

**Brighton Elementary School Board Meeting**  
**Wednesday, June 9, 2021**

Members:

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

Administrators:

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

Guests:

Annsunee Swift, *Incoming Principal*

\*Denotes absentees

**I. The meeting was called to order by Bradley Beth at 5:32pm.**

**II. Approve the minutes of May 12, 2021.**

The minutes of May 12, 2021 were presented for approval at 5:35pm. Tim O'Bar moved to approve the minutes of May 12. Yasharian 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. Financial Report.**

Action:

- A. O'Bar moved to authorize Katie Mientka to sign the Warrants on the Board's behalf. Yasharian seconded. Motion carried. Mientka will sign the warrants and submit to the Central Office.
- B. The Board reviewed the financial report for May 2021 at 5:35 PM. There is an increase of \$49,210.82 in anticipated revenues. There are \$34,845.44 in COVID costs that will be reimbursed. Yasharian moved to approve the financial report. O'Bar seconded. Motion carried.

- C. The board reviewed multiple bids to borrow funds in anticipation of tax disbursement. O'Bar motioned to continue using Union Bank as lender to maximize earnings. Yasharian seconded. Motion carried.

Information:

- A. The NCSU is compiling ESSER fund requests among school districts to submit as one aggregated proposal as required.
- B. Glenn Hankinson is retiring from NCSU as Finance Director. The Board thanks him for his valuable service.

**V. Principal's Report.**

Ms. Lane presented the Principal's Report for May 2021 at 5:55 PM. Ms. Lane discussed the technology upgrades that are proposed for ESSER funding, including upgraded smartboards, A/V equipment, and a classroom set of iPads. Also, under consideration is an increase in the guidance counselor position from 0.6 to 1.0 FTE.

O'Bar moved to approve the Principal's Report for May 2021. Mientka seconded. Motion carried.

**VI. Superintendent's Report.**

Mr. Castle outlined the anticipated procedures for loosening restrictions put in place for COVID mitigation.

**VII. Unfinished/New Business**

Information:

- A. End of Year Celebrations. The school year will end with PK and 8th grade graduation ceremonies, field day, and the yurt dedication ceremony to Ms. Castonguay, who will be retiring this year. The Board thanks her for her years of service.
- B. Multi-Year Facilities Plan. Maintenance plans include upgrading toilets, kitchen grease traps, and plumbing upgrades. One faucet is still out of commission for lead testing. The HVAC system which uses pneumatic controls is in need of upgrade. The warranted roof repairs are anticipated. School signs and furniture are in need of replacement.
- C. Parking Lot Repairs. The Board reviewed options for parking lot repair. The consensus is to concentrate on repair of the existing pavement rather than paving new ground.
- D. Update Job Descriptions. The Student Support Specialist and Athletic Coordinator are in need of updates to better reflect current duties.
- E. Kitchen Staffing. The Kitchen cook is nearing retirement and would like to reduce hours.
- F. Donation. Carmen Murray submitted a donation of \$100 for art supplied for an aspiring student. The Board thanks her for generosity.

Action:

- A. Discard Old Technology. Yasharian moved to grant approval to discard or donate old technology equipment that are at end of life. Mientka seconded. Motion carried.
- B. Consider Vacation Leave Balance. O'bar moved to approve a payout for five days worth of unused vacation for Ms. Lane at the end of the her contract. Yasharian seconded. Motion carried.
- C. Authorize the Superintendent to Hire Positions Between Now and Next Board Meeting. Yasharian authorized Mr. Castle to hire for positions before the board reconvenes. This is necessary to hire staff during the summer. O'bar seconded. Motion carried.
- D. New position hires. O'bar moved to approve the hire of Alysha Thibault for the guidance counselor position. Yasharian seconded. Motion carried.
- E. Consider Tuition Waiver/Reduction Request. Ms. Swift has asked the board consider her request for half-rate or full waiver of Brighton tuition for her child. No action taken. O'bar motioned to approve the hire of Krystal Stebenne for Library Media Specialist with authorization of an increase to 0.6 FTE contingent on the Coventry Board decision for her hire. This position is ESSER funded for up to three years.
- F. Approve Joint Sports Agreement with Charleston Elementary School. Yashrian motioned to approve the joint sports agreement with Charleston Elementary. O'bar seconded. Motion carried.

**VIII. Agenda Items/Date for Next Board Meeting.** June 11, 2021 at 5:30 PM, Brighton Elementary School.

**IX. Executive Session.**

None required.

**X. Adjourn.**

Yashrian motioned to adjourn at 7:34 PM. Mientka seconded. Motion carried.