

LINCOLN-WOODSTOCK COOPERATIVE SCHOOL BOARD

SAU #68

DATE: June 8, 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  
Mark Pribbernow, Principal  
Sharon Holt, Assistant to the Superintendent  
Bart King, Technical Support  
Heather Krill, Teacher Representative

**PUBLIC PRESENT:**

Sheila Rich  
Sarah Kraus  
BD - Remote

Denise Drapeau  
Kristie Morris

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 6:30 PM.

**Minutes:** Tamra Ham made a motion to approve the May 25, 2022 School Board meeting minutes as presented. Joe Bossie 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 latest newsletter from NCES was included in the Board packet.

Superintendent McGann noted an abutter notification was received from the Town of Lincoln regarding an expansion at the El Charro restaurant.

**Business Administrator's Report:** Debbie O'Connor reminded the Board that there were manifest that require Board review and signatures.

Debbie O'Connor mentioned the District applied for a Supply Chain Assistance Grant and received \$9,962 which was more than originally expected. Debbie O'Connor explained the Grant monies would be utilized to offset higher food costs and costs associated with the need to replace unavailable food items with higher priced items due to supply shortages. Debbie O'Connor noted the food items covered by the grant would include things like produce, milk, and raw meat. Debbie O'Connor noted unprocessed foods received from the USDA surplus distribution are not applicable to the grant.

Debbie O'Connor noted the District's Federal Free Meal Waiver allowing all Lin-Wood students to received free meals will be coming to an end at the close of the school year. Debbie O'Connor mentioned with Lin-Wood students utilizing the free meals option, an increase was seen in the food service participation rates which was a win for food service operations as well as Lin-Wood families. Debbie O'Connor noted Vermont and Maine have included free meals for students in their State budgets and Massachusetts has similar legislation in progress. Debbie O'Connor mentioned there is still hope that the Federal Free Meal waiver will be renewed but it is not looking promising. Kevin Bell asked what the estimate cost is for providing free meals to students? Debbie O'Connor noted she would have to look into the estimated cost. Debbie O'Connor mentioned all Lin-Wood families will be encouraged to complete an application for Free and Reduced meals which will be provided in families' welcome back packets. Debbie O'Connor noted Free

and Reduced applications/approvals are additionally utilized to qualify Districts for grants and other assistance. Debbie O'Connor mentioned the number of applications completed in the last two years was significantly decreased from previous years because of the Federal Free Meal Waiver. Tamra Ham noted the decrease in Free and Reduced Meals applications for the past two years is being taken into account with Federal/State grant agencies and other aid services.

Debbie O'Connor mentioned the Audit Engagement Letter has been received and will need to be signed by the Board chair. Tamra Ham asked if the auditors were the same as in the past? Debbie O'Connor answered yes.

Tamra Ham mentioned House Bill 1221 regarding a 7.5% reimbursement to the employer for NH retirement contributions and indicated the Town received a reimbursement this year. Debbie O'Connor noted in the past, the State of NH paid a portion of the NH retirement contributions but that went away and the employer contribution rate increased. Debbie O'Connor mentioned the new legislation has the State of NH again paying a portion of the NH retirement contributions which will lower employer contribution rates in the future. Tamra Ham mentioned there would be a reimbursement available this year. Debbie O'Connor noted she would look into the House Bill.

**Superintendent's Report:** Superintendent McGann mentioned the Policy Committee met prior to the School Board meeting and reviewed quite a few policies.

Superintendent McGann noted a copy of the upcoming event schedule was included in the Board packet. Tamra Ham mentioned having the event schedule is very helpful.

Superintendent McGann mentioned State of NH Homeland Security did an extensive walkthrough of the School buildings and took a number of pictures. Superintendent McGann noted representatives from both the Lincoln and Woodstock Police Departments attended the walkthrough. Superintendent McGann mentioned a report on the walkthrough will be sent to the SAU office in approximately four weeks. Superintendent McGann noted once the report is received, a Safety/Emergency Management committee meeting will be scheduled to discuss the report and the report will then be shared with the Board in a non-public session. Superintendent McGann mentioned she had asked that the report get into the details of the buildings to help with the possibility of getting grants.

Superintendent McGann noted she and Joe Bossie attended the North Country Charter Academy graduation ceremony. Superintendent McGann mentioned the ceremony was well done and very heartwarming. Joe Bossie said the ceremony acted as good reinforcement as to why the District spends the money for slots and sends kids to the Charter Academy.

Superintendent McGann mentioned Wednesday, August 10, 2022 from 6:00 PM-7:00 PM as a tentative date and time for the Board goal setting meeting. Jay Duguay indicated he would not be available on that date but the meeting could be held in his absence. Tamra Ham and Ashley Youngheim noted they would be available.

**Principal's Report:** Mark Pribbernow noted he had received a copy of a pamphlet from Doug Moorehead regarding the Lin-Wood Public Safety Dinner hosted by the Interact Club which is made up of a number of Lin-Wood students.

Mark Pribbernow mentioned he had been riding along on one of the school buses each day for the last few days. Mark Pribbernow noted there are two new bus drivers in training and the kids have been taking advantage and not behaving appropriately. Mark Pribbernow mentioned this is the reason buses have been running late.

Mark Pribbernow noted students are beginning to sign-up for classes for next year. Mark Pribbernow mentioned the plan is to offer all the classes as in the past as long as the open positions can be filled.

Mark Pribbernow mentioned SAS assessment results and report cards will be sent to parents on June 23<sup>rd</sup>.

Mark Pribbernow noted the plans for the awards banquet and graduation ceremony are shaping up.

Mark Pribbernow mentioned 8<sup>th</sup> Grade Continuation will be at 6:00 PM on June 15, 2022.

Mark Pribbernow noted teachers have been provided with their budgets and have been reminded to stay within budget when placing orders and to keep in mind the raising costs of supplies. Mark Pribbernow mentioned a list of school supplies parents will need to provide for their children will be generated.

Mark Pribbernow mentioned the Elementary Music Review and the Booster Banquet were wonderful. Mark Pribbernow noted during the Booster Banquet it was nice to hear from the coaches to see how students learnings in school come through to athletics.

Committees: Jay Duguay mentioned there were Facilities Committee meeting minutes in the Board packet and that the Facilities Committee meeting was discussed at the previous Board meeting.

Policy Committee: Tamra Ham noted a few of the policies discussed at the policy committee meeting were held back for further research/review but there will be a number of policies for first reading at the next Board meeting. Jay Duguay asked if the Policy Committee discussed the policies the Board had returned to the Committee for further review? Tamra Ham answered yes, the policies had been readdressed by the Policy Committee and will be brought to the Board again at the next meeting.

**Tamra Ham made a motion to approve policies AC-R, GCI, IC/ICA, IF, IGD, IHAE, IHAH, IHAK, IHAL, IHAM, IHAMB, IHBA, IHBB, IHBB, IHCA, IIB, IIC, IJK,IJK-R, IJO/KA, IKAA, IKAD, IKAD-R, IKB, IKB-R, IKFC, IKG, IL, ILD, ILD-R, IMAH, IMC, and IMG. Brian Angelone 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 made a motion to withdraw policies IGEA, IHBA-R, and ILDA. Joe Bossie seconded the motion.** Discussion: Nothing further. **Jay Duguay called a vote to approve the motion. All were in favor and the motion carried unanimously.**

**Business Requiring Board Action:**

Staff Nominations, Recommendations, and Resignations: Superintendent McGann mentioned she would present a number of resignations, one nomination, and one recommendation. Superintendent McGann mentioned the recommendation would be discussed in non-public session.

Superintendent McGann mentioned the following resignations: Vicki Schinaman-Elementary Guidance Counselor; Kate Evans-Elementary Special Education Teacher; Stephanie Oleson-Middle/High School Administrative Assistant; Melissa Rawson-Paraprofessional; and Madison Moore-Paraprofessional.

**Tamra Ham made a motion to accept the resignation of Vicki Schinaman 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.**

**Tamra Ham made a motion to accept the resignation of Kate Evans 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.**

**Tamra Ham made a motion to accept the resignation of Stephanie Oleson 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.**

**Tamra Ham made a motion to accept the resignation of Melissa Rawson 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.**

**Tamra Ham made a motion to accept the resignation of Madison Moore 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.**

Superintendent McGann nominated Kristen Bushway for the music teacher position. Superintendent McGann mentioned Kristen Bushway was most recently working at Profile School. Superintendent McGann noted the hiring committee interviewed two candidates. Joe Bossie asked if additional candidates applied? Superintendent McGann mentioned only the two candidates interviewed had applied.

**Tamra Ham made a motion to accept the nomination of Kristen Bushway for the music teacher position. 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.**

Deputy Treasurer: Superintendent McGann mentioned the School District Treasurer, Sandy Dovholuk, recommended the appointment of Sharon Holt as Deputy Treasurer.

**Tamra Ham made a motion to accept the Treasurer's recommendation of Sharon Holt for School District Deputy Treasurer. Ashley Youngheim 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 the NH DOE ESSER funds federal compliance monitoring audit went well and the District is now waiting for the report from the auditor.

LRT Academy: Superintendent McGann mentioned communication was received from the Loon Race Team (LRT) indicating the LRT would not look to begin a program for the 2022-2023 school year, however the research and planning for the program will continue for the 2023-2024 school year. Tamra Ham noted this would allow more time to communicate with the teachers/staff as well as the community and involve them in the process. Kevin Bell clarified LRT would not present a plan for the 2022-2023 school year but work to present a plan for the 2023-2024 school year. Tamra Ham encouraged the LRT and administration to not wait for the last minute but to keep communications open and planning rolling forward.

**Recognition of Visitors/Public Participation:**

Student: None.

Staff: Jay Duguay welcomed Heather Krill. Heather Krill shared the following:

- “English Department: We learned on Friday that senior Marjorie Keniston placed FIRST in the Robert Frost Poetry Competition here in the North Country for all grades 9-12. Senior Britta Robinson also won an Honorable Mention. Several middle school students also submitted poems for publication-- I've brought the book for you to check out if you wish. We are very proud of our poets!”
- “Jackie Wilson: 6th grade science is making cardboard arcade games to demonstrate simple machines, Newton's Laws of Motion and energy transfer. They have to create a poster that explains the game rules and science. I have never seen them so engaged and it's been a really great experience. *The entire middle school will come play our arcade games next Monday at 1:45. You are welcome to join us!*”
- “Shaun Hagan: To prepare for the incoming State requirement that all NH Students pass the most recent version of the Citizenship test before graduation, we gave the Civics portion a trial run with the Government Class. The vast majority passed easily on the first go. A couple will require some review and retesting. All in all, a very successful dry run. This same class will take the US History portion when they complete their US History class as Juniors. We should have no difficulty with this new requirement.”
- “Rebecca Steeves: Grade 7 spent time in their Tech Ed class with Mr. Goodbout making standing flower boxes, updating a butterfly house, and building a birdhouse to encourage pollinators to visit our campus. We grew flowers in the classroom, then transplanted them outside to the boxes in the last couple of weeks. The kids used building plans and modified as needed for materials and outside space. Thank you to Mr. Goodbout who used class time to help the students build these to help the wildlife around Lin-Wood...we're hoping our classroom butterflies emerge soon, so we can release them next week to use these new resources!”
- “Heather Krill: Lastly as a parent I wanted to share that the bike to school day last week was awesome. There were loads of kids and families and plenty of adult supervision to assist with runaway training wheels and loose chains and even a missing pedal or two. Thank you to Aaron and everyone who helped him to coordinate.” Tamra Ham mentioned the bike to school day was fantastic.

Community:

Joe Bossie offered congratulations to Andrew Wilson and Sydney Pickering for their recognition as North Country Scholars in the NCES newsletter.

Joe Bossie asked if the small bus was going to be put back out to bid? Joe Bossie noted the price for scrap pieces has increased. Jay Duguay noted the condition of the bus is not getting any better. Tamra Ham suggested putting the bus back out to bid for \$2500. Debbie O'Connor noted \$2500 was the past estimate the District had received if the bus was scrapped. Debbie O'Connor asked, since scrap prices have increased, should a new scrap estimate be researched prior to setting the minimum bus bid? Tamra Ham said that would be easy enough to do.

Joe Bossie expressed concerns with the number of staff members leaving the District and asked if exit interviews were done to find out why? Superintendent McGann noted the Administration does look at that and tries to keep staff within the District. Superintendent McGann mentioned the Administration is aware of why each staff member is leaving for instance, one staff member is leaving because of lack of housing, another to further education, others are leaving for career enhancement or for larger districts where the pay is higher and others are leaving the education field. Superintendent McGann noted she has spoken to other superintendents and the situation is the same throughout the state. Kevin Bell suggested tracking the statistic on what types of staffing positions are leaving and why (housing, salary, leaving field, etc.) Ashley Youngheim mentioned housing is a major issue throughout the north country. Tamra Ham noted it is not just a School District problem, everyone is having difficulties with housing and hiring new staff.

Tamra Ham asked why families are charged for their children to attend field trips? Superintendent McGann noted that has always been the case with field trips. Debbie O'Connor mentioned that is how field trips have always been budgeted. Debbie O'Connor noted the District pays for field trip transportation. Tamra Ham mentioned that there are children not going on field trips because it is unaffordable to their families. Debbie O'Connor mentioned the District as well as the PTA have always helped out in cases where cost is an issue to families. Tamra Ham noted she would like the practice of charging families for field trips to change. Tamra Ham mentioned the additional field trip costs should not be much and should be able to be covered by the budget without the need for a budget increase. Joe Bossie agreed he would like to see that families are not charged for field trips but noted there would need to be a cap set. Jay Duguay asked if charging families for field trips was included in a policy or if it was just past practice? Debbie O'Connor and Superintendent McGann noted it was past practice. Debbie O'Connor mentioned she would look into the budget ramifications.

Tamra Ham noted that just the Board Chairperson signed the diplomas this year, however the full Board signed diplomas in the past and asked that the District return to that practice. Superintendent McGann indicated that the diplomas would be signed by the full Board in the future.

Tamra Ham posed a question she had received from a parent/student asking why hats were not allowed in school. Mark Pribbernow noted the hat issue was a recent poll question for principals with the results of the poll being the majority of schools do not allow hats. Mark Pribbernow mentioned students use hats as a disguise or a way of hiding and removing hats is a sign of respect, it shows openness, and keeps kids present in the classroom. Ashley Youngheim noted there may also be security issues relating to wearing hats in school. Mark Pribbernow mentioned students are allowed to wear hats for spirit week hat days and sometimes for fundraisers.

Jay Duguay noted he would poll the Board to go into non-public session. Tamra Ham mentioned there would be a Board vote when the Board returned to the public meeting.

**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 7:10 p.m.**

Return to Public Meeting:

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

**Jasmine Weeden made a motion, seconded by Ashley Youngheim to approve the recommendation for Lynn Murray, School Nurse. Discussion: None. Jay Duguay called a vote to approve the motion. The motion carried with opposition and one abstention.**

**Brian Angelone made a motion, seconded by Tamra Ham to adjourn the public meeting. All Board members were in favor and the meeting adjourned at 7:45 PM.**

Respectfully submitted,

Brian Angelone, Board Secretary

DRAFT