

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

DATE: JUNE 13, 2013
TIME: 6:00PM

MINUTES

PRESENT: Chairman Tina Peabody, Board Members Thomas Eyman, Linda Gaitskill, Mary Jo Greene, Luther Kinney; Superintendent Paul MacMillan; Business Manager Sandra Stone; Incoming Superintendent Pierre Couture; Principal Gordie Johnk; Administrative Assistant Toni Butterfield.

The meeting was called to order by Chairman Peabody at 6:10 PM

PUBLIC INPUT – None

It was noted that Mary Jo Greene left the meeting due to a prior commitment.

LPTO REPORT

Principal Johnk distributed copies of the LPTO's written report for Board information and review. The monthly meeting was held on June 3, 2013 at Wendle's Deli at 7:00 PM.

Principal Johnk advised the Board that a request from Mrs. Whitney, Lafayette Music Teacher, was received suggesting that the LPTO consider funding additional risers to match the newest set. The old ones are very rickety and could pose a safety issue. The LPTO is discussing whether this is an appropriate request for them to fund or if this should be placed in the school's budget.

Principal Johnk advised the Board that the successful Silent Auction fund raiser will be returning in November Of 2013. This was always a popular function and raised significant funds for the LPTO.

All officers were reelected for the 2013-2014 school year. President Cindy Burnell, Vice President Tiffany Ogburn-Beers, Secretary Lynn Kenerson and Treasurer Toni Butterfield.

The LPTO voted to fund Circus Smirkus in the fall of 2013.

Principal Johnk advised that the LPTO will once again fund Officer Jennifer Frank of PSU to do an internet safety presentation to the 4-6 grades next year.

MOTION BY THOMAS EYMAN, SECONDED BY LINDA GAITSKILL TO APPROVE THE MINUTES OF THE MAY 9, 2013 MEETING AS WRITTEN. The following changes were requested:

Page 1, paragraph 4, line 4 should read . . . at Chef Joe's . . .

Page 2, paragraph 4, line 6 should read . . . BY THOMAS EYMAN . . .

Page 4, paragraph 7, line 3 should read . . . Health and Sex Education . . .

ALL IN FAVOR WITH THE AFOREMENTIONED CORRECTIONS, 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 advised the Board that a number of field trips for all classes have recently been held.

Principal Johnk advised the Board that the NWEA assessment program pilot testing went very well. Students were assessed in reading and mathematics using an online computer test. The Lafayette staff will use the results of this pilot testing in their upcoming summer professional development activity to better analyze the strengths and weaknesses of each student. The NWEA tests will be given three times per year beginning in the fall. This will help in differentiating instruction for all students. A brief discussion ensued.

Principal Johnk advised the Board that the Spring Concert was fun-filled as always and very well received.

Principal Johnk advised the Board that he and nine teachers will be attending a Summer Literacy Institute at Lesley University in July. This is being funded by grant monies. The focus of this will be to further align reading and writing instruction with the Common Core Standards as well as making the transition from grade to grade more seamless.

Principal Johnk advised the Board that both graduation and the awards assembly were held recently.

SUPERINTENDENT'S REPORT

Superintendent MacMillan recommended the nomination of Michelle Overhouf to the position of 40% FTE Art Teacher for the 2013-2014 school year. Ms. Overhouf has thirteen years experience and a masters degree and will be earning \$26,091.60. Following a brief discussion, MOTION BY LINDA GAITSKILL, SECONDED BY LUTHER KINNEY TO APPROVE THE NOMINATION OF MICHELLE OVERHOUF TO THE 40%FTE ART POSITION FOR THE 2013-2014 SCHOOL YEAR AS RECOMMENDED. ALL IN FAVOR, MOTION CARRIED.

Superintendent MacMillan distributed copies of the draft of the Professional Development Master Plan for Board information and review noting that it needs to be completed and submitted to the state prior to June 30, 2013. Copies were also provided to the Administrative Team earlier today at their monthly meeting requesting their input. Next they will be sent to the Professional Development team for the same purpose.

Superintendent MacMillan distributed copies of a letter pertaining to the grant submitted to the Nellie Mae Foundation on behalf of SAU 35 with Learning Forward as the partnering organization. This grant is for \$110,000.00 to develop and promote a professional learning system that provides deep implementation of common core standards and improved student achievement. The grant period is from 8/1/13 to 6/30/15. If we are successful in obtaining this funding it will go a long way in providing professional development. A brief discussion ensued.

Superintendent MacMillan advised the Board that Principal Kelley of Profile School has resigned. He has accepted the position of Principal at Groveton High School. The Profile Board has appointed the current Assistant Principal Courtney Vashaw-Piper to the position of Interim Principal for the 2013-2014 school year.

Superintendent MacMillan requested final approval of the Job Descriptions for the Kindergarten, Lower Primary, and Upper Primary Teachers. Mary Jo Greene advised that she has some changes she would like to see included in these job descriptions. Following a brief discussion, any decision on this was tabled until the August meeting.

Superintendent MacMillan distributed copies of a proposal from School Spring for their Education Job Board and Candidates Application tracking for Board information and review. This would be an online application process and eliminate the need for paper application packets to be submitted. Many other SAU's use this and find that it is very successful. The cost would be \$500 annually along with a onetime set up fee of \$500.00. The SAU will be covering these costs. Following a brief discussion, it was the consensus of the Board to accept this proposal.

Superintendent MacMillan advised the Board that this is the last Lafayette Board meeting he will be attending. Superintendent MacMillan thanked the Board for their dedication and support throughout his tenure at SAU 35.

FINANCIAL:

Manifests were circulated for Board information and approval.

Business Manager Sandra Stone distributed copies of the School Lunch Report for Board information and review noting that the current projected yearend balance is (\$8,105.44). This amount is within the balance set aside in the budget for this purpose.

Business Manager Sandra Stone distributed copies of the Financial Reports for Board information and review noting that the current projected yearend balance is \$5,194.00. This amount includes monies being held for unencumbered expenses in the areas of substitutes, student activities, the purchase and installation of the heating panel, and supplies along with the estimated beginning balance for next year and the monies to be placed in the Building & Grounds Maintenance Expendable Trust Fund. Ms. Stone and Administrative Assistant Toni Butterfield have met and closed a substantial amount of purchase orders releasing encumbrances. A brief discussion ensued.

BOARD REPORTS EXECUTIVE BOARD

Chairman Peabody advised that Superintendent MacMillan covered this under his report.

BUDGET – No Report

BUILDINGS & GROUNDS

Principal Johnk distributed a Heating Costs Comparison Report comparing Fuel Oil, Propane and Wood Pellets for Board information and review briefing them on the contents and fielding questions as necessary. The committee has basically done all it can at this point and is requesting that the Board approve an engineering study. Following a brief discussion, **MOTION BY LINDA GAITSKILL, SECONDED BY TOM EYMAN TO AUTHORIZE PRINCIPAL JOHNK TO PROCEED WITH AN ENGINEERING STUDY BY SIEMENS AT A COST \$5,000.00. ALL IN FAVOR, MOTION CARRIED.**

NEGOTIATIONS/PERSONNEL – No Report

POLICIES/PROCEDURES –No Report

OTHER BUSINESS

Chairman Peabody thanked Superintendent MacMillan on behalf of the Board for all he has done during his time at SAU 35. The Board Members also extended their thanks and wished him the best in his new adventure.

There being no further business to come before the Board, MOTION BY LINDA GAITSKILL, SECONDED BY THOMAS EYMAN TO ADJOURN THE MEETING AT 7:15 PM. ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted;

Marjorie Brown
Board Clerk

ACCEPTED BY THE LAFAYETTE SCHOOL BOARD JULY 29, 2013