

Brighton Elementary School Board Meeting
Wednesday, June 12, 2019
Brighton Elementary School

Members:

Katie Mientka
Bradley Beth
Jeanne Gervais
David Yasharian
Cass Lyons

Administrators:

April Lane, Principal
John Castle, NCSU Superintendent
Glenn Hankinson, NCSU Financial Director

**Denotes Absentees*

I. The meeting was called to order by Katie Mientka at 6:30pm.

Adjustments to the Agenda: Approve three new para hires; approve replacement of science room and safe room doors; approve replacement of cafeteria tables.

II. Approval of minutes of May 8, 2019. Jeanne Gervais moved to approve the minutes of May 8, 2019. Seconded by Bradley Beth. All in favor. Motion carried.

III. Public Comments/Communication with Parents/Staff/Citizens

Elaine Gallup (the Tooth Tutor) was present. The Board thanks her for her participation.

IV. Financial Report

- A. Warrants were approved.
- B. The Board reviewed the May 2019 financial report. At present, the current estimated net balance is \$11,716.10. There is also \$108,000 of unassigned fund balance. If there is a small deficit by end of FY2019, Medicaid reinvestment funds may be used to balance the budget. Jeanne Gervais moved to approve the May 2019 financial report. Seconded by Cass Lyons. All in favor. Motion carried.
- C. Approve Tax Anticipation Note (TAN). Mr. Hankinson reviewed revenue anticipation borrowing options with the Board (Community National Bank, Union Bank, Passumpsic Bank), recommending borrowing from Union Bank given the more advantageous terms. Bradley Beth moved to approve the TAN through Union Bank. Seconded by Cass Lyons. All in favor. Motion carried.

V. Principal's Report. Ms. Lane informed the Board that the Math Interventionist position is open and interviewing will continue. Also of note: there was a Staff Appreciation Assembly in June, celebrating the years of service of each staff member (and a gift from Ms. Lane); the 7th-8th grade visited New York City. They received a grant to fund the trip and supplemented it with fundraisers. Thank you to the chaperones! BES students and staff completed a relocation drill. Jeanne Gervais moved to accept the May principal's report. Seconded by Cass Lyons. All in favor. Motion carried.

VI. Unfinished/New Business

Information/Discussion

- A. Summer maintenance schedule. A busy summer ahead. Mr. Roger O'Keefe will have help from two student workers.
- B. Summer programs. There will be a preschool summer program for children age 3-5, paid for with Medicaid funding. It will be three times per week for three hours. Encore is also offering a five week summer program, beginning in July.
- C. VSBA membership. Some small schools have considered ending their membership with the VT School Board Association because of the VSBA's tepid response to Act 46. Mr. Castle recommends keeping membership to benefit from VSBA resources but voicing opposition where the future of our small schools is concerned.

Action:

- A. Approve Tooth Tutor. Ms. Gallup explained her role at the school (screenings, helping students get into the dentist, providing education, etc.). She provides 45 hours of service and requested the Board approve \$1500 for compensation in FY2020. David Yasharian moved to approve this request. Seconded by Jeanne Gervais. All in favor. Motion carried. Thank you, Ms. Gallup.
- B. Award painting bid. Jeanne Gervais moved to accept the bid provided by Andrew Gallup for painting the multipurpose room (\$2700) and the hallways (\$1500). Jeanne Gervais moved to accept the bid. Seconded by Cass Lyons. All in favor. Motion carried.
- C. Consider support staff pay increases. The Board had a lengthy discussion on support staff pay increases, including the issues of higher rates based on education level and whether raises should be distributed across the board (e.g. 3% divided evenly) or based on individual pay rates. At May's meeting, the Board voted to remove education level from pay rates.

Jeanne Gervais moved to adjust the minimum hire wage to \$13.00. Seconded by Cass Lyons. All in favor. Motion carried. Jeanne Gervais moved to base increases on individual pay rates and years of service. Seconded by Cass Lyons. All in favor. Motion carried.

- D. Approve continuous improvement plan. Team members April Lane, Lisa Wilkins, Katie Sawicki, Sarah Tolley, Judy Castonguay, and Michaela Jokinen have been working hard to create a continuous improvement plan that addresses BES's mission, vision, areas of focus, and goals. Jeanne Gervais moved to approve the continuous improvement plan. Seconded by Cass Lyons. All in favor. Motion carried.
- E. Approve outdoor classroom upgrades. Mr. Lenny Lemay volunteered to clear some dead cedar from the outdoor classroom and use the wood to make benches. Cass Lyons moved to approve these upgrades. Seconded by David Yasharian. All in favor. Motion carried. Thank you, Mr. Lemay!

- F. Authorize Superintendent to approve staff hires over the summer, as needed. As the Board will not meet in July, Mr. Castle requested the Board authorize him to approve hires, as needed. Bradley Beth moved to authorize Mr. Castle to approve new hires. Seconded by David Yasharian. All in favor. Motion carried.
- G. Approve purchase/installation of new doors for science room and safe room. For safety reasons, these doors must be replaced. This will cost \$6050. Jeanne Gervais moved to approve these purchases with funds from Capital Improvement. Seconded by Bradley Beth. All in favor. Motion carried.
- H. Approve purchase of new cafeteria tables. Also for safety reasons, the round cafeteria tables have been removed from the lunch room. Replacement of the wall-mounted tables will cost \$13,617. Bradley Beth moved to approve the purchase of these tables with funds from Capital Improvement. Seconded by Cass Lyons. All in favor. Motion carried.

VII. Agenda Items/Dates for Next Board Meeting. The Board will not meet in July. Next meeting is Wednesday, August 14, 2019.

VIII. Executive Session. Not required.

IX. Adjourn. Cass Lyons moved to adjourn at 8:03pm. Seconded by Jeanne Gervais. All in favor. Motion carried.