

**BETHLEHEM BOARD OF EDUCATION  
PROFILE JR/SR HIGH  
BETHLEHEM, NH 03574**

**DATE: JUNE 9, 2021  
TIME: 5:00PM**

## **BETHLEHEM BOARD MEETING MINUTES- Draft**

Please Note: Date, Time & Location of Meeting. Annual Meeting will follow at 7pm AGENDA

**PRESENT:** Principal Sue Greenlaw, Superintendent Tari Thomas, Business Manager Toni Butterfield, Chairman Bob Weir, Board Members; Tim Fleury, Becky Beno, James Noyes, Jennifer Lucas

### **CALL TO ORDER**

Chairman Weir called the meeting to order at 5:09 PM.

**CHAIRMAN ROBERT WEIR CALLED THE MEETING TO ORDER AT 5:09 PM, ROLL CALL: CHAIRMAN ROBERT WEIR, JENNIFER LUCAS, BECKY BENO, JAMES NOYES, TIM FLEURY. ALL PRESENT.**

### **II. PUBLIC INPUT**

None

### **III. APPROVAL OF MINUTES OF THE MAY 11, 2021 MEETING** [BES-5-11-21 Minutes - Draft](#)

**MOTION MADE BY BECKY BENO SECONDED BY TIM FLEURY FOR THE APPROVAL OF MINUTES OF THE MAY 11TH, 2021 MEETING. ALL IN FAVOR. MOTIONED PASSES.**

### **IV. FINANCIAL**

#### **A. Dunstan Pediatric Services**

Business Manager Butterfield stated that there is a new contract from Dunstan Pediatric Services which provides OT services for the course of the year. Business Manager Butterfield needs a motion for Chairman Weir to sign the contract. Principal Greenlaw mentioned that this year there were a few unanticipated reports and screenings that needed to be completed which caused this to be over budget. The new contract has a clause if more services are needed in this event. Chairman Weir asked what the exact figures were, Business Manager Butterfield will get that to him, a discussion will continue once figures are presented.

## **B. General Information**

Business Manager Butterfield reviewed the current Revenue and Expense report. She explained the second week of June is when teachers will be getting their "summer checks". Bottom line is \$187,797.00, which will offset what the taxpayers will pay next year in taxes.

Business Manager Butterfield discussed the copier contract, SAU is in the process of finalizing the lease with the current copier company. SAU's services company - Office Systems of Vermont are now providing copier leases, the price is lower than in the past. Business Manager Butterfield asked for a motion to allow her to work with Chairman Weir and Principal Greenlaw to finish the negotiations and get new copiers this summer.

**MOTION MADE BY TIM FLEURY SECONDED BY JAMES NOYES FOR THE APPROVAL PRINCIPAL GREENLAW AND CHAIRMAN WEIR TO WORK WITH BUSINESS MANAGER BUTTERFIELD TO FINALIZE THE NEW CONTRACT WITH OFFICE SYSTEMS OF VERMONT. ALL IN FAVOR, MOTIONED PASSES.**

Business Manager Butterfield gave a food service update, the deficit is \$6,000, it was planned to be \$10,000.

There was a brief discussion regarding grants that were received to help offset some of upgrades for Covid related expenses. Grant monies can only be used for items that are not already budgeted for, and the guidelines can be very specific.

## **V. PRINCIPAL'S REPORT**

### [Principal June 9](#)

#### **A. General Information**

Principal Greenlaw presented a snapshot of this past year. She wants to use some grant money to purchase a Promethean Board for each classroom. Steve Hoyt and Dan Ingrham from Profile have been working on the logistics. This would be \$51,000 and would be out of the grant. Also, there will be enrichment activities provided by staff members for the students and stipends will be offered from the grant.

Principal Greenlaw presented a proposal to raise the base pay of support staff salary to \$20.00 an hour. This is an appealing salary, especially when other companies have starting pay that is higher than the Support Staff salary. Principal Greenlaw stated that the Paraprofessionals and Support Staff are worth it, her staff is all in for the BES students, everyday. BES could not do what they do daily without the Support Staff. Principal Greenlaw reached out to HR Manager Clark for an estimated total to make this change, the estimate was just shy of \$11,000. Principal Greenlaw saw this as life changing and deserved. Principal Greenlaw stated that applicants who are qualified would turn down the position because of the pay. This raise in salary would help retain staff, and also make this position more appealing. Discussed by Principal Greenlaw, in the budget there were funds to hire a new staff member as they didn't know if there was going to be two kindergartens, which these funds will not be used. That money can be applied to this change. Discussion ensued.

**MOTION MADE BY BECKY BENO SECONDED BY JENNIFER LUCAS FOR THE**

**SUPPORT STAFF SALARY SCHEDULE. ALL IN FAVOR, MOTIONED PASSES.**

## **VI. SUPERINTENDENT'S REPORT**

### **A. July Meeting**

Superintendent Thomas asked the Board if they wanted to meet in July. After a brief discussion, there will be no meeting in July

### **B. General Information**

Superintendent Thomas stated there will be no Supt Report this month because of the short times in between meetings.

There was an update from Barrett Christina of NHSBA, about the State of Emergency ending on June 11th. Barrett Christina is going to attend the full board meeting scheduled for Wednesday, June 16th at 5:30 at Profile and will be a featured speaker. He will be speaking about what is happening in legislation, and will give updates on roles and responsibilities and confidentiality, also to answer any questions the board may have.

## **VII. BOARD OF EDUCATION REPORTS**

Chairman Weir stated there was no EBoard meeting, it will happen next week.

## **VIII. POLICY COMMITTEE**

### **A. Policies for 2nd Reading**

#### **1. GCG – Part-Time & Substitute Professional Staff Employment**

**MOTION MADE BY JAMES NOYES SECONDED BY TIM FLEURY FOR THE APPROVAL A SECOND READING, GCG\_PART TIME & SUBSTITUTE PROFESSIONAL STAFF EMPLOYMENT. ALL IN FAVOR, MOTIONED PASSES.**

Superintendent Thomas presented to the board the AC - Non-Discrimination Equal Opportunity Employment & District Anti-Discrimination Plan and Title IX Grievances readings to the board. New laws regarding Title IX were enacted August 14th of 2020. NHSBA provided basic boilerplate policies that are required by the State of NH, these would replace the ones that BES already has. These will also provide information on who the Title IX Coordinator and 504 Coordinator is, and how to work through the procedures on a Title IX Grievance.

[AC - Non Discrimination](#)

[AC-R Grievance Procedures](#)

**MOTION MADE BY JAMES NOYES SECONDED BY JENNIFER LUCAS FOR THE APPROVAL OF THE FIRST READING OF AC-NON DISCRIMINATION AND AC-R GRIEVANCE PROCEDURES. ALL IN FAVOR, MOTIONED PASSES.**

## **IX. NON-PUBLIC SESSION AS PER RSA 91A:3 I, II (If Needed)**

NONE

## **X. OTHER BUSINESS**

Superintendent Thomas pointed out that there was an error relative to the warrant Article 3 that was printed in the booklet. Federal grants that are received such as; National School Lunch Program and Title grants were not included. Pages 11 and 9 are accurate though. Although these grants do not affect the tax rate, they are grants that are expended and need to be included in the grand total. Amendment to Article 3 would be adding \$215,000 for Federal (\$150,000) and School Lunch Funds (\$65,000) to the budget.

Article 3 Amendment That Needs to Be Proposed:

*To see if the District will vote to raise and appropriate the sum of three million, three hundred and forty-one thousand, one hundred and fifty-six dollars (\$3,341,156.00) for the support of school, for the payment of salaries for School District Officials and Agents, and the payment of statutory obligations of the District. This article does not include appropriations voted in other warrant articles.*

The Board reviewed the warrant articles for the Annual Meeting, it was also discussed the format in which a Pro-Temo Moderator is needed and will be nominated. Discussion ensued.

**MOTION MADE BY CHAIRMAN WEIR SECONDED BY TIM FLEURY TO ADJOURN THE MEETING AT 6:17PM . ALL IN FAVOR, MOTION CARRIED.**

Respectfully Submitted,

Rhienna Miscio  
Board Clerk