

LINCOLN-WOODSTOCK COOPERATIVE SCHOOL BOARD

SAU #68

DATE: January 8, 2025

SCHOOL BOARD MEETING MINUTES

SCHOOL BOARD PRESENT:

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

ADMINISTRATION/STAFF/STUDENT PRESENT:

Dr. Mary Steady, Superintendent of Schools
Peter Stivali, Principal
Debbie O'Connor, Financial Manager
Sharon Holt, SAU#68 Administrative Assistant
Trey Aldridge, Technology Director
Bart King, Technical Support

PUBLIC PRESENT:

None

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

School Board Chairperson, Jay Duguay called the School Board meeting to order at 7:10 PM.

Minutes:

Tamra Ham made a motion to approve the School Board meeting minutes of December 11, 2024. Kevin Bell seconded the motion. Discussion: None **Jay Duguay called a vote to approve the motion. Joe Bossie and Jasmine Weeden abstained. All other Board members were in favor and the motion carried.**

2025-2026 Budget:

Technology Budget Presentation:

- Trey Aldridge presented the 2025-2026 technology budget highlighting some of the larger expenses.
 - *Chromebooks*: Students initially receive *Chromebooks* in sixth grade. These *Chromebooks* have traditionally been replaced with larger-screen models when students start 11th grade. Based on the history of wear and tear on the *Chromebooks* between 6th grade and 10th grade, it was determined that students would be better served if the *Chromebooks* were replaced at the start of 10th grade. This 10th grade replacement process will begin in the 2025-2026 school year which will require the purchase of *Chromebooks* for both the 10th grade and 11th grade classes for the start of the school year.
 - The Board asked about the unit price and year over year cost of the *Chromebooks*? Trey Aldridge noted the yearly hardware cost of the *Chromebooks* has remained pretty consistent in the \$250 range. The per unit management license fee has increased about 3% year over year. The current fee is \$32 per unit for the year.
 - The Network Edge Security device(s) cost will be wrapped into the firewall security as a service subscription cost. This will move the District away from having an on-site firewall device.
 - The Board discussed the cost effectiveness and benefits of subscription based security as a service cost versus in-house firewall, etc. Over a five-year period the cost would be approximately the same. The subscription service will enhance other in-house security measure already in place. The subscription service is Top 3 complaint with federal laws regarding Data security.
 - *ClearTouch* Displays: The District currently has seven Displays and would like to purchase up to seven more for permanent installation in classrooms. The current Displays have been purchased through grant funds over the last few school year. Each Display has a 7-10 year life span. There has been great response from teachers regarding the current *ClearTouch* displays. Those teachers that attended the hands-on training this past summer have become super "semi-pro" users and have shared their knowledge with others. The more *ClearTouch* Displays the District has, the more useful they will become as announcements can be made over the Displays and there would be the ability to collaborate classroom to classroom. Additionally, in the future *ClearTouch* Displays may replace the need for teachers to have desktop computers.
 - The Board asked about the possibility of utilizing additional grant funds for purchasing *ClearTouch* Display units and plans for replacement as the units reach their end of life-span? Dr.

Steady noted Display units will be added to grants when possible. Trey Aldridge noted the units will be replaced on a rotating basis with the oldest units purchased being replaced first.

- Software and services in the budget include ALMA-Student Information Service (which is also utilized by the State of NH for reporting), OpenDNS Umbrella Security/Filtering, IT SecureManage SAAS/EDR/MDR, *Baramundi* AD management center, security training and auditing services, *Wasabi* Cloud Data Protection/DR, *Aruba Central*/support/Warranty (WiFi), and *Microsoft/Google* Enterprise licensing.
 - Cybersecurity and training was discussed.
 - The District Incident Response Plan is almost complete and will be brought to the Board for review and approval.

Communication:

Correspondence:

- The NCES Newsletter was included in the School Board packet.

Reports:

Business Administrator's Report:

Debbie O'Connor reported:

- A Trust Fund hearing will be needed at the start of the January 22, 2025 School Board meeting. A new Tri-caster solution is needed for the Kanc Connection class. The Tri-caster is a video production hub which controls video effects, etc. This will be replaced by a video production computer system. The cost would be approximately \$6,000. This item was removed from the 2024-2025 budget in favor of using Trust Fund monies for its purchase.
 - Trey Aldridge noted the current Tri-caster is past its life-span. It has a proprietary license and is currently out of licensing. The recommended video production computer system would not have proprietary licensing. There will be a one-time charge for software and perhaps additional fees for software upgrades in the future.
 - Debbie O'Connor noted there is currently approximately \$23,000 in the Equipment Trust Fund and \$43,000 in the Technology Trust Fund. Traditionally purchases such as this have come from the Technology Trust Fund. There are a number of other Technology items the Board has discussed removing from 2025-2026 Budget in favor of utilizing the Technology Trust Fund. With this \$6,000 expense, there will not be enough money in the Technology Trust Fund to cover all items discussed. The Board will then need to determine if additional monies should be allotted to the Technology Trust Fund in the traditional Trust Fund Warrant Articles.
 - Jay Duguay mentioned the plan to utilize the Equipment Trust Fund to purchase a baseball pitching machine.
 - The Board determined to schedule a Trust Fund Public Hearing for January 22, 2025 to utilize funds from the Technology Trust Fund for the purchase of the video production computer system for the Kanc Connection class.

Superintendent's Report:

Dr. Steady reported:

- The District was awarded another grant. This mini-grant is for \$2,500 to purchase a 3D printer and supplies for the Elementary School. The District is working with White Mountain Science, Inc. (WMSI) to determine the best printer option for the School.
- The District is also working with WMSI on a K-12 STEM program. This includes meetings every two weeks relating to the mission and vision of the program as well as what experiments should staff plan for students.

Principal's Report:

Peter Stivali reported:

- Prior to break, staff and students participated in a walking field trip to Jean's Playhouse to see A Christmas Carol; the annual LWEA ornament workshop; Just for Kids Shopping; and the staff holiday party.
- Poetry Out Loud (POL) had calibration rounds this week in the Gym. The rounds were judged by staff members. Moving on to the finals at the Woodstock Station on January 14, 2025 at 4:30 PM will be 9th Graders: Kai Mansharamani, Briar Clark, and Teegan Boucher ; 10th grader Maha Awan; 11th grader Edna Dutilly; and 12th

graders Blake Mosman, Sarah Jolly, and Dalton Lylyk. There is a lot of excitement around the final event. There will be 14 elementary students and 15 middle school students sharing poetry to open the POL event.

- Joe Bossie expressed his gratitude to the students for making holiday ornaments for the School Board members using the *Glowforge*.

Committees:

Committee Reports:

- Tamra Ham noted, the Policy Committee met prior to the Board meeting and there will be a number of policies on first reading at the January 22, 2025 School Board meeting.

Business Requiring Board Action:

Staff Nominations, Recommendations, and Resignations: None

Transportation Contract:

- Debbie O'Connor mentioned the 5-year contract with Durham School Services for student transportation ends at the end of this school year. The District put the Transportation Services for the 2025-2026 through 2029-2030 school years out to bid. Two bids were received in return – one from Durham School Services and one from Notchview Transportation. Services in the bids are broken down by daily home to school – school to Home routes; daily CTE and Charter school transportation to Littleton and White Mountain Regional High School; after school – school to home routes; and athletics and field trips. The athletics and field trips are paid per trip as needed. For the District to stay with Durham there will be just over a \$20,000 (11%) increase for the first year over the current year. For the District to move to Notchview, the cost would be significantly more. Notchview is a new business with higher carrying costs, their costs may decrease in the future. Administration recommends the Board accept the Durham School Services bid for the 2025-2026 through 2029-2030 relating to the daily home to school, CTE and Charter school; and after school program transportation services. Additionally, if Durham School Services can provide transportation services for field trips, Durham should be utilized. Regarding athletics for at least the 2025-2026 school year, the Administration recommends continuing to utilize Notchview Transportation as a back-up provider on a trip by trip basis as Notchview is generally able to cover the routes.
 - Tamra Ham inquired about the School's use of the Town of Lincoln's 15 passenger vans? Debbie O'Connor noted the vans are being utilized for smaller groups such as the cross country team, math team, etc. Peter Stivali mentioned a number of staff members went through the van training provided by Primex and the vans are also being utilized for the return trip from Loon Mountain on Elementary winter activities days.
 - Jay Duguay inquired as to the significant price increase for next years' services and asked about the yearly increase beyond this coming school year? Debbie O'Connor noted the amount in the current contract probably does not fully cover the costs to Durham which is why the significant increase in the first year. There is a percentage of increase each additional year but not as significant as the first year for instance there is an approximate \$5000 increase going into the 2nd year and a \$6000 increase going into the third year of the contract.

Tamra Ham made a motion to approve the bid received from Durham School Services for school transportation services including daily home to school – school to home services, CTE and Charter school services, and after school program services for the 5-year contract term of 2025-2026 through 2029-2030. Joe Bossie 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.

- Jay Duguay inquired if Debbie O'Connor had included an increase for transportation in the draft budget? Debbie O'Connor noted that she had included an increase and will update the draft budget to include the actual increase and present it at the Board budget work session on January 15, 2025

New Business:

Continuing Business:

2025-2026 Budget:

- Debbie O'Connor mentioned there will be a Board Budget Work Session on Wednesday, January 15, 2025 to finalize the budget. The Board will then vote on the budget at the January 22, 2025 Board meeting. The Budget Hearing will be held February 12, 2025.

Recognition of Visitors/Public Participation:

Student: None.

Staff: None.

Community: None.

Tamra Ham made a motion to adjourn the Board meeting. Joe Bossie seconded the motion. Discussion: None. Jay Duguay called a vote to approve the motion. All Board members present were in favor and the meeting adjourned at 8:32 PM.

Respectfully submitted,
Sharon Holt, SAU#68 Administrative Assistant