

**BETHLEHEM BOARD OF EDUCATION  
BETHLEHEM ELEMENTARY SCHOOL  
BETHLEHEM, NH 03574**

**DATE: May 10th, 2022  
TIME: 5:30 PM**

**BETHLEHEM BOARD MEETING MINUTES- Draft**

**PRESENT:** Principal Sue Greenlaw, Superintendent Tari Thomas, Business Manager Toni Butterfield, Chairman Bob Weir, Board Members; Becky Beno, James Noyes

**ABSENT:** Tim Fleury, Jennifer Lucas

**I. Call to Order:**

***CHAIRMAN ROBERT WEIR CALLED THE MEETING TO ORDER AT 5:35 PM, ROLL CALL: CHAIRMAN ROBERT WEIR, BECKY BENO, JAMES NOYES, ALL PRESENT.***

**II. Announcements & Good News**

Principal Greenlaw shared that there is the normal end of the year excitement, the 6th graders will be participating in their stepping up this year, the spring concert is scheduled and field trips are happening. BES 90th Birthday Bash is next Wednesday, 4pm-5pm, students will be giving tours of the building, Clare Brown has shared from the historical society the BES school song. Mrs. Kunz is teaching the chorus this song to sing at the celebration, Mrs. Reardon will be making cupcakes and Mr. Smith has made with his students a 3-D model of the school. Paul and Ralph Hudson who graduated from BES will be at the school during the celebration as well. There is also a lot of excitement around the BES community garden. Mrs. Seauralt and Mrs. Bruno are making sure that the standards of learning connect to the gardens. The Littleton Food Coop donated \$1400, which will go towards building a greenhouse. BES Nest donated four picnic tables that will be put near the gardens. Bryan Smith is applying for grants to build a sugar shack.

**III. Approval of the Minutes**

***MOTION MADE BY BECKY BENO, SECONDED BY JAMES NOYES FOR THE APPROVAL OF THE APRIL 12th, 2022 MEETING MINUTES. MOTIONED PASSED.***

**IV. Public Input**  
None

**V. New Business**  
None

**VI. Continuing Business**  
**A. COVID Check In**

Principal Greenlaw updated that there has been a few cases of covid in the building. If a child has covid, they are out for 5 days. They are to test after day five, if they are negative they can come back to school wearing a mask. If they are

positive they are out of school for 10 days. The Bethlehem Public Library is offering free at-home tests for families. Everyone has been respectful of an individual's choice to wear masks or not.

## **VII. Standing Reports**

### **A. Principal**

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

The school celebrated Teacher Appreciation last week, there was lots of food brought in from parents, and massages were also offered. Principal Greenlaw gave the staff a BES T-shirt. BES was awarded the ESSER II grant of \$199,000, this will help with the bottom line of the budget. State testing will be happening on May 9th, this is required for 3rd-6th grade, Principal Greenlaw gave the students a prep talk about taking the test. Bids are still being collected for a few projects around the school, such as the fence, and a solution to prevent the playground from flooding. The gym floor is being repaired, this is going to be covered by insurance. Steve Hoyt is having a hard time finding someone to paint the trim. Interviews have started to fill the Art Position, someone will be presented to the Board soon.

### **B. Superintendent**

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

Superintendent Thomas shared that a lot is happening around the SAU. June 14th is the last day of school and an early release day. Free lunch for all will be ending on June 30th, and the school will be going back to paid, free, or reduced lunches. Check out the Supt Newsletter, on there is a food access map, open positions within the district, NCES newsletter, and student enrollment.

#### **General Assurances for Federal Programs**

Superintendent Thomas briefed the Board on the General Assurance for Federal Programs. This is an annual commitment stating that BES will follow all federal statutes and regulations, A motion needs to be made from the Board, to allow the Board Chair and Superintendent to sign the General Assurances for receiving federal funds/grants.

***MOTION MADE BY BECKY BENO, SECONDED BY JAMES NOYES TO APPROVE BOB WEIR AND TARA THOMAS IN SIGNING THE GENERAL ASSURANCE FOR FEDERAL PROGRAMS. ALL IN FAVOR. MOTIONED PASSED***

### **C. Business Manager**

#### **1. Surplus & Deficit Statement**

Business Manager Butterfield shared the surplus and deficit statement. The ESSER grant and monies out of the trust will improve the end-of-the-year balance. Trust funds will be taken out in June, this is to lessen the

amount needed. Principal Greenlaw has put a lot of thought into what can be covered with grants this year, she is already thinking about next year's budget and is going to look at what can be covered by grants. Discussion ensued.

#### **Fuel Bids**

Advertisement for fuel bids will happen this week and next, and bids for review should be available at the June meeting. Oil companies are holding off because of the influx in prices.

#### **Food Service Contracts**

The NHDOE is looking over the Fresh Picks Contract, once that is reviewed the NHDOE will return the contract to BES. BES and Fresh Picks will need to work together to make any corrections. After the final contract is complete, it will be brought to the Board to sign. There was a question if there will be savings on labor costs since there has only been one person working in the cafeteria when there are usually two. Business Manager Butterfield will check on this.

### **VIII. Committee Reports**

#### **A. Executive Board (BW)**

Chairman Weir shared that the EBoard reviewed plans of restructuring and the surplus/deficit statement. The full board meeting will be June 1, at the Profile School at 5:30pm. The new superintendent will be attending this meeting.

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

None

#### **C. Facilities**

None

### **IX. Policy Handbook**

#### **A. JIC Student Conduct**

#### **B. JLCD-R Protocol for Medicine**

#### **C. JLCJ Concussions & Head Injuries**

#### **D. JLCJA Emergency Plans**

#### **E. JLDBB Suicide**

#### **F. KEC Reconsideration of Instructional**

#### **G. EHAC Electronic Signatures**

Superintendent Thomas reviewed the policies with the board that should be voted on and put into the policies. The Board can decide to pass the second reading and go to approval. There was a discussion on JLCD-R Protocol for Medicine. This policy was reviewed with nurse Tammy Reardon, she feels strongly that over the counter medicine should have a note from the doctor stating that it is okay to administer the medicine. The policy can be

stricter if written in the handbook. Further discussion on this policy will continue next meeting. Discussion ensued.

***MOTION MADE BY JAMES NOYES, SECONDED BY BECKY BENO TO APPROVE THE FIRST AND FINAL READING FOR JIC, JLCJ, JLCJA, JLDDB, KEC & EHAC. ALL IN FAVOR, MOTION PASSED.***

**X. School Staffing Notifications & Approvals**

**A. Professional Staff Nominations & Support Staff Nominations**

Principal Greenlaw presented Zachary Schultz as the Summer Custodian.

***MOTION MADE BY BECKY BENO, SECONDED BY JAMES NOYES TO APPROVE ZACHARY SCHULTZ AS THE SUMMER CUSTODIAN. ALL IN FAVOR, MOTION PASSED.***

**XI. Non-Public**

***MOTION TO GO INTO NON-PUBLIC MADE BY BECKY BENO, SECONDED BY JAMES NOYES. ALL IN FAVOR. MOTIONED CARRIES, TO ENTER NON-PUBLIC AT 6:24 PM.***

***MOTION TO LEAVE NON-PUBLIC MADE BY BECKY BENO, SECONDED BY JAMES NOYES. ALL IN FAVOR. MOTIONED CARRIES, TO RETURN TO PUBLIC SESSION AT 6:34 PM.***

**XII. Adjournment**

***MOTION MADE BY BECKY BENO, SECONDED BY JAMES NOYES TO ADJOURN THE MEETING AT 6:34 PM. ALL IN FAVOR, MOTION CARRIED.***

Respectfully Submitted,

Rhienna Miscio  
Board Clerk