

Location: Landaff School
August 1, 2024
Board Meeting @ 5:30 PM

Present: Head Teacher Molly Culver, School Board Vice Chair John Barth, School Board Chair Matthew Copithorne, School Board Member Michelle Beaudin, SAU Superintendent Kate Segal, SAU Business Administrator Toni Butterfield, Landaff School Board Clerk/Secretary Jennifer L. Cartwright.

I. Call to Order: Matt called the meeting to order at 5:43PM.

II. Pledge of Allegiance: The pledge was recited.

III. Approval of the Minutes

1. Public Meeting Minutes – June 18, 2024: **John made a motion to accept the minutes; Michelle seconded; the motion carried.**
2. Non-Public Meeting Minutes #1 – June 18, 2024: **Matt made a motion to accept the minutes; John seconded; the motion carried.**
3. Non-Public Meeting Minutes #2 – June 18, 2024: **Michelle made a motion to accept the minutes; John seconded; the motion carried.**

IV. Public Input: None

Any citizen wishing to speak before the Board must sign in with the board clerk prior to the opening of the meeting. The visitor will identify themselves with their name and address and speak for no longer than three(3) minutes. See Board Policy BEDH.

V. New Business

1. Discussion of Upcoming Meeting Schedule: The school board meetings schedule is September 17, 2024; October 3, 2024; November 6, 2024; December 4, 2024. In January, the meetings will resume on the first Thursday of the month.
2. Discussion to hire an ESL Teacher for shared services throughout the SAU: One student from Landaff, who will be in Lisbon, needs ESL services; Landaff will be using ESL services from Littleton.
3. 24/25 MSB Contract: Medicaid reimbursement; MSB is paid 8% of what the district receives; Molly will set up training for Landaff; a discussion ensued; **Matt made a motion to ask the board to authorize Matt to enter into an agreement with MSB for 2024/2025; Michelle seconded; the motion carried.**
4. Student Handbook: Board reviewed and discussed; **John made a motion to approve the edited Blue School handbook with collaboration between Matt and Molly; Matt seconded; the motion carried.**
5. Employee Handbook: The board reviewed and discussed the handbook; **Matt made a motion to approve the employee handbook as written; John seconded; the motion carried; the handbook will be updated in the fall with Title 9 and any other relevant policies.**

6. Reimbursement Discussion: Molly is asking the board to reimburse staff members for application fees for certification; a discussion ensued; **Matt made a motion for Landaff to reimburse any costs related to licensing; John seconded; the motion carried.**

7. Matt proposed two items for the school:

1. A website redesign for the school; one of Matt's staff will redesign the website;
2. The board needs policy regarding the findings of the auditors and any remediation; this would be a work flow and control with safe guards.

VII. Standing Reports: Matt suggested that the standing reports identify the highlights.

A. Head Teacher: Molly received a scholarship for her next two classes, congratulations!

Monthly Report: Summer school was a success; Molly is working on finalizing the activities for grants; the staff is working on professional development.

B. Superintendent

Landaff Blue School SAU 35 Superintendent's Report: Kate thanked Molly for working hard to meet minimum standards.

C. Business Manager

1. 23-24 Year End Estimate Discussion: \$41,000.00 is the year end balance instead of \$100,000.00; a discussion ensued; the board considered using trust fund monies for the security and safety improvements, as well as, the updated technology, which was previously voted on.

2. School Lunch Meal Pricing: Prices for meals need to be increased by \$0.10; breakfast is now \$1.70 and lunch is \$2.50.

VIII. Committee Reports

A. Executive Board (MC): None

B. Budget (MC): A discussion ensued about approval of paying staff after the fact; **Matt made a motion to discontinue the practice of approving individual salary, retirement, and healthcare payments for full time staff; John seconded; the motion carried.**

C. Policy Handbook (MB): A discussion ensued.

1. AC – Non-Discrimination, Equal Opportunity Employment, Anti- Discrimination Plan: Tabled

2. ACE – Procedural Safeguards; Non-Discrimination on the Basis of

Handicap/Disability: **Matt made a motion to approve the policy for first and second reading, and approval; John seconded; the motion carried.**

3. ACF – Food Nutrition Services: Anti-Discrimination and Civil Rights Complaints: **Matt made a motion to approve the policy for first and second reading, and approval; John seconded; the motion carried.**

4. ADC – Prohibitions Regarding Use and Possession of Tobacco Products,

E-Cigarettes and E-Liquid in and on School Facilities and Grounds: **John made a motion to approve the policy for the first and second reading, and approval, and withdraw JICG/ADC/GBED; Matt seconded; the motion carried.**

5. JICG/ADC/GBED – Prohibitions Regarding Use and Possession of Tobacco

Products, E-Cigarettes and E-Liquids In and On School Facilities and Grounds: Withdrawn.

6. IHBA – Programs for Pupils with Disabilities: **Matt made a motion to approve the policy for a first and second reading, and approval; John seconded; the motion carried.**

7. Appendix IHBA-R(1) – Programs for Pupils with Disabilities – Section 504 –

Notice of Parent & Student Rights: **John made a motion to approve; Matt seconded; the motion carried.**

8. IC-**John made a motion to approve the policy for a first and second reading, and approval; Matt seconded; the motion carried.**

IX. School Staffing Notifications & Approvals

One Staff Nomination: A discussion ensued.

Matt made a motion to authorize Kate to execute a contract with a SLP service provider; John seconded; the motion carried.

X. Non Public Session as per RSA 91A:3, I, II

Matt made a motion to go into non public session at 8:50; John seconded; Matt voted aye; John voted aye; Michelle voted aye; the motion carried.

Matt made a motion to return to public session at 8:54; John seconded; Matthew voted aye; John voted aye; Michelle voted aye; the motion carried.

XI. Adjournment: **Matt made a motion to adjourn at 8:56PM; John seconded; the motion carried.**

Next Board Meeting: September 17, 2024

Notice is hereby made that public comment shall be made without expectation of a response by any School Board member to matters raised by such commentary. The Board will not hear personal complaints about school personnel nor against any person connected with the school system. The expectation of all in attendance is to conduct themselves in a civil manner. The Board respects the right of the public to communicate its stance of matters of interest, but meetings are scheduled in advance to conduct business put forth on its publicly posted agenda only.