

LINCOLN-WOODSTOCK COOPERATIVE SCHOOL BOARD

SAU #68

DATE: June 22, 2022

SCHOOL BOARD MEETING MINUTES

SCHOOL BOARD PRESENT:

Jay Duguay, Chairperson
Brian Angelone
Kevin Bell
Joe Bossie
Ashley Youngheim
Tamra Ham
Jasmine Weeden

ADMINISTRATION/STAFF PRESENT:

Judith McGann, Ed.D., Superintendent of Schools
Sharon Holt, Assistant to the Superintendent
Trey Aldridge, Technology Director

PUBLIC PRESENT:

None

The School Board meeting was held in the Elementary School MPR.

Meeting Call to Order: School Board Chairperson, Jay Duguay called the School Board meeting to order at 6:33 PM.

Minutes: Joe Bossie made a motion to approve the June 8, 2022 School Board meeting minutes. Tamra Ham seconded the motion. Discussion: Tamra Ham noted there was a small typo under the first line of the Business Administrator's report, an 's' is missing, 'manifest' should be 'manifests.' Jay Duguay called a vote to approve the minutes as corrected. All Board members were in favor and the motion carried unanimously.

Joe Bossie made a motion to approve the June 8, 2022 non-public session minutes as presented. Tamra Ham 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.

Correspondence: Jay Duguay noted correspondence was received and would be discussed in non-public session.

Superintendent McGann mentioned the LifeTrack Services, Inc. Senior Exit Survey was included in the School Board packet and noted that the information provided in the survey was interesting.

Business Administrator's Report: Superintendent McGann mentioned that Debbie O'Connor had provided a written report to the Board. Superintendent McGann summarized the Business Administrator's report noting two Board signatures are required to release A/P and payroll checks. Superintendent McGann stated the Administrative Office summer hours are 7:00 AM to 5:00 PM and arrangements can be made if something is needed outside of those hours. Tamra Ham asked that the full Business Administrator's Report be included with the minutes.

Business Administrator's Report from Debbie O'Connor: "During the summer months, we continue to run payrolls and pay bills. I will text you when the manifests are ready each week. We need at least 2 signatures to send the payments out to our vendors and for payroll. We appreciate you coming into the SAU office so we can keep the operations going. The SAU hours during the summer will be Monday – Thursday, 7:00am – 5:00pm. If you need to come in at a different time, please let me know since we are normally here beyond these hours."

Superintendent's Report: Superintendent McGann noted the quarterly District Report Card was included in the School Board packet. Superintendent McGann mentioned the Report Card will be sent to the Towns' Select Boards and posted on the School District's website.

Superintendent McGann mentioned she provided the School Board members with a list of reasons why staff members are leaving the District. Kevin Bell asked for clarification as to what time period this list covered? Superintendent McGann noted the list includes all employees that resigned effective June 30, 2022. Tamra Ham asked that the list of reasons for resigning be included in the minutes for transparency as there have been concerns expressed by community members about the turn-over of 15 positions. Kevin Bell expressed concerns that the employees who resigned may not want this information public. Tamra Ham and Brian Angelone suggested the information be presented in the minutes as lump sums. Kevin Bell suggested the information be presented in percentages. Jay Duguay noted a number of these positions have already been filled. Superintendent McGann noted the Administration positions as well as three teaching positions have been filled. Superintendent McGann mentioned the Administrative Assistant position is in the process of being filled as interviews have been scheduled. Tamra Ham noted one position will not be filled. Jay Duguay asked for confirmation that the position not being filled is an Elementary teaching position? Superintendent McGann confirmed an Elementary teaching position was eliminated and the position was not included in the budget. Resignment reasons: 13% Retirement; 13% No Housing in Area; 7% Further Education/Back to School; and 67% Another Job/Career Enhancement.

Superintendent McGann noted that the Middle/High School flooring project is underway and the process is amazing. Superintendent McGann mentioned the Elementary HVAC project is also progressing.

Superintendent McGann stated that Graduation was successful and the 8th Grade Continuation event went well. Superintendent McGann noted that there were 20 High School Graduate and \$69,000 presented from the community in scholarships. Tamra Ham mentioned that the community was very generous this year but this may not be a trend moving forward. Tamra Ham expressed her thoughts that the community was able to do more this year due to the limited amount done over the last few COVID years.

Superintendent McGann noted the first meeting of the Apportionment/Funding Formula committee will be scheduled soon. Superintendent McGann mentioned, the non-resident committee member, Rick Baker, is currently away and the meeting will be scheduled when he returns. Superintendent McGann noted the meeting, when scheduled, will be on a Wednesday.

Superintendent McGann mentioned a copy of the report relating to the ESSER monitoring audit was provided to the Board. Superintendent McGann noted the additional documentation requested is being gathered and will be forwarded to the DOE prior to the due date. Jay Duguay mentioned there was one deficiency noted on the report regarding the lack of information on the attendance and participation in the learning loss/student support teacher program. Jay Duguay noted the report indicates the District is doing well in all other areas regarding the use of ESSER funding. Superintendent McGann mentioned the District has the information regarding the learning loss/student support teacher program and will forward it to the DOE as requested.

Principal's Report: Superintendent McGann noted report cards have been sent out with the State testing (SAS) and local (NWEA) testing scores. Superintendent McGann mentioned the District is now waiting for the State to post the data to allow for comparisons, etc. before the information is shared with the School Board.

Committees:

Policy Committee: Jay Duguay noted there were a number of policies to move forward to second reading. Jasmine Weeden mentioned she needed a little more time to review a few of the policies and she may speak on them during the second reading at the next Board meeting. Jay Duguay noted a couple of the policies back on the agenda were previously discussed by the Board and returned to the policy committee.

Jay Duguay mentioned one of the policies returned to first reading was IMDA-Patriotic Exercises. Jay Duguay noted there were no changes made to the policy since it previously appeared on the agenda, however the policy is largely required by statute. Tamra Ham mentioned the only item in policy IMDA-Patriotic Exercises not required by law is the commemoration of General John Stark day. Tamra Ham noted that Mark Pribbernow had mentioned General John Stark was studied by the fourth graders.

Jay Duguay expressed concerns with the changes in the last section of policy IMG-Animals in the Classroom and on School Grounds not addressing current practices. Jay Duguay noted the changes in the policy would cover animals on School Grounds during after school athletic events, however, would not cover families that bring their pets when dropping off or picking up children at School. Tamra Ham additionally noted many people walk over School Grounds with their pets throughout the day from the sidewalk/walkway to the School path. Jay Duguay noted if pets are not allowed on School Grounds during the school day, the

situation would need to be policed. Sharon Holt requested that any changes to the policy be made at the current meeting as policy IMG is included in the Student/Parent handbook. The Board members discussed policy IMG and determined per current practice, animals should be allowed on school property anytime as long as the animal is on a leash, in control, and waste picked up. The Board discussed ways to edit the last section of the policy. Tamra Ham mentioned removing the number two bullet point under the last section of the policy. Jay Duguay mentioned removing the number two bullet point would allow no approval for animals on school grounds. Jasmine Weeden agreed, bullet point one relates specifically to School Buildings, School Grounds would need to be addressed in some way. The Board reworked bullet point two of policy IMG to read: "Animals are allowed on School Grounds during and outside of school hours, leashed and under control."

Tamra Ham mentioned, during the Policy Committee meeting, it was noted that policy JICL-R-School District Internet Access-Students required additional attention from the Technology Director. Tamra Ham asked if the Technology Director had addressed policy JICL-R? Sharon Holt confirmed that Superintendent McGann met with the Technology Director and additional definition information regarding third-party websites was now included in policy JICL-R. Jay Duguay noted the changes in policy JICL-R are largely related to student privacy.

Tamra Ham asked if moving the policies needed for the Student/Parent Handbook on to second reading would allow enough time for inclusion in the Handbook or if additional action/approval would be needed at the current meeting. Sharon Holt noted the timeline should work as the policies and Handbook could be approved at the same time. Sharon Holt continued that any final edits suggested at the July 20, 2022 meeting could be made before the Handbook goes to print.

Tamra Ham noted policy JICA-R-Student Dress Code would additionally be needed for the Student/Parent Handbook. Sharon Holt mentioned the revisions to policy JICA-R were sent to the Board for the last couple of meetings but the policy had not been included on the agenda and, therefore, had not moved through the official reading/approval process.

Tamra Ham mentioned she really likes policy JBAA-R2-Anti-Harassment-Elementary and hopes that it is shared in classrooms regularly.

Tamra Ham made a motion to move policies AC-E, ACE, AD, AE, BEDH, BIE, EEAA, FF, GBCD, GCEB, GDB-R, IF-R, IHBCA, IJOC, IKF, IKL, IMBC, IMDA, JBAA-R2, JIC-R, JICL-R, JLCJ, KB, KB-R, KL, and IMG, as revised, to second reading. Jasmine Weeden seconded the motion. Discussion: Nothing further. Jay Duguay called a vote to approve the motion. All were in favor and the motion carried unanimously.

Tamra Ham noted the policies to be removed will be withdrawn upon the approval of the policies on second reading. Jay Duguay confirmed that is the usual process.

Exit Interview Committee: Superintendent McGann noted the minutes from the Exit Interview Committee meeting were provided to the Board.

Business Requiring Board Action:

Staff Nominations, Recommendations, and Resignations: None.

School Board Goal Setting Meeting: Superintendent McGann mentioned the Board Goal setting meeting could be done in September or an hour before any regular Board meeting. Tamra Ham asked that the past goals be sent to the Board. Jay Duguay noted the past goal information had previously been provided to the Board members. Superintendent McGann mentioned the past goals would be resent to Board members.

New Business:

Board Review of Policy DFA-Revenues from Investments: Superintendent McGann noted a copy of policy DFA was included in the Board packet and that policy DFA needs to be reviewed by the Board yearly prior to the audit. Tamra Ham mentioned the policy begins by referencing RSA 197:23-a which leaves little room for interpretation. Jay Duguay asked for any motion to make changes to

policy DFA. Hearing none, Jay Duguay noted that the record reflect that policy DFA-Revenues from Investments was reviewed by the School Board and no changes were necessary at this time .

Continuing Business:

COVID-19: Superintendent McGann mentioned, per the Commissioner of Education, School Reopening Plans need to be included on District websites but no longer need to be sent to the DOE unless major changes are made. Jay Duguay noted, barring a significant increase or change in infection rates, no changes should be needed to the plan. Kevin Bell noted the Lin-Wood Reopening Plan should be looked at prior to the start of the new school year. Superintendent McGann agreed, the plan needs to be reviewed prior to the start of the school year and will need to be reviewed a couple of times per year.

ESSER Funds: Nothing additional.

Recognition of Visitors/Public Participation:

Student: None.

Staff: None

Community: None

Jay Duguay polled the School Board to go into non-public session per RSA 91-A:3 to discuss matters that are likely to adversely affect the reputation of a person other than a member of the School Board. Joe Bossie, AYE; Ashley Youngheim, AYE; Jasmine Weeden, AYE; Tamra Ham, AYE; Jay Duguay, AYE; Kevin Bell, AYE; Brian Angelone, AYE. The Board entered non-public session based on RSA 91-A:3 at 7:09 p.m.

Respectfully submitted,

Sharon Holt, Assistant to the Superintendent

Return to Public Meeting:

The School Board returned to the public meeting at 7:40 PM.

Kevin Bell made a motion, seconded by Tamra Ham to adjourn the public meeting. All Board members were in favor and the meeting adjourned at 7:41 PM.

Respectfully submitted,

Brian Angelone, Board Secretary