

BETHLEHEM SCHOOL BOARD  
BETHLEHEM ELEMENTARY SCHOOL  
2297 MAIN STREET  
BETHLEHEM, NH 03574

DATE: JUNE 13, 2016  
TIME: 5:30 PM

## BOARD MEETING MINUTES

PRESENT: Board Chairman Carol Kerivan; Board Members Steve Gorman, Robert Weir, Amy Lane-Tuohy; Superintendent Pierre Couture; Business Manager Tina Peabody; Principal Shelli Roberts; Horizons Engineering Representative Steve Lafrance.

The meeting was called to order at 5:30 PM by Chairman Kerivan.

PUBLIC INPUT – None

### HORIZONS ENGINEERING PRESENTATION

Steve Lafrance of Horizon Engineering appeared before the Board to brief them on the new plans for the parking lot. Mr. Lafrance distributed a probable cost analysis for the proposed project which is divided into two phases. The first phase is the Drop Off Area Improvements and the second phase is the Parking Lot Expansion. Mr. Lafrance shared a design of the project briefing the Board on the contents and fielding questions as necessary. The plan adds a five foot sidewalk in front of the school which then makes the two drop off lanes each twelve feet in width. The discussion arose as to whether this would be wide enough of if the Board would like him to reduce the grassy area in front of the building by five feet to keep the lane widths the same as they currently are. Mr. Lafrance felt that this would add approximately \$5,000.00 to phase one of the project for a total of \$27,300.00. The Board, Mr. Lafrance and Superintendent Couture stepped outside to view and discuss this area.

Phase two of the project is the Parking lot Expansion. This would include forty-four parking spaces for a total cost of \$72,600.00. Phase two would be brought to the voters at the annual Meeting next March.

Following a brief discussion, MOTION BY ROBERT WEIR, SECONDED BY STEVE GORMAN TO MOVE FORWARD WITH PHASE ONE AS AMENDED AND APPROVE THE EXPENDITURE OF UP TO \$30,000.00 FOR THIS PURPOSE. ALL IN FAVOR, MOTION CARRIED. It was noted that monies for this may come from the parking lot capital reserve fund if needed.

Mr. Lafrance suggested sending bid information to Gary Ward and Frank Dodge, both Littleton Contractors.

MOTION BY AMY LANE-TUOTH, SECONDED BY ROBERT WEIR TO APPROVE THE MINUTES OF THE MAY 16, 2016 MEETING AS WRITTEN. ALL IN FAVOR, MOTION CARRIED.

### FINANCIAL REPORT

Manifests were circulated for Board review and approval.

Business Manager Tina Peabody distributed copies of the Financial Reports for Board information and review noting that the current projected yearend balance is \$107,698.00. This includes monies for the estimated beginning balance and warrant articles from surplus. A brief discussion ensued.

Business Manager Peabody advised the Board that she has received an invoice from Horizons Engineering for work thus far on the parking lot project in the amount of \$3,880.00 and she is seeking input from the Board as to whether to pay from this year's surplus or from next year's budget. Following a brief discussion it was the consensus of the Board to pay this from the current year's surplus.

Business Manager Peabody distributed School Lunch Reports for Board information and review noting that the program had no significant changes this month. Ms. Peabody anticipates that there will be a refund from Café Services at the completion of the year as the money we have paid exceeds the expenses.

#### PRINCIPAL'S REPORT

Principal Roberts called the Board's attention to her written report included in their agenda packets briefing them on the contents and fielding questions as necessary.

Principal Roberts advised the Board that due to the number of preschool applicants (16) she has switched back to a split day schedule for the upcoming year. Students will be attending Monday through Friday either in the morning or afternoon as appropriate. There times will be 7:45 AM to 10:15 AM and 10:45 AM to 1:15 PM. Principal Roberts further stated that some students will be attending a longer day based on their individual needs.

Principal Roberts requested a volunteer from the Board to present the Board award and a Board member to present the diplomas. Robert Weir will handle both of these tasks. Amy Lane-Tuohy will provide Mr. Weir with some background information on the award.

Principal Roberts distributed the 2015-2016 BES Fall to Spring Benchmark Growth Comparison for the STAR Assessment, DIBELS Assessment, SBAC Testing Program and the Spelling Benchmark (TWS-4) briefing the Board on the contents and fielding question as necessary. Overall the scores are all above the state average. A brief discussion ensued.

#### SUPERINTENDENT'S REPORT

Superintendent Couture advised the Board that SAU 35 will be part of the PACE Northern Cohort beginning in July. This is a result of the PACE flexibility waiver put forth by the DOE. The principals all feel that this will be a worthwhile venture and are looking forward to contributing to the development of our own standardized testing. The NH DOE and the Center for Assessment will be assisting in this program.

Superintendent Couture recommended the nomination of Brianna Birt to the position of Elementary Teacher replacing Priscilla Didio for the 2016-2017 school year. Following a brief discussion, **MOTION BY ROBERT WEIR, SECONDED BY STEVE GORMAN TO APPROVE THE NOMINATION OF BRIANNA BIRT AS RECOMMENDED. ALL IN FAVOR, MOTION CARRIED.**

Principal Roberts noted that Priscilla Didio will be returning next year in the capacity of mentor for new teachers and those not yet having achieved tenure. A brief discussion ensued. It was also noted that the Art position is not as yet filled for the upcoming year.

Superintendent Couture advised the Board that historically they do not meet in July. The next regularly scheduled meeting will be on August 29, 2016 at 5:30 PM. If there is any need for a meeting during the summer, a special meeting will be scheduled.

Superintendent Couture advised the Board that he has been busy with graduations; Profile was on Friday, June 10 and Lisbon on Sunday, June 12. He also was in attendance at the NCCA (North Country Charter Academy) graduation on Sunday, June 5. Superintendent Couture currently serves as Chairman of the NCCA Board. The NCCA has been in existence for twelve years having been formed under an agreement by ten superintendents to offer an alternative program for students unable to be successful in the traditional classroom. To date, there have been four hundred fifty graduates from the ten school districts. There are two locations, one in Littleton (across the hall from the SAU) and one in Lancaster with students attending from as far North as Colebrook and south as Lin-Wood and Woodsville.

Superintendent Couture advised the Board that he has been informed by April Hibberd that the Bethlehem Select Board would like to meet with both the Bethlehem and Profile Boards to discuss budget issues. There is concern about the anticipated rise in the tax rate once Casella is closed. The land fill is anticipated to close within the next five years and it is rumored that when this occurs the tax rate will increase by \$5.00 per thousand. Superintendent Couture has advised Ms. Hibberd that fall would be a good time for this meeting.

#### BOARD REPORTS

POLICY COMMITTEE – No Report

NEGOTIATIONS – PROFESSIONAL & SUPPORT STAFF – No Report

MOTION BY ROBERT WEIR,, SECONDED BY AMY LANE-TUOHY, TO ENTER INTO NON-PUBLIC SESSION AT 6:40 PM UNDER PARAGRAPH II, SECTION 2 OF RSA 91A:3 OF THE RIGHT TO KNOW LAW TO DISCUSS BOARD MEMBERSHIP TAKING SUPERINTENDENT COUTURE, BUSINESS MANAGER PEABODY, PRINCIPAL ROBERTS. ALL IN FAVOR FOLLOWING A ROLL CALL VOTE, MOTION CARRIED.

MOTION BY ROBERT WEIR, SECONDED BY STEVE GORMAN TO RETURN TO PUBLIC SESSION AT 6:50 PM. ALL IN FAVOR FOLLOWING A ROLL CALL VOTE, MOTION CARRIED.

#### EXECUTIVE BOARD

Amy Lane-Tuohy advised the Board that she attended the Executive Board meeting on Tuesday, June 7<sup>th</sup>. The Board hired a new speech/language assistant for the 2016-2017 school year. The Board approved the Investment and Fund Balance Policies for the SAU. Also the Board was updated on the EMPG Grant which is in process at this time. The Board needed to approve the Grant as the next step in the process and they unanimously voted to do so. This grant is through the NH Department of Safety and is a matched grant for approximately \$24,000.00. The districts were allowed to use past purchases for safety such as surveillance cameras and shades for their matching funds. A brief discussion ensued.

There being no further business to come before the Board, MOTION BY AMY LANE TUOHY, SECONDED BY ROBERT WEIR TO ADJOURN AT 6:55 PM. ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted

Marjorie Brown  
Board Clerk