

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

DATE: FEBRUARY 13, 2014
TIME: 5:00 PM

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; Community Member Denys Draper.

The meeting was called to order at 5: 00 PM by Chairman Tina Peabody.

PUBLIC INUT – None

LPTO REPORT

Toni Butterfield advised the Board that the No Strings Marionettes recently provided a presentation Grades K-6 entitled Three Big Pigs which is an anti bullying format. This was well received by all. The LPTO is looking at considering this group for an Artist in Residence program as well.

Ms. Butterfield advised that the LPTO account balance is currently at \$12,000.00. \$3,000.00 of this will be used for the Circus residency program which will occur the week after winter break.

Ms. Butterfield reminded everyone that the Annual Spelling Bee will be on March 21, 2014. They are hoping that a team from the Board will once again participate.

MOTION BY THOMAS EYMAN, SECONDED BY LUTHER KINNEY TO APPROVE THE MINUTES OF THE JANUARY 9, 2014 MEETING AS WRITTEN. The following corrections were requested:

- Page 1, paragraph 8, line 4 should read . . . Older student worked with . . .
- Page 3, paragraph 4, line 2 should read . . . a deficit of (\$5,576.73) . . .
- Page 3, paragraph 6, line 3 should read . . . meals are charged.
- Page 4, paragraph 4, line 3 should read . . . to obtain the actual figures . . .

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.

Lafayette's NECAP scores for tests taken in October were received last week. The subject areas for these tests are Mathematics and Reading in Grades 3, 4, 5, 6; Writing in Grade 5 and Science in Grade 4. The scores being presented tonight are for Mathematics, Reading and Writing. Principal Johnk presented a PowerPoint presentation to the Board on these results.

The NECAP tests are designed to measure students' performance on grade level expectations (GLE's) as adopted by the four states (NH, VT, RI, and ME). The tests measure the content and skills that students are expected to have as they begin the current enrolled grade. Principal Johnk noted that this is the last year that the NECAP's will be administered. They will be replaced by the Smarter Balanced testing program in conjunction with the new Common Core State Standards.

There are four levels of scoring areas in each test: Proficient with Distinction, Proficient, Partially Proficient, and Substantially Below Proficient. Superintendent Johnk briefed the Board of the results of each program per grade noting Lafayette's scores in comparison to the state average. The staff will be focusing on ways to improve the scores at their weekly Primary and Intermediate Team meetings over the next several months. Parents will be mailed a copy of these results next week. A brief discussion ensued.

Principal Johnk distributed copies of the Staff Evaluation of the Principal for Board information and review. Principal Johnk noted that all staff members had been requested to provide input for this evaluation and fifteen members chose to do so. The evaluation is broken down into three areas which are:

- A. Personal Characteristics and Skills
- B. Professional Characteristics and Skills
- C. Management Characteristics and Skills

Staff members are asked to rate the principal in each of the above areas with room for comments and to then answer the following questions:

1. What do you consider to be the principal's greatest skill(s)?
2. What areas could the principal improve upon?
3. What have been the greatest accomplishments/successes of the principal?
4. What objectives or expectations were not achieved by the principal?
5. What suggestions would you offer to the principal to improve effectiveness?

Principal Johnk provided a brief summary of the evaluation for the Board fielding questions as necessary. A brief discussion ensued.

Principal Johnk advised the Board that the Valentines for Volunteers celebration will be held tomorrow, February 14th.

Principal Johnk advised the Board that the winter program has been cancelled twice due to incredibly low temperatures. He is looking into the possibility of the students being able to make up at least one day.

SUPERINTENDENT'S REPORT

Superintendent Couture presented Job Descriptions for Head of Maintenance and Custodian positions for Board first reading. Linda Gaitskill requested that the first bullet on page 2 of the Custodian Job Description which reads "Provides storage for all necessary provisions" be eliminated. Following a brief discussion, MOTION BY THOMAS EYMAN, SECONDED BY LINDA GAITSKILL TO APPROVE THE HEAD OF MAINTENANCE AND CUSTODIAN JOB DESCRIPTIONS FOR FIRST READING AS AMENDED. ALL IN FAVOR, MOTION CARRIED.

Superintendent Couture presented the Job Description of the Food Service Manager for second reading and approval. Following a brief discussion, MOTION BY LINDA GAITSKILL, SECONDED BY THOMAS EYMAN TO ACCEPT THE FOOD SERVICE MANAGER JOB DESCRIPTION FOR SECOND READING AND APPROVAL AS PRESENTED. ALL IN FAVOR, MOTION CARRIED.

Superintendent Couture advised the Board the updates on the Teacher Evaluation will be wrapped up next week. Administrators will present to their staff members for their review and input which will have a two week window. The committee will make any necessary changes and then the Teacher Evaluation Plan will be submitted to the Full Board at their May meeting for approval. Next year this will be piloted throughout the SAU. A brief discussion ensued.

Superintendent Couture advised the Board that the competency meetings for grade level and subject alike groups have been completed. They have proved to be very successful with our own administrators facilitating them. Several groups have requested to meet again in March and this is currently under review by the Administrative Team.

FINANCIAL REPORTS

Manifests were circulated for Board review and approval.

Business Manager Sandra Stone distributed copies of the School Lunch Report through the end of January noting that the current balance is at a deficit of (\$7,687.39). Ms. Stone noted that this is within the amount included in the operating budget to support the lunch program. A brief discussion ensued. Administrative Assistant Toni Butterfield commented that the numbers of meals served is up and that this may be a direct result of adding items to the menu that the students like such as chicken patties and hamburgers

Business Manager Sandra Stone distributed copies of the Financial Reports for Board information and review noting that the current projected yearend balance is at a deficit of (\$20,157.00). Mrs. Stone briefed the Board on the changes since the prior reporting period which have been very minimal. Ms. Stone advised the Board that she is holding monies for substitutes, extension courses, student activities, conferences, dues and workshops, supplies and replacement of equipments along with the \$25,000.00 which the Board hopes to have as a beginning balance. A brief discussion ensued.

Business Manager Stone further advised the Board that she has had a reply from Woodsville Guaranty Savings Bank and Bank of New Hampshire pertaining to inquiries into short term loans for the \$80,000.00 needed for the hearing system. Woodsville offers a three year term at 2% and a five year term at 2.625%. Bank of NH offers a three year term at 1.60% and a five year term at 2.20%. They were the only two banks who responded.

BOARD REPORTS EXECUTIVE BOARD

There was no meeting in February. The next regularly scheduled meeting will be on Tuesday, March 4, 2014 at 5:30 PM at the SAU Office.

BUDGET

Business Manager Stone briefed the Board on the contents of their budget manuals noting what is contained in each section. Mrs. Stone also advised the Board of the contents of the handout available for the public this evening.

BUILDINGS & GROUNDS

Luther Kinney advised the Board that he is ready for the presentation to the public on the heating system later this evening.

NEGOTIATIONS – No Report

POLICIES

Linda Gaitskill presented the following policies for first reading:

DBJ Transfer of Appropriations

EEA Student Transportation
JLCJ Concussions and Head Injuries

Following a brief discussion, MOTION BY THOMAS EYMAN, SECONDED BY MARY JO GREENE TO APPROVE THE AFOREMENTIONED POLICIES FOR FIRST READING AS PRESENTED. ALL IN FAVOR, MOTION CARRIED.

At this point Luther Kinney ran through the presentation that will be presented to the public this evening on the proposed heating system project. Mr. Kinney will be utilizing a PowerPoint presentation and copies were sent to the Board earlier.

There being no additional business to come before the Board, MOTION BY LINDA GAITSKILL, SECONDED BY THOMAS EYMAN TO ADJOURN AT 6:48 PM. ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted,

Marjorie Brown
Board Clerk

APPROVED BY THE LAFAYETTE SCHOOL BOARD MARCH 13, 2014