

LOWELL GRADED SCHOOL
52 Gelo Park Rd.,
LOWELL, VERMONT 05847-9796
(802) 744-6641 (phone)
(802) 744-9989 (fax)

Anita Gagner
Principal

John Castle
Superintendent



December 21, 2015
Lowell Graded School Board Meeting Minutes

Board Members Present: Steven Mason, Shauna Richardson
Administrators Present: Anita Gagner (Principal), John Castle (Superintendent)
NCSU Finance Assistant: April Touchette

- I. Steven Mason called the meeting to order at 6:00 p.m. The Pledge of Allegiance to the Flag was led by Steven Mason. There were no additions or adjustments to the agenda.
- II. Approve the minutes of November 18, 2015, School Board Meeting – Shauna Richardson made the motion to approve the minutes of the November 18, 2015, School Board Meeting. Steven Mason seconded. Passed unanimously.
- III. Public Comments, Communication with Parents/Staff/Citizens – None
- IV. Financial Reports –
Action:
 - A. Approve the Warrants – Shauna Richardson made the motion to approve the warrants. Steven Mason seconded. Passed unanimously.
 - B. Approve the Financial Report of November, 2015 – Shauna Richardson made the motion to approve the Financial Report of November, 2015. Steven Mason seconded. Passed unanimously.
 - C. Budget FY 16-17 – Shauna Richardson made the motion to approve the budget of \$1,880,292.87 for FY 16-17. Steven Mason seconded. Passed unanimously.

<u>Action:</u>			FY16
<u>Check #</u>	<u>Orders</u>	<u>Check Date</u>	<u>Amount</u>
4529-4567	Payroll	11/25/2015	\$38,662.27
4568-4580	Accounts Payable	11/24/2015	\$42,156.85
4581-4615	Payroll	12/10/2015	\$36,007.25
4616-4631	Accounts Payable	12/08/2015	\$42,391.88
4632-4655	Accounts Payable	12/08/2015	\$1,897.50
4656-4695	Payroll	12/24/2015	\$40,029.56
4696-4712	Accounts Payable	12/21/2015	\$48,973.23
TOTAL ORDERS			\$250,118.54

- V. Committee Reports – Steven Mason reported that the Policy Committee, with the assistance of Nancy Griffith, is developing a matrix for a Non-Certified Staff Personnel Policy.
- VI. Principal’s Report – Shauna Richardson made the motion to accept the Principal’s Report. Steven Mason seconded. Passed unanimously.
- VII. Superintendent’s Report – John Castle was present. He discussed the waiver request for centralization of transportation that has been sent to the Secretary of Education.
- VIII. Unfinished/New/Other Business –
 - A. New Chairs – Shauna Richardson made the motion to purchase new folding chairs from costco.com item number 1020948 100 pack Upholstered Folding Chair – Beige at a cost of \$25.00 per chair for the gym/town hall. Steven Mason seconded. Passed unanimously.
 - B. Purchase of an AED – Tabled to January
 - C. Approve Designee for Announced Tuition - Shauna Richardson made the motion to appoint Shauna Richardson as the Approved Designee for Announced Tuition. Steven Mason seconded. Passed unanimously.
- IX. Agenda Items/Date for next Board Meeting
 Agenda items for the January 20, 2016, Board Meeting:
 Chairs – Update
 Purchase of an AED
 Town Meeting Preparation
- X. Executive Session – None needed.
- XI. Adjourn – Shauna Richardson made the motion to adjourn at 7:00 p.m. Steven Mason seconded. Passed unanimously.

Meetings:

<u>Group</u>	<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
<u>Lowell School Board</u>	<u>Wed.</u>	<u>01/20/2016</u>	<u>6:00 p.m.</u>	<u>Lowell School</u>
<u>NCSU Policy</u>	<u>Thurs.</u>	<u>01/21/2016</u>	<u>5:30 p.m.</u>	<u>NCSU A209</u>
<u>NCSU Exec. Com.</u>	<u>Thurs.</u>	<u>01/21/2016</u>	<u>6:30 p.m.</u>	<u>NCSU A209</u>

Respectfully submitted by:

Anita Gagner