

**Lyme School District  
School Board Regular Meeting  
Tuesday, May 18, 2021**

**Approved w/out changes 6/08/21**

**Board Members Present:** Phil Barta, Vincent Berk, Jennifer Boylston, Yolanda Bujarski, Sarah Glass, Elizabeth Glenshaw, Hayes Greenway. Administrators: DA Jeff Valence, Coordinator of Business Services Janet Mitchell on line,; 5 public via the Internet. Recorded by Roger Lohr

**1. Call to Order**

Chair Yolanda Bujarski called the meeting to order at 8:10 PM.

**2. Public Comment**

There were no public or staff comments.

**3. Reports**

**3A. Chair Report**

Chair Bujarski spoke about the meeting minutes process incorporating input she received from the NHSBA. The Board favored the superintendent reviewing the draft document before board approval. The draft document would be kept on file until it is approved. An interest was expressed that the Board be aware of any changes that were made to the draft document and it would be figured out technologically.

**3B. Principal Report**

**3B1. Resignation**

Superintendent Valence informed the Board that due to an announced resignation the technology position will become open and there was a discussion about the position job description, which incorporates teacher and paraprofessional aspects for example, student instruction on technology and IT management.

**3B2. 2021-22 Calendar**

The Lyme School 2021-22 calendar was finalized and is to be posted.

**3B3. Thetford Academy Bus**

Superintendent Valence informed the Board that Thetford Academy has requested piggybacking on bus transportation with Lyme. The High School Committee will look into the option.

**3C. Academic Report**

Academic Director Elise Foxall gave a presentation about the teacher evaluation process. There are three classroom observations for about 15 teachers each year resulting in a review report with ratings in specific categories of different elements. The report includes strengths and areas of growth that are flagged with a narrative overview and summary. There is an option for continuing contract teachers to develop their own goals (with the academic director). The Board discussed the improvement plan and the appeals processes associated with the evaluation system.

A representative from the Board needs to be appointed to serve on the Evaluation Committee, which also includes representatives from the LEA and the administration. Updates have been made to the

process and those decision deliberations included former Lyme School Board chair Jonathan Voegelé.

### 3D. COVID Report

The Reopening Plan for the start of the 2021-22 school year and the upcoming summer school are under consideration including issues such as masking and vaccination. It was stated that there will be some changes to cohorts during summer school and attestation will replace the screening process. The Board discussed getting updates about the rate of student vaccinations from the school nurse.

### 3E. Library Liaison Report

Board member Jennifer Boylston attended the Library Board of Trustees meeting held in early May. There are currently only three school districts in New Hampshire that use outside libraries. Efforts to collaborate and maintain good relations between the library and school are ongoing. The MOU for the school district office space at the library needs to be renewed.

## 4. Items for Discussion or Action

### 4A. Board Orientation

Board orientation will occur in small groups so there is no need to hold a full board meeting. The roles of managing the meetings will be reviewed and board activities will be covered by the board chair and administrators.

### 4B. Staff Nominations

**A motion was made and seconded (Glenshaw, Boylston) to approve the teacher and staff nominations presented to the Board for the 2021-22 school year.** Discussion: Five-year probationary contracts and continuing contracts were explained. The Board decided to enter nonpublic session to discuss a nomination situation.

## 5. Nonpublic Session

**A motion was made and seconded (Greenway, Glenshaw) to enter nonpublic session in accordance with NH RSA 91-A:3 II (b and c) to address confidential matters. The motion was unanimously approved with Phil Barta, Vincent Berk, Jennifer Boylston, Yolanda Bujarski, Sarah Glass, Elizabeth Glenshaw, Hayes Greenway in favor.**

The roll call was conducted and the Board entered nonpublic session at 9:20 PM.

After a motion to leave nonpublic session (Glenshaw, Barta), the public session reconvened at 10:15 PM.

**The motion on staff nominations was unanimously approved with Barta, Berk, Boylston, Bujarski, Glass, Glenshaw, and Greenway, in favor.**

It was stated that work on the contracts will begin tomorrow and that the CBA paragraph related to retirement will be reviewed.

## 6. Minutes Approval

**6A. A motion was made and seconded (Glenshaw, Glass) to approve the Lyme School Board public meeting minutes of May 11, 2021 as submitted and amended.**

Discussion: in item 7 the end of the first sentence should be after the word “policies” and delete the remainder of that sentence. Move item 7 to become part of item 4 after the motion to accept the investigative report

**The motion was unanimously approved with Barta, Berk, Boylston, Bujarski, Glass, Glenshaw, and Greenway, in favor.**

**6B. A motion was made and seconded (Glenshaw, Boylston) to approve the Lyme School Board nonpublic meeting minutes of May 11, 2021 as submitted and amended. Discussion: the change was the spelling of Woodsum. The motion was approved by Barta, Berk, Bujarski, Boylston, Glass, Glenshaw, and Greenway, in favor.**

**6C. A motion was made and seconded (Glenshaw, Berk) to approve the public meeting minutes of May 13, 2021 as submitted and amended. The motion was approved with six in favor Barta, Berk, Bujarski, Boylston, Glass, Glenshaw, and Greenway abstained.**

**6D. A motion was made and seconded (Glenshaw, Barta) to approve the nonpublic meeting minutes of May 13, 2021 as submitted. The motion was approved with six in favor Barta, Berk, Bujarski, Boylston, Glass, Glenshaw, and Greenway abstained.**

## **7. Adjournment**

**A motion was made and seconded (Greenway, Glenshaw) to adjourn the meeting at 10:23 PM. The motion was unanimously approved with Barta, Berk, Bujarski, Boylston, Glass, Glenshaw, and Greenway, in favor.**