



Lafayette School Board
Lafayette Regional School
September 14, 2023
Board Meeting at 5:30 PM

Attendees

- Board
 - Amy Mullins, Chair
 - Megan Detamore, Vice Chair
 - Nicole MacKay
 - Joseph Garrison
- LAF
 - Amy Kopp, Principal
- SAU
 - Kate Segal, Superintendent
 - Toni Butterfield, Business Manager
- Clerk
 - Emily Goldman

I. Call to Order

- Meeting called to order by Amy Mullins at 5:32 pm

II. LPTO Report

- Healthy balance to start off with. Programming from the past will be able to continue.
- Hosting a ice cream social, the passport for the ticket
- Isaac Reeder is hosting a Kids Well Fest on Oct 14, 2023 at the Dow and is looking for organizations that want to participate. Please reach out to Isaac at isaacscottreeder@gmail.com. This event is part of Isaac's Eagle Scout Project.
- Pie Sale October 2-October 16 → Lyman Orchards sells pies
- Funding Request→ Summer Reading Program from Mr. Goldman and Mrs. Koeler.

III. Approval of the Minutes

- Board member Amy Mullins identified one revision: Under Billing and Grounds the initials are Amy Mullins' instead of Nicole MacKay's.

Motion by Joe Garrison to approve the minutes from the August 16, 2023 School Board Meeting; seconded by Megan Detamore. All in favor; Motion passes with the following corrections -

- Under Billing and Grounds the initials are Amy Mullins' instead of Nicole MacKay's.

IV. Public Input

Any citizen wishing to speak before the Board must sign in with the board clerk prior to the opening of the meeting. The visitor will identify themselves with their name and address and speak for no longer than five (5) minutes. See Board Policy BEDH.

- Attendees:
 - Jade Monahan
 - Nick De Mayo
- Mr. De Mayo–Request to put the salute of the flag at the beginning of each School Board Meeting.
 - Discussed how there are many veterans in the area.
 - Mentioned it would be good to set the precedent since other boards also don't salute to start. Good for the children.
- Salute will be done at the Annual Meetings (discussed at the past School Board Meeting)
- Mrs. Monahan
 - Question around Bullying Investigations → How are new staff updated on previous investigations.
 - Specific around principal changeover
 - Request to put a policy in place around the Superintendent being responsible for making sure that when a new Administrator is hired, investigations and safety plans are passed on.
 - Question: How will the Superintendent manage the students within the SAU transitioning from one school to another (ie LAF to Profile).
 - Request: Put a policy in place of the transfer of complete records (investigations, safety plans, etc) from one school to another.

V. New Business

- Amy Kopp
 - Present the slate for the budget committee
 - Tim and Cindy Burnell were long standing members.
 - Amy reached out requesting their expertise and experience
 - Proposed Group
 - Tim and Cindy Burnell (one or both)
 - Long standing members who Amy reached out to.
Requested their expertise and experience.
 - Courtney McConnel
 - Joseph Garrison
 - Gail Clark
 - Meg Caron
 - Karen Marks
 - Chuck Weed
 - First meeting in October.
 - Up to nine meetings scheduled. Two after school meetings scheduled due to the Outdoor Ed Program.
- Amy
 - Bus Routes

- Worked out well
- Third bus was added, a small bus→ Goes out to Sugar Hill (Streeter Pond).
- Within the time limit

VI. Continuing Business

1. Review of ESSER Grants Funds

- Principals have taken control of this.
- Nothing new to report
- Met with Mike Kelly to work with a grant writer. Amy is building her understanding/background of the process.
- This topic will be discussed at the next staff meeting.

2. Review of Federal Grants Funds

- Principals have taken control of this.
- Mike Kelly has met with all of the principals→ Great resource

3. Enrollment Numbers for Opening Day, August 28, 2023

- 94 students enrolled this year
- Quite a few families moved in.

VII. Standing Reports

A. Principal

Monthly Report

- Goal- Learn all of the students' names. Goal accomplished!
- 8/31 A school assembly was held to welcome everyone back! Amy created a [presentation](#) to guide the conversation
 - Reviewed the school rules.
 - Discussed the new 3 tier behavior model and explained how that will work to them
 - Tier 1- Tools and strategies in place at the universal level- supports most students
 - Tier 2- Teacher assigned consequences for students that have repeated behavior.
 - Tier 3- Small Percentage, students are needing to work with Mrs. Kopp
 - Introduced new staff and new students!
- Fire Drill 9/5/0223
 - 9 more to go.
- Emergency Operations Plan being updated (due to the Department of Homeland Security) by 10/10/23.
 - Meeting with Nate Hanson with the Emergency Planning
 - Amy will take part in the Hazard Mitigation Town Meeting→ Being redone
- Team meetings are happening weekly to discuss curriculum and instruction.
 - Looking at data after assessments

- The Child Safety team has created a new mission statement. They also created a referral form (format-google form) that was rolled out to teachers.
 - [Referral form](#) provides the necessary information & data to help with next steps to support the student.
- STAR Assessment is being taken this month (data will be shared out next month).
- Kindergartners have all had the Heggerty Phonemic Awareness Assessment as well as the DIBELS assessment.
 - Staff will analyze and make instructional decisions to support student need.
- There is a new state mandate for having a Cursive Handwriting Curriculum. The program selected was Handwriting without Tears for cursive writing. Cursive will be introduced and explicitly taught in 3rd grade and then reinforced in Grades 4 and 5.
 - Question- Does this need to be taught grades 3-5?
 - Local decision.
- Outdoor Ed has begun. Tin Mountain Conservation Center came as guest educators 9/7 to work on compass reading and tree/plant identification.
 - First hike is tomorrow!
 - Mr. Johnk came to the school and did a hike safe training with the students.
- Open House is 9/21 at 6pm.
 - Parents will start in the MPR for a short presentation with Mrs. Kopp.
 - Following the presentation, families will go around the school using a “passport”. Each “stop” will have a stamp.
 - In each classroom there will be something happening (scavenger hunt, etc) → Up to the teachers.
 - To close the night there will be an ice cream social.

B. Superintendent

1. Presentation of Summer Collaboration

- Requested by the board to give a presentation of the summer collaboration.
- Met for 3 day (1 in July)
- What is being worked on:
 - Multi Tiered Systems of Support
- Meetings are started with the norms of collaboration and the 4 agreements
 - 7 norms allow for better collaboration.
 - 7 norms:
 - Pausing to allow time for thought
 - Paraphrasing within a pattern of pause, paraphrase, and question to ensure deep thinking.
 - Posing Questions
 - Putting Ideas on the Table
 - Providing Data
 - Paying Attention to Self and Others
 - Presuming Positive Intentions
 - The 4 Agreements:
 - Be impeccable with your word
 - Don't take anything personally
 - Don't make assumptions
 - Always do your best.
- July Meeting

- Focus of the meeting- aligning the handbooks (student, and faculty) making sure they have all of the policies
 - Collaboration and sharing has increased amongst the principals
- Other Discussions
 - Special Ed survey results
 - Bus Contact info. Parent drivers.
 - School Closing or Remote Learning discussion
 - Progress Monitoring
- August 2nd Meeting
 - SOAR Activity
 - Strengths of the SAU
 - 5 district SAU
 - Many resources
 - Diverse Background
 - Insitutional Knowledge
 - Supportive Communities
 - Dedicated Board
 - Committed and Dedicated Staff
 - Opportunities
 - Stakeholders
 - District Admin
 - Teachers
 - Paras
 - Kids
 - Parents
 - Partnerships
 - Tax Payers
 - Collaboration
 - Trust within the community
 - What is the potential of our district
 - Aspirations
 - Work together is the SAU
 - Grade Level Teams
 - Eliminate the competition amongst the districts.
 - Collaborative Training
 - Finding Experts within the districts
 -
 - Results
 - Curriculum, Instruction, Assessment
 - Utilizing STAR or Aims Web
 - Strategic Plan MTSS B and A → Tools to evaluate
 - Finalized Agenda for the August 23rd PD
 - Used a 1 to 5 Consensus to determine the best use of the time for the PD
 - The afternoon was given to the staff and faculty to work in their distric PLC
 - The morning was focused on the School Safety Presentation
 - Reviewing Special Ed services and Therapies

- Bullying Investigation policies
- August 17th
 - Discussions
 - Homelessness: Mary Coleman
 - Finance Calendar
 - Background Checks
 - Safety
 - EoPs
 - Reunification info for parents
 - This is being added to all school websites
 - Scripts
 - What to say
 - Who does what
 - Scenarios
 - Intruder
 - Ice Storm
 - etc

2. August Bi-weekly Visit to Schools

- The board requested the Superintendent visit each district twice a month.
- Notchview Transport has started.
 - Very receptive to feedback around what they can do, what they can do better.
- Projector has not yet arrived
- Peter Langar→ Presenter
 - Riveting presentation
 - Schools had some great conversations following.
- Visions & Missions are a focus for this year.
 - Making sure we are living up to our missions/visions
- Every school approached the different tiers differently (MTSS-B)
- School Rules at Lafayette
 - Be Safe
 - Be Responsible
 - Respect People
 - Respect Property
- SAU focus is to build the MTSS
- Tiers
 - 1→ Universal, to support all students.
 - 2→ Teacher Assigned Consequences
 - 3→ Office Referral = additional support needed
- Students are taught the expectations that are outlined by the school.
 - They discuss what the different school rules look like in different settings.
- MTSS→ Recognizing positive behaviors.
 - Rewarding students
- The next focus of the school visits will be Safety

C. Business Manager

1. Fuel Bids

- Bid from Maine Energy and Lyme Green
- Maine energy \$320 per ton
- Lyme Green \$325 per ton
- Last year Maine Energy backed out of their contract last minute, Lyme Green did not. MES said it was because prices of pellets went up.
 - Bethlehem is continuing with Lyme Green due sticking to their bid.

**Motion by Joe Garrison to approve the contract with Lyme Green; seconded by Megan Detamore. All in favor;
Motion passes.**

2. Year end review as of 6/30/23
 - Figures have not changed but have more detail about carrying over 22-23 funds to be paid in 23-24
 - Utilized leftover funds:
 - \$4,000 → Wireless Access Points and Switch
 - Paying 40% of the costs, thanks to E-rate funding.
 - End balance- **\$25,577**

3. The final cost for the roofing project was higher than anticipated due to two items. When using Federal Funds all employees need to be paid at the prevailing Davis Bacon rates, (additional \$7,747). The cost for labor increased for this reason. Secondly, there was extensive wet & deteriorated insulation that needed to be removed and replaced, (additional \$6,028.60).

We moved \$70,000 of the ending fund balance to the Building & Grounds Trust Fund on July 1, with the intent that we would use the bulk of this to pay for the part of the roof project not covered by the ESSER funding. We had hoped to spend up to \$65,000 but we will need to spend \$75,719.15 from the trust fund.

**Motion by Megan Detamore to approve the withdrawal of \$75,719.15 from the Buildings and Grounds Trust Fund to Pay for the cost of the roofing project not covered by the ESSER III grant ; seconded by Joe Garrison . All in favor;
Motion passes.**

VIII. Committee Reports

A. Executive Board - (AM)

- Megan Detamore attended.
- Kate gave an update on her meetings with her mentor → Led to a conversation around how to maintain longevity. Trying to think more strategically around what are the barriers to this longevity.
- Decision- Talk as an individual board.
 - Complete a SWOT type analysis created by Bethlehem Board member, Dr. James Noyes, to discuss what is being seen (based on our perspective).
 - Looking at actual data.

- B. Building & Grounds Committee – (GC, AM)
 - Nothing new to report this month.

- C. Budget Committee – (GC,JG)
 - discussed

- D. Negotiations – (MD, JG)
 - Nothing new to report this month.

IX. Policy Handbook – (MD, NM)

- Nothing new to report this month.

X. School Staffing Notifications & Approvals

- Nothing new to report this month.

XI. Non Public Session as per RSA 91A:3, I, II if required

XII. Adjournment

**Motion by Joe Garrison to adjourn; seconded by Nicole MacKay. All in favor;
Motion passes. The meeting was adjourned at 6:47 pm.**

Next Meeting: October 12, 2023

Notice is hereby made that public comment shall be made without expectation of a response by any School Board member to matters raised by such commentary. The Board will not hear personal complaints about school personnel nor against any person connected with the school system. The expectation of all in attendance is to conduct themselves in a civil manner. The Board respects the right of the public to communicate its stance of matters of interest, but meetings are scheduled in advance to conduct business put forth on its publicly posted agenda only.