

LOWELL GRADED SCHOOL
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Anita Gagner
Principal

Dr. John Castle
Superintendent



July 16, 2014

Lowell Graded School Board Meeting Minutes

Board Members Present: Steve Mason, Gilles Bathalon and Shauna Richardson

Administrators Present: Anita Gagner (Principal), Dr. John Castle
(Superintendent) at 6:30 p.m.,

NCSU Finance Assistant: April Touchette

Director of Technology: John Peters

Guests: Wayne Richardson, Steve & Nanette Bonneau, Karina French (Green Mountain Farm to School) and Mr. Michael Oquendo

- I. Steve Mason called the meeting to order at 6:00 p.m.
- II. Additions or deletions to the agenda (open meeting law changes) – Green Mountain Farm to School.
- III. Pledge of Allegiance to the Flag – Gilles Bathalon led the Pledge of Allegiance to the Flag.
- IV. Approve the minutes of June 2014 Lowell Graded School Board Meeting – Gilles Bathalon made the motion to approve the minutes of June 18, 2014 Lowell Graded School Board Minutes. Shauna Richardson seconded. Passed unanimously.
- V. Public Comments – Anita introduced Karina French from G.M.F.T.S. Karina gave a presentation about services provided to the district as well as to the school (see attachment).

Anita presented Mr. Oquendo to the board. He discussed a recent award he received from ING – Unsung Heroes.

VI. Financial Reports –

Action:

The Principal and Business Manager recommend:

- A. Motion to approve the June 2014 Financial Statements. Gilles Bathalon made the motion to approve the June 2014 Financial Statements. Shauna Richardson seconded. Passed unanimously.
- B. Review and sign orders. The financial orders were reviewed and signed.
- C. Food Service prices. Discussion took place regarding increasing food service prices. The suggestion was made to have breakfast free (no charge) for all students and increase the price for lunch to \$2.00 for students. This will need to be researched and brought back to the August Board meeting.
- D. Motion to hire Water System Operator – Gilles Bathalon made the motion to hire Wayne Richardson as the Water System Operator (contract to remain the same). Shauna Richardson seconded. Passed unanimously.

<u>Action:</u>			FY14	FY15
Check #	Orders	Check Date	Amount	Amount
2736-2755	Payroll	07/03/2014	\$23,173.11	
2810-2825	Accounts Payable	06/26/2014	\$38,056.04	
2826-2834	Accounts Payable	06/30/2014	\$4,749.68	
2835-2836	Payroll	07/03/2014		\$3,470.66
2837	Payroll	07/03/2014		\$310.36
2838-2853	Accounts Payable	07/02/2014	\$14,716.74	
2854	Accounts Payable	07/14/2014	\$2,546.12	
2855	Accounts Payable	07/21/2014	\$2,546.12	
2856	Accounts Payable	08/14/2014	\$2,546.12	
2857-2859	Payroll	07/17/2014		\$961.80
TOTAL ORDERS			\$88,333.93	\$4,742.82

VII. John Peters, Phone System

Shauna Richardson made the motion to accept the proposal from TwinState Technologies to install the telephone system for NEC SV8100 VoIP

SYSTEM in the amount of \$11,313.00. This money will be taken out of the Building Maintenance Fund. Gilles Bathalon seconded. Passed unanimously.

VIII. Principal's Report

Action:

The Principal recommends:

- A. Motion to approve Principal's Report to the Superintendent. Shauna Richardson made the motion to approve the Principal's Report. Gilles Bathalon seconded. Passed unanimously.
- B. Motion to approve Propane Bid from Fred's Plumbing and Heating, Inc. for prebuy \$1.745 per gallon, fixed \$1.79 per gallon for the 2014-15. Shauna Richardson made the motion to approve. Gilles Bathalon seconded. Passed unanimously.
(see attached bid)
- C. Motion to approve Fuel Oil Bid from Oil Supply Corp. for prebuy \$3.17 per gallon, fixed \$3.12 per gallon for the 2014-15. Shauna Richardson made the motion to approve. Gilles Bathalon seconded. Passed unanimously.
(see attached bids)
- D. Motion to approve transportation bid from S & N Bus Service, LLC for \$69,543.77 for the 2015-16 school year. Shauna Richardson made the motion to approve. Gilles Bathalon seconded. Passed unanimously.
(see attached bid)

Information: Anita Gagner updated the board regarding the following items.

- A. Curriculum, Instruction and Assessment:
- B. Personnel:
- C. Miscellaneous:
- D. Facilities:

IX. Superintendent's Report

Info:

- A. Changes to the Open Meeting Law (see attachment).

John Castle was present. He stated that he is off to a good start thus far. John is very honored and proud to be back at NCSU. He had two questions for the board, "What would you want me to know most about Lowell Graded School and What is needed most from the superintendent and/or the Central Office by Lowell Graded School?"

X. "District Wide News"

- Northeast Kingdom Development Initiative – Steve Mason updated those present that construction has been put on hold or is in the Act 250 process regarding this initiative.

- XI. Old/New/Other Business
- A. Designation of Public Posting locations – the school, the town municipal office and the post office will be designated as public posting locations for Lowell Graded School.
- B. Wayne Richardson spoke about the energy savings that could be acquired by replacing the heat circulation pumps.
- XII. Future Agenda Items/Date for Next Board Meeting:
- A. Food Service Prices.
- XIII. Executive Session: If necessary – none
- XIV. Adjourn. Gilles made the motion to adjourn at 8:14 p.m. Shauna Richardson seconded. Passed unanimously.
(attachments to follow)

Meetings:

<u>Group</u>	<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
<u>NCSU Full Board. Com.</u>	<u>Th</u>	<u>07/17/2014</u>	<u>6:30 p.m.</u>	<u>NCCC Rm. 380</u>
<u>Lowell School Board Mtg.</u>	<u>Wed.</u>	<u>8/20/2014</u>	<u>6:00 p.m.</u>	<u>Lowell School</u>
<u>NCSU Policy Mtg.</u>	<u>Th</u>	<u>8/21/2014</u>	<u>5:30 p.m.</u>	<u>NCSU A2098</u>
<u>NCSU Exec. Com.</u>	<u>Th</u>	<u>8/21/2014</u>	<u>6:30 p.m.</u>	<u>NCSU A209</u>