

**Alburgh School Board**  
**Alburgh Community Education Center**  
**Special Meeting**  
**September 9, 2020**

To view the recording, please click here: ([first part of meeting](#); [post executive session](#))

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

**Google Meet:** Board Members Whitney Maxham and Stacey Gould, GISU Business Manager Rob Gess

Meeting called to order at 5:07 P.M. by Mike Savage

**Citizens/Staff to be Heard:**

- None at this meeting

**Consent Agenda:**

- Approve minutes from 8/17/20 and 8/25/20

**Reports:**

- Superintendent's Report- Michael Clark shared his written report and updated the board on the start of the year which has gone well in the hybrid model.
- Principal's Report- Beth Hemingway's report was shared in the board packet.
- Financial- Michael Clark shared that the business office is busy rolling out Front Line (time and attendance). Alburgh's audit has been received and will be presented at the next board meeting. The Secretary of Education sent a letter congratulating the business office on the work they have done. The summer food service rate has been extended through the end of the year.

**Board Business:**

- Approval of Bills for Payment- Trevor Creller updated the board on the bills.
- Cash Flow, Line of Credit- From July 1 through the time that tax money begins being paid, the school operates on surplus from the prior year. Michael Clark explained that this year there is enough to get through the next payroll. Beyond that, it will be necessary to have Rob Gess negotiate the terms for a line of credit or tax anticipation note to cover expenses until tax money becomes available.
- Mary Churchill Resignation- Mike Savage shared the letter received. The board is grateful for her 14 years of service.
- Hybrid Model Policy- The board has reviewed this
- Principal Contract- Executive Session

**Board Action:**

- Trevor Creller moved to accept the minutes of 8/17/20 and 8/25/20 (2nd Whitney Maxham) Unan.

- Upon review by Trevor Creller, Stacey Gould moved to authorize the payment of current valid invoices (2nd Whitney Maxham) Unan.
- Whitney Maxham moved to authorize Trevor Creller and Mike Savage to review the tax anticipation note or line of credit and sign on behalf of board (2nd Stacey Gould) Unan.
- Trevor Creller moved to regretfully support the superintendent's acceptance of Mary Churchill's resignation (2nd Whitney Maxham) Unan.
- Whitney Maxham moved to accept the Hybrid Model Policy (2nd Trevor Creller) Unan.
- Trevor Creller moved to enter executive session at 5:31 P.M. to discuss the principal contract (2nd Whitney Maxham) Unan.
  - The board exited the executive session at 6:03 P.M.
  - Whitney Maxham moved to offer Beth Hemingway a 3 year contract with an increase of 2.5% year one, a 3% increase year 2, and a 3.5% increase year 3 (2nd Trevor Creller) Unan.
- Trevor Creller moved to adjourn at 6:05 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