Landaff School Board-Draft

Location: Landaff School

January 16, 2024

Board Meeting at 5:30 PM

I. Call to Order: John called the meeting to order at 5:42PM.

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 Meg Hamilton, Landaff School Board Clerk/Secretary Jennifer L. Cartwright

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

III. Approval of the Minutes: **Matt made a motion to accept the minutes of the December meeting; 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. Library Media Position Discussion-Molly stated that the Innovation Plan states that the school should have a qualified media specialist; Molly talked to Sam Natti about utilizing the Lisbon School for media/library science; this will be a large increase in money to Lisbon; a discussion ensued; need to keep PE, health and library on the same day for busing. **Matt made a motion for Molly to work with Lisbon to secure access to the Lisbon Library Specialist for the 2024-2025 school year; John seconded; the motion carried.**

2. Blue School Accounting Position Discussion-this issue was discussed in a prior meeting; the position is funded in the budget; a discussion ensued.

VI. Continuing Business

1. Review of Federal Grants Funds-Toni, Matt, Dale Locke, Molly and Mike Kelly worked on a variety of grants.

2. 3 Year Board Member Term Correction-the dates for submission of names for ballots is January 24, 2024 to February 2, 2024; John needs to file for board member since his term will be up this year.

3. School Vouchers-Kate received vouchers for one 9th grader at Profile, one 8th grader at Profile and one 11th grader at Profile. **Matt made a motion to accept the three requests; John seconded; the motion carried.**

VII. Standing Reports

A. Head Teacher

Monthly Report-the students have been working hard; they have been working on robotics and coding, as well as, the regular curriculum; 3rd and 4th graders are preparing for the state testing.

B. Superintendent

1. Superintendent Report-the superintendent has been continuing with biweekly visits to schools and working with the SAU faculty on certification.

2. Innovation Plan Approval Letter-the plan was approved unanimously.

3. SAS Results by Grade-Landaff students have shown improvement in state assessments.

C. Business Manager

1. Budget to Actual Report-there should be a good ending fund balance; Medicaid jumped this year; adequacy is down from last year; $17,000.00 from last year was used for the parking lot; preschool looking good so far because of out of town students; a discussion ensued about the cost of preschool to parents; Matt questioned the use of the budget override and could it be used for updating technology; a discussion ensued.

2. Letter from the Auditors-there was a threatening letter from Department of Revenue for penalties if the 2022 audit wasn't sent in.

VIII. Committee Reports

A. Executive Board (JB)-the board discussed the multi tiered systems, the superintendent review, the innovation plan, and the board's responsibilities and roles.

B. Budget (MC)-the committee tried to be conservative about unanticipated families moving in town; recommended 4% increase for staff; increase for the preschool teacher for achieving higher level of education; a discussion ensued, the discussion was tabled. There is $20,000.00 set aside for the hiring of an administrative assistant position. A discussion ensued about paras for Lisbon and Profile. A discussion ensued about the increases in salaries in the budget, increased pay of treasurer, and increasing the budget line for attorney fees.

C. Policy Handbook (MH)-the committee got into google drive to make changes to BEDG, ACN, JKAA, GBCD; **John made a motion to accept the four previous policies for second reading and approval; Matt seconded; the motion carried.**

EHAB-working on defining the roles and responsibilities of the ISO.

The committee is waiting to hear from the lawyer in reference to policy JCA.

A discussion ensued about a mouse infestation at the school.

John made motion to contact a pest service for a yearly contract; Meg seconded; the motion carried.

IX. School Staffing Notifications & Approvals-None

X. Non Public Session as per RSA 91A:3, I, II, if needed-None

XI. Adjournment-**Matt made a motion to adjourn at 7:06PM; John seconded; the motion carried.**

Next Board Meeting: February 12, 2024, Budget Hearing at 5:30 PM, board meeting to follow.

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