

**LAFAYETTE BOARD OF EDUCATION
LAFAYETTE REGIONAL SCHOOL
FRANCONIA, NEW HAMPSHIRE**

**DATE: AUGUST 11, 2016
TIME: 5:30 PM**

BOARD MEETING MINUTES

PRESENT: Chairman Luther Kinney; Board Members Denys Draper, Christi Gignac, Amy Mullins, Chris Thayer; Superintendent Pierre Couture; Business Manager Tina Peabody, Principal Gordie Johnk; Administrative Assistant Toni Butterfield.

The meeting was called to order at 5:35pm

PUBLIC INPUT – None

LPTO REPORT

No LPTO meeting was held over the summer,

MOTION BY DENYS DRAPER, SECONDED BY CHRISTI GIGNAC TO APPROVE THE MINUTES OF THE JUNE 9, 2016 MEETING WITH THE FOLLOWING CORRECTION. ALL IN FAVOR, MOTION CARRIED.

On page 2, there should be a space between “BY” and “DENYS” in the motion to approve the Minutes of the May 16, 2016 meeting.

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 commented on the Summer Rec program that takes place at Lafayette, primarily in the MPR and Music Room on the stage. There are 64 kids registered, and on average 40 to 45 kids attend daily. He mentioned that Rec is a great example of our goal of having the MPR space being used by the community when it was built in 1996.

Principal Johnk advised the Board about the purpose of the testing we do at Lafayette. We administer the NWEA tests three times a year. These tests serve as a formative assessment for the staff and help the teachers figure out what areas of the curriculum are covered best and what parts need more work. SBAC testing is done in the spring for State accountability. Principal Johnk explained the chart is his report, highlighting that the students at Lafayette did well compared to the State averages. The staff dig down deep to the student levels of the test results so they can individualize what each student needs. The test results go to both the current teacher and the receiving teachers. Principal Johnk recognized that the SBAC testing is truly a snapshot of the child’s learning. It is one day and one piece of the whole picture.

Principal Johnk was pleased to report that studies have show that the Eureka Math program that the staff chose to use for the math curriculum appears to be the only program that totally

aligns to the Common Core State Standards. He emphasized that is very rigorous and that the teachers are working hard to master every element of the program.

Principal Johnk advised the Board that the staff had an excellent three days of professional development with Martha Dubuque in July. Ms. Dubuque is a former Principal and teacher who presented about Writing Across the Curriculum. Just as we have learned to read across the curriculum, we will write across the curriculum, as well. The staff learned a great deal and have many ideas that they will use throughout the year and beyond.

Additional professional development opportunities taken advantage of over the summer included staff attending Eureka Math, Responsive Classroom, and Robotics workshops. Lafayette's summer school worked with 20 students to help prevent the natural academic regression over the summer. The students who participate are recommended by the teachers and SPED team.

Principal Johnk advised that the projected enrollment is 117 students, up by six from last year.

NEW STAFF:

After 19 years of service, Mary Albrecht retired as a para at Lafayette. Jean Serino will be joining Lafayette as a para. Mrs. Serino was a para here several years ago, left the state, and has returned. She has taught many of the kids in our community how to swim either at Rec or at Evergreen. Faye Hanson, former sixth grade teacher, has accepted a Gifted and Talented position in Hooksett. Lindsay Weeden will be our new sixth grade teacher. She lives in Lincoln and formerly was the sixth grade teacher in Monroe.

SUPERINTENDENT'S REPORT

Superintendent Couture handed out the School Board meeting schedule for the year. He advised the Board that our March meeting was able to stay on the usual Thursday because the North Country Music Festival will be on a Tuesday in 2017.

Mr. Couture read the resignation letter of Julie Quesnell. She plans to resign as of August 19, 2016. She will take a job at Pembroke Academy.

MOTION BY DENYS DRAPER, SECONDED BY CHRISTI GIGNAC TO ACCEPT THE LETTER OF RESIGNATION. ALL IN FAVOR, MOTION CARRIED WITH REGRET.

Mr. Couture read the resignation letter of Stan Sawicki. He plans to resign as of June 30, 2017.

MOTION BY CHRISTI GIGNAC, SECONDED BY DENYS DRAPER TO ACCEPT THE LETTER OF RESIGNATION. ALL IN FAVOR, MOTION CARRIED WITH REGRET.

Mr. Couture read a request from Garret Ferguson to have his son, Ethan, attend 1st grade at Lafayette. Mr. Ferguson resides in Monroe.

MOTION BY DENYS DRAPER, SECONDED BY AMY MULLINS TO ACCEPT THE REQUEST. ALL IN FAVOR, MOTION CARRIED.

Superintendent Couture advised the Board that SAU 35 had been accepted as a Tier 1 school in the PACE (Performance Assessment Competency Education) initiative. The Driving Committee, represented by staff from all five districts, will create assessments to eventually replace the SBAC tests. There are nine districts/SAU's working with teachers all over the State. Assessments are projects that ask kids to show us what they know and what they can do with that knowledge. New Hampshire is at the forefront of this initiative. The Administrative Team is working on the implementation. Lafayette's teachers are part of creating State-wide assessments.

FINANCIAL REPORT

Chairman Kinney advised the Board on his meeting with the auditors. There were no major concerns. We do need to implement a procedure on how we handle cash. We will need a two signature procedure when cash passes hands. There will be a training for all Administrative Assistants/Office Managers on September 7 at the SAU office.

Business Manager Peabody advised the Board that Primex is asking the Board to approve a three-year Cap Program for workmen's comp. The cap would be set at 10%. The Board discussed the fact this would lock us into Primex for three years, and who were other carriers of workmen's comp. Business Manager Peabody explained that Primex has been great to work with in terms of claims and losses. Last year workmen's comp went up by 5.8%. This cap would guaranty it would not go up by more than 10% in any of the next three years.

MOTION BY CHRISTI GIGNAC, SECONDED BY DENYS DRAPER TO ACCEPT THE THREE YEAR CAP PROGRAM WITH PRIMEX AND HAVE CHAIRMAN KINNEY SIGN THE CONTRACT. ALL IN FAVOR, MOTION CARRIED.

Manifests were circulated for Board review and approval.

Business Manager Peabody asked for a motion to accept the engagement letter from Vachon Clukay to do the work they have been doing over the summer. This is a formality that needs to be done as we are in the second year of a five year contract.

MOTION BY DENYS DRAPER, SECONDED BY AMY MULLINS TO ACCEPT THE LETTER OF ENGAGEMENT. ALL IN FAVOR, MOTION CARRIED.

Business Manager Peabody distributed copies of the School Lunch Report for Board information and review noting that the final transfer was \$15,063.53. This transfer was about \$2,000 more than expected at the June meeting, primarily because of the \$2,700 software purchase. We did get back a check from Cafe Services for \$1,933.75 because the expenses were less than expected for the full year. This year, the anticipated loss is \$12,000.00. It is written as \$13,000.00 on the contract.

Business Manager Peabody distributed Financial Reports for the 2015-2016 school year for Board information and review. We are showing an ending balance of \$51,010 instead of the expected \$25,000 in June. This is the result of a change in the way the wood pellet project was expensed. Business Manager peabody pointed out that this was \$51,010 that the taxpayers would not have to raise again.

Chairman Kinney commented that this was not good to be up \$26,000 from where we thought we were at our June meeting. The Budget Committee works hard to keep our budget increases at 2% or less, and this jump does not look like we are being as prudent as possible. We discussed making sure that all encumbrances are released earlier (by June 1) at both the SAU and district level. A discussion ensued about locking down the budget on May 1. Acknowledgement was made that there was a swing because of the accounting for the PUC rebate. At both the SAU and district level, we will do what we can to make this end of the year swing better.

BOARD REPORTS

EXECUTIVE BOARD: Chairman Kinney reported that the next meeting will be in September.

BUDGET:

A discussion ensued about if there was a class offered by the School Board Association that might benefit our School Board budget committee representatives to attend. The SAU will follow up to determine if such a class is available.

BUILDING & GROUNDS:

Principal Johnk advised the board of the progress of the Window, Insulation, Doors & Paint project undertaken over the summer with Presby Construction. The work is almost completed. The contractors have done an excellent and professional job with the work. Acknowledgement was made by Denys Draper that it was especially nice to keep the money local. The doors have been installed and/or modified to make sure we are ADA compliant.

Principal Johnk advised that our re-wiring project was completed in just over two weeks. All the old cable has been pulled out and new CAT 6 cable installed along with 100 feet of fiber optic cable that goes from the office to the server room near the library. The \$17,000 project will be 70% covered with E-rate money. The money should be received in April.

NEGOTIATIONS/PERSONNEL:

Chris Thayer and Chairman Kinney will be working with the Association in the fall. The first step will be to establish the preliminary ground rules.

A discussion ensued about Professional Development and supporting the goals of the the SAU and the district vs. the individual teachers. Principal Johnk explained the original creation of Choice Days in the Lafayette Negotiated Agreement occurred when the contract went from 180 to 182 days without an increase in pay.

POLICIES / PROCEDURES:

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

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

Following a brief discussion including the Policy Committee's decision to add a section about Narcan in our Emergency Care and First Aid Policies. Adding the Narcan language was not required but deemed best for our policy.

MOTION BY DENYS DRAPER, SECONDED BY AMY MULLINS TO ACCEPT THE AFOREMENTIONED POLICIES FOR SECOND READING AND APPROVAL. ALL IN FAVOR, MOTION CARRIED.

OTHER NEW BUSINESS:

Aaron Goldman will join Lafayette as IT/Tech Integration Coordinator. Lafayette is familiar with Aaron from when he helped with the Maker Fair Residency and an after school program with WMSI.

There being no additional business to come before the Board, **MOTION BY DENYS DRAPER, SECONDED BY CHRISTI GIGNAC TO ADJOURN AT 7:03 PM. ALL IN FAVOR, MOTION CARRIED.**

Respectfully submitted,
Toni Butterfield
Substitute Board Clerk