

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

DATE: JUNE 9, 2016
TIME: Directly Following
Public Hearing

BOARD MEETING MINUTES

PRESENT: Board Chairman Luther Kinney; Board Members Christi Gignac, Amy Mullins, Denys Draper, Chris Thayer; Superintendent Pierre Couture; Business Manager Tina Peabody, Principal Gordie Johnk; Administrative Assistant Toni Butterfield; Community Member Ed O'Brien; Café Services Representative Chris Faro.

The meeting was called to order at 5:34 PM by Chairman Kinney.

CAFÉ SERVICES – CHRIS FARO

Chris Faro, Director of Operations for the Fresh Picks Program, a division of Cafe Services is here this evening to address concerns and/or questions the Board has pertaining to the School Lunch Program. Mr. Faro began his presentation by providing a brief overview of Café Services for the new Board members. Cafe Services is based in Manchester, NH and consists of three divisions. The Fresh Picks Program oversees programs in fifty-nine school districts and thirty-two summer programs. There is also a Corporate Dining Division and the Glendale Senior Dining Division. The company was founded twenty-four years ago by J. Brien Stone and Bill Van Zandt and is a family run business.

Mr. Faro advised the Board that the Fresh Picks Division operates under strict guidelines from the USDA. These guidelines govern portion size, caloric content and full menu specifics as to what is acceptable to be served per meal. This takes into account all components of a meal and is more restrictive today than it was a few years ago.

Mr. Faro summarized Café Services consulting and managerial components for Board information. One of the main components on the school level is an active Wellness Committee who can provide insight into the students specific likes and dislikes and what parents and students alike would like to see evolve in the menu planning. Membership on the Wellness Committee should consist of Café Services District Manager Joe Cyr, Café Services Site Lead Cook Tammy Reali, the school nurse, a board member, parent representative and most importantly student representatives.

Mr. Faro addressed questions pertaining to portion size and the USDA Guidelines for this. The portions and nutritional content are set for grades K-5, 6-8, 9-12 and a K-8 which Lafayette falls under. Mr. Faro emphasized that along with these guidelines, common sense must also be a factor. He also noted that many elementary schools are enhancing the ala carte offerings in an attempt to provide the students with more choices.

Chairman Kinney asked what is in the works for next year to attempt to boost participation. Mr. Faro advised that there are several things that can be done such as surveys, the creation of an advisory committee to review choices, the increased use of floating chefs, and the students' participation in growing vegetables.

Mr. Faro concluded his presentation by indicating that communication among the parties is a must and admitted that Café Services has dropped the ball on this. He also advised that they hope to have a new traveling chef on board for the Fall who is based more in the area. Another aspect to consider is Breakfast to Go which the students order in the AM and it is delivered to their respective classrooms for morning break. A brief discussion ensued.

The Board thanked Mr. Faro for his presentation and he left the meeting.

PUBLIC INPUT - None

LPTO REPORT

Denys Draper advised that the LPTO met on June 8, 2016 at 7:00 PM at Wendle's. Ms. Draper reported on the following:

The Summer Book Club is requesting funding in the amount of \$1,500.00 for three staff people, supplies and snacks. This is significantly higher than in the past but this year they have more students participating. . The idea was brought up to ask for a "suggested donation" to help offset the costs of the program. The LPTO voted to allocate the \$1,500.00 for this purpose and any donations received will be turned back to the LPTO.

The School Nurse requested \$100.00 for Lice Kits to give to students/families that need them. This amount would cover the costs of four Lice Kits. The kits currently in the nurse's office are outdated. The LPTO felt that this is an expense that should come from the Health Office Budget. Should an emergency situation arise, the LPTO would step in and cover the costs.

The third grade is working on a request for a Gaga Pit. A Gaga Pit is a hexagonal area with three foot walls and containing wood chips or sand in which a light weight flexible ball is used in a similar fashion to dodge ball. Principal Johnk feels that the staff members who would be supervising the kids using this need to become more familiar with a Gaga Pit before any decisions are made. This item was tabled until staff does onsite visits and share what they observe with the rest of the staff.

The LPTO presented a gift to Lynn Kenerson in appreciation of all her support and help with the LPTO over the past several years.

The LPTO will be hosting morning coffee on the first day of school.

MOTION BY CHRISTI GIGNAC, SECONDED BYDENYS DRAPER TO APPROVE THE MINUTES OF THE MAY 11, 2016 MEETING AS WRITTEN. The following corrections were requested:

Page 1, paragraph 9, line 1 should read . . . Meadow Farms in the . . .

Page 1, paragraph 3, line 2 should read . . the Spelling Bee . . .

Page 1, paragraph 4, line 2 should read . . . APRIL 14, 2016 . . .

Page 2, paragraph 8, line 3 should read . . . FOR SECOND READING . . .

Page 2, paragraph 10, line 3 should read . . . May 17th . . .

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.

Principal Johnk advised the Board that May was an extremely busy month. There were a number of field trips to many different areas such as the Currier Museum in Concord, the Cog Railroad, the Boston Museum of Science and the Freedom Trail, Squam Lake Science Center, and the Flume. Many thanks go out to the teachers who spend hours on the organizational logistics of these trips and to our many parent chaperones who are always willing to help. Lafayette is very fortunate to offer so many extended learning opportunities for our students.

The NWEA testing has been completed as well as the SBAC. Principal Johnk advised that he will have the results for the next meeting.

Principal Johnk advised the Board that Mary Albrecht who has been employed at Lafayette as a para-educator for the past nineteen years is retiring at the end of the school year. She has been a valuable asset to many students in this capacity and the Lafayette community wishes her well.

Principal Johnk advised the Board that Grade 6 Graduation Exercises will be held on Tuesday, June 14th at 6:00 PM. The Awards Assembly will be on Wednesday, June 15th at 8:30 AM.

SUPERINTENDENT'S REPORT

Superintendent Couture advised the Board that historically the Board has not met in the month of July. Should a need arise, a meeting can be called at any time. Following a brief discussion, it was the consensus of the Board to forego meeting in July. The next regularly scheduled meeting will be on Thursday, August 11, 2016 at 5:30 PM.

Superintendent Couture advised the Board that the Profile School Board has unanimously selected Benjamin Jellison to the position of Profile Principal effective July 1, 2016. For those not familiar with Mr. Jellison, he is currently the Dean of Students/Technology Coordinator at Lisbon Regional School.

Superintendent Couture attended the NCCA (North Country Charter Academy) graduation on Sunday, June 5th and will be attending Profile's Graduation on Friday, June 10th and Lisbon Regional School's Graduation on Sunday, June 12th.

For the benefit of the new members, Superintendent Couture provided a brief summary of the NCCA since its inception twelve years ago. NCCA is an alternative school for students in the North County who are unable to cope with the standard classroom setting. To date 450 students have completed the program with the skills necessary to enter the work force or matriculate to higher education. Superintendent Couture is the Chairman of the Board of NCCA.

Superintendent Couture advised the Board that the Executive Board has approved the Homeland Security and Emergency Management Grant he applied for earlier in the spring. The formal approval of the grant should be received later in the summer. A brief discussion ensued.

FINANCIAL REPORTS

Manifests were distributed for Board review and approval.

Business Manager Tina Peabody advised the Board that they need to formally approve the 2016-2017 Café Services contract in the amount of \$49,711.00 and authorize the Superintendent to sign the contract. Following a brief discussion, MOTION BY CHRISTI GIGNAC, SECONDED BY AMY MULLINS TO APPROVE THE CONTRACT WITH CAFÉ SERVICES FOR THE 2016-2017 SCHOOL YEAR IN THE AMOUNT OF \$49,711.00 AND AUTHORIZE SUPERINTENDENT COUTURE TO SIGN THE CONTRACT. ALL IN FAVOR, MOTION CARRIED.

Business Manager Peabody called the Board's attention to the School Lunch Reports which she had distributed during Mr. Faro's presentation to the Board. The program is on track to finish the year within the parameters of the budgeted amount. A brief discussion ensued.

Business Manager Peabody distributed Financial Reports for Board information and review noting that the current projected yearend balance is \$26,279.05 which includes the monies to be transferred from the Building Maintenance Expendable Trust Fund.

Business Manager Peabody advised the Board that she needs a formal motion to withdraw the funds from the Expendable Trust Fund. MOTION BY CHRIS THAYER, SECONDED BY DENYS DRAPER TO AUTHORIZE THE WITHDRAWAL OF THIRTY THOUSAND DOLLARS (\$30,000.00) FROM THE SCHOOL BUILDING

MAINTENANCE EXPENDABLE TRUST FUND ESTABLISHED ON MARCH 7, 2002. AS PRESENTED. ALL IN FAVOR, MOTION CARRIED.

Business Manager Peabody advised the Board that she has received a bid from Dead River to provide propane through May 31, 2017 at \$1.38/gallon and/or at a cost of current price plus fifty cents. Ms. Peabody is recommending the award to Dead River at a cost of \$1.38/gallon through May 31, 2017. MOTION BY CHRIS THAYER, SECONDED BY CHRISTI GIGNAC TO AWARD THE PROPANE BID TO DEAD RIVER AT A COST OF \$1.38/GALLON AS PRESENTED AND TO AUTHORIZE BUSINESS MANAGER PEABODY TO SIGN THE CONTRACT. ALL IN FAVOR, MOTION CARRIED.

BOARD REPORTS EXECUTIVE BOARD

Superintendent Couture advised that he had covered the majority of the meeting under his report. The Board approved the hiring of a Speech/Language Assistant, Rhianna Miscio, for the 2016-2017 school year.

The search for a part-time Speech/Language Pathologist is ongoing. Superintendent Couture and SLP Sheryl Moghari will be meeting with a possible candidate on Friday.

BUDGET – No Report

NEGOTIATIONS/PERSONNEL – No Report

BUILDING & GROUNDS

Principal Johnk advised that the Windows, Doors, and Insulation project has run into a bit of a snag. Primex, the district's insurance carrier, has advised that RSA 447:16 – Bond required must be adhered to. This RSA states, in part, that if "said contract involves an expenditure of \$35,000.00 and may if it involves an expenditure of less amount, obtain a condition precedent to the execution of the contract, sufficient security, by bond or otherwise . . ." The contractor awarded the bid does not offer a performance bond but will provide a letter of credit for this purpose. It appears that the word "otherwise" could be interpreted as a letter of credit for this purpose and Primex's legal counsel has indicated as such verbally. Chairman Kinney requested that our legal counsel be contacted to see if he is in agreement with this. Following a brief discussion, MOTION BY CHRISTI GIGNAC, SECONDED BY DENYS DRAPER TO PROCEED WITH PRESBY CONSTRUCTION PROVIDING A LETTER OF CREDIT NOT TO EXCEED A COST OF \$4,000.00 PENDING REVIEW BY ATTORNEY JAY BOYNTON AND HIS ACCEPTANCE OF THE LETTER OF CREDIT UNDER RSA 447:16. ALL IN FAVOR, MOTION CARRIED.

Principal Johnk advised the Board that the re-wiring project is moving forward with Goulet and installation will begin shortly after the completion of the school year.

POLICIES / PROCEDURES

Christi Gignac presented the following policies for first reading:

- BDB Board Officers
- BBAB Roles and Duties of the Board Chairperson
- EBBC Emergency Care and First Aid
- JLCE Emergency Care and First Aid

Following a brief discussion, MOTION BY DENYS DRAPER, SECONDED BY AMY MULLINS TO ACCEPT THE AFOREMENTIONED POLICIES FOR FIRST READING AS PRESENTED. ALL IN FAVOR, MOTION CARRIED.

Christi Gignac presented the following policies for second reading and approval:

DIA Fund Balances
JJF Student Activities Funds Management

FOLLOWING A BRIEF DISCUSSION, MOTION BY AMY MULLINS, SECONDED BY DENYS DRAPER TO ACCEPT THE AFOREMENTIONED POLICIES FOR SECOND READING AND APPROVAL AS PRESENTED. ALL IN FAVOR, MOTION CARRIED.

There being no additional business to come before the Board, MOTION BY DENYS DRAPER, SECONDED BY CHRISTI GIGNAC TO ADJOURN AT 7:00 PM. ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted,
Marjorie Brown
Board Clerk

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