

## Brighton Elementary School Board Meeting

Wednesday, August 10, 2016

### Members:

Katie Mientka

Jeanne Gervais

Melanie Yasharian

\*Cass Lyons

David Pepin

\*Denotes Absentees

### Administrators:

John Castle, Superintendent

Denise Russell, Principal

Glenn Hankinson, NCSU Financial Office

I. The meeting was called to order by Katie Mientka at 6:25 p.m.

### II. Approval of Minutes

Jean Gervais motioned to accept the minutes of June 8, 2016. Seconded by Melanie Yasharian- All in Favor, So Moved.

### III. Financial Report

#### Action

A. Warrants were reviewed and signed.

B. The Financial Report of July 2016 was reviewed and accepted by Jean Gervais - Seconded by Melanie Yasharian. All in Favor, So Moved.

### IV. Principal's Report

The Principal's Report was presented by Denise Russell-  
The Custodial Report was also presented.

### V. Superintendent's Report

John Castle led a brief discussion regarding a cost study for transportation as required by the Agency of Ed and Act 46.

### VI. New Business:

A. A roof restoration proposal was discussed and tabled for more information.

B. A brief discussion was had regarding Board Goals and Parameters.

#### Action:

A. Melanie Yasharian approved the hiring of Cassandra Vanasse as a paraprofessional.  
Jean Gervais seconded. All in Favor, So Moved.

- B. Jean Gervais approved a change in signatory for Community National Bank checking account. Dave Pepin seconded. Jocelyne Gervais will be removed from the account, Susan Vera will be added to the account. All in Favor, So Moved.
- C. Melanie Yasharian accepted the letter of resignation from Melissa Jacobs, Behavior Interventionist. Jean Gervais seconded. All in Favor, So moved.
- D. Melanie Yasharian approved the services of Brian McCurley as Behavior Interventionist. Jean Gervais seconded. All in Favor, So Moved.
- E. Jean Gervais approved the restructuring/hiring of the kitchen staff. Dave Pepin seconded. All in Favor, So Moved.
- F. Jean Gervais approved the revised kitchen job descriptions: for Kitchen Agent, Cook, and Assistant Cook, FFV Grant Cook. Dave Pepin seconded. All in Favor, so Moved.
- G. Melanie Yasharian approved the revised kitchen salary grid. Jean Gervais seconded. All in Favor, so Moved.
- H. Melanie Yasharian approved the hiring of Erin Hall as Assistant Cook. Jean Gervais seconded. All in Favor, So Moved.
- I. Melanie Yasharian approved the solicitation for snow removal bids for the 2016-2017 school year. Dave Pepin seconded. All in Favor, So Moved.
- J. Dave Pepin approved the purchase of a maximum of 8,000 of #2 fuel at \$1.419. Jean Gervais seconded. All in Favor, so Moved.
- K. Melanie Yasharian approved of signing the Transportation Assignment and Assumption Agreement. Jean Gervais seconded. All in Favor, So Moved.

**VII. Other Business:**

**Action:**

- A. The adoption of Policy D.19 Support Staff Terms and Conditions was tabled for the next board meeting.

**VII. Agenda Items/Date for Next Board Meeting:**

- A. The Annual First Day Celebration is set for August 30, 2016 from 5:00 to 7:00.
- B. The next Board Meeting was set for Wednesday September 14, 2016 at 6:30.

**VIII. Adjourn:**

Motion to adjourn was made by Jeanne Gervais at p.m. Seconded by Dave Pepin..

*Submitted by Gayle Kinney-Cornelius*