

BRIGHTON SCHOOL BOARD MEETING
Thursday, August 14, 2014

Members

Charla Nadeau, chair
Jeanne Gervais
Katie Mientka
David Pepin
Melanie Yasharian

Administrators

*John Castle, Superintendent
Denise Russell, Principal
** Glenn Hankinson, NCSU Financial Office

*Denotes absentees

** Denotes partial attendees

Minutes recorded & submitted by Susan Vera

I. Call to Order

Charla Nadeau called the meeting to order at 6:40 p.m.

II. Approval of Minutes

ACTION: Jeanne Gervais made a motion to approve the minutes of the June 12, 2014 School Board meeting, Katie Mientka seconded, so moved.

III. Financial Reports

- ◆ Glenn Hankinson reminded the Board when building next year's budget they will have to consider the fund balance and decide what they want to ask the town to do with those funds.
- ◆ Charla Nadeau wants to know the total amount of bus expenses for 2013-2014, as well as an estimated figure for 2014-2015 bus expenses. Glenn said he will email this information to her.
- ◆ **ACTION:** Jeanne Gervais made a motion to accept the June 30, 2014 Financial Statement, Katie Mientka seconded, so moved.
- ◆ Pace & Hawley Audit: Mr. Hankinson stated that the 2013 audit is a "clean" audit: "The assets of the Brighton Town School District exceeded its liabilities at June 30, 2013 by \$673,182 (net position)."
- ◆ **ACTION:** Melanie Yasharian made a motion to accept the Pace & Hawley financial audit for FY 2013, Katie Mientka seconded, so moved.

IV. Communication with Parents/Citizens/Staff

None.

V. Principal's Report: Denise Russell

- ◆ **ACTION:** Jeanne Gervais made a motion to accept the June 2014 Principal's Report to the Superintendent, Melanie Yasharian seconded, so moved.
- ◆ Butler Bus Service Contract: Charla Nadeau requested information about penalties should Brighton break contract. Ms. Russell said she would obtain that information.
- ◆ **ACTION:** David Pepin made a motion to approve a three (3) year contract with Butler's Bus Service, Jeanne Gervais seconded, so moved.
- ◆ **TABLED:** Architect's plans to create additional rooms.
- ◆ **Facilities:**
 - Fire Marshall said no to small rooms.
 - Multi-purpose room door: top hinge is beyond repair, door needs to be replaced. Board's recommendation is to have Jeanne Gervais research information on a solid core door (not a fireproof door).
 - Grease trap update: Of the two drains, one is cleaned out and working properly; one will need to be monitored and reassessed at Thanksgiving break.
 - Copier Clarification: The \$6,000 to purchase the copier came out of the Capital Projects fund. Brighton also purchased an annual service plan for \$1,330 with a .006 per page overage rate.
- ◆ **Miscellaneous:**
 - Community Eligibility Provision: Brighton is eligible to receive free lunch for every student through the CEP program. This is a four (4) year contract, but at the end of any year the school may opt out of the program. The application figures are currently estimated but it appears Brighton will benefit from enrolling in CEP.
 - **ACTION:** David Pepin made a motion to approve the application for the Community Eligibility Provision program, Jeanne Gervais seconded, so moved.
 - Brighton's MTSS (Multi-tiered Systems of Supports) Plan: Ms. Russell explained that the structure of Brighton's Action Plan came from the MTSS plan, but the goals reflect the unique needs of Brighton school. 1) Students will establish their own behavior and/or academic goals. 2) Promote a sense of community, cooperation and cohesion. 3) Create vision and mission statements.
 - **ACTION:** Jeanne Gervais made a motion to approve Brighton's Action Plan, Melanie Yasharian seconded, so moved.
 - Substitute Pay Rate: Ms. Russell recommended changing the sub rate to an hourly rate. She will provide more information at the next meeting.
 - School day has been lengthened by five (5) minutes. Dismissal now will be at 2:45 p.m.

VI. Superintendent's Report

None.

VII. Old/New/Other Business

- ◆ Open Meeting Law: New law requires meeting agendas to be posted in two (2) public places and two (2) online sites. It also requires minutes to be posted within 48 hours of meeting.
- ◆ First Day Celebration: Tuesday, August 26th at 5:30 p.m. Ms. Nadeau encouraged board members to attend.
- ◆ Email: Ms. Russell encouraged board members to establish and use a NCSU email account for all school business. She also asked if school board members would decline future private mailings (paper copies) of meeting information.

VIII. Agenda Items/Date for next Board Meeting

The next regular School Board meeting will be Thursday September 11, 2014 at 6:30 p.m.

ACTION: Melanie Yasharian made a motion to go into Executive Session at 8:33 p.m. to open mail, Jeanne Gervais seconded, so moved.

IX. Executive Session

ACTION: Jeanne Gervais made a motion to go into Open Session and adjourn at 8:52 p.m., Katie Mientka seconded, so moved.

No action taken.

X. Adjourn

See above.

Submitted by: _____
Susan Vera

_____ *Date*