

BETHLEHEM SCHOOL BOARD  
BETHLEHEM ELEMENTARY SCHOOL  
MAIN STREET  
BETHLEHEM, NH 03574

DATE: DECEMBER 12, 2017  
TIME: 5:35 PM

## BOARD MEETING MINUTES

PRESENT: Board Chairman Carol Kerivan; Board Members Amy Snow, Monique Alexander, Timothy Fleury, Robert Weir (arrived at 5:40 PM); Superintendent Pierre Couture; Principal Shelli Roberts; Staff Member Carol Hayward; Community Members Dann, Chris McGrath.

The meeting was called to order at 5:35 PM by Chairman Kerivan. It was noted that the meeting followed the Public Hearing on the acceptance of a donation per Board policy.

### PUBLIC INPUT

Carol Haywood appeared before the Board this evening in her capacity as Special Education Coordinator / Special Education Teacher to advocate for a pay increase for the paraprofessionals. Ms. Haywood stated that BES is extremely fortunate to have such dedicated paraprofessionals serving the needs of our students. They participate with Professional Development both on a monthly basis with Ms. Haywood and also individually to learn and apply new concepts to their positions. Ms. Haywood feels that they are significantly under paid and is suggesting that this would be a good time to rectify that situation. Ms. Haywood is retiring at the end of the school year and anticipates a savings in the salary line for her position as well as a savings resulting from the decrease in the number of paraprofessionals needed for 2018-2019. Ms. Haywood distributed a report on salaries in other districts for Board review and information. Chairman Kerivan advised that they will be holding a Budget Workshop later this evening and they will address this at that time. The Board thanked Mrs. Haywood for her input.

Community member Dann commented on the prior request for pay increases indicating that he, as a voter, would not be in favor of this due to the significant tax increase already facing the community. Dann also distributed information for Board review containing several links to information on private school tuitions. This is a result of a statement he made at the recent joint Bethlehem Select Board and Profile / BES School Boards meeting.

MOTION BY ROBERT WEIR, SECONDED BY AMY SNOW TO APPROVE THE MINUTES OF THE NOVEMBER 14, 2017 MEETING AS WRITTEN. ALL IN FAVOR, MOTION CARRIED.

### FINANCIAL REPORT:

Manifests were distributed for Board review and approval.

Superintendent Couture distributed Financial Reports for Board information and review noting that the current projected yearend balance is \$136,015.79. This does not include unencumbered expenses shown of the report for extension courses; conferences, dues, and workshops; field trips; and, supplies/equipment. Superintendent Couture noted that part of the balance is the significant savings in the insurance costs due to the GMR's coming in at a lower percentage increase than what was budgeted for. Superintendent Couture also called the Board's attention to the Capital Reserve account balances on the report which are also in good positions.

Superintendent Couture distributed the School Lunch report for Board information and review. This report compares the current year to the prior school year. A brief discussion ensued.

### PRINCIPAL'S REPORT

Principal Roberts called the Board's attention to her written report included in their agenda packets.

Principal Roberts distributed copies of the High Performance Lighting Improvement Project for BES prepared by Carl Edlin of Energy Management Consultants who are working with Eversource. She called the Board's attention to the second to last page of the report which outlines the Cost Savings Summary. The project will pay for itself with savings over a 2.5 year term. The upfront cost to the district will be \$29,968.00. The rebate from Eversource will be \$14,984.00 which represents 50% of the costs making the districts final cost \$14,984.00. It is anticipated that the cost savings will be 40% of the current electric bill. The Board will discuss this project during the Budget Workshop later this evening.

Principal Roberts advised the Board that she had followed up with PRIMEX, the district's insurance carrier, on the Board's question pertaining to coverage for volunteers during the proposed playground building project. PRIMEX advised that there will be coverage for the volunteers.

## SUPERINTENDENT'S REPORT

Superintendent Couture advised the Board that he has received a notice of intent to retire as stipulated in the Bethlehem CBA from Sara Cascadden effective June 30, 2020.

Superintendent Couture recommended the acceptance of the resignation of Susan Saffian from her position of paraprofessional effective immediately. Following a brief discussion, MOTION BY TIMOTHY FLEURY, SECONDED BY AMY SNOW TO APPROVE THE RESIGNATION OF SUSAN SAFFAIAN AS RECOMMENDED. ALL IN FAVOR, MOTION CARRIED.

Superintendent Couture presented the Crossing Guard Job Description for second reading and approval. Following a brief discussion, MOTION BY ROBERT WEIR, SECONDED BY AMY SNOW TO ACCEPT THE CROSSING GUARD JOB DESCRIPTION FOR SECOND READING AND APPROVAL. ALL IN FAVOR, MOTION CARRIED.

Superintendent Couture updated the Board on the Full Board Meeting held on December 6, 2017. Caitlin Davis, Director of the NH DOE Division of Program Support was the guest speaker addressing the Board on Adequacy Aid and how the formula used to determine the cost of an adequate education was developed. Ms. Davis provided an excellent, informative presentation. The SAU Budget for the 2018-2019 school year was unanimously approved as was the school calendar for the same period.

Superintendent Couture presented Bethlehem School Board Policy JICL – School District Internet Access for Students for Board review and update. Superintendent Couture advised that his review is needed for E-Rate purposes in compliance with CIPA (Child Internet Protection Act) Bethlehem also has an Acceptable Use of Internet Policy which is signed off on by all students and staff members annually. Following a brief discussion, MOTION BY MONIQUE ALEXANDER, SECONDED BY TIMOTHY FLEURY TO ACCEPT POLICY JICL – SCHOOL DISTRICT INTERNET ACCESS FOR STUDENTS FOR REVIEW AND UPDATE AS PRESENTED. ALL IN FAVOR, MOTION CARRIED.

Superintendent Couture also advised the Board that the appropriate firewall and filtering process are in place for compliance with CIPA (Child Internet Protection Act) as required by E-Rate.

Superintendent Couture advised the Board that he has been working with Berry Transportation regarding the proposed transportation contracts for the next five years. There is a clause in some of our contract which states that buses must be seven years old or newer. In keeping with this clause, increases over the next five years would be 2% for year one, 2.5% for year two, and 3% for years three, four, and five. Berry Transportation would like to change this across the board to ten years which would result in the increase being a flat 2% annually over the five year duration of the contract. It was the consensus of the Board that this would be fine.

Superintendent Couture distributed the December 1, 2017 Enrollment Report for Board information.

Superintendent Couture advised the Board that it is time to set the Budget Hearing and Annual Meeting Dates. As Town Meeting Day is on Tuesday, March 13, 2018, the Board will need to move their Board meeting as well as the Budget Hearing and Annual Meeting dates. The SAU has set those dates as follows: Budget Hearing at

7:00 PM on Tuesday, February 6, 2018 and the Annual Meeting on Tuesday, March 6, 2018. The regular Board meetings will also be held on these dates at 5:00 PM.

Superintendent Couture advised the Board that Senate Bill 132 known as the Voucher Bill is once again in front of the legislature. The NCSAA unanimously oppose this bill. Unfortunately the Commissioner is in favor of it and the Governor supports it. This is the bill that would allow parents to utilize their student(s) portion of adequacy aid to attend private school as well as allowing home school parents the same privilege. Rick Ladd, Chairman of the House Education Committee is also in support of this bill. It is Superintendent Couture's understanding that the full House will vote on this in early January. A brief discussion ensued.

#### BOARD REPORTS

Chairman Kerivan advised the Board that they need to accept the \$15,000.00 donation from Cassella to the playground fund. Following a brief discussion, MOTION BY AMY SNOW, SECONDED BY TIMOTHY FLEURY TO ACCEPT THE \$15,000.00 DONATION FROM CASSELLA FOR THE PROPOSED PLAYGROUND. ALL IN FAVOR, MOTION CARRIED.

There being no further business to come before the Board, MOTION BY ROBERT WEIR, SECONDED BY AMY SNOW TO ADJOURN AT 6:28 PM. ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted,

Marjorie Brown  
Board Clerk