

LINCOLN-WOODSTOCK COOPERATIVE SCHOOL BOARD

SAU #68

DATE: November 18, 2020

MEETING MINUTES

SCHOOL BOARD PRESENT:

Matt Manning, Chairperson
Jay Duguay, Vice-Chairperson
Joe Bossie
Tamra Ham
Brian Angelone

ADMINISTRATION/STAFF PRESENT:

Judith McGann, Ed.D., Superintendent of Schools
Mark Pribbernow, Principal
Debbie O'Connor, Business Administrator
Georgia Caron, Director of Pupil Services
Sharon Holt, Assistant to the Superintendent
Rebecca Steeves, Teacher Representative

SCHOOL BOARD ABSENT:

Vance Pickering
Jasmine Weeden

PUBLIC PRESENT:

Megan Woods
Anthony Drapeau

Paul Schirduan

The meeting was held in the Middle/High School Multi-Purpose Room.

Call to Order: Matt Manning called the meeting to order at 6:30 pm.

Minutes:

Approval of the School Board meeting minutes of October 28, 2020. **Tamra Ham made a motion to approve the minutes. Joe Bossie seconded the motion.** Tamra Ham asked Principal Pribbernow his thoughts on removing a sentence from the Principal's report in the draft minutes. Principal Pribbernow noted he would be fine with that edit. All other Board members agreed with the adjustment as well. Tamra Ham noted that there were two typos on page 5 of the draft minutes that need to be corrected. **Matt Manning called a vote to approve the minutes with the noted changes. All are in favor and the motion was approved unanimously.**

Approval of the Non-Public meeting minutes of October 28, 2020. **Brian Angelone made a motion to approve the minutes. Tamra Ham seconded the motion. All are in favor and the motion was approved unanimously.**

Educational Focus:

Matt Manning welcomed Georgia Caron. Georgia Caron discussed the success and continued need for the Partner Program. Private, out of district, placements for students is very expensive. The Partner Program allows for the students to stay in this School, in this community. The cost savings alone for the Partner Program compared to private placement is enough to keep the program in place. As an example, it costs \$105K per student to be sent to the Spaulding Youth Center plus the cost of transportation. The cost of the Partner Program is covered in just two kids needing to be sent out of district. The instructor provided by NECC, Angela Jope and the Paras are amazing and create a perfect situation for the kids, all the kids. The program is currently designed for grades K-5. They are in the process now of transitioning a 6th grade child out of the program and a new child in to the program. Angela is providing training and support for the Middle School teachers as the student transitions to the 6th grade. In 2018 the program started with five students. There are currently six students in the program with the 6th grader transitioning out and another student joining. The students can be in class with their peers and Paras. The Paras rotate students so that the students get used to change and no one Para becomes parent-like with any student. Worker's Comp injuries from biting, etc. have decreased from seven in the first year of the program to zero last year. The year prior to the program's start, 17 Worker's Comp claims were filed. It is a testament to the Lin-

Wood community for taking the program on. There have been requests from other Schools to observe the program. Schools hope to grow similar programs in their schools/communities. Georgia Caron mentioned that she had not seen anything like the Partner Program in 20 years. Matt Manning mentioned he was glad the community had taken the risk on beginning the Partner Program. There has been a huge return with the Worker's Comp incidents decreasing to zero and the benefit of keeping the children in the School as well as the benefits to the students' classmates. He asked how the kids did with reassimilating to the program after going remote in the spring? Georgia Caron responded that while remote, the kids had sessions 3-4 times per day. None of the kids struggled coming back. Georgia Caron read positive feedback she had received from the Elementary School Teachers regarding the Partner Program. Jay Duguay mentioned that the Partner Program had been pitched as a three-year program and the School is currently in the third year. The pitch indicated that the School may be able to take the program over directly after three years. Georgia Caron stated that the program should be kept as long as it is needed. The support that is provided by NECC is invaluable and the School would not be able to do this alone. Mark Pribbernow agreed that the support from NECC is key and that the School, any school, would be foolish to think they could take this on themselves. Jay Duguay noted that it is now budget season and there should be a plan to keep the Partner Program in the budget. Georgia Caron noted that NECC did not raise the rates last year and she has not heard that they plan to do so this year. Just in case a 2% increase was included in the Special Education budget. Georgia Caron noted that approval was received from the NH DOE/Special Education for the program through 2078. Joe Bossie mentioned that in Angela's original pitch to the Board years ago, she had mentioned that in the best-case scenario, she would work herself out of a job. Georgia Caron mentioned the program budget could be downsized in the future if the number of children in need decreases. Matt Manning thanked Georgia for her presentation and welcomed her back.

Correspondence:

Matt Manning mentioned a letter received from Wakefield asking if there was interest in taking on their Central Office/Superintendent service duties. Matt Manning noted that it is not something he believes Lin-Wood should take on. Tamra Ham asked why it would not be considered? Matt Manning mentioned that the Superintendent is only part-time and Central Office staff is limited. Jay Duguay noted that Lin-Wood was not always a one school, school district. Tamra Ham stated that Lin-Wood was the odd man out in that scenario and Lin-Wood was paying more and receiving less. Matt Manning brought up a past analysis that had been done of Lin-Wood's Central Office staff which indicated the admin level was too thin. Matt Manning asked that Superintendent McGann draft a reply to Wakefield indicating that Lin-Wood is not interested in providing services at this time.

Reports:

Business Administrator's Report:

Debbie O'Connor noted that the State infrastructure grants are complete and need all Board signatures. Manifests also need to be signed. 2021-2022 Budget requests have been received from teachers and department heads. Administration has met to discuss these requests and the full 2021-2022 budget. There are two School Board budget work sessions and one Board meeting in December. In the initial Cares Act Grant, the School received \$60K. In the second, Supplemental School Response Fund (SSSRF), the School received \$54K (\$200 per student). All the funds received from the SSSRF need to be spent and items in use no later than 12/30/2020. Work has been done to juggle expenses around to use all of the funding most efficiently. For instance, the School has been waiting for computers ordered months ago. Unless the computers were received and in use by 12/30/2020, the expense could not be part of the SSSRF but could be included in the initial grant. The State still has \$10 million that is still available to be allocated and information on a second supplement (third round of COVID funding) will be coming on Friday, 11/20/2020. Again, any funds the School receives from the second supplement will need to be spent and in use by 12/30/2020. Matt Manning noted his appreciation that Education was included in the allocation of the \$130 million in COVID relief funds received by the State of NH. Jay Duguay asked if past COVID expenses could be covered by the SSSRF? Debbie O'Connor said, the allocation of expenses for the SSSRF can date back to March of 2020. Joe Bossie asked if the Distance Learning Facilitator positions could be covered by the SSSRF? Debbie O'Connor said the funds spent on the position through 12/30/2020 could be covered.

Superintendent's Report:

Superintendent McGann stated that there was a Budget Committee meeting on Monday, 11/16. Joe Bossie will have more information on the meeting to report. A Policy Committee meeting was held prior to the Board meeting this evening. Jay Duguay will report on the meeting. Facilities Committee meeting minutes were included in the Board packet. Brian Angelone had reported

on the Facilities Committee meeting at the last Board meeting. The Wellness Committee minutes are also in the packet. Superintendent McGann mentioned, the waiver allowing all of Lin-Wood's students to receive free meals has been extended through June of 2021. A Public Hearing will be needed regarding a new winch to raise and lower the basketball hoop/backboard. The cost is quoted at \$4200 which would come out of the trust funds. Replacement costs for windows in the Middle/High School science wing and library would also be included in the Public Hearing. American Education Week is this week, November 16-20, activities were scheduled throughout the week. The Town and School RSA's regarding Deputy Treasurers are in the Board packets. Matt Manning noted that a Public Hearing will be included at the Board Meeting scheduled for December 9, 2020.

Principal's Report:

Mark Pribbernow thanked the staff and students for the great job they are doing with COVID restrictions that are allowing the School to stay open. The COVID team met to discuss how things are going and what would happen if a COVID case came to School. This meeting resulted in a letter being sent to parents by mail and email. The letter has also been posted to the COVID-19 tab on the School's website. The letter notes the four-step process for compliance with the mask rule additionally noting that should there be a COVID case, the School will plan to close for 2-3 days to allow for deep cleaning, contact tracing, and notifications. A virtual meeting of Superintendents, Athletic Directors, and Principals was held regarding winter sports. A list of recommendations regarding the basketball season was generated from the meeting. No fans will be allowed, referees will not travel to locations that are allowing fans. Exceptions may be made for special nights like Senior Night. Masks will be required at all times, even during games. Some schools will be staggering games a half-hour apart. Lin-Wood plans to alternate home and away for the girls' and boys' teams. The athletes will need to arrive dressed and ready to play as locker rooms will not be available. A commitment has been made for Lin-Wood to play north country schools only except in playoff circumstances. The WW Barry bus company will not travel to towns with more than 19 active COVID cases. Durham does not have this restriction. Middle School games will start sooner and finish before the start of the High School/varsity basketball season. Conversations have been held regarding recreation basketball for grades K-5. Recreation basketball will be held in the Elementary School gym/multi-purpose room. There will be limited bathrooms available in the Elementary School during those times. Usage of the Elementary School will be limited to Mondays – Fridays with one Saturday at the end of the season made available. The custodial staff is maxed out and limiting the schedule to mostly Mondays – Fridays will allow the staff a break from having to reclean and re-sanitize after weekend School usage. Skills and drills are set to begin on 11/30/20, practices on 12/14/20, and games on 1/11/21. There is some talk of limiting the games to no more than two per week. Mark Pribbernow mentioned that testing is wrapping up. Working on comparisons and what to do with the results. Superintendent McGann noted that the Grade 1 NWEA testing is still finishing up and administration will be reporting on test results in January. Joe Bossie asked if there was any concern with student athletes not being allowed to change out of wet, sweaty uniforms because locker rooms will not be available? Mark Pribbernow stated that the students generally just throw on their sweats over their uniforms anyway. Matt Manning agreed with Mr. Pribbernow that the students generally do not change. Tamra Ham asked if the Elementary basketball hoop had been repaired/replaced. Jay Duguay recalled the Elementary hoop being looked in to and that there were basic and more elaborate options available, but it was all derailed by COVID. Mark Pribbernow expressed his gratitude for the support on weight room. The room is being used and is great for kids that just need to burn off some energy. Matt Manning noted that it is the third week working with student athletes in the weight room and the kids are all appreciative. Matt Manning mentioned working out a reciprocal program with another school, like Woodsville, to allow limited parental fans on Senior night. Tamra Ham asked if the Elementary basketball hoop replacement could be included in the Public Hearing? Debbie O'Connor and Superintendent McGann said they will work on getting information and quotes from Mark Houde.

Committees:

Policy Committee:

Jay Duguay noted that a number of policies are up for second reading.

Jay Duguay made a motion to approve policies DGA, EHAC, DK, IFA, IHAM and IHBI. Matt Manning seconded the motion. Tamra Ham asked about adding wording to policy EHAC and all electronically signed documents that states: "The signers of this document agree that electronic signatures, faxed signatures, scanned signatures, and/or copied signatures have the same binding effect as original signatures. This document can be signed in multiple parts and be considered a single signed document." Jay Duguay noted that this may be difficult as there is wordage in policy EHAC (Electronic-Digital Records & Signatures) to specifically track electronic

signatures. Jay Duguay recommended that the policy be accepted as is and be reviewed again in the future. **Matt Manning asked for a vote, all are in favor and the motion was approved.**

Jay Duguay noted that a number of policies were reviewed at the Policy Committee meeting. These policies will be brought to the Board meeting on December 9 for first reading. There will also be a couple of policies recommended to be withdrawn.

Superintendent McGann noted that there was a Professional Development committee meeting. The current Professional Development plan was through 2020. The committee is in the beginning phases of reviewing and updating the plan. The DOE is not current reviewing plans.

Joe Bossie mentioned that the Budget Committee met but not all members were in attendance. Discussed information provided to the Board at last meeting.

Joe Bossie asked if the Technology Committee met and if there were minutes available from the meeting? Superintendent McGann noted that she would look in to getting the Technology Committee meeting minutes.

Tamra Ham confirmed that the Budget Committee currently had just three members plus the Board representative, Joe Bossie.

Superintendent McGann mentioned the Budget Committee discussed the 19-20 end of year report, the current budget year, the CARES Act grant and the 2021-2022 budget.

Business Requiring Board Action:

Staff Recommendations/Nominations:

Superintendent McGann read the names of the winter sports coaches noting that a couple of the coaches had been announced at the previous Board meeting. Basketball: Middle School Girls' Head Coach - Bryanna Fairbrother, Assistant – Ryan Fairbrother. Middle School Boys' Head Coach – Max Dovholuk, Assistants – Matt Manning and Mandi Avery. High School Girls' Head Coach – Dana Gagnon, Assistant – Bryanna Fairbrother. High School Boys' Head Coach – Matt Manning, Assistant – Vance Pickering. Ski Team: Middle School Head Coach: Marcus Corey. High School Head Coach: Aaron Loukes. Ski Team Assistant Coaches: Kim Pinkham, Jeff Clermont, and Keegan Rice.

Superintendent McGann recommended Robert Sochor as the Distance Learning Facilitator. Mark Pribbernow gave a synopsis of Mr. Sochor's qualifications. Joe Bossie asked if the position was full-time. Mark Pribbernow answered that the position would be five hours/day.

Tamra Ham made a motion to accept Robert Sochor as the Distance Learning Facilitator. Joe Bossie seconded the motion. All are in favor and the motion passed unanimously.

Superintendent McGann recommended Sharon Holt be appointed as School District Clerk.

Tamra Ham made a motion to appoint Sharon Holt as the School District Clerk. Joe Bossie seconded the motion. All are in favor and the motion passed unanimously.

Continuing Business

Piping Project:

Matt Manning asked if the air quality testing is still scheduled for December. Superintendent McGann indicated it was. Superintendent McGann stated she had reached out to Bob Bishop at the State regarding the piping project and is still awaiting a reply.

Denise Heredeen Right of Way:

An email from the School's lawyer, Gordon Graham was included in the Board packet. Matt Manning wanted to clarify what the Board needs to do at this point regarding the right of way request by Denise Heredeen. Attorney Graham's communication included

a Warrant Article to clean up the Easement Deed for the Town regarding the Pleasant Street hammerhead. This Warrant will need to go before the voters at the annual meeting. Tamra Ham noted that Mrs. Heredeen will need written approval from the Town of Lincoln indicating the Town will allow her to build the driveway coming out in to the hammerhead. Tamra Ham asked that someone reach out to Mrs. Heredeen to make sure she is aware that she needs to reach out to the town for approval. Jay Duguay noted that Attorney Graham's communication referenced a side comment in the Lincoln Select Board's minutes. Tamra Ham read the section of the Town Select Board's minutes from 10/19/2020 and noted the comment referenced from Lincoln's Town Manager was not taken as intended. It is embarrassing for both sides that the ball was dropped. It was always the intent of both sides to move forward with the Town of Lincoln's Easement Deed for Pleasant Street. Superintendent McGann read from the Town Select Board's minutes from 10/26/2020 noting that the Lincoln Town Manager had spoken to the Director of Public Works who had no issue with a driveway coming out in to the hammerhead, as long as it did not come out into the head of the turn-around. In these minutes, the Select Board Chair clarified that this would need to go through the easement process; then before the School Board, and would then be the Town's decision. Matt Manning again wanted to clarify what the Board needs to do at this time. Tamra Ham noted that the Warrant Article for the Town's Easement needs to be included on the ballot; Mrs. Heredeen needs written confirmation from the Town of Lincoln noting that the Town would allow the driveway to come out in to the hammerhead; then, a second Warrant Article would need to be added to the Annual School Meeting ballot for the Heredeen easement. Jay Duguay noted that in any event, the initial Warrant Article to straighten out the Town of Lincoln's easement would need to be included on the ballot. Tamra Ham noted that she will share Attorney Graham's email communication with the Town of Lincoln.

Winter Sports:

Discussed in the Principal's report.

COVID-19:

None

Recognition of Visitors/Public Participation:

Student: None

Staff:

Rebecca Steeves had nothing to report from the staff.

Community:

Paul Schirduan brought up his continuing concerns regarding student assessments. First grade is still completing NWEA testing but other grades are all done and because of COVID all testing scores are down. What is going to be done with this information? What will be adjusted? Mr. Schirduan volunteered to draft a COVID related grant for Demonstrated Success or WestEd to come in to evaluate and assist the School with improving student assessments. Matt Manning noted the Board hears Mr. Schirduan's concerns, but they are not ready to make a decision on such a program at this time. Superintendent McGann noted that test scores will be reported in January with recommendation to the Board for any areas of concern.

Megan Woods expressed her appreciation for the School providing a Remote Learning practice day.

Adjournment:

Tamra Ham made a motion to adjourn. Joe Bossie seconded the motion. All are in favor and the meeting adjourned at 8:20 pm.

Respectfully submitted,

Sharon Holt, Administrative Assistant to the Superintendent