

LINCOLN-WOODSTOCK COOPERATIVE SCHOOL BOARD

SAU #68

DATE: August 24, 2022

SCHOOL BOARD MEETING MINUTES

SCHOOL BOARD PRESENT:

Jay Duguay, Chairperson
Brian Angelone
Joe Bossie
Ashley Youngheim
Kevin Bell
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

SCHOOL BOARD ABSENT:

Tamra Ham

PUBLIC PRESENT:

Paul Schirduan

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

Meeting Call to Order: School Board Chairperson, Jay Duguay called the School Board meeting to order at 6:37 PM.

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

Correspondence: Jay Duguay mentioned a letter was received from the teacher's union regarding the notice to schedule meetings and begin negotiations for the next two-year contract period. Jay Duguay confirmed with Superintendent McGann that this is the normal course of action for union contract negotiations.

Superintendent McGann noted a letter had been received from the NH Department of Revenue indicating that each School District must have an audit each year. Superintendent McGann mentioned Lin-Wood does go through the audit process each year. Jay Duguay noted the letter indicates new fines will be imposed on Districts that do not complete an annual audit.

Superintendent McGann mentioned notification was received from the NHSBA regarding their annual delegate assembly which will be on October 1, 2022. Superintendent McGann noted in the past, the delegate assembly was held in January. Superintendent McGann mentioned she will remind Tamra Ham, the School Board member representative to NHSBA, of the upcoming delegate assembly.

Superintendent McGann noted an email was received earlier in the day from community member, Paul Schirduan. Superintendent McGann mentioned the email will be forwarded to Administration to be addressed.

Business Administrator's Report: Debbie O'Connor mentioned there are a large number of manifests needing School Board signatures. Mrs. O'Connor thanked the School Board for approving the manifests by email throughout the summer to allow for checks to be sent out timely.

Superintendent's Report: Superintendent McGann noted that the start of the school year, teacher in-services days (August 23, 24, and 25, 2022) are going well. Superintendent McGann mentioned an inspirational speaker/teacher, Monica Genta, was speaking each day, first to the full staff and then to the Elementary and Middle/High School staffs. Superintendent McGann noted the teachers and staff attended a 2.5 hour ALICE safety training today, Wednesday, August 24, 2022. Superintendent McGann

mentioned the ALICE training was a review for most as the majority of the staff had previously attended the full 8 hour ALICE training.

Superintendent McGann mentioned employee hiring is ongoing. Superintendent McGann continued that the District is still looking for a PE/Health Teacher, a Middle/High School Guidance Counselor, and Paraprofessionals as well as Substitute Teachers.

Superintendent McGann noted the summer maintenance projects are wrapping up. Superintendent McGann mentioned the final pumps for the Elementary School HVAC project have arrived and now need to be installed to complete the project.

Superintendent McGann mentioned there will be another Public Hearing on Wednesday, September 14, 2022 relating to the use of the Equipment Expendable Trust Fund for water bottle filling stations and the use of the Technology Expendable Trust Fund for campus Wi-Fi upgrades. Superintendent McGann noted the utilization of the Technology Fund had been discussed during the budget process.

Superintendent McGann noted the District is still waiting for the report from the NH Homeland Security walkthrough which took place in June. Superintendent McGann noted when the report is received, an Emergency Management/Response Committee meeting will be scheduled to review.

Superintendent McGann mentioned the Apportionment/Funding Formula Committee met on August 17, 2022.

Principal's Report: Mark Pribbernow noted the summer has been busy and expressed appreciation to the custodial and other staff for their work throughout the summer. Mr. Pribbernow stated the fields and hallways are looking great.

Mark Pribbernow mentioned the energy has been great during the teacher in-service days and thanked Jack Marshall for the excellent breakfast and lunch provided for the staff.

Mark Pribbernow noted each new staff member is assigned a mentor. Mark Pribbernow mentioned there was a mentor/mentee meeting last week to allow mentees to ask questions, gather answers, and get to know their mentors and the school.

Mark Pribbernow mentioned Monday, August 29, 2022 is the first day of school for the 2022-2023 school year. Mr. Pribbernow noted that breakfast will be served in the Middle/High School cafeteria/MPR for all students with a student drop-off time of 7:25 AM. Mark Pribbernow mentioned there will be a dedicated seating area for kindergarten and first grade and the cafeteria will be monitored. Superintendent McGann asked what differences would be seen from this change in breakfast? Mr. Pribbernow noted breakfast over the last couple of years has consisted of mainly pre-packaged foods continuing that holding breakfast service in the cafeteria will allow for a better mix of foods and a more robust menu. Superintendent McGann asked if all students (K-12) would be eating breakfast together? Mark Pribbernow mentioned yes, however many Middle and High School students do not eat breakfast preferring just the 9:00 AM snack.

Mark Pribbernow noted the District continues to work with Demonstrated Success on utilizing testing data and developing data driven protocols. Mr. Pribbernow mentioned that the Administration staff recently attended a conference presented by Demonstrated Success.

Mark Pribbernow mentioned the Elementary HVAC project will be completed between Friday, August 26 and Sunday, August 28, 2022.

Committees:

Funding Formula Committee: Superintendent McGann mentioned the funding formula committee met on Wednesday, August 17, 2022. Superintendent McGann noted the committee discussed: the committee's role and responsibilities, timelines, the membership process, the articles of agreement, and reviewed the NH DOE apportionment formulas for other regional and cooperative school districts. Superintendent McGann mentioned additional meetings were scheduled for September 21, 2022 and October 19, 2022 at 6:00 PM in the Middle/High School Library. Superintendent McGann noted an additional meeting was scheduled for November but that meeting date will need to be changed as it conflicts with the School Board meeting. Superintendent McGann mentioned the meeting minutes will be provided to the School Board.

Business Requiring Board Action:

Staff Nominations, Recommendations, and Resignations: Superintendent McGann read her memo to the School Board regarding the employment phone poll: "A poll vote was taken via phone by the Board on August 9, 2022. Regarding the nominations and the resignation of the following personnel. The results of the poll were: Jasmine yes, Ashley yes, Kevin yes, Tammy yes, Joe yes. Nominations made included Leo Souza – World Language position and French teacher for the middle/high school. He will also be working with ESOL students. He is very strong in his area of language and will be able to lend support to some families who are weak with the English Language. Leo speaks several languages. Leo will be on step two of the salary schedule. Sydney Campbell, Elementary Guidance Counselor. She comes highly recommended. She will be on step one on the salary schedule. Michael Hamlin – elementary special education teacher. Michael is currently a paraprofessional in the NECC Program. He has worked in the program for several years. He has two bachelor's degrees. Mary Steady, Special Ed. Director was part of the interviewing process as well as other administration and teachers in the area of special education. Michael will be on step 1 of the salary schedule. Resignation: The poll above included the resignation of Shawn Quinn pending the filling of the position prior to the release of his contract for the 2022-2023 school year. Shawn Quinn (current HS guidance counselor) submitted his letter of resignation. Shawn has applied for an Asst. Principal position in another district. I recommend accepting Shawn's resignation pending filling his position. Currently this position has not been filled."

Superintendent McGann indicated an update regarding Shawn Quinn will be provided in non-public session.

Superintendent McGann mentioned a letter of resignation has been received from Casey Murphy. Jay Duguay mentioned a vote would be taken on Casey Murphy's resignation after discussion in non-public session.

Superintendent McGann recommended Wanda Banks for a custodial position, Kim LaMotte for the Middle/High School administrative assistant position, and Debbie Celino for a paraprofessional position.

Joe Bossie made a motion to approve the recommendation of Wanda Banks as a custodian. 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.**

Joe Bossie made a motion to approve the recommendation of Kim LaMotte as the Middle/High School administrative assistant. 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.**

Joe Bossie made a motion to approve the recommendation of Debbie Celino as a paraprofessional. 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.**

Superintendent McGann notified the School Board of the fall coaches:

Varsity Girls Soccer - Head Coach: Chris McClure Assistant Coaches: Heidi Corey, Geoff Krill, Xena Bartlett, and Nathan Jenkins

Varsity Boys Soccer - Head Coach: Blair Weeden Assistant Coach: Max Dovholuk

Middle School Girls Soccer - Head Coach: Heather Krill Assistant Coach: Ryan Weeden

Middle School Boys Soccer - Head Coach: Adam Donati Assistant Coach: Jim Martin

Varsity Cross Country: Head Coach: Sarah Beaudin

School Bus Bid: Superintendent McGann mentioned no bids had been received regarding the 14 passenger school bus and indicated the School Board would need to make a decision on what to do with the bus. Brian Angelone indicated he received a telephone bid of \$1500 for the bus. Brian Angelone noted considering the current value of scrap metal and the cost to haul the bus to the scrap dealer, the \$1500 bid is reasonable. Debbie O'Connor mentioned the bid would be needed in writing to create a purchase and sale agreement.

Jasmine Weeden made a motion to approve the verbal bid of \$1500 (fifteen hundred dollars) for the purchase of the 14 passenger bus under the condition that a written bid be received by the School District Administration Offices. 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 motion carried unanimously.**

Jay Duguay noted if the written bid is not received, School Bus Bid should appear again on the next School Board agenda.

Emergency Action Plan-Athletics Program: Superintendent McGann noted a committee consisting of herself, Principal, Mark Pribbernow; Assistant Principal, Jason Robert; Athletic Director, Matt Manning; School Nurse, Lynn Murray; PE Teacher, Aaron Loukes; and Administrative Assistant, Sharon Holt had met to create the Emergency Action Plan for the Athletics Program. Superintendent McGann mentioned the Emergency Action Plan for the Athletics Program is a new State required Plan and a template was provided and utilized to create Lin-Wood's Plan. Jay Duguay asked if the coaches have the AEDs on hand during practices and games? Superintendent McGann answered yes, the AEDs are kept with the coaches. Jay Duguay asked if the Lin-Wood Ambulance Service still maintained the AEDs? Debbie O'Connor answered that the AEDs are maintained by the Ambulance Service. Jay Duguay asked about training on the AEDs? Debbie O'Connor and Ashley Youngheim indicated that AED training is included with CPR training/certification.

Jasmine Weeden made a motion to approve the Emergency Action Plan-Athletics Program. Ashley Youngheim seconded the motion. Discussion: None. **Jay Duguay called a vote to approve the motion. Joe Bossie Abstained. All other Board members present were in favor and the motion carried unanimously.**

New Business: None.

Continuing Business:

COVID-19 – Reopening Plan: Superintendent McGann noted the Reopening Plan was updated with current guidance. Superintendent McGann mentioned the Reopening Plan has to be reviewed every six months for the COVID related grants process. Superintendent McGann noted the Plan needs to be posted on the District's website but a copy no longer needs to be provided to the State. Jay Duguay asked for confirmation that the updates in the Plan were based on the new quarantine and isolation guidelines provided by the State? Superintendent McGann answered in the affirmative. Kevin Bell indicated there were a number of typos that need to be fixed within the Plan:

- On Page 7, the sentence regarding vaccinations for ages 5 and over should be removed as vaccinations are currently available for a larger age range.
- On Pages 11 and 12, the dates need to be updated from 2021-2022 to 2022-2023.
- On Page 19, the qualifier 'all' should be removed before the word 'guidelines'.

All Board members were in agreement of these changes. Superintendent McGann indicated that the changes to the Plan would be made and the Plan would be posted on the District's website.

ESSER Funds: None.

Recognition of Visitors/Public Participation:

Student: None.

Staff: None

Community: Jay Duguay welcomed Paul Schirduan. Paul Schirduan noted he has three children in the Elementary School. Mr. Schirduan mentioned he had sent a number of questions by email to the Board earlier in the day. Paul Schirduan expressed concerns that the Elementary School morning recess was removed from the schedule. Mr. Schirduan indicated he had spoken with the previous Director of Elementary Education regarding the removal of morning recess and was told the change in schedule was made at the request of the teachers but a number of parents had concerns. Paul Schirduan requested that morning recess be kept until more information is gathered from stakeholders. Based on the number of new employees to the School District, Mr. Schirduan expressed concerns with the District's budget and the promised reductions to the budget via attrition. Paul Schirduan expressed concerns on 8th grade reading test scores presented a couple of years ago by Mr. Pribbernow. Mr. Schirduan noted these scores indicated a 70% non-proficiency rate. Paul Schirduan expressed concerns that no questions were raised by the Board and there have not been additional classes added to address this issue. Mr. Schirduan expressed concerns that the reading proficiency rate for grades 9-12 are low. Superintendent McGann noted the email from Mr. Schirduan will be sent to the Administration team and Administration will respond.

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; Jay Duguay, AYE; Kevin Bell, AYE; Brian Angelone, AYE. The Board entered non-public session based on RSA 91-A:3 at 7:10 p.m.

Respectfully submitted,

Sharon Holt, Assistant to the Superintendent

The School Board meeting returned to Public Session at 7:40 PM

Joe Bossie made a motion to approve the out of District student to attend Lin-Wood Public School. Kevin Bell seconded the motion. Discussion: None. **Jay Duguay called a vote to approve the motion. All Board members were opposed and the motion failed.**

Joe Bossie made a motion to empower Administration to have flexibility with Shawn Quinn. 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.**

Joe Bossie made a motion to accept the resignation of Casey Murphy. 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.**

Joe Bossie made a motion to adjourn the meeting. 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 meeting adjourned at 7:43 PM.**

Respectfully submitted,

Brian Angelone, School Board Secretary