

LINCOLN-WOODSTOCK COOPERATIVE SCHOOL BOARD

SAU #68

DATE: April 23, 2025

SCHOOL BOARD MEETING MINUTES

SCHOOL BOARD PRESENT:

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

SCHOOL BOARD ABSENT:

Casey Caulder

ADMINISTRATION/STAFF/STUDENT PRESENT:

Dr. Mary Steady, Superintendent of Schools
Peter Stivali, Principal
Debbie O'Connor, Financial Manager
Sharon Holt, SAU#68 Administrative Assistant
Bart King, Technical Support
Kristy Duris, Teacher Representative

PUBLIC PRESENT REMOTELY:

Krystin Fadden

Mark Houde

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 6:34 PM.

Minutes:

Jay Duguay asked if there were any questions or comments on the School Board meeting and non-public session minutes of April 9, 2025? Hearing none, the minutes were approved by implied consent.

Communication:

Correspondence:

- Jay Duguay noted he had received an invitation from the North Country Charter Academy (NCCA) regarding their graduation ceremony which will be held at 5:30 PM on May 29, 2025 at the Mountain View Grand.
 - Dr. Steady will be attending the NCCA graduation.
- Dr. Steady noted an abutters letter was received from the Town of Lincoln planning board. The letter relates to an accessory apartment for a property on Franklin Street which does not directly abut School District property.
 - The Board discussed. As the Planning Board meeting relating to the Frankline Street accessory apartment will not be held until May 29th, the Board has time to determine if a Board representative should be present at the Planning Board meeting.

Business Administrator's Report:

Debbie O'Connor reported:

- There are payroll and accounts payable manifests available for the Board members to review and sign.
- SB297 – NH Senate Bill regarding pooled insurance groups. This Bill has been in the news. The Bill is creating havoc across the state. There are three major pooled health insurance groups in NH that service the majority of school and municipalities. Additionally Primex, handles the majority of other pooled insurances for school and municipalities, including general liability, worker's comp and unemployment compensation. The pooled groups help control huge fluctuations in rates from year to year since they can keep a reserve on hand to help with rate control. Currently the reserves are governed by state insurance laws. But SB297 is creating more rules around the reserves and pushing some of the costs directly back to each District or town if things fluctuate throughout the year. Also, currently there is a part of the bill that says all entities in the pool must establish a capital reserve account to cover the reserve deficits during the year. That alone is a problem since only the voters can establish the capital reserve accounts. There are many questions regarding this bill like, what happens if your school or town does not vote to establish the capital reserve account? One of the pooled health insurance companies has already said they are closing their doors as of 6/30/25 meaning all of the collective bargaining agreements that have this health insurance are scrambling. The Lin-Wood health insurance company has said they do not think the bill will have a huge impact since their reserve guidelines are already more restrictive than the new bill. The capital reserve piece and monthly billings when things fluctuate (as they do when claims are high in one month

and low in the next) during the year is a concern. The bill needs more study and was pushed through at the last minute. The Bill has passed the Senate and waiting to see if it will pass the House.

Superintendent's Report:

Dr. Steady reported:

- Update regarding policy ACA. This policy was developed based on guidance from members of the New Hampshire Council of School Attorneys (COSA). Key considerations for boards include the importance of effectively managing time and minimizing legal risk. While local school boards have the authority to limit or expand hearing procedures, it is strongly recommended that any such decisions be made in consultation with the district's legal counsel. Ultimately, it is the board's attorney who would advise or represent the board in any resulting matters. Additionally, recent Title IX training conducted by Drummond Woodsum affirmed that current district practices are aligned with the recommendations provided by the New Hampshire Council of School Attorneys (COSA). Should a school board choose to deviate from these recommendations, all board members would be required to undergo extensive Title IX training. Given that legal counsel will likely guide the board and district through any Title IX-related processes, it is strongly advised to adopt the recommendations set forth by NH COSA.
- Updated regarding policy ACF, the language in this policy is taken directly from the USDA guidelines. Gender identity and sexual orientation remain protected under state law and are covered in policy AC. Additionally, while the USDA may not investigate complaints related to gender identity or sexual orientation, such complaints would still be valid under Policy ACA, New Hampshire statute, or through the NH Human Rights Commission.
- The Title VI certification was signed and sent to the State.
- The Strategic Plan CPG (Community Planning Group) had a very effective virtual meeting on April 15th. The next meeting of the CPG will also be a virtual meeting on May 5th.
 - Jasmine Weeden mentioned the current strategic planning process is a different from the last Strategic Planning process the District went through. Additionally, the CPG meetings are effectively run and are going well.
- Board members received a copy of the Districts LAU plan for review. There is no requirement for this plan to be approved by the Board.
 - Jay Duguay noted Plans such as this should be reviewed and designed by professionals in the field and therefore, did not see a need for the Board to approve. There were no Board members in disagreement.
 - Dr. Steady noted the LAU plan was revised by Dori Weeden and Joanna Boisseau. It was then reviewed by Nancy Bartlett and Dr. Steady. It is important for the Board to know that the Plan exists but Board approval is not necessary.
- A list of important upcoming dates was presented to the Board members. In addition to the list, another community engagement night focusing on STEM will be held on May 28th.
 - The Board discussed and noted their School Board goal setting session scheduled for May 28th can be rescheduled if necessary.

Principal's Report:

Peter Stivali reported:

- The Kids Heart Challenge was held and a great time was had by all.
- Spencer Arpin competed in the Woodsman competition at Bear Brook Park. This is part of the CTE class he takes at White Mountain Regional High School (WMRHS).
- Early Act is starting the recycling program at the elementary school and is working to expand the program.
- NH SAS testing for grades 3, 4, 5, 6, 8 and 11 will be held in May.
- The Senior class members are excited as they leave for their class trip early tomorrow (Thursday, 4/24/25) morning.
 - Jasmine Weeden inquired as to the % of class members participating? Peter Stivali noted he believes that all but two members of the class are going on the trip.
- Megan Houle and grade two have harvested the lettuce from the hydroponic program. The students enjoyed salad and a taco bar utilizing the lettuce. The kids were very excited with this project.
 - Mary Steady noted the kids loved the program. Herbs will be grown next and cucumber seeds have been ordered for the fall.
- The middle school is competing in the America Library of Poetry's 29th Annual National Student Poetry Contest, and all entries were due to Mrs. Houde or Mrs. Morris by April 22nd.
- The Elementary Robotics Club will end at the end of May. The kids have enjoyed this program as well.

- Heather Krill's advisory students are planning to help with the beautification project at the Skate Park by planting wildflowers. Heather's advisory students will also plant wildflowers at the Kanc. They will begin this process by planting seeds and growing the seedlings in their classroom.
- Members of the American Legion gave a Flag Etiquette demonstration to the sixth's graders. The seven and eighth grades had this presentation last year.

Committees:

Committee Reports:

Policy Committee:

- Jay Duguay noted based on the recommendation of counsel, the policies should move forward.

Tamra Ham made a motion to approve policies ACAC, AC-R2, GBAM, GBGBA and JECBB. Jasmine Weeden seconded the motion. Discussion: None Jay Duguay called a vote to approve the motion. All Board members present were in favor and the motion carried.

- Joe Bossie inquired about District policies relating to non-resident/non-enrolled children of teachers spending time in their parent's classrooms during the school day while classes are in session.
 - The Board discussed. Dr. Steady will research related policies. Policies will then be brought to the policy committee for review before moving forward to the Board if necessary.

Tamra Ham made a motion to move policies AC, ACA, and ACF to second reading. Jasmine Weeden seconded the motion. Discussion: None Jay Duguay called a vote to approve the motion. All Board members present were in favor and the motion carried.

- Jay Duguay asked that policy ACA be updated to remove the additional bases may be added by the Board language prior to second reading.

Business Requiring Board Action:

Staff Nominations, Recommendations, and Resignations:

- Dr. Steady asked the Board to accept the resignation of Megan Houle from her current Elementary Education position effective the end of the current school year and to approve the nomination of Megan Houle as STEM Educator beginning in the 2025-2026 school year.

Tamra Ham made a motion to approve the resignation of Megan Houle from Elementary Education effective at the end of the current school year and accept her nomination as STEM Educator for the 2025-2026 school year. Jasmine Weeden seconded the motion. Discussion: None Jay Duguay called a vote to approve the motion. All Board members present were in favor and the motion carried.

- Dr. Steady asked the Board to accept the nominations of Alexis Scavetta-Elementary Special Education Teacher, Faith Horton-Grade 1 Elementary Teacher, and MaryBeth Ruane-Grade 2 Elementary Teacher.

Tamra Ham made a motion to approve the nominations of Alexis Scavetta for Elementary Special Education Teacher, Faith Horton for Elementary Teacher, and MaryBeth Ruane for Elementary Teacher for the 2025-2026 school year. Jasmine Weeden seconded the motion. Discussion: None Jay Duguay called a vote to approve the motion. All Board members present were in favor and the motion carried.

- Dr. Steady presented the Board with a list of recommended returning support staff members for the 2025-2026 fiscal and school year noting that Tracey Brumlik will be moving to a paraprofessional position in replace of Bobbi Donahue who is retiring.

Tamra Ham made a motion to approve the recommended support staff members as presented. Kevin Bell seconded the motion. Discussion: None Jay Duguay called a vote to approve the motion. All Board members present were in favor and the motion carried.

- Dr. Steady presented a recommendation for Maria Pepe as a custodian starting immediately.

Tamra Ham made a motion to approve the recommendation of Maria Pepe as custodian. Kevin Bell seconded the motion. Discussion: None **Jay Duguay called a vote to approve the motion. All Board members present were in favor and the motion carried.**

- Tamra Ham asked if the District is fully staffed for the coming year?
 - Dr. Steady answered yes, noting that she has been hearing positive feedback about the great things happening at Lin-Wood.

LAU Plan:

- Jay Duguay noted this was previously discussed.

Annual Review of Policy DFA :

- Jay Duguay mentioned policy DFA-Revenues from Investments needs to be reviewed yearly for the auditors.
 - The Board members reviewed policy DFA and determined no updates were needed at this time. The policy will be updated to include the new review date.

Flooring Bid

- Debbie O'Connor noted the flooring bid discussion and awarding of bid will be postponed until next meeting. Two bids were received and they are significantly different. Mark Houde is currently comparing each bid to make sure that both bids include the entirety of the project. Once this is complete, the bids will be reviewed by the Facilities Committee and then brought forward to the School Board for approval and awarding of contract. Both bids came in within the dollar amount allotted in the Warrant Article.

Lunch Pricing:

- Debbie O'Connor mentioned the lunch price setting will be postponed until next meeting. The necessary Paid Lunch Equity (PLE) tool kit has not been received from the State. Previously, breakfast/lunch pricing could be raised a maximum of 10 ¢ per year.

Grants 2025-2026:

Tamra Ham made a motion that the local School Board give the Superintendent and/or designee permission to seek, obtain, and expend any available funding to support or supplement the District's programs via grants. Kevin Bell seconded the motion. Discussion: None **Jay Duguay called a vote to approve the motion. All Board members present were in favor and the motion carried.**

New Business: None

Continuing Business: None

Recognition of Visitors/Public Participation:

Student: None.

Staff: Jay Duguay welcomed Kristy Duris.

Kristy Duris reported:

- From Jen Whitcher: Some high school students have been working with CADY and a national organization called "Getting to Y," which train students and advisors to use the Youth Behavior Risk Survey (YBRS) data to create positive change in schools. Last week, Liz Brochu from CADY (Plymouth) came to talk to our group (Dalton Lylyk, Edna Dutilly, Keagen Webster-LaRue, Willa Clark, Emma Clark, Ali Odis, and Teegan Boucher) to discuss the next steps in Lin-Wood's action plan. Lin-Wood has received the 2023 data from the YRBS survey and will soon hold a data retreat to start combing through the data to find areas of improvement. More updates will be coming over the next 6 weeks!

Community:

- Tamra Ham mentioned Jean's Playhouse is having a youth production of *The Lion, The Witch, and The Wardrobe*. There are 21 youths involved in the production with the majority of the cast coming from Lin-Wood. The productions will be on May 9th and 10th. Everyone is encouraged to purchase tickets and support the kids' efforts!

- Debbie O'Connor mentioned the North Country Center for the Arts/Jean's Playhouse has hired a specific Youth Program Coordinator and she is doing a great job!

Jay Duguay took a poll vote to enter non-public session based on RSA 91-A:3 II (c) the discussion of matters that are likely to adversely affect the reputation of a person other than a member of the School Board. Joe Bossie, YES; Mandi Avery, YES; Jay Duguay, YES; Tamra Ham, YES; and Kevin Bell, YES. The Board entered non-public session at 7:16 PM.

Respectfully submitted,
Sharon Holt, Assistant to the Superintendent

The Board returned to the public meeting at 7:42 PM.

Joe Bossie made a motion to adjourn the School Board meeting. Mandi Avery 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 7:42 PM.

Respectfully submitted,
Jasmine Weeden, School Board Secretary