

**Lyme School District
Emergency School Board Meeting
Tuesday, April 28, 2020
Electronic Meeting Via Google Hangouts**

approved as is, 5/26/20

Board Members Present: Phil Barta, Vince Berk, Yolanda Bujarski, Hayes Greenway, Matthew Hayden. Jonathan Voegelé, Becky Wipfler. Administrators: District Administrator Jeff Valence, Coordinator of Business Services Janet Mitchell; Director of Academic Elise Foxall. Recorded by Roger Lohr

1. Call to Order and Agenda Review

Chair Jonathan Voegelé called the meeting to order at 7:06 PM and cited the state right-to-know laws associated with emergency electronic meetings. Approval of recent Board meeting minutes was added to the agenda.

2. Minutes Approval

2A. A motion was made and seconded (Hayden, Berk) to approve the Lyme School Board meeting minutes for February 25, 2020 as submitted.

The motion was approved with a roll call of those in favor including Phil Barta, Vince Berk, Yolanda Bujarski, Matthew Hayden. Jonathan Voegelé.

2B. A motion was made and seconded (Bujarski, Beck) to approve the Lyme School Board special meeting minutes for March 14, 2020 as submitted and amended.

Discussion: The changes were the Hinsley title should be Lyme Health Officer.

The motion was approved with a roll call of those in favor including Phil Barta, Vince Berk, Yolanda Bujarski, Matthew Hayden. Jonathan Voegelé.

2C. A motion was made and seconded (Hayden, Barta) to approve the Lyme School Board meeting minutes for April 7, 2020 as submitted.

The motion was approved with a roll call of those in favor including Phil Barta, Vince Berk, Yolanda Bujarski, Matthew Hayden. Jonathan Voegelé.

3. Reports

3A. Board Chair Report

Chair Voegelé stated that the Executive Committee has been keeping track of operational issues at the school and completed the contract negotiations for the LEA and the District Administrator. The Finance Committee met to discuss projects and the surplus.

3B. Financial Report

Coordinator of Business Services Janet Mitchell cited the food service report which showed revenue and expense information by month. This report shows revenue based on all the meals sold as opposed to the total amount paid by families into their individual student accounts and is a more accurate projection of the program. There is a \$17,395 deficit projected and revenues ended mid March due to remote learning, but the projected deficit is lower than the budgeted amount of \$20,000. Attention will be paid to delinquent accounts, which may impact the end-of-the-year balance on the food service.

There was no change in the district's revenue with unanticipated revenue at \$39,259. The expense encumbrances were reviewed by Jeff and Janet and the ending general fund balance projection is a surplus of \$415,741.

3C. Superintendent Report

Superintendent Valence gave a brief overview of the school operations and remote learning. Meetings were held with the lower school and the middle school will meet on Thursday. A faculty meeting is set for next week. The teachers have been doing a lot of work including providing social emotional support for students and families with for example, social grouping and middle school game room. There has been a request regarding development of an eighth graders end of school program.

On behalf of the Board, Chair Voegelé expressed appreciation to the administrators, teachers, and staff.

4. Business Requiring Action or Discussion

4A. General Assurances

A motion was made and seconded (Hayden, Barta) to approve the General Assurances for the Lyme School fiscal year 2021 as requested in the NH DOE communication.

The motion was approved with a roll call of those in favor including Phil Barta, Vince Berk, Yolanda Bujarski, Hayes Greenway, Matthew Hayden. Jonathan Voegelé, Becky Wipfler.

4B. Federal Grant Assurances

A motion was made and seconded (Hayden, Barta) to approve Federal Grant Assurances for the Lyme School fiscal year 2021 for Title I, II, IV, and IDEAB as requested in the NH DOE communication.

The motion was approved with a roll call of those in favor including Phil Barta, Vince Berk, Yolanda Bujarski, Hayes Greenway, Matthew Hayden. Jonathan Voegelé, Becky Wipfler.

4C. Facility Projects

Superintendent Valence reviewed a list of projects such as classroom renovations, window replacements, and others totaling \$86,000. The Finance Committee discussed that some of the year end surplus be used for \$53,000 as voted for funding the reserve trusts, \$50,000 for pre-funding 2021 expenses to take advantage of discounts, the summer projects, and returning the balance of the surplus to taxpayers.

A motion was made and seconded (Greenway, Hayden) to approve the list of renovations for \$86,000 as submitted.

The motion was approved with a roll call of those in favor including Phil Barta, Vince Berk, Yolanda Bujarski, Hayes Greenway, Matthew Hayden. Jonathan Voegelé, Becky Wipfler.

A motion was made and seconded (Greenway, Hayden) to approve the replacement of five additional windows for \$5,000.

The motion was approved with a roll call of those in favor including Phil Barta, Vince Berk, Yolanda Bujarski, Hayes Greenway, Matthew Hayden. Jonathan Voegelé, Becky Wipfler.

The Board discussed additional pre-funding and other projects (gym floor, water fountains, etc.) and board members were asked to send requests to Superintendent Valence who can get estimates on the proposed projects.

4D. Benefits for Non Certified Staff

The Board discussed the offer to match 1 percent of the 403B retirement plan paraprofessionals at the Lyme School District.

A motion was made and seconded (Greenway, Hayden) to approve the offer of matching 1 percent of the 403B plan of Lyme School paraprofessionals.

Discussion: The offer was made to paraprofessionals and other non certified staff are being considered with regard to categorization of employment at the Lyme School.

The motion was approved with a roll call of those in favor including Phil Barta, Vince Berk, Yolanda Bujarski, Hayes Greenway, Matthew Hayden. Jonathan Voegel, Becky Wipfler.

4E. Ratification of Agreement

A motion was made and seconded (Hayden, Berk) to approve the ratification of the Collective Bargaining Agreement with the LEA at the Lyme School District for the period of 2020-2024.

Discussion: The Board reviewed some of the highlighted changes to the CBA including sick and personal leave changes, professional development changes, and the sick day bank that was to be established.

The motion was approved with a roll call of those in favor including Phil Barta, Vince Berk, Yolanda Bujarski, Hayes Greenway, Matthew Hayden. Jonathan Voegel, Becky Wipfler.

4F. End of School Year

A motion was made and seconded (Hayden, Greenway) to approve Lyme School end of the year as June 12 for students with two days for teacher in-service.

Discussion: The Board discussed what the Dresden School District is expected to do about closing early. There was interest in summer school for students identified as falling behind or providing help for some IEP student programs. Academic Director Foxall is looking into this and the use of Track My Progress assessment tests. The faculty will conduct a debriefing about the remote learning and consider what might need to be done in the fall.

The motion was approved with a roll call of those in favor including Phil Barta, Vince Berk, Yolanda Bujarski, Hayes Greenway, Matthew Hayden. Jonathan Voegel, Becky Wipfler.

4. Committee Report

The Education Committee met and discussed remote learning rigor and the end of school year. A survey has been done to gather information regarding remote learning content and student workload. There will be some academic-oriented policies that will be considered at the next Education Committee meeting.

5. Non Public Session

A motion was made and seconded (Greenway, Wipfler) to enter nonpublic session in accordance with NH RSA 91-A:3 II (a,b,c) to address employee matters. The motion was approved with a roll call of those in favor including Phil Barta, Vince Berk, Yolanda Bujarski, Hayes Greenway, Matthew Hayden. Jonathan Voegel, Becky Wipfler. The Board entered nonpublic session at 8:40 PM.

The public session reconvened at 8:45 PM.

6. District Administrator Contract

A motion was made and seconded (Berk, Hayden) to approve the 3-year contract for the District Administrator at the Lyme School as submitted.

The motion was approved with a roll call of those in favor including Phil Barta, Vince Berk, Yolanda Bujarski, Hayes Greenway, Matthew Hayden. Jonathan Voegelé, Becky Wipfler.

7. Adjournment

A motion to adjourn was made and seconded (Hayden, Greenway). The motion was passed with Phil Barta, Vince Berk, Yolanda Bujarski, Hayes Greenway, Matthew Hayden. Jonathan Voegelé, Becky Wipfler voting in favor. The meeting was adjourned at 8:55 PM.