

## **PUBLIC BOARD MEETING MINUTES - Draft**

**PRESENT:** Principal Sue Greenlaw, Superintendent Kate Segal, Business Manager Toni Butterfield, Chairman Bob Weir, Board Members; Jennifer Lucas, Becky Beno, James Noyes, Margaret Hocking, Sarah Storella

**PUBLIC:** Sam Natti

### **I. Call to Order**

**SUPERINTENDENT SEGAL CALLED THE MEETING TO ORDER AT 5:16 PM.**

Superintendent Segal asked for nominations for Board Chair for Bethlehem Elementary School.

**BOB WEIR WAS NOMINATED FOR BOARD CHAIR, MOTION MADE BY JAMES NOYES, SECONDED BY JENNIFER LUCAS. BOB WEIR ABSTAINED. JN, JL, SS, MH IN FAVOR, MOTIONED CARRIED.**

Bob Weir accepted the nomination as Board Chair for Bethlehem Elementary.

**JAMES NOYES WAS NOMINATED FOR BOARD VICE CHAIR, MOTION MADE BY BOB WEIR, SECONDED BY MARGARET HOCKING. JAMES NOYES ABSTAINED. BW, MH, SS, MH IN FAVOR, MOTIONED CARRIED.**

James Noyes accepted the nomination as Vice Chair for Bethlehem Elementary.

### **II. Approval of the Minutes**

[2023, March 21 BES Board Meeting Minutes - Public - Draft.pdf](#)

**MOTION MADE BY JAMES NOYES, SECONDED BY JESSICA LUCAS FOR THE APPROVAL OF MARCH 21st, 2023, PUBLIC MEETING MINUTES. ALL IN FAVOR. MOTION CARRIED.**

### **III. Public Input - None**

### **IV. New Business**

New Board Members Sarah Storella and Margaret Hocking, were welcomed. It was shared that NHSBA has webinars that are beneficial for all Board Members. If registered, webinars can be rewatched. There is a lot of good information on that site for new and veteran members.

Christi Gignac and Bob Weir have reviewed and discussed with Superintendent Segal evaluation, and she has accepted a 2-year contract with SAU #35.

The meeting schedule was discussed, there will be a full Board meeting at Profile in June, the other full Board meeting will be in December in Lisbon. There will be no BES meeting in July. A BES Board meeting will be scheduled for August 29th.

Chairman Weir will be away on May 9th, the meeting will still be held at 5:30 pm, and the Vice Chair will facilitate the meeting.

### **NH School Funding Fairness Project**

Sam Natti approached the Board regarding the NH School Funding Fairness Project. Natti gave an overview of the organization and its mission of increasing funding for rural schools, if they can make the movement happen, it will help reduce taxes and make education more equitable for students. On May 11th, Lisbon will be hosting a meeting for North Country to discuss funding issues and get an overview of the plan and the next steps. Childcare will be provided.

## **V. Continuing Business**

### **A. Review of ESSER Grants Funds**

Superintendent Segal shared that ESSER funds that have yet to be allocated are about \$30,000, which must be used by September 2024. Salaries that come out of this fund will need to be picked up by the general fund at that time. This is something to keep on the radar.

### **B. Review of Federal Grants Funds - None**

## **VI. Standing Reports**

### **A. Principal's Monthly Report**

Principal Greenlaw shared some highlights of the month: The Maple Day was a great success, Superintendent Segal shared that she enjoyed watching sixth graders helping the younger students learn and gathering the sap. End-of-the-year field trips are happening, the sixth-grade students will have an overnight at the AMC, and the whole school will be riding the Cog to the top of Mt. Washington. The play Matilda will be happening this week. Poet Ted Schue will do a three-day residency at BES and provide writing workshops for the students.

It is time to start thinking about the steps to find a replacement for Principal Greenlaw. She would like to be part of the process. The Board will revisit this at the beginning of next school year.

### **B. Superintendent's Monthly Report**

#### **1. NH Department of Education, Bureau of Special Education local education agency determination letter**

Superintendent Segal reports a letter from NH Dept of Education states that BES meets the requirements and purposes of the IDEA, further action is not needed. Some areas that need improvement will be addressed by the SPED team.

#### **2. SMART Goals**

Superintendent Segal handed out her goals in a SMART Goals format to the Board. She will have a report regarding those goals at the District Meeting in June. There were no questions at this time regarding the Superintendent's goals.

### **3. District Climate Survey Result**

Through December to February Superintendent Segal did walkthroughs and attended faculty meetings throughout the district. During that time, she had staff fill out a survey regarding the climate of the schools. The report is complete for BES, and the results are very positive. Superintendent Segal reviewed the recommendations from the staff with the Board.

### **C. Business Manager Surplus/Deficit Report**

Business Manager Butterfield reviewed the Surplus/Deficit statement. She reviewed with the Board the end of the year balance has a shortfall of \$35,000 and explained that BES had unexpected overages, such as students moving into the district that needed services such as OT/PT, additional paras were needed, also teachers that were funded by grants were no longer being funded at 100%, gas price overages, the vestibule doors overages, and custodial supplies. Principal Greenlaw has done a great job tightening up the budget to keep the shortfall down. There was a discussion if trust funds could be used to cover the overages. Chairman Weir has concerns about removing funds from the trust fund due to students who could potentially move into the district. ESSER money can not be used to cover the overages. James Noyes reminded the board that there are costly upcoming projects that need to be addressed too, such as the roof and structures. Discussion ensued, and the overages will need to be addressed. This discussion was tabled until the next meeting. Board is advised to email Business Manager Butterfield with any questions.

Business Manager Butterfield asked for feedback regarding Docu-sign. It was unanimous that the Board finds this tool helpful for signing the manifest and getting payroll out quickly. The BES Board enjoys the ease of using this service and would be happy to keep it. The Board decided Chairman Weir should sign first, then it would go to the rest of the Board to sign. If Weir is away, Butterfield can set it up so that the whole Board will receive it. Over the summer, it could be set up for any three Board members who can sign. Discussion is tabled until June to see if the Board would like to make this change for the summer.

Business Manager Butterfield shared that there is a House Bill regarding the school lunch program. This bill is requesting a change in the poverty guideline so more families will qualify for free and reduced lunch. Butterfield will share the information with the Board and encourages them to connect with their state representatives.

## **VII. Committee Reports**

### **A. Executive Board (BW)**

Chairman Weir shared the reorganization of the EBoard. Superintendent Segal's SMART Goals and the School Climate Survey were discussed at this meeting.

### **B. Negotiations for Professional Staff (JN & –)**

Jennifer Lucas and Bob Weir finished negotiations and signed an agreement for two years.

Chairman Weir discussed the reorganization and details of each committee. The BES Board reorganized and volunteered for each committee. Committees and members will be Finance Committee; James Noyes, Policy Committee; Margaret Hocking and Jennifer Lucas, Hiring Committee; Sarah Storella, Facilities Committee; Bob Weir

### **C. Facilities - None**

### **D. Finance Committee - None**

### **VIII. Policy Handbook (--- & —)**

Superintendent Segal handed out the recommended policy from NHSBA- Conduct on School Property policy. This policy is geared toward individuals coming onto school property. James Noyes asked if this includes after-school sports and recreation, Segal stated that it would fall under the policy because it is on school grounds. The Board will review this policy and will make a decision at the next meeting. Tabled.

### **IX. School Staffing Notifications & Approvals**

Principal Greenlaw handed out a list of nominations and explained that the classes are set, and if more students are enrolled, a classroom aid may be needed.

**MOTION MADE BY SARAH STORELLA, SECONDED BY JENNIFER LUCAS, TO APPROVE SCHOOL STAFFING NOMINATIONS. ALL IN FAVOR, THE MOTION CARRIED.**

### **X. Non Public Session as per RSA 91A:3, I, II (if needed)**

**MOTION TO GO INTO NON-PUBLIC MADE BY BOB WEIR, SECONDED BY JAMES NOYES. ALL IN FAVOR. MOTIONED CARRIED TO ENTER NON-PUBLIC AT 7:14 P.M.**

**MOTION TO LEAVE NON-PUBLIC MADE BY JAMES NOYES SECONDED MARGARET HOCKING. ALL IN FAVOR. MOTIONED CARRIED, TO RETURN TO PUBLIC SESSION AT 8:38 PM**

### **XI. Adjournment**

**MOTION MADE BY JAMES NOYES, SECONDED BY JENNIFER LUCAS, TO ADJOURN THE MEETING AT 6:40 PM. ALL IN FAVOR, THE MOTION CARRIED.**

Respectfully Submitted,

Rhienna Miscio  
Board Clerk

**Next Board meeting: May 9, 2023**