

**BETHLEHEM BOARD OF EDUCATION  
BETHLEHEM ELEMENTARY SCHOOL  
GOOGLE MEET**

**DATE: FEBRUARY 16th, 2021  
TIME: 5:00 PM**

**BOARD MEETING MINUTES - Draft**

**PRESENT:** Principal Sue Greenlaw, Chairman Bob Weir, Steve Hoyt **BOARD MEMBERS:** Becky Beno, James Noyes **PRESENT:** Dave Van Houten

**PRESENT GOOGLE MEET:** Superintendent Tari Thomas, Business Manager Toni Butterfield **BOARD MEMBERS:** Tim Fleury, Jennifer Lucas **PUBLIC:** Chris McGrath

**I. CALL TO ORDER:**

Chairman Weir called the meeting to order at 5:03 PM. Roll call, all present.

**II. PUBLIC INPUT**

Van Houten has come before the BES Board to speak about the proposed solar project that has been worked on for about a year to serve the town accounts, which includes the elementary school, library, the town hall, gazebo and information booth. He states that installing one solar panel is a good idea to save the town money and to be green.

There is a USDA grant for installing one solar panel to help with the cost of the town, the grant will cover 35% of the total cost which was estimated at \$475,000. The grant has been approved, and their committee found out about two weeks ago.

The process going forward is that they had to put together a warrant article and submit it to the selectboard to satisfy one of the USDA grant requirements. There will be a warrant article at the deliberative session in the first week of June to be discussed and can be voted on in July. If it passes, then a bid will be open to receive proposals from companies to install the solar panels.

Proposed site is by the community garden next to the ballfield. The primary account would be the school, and is the obvious choice as it is fairly close to the site and the biggest account. That means it would need more administrative work between the school and town since the town owns the property, but the school holds the account. Van Houten predicts that this would cut the school's electrical bills by a half, he is trying to find concrete numbers on how much it would save.

Van Houten asked for a point of contact from the BES School Board to communicate with the solar project. Tim Fleury and Bob Weir volunteered to be the points of contacts to relay information.

Chairman Weir asked if the solar panels would be barricaded or protected down at the ballfield.

Van Houten stated that they are durable and are rated for hail storms. He also states that they are insured.

Van Houten went on to discuss the financial structure of the installation. There is a \$475,000 installation cost, this would be a unit that we own.. The Select Board has earmarked some funds for infrastructure improvements around town. Van Houten States that the select board all agree that applying \$150, 000 to this project would make sense. If the grant was used and monies from the town it should bring the project down to about \$160,000. The committee is still working on the numbers but the estimates the solar panels could save about \$35,000 a year. A discussion ensued.

Board Member Beno asked about the long term maintenance cost of the solar panels and how long do the solar panels last. .

Van Houten states that is something that would have to be put into the budget. He believes that the long-term maintenance cost per year is about \$1,000. The solar panels are guaranteed for 25 years. Van Houten left the meeting at 5:15 PM

Principal Greenlaw wanted to discuss the ESSA money that has been earmarked for Bethlehem Elementary School. One of the projects they thought they could use money on is the radiator controls. Steve Hoyt is on his way to the meeting to discuss this. Board will move to the agenda until Mr. Hoyt is present.

### **III. APPROVAL OF MINUTES OF THE JANUARY 12, 2021 MEETING**

- [Public Meeting Minutes of January 12, 2021](#)
- [Non Public Meeting Minutes of January 12, 2021](#)

**MOTION MADE BY BECKY BENO SECONDED BY JAMES NOYES BY FOR THE APPROVAL OF MINUTES OF THE JANUARY 12TH, 2021 MEETING. ALL IN FAVOR, MOTIONED PASSES.**

**MOTION MADE BY BECKY BENO SECONDED BY JAMES NOYES FOR THE APPROVAL OF JANUARY 12TH, 2021 NON PUBLIC MEETING MINUTES. ALL IN FAVOR, MOTIONED PASSES.**

## IV. FINANCIAL

### A. General Information

- [BES YTD Expenditures 2.16.2021](#)
- [BES YTD Revenues 2.16.2021](#)
- [BES Surplus Deficit Statement 2.16.2021](#)

Business Manager Toni Butterfield states that Sue has done a great job keeping expenditures low and moving things to grants if she can. The school looks like it's in really good shape for the end-of-year balance. End-of-year balance should be between \$300,000 and \$350,000.

Chairman Weir spoke about Warrant Article 4 which is to raise \$40,000, the remainder of the surplus will go back to the taxpayers.

## V. PRINCIPAL'S REPORT

### A. General Information

- [School Approval Letter](#)
- [Winter Assessment Data](#)
- [Principal's Report](#)

Principal Greenlaw discussed the ESSA grant funds to make the most of those monies. She is working on getting estimates for projects that are needed to be done, to avoid using the capital funds. She states that one aspect of this grant is for SEL, Principal Greenlaw was able to take \$10,000 of the grant money for the next two years, and make Tianna Sparks a full time art teacher, and Barbara Kunz a full time music teacher. Principal Greenlaw believes that having full time art, physical education and music are classes that help the kids thrive. Principal Greenlaw shared thoughts that integration of the arts is beneficial to the students.

Principal Greenlaw stated that they just finished winter benchmarking. Remote learning did affect the kids, as it was expected. Remote learning has affected the scores, but being back in school since January 19th, the school is gaining steam and spring benchmarks will look better. Remote learning has taken a toll on the younger kids as they were trying to build their foundational skills, the teachers have been very creative, and closing those gaps.

There was a brief discussion on hiring a custodial staff for four hours a day. This person would be part time in the summer as well as during the school year.

Steve Hoyt presented Radiator Controls: The old system is a spring loaded system and needs to be manually turned down. New controls can be set to turn the room down in the evening automatically, and will automatically turn on in the morning. The new controls can also be monitored and controlled remotely. Having these controls would be a savings. The first bid that was received for this system was \$36,000. The majority of

these projects through the ESSA Grant, this would be over the summer. Throughout spring Business Manager Butterfield and Principal Greenlaw will keep putting together projects and estimates to bring a proposal to the board later. Brief discussion ensued about zone control. The grant needs to be submitted by 2023.

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

### **A. NCES Membership**

- [NCES Membership Information](#)

Superintendent Thomas reports that there was a letter from the Department of Ed regarding school facility approval. Superintendent Thomas mentioned that Principal Greenlaw, June and Steve's diligence and care made the review easy and thanked me.

Superintendent Thomas mentions that the NCES memberships are due. The Board annual approves the membership. Bethlehem would be at the associates level rate. Superintendent Thomas states that this organization is remarkable; they provide professional development, special ed support, networking, advocacy and much more. They are essential to the school across the North Country.

**MOTION MADE BY BECKY BENO, SECONDED BY JAMES NOYES TO APPROVE THE NCES MEMBERSHIP, ALL IN FAVOR, MOTIONED PASSES.**

### **B. March Board Meeting/Annual Meeting Postponement Date**

Superintendent Thomas asked the Board regarding the Annual March meeting, which is March 16th or if the meeting would be moved to another date. Superintendent mentioned that the Lafayette Board is moving their meeting to Profile and having a June date. The Profile Board is moving their meeting to June dates.

Business Manager Butterfield mentioned that the dates that were chosen by the other schools were to share the cost in the tent and sound system that would be needed for an outside meeting.

Chairman Weir mentioned that the meetings last year worked pretty well, it allows everyone in the town the ability to come and keeps everyone safe regarding Covid.

Discussion ensued. There will be a regular board meeting on March 16th, 2021

**MOTION MADE BY JAMES NOYES, SECONDED BY BECKY BENO TO APPROVE THE ANNUAL MARCH 16TH MEETING TO BE MOVED TO JUNE 7TH HELD AT THE PROFILE PARKING LOT, ALL IN FAVOR, MOTIONED PASSES.**

### **C. Attorney for Annual Meeting**

- [DRAFT Warrant Articles](#)

Superintendent Thomas mentioned that the Board needs to discuss and decide if they would like legal counsel to be present at the Annual Meeting on June 7th. The board agreed to have legal counsel present at the Annual Meeting.

**MOTION MADE BY JAMES NOYES, SECONDED BY BECKY BENO TO APPROVE TO HAVE LEGAL COUNSEL AT THE ANNUAL JUNE 7TH MEETING. ALL IN FAVOR, MOTIONED PASSES.**

Superintendent Thomas mentioned that it was also suggested by the attorney to have the following statement added to the warrant just in case the budget article 3 is defeated. This would read "Shall the District, if article 3 is defeated, authorize the school board to call one special meeting at its option, to address article 3 cost items only". This is a recommendation not essential. Discussion ensued.

**MOTION MADE BY JAMES NOYES, SECONDED BY BECKY BENO TO ADD ANOTHER WARRANT ARTICLE IN THE EVENT THAT ARTICLE #3 DOES NOT PASS FOR EMERGENCY ORDER TO BE DETERMINED WHERE THAT SHOULD LIE BASED ON LEGAL COUNSEL, ALL IN FAVOR, MOTIONED PASSES.**

### **D. General Information**

- [Supt Eval](#)
- [Contact Information for Parents/Community](#)

Superintendent Thomas stated that there is no February newsletter, there will be a February- March newsletter. She included hyperlink to the superintendent evaluation. She encourages everyone to look at it and if has recommendations to let Chairman Weir know, and she would be happy to make adjustments. Included in the hyperlinks is a list of a list of contacts for parents and community members.

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

Chairman Weir did the update on the Eboard Meeting. The Eboard Members are still moving in the direction of hiring a Superintendent, there was a discussion of looking at the culture and climate of the SAU and the five school districts. The culture and climate is something that should be done with the new superintendent and with their staff once they are hired. He stated that Superintendent Thomas will help with the superintendent search, and her and Business Manager Butterfield will continue to get a handle on the finances of the SAU and the districts.

## **VIII. POLICY COMMITTEE**

Nothing to report.

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

**MOTION TO GO INTO NON-PUBLIC MADE BY BECKY BENO, SECOND JAMES NOYES. ALL IN FAVOR. MOTIONED CARRIES, TO ENTER NON-PUBLIC AT 6:03 PM.**

**MOTION TO LEAVE NON-PUBLIC MADE BY TIM FLEURY, SECOND JENNIFER LUCAS. ALL IN FAVOR. MOTIONED CARRIES, TO RETURN TO PUBLIC SESSION AT 6:20 PM.**

## **X. OTHER BUSINESS**

Board Member James Noyes gave an update on the New Hampshire School Board Delegate Assembly. A draft letter was created to send to the Governor asking him to reconsider and reprioritize teachers, paraprofessionals, staff and administration to get the vaccine to group 1A. At the meeting it was also discussed gun control on school grounds and allowing school boards to have the authority to ban guns on campuses. This stems from schools being a place for voting, and a lot of traffic in and out of the building and people carrying guns.

There being no additional business to come before the Board adjourned the meeting.

## **XII. ADJOURNMENT**

**MOTION MADE BY JAMES NOYES SECONDED BY BECKY BENO TO ADJOURN THE MEETING AT 6:25 PM. ALL IN FAVOR, MOTION CARRIED.**

Respectfully submitted,

Rhienna Miscio  
Substitute Board Clerk

**The next Board Meeting will be held on March 16th, 2021**

## **A Checklist To Ensure Meetings Are Compliant With The Right-to-Know Law During The State Of Emergency**

As Chair of the Bethlehem Elementary School Board, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are:

- a. Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means:

We are utilizing Google Meet for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting by clicking on the following website address: <http://meet.google.com/hrv-rxdr-osz>. Join by phone (US) [+1 669-244-0045](tel:+16692440045) (PIN: 361807235)

- b. Providing public notice of the necessary information for accessing the meeting:

We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Zoom or telephonically. Instructions have also been provided physically as posted outside the SAU #35 office door and on the websites of Bethlehem Elementary School and SAU #35 at: [www.bethlehem.k12.nh.us](http://www.bethlehem.k12.nh.us) and [www.sau35.org](http://www.sau35.org)

- c. Providing a mechanism for the public to alert the public during the meeting if there are problems with access:

If anybody has a problem, please email Sue Greenlaw at [s.greenlaw@bethlehem.k12.nh.us](mailto:s.greenlaw@bethlehem.k12.nh.us)

- d. Adjourning the meeting if the public is unable to access the meeting:

In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled.

Please note that all votes that are taken during this meeting shall be done by roll call vote.

Let's start the meeting by taking a roll call attendance. When each member states their presence, please also state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.