

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

DATE: JUNE 12, 2017
TIME: 5:40 PM

BOARD MEETING MINUTES

PRESENT: Board Chairman Carol Kerivan; Board Members Amy Lane-Tuohy, Amy Snow; Superintendent Pierre Couture; Business Manager Tina Peabody; Principal Shelli Roberts; Community Member Dann.

The meeting was called to order at 5:40 PM by Chairman Kerivan.

PUBLIC INPUT

Community member Dann presented an article from the Concord Monitor entitled Taxes Rise while Enrollment Drops in NH School Districts for Board information and review. Dann then left the meeting.

MOTION BY AMY LANE-TUOHY, SECONDED BY AMY SNOW TO APPROVE THE MINUTES OF THE MAY 15,, 2017 MEETING AS WRITTEN. ALL IN FAVOR, MOTION CARRIED.

FINANCIAL REPORT:

Manifests were distributed for Board review and approval.

Business Manager Tina Peabody distributed Financial Reports for Board information and review noting that the current projected yearend balance is (\$22,639.00). This balance includes unencumbered expenses for school board, transportation, lunch transfer and PACE reimbursement. It also includes the \$73,000.00 over expended in the Special Education line as discussed earlier this evening at the Public Hearing. Ms. Peabody is recommending that the Board remove \$25,000.00 from the Special Education Capital Reserve Fund. Following a brief discussion, MOTION BY AMY LANE-TUOHY, SECONDED BY AMY SNOW TO AUTHORIZE THE WITHDRAWAL OF \$25,000.00 FROM THE SPECIAL EDUCATION CAPITAL RESERVE FUND FOR UNANTICIPATED SPECIAL EDUCATION EXPENSES. ALL IN FAVOR, MOTION CARRIED. This will be transferred to the General Fund to allow it to be utilized to offset the deficit in Special Education.

Business Manager Peabody presented a letter of understanding from Vachon, Clukay & Co. the District's Auditors for the upcoming audit of the 2016-2017 school year for board approval and authorization to sign. MOTION BY AMY SNOW, SECONDED BY AMY LANE-TUOHY TO ACCEPT THE LETTER OF UNDERSTANDING FROM VACHON, CLUKAY & CO. AND AUTHORIZE CHAIRMAN KERIVAN AND SUPERINTENDENT COUTURE TO SIGN ON BEHALF OF THE DISTRICT. ALL IN FAVOR, MOTION CARRIED.

Business Manager Peabody advised the Board that Cassella had accepted the Bid as awarded at the last meeting for trash pickup for a three year period with no annual increases.

Business Manager Peabody advised the board that she has received the Wood Pellet Bids. The three companies who bid are as follows: Maine Energy at a cost of \$229/ton; Lyme Energy at a cost of \$237/ton; and, Sandri at a cost of \$235.55/ton with a minimum delivery of 11 tons. Ms. Peabody recommends awarding to Maine Energy. MOTION BY AMY LANE-TUOHY, SECONDED BY AMY SNOW TO APPROVE THE AWARDING OF THE WOOD PELLET BID TO MAIN ENERGY AT A COST OF \$229/TON AS RECOMMENDED. ALL IN FAVOR, MOTION CARRIED.

Business Manager Peabody advised that the Fuel Oil Bid process has also been completed. The only company to bid a prepaid price was Stiles Fuel at a cost of \$1.759 per gallon Rhymes Oil and Dead River bid at a fixed price that was higher and also at an over rack price. Ms. Peabody recommends awarding to Stiles Fuel at a cost of \$1.759/gallon. MOTION BY AMY SNOW, SECONDED BY AMY LANE TUOHY TO AWARD

THE FUEL OIL BID FOR THE 2017-2018 SCHOOL YEAR TO STILES FUEL AT A PREPAID COST OF \$1.759 PER GALLON. AS RECOMMENDED. ALL IN FAVOR, MOTION CARRIED.

Business Manager Peabody presented the Café Services contract for the 2017-2018 school year. The cost to the District increases by \$2,241.00 to a total of \$8,807.00 which is within the \$10,000.00 budgeted for this purpose. Ms. Peabody noted that there was a cost included to the District for software which the SAU pays for. This will result in a \$1,540.00 reduction in the district's cost to \$7,357.00. Following a brief discussion, MOTION BY AMY LANE TUOHY, SECONDED BY AMY SNOW TO APPROVE THE CAFÉ SERVICES CONTRACT FOR THE 2017-2018 SCHOOL YEAR AS PRESENTED WITH THE CHANGE REMOVING THE SOFTWARE COSTS AND TO AUTHORIZE CHAIRMAN KERIVAN TO SIGN THE CONTRACT.. ALL IN FAVOR, MOTION CARRIED.

PRINCIPAL'S REPORT

Principal Roberts called the Board's attention to her written report included in their agenda packets.

Principal Roberts advised the Board that she had attached the Benchmark data for the current school year. There has been significant growth school wide in both subject areas. BES continues to analyze this data and look for trends, needs, strengths and how to provide the best instruction for our students.

Principal Roberts advised the Board that current enrollment for the preschool program in the fall is at fourteen students and BES has begun a waiting list. The program hours for the 2017-2018 school year will be 7:45 AM to 11:45 PM Monday through Friday with some students attending for lesser days.

SUPERINTENDENT'S REPORT

Superintendent Couture reminded the Board that there will be no meeting in July. The next regularly scheduled meeting will be on Monday, August 28, 2017 at 5:30 PM. Beginning in September the Board will meet on the second Tuesday of each month at 5:30 PM. This change was made in order to no longer conflict with the Select Board's meeting on Monday evenings.

Superintendent Couture advised the Board that they need to affirm the E-mail vote taken to hire Elizabeth Meehan to the position of Grade 6 teacher for the 2017-2018 school year. MOTION BY AMY SNOW, SECONDED BY AMY LANE-TUOHY TO APPROVE THE NOMINATION OF ELIZABETH MEEHAN TO THE POSITION OF GRADE SIX TEACHER FOR THE 2017-2018 SCHOOL YEAR AS RECOMMENDED. ALL IN FAVOR, MOTION CARRIED.

Superintendent Couture advised the Board that the Administrative Team continues to focus on PACE winding up SAU 35's first year of participation. All staff has worked hard on this project. Principal Roberts is to be commended for taking the lead on this. More schools in the North Country are becoming involved and the state will be creating a North Country Cohort for this purpose meaning that our staff members will no longer have to travel to Concord for the twice a year grade level and subject alike meetings. These will now be held in the North Country.

Superintendent Couture advised the Board that there are still several issues before the legislature pertaining to Full Day Kindergarten and Adequacy Aid. Currently the senate is working to have Kindergarten pass only if Keno passes and the reimbursement has dropped from an additional \$1,700.00 to \$1200.00 per student. Also the Voucher Bill is back in the picture. The Commissioner of Education has been working with Senator Regan as a private citizen not the commissioner to draft legislation for this purpose which the North Country Superintendents are collectively against. Superintendent Couture advised the Board that they can keep track of these and other legislative bills by going to the website nh.gov.

Superintendent Couture advised the board that the Parking Lot Project will be started the first week of July.

Superintendent Couture advised the Board that they have had one candidate respond to the Board Member search. He distributed copies of the letter from Monique Alexander expressing her interest in the position. Following a brief discussion, MOTION BY AMY SNOW, SECONDED BY AMY LANE-TUOHY TO APPROVE MONIQUE ALEXANDER TO FILL THE VACANT BOARD SEAT UNTIL THE NEXT MARCH ELECTION. ALL IN FAVOR, MOTION CARRIED.

BOARD REPORTS EXECUTIVE BOARD

The Board did not meet in June.

POLICY COMMITTEE

Amy Lane Tuohy advised the Board that she will have ten policies for first reading in August and nine more in September.

NEGOTIATIONS – No Report

OTHER BUSINESS

Tina Peabody responded to a request earlier this evening advising that the school used 81 tons of wood pellets this past year.

There being no further business to come before the Board, MOTION BY AMY LANE-TUOHY, SECONDED BY AMY SNOW TO ADJOURN AT 6:17 PM.

Respectfully submitted,

Marjorie Brown
Board Clerk