

**BETHLEHEM SCHOOL BOARD
BETHLEHEM ELEMENTARY SCHOOL**

**DATE: March 21, 2023
TIME: 5:00 P.M.**

BETHLEHEM BOARD MEETING MINUTES- Draft

PRESENT: Principal Sue Greenlaw, Superintendent Kate Segal, Business Manager Toni Butterfield, Chairman Bob Weir, Board Members; Becky Beno, James Noyes, Margaret Hocking, Jennifer Lucas

I. Call to Order

CHAIRMAN ROBERT WEIR CALLED THE MEETING TO ORDER AT 5:18 PM.

II. Approval of the Minutes

[2023, February 21st - BES School Board Non Public minutes.pdf](#)

[2023, February 21st - BES School Board Public.pdf](#)

[BES Budget Hearing FEBRUARY 21st, 2023 - Draft.docx.pdf](#)

MOTION MADE BY JAMES NOYES, SECONDED BY BECKY BENO FOR THE APPROVAL OF FEBRUARY 21st, 2023, PUBLIC MEETING MINUTES. ALL IN FAVOR. MOTION CARRIED.

MOTION MADE BY JAMES NOYES, SECONDED BY BECKY BENO FOR THE APPROVAL OF FEBRUARY 21st, 2023, NON-PUBLIC MEETING MINUTES. ALL IN FAVOR. MOTION CARRIED.

MOTION MADE BY JAMES NOYES, SECONDED BY BECKY BENO FOR THE APPROVAL OF FEBRUARY 21st, 2023, BUDGET HEARING MEETING MINUTES. ALL IN FAVOR. MOTION CARRIED.

III. Public Input - None

IV. New Business

Mary Lou Krambeer met with the Board to discuss the meeting outline, scenarios, and motions that will be made.

V. Continuing Business

A. Review of ESSER Grants Funds

Superintendent Segal shared ESSER funds that have yet to be allocated are about \$104,000, which must be used by September 2024.

B. Review of Federal Grants Funds

Superintendent Segal reviewed the IDEA and Title I funds and what they are intended for. There was a brief discussion on salaries. Whatever is not covered for salaries and benefits out of these funds will be taken out of the general fund. There is just over \$60,000 in IDEA funds; this provides much of the Behavioral Interventionist's salary to support the students' behaviors and emotional needs. The allocated Title I funds are \$53,526, which are to support staff positions.

VI. Standing Reports

A. Principal

1. Professional Staff Nominations

Next month this will be discussed.

2. Monthly Report -

Principal Greenlaw shared an update on the EDies and feedback she received. Sadly, BES will not go to the second round. She reported that they are permitted to go right to the interview phase next year. Principal Greenlaw reached out to the Bethlehem Public Library, and both parties are still happy with the partnership and having the students use the public library as the school's library. Greenlaw briefly shared other happenings such as; Maple sugaring - the 6th graders are helping younger students learn this process. The play Matilda will be happening next month on April 13th & 14th. The Cog reading challenge has kicked off. The NHS from Profile planned a winter carnival for the school, and all the students enjoyed this. The 5th & 6th graders are going to Plymouth to have conversations about climate change.

B. Superintendent's Monthly Report – Goals Report

Superintendent Segal reviewed the packet that was given to the Board, which included her self-reflections, next month she will have this in SMART goal form. Superintendent Segal states that Principal Greenlaw has been great at sending names of staff that are up for three-year evaluation, Segal will make updates on the DOE. Principal Greenlaw did evaluate every staff member during the past few months.

C. Business Manager's Surplus/Deficit Report

Business Manager Butterfield reviewed the Surplus/Revenue statement with the Board. She noted a MS24 reporting error of \$20,000; Butterfield is working with the auditors and lawyers to correct this. Revenues are where they were expected to be, and expenses are over by a margin. The balance will be moved to the ESSER funds to help alleviate this. There was a slight drop in market value in Trust Funds this past month. Food Services show it is \$1,000 behind where it was anticipated. The food cost is higher, which is causing this. Nikki has sent a lunch account bill to those that have a balance. Chairman Weir asked when the last time the school increased its meal cost was, Principal Greenlaw can not remember when it was last raised, but for two years over the pandemic, all meals were free. Business Manager Butterfield mentioned that The National School Lunch Program would require an increase soon as they reimburse us more than what is charged. Currently, BES charges the lowest for meals in the district. Participation in free and reduced lunches is a good thing; struggling families are not getting free and reduced meals, even though they qualify. When filling out the application for this program, it is vital to put in the net income, not the gross.

Business Manager Butterfield presented the Board with the NCES Membership Contract for next year. This organization creates professional developments for teachers and staff; if we are members, we will not have to pay or pay less for these PDs. A brief discussion continued on all they offer to schools and the community.

The bus contract will be sent to the Board by Business Manager Butterfield for review. The Board would like the contract to state that students will not be on the bus longer than 45 minutes, the clause that if there were to be another pandemic, a refund would be given, and bus drivers must have a background check. There was a discussion if the 45 minutes could be added since we are the largest town in the district; Business Manager Butterfield will check on this.

MOTION MADE BY JAMES NOYES SECONDED BY BECKY BENO FOR CHAIRMAN WEIR TO SIGN NOTCH VIEW CONTRACT AFTER CHANGES ARE MADE, ALL IN FAVOR, MOTION CARRIED.

MOTION MADE BY JAMES NOYES SECONDED BY BECKY BENO FOR THE APPROVAL AND ACCEPTANCE OF NCES CONTRACT, ALL IN FAVOR, MOTION CARRIED.

VII. Committee Reports

A. Executive Board (BW)

Chairman Weir reviewed the happenings at the EBoard meeting. Superintendent Kate presented her self-reflection, and results from the Superintendent Evaluation were reviewed. Vice Chair Christi Gignac and Chairman Weir will conduct a review of the evaluation with Superintendent Segal on Monday.

B. Negotiations for Professional Staff (JN & –) NONE

C. Facilities - NONE

D. Finance Committee - NONE

VIII. Policy Handbook (--- & —)

KFA – Conduct on School Property

[KFA - Conduct on School Property - Bethlehem's.pdf](#)

[KFA - Conduct on School Property - Recommended.pdf](#)

Superintendent Segal discussed the KFA - Conduct on School Property policy with the Board. Shared was a boilerplate template form NHSBA that defined definitions, and the limited conduct has more detail. The last update on this policy was in October 2013.

Superintendent Segal mentioned starting an SAU policy committee to review and create policies for the district. They would create a policies workbook, which would be one book versus five. NHSBA would send out policies up for review - one person from each district would review and create policies. Eboard will discuss these policies first and pass them to the district Boards for review. Discussion ensued.

James Noyes and Superintendent Segal have received information regarding the policy and procedures that Profile uses for bullying. They are working on a proposed procedure for the Eboard to review.

MOTION MADE BY BECKY BENO SECONDED BY JAMES NOYES FOR THE APPROVAL AND ACCEPTANCE OF KFA – CONDUCT ON SCHOOL PROPERTY – (FIRST READING) ALL IN FAVOR, MOTION CARRIED.

IX. School Staffing Notifications & Approvals

NHSBA - James Noyes will be attending a meeting in Concord

X. Non Public Session as per RSA 91A:3, I, II (if needed) - None

XI. Adjournment

MOTION MADE BY JAMES NOYES, SECONDED BY JENNIFER LUCAS, TO ADJOURN THE MEETING AT 6:40 PM. ALL IN FAVOR, THE MOTION CARRIED.

Respectfully Submitted,

Rhienna Miscio
Board Clerk

Next Board meeting: April 11, 2023