

BOARD MEETING MINUTES - Draft

PRESENT: Principal Sue Greenlaw, Chairman Bob Weir, Business Manager Toni Butterfield, Jennifer Lucas

Absent: Tim Fleury

GOOGLE MEET: Superintendent Tari Thomas, Becky Beno, James Noyes

I. CALL TO ORDER

Chairman Robert Weir states “as Chair of the Bethlehem 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.”

Chairman Robert Weir called the meeting to order at 5:35 PM Roll Call: CHAIRMAN ROBERT WEIR, JENNIFER LUCAS, BECKY BENO, JAMES NOYES

II. PUBLIC INPUT

None

III. APPROVAL OF MINUTES OF THE MARCH 16, 2021 MEETING

[BES 3-16-21 Public Minutes - Draft.pdf](#)

[BES 3-16-21 Public Minutes - Draft.pdf](#)

MOTION MADE BY JENNIFER LUCAS SECONDED BY BECKY BENO FOR THE APPROVAL OF MINUTES OF THE MARCH 16TH, 2021 MEETING. ALL IN FAVOR, MOTIONED PASSES.

MOTION MADE BY BECKY BENO SECONDED BY JENNIFER LUCAS FOR THE APPROVAL OF MARCH 16TH, 2021 NON PUBLIC MEETING MINUTES. ALL IN FAVOR, MOTIONED PASSES.

IV. FINANCIAL

[BES Expenses YTD 4.9.21](#)

[BES Revenues YTD 4.9.21](#)

[BES Summary of Revenues and Expenses 4.9.2021](#)

A. General Information

Business Manager Butterfield states that in the BES Summary of Revenue and Expense report there were a few things to note. The adequacy aid that was budgeted last year, ended up being more. Business Manager stated that after looking at the budget, BES is in good shape, after using the unencumbered funds and moving some items to grants, the end of the year balance should be \$137,188.00.

Business Manager Butterfield spoke about the meal services. She has some questions about meal services, and will be contacting Fresh Picks to discuss. Business Manager Butterfield will report next month about this topic. Principal Greenlaw mentioned that she is impressed by Crystal Gilman, BES Food Coordinator, Gilman has been wonderful and is working hard to close the deficit by serving breakfast and lunch to all the students.

Business Manager Butterfield states that WW BERRY is asking the board to consider having 2 students per seat. The students would be masked and use hand sanitizer when boarding the bus. Now that the weather is nicer, the windows will be open. The nurse from SAU #36 called Dr. Chen, the nurse reported that it is still recommended 3ft, but he said we can make it work if it involves a few students. This decision shouldn't affect Bethlehem since the students have been in school 5 days a week, and not alternating days like other schools. Two students per seat would only be used if needed. Discussion ensued. Boardmember Beno asked if there is a positive case, would everyone have to quarantine? Business Manager Butterfield expressed that if there is a seating chart and they are still loading the bus, back to front, there may be more definite information of who would have to quarantine.

MOTION MADE TO APPROVE 2 STUDENTS TO A SCHOOL BUS SEAT WITH ALL PROPER MIDIGATIONS STRATEGIES IN PLACE. MOTION MADE BY JAMES NOYES SECOND BY BECKY BENO. ALL IN FAVOR, MOTION PASSED.

V. PRINCIPAL'S REPORT

[Principal's April Report](#)

A. General Information

Principal Greenlaw gave a briefing of her Principal's April Report. Some highlights she mentioned was the System of Cares Grant for one million dollars, staff and will be getting their seconds vaccines. She confirmed that there will be a kindergarten class (the number

of students is 11 right now), a K/1 combo, and a 1st grade. This would eliminate the need to hire additional staff, and allow flexibility with a K/1 if the numbers were to grow.

Mentioned was the summer programs, historically it has been small groups of kids that are in the program for a 5 week period. However, with the pandemic, last summer teachers met with kids individually for about 45 mins to an hour. The teachers felt that this went well and they were able to meet the needs of the students more effectively. This summer they will keep it the same as they did last year. Teachers are submitting names currently of students that would benefit from the summer program. With the EESA grant money, Principal Greenlaw would be able to hire additional staff if needed to meet the one on one plan.

Bench marking and state testing will be happening soon. After the testing, Principal Greenlaw can look at the data to determine the needs based on the bench mark.

Principal Greenlaw mentioned given that long term substitutes are needed next year, that she would like to revisit the language on putting a long term substitute candidate on the salary scale vs the base salary. This would offer competitive wage for someone who is willing to be a substitute longer. A discussion ensued. Principal Greenlaw and Board Member Noyes will have a policy meeting to work on the details.

VI. SUPERINTENDENT'S REPORT

[Slate of Support Staff Nominations](#)

A. Support Staff Nominations

Superintendent Thomas presented the Support Staff Nominations.

MOTION FOR SUPPORT STAFF 2021-2022 NOMINATIONS MOTION MADE BY BECKY BENO SECOND BY JENNIFER LUCAS. ALL IN FAVOR, MOTION PASSES.

B. General Information

[Stronger Together](#)

[New Travel Guidance](#)

Superintendent Thomas reported that the Stronger Together Plan has been updated. Quarantining for non-vaccinated staff and students for 10 days is still encouraged. Lafayette and Bethlehem are still requiring 10 day quarantine period for any travel outside of New England. Regarding the Emergency Order, the schools are full time 5 days a week and they are offering a remote option therefore meeting that order. Superintendent Thomas mentioned her monthly news update that has information regarding the grant information and enrollment information.

VII. BOARD OF EDUCATION REPORTS

Chairman Weir updated the Board on the E-Board Meeting. It was discussed the System of Care grant received. The SAU is creating two positions from this grant, this would be providing additional support for students and staff in recovery for the pandemic. Superintendent Thomas has been working with SAU staff, to structure these positions and the grant.

Chairman Weir also mentioned that Superintendent Thomas spoke with the SAU lawyer regarding the Right to Know information. Board Members should not be using personal emails when corresponding. Chairman Weir discussed correspondences should be done through an SAU or school email. This is because if there was any litigation involving email tracing there could be the possibility of tracing personal emails. Discussion ensued. The Board Members agreed with the school email, Chairman Weir will discuss this with Board Member Fleury. If Board Members are all in agreement this will be brought up at the next meeting.

VIII. POLICY COMMITTEE

Principal Greenlaw and Board Member Noyes will discuss the salary involving a long term sub.

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

None.

X. OTHER BUSINESS

Board Member Noyes mentioned that some colleges are requiring vaccines for staff and students. He mentioned that this is something the school should think about if staff choose not to be vaccinated. He feels this is something that maybe coming down the road.

Superintendent Thomas mentioned that there has been a conversation with the SAU attorney. The attorney mentioned at this time that the school can not make it a requirement, it can be encouraged and the school can also encourage staff to provide proof of vaccination but can not require the staff share that information.

Principal Greenlaw reports that an estimated 90% of BES staff is vaccinated.

XI. ADJOURNMENT

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

MOTION MADE BY JENNNIFER LUCAS SECONDED BY JAMES NOYES TO ADJOURN THE MEETING AT 6:15PM. ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted,

Rhienna Miscio
Substitute Board Clerk

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: meet.google.com/nex-eszx-wju Join by phone (US) [+1 470-273-8471](tel:+14702738471) (PIN: 887481226)

- 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 and 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

- 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.