

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

DATE: SEPT. 11, 2014
TIME: 5:30 PM

BOARD MEETING MINUTES

PRESENT: Board Chairman Luther Kinney (arrived at 5:55 PM); Board Members Linda Gaitskill, Denys Draper, Christi Gignac, Thomas Eyman; Superintendent Pierre Couture; Business Manager Tina Peabody; Principal Gordie Johnk; Administrative Assistant Toni Butterfield.

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

PUBLIC INPUT – None

LPTO REPORT

Toni Butterfield advised that the LPTO met on September 2, 2014 at 8:00 AM in the Conference Room.

Ms. Butterfield advised that the Sandwich Board with removable letters has been ordered and should be received shortly. This can be used for any school and/or community announcements but will remain on school site and not be left out overnight. The cost for the Board is \$162.00.

Ms. Butterfield advised that the Back to School Coffee Hour went very well. There were approximately fifty participants.

Ms. Butterfield advised the Board that there is a new fundraiser this year entitled Meadow Farms Fundraiser. The kickoff will be this Friday at 11:30 AM.

MOTION BY DENYS DRAPER, SECONDED BY LINDA GAITSKILL TO APPROVE THE MINUTES OF THE AUGUST 14, 2014 MEETING AS WRITTEN. The following corrections were requested:

Page 1, Under Present, Line 1 should read. . . .Draper, Christi. . . .

Page 1, paragraph 1, line 6 should read . . . SECONDED BY CHRISTI GIGNAC . . .

Page 2, paragraph 6, line 7 should end with . . . the seven modules. Next sentence should be removed

ALL IN FAVOR WITH THE AFOREMENTIONED CORRECTIONS, 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 the opening day of school started off quite well with students and staff eager to be back. The principal and staff announced to the students that they were implementing the Responsive Classroom model of meeting the students' social/emotional needs throughout the day. This includes structured lunch and recess times. It was the staff's intention to model appropriate rules and behaviors for each game and piece of equipment on the playground. The goal is to continue coaching/teaching/modeling for the first four weeks of school and then let the students have more freedom to choose their various activities at recess. This is in an attempt to eliminate discipline issues during recess and is focused on allowing all students to participate in all

phases of recess in a fair and equitable manner. Unfortunately parents and students were not made aware of this prior to the opening of school and the letter written to advise parents could not be sent out on opening day due to the massive area power failure. The older students did not take the change in recess well in some cases and the parents did not understand the concept until day 2. Currently there are only a couple of parents and students against this change and all seems to be sifting out nicely. A brief discussion ensued.

Principal Johnk advised the Board that the overall change to the Responsive Classroom model being used in all of the classrooms has gone very smoothly. The integration of individual student's social/emotional development with their academics helps engage the student more, keeps the classroom learning environment more healthy and safe and results in increased student achievement.

Principal Johnk advised the Board that the NWEA testing in reading and mathematics is underway and will be completed next week.

Principal Johnk advised the Board that the Outdoor Program in Grades five and six is has begun. They will go on their first hike tomorrow on the Pemi Trail in Franconia Notch State Park. There have been two instructional programs by the Appalachian Mountain Club in mapping and compass work and one by the Tin Mountain Conservation Center in studying flora/fauna and habitats.

Principal Johnk advised the Board that the Lafayette Staff reviewed and revised their goals during Professional Development days prior to the opening of school. The new school goals for the 2014-2015 school year are as follows:

1. To improve reading instruction and better understand reading progression among students in grades K-6.
2. Implement social/emotional learning activities in grades K-6 to increase the sense of respect and empathy among students.
3. To form a Math Committee to explore and improve upon instruction, curriculum, and assessment.

They will be using data to analyze these goals and improve overall student achievement.

Principal Johnk advised the Board that the School Lunch Program is up and running smoothly with a large increase in the student participation. Administrative Assistant Toni Butterfield distributed an informal report she has compiled showing the increase in meals over that of the first week of school last year. The students have been happy with the offerings. There has been a bit of a problem in the completion of the paperwork by Café Services. This is being worked on at the present time and should be completed in the near future. Café Services should be responsible for reporting to the state with the exception of the free and reduced meals which are now being done by Ms. Butterfield. A brief discussion ensued.

Principal Johnk advised that there were many responses to the recent Full Day Kindergarten Study Survey. 73% of the respondents either somewhat or strongly agreed that they wanted a full-day program. Linda Gaitskill distributed packets of information pertaining to the survey for Board information and review. It was noted that the last time this survey was done, eight years ago, there was a 50/50 split with the same amount of those in favor as those opposed. This time 58% of Lafayette families responded to the survey (44 out of 76 families). Also responding were 4 families who have preschoolers but no children at Lafayette as yet increasing the total to 48 families. Ms. Gaitskill further stated that the comments included with the survey results are very informative and insightful. It was noted that the CCSS (Common Core State Standards) are written for full day kindergarten so remaining at half day could put our students at a disadvantage. Linda Gaitskill suggested that a community forum be scheduled in January to advise the public of the potential change to the structure of the Kindergarten

day. Superintendent Couture also suggested that Principal Johnk advise the Board at their next meeting of any budget implications that would be involved in this expansion. Lastly, Principal Johnk suggested that Beverly Frenkiewich come to a Board meeting to outline the plans for full day Kindergarten. A brief discussion ensued.

SUPERINTENDENT'S REPORT

Superintendent Couture advised the Board that the Administrative Team set their goals for the 2014-2015 school year at their administrative team retreat in August briefing them on the goals and fielding questions as necessary.

➤ **GOAL 1** **Full implementation of and support for the teacher evaluation plan by June 2015.**

Superintendent Couture noted that the administrative team has begun the development of the fifth domain of the evaluation which is the 20% based on SLO's (Student Learning Objectives). This is the portion of the new evaluation process which has created the most anxiety among the teachers. As SAU 35 is a year ahead in their development of this evaluation tool, the SLO portion will be piloted this year but will not count in the evaluation. Professional Development time will be provided to teachers for this portion through the Train the Trainer program. Administrators and selected teachers met with representatives from the NH DOE twice this summer and then on the SAU wide opening day on August 20th this group began the process of training staff members at their individual buildings.

➤ **GOAL 2** **Complete the process of writing course competencies aligned with the NHCCRS/CCSS by June 2015.**

Superintendent Couture advised the Board that the CCSS refer to the competencies developed for Math and English. The NHCCRS (NH College & Career Readiness Standards) will have literacy standards for all classes included. Grades 1 and 3 have not completed the competency development in Math and ELA as yet so they will be the first to meet and complete this process.

➤ **GOAL 3** **Align Master Professional Development Plan to Teacher Evaluation Plan by October 2014.**

Superintendent Couture advised the Board that these two plans are now ready to be interfaced. The Administrative Team had held back on the PD Plan pending the completion of the Teacher Evaluation Plan in order to not overburden the staff members. The alignment of these will be completed by October 2014. The team will be meeting next week to continue work on this.

➤ **GOAL 4** **Form an SAU Wide Technology Committee to coordinate technology throughout the SAU.**

Superintendent Couture noted that the SAU does not have a Technology Coordinator and as such it was felt that a committee should be formed to keep an ongoing technology conversation throughout the SAU. Ben Jellison of Lisbon has agreed to chair this committee. Administrators, technology personnel, the superintendent and business manager will be active members of this committee. They will be charged with reviewing connectivity, support services, equipment

purchases and curriculum. They will also be looking at the Time Warner contract renewal proposal as the contract is up this year. Other items to be addressed will be collaboration, costs of services, ways to consolidate and technology needs SAU wide.

➤ **GOAL 5 Develop community connections and identify resources to provide additional support and interventions for students.**

Superintendent Couture advised the Board that many students need outside services that the school cannot provide. It was felt that we need to get a handle on what is available in these areas in order to help our students and families.

Superintendent Couture noted that the NH Minimum Standards have been revised in 2014 and they reflect the development of competencies throughout. The goal is to have all students reach proficient with distinction or proficient in each competency before moving on. The schools will be charged with providing the appropriate support and remediation to assist all students with being successful.

Superintendent Couture distributed copies of the Full SAU Board Meeting Calendar for the 2014-2015 school year and copies of the opening day enrollment for Board information and review.

It was noted that the North Country Music Festival will be held on Thursday, March 12, 2015 which is traditionally the March Board meeting date as well as the Annual Meeting date. This will be addressed as we move closer to the date. A brief discussion ensued.

FINANCIAL

Manifests were circulated for Board information and approval.

Business Manager Tina Peabody advised the Board that she does not have Financial Reports for the current year as it is still early and items are still being encumbered.

Ms. Peabody advised the Board that they have received the final payment from SAU 36 for the special education transportation expenses incurred in the past year.

Ms. Peabody advised the Board that she will be including the Health Insurance at a 6% increase in the 2015-2016 budget. The GMR's will not be received until later in the fall.

Ms. Peabody noted that the NH Retirement System will have a 1.5% increase in the employer's portion of the premium.

Ms. Peabody advised the Board that she has been notified of the next reimbursement for Health Insurance from the Health Trust resulting from the settlement of the recent law suit. Lafayette's portion of this will be \$13,114.00. A brief discussion ensued.

BOARD REPORTS EXECUTIVE BOARD

Chairman Kinney advised Superintendent Couture covered the majority of the topics discussed in his report. Mr. Kinney further advised the Board that development of the SAU budget for the 2015-2016 school year will be underway shortly.

BUDGET

Principal Johnk distributed a tentative membership listing for the Budget Committee. This will be discussed in Non-Public session later this evening.

BUILDING AND GROUNDS

Principal Johnk advised the Board that the concrete slabs have not been poured as yet as they are trying to save as many parking places as possible. The stacks have to be at least ten feet from the building in order to keep the height at the level the Board wishes. The particulars should be worked out and concrete poured prior to the next meeting.

NEGOTIATIONS / PERSONNEL

Thomas Eyman advised the Board that they are waiting to hear back from the union on dates for the first meeting. There was a bit of confusion as to who would be participating in the negotiation process and this has been addressed. There will two Board member and two LEA members involved in this process. A brief discussion ensued.

POLICIES/PROCEDURES

Linda Gaitskill advised the Board that the NHSBA Fall Policy update has been received.

Copies of the Parent / Student Handbook were distributed for Board information and review. It was noted that the handbook has been updated under the Policies, Regulations and Laws section to contain all required items such as the Asbestos Statement and any changes in regulations and policies. A brief discussion ensued.

MOTION BY DENYS DRAPER, SECONDED BY LINDA GAITSKILL TO ENTER INTO NON-PUBLIC SESSION AT 6:55 PM UNDER PARAGRAPH II, SECTION 2 OF RSA 91A:3 OF THE RIGHT TO KNOW LAW TO DISCUSS PERSONNEL ISSUES TAKING SUPERINTENDENT COUTURE, BUSINESS MANAGER PEABODY. ALL IN FAVOR FOLLOWING A ROLL CALL VOTE, MOTION CARRIED.

MOTION BY LINDA GAITSKILL, SECONDED BY THOMAS EYMAN TO RETURN TO PUBLIC SESSION AT 7:00 PM. ALL IN FAVOR FOLLOWING A ROLL CALL VOTE, MOTION CARRIED.

Denys Draper advised the Board that she respectfully asked to be removed from the membership of the Budget Committee effective immediately.

Chairman Kinney asked if another member would like to fill this vacancy. Linda Gaitskill advised the Board that she will serve in this capacity. Following a brief discussion, MOTION BY THOMAS EYMAN, SECONDED BY CHRISTI GIGNAC TO ACCEPT THE TENTATIVE BUDGET COMMITTEE MEMBERSHIP AS AMENDED. ALL IN FAVOR, MOTION CARRIED. Principal Johnk will be contacting the members and advise the Board if anyone declines to serve in this capacity.

There being no additional business to come before the Board, MOTION BY LINDA GAITSKILL, SECONDED BY TOM EYMAN TO ADJOURN AT 7:07 PM. ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted,

Marjorie Brown
Board Clerk

APPROVED BY THE LAFAYETTE SCHOOL BOARD, OCTOBER 9, 2014