

Alburgh School Board
Alburgh Community Education Center
June 3, 2019

Present: Board Chair Michael Savage, Board Vice Chair Trevor Creller, Board Member Mallory Ovitt, Principal Beth Hemingway, GISU Superintendent Michael Clark, Alburgh Staff Members Rick Baker and Staci Ladd

Meeting called to order at 5:30 P.M. by Mike Savage

Adjustment of Agenda:

- Added purchase order discussion to financial report
- Added executive session for a personnel matter

Citizens/Staff to be Heard:

- None at this meeting

Consent Agenda:

- Approved 5/20/19 Minutes
- Building Use Requests: Approved one request

Reports:

- Superintendent's Report: Michael Clark shared his report, which updated the board on negotiations, individual contracts, the hiring process, CIUUSD principal hiring, moving GISU office, FY18 Audit/Grant Funds, and local audits
- Financial Report: Rob Gess shared budget to actuals and reviewed the status of the budget at this point in the school year. Gess also suggested that smaller requisitions be taken care of at the school level, rather than at the central office for final approval. Mike Savage requested that he check with the auditor about the change of procedure.
- Principal's Report: Beth Hemingway updated the board on building maintenance, hiring updates, curriculum and instruction, 8th grade trip, and graduation.
 - Rick Baker shared quotes received for bleachers, ceiling tiles, and playground work.

Board Business:

- Audit Update: Rob Gess reviewed the status of the audit. All materials have been submitted and the auditor has everything needed to complete Alburgh's audit.
- Approval of Bills: Trevor Creller reviewed current bills with the board.
- Alburgh Club House: Beth updated the board on this project. The archeological report found that the playground project can proceed with no concerns. A letter was prepared to send to the selectboard, agreeing to move forward with exploring the project and designating Beth Hemingway as the school liason for the project.
- Graduation: The board discussed community concerns around graduation. Beth Hemingway updated the board on graduation preparations and schedule. Trevor Creller will hand out diplomas on behalf of the board.

- Calendar: Michael Clark shared updates on the board for next school year. The new calendar is short a student day. Clark recommended that a day be added to the end of the calendar to align with the current contract.
- Kindergarten Configuration: For the 2019-2020 school year there are 27 students enrolled in kindergarten. Beth Hemingway and Staci Ladd shared some possible configurations to handle the large class size and best meet the needs of students.
- Setting the Next Agenda: policy review

Board Action:

- Trevor Creller moved to accept the minutes of May 20, 2019 (2nd Mallory Ovitt) Unan.
- Trevor Creller moved to approve a building request for June 19th (2nd Mallory Ovitt) Unan.
- Trevor Creller moved to approve an expenditure to Beaulac Excavating for playground work (removing stone and replacing with fabric and wood chips), not to exceed \$6200 (2nd Mallory Ovitt) Unan.
- Trevor Creller moved to approve an expenditure to Chazy Hardware and Building Supply for hallway ceiling tile replacement, not to exceed \$2200 (2nd Mallory Ovitt) Unan.
- Upon review by Trevor Creller, Mallory Ovitt moved to authorize the payment of current valid invoices (2nd Trevor Creller) Unan.
- Trevor Creller moved to authorize Mike Savage to sign the Alburgh Club House agreement with the selectboard on behalf of the board (2nd Mallory Ovitt) Unan.
- Trevor Creller moved to add one student day to the 19-20 calendar (2nd Mallory Ovitt) Unan.
- Trevor Creller moved to enter executive session at 6:28 P.M. for a personnel matter (2nd Mallory Ovitt) Unan.
 - The board exited executive session at 6:40 P.M.
 - No action was taken.
- Trevor Creller moved to adjourn at 6:44 P.M. (2nd Mallory Ovitt) Unan.

Respectfully Submitted,

Stephanie Waters

Virginia Wright

Mallory Ovitt

Trevor Creller, Vice Chair

Michael Savage, Chair