

MINUTES

PRESENT: Chairman Tina Peabody; Board Members Thomas Eyman, Linda Gaitskill, Toni Butterfield, Mary Jo Greene; Business Manager Sandra Stone; Principal Gordie Johnk; Community Member Nick De Mayo.

The meeting was called to order by the Lafayette School Board Clerk at 5:32 PM.

It was noted that Superintendent MacMillan was not in attendance as he is leaving on vacation this evening.

The Lafayette School Board Clerk opened the floor to nominations for Chairman of the Lafayette School Board. Mary Jo Greene nominated Tina Peabody to the position of Board Chairman. MOTION BY MARY JO GREENE, SECONDED BY TONI BUTTERFIELD TO APPROVE THE NOMINATION OF TINA PEABODY TO THE POSITION OF LAFAYETTE SCHOOL BOARD CHAIRMAN. ALL IN FAVOR, MOTION CARRIED.

Chairman Peabody opened the floor to nominations for Vice Chairman of the Lafayette School Board. Linda Gaitskill nominated Thomas Eyman to the position of Vice Chairman. MOTION BY LINDA GAITSKILL, SECONDED BY MARY JO GREENE TO APPROVE THE NOMINATION OF THOMAS EYMAN TO THE POSITION OF LAFAYETTE SCHOOL BOARD VICE CHAIRMAN. ALL IN FAVOR, MOTION CARRIED.

PUBLIC INPUT

Community Member Nick De Mayo asked if any thought has been given to soliciting oil bids for the 2011-2012 school year. Business Manager Sandy Stone advised that it is too early to be seeking bids for this purpose. This has been done in the summer months in the recent past. It is unclear at this point due to the rising costs of oil how companies will react to solicitation of bids. A brief discussion ensued.

LPTO REPORT

Toni Butterfield distributed copies of the LPTO written report for Board information and review.

Toni Butterfield advised the Board that the second annual Spelling Bee held in March was a resounding success. There were 22 teams participating along with a pizza dinner and dessert by donation table. Approximately \$1,200.00 was raised. The Lafayette Teachers team (Three Teachers and a Baby) were victorious in the end by spelling fuchsia correctly.

The LPTO approved two grant requests. The first was \$325.00 for a dolly for the Music Department's Clavinova. The second grant was for Mr. Mellekas and his second grade class who will once again be partnering with the Seniors for the Littleton Senior Center to work on an Art Project.

Planning is underway for the Staff Appreciation week to be held in May.

MOTION BY MARY JO GREENE, SECONDED BY LINDA GAITSKILL TO APPROVE THE MINUTES OF THE MARCH 10, 2011 MEETING AS WRITTEN. ALL IN FAVOR, MOTION CARRIED.

PRINCIPAL'S REPORT

Principal Johnk called the Board's attention to his written report distributed earlier via e-mail requesting that the Board review and advise him of any questions.

Principal Johnk presented a review of the November Learning Technology Audit – one year later. As a result of this report the staff developed three (3) goals to work on to achieving the report's recommendations. Copies of these goals were distributed for Board review and information. The goals are Communication, Collaboration and Global Learning. Principal Johnk briefed the Board on the development of each of these goals including the goal's to do list and accountability factors.

Principal Johnk distributed copies of the Learning Technology Framework Scoresheet for Board information and review. This consists of the results of the school-wide survey that was completed by the instructional staff. The purposed of this is to allow the Principal to assess how the teachers rate themselves and the school in the areas of student engagement and technology performance. Principal Johnk briefed the Board on the comparison of the results of the April 2010 survey with the April 2011 survey. A brief discussion ensued.

Principal Johnk distributed copies of the Technology Performance Indicators for Board information and review noting that this report contains 19 statements which represent the indicators the Lafayette team believes should be seen regularly in classrooms enriched through high technology performance. For each indicator there is one of two scoring systems in place. For some there is simply a yes or no answer. For the remainder of the indicators the teachers selected from the following choices – Almost Always=3; Frequently=2; Occasionally=1; and, Not Currently=0. Principal Johnk summarized the results fielding questions as necessary. A brief discussion ensued.

Principal Johnk advised the Board that the school purchased a used Chevrolet Colorado Pick-up Truck for \$9,000 from Littleton Chevrolet. A brief discussion ensued.

Principal Johnk advised the Board that the Cafeteria Staff (Marie Stevenson, Food Service Manager and Lisa Best, Assistant) resigned earlier in the week at 6:10 and 6:30 AM respectively without any warning. Principal Johnk solicited assistance from other SAU 35 schools and is happy to report that Lisbon Regional School was quick to respond. Currently they are assisting Lafayette in preparation and serving of breakfast and lunch. Also quick to respond were Bethlehem and Profile who offered any additional help that may be needed. Principal Johnk indicated that the current plan is working quite well and that the students have been quite pleased with the offerings. Advertisements for the Food Service Director's position have been placed by the Human Resource Representative at SAU 35. Principal Johnk also commented that many parents have offered assistance during this time frame. Principal Johnk further noted that Phyllis Pina, Cafeteria Manager from Lisbon Regional School, has been extremely helpful in this situation along with providing advice for future operation of the lunch program. A brief discussion ensued.

Principal Johnk advised that the applicants for the Administrative Assistant's position have been screened and interviews will be scheduled for the week following vacation.

SUPERINTENDENT'S REPORT

The Board had requested that the May meeting date be changed as it conflicts with the Profile School's Festival of the Arts. Following a brief discussion, the May meeting date was rescheduled to **Tuesday, May 10, 2011 at 5:30 PM.**

Superintendent Macmillan will be facilitating a brief discussion at the May Full Board meeting on the structure of the individual Districts Annual Reports. He has also requested information from the various Boards as to how budget and warrant article presentations are conducted throughout the SAU. A brief discussion ensued.

It is time for the Board to renew the NCES Associate Membership for the 2011-2012 school year at a cost of \$606.00. Following a brief discussion, MOTION BY LINDA GAITSKILL, SECONDED BY TONI BUTTERFIELD TO APPROVE THE NCES ASSOCIATE MEMBERSHIP FOR THE 2011-2012 SCHOOL YEAR IN THE AMOUNT OF \$606.00. ALL IN FAVOR, MOTION CARRIED.

Superintendent MacMillan advised that he is recommending the nomination of Priscilla Whitney to the position of .5 FTE Music Teacher for the 2011-2012 school year. Following a brief discussion, MOTION BY MARY JO GREENE, SECONDED BY TONI BUTTERFIELD TO APPROVE THE NOMINATION OF PRISCILLA WHITNEY TO THE POSITION OF .5 FTE MUSIC TEACHER FOR THE 2011-2012 SCHOOL YEAR AS RECOMMENDED. ALL IN FAVOR, MOTION CARRIED.

Linda Gaitskill pointed out that she has been in touch with Barrett Christina of the NHSBA regarding changes being made at the state level pertaining to the Bullying policy. It is Atty. Christina's feeling that the Lafayette Bullying policy is very comprehensive and will not require any changes. A brief discussion ensued.

FINANCIAL REPORT

Manifests were circulated for Board review and approval.

Business Manager Sandra Stone distributed School Lunch Reports for Board information and review noting that the current projected yearend balance is (\$2,915.05) over the \$20,000.00 set aside for this purpose. Ms. Stone summarized the changes since the prior reporting period fielding questions as necessary. A brief discussion ensued.

Business Manager Sandra Stone distributed Financial Reports for Board information and review noting that the current projected yearend balance is (\$9,167.00). This includes monies set aside for all anticipated encumbrances along with the monies for warrant articles from the anticipated unencumbered fund balance. Ms. Stone indicated that many of the monies set aside are anticipated not to be used and thus be returned to the general fund allowing the District to complete the year in the black. A brief discussion ensued.

Business Manager Sandra Stone distributed data on a proposed change in the Life/LTD insurance carrier for the 2011-2012 school year. Currently Bethlehem and Profile are with Met Life directly with no broker involved. SAU, Lafayette, Landaff and Lisbon are with SunLife utilizing the services of USI New England as their broker. Ms. Stone and Human Resource Representative Gabrielle Granger-Clark recently met with Steve Lesage from NEEBCO (New England Employee Benefits Company) who provided quotes from Boston Mutual Insurance Company for a two year period at a cost savings to all. There will be no change in the benefits offered, just in the premium cost. Ms. Stone is recommending to all Districts at their April meetings that they approve the change in broker and carrier. Following a brief discussion, MOTION BY TONI BUTTERFIELD, SECONDED BY THOMAS EYMAN TO APPROVE THE CHANGE IN THE LIFE/TD CARRIER/BROKER AS PRESENTED. ALL IN FAVOR, MOTION CARRIED.

Business Manager Sandra Stone distributed a cost summary of Workers Compensation and property & Liability coverage for each District with Primex. Primex is seeking to renew this coverage for an additional three year period with a CAP (contribution assurance program) for the 2011-2012, 2012-2013 and 2013-2014 school years. This includes a guarantee that workers compensation costs will not increase more than 8% and property and liability not more than 7%. Following a brief discussion, MOTION BY LINDA GAITSKILL, SECONDED BY THOMAS

EYMAN TO APPROVE THE WORKERS COMPENSATION AND PROPERTY & LIABILITY COVERAGE WITH PRIMEX FOR AN ADDITIONAL THREE YEARS AS PRESENTED. ALL IN FAVOR, MOTION CARRIED

BOARD REPORTS EXECUTIVE BOARD

Toni Butterfield advised the Board that the majority of the items discussed have already been covered in this evening's meeting.

Superintendent MacMillan advised the Board that he anticipates that the current provider of IT Contracted Services will not be continuing for the 2012-2013 school year. He is currently exploring options to replace this service and will update the Board as his research continues.

BUDGET – No Report

BUILDINGS & GROUNDS

Linda Gaitskill advised the Board that the final monies for the Playground Grant have been received and all accounts have been settled. The committee will now be looking at completing the project with the installation of trees and benches. A brief discussion ensued.

Principal Johnk advised the Board that there was a meeting with the community in February to further discuss the addition of a generator at Lafayette Regional School for emergency purposes. This is in the early planning stages and thus will not be put to a vote until the Annual Meeting in March of 2012. As future information becomes available, Principal Johnk will update the Board.

Linda Gaitskill advised that the last check from the Playground Grant will be received in the near future.

NEGOTIATIONS/PERSONNEL – No Report

POLICIES/PROCEDURES

Linda Gaitskill presented the following policies for first reading briefing the Board on the contents and fielding questions as necessary.

- EHAA Computer Security, Email & Internet Communication
- GBEF Acceptable Internet use for Staff
- JICL School District Internet Access for Students
- JICL-R Computer Code of Conduct
- JICL-R1 Acceptable Internet Use for Students

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

Chairman Peabody requested Board members to give some thought to their current committee memberships and if they are seeking any changes.

OTHER BUSINESS

Chairman Peabody spoke about the set-up of the Board Meeting Agenda and the appropriate protocol to have an item added to the agenda for Board discussion. Chairman Peabody pointed out the chain of command noting that the Superintendent is the only employee of the Board and that the Principal actually works for the Superintendent. Chairman Peabody further commented on the responsibilities of school board members and the fact that they need to be careful in

making comments as individuals which could be misconstrued as speaking for the Board itself.
A brief discussion ensued.

There being no further business to come before the Board, MOTION BY LINDA GAITSKILL,
SCONDED BY MARY JO GREENE TO ADJOURN AT 7:37 PM. ALL IN FAVOR, MOTION
CARRIED.

Respectfully submitted;

Marjorie Brown
Board Clerk