

LINCOLN-WOODSTOCK COOPERATIVE SCHOOL BOARD
SAU #68
DATE: May 11, 2022
PUBLIC HEARING AND 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
Mark Pribbernow, Principal
Debbie O'Connor, Financial Manager
Sharon Holt, Assistant to the Superintendent
Bart King, Technical Support
Jackie Wilson, Teacher Representative
Mark Houde, Director of Buildings and Grounds

PUBLIC PRESENT:

Sheila Rich
Rebecca Steeves
Heather Krill

Alan Rich
Paula Houde– Remote

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

Public Hearing Call to Order: School Board Chairperson, Jay Duguay called the Public Hearing to order at 6:30 PM.

Jay Duguay noted the Public Hearing was called to discuss and gain public comment on the utilization of funds from the Facilities Trust Fund for over anticipated costs funds relating to the Elementary HVAC project and the Middle/High School Flooring project.

Debbie O'Connor noted the Elementary HVAC bid received came in above the approved Bond Warrant Article. Mrs. O'Connor mentioned the Bond Warrant Article was approved for \$540,000 and the contract bid awarded for \$628,856 creating a difference of \$88,856. Debbie O'Connor noted when the Board accepted the contract in December, the Board discussed using the Facilities Trust Fund for the difference in cost between the bid and the Bond.

Debbie O'Connor noted the Flooring bid received came in above the approved Warrant Article. Mrs. O'Connor mentioned the Warrant Article was approved for \$140,000 and the contract bid awarded for \$159,582 creating a difference of \$19,582.

Jay Duguay asked if there were any comments or questions from the public present and hearing none asked for motions to utilize the Facilities Trust Fund for over anticipated costs associated with the Elementary HVAC project and the Middle/High Flooring project.

Tamra Ham made a motion to utilize eighty-eight thousand, eight-hundred fifty-six dollars (\$88,856) in funds from the Facilities Trust Fund for over anticipated costs associated with the Elementary HVAC system project. Joe Bossie seconded the motion. Discussion: None. Jay Duguay called a vote to approve the motion. All were in favor and the motion carried unanimously.

Tamra Ham made a motion to utilize nineteen thousand, five-hundred eighty-two dollars (\$19,582) in funds from the Facilities Trust Fund for over anticipated costs associated with the 2022 Middle/High School flooring project. Joe Bossie seconded the motion. Discussion: None. Jay Duguay called a vote to approve the motion. All were in favor and the motion carried unanimously.

Tamra Ham made a motion to close the Public Hearing. Joe Bossie seconded the motion. All Board members were in favor and the public hearing closed at 6:33 PM.

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

Superintendent McGann introduced Jason Robert who will be taking over the Assistant Principal/Director of Elementary Education position as of July 1. Members of the School Board welcomed Mr. Robert. Jay Duguay expressed his appreciation to Jason Robert for taking on the position, noting the hiring committee had great things to say, and that the School Board was looking forward to having Mr. Robert on staff.

Minutes: Tamra Ham made a motion to approve the April 20, 2022 School Board meeting minutes as presented. Joe Bossie seconded the motion. Discussion: None. Jay Duguay called a vote to approve the minutes. Jasmine Weeden abstained. All other Board members present were in favor and the motion carried.

Joe Bossie made a motion to approve the April 20, 2022 non-public session minutes. Jasmine Weeden seconded the motion. Discussion: None. Jay Duguay called a vote to approve the minutes. Jasmine Weeden abstained. All other Board members present were in favor and the motion carried.

Correspondence: Superintendent McGann mentioned there was a copy of the latest NCES newsletter in the School Board packet.

Jay Duguay noted he had received an invitation to the North Country Charter Academy (NCCA) graduation ceremony which will be held on June 2, 2022. Jay Duguay and Tamra Ham thanked Joe Bossie for agreeing to attending the NCCA graduation on behalf of the Lin-Wood School Board.

Business Administrator's Report: Debbie O'Connor mentioned there were manifests that require School Board member review and signatures.

Debbie O'Connor noted budgets are being returned to teachers and teachers will soon begin to put in supply orders for the 2022-2023 school year.

Debbie O'Connor mentioned there will be an agenda item at an upcoming School Board meeting relating to utilizing funds from the Special Education Capital Reserve Fund to cover the costs of the unanticipated out of district placement. Mrs. O'Connor continued that a public hearing is not necessary as the funds are now in a Capital Reserve Account, however an agenda item and School Board vote are still required to access the Account. Jay Duguay noted the motion will need to be done in a way to keep any student information confidential per the intention of moving the funds from a Trust Fund to a Capital Reserve Account.

Superintendent's Report: Superintendent McGann noted the Elementary HVAC project will begin on May 31, 2022. Superintendent McGann continued that staff will be notified and the work will start in locations that will not disrupt students.

Superintendent McGann noted the Middle/High School flooring project will begin on June 20, 2022. Superintendent McGann continued that staff will be notified and there will be no students in the building at that time.

Principal's Report: Mark Pribbernow expressed his appreciation to the students, custodial staff, other staff and faculty for their continued efforts.

Mark Pribbernow noted that the end of the school year is busy and preparations are underway for graduation and other end of year celebrations.

Mark Pribbernow mentioned that reinforcing firm expectations regarding student cell phone usage is necessary by both teachers and parents/guardians. Mr. Pribbernow noted cell phone usage is a major distraction in classrooms and students need to be encouraged to concentrate on what they should be doing academically.

Mark Pribbernow noted SAS and AP testing is finishing up next week. Mr. Pribbernow noted students enrolled in AP classes have taken up to four AP tests. Mark Pribbernow expressed his pride in the Lin-Wood students. Mr. Pribbernow noted local (NWEA) testing for Elementary students continues for the next couple weeks.

Jay Duguay asked if graduation would be more traditional this year? Mark Pribbernow answered, yes and that graduation will be held in the gymnasium.

Committees:

Policy: Tamra Ham mentioned the Policy Committee met prior to the School Board meeting and there will be a number of policies for first reading at the next School Board meeting.

Technology: Joe Bossie mentioned the Technology Committee met recently. Mr. Bossie noted the conversation at the Tech Committee meeting revolved around updates to a technology usage policy and additional cyber/technology security (30-50 layers). Joe Bossie mentioned the District is lucky to have Trey Aldridge and Bart King to work through all the latest technology and security requirements. Superintendent McGann noted the committee will be working on reviewing and modifying the Technology Plan which has expired. Superintendent McGann continued that the Tech Plan has been a 5 year plan in the past but Lin-Wood will be converting to a 3 year plan as things change quickly in technology. Superintendent McGann noted the DOE no longer has anyone reviewing these plans. Superintendent McGann noted that technology will be a component in upcoming professional development training in relation to the implementation of technology as a tool within lessons.

Business Requiring Board Action:

Staff Nominations, Recommendations, and Resignations: Superintendent McGann noted there were two resignations, Annie Bahr and Eleanor (Ellie) Harrison.

Tamra Ham made a motion to accept the resignation of Annie Bahr with regret. Joe Bossie seconded the motion. Discussion: None. **Jay Duguay called a vote to approve the motion. All were in favor and the motion carried unanimously.**

Jay Duguay expressed the School Board's appreciation for the work that Ms. Bahr has done for the students of the District.

Tamra Ham made a motion to accept the resignation of Ellie Harrison with regret. Jasmine Weeden seconded the motion. Discussion: None. **Jay Duguay called a vote to approve the motion. All were in favor and the motion carried unanimously.**

Jay Duguay expressed the School Board's gratitude for the work that Ms. Harrison has done for the students of the District.

Jasmine Weeden noted that Annie Bahr is a World Language teacher and inquired about Ellie Harrison's position? Superintendent McGann noted that Ellie Harrison is a paraprofessional.

Superintendent McGann asked the School Board to review the Support Staff contract recommendations and noted any discussion regarding the recommendations would need to take place in non-public session.

Tamra Ham made a motion to accept the Support Staff contract recommendations as presented. Joe Bossie seconded the motion. Discussion: None. **Jay Duguay called a vote to approve the motion. All were in favor and the motion carried unanimously.**

New Business: None.

Continuing Business:

COVID-19: Nothing new at this time.

ESSER Funds: Superintendent McGann noted that auditors from the NH DOE have scheduled an audit at Lin-Wood for May 31, 2022 and June 1, 2022 relating to ESSER grant funds. Debbie O'Connor mentioned the audit is a large federal compliance audit and all NH School Districts will be audited this year.

High School HVAC System: Superintendent McGann mentioned a meeting was held with Yeaton Associates regarding the High School HVAC System project. Superintendent McGann noted representatives from Yeaton will be in to do a walkthrough on May 24, 2022 to review and determine needs, then develop a plan.

Tamra Ham asked about the heat not working in the High School earlier in the week. Mark Houde answered the issue was rectified, the pump that moves the fuel from the tank to the furnace had broken and has since been repaired. Tamra Ham expressed her appreciation to Mr. Houde for fixing the issue.

School Board Goal Setting: Jay Duguay noted he had reviewed the past Board goals provided in the School Board packet and mentioned there are significant differences in the Board goals and the goals that appear in the Strategic Plan. Jay Duguay noted it would make sense for the School Board to continue to have a Goal Setting Session. Jay Duguay suggested that a date be chosen to hold the Goal Setting Session in July or August when there is only one Board meeting scheduled per month. Superintendent McGann mentioned she would look at dates to schedule the Session.

Apportionment Formula Committee: Superintendent McGann noted the School Board will choose the School Board Apportionment Formula Committee members as well as the non-resident committee member. Superintendent McGann mentioned there was a draft letter to the Lincoln and Woodstock Select Boards in the packet which needs a date that the School Board would like to receive the names of each Town's selectperson and at-large committee representatives. Jasmine Weeden suggested Allison Rand as a potential non-resident committee member. Joe Bossie noted that Allison Rand owns land in Woodstock. Heather Krill/Sheila Rich suggested Rick Baker as a potential non-resident committee member. Debbie O'Connor agreed Rick Baker would be a good choice. School Board members were also in agreement that Rick Baker would make a good choice as the non-resident committee member and were appreciative of the suggestion. Tamra Ham asked Superintendent McGann to reach out to Mr. Baker. Jay Duguay noted the Committee would meet and if no change in the apportionment formula is recommended, the process would not need to go any further. Mr. Duguay continued that, if a change was recommended, the School Board would vote to move the recommendation to the tax payers for a vote at the School District meeting. Debbie O'Connor noted if the voters at the School District meeting approve a change in the apportionment formula, the formula is then sent to the State Board of Education for final approval. Mrs. O'Connor continued that, if approved by the State Board of Education, the formula is provided to the towns and utilized by the towns during the following tax rate setting period. Jay Duguay asked that the next School Board meeting agenda include an item in relation to choosing School Board member Apportionment Formula Committee representatives. Superintendent McGann suggested that the Towns provide Committee representative names by June 15.

Superintendent Evaluation: Jay Duguay mentioned he will keep the School Board members on task to get the Superintendent evaluation forms back. Mr. Duguay noted once the evaluations are back, they would be compiled with the evaluations from the previous year, and a non-public session with Superintendent McGann will be scheduled. Jay Duguay mentioned he would like the Superintendent evaluation forms back from the Board members within 30 days.

Recognition of Visitors/Public Participation:

Student: None.

Staff: Jay Duguay welcomed Jackie Wilson. Jackie Wilson shared the following:

- "Teacher appreciation: Thank you to the Board and admin for the treats. Thank you to admin for the Peaked Moon gift certificate. Thank you to the PTA for the Dunks free drinks."
- "Mrs. Parent would like to share the details about the National Honor Society induction. NHS inducted our newest members of the Osceola Chapter of the National Honor Society, Anna Harvey, Jordan Sabourn, Madeline Clermont, Madison Heitz, Shanna Drapeau, and Ethan Wargo. They join Andrew Wilson, Sienna Mack, Britta Robinson, Sydney Pickering, Mihalis Sourgiadakis, and Seven Fitzgerald as Lin-Wood's most outstanding students in the areas of scholarship, service, leadership, and character. Please congratulate these students on this achievement. Ms. Parent will be presenting seniors with their NHS stoles and tassels to be worn for graduation, during the Awards breakfast assembly on June 9th."
- "Visit to Hubbard Brook today: Mrs. Duris, Mrs. Parent and Mrs. Halm took ~32 high school math and science students to Hubbard Brook (on Wednesday) to learn about the math, chemistry, and physics-related research that is being conducted there, and at nearby Mirror Lake. Great to get kids out of the building and learn about real science that is happening in our community!"
- "Student Council news: Prom was last Saturday at the Indian Head Resort! We had 76 students attend, which was an awesome turn out. Thank you to DJ Web (Mr. Webster) who kept the kids dancing all night. Thank you to Mrs. Duris who helped Ms. Witcher chaperone and to Linda McIntyre and husband Scott who showed up with a very fancy professional photography set up! They took so many pictures of the kids, which will be made available on Facebook for your viewing pleasure soon. And huge thank you to the Indian Head who hosted us, the food was wonderful and the resort was beautiful. We had a great night!"

- “From what staff has heard, LRT is interested in sending around 15 of their race program participants to Lin-Wood for a partial year/partial day program; some are MS and some are HS students. We’ve also heard that someone from LRT met with the school board and the board is interested in this idea. If we’re going to do this, we need to make sure that it ensures success for all of our students, those from away and those from LW. From a teacher perspective, we have a few logistical questions as to what the model looks like. Are you still in the planning stages? Do you think it’s feasible? We generated some important nuts and bolts questions; we are happy to share this doc with you if you’d like.”
 - Jay Duguay noted at a recent School Board meeting a representative from the Loon Race Team (LRT) presented a concept to have race team members attend Lin-Wood during the ski season. Mr. Duguay continued that the concept was not a completed proposal/plan and the School Board tasked administration to work with LRT to develop a complete plan prior to any further review/discussion by the Board. Superintendent McGann noted the administration team is working with LRT to get details together including an MOU which is being reviewed by the attorneys. Superintendent McGann noted that tuition rates are still to be determined and discussions continue on developing a consistent process. Kevin Bell mentioned the concept has not yet been fully vetted on the LRT end either. Jay Duguay noted he would prefer not to have a half-conversation about the LRT concept as there are more questions than answers at this time and it would not be beneficial to have more incorrect information out in the public. Mr. Duguay noted all questions should be directed to the administration team.

Heather Krill mentioned the 5th grade band and Middle/High School Band and Chorus concert will be held on May 19, 2022 at 7:00 PM and the Elementary Review will be held on June 2, 2022. Mrs. Krill noted that Lin-Wood has not been able to hold these concerts in a couple of years and the staff and students are very excited.

Tamra Ham mentioned a Board goal to encourage more participation at School events and asked that an email list of events be distributed.

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 7:14 p.m.

Respectfully submitted,

Sharon Holt, Assistant to the Superintendent

Return to Public Meeting:

The School Board returned to the public meeting at 8:04 PM.

Jasmine Weeden made a motion, seconded by Ashley Youngheim to renew the contract of the Superintendent, Judith McGann for two years. Discussion: None. Jay Duguay called a vote to approve the motion. The motion carried with opposition.

Tamra Ham made a motion, seconded by Jasmine Weeden to adjourn the public meeting. All Board members were in favor and the meeting adjourned at 8:07 PM.

Respectfully submitted,

Jay Duguay, Board Chair