

**Brighton Elementary School Board Meeting
Wednesday, May 12, 2021**

Members:

Bradley Beth
Tim O'Bar
Cass Lyons
*David Yasharian
*Katie Mientka

Administrators:

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

Guests:

Annsunee Swift, *Incoming Principal*
Maire Folan,
Green Mountain Farm to School
Emma Richmond-Boudewyns,
Green Mountain Farm to School

*Denotes absentees

- I. **The meeting was called to order by Bradley Beth at 5:35pm.**

- II. **Approve the minutes of April 14 and April 20, 2021 (*Attachments A1, A2*)**

The minutes of April 14, 2021 and April 20, 2021 were presented for approval at 5:35pm. Tim O'Bar moved to approve the minutes of April 14. Motion carried. Cass Lyons moved to approve the minutes of April 20. Tim O'Bar seconded. Motion carried.

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

No community members were present. The Board invites any community member to attend Board Meetings.

- IV. **Presentation: Green Mountain Farm to School**

Maire Folan and Emma Richmond-Boudewyns from Green Mountain Farm To School presented an overview of the program highlights at Brighton Elementary in the previous year. Over 300 seeds were planted and 122 pounds of produce were harvested.

Volunteers are requested to help manage the garden this summer. A survey will be sent out to families.

V. Financial Report.

Action:

- A. O'Bar moved to authorize Katie Mientka to sign the Warrants on the Board's behalf. Lyons seconded. Motion carried. Mientka will sign the warrants and submit to the Central Office.
- B. The Board reviewed the financial report for April 2021 at 5:50 PM. There is an increase of \$51,130.33 in anticipated revenues. There are \$34,562.27 in COVID costs that will be reimbursed. Lyons moved to approve the financial report. O'Bar seconded. Motion carried.

Information:

- A. ESSER II and ESSER III funds combined total about \$480,000 and must be spent by FY '23 and FY '24 respectively. Potential uses of funds are technology upgrades for the campus, including Smartboards, and a school-based clinician. Facilities projects may be allowed pending further guidance.

VI. Principal's Report.

Ms. Lane presented the Principal's Report for April 2021 at 6:05 PM. Free lunches are slated to be provided and federally funded for the next year. Both behavior and attendance have improved this month.

Lead levels are still higher than recommended. The water system is being flushed daily and faucets have been replaced. Filters have been added to drinking fountains.

O'Bar moved to approve the Principal's Report for April 2021. Cass Lyons seconded. Motion carried.

VII. Superintendent's Report.

No notable news.

VIII. Unfinished/New Business

Action:

- A. Parking Lot Repairs. The parking lot expansion driven by new COVID drop-off requirements needs paving. The Board suggests getting quotes on paving and sealing areas of the parking lot that need repair. O'Bar motioned to approve the principal to pursue asphalt pavement. Lyons seconded. Motion Carried.
- B. Support Staff RIFs. The part-time mid-day custodian position is recommended for RIF as COVID disinfectant requirements are lightened. A paraeducator position needs to be reduced. Because of the resignation outlined in §VIII.C, no employees are anticipated to be terminated, nor is

- a formal RIF required. Lyons moved to RIF the part-time custodian position effective June 18, 2021. O' Bar seconded. Motion carried.
- C. Accept resignation. Cass Lyons moved to accept the resignation of paraeducator Ian Gilpatric. O'Bar seconded. Motion carried.
 - D. Accept retirement. Judy Castonguay has submitted a letter of intent to retire. Ms. Castonguay strongly advocates for the hire of a full time guidance counselor replacement. Lyons moved to accept the retirement of Ms. Casonguay. O'Bar seconded. Motion carried.
 - E. Consider request for time and benefits. Paraeducator Aimie Garland has requested 6–8 weeks of unpaid time off with benefits to pursue teaching licensure. O'Bar moved to accept the request. Lyons seconded. Motion carried.
 - F. Approve NCSU Bookkeeping Contract. Bookkeeping services are provided on a contractual basis by the supervisory union for the local district. O'Bar moved to approve the contract for 2021–2022 in the amount of \$20,000. Lyons seconded. Motion carried.

Information:

- A. End of Year Celebrations. The last week of school is the week of June 14th-18th. June 15th will be the last day of preschool. 8th grade graduation will be June 16th, anticipated to be held at the pavilion pending Selectboard approval. Field Day and Yurt Dedication will take place June 17th, and a retirement party for Ms. Castonguay will be held June 18th.
- B. Septic System. The septic system has backed up into the grease traps in the kitchen. This has been corrected for, and the town health officer has been notified. Inspectors have been dispatched and have approved the clean-up. The grease traps need replacement. The issue with the septic system is primarily due to water-efficient appliances. The water system needs to be flushed thoroughly daily to clear out the drainage system.
- C. Summer Projects and Helpers. O'Bar moved to approve the hire of two helper positions at 20 hours a week for up to eight weeks, targeting high school students. Lyons seconded. Motion carried.

IX. Agenda Items/Date for Next Board Meeting. June 9, 2021 at 5:30 PM, virtually.

X. Executive Session.

None required.

XI. Adjourn.

O'Bar moved to adjourn at 7:02 PM. Lyons seconded. Motion carried.