

**Alburgh School Board**  
**Alburgh Community Education Center**  
**November 18, 2019**

**Present:** Board Chair Michael Savage, Board Vice Chair Trevor Creller, Board Members Mallory Ovitt and Virginia Wright, Principal Beth Hemingway, GISU Superintendent Michael Clark, GISU Business Manager Rob Gess, Alburgh Staff Rick Baker

Meeting called to order at 5:34 P.M. by Mike Savage

**Adjustment of Agenda:**

- None

**Citizens/Staff to be Heard:**

- Rick Baker shared a letter on behalf of the Alburgh support staff negotiations unit indicating their intent to open negotiations

**Consent Agenda:**

- Approved 11/04/19 Minutes
- Building use requests- none at this meeting

**Reports:**

- Principal's Report- Beth Heingway updated the board on building maintenance, staff updates, Alburgh Family Clubhouse, 8th Grade 19-20, Curriculum, and upcoming dates

**Board Business:**

- Support Staff Negotiations Letter- discussed earlier in the meeting.
- Projected Overage- Rob Gess reviewed budget to actuals. There is currently a large budget overage largely attributed to instructional salaries and tuition costs for incoming students. Rob reviewed some budget lines where there are potential cost savings.
- FY21 Draft Budget Review- Michael Clark explained the process that was involved in creating this first draft of the budget. He also explained that it is an expenditure budget, which shows an increase. However, this increase is balanced by both revenues, and an increase in students (in-school and high school tuitioned) which will increase the pupil count which could decrease the tax rate, but this won't be known until after equalized pupil numbers (in mid-December) and the tax department makes a projected yield (early December). The board discussed options for getting information out to voters (facebook, call system, flyers). Beth Hemingway highlighted areas where changes have been made, and her process. The board will review and discuss at the next meeting.
- Approval of Bills- the board was updated on bills.
- Sealed Bid Process- Beth Hemingway shared an updated process, based on feedback from the last meeting.
- Tuition Report- Michael Clark shared an update on the residency verification process used for tuition purposes
- Next Agenda- budget, substitute salary

**Board Action:**

- Virginia Wright moved to accept the minutes of November 4, 2019 (2nd Mallory Ovitt) Unan.
- Virginia Wright moved to approve an amount not to exceed \$2050 to Rick's Locks for a panic bar (2nd Mallory Ovitt) Unan.
- Upon review by Trevor Creller, Virginia Wright moved to authorize the payment of current valid invoices and for Mike Savage to sign (2nd Mallory Ovitt) Unan.
- Virginia Wright moved to approve the Sealed Bid Procedure (2nd Mallory Ovitt) Unan.
- Virginia Wright moved to adjourn at 6:41 P.M. (2nd Mallory Ovitt) Unan.

Respectfully Submitted,

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Stephanie Waters

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Virginia Wright

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Mallory Ovitt

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Trevor Creller, Vice Chair

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Michael Savage, Chair