



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

Attendees

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

I. Call to Order

The meeting was called to order by Amy Mullins, at 5:32 p.m.

II. LPTO Report

- Forwarded by Heather Ferguson
- Upcoming Events
  - Winter Concert Bake Sale
  - Recycle Sale
  - Circus Residency- March 4th-6th
  - School Dance- February 10th
- Winter Concert Recording
  - A Lafayette parent used professional background to record the concert. Used this as a fundraiser!
- Wellness Committee
  - The last Meeting was on November 21st
  - School Lunches are up from last year and accounts are holding steady
  - Discussed encouraging hydration for kids
    - Mouthpieces turned back on the fountains
  - Staff got vests from a wellness piece

III. Approval of the Minutes

**Motion by Joseph Garrison to approve the minutes from the November 9, 2023 School Board Meeting; seconded by Nicole MacKay. All in favor; Motion passes.**

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:
  - Susan Moore, Franconia
- Susan Moore
  - Have we gotten to a point where discussions are starting around the 306s
    - Superintendents are meeting with Fred to start the conversation
  - We do not have the revised 306s, therefore we are not able to start new conversations
  - Urging the board and superintendent to take a stand against censorship, specifically around the books that are being read.

V. New Business

1. Discussion – Solar Eclipse April 8, 2024

- Bethlehem voted yes.
  - This impacts the bussing system that connects to Profile.
    - There are ways to make it work if needed.
  -
- Lafayette Staff Members attended a training hosted by WMSI and \_\_\_\_
  - Discussed the learning behind it.
  - Discussed how to be safe viewing the event.
- The thought is to have a half day on April 8th
  - A curriculum is being set up to make this a truly educational event.
  - How can we educate the parents?
    - Hold a parent night before the event (open house) to discuss and support the safety measures.
  -
- **Motion by Nicole MacKay to approve the half day to view the solar eclipse; seconded by Megan Detamore. All in favor; Motion passes.**

2. Two NH Dept of Ed SAFE Grants

- The State of NH came out with SAFE grants, offering up to 100,000 school security and safety improvements.
- Two quotes were received
  - Window film- This being let go due to being over budget
    - Lower priority
  - Updating the PA system
- **Motion by Megan Detamore to accept the Safety Grant for updating the PA System; seconded by Nicole MacKay. All in favor; Motion passes.**

3. Social Emotional Curriculum Grant

- Youth Well NH
  - Offering small grant programs up to \$15,000 for Social Emotional Learning.
    - Application sent in by Amy Kopp
  - Applied for a Social Emotional Curriculum- Character Strong
    - Has Tier 1 and Tier 2 supports

- Tier 1
  - Provides various life and social skills developmentally appropriate for each grade.
  - Common language and systems in place
- Tier 2
  - Small Groups
- A decision will be made by January 31st, 2024
- A motion will not be made until the grant is received.

## VI. Continuing Business

### 1. Review of ESSER Grants Funds

- ESSER II- Closed. All money spent
- Title IV
  - This is the only change.
  -
- ESSER III- still has \$19,000.66 left
  - Amy will return to the leadership team to discuss the most needed.
  - This can be used for anything that will make the school safer?
    - Art room ceiling - Air connection. Potential mold, is not something we should be breathing in.

### 2. Review of Federal Grants Funds

### 3. December 1, 2023 Enrollment

- Totals for Grade 4 should be 57, not 60

## VII. Standing Reports

### A. Principal

#### 1. Monthly Report

- Monday, Nov. 13th Veteran's Day Celebration.
  - The school was honored to have 12 Veteran's attend.
  - The Band played 2 patriotic songs and the chorus sang a song as well.
  - Several students were able to read their special Veteran's Day messages.
  - The Veterans were able to stay and enjoy coffee and muffins that we provided for them.
- Saturday, November 18th First Lego League Regional Competition in Lebanon
  - 2 teams of 6th graders, 14 students
  - Robot Challenge & Presentation
  - Both made it to the state competition, one received a core values award.
  - At the state competition, one team placed 15th and the other placed 25th (out of 44 teams)
  - Big thank you to Aaron Goldman and Shelley Koehler for all of their hard work.

- Mrs. Correira's first graders and Mrs. Burton's second graders went to the Lafayette Center nursing to craft.
  - Students loved this and so did the residents of the Lafayette Center.
- On Monday, Dec. 4th, the PTO sponsored an assembly for students by Showboat Entertainment Basketball. It is Harlem Globetrotter Triksters who entertain with basketball tricks while also teaching students about having a growth mindset, the importance of working hard to achieve a goal and being kind to others.
  - Students enjoyed this.
- In Team Meetings there have been conversations around the Evaluation Process.
  - Amy Kopp wants to make sure these are valuable.
    - Amy will do consistent observations of the staff and meet to discuss.
- The Holiday concert was held on Thursday, Dec. 7th at 6:00 pm.
  - Big success!
  - Families were able to attend virtually.
  - Families could purchase recordings.

## 2. 2024-2025 Budget Presentation

- The goal was to keep the budget close to a 3% increase
- 3.94% increase
  - Regular programs- .35% increase
    - Teacher salaries
    - Curriculum materials
  - Special Education- 13.57% increase
    - Salaries and benefits.
    - Para moved into the 1200 move.
  - Enrichment - 0% difference
  - Drama Program Stipends increased
  - Student Activities Down
    - Not outdoor Ed
  - 3% increase in salary
  - Student Services & Psychological
    - Salary and Benefits
  - Speech Pathology Services
    - Salary & Benefits
    - New materials
  - Staff Instruction went down.
    - Graduate Courses were put in for - These were put in for Title II
    - Every Teacher was given one set amount of money.
      - Pushes for purchases to be more intentional
  - Library Media Services- Up 6.98%
    - Salary and Benefits
    - Chairs
    - Books and supplies
  - Annual Meetings- Cost Reduced
    - Money is not being spent.

- General Admin- Other
  - Insurance is up
  - Memberships (NEA etc)
- Principal Line
  - Amy Kopp is less expensive than the previous.
- Operations for Building
  - Cost is up due to everything increasing (pellets, fuel, etc)
- Transportation
- Special Education Transportation
- Field Trips/Co-Curricular- is up 17.48%
  - The cost of Transportation is up
    - Winter Program
    - Trip to Squam Lake
    - 6th grade trip - Coach Bus
- School Lunch
  - Last year was the first year where school lunch was no longer free.
    - Contract was not met due to numbers- So they ended up having to pay the school (revenue).
  - The bid this year was based on the anticipation of us having a loss.
    - Because we are making more profit, what we have to pay them will be less.
- This budget is reflecting 1 less para. We went to 7, rather than 8.
- The board will look over the budget and generate any questions that they may have.
  - This will be presented more formally in February.

## B. Superintendent

### Superintendent Report

- Biweekly School Visits
  - Visited twice.
  - Look over the agenda.
  - Supports Amy with anything that might pop up as a new administrator.
- Licensing and Minimum Standards
  - Continuing to mentor SAU 35 educators.
  - 6 license plan meetings in December.
- Landaff's Innovation Plan
  - Working collaboratively with the board and the NHDOE
  - Approved unanimously
- Multi-Tiered System of Support for Behavioral, Social, and Emotional Learning
  - Current focus at principals' meeting. - MTSS Behavior
  - Continuum of supports that begins with Tier 1- Universal (80%-90%), Tier 2 (5-10%), Tier 3 (1-5%)

- Tier 2 & 3- access to tools and interventions
    - Tier 1- Proactive
  - Proactive and Preventative Framework
    - Integrates data and instruction
  - Tier 1 at Lafayette
    - Peace Groups
    - Partnering with Lafayette Center.
    - Decreasing social isolation by increasing a sense of community and belonging while improving social and emotional skills of students.
    - Partnering with Community Service providers, counselors, guidance counselor, etc.
  - Continuous monitoring
    - Not just a test, observations made by staff members
  - Support Teams
    - PLC- Professional Learning Committee
      - Academic and Social Emotional
    - CST-Child Study Team
      - Focuses on Social Emotional Needs
      - Looks at referrals
      - Teachers can make referrals.
  - Tier 1 Examples
    - Teamwork, Communication, and Cooperation
    - Growth Mindset
    - Zones of Regulation
    - Check-In/Out
  - Tier 2 Examples
    - Small Group Supports.
    - Regulating Strategies with adult
    - Behavior chart/plan
  - Tier 3 Examples
    - Helping students understand their feelings
      - Strategies/Techniques
      - Supports
    - Helping students understand what is in/out of control
      - Strategies/Techniques
      - Supports
  - Next Steps
    - Tier 1 common language and strategies
    - Tier 2
- SAU 35 Community
  - Thanks to the Board for all of their work and support.

### C. Business Manager

#### 1. Budget to Actual Report

- Looks like we are over \$124,000 over
  - After January 1st staff member is being moved to grant-funded (interventionist)
- Ending Balance \$62,000

#### 2. Audit Discussion

- Management Letter
  - Explains the strengths and weaknesses
- Last few pages
  - Lists out weaknesses and deficiencies that the Business Manager gets to work to respond to with a plan of what is going to happen.
  - The mistakes seem to be happening in some degree at all of the schools
    - Lafayette is on the right track, more things are in place than other schools. (policies, procedures. etc).
- The new auditor is supporting the SAU office and all 5 districts
  - Helping put procedures in place to fix problems
  - Policies and procedures need to be created to have all 5 districts doing things the same way.
- Policies being recommended are ones that all districts should have in place.
  - SAU will look at what is already in place to start.
  - Changes will hopefully only be made within the SAU
- Procedures Manual for SAU 35 does not exist.
  - This is being created
  - This will be put in place to keep things more consistent.

### VIII. Committee Reports

#### A. Executive Board - (AM)

- Everyone was present at the all-board meeting.

#### B. Building & Grounds Committee – (GC, NM)

- The new playground sign has been delivered!
- The red barn is closed off to student behavior.

#### C. Budget Committee – (GC, JG)

- Budget presented.

#### D. Negotiations – (MD, JG)

- Nothing

### IX. Policy Handbook – (MD, NM)

Members utilize the policy “survival guide” and webinars to successfully present policy updates and protocols.

#### A. ACN – Nursing Mothers Accommodation - update

- Required by law.
- New policy for Lafayette Regional School.

- Accommodate the needs of nursing mothers.
  - Timing
  - Appropriate space
- Lafayette Location- Nurse's Office

**Motion by Amy Mullins to approve/accept the ACN policy changes; seconded by Nicole MacKay . All in favor; Motion passes.**

B. BEDG – Minutes - update

- Recommended policy
- Policy around meeting minutes.
- Change- Previously sealed minutes will be unsealed
  - Automatically unsealed after 10 years.
- *Clarification- The board has to vote on whether minutes are being sealed.*
- The board is unaware of sealed minutes, Kate will look into if there are currently any sealed school board minutes.
- Kate will create a procedure/inventory to track/document the minutes that are sealed.

**Motion by Joseph Garrison to approve/accept the BEDG policy changes; seconded by Nicole MacKay. All in favor; Motion passes.**

X. School Staffing Notifications & Approvals

- Letter of Retirement
  - Amy Kelley is retiring
  - Amy is interested in the part-time math intervention position.
    - This position will be posted publicly

**Motion by Nicole MacKay to accept the letter of retirement with regret; seconded by Megan Detamore. All in favor; Motion passes.**

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

**Entered nonpublic Session at 7:24 p.m.  
Public Session reconvened at 7:42 p.m.**

XII. Adjournment

**Motion by Amy Mullins to adjourn; seconded by Joe Garrison. All in favor; Motion passes.**

**Meeting adjourned at 7:44**

Next Meeting: January 11, 2024

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.