

**BOARD MEETING MINUTES - Draft**

**PRESENT:** Principal Sue Greenlaw, Superintendent Tari Thomas, Chairman Bob Weir, Business Manager Toni Butterfield, James Noyes, Becky Beno, Tim Fleury, Jennifer Lucas, Teresa Woods, Iris Woods, Wyatt Woods, David Woods, Mary Lou Krambeer, Dave Van Houten, Woods

**I. CALL TO ORDER**

**SUPERINTENDENT THOMAS CALLED THE MEETING TO ORDER AT 5:30 PM.**

Superintendent Thomas asked for nominations for Board Chair for Bethlehem Elementary School.

**BOB WEIR WAS NOMINATED FOR BOARD CHAIR, MOTIONED MADE BY JAMES NOYES, SECOND BY JENNIFER LUCAS. ALL IN FAVOR, MOTIONED PASSED.**

**BOB WEIR ACCEPTED THE NOMINATION AS BOARD CHAIR FOR BETHLEHEM ELEMENTARY.**

Bob Weir asked for nominations for Vice Chair for Bethlehem Elementary School.

**BOARD CHAIR BOB WEIR NOMINATED TIM FLEURY FOR VICE CHAIR SECOND BY JAMES NOYES. ALL IN FAVOR, MOTIONED PASSED.**

**TIM FLEURY ACCEPTED THE NOMINATION AS VICE CHAIR.**

**II. PUBLIC INPUT**

Solar Project: David Van Houten & Mary Lou Kranbeer

Dave Van Houten and Mary Lou Kranbeer gave the board an update on the solar panel project. Proposals for the Solar Panel project will be completed next week. Things may change regarding location and other aspects, this will be sorted out before the project goes forward.

Mary Lou Kranbeer presented a graph of the annual energy used in town; she was seeing if there was any flexibility in the school's budget to help with the project. Bethlehem Elementary School's usage is about 50% when compared to the pool, visitor center, town building, library, gazebo, and blinking lights. After October 16th they will choose a vendor, and will have harder numbers then to present to the Board at that time.

Teresa Woods came to speak to the Board about the mask policy. She was questioning if there was an universal mask policy at BES and asked the Board to review its mask policies and compared it to Profile's where some students are vaccinated. She could not find in the "toolkit" where 3 feet apart without a mask and unvaccinated is adequate spacing and was wondering if there is scientific evidence behind the spacing decision and was wondering where that information was found. She stated not having an universal mask policy is confusing for staff and students, and is unclear. Woods stated that having kids in Profile and BES, she would like to see more of an alignment in the policies. Woods also had questions about the length of time on how long children can be without masks 3 feet apart before the Delta variant would spread, and the lunchroom routine.

Principal Greenlaw responded BES is considered to have universal policy, even though the term "universal policy" was not stated in the reopening letter for BES that was the intent. Masks are worn all the time with the exception of outside or three feet apart when the student is seated at their desk for breaks. The adults are wearing masks when in the building with the exception of being in the room by themselves or 6 feet from the students. The BES mask policy provides breaks under strict circumstances. The staff in the building are very cognizant of masking and keeping the students safe, they are allowing breaks but not keeping the students without mask hours at a time. Nurse Reardon has monthly meetings with Dr. Chan and is very diligent to make sure that BES is up to date on safety measures and protocols. Principal Greenlaw would share that "toolkit" from DHHS with Woods. Greenlaw has not heard from anyone that voiced their concerns that the mask policy is not strict enough, she has heard from individuals stating the mask policy is too strict. Greenlaw invites the people that have been talking to Woods to come and speak with the Board or herself. Greenlaw states that BES has 3 lunches and all the students are spaced out and facing in the same direction. The cafeteria also has two HEPA filters that are running at all times. The kindergarten, K/1 and 1st grade are eating in their classrooms.

David Woods voiced his confusion with the wording and the intent of the mask policy of the reopening letter. Greenlaw explained that she would like to have a conversation with anyone that has concerns.

Discussion Ensued.

### **III. APPROVAL OF MINUTES OF THE AUGUST 10TH, 2021 MEETING**

[BES 8-10-21 - Public Meeting Minutes Draft.pdf](#)

**MOTION MADE BY BECKY BENO SECONDED BY JAMES NOYES FOR THE APPROVAL OF PUBLIC MEETING MINUTES OF THE AUGUST 10TH, 2021 MEETING. JENNIFER LUCAS AND TIM FLEURY ABSTAINED, MOTION PASSES.**

**MOTION MADE BY JAMES NOYES SECONDED BY BECKY BENO FOR THE APPROVAL OF NON-PUBLIC MEETING MINUTES OF THE AUGUST 10TH, 2021 MEETING. JENNIFER LUCAS AND TIM FLEURY ABSTAINED, MOTION PASSES.**

#### **IV. BOARD RE-ORGANIZATION**

See agenda item I

#### **V. FINANCIAL**

##### **A. General Information**

Business Manager Butterfield stated that a week before the board meeting she will meet with each principal. This will give them a chance to speak on the budget and also any grants that are expiring. Grants are stricter than in the past Butterfield mentioned, clear policies have to be written and paperwork that needs to be shown. Butterfield gave a brief overview of the budget, and will report more in November. She reminds the Board that the fiscal year is fast approaching. Discussion ensued.

Board Member Noyes mentioned that next month there is an NHSBA meeting, there will be a vote on the due structure and discussion on if town funds can be used for groups that associate with political activities. Noyes will send the notes over to Butterfield.

Butterfield states that DocuSigns will be put in motion and she will have instructions for that in October. There needs to be 2 people designated to sign in order to release checks. If those 2 designated people can not sign the checks, then a quorum would be needed. Butterfield discussed the Board Chair or central office should be the ones signing documents, not the Principal. This is any contract that needs to be signed no matter how small. The Board will need to make the decision on who will be signing and if there are any parameters. DocuSign would be accepted as e-signature.

#### **VI. PRINCIPAL'S REPORT**

##### **A. General Information**

Principal Greenlaw opened by sharing highlights in her Principal Report. The track in the back of the school has been restored by Navarra's Landscaping, this is something that the playground committee felt was important to bring back. Navarra also provided a quote for plowing this winter. Also, the building is turning 90 this spring, Greenlaw has been meeting with Clare Brown, a member of the Bethlehem Historical Society to plan a celebration for this event. BES Garden Club that has been working all summer harvested their potatoes and donated them to the community dinner. Steve Hoyt and Bryan Smith are in the process of writing a grant to build a greenhouse on school property, Board Chair Weir would need to sign stating that we own the property where it would be built.

Noyes asked about the Navarra's Landscaping quote and if the \$6000 is a flat fee. Greenlaw did state that it is a flat fee and is a 6 month contract. Superintendent Thomas stated that any item that is over \$5000 needs to go out for bid by law. This item would need to be put on the agenda for next month's meeting to be voted on.

## **VII. SUPERINTENDENT'S REPORT**

### **A. Permanent Substitute Job Description – 2nd<sup>1</sup> Reading**

Superintendent Thomas presented the 2nd reading of the Permanent Substitute Job Description.

## **MOTION MADE BY JAMES NOYES SECONDED BY JENNIFER LUCAS TO APPROVE PERMANENT SUBSTITUTE JOB DESCRIPTION – 2nd READING. ALL IN FAVOR, MOTION PASSES.**

### **B. COVID Update**

Superintendent Thomas shared that the Stronger Together Plan is still being worked on as new information is presented. Thomas states that it may be a good opportunity to refine communication, and look at the masking policy. The school can urge masking but only the Board can decide if it is a universal mask. The Board will discuss this later in the agenda.

### **C. General Information**

Superintendent Thomas gave an update on her Supt newsletter, in the newsletter is lots of pictures, enrollment information and more. Superintendent Thomas also discussed Conflict of Interest Guidance for the legal counsel. Mo Chandler is a board member for Lisbon Regional and is also a teacher at the Landaff Blue School. Chandler would also do some ESOL for the SAU. She understands where and when she needs to recuse herself during some of the board decisions since she is an employee. The reason the SAU is moving forward with this is because there are zero applicants for many positions. Superintendent Thomas wanted to share this information with the Board and keep things transparent.

## **VIII. BOARD OF EDUCATION REPORTS**

Board Chair Weir gave an update on the E-Board's meeting last week, the main topic of the meeting was the Superintendent search. The E-board met with Brian Group last winter, this group works in conjunction with the NHSBA on numerous things, and superintendent searches. It is difficult to find employees, so it makes sense to have this resource at their fingertips and also the group would provide guidance throughout the process. The E-Board felt that using this additional resource is beneficial. Board Chair Weir asked Greenlaw to start thinking about parents, community members, staff and other stakeholders to add to the interview committee. The process is hoping to start late fall/early winter. Board Chair Weir also addressed the Board and let them know that surveys will be going out regarding Superintendent Thomas evaluation.

## **IX. POLICY COMMITTEE**

None

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

None

## **XI. OTHER BUSINESS**

Board Chair Weir opened the discussion on the universal mask wearing policy. He states that the Board supports Greenlaw and her policies, they believe it is fair, reputable and safety conscientious. Board Chair Weir states that the communication needs to be reviewed.

Noyes wants to make sure that BES documents show where the information is coming from and provide that information in a document, also add in the documentation that Nurse Reardon has meetings every week and is constantly reviewing and reassessing. Noyes is hopefully this will provide transparency and is clear for the parents.

Greenlaw will develop a letter as an update for parents that is more specific.

Discussion Ensued.

## **XII. ADJOURNMENT**

**MOTION MADE BY TIM FLEURY SECONDED JENNIFER LUCAS BY TO  
ADJOURN THE MEETING AT 7:22 PM. ALL IN FAVOR, MOTION CARRIED.**

Respectfully Submitted,

Rhienna Miscio  
Board Clerk