

Grand Isle Supervisory Union  
**Alburgh School District**  
School Board Regular Meeting  
Monday, May 16, 2022 at 5:30 p.m.  
Location: Alburgh Community Education Center

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## Agenda

### Call to Order

1. Call to Order
2. Adjust the agenda
3. Citizens and/or Staff to be Heard
4. Consent Agenda
  - a. Approve the Minutes from 5/2/2022 regular meeting, 5/2/2022 informational meeting, 5/9/2022
  - b. Hiring:
    - i. Charity Nephew - Certified Food Service Manager
    - ii. Cassie Hubbard - Food Service Agenda
    - iii. Shirley Mora - .6 FTE School Social Worker
    - iv. Sara Downes - PreK
    - v. Judy Maynard - .4 FTE Math Interventionist
    - vi. Krista May - Middle School ELA

### 5. Reports

- a. Principal

### Board Business.

7. Approve the bills for payment (M. Savage)(Action)
8. Negotiations follow up (M. Savage)(possible action)
9. Home School Coordinator & Student Support Position FY23 salary (M. Clark)(Action)
10. Behavioral Specialist FY23 salary (M. Clark)(Action)
11. Executive Assistant to the Principal FY23 salary (M. Clark)(Action)
12. W. Savage request (M. Clark)(Action)
13. Superintendent Evaluation Committee (M. Savage)(Discussion)
14. Other

### Closure

15. Setting the next agenda
16. Adjourn (Action)

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**  
**Monday May 2, 2022**  
**Regular Meeting**

**Present:** Board Chair Mike Savage, Board Vice Chair Stacey Gould, Board Members Mallory Ovitt and Whitney Maxham, Superintendent Michael Clark, Principal Beth Hemingway, Michael Frett (Islander)

**Google Meet:** Board Members Whitney Maxham and Ryan Latimer, GISU Business Manager Rob Gess

**1. Call to Order:**

- Meeting called to order at 5:37 P.M. by Mike Savage

**2. Adjust the Agenda:**

- No adjustments

**3. Moment of Silence**

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

- No citizens or staff to be heard.

**5. Consent Agenda:**

- a. Approve the minutes from 4/4/22 and 4/11/22
- b. Resignation:
  - i. Susan Pietricola (Retirement)- Literacy Interventionist
  - ii. Michael Bjella- Music Teacher
  - iii. Susan Trowbridge- Primary Teacher
- c. Hire:
  - i. Mallory Ovitt- Primary Math Teacher

**5. Reports:**

- a. Superintendent- Michael Clark will share his written report with the board at the next meeting.
- b. Principal- Beth Hemingway shared her written report with the board.
- c. Financial- Rob Gess shared budget to actuals. There is no change in guidance currently.

**Board Business:**

7. Approval of bill for payment- Mallory Ovitt updated the board on the bills.
8. Approve the Audit Engagement Letter- Michael Clark shared the letter.
9. Bohannon/Morgan Family Request for Gym Dedication- Adrianna's grandmother, Penny Morgan, contacted Michael Savage requesting that the gym be dedicated as the Adrianna Lee Bohannon Gym.
10. Propane Tanks- With the change in propane companies, the previous company needs to be paid for the tanks or remove them.

11. MOU for Public Point of Distribution (POD)- Beth Hemingway shared the MOU from the Department of Health
12. 2022-2023 Substitute Rates- We are currently at \$100/day. In order to stay competitive and update for minimum wage increases, Michael Clark suggested raising the rate to \$120/day.
13. Other- Mike Savage shared that an agreement was reached with support staff. A meeting is needed to ratify this agreement.

#### **Closure**

14. Setting the next agenda
15. Adjourn

#### **Board Action:**

- Stacey Gould moved to accept the minutes of 4/4/22 and 4/11/22 (2nd WM) Unan.
- Stacey Gould moved to accept the resignations of Susan Pietricola, Michael Bjella, Susan Trowbridge, with regrets (2nd Mallory Ovitt) Unan.
- Stacey Gould moved to offer a contract to Mallory Ovitt as Primary Math Teacher (2nd Whitney Maxham) 4- Yes, Mallory Ovitt recused
- Whitney Maxham moved to approve the invoice as presented by Principal Hemingway for Alliance Mechanical (2nd Stacey Gould) Unan.
- Upon review by Mallory Ovitt, Stacey Gould moved to authorize payment of current valid invoices (2nd Whitney Maxham) Unan.
- Stacey Gould moved to approve the audit engagement letter and authorize Mike Savage to sign (2nd Whitney Maxham) Unan.
- Mallory Ovitt moved to dedicate the Alburgh gym to Adrianna Lee Bohannon and name it the Adrianna Lee Bohannon Memorial Gym with a ceremony to be determined (2nd Stacey Gould) Unan.
- Stacey Gould moved to purchase currently rented propane tanks and associated equipment for the total of \$24,335.96 (2nd Mallory Ovitt) Unan.
- Stacey Gould moved to approve the MOU for public point of distribution and authorize Mike Savage to sign (2nd Whitney Maxham) Unan.
- Stacey Gould moved to increase daily sub pay from \$100 to \$120 per day, effective July 1st (2nd Whitney Maxham) Unan.
- Mallory Ovitt moved to set a special meeting for Monday 5/9/22 at 5:30 P.M. for the purpose of support staff contract ratification (2nd Stacey Gould) Unan.
- Stacey Gould moved to adjourn at 6:05 P.M. (2nd Mallory Ovitt) Unan.

Respectfully Submitted,  
Mallory Ovitt

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Ryan Latimer

Whitney Maxham

Mallory Ovitt

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Stacey Gould, Vice Chair

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Michael Savage, Board Chair

**Alburgh School Board  
Alburgh Community Education Center  
Monday May 2, 2022  
Informational Meeting**

**Present:** Board Chair Mike Savage, Board Vice Chair Stacey Gould, Board Members Mallory Ovitt and Whitney Maxham, Superintendent Michael Clark, Principal Beth Hemingway, Michael Frett (Islander)

**Google Meet:** Board Members Whitney Maxham and Ryan Latimer, GISU Business Manager Rob Gess, ACEC Staff Wendy Savage

**1. Call to Order:**

- Meeting called to order at 6:14 P.M.

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

- No citizens or staff to be heard.

**3. Present Budget Informational Report and Ballot Article:**

- a. Michael Savage shared a presentation on the new proposed budget.
- b. Voting will be held Tuesday May 10th from 7AM-7PM.

**4. Adjourn**

- Stacey Gould moved to adjourn at 6:27 (2nd Whitney Maxham)

Respectfully Submitted,  
Mallory Ovitt

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Ryan Latimer

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Whitney Maxham

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Mallory Ovitt

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Stacey Gould, Vice Chair

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Michael Savage, Board Chair

## **Principal's Report May 16, 2022**

### **Safe and Healthy Schools:**

We continue to have students and staff testing positive for COVID. The health office continues to let our school community know that Antigen Tests are available if needed.

Summary below for the time frame 3/1 to 4/27

Total Visits increased from the Jan-Mar time frame by 200 visits  
Injury events included a broken wrist and broken finger

Positive COVID cases for the month of March and April=22, 2X the rate from January and February.

### **Building Maintenance:**

Still waiting for a quote to replace the doors on Champlain Street and the wooden library doors.  
Still waiting on the quote from Efficiency VT regarding replacing lighting in classrooms to LED lights and dimmer switches.

Still waiting for the arrival of the front window on Route 2.

Playground grant has been extended to January 2023.

Premier Paving will start in June on the parking lot and the walking path.

Mr. Baker will be having Drummac come to scope the toilets in the kindergarten room and flush out the pipes outside of the building.

### **High Quality Staffing:**

- We are currently advertising on SchoolSpring for the 2022-2023 school year a .5 FTE Foreign Language Teacher, 1.0 Behavioral Interventionist, 1.0 FTE Primary Teacher and 1.0 FTE Intermediate Math Teacher, 1.0 FTE Music Teacher, 1.0 FTE Literacy Interventionist.
- The GISU continues to advertise for an EEE special educator to work in our preschool program and a 1.0 FTE special educator for the 2022-2023 school year.
- NCSS has not been able to find our school a school-based clinician this school year. This position is crucial in our Tiered Systems of Support. Would like board approval to post a position on SchoolSpring and see if we get a certified candidate. The position has been budgeted under professional education services.

### **Student Learning:**

Students in grades 3-8 have been taking working on preparing for the SBAC assessment.

Teachers are continuing to work on assessments required by the GISU Assessment Calendar.

Primary Teachers have assessed students in grades 1 and 2 on I-Ready. Here is the link if you would like to read more about I-Ready. <https://www.curriculumassociates.com/>

**Alarm:** When the alarm goes off and Mahoney Alarms contacts us, the first person of contact is Rick Baker, 2<sup>nd</sup> Michael Savage and 3<sup>rd</sup> Beth Hemingway. Looking for a school board member to be the 3<sup>rd</sup> point of contact as I live almost an hour away from school.

**Other:**

SBAC testing will take place the week of May 16<sup>th</sup>-May 20<sup>th</sup> for grades 3-5. Grades 6-8 will take place May 23<sup>rd</sup> – May 27<sup>th</sup>

Camp Abnaki for grade 6 will be the week of May 17<sup>th</sup>- May 20<sup>th</sup>.

Science Assessment Grade 8 will be May 17<sup>th</sup> and 18<sup>th</sup>

Science Assessment Grade 5 will be by May 24<sup>th</sup> and 25<sup>th</sup>

Memorial Day will be celebrated on May 27<sup>th</sup>.

Concert/Art Show will be on June 1<sup>st</sup> and 2<sup>nd</sup>

Field Day will be on June 9<sup>th</sup>

8<sup>th</sup> Grade Graduation is on June 10<sup>th</sup> at 6:00 pm

May 13, 2022

Ms. Beth Hemingway and the Alburgh School Board,

I am writing to request five additional vacation days to be added to my contract beginning in the 2022-2023 school year.

I am willing to take three out of the five weeks during the school vacations so that it won't affect the students and staff. I know how being out can impact the school community.

Traditionally, there is less for me to do during school vacations, so this would be a great benefit. I would greatly appreciate the consideration.

I really enjoy working here, and the additional time off would keep me happier and more productive.

Many Thanks,

A handwritten signature in black ink, appearing to read "Wendy", written in a cursive style.

Wendy Savage