

LINCOLN-WOODSTOCK COOPERATIVE SCHOOL BOARD

SAU #68

DATE: February 14, 2024

SCHOOL BOARD MEETING MINUTES

SCHOOL BOARD PRESENT:

Tamra Ham, Vice-Chairperson
Kevin Bell
Casey Caulder
Jasmine Weeden
Joe Bossie
Ashley Youngheim

SCHOOL BOARD ABSENT:

Jay Duguay

ADMINISTRATION/STAFF/STUDENT PRESENT:

Judith McGann, Ed.D., Superintendent of Schools
Jason Robert, Principal
Debbie O'Connor, Financial Manager
Sharon Holt, Assistant to the Superintendent
Bart King, Technology Support
Shaun Hagan, Teacher Representative

PUBLIC PRESENT:

Jerry Stringham
Diane Tardiff
Jon Ham

Nancy Ingalls
Nancy Cuning

PUBLIC PRESENT REMOTELY:

Sally Nicoll

Faith Bossie

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

Call to Order:

School Board Vice-Chairperson, Tamra Ham called the School Board meeting to order at 6:57 PM.

Educational Focus – NEASC:

- Jason Robert provided an overview of the New England Association of Schools and Colleges (NEASC) accreditation process. NEASC accreditation occurs over a ten year cycle. The key components in the process include self-reflection, collaborative conference, develop and implement a school growth plan, reflective summary report, and personalized decennial accreditation visit. The District has established a steering committee and a writing team and is currently working through the first phase of the ten year cycle, self-reflection, to determine strengths and needs for growth. Individual small staff groups are also meeting to work on this process. Lin-Wood is lucky to be able to work on the project as a full K-12 District where most schools focus the accreditation process only on high school. Future steps in the process involve visits from other educators including a collaborative conference and a decennial accreditation visit. The cost for the accreditation process will be approximately \$19,000 which will be included in next year's (2025-2026) budget.
- Jason Robert mentioned he has been giving the opportunity to participate on a team for a NEASC accreditation visit for another District in May and looks forward to the experience to see another side of the process. The hope is that other Lin-Wood educators have this opportunity as well.
- Shaun Hagan mentioned this is the third NEASC accreditation process he has participated in and it has been the smoothest and cleanest of his experience. NEASC has pared-down the process and the current version seems more purposeful.

Meeting Minutes:

Jasmine Weeden made a motion to approve the January 24, 2024 School Board meeting minutes as presented. Joe Bossie seconded the motion. Discussion: None. Tamra Ham called a vote to approve the motion. All Board members present were in favor and the motion carried unanimously.

Jasmine Weeden made a motion to approve the January 24, 2024 School Board non-public session minutes as presented. Casey Caulder seconded the motion. Discussion: None. **Tamra Ham called a vote to approve the motion. All Board members present were in favor and the motion carried unanimously.**

Correspondence:

- Superintendent McGann noted correspondence was included in the Board member packets (NCES newsletter and the activities calendar).

Business Administrator's Report:

- Debbie O'Connor mentioned when the District last went through the NEASC accreditation process the cost was approximately \$20,000.
- Debbie O'Connor noted the District is working to establish a Capital Improvement Plan (CIP). The towns operate with CIPs. The CIP will be a great tool for budgeting future facilities and technology projects.
- Debbie O'Connor mentioned she would reach out to the School Board members when the official warrant and budget form (MS-26) are ready for Board member signatures. Board members are asked to stop in and sign the warrant and MS-26 no later than Thursday, February 22nd to allow ample time to meet posting requirements.

Superintendent's Report:

- Superintendent McGann mentioned School District Moderator, Robert Wetherell was unable to attend the School District's Budget Hearing. He will be invited to attend the March 13th regular School Board meeting to discuss any questions he may have on the warrant and the warrant assignments for Board members at the Annual Meeting.
- Superintendent McGann mentioned a representative from Primex will be visiting the Elementary School on Thursday, February 15th to perform a walkthrough of the MPR relating to an incident that was mentioned at the last School Board meeting.

Principal's Report:

- Jason Robert announced the High School Boys Ski Team won the State meet and the Middle School Ski Team took second place in the Middle School Red Parka race!
 - The Board members, staff, and public present expressed their congratulations all around!
 - Tamra Ham mentioned it is wonderful to see the community's overwhelming support of these milestone achievements including providing an impromptu parade!
- Jason Robert mentioned Paula King is a finalist for the prestigious Special Education Teacher of the Year award, a well-deserved honor.
 - The Board members, staff, and public present expressed their congratulations!
- Jason Robert noted that Dori Weeden and Kristie Morris are working toward ESOL (English for Speakers of Other Languages) certifications to provide necessary support to current and future Lin-Wood students.
- Jason Robert mentioned Lin-Wood's FBLA (Future Business Leaders of America) members are working on their Capstone projects.
- Jason Robert noted Lin-Wood's Winter Carnival week will be held next week (February 19th – February 23rd). Thank you to Jen Witcher, the Student Council, and staff for the efforts in organizing the activities for the week.
- Jason Robert expressed appreciation to Gail Houle (Megan Houle's mother) for providing a \$100 donation to the Elementary School in support of the winter activities program.

Committees:

- Superintendent McGann mentioned Facilities Committee minutes were included in the Board member packets. This Facilities Committee meeting was discussed at the previous Board meeting.
- Superintendent McGann mentioned the Technology Committee will be meeting on Monday, February 19th and the Professional Development Committee will be meeting on Tuesday, February 20th.
- Superintendent McGann noted a Transportation Committee meeting is needed. Tamra Ham and Joe Bossie are the Board member representative for this Committee.
- Tamra Ham mentioned a Risk Management Committee meeting was held last week. The Committee preformed a walkthrough of the Middle/High School relating to staff safety. No significant issues were identified.

Business Requiring Board Action:

Staff Nominations, Recommendations, and Resignations:

- Superintendent McGann mentioned the District was not able to find a replacement for the French teaching position. Students in the French I, II, and III will move to VLACS (Virtual Learning Academy) to complete this year's French studies. The VLACS French classes will be completed in school with the support of a Lin-Wood

teacher. The 7th graders have completed their Middle School World Language program in the first half of the year, 8th grade World Language will not be available for the remainder of the year.

- Superintendent McGann announced her retirement as of June 30, 2024 when her current contract expires.
 - Board members expressed their congratulations to Dr. McGann on her retirement and expressed appreciation for the knowledge and guidance she provided over her 13 years of service to the District.

Continuing Business:

Strategic Plan:

- Superintendent McGann noted there was nothing additional regarding the Strategic Plan at this time.

2024-2025 Budget:

- Tamra Ham noted the Budget was discussed at the Budget Hearing which preceded the Board Meeting.

New Business:

Set Transportation Committee Meeting Date:

- Tamra Ham noted she and Joe Bossie will work together with Debbie O'Connor and Dr. McGann to set-up a Transportation Committee meeting.

Recognition of Visitors/Public Participation:

Student: None.

Staff: Tamra Ham welcomed Shaun Hagan.

- Shaun Hagan mentioned that Lin-Wood student, Dalton Lylyk will be participating in the regional semi-finals of Poetry Out Loud. Dalton is also the School's finalist in the Rotary Speech competition.
 - Board members expressed their congratulations to Dalton and wished him luck.
- Shaun Hagan noted Winter Carnival week is shaping up to be fun and wished for more snow to support planned activities.
- Shaun Hagan expressed his appreciation to staff members and administration for their flexibility in covering classes as necessary when substitutes are not available.

Superintendent McGann reminded the Board members that there is a regular Board meeting scheduled for March 13th and the Annual District meeting will be held on March 19th. Dinner will be provided for Board members and election workers prior to the Annual meeting. Invitations will be sent as soon as the details are finalized.

Community: None.

Joe Bossie made a motion to adjourn the meeting. Jasmine Weeden seconded the motion. Discussion: None. Tamra Ham called a vote to approve the motion. All Board members present were in favor and the public meeting adjourned at 7:25 PM.

Respectfully submitted,
Sharon Holt, Assistant to the Superintendent