



Bethlehem School Board
Bethlehem Elementary School

June 13, 2023
5:30 P.M.

PUBLIC BOARD MEETING MINUTES - Draft

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

I. Call to Order

CHAIRMAN BOB WEIR CALLED THE MEETING TO ORDER AT 5:33 P.M.

II. Approval of the Minutes

- May 9, 2023, Public Board Meeting Minutes- BES - Draft.pdf
- May 9, 2023 Nonpublic Session Minutes- BES - Draft.pdf

MOTION MADE BY JENNIFER LUCAS SECONDED BY MARGARET HOCKINGS FOR THE APPROVAL OF MAY 9TH, 2023, PUBLIC MEETING MINUTES. ALL IN FAVOR. MOTION CARRIED.

MOTION MADE BY JENNIFER LUCAS SECONDED BY JAMES NOYES FOR THE APPROVAL OF MAY 9TH, 2023, NONPUBLIC SESSION MEETING MINUTES. ALL IN FAVOR. MOTION CARRIED.

III. Public Input - None

IV. New Business

Query of the PTA using Bitchin Kitchen Food truck at a school event

Margaret Hocking reported that the PTA would like to consider using the local food truck, Bitchin' Kitchen, at the school's "Welcome Back" social. They will cover the letter "B" or "Bitchen" if there is a concern about profanity. Superintendent Segal is discouraging the truck for the school event. After discussion, the Board decided to allow the truck as long as the

word was blocked out. There needs to be a reminder that this is advertised as sponsored by the PTA and Cold Mountain Cafe.

V. Continuing Business

A. Review of ESSER Grants Funds

Superintendent Segal told the board that funds were approved for Nicole Kerstetter to upgrade software systems and for the Garden Club to continue over the summer.

Principal Greenlaw would like for after-school enrichment activities to continue in the fall, even after the ESSER funds run out.

B. Review of Federal Grants Funds

Title II - Christine Greenlaw is enrolled in an Orton Gillingham course, which was approved. Christine Greenlaw will be taking the place of Sara Cassaden next year. Title VI funds for the Summer Science Camp were approved.

VI. Standing Reports

A. Principal

1. Monthly Report

Principal's Report for June 2023.pdf

Principal Greenlaw gave a brief review of her Principal's Report;

The windows that need to be painted will be put out to bid. Lufkin Security reported that the current security system is not operating as it should and needs to be updated, and sensors must be replaced. Lufkins will be putting in a bid to upgrade the system, Principal Greenlaw will seek additional bids as well. Cog railway trips were amazing for the students, the students learned about weather patterns as it was snowing and icy during the trip. NCES will be offering a two day workshop with Polly Bath over the summer, there is a team of six staff members that will be attending. During the professional development meeting, the staff came up with the school community values; belonging, stewardship, curiosity, and connection. The 6th Grade Stepping Up was excellent and organized, Principal Greenlaw gave kudos to the teachers for writing the awards and making them personalized.

2. New Hampshire Statewide Assessment Results

New Hampshire Statewide Assessment Results.pdf

Principal Greenlaw reviewed the New Hampshire Statewide Assessment and Benchmark Results with the Board. She explains that the statewide testing is intense, and a few weeks later, the students are benchmarked. The school is looking at moving away from STAR and Acadience testing, and begin to use AIMSweb. AIMSweb will streamline results and reduce testing time for BES. Principal Greenlaw mentions that the state average for the NH Statewide Assessment is 32-50 percent, and BES is above that average. James Noyes questioned the scores regarding math, Principal Greenlaw explained that a new math program was introduced, forcing the teachers and students to learn a new style of curriculum and vocabulary. After meeting with the teachers and getting their feedback on the math curriculum, it was decided they would use the Envisions program to allow teachers to add math centers and ways to differentiate for all learners. Discussion ensued regarding how gifted students are being targeted through

enrichment and their needs are being met too.

B. Superintendent

Superintendent Segal gave an overview of the Full Board meeting. She discussed her SMART Goal report and gave the pin of excellence to all the board members. During the summer retreat for the administration, there will be a discussion on the different math programs available.

C. Business Manager

1. Surplus/Deficit Report

Business Manager Toni Butterfield gave the surplus/deficit report, currently, it is showing there will be a \$4000 short fund, however, Butterfield has been working with the auditors, Lisa Brown and Principal Greenlaw, and the ending balance will be in the positive. There are funds that are not shown on the report. The trust fund is down slightly, and the food service budget was discussed.

2. Tuition Request

There is no tuition set for Bethlehem Elementary School.

3. School Breakfast and Lunch Meal Pricing

Currently, the food services there is a shortfall of \$16,443, next year's contract with Fresh Picks shows a \$26,872 shortfall. BES is not bringing in the revenues it had in the previous year when everyone was free and reduced lunch. If the qualifications for free and reduced change, then the revenue will go up. There was a short discussion regarding the food service contracts going out for bid next year and the implication that has on the current staff. Next year, parents will need to be educated on how to fill out the free and reduced paperwork.

MOTION MADE TO ACCEPT THE FOOD SERVICE AGREEMENT WITH FRESH PICKS CAFE WITH AN ESTIMATED SUBSIDY OF \$26,873 AND INCREASE PAID BREAKFAST TO \$1.85 AND PAID LUNCH TO \$2.85 WITH REGRET. JAMES NOYES FIRST, SARAH STORELLA SECONDED, ALL IN FAVOR. MOTIONED CARRIED

4. Sign 23-24 Food Service Management Company Contract

MOTION MADE TO APPROVE BOB WEIR TO SIGN THE FOOD SERVICES AGREEMENT AFTER THE STATE HAS REVIEWED AND MADE CORRECTIONS. JENNIFER LUCAS FIRST, MARGARET HOCKING SECONDED, ALL IN FAVOR. MOTION CARRIED.

MOTION MADE TO SIGN GENERAL ASSURANCE TO FOLLOW FEDERAL POLICIES DAF, JENNIFER LUCAS FIRST, MARGARET HOCKING SECONDED, ALL IN FAVOR. MOTION CARRIED.

VII. Committee Reports

A. Executive Board (BW & JN) - NONE

B. Negotiations for Professional Staff (JN & BW) - NONE

C. Facilities (BW) -

Principal Greenlaw has been contacting roofing companies to get quotes and to see how long they have until the roof needs to be replaced. An update was given regarding the solar panels that BES is using. Shawn Monahan spoke with Eversource, and it was reported that all the power that is not used goes back to the solar panel system, and BES is charged for it. There was some confusion; the meters still need to be installed, and BES is not currently charged. Once the meters are installed, the stakeholders will meet to understand the process of the solar panels and the charges. Now, BES is paying for a 3rd party provider. Principal Greenlaw and Business Manager Butterfield have contacted Dave Van Houten to get some answers.

D. Finance Committee (JN)

Business Manager Butterfield, Lisa Brown, and Dawn Aldrich want to keep the finance committee. There was a discussion of adding individuals from the community to this committee, and meetings will start in September. Principal Greenlaw will get a list of individuals that may be interested and will present it to the Board.

E. Hiring Committee (SS) - NONE

VIII. Policy Handbook (MH & JL)

1. KFA – Public Conduct on School Property – Second Reading and approval

■ KFA - Public Conduct on School Property approved 10-21-13.pdf

The Board discussed the policy and how New Hampshire law allows carrying in school. It was mentioned that if the school or anyone in the school feels like there is a threat, they should call the police.

MOTION MADE BY MARGARET HOCKING SECONDED BY JENNIFER LUCAS FOR THE APPROVAL AND ACCEPTANCE OF KFA – CONDUCT ON SCHOOL PROPERTY – (SECOND READING) WITH REGRET. ALL IN FAVOR, MOTION CARRIED.

2. Emergency Care and First Aid policy/nurse education CEUs

This will be discussed in non-public due to the nature outlined in RSA 91-A:3, II (a) & (c)

IX. School Staffing Notifications & Approvals

This will be discussed in non-public due to the nature outlined in RSA 91-A:3, II (a) & (c)

X. Non-Public Session as per RSA 91A:3, I, II

MOTION TO GO INTO NON-PUBLIC MADE BY JAMES NOYES, SECONDED BY MARGARET HOCKING. ALL IN FAVOR. MOTIONED CARRIED TO ENTER NON-PUBLIC AT 7:20 P.M.

W 2023, June 13th, BES Board Non Public Meeting Minutes

MOTION TO LEAVE NON-PUBLIC MADE BY JAMES NOYES SECONDED JENNIFER LUCAS. ALL IN FAVOR. MOTIONED CARRIED, TO RETURN TO PUBLIC SESSION AT 7:54 PM

XI. Adjournment

James Noyes gave an NHSBA update, he will share part of the COSBA, which includes training and policies for new school Board members.

MOTION BY JAMES NOYES, SECONDED BY MARGARET HOCKING, TO APPROVE THE SUPERINTENDENT AND PRINCIPAL TO PROVISIONALLY HIRE FOR THE POSITIONS DISCUSSED IN NON-PUBLIC WITH THE FINAL APPROVAL OF THE SCHOOL BOARD.

The discussion of hiring a new principal for BES will begin in September.

MOTION MADE BY JAMES NOYES SECONDED BY MARGARET HOCKING TO ADJOURN THE MEETING AT 8:00 P.M. ALL IN FAVOR, MOTION CARRIED.

Respectfully Submitted,

Rhienna Miscio
Board Clerk

Next Board meeting: August 29, 2023

Notice is hereby made that public comment shall be made without expectation of a response by any School Board Member to matters raised by such commentary. The Board will not hear personal complaints about school personnel nor against any person connected with the school system. The expectation of all in attendance is to conduct themselves in a civil manner. The Board respects the right of the public to communicate its stance on matters of interest, but meetings are scheduled in advance to conduct business put forth on its publicly posted agenda only.