

**Alburgh School Board**  
**Alburgh Community Education Center**  
**Monday December 6, 2021 Regular Meeting**  
**Alburgh Community Education Center**

**Present:** Board Chair Mike Savage, Board Vice Chair Trevor Creller, Board Members Stacey Gould, Whitney Maxham, and Mallory Ovitt, Superintendent Michael Clark

**Google Meet:** ACEC Executive Assistant Wendy Savage, GISU Business Manager Rob Gess, Principal Beth Hemingway

**1. Call to Order:**

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

**2. Adjust the Agenda:**

- Added discussion on Covid protocols for sporting events after item 10

**3. Citizens and/or Staff to be Heard:**

- No citizens or staff to be heard.
- Stacey Gould commented on parents vaping at dismissal time and questioned whether vaping was included in current signage about tobacco usage.
- Whitney Maxham questioned the notification process for close contacts in the school. Michael Clark explained that everyone got a phone call and an email if they were a close contact. There is a general message that goes to everyone stating that there was a Covid case, and an additional message that only goes to close contacts.

**4. Consent Agenda:**

- a. Approve the minutes from 11/15/21

**5. Reports:**

- a. Superintendent's Report- Michael Clark shared his written report with the board.
- b. Principal's Report- Beth Hemingway shared her written report with the board which included safe and healthy schools, building maintenance, high quality staffing, student learning, and basketball.
- c. Financial Report- Rob Gess shared updates from the financial office including budget to actuals, revenues and expenses, upcoming onsite food service monitoring, school facilities, and tax yield (2 scenarios were provided, with discussion of what the legislature might do with a \$90 million ed fund surplus. The board will need to decide which yield should be used when budgeting. A higher yield reduces the property tax rate. Common level of appraisal and equalized pupil counts are the other 2 factors that impact the tax rate)

**Board Business:**

6. Approval of bill for payment- Trevor Creller updated the board on the bills.
7. Budget Draft- an initial draft of the budget was shared with the board. Michael Clark shared the work that has been done so far. This will continue to be tweaked by administration and will be reviewed again at the next meeting.

8. Deobligate NBRC Funds- Due to the Clubhouse terminating their relationship with the Alburgh School Board, the NBRC funds need to be deobligated. Mike Savage spoke to Greta Brunswick and asked if funds could be transferred and they cannot- the Clubhouse will need to re-apply independent of the school.
9. SU Buildings and Grounds Manager- Michael Clark updated the board on VT legislation which requires that schools have a state-certified building and grounds manager and the creation of a 5 year capital plan for the building. Although it will be required, the state has not been clear on the details. Michael Clark's suggestion is that this be done at the Supervisory Union level, but Mike Savage has requested details about the requirements of the position and the certification process before making that decision, as staffing at the school level may be a possibility.
10. Negotiations Update- Mike Savage shared that there was an initial meeting. Another meeting will happen in January. In addition, a letter was received from support staff- they would like to open negotiations as well.
11. Attendance for Basketball Games- most schools are allowing spectators in person. The school will follow VPA guidelines, and Mike Savage suggested giving the principal flexibility in arranging the details of this. There will be no concessions at the games.

**Closure**

12. Setting the next agenda
12. Adjourn

**Board Action:**

- Trevor Creller moved to accept the minutes of 11/15/21 (2nd Whitney Maxham) Unan.
- Whitney Maxham moved to increase the 6-8 winter coach stipend from \$500 to \$750 (2nd Trevor Creller) Unan.
- Stacey Gould moved to authorize the purchase of a garbage disposal not to exceed \$1600 (2nd Trevor Creller) Unan.
- Upon review by Trevor Creller, Whitney Maxham moved to approve the payment of current valid invoices (2nd Stacey Gould) Unan.
- Whitney Maxham moved to deobligate the Alburgh School Board from receiving the NBRC funds and authorize Mike Savage to send a letter on the board's behalf (2nd Stacey Gould) Unan.
- Stacey Gould moved to follow the VPA guidelines as well as not selling concessions (2nd Trevor Creller) Unan.
- Mallory Ovitt moved to adjourn at 6:52 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