

## BOARD MEETING MINUTES

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

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

### PUBLIC INUT

Staff Member William Mellekas appeared before the Board to express his thanks to them for accepting his notice of intent to retire at the end of the current school year after thirty-two years as a member of the Lafayette faculty. Mr. Mellekas advised that he feels that this school is and will continue to be a great institution with a very dedicated staff, excellent administration and supportive School Board. At the end of the day all involved with the school want what is best for the kids and have the utmost respect and friendship for each other. Mr. Mellekas advised the Board that it has truly been a pleasure to have taught here and he thanks all involved for the opportunity to do so. Chairman Peabody thanked Mr. Mellekas for his service and dedication to the students of the Lafayette Regional School.

### LPTO REPORT

Principal Johnk and Toni Butterfield advised the Board that the Silent Auction netted the LPTO a profit of \$7,500.00. The cookie sale at the Holiday Concert also netted an additional \$500.00.

Ms. Butterfield advised that the LPTO has some great events planned as the year progresses including a Marionette production, a circus production and the Hampstead Players.

Principal Johnk once again commented on the awesome risers donated by the LPTO which were a great addition to the Holiday Concert.

MOTION BY LINDA GAITSKILL, SECONDED BY TOM EYMAN TO APPROVE THE MINUTES OF THE NOVEMBER 14, 2013 MEETING AS WRITTEN. The following corrections were requested:

Page 1, paragraph 11, line 3 should read . . . in the spring of 2014 . . .

Page 4, paragraph 5, line 12 should read . . to begin this process and review all options.

ALL IN FAVOR WITH THE AFOREMENTIONED CORRECTIONS, MOTION CARRIED.

### PRINCIPAL'S REPORT

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

Teachers continue to meet weekly during lunch in teams (Professional Learning Communities – PLC's) to discuss students, instructional strategies, curriculum information, assessments and other relevant topics. This past month the focus has been on writing competencies for math that correlate to the Common Core State Standards. This will be a continuing focus and will include the development of competencies that will meet the CCSS.

Principal Johnk advised the Board that the enrollment has increased to 116 students since the last meeting.

The annual Thanksgiving Luncheon for parents, grandparents and friends was once again a very successful event with many folks coming to visit with the students for this feast.

Principal Johnk advised that twenty students were absent the day before Thanksgiving due to a combination of family travel and inclement weather.

Principal Johnk advised that the Budget Committee has completed their work and this budget will be presented to the Board later this evening. Principal Johnk extended his thanks to the committee for their work and dedication. Principal Johnk also commended Administrative Assistant Toni Butterfield for her work behind the scenes assisting both the committee and himself in the budget process.

Principal Johnk circulated a copy of the book The Fantastic Flying Books of Mr. Morris Lessmore by William Joyce for Board information. The students chose this as the best book of the Ladybug Awards program from the ten finalists and have submitted their choice to the state.

## SUPERINTENDENT'S REPORT

In keeping with the terms of the current negotiated agreement, Superintendent Couture submitted the resignation of William Mellekas from his position of grade two teacher at the completion of the current school year. MOTION BY LINDA GAITSKILL, SECONDED BY TOM EYMAN TO ACCEPT, WITH REGRET, THE RESIGNATION OF WILLIAM MELLEKAS FROM HIS POSITION AS GRADE TWO TEACHER AT THE COMPLETION OF THE CURRENT SCHOOL YEAR. ALL IN FAVOR, MOTION CARRIED.

Superintendent Couture thanked the Lafayette Board members for their attendance at the Full Board meeting at Profile School on December 4, 2013. The SAU Budget was approved. The SAU 35 Calendar for the 2014-2015 school year was also approved. Superintendent Couture is currently waiting for the early release days for BES, Lafayette and Profile to be added and will then bring to the individual Boards for their approval.

Superintendent Couture advised the Board that the Budget Hearing and Annual Meeting for the Lafayette School District has been set as follows:

Budget Hearing	February 13, 2013	7:00 PM
Annual Meeting	March 13, 2013	7:00 PM

The regularly scheduled monthly Board meetings will be held prior to the hearing and annual meeting.

Superintendent Couture presented the following Job Descriptions for Second Reading and Approval:

- Paraprofessional
- Food Service Manager
- Cafeteria Assistant
- Custodian (Day or Night)

Linda Gaitskill advised the Board that after further review following the first reading of these job descriptions, she has additional changes both in style and content she would like to add. In view of this the second reading and approval was tabled until the January meeting.

A brief discussion ensued on the development of core competencies for elementary students and the inclusion of these in the new minimum standards which will take effect on July 1, 2014.

Also discussed was the development of the teacher evaluation process including the 20% based on student learning. Superintendent Couture provided a brief overview of this process and how it is being developed by a committee of teachers and administrators in order to have input from all involved.

## FINANCIAL REPORTS

Manifests were circulated for Board review and approval.

Business Manager Sandra Stone distributed copies of the Financial Reports for Board information and review noting that the current projected yearend balance is \$8,058.00. This amount includes monies being held for substitutes, extension courses, student activities, conferences, dues, workshops, supplies, and replacement of equipment. Ms. Stone briefed the Board on changes since the prior reporting period fielding questions as necessary. A brief discussion ensued.

Business Manager Stone distributed copies of the school lunch report through November 30<sup>th</sup> noting that the current projected balance is a deficit of (\$4,848.41). Ms. Stone noted that this is still within the amount included in the operating budget to support the lunch program. A brief discussion ensued.

Linda Gaitskill requested that Ms. Stone provide the Board with the amount of monies that would be lost if the district decided to not comply with the federal and state school lunch guidelines. Ms. Gaitskill would like to have this in writing for the Board's presentation to the public at the Budget Hearing and Annual Meeting. A brief discussion ensued.

It was noted that the school lunch program is offering a more expanded menu with alternative choices in the hopes of increasing participation.

## BOARD REPORTS EXECUTIVE BOARD

There was no Executive Board meeting in December due to the Full Board meeting.

## BUDGET

Principal Johnk distributed a summary of the proposed changes to the upcoming budget for Board information and review briefing them on the contents and fielding questions as necessary. The total budget increase currently is \$88,883.00 or 3.94%. Principal Johnk noted that the Budget Committee is voted to include a 1% raise for non-certified staff members with any additional savings going towards additional salary increases for these employees, not to exceed 1.5% increase.

Principal Johnk also distributed a Budget Summary prepared by Business Administrator Stone including additional changes noting that the total increase is 3.92%. This summary was also reviewed with questions being fielded as necessary.

Principal Johnk requested that the Board members continue to review the proposed budget and contact Superintendent Couture, Business Administrator Stone or himself with any additional questions.

## BUILDING AND GROUNDS

Principal Johnk advised the Board that the committee met with Wayne Fillion of Yeaton Associates to seek his input and recommendations on the proposed heating system upgrades. Mr. Fillion previously worked with the district on this type of issue.

Principal Johnk distributed copies of the letter from Mr. Fillion resulting from this meeting pertaining to the existing heating plant and upgrade recommendations. This includes a summary of the existing conditions, the options for maintaining and/or upgrading the system and his recommendations. The committee is in agreement with #1, conversion to LP gas which they feel is the best option. The committee advised the Board of their collective thoughts in choosing this option fielding questions as necessary.

The second issue to be discussed is how to pay for the conversion to LP gas. It is estimated that the total cost would be approximately \$120,000.00 and the committee proposed taking \$60,000 from the Capital Reserve Fund and raising the remaining funds through a warrant article at the Annual Meeting in March. Concern was raised as to whether there is time for a bidding process for this in order to have an accurate figure to place before the voters.

Business Manager Stone advised the Board that the project will also need to include the cost to remove the current oil tank at an approximate cost of \$18,000.00.

Following a brief discussion, Principal Johnk advised the Board that he will contact Mr. Fillion to seek a bid proposal and time frame for same and get back to the Board with this information.

Principal Johnk raised the issue of the additional of a generator at Lafayette Regional School as discussed previously. This would be in conjunction with the Town(s) and could possibly with covered by a Homeland Security Grant (50% by grant; 25% by Town(s); and 25% by School District. Principal Johnk will seek input from the Town(s) as to interest in this project. It will also be necessary to ensure that the new heating system can be powered by the generator. A brief discussion ensued.

The Board accepted the committee's recommendation. MOTION BY TOM EYMAN, SECONDED BY MARY JO GREENE TO APPROVE THE ACCEPTANCE OF OPTION 1, COVERSION TO LP GAS AS PRESENTED. ALL IN FAVOR, MOTION CARRIED.

NEGOTIATIONS – No Report

POLICIES – No Report

MOTION BY THOMAS EYEMAN, SECONDED BY LUTHER KINNEY TO ENTER INTO NON-PUBLIC SESSION AT 7:40 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 STONE, PRINCIPAL JOHNK. ALL IN FAVOR FOLLOWING A ROLL CALL VOTE, MOTION CARRIED. MOTION BY LINDA GAITSKILL, SECONDED BY THOMAS EYMAN RETURN TO PUBLIC SESSION AT 7:50 PM. ALL IN FAVOR FOLLOWING A ROLL CALL VOTE, MOTION CARRIED. MOTION BY THOMAS EYMAN, SECONDED BY LINDA GAITSKILL TO GRANT A 2% SALARY INCREASE FOR THE HEAD CUSTODIAN AND ADMINISTRATIVE ASSISTANT FOR THE 2014-2015 SCHOOL YEAR. ALL IN FAVOR, MOTION CARRIED.

There being no additional business to come before the Board, MOTION BY LUTHER KINNEY, SECONDED BY THOMAS EYMAN TO ADJOURN AT 7:51 PM. ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted,

Marjorie Brown  
Board Clerk

APPROVED BY THE LAFAYETTE BOARD, JANUARY 9, 2014

