

**Brighton Elementary School Board Meeting  
Wednesday, February 13, 2019**

Members:  
Katie Mientka  
Jeanne Gervais  
Bradley Beth  
David Yasharian  
Cass Lyons\*

Administrators:  
April Lane, Principal  
John Castle, Superintendent  
Glenn Hankinson, NCSU Finance Director

*\*Denotes Absentees*

**I. The meeting was called to order by Katie Mientka at 6:35pm.**

**Additions/Adjustments to the Agenda:** Unpaid leave/insurance request from Faith Slocum.

**II. Approve the minutes of January 9, 2019.** Jeanne Gervais moved to approve the minutes of January 9, 2019. Seconded by David Yasharian. All in favor. Motion carried.

**III. Public Comments, Communication with Parents/Staff/Citizens.** N/A

**IV. Financial Report.**

- A. Warrants were approved.
- B. Mr. Hankinson discussed the financial report for January, 2019. Currently, BES has a net balance of \$14,225.28. It is expected that there will be a revenue shortfall by year-end. This can be made up with fund balance. Jeanne Gervais moved to accept the financial report for January, 2019. Seconded by Bradley Beth. All in favor. Motion carried.

**V. Principal's Report.** Ms. Lane presented her January report. Of note: she is officially licensed and no longer under a provisional license. Thank you, Ms. Lane! She also discussed the school's Facebook account. Engagement is strong, and comments have been overwhelmingly positive. Jeanne Gervais moved to accept the principal's report for January, 2019. Seconded by David Yasharian. All in favor. Motion carried.

**VI. Superintendent's Report.** N/A

**VII. Unfinished/New Business.**

- A. Approve hire of kitchen assistant effective February 4, 2019. Bradley Beth moved to approve the hire of Gina O'Keefe. Seconded by David Yasharian. All in favor. Motion carried.
- B. Accept resignation of Cassandra Vanasse effective February 22, 2019. Jeanne Gervais moved to accept Ms. Vanasse's resignation. Seconded Bradley Beth. All in favor. Motion carried.

- C. Accept resignation of Deborah Ahrens effective June 30, 2019. David Yasharian moved to accept Mrs. Ahren's resignation. Seconded by Jeanne Gervais. All in favor. Motion carried.
- D. Prepare for Town Meeting. The Board reviewed the 2020 budget and anticipated likely questions to prepare for Town Meeting. No action taken.
- E. Staffing Contracts for next year. Tabled until further notice.
- F. Approve purchase of two Uninterrupted Power Supplies under federal eRate program for \$448.00. NCSU will be reimbursed 80% of the cost and assess BES a share of \$89.60. Jeanne Gervais moved to approve the purchase. Seconded by Bradley Beth. All in favor. Motion carried.
- G. Approve unpaid leave request and continued insurance coverage for Faith Slocum. Ms. Slocum asked the board to grant her unpaid leave (maternity leave) and that her insurance continue for the duration of her leave. David Yasharian moved to approve her requests. Seconded by Jeanne Gervais. All in favor. Motion carried.

#### **VIII. Other Business**

- A. Adopt revised NCSU Common Board Policies: D.12 Harassment of Employees and J.3 HIV: Pre-K-12. Jeanne Gervais moved to adopt revised D.12 and J.3. Seconded by David Yasharian. All in favor motion carried.
- B. Rescind and make Administrative Procedures of NCSU Common Board Policies J.1 Animals at School, J.5 Immunizations, and J.3 Communicable Diseases. Jeanne Gervais moved to rescind these policies and make them administrative procedures. Seconded by David Yasharian. All in favor. Motion carried.

**IX. Agenda Items/Date for Next Board Meeting:** Wednesday, March 13 at 6:30. Board reorganization.

**X. Executive Session.** David Yasharian moved to enter executive session at 7:10 for a personnel issue. Seconded by Jeanne Gervais.

The board exited executive session at 7:25. No action taken.

**XI. Adjourn.** Jeanne Gervais moved to adjourn at 7:25. Seconded by Bradley Beth. All in favor. Motion carried.