

BOARD MEETING MINUTES

PRESENT: Board Chairman Luther Kinney; Board Members Christi Gignac, Denys Draper, Amy Mullins, Chris Thayer; Superintendent Pierre Couture; Business Manager Tina Peabody; Principal Gordie Johnk; Administrative Assistant Toni Butterfield; Members of the Franconia Energy Commission Jim Fitzpatrick, Chip Stowell, and Joshua Rochbak.

The meeting was called to order at 5:30 PM by Chairman Kinney.

PUBLIC INPUT – None

FRANCONIA ENERGY COMMISSION PRESENTATION

Jim Fitzpatrick, Chip Stowell, and Joshua Rochbak appeared before the Board to discuss the addition of solar power. Jim Fitzpatrick advised the Board that it was rumored that the Board is considering replacing the school roof and they wanted to discuss the solar options that could be done at the same time which has the potential substantially reduce the energy costs to the district. Chip Stowell briefed the Board on the various types of solar power that would be available to the district in relation to the building having a flat rather than pitched roof. Luther Kinney advised that the subject of solar power has been discussed in the past but was then concluded to be too costly. Jim Fitzpatrick explained the function of third party companies who will finance the venture in order to receive the 30% tax break for a period of six years and then sell the equipment to the district for cost. Superintendent Couture noted that the PUC (Public Utilities Commission) reimbursement process for this is currently at a standstill but it is anticipated to be restored at some point. Principal Johnk stated that the roof will need to be replaced in five to ten years and is a flat rubber membrane roof.

Luther Kinney advised that the Building and Grounds Committee will discuss this issue and get back to Mr. Fitzpatrick in a timely manner. Denys Draper asked if the Franconia Energy Commission could get more on the White Mountain School's solar power.

LPTO REPORT

Denys Draper distributed copies of the minutes of the October 11, 2017 LPTO meeting minutes for Board information and review briefing the Board on the contents and fielding questions as necessary.

Ms. Draper advised that the Meadow Farms fundraiser is not as successful as in the past and this will be the last year that this program will be offered.

The Art Show and Auction will be revamped to allow parents to view the art work with their students, perhaps an in house program. The Auction portion is still under discussion

The proposed trip to the Hopkins Center at Dartmouth has been cancelled due to ticket availability. In place of this we will have the TIGER Program from Plymouth State University entitled "Friendship Focused".

Ms. Draper further advised that there were no funding requests this month.

Ms. Draper concluded her report by advising that the LPTO is looking into having a Direct Giving Project as well as the possibility of a giving tree.

MOTION BY CHRIS THAYER, SECONDED BY DENYS DRAPER TO APPROVE THE MINUTES OF THE SEPTEMBER 7, 2017 MEETINGS AS WRITTEN. The following correction was requested:

Page 4, paragraph 2, line 1 should read . . . the LPTO will find the signage stating . . .

ALL IN FAVOR WITH THE AFOREMENTIONED CORRECTION, MOTION CARRIED.

Chairman Kinney requested that the Board revisit the minutes of the June 8, 2017 meeting. He was not at the September meeting when these minutes were approved and feels that there was a serious omission in the meeting record. MOTION BY CHRISTI GIGNAC, SECONDED BY AMY MULLINS TO RESCIND THEIR MOTION AND SECOND TO APPROVE THESE MINUTES. ALL IN FAVOR, MOTION CARRIED. Chairman Kinney read the following amendment to the June 8, 2017 minutes which he would like included in the Financial Report section:

Business Manager Tina Peabody distributed the projected yearend Budget Statement. It showed an anticipated balance of (\$5,418.81). However still due were the E-rate, 108.33 and E-rate or Tech \$4,986.00. Additionally \$14,698.00 was not expended for fuel. Accounting for these would leave a projected YE balance of \$23,373.52.

Board discussion continued about whether or not to withdraw money from the Tech or Special Education reserve to cover a potential deficit. Luther Kinney stated that he did not think it was necessary and Christi Gignac agreed. Tina Peabody advised that she did not think that was necessary either. No motion was made to withdraw funds from the reserve accounts.

Principal Johnk presented a list of items totaling \$4,900.00 that were budgeted however not purchased due to concern about the yearend balance. After a brief discussion the Board advised that he should go ahead with those items based on the Budget Statement showing an anticipated surplus.

MOTION BY LUTHER KINNEY, SECONDED BY CHRISTI GIGNAC TO APPROVE THE MINUTES OF THE JUNE 8, 2017 MEETING AS AMENDED TO INCLUDE THE AFOREMENTIONED STATEMENTS. ALL IN FAVOR, MOTION CARRIED.

PRINCIPAL'S REPORT:

Principal Johnk called the Board's attention to his written report distributed earlier via e-mail. If there are any questions on this report, please let him know.

Principal Johnk called the Board's attention to the Lafayette Regional School's NWEA Assessment Results for September 2017 which were included in their agenda packets. Principal Johnk commented that he recently heard a principal from another district state that all of their students scored at grade level or above on this test. This statement surprised him as the fall testing normally shows the teachers where the students need assistance, what areas are lacking and helps them to program their lessons accordingly. Principal Johnk summarized the test results as shown in the Report for Board information fielding questions as necessary. The test will be given midyear in January and again in May to track the students' progress. This testing program shows student progress on a standardized level per individual tracking their progress throughout the year. A brief discussion ensued.

Principal John advised the Fire Prevention Day occurred on October 11th and was very successful. The students got to see demonstrations of the ladder truck, use of the fire hose, etc. The students participated in a poster contest and the winning students got a ride to school on a fire truck.

SUPERINTENDENT'S REPORT

Superintendent Couture updated the Board on changes to the Background Check. In the past, he was advised of felony conviction and if there were any misdemeanors but was not informed what the misdemeanors were. They can be anything from unpaid parking tickets to a more serious offense such as a felony plea bargained down to a misdemeanor. The law was changed so that now all offenses are reflected on the Background Check report on each individual. Superintendent Couture further advised that privacy is strictly enforced in this

situation and that he is the only one who sees the results. They are sent to him confidentially and he shreds the report once he has viewed it. A brief discussion ensued. The other change involved in this process is that contracted service providers (i.e. bus drivers, OT, PT, Speech providers, etc.) now have their Background Checks through our SAU. A brief discussion ensued.

Superintendent Couture advised that it is once again time for the Superintendent's Evaluation process. The form has been updated and will be sent out in the near future to all School Board Members, Administrators, and the SAU Staff. This year the completed evaluation forms are to be returned to Chairman Kinney of the Executive Board. The tallied responses will be reviewed with Superintendent Couture and presented to the Full Board at their December meeting. A brief discussion ensued.

Superintendent Couture advised the Board that the SAU Budget Hearing will be held in the AHEAD Conference Room, 260 Cottage Street, First Floor, Littleton, NH on Tuesday, November 7, 2017 at 6:00 PM. It is important that all Boards be represented at this hearing. The Full Board meeting to vote on the SAU Budget will be held on Wednesday, December 3, 2017 at 6:00 PM in the same location.

Superintendent Couture advised the Board that Legal Counsel Jay Boynton has announced that he will be retiring on December 31, 2017 after forty-five years of legal practice. Superintendent Couture has spoken with and recommends that the District retain the services of Soule, Leslie, Kidder, Sayward, & Loughman, PA to handle their legal affairs. The SAU has utilized the services of Atty. Barbara Loughman in the past and have been very pleased.

Superintendent Couture advised the Board that the reimbursement for Full Day Kindergarten which is for \$1,100.00 per student will be paid to all Districts, not just those covered by Adequacy Aid. This is being known as "Keno-Garten".

Superintendent Couture advised the Board that once again the NCSAA (North Country School Administrators Association), a division of NHSAA (New Hampshire School Administrators Association) will be hosting a meeting on November 9, 2017 at the AMC Highland Center to discuss Adequacy Aid and the negative effect that the loss of the stabilization portion of this will have on the North Country Districts. They have invited all Senators and Legislators from the North Country to attend. Superintendent Couture has spoken directly with Rick Ladd who is on the House Education Committee and he will be in attendance. The loss of any of the funds in Adequacy Aid will affect their communities adversely.

FINANCIAL REPORTS

Manifests were circulated for Board information and approval.

Business Manager Tina Peabody distributed copies of the first financial reports for the 2017-2018 school year noting that there has been a change since she e-mailed the reports to the Board on October 6, 2017. The current projected yearend balance is \$176,978.97. Ms. Peabody advised the Board that there are several large unencumbered amounts at the moment in the areas of regular programs, special education, 2100 Accounts, administration and operations totaling \$165,494.00.

Chairman Kinney expressed concern that the members of the Lafayette School Board had signed the MS25 forms in good faith with the understanding that the forms being submitted to the state were accurate and that there was a deficit of (\$5982.00). The Board is now being told that there is an additional deficit of \$60,000.00 and it appears to the Board that this was known by the Business Office when they signed the inaccurate reports. The letter advising of this additional deficit from the NH Department of Revenue was a complete surprise to the Board Chairman upon receipt and thus to the Board in its entirety. Chairman Kinney reiterated that the expectation of the Board is that the reports received from the SAU office are completely accurate and that they would be informed immediately of any and all errors. Chairman Kinney further expressed concern as to the reasoning behind having the financial reports early in order to review them prior to the meeting and the frustration when getting to the meeting and amended reports are issued with no prior knowledge that this would occur.

Denys Draper expressed concern that she felt confident the EOY (end of year) reports were correct when she signed them and to find out that they were not was not good. She advised that she has consulted an attorney and will refrain from signing future reports.

Chris Thayer expressed concern that the year began on July 1, 2017 and that the first financial report was not received until this evening. It had been stated at the September meeting that this report would be received in October or November and he does not find this acceptable. Business Manager Peabody advised that historically this is the way it has always been done.

Board members requested information on the Treasurer's line, the 2100 accounts and what changed between the two versions of the budget. A brief discussion ensued.

BOARD REPORTS EXECUTIVE BOARD

Chairman Kinney advised the Board that the Superintendent's Evaluation process was discussed.

Chairman Kinney advised the Board that the proposed budget for the 2017-2018 school year was discussed. The budget is down 1.2% and it is anticipated that this will change when the GMR's are received next week. Chairman Kinney pointed out that Lafayette's portion is up 3.65%. This is based on the ADM's (average daily membership) and assessed valuations from two years ago.

BUDGET

Principal Johnk presented the Budget Committee Membership listing for Board information and approval. The committee will consist of the following members:

School Board	Denys Draper and Amy Mullins
Parents	Tim Burnell and Kevin Low
Community Member	David McPhaul, Sugar Hill
Teacher	Karen Marks (also community member from Franconia)
Administrative Asst.	Toni Butterfield
Principal	Gordie Johnk

Following a brief discussion, MOTION BY CHRISTI GIGNAC, SECONDED BY DENYS DRAPER TO APPROVE THE BUDGET COMMITTEE MEMBERSHIP AS PRESENTED. ALL IN FAVOR, MOTION CARRIED.

BUILDING & GROUNDS

Principal Johnk advised the Board that he has met with representatives of two companies pertaining to lighting audits. Both were very thorough in their review of the building. The representative from Eversource advised that he believe he can get up to a 50% reimbursement for the project. The other company did not mention any percentage of reimbursement. Principal Johnk will keep the Board updated on the proposals as they are received. The proposed savings will be included in each proposal.

Principal Johnk updated the Board on the phone situation. The system gets a bit worse on a daily basis. Principal Johnk has received an estimate from Goulet Communications to repair the existing system for a cost of \$2,290.00. The system is thirteen years old and is becoming obsolete. Principal Johnk has also received a quote for a new system from Goulet Communications at a cost of \$22,500.00. As stated in Board policy, this needs to go out to bid. Principal will get at least two additional bids for the Board to review. Business Manager Peabody will provide the contract information for CDVS who are installing the new phone system at the SAU. A brief discussion ensued.

NEGOTIATIONS/PERSONNEL – No Report

POLICIES / PROCEDURES

Christi Gignac distributed and updated Policy Committee To Do List for Board information and review.

Christi Gignac presented the following policies for first reading:

- EBCA Emergency Plans
- EFAA School Lunch Program Meal Charges
- IGE Parental Objections to Specific Course Material
- IHAM Health and Sex Education Exemptions from Instruction
- JLD School Guidance Counseling Program

Following a brief discussion, MOTION BY DENYS DRAPER, SECONDED BY AMY MULLINS TO APPROVE THE AFOREMENTIONED POLICIES FOR FIRST READING AS PRESENTED. ALL IN FAVOR, MOTION CARRIED.

Christi Gignac presented the following policies for second reading and approval:

- EHB Data and Records Retention
- EHB-R Data and Records Retention Schedule
- IHAM Teaching about Alcohol Drugs & Tobacco

Following a brief discussion, MOTION BY DENYS DRAPER, SECONDED BY AMY MULLINS TO ACCEPT E AFOREMENTIONED POLICIES FOR SECOND READING AND APPROVAL AS PRESENTED. ALL IN FAVOR, MOTION CARRIED.

Chairman Kinney requested that the Board enter Non-Public Session taking only Superintendent Couture. The Business Manager and the Board Clerk were dismissed.

MOTION BY DENYS DRAPER, SECONDED BY CHRIS THAYER TO ENTER INTO NON-PUBLIC SESSION AT 7:12 PM UNDER PARAGRAPH II, SECTION 2 OF RSA 91A:3 OF THE RIGHT TO KNOW LAW TO DISCUSS SUPPORT STAFF BENEFITS AND PERSONNEL ISSUES TAKING SUPERINTENDENT COUTURE AND PRINCIPAL JOHNK. ALL IN FAVOR FOLLOWING A ROLL CALL VOTE, MOTION CARRIED.

MOTION BY DENYS DRAPER, SECONDED BY CHRIS THAYER TO RETURN TO PUBLIC SESSION AT 7:53 PM. ALL IN FAVOR FOLLOWING A ROLL CALL VOTE, MOTION CARRIED.

There being no additional business to come before the Board, MOTION BY DENYS DRAPER, SECONDED BY AMY MULLINS TO ADJOURN AT 7:54 PM. ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted,
Marjorie Brown
Board Clerk