

**Alburgh School Board**  
**Alburgh Community Education Center**  
**December 2, 2019**

**Present:** Board Chair Michael Savage, Board Vice Chair Trevor Creller, Board Member Mallory Ovitt, Principal Beth Hemingway, GISU Superintendent Michael Clark, GISU Business Manager Rob Gess

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

**Adjustment of Agenda:**

- None at this meeting

**Citizens/Staff to be Heard:**

- None at this meeting

**Consent Agenda:**

- Approved 11/18/19 Minutes
- Building use requests- None at this meeting

**Reports:**

- Superintendent's Report- Michael Clark shared highlights from his written report including an AOE update, E-911 compliance, budget updates, and lead testing.
- Principal's Report- Beth Hemingway updated the board on building maintenance, staff updates, and PBIS.
- Financial Report- The board received current budget to actuals. Rob Gess updated the board on central office work that is being done (Frontline, AOE requirements, food service).

**Board Business:**

- Approval of Bills- Trevor Creller updated the board on bills
- FY21 Budget- Rob Gess shared a new draft of the budget and highlighted changes that have been made.
- Substitute Salary- The board reviewed substitute pay in light of changes to minimum wage and the rate of other local schools.
- Pest Pro Contract- Reviewed contract for monthly work
- Air Quality Assessment- reviewed estimate from ATC and scope of testing to be completed
- Next Agenda- Budget

**Board Action:**

- Trevor Creller moved to accept the minutes of November 18, 2019 (2nd Mallory Ovitt) Unan.
- Upon review by Trevor Creller, Mallory Ovitt moved to authorize the payment of current valid invoices (2nd Trevor Creller) Unan.
- Trevor Creller moved to increase the substitute salary to \$100 per day, effective the first pay period in January (2nd Mallory Ovitt) Unan.
- Trevor Creller moved to approve the contract with Pest Pro and authorize Mike Savage to sign (2nd Mallory Ovitt) Unan.

- Trevor Creller moved to approve the expenditure to ATC for air quality testing and authorize Mike Savage to sign (2nd Mallory Ovitt) Unan.
- Trevor Creller moved to adjourn at 6:36 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