80	84.15	84.15
8th Grade Field Trip	2,000.00	0.00	2,000.00	2,000.00
Contract Services-Athletics	800.00	575.00	800.00	800.00
Supplies-Athletics	0.00	101.88	0.00	0.00
Equipment-Athletics	100.00	0.00	100.00	100.00
Dues & Fees-Athletics	100.00	0.00	100.00	100.00
TOTAL - ATHLETICS	**4,184.00**	**1,968.68**	**4,184.15**	**4,184.15**
SCHOOLWIDE PROGRAMS				
Salary - Schoolwide Teacher	55,345.00	50,964.00	54,800.00	50,618.24
Health Ins - Schoolwide	6,808.00	6,379.18	7,149.00	0.00
FICA - Schoolwide	4,234.00	3,767.43	4,192.20	3,872.30
Life Insurance - Schoolwide	30.00	30.00	30.00	30.00
ER VSTRS Pension Payment	0.00	0.00	7,036.32	7,046.06
Workers Comp - Schoolwide	293.00	337.51	290.44	303.71
Tuition - Schoolwide	350.00	0.00	350.00	350.00
Dental Ins - Schoolwide	384.00	357.11	384.00	384.00
Long Term Disability - Schoolwide	155.00	153.23	153.44	141.73
Supplies - Schoolwide	3,050.00	674.68	500.00	500.00
Books/Periodicals-Schoolwide	0.00	298.10	0.00	0.00
TOTAL SCHOOLWIDE PROGRAMS	**70,649.00**	**62,961.24**	**74,885.40**	**63,246.03**
TITLE IIA TEACHER QUALITY				
Salary - Title IIA Teacher Quality	0.00	5,424.00	0.00	0.00
FICA - Title IIA Teacher Quality	0.00	415.00	0.00	0.00
TOTAL TITLE IIA TEACHER QUALITY	**0.00**	**5,839.00**	**0.00**	**0.00**
SPECIAL PROGRAMS				
Salary - Teacher	56,525.00	56,200.00	77,910.50	0.00
Salary-Summer Services-Special Programs	0.00	1,203.84	0.00	0.00
Salary - Para	89,467.00	92,515.18	98,553.00	83,773.81
Substitutes Pay	3,000.00	4,179.29	3,000.00	3,000.00

Special Programs cont.	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget	FY 2017 Budget
Health Ins	31,723.00	61,943.43	75,196.50	35,319.00
FICA	11,398.00	10,883.18	13,728.96	6,638.20
Life Insurance	120.00	142.50	150.00	120.00
Municipal Retirement	4,585.00	5,003.15	5,297.22	4,850.06
Workers Comp	790.00	955.60	935.26	520.64
Unemployment	500.00	0.00	500.00	500.00
Tuition	2,200.00	0.00	2,200.00	0.00
Dental Ins	1,122.00	1,233.60	1,314.00	480.00
Long Term Disability	158.00	25.92	218.15	0.00
Purchased & Technical Services	2,500.00	8,415.00	2,500.00	0.00
Contracted Services-NKHS Tutoring	13,000.00	6,037.50	8,000.00	0.00
Contracted Services-NCSU Assessment	0.00	0.00	0.00	364,012.00
Student Tuition	26,000.00	66,701.80	68,000.00	0.00
Supplies	1,500.00	780.69	1,500.00	1,500.00
Books\Periodicals	400.00	0.00	400.00	400.00
Manipulatives	500.00	0.00	500.00	500.00
omputer Software	0.00	917.25	0.00	0.00
Equipment	250.00	0.00	250.00	250.00
Furniture	100.00	0.00	100.00	100.00
Dues\Fees	300.00	0.00	300.00	300.00
TOTAL SPECIAL PROGRAMS	**246,138.00**	**317,137.93**	**360,553.59**	**502,263.71**
EEE				
EEE Local	41,603.00	39,931.98	29,164.06	27,834.00
EEE State/Federal	13,233.00	13,233.00	12,717.00	13,874.00
TOTAL EEE	**54,836.00**	**53,164.98**	**41,881.06**	**41,708.00**
GUIDANCE				
Salary - Teacher	23,082.00	21,100.00	21,100.00	22,500.00
Health Ins.	0.00	8,970.19	0.00	10,114.50
FICA	1,766.00	1,614.34	1,614.15	1,721.25
Life Insurance	30.00	15.00	15.00	15.00
Workers Comp	122.00	129.95	111.83	135.00
Tuition	350.00	0.00	350.00	350.00
Dental Ins.	0.00	192.00	0.00	192.00
Long Term Disability	65.00	49.20	59.08	69.75
Supplies	500.00	63.81	500.00	500.00
Books\Periodicals	50.00	0.00	50.00	50.00
Audio Visual	50.00	0.00	50.00	50.00
Manipulatives	50.00	0.00	50.00	50.00
Equipment	50.00	0.00	50.00	50.00
TOTAL GUIDANCE	**26,115.00**	**32,134.49**	**23,950.06**	**35,797.50**
HEALTH SERVICES				
Contract Services - NCSU	18,193.00	14,464.13	18,193.00	18,193.00
Supplies	270.00	440.95	270.00	270.00
Computer Software	200.00	0.00	200.00	200.00
TOTAL HEALTH SERVICES	**18,663.00**	**14,905.08**	**18,663.00**	**18,663.00**

PSYCHOLOGICAL SERVICES	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget	FY 2017 Budget
Testing Services-Psych Evals	0.00	5,850.00	0.00	0.00
Testing Services	1,200.00	0.00	1,200.00	6,300.00
Contract Services - NKHS	18,098.00	6,632.95	18,098.00	0.00
Contract Services-NKHS Medicaid Fund	0.00	0.00	0.00	8,098.00
Contract Services - Behavior Specialist	2,791.00	3,179.12	0.00	0.00
Contract Services - NKHS SpEd Eligible	0.00	5,882.05	0.00	0.00
TOTAL PSYCHOLOGICAL SERVICES	**22,089.00**	**21,544.12**	**19,298.00**	**14,398.00**
SPEECH/AUDIOLOGY SERVICES				
Salary - Para	17,653.00	15,636.35	17,888.50	18,079.69
Health Ins	14,020.00	11,460.79	14,052.00	15,090.00
FICA	1,350.00	1,009.86	1,368.47	1,383.10
Life Insurance	18.00	0.00	18.00	18.00
Municipal Retirement	905.00	840.46	961.51	1,046.72
Workers Comp	81.00	115.97	81.00	108.48
Tuition	0.00	800.00	0.00	0.00
Dental Ins	251.00	204.00	240.00	240.00
Contract Services	2,500.00	8,100.00	2,500.00	0.00
Contract Services From NCSU	12,882.00	15,500.00	12,882.00	0.00
Supplies	200.00	276.52	200.00	200.00
Books\Periodicals	200.00	0.00	200.00	200.00
Equipment	200.00	0.00	200.00	200.00
TOTAL SPEECH/AUDIOLOGY	**50,260.00**	**53,943.95**	**50,591.48**	**36,565.98**
OCCUPATIONAL THERAPY				
Purchased & Technical Services	5,700.00	8,505.11	5,700.00	0.00
TOTAL OCCUPATIONAL THERAPY	**5,700.00**	**8,505.11**	**5,700.00**	**0.00**
PHYSICAL THERAPY				
Purchased & Technical Services	2,300.00	147.71	2,300.00	0.00
TOTAL PHYSICAL THERAPY	**2,300.00**	**147.71**	**2,300.00**	**0.00**
IMPROVEMENT OF INSTRUCTION				
Improvement of Instruction Teacher	0.00	3,024.00	0.00	0.00
FICA	0.00	231.32	0.00	0.00
Contract Services	3,000.00	50.00	0.00	0.00
Purchased Services-Wellness funds	0.00	175.00	0.00	0.00
Supplies	1,300.00	1,546.52	2,000.00	2,000.00
TOTAL IMPROVEMENT OF INSTRUCTION	**4,300.00**	**5,026.84**	**2,000.00**	**2,000.00**
LIBRARY				
Salary - Teacher	16,001.00	16,320.00	0.00	0.00
FICA	1,224.00	1,248.52	0.00	0.00
Life Insurance	30.00	30.00	0.00	0.00
Workers Comp	85.00	100.52	0.00	0.00
Tuition	720.00	0.00	0.00	0.00
Long Term Disability	45.00	45.53	0.00	0.00
Travel	100.00	90.72	0.00	0.00
Supplies	100.00	67.65	0.00	0.00
Books\Periodicals	1,700.00	525.62	1,700.00	1,700.00
Audio Visual	50.00	0.00	50.00	50.00

Library cont.	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget	FY 2017 Budget
Computer Software	350.00	650.00	350.00	350.00
Furniture	50.00	0.00	50.00	50.00
Dues\Fees	250.00	115.00	250.00	250.00
TOTAL LIBRARY	**20,705.00**	**19,193.56**	**2,400.00**	**2,400.00**
TECHNOLOGY				
Purchased & Technical Services	0.00	5,205.00	0.00	0.00
Services/Programs Provided by NCSU	3,300.00	3,464.37	3,792.96	3,792.96
Contract Services-NCSU	12,875.00	6,211.53	12,875.00	13,594.00
Purchased Property Services (copier lease)	4,823.00	8,355.38	4,823.00	4,823.00
Supplies	500.00	71.21	500.00	500.00
Computer Software	500.00	1,448.96	500.00	500.00
Equipment	0.00	1,012.09	2,500.00	2,500.00
Equipment-Medicaid Funded	5,000.00	0.00	0.00	2,500.00
TOTAL TECHNOLOGY	**26,998.00**	**25,768.54**	**24,990.96**	**28,209.96**
PATH EXPENSE				
PATH Stipend	0.00	1,100.00	0.00	0.00
FICA	0.00	84.16	0.00	0.00
TOTAL PATH EXPENSE	**0.00**	**1,184.16**	**0.00**	**0.00**
ELECTED SCHOOL OFFICIALS				
Salaries - Board	5,000.00	5,000.00	5,000.00	5,000.00
FICA	383.00	382.50	382.50	382.50
Contracted Services-Treasurer	1,000.00	1,000.00	1,000.00	1,000.00
Contracted Services-Pubs Coord.	0.00	1,000.00	0.00	0.00
Legal	500.00	147.00	500.00	500.00
Liability Insurance	3,850.00	4,020.86	4,028.27	3,758.22
Advertising	1,250.00	2,656.20	1,250.00	1,250.00
Travel	100.00	0.00	100.00	100.00
Dues	1,471.00	1,292.24	1,471.00	1,530.23
Other Board Expenses	500.00	6,834.10	500.00	500.00
Printing	0.00	0.00	1,000.00	1,000.00
TOTAL SCHOOL OFFICIALS	**14,054.00**	**22,332.90**	**14,231.77**	**14,020.95**
OFFICE OF THE SUPERINTENDENT				
NCSU Assessment	**45,024.00**	**45,024.00**	**46,219.00**	**49,698.00**
TOTAL OFFICE OF THE SUPERINT.	**45,024.00**	**45,024.00**	**46,219.00**	**49,698.00**
OFFICE OF THE PRINCIPAL				
Salary - Principal	74,000.00	74,000.00	76,220.00	78,277.94
Salary - Assistant Principal	1,000.00	0.00	0.00	0.00
Salary - Clerical	27,983.00	27,039.25	30,512.40	32,376.61
Substitute - Clerical	0.00	299.84	0.00	0.00
Health Ins	30,184.00	20,666.32	21,279.75	22,851.40
FICA	7,878.00	7,457.17	8,165.03	8,465.07
Life Insurance	138.00	135.00	138.00	138.00
Municipal Retirement	1,508.00	1,486.96	1,640.04	1,780.71
Workers Comp	560.00	643.70	565.68	663.93
Tuition	500.00	521.00	500.00	500.00
Dental Ins	717.00	420.00	420.00	360.00
Long Term Disability	207.00	206.77	213.42	242.66

Office of the Principal cont.	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget	FY 2017 Budget
Postage	1,450.00	1,222.90	900.00	900.00
Travel	1,000.00	630.05	800.00	800.00
Supplies	1,116.00	793.28	1,116.00	1,116.00
Equipment	100.00	0.00	100.00	100.00
Furniture	150.00	0.00	150.00	150.00
Dues\Fees	1,580.00	390.00	600.00	600.00
Misc Expenses	0.00	151.14	0.00	0.00
TOTAL OFFICE OF THE PRINCIPAL	**150,071.00**	**136,063.38**	**143,320.32**	**149,322.33**
FISCAL SERVICES				
Contracted Service	16,532.00	18,000.00	16,532.00	18,400.00
Postage	552.00	343.00	552.00	552.00
Supplies	100.00	83.98	100.00	100.00
Interest Current Loans	5,000.00	20,177.99	5,000.00	5,000.00
TOTAL FISCAL SERVICES	**22,184.00**	**38,604.97**	**22,184.00**	**24,052.00**
AUDIT SERVICES				
Audit Services	7,475.00	7,475.00	7,550.00	7,550.00
TOTAL AUDIT SERVICES	**7,475.00**	**7,475.00**	**7,550.00**	**7,550.00**
OPERATION & MAINTENANCE				
Contracted Serv	45,000.00	45,000.00	45,000.00	45,000.00
Water Services	1,200.00	1,200.00	1,200.00	1,200.00
Rubbish Services	1,800.00	2,697.05	1,800.00	1,800.00
Purchased Services	0.00	6,248.56	0.00	0.00
Contracted Serv.	0.00	382.95	0.00	0.00
Property Ins.	3,075.00	4,394.74	4,934.36	4,841.10
Telephone	2,800.00	2,778.76	2,800.00	2,800.00
Supplies	3,400.00	3,302.21	3,400.00	3,400.00
Electricity	21,000.00	21,352.45	21,500.00	21,500.00
Propane	21,697.00	29,233.92	22,500.00	22,500.00
Non-Instructional Equip.	800.00	1,579.61	800.00	800.00
Insurance Claim Expenses	0.00	30,412.12	0.00	0.00
TOTAL OPERATION & MAINT.	**100,772.00**	**148,582.37**	**103,934.36**	**103,841.10**
CARE & UPKEEP-BUILDINGS				
Contract Service	4,500.00	8,513.98	4,500.00	4,500.00
TOTAL CARE & UPKEEP BUILDINGS	**4,500.00**	**8,513.98**	**4,500.00**	**4,500.00**
CARE & UPKEEP-EQUIPMENT				
Contracted Services	3,000.00	287.55	3,000.00	3,000.00
Equipment	0.00	282.86	0.00	0.00
TOTAL CARE & UPKEEP-EQUIP.	**3,000.00**	**570.41**	**3,000.00**	**3,000.00**
TRANSPORTATION				
Contract Services	81,330.00	83,119.00	84,947.61	84,947.61
Contracted Services-Fuel Cap	5,300.00	2,004.45	4,300.00	4,300.00
SpEd Transport-Mileage Reimbursement	3,000.00	4,745.23	3,000.00	0.00
TOTAL TRANSPORTATION	**89,630.00**	**89,868.68**	**92,247.61**	**89,247.61**
EXTRA-CURRICULAR TRANSPORTATION				
Field Trips-Wellness Funds	0.00	118.50	0.00	0.00
Field Trips-VSAC Funds	0.00	200.78	0.00	0.00

Extra-Curricular Transortation cont.	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget	FY 2017 Budget
Field Trips	3,900.00	2,125.62	2,900.00	2,900.00
TOTAL EXTRA-CURRIC TRANSPORT	**3,900.00**	**2,444.90**	**2,900.00**	**2,900.00**
DEBT SERVICES				
Transfers to Food Service	13,500.00	10,000.00	13,500.00	13,500.00
Deficit Reduction	0.00	0.00	10,839.00	21,678.00
Long Term Debt - interest	4,388.00	4,410.00	1,462.50	0.00
Long Term Debt - principal	50,000.00	50,000.00	50,000.00	0.00
Contingency	0.00	0.00	540.00	540.00
TOTAL DEBT SERVICES	**67,888.00**	**64,410.00**	**76,341.50**	**35,718.00**
TOTAL EXPENDITURES	**$2,607,998.00**	**$2,708,475.44**	**$2,797,695.14**	**$2,892,071.00**

Current Enrollment

Grade Level	# of Students	Grade Level	# of Students
Pre-K	12	Grade 7	9
Kindergarten	15	Grade 8	13
Grade 1	9	Grade 9	12
Grade 2	10	Grade 10	11
Grade 3	17	Grade 11	12
Grade 4	13	Grade 12	14
Grade 5	11		
Grade 6	14	**Total Enrollment = 172**	

Average Class Size

Grade Level	2013-2014	2014-2015	2015-2016	Three Year Average
Pre-K	0	0	12	12
Kindergarten	9	10	15	11.3
Grade 1	11	9	9	9.6
Grade 2	13	18	10	13.9
Grade 3	10	13	17	13.3
Grade 4	13	10	13	12
Grade 5	10	13	11	11.3
Grade 6	11	8	14	11
Grade 7	10	11	9	10
Grade 8	12	12	13	12.3

PRELIMINARY — *Three Prior Years Comparison - Format as Provided by AOE* — **ESTIMATES ONLY**

District: **Coventry** T054
County: **Orleans** North Country

Property dollar equivalent yield: 9,870 | Homestead tax rate per $9,870 of spending per equalized pupil: 1.00
Income dollar equivalent yield per 2.0% of household income: 11,065

		Expenditures		FY2014	FY2015	FY2016	FY2017	
1.		**Budget** (local budget, including special programs, full technical center expenditures, and any Act 14 expenditures)		$2,607,734	$2,607,998	$2,798,196	$2,892,071	1.
2.	plus	Sum of separately warned articles passed at town meeting	+	-	-	-		2.
3.	minus	Act 144 Expenditures, to be excluded from Education Spending (Manchester & West Windsor only)	-	-	-	-		3.
4.		**Locally adopted or warned budget**		**$2,607,734**	**$2,607,998**	**$2,798,196**	**$2,892,071**	4.
5.	plus	Obligation to a Regional Technical Center School District if any	+	-	-	-		5.
6.	plus	Prior year deficit repayment of deficit	+	-	-	-		6.
7.		**Total Budget**		**$2,607,734**	**$2,607,998**	**$2,798,196**	**$2,892,071**	7.
8.		S.U. assessment (included in local budget) - informational data		-	-	-	-	8.
9.		Prior year deficit reduction (included in expenditure budget) - informational data		-	-	-	-	9.
		Revenues						
10.		Offsetting revenues (categorical grants, donations, tuitions, surplus, etc., including local Act 144 tax revenues)		$572,418	$518,026	$557,031	$546,821	10.
11.	plus	Capital debt aid for eligible projects pre-existing Act 60	+	-	-	-		11.
12.	minus	All Act 144 revenues, including local Act 144 tax revenues (Manchester & West Windsor only)	-	-	-	-		12.
13.		**Offsetting revenues**		**$572,418**	**$518,026**	**$557,031**	**$546,821**	13.
14.		**Education Spending**		**$2,035,316**	**$2,089,972**	**$2,241,165**	**$2,345,250**	14.
15.		Equalized Pupils		161.37	157.82	163.20	170.42	15.
16.		**Education Spending per Equalized Pupil**		**$12,612.73**	**$13,242.76**	**$13,732.63**	**$13,761.59**	16.
17.	minus	Less ALL net eligible construction costs (or P&I) per equalized pupil	-	$355.17	$344.62	$315.34	NA	17.
18.	minus	Less share of SpEd costs in excess of $50,000 for an individual (per eqpup)	-	-	-	-	NA	18.
19.	minus	Less amount of deficit if deficit is SOLELY attributable to tuitions paid to public schools for grades the district does not operate for new students who moved to the district after the budget was passed (per eqpup)	-	-	-	-	NA	19.
20.	minus	Less SpEd costs if excess is solely attributable to new SpEd spending if district has 20 or fewer equalized pupils (per eqpup)	-	-	-	-	NA	20.
21.	minus	Estimated costs of new students after census period (per eqpup)	-	-	-	-	NA	21.
22.	minus	Total tuitions if tuitioning ALL K-12 unless electorate has approved tuitions greater than average announced tuition (per eqpup)	-	-	-	-	NA	22.
23.	minus	Less planning costs for merger of small schools (per eqpup)	-	-	-	-	NA	23.
24.	minus	Teacher retirement assessment for new members of Vermont State Teachers' Retirement System on or after July 1, 2015 (per eqpup)	-	NA	NA	-	NA	24.
				threshold = $15,456	*threshold = $16,166*	*threshold = $17,103*	*District Threshold*	
25.		Allowable growth per pupil spending threshold (secs. 37 & 38, Act 46, 2015)		NA	NA	NA	$13,735.28	25.
26.	plus	Excess Spending per Equalized Pupil over threshold (if any)	+	-	-	-	$26.31	26.
27.		Per pupil figure used for calculating District Equalized Tax Rate		$12,613	$13,243	$13,733	**$13,787.90**	27.
28.		District spending adjustment (minimum of 100%)		137.829% *based on $9.151*	142.625% *based on $9.285*	145.181% *based on $9.459*	NA	28.
		Prorating the local tax rate						
29.		Anticipated district equalized homestead tax rate (to be prorated by line 30) [$13,787.90 ÷ ($9,870.00 / $1.000)]		$1.2956 *based on $0.94*	$1.3977 *based on $0.98*	$1.4373 *based on $0.99*	**$1.3969** *based on $1.00*	29.
30.		Percent of Coventry equalized pupils not in a union school district		100.00%	100.00%	100.00%	100.00%	30.
31.		Portion of district eq homestead rate to be assessed by town (100.00% x $1.40)		$1.2956	$1.3977	$1.4373	**$1.3969**	31.
32.		**Common Level of Appraisal (CLA)**		101.25%	104.50%	107.22%	102.99%	32.
33.		Portion of actual district homestead rate to be assessed by town ($1.3969 / 102.99%)		$1.2796 *based on $0.94*	$1.3375 *based on $0.98*	$1.3405 *based on $0.99*	**$1.3563** *based on $1.00*	33.
		If the district belongs to a union school district, this is only a **PARTIAL** homestead tax rate. The tax rate shown represents the estimated portion of the final homestead tax rate due to spending for students who do not belong to a union school district. The same holds true for the income cap percentage.						
34.		Anticipated income cap percent (to be prorated by line 30) [($13,787.90 ÷ $11,065) x 2.00%]		2.48% *based on 1.80%*	2.57% *based on 1.80%*	2.61% *based on 1.80%*	**2.49%** *based on 2.00%*	34.
35.		Portion of district income cap percent applied by State (100.00% x 2.49%)		2.48% *based on 1.80%*	2.57% *based on 1.94%*	2.61% *based on 1.94%*	**2.49%** *based on 2.00%*	35.
36.		Percent of equalized pupils at union 1		-	-	-	-	36.
37.				-	-	-	-	37.

- Following current statute, the Tax Commissioner recommended a property yield of $9,955 for every $1.00 of homestead tax per $100 of equalized property value. The Tax Commisioner also recommended an income yield of $11,157 for a base income percent of 2.0% and a non-residential tax rate of $1.538. New and updated data have changed the proposed property yield to $9,870 and the income yield to $11,065.
- Final figures will be set by the Legislature during the legislative session and approved by the Governor.
- The base income percentage cap is 2.0%.

Comparative Data for Cost-Effectiveness, FY2017 Report

16 V.S.A. § 165(a)(2)(K)

School: Coventry Village School
S.U.: North Country S.U.

A list of schools and school districts in each cohort may be found on the DOE website under "School Data and Reports": http://www.state.vt.us/educ/

FY2015 School Level Data

Cohort Description: K - 8, enrollment < 200 (33 schools in cohort)

Cohort Rank by Enrollment (1 is largest) 21 out of 33

	School level data	Grades Offered	Enrollment	Total Teachers	Total Administrators	Stu / Tchr Ratio	Stu / Admin Ratio	Tchr / Admin Ratio
Smaller ->	Albany Community School	PK - 8	94	8.50	1.00	11.06	94.00	8.50
	Benson Village School	PK - 8	99	10.70	1.00	9.25	99.00	10.70
	Orange Center School	K - 8	102	9.10	1.00	11.21	102.00	9.10
	Coventry Village School	**PK - 8**	**106**	**12.59**	**1.00**	**8.42**	**106.00**	**12.59**
<- Larger	Brownington Central School	PK - 8	106	10.60	1.00	10.00	106.00	10.60
	Sutton Village School	PK - 8	110	9.60	1.00	11.46	110.00	9.60
	Orwell Village School	K - 8	110	12.10	1.00	9.09	110.00	12.10
	Averaged SCHOOL cohort data		**119.00**	**11.34**	**0.99**	**10.49**	**120.46**	**11.48**

School District: Coventry
LEA ID: T054

Special education expenditures vary substantially from district to district and year to year. Therefore, they have been excluded from these figures.

The portion of current expenditures made by supervisory unions on behalf of districts varies greatly. These data include district assessments to SUs. Including assessments to SUs makes districts more comparable to each other.

FY2014 School District Data

Cohort Description: K - 8 school district, FY2013 FTE < 200 (36 school districts in cohort)

	School district data (local, union, or joint district)	Grades offered in School District	Student FTE enrolled in school district	Current expenditures per student FTE **EXCLUDING** special education costs
Smaller ->	Marlboro	PK-8	92.99	$14,903
	Walden	PK-8	96.71	$14,040
	Benson	PK-8	98.53	$13,354
	Coventry	**PK-8**	**99.33**	**$15,603**
<- Larger	Orange	K-8	100.34	$13,260
	Lunenburg	PK-8	102.76	$15,299
	Sutton	PK-8	104.89	$12,706
	Averaged SCHOOL DISTRICT cohort data		**123.76**	**$13,220**

Cohort Rank by FTE (1 is largest) 26 out of 36

Current expenditures are an effort to calculate an amount per FTE spent by a district on students enrolled in that district. This figure excludes tuitions and assessments paid to other providers, construction and equipment costs, debt service, adult education, and community service.

FY2016 School District Data

	LEA ID	School District	Grades offered in School District	School district tax rate: SchlDist Equalized Pupils	SchlDist Education Spending per Equalized Pupil	SchlDist Equalized Homestead Ed tax rate (Use these tax rates to compare towns rates.)	Total municipal tax rate, K-12, consisting of prorated member district rates: MUN Equalized Homestead Ed tax rate	MUN Common Level of Appraisal	MUN Actual Homestead Ed tax rate (These tax rates are not comparable due to CLA's.)
Smaller ->	T061	Dummerston	PK-8	155.07	17,105.22	1.7905	1.7925	103.12%	1.7382
	T218	Walden	PK-8	155.14	11,779.67	1.2329	1.2329	97.97%	1.2584
	T203	Sutton	PK-8	161.78	13,818.15	1.4462	1.4462	112.50%	1.2855
	T054	**Coventry**	**PK-8**	**163.20**	**13,732.63**	**1.4373**	**1.4373**	**107.22%**	**1.3405**
<- Larger	T146	Orange	K-8	164.09	12,790.92	1.3387	1.3387	104.48%	1.2813
	T116	Lunenburg	PK-8	174.14	13,372.18	1.3996	1.3996	102.77%	1.3619
	T199	Strafford	PK-8	176.08	15,346.18	1.6062	1.6062	107.46%	1.4947

The Legislature has required the Agency of Education to provide this information per the following statute:

16 V.S.A. § 165(a)(2) The school, at least annually, reports student performance results to community members in a format selected by the school board. . . . The school report shall include:

(K) data provided by the commissioner which enable a comparison with other schools, or school districts if school level data are not available, for cost-effectiveness. The commissioner shall establish which data are to be included pursuant to this subdivision and, notwithstanding that the other elements of the report are to be presented in a format selected by the school board, shall develop a common format to be used by each school in presenting the data to community members. The commissioner shall provide the most recent data available to each school no later than October 1 of each year. Data to be presented may include student-to-teacher ratio, administrator-to-student ratio, administrator-to-teacher ratio, and cost per pupil.

NORTH COUNTRY SUPERVISORY UNION

Dear North Country School-Community:

The North Country Supervisory Union Board formally adopted the "NCSU Commitments" this past September. Our "Commitments" are the articulation of our ***Mission*** and ***Learning Beliefs*** along with the desired ***Learning Outcomes*** and subsequent ***Learning Opportunities*** to support those outcomes. This framework provides a guide for the common practices and direction across the supervisory union. I encourage you to review the NCSU Commitments and Design for Learning included in this report or on our website, www.ncsuvt.org.

The NCSU Commitments, along with the Vermont Education Quality Standards are having a large impact on shaping the direction of curriculum, instruction and assessment of student learning. The EQS promote an intentional focus on proficiency based learning, personalization and "transferable skills" such as communication and collaboration. The NCSU Commitments further define the knowledge, skills and dispositions we want our learners to acquire. We support quality instruction that promotes inquiry and engages students at all grade levels. The NCSU Design for Learning provides broad areas of focus and allows individual schools to implement strategies at the local level.

This past year we hired Kelli Dean (Holland Principal) to work part-time as our Instructional Innovation Coordinator to assist in the implementation of our Design for Learning. Kelli has worked closely with Director of Curriculum, Instruction and Assessment, Kathy Nolan, principals and teacher leaders in advancing areas such as positive learning environments and the effective use of technology. Kathy Nolan will retire at the end of this year. Kathy has made many lasting contributions to the learning of students in her roles as teacher, math coach, principal and her current role at central office. We will greatly miss Kathy's strong educational knowledge, wisdom about learning and ability to bring people together in the common interest of children.

During the budget process this year, school boards continued to face tough choices in sustaining programs and services while considering the financial limitations of our communities. A number of our schools are moving forward with the development of school-based pre-school programs. NCSU will be in compliance with state law that requires the centralization of special education beginning next year. This will result in all licensed special education professionals becoming supervisory union employees.

The NCSU Board determined that we would aggregate the cost of special education and assess expenses to schools based on equalized pupils. Our Boards are responsible in building budgets while remaining steadfast in providing a quality education for all students.

Unfortunately, Act 46 ushered in a number of changes that have an immediate impact on FY17 budgets. With the loss of "hold harmless" several schools have seen a faster rate of decline in equalized pupils than they would have otherwise. Down the road there are also concerns that we will see an elimination of the small schools grants. For many of our schools, the number one pressure on school budgets is declining enrollments. A large intent of Act 46 is to push for the elimination of local school boards with a shift to proportional representation within a centralized governance model. The State is providing temporary tax incentives as an inducement to encourage supervisory unions to become "supervisory districts" and thus transferring the authority for making all decisions regarding schools to a centralized board. Thus far, there has not been an interest by NCSU boards to make this shift.

Our most important decisions related to the direction of the supervisory union and individuals schools must remain on student learning. I am confident that North Country Supervisory Union schools have established the right foundation with our Commitments to support learning and promote shared culture of continuous improvement. We are moving forward with a collective sense of purpose thanks to the many contributions of talented, compassionate and committed staff, teachers, administrators and school board members. We appreciate the continued support of our community members and our shared commitment to the development of ***character***, ***competence***, ***creativity*** and sense of ***community***.

With great respect and appreciation,

John A. Castle
NCSU Superintendent of Schools

NORTH COUNTRY SUPERVISORY UNION

...committed to the development of
Character, Competence, Creativity and Community

LEARNING BELIEFS

Learning takes place in a culture that fosters…

Growth Mindset ❖ Curiosity ❖ Perseverance ❖ Relevance
Mutual Respect ❖Feedback & Reflection ❖ Instructional Access ❖ Equity
Diversity ❖ Personal Responsibility
Shared Leadership ❖ Individual & Collective Accomplishments
Community Partnerships

LEARNING OPPORTUNITIES

Learners participate in experiences that/to…

Support Personal Pathways ❖ Include Problem-Based Projects
Are Academically Rigorous
Make Inter-Disciplinary Connections ❖ Contain Experiential Discovery
Utilize Transferable Skills ❖ Encourage Student Voice
Incorporate Technology ❖ Involve Physical Activity ❖ Create & Perform
Engage The Community ❖ Occur In The Natural World
Happen Anywhere & Any Time

LEARNING OUTCOMES

Learners succeed by becoming…

Caring, Kind & Grateful ❖ Confident & Self-Directed ❖ Honest & Fair
Independent Thinkers ❖ Innovative Problem Solvers
Academically Accomplished ❖ Effective Communicators & Collaborators
Technologically Skilled ❖ Globally Aware ❖ Contributing Citizens
Respectful of Our Environment
Physically, Emotionally & Socially Healthy
Appreciative Of & Skilled In The Visual & Performing Arts

NORTH COUNTRY SUPERVISORY UNION

...committed to the development of
Character, Competence, Creativity and Community

DESIGN FOR LEARNING 2015 – 2018

GOAL: All schools will provide a curriculum that advance outcomes as articulated in the NCSU Commitments.
Objectives:
1. Each school will deliver a comprehensive curriculum to achieve proficiency based on current standards.
2. Each school will establish curricula to ensure instructional access tailored to individual needs and interests.
3. Each school will ensure curricula that include the visual and performing arts.
4. Each school will establish curricula related to transferable skills.

GOAL: All schools will provide learning opportunities and utilize instructional practices in accordance with NCSU Commitments.
Objectives:
1. Each school will utilize the NCSU Instructional Framework.
2. Each school will incorporate project/problem-based learning.
3. Each school will ensure access to a comprehensive continuum of supports for all learners.
4. Each school will establish a more customized approached to learning and support multiple pathways.

GOAL: All schools will utilize effective assessment, grading practices, feedback and use of data.
Objectives:
1. Each school will implement current best practices for assessment and reporting of student learning outcomes.
2. Each school will update a comprehensive assessment plan including the use of electronic portfolios.
3. Each school will develop practices of student goal setting, self-assessment and student-led conferences.
4. Each school will use qualitative data to guide reflection around the review of programs and practices.

GOAL: All schools will create a positive learning environment.
Objectives:
1. Each school will implement research-based practices that advance positive behaviors.
2. Each school will develop strategies to address character development.
3. Each school will promote authentic student voice and leadership.
4. Each school will increase parent and community engagement.