

Grand Isle Supervisory Union  
**Alburgh School District**  
School Board Regular Meeting  
Monday, February 18, 2019, 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 minutes from 1/7/2019 and 1/22/2019
  - b. Approve new hire contract
5. Reports
  - a. Principal's Report

**Board Business.**

6. After school Native American Program (J. Benay)(Discussion)
7. Approval of bills for payment (M. Savage) (Action)
8. Update on Budget Communications (M. Clark)(Discussion)
9. Other

**Closure**

10. 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**  
**January 7, 2019**

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

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

**Adjustment of Agenda:**

- Added a contract and a request to board correspondence

**Citizens/Staff to be Heard:**

- None

**Consent Agenda:**

- Approve minutes of 12/17/18
- Approve new hire contract
- Accept resignation

**Reports:**

- Superintendent's Report: Michael Clark shared highlights from his report, including an error in FY17 Title Grant Payments, and hiring updates for the Director of Student Support Services position
- Financial Report: Rob Gess reported out on current budget to actuals, and status of residency letters. Explained and reviewed first balance sheet with the board. In the future, these will be prepared quarterly.
- Principal's Report: Beth Hemingway shared updates around building maintenance, school safety, hiring updates, Promise Committee, and upcoming dates.

**Board Business:**

- Approval of Bills
- Transition to GISU email accounts- ongoing
- Review and warn budget- Reviewed newest draft of budget. Due to new information from the AOE around equalized pupil data, the budget can't be warned yet.
- Negotiations update- Mike updated the board on upcoming dates.
- Set tuition rate-Rob Gess explained the calculation for this rate which is required by the state by January 15th of each year. \$14,738 K-6, \$16,365 7-8.
- Board correspondence- reviewed a contract and a request
- Principal contract- executive session

**Board Action:**

- Trevor Creller moved to accept the minutes of December 17, 2018 (2nd Stephanie Waters) Unan.

- Trevor Creller moved to support the superintendent's hire of Kimberly Fitzgerald for the Health Assistant position and approve the contract presented (2nd Stephanie Waters) Unan.
- Trevor Creller moved to accept the resignation of Dave Mangan, with regret (2nd Virginia Wright) Unan.
- Stephanie Waters moved to purchase and install new bathroom stalls, in an amount not to exceed \$3,500 (2nd Trevor Creller) 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 set the elementary tuition rate at \$14,738 and secondary tuition rate at \$16,365 (2nd Stephanie Waters) Unan.
- Trevor Creller moved to approve the request from Polly McFarlin regarding reimbursement for unused sick days (2nd Stephanie Waters) Unan.
- Trevor Creller moved to enter executive session at 6:51 P.M. to discuss a contractual matter (2nd Stephanie Waters) Unan.
  - The board exited executive session at 7:05
  - Trevor Creller moved to authorize Michael Clark to work with Chris Leopold and Suzanne Dirmaier pursue the request of the Vermont NEA regarding Workman's Comp (2nd Stephanie Waters) Unan.
- Stephanie Waters moved to enter executive session at 7:06 P.M. to discuss the principal's contract (2nd Trevor Creller) Unan.
  - The board exited executive session at 7:15 P.M.
  - Trevor Creller moved to offer Beth Hemingway a 2-year contract with a 3% increase in year one and a 3% increase in year two (2nd Stephanie Waters) Unan.
- Trevor Creller moved to adjourn at 7:16 P.M. (2nd Stephanie Waters) 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

**Alburgh School Board**  
**Alburgh Community Education Center**  
**January 22, 2019**

**Present:** Board Chair Michael Savage, Board Vice Chair Trevor Creller, Board Member Mallory Ovitt, Principal Beth Hemingway, GISU Superintendent Michael Clark, GISU Business Manager Rob Gess

Meeting called to order at 5:32 P.M. by Mike Savage

**Adjustment of Agenda:**

- None

**Citizens/Staff to be Heard:**

- None

**Reports:**

- Principal's Report: Beth Hemingway updated the board about building maintenance, school safety, hiring updates, Promise Committee, and upcoming dates

**Board Business:**

- Approval of Bills for Payment- Trevor Creller reviewed the bills with the board
- Approve and Warn Budget- Rob Gess shared the most current draft of the budget. Michael Clark reviewed a memorandum from the Agency of Education in regards to equalized pupil counts.
- Donation of \$1000 by Faith Community Church- Beth Hemingway shared a letter and a donation from the Faith Community Church to be used for the purchase of books.
- Building Use Form- Beth Hemingway shared one form which had been received
- Pay rate adjustment for member of support staff- Beth Hemingway shared a letter from a support staff member

**Board Action:**

- Trevor Creller moved to authorize the payment of current valid invoices (2nd Mallory Ovitt) Unan.
- Trevor Creller moved to approve and warn the FY20 budget of \$6,042,452 and to approve the warning as written (2nd Mallory Ovitt) Unan.
- Trevor Creller moved to approve building use form for Kids Zumba (2nd Mallory Ovitt) Unan.
- Trevor Creller moved to approve Sara Grisold's request regarding her rate of pay, retroactive to her hire date (2nd Mallory Ovitt) Unan.
- Trevor Creller moved to adjourn at 6:04 P.M. (2nd Mallory Ovitt) 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