

**WINCHESTER SCHOOL BOARD MEETING
WINCHESTER SCHOOL LIBRARY
SEPTEMBER 7, 2023**

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

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

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

MINUTES:

J. Blake MOVED to approve the public and non-public minutes of 8/21/23; SECONDED by: J. Hadler, VOTED: 4-0, MOTION PASSED.

PRINCIPAL'S REPORT – M. Pouliot:

*M. Pouliot introduced new Assistant Principal, Robin Croteau. She feels they are beyond lucky to have her on their team.

*M. Pouliot introduced the Director of Student Services, Shane Bryant. He will do a presentation later in the meeting.

*The Board received arrival and dismissal procedures. M. Pouliot reviewed what is going well and what isn't. Changes have been needed every day. She has requested the help of the police, but with no response. The school is asking for everyone's patience as they work through the kinks, and there have been a lot. They were able to dismiss the entire student population in 16 minutes! It can be very frustrating for parents, students and staff. There has been support from a lot of people; but with a smaller portion, not making any gains. The bus company has been really good taking feedback. M. Pouliot explained there was a huge success today and yesterday with the procedure. If they didn't have people trying to cheat the system, it would go smoothly. She is asking everyone to promote what the school is doing and stick with the system. They are only on day six.

L. Picard will contact the Winchester Police Department for help and post information on Facebook.

CITIZENS COMMENTS:

The bus driver with Bus B has been having a lot of problems with behavior on his bus. On the first day he had an issue with the radio and he isn't allowed to use his phone. Students returned late. Heard from unhappy parents. Advised he has the toughest route; there are no monitors. Wanted to know what would happen after kids are written up. He is asking for backing from the school. He is one person on a bus with 48 kids. There are issues which make him late and then he has to deal with the parents. He is asking for the school's help. Feels they need to get it straightened out now.

L. Picard advised the Board doesn't typically answer questions on the night they are brought to them but feels they can discuss this tonight.

M. Pouliot discussed the process; three write-ups would be a one to three-day bus suspension. (There was an issue today that was given three days.) If it happens again, would be a 10-day bus suspension and if it happens after that, it would be an indefinite bus suspension.

Another bus driver in attendance said she knows some parents have gotten around their child's bus suspension.

M. Pouliot advised that will no longer happen.

The SAU met with Ed Tarvit, the representative of the bus company, and the school will meet with drivers and have a discussion next week.

M. Pouliot advised they have had a conversation as an Administrative team to bring to the school and town the possibility of making Parker Street one-way from 7:00 – 8:00am. and 2:00 to 3:00 pm. for arrival and dismissal.

K. Seaman explained they have discussed the possibility of closing the parking lot from 7:00am. to 3:00pm. It could be done. Cars don't consider where they are driving sometimes. A concern would be enforcement.

After discussion, L. Picard advised they might ask K. Seaman to speak at a Selectboard meeting.

L. Picard advised there is a new Police Captain joining next week. The Town is also looking for additional police staff.

J. Hadler MOVED to go into non-public session at 7:12pm; SECONDED by: J. Blake, VOTED: 4-0, MOTION PASSED.

J. Blake MOVED to leave non-public session at 7:58pm; SECONDED by: L. Picard, VOTED: 4-0, MOTION PASSED.

DIRECTION OF FACILITIES – K. Seaman:

*Summer went well; accomplished 90% of what they hoped too. The Kitchen got pulled off. The Thayer roof maintenance cost 50% under the anticipated budget; door access is done; second round of water testing is done. There is a letter of explanation going out to parents. Still need roof repairs. There is an issue with the Elementary freezer - need to replace the Compressor; window replacement – there is one large window to do; and the HVAC Project. The shed has been ordered. Working with T. Taylor on grants for cameras.

*The field by Plumb Pack that the school owns, has become a dumping ground. Not sure how to handle removal of that type of brush. There is also trash mixed in there.

L. Picard feels K. Seaman should definitely connect with Dale Gray at the Town on that.

K. Seaman advised one of the neighbors wants to take trees down near that property.

Advised he is okay with that, with the proper insurance, etc.

L. Picard advised maybe bringing in the Conservation Committee would be helpful.

*Work needs to be done on the Thayer Building. It is an historic building. The wooden gutters need to be replaced. He would be sure what they are replaced with, didn't stand out.

L. Picard advised Winchester has a historical society. K. Seaman could contact them.

BUSINESS MANAGER'S REPORT – T. Taylor:

*The Board received the year-to-date report. T. Taylor advised there is not too much to report as it is early in the school year. Transportation and School Tuition have not been encumbered yet. She hopes to have a number for the year-end fund balance. The auditors are planning to return next week.

L. Picard asked if they would have it in time to set the tax rate.

T. Taylor advised they would.

MANIFEST:

J. Hadler MOVED to Approve the Accounts Payable Manifest in the amount of \$2,019.07 dated 8/25/23, \$133,060.59 dated 8/25/23, \$23,251.44 dated 8/25/23, \$450.69 dated 9/8/23, \$208,178.84 dated 9/8/23 and the Payroll Manifest in the amount of \$202,410.75 dated 9/1/23; SECONDED by: J. Blake, VOTED: 4-0, MOTION PASSED.

*T. Taylor advised there has been a lot going on. The next payroll will include six months of Board stipends. Board stipends will be processed monthly in the future.

*Update on wireless access. Still working on E-Rate; 95% there. Then they will have the access

- points replaced and put new ones in the classrooms.
- *Received 200 Chromebooks with Grant monies.
- *Phones have been installed; were some hiccups, kinks to work out. These will be addressed in the next week or two.
- *New copiers; looking at getting quality copiers for what we need here. Leasing them and should have in the next week or two.

K. Seaman explained the lighting project exceeds the \$35,000 threshold. Applying through ESSER, but in case we don't get those funds he wants to do it through the Capital Plan. He has three proposals and knows who he would like to use for that project.

SUPERINTENDENT'S REPORT – L. Carey:

- *Fred Bramante will be doing a presentation on Academic Standards which will be held at Hinsdale MS/HS. The Board and the Winchester community have been invited by Hinsdale. L. Carey feels it would be good for members of the Board and staff to attend. It will be held next Tuesday, 9/12 at 6:30pm.
- *Shane Bryant is contracting with MSB Consulting to collect as much Medicaid funding as possible. They are shooting for \$170,000. He explained they need to make some changes with IEPS as required by the State of NH. Feels they can hit that goal.
 - L. Picard is concerned that that number would be looked at as an amount leveling out the amount they are returning to taxpayers. She is concerned they are dealing with a moving number of students. Doesn't want the Town to be expecting a certain amount of money.
 - T. Taylor advised they wouldn't budget with that \$170,000. The golden rule is always, be conservative. She feels it would take two cycles of this process to get established.
 - L. Picard feels this needs to be a focused topic of conversation during budget season.
 - The first meeting of each month will include Facilities and Curriculum with Student Services at the second meeting of the month.

SCHOOL BOARD CHAIR/COMMENT REPORT – L. Picard:

- *There was a resignation from the Board at the last meeting. The Board is putting out a request for a Letter of Interest and posting the vacancy. They have received guidance from legal. They need to post it, but how swiftly it fills is at the will of the Board. It stays vacant until filled. The Board will ask that any letters of interest be sent by the end of September. That seat comes up in March.
- *L. Picard advised the usual course of action is to work on the budget during Board meetings. They will do at least one hour of budget, with a hard stop.
- *Livestreaming – the town is working to livestream the meeting through an outside service. L. Picard is hoping the town will let the school use their camera for our meetings; at least this year. Hopefully, Administration can put in a line for new equipment.

L. Picard MOVED to have the Facilities Director move forward with the Window Replacements and HVAC system with increase to cost; 2nd by J. Blake, VOTED: 4-0, MOTION PASSED.

L. Picard MOVED to have the Facilities Director secure bids to replace the lighting and moving forward regardless of whether ESSER funds will be used or it will come out of the Building Plan. The Board supports this plan; SECONDED by: J. Blake, VOTED: 4-0, MOTION PASSED.

L. Picard MOVED to have the Facilities Director move forward with the following projects using ESSER funds with information and plans brought back to the Board:

Vehicle for Special Education Dept; Outdoor Pavilion/Outdoor Classroom; Playground updates; Walk-behind floor scrubber; (2) Back Pack Vacuums with Battery Pack; (2) Floor Vacuums; Ice maker for Health Office; Narc Box for Health Office; Preparations for Autism Program Room/Training; SECONDED by: J. Blake, VOTED: 4-0, MOTION PASSED.

L. Picard advised while in non-public session the Board discussed hiring. Approved moving forward with Special Ed Medicaid Assistant.

The Board wished T. Taylor the best of luck. They appreciate everything she has done for the School.

CITIZENS' COMMENTS:

The Cross-Country coach advised she and her team were out on the school's property by Plumb Pack and two bow hunters went past them. Also, they found a camp out there; that was a long time ago. She feels it would be best if there was something printed reminding the public about the use of private property.

L. Picard asked her to report that to the Town Health and Safety Department.

L. Picard MOVED to adjourn the meeting at 9:05pm; SECONDED by: L. Picard, VOTED: 4-0, MOTION PASSED.

Respectfully Submitted,

Peggy Higgins
School Board Secretary