

LINCOLN-WOODSTOCK COOPERATIVE SCHOOL BOARD
SAU #68
DATE: June 26, 2024
SCHOOL BOARD MEETING MINUTES

SCHOOL BOARD PRESENT:

Jay Duguay, Chairperson
Mandi Avery
Kevin Bell
Joe Bossie
Casey Caulder
Tamra Ham
Jasmine Weeden

ADMINISTRATION/STAFF/STUDENT PRESENT:

Judith McGann, Ed.D., Superintendent of Schools
Debbie O'Connor, Financial Manager
Sharon Holt, Assistant to the Superintendent
Bart King, Technology Assistant
Rebecca Steeves, Teacher Representative

PUBLIC PRESENT REMOTELY:

Sheila Rich
Paula Houde

The School Board meeting was held in the Elementary School Music Room.

School Board Chairperson, Jay Duguay called the meeting to order at 6:35 PM.

Minutes:

Tamra Ham made a motion to approve the Public Hearing minutes of June 12, 2024. Jasmine Weeden seconded the motion. Discussion: None. **Jay Duguay called a vote to approve the minutes. All Board members were in favor and the motion carried unanimously.**

Tamra Ham made a motion to approve the School Board meeting minutes of June 12, 2024. Jasmine Weeden seconded the motion. Discussion: None. **Jay Duguay called a vote to approve the minutes. All Board members were in favor and the motion carried unanimously.**

Tamra Ham made a motion to approve the School Board non-public session minutes of June 12, 2024. Jasmine Weeden seconded the motion. Discussion: None. **Jay Duguay called a vote to approve the minutes. All Board members were in favor and the motion carried unanimously.**

Communication:

- Superintendent McGann mentioned a confidential letter regarding a student was received.

Reports:

Business Administrator's Report:

- Debbie O'Connor noted that the next School Board meeting is not until July 17, 2024 and asked that the Board members make sure to review and respond to email messages regarding A/P and payroll manifests and/or stop by the SAU office.
- Debbie O'Connor mentioned that the meeting was Dr. McGann's last meeting as Superintendent after working with the District for 13 years.
 - Mrs. O'Connor, the Board members, and others present thanked Dr. McGann for her years of service.

Superintendent's Report:

- Superintendent McGann noted a Facilities Committee meeting was held prior to the Board meeting.
 - Joe Bossie mentioned summer facilities projects are underway. The gym floor has been refinished, doors are being replaced in the Middle/High School, and carpets have been removed to make way for new flooring in the Middle School wing. Work is also being done to fix/replace the flooring in the Elementary School entryway. Once the door replacements are completed in the Middle/High School, the windows replacements will begin as well as the work on the Elementary School entryway. Other upcoming projects include the completion of the Middle/High School HVAC project and work on the fencing.

- Tamra Ham asked how often the gym floor is refinished? Joe Bossie answered, yearly.
- Superintendent McGann reminded the Board members that the July and August meetings are not the typical (2nd and 4th Wednesday of the month) meeting dates. The July meeting is scheduled for Wednesday, July 17th and the August meeting is Wednesday, August 21st.
- Superintendent McGann noted the interactive element for the Elementary School mural project is functional but there are a few glitches still being worked out to line up the correct student video with the correct area of the mural. There is a QR code beside the mural that can be scanned to access the student videos.
- Superintendent McGann mentioned a copy of the Intervention Coordinator position job description was included in the School Board packets.
 - Jay Duguay mentioned the Intervention Coordinator position was approved at the last School Board meeting.
- Superintendent McGann noted the only committee meetings that are held regularly during the summer are the Policy and Facilities Committees. The other committees are staff focused and will start-up again in the fall.
- Superintendent McGann mentioned there are policies on first reading that the Board will need to move to second reading if appropriate.
 - Jay Duguay noted the recommended policy changes appear to be based on statute.
 - Sharon Holt mentioned the policy changes are as recommended in the NHSBA spring policy update.

Principal's Report: None.

Committee Reports:

Policy Committee:

Tamra Ham made a motion to move policies ACE, ACF, ADB, ADC, BGAA, CA, DID, DID-R, EEAB, GBCD-RG, IHBA, IHBA-R, JICD, JKAA, JRA, and KEE to second reading. Jasmine Weeden seconded the motion. Discussion: None. Jay Duguay called a vote to approve the motion. All Board members were in favor and the motion carried unanimously.

Business Requiring Board Action:

Staff Nominations, Recommendations, and Resignations:

- Jay Duguay provided a summary of the NH School Board Association (NHSBA) recommended Superintendent Search process utilizing the Bryan Group. This recommended process was followed by the District. After this thorough search process, the 12 member Search Committee brought forward one candidate, Dr. Mary Steady. The Bryan Group found no issues with Dr. Steady's references and a background check was previously done by the District. Employment terms were negotiated and a contract was created for the full-time Superintendent position. The contract was reviewed by the District's attorney as well as Dr. Steady.
 - Tamra Ham asked for confirmation on the contract length? Jay Duguay confirmed the contract was for three years.

Jay Duguay made a motion to nominate Mary Steady for the position of Superintendent with a three year contract. Jasmine Weeden seconded the motion. Discussion: Kevin Bell expressed his gratitude to the search committee members for their work in completing the Superintendent search and bringing forward a qualified candidate within the tight timeline. Jay Duguay called a vote to approve the minutes. All Board members were in favor and the motion carried unanimously.

- Board members welcomed Dr. Steady to her new roll and discussed the posting of the Director of Pupil Services position.
- Jay Duguay mentioned his conversation with Dr. Steady regarding any changes the Board would like to see in the Superintendent/Board relationship as well as a welcome interview with the Board. The Board will hold a non-public session after the next School Board meeting to discuss.

New Business: None.

Continuing Business:

Strategic Plan: No updates at this time.

Superintendent Search: Nothing further.

Recognition of Visitors/Public Participation:

Student: None.

Staff: Jay Duguay welcomed Rebecca Steeves.

Rebecca Steeves presented the following information:

- From Rebecca Steeves: Grade 7 summited Mt. Washington via the Cog Railway a couple of weeks ago and visited the Observatory! We were hosted by staff from the Observatory during the entire trip. Students collected weather data at the base, along the way up from the train, and again at the summit with digital instruments to observe the differences as we traveled up to 6288'. At the top, we perused the museum, toured the weather room, and were able to climb up to the very top of the observatory where the meteorologists do their hourly observations. Some students even found Nimbus, the resident cat. Thank you to the administration and the board for supporting this experience for our students!
- From Rebecca Steeves, Heather Krill, Aaron Loukes, & Shaun Hagan: Girls of Summer along with Boys of Summer is underway! Seeing that students may be looking for something a bit different, we sent out a survey before school was out. Based on those results, we are combining most activities this year and introducing new activities for Girls of Summer. We have hikes planned, along with an outing at Mirror Lake, the Boys will ride bikes 1 day, and we still hope to pull off an overnight at Lonesome Lake hut. We were able to get in a hike before school was out, but the storms have seemed to fall on our outing days. We are hiking to Greeley Pond tomorrow, and hope to continue on schedule from there! Thank you again for supporting these enrichment programs!
- From Dave Webster: Summer school began on June 17th and is in full swing, running five days a week with the exception of the 4th of July week. Classes are held for three hours each day, from 8:30 to 11:30 in the morning. The primary focus is on helping students successfully master missed standards and competencies from the previous academic year. Attendance has been consistently strong, and notably, some students have already completed their requirements as early as the second week. Overall, it has been a productive and successful start to the summer program, with students making significant progress towards their educational goals.

Community:

- Tamra Ham asked about the storage container in the parking lot? Debbie O'Connor noted the container holds the windows for the SAFE grant window replacement project.
- Tamra Ham inquired about two teachers for the 10 incoming kindergarteners? Superintendent McGann noted the teachers are attending training on teaching multi-age classrooms.
- Tamra Ham asked if the District was planning a pilot pre-school program? Superintendent McGann answered there is no plan for a pre-school program.

Tmara Ham made a motion to adjourn the Board meeting. Jasmine Weeden seconded the motion. Discussion: None. Jay Duguay called a vote to approve the motion. All Board members were in favor and the public meeting adjourned at 6:58 PM.

Respectfully submitted,
Sharon Holt, Assistant to the Superintendent