

**WINCHESTER SCHOOL BOARD MEETING
WINCHESTER SCHOOL LIBRARY
AUGUST 21, 2023**

School Board Members Present: K. Jerome, J. Blake, L. Picard, J. Hadler

Administration Present: L. Carey, T. Taylor, M. Pouliot, K. Seaman

The School Board meeting was called to order by Chair, L. Picard at 6:35pm.

MINUTES:

J. Blake MOVED to approve the Minutes of 7/20/23, amending in the middle of Page 1, Related services *Have overages* to Related Services *have overages*; SECONDED by: K. Jerome, VOTED: 4-0, MOTION PASSED.

PRINCIPAL'S REPORT – M. Pouliot:

- *Open House will be held a week from tomorrow on Tuesday, August 29th. A lot of Town organizations will be there, including the Boy Scouts/Girl Scouts, ACCESS and the ELM. Kiwanis is working with Feeding Tiny Tummies and another agency to distribute snack bags and backpacks. Kiwanis will be working with Feeding Tiny Times to get a weekend food program going again.
- *There are a lot of new staff this year. There will be a lunch on Wednesday for Summer staff. Will also be planning a lunch for Administration, Custodians and Office staff. There has been so much work that has been done this Summer.
- *Great turnout for Kindergarten screening. There are 32 students. M. Pouliot advised that is a nice number to work with. They are fully staffed except for Music. Laura Gilbault is certified in Music and Art and will rotate every couple of weeks.
- *M. Pouliot is planning to do a breakfast for the staff on Tuesday, August 29th. L. Picard asked if help was needed.

K. Jerome asked when the staff would receive student data from Spring testing.

M. Pouliot advised it would be at one of the first staff meetings.

BUSINESS MANAGER'S REPORT – T. Taylor:

- *The Board received a copy of the audit for review.
 - L. Picard advised a lot of work went into it. There were minor things found. She feels it is very good after years of not having an audit done.
 - T. Taylor advised when the 2023 audit report is done, they will no longer be out of compliance with findings for 2022.

L. Picard asked when the Board would have a final budget number for 2023.

T. Taylor doesn't see why she shouldn't have it by tax time.

T. Taylor explained they still have one Grant that needs to be caught up. She reports on that monthly.

J. Hadler asked about Grants for Special Ed.

L. Carey will try to get Vision in an IDEA Grant and Speech in a Grant. The Pathologist and Audiologist Grant funds were used for both programs. Looking to put a lot of costs into Grants.

L. Carey explained the Special Ed Director will attend some Board meetings. The cost is high; need to bring outside unanticipated costs down and work with students here. There are a lot of contracts out there. Trying to put as much in Grants as they can.

L. Picard – Sometimes costs are truly unanticipated. Need to know if the cost will be in a Grant or in the budget.

T. Taylor brought a request to withdraw from the Capital Improvement Plan for a shed to protect the tractor and pad, tiller and aerator. Kevin Seaman explained if things can be done on the school end, then the budget amounts can be reduced. They don't want to put a lot of money into the fields until the custodial staff try to work on them when they can.

After discussion, **J. Hadler MOVED to approve a withdrawal of \$20,538 from the Capital Reserve Fund; SECONDED by: J. Blake, VOTED: 4-0, MOTION PASSED.**

MANIFEST:

L. Picard MOVED to Approve the Payroll Manifest in the amount of \$159,116.40 dated 8/18/23, \$158,574.66 dated 8/4/23 and the Accounts Payable Manifest in the amount of \$120.00 dated 8/11/23, \$146,600.27 dated 8/11/23, \$4,019.05 dated 8/9/23, \$177,687.00 dated 8/9/23, \$136,849.42 dated 7/28/23 and \$5,387.51 dated 7/28/23; SECONDED by: J. Blake, VOTED: 4-0, MOTION PASSED.

L. Picard advised as the bond is now done and has been paid, she wants to allocate \$25,000 into the Capital Reserve. Years ago, the roof would have been a huge crisis to the district without that money.

CEP Status – T. Taylor advised this program has been approved until June, 2027. Kids eat free for breakfast and lunch. The district must have 40% students identified to qualify.

J. Hadler MOVED to sign the CEP Agenda, SECONDED by: K. Jerome, VOTED: 4-0, MOTION PASSED.

T. Taylor reviewed Technology:

- *New phones are going in. Started work today and will be working for the next couple of days. There will be only a brief interruption.
- *All screens, but one, have been installed.
- *Accent walls are being repainted.
- *Wiring access points won't be done until after school starts. Waiting for E-Rate funds so they can place the order.
- *Chrome Books – waiting for funds and will need to rotate what they have.
- *Received quotes on four new copiers; current leases end September 3rd.

FACILITIES DIRECTOR – K. Seaman:

K. Jerome will not be here for the Facilities Meeting scheduled for 9/7/23. After discussion, the meeting was rescheduled to 9/21/23 at 5:00pm.

- *Door Access Project – just about complete with a state-of-the-art entry system.
- *Building Automation – updates nearing completion. Custodians and Maintenance have done a great job to get things ready for kids and staff.
- *Kitchen is about 90% done. The last piece will be the electrician adding more outlets. It will be ready for the first day. Vendors didn't leave a lot of time, so there has been a big push at the end.
- *Locker Rooms and Common Space – still ventilation projects to be done. It has been a crunch to find an electrical contractor to do the work. ESSER funds are to be used; they need to spend

them.

SUPERINTENDENT'S REPORT – L. Carey:

*Everything has worked so collaboratively. Everything has come together.

*L. Carey would like to have an ESSER meeting at 5:30pm. prior to the 9/7 Board meeting to see what is needed. The meeting will include the School Board, staff and T. Taylor.

SCHOOL BOARD CHAIR/COMMENT REPORT – L. Picard:

*L. Picard advised that L. Hildreth has submitted her letter of resignation. The letter was read to the Board.

After discussion, **J. Hadler MOVED to accept the resignation of L. Hildreth from the School Board, SECONDED by: K. Jerome, VOTED: 4-0, MOTION PASSED.**

*L. Picard reminded Board members of School Board protocol. Need to have a quorum at every meeting. It is difficult with four members and she feels it will be difficult to place someone on the Board at this time. There are a lot of moving pieces. Reminded Board members that they meet at least twice a month. In October, November, and December there are four meetings with the Budget Committee and there could be extra meetings. Explained they don't need to decide tonight about whether to bring someone in now or not, but need to move quickly.

L. Picard advised she will not be running for another term. There will be two open seats in March. Will need to make a determination regarding the open seat at the next meeting.

L. Carey – Will double-check with Kathy Piehl to be sure the Board is under no obligation to replace that spot before March.

*L. Picard feels they need to get the stipend firmed up and distributed; it was approved in March. Feels it should start monthly. The Policy Committee will be bringing a policy forward. L. Picard feels there needs to be an attendance policy in place regarding receipt of a stipend.

*L. Picard advised that she will be reporting to the Selectboard on the following: looking at \$1.1 million budget number. It will fluctuate slightly after they receive the final number from the auditors; have made the last bond payment; all staff except a Music teacher have been hired. Always looking for Paras.

M. Pouliot advised if the Board would like to help with breakfast, it will be held on the 29th.

L. Picard MOVED that the Board provide breakfast or snacks on Tuesday, 8/29 for a cost up to \$250.00; SECONDED by: J. Blake, VOTED: 4-0, MOTION PASSED.

K. Jerome asked about SAS scores; they are not great. One student, in one grade level, is at proficient. The scores are concerning. Feels there should be a sense of urgency.

K. Jerome – In ELA and Reading the scores indicate to her that maybe the standards are not being taught. New Math may help. She hopes when they talk to the teachers and look at the data, that they have some protocol and can dig deep into it. Last year's scores were kind of the same. Kids need to be learning skills that they are being tested on.

M. Pouliot explained teachers just participated in three days of vertical team meetings. They have done a tremendous amount of work on data collection. Next year they will track data and then see where the shortcomings are. It has been difficult since COVID. When they ended this past year, the staff felt the year seemed more normal.

K. Jerome advised the tests don't show that.

L. Carey advised the school does receive practice tests.

M. Pouliot there is a huge motivational piece in training to the test. This year they tried a lot of different things to motivate the kids. Third graders did the best. They got to throw a pie in a staff member's face. Staff are reformatting how to give the questions. There are a lot of technological issues teachers are working on. Students no longer have a computer class.

L. Carey – The whole State is scaled. Esser paid for grade level and vertical alignment workshops. They want to do the same next year, too.

J. Hadler hopes having a more structured curriculum will help. She thinks Math Mix and Phonics Reading might help.

L. Carey explained they will take on the process. They are making steps in the right direction. Feels you can't underestimate the value. Teachers are working hard. Need to use ESSER funds for kids. She thinks rewarding them for working hard on testing is fine to do.

CITIZENS' COMMENTS:

None.

L. Picard will follow-up with the Town and ask to use their camera to video record throughout the budget process.

K. Jerome suggested putting video on a smartboard.

J. Hadler MOVED to go into non-public session at 8:25pm. under RSA91-A:3, III (a) and RSA91-A:3, III (j); SECONDED by: K. Jerome, J. Hadler – yes, L. Picard – yes, J. Blake – yes, K. Jerome – yes MOTION PASSED.

J. Hadler MOVED to leave non-public session at 9:54pm; SECONDED by: J. Blake, VOTED: 4-0, MOTION PASSED.

J. Hadler MOVED to seal non-public minutes #'s 3, 4 and 5, for six months; SECONDED by: K. Jerome, VOTED: 4-0, MOTION PASSED.

J. Blake MOVED to adjourn the meeting at 9:57pm; SECONDED by: L. Picard, VOTED: 4-0, MOTION PASSED.

Respectfully submitted,

Peggy Higgins
School Board Secretary