

**Alburgh School Board**  
**Alburgh Community Education Center**  
**Monday May 16, 2022**  
**Regular Meeting**

**Present:** Board Chair Mike Savage, Board Vice Chair Stacey Gould, Board Member Mallory Ovitt, Superintendent Michael Clark, Principal Beth Hemingway

**Google Meet:** Board Members Whitney Maxham and Ryan Latimer

**1. Call to Order:**

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

**2. Adjust the Agenda:**

- Added a staff resignation
- Added a board member resignation

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

- No citizens or staff to be heard.

**4. Consent Agenda:**

- a. Approve the minutes from 5/2/22 regular meeting, 5/2/22 informational meeting, 5/9/22 special meeting
- b. Board Member Resignation- Mallory Ovitt shared a letter of resignation from her school board position
- c. Staff Resignation- Letter of resignation from Sara Griswold
- d. 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- Beth Hemingway shared her written report with the board including updates on safe and healthy schools, building maintenance, high quality staffing, student learning, alarm, and upcoming dates. Beth Hemingway would like approval to plant a tree in the front lawn in Adrianna's honor.

**Board Business:**

7. Approval of bill for payment- Mallory Ovitt updated the board on the bills.
8. Negotiations follow up- Mike Savage shared that master agreements have been issued.  
Looking forward, a head custodian position may be necessary.
9. Home School Coordinator & Student Support Position FY23 Salary- discussed the position, current salary, and a potential increase in salary.

10. Behavioral Specialist FY23 Salary- discussed the position, current salary, and a potential increase in salary.
11. Executive Assistant to the Principal FY23 Salary- Mike Savage recused himself from this discussion. Discussed the position, current salary, and a potential increase in salary.
12. W. Savage Request- a request for an additional week of vacation was discussed during item 11.
13. Superintendent Evaluation Committee- The board was contacted regarding putting together a committee to create a system for superintendent evaluation. Stacey Gould will reach out to get more information.
14. Other

**Closure**

15. Setting the next agenda
16. Adjourn

**Board Action:**

- Stacey Gould moved to accept the minutes from 5/2/22 regular meeting, 5/2/22 informational meeting, 5/9/22 special meeting (2nd Whitney Maxham) Unan.
- Stacey Gould moved to support the superintendent's acceptance of Sara Griswold's resignation (2nd Whitney Maxham) Unan.
- Whitney Maxham moved to support the superintendent's hire of all candidates presented this evening (2nd Ryan Latimer) Unan.
- Stacey Gould moved to authorize the posting of a school based clinician (2nd Whitney Maxham) Unan.
- Stacey Gould moved to allow the planting of a tree in Adrianna's honor on the front lawn (2nd Mallory Ovitt) Unan.
- Upon review of Mallory Ovitt, Stacey Gould moved to authorize the payment of current valid invoices (2nd Whitney Maxham) Unan.
- Stacey Gould moved to ask the superintendent to approach the union president about creating a new head of maintenance position (2nd Whitney Maxham) Unan.
- Stacey Gould moved to set the FY23 Home School Coordinator position salary to \$67,000, plus a \$1,000 signing bonus if contract is returned within the allotted time (2nd Whitney Maxham) Unan.
- Stacey Gould moved to set the FY23 Behavioral Specialist position salary to \$69,000, plus a \$1,000 signing bonus if contract is returned within the allotted time (2nd Whitney Maxham) Unan.
- Whitney Maxham moved to increase the Executive Assistant to the Principal salary by 5% and authorize her request for an additional week of vacation time (2nd Ryan Latimer) 4- Yes, 1- Recused.
- Stacey Gould moved to adjourn at 6:05 P.M. (2nd Mallory Ovitt) Unan.

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