

Alburgh School Board
Alburgh Community Education Center
September 16, 2019

Present: Board Chair Michael Savage, Board Vice Chair Trevor Creller, Board Member Mallory Ovitt, Principal Beth Hemingway, Alburgh Staff Wendy Savage and Rick Baker, Superintendent Michael Clark (arrived at 5:37)

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

Adjustment of Agenda:

- Added basketball court to Principal's Report

Citizens/Staff to be Heard:

- None at this meeting

Consent Agenda:

- Approved 8/19/19 Minutes
- Building use requests- Barb Bluto for open gym basketball Tu/Th and Zumba for the Food Shelf 11/28
- MOUs for teacher mentors and soccer coaches- approved
- Approve New Hire Contracts-
 - Elizabeth St. Clair- 1.0 FTE Behavioral Interventionist
 - Jean Paul Farineau- .4 FTE Foreign Language Teacher
 - Sara Griswold- 1.0 FTE Behavioral Interventionist

Reports:

- Superintendent's Report- Michael Clark updated the board on the GISU office move, the beginning of the school year, UVM Outstanding Teachers, Grants training, Policy Updates, Local Audits and Residency Verification
 - Michael Clark clarified his position in the letter he sent to the Governor and VT Legislators and publicly apologized to Wendy Savage and Beth Hemingway for the wording of the letter about GISU staff turnover, which a community member felt was disrespectful to these two Alburgh employees.
- Financial Report- Budget to actuals were reviewed. Rob Gess was not present at this meeting for further discussion.
- Principal's Report- Beth Hemingway updated the board on building maintenance, staff updates, school enrollment, Alburgh Family Clubhouse, and Curriculum
 - Rick Baker updated the board on bids for the oil tank removal process, roof repair, and check valves

Board Business:

- Approval of Bills- Trevor Creller updated the board on bills
- Approval of Jupiter Ed Invoice- Jupiter Ed is a learning management system, gradebook, and student information system Alburgh will be adopting

- Alburgh ClubHouse- Beth Hemingway updated the board on the latest meeting and an MOU for the board. The MOU will go to the attorney for review before signing.
- Substitute System- Michael Clark updated the board on the Front Line System adopted by GISU which has a feature for electronic calling for substitutes (this is optional for GISU schools, but the time substitutes are in will need to be entered manually into the system). Beth Hemingway shared concerns about the electronic calling feature, and compared it to the system that has been used in the past.
- Long term disability and life insurance for non-union support staff- this is not currently in the contracts for two positions.
- Approve Subgrant Agreement- authorized Mike Savage to sign on behalf of the board.
- Food service account- Michael Clark shared FY18 food service account revenue and expenses. Going forward, Rob Gess will have this information to the board quarterly for review. FY20 will be in an Enterprise Fund. Michael Clark explained the deficit that the food service program has run for many years, and the difficulties involved in budgeting and revenue/reimbursements.
- Policy Review- Michael Clark reviewed the last of the required policies and the board adopted them
 - B5- Employee Harassment
 - B7- Tobacco Prohibition
 - C5- Firearms
 - C7- Student Attendance
 - C10- Policy on Prevention of Harassment, Hazing, and Bullying of Students
 - C10P- Policy on Prevention of Harassment, Hazing, and Bullying of Students Procedures
 - C11- Student Freedom of Expression in School-Sponsored Media
 - D1- Proficiency Based Graduation Requirements
- Support staff negotiations- a letter should be sent by 12/1 to open negotiations, Michael Clark will draft a letter for the next meeting.
- Setting the next agenda- nothing at this time

Board Action:

- Trevor Creller moved to approve the two building use forms (2nd Mallory Ovitt) Unan.
- Trevor Creller moved to accept the minutes of August 19, 2019 (2nd Mallory Ovitt) Unan.
- Trevor Creller moved to approve the MOUs for teacher mentors and soccer coaches (2nd Mallory Ovitt) Unan.
- Trevor Creller moved to approve and sign the contract by John Paul Farineau (2nd Mallory Ovitt) Unan.
- Trevor Creller moved to support the superintendent's hire of Elizabeth St. Clair and Sara Griswold (2nd Mallory Ovitt) Unan.
- Trevor Creller moved to award BP Concrete the bid for replacement of entry wall not to exceed \$27,000 (2nd Mike Savage) 2-Yes 1-Recusal
- Trevor Creller moved to approve an expenditure not to exceed \$1,400 to Richard Cummings for roof repair (2nd Mallory Ovitt) Unan.
- Trevor Creller moved to approve an expenditure not to exceed \$5,800 to Alliance Mechanical for heating system repair (2nd Mallory Ovitt) Unan.
- Trevor Creller moved to approve an expenditure of \$4500 to upgrade outdoor basketball court to VT Tennis Courts, with \$2500 coming from donations and the remainder from the board (2nd Mallory Ovitt)
- Upon review by Trevor Creller, Mallory Ovitt moved to authorize the payment of current valid invoices with the exception of flagged bills (2nd Trevor Creller) Unan.
- Trevor Creller moved to pay Jupiter Ed \$1570.10 (2nd Mallory Ovitt) Unan.

- Trevor Creller moved to grant long term disability and life insurance for non-union support staff (2nd Mallory Ovitt) Unan.
- Trevor Creller moved to approve the subgrant agreement and authorize Mike Savage to sign on behalf of the board (2nd Mallory Ovitt) Unan.
- Trevor Creller moved to approve B5- Employee Harassment (2nd Mallory Ovitt) Unan.
- Trevor Creller moved to approve B7- Tobacco Prohibition (2nd Mallory Ovitt) Unan.
- Trevor Creller moved to approve C5- Firearms (2nd Mallory Ovitt) Unan.
- Trevor Creller moved to approve C7- Student Attendance (2nd Mallory Ovitt) Unan.
- Trevor Creller moved to approve C10- Policy on Prevention of Harassment, Hazing, and Bullying of Students (2nd Mallory Ovitt) Unan.
- Trevor Creller moved to approve C10P- Policy on Prevention of Harassment, Hazing, and Bullying of Students Procedures (2nd Mallory Ovitt) Unan.
- Trevor Creller moved to approve C11- Student Freedom of Expression in School-Sponsored Media (2nd Mallory Ovitt) Unan.
- Trevor Creller moved to approve D1- Proficiency Based Graduation Requirements (2nd Mallory Ovitt) Unan.
- Trevor Creller moved to adjourn at 6:49 P.M. (2nd Mallory Ovitt) Unan.

Respectfully Submitted,

Stephanie Waters

Virginia Wright

Mallory Ovitt

Trevor Creller, Vice Chair

Michael Savage, Chair