

**Alburgh School Board**  
**Alburgh Community Education Center**  
**August 03, 2020**  
To view the recording, please [click here](#).

**Present:** Board Chair Michael Savage, Board Vice Chair Trevor Creller, Board Members Stacey Gould and Mallory Ovitt, GISU Superintendent Michael Clak

**Google Meet:** Whitney Maxham, Beth Hemingway, Michael Poquette, Andrea Lavalley, Barbie Perez, Shallen Wells- Brunet, Tracy Giroux, Wendy Savage, Lisa Arnold, Heather Macey, Wesley Mosaic, Lukas Austin, \*\*95

Meeting called to order at 5:31 P.M. by Mike Savage

**Adjustment of Agenda:**

- Resignation
- Quote from BP Concrete
- Correspondence

**Citizens/Staff to be Heard:**

- Mike Savage shared board correspondence received from a parent sharing their positive experiences with Principal Hemingway.

**Consent Agenda:**

- Approved 7/20/20 Minutes
- Approved New Hire- Kira Hislop (PreK)
- Approved Resignations- Melodie Poquette, Brittany Manor

**Reports:**

- Superintendent's Report- Michael Clark shared that Wednesdays at 6PM he leads a community forum. All are welcome to all to attend. This is an interactive forum which allows for questions to be asked by attendees.
- Principal's Report- Beth Hemingway will hold a community forum on August 6th. Beth Hemingway updated the board on safe and healthy schools, building maintenance, health office update, high quality staffing, student learning, and the playground.
- Financial Report- Budget to Actuals were in the board packet. Rob Gess was not available at this meeting for questions.

**Board Business:**

- Approval of Bills for Payment- Trevor Creller updated the board on the bills.
- Alburgh Clubhouse- Michael Clark shared a report from the Clubhouse. At this point, they have fundraised about \$55,000 with a large gap still remaining. The original deadline for fundraising was September 30, but that will not be met and an extension will need to be requested. The attorney is still working on the MOU. The board would like a status update from the Clubhouse at the next meeting before requesting an extension.

- Electronic Communication Policy- The board did a second reading of Code B8 regarding Electronic Communications Between Employees and Students. This is a required policy.
- Playground Bids- No bids have been received. This bid is going back out and contractors that are more landscaping-oriented will be contacted.
- Building Based Substitute- Beth Hemingway discussed whether there is a need for a building-based substitute this year, because if the school needs to go fully remote there will be no need for a substitute every day. The board will revisit this position at another time but will not create an MOU for this position this school year.
- Computers- Covered in Principal's Report
- Custodial/Kitchen Staff- Beth Hemingway updated the board on what the kitchen and cleaning will look like when kids are back in school. Beth Hemingway requested long-term substitutes for additional help during the school year during the hybrid model. An extra kitchen staff person for a few hours will be helpful for food to be packaged and delivered. An extra custodial position for a few hours will be needed for additional school cleaning duties. In the event of fully-remote learning, these positions will not be necessary. Salaries for these positions may not be reimbursable under Covid-19 coding. Before this is approved, there will need to be a conversation with the Association.
- Unpaid Leave Request- Mr. White requested 3 unpaid vacation days.
- Reopening Plan Update- Michael Clark updated the board on the GISU 5-part plan for reopening. Community Meetings are held virtually each Wednesday at 6PM.
  - GISU Hybrid Instructional Model Policy- Michael Clark shared this procedure that could become policy outlining the superintendent's responsibilities. This is only for this period of Covid-affected learning and can be re-evaluated at a later date.
  - Michael Clark is exploring providing additional time to teachers supporting remote learners by reducing the length of the school day.
  - Childcare is a major concern for community and staff. The Isle la Motte school building is an available space for a childcare provider. The school is not running any childcare, just offering a space.
  - Community forums have been used to share the plan and allow for questions. These forums will continue weekly.
- Next Agenda-

**Board Action:**

- Trevor Creller moved to accept the minutes of 7/20/20 (2nd Whitney Maxham) Unan.
- Trevor Creller moved to authorize Mike Savage to sign the contract for Kira Hislop on behalf of the board (2nd Stacey Gould) Unan.
- Trevor Creller moved to approve Melodie Poquette's request to extend her insurance coverage for July and August, due to her 30 years of dedicated service. Any future requests will be decided on a case by case basis, as this is not precedent setting (2nd Stacey Gould) Unan.
- Trevor Creller moved to approve an expenditure of up to \$6400 to BP Concrete to repair the stairs on Champlain Street (2nd Stacey Gould) 4- Yes, Mallory Ovitt recused
- Stacy Gould moved to authorize an expense of \$14,652 for 66 chromebooks for primary students (2nd Trevor Creller) Unan.
- Stacey Gould moved to authorize an expense of \$5825 for the replacement of 25 older chromebooks (2nd Trevor Creller) Unan.

- Trevor Creller to authorize an expense of \$2743 to Alliance for repairs to the heating system (2nd Stacey Gould) Unan.
- Upon review by Trevor Creller, Whitney Maxham moved to authorize the payment of current valid invoices (2nd Stacey Gould) Unan.
- Trevor Creller moved to adopt the electronic communications policy (2nd Stacey Gould) Unan.
- Trevor Creller moved to approve 3 unpaid days of leave for Robert White (8/3, 8/13, 8/14). Any future requests will be decided on a case by case basis, as this is not precedent setting (2nd Stacey Gould) Unan.
- Trevor Creller moved to adjourn at 7:14 P.M. (2nd Stacey Gould) Unan.

Respectfully Submitted,

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Stacey Gould

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Whitney Maxham

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Mallory Ovitt

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Trevor Creller, Vice Chair

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Michael Savage, Chair