

LINCOLN-WOODSTOCK COOPERATIVE SCHOOL BOARD

SAU #68

DATE: May 10, 2023

SCHOOL BOARD MEETING MINUTES

SCHOOL BOARD PRESENT:

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

SCHOOL BOARD ABSENT:

Ashley Youngheim

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:

Melissa
Paula Houde

Dan Adams
Sally Nicoll

PUBLIC PRESENT:

Dori Weeden
Cam Clermont
Charlie Clermont

JJ Goodbout
Tom Sabourn
Seven Fitzgerald

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 April 19, 2023 School Board meeting minutes as presented. 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.**

Correspondence:

- Jay Duguay mentioned the Board received an invitation to the North Country Charter Academy graduation, which will be held at the Mountain View Grand on June 8th at 5:30 PM. All Board members are welcome to attend.
- Superintendent McGann mentioned the latest NCEs newsletter and District activities calendar were included in the Board packets.

Business Administrator's Report:

- Debbie O'Connor mentioned there were manifests available for Board member review and signatures.
- Debbie O'Connor noted it is a busy time for the SAU office with insurance open enrollment; approved 2023-2024 budgets being sent to teachers to begin the ordering process; and the administration of summer construction projects.
- Debbie O'Connor mentioned that she had been approached by the Trustees of the Town of Woodstock (who are also the School District Trustees) regarding the possibility of moving some of the District's trust fund monies into the NH Public Investment Pool. The NH Public Investment Pool is utilized by municipalities and the Town of Woodstock plans to also move some of the Town's funds as the interest rates are better. The District only accesses the Trust fund monies a few times per year and the funds remain liquid in the Investment Pool. District policy DFA notes the investment of capital or trust funds is left to the discretion of the Woodstock Trustees after School Board review.

Superintendent's Report:

- Superintendent McGann noted Board members received a copy of the Lin-Wood Teachers Association agreement for review. The agreement needs to be signed by the Board's negotiating team members, Jasmine Weeden and Tamra Ham and witnessed by the School Board chair, Jay Duguay.

- Superintendent McGann mentioned the diplomas are in the SAU office and require all Board members' signatures.
- Superintendent McGann noted the Ice Cream Social is returning and will be held on Tuesday, May 16, 2023. Ice Cream will be served at 6:30 PM with a band concert to follow. Tamra Ham mentioned the Booster Club is looking for baked good donations for this event. Jasmine Weeden asked if the baked goods needed to be individually wrapped? Debbie O'Connor answered in the negative.
- Superintendent McGann expressed her thanks to the Board members for their contribution to the appreciation week staff luncheon noting she had received messages of gratitude from many staff members.
- Superintendent McGann mentioned individual contracts have been signed by the teachers and are now with the School Board chair for signature.
- Superintendent McGann noted the administration has done some research on GaGa pits. Debbie O'Connor mentioned the District insurance provider, Primex, provided a list of items to look out for in regards to GaGa pits but had no objections to GaGa pits and indicated that GaGa pits are not technically playground equipment. Superintendent McGann mentioned ADAPT-YLTA will be contacted for a formal proposal relating to the GaGa pit. The proposal will then be brought to the Board for approval.
- Superintendent McGann mentioned student assessments/testing was in progress.
- Superintendent McGann noted the School Resource Officer MOU was included in the Board packets for review.
- Superintendent McGann mentioned the summer school programs and schedules are being finalized.
- Superintendent McGann noted the Facilities Committee minutes were included in the Board packets.
- Superintendent McGann mentioned there will be a Technology Committee meeting on May 30th. The three-year technology plan will be discussed.
- Board members and administration discussed the School Resource Officer MOU: Tamra Ham asked about the School Resource Officer's duties at the Elementary School as section 2D only references assignment to the Middle/High School? Superintendent McGann answered she had bought up the same questions and the Elementary School duties would be covered under the "unless otherwise noted" statement mention in section 2D. Tamra Ham mentioned concerns relating to Duty Hours in section 3 as the hours are specific and do not allow for after school activities such as dances, etc. The School Resource Officer will be part of the Lincoln Police Union and this may cause issues with hours outside those that appear in the MOU. Jasmine Weeden suggested that the duty hours be changed from specific daily times to a total of hours for the week. Mark Pribbernow asked how overtime hours would be handled and whether those hours would be the responsibility of the District or the Town of Lincoln? Jay Duguay mentioned he is aware there may be some limitations by law, but inquired as to the School District and/or School Board's oversight/direction of the SRO position as the MOU only allows for oversight by the Town and Lincoln Chief of Police. Mark Pribbernow asked about the evaluation of this position? Kevin Bell suggested that the Superintendent get the Lincoln Chief of Police's input on oversight and evaluation before any changes to the MOU are made.

Educational Focus:

ELO Presentation:

- Dori Weeden, the District Extended Learning Opportunity (ELO) Coordinator, introduced Cam Clermont and JJ Goodbout who participated in an Electrician ELO with Tom Sabourn of Sabourn Electric. Mrs. Weeden explained she had been exploring the Electrician ELO opportunity over the last few years and guidance was not available from the State as this type of ELO had not been done in the past. This year Tom Sabourn had the resources to fit this program into his schedule and the Electrician ELO program moved forward.
- Cam Clermont and JJ Goodbout provided a presentation on their ELO experience including how the program connected with necessary competencies.
- Board members expressed their appreciation to Cam and JJ for their detailed presentation and to Dori Weeden and Tom Sabourn for making this opportunity possible for the students.
- Tom Sabourn expressed his gratitude and noted the ELO program is important as it allows students the opportunity to explore career opportunities and learn adulting.

Principal's Report:

- Mark Pribbernow mentioned the preliminary Middle School testing results are looking good.
- Mark Pribbernow noted the Senior trip is this coming weekend.
- Mark Pribbernow expressed his gratitude to the Board and town/community members for raffle prizes and food items provided throughout appreciation week.
- Tamra Ham mentioned the Taste of the World Festival was great. Mark Pribbernow noted the families that provided food items were excited to do so and the Festival was a great way to embrace diversity within the community. Information gathering is in the works for next year's Festival.

Committees: None.

Business Requiring Board Action:

Staff Nominations, Recommendations, and Resignations:

- Superintendent McGann nominated Dan Adams for the Digital Arts/Communication/Technology teacher position.

Tamra Ham made a motion to approve the nomination of Dan Adams for the Digital Arts/Communication/Technology teacher position. 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.

Annual Review of Investment Policy, DFA:

- Debbie O'Connor mentioned policy DFA – Revenues from Investments needs to be reviewed by the School Board yearly prior to the audit. The School Board reviewed and found no changes needed to be made to policy DFA at this time.

SAFE Grant Bids:

- Superintendent McGann mentioned the District is still waiting to receive bids from two vendors in relation to the SAFE Grant projects. Jay Duguay confirmed the SAFE Grant projects related to the doors and windows. Debbie O'Connor noted a signed vendor contract is needed by the end of June.

New Business: None.

Continuing Business:

ESSER Funds:

- Debbie O'Connor mentioned necessary paperwork is being filed in regards to the Middle/High School HVAC project.

Strategic Plan:

- Superintendent McGann noted projects associated with the Strategic Plan are ongoing.

Recognition of Visitors/Public Participation:

Staff: Jay Duguay welcomed Shaun Hagan.

- Shaun Hagan read a staff submission from Kristy Duris: "Nine students participated on the Connect Suicide Prevention training on May 2nd. This training is sponsored and led by NAMI NH. These students are trained, along with the support of an adult, to help teach their peers through activities and sharing information about suicide prevention. Matt Manning, Jared Gunter, Erin Bell, and Kristy Duris are the supporting adults who also attended the training. We are proud and impressed to have such motivation and willingness to lead from these students with a difficult topic. They will be putting their training to work this spring in the health classes and hopefully for the Bridge project."
- Shaun Hagan expressed the staff's appreciation for the lunch and treats provided by the Board and community members throughout the week and the support provided throughout the school year.
- Shaun Hagan read a staff submission from Jen Witcher: "Lin-Wood High School rocked the night away to DJ Web's tunes at the Woodstock Station last Saturday night! Prom was well attended - approximately 70 students showed up! Thank you to Linda and Scott McIntyre for all the pictures they took and helping out with chaperoning. Thank you to Mr. Souza and Miss Cugno for helping to chaperone. Thank you, Mr. Webster, for DJing - the kids had a great time. And a big thank you to the Woodstock Station for hosting our high school, providing a delicious dinner and a beautiful venue! Kohen Supple and Shanna Drapeau were the prom king and queen! Aubrey Caulder, Kasen Burrows, Seth Seeley, Kiley Clermont, Emma LeBlanc and Addison Donati were this year's prom court. Student council will be organizing some school spirit days and activities for the end of the year – once graduation is over. Thank you for everyone's continued support of student council trying to spread positive school spirit."
- Shaun Hagan read a staff submission from the music department: "This past Saturday, May 6th, 12 MS students traveled to Gilford High School to participate in the New Hampshire Music Educators Association North Country Middle School Music Festival. Students from 10 North Country Schools were selected to be part of a Chorus and a Band, each of approximately 50 members. The students received the music a number of weeks ago. They spent much time learning and practicing the music with their home directors. On Saturday, under the direction of guest conductors, the groups rehearsed all day. The day was topped off with a performance for an enthusiastic audience of friends, relatives and music directors. Congratulations to the following students for a job well done!
Chorus: Keyara Blake, Kaylen Kivienimi, Gavin Fitzpatrick, Sawyer Kelley, Emma Clark, Jesse Corey, Cam Anderson, and Aaliyah Baldinelli; Band: Maisie Anderson, Teegan Boucher, Carver Krill, and Chuck Poitras."

- Shaun Hagan mentioned a law was recently added making it mandatory for students starting with this year's juniors to pass the U.S. Citizenship test. This testing process has begun and of those currently tested about 75% have scored a 90 or better, 17% have scored in the 80s, and 8% has score in the 70s. No students have currently failed to pass but retake opportunities will be given if necessary.
- Shaun Hagan read a staff submission from Heather Krill and Leo Souza: "We celebrated our first ever LW Tasting the World last week for students K-12. We had twenty families represented in our diversity of food fun, and the students were awesome at trying new things. Everyone went home with a commemorative cloth napkin to remember the event, and we created a recipe collection on google docs so please reach out to Mrs. Krill or Mr. Souza if you would like a copy. Thank you to all the families, teachers, and Interact who volunteered."

Student: None

Community:

- Tamra Ham asked if the Lin-Wood School calendar was in-sync with the Littleton Calendar? Superintendent McGann and Debbie O'Connor answered yes in regards to the CTE program. Tamra Ham mentioned the Littleton Schools are getting out of school on June 14 although they had three snow days and questioned why Lin-Wood's school year was being extended. Superintendent McGann mentioned she would look into this. Littleton may have petitioned the State for the snow days to be forgiven. Lin-Wood had three snow days as well as the two maintenance days. The State was petitioned regarding the two maintenance days and those days were forgiven. If the school calendar is reported to the State in hours instead of days, two hour delays also need to be taken into account.
- Kevin Bell mentioned the activities calendar on the District's website was difficult to utilize particularly if there are more than one or two activities on a given day. The Board discussed that the District's website in general is difficult to navigate from a mobile device.

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, YES; Jasmine Weeden, YES; Tamra Ham, YES; Jay Duguay, YES; Casey Caulder, YES; Kevin Bell, YES. The Board entered non-public session based on RSA 91-A:3 at 7:20 PM.

Respectfully submitted,
Sharon Holt, Assistant to the Superintendent

The School Board returned to public session at 7:49 PM

Business Requiring Board Action Continued:

Staff Nominations, Recommendations, and Resignations:

- Superintendent McGann nominated Jason Robert for K-12 Principal.

Tamra Ham made a motion to accept the nomination of Jason Robert for K-12 Principal. 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 presented recommendations of support staff members for the 2023-2024 fiscal and school year.

Tamra Ham made a motion to accept the 2023-2024 support staff recommendations as presented. Jasmine Weeden 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.

Kevin Bell made a motion to adjourn the meeting. 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 meeting adjourned at 7:50 PM.

Respectfully submitted,
Jasmine Weeden, School Board Secretary