

**BETHLEHEM 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

**I. Call to Order**

**CHAIRMAN ROBERT WEIR CALLED THE MEETING TO ORDER AT 5:32 PM,  
ROLL CALL: CHAIRMAN ROBERT WEIR, JENNIFER LUCAS, BECKY BENO,  
JAMES NOYES, MARGARET HOCKING**

**II. Approval of the Minutes**

[2022, December 13th BES Public Minutes-Draft.pdf](#)  
[2022, December 13th - BES PUBLIC NON PUBLIC - Draft.pdf](#)

**MOTION MADE BY JAMES NOYES, SECONDED BY BECKY BENO FOR THE  
APPROVAL OF DECEMBER 13th, 2022, PUBLIC MEETING MINUTES. ALL IN  
FAVOR. MOTION PASSES.**

**MOTION MADE BY JENNIFER LUCAS, SECONDED BY JAMES NOYES FOR THE  
APPROVAL OF DECEMBER 13th, 2022, NON-PUBLIC MEETING MINUTES. ALL IN  
FAVOR. MOTION PASSES.**

**III. Public Input**

A quick discussion on vacant seats for the next election were discussed, Tim Fleury's seat is being filled by Margaret Hocking. Becky Beno and Jennifer Lucas's seats are up for election.

Sarah Storella came before the Board to express her interest to serve on the Board in the future, she gave the Board a brief overview of her background. Chairman Weir and James Noyes gave outline of the responsibilities of the Board which includes; creating policies and developing a fiscally responsible budget. NHSBA has videos online regarding the role of a Board member, this is a good resource.

Declaration of Candidacy forms were sent to Hockings, Storella, Lucas and Krambeer.

## **IV. New Business**

### **A. Carole Bays – BES Community Garden**

Carole Bays is a third grade para and enjoys working with the students, she is also the head of the BES Community Garden and founder of the Gardening Club. The first year that the Gardening Club was established there were 8 students, now there are a lot more. The Club has gained popularity over the last three years, and the gardens have expanded. Bays mentions that when the group is not planting or working in the garden, there is an educational component. This is learning about the plants, having guest speakers come in or create presentations. The Club has received donated garden beds which has allowed a lot more plants to be grown. All the food that is grown goes to the Bethlehem Community Dinners, the food pantry, and to any kids that want to take the food home, there isn't any waste. Also, any food that isn't eaten during lunch is donated to Meadowstone Farms to feed the animals. Meadowstone then donates compost to the gardens. The Gardening Club plans on building a greenhouse with a grant they received from the Friends of Acadia and \$1400 awarded from the Littleton Food Coop at the end of last school year. The greenhouse will be put up in the spring. Bays states that there are possibilities of more grant funding that would go towards the interior of the greenhouse and a sugar shack. Currently BES Gardening Club is Partner of the Month at the Coop. The Gardening Club mission is based on the 8 Ps of Gardening, Ponder, Power, Participate, Promote, Pleasure, Pride, Passionate, and Patience.

### **B. Moderator, Clerk, Treasurer, One Board seat up for re-election for one-year term and Two Board seats up for re-election for three-year term.**

The Declaration of Candidacy form can be filed between February 1st -February 10th.  
Mary Lou Krambeer will be the Moderator for this coming years meeting.

## **V. Continuing Business**

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

The natural playground will be put on pause. Bryan Smith's position for next year as Enrichment Coordinator/Tech was put into the ESSER grant and was approved , as well as stipends for after-school enrichment clubs.

### **B. Review of Federal Grants Funds**

\$122,000 has been spent, there is still about \$45,000 that has not been budgeted for. The Title IV grant needs to be encumbered.

## **VI. Standing Reports**

### **A. Principal**

#### **1. Principal's Report**

- Christine Young Rineer nominated for the New Hampshire Governor's Council on Physical Activity and Health. This CHART (Character and Resiliency Together) Award recognizes an educator who models character and resiliency, and Christine was selected to receive an award
- Kids were happy to be participating in Friday activity again, students had the choice of rock climbing, swimming, gymnastics, White Mountain Science activities, downhill and Nordic skiing as well as snowboarding.

- The holiday concert was a success, both concerts were well attended.
- Rich Regione is a drumming presenter that is coming to BES for a 3 day residency, he focuses on empathy, and social inclusion, fun and exciting. Tiger was at the school this week, and they were entertaining.
- Sue thanked Dawn, Toni and James for their help with the budget, the Budget Committee was a huge success, and having more people part of the process helped.
- After School enrichment activities have been a hit with over 40 students signed up. Students have the option of robotics, art club, garden club, cheese club, intramurals and theater. Some of these clubs have already started, others will start soon. The theater club will be presenting Matilda in the spring. Becky Beno applauded the school for doing so much for the students, and Supt. Segal stated that she was impressed with all the choices that the students have. Principal Greenlaw mentioned that the ESSER Funds have opened the doors to these programs.
- Benchmarking will begin next week.

## **B. Superintendent**

### **1. Monthly Supt Report**

#### **a. Individual Board Member Self-Evaluation Worksheet**

Supt. Segal gave the Board the NHSBA Self Evaluation. This is a tool that the Board may want to review or fill out if they feel the need. This is not self evaluation is not a requirement.

## **C. Business Manager**

### **1. Surplus/Deficit Report**

Butterfield gave the Board the expenditure report which was listed by function code. There is a projected \$28,000 end of the year balance, BES has encumbered and spent the \$53,000 this year. If BES ends up having a balance, at the budget hearing, the Board can have recommendations from the floor. Trust funds have gone down, but that is because of the market. There was a snapshot of the Food Program, and a breakdown of November to YTD. Butterfield reviewed with the Board how many meals have been served, and how many were reimbursable meals. Noyes mentioned that the Board may want to consider getting an estimate for the roof soon, and see if monies can be moved to save for that project. Noyes spoke of a spreadsheet that estimates the cost of the project with inflation, and a comparison of current cost vs projected cost would be helpful. BES may want to consider to start working on a year-to-year maintenance plan using this spreadsheet and start reviewing this and the capital reserve with the Budget Committee. Noyes will share the video of this tool with the Board, it was created by the Monadnock school district. Discussion ensued regarding trust funds and moving it for future special ed cost or maintenance.

### **2. Budget**

Butterfield gave the Board the budget report which was listed by function code. Butterfield pointed out that moving Mr. Smith's salary to the ESSER and creative staffing there will only be a 2.63% increase to the budget. Butterfield praised the Budget Committee for doing an amazing job trimming the budget the best they could. Butterfield pointed out that

regardless of which bus company that the school goes with, it will be \$7,000 less. Currently BES is paying significant gas overages, \$2,160 was the overage from last year. \$4,000 will be put in the budget for overages for the upcoming year, discussion ensued. The difference in the budget last year and this year will be about \$80,000. Teacher negotiations will have to be a warrant article.

**3. Warrant Articles**

**ARTICLE 01:**

To choose all necessary officers for the School District for the ensuing year.  
BY BALLOT

**ARTICLE 02:**

To hear the reports of Agents, Auditors, Committees or Officers heretofore chosen and pass any vote relating thereto.

**ARTICLE 03:**

To see if the District will vote to raise and appropriate the sum of Three Million, Four Hundred Eighty Thousand, Ninety-One Dollars and Forty-Five Cents (\$3,480,091.45) for the support of schools, for the payment of salaries of School District Officials and Agents, and for the payment of statutory obligations of the District, exclusive of other Articles.

**ARTICLE 04:**

To see if the District will vote to approve the cost items included in the collective

bargaining agreement reached between the Bethlehem School District and the

Bethlehem Education Association, which calls for the following increases in

salaries and benefits at the current staffing level

Fiscal Year	Estimated Increase
2022-2023	\$76,357.13

2023-2024	\$54,734.70
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and further to raise and appropriate the sum of \$76,357.13 for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels

**ARTICLE 05:**

Shall the school district, if WARRANT ARTICLE 4 is defeated, authorize the governing body to call one special meeting, at its option, to address WARRANT ARTICLE 4 cost items only? (Majority vote)

**ARTICLE 06:**

To transact any other business that may legally come before this meeting.

**MOTION MADE BY BECKY BENO SECONDED BY JAMES NOYES TO ACCEPT THE SIX WARRANT ARTICLES THAT WERE PRESENTED IN NONPUBLIC. ALL IN FAVOR, MOTION PASSED.**

**4. Bus Transportation Bid**

Butterfield gave the Board a copy of the Bus Transportation Bids, the spreadsheet has a side by side comparison of WW Berry and Notchview Transport. The bids are for a 1 year, 3 year of 5 year contract, and the contract would begin in August. Representatives from Notchview Transport, Dan Walker and Ben Jellison, came before the Board to discuss their company and what they can offer BES. Notchview is contracted with the Landaff school currently. They want to provide reliable transportation for BES and other schools in SAU 35. Notchview reviewed the proposed contract, pointing out that they can buy fuel from the state, and not at the pump which is a savings and there is an incentive for the entire SAU agreeing to a multi-year contract and they are open to negotiating if not all five districts agree. Ben discussed that other companies have a fuel clause which means the school will get a bill for every gallon that is over the contract. Currently their company has six buses. Notchview would like to see in the current proposed contract that buses that are older than 10 years can not operate be removed. That language was a state law a long time ago, but the state no longer has that law, they currently have two buses over 12 years old. The entire SAU has 7 buses enroute, Notchview does not have a concern about getting 1 more bus. Currently, Bethlehem has 2 buses en route; they are confident that if the entire SAU decides to contract with them, they will be able to provide the buses and drivers. Jellison will get that law to Butterfield for review. Buses need to pass inspections 3 times a year and safety is important to Notchview. Allowing buses older than 10 years old keeps the cost down too, since they do not need to buy new buses. The Board needs to discuss the contract, Notchview Transport needs to propose the contract to the other districts. Since the contract is presented for the whole SAU, each Board needs to discuss and will be discussed at the Eboard amongst all the Chairs for each district. The Eboard will not meet until next month or so. Discussion ensued.

**VII. Committee Reports**

**A. Executive Board (BW)**

The EBoard will be finalizing in February the Superintendent Evaluation which will be rolled out at each district meeting next month. After the results are in, Weir and the Vice Chair will talk with Supt. Segal.

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

Non Public

**C. Facilities**

None

**D. Finance Committee**

None

**VIII. Policy Handbook (--- & —)**

**A. JLCF Wellness Policy – Second Reading**

**MOTION MADE BY JENNIFER LUCAS SECONDED BY JAMES NOYES FOR THE APPROVAL AND ACCEPTANCE OF THE SECOND READINGS OF JLCF WELLNESS POLICY. ALL IN FAVOR, MOTION PASSED.**

**IX. School Staffing Notifications & Approvals**

None

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

**91-A:3, II(c)**

**MOTION TO GO INTO NON-PUBLIC MADE BY JAMES NOYES, SECONDED BY BENO. ALL IN FAVOR. MOTION CARRIED TO ENTER NON-PUBLIC 7:04 AT PM**

**MOTION TO LEAVE NON-PUBLIC MADE BY JAMES NOYES, SECONDED BY BECKY BENO ALL IN FAVOR. MOTION CARRIED TO RETURN TO PUBLIC SESSION AT 8:00 PM**

**XI. Adjournment**

**MOTION MADE BY JENNIFER LUCAS SECONDED BY MARAGRET HOCKING, TO ADJOURN THE MEETING AT 8:07 PM. ALL IN FAVOR, MOTION CARRIED**

Respectfully Submitted,

Rhienna Miscio  
Board Clerk

**Next Board meeting: February 21, 2023**