

LITCHFIELD SCHOOL DISTRICT

Our mission is to provide rigorous and varied educational opportunities that challenge and engage all students to attain their highest level of intellectual, social, physical, and emotional growth. (2007)

**LITCHFIELD SCHOOL BOARD
SCHOOL ADMINISTRATIVE UNIT NO. 27**

Litchfield, New Hampshire 03052

**Approved Minutes for August 28, 2018
Emergency Meeting**

In Attendance: Brian Bourque, Chair
Christina Harrison, Vice Chair
Robert G. Meyers, III, Board Member (*Excused*)
Elizabeth MacDonald, Board Member (*Excused*)
Tara Hershberger, Board Member
Dr. Michael Jette, Ph.D., Superintendent
Cory Izbicki, Business Administrator
Michele E. Flynn, Administrative Assistant

I. PUBLIC SESSION

7:30 a.m.

A. Call to Order

Mr. Bourque called the meeting to order at 7:30 a.m.

B. Pledge of Allegiance

C. Proposal for Addition of Grade 1 Teacher

Mr. Thompson presented a proposal to add a teacher for Grade 1 based on the current increased enrollment. He indicated that they looked at room use and staffing, and made changes in their room utilization to accommodate a fifth grade 1 classroom.

Mr. Bourque asked which staff do not have a room.

Mr. Thompson indicated that tutoring will now be done in room 5 as room 37 will be used as a staff room. He reported that the Specials schedule was revised to accommodate the extra class. He explained that the Specials will be rotated so all five grade 1 classes will be able to have Specials. Mr. Thompson mentioned that out of five candidates for a grade 1 teacher, two were called for interviews.

Mr. Bourque asked how many first grade students are lost prior to the beginning of each year.

Mr. Thompson commented that losses would have occurred by now, but there may be one or two. He indicated adding the fifth class will be a challenge as supplies, textbooks, teacher manuals and storage will need to be provided. He noted that there is a plan to notify parents of the affected students about the changes in class assignments.

Mr. Bourque commented some parents may be concerned if they already knew their child would be in a class with a certain teacher or certain other student(s) and now there will be a change.

Mr. Izbicki reviewed funding for the additional class. He reported that the total needed was identified. He indicated that areas of attrition in regular education salaries due to turnover in each building should be sufficient to fund the additional costs associated with adding a first grade classroom.

II. PUBLIC INPUT

Janine Anctil, 43 Tanager Way, thanked the School Board for their prompt consideration to add a first grade class at GMS.

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III. SCHOOL BOARD DECISION

Mrs. Harrison made a motion to add a first grade teacher position at GMS and offer a one year contract for the position. Mrs. Hershberger seconded. The motion carried 3-0-0.

III. ADJOURN

Mrs. Harrison made a motion to adjourn the meeting at 7:44 p.m. Mrs. Hershberger seconded. The motion carried 3-0-0.

Respectfully submitted,

Michele E. Flynn
Administrative Assistant to the School Board