

LAFAYETTE SCHOOL BOARD  
LAFAYETTE REGIONAL SCHOOL  
MAIN STREET  
FRANCONIA, NH 03580

DATE: JULY 29, 2013  
TIME: 5:30PM

## MINUTES

PRESENT: Vice Chairman Thomas Eyman; Board Members Linda Gaitskill, Luther Kinney; Superintendent Pierre Couture; Business Manager Sandra Stone; Principal Gordie Johnk; Administrative Assistant Toni Butterfield.

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

PUBLIC INPUT – None

### LPTO REPORT

Principal Johnk advised the Board that the LPTO does not meet in the Summer months.

Principal Johnk advised the Board that the LPTO is continuing to work on the revival of the Silent Auction which is anticipated to be held in November. Principal Johnk will keep the Board updated as planning for this event progresses.

MOTION BY LINDA GAITSKILL, SECONDED BY LUTHER KINNEY TO APPROVE THE MINUTES OF THE JUNE 13, 2013 MEETING AS WRITTEN. The following change was requested:

Page 3, paragraph6, line 2 should read . . .yearend balance of \$5,194.00.

ALL IN FAVOR WITH THE AFOREMENTIONED CORRECTION, MOTION CARRIED.

### PRINCIPAL'S REPORT

Principal Johnk called the Board's attention to his written report which was distributed earlier in the day via e-mail for Board information and review briefing them on the contents and fielding questions as necessary.

Principal Johnk and Administrative Assistant Toni Butterfield had been working at closing out the 2012-2013 school year and beginning the 2013-2014 school year.

The maintenance staff has been extremely busy with interior cleaning, painting, carpet cleaning along with several outdoor projects to prepare the school for opening day.

Principal Johnk and nine teachers attended a four day Literacy Institute held at Lesley College in Cambridge, MA last week. The focus of this institute was to develop a Guided Reading and Writing approach in Lafayette's K-6 instructional practices. The group learned the importance of the Genre Study in teaching elementary students about reading and writing. The culmination of the institute was a more unified and systemic structure for our reading/writing instruction and assessment practices. The primary goal is to improve student achievement and fill the gaps that some of our students fall into in their early reading experience. Overall participation in this institute was beneficial and will help to strengthen Lafayette's practices and procedures. Principal Johnk further advised that the Lesley University staff was extremely impressed that such a small school sent the majority of their faculty and their principal to learn more about reading and writing instructional practices and strategies. A brief discussion ensued.

Principal Johnk briefed the Board on the current openings for Para-professionals for the upcoming year. Lafayette is seeking 2.5 Para's to fill existing positions and interviews will be conducted in the near future.

Principal Johnk advised the Board that the Lafayette Recreation Department formally known as the Franconia Recreation Department has been using the Lafayette facility for their summer program which accommodates sixty to seventy campers weekly. The majority of participants are from Franconia, Easton and Sugar Hill but there are also many from surrounding towns whose parents are employed at Garnet Hill. Principal Johnk noted that the change in name was due to concerns raised by Easton residents. A brief discussion ensued.

Principal Johnk distributed copies of the District's LEAP Goals for Board information and review noting that the faculty will be working on these during their in-service day prior to the opening of school. The focus of these goals is to enhance student achievement through the use of best practices in curriculum development, technology integration, and strengthening the sense of community. Goals are written for a three year period and they are currently in year two. Principal Johnk briefed the Board on the three goals, their objectives, and activities for each. The Goals are as follows:

- Goal 1: To improve reading instruction and better understand reading progression among students in grades K-6.
- Goal 2: Implement social/emotional learning activities in grades K-6 (old) to increase the sense of respect and empathy among students.
- Goal 3: To continue to implement technology throughout the school environment and classroom to enhance communication, collaboration and global outreach.

Principal Johnk also noted that the faculty has been utilizing the Harry Wong book, *The 1<sup>st</sup> Days of School* as a tool in this process. A brief discussion ensued.

## SUPERINTENDENT'S REPORT

Superintendent Couture distributed copies of the proposed Board meeting calendar for the 2013-2014 school year for Board review and approval. It was noted that the October date should be the 10<sup>th</sup>. Also noted was the fact that the February and March meetings normally start at 5:00 PM to be followed by the Budget Hearing and Annual Meeting. Following a brief discussion, MOTION BY LINDA GAITSKILL, SECONDED BY LUTHER KINNEY TO APPROVE THE 2013-2014 SCHOOL BOARD MEETING CALENDAR AS PRESENTED AND AMENDED. ALL IN FAVOR, MOTION CARRIED.

Superintendent Couture advised the Board that the three job descriptions, Kindergarten, Lower Primary and Upper Primary Teachers have been amended to reflect the requested changes and are being presented this evening for second reading and approval. Linda Gaitskill requested that the Kindergarten Teacher Job Description be amended to say Lafayette Regional School District Mission Statement in line four of the General Purpose section. Following a brief discussion, MOTION BY LINDA GAITSKILL, SECONDED BY LUTHER KINNEY TO ACCEPT THE KINDERGARTEN, LOWER PRIMARY AND UPPER PRIMARY JOB DESCRIPTIONS AS AMENDED FOR SECOND READING AND APPROVAL. ALL IN FAVOR, MOTION CARRIED.

Superintendent Couture advised the Board that the State will be reviewing SAU 35's Professional Development Master Plan on August 13<sup>th</sup>. Superintendent Couture will be in NISL training that day and will be unable to attend the review. There is a possibility that this date will be changed. A brief discussion ensued.

Superintendent Couture advised the Board that a tentative agenda has been set for the SAU wide opening day program which will be held at Profile School on Wednesday, August 21, 2013 at 8:00 AM. The format will be similar to that of last year beginning with a light breakfast. Superintendent Couture will welcome all staff members; introduce the principals who will then introduce new employees in their respective districts, and recognition of years of service. Superintendent Couture will offer a Review of the New Master Professional Development Plan. Teachers will then participate in Grade Level and/or Subject Alike meetings. The program will end at 11:30 AM and teachers will return to their individual buildings for the remainder of the day.

Superintendent Couture advised the Board that he is looking into planning for an SAU wide Staff Development Day, possibly on October 11, 2013. A brief discussion ensued.

Superintendent Couture advised the Board that he has toured all of the schools with the exception of Landaff and met with the principals.

## FINANCIAL REPORTS

Manifests were circulated for Board information and approval.

Business Manager Sandra Stone distributed the final Financial Report for the 2012-2013 school year for Board information and review noting that the yearend balance is \$30,060.98 and that this amount will be returned to lower the assessments needed to be raised for the upcoming school year. Ms. Stone briefed the Board on the changes since the prior reporting period noting that she is still holding the monies in the amount of \$5,000.00 for the front door security system. It was noted that the oil tank has been topped off and the septic system has been pumped. A brief discussion ensued.

Business Manager Sandra Stone advised the Board that she has signed the Profile Technology Contract for the 2013-2014 school year.

Business Manager Stone advised the Board that Lafayette's fire extinguisher inspections are now being done by Cintas of Bow, NH.

Business Manager Stone advised the Board that she has received two quotes for inspection and/or repair to the gym bleachers. The first is from Athletic Products of Rollinsford, NH who will charge \$3,200.00 for the inspection and \$4,200 for the needed bleacher repairs. The second is from Hussey Seating of Berwick, Maine, The cost for inspection is \$2,235.00 and repairs under provision A are 9,375.00 and under provision B are \$5,220.00. The problems with the bleachers are caused by people sitting on the top when they are not fully pulled which weakens the welds. Following a lengthy discussion, it was the consensus of the Board to table any action pending more information and research.

## BOARD REPORTS EXECUTIVE BOARD

There was no meeting in July.

BUDGET – No Report

## BUILDINGS & GROUNDS

Principal Johnk advised that the front door security update has not been completed. It was anticipated that Zizza Corp. of Colebrook, NH would be on site this past week to handle this task and to date they have not shown no returned Principal Johnk's phone calls. Principal Johnk

will get in touch with the contractor and provide a deadline for completion. A brief discussion ensued.

NEGOTIATIONS/PERSONNEL – No Report

POLICIES/PROCEDURES –No Report

OTHER BUSINESS

Principal Johnk expressed his thanks to Administrative Assistant Toni Butterfield for her hard work and dedication during the past school year and her efforts this summer. She is doing an incredible job.

There being no further business to come before the Board, MOTION BY LINDA GAITSKILL, SECONDED BY LUTHER KINNEY TO ADJOURN THE MEETING AT 6:36 PM. ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted;

Marjorie Brown  
Board Clerk