

LINCOLN-WOODSTOCK COOPERATIVE SCHOOL BOARD

SAU #68

DATE: July 20, 2022

SCHOOL BOARD MEETING MINUTES

SCHOOL BOARD PRESENT:

Tamra Ham, Vice-Chairperson - Remote

Brian Angelone

Joe Bossie

Ashley Youngheim

SCHOOL BOARD ABSENT:

Jay Duguay

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

Heather Krill, Teacher Representative

PUBLIC PRESENT:

Anthony Drapeau - Remote

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

Meeting Call to Order: School Board Vice-Chairperson, Tamra Ham called the School Board meeting to order at 6:30 PM.

Tamra Ham announced: "As the Vice-Chair person presiding over this July 20, 2022 School Board meeting, I determine that an emergency exists necessitating the acceptance of remote attendance to form a quorum of this Board. Immediate action is needed to approve the policies for inclusion in the student/parent handbook, the student/parent handbook itself, and the Primex CAP agreements. This is imperative in that the student/parent handbook is due to the designers/printers in order for publication and delivery prior to the first day of the 2022-2023 school year and the Primex CAP agreements are due to Primex no later than tomorrow, Thursday, July 21, 2022."

Tamra Ham additionally noted she was quarantined at home and there was no one else present at her location.

Minutes: Brian Angelone made a motion to approve the June 22, 2022 School Board meeting minutes as presented. Joe Bossie seconded the motion. Discussion: None. Tamra Ham took a roll call vote to approve the minutes. Joe Bossie, AYE; Ashley Youngheim, AYE; Brian Agelone, AYE; and Tamra Ham, AYE. All Board members were in favor and the motion carried unanimously.

Brian Angelone made a motion to approve the June 22, 2022 non-public session minutes as presented. Joe Bossie seconded the motion. Discussion: None. Tamra Ham took a roll call vote to approve the minutes. Joe Bossie, AYE; Ashley Youngheim, AYE; Brian Agelone, AYE; and Tamra Ham, AYE. All Board members were in favor and the motion carried unanimously.

Correspondence: None.

Business Administrator's Report: Debbie O'Connor noted the SAU office has been busy processing orders for the 2022-2023 school year. Ms. O'Connor continued that the ordered items have begun arriving as well as the accompanying invoices for payment due.

Debbie O'Connor mentioned that Sharon Holt is in the process of completing the end of year reports required by the NH DOE.

Debbie O'Connor noted information on HB1221 was included in the School Board packets. Ms. O'Connor continued that HB1221 is in regards to the one-time 7.5% reimbursement of the employer contribution to the NH Retirement System (NHRS) for group I

teachers. Debbie O'Connor mentioned NHRS is providing the State Treasurer with 2021/2022 fiscal year payroll data by October. Ms. O'Connor noted the reimbursement will be sent directly to the eligible employers likely in time for tax rate setting.

Debbie O'Connor mentioned the NH Retirement System (NHRS) recently sent out the employer contribution rates for the next two years, effective July 1, 2023 – June 30, 2025. Ms. O'Connor continued that these new rates will be incorporated into the District's budget process beginning in October for the 2023-24 school year. Debbie O'Connor noted the employer rate for teachers is going down by 1.38% and down by .53% for all other eligible employees. Ms. O'Connor noted this may not be a significant change but at least it is a decrease in rates not an increase. Debbie O'Connor mentioned NHRS is funded by employee and employer contributions. Ms. O'Connor noted the NHRS employer contribution rates are set every two years.

Debbie O'Connor noted two School Board signatures are needed to release payroll and A/P checks. Ms. O'Connor mentioned signatures are needed weekly as payroll is done every two weeks with A/P completed on the off payroll weeks. Debbie O'Connor continued that it is difficult to get the necessary School Board signatures during the summer months as there are fewer School Board meetings. Ms. O'Connor mentioned she has spoken to other school Business Administrators to get suggestions as most are having similar issues. Debbie O'Connor continued that these BA's had said that check registers are sent to their School Board members each week by email and email authorization is then received from the Board members to approve and release the checks. Ms. O'Connor mentioned the Board members then sign the manifests at the next School Board meeting. Debbie O'Connor asked if this is something the Lin-Wood School Board members would entertain for the summer months? Ms. O'Connor continued that she does not like to hold checks for too long nor does she like to accrue late charges on invoices. Tamra Ham suggested whatever needs to happen to get the checks out on time should be done. All other Board members agreed.

Superintendent's Report: Superintendent McGann mentioned the District was notified by the Town of Woodstock that the green bridge on Route 175 is closed to school buses due to the weight limit imposed. Superintendent McGann noted she had posted this information on the District's website and provided the information to the Town of Lincoln as well as the school bus contractor, Durham School Services. Superintendent McGann mentioned school bus routes will be modified to accommodate the bridge closure.

Superintendent McGann noted an Apportionment/Funding Formula committee meeting will be held on Wednesday, August 17, 2022 at 6:00 PM in the Middle/High School Library.

Superintendent McGann mentioned elementary and middle/high summer school is going well. Superintendent McGann read a middle/high school summer school report provided by Mr. David Webster: " Lin-Wood offered Summer School for MS and HS for the last four weeks, four days a week from 8-11 am and will conclude this week. Mr. Webster offered MS and HS Summer School to 12 Students. The students worked on their recovery standards in the following courses: Algebra, Integrated Math, ELA 9-12, French, Biology, Social Studies, and ICT. As of Tuesday, all but three students have successfully completed their work, with high expectations that the three students will complete the work and earn their credits by this Thursday."

Superintendent McGann noted copies of the Strategic Plan and past School Board goals were included in the School Board packet as requested. Superintendent McGann continued that the School Board goal setting meeting will be scheduled in September.

Principal's Report: Mark Pribbernow noted the Middle/High School flooring project has been completed for this year and it looks great. Mr. Pribbernow mentioned the custodial staff is doing an excellent job with summer projects including putting the school back in order after the flooring project's completion. Mark Pribbernow noted that Mark Houde would be providing an appreciation barbeque lunch for the custodial staff on Friday, July 22nd.

Mark Pribbernow mentioned the District continues to work on filling open positions with particular focus on the need for Paraprofessionals. Mr. Pribbernow noted there have been a number of interviews with job offers made however, the jobs have been declined as applicants have used the application process for leverage with their current employers.

Mark Pribbernow noted he has been meeting with the new Assistant Principal, Jason Robert to discuss school policies and procedures.

Mark Pribbernow mentioned a new piece of gym equipment for the fitness room is requested. Mr. Pribbernow noted the Board had indicated in the past that Equipment Expendable Trust Fund monies could be utilized for purchasing this equipment. Mark Pribbernow noted the equipment would be utilized for two PE courses focusing on strength training as well as by the athletic teams. Mr. Pribbernow mentioned additional space in the fitness room will be required for this new piece of gym equipment and Mark Houde has a plan to provide the space needed by using a portion of the technology shop office. Mark Pribbernow noted the original

price quote for the equipment was \$5000 but an alternate source was found for a cost \$3400 plus \$500 for professional installation to not void the warranty. Tamra Ham inquired as to the account balance of the Equipment Expendable Trust Fund? Debbie O'Connor mentioned she did not have the balance readily available however, there would be enough in the account to cover this equipment purchase. Brian Angelone mentioned the Board should look at approving the use of up to \$4000 or \$5000 from the Trust Fund to cover any shipping or additional expenses related to this purchased. Joe Bossie agreed noting a shipping fee was mentioned on the quote but the actual shipping cost was not provided. Tamra Ham noted the Public Hearing would be held prior to the August 24th Board meeting and costs should be finalized prior to the Hearing.

Committees:

Transportation Committee: Tamra Ham mentioned the 14 passenger school bus should be put back out to bid one more time. Brian Angelone agreed noting the school bus had been previously put out to bid and only one bid was received with a bid amount unacceptable to the Board at that time. Tamra Ham mentioned after the bidding process, as a last resort, the Board could scrap the bus. Tamra Ham noted the price of scrap steel is now approximately \$40/ton suggesting the bus would yield \$1500-\$1600. Brian Angelone mentioned the Board could entertain a bid as low as \$1500. Tamra Ham noted the minimum bid amount could be left open on the invitation to bid and the Board could keep in mind to not accept a bid lower than \$1500. Joe Bossie asked where the invitations to bid were sent? Debbie O'Connor noted the invitation to bid would be posted on the website and the usual posting locations in town as well as sent directly to bus companies, Loon Mountain, etc. Tamra Ham suggested that the invitation to bid also be posted on social media. Tamra Ham and Brian Angelone mentioned the deadline to bid should be set for a date just before the next School Board meeting.

Policy Committee: Tamra Ham made a motion to approve policies AC-E, ACE, AD, AE, BEDH, BIE, EEAA, FF, GBCD, GCEB, GDB-R, IF-R, IHBCA, IJOC, IKF, IKL, IMBC, IMDA, IMG, JBAA-R2, JIC-R, JICL-R, JLCJ, KB, KB-R, and KL as presented. Brian Angelone seconded the motion. Discussion: None. Tamra Ham took a roll call vote to approve the motion. Joe Bossie, AYE; Ashley Youngheim, AYE; Brian Agelone, AYE; and Tamra Ham, AYE. All Board members were in favor and the motion carried unanimously.

Tamra Ham made a motion to withdraw policies AE, EHB-R, JBAB, JFG, and LG. Discussion: None. Tamra Ham took a roll call vote to approve the motion. Joe Bossie, AYE; Ashley Youngheim, AYE; Brian Agelone, AYE; and Tamra Ham, AYE. All Board members were in favor and the motion carried unanimously.

Joe Bossie thanked the Policy Committee for their work in getting the policies updated and moving forward.

Business Requiring Board Action:

Staff Nominations, Recommendations, and Resignations: None.

Primex CAP Agreement: Tamra Ham mentioned the Primex Contribution Assurance Program (CAP) agreement is an agreement to remain a member in the Primex risk management pool for three years (July 1, 2023 through June 30, 2026) and be provided a cap on the maximum increase in the cost of premiums for the District's insurance policies. Debbie O'Connor noted the District is in two Primex insurance pools and, with this agreement, any increase in premiums for work's comp will be capped at 10% and property and liability will be capped at 9%. Ms. O'Conner mentioned the School Board has accepted these agreements with Primex in the past.

Joe Bossie made a motion to hereby accept the offer of the New Hampshire Public Risk Management Exchange (Primex) to enter into its Property and Liability Contribution Assurance Program as of the date of the adoption of this resolution, and to be contractually bound to all the terms and conditions of Primex risk management pool membership during the term of the Property and Liability Contribution Assurance Program (CAP). The coverage provided by Primex in each year of membership shall be as then set forth in the coverage documents of Primex. Brian Angelone seconded the motion. Discussion: None. Tamra Ham took a roll call vote to approve the motion. Joe Bossie, AYE; Ashley Youngheim, AYE; Brian Agelone, AYE; and Tamra Ham, AYE. All Board members were in favor and the motion carried unanimously.

Joe Bossie made a motion to hereby accept the offer of the New Hampshire Public Risk Management Exchange (Primex) to enter into its Workers' Compensation Contribution Assurance Program as of the date of the adoption of this resolution, and to be

contractually bound to all the terms and conditions of Primex risk management pool membership during the term of the Workers' Compensation Contribution Assurance Program (CAP). The coverage provided by Primex in each year of membership shall be as then set forth in the coverage documents of Primex. Ashley Youngheim seconded the motion. Discussion: None. Tamra Ham took a roll call vote to approve the motion. Joe Bossie, AYE; Ashley Youngheim, AYE; Brian Agelone, AYE; and Tamra Ham, AYE. All Board members were in favor and the motion carried unanimously.

Student Parent Handbook: Brian Angelone made a motion to accept the Student/Parent Handbook as presented. Joe Bossie seconded the motion. Discussion: None. Tamra Ham took a roll call vote to approve the motion. Joe Bossie, AYE; Ashley Youngheim, AYE; Brian Agelone, AYE; and Tamra Ham, AYE. All Board members were in favor and the motion carried unanimously.

New Business:

NH DOE Indoor Air Quality Survey: Superintendent McGann noted the NH DOE Indoor Air Quality Survey is required to be completed annually by the school principal. Superintendent McGann continued that once complete, the DOE asks that a copy of the survey be provided to the School Board for their information. Joe Bossie asked if this survey was due in June? Superintendent McGann answered the NH DOE indoor Air Quality Survey was due and completed in June. Superintendent McGann noted the School Fire and Life Safety report is an additional report that must be completed by the town Safety Officer by December each year and a copy of the report provided to the School Board.

Continuing Business:

COVID-19: None.

ESSER Funds: None.

Recognition of Visitors/Public Participation:

Student: None.

Staff: Tamra Ham welcomed Heather Krill. Heather Krill noted there will be a freshman and new student high school orientation during the teacher in service days on August 24 from 1 PM to 3 PM.

Heather Krill noted the Girls of Summer are having a great summer. Ms. Krill continued that the Girls of Summer were joined by the Boys of Summer this week to hike Mount Moosilauke. Heather Krill mentioned the Girls of Summer will hike the Franconia Ridge next week which will include an overnight. Ms. Krill noted this will be the first overnight for the Girls of Summer in a few years.

Community: None

Brian Angelone made a motion to adjourn the meeting. Joe Bossie seconded the motion. Discussion: None. Tamra Ham took a roll call vote to approve the motion. Joe Bossie, AYE; Ashley Youngheim, AYE; Brian Agelone, AYE; and Tamra Ham, AYE. All Board members were in favor and the meeting adjourned at 7:01 PM.

Respectfully submitted,

Sharon Holt, Assistant to the Superintendent