

LINCOLN-WOODSTOCK COOPERATIVE SCHOOL BOARD

SAU #68

DATE: June 14, 2023

SCHOOL BOARD MEETING MINUTES

SCHOOL BOARD PRESENT:

Jay Duguay, Chairperson
Joe Bossie
Casey Caulder
Tamra Ham
Jasmine Weeden
Ashley Youngheim
Kevin Bell

ADMINISTRATION/STAFF PRESENT:

Judith McGann, Ed.D., Superintendent of Schools
Mark Pribbenow, Principal
Debbie O'Connor, Financial Manager
Shaun Hagan, Teacher Representative
Sharon Holt, Assistant to the Superintendent
Bart King, Technology Assistant

PUBLIC PRESENT REMOTELY:

Bobbi	Brenda Goodbout	Renee Hoover
Mike Donahue	Paula King	Paula Houde
Kristie Morris	Ellie	Hanna
Sara Ford Walker	Matt Manning	Cassie
Annie Anderson	Guest	Amy
Sawz	Karragen Boyle	Diana Pamplin
Kimball	Dori Weeden	Deb Alden
Kyle Ford	Melissa Sabourn	Megan Woods
John	Abbi Donahue	Kristyn Fadden

PUBLIC PRESENT:

Danielle Avery	Carol Riley	Sally Nicoll
Charlie Clermont	Mark Houde	Tony Drapeau
Tucker Barnaby	Officer Formalarie	

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

Meeting Call to Order:

School Board Chair, Jay Duguay called the School Board meeting to order at 6:30 PM.

Minutes:

Tamra Ham made a motion to approve the May 24, 2023 School Board meeting minutes as presented. 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 unanimously.** (Board Member Kevin Bell was not present for vote.)

Correspondence:

- Jay Duguay mentioned a letter was received from the Lin-Wood Support Staff Association regarding the intent to negotiate in the fall.
- Superintendent McGann mentioned School Board members received a copy of the NCES newsletter in the School Board packets.

Business Administrator's Report:

- Debbie O'Connor mentioned there were manifests available for Board member review and signatures. There are additional payroll manifests this time of year due to teacher balloon payments as well as there being an extra payroll period in the pay cycle this year.
- Debbie O'Connor noted the SAU office is busy setting up for the next fiscal year.

Superintendent's Report:

- Superintendent McGann mentioned senior night and graduation were held last week and went well, The North Country Charter Academy (NCCA) graduation ceremony was also held last week at the Mountain View Grand and went smoothly.

Principal's Report:

- Mark Pribbernow mentioned the NCCA graduated 35 students including one Lin-Wood student. The Lin-Wood student received an award as most improved.
- Mark Pribbernow noted the Valedictorian and Salutatorian gave wonderful speeches during the Lin-Wood graduation ceremony.
- Mark Pribbernow mentioned the High School classes and schedules are in progress.
- Mark Pribbernow noted the summer school schedule has been determined.
- Mark Pribbernow mentioned Elementary School field day is this coming Friday, June 9th and the Middle School field day is Tuesday, June 20th.
- Tamra Ham expressed her gratitude to the Lin-Wood community for providing approximately \$60,000 worth of scholarships to senior class members.

Committees:

- Jay Duguay mentioned committee meeting minutes were included in the Board packets. Superintendent McGann noted the Facilities, Risk Management, and Technology committees had met and these were the minutes included in the packets.

Business Requiring Board Action:

Staff Nominations, Recommendations, and Resignations:

- Superintendent McGann mentioned Paula Houde will be transferring positions and will be the Middle School English Language Arts teacher.
- Board members and administration discussed the number of teachers in the upper Elementary School grades. Mark Pribbernow noted there will be the same number of teachers in the Elementary school next year and the teaching assignments will be similar to this year.
- Superintendent McGann noted the Upper Elementary School Teacher position has been posted. Other posted positions include Paraprofessionals, Elementary Special Education Teacher, and High School Social Studies Teacher.

SAFE Grant Bids:

- Debbie O'Connor noted a bid was received from Cobb Hill Construction to complete the work described in the Safe Grants. The bid came in well over the amount of the funds available through the Safe Grants as costs have doubled particularly in regards to materials. However, Cobb Hill has agreed to work with the District to get as much done on the projects as the grant monies available will allow. A contract is needed by the end of June in order to encumber the grant funds. The work does not need to be completed until December 2024. Superintendent McGann noted the grant for the Elementary School is \$100,000 and the Middle/High School grants total \$172,200. Tamra Ham asked if the Administration is confident that work would get done? Mark Houde noted Cobb Hill will be breaking down their bid into piece work and will work to get as much done as possible. Jay Duguay mentioned the money will be lost if the District does not move forward with a contract of some kind.

Tamra Ham made a motion to allow the District to enter into a contract with Cobb Hill Construction to complete up to \$100,000 worth of work on the Safe Grant defined projects for the Elementary School. 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 unanimously.** Board Member Kevin Bell was not present for vote.

Tamra Ham made a motion to allow the District to enter into a contract with Cobb Hill Construction to complete up to \$172,200 worth of work on the Safe Grant defined projects for the Middle/High School. 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 unanimously.** (Board Member Kevin Bell was not present for vote.)

- Tamra Ham expressed gratitude to Cobb Hill on behalf of the Board for agreeing to work with the District within the grant budgets. Appreciation was also given to Stuart Anderson for all his work on the Safe Grant projects.

Special Education Capital Reserve:

- Debbie O'Connor noted additional funds are needed to cover the cost of the out of District placement and asked that the Board vote to withdraw up to \$30,000 from the Special Education Capital Reserve fund for this purpose. The Special Education Capital Reserve fund will be replenished in the fall when the Cat Aid reimbursement is received from the State. The Board discussed and concluded this procedure to cover the final cost of the out of District placement had been determined during the Budget process and the amount to be withdrawn from the Capital Reserve is actually less than was anticipated at that time.

Tamra Ham made a motion to withdraw up to \$30,000 from the Special Education Capital Reserve Fund for costs associated with the out of District placement. Casey Caulder 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 unanimously. (Board Member Kevin Bell was not present for vote.)

Bond for Middle/High School HVAC System:

Bond Bank Loan Agreement:

- Debbie O'Connor mentioned copies of the Loan Agreement and the Certificate of Vote relating to the Bond for the Middle/High School HVAC system were included with the Board packets for review. The Bond sale is July 12 and section 1D of the Loan Agreement indicates the maximum interest rate is 3.5% per year. The interest rate during the January Bond sale was 2.85% and the interest was budgeted at 4.7%.

Certificate of Vote Regarding Authorization of Bond & Approval of Loan Agreement:

Tamra Ham made a motion to authorize the District/issuer to enter into the Loan Agreement with and to sell its bond to the Bond Bank and to allow Jay Duguay to sign the Loan Agreement on behalf of the School Board. 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 unanimously. (Board Member Kevin Bell was not present for vote.)

New Business: None.

Continuing Business:

ESSER Funds:

- Superintendent McGann mentioned the High School HVAC project will begin next Monday the 19th but will not interfere with the final two school days.

Strategic Plan:

- Superintendent McGann mentioned the processes within the Strategic Plan continue to move forward.
- Jay Duguay asked if student testing was still ongoing and noted some promising assessment results were presented at the last meeting. Mark Pribbernow noted the localized (NWEA/MAP) testing was finishing with High School math. Full assessment results are still pending however the SAT scores have been returned.

Recognition of Visitors/Public Participation:

Student: None.

Staff: Jay Duguay welcomed Shaun Hagan.

- Shaun Hagan reported information from the following staff members:
 - From Heather Krill: Freshman and new student orientation will be held again in the fall prior to the first day of school.
 - From Heather Krill: Summer reading expectations were provided to students and will be available on the School Library website. Additionally, Book Buddies has been a great success.
 - From Julie Rand: The 1st graders have published their book and a copy is available in the School Library.
 - From Paula Houde: Expressed appreciation for the vests.
 - From Jackie Wilson: The 6th grade completed the 2nd annual arcade games project which covered Newton's laws. Board members are invited to play the arcade games on Thursday, June 15th from 9:00 am to 9:30 am.
 - From Rebecca Steeves: The 8th grade overnight went great! Thank you to the Board and Administration for supporting this yearly adventure.

- From Rebecca Steeves: The 7th grade had a wonderful time on their trip up the Cog Railway and visiting the Mount Washington Observatory. Highlights included meeting the cat, Nimbus, and experiencing the snowiest June on Mount Washington.

Community: Jay Duguay reminded community members to keep comments in line with policy BEDH and indicated copies of the policy were available for review.

Jay Duguay recognized Sally Nicoll.

- Sally Nicoll recognized the need to keep the budget low and manageable but expressed concerns relating to Elementary school staffing. She ask that the Board and Administration be mindful when not filling positions due to attrition as this and fluctuating teaching assignments may have an adverse effect on staff and students.

Jay Duguay recognized Charlie Clermont.

- Charlie Clermont began to speak in terms outside of policy BEDH. Jay Duguay reminded the community to keep comments within the limits of policy BEDH. Comments must be made in a way that protects the confidentiality of staff and students and cannot include personally identifiable information. Grievances may be brought forward to the Board under the condition of policies KE and KEB.
- Charlie Clermont expressed concerns about the Superintendent and Administration's handling of a personnel issue noting that Lin-Wood needs to do better and that he would work through the grievance process, as necessary.

Jay Duguay recognized Tony Drapeau.

- Tony Drapeau noted School Board meetings are a business meeting for the Board and Board policy BEDH relating to public comment protects the confidentiality of not only students and teachers but administrators as well. Concerns were expressed that a letter read at the previous Board meeting went against the terms of policy BEDH.

Jay Duguay recognized Tamra Ham.

- Tamra Ham asked about the "603 Rumble" noted on the District's summer activity schedule. Mark Pribbernow noted the "603 Rumble" is an adult summer baseball league.
- Tamra Ham asked if research was done on the School District's ability to utilize a .edu or .gov website domain extension. Superintendent McGann answered these extension may only be used by specific agencies and are not available to the District.

Jay Duguay polled the School Board to go into non-public session per RSA 91-A:3 c to discuss matters that are likely to adversely affect the reputation of a person other than a member of the School Board. Joe Bossie, YES; Kevin Bell, YES; Jasmine Weeden, YES; Tamra Ham, YES; Jay Duguay, YES; Casey Caulder, YES; Ashley Youngheim, Yes. The Board entered non-public session based on RSA 91-A:3 c at 7:03 PM.

Respectfully submitted,
Sharon Holt, Assistant to the Superintendent

The School Board returned to public session at 7:17 PM

Tamra Ham made a motion to adjourn the 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 7:17 PM.

Respectfully submitted,
Jasmine Weeden, School Board Secretary