

**Lyme School District
School Board Regular Meeting
Tuesday, January 28, 2020**

approved as is, 2/25/20

Board Members Present: Vince Berk, Yolanda Bujarski, Hayes Greenway, Matthew Hayden. Jonathan Voegele, Becky Wipfler. Administrators: District Administrator Jeff Valence, Coordinator of Business Services Janet Mitchell. Teachers Kate Cook, Mindy Lyons. Recorded by Roger Lohr

1. Call to Order and Agenda Review

Chair Jonathan Voegele called the meeting to order at 7:12 PM. A nonpublic meeting will be added to the agenda.

2. Consent Agenda

A motion was made and seconded (Hayden, Berk) to approve the public meeting minutes of December 17, 2019 as submitted. The motion was approved 6-0-0.

A motion was made and seconded (Greenway, Hayden) to approve the nonpublic meeting minutes of December 17, 2019 as submitted. The motion was approved 6-0-0.

3. Reports

A. Chair Report

An overview of the meeting was given. There was an offer from Jenn Boylston for Board members to join her to attend state meetings on February 15 and 21 to discuss school budgeting on the state level.

B. Finance Report

Coordinator of Business Services Janet Mitchell referenced the food service report and revenue report. Food service is currently on a \$10,000 deficit but it is preliminary view. Student tuition has been received but there is more tuition anticipated. Some of the grants were referenced. There is \$28,925 of unanticipated revenue. Expenditures overall are under budget. The high school budget is suppressed by \$50,000 and there will not be a transfer from the High School Fund because of the decline of high school students. The expenses are under by \$177,000 and when combined with the unanticipated revenue it would net a budget surplus of \$206,914.

C. Superintendent Report

Superintendent Valence updated the Board on the status of a past Lyme School family who requested the opportunity for their children to attend the Lyme School for a few weeks while they visited the US.

The superintendent and Lyme High School Committee met over several visits with the Hanover SAU and Dresden School Board to discuss Tuition Rates for Hanover High School. The Dresden Board voted to reverse its initial inclination to support the proposal which would have reduced the tuition rate for Hanover HS for Lyme Students. Hanover's tuition was greater than initially estimated in the preliminary budget which anticipated a 2.5% increase. Lyme sends the largest number of students to Hanover High School of any tuitioning town. The Board and Administration will continue to work to negotiate options with other school districts as we continue to investigate options with Hanover/Dresden.

4. Business Requiring Action or Discussion

A. Election Warrant

The election warrant is to elect school district officers and board members. There are two open positions on the Board and filing dates to be on the ballot are open through January 31. The Board signed the document.

B. Board Retreat

The Board Retreat is scheduled for February 13 and the start time is at 5:00 PM tentatively to be held at the Lyme Inn.

C. Budget Approval

The high school tuition rates have been received and the budget impact is higher than expected so the number of enrolled students was reduced by one to 93. Beyond that number of enrolled high school students will engage a transfer from the High School Reserve. The current high school student enrollment count is between 97 and 99. Board member Vince Berk spoke about potential high school tuition increases and the level of the High School Reserve.

The Lyme School Budget particulars for 2021 is a decrease of .76% overall, and a decrease of 1.78% for the school district operating budget (\$130,499). The CBA Warrant Article will be an increase of 1.02% (\$73,417 in 2021).

The revenue budget document was distributed and reviewed. Some of the grants (IDEA) are for a longer period than one year and in amounts that are uncertain in a given year. These grants are applied to specific expenses (\$46,737).

A motion was made and seconded (Greenway, Hayden) to approve the Lyme School District 2021 School Budget in the amount of \$7,189,874 as presented. The motion passed 6-0-0.

D. Proposed 2020 Warrant Articles

The Board reviewed the proposed Warrant Articles. The Board discussed establishing a fund to use to help eliminate some volatility in annual Lyme taxes that is associated with the school district budgets including surpluses. There are some people in the community who prefer to get annual surplus budget funds returned to taxpayers and to address future school budgets in the coming years.

A motion was made and seconded (Berk, Hayden) to approve the Lyme School District 2020 Warrant Article for adding to the Post Retirement Fund as presented and amended. The motion passed 6-0-0. The Board recommended this article and the change was the amount of \$43,000. The current balance of this fund is \$52,000.

A motion was made and seconded (Hayden, Greenway) to approve the Lyme School District 2020 Warrant Article for adding to the Maintenance Capital Reserve Fund as presented. The motion passed 6-0-0. The Board recommended this article and the current balance of this fund is \$44,000.

There was Board consensus to remove the proposed Warrant Article to establish a Contingency Fund. The Maintenance Fund transfer article will be prior to the Post Retirement Fund transfer article.

A motion was made and seconded (Hayden, Greenway) to approve the Lyme School District 2020 Warrant Article on salaries for district officials as presented. The motion passed 6-0-0.

The School Board will need to sign the Warrant after it is brought to the Lyme Budget Committee and the Committee will vote on the Warrant on February 5. The document is sent to the state DRA for approval.

5. Committee Reports

Faculty – Kate Cook stated that the K-5 teachers have completed training on math and Superintendent Valence acknowledged Kate for her leadership on the program and expressed appreciation for her efforts. The report cards are completed and the 8th grade team is working with the Lyme Energy Committee on efforts to help the town become more sustainable. Kate also thanked the negotiating committee for their work on the CBA.

Other Committees – the Board discussed locking the door in the room that houses the security system on the second floor of the school.

6. Non Public Session

A motion was made and seconded (Greenway, Hayden) to enter nonpublic session in accordance with NH RSA 91-A:3 II (a) to address employee matters. The motion passed 6-0-0. The roll call was conducted and the Board entered nonpublic session at 9:30 PM.

A motion to reconvene the public meeting was made and seconded (Wipfler/Berk). The motion passed 6-0-0.

The public session reconvened at 10:54 PM.

7. Business Requiring Action

CBA Approval

A motion was made and seconded (Berk, Bujarski) to approve the Teachers Collective Bargaining Agreement. The motion passed 6-0-0.

8. Non Public Session

A motion was made and seconded (Bujarski, Berk) to enter nonpublic session in accordance with NH RSA 91-A:3 II (a) to address employee matters. The motion passed 6-0-0. The roll call was conducted and the Board entered nonpublic session at 10:55 PM.

A motion to reconvene the public meeting was made and seconded (Wipfler/Berk). The motion passed 6-0-0.

The public session reconvened at 11:15 PM.

9. Adjournment

A motion was made and seconded (Hayden, Wipfler) to adjourn the meeting at 11:16 PM. The motion was approved 6-0-0.