

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

DATE: NOVEMBER 14, 2017
TIME: 5:30 PM

BOARD MEETING MINUTES

PRESENT: Board Chairman Carol Kerivan; Board Members Amy Snow, Robert Weir' Superintendent Pierre Couture; Principal Shelli Roberts.

The meeting was called to order at 5:36 PM by Chairman Kerivan.

PUBLIC INPUT – None

MOTION BY ROBERT WEIR, SECONDED BY AMY SNOW TO APPROVE THE MINUTES OF THE OCTOBER 10, 2017 MEETING AS WRITTEN. ALL IN FAVOR, MOTION CARRIED.

FINANCIAL REPORT:

Manifests were distributed for Board review and approval.

Superintendent Couture advised the Board that Sandy Stone has worked on the financial reports and we have a current Financial Report for this evening. As the Board is aware, Mrs. Stone has returned to the SAU as Interim Business Manager on a part-time basis to assist with the transition in the Business Manager's position. Superintendent Couture distributed Financial Reports for Board information and review.

Superintendent Couture advised the Board that the District actually ended the 2016-2017 school year at a deficit in the amount of (\$2,956.94). In view of this they will need to have a deficit appropriation article on the warrant for the March 2018 annual meeting. Due to the smallness of the amount, the District can absorb this and the warrant article will not need to "raise and appropriate" any money. This will strictly be to inform the voters that they finished the year in a deficit. A brief discussion ensued.

Superintendent Couture briefed the Board on the contents of the Financial Report noting that the current projected yearend balance is \$160,727.12. This is a very preliminary balance with several encumbrances not yet included such as substitute payment, extension courses, supplies and field trips.

Superintendent Couture noted that the monies contributed to the Playground Fund are currently being held in the Student Activities Fund. Sandra Stone will be in touch with the school to discuss this in the near future. 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 advised the Board she is seeking Board permission to apply for a \$30,000.00 USDA Grant for the playground re-build. The Board would need to be willing to take legal liability for the safety of volunteers while the work is being completed and the re-build itself. Chairman Kerivan advised that they need to be cautious in the grant application as this type of grant is often "need based" and as such they could receive less than what they ask for. For example if they are looking for \$60,000 and have raised \$42,000.00 they would only receive an award of \$18,000.00 from the grant, not the \$30,000.00 they are asking for. The Board requested that the SAU check with PRIMEX, their insurance carrier, as to the grant requirement for the Board to take responsibility for the safety of the volunteers and the re-build itself. Following a brief discussion, it was the consensus of the Board to accept the liability for the volunteers and the re-build itself pending a response from PRIMEX.

Principal Roberts advised the Board that the meeting she had scheduled with Carl Edin pertaining to the energy audit and lighting project was postponed. She will have this information for the Board at the December meeting.

SUPERINTENDENT'S REPORT

Superintendent Couture advised the Board that they need to revisit the snow removal bid award. Unfortunately the figures from Laflamme Landscaping and Builders LLC provided to the Board at last month's meeting were incorrect. The correct bid for a three year term is as follows: Plowing \$75.00 per occurrence; Sanding \$60.00 per occurrence; and, Salting \$80.00 per occurrence. MOTION BY AMY SNOW, SECONDED BY ROBERT WEIR TO REVISE THE BID AWARD TO LAFLAMMES LANDSCAPING AND BUILDERS LLC AS PRESENTED. ALL IN FAVOR, MOTION CARRIED.

Superintendent Couture advised the Board that in accordance with RSA 198:20-b, the Board needs to hold a Public Hearing to accept a donation over \$5,000.00. In view of this the Board will be holding a hearing on Tuesday, December 12, 2017 at 5:30 PM to address the acceptance of a \$15,000.00 donation for the playground.

Superintendent Couture presented the Crossing Guard Job Description for first reading. MOTION BY ROBERT WEIR, SECONDED BY AMY SNOW TO ACCEPT THE AFOREMENTIONED JOB DESCRIPTION FOR FIRST READING AS PRESENTED. ALL IN FAVOR, MOTION CARRIED.

Superintendent Couture advised the Board that the recent SAU Budget Hearing held on November 7, 2017 went very well. The SAU has added additional money to the Business Manager's salary line; a family health insurance plan; and \$3,100.00 for software licenses for budgeting purposes. They removed the \$4,300.00 for software requested by the former Business Administrator to store e-mails. There was also a reduction in the health insurance costs which were budget for a 10% increase and the GMRs (Guaranteed Maximum Rates) came in at a negative increase. A brief discussion ensued.

Superintendent Couture advised the Board that the Business Manager search is moving forward. The committee will hold their first meeting on Monday, November 20th to discuss which applicants will be recommended for interviews.

Superintendent Couture advised the Board that the NCSAA (North Country School Administrators Association) finally held their meeting with the legislators. The group stated their position on the cuts in Adequacy Aid, specifically the 4% annually in the stabilization grant portion. There was a difference of opinion among the legislators as to whether Districts should have ever received this funding. Rick Ladd, Chairman of the Education Committee and Karen Umberger, Chairman of the Finance Committee were in attendance. Also discussed was the pending Voucher Bill which both the Commissioner of Education and the Governor support. This would allow parents to take the Adequacy Aid of \$3,600.00 per student to use for private school tuition. This could also cause significant difficulties for Districts. For example if ten students withdrew and took their Adequacy Aid, that would total \$36,000.00 which the District would have to absorb. As these students would not all be in the same grade or taking the same subjects, the District couldn't cut a staff member and thus would have to find the monies elsewhere. A brief discussion ensued.

Superintendent Couture advised the Board that it is possible that the Federal Government will cut funding for Title I and Title IIA which will also adversely affect our Districts.

Superintendent Couture distributed copies of letter of intent received from Tim Fleury who is interested in joining the Board to fill the seat vacated by the resignation of Amy Lane-Tuohy. Following a brief discussion, MOTION BY ROBERT WEIR, SECONDED BY AMY STONE TO APPROVE THE APPOINTMENT OF TIM FLEURY TO THE BETHLEHEM SCHOOL BOARD UNTIL THE MARCH 2018 ELECTION. ALL IN FAVOR, MOTION CARRIED.

BOARD REPORTS

Chairman Kerivan advised the board that she would like to discuss the possibility of holding an informative session on the proposed playground prior to the start of the December Board meeting. There has been an ongoing dialogue pertaining to the playground recently on Facebook and she feels that there are some **community** members not associated with the school who may be misinformed. She feels that a presentation of the complete project outlining the three phases to the public is in order. Principal Roberts stated that the committee has been doing a good job of getting the word out; are about to launch a Go Fund Me page; and will be distributing donation canisters to business in the area. They have more than half of the first phase costs raised and are confident that Phase I will begin in the spring. Principal Roberts is not in favor of a public forum at this point. She feels that the committee is doing a great job getting the word out. Following a brief discussion, it was the consensus of the Board to encourage anyone with questions to attend a Board meeting where those questions can be addressed under Public Input.

POLICY COMMITTEE

Principal Roberts presented policy JLIF – Receipt and use of Sex Offender Registry Information for first reading. Following a brief discussion, MOTION BY AMY SNOW, SECONDED BY ROBERT WEIR TO APPROVE THE AFORMENTIONED POLICY FOR FIRST READING AS PRESENTED. ALL IN FAVOR, MOTION CARRIED.

Principal Roberts presented the following policies for acceptance as second reading and approval.

GBAA-R	Sexual Harassment & Sexual Violence Rpt .Form
GBEC	Drug-Free Workplace/Drug Free Schools
IHAMA	Teaching About Alcohol, Drugs & Tobacco
IHAMB	Teaching About Self-Protection
JLCK	Special Physical Health Needs of Students
JLD	School Guidance & Counseling Program

Following a brief discussion, MOTION BY ROBERT WEIR, SECONDED BY AMY SNOW TO ACCEPT THE AFOREMENTIONED POLICIES FOR SECOND READING AND APPROVAL. ALL IN FAVOR, MOTION CARRIED.

NEGOTIATIONS – PROFESSIONAL – No Report

OTHER BUSINESS

Superintendent Couture distributed copies of the first draft of the proposed budget for the 2018-2019 school year for Board information and review. This preliminary copy is subject to change as more information is gathered pertaining to some items such as transportation costs, cable/internet costs, etc. The Board will hold a budget workshop following the December Board meeting.

There being no further business to come before the Board, MOTION BY AMY LANE-TUOHY, SECONDED BY AMY SNOW TO ADJOURN AT 6:30 PM.

Respectfully submitted,

Marjorie Brown
Board Clerk