

**Lyme School District
School Board Regular Meeting
Tuesday, January 12, 2021
Lyme School and Electronic Meeting Via Zoom**

approved with changes 1/26/21

Board Members Present: Vince Berk, Yolanda Bujarski, Hayes Greenway, Matthew Hayden. Jonathan Voegele, Phil Barta, Barbara Wilson. District Administrator Jeff Valence, Coordinator of Business Services Janet Mitchell, Academic Director Elise Foxall, Special Education Director Miki McGee; Public: 22 other public attendees via Zoom. Recorded by Roger Lohr

1. Call to Order

Chair Jonathan Voegele called the meeting to order at 7:38 PM and welcomed the attendees, with the Board in person and public via Zoom.

2. Public Comment

Chair Jonathan Voegele opened public comment and there were no comments so public comment was closed by Chair Voegele at 7:42 PM.

3. Reports

3A. Chair Report

Chair Jonathan Voegele stated that the Board could send a representative to the NHSBA Assembly and Yolanda Bujarski volunteered. Following up on the Lyme School District enrollment request with the state, a pre-hearing has been held and the hearing is scheduled for February.

3B. Superintendent Report

Superintendent Valence informed the Board that the town of Lyme is considering how to handle the school district and town meetings. The state is considering some legislation that could impact these meetings so that they can be changed or conducted virtually, but it is uncertain that the current plans would be changed. Secondly, the superintendent reported that there have been some people filling the role of substitutes, but more substitutes are needed.

3C. Finance Report

Coordinator of Business Services Janet Mitchell referenced the revenue and expenditure reports as of January 8, 2021. Unanticipated revenue from an individual tuition is \$17,101, vocational aid was less than expected, and other revenue from grants was received for a total revenue of \$86,012.

The year-end projection for high school tuition is a deficit of \$27,845 and overall expenditures are a deficit of \$296,380. Supplies are under budget about \$50,000, IDEA-B grants cover a para educator for \$28,285, and the amount drawn from the High School Trust Fund was \$27,845. About \$147,000 has been saved in expenditures. With more than five months of the school year remaining the current estimation is for a year-end surplus of \$85,713.

4. Business Requiring Discussion and/or Action

4A. On-Call Substitute for January and February

A motion was made and seconded (Hayden, Barta) to approve the hiring of an on-call substitute for January and February at the Lyme School.

Discussion: There have not been any candidates to fill the position of the on-call substitute but there is hope that someone may come forward to apply for the position.

VOTE: The motion was unanimously approved with Barta, Berk, Bujarski, Greenway, Hayden, Voegelé and Wilson in favor.

4B. Warrant Articles

A motion was made and seconded (Greenway, Hayden) to approve the Election Warrant as presented at the January 12, 2021 Lyme School Board meeting.

Discussion: The Board members signed the document which was read aloud by Yolanda Bujarski.

VOTE: The motion was unanimously approved with Barta, Berk, Bujarski, Greenway, Hayden, Voegelé and Wilson in favor.

4C. Minutes Approval

A motion was made and seconded (Wilson, Berk) to approve the Public meeting minutes of December 15, 2020 as submitted.

VOTE: The motion was unanimously approved with Barta, Berk, Bujarski, Greenway, Hayden, Voegelé and Wilson in favor.

A motion was made and seconded (Greenway, Hayden) to approve the Non-Public meeting minutes of December 15, 2020 as submitted.

VOTE: The motion was unanimously approved with Barta, Berk, Bujarski, Greenway, Hayden, Voegelé and Wilson in favor.

4C. Update from Lyme Budget Committee Meeting

A synopsis of the Lyme Budget Committee's view about the proposed school district budget was discussed. The use of the reserve trust funds was discussed by the Committee and there was a statement that the proposed budget may be too lean. Superintendent Valence prepared and reviewed a document about risks associated with the budget.

4D. Proposed 2021-22 School Budget Discussion

The proposed 2021-22 Lyme School budget was reviewed with a synopsis of reductions that have been applied to the budget. It was stated that placeholders for accounts that have been zeroed out are unnecessary. The budget for the high school tuition and special education represent about half of the district budget. Town taxes were down last year and flat for the three preceding years.

4E. Enrollment

The kindergarten class size is currently uncertain and the first grade = 16; second = 19; third = 18; fourth = split with 14 and 13; fifth = 19; sixth = 25; seventh = 24; eighth = 25. The staffing is currently proposed to be the same level as last year. Superintendent Valence explained the need to reinstate 1 FTE that was eliminated in the initial 'minimal' budget to address the humanities position that would cover social studies and language arts in Middle School that currently are enrolled at 6th-25; 7th-24; 8th-25 students. He explained how soft splits work and why they do not apply to the middle school subject classes. The proposed position would be a year-to-year contract.

A motion was made and seconded (Bujarski, Barta) to approve increasing the Lyme School Budget by 1.3% to add an enrollment teacher.

Discussion: It was stated that this increase would change the overall budget increase to 3.6%.

VOTE: The motion was unanimously approved with Barta, Berk, Bujarski, Greenway, Hayden, Voegelé and Wilson in favor.

4F. Special Education

The Board was informed about special education budget issues related to the possible costs of out-of-district placements. Potential special education out of district placements we conservatively placed as \$168,000 which could be partly managed by the budget and the Special Education Reserve Trust Fund. The Board discussed applying more of the budget to cover these potential special education placements. It was clarified that the possible special education costs related to the placements could reach \$218,000. There was a Board consensus to not increase the budget for this purpose and the Lyme Budget Committee would be informed about it and asked for recommendations for the Board to consider.

4G. Warrant Articles

The Board discussed the order of the Warrant Articles related to the Reserve Trust Funds, the amount of the requests for these funds, and whether that funding would come from taxes or the surplus. The surplus is currently projected at about \$85,000.

The Board decided the Warrant Articles would first be the Enrollment Response Fund for \$19,000; second to the Special Education Fund for \$88,000; and third to the Maintenance Capital Fund for \$26,000.

The Board also discussed the possibility of a Warrant Article to establish a contingency fund and applying the surplus to such a contingency. There was consideration about the contingency being an ongoing fund or if it would be returned to taxpayers on an annual basis. It was decided to discuss the matter of a contingency fund with the district counsel.

5. Other Business

The Board discussed a NHSBA Assembly proposed resolution regarding COVID funding for school districts from the state.

A motion to appoint Yolanda Bujarski as the representative of the Lyme School Board at the NHSBA Assembly was made and seconded (Berk, Wilson). VOTE: The motion was unanimously approved with Barta, Berk, Bujarski, Greenway, Hayden, Voegelé and Wilson in favor.

A statement was made about the continued length and late endings of the Board meetings. The Board meeting scheduled for January 19 may be necessary depending on the Lyme Budget Committee response to the proposed school district budget and if there are no recommended changes to the budget, the next Board meeting will be held on January 26.

6. Adjournment

A motion to adjourn was made and seconded (Hayden, Berk). VOTE: The motion was unanimously approved with Barta, Berk, Bujarski, Greenway, Hayden, Voegelé and Wilson in favor.

The meeting was adjourned at 10:35 PM.