

MINUTES

PRESENT: Chairman Tina Peabody; Board Members Thomas Eyman, Linda Gaitskill, Mary Jo Greene, Luther Kinney; Superintendent Paul MacMillan; Business Manager Sandra Stone; Principal Gordie Johnk; Staff Members Ben Woo, Garrett Ferguson.

The meeting was called to order by Chairman Peabody at 5:35 PM.

PUBLIC INPUT - None

LPTO REPORT – No Report

MOTION BY LINDA GAITSKILL, SECONDED BY THOMAS EYMAN TO APPROVE THE MINUTES OF THE AUGUST 2, 2011 MEETING AS WRITTEN. The following corrections were requested:

Page 1, paragraph 6, line 2 should read . . . in her role . . .

Page 3, paragraph 8, line 5 should read . . . Institutional Interiors . . .

ALL IN FAVOR WITH THE AFOREMENTIONED CORRECTIONS, 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 advised the Board that the Library-Media Generalist Marcia deSteuben resigned her position on August 19th effective immediately. In view of this we are now in the process of searching for a candidate to fill the Library and Technology Coordinator position. It has yet to be determined as to whether this will be a combination position or two separate half time positions. Principal Johnk advised the Board that Ben Woo and Garret Ferguson have both stepped forward to assist with technology issues with Ben also serving as technology liaison between teachers and their technology needs. Principal Johnk pointed out that there have been major issues with the network at the opening of school. Garrett Ferguson briefed the Board on the upgrades to the schools technology infrastructure resulting from the \$150,000 grant award. The district had hired NSI to update the system, complete the wireless signals, etc. NSI felt that they had completed their task but the school did not. This resulted in things being in an incomplete stage and a parting of the ways between NSI and Lafayette School District. The school then entered into an agreement with Turbotek which also proved to not be what the district needed. The sudden resignation of Ms. de Steuben and subsequent trouble shooting by Mr. Woo and Mr. Ferguson resulted in the discovery of four core issues which are - what is working, what is not working; the server having no means to backup data; no antivirus software; no active directory installed and no automatic updates. Pricing to achieve these issues along with network managing and maintenance were sought from various vendors. Principal Johnk in collaboration with Mr. Ferguson and Mr. Woo are recommending that Lafayette School District enter into an agreement with Profile Technologies to manage and support Lafayette's technology system along with certain hardware and software programs for a term of one year. Copies of the contract were previously distributed for Board information and review. It is anticipated that by October 1st the network will be stable. Chairman Peabody reminded the Board and Administration that the Superintendent is looking to do something SAU wide for technology management and she hopes that the district will remain collaborative for the future development

as the SAU moves forward. Following a brief discussion, MOTION BY MARY JO GREENE, SECONDED BY LINDA GAITSKILL TO APPROVE THE CONTRACT WITH PROFILE TECHNOLOGIES AS PRESENTED. ALL IN FAVOR, MOTION CARRIED.

Principal Johnk advised the Board that the district is now using Google docs and provided a brief demonstration on the advantages to using this for calendars, etc. All staff and students are also using g-mail for e-mail accounts. It was noted that the students can only utilize g-mail within the confines of the Lafayette domain. It is hoped that this change will afford better communication throughout the building.

Principal Johnk provided a brief overview of the Terra Nova Test Scores for Board information. Terra Nova is a Norm Referenced test which means that it is designed to compare student's test scores throughout the nation. These tests are not designed to show how well the students did based on the Standards (Grade Level Expectations). Assessments are done in the following areas: Reading, Language, Mathematics, Science, Social Studies. The testing format includes Multiple Choice Questions, Short Response Questions, Writing Samples and Extended Open-Ended Response Questions. Principal Johnk briefed the Board on the results per grade and subject advising where the strengths and weaknesses occur. A brief discussion ensued.

Principal Johnk advised the Board that Nick De Mayo has been appointed the Catholic Education Director for the area. Mr. De Mayo requested that brochures be sent home with the children advising parents of the availability of religious education classes. Principal Johnk wanted the Board to be aware that a parent has lodged a complaint pertaining to the separation of church and state.

Principal Johnk advised the Board that two students who will be residing in Franconia upon completion of their new home by the end of September have begun the school year here. It was felt that as the students would be residing here shortly, this was the best placement for them.

SUPERINTENDENT'S REPORT

Superintendent MacMillan presented the Board with their 2011-2012 certificate of membership in the NHSBA (New Hampshire School Board Association).

Superintendent MacMillan advised the Board that he attended the first NCSAA meeting of the 2011-2012 school year earlier today in North Woodstock. The members were informed that for the next legislative session in Concord there are many groups/bills focusing on education. One group is focused on doing away with the Department of Education. Another group is looking to cut all vocational/tech prep funding from the state and another is looking to reduce CAT aid even further than it has been reduced. Building aid is also being looked at for a reduction. There are currently 132 bills filed on education and education funding for this session many of which are bills that failed last session. The NHSBA will be hosting regional meetings in late October and November to try to keep Board members informed and to discuss the bills being presented.

The DOE will be rolling out their new Teacher Effectiveness model on September 16th and will be following up with workshops in October and November. SAU 35 Administrators are planning to be in attendance.

Superintendent MacMillan advised the Board that Principal Steve Sexton of Lisbon Regional School will be covering for him in his absence. Any questions or concerns should be directed to Marge Brown at the SAU Office and she will get in contact with Principal Sexton. Superintendent MacMillan thanked the Board for allowing him the opportunity to travel to Africa to teach.

Superintendent MacMillan recommended the acceptance of the resignation of Marcia de Steuben from her position as Library/Media Generalist effective August 19, 2011. Following a brief discussion, MOTION BY MARY JO GREENE, SECONDED BY TOM EYMAN TO APPROVE THE ACCEPTANCE OF MARCIA DE STEUBEN'S RESIGNATION AS PRESENTED. ALL IN FAVOR, MOTION CARRIED.

FINANCIAL REPORT

Manifests were circulated for Board review and approval.

Business Manager Sandra Stone distributed the first Financial Reports of the 2011-2012 school year briefing the Board on the contents and fielding questions as necessary. Ms. Stone noted that the current projected yearend balance currently is \$40,432.00.

The updated balances in the Capital Reserve Accounts are as follows:

Special Education Account	\$133,529.92
Building Expendable Trust	\$101,781.75
Technology Fund	\$ 20,009.98

Business Manager Sandra Stone advised the Board that the Health Insurance Rates budgeted for a 19.2% increase have come in lower which will save the district \$56,583.00.

Business Manager Sandra Stone further advised the Board that the increased costs for the district's portion of the retirement costs will result in a deficit of \$10,013.00 in this line. A brief discussion ensued.

Business Manager Sandra Stone addressed the Board's questions pertaining to the new water bills. The first billing included several months' water usage and the next three proposed payments were estimates based on the first billing. A second billing has been received which shows an actual meter reading and about one-half of the first billings amount. A brief discussion ensued.

BOARD REPORTS

Mary Jo Greene suggested that Luther Kinney replace her on the Building and Grounds Committee as she is now the Board's representative to the Executive Board along with serving on the Budget Committee. The Board was in agreement to this change.

EXECUTIVE BOARD

Mary Jo Greene advised that the Executive Board met on September 7, 2011. Superintendent MacMillan reported on the majority of the meeting in his report.

Superintendent MacMillan is moving forward with the development of the Health Care Cost Containment Committee which the LGC (Local Government Center) will facilitate. He is in the process of contacting Union Presidents to see if they or a member of their group will be available to participate. He will keep the Board updated on this as it proceeds.

Potential restructuring of the SAU office was discussed.

BUDGET

Tom Eyman provided an overview of the budget development process for Luther Kinney along with the overall structure of the committee. Meetings will start at the end of October and

normally conclude in 4-5 meetings. The proposed budget is presented to the Board for review at their December meeting and the Board votes on the Budget at the January meeting. This is then presented to the voters at the Budget Hearing and subsequently voted at the March 2012 Annual Meeting.

BUILDING & GROUNDS

Linda Gaitskill advised the Board that the sandbox is now here. Benches will be arriving soon and their installation along with planting of trees and shrubs will complete this project. New webbing has been received for the play web which is set to be installed on September 24, 2011 along with a final fluff and buff to the area. A brief discussion ensued.

Principal Johnk updated the Board on the proposed removal of three trees all of which withstood Hurricane Irene. The cost of removing these trees is \$600, \$700 and \$900 respectively and is still being researched and the projects prioritized.

Principal Johnk advised the Board that a full blown Asbestos Abatement Project will be needed prior to the carpet replacement in the older portion of the building (i.e. hallways, multipurpose room and entrance to the multipurpose room. This is a very costly endeavor and Principal Johnk is not sure how Lafayette will proceed with this at this point in time. He is still gathering information prior to formulating a plan. Principal Johnk and the committee will continue to research this and report back to the Board.

Principal Johnk advised the Board that Coventry Log Homes has offered to donate the materials for two dugouts similar to those at Bath and Bethlehem Schools. Mary Jo Greene was instrumental in seeking this donation. The Recreation Department is seeking donation of stones, mesh and rebar and volunteers will be doing the construction. There will be no cost to the tax payers for this project. A brief discussion ensued.

NEGOTIATIONS/PERSONNEL

Chairman Peabody advised that she will have legal counsel review the existing contract prior to the beginning of negotiations.

POLICIES/PROCEDURES

Linda Gaitskill advised the Board that the Parent/Student and Staff Handbooks have been completed.

Linda Gaitskill advised that a complete listing of Policies pertaining to staff have been distributed to all staff members.

Linda Gaitskill distributed an updated listing of current Lafayette Regional School District Policies along with the Policy Committee's To Do List for the 2011-2012 school year for Board information and review.

The Policy Committee's next project will be to work with the SAU in the developing of Job Descriptions for all Lafayette personnel. It is Ms. Gaitskill's understanding that the SAU will develop generic descriptions for all positions which can then be tweaked by the individual districts to fit their particular positions as needed. Principal Johnk has been in touch with the librarian/technology coordinator at Governor Wentworth School District at the suggestion of Superintendent MacMillan to seek input on updating this job description. A brief discussion ensued.

Linda Gaitskill advised that she is interested in attending the Bradley Kidder Law Conference in Concord in October and asked if anyone else is planning to attend.

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

Respectfully submitted;

Marjorie Brown
Board Clerk