

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

DATE: AUGUST 14, 2014  
TIME: 5:30 PM

## BOARD MEETING MINUTES

PRESENT: Board Chairman Luther Kinney; Board Members Linda Gaitskill, Denys Draper, Christi Gignac, Thomas Eyman; Superintendent Pierre Couture; Business Manager Tina Peabody; Principal Gordie Johnk; Administrative Assistant Toni Butterfield; Community Member Edward O'Brien.

The meeting was called to order at 5:35 PM by Chairman Kinney.

PUBLIC INPUT – None

### LPTO REPORT

Toni Butterfield advised the LPTO met on August 12, 2014 at Wendle's Café & Deli at 7:00 PM.

The Treasurer's Report noted that there is \$4,862.16 in the budget for this year's expenses. The LPTO reviewed new requests for the resurfacing of the blacktop area of the playground and repainting lines for basketball, four-square, etc. in the amount of \$500.00. The second request was for a sandwich board sign with removable lettering at a cost of \$150.00 to \$200.00. Both of these requests were approved.

The annual Silent Auction will take place in November – location has yet to be determined.

MOTION BY DENYS DRAPER, SECONDED BY LINDA GAITSKILL APPROVE THE MINUTES OF THE JUNE 9 AND JULY 7, 2014 MEETINGS AS WRITTEN. ALL IN FAVOR, MOTION CARRIED.

### PRINCIPAL'S REPORT

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

Principal Johnk advised the Board that as of today enrollment on opening day is anticipated to be 117 students. This is pretty consistent with the enrollment in the past few years. The declining enrollment prevalent throughout the North Country does not seem to be affecting Lafayette at this time.

Principal Johnk advised the Board that the Professional Development program at Lafayette during the summer included hosting a Responsive Classroom workshop. There were thirty staff members in attendance which included four from Bethlehem and one from Lisbon. The workshop was funded through grants. The goal was to enhance the school goal of improving social/emotional development. Participants learned how to better integrate social/emotional skills and strategies into their academic program. This workshop was well received by all.

Principal Johnk advised the Board that Lafayette's new second grade teacher, Catherine Burton, is fully installed in her classroom spending countless hours this summer at school. She is eager to have the year begin and meet her new students.

Principal Johnk advised the Board that they are moving forward with the process of developing a full day Kindergarten program. Principal Johnk distributed copies of the Full Day Kindergarten Action Steps

for Board information and review along with a copy of the parental survey. A committee has been formed to review this proposed change consisting of Linda Gaitskill, Beverly Frenkiewich, and Principal Johnk. The survey will assist the committee in attaining knowledge of parental support for this concept. A brief discussion ensued. It is anticipated that the results of the survey will be presented to the Board at their September meeting.

## SUPERINTENDENT'S REPORT

Superintendent Couture distributed copies of the proposed Board Meeting Calendar for the 2014-2015 school year noting that the meetings will continue to be on the second Thursday of each month at 5:30 PM at Lafayette Regional School. There is a possibility that the March meeting date may need to be changed due to a potential conflict with the North Country Music Festival. Once the date for the Festival has been set, the Board will revisit this if needed. Following a brief discussion, MOTION BY LINDA GAITSKILL, SECONDED BY CHRISTI GIGNAC TO APPROVE THE BOARD MEETING CALENDAR AS PRESENTED. ALL IN FAVOR, MOTION CARRIED.

Superintendent Couture advised the Board that the Administrative Retreat was held on Tuesday, August 12<sup>th</sup> and was very successful. Once again the Board utilized the SWOT (Strengths, Weaknesses, Opportunities and Threats/Concerns) process to establish goals for the 2014-2015 school year. These goals will be presented to the Executive Board at their next meeting.

Superintendent Couture advised the Board that SLO (Student Learning Objectives) which will comprise 20% of the new Teacher Evaluation Plan will be piloted this year. The SAU will be utilizing the Train the Trainer concept for this. Administrators and selected teachers have met with Karen Soule and Ashley Frame of the NH DOE twice this summer to begin this process. They will be meeting with staff of their individual schools on Staff Opening Day to begin the training. It is anticipated that this training process will help to relieve the anxiety on the teachers' part pertaining to this portion of the evaluation. A brief discussion ensued.

Superintendent Couture advised that the SAU wide Staff Opening Day program will be held at Profile School on Wednesday, August 20, 2014 beginning at 8:00 AM.

Superintendent Couture advised the Board that SAU 35 has entered an agreement with GCN (Global Compliance Network) to provide annual trainings needed for all staff members on-line. The required training modules consist of Blood Borne Pathogens, Bullying, Computer Use Policies, Confidentiality, Ethics and Boundaries for School Employees, Professionalism and Sexual Harassment. Each module takes approximately twenty minutes to complete. Principals will be able to monitor the progress and completion of the required components by individual staff members. There are also additional modules which principals may add for their staff as they feel necessary. Staff members will be given two hours of professional development credit for completing the seven modules.

Superintendent Couture advised the Board that the SAU and districts have entered into an agreement with Alert Solutions to provide notification of school closures, etc. This is significantly lower cost than the Honeywell system that most of our schools were using.

## FINANCIAL REPORTS

Manifests were circulated for Board information and approval.

State Reports for the end of the year were also circulated for Board signature.

Business Manager Tina Peabody distributed copies of the final Financial Reports for the 2013-2014 school year noting that the yearend balance is \$21,742.00. This amount will be returned to defray the cost of taxes.

Business Manager Tina Peabody distributed copies of the Final School Lunch Report for the 2013-2014 school year noting that an additional \$1,120.93 was transferred along with the budgeted amount of \$11,168.00 to offset this deficit.

Principal Johnk noted that the new sidewalk is still an ongoing project. The federal requirements for this program have changed. Principal Johnk will keep the Board updated.

## BOARD REPORTS EXECUTIVE BOARD

Chairman Kinney advised that the Executive Board did not meet in August. The next regularly scheduled meeting will be Tuesday, September 2, 2014 at 5:30 PM.

## BUDGET

Principal Johnk will begin organizing the Budget Committee. It is anticipated that meetings will start in October.

## BUILDING AND GROUNDS

Principal Johnk advised the Board that an RFP (Request for Proposals) for the wood pellet project did not result in any bids being received. This was not a good time to be soliciting proposals as the responsible contractors in the area have full schedules at this time and although interested, were not able to bid. Principal Johnk has been in touch with Wayne Fillion of Yeaton Associates and he will be reissuing the RFP after the first of the year seeking to schedule the project for completion next summer. A brief discussion ensued.

Principal Johnk advised the Board that the Boiler Box and Silo are on the way. The Boiler Box will be set in place and the silo will be stored on site until the project begins.

Principal Johnk extended thanks to Linda and Russ Gaitskill for performing landscaping and garden maintenance for the school grounds. They have done an awesome job which is much appreciated.

## NEGOTIATIONS / PERSONNEL

Tom Eyman advised the Board that a letter has been received from the LEA (Lafayette Education Association) notifying them of their intent to bargain a new contract for 2015-2016 and beyond. Superintendent Couture will respond to the letter on the Board's behalf.

## POLICIES

Linda Gaitskill distributed a listing of policies for review and approval that have changes to the legal references. These policies are:

EBBC/JLCE	Emergency Care and First Aid
EBBD	Indoor Air Quality
EFA	Availability and Distribution of healthy Foods
GBAA	Sexual Harassment: Staff
IF	Instructional Program (Title changes from Instructional Approach)
IHCA	Summer Activities
IJ	Instructional Resources (title changes from Instructional Materials – this is no longer a mandated policy)
IKB	Homework
IKE	Promotion and Retention of Students

IMAH	Daily Physical Activity
JBAA	Sexual Harassment; Students
JFABD	Admission of Homeless Students
JG	Assignment of Students to Classes and Grade Levels (no longer a mandated policy)
JLCF	Wellness
JLD	School Guidance and Counseling Program (no longer a mandated policy)
JLDBA	Behavior Management and intervention

Ms. Gaitskill also presented two policies with title changes for review and approval:

IGA	Instruction Needs of Each Individual Student (was Instructional Needs of Students with Different Talents)
IJO/KA	School, Family, and Community Partnerships (was School, Community and Home Relations)

Following a brief discussion, MOTION BY LINDA GAITSKILL, SECONDED BY DENYS DRAPER TO REVIEW AND APPROVE THE AFOREMENTIONED POLICIES WITH LEGAL REFERENCE CHANGES AND/OR TITLE CHANGES AS PRESENTED. ALL IN FAVOR, MOTION CARRIED.

Ms. Gaitskill distributed an updated To Do Listing for the policy Committee as of August 2014 for Board information and review.

#### OTHER BUSINESS

Principal Johnk advised the Board that word has been received from Café Services that hiring has been completed and all will be up and running for opening day. Denys Draper asked if the Board members could come in and observe the program and/or sample the food. Principal Johnk advised that they are welcome anytime.

Principal Johnk advised that the school has been approach by the organization who operates the yellow Planet Aid donation boxes requesting that one be allowed on school grounds. Following a brief discussion the Board requested that more information be available to them on the program before a decision is made.

Denys Draper advised that she has had several calls and/or e-mails from Easton residents pertaining to tax increases and she is seeking assistance in the best way to answer these questions. It was suggested that she refer these constituents to the SAU Office for information.

Denys Draper advised the Board that the Democratic Party is seeking students in grades 5-12 who wish to participate in an internship program pertaining to the election process and laws.

There being no additional business to come before the Board, MOTION BY LINDA GAITSKILL, SECONDED BY TOM EYMAN TO ADJOURN AT 6:47 PM. ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted,

Marjorie Brown  
Board Clerk

APPROVED BY THE LAFAYETTE BOARD SEPTEMBER 11, 2014