

**Lyme School District
School Board Regular Meeting
Tuesday, September 29, 2020
Lyme School Gym and Electronic Meeting Via Zoom**

approved without changes, 10/28/20

Board Members Present: Vince Berk, Yolanda Bujarski, Hayes Greenway, Matthew Hayden. Jonathan Voegelé, Barbara Wilson. District Administrator Jeff Valence, Coordinator of Business Services Janet Mitchell. Public: 5 public attendees in gym and 62 other attendees via Zoom including staff and public. Recorded by Roger Lohr

1. Call to Order and Minutes Approval

Chair Jonathan Voegelé called the meeting to order at 7:05 PM and welcomed the attendees, both in person and via Zoom. Superintendent Valence outlined the Zoom participation for public comment with the understanding that with masks and distance it could be difficult to hear the Board during the meeting and he cited that the meeting is exemplary of some of the technological issues for the teachers and students both in class and remotely.

2. Public Comment

Chair Jonathan Voegelé read a statement regarding the school and community related to the response to the pandemic and his interest to work together with respect and in a climate of trust, transparency, and communication. He cited the role of the chair and referenced confidentiality for dealings with the Board where applicable.

Board member Yolanda Bujarski reviewed two emails sent to the Board. There was support to continue having Board meetings on Zoom, and there was a question about Board meeting minutes that are legally made available by request five days after the meeting.

On Zoom there were five comments. Lyme School faculty member Tom Harkins expressed appreciation to Steven Dayno who finished his term as the LEA president. Support was voiced for the nurses and staff at Lyme School. The sound at the meeting was problematic for those on Zoom and steps were taken to improve the sound system. Stephanie Clark commented about a perceived conflict of interest on the Lyme School Board. Board member Hayden stated that the Board has been actively working on a statement about its governance and transparency.

Chair Voegelé expressed appreciation for Steven Dayno commitment as LEA president. Public comment was closed by Chair Voegelé at 7:29 PM.

A motion was made and seconded (Hayden, Greenway) to recognize Steven Dayno's work as LEA president on behalf of the school district and community. The motion was approved.

3. Reports

3A. Superintendent Report

Superintendent Valence thanked the public for their comments and stated that it is a first step and subsequent steps will be forthcoming.

Sanitation and disinfection efforts at the school were reviewed. An update was given by Director of Facilities Doug Fillian about the COVID related product supply inventory and six UV installments.

There have had 33 individuals who have been excluded due symptoms identified (or self reported) consistent with the state's exclusion criteria. The length of absences for testing to occur is currently trending more towards 24- 48 hours. There have not been any positive COVID results and in most cases families have opted to get tested versus waiting the 10 days. The average number of daily exclusions (identified or self identify) is 2.63 / day. The average number of students absent associated with COVID is 6.57 students per day, and has ranged from 3 to 11 students over the course of the fall.

Nurse coverage has been challenging and there are some candidates to be interviewed this week for the open position. Valence expressed appreciation to the nurses and volunteers who have covered the nurse office and he recognized all the individuals who have been involved.

Nurses: Rose Knaus, Lara Dwyer, Katie Miller, Kris Pekala

Community Volunteers: Antonia Altomare, Yolanda Bugarski, Margaret Claudill-Slossberg, Hayes Greenway, Karen Huyck Maia Rutman, and Barbara Wilson.

The school is tenuously susceptible to staff absence and there is a need to find more substitutes as there is no extra assistance to cover any of the staff positions. Valence stated that the situation has been exhausting for the staff, administrators, and board members and that he is looking forward to the time when the school community becomes more comfortable with the routine.

The faculty is in the process of identifying challenges to find time for communication and extend more focus on the emotional and social well-being of students. There has been an impact for some students who are in crisis. The staff has to consider remote instruction with the number of students and capacity of the system. Solutions are needed for space and staffing while more support is needed for special education. The nurse office incident and the overall pandemic have impacted morale at the school. It was suggested that the staff needs an additional in-service day to consider and develop solutions to various issue identified in the first few weeks of operation. Another issue to consider is the holidays and how to handle the 14-day quarantine for people who travel out of the region.

3B. Finance Report

Three reports were distributed by Coordinator of Business Services Janet Mitchell to the Board including the status of school district revenue, expenditures, and trust funds. The revenue report shows that no grant funds have yet to be received and the expenditures as of September 24 showed overages in regular instruction, furniture, health service, school administration and others totaling \$171,197. This includes \$110,000 that is associated with purchase orders from the prior year. The total fund balance was \$585,563. Of that figure, \$57,237 is restricted, \$110,719.39 is in open purchase orders, \$53,000 is committed to trust from the March 2020 vote, leaving \$364,607 in unrestricted funds to reduce taxes. The trust fund balances were cited.

4. Business Requiring Discussion and/or Action

4A. Budget Implications of COVID

Various expenditure items such as personnel, furniture and so on were listed totaling an estimated \$337,000 above the budget. The amount would be addressed by using last year's unassigned fund balance, which is legal due to the governor's emergency order #38. order.

A motion was made and seconded (Hayden, Barta) to approve a transfer of \$147,406 from the fiscal year 2020 surplus to fiscal year 2021 budget.

Discussion: The CARES Act brought the Lyme School \$8,000; grants will cover \$70,000; Maintenance Trust Fund \$21,500; Enrollment Response Trust Fund \$40,000. There will also be

savings within the budget associated with the pre-purchase of some budget expenditures. The amount to keep the tax rate level is \$85,417.

The K-8 enrollment is 196 students and the high school enrollment is uncertain until mid-October but there were 93 high school students in the budget and the head count was 97 students.

VOTE: The motion was approved.

4B. Hiring Update

Superintendent Valence updated the Board about the status of open positions. Searches are currently underway for a school nurse and there are some candidates that will be interviewed this week. There is a need for a part time Technology Assistant and a full time para-educator for a one-on-one special education position and a technology assistant.

4C. On Call Substitute

A motion was made and seconded (Berk, Greenway) to approve on-call substitutes for the month of October 2020 at Lyme School. The motion was approved.

Superintendent Valence announced the need for substitutes and the Board discussed adding a second on-call substitute.

4D. In-Service Day Request

Superintendent Valence informed the Board about the need for an additional in-service day for the full faculty including para educators. The next in-service day is scheduled for October 9 and the request was to add another day prior to that date. Additionally, the Board would be asked to incorporate other in-services days during the upcoming months. The purpose of the in-service day was for the staff to consider issues and devise solutions that are related to COVID.

There was a suggestion that class parents and the PTO could get involved to gauge the need for families who would find it difficult to have children home during the additional days. The Board discussed the preferential date to meet the staff request.

A motion was made and seconded (Bujarski, Barta) to approve an in-service day on Thursday, October 8, 2020 at Lyme School. The motion was approved.

5. Minutes Approval and Next Meeting

5A. Minutes Approval

A motion was made and seconded (Greenway, Hayden) to approve the special meeting minutes of September 2, 2020 as submitted. The motion was approved.

A motion was made and seconded (Beck, Hayden) to approve the nonpublic meeting minutes of September 2, 2020 as submitted. The motion was approved.

A motion was made and seconded (Greenway, Hayden) to approve the special meeting minutes of September 11, 2020 as submitted. The motion was approved.

5B. Next Meeting

The next meeting scheduled would be a special meeting on Tuesday, October 13 at 7:00 PM for the Board to consider quarantine issues related to the holidays and a revised in-service schedule. The regular monthly Board meeting is scheduled for Tuesday, October 20 at 7:00 PM.

6. Non Public Meeting

A motion was made and seconded (Hayden, Greenway) to enter nonpublic session in accordance with NH RSA 91-A:3 II (a) (b) (c) and (l) to address matters related to employees and reputation. The motion was passed. The roll call was conducted and the Board entered nonpublic session at 9:15 PM.

A motion to reconvene the public meeting was made and seconded (Berk, Greenway). The motion was passed.

The public meeting was reconvened at 11:11 PM

7. Other Business

Berk volunteered to help with candidate interviews. Hayden will speak with Superintendent Valence. Communication will be drafted by Bujarski and circulated to the Board and she will provide an update on nonpublic meeting deliberations for Chair Voegele.

8. Adjournment

A motion to adjourn was made and seconded (Wilson, Berk). The motion was passed. The meeting was adjourned at 11:11 PM.