

BOARD MEETING MINUTES

PRESENT: Board Members Amy Snow, Monique Alexander, Timothy Fleury, James Noyes, Robert Weir; Superintendent Pierre Couture; Business Manager Kristin Franklin; Principal Shelli Roberts; In-Coming Principal Sue Greenlaw

CALL TO ORDER: Bob Weir called the meeting to order at 5:34 PM.

PUBLIC INPUT: none

- I. APPROVAL OF MINUTES OF THE MAY 14, 2019 MEETING
MOTION BY AMY SNOW, SECONDED BY TIMOTHY FLEURY, TO APPROVE MEETING MINUTES FROM MAY 14, 2019. ALL IN FAVOR, MOTION CARRIES

- II. FINANCIAL
Business Manager Franklin reviewed the financials and related data. Discussion ensued.
 - a. Financial Report: \$47,222 budget surplus, \$19,000 fund balance surplus as long as we receive the E-rate and Infrastructure grants
 - b. Policy DAF – Administration of Federal Grants
 - c. Acceptance of Unanticipated Revenue Under \$5,000: \$310 and \$1010 raised for the playground
 - d. Stairs Update: Stuart Anderson (Alba Architects) is working on drawings, would like to get the project started before school begins. Would also like him to be Clerk of the Works. \$2600 to start the process. Very rough estimate \$20,400 for the actual project but drawings are not completed for actual estimate.
 - e. Food Service: Bid information summary provided for review. Discussion ensued. Business Manager Franklin recommends continuing with Café Services, \$7755 subsidy. BES budget for food services is \$10,000.
 - f. General Information:
 - i. Automated time keeping system, SAU will cover the implementation costs then it will go to the school districts. For Bethlehem, the cost is \$1460 for the year. The new system will integrate all the pieces, pay and paid time off, for hourly and grant funding staff.
 - ii. IDEA money: found by the state, BES eligible for \$8916.77 to be used by September 2020.

MOTION BY TIMOTHY FLEURY, SECONDED BY AMY SNOW, TO ACCEPT AND APPROPRIATE \$1320 OF UNANTICIPATED REVENUE FOR THE PLAYGROUND. ALL IN FAVOR, MOTION CARRIES

MOTION BY JAMES NOYES, SECONDED BY MONIQUE ALEXANDER TO APPROVE MOVING FORWARD WITH STUART ANDERSON OF ALBA ARCHITECTS FOR THE STAIRS PROJECTS. ALL IN FAVOR, MOTION CARRIES

MOTION BY AMY SNOW, SECONDED BY JAMES NOYES TO APPROVE THE FIRST READING OF THE DAF - ADMINISTRATION OF FEDERAL GRANTS. ALL IN FAVOR, MOTION CARRIES

MOTION BY MONIQUE ALEXANDER, SECONDED BY AMY SNOW TO ENTER INTO A CONTRACT WITH CAFÉ SERVICES FOR FOOD SERVICES. ALL IN FAVOR, MOTION

CARRIES

MOTION BY TIMOTHY FLEURY, SECONDED BY MONIQUE ALEXANDER TO ENTER INTO A CONTRACT WITH TRAHAN'S FOR SUMMER CLEANING SERVICE FOR \$9864.00. ALL IN FAVOR, MOTION CARRIES

III. PRINCIPAL'S REPORT

Principal Robert's reviewed Principal's Report and related data.

- a. Principal's Written Report: We need to have Principal Roberts' name removed from and Sue Greenlaw's name added to the programs, petty cash, Churchill and Sunshine Fund accounts. School calendar changes explained by Sue Greenlaw. Discussion ensued. Water report came back and there is no lead in the water. Sue Greenlaw reviewed staff changes.

MOTION BY JAMES NOYES, SECONDED BY AMY SNOW TO AGREE TO REMOVE SHELLI ROBERTS' NAME FROM AND SUE GREENLAW'S NAME ADDED TO THE PROGRAMS, PETTY CASH, CHURCHILL AND SUNSHINE FUND ACCOUNTS. ALL IN FAVOR, MOTION CARRIES

MOTION BY MONIQUE ALEXANDER, SECONDED BY JAMES NOYES TO APPROVE THE FIRST READING OF THE JOB DESCRIPTION FOR THE TRAUMA CARE COORDINATOR POSITION. ALL IN FAVOR, MOTION CARRIES

- b. Other: none

IV. SUPERINTENDENT'S REPORT

Superintendent Couture reviewed the following and related data.

- a. Board Member Resignation: Amy Snow

MOTION BY JAMES NOYES, SECONDED BY TIMOTHY FLEURY, TO ACCEPT BOARD MEMBER RESIGNATION OF AMY SNOW, WITH REGRET. ALL IN FAVOR, MOTION CARRIES

- b. Vacant Board Seats: Becky Beno is interested and sent a letter of intent. Ryan Presby is also interested and sent a letter of intent. A pre-school parent may also be interested.

MOTION BY AMY SNOW, SECONDED BY MONIQUE ALEXANDER TO APPOINT BECKY BENO AS A NEW BOARD MEMBER TO REPLACE THE VACANCY LEFT BY MONIQUE ALEXANDER. ALL IN FAVOR, MOTON CARRIES

- c. Staff Request: non-public

MOTION BY AMY SNOW, SECONDED BY JAMES NOYES TO ACCEPT THE REQUEST BY PRINCIPAL SHELLI ROBERTS FOR A BUYOUT OF 1/3 OF HER REMAINING UNUSED SICK TIME IN THE AMOUNT OF \$2800. ALL IN FAVOR, MOTION CARRIES

- d. Profile Principal Search Update: Ben Jellison resigned in late May 2019. Superintendent Couture updated the board on the search process. Interviews occurred today. There will be a "meet and greet". The board will interview the finalists at the next Profile board meeting.
- e. Teacher Negotiations: This fall is a negotiation year for the teachers. Superintendent Couture explained the process. The board will need two negotiators and the entire board will need to develop goals. Superintendent Couture will assist the board. James Noyes volunteered to be one of the negotiators.
- f. General Information: Superintendent Couture updated the board regarding the Stabilization and Adequacy Grant. There could be \$72,000 to BES to offset taxes. Board meeting calendar shared with board. Will need to meet in July to discuss the stair bids and hiring. Possibly dates: July 24th or July 25th at 5:30. At least three board members must attend. The date agreed upon

is July 24th at 5:30 pm. The board decided to change the August meeting date from the 13th to the 27th at 5:30 pm.

V. BOARD OF EDUCATION REPORTS

- a. none

VI. POLICY COMMITTEE

- a. Policy for First Reading JICK – Pupil Safety & Violence Prevention: Superintendent Couture explained what the attorney’s recommended regarding the policy. Last paragraph – remove.

MOTION BY MONIQUE ALEXANDER, SECONDED BY AMY SNOW TO ACCEPT THE FIRST READING OF THE JICK – PUPIL SAFETY & VIOLENCE PREVENTION. ALL IN FAVOR, MOTION CARRIES

VII. NON-PUBLIC SESSIONS AS PER RSA 91A:3 I, II (if needed)

MOTION BY AMY SNOW, SECONDED BY JAMES NOYES TO MOVE INTO NON-PUBLIC SESSION. ALL IN FAVOR, MOTION CARRIES

ROLE CALL ENSUED

- a. Staff Request - Superintendent Couture provided a letter to the board members, which was read by each. Discussion ensued. The money will come from the BES budget.

ROLE CALL ENSUED TO RETURN TO PUBLIC SESSION

VIII. OTHER BUSINESS

- a. Monique Alexander asked about the 5th-6th grade explanation letter. Sue Greenlaw explained the reasoning behind one 5th grade and two 6 grades for next year. Monique asked about the playground fund funds. NEST raised money towards a climbing wall. The playground committee met to discuss the next steps. What is the board’s role in the playground decisions since new items will mean work must be completed to make that happen? Business Manager Franklin: if over \$5000, must go out to bid. Additional discussion ensued related to safety and liability.

IX. ADJOURNMENT

MOTION AT 6:58 PM BY MONIQUE ALEXANDER, SECONDED BY AMY SNOW TO ADJOURN. ALL IN FAVOR, MOTION CARRIES

The next Board Meeting will be held on **July 24th at 5:30 pm.**

Respectfully submitted,

Michele Giarrocco
Board Clerk