

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

DATE: JANUARY 9, 2018
TIME: 5:30 PM

BOARD MEETING MINUTES

PRESENT: Board Chairman Carol Kerivan; Board Members Amy Snow, Monique Alexander, Timothy Fleury, Robert Weir; Superintendent Pierre Couture; Business Manager Kristin Franklin; Principal Shelli Roberts; Community Member Chris McGrath.

The meeting was called to order at 5:35 PM by Chairman Kerivan.

PUBLIC INPUT – None

Chairman Kerivan welcomed new Business Manager Kristin Franklin to the meeting and Board members introduced themselves.

MOTION BY ROBERT WEIR, SECONDED BY TIMOTHY FLEURY TO APPROVE THE MINUTES OF THE DECEMBER 12, 2017 MEETING AS WRITTEN. ALL IN FAVOR, MOTION CARRIED.

FINANCIAL REPORT:

Manifests were distributed for Board review and approval.

Business Manager Kristin Franklin distributed Financial Reports for Board information and review noting that the current projected yearend balance is \$136,575.67. Ms. Franklin advised the board that \$47,446.00 is being held for items not encumbered but anticipated to be spent in the areas of extension courses, conference, dues and workshops, field trips, and supplies-equipment.

Business Manager Franklin distributed School Lunch Reports for Board information and review noting that the current excess cost is \$5,700 +/- which is well within the amount budget for this purpose.

PRINCIPAL'S REPORT

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

Principal Roberts advised the Board that BES is the Partner of the Month at the Littleton Coop. A portion of the cost of each pizza will be donated to the BES Playground Fund during January.

Principal Roberts advised the Board that Dr. Cassie Yackley will be at BES on early release day later in the month to provide professional development regarding Trauma and Memory Behavior Therapy and Attachment Based Training. Staff from other schools will be attending.

Principal Roberts distributed updated budget data to the Board for their information and review. There have been a few changes since the budget workshop following last month's meeting. These will be discussed later this evening.

Principal Roberts briefed the Board on the recent heating issues which affected the operation of the school. The oil in the tanks froze and had to have an additive added (kerosene); there was a problem with the boiler going into a lock up mode and it had to be bled manually. The excessive cold

temperatures were a contributing factor to these problems. The Wood Pellet system was calibrated wrong when installed and that has been fixed. The oil tanks are outside and they have now installed a heat lamp in the enclosure which should also help. Wayne Fillion of Yeaton Associates has been on site and is looking at the tank installation to see if it would be possible to move them indoors or create a more effective covering for them. A brief discussion ensued.

The need for closing of school due to the heating issue was also discussed. Monique Alexander asked how the decision is made due to inclement weather and how it is determined to have a full closure or a two hour delay. Superintendent Couture explained how this decision is arrived at advising that he is in touch with the Bus Company, the Road Agents for the various towns and other superintendents in the area. A brief discussion ensued.

SUPERINTENDENT'S REPORT

Superintendent Couture recommended an increase in the substitute pay for school nurses. Currently the pay is \$75.00 per day which is somewhat low. Superintendent Couture has been in touch with other SAU's in the area and finds that the average pay in the North Country is \$100.00 to \$125.00 per day. Superintendent Couture is recommending that this be increased to \$100.00 per day. Following a brief discussion, MOTION BY AMY SNOW, SECONDED BY ROBERT WEIR TO INCREASE SUBSTITUTE SCHOOL NURSE SALARY TO \$100.00 PER DAY AS RECOMMENDED. ALL IN FAVOR, MOTION CARRIED.

Superintendent Couture advised the Board that they need to consider what articles will be on the warrant. The proposed articles are as follows:

Deficit Appropriation (no money to be raised as the deficit will be absorbed into the current budget)
Proposed 2018-2019 Budget

Superintendent Couture asked if the Board wished to include warrant articles to add monies to any of the Capital Reserve or Expendable Trust Funds. Following a brief discussion, it was the consensus of the Board to include an article to add \$25,000.00 to the Building and Grounds Maintenance Expendable Trust Fund with said funds to come from the surplus available on June 30th. This will result in no monies for this purpose being raised from taxes.

Superintendent Couture updated the Board on Adequacy Education noting that the bill is once again before the house. Passage of this would freeze the 4% annual deduction in the Stabilization portion of Adequacy Aid. The Voucher Bill passed the House and is now in the House Finance Committee to address funding for this. This voucher bill applies to all students whether they are in a town receiving adequacy aid or not. Families can request \$3,600.00 per student should they wish to utilize these funds for private school which will cause significant hardship on the districts receiving aid and raises the question of where the monies come from for those districts not receiving aid. There will be a Public Hearing on the Voucher Bill in Concord. Superintendent Couture hopes to attend this hearing. He will keep the Boards apprised of the progress of this bill.

Superintendent Couture advised the Board that Timothy Fleury and Carol Kerivan's seats will be up in March and both are three year terms. Monique Alexander will also need to file if she wishes to continue on the Board for the two years remaining in the term for her seat. The filing period for Declaration of Candidacy will be January 17 through January 27, 2018. Blanks are available at the SAU Office and they will receive an e-mail reminder. Chairman Kerivan advised the Board that she will not be seeking reelection.

Superintendent Couture reiterated to the Board that the Budget Hearing will be held on Tuesday, February 6, 2018 at 7:00 PM and the Annual Meeting will be held on Tuesday, March 6, 2018 at 7:00 PM. Board meetings will also be held on these dates beginning at 5:00 PM.

BOARD REPORTS BDDGET

An updated Budget Summary was distributed for Board information and review. There are still a couple of minor changes to be made so the Board opted to wait until these changes are made to vote on the 2018-2019 proposed budget. The proposed Gross Budget figure is \$3,295,553.00.

EXECUTIVE BOARD

There was no January meeting.

POLICY COMMITTEE

Principal Roberts presented policy EFAA – Meal Charging for first reading. Following a brief discussion, MOTION BY MONIQUE ALEXANDER, SECONDED BY TIMOTHY FLEURY TO ACCEPT THE AFOREMENTIONED POLICY FOR FIRST READING. ALL IN FAVOR, MOTION CARRIED.

MOTION BY AMY SNOW, SECONDED BY TIMOTHY FLEURY TO ENTER INTO NON-PUBLIC SESSION AT 6:31 PM UNDER PARAGRAPH II, SECTION 2 OF RSA 91A:3 OF THE RIGHT TO KNOW LAW TO DISCUSS PERSONNEL ISSUES TAKING SUPERINTENDENT COUTURE, BUSINESS MANAGER FRANKLIN. ALL IN FAVOR FOLLOWING A ROLL CALL VOTE, MOTION CARRIED.

MOTION BY ROBERT WEIR, SECONDED BY AMY SNOW TO RETURN TO PUBLIC SESSION AT 6:34 PM. ALL IN FAVOR FOLLOWING A ROLL CALL VOTE, MOTION CARRIED.

There being no further business to come before the Board, MOTION BY AMY SNOW SECONDED BY MONIQUE ALEXANDER TO ADJOURN AT 6:35 PM. ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted,

Marjorie Brown
Board Clerk