

**Grand Isle Supervisory Union**  
**Alburgh School District**  
School Board Regular Meeting  
Monday, September 17, 2018 at 5:30 p.m.  
Location: Alburgh Education & Community Center  
**Agenda**

**Call to Order**

1. Call to Order (M. Savage)
2. Adjust the Agenda
3. Citizens and/or Staff to be Heard
4. Consent Agenda (Action)
  - a. Approve the minutes from 9-4-2018
5. Reports (*Discussion*)
  - a. Principal's Report (B. Hemingway)

**Board Business.**

6. Consultant to assist with exploration of leaving GISU (M. Savage) (Discussion Possible Action)
7. Promise Committee Update (B. Hemingway) (Discussion)
8. Approval of Bills for Payment (M. Savage) (Action)
9. Setting the Next Agenda (M. Savage) (Discussion)
10. Verify the readiness to transition to @board.gisu.org email accounts (M. Clark) (Discussion)
11. Other

**Closure**

12. Adjourn

Note: Executive Session: If discussion warrants, and the Board so votes, some items may be discussed in Executive Session pursuant to VSA 1 §313(a)

*Discussion Items - Issues the Board needs to discuss and deliberate, but upon which no action is taken at this meeting.*

*Action Items - Issues that require the Board to make a decision by vote, may have been discussed over several meetings prior to this point.*

*Consent Items - Routine matters that need no discussion by the Board, but require Board approval. They are grouped together as a single agenda item. Background materials are provided in the Board packet to be reviewed ahead of the meeting. If there are no concerns, they are approved with a single vote. Any member can request the Board remove an item to be discussed and voted on separately. This frees up time at meetings.*

*Information Items [Incidental Information] - Matters the Board needs to know about, but for which no Board action is needed. The information flow is one way, from presenter to the Board. Questions for clarification are entertained as time allows.*

**Alburgh School Board**  
**Alburgh Community Education Center**  
**September 04 , 2018**

**Present:** Board Chair Michael Savage, Board Vice Chair Trevor Creller, Board Members Stephanie Waters, Virginia Wright, and Mallory Ovitt, Principal Beth Hemingway, GISU Interim Superintendent Michael Clark, GISU Business Manager Rob Gess, Alburgh Parent/GISU Employee David Mills

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

**Adjustment of Agenda:**

- Mike Savage noted that he was not given the ability to edit this meeting's agenda.
- Added "Parent request for bussing" to board business
- Added "Role of Superintendent" under board business
- Removed Executive Session

**Citizens and/or Staff to be Heard:**

- David Mills addressed the board to ask about why there has been discussion around leaving the supervisory union. Mike Savage explained that Alburgh is in very preliminary talks around this topic, with the goal of potentially improving efficiencies, student opportunities, and tax savings.

**Reports:**

- Principal's Report- Beth Hemingway updated the board on building maintenance, hiring updates, the first week of school, the 8th grade trip, and upcoming dates, noted below.
  - Parent to Principal 9/17 at 7:00 P.M. at ACEC
  - Coin Drop- 10/6
- Superintendent's Report- Michael Clark shared his report with the board which included the audit status, cash flow, substitute pay, board education, budget timeline, superintendent job description, inservice, and opening day of school.
- Financial Report- Rob Gess shared budget to actuals

**Board Business:**

- Substitute Pay Rates- Michael Clark shared research around the substitute rate of pay for nearby districts, with the recommendation that the rate be raised to remain competitive and follow minimum wage increases.
- Approval of Bills for Payment- Trevor Creller reviewed the bills and found no areas of concern.
- Audit Update- Rob Gess updated the board and shared that the audit review and responses to findings are a priority of the GISU business office at this time.
- Review Timeline for FY20 Budget- Michael Clark shared a timeline for both the GISU and Alburgh budgets.
- Promise Committee Project- The committee is looking to build on school property (\$1-1.5 million facility, entirely grant funded) to house a childcare facility. The Select Board needs to approve it, and apply for grants to make the project possible. Beth Hemingway has joined the Promise Committee as well.
- Review Job Description- Reviewed the final draft of the executive session job description.

- Parent Request for Bussing- The school has received a request to bus a student in the village. The board tabled this discussion for now, in order to gather more information.
- Role of Superintendent- Mike Savage raised concerns about Michael Clark potentially having a conflict of interest in Alburgh's efforts to secede from the GISU, and Clark's role in the process. Alburgh's attorney has suggested that Alburgh find a consultant to assist with this process. Michael Clark responded to Mr. Savage's concerns and supported the idea of hiring a consultant.
- Setting the Next Agenda- the next agenda should include a GISU secession update, and other items to be determined.

**Board Action:**

- Virginia Wright moved to accept the minutes of August 20, 2018 (2nd Stephanie Waters) Unan.
- Stephanie Waters moved to raise the rate of pay for substitutes to \$90 per day, effective immediately (2nd Virginia Wright) Unan.
- Stephanie Waters moved to offer an MOU to the current building-based sub, to include insurance (2nd Virginia Wright) Unan.
- Upon review by Trevor Creller, Stephanie Waters moved to authorize the payment of current valid invoices (2nd Virginia Wright) Unan.
- Trevor Creller moved to approve the executive assistant job description (2nd Stephanie Waters) Unan.
- Stephanie Waters moved to continue with the process of leaving the GISU and exploring the cost of hiring a consultant, without the assistance of the superintendent (2nd Virginia Wright) Unan.
- Stephanie Waters moved to adjourn at 6:28 P.M. (2nd Virginia Wright) Unan.

Respectfully Submitted,

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Stephanie Waters

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Virginia Wright

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Mallory Ovitt

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Trevor Creller, Vice Chair

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Michael Savage, Chair