

LINCOLN-WOODSTOCK COOPERATIVE SCHOOL BOARD

SAU #68

DATE: May 8, 2024

SCHOOL BOARD MEETING MINUTES

SCHOOL BOARD PRESENT:

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

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
Rebecca Steeves, Teacher Representative

PUBLIC PRESENT:

Kristene Klepser
Megan Woods
Bob Nelson
Maureen Polimeno

Marcella Shamberger
Shawn Woods
Casey Leonard

Students: Mae Plant, Chuck Plant, Isla Caulder, Raylynn Shamberger, Dawson Woods, Riley Clark, Jackson Bell, and Caleb Clermont

PUBLIC PRESENT REMOTELY:

Melissa Sabourn
Kristie Morris

Paula Houde
Kristyn Fadden

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

School Board Chairperson, Jay Duguay called the meeting to order at 6:34 PM.

Educational Focus: Jay Duguay welcomed the members and advisors of the Earlyact program.

Earlyact:

- Elementary student members of the Lincoln-Woodstock Rotary Earlyact program presented information on the program as well as past, current, and future planned community service projects.
 - Earlyact is a community service program advised by the Lincoln-Woodstock Rotary in cooperation with Lin-Wood Elementary School. The program participants hold meetings every two weeks. Officers: Co-Presidents-Caleb Clermont and Raylynn Shamberger; Secretary-Dawson Woods; and Treasurer-Isla Caulder. Earlyact advisors: Maureen Polimeno, Rotary; Jay Polimeno, Rotary; Bob Nelson, Rotary; Mary Jo Levitsky, Rotary; and Erin Bell, Lin-Wood School.
 - Past projects from the 2023-2024 school year include: posters for the elementary themes of gratitude and goal setting; Christmas caroling and meal delivery to local area senior citizens; and created a power point presentation for the American Legion Auxiliary "Star Spangled Kids" program. The "Star Spangled Kids" program instructs on the history of the American flag and the Pledge of Allegiance.
 - Current projects include a \$1000 donation to ShelterBox for housing for disaster relief and an upcoming work day at the school on May 18th beginning at 8:00 AM to clean, organize, and repair the playground shed and clean-up the Cookie Trail including repairing the fence and gate, if possible. Also, prior to the May 18th work day, Earlyact members will work with Mr. Loukes during recess to line the Elementary soccer field.
 - Future project ideas include helping with service at the senior center and making up and posting "No Smoking/No vaping" posters around town. Additionally, for an international service idea, the plan is to raise money to make a donation to cancer research.
- Jasmine Weeden expressed her appreciation for the presentation.

- Kevin Bell asked what the most gratifying Earlyact project has been?
 - Raylynne Shamberger answered, the Elementary soccer field has been most gratifying although not all the Earlyact students are needed to participate in the project.
- Jason Robert asked how things have changed particularly in regards to team work throughout the year?
 - Raylynne Shamberger and Caleb Clermont answered that the students participating in Earlyact did not work well together to start but are now working well together and using each other's advice as well as the advice of the advisors.
- Kevin Bell asked what the most challenging project has been?
 - Chuck Plant mentioned cleaning the Cookie Trail will be most challenging as there is a large tree down across the trail.
 - Joe Bossie offered to help clear the tree from the Trail.
- Maureen Polimeno mentioned Doug Moorehead plans to bring supplies and materials to repair/repaint the shed on May 18th but inquired as to a key to the lock for the gate by the Elementary School playground buddy bench? Mrs. Polimeno additionally inquired about replacement chain link and other supplies to repair the fence, if possible.
 - Mrs. Polimeno was advised to consult with Mark Houde on the projects and materials for the May 18th work day.

Minutes:

Tamra Ham made a motion to approve the School Board meeting minutes of April 10, 2024. Casey Caulder seconded the motion. Discussion: Tamra Ham noted on the bottom of page 2, the reference to the Red Doors Inn should be Launchpoint Lodge. Kevin Bell mentioned there was a misspelling of his name on page 6. **Jay Duguay called a vote to approve the minutes as amended. All Board members were in favor and the motion carried unanimously.**

Tamra Ham made a motion to approve the School Board non-public session minutes of April 10, 2024. Jasmine Weeden 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.**

Communication:

Correspondence:

- Jay Duguay mentioned the North Country Education Services (NCES) newsletter was in the School Board packet. Also, invitations were received from Communities for Alcohol and Drug-Free Youth (CADY) regarding their regional summit and from the North Country Charter Academy (NCCA) regarding their graduation.
 - Superintendent McGann mentioned the NCCA graduation is the same night as the Elementary School concert and noted she will be attending the graduation ceremony.

Reports:

Business Administrator's Report:

- Debbie O'Connor mentioned it is a busy time in the SAU office. It is the District's open enrollment period for insurance; end of year financial and student reporting is taking place; and set-up is being prepared for the start of the new fiscal year.
- Debbie O'Connor noted budget ordering preparations for the new school year are being made. The orders will be placed over the summer.

Superintendent's Report:

- Superintendent McGann mentioned five New England educators visited the school on Wednesday, May 8th and Thursday, May 9th to speak with K-12 staff members as part of the New England Association of Schools and Colleges (NEASC) accreditation process.
- Superintendent McGann noted scheduling has been a focus of the administration team while taking into account current enrollments. World Language will be offered at the Middle School level. Spanish will be the main language available to students with VLACS classes available to those students wishing to take French. The Social Studies

position at the High School level will not be filled. Additionally, work is being done to align the Middle School and High School schedules to allow for professional staff flexibility to teach multiple grade levels.

Principal's Report:

- Jason Robert mentioned the Northern District Middle School Music Festival was a success with over 150 students from Conway to the Newfound Region participating. The students were supported by their music teachers and families. Thank you to Kristen Bushway and Thom Untersee for spearheading the Festival. A link to the performance will be shared as soon as it is available.
- Jason Robert expressed his congratulations to 2024 Valedictorian, Abishai Corey and Salutatorian, Tucker Bailey. These students will be recognized at the North Country Scholars breakfast to be held at White Mountain Regional High School at the end of May.
- Jason Robert noted this week is Teacher Appreciation week and Lin-Wood takes the week to celebrate the full staff! Thank you to the PTA, parents, the Booster Club, and local businesses for donating raffle prizes and food.
- Jason Robert mentioned the school held a hat week fundraiser which raised over \$1000 for the Main Street fire victims. The Lin-Wood community is supportive and really rallies around each other.
 - Tamra Ham mentioned the kids were excited to participate in this fundraiser and suggested it could become a yearly tradition to support local charitable organizations.
- Jason Robert noted educators from Maine and NH were part of the NEASC visiting team holding collaborative sessions with staff members and parents today, Wednesday, May 8th. The visiting team will debrief tonight and present a first draft report during a scheduled conversation with Administration tomorrow, Thursday, May 9th. A two year growth plan will then be put in place.
 - Jasmine Weeden mentioned she was included in the NEASC parent meeting and it was an awesome experience.

Committees:

Committee Reports: None.

Business Requiring Board Action:

Staff Nominations, Recommendations, and Resignations:

- Superintendent McGann mentioned a letter of resignation was received from Peter Stivali regarding the Assistant Principal position as of June 30, 2024.

Tamra Ham made a motion to accept the resignation of Peter Stivali as Assistant Principal. Jasmine Weeden 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.**

- Superintendent McGann nominated Peter Stivali for the Principal position as of July 1, 2024.

Joe Bossie made a motion to accept the nomination of Peter Stivali as Principal. Jasmine Weeden seconded the motion. Discussion: The Board discussed contract length. Debbie O'Connor mentioned the Principal contract is generally three years. Jay Duguay mentioned he participated in the interview process and Mr. Stivali is a great candidate for the position. **Jay Duguay called a vote to approve the motion. All Board members were in favor and the motion carried unanimously.**

- Jay Duguay inquired as to advertising the Assistant Principal position?
 - Superintendent McGann answered the position would be posted tomorrow, Thursday, May 9th.
- Superintendent McGann nominated Courtney Busnach for the 2nd grade Elementary School teaching position. Ms. Busnach came highly recommended and has nine years of teaching experience.
 - Tamra Ham inquired as to the schools where Ms. Busnach had taught in the past?
 - Superintendent McGann mentioned Ms. Busnach taught at various schools including student teaching at Lin-Wood.
 - Jay Duguay mentioned he had spoken to members of the hiring team who indicated they were impressed by Ms. Busnach's interview.

Tamra Ham made a motion to accept the nomination of Courtney Busnach for the 2nd grade Elementary teaching position. 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.**

- Tamra Ham inquired as to the number of students participating in Kindergarten registration.
 - Sharon Holt mentioned, per a conversation with Sheila Rich, there are 10 students registered for Kindergarten.
- Superintendent McGann mentioned a letter of resignation was received from Chris Goodbout regarding the part-time building trades position as of June 30, 2024.

Tamra Ham made a motion to accept the resignation of Chris Goodbout with regret. Joe Bossie seconded the motion. Discussion: Board members expressed regret with Mr. Goodbout's leaving noting the program is important to the students and District. **Jay Duguay called a vote to approve the motion. All Board members were in favor and the motion carried unanimously.**

- Jay Duguay expressed appreciation to Mr. Goodbout on behalf of the District for his years of service.
- Superintendent McGann presented a list of support staff recommendations to the Board.
 - Tamra Ham asked if the list included all current support staff.
 - Superintendent McGann and Debbie O'Connor confirmed the list included all current support staff members.

Tamra Ham made a motion to accept the support staff recommendations as presented. Jasmine Weeden seconded the motion. Discussion: Tamra Ham noted there was a vacant paraprofessional position included on the support staff recommendation list. **Jay Duguay called a vote to approve the motion. All Board members were in favor and the motion carried unanimously.**

- Debbie O'Connor mentioned hopefully the new support staff contract will help with attracting paraprofessional candidates.
- Jay Duguay inquired as to other vacant positions?
 - Superintendent McGann mentioned elementary and PE/Health teaching positions were still open.

Grants 2024-2025:

Tamra Ham made a motion to 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. Jasmine Weeden 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 mentioned this grant action is done yearly and he will sign the necessary grant assurances paperwork.
- Superintendent McGann noted there was one additional item needing Board Action that did not appear on the agenda. The 2025 Senior Class was accepted to participate in Grad Bash their first choice for their Senior Class trip. Grad Bash is only held on Friday nights. Per policy JJE-R Senior Class trips must be scheduled during non-school days without permission from the Board. The Class of 2025 would need to take the Thursday and Friday off prior to the 2025 April vacation to make it to Grad Bash.
 - Jason Robert mentioned that Grad Bash is only available for four Fridays in April. This would shift the dates but not lengthen the trip.

Tamra Ham made a motion to give the Class of 2025 permission to take off the Thursday and Friday prior to the April vacation week for their Senior Class trip to Grad Bash. Joe Bossie seconded the motion. Discussion: Joe Bossie and Kevin Bell asked for clarification regarding setting a precedent. Superintendent McGann mentioned exceptions have been made before with Board approval. Kevin Bell noted flexibility in travel is acceptable. Mandi Avery stated the Class of 2025 was lucky to get accepted to Grad Bash. **Jay Duguay called a vote to approve the motion. All Board members were in favor and the motion carried unanimously.**

New Business: None.

Continuing Business: None.

Recognition of Visitors/Public Participation:

Student: None.

Staff: Jay Duguay welcomed Rebecca Steeves.

- Ms. Steeves presented the following information:
 - From Shaun Hagan: AP Students are practicing hard for AP tests that will be happening over the next few weeks. Sophomores are preparing to take the Citizenship Test tomorrow.
 - From Heather Krill, Rebecca Steeves, Aaron Loukes, & Shaun Hagan: Boys and Girls of Summer dates are being shared with students this week.
 - From Jackie Wilson & Kristie Morris: Grade 6 had a great trip to Boston last Friday. Our tour guide was the Marquis de Lafayette and he was wonderful! The kids were engaged and impressed the tour guide with all that they knew about the Colonial and Revolutionary War time period. Thank you so much for supporting this trip!
 - From Aaron Loukes & Diana Pamplin: The Kids Heart Challenge took place on Friday, 5/3. Students in grade Kindergarten through 5th participated in a variety of movement activities including jump roping, hula hooping, basketball, soccer and a creative drawing station. Focus on heart health and making healthy lifestyle choices and were able to fundraise \$1636.37 for the American Heart Association. Pictures from this event can be seen on the wall just outside the elementary school library. Special thanks to the sophomore class for helping out during this special event.

Community: None.

Tamra Ham made a motion to adjourn the Board meeting. Jasmine Weeden seconded the motion. Discussion: Kevin Bell inquired as to an update on the Superintendent Search? Tamra Ham and Joe Bossie mentioned there were currently three candidates with resumes still being accepted and interviews begin tomorrow, Thursday, May 9th. **Jay Duguay called a vote to approve the motion. All Board members were in favor and the meeting adjourned at 7:15 PM.**

Respectfully submitted,
Sharon Holt, Assistant to the Superintendent