

BETHLEHEM SCHOOL BOARD
BETHLEHEM ELEMENTARY SCHOOL
2297 MAIN STREET
BETHLEHEM, NH 03574

DATE: NOVEMBER 16, 2015
TIME: 5:30 PM

BOARD MEETING MINUTES

PRESENT: Board Chairman Carol Kerivan; Board Members Steve Gorman, Amy Lane Tuohy, Robert Weir; Superintendent Pierre Couture; Business Manager Tina Peabody; Principal Shelli Roberts; Staff Member Susan Greenlaw; Community Member Herb Lahout and his Assistance, Heidi Hurley.

The meeting was called to order at 5:33 PM by Chairman Kerivan.

PUBLIC INPUT – None

PARKING LOT PRESENTATION – HERB LAHOUT

Steve Gorman recused himself from the discussion and he has several business dealings with Mr. Lahout.

Herb Lahout appeared before the Board to advise that he has purchased the Cedar Croft Building next door to the school property. This building was severely damaged by fire some time ago and is uninhabitable. Mr. Lahout purchased the building from the town at the recent auction. It is his intention to burn down or tear down the building, fill in the foundation and grade it which could afford additional badly needed parking for the school. Mr. Lahout further advised the Board that he has been in discussion with Board Member Dawn Ferringo pertaining to this. It was noted that Ms. Ferringo is not in attendance this evening. Mr. Lahout stated that he had been in touch with the Bethlehem Fire Chief offering the building for a training exercise in fighting fire in a multi-level building and had agreed to absorb any additional costs needed (i.e. excavator, tank trucks, police coverage). Mr. Lahout is seeking to offer parking to the school at a cost agreeable to both sides which would allow him to cover his costs. The School District would be responsible for plowing, sanding, mowing, and other related upkeep expenses. Mr. Lahout advised that he had consulted with his brother who rents a parking lot to Lakeway Elementary School when coming up with his original figure of \$950.00 monthly. Chairman Kerivan advised that the Board felt that was excessive and coupled with the maintenance costs would be too high as none of this is included in the current budget. Mr. Lahout noted that there are only a few cars parking there on a daily basis but that amount grows during dismissal time as parents utilize the space when waiting for their children. Following a brief discussion, the Board advised that they wish to table any decision on this until Ms. Ferringo is present. They will discuss at the December meeting. Mr. Lahout advised that the District may continue to utilize the space for parking pending a decision. The Board thanked him for his input and Mr. Lahout and Ms. Hurley left the meeting.

The Board briefly discussed Mr. Lahout's proposal as well as alternate plans for parking and dismissal of students. The possibility of purchasing the property was also discussed. This will be on the agenda for the December meeting.

MOTION BY ROBERT WEIR, SECONDED BY AMY LANE-TUOHY TO APPROVE THE MINUTES OF THE OCTOBER 19, 2015 MEETING AS WRITTEN. ALL IN FAVOR, MOTION CARRIED.

FINANCIAL REPORT

Manifests were circulated for Board review and approval.

Business Manger Tina Peabody advised the Board that when the 403B plan was set up it was done with no provision for borrowing or utilizing a hardship request. The 403B Plan is individual retirement plans employees have utilizing their own monies. There is no cost to the school. It is unclear why the original plan was set up this way. Ms. Peabody is seeking Board approval to amend the plan to allow employees to borrow against and submit hardship requests and authorize the Board Chairman to sign the amended contract. Following a brief discussion, MOTION BY STEVE GORMAN, SECONDED BY ROBERT WEIR TO APPROVE AMENDING THE 403B PLAN TO AFFORD EMPLOYEES THE OPPORTUNITY TO BORROW AGAINST AND SUBMIT HARDSHIP REQUESTS AND TO AUTHORIZE THE BOARD CHAIRMAN TO SIGN ON THEIR BEHALF. ALL IN FAVOR, MOTION CARRIED.

Business Manager Peabody distributed copies of the School Lunch Report for Board information and review noting that the program is currently in good shape.

Business Manager Peabody distributed the first Financial Report for the 2015-2016 school year noting that the projected yearend balance is \$25,955.00. Ms. Peabody requested that the Board review and forward any questions to her.

Business Manager Peabody advised the Board that the Adequacy Aid figures for the 2016-2017 school year were received late this afternoon. Bethlehem's anticipated Adequacy Aid is up \$74,000.00. Profile's anticipated amount is down \$70,000.00. A brief discussion ensued.

A question was raised as to the SAU Budget and the fact that Bethlehem's share is up \$10,767.00 of 10.24%. This is due to the fact that Bethlehem was reevaluated and their property values are higher. The portion of the SAU budget the districts are responsible are based on 50% evaluations and 50% ADM's (Average Daily Membership).

PRINCIPAL'S REPORT

Principal Roberts called the Board's attention to her written report included in their agenda packets and the related data attached, briefing them on the contents and fielding questions as necessary.

Principal Roberts advised the Board that the SBAC (Smarter Balanced Assessment Program) data reports and accompanying information was distributed to parents on November 9th.

Principal Roberts advised the Board that there are currently thirty-six students participating in the REACH Program for the second semester. Students are selected to participate in this program based on Benchmark data and teacher referral.

Principal Roberts advised the Board that Sue Greenlaw, Reading and Writing Specialist, is here this evening to provide the Board with a brief presentation on data and the meaning in regards to teacher instruction and student learning. This is in response to the Board's concerns with some initial Benchmark scores from First Grade.

Ms. Greenlaw advised the Board that there are two programs in use, STAR Early Literacy and DIBELS NEXt. Ms. Greenlaw distributed samples of Benchmark Assessments for Kindergarten and First Grade from DIBELS NEXT briefing the Board on the contents of each and the usage to assess Phoneme Fluency encompassing oral ready, nonsense word fluency and how this is assessed. Ms. Greenlaw

addressed concerns pertaining to what the Board interpreted as low scores in grade 1 noting that this is the first grade 1 assessment and reflects summer regressions and adjustments to a new environment and teacher.

The STAR Early Literacy Program is administered to students in grades K-6 twice a year. This is a competency generated testing program which allows the students a generous amount of time; focuses on application of individual skills; and is aligned with the CCSS (Common Core State Standards).

Ms. Greenlaw showed results comparing this year's first grade scores with last year's Kindergarten scores briefing on the contents and fielding questions as necessary. A brief discussion ensued.

The Board thanked Ms. Greenlaw for her presentation and she left the meeting.

Principal Roberts distributed the draft of the 2016-2017 Proposed Budget for Board information and review. A Budget Work Session will be held following the December Board meeting. A brief discussion ensued.

Principal Roberts called the Board's attention to the SBAC results contained in their agenda packets. This includes the SBAC Proficiency Level Comparison by Assessment Graph and the ELA/Literacy & Mathematics Chart of students at Level 3 or above at BES compared to the State average. Principal Roberts requested that the Members review this and let her know any questions they might have. A brief discussion ensued.

SUPERINTENDENT'S REPORT

Superintendent Couture advised the Board that the Full Board Meeting will be held on Wednesday, December 2, 2015 at 6:00 PM at Profile School. All members are urged to attend.

Superintendent Couture called the Board's attention to RSA 189:68 included in their agenda packets. The portion needing discussion is item IV which states:

"IV. No school shall record in any way a school classroom for any purpose without school board approval after a public hearing, and without written consent of the teacher and the parent or legal guardian of each affected student."

In view of this it will be necessary for the District to hold a Public Hearing to address this section of the RSA. This will be held prior to the December Board meeting at 5:15 PM. A brief discussion ensued.

Superintendent Couture advised the Board that the first round of Next Gen Science workshops was held last week. There were four half-day sessions facilitated by Kerry Sheehan, Profile Science Teacher. The purpose of this program is to assist teachers with developing methods for incorporating the Next Gen Science Standards into the various classroom components.

Superintendent Couture advised the board that CPI Training for Restraint and Seclusion is necessary each year. The SAU has two staff members, one at BES and one at Profile who are trained to provide this training to designated staff members.

Superintendent Couture advised the Board that the recent 504 Refresher Training was very successful. 504 Plans are for student with medical disabilities. The training was facilitated by Matt Forrest, Superintendent of Schools in Danville, VT.

Superintendent Couture advised the Board that the PUC Grant and related data was submitted on Friday, November 13, 2015. He noted that the actual cost was lower than the original warrant article stated. A brief discussion ensued.

Superintendent Couture advised the Board that the Energy Audit by EEI is scheduled for November 18th and it is anticipated that information will be available to be presented to the Board at the December meeting.

BOARD REPORTS EXECUTIVE BOARD

Superintendent Couture advised the Board that the majority of the discussion had focused on the proposed budget. The Executive Board approved the amended draft of the Budget for presentation to the public.

POLICIES FOR SECOND READING

Amy Lane-Tuohy advised the Board that Policy JLCJ previously presented for first reading has been removed. This policy is being replaced with the policy being utilized by the Lafayette Regional School which the committee felt was more line for elementary schools. In view of this, Policy JLCJ – Concussions and Head Injuries is being reissued for first reading. Copies of the policy were distributed for Board information and review. Following a brief discussion, MOTION BY ROBERT WEIR, SECONDED BY STEVE GORMAN TO APPROVE POLICY JLCJ FOR FIRST READING AS PRESENTED. ALL IN FAVOR, MOTION CARRIED.

Amy Lane-Tuohy presented Policy JKAA - Use of Restraint and Seclusion for second reading and approval. MOTION BY STEVE GORMAN, SECONDED BY ROBERT WEIR TO ACCEPT POLICY JKAA – USE OF RESTRAINT AND SECLUSION FOR SECOND READING AND APPROVAL AS PRESENTED. ALL IN FAVOR, MOTION CARRIED.

NEGOTIATIONS – PROFESSIONAL & SUPPORT STAFF

Chairman Kerivan advised the Board that based on information provided by School District Legal Counsel Jay Boynton, the Board can file an application with the PELRB requesting that the BESP be dissolved. Currently it appears that the union has only one actual member and that the remainder of the support personnel are not members and do not wish to be. Following a brief discussion, MOTION BY AMY LANE-TUOHY, SECONDED BY ROBERT WEIR TO AUTHORIZE ATTORNEY BOYNTON TO MOVE FORWARD WITH THE APPLICATION TO DISOLVE THE BESP. ALL IN FAVOR, MOTION CARRIED.

Chairman Kerivan noted that the Board will have to move forward with negotiations with the BESP in the interim. The SAU will contact the NEA Uniserv director to seek a new date/time to begin negotiations.

There being no further business to come before the Board, MOTION BY AMY LANE TUOHY, SECONDED BY ROBERT WEIR TO ADJOURN AT 7:33 PM. ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted

Marjorie Brown
Board Clerk