



Nonpublic Session Minutes
Landaff School Board
Landaff, NH

Members Present:
Matt Copithorne
John Barth
Michelle Beaudin

Motion to enter Nonpublic Session made by **Matt Copithorne** seconded by **John Barth**.

Specific Statutory Reason cited as foundation for the nonpublic session:

____ RSA 91-A:3, II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.

____ RSA 91-A:3, II(b) The hiring of any person as a public employee.

____ RSA 91-A:3, II(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.

____ RSA 91-A:3, II(d) Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are averse to those of the general community.

____ RSA 91-A:3, II(e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against this board or any subdivision thereof, or by or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled.

____ RSA 91-A:3, II(i) Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.

____ RSA 91-A:3 (j) Consideration of confidential, commercial, or financial information that is exempt from public disclosure under RSA 91-A-5, IV in an adjudicative proceeding pursuant to RSA 541 or RSA 541-A.

X RSA 91-A:3 (k) Consideration by a school board of entering into a student or pupil tuition contract authorized by RSA 194 or RSA 195-A, which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general public or the school district that is considering a contract, including any meeting between the school boards, or committees, thereof, involved in negotiations. A contract

negotiated by a school board shall be made public prior to its consideration for approval by a school district, together with minutes of all meetings held in nonpublic session, any proposals or records related to the contract, and any proposal or records involving a school district that did not become a part to the contract, shall be made public. Approval of a contract by a school district shall occur only at a meeting open to the public at which, or after which, the public contract by a school district shall occur only at a meeting open to the public at which, or after which, the public has had opportunity to participate.

____ RSA 91-A:3 (l) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.

____ RSA 91-A:3 (m) Consideration of whether to disclose minutes of a nonpublic session due to a change in circumstances under paragraph III. However, any vote on whether to disclose minutes shall take place in public session. III. Minutes of meetings in nonpublic session shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes of such sessions shall record all actions in such a manner that the vote of each member is ascertained and recorded. Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting, unless, by recorded vote of 2/3 of the members present taken in public session, it is determined that divulgence of the information likely would affect adversely the reputation of any person other than a member of the public body itself, or render the proposed action ineffective, or pertain to terrorism, more specifically, to matters relating to the preparation for and the carrying out of all emergency functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life. This shall include training to carry out such functions. In the event of such circumstances, information may be withheld until, in the opinion of a majority of members, the aforesaid circumstances no longer apply. For all meetings held in nonpublic session, where the minutes or decisions were determined to not be subject to full public disclosure, a list of such minutes or decisions shall be kept and this list shall be made available as soon as practicable for public disclosure. This list shall identify the public body and include the date and time of the meeting in nonpublic session, the specific exemption under paragraph II on its face which is relied upon as foundation for the nonpublic session, the date of the decision to withhold the minutes or decisions from public disclosure, and the date of any subsequent decision, if any, to make the minutes or decisions available for public disclosure. Minutes related to a discussion held in nonpublic session under subparagraph II(d) shall be made available to the public as soon as practicable after the transaction has closed or the public body has decided not to proceed with the transaction.

Roll Call vote to enter nonpublic session: **Matt Copithorne Y**
 John Barth Y
 Michelle Beaudin Y

Remove public meeting tape (if applicable).

Entered nonpublic session at **6:08 p.m.**

Other persons present during nonpublic session:

Lisbon Board Members Arthur Boutin, Steve Sherry, Cathy Colby, Owen Clark, Landaff Head Teacher Molly Culver, SAU Superintendent Kate Segal, SAU Business Administrator Toni Butterfield, Landaff School Board Clerk/Secretary Jennifer L. Cartwright.

Description of matters discussed and final decisions made:
A contract with the Lisbon school was discussed, as well as, students requesting to go to the Lisbon School. No decision was made.

Note: Under RSA 91-A:3, III. Minutes of proceedings in nonpublic sessions shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting, unless, by recorded vote of 2/3 of the members present, it is determined that divulgence of the information likely would affect adversely the reputation of any person other than a member of this board, or render the proposed action of the board ineffective, or pertain to terrorism. In the event of such circumstances, information may be withheld until, in the opinion of a majority of members, the aforesaid circumstances no longer apply.

Motion to leave nonpublic session and return to public session by **Matt Copithorne** seconded by **John Barth**.

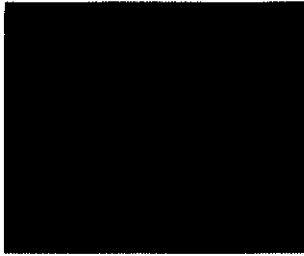
Motion: **PASSED** (circle one) Nonpublic meeting tape removed, public meeting tape replaced (if applicable). Public session reconvened at **6:18 p.m.** Motion made to seal these minutes? If so, motion made by _____, seconded by _____, because it is determined that divulgence of this information likely would... _____ Affect adversely the reputation of any person other than a member of this board _____ Render a proposed action ineffective _____ Pertains to preparation or carrying out of actions regarding terrorism

Roll Call Vote to seal minutes:

[name]	Y	N
[name]	Y	N
[name]	Y	N
[name]	Y	N
[name]	Y	N

Motion: PASSED/DID NOT PASS (circle one)

Submitted by,
Jennifer L. Cartwright, Landaff School Board Clerk/Secretary



Landaff School Board
Location: Landaff School
May 21, 2024
Board Meeting @ 5:30 PM

Present: Head Teacher Molly Culver, School Board Chair John Barth, School Board Vice Chair Matthew Copithorne, SAU Superintendent Kate Segal, SAU Business Administrator Toni Butterfield, School Board Member, Michelle Beaudin, Technology Jason Cartwright, Landaff School Board Clerk/Secretary Jennifer L. Cartwright.
Public: Lisbon School Board Member Arthur Boutin, Lisbon School Board Member Steve Sherry, Lisbon School Board Member Cathy Colby, Lisbon School Board Member Owen Clark.

I. Call to Order: Matt called the meeting to order at 5:36PM.

II. Pledge of Allegiance: The Pledge of Allegiance was recited.

III. Approval of the Minutes

1. Public Meeting Minutes – April 16, 2024: **John made a motion to accept the minutes; Matt seconded; Michele abstained; the motion carried.**
2. Non-Public Meeting Minutes – 6:22 PM - – April 16, 2024: **John made a motion to accept the minutes; Michelle seconded; the motion carried.**
3. Non-Public Meeting Minutes – 8:49 PM – April 16, 2024: **John made a motion to accept the minutes; Michelle seconded; the motion carried.**

IV. Public Input

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

Lisbon/Landaff Tuition Agreement: A discussion ensued about a new contract with Lisbon when the current one expires in June of 2025; discussed having an agreement before the next Lisbon Town budget meeting; a discussion ensued about the previous agreements; the Lisbon School Board members and the Landaff School Board members plan to meet in September 2024 to finalize a contract.

Technology: There is \$18,000.00 in the budget for technology; a Promethean board will cost approximately \$7,000.00+; there is a need to update technology that is old; Jason spoke to the technology needs which are 10 new iPads, Service Pro for Molly and for two other teachers; **Matt made a motion authorizing the expenditure of up to \$18,000.00 for a Promethean Board, iPads, and Service Pros/laptops; John seconded; the motion carried.**

VI. Continuing Business

Invite Treasurer to June Meeting: Toni will contact Tammy Heath.

VII. Standing Reports

A. Head Teacher:

1. Monthly Report: Landaff students have been studying for their end of the year assessments and writing Fairy Tales. They started the Novel Engineer unit in Computer Science with a visual model and presentation. The third and fourth graders are preparing for their NH SAS testing. Preschoolers are enjoying learning nursery rhymes, pond life and gardening.

Preschool and Kindergarten Registration was a success! As of right now, we have 10 enrolled in preschool and 5 enrolled in kindergarten.

Building Update: Garrett will be doing the work around the property, including the ceiling and door.

2. Request for June 7, 2024 Field Day Expense: Molly asked for \$129.00 from the box top fund for pizza for field day; **John made a motion to utilize \$129.00 from the box top fund for pizza from Lisbon Pizza for field day; Michelle seconded; the motion carried.**

3. Entering into OT contract for next year: A discussion ensued about the OT services and who would be providing them; **John made a motion for Matt to enter into a contract with Caitlyn Nelson at Peak Rehabilitation and Wellness for OT services on the behalf of the board; Michelle seconded; the motion carried.**

B. Superintendent

Landaff Blue School SAU 35 Superintendent's Report May 2024: Kate observed several Blue School staff member teaching various lessons to groups of students.

C. Business Manager

1. Budget to Actual Report: There will be an ending fund balance of approximately \$100,000.00.

2. Addition of ICS Bank Account: **Matt made a motion to enter into a sweep account for the Landaff Blue School at WGSB; John seconded; the motion carried.**

3. Changes to DocuSign Signing Order: A discussion ensued about approving items that cannot be denied.

4. Food Service Management Company bids: The choice for food service is between Abby Group and Fresh Picks.

VIII. Committee Reports

A. Executive Board (JB): There was a discussion about the last day of school, the channeling of complaints, moving the June 18th meeting and Kate added a N/A section to her evaluation.

B. Budget (MC): covered

C. Policy Handbook (MB): To be reviewed in June; a discussion ensued.

1. GBCD: Background Investigation and Criminal History Records Check

2. IC: School Year and School Year Calendar

3. IKL: Academic Honesty and Integrity

IX. School Staffing Notifications & Approvals: The Blue School is looking for a speech therapist, teacher assistant position, administrative assistant part time, and, possibly, a preschool position.

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

1. **Matt made a motion to go into non public session at 6:08PM; John seconded; Matthew voted aye, John voted aye, Michelle voted aye; the motion carried.**

Matt made a motion to come out of non public session at 6:18 PM; John seconded; Matt voted aye, John voted aye, Michelle voted aye, the motion carried.

1. **Matt made a motion to go into non public session at 7:44PM; John seconded; Matthew voted aye, John voted aye, Michelle voted aye; the motion carried.**

Matt made a motion to come out of non public session at 8:22PM; John seconded; Matthew voted aye, John voted aye, Michelle voted aye; the motion carried.

XI. Adjournment: Matt made a motion to adjourn at 8:36; John seconded; the motion carried.

Next Board Meeting: June 18, 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.

Submitted by,
Jennifer L. Cartwright, Landaff School Board Clerk/Secretary