

Unofficial Until Approved by the Board

## **Winnacunnet School Board - Regular Meeting (Wednesday, March 25, 2020)**

Generated by Rhonda Evans on Monday, March 30, 2020

### **Members present**

Henry Marsh, Leslie Lafond, Heidi Taracena, Michael Rabideau, Tony Delano

Superintendent Bill Lupini, Assistant Superintendent David Hobbs, Executive Director of Student Services Caroline Arakelian, Business Administrator Matt Ferreira and WHS Principal Bill McGowan

### **Meeting called to order at 5:12 PM**

#### **1. Call to Order**

##### **Procedural: A. Call to Order**

Superintendent Bill Lupini called the meeting to order at 5:12 p.m. with the following statement: I, Bill Lupini, Superintendent of SAU 21 Schools, am the presiding officer of the Winnacunnet School Board until the reorganization to follow, am invoking an emergency meeting of the Winnacunnet School Board. I have determined that immediate action is imperative and the physical presence of a quorum is not reasonably practical due to COVID-19 as per Governor Chris Sununu's Emergency Order #16 "Temporary prohibition on scheduled gatherings of 10 or more attendees."

Additionally, Governor Sununu's Emergency Order #12 specifically "suspends" the physical quorum requirement of 91-A:2, and also "waives" the requirement under 91-A:2, III (b) that a physical meeting location be available to the public and specifies that "state and local government bodies are permitted and encouraged" to conduct meetings through electronic means while preserving, to the extent feasible, the public's right to notice of such meetings and ability to observe and listen contemporaneously. As such, this meeting is being conducted remotely via ZOOM and is accessible by the public in real time by logging in online or by telephone (access information provided on agenda).

Throughout this meeting each member participating remotely must identify those present at the location from whence that member is participating per 91-A:2, III (c).

In addition, a roll call will be held for all votes per 91-A:2, III (e).

Dr. Lupini then called for nominations for the Winnacunnet School Board Chair.

#### **2. Reorganization**

##### **Action, Procedural: A. Election of the Board Chair**

Move to nominate Henry Marsh to serve as the Chair of the Winnacunnet School Board.

Motion by Leslie Lafond, second by Heidi Taracena.

Final Resolution: Motion Passed

Yes: Henry Marsh, Leslie Lafond, Heidi Taracena, Michael Rabideau, Tony Delano

Dr. Lupini then turned the meeting over to the Board Chair, Henry Marsh.

##### **Action, Procedural: B. Election of the Board Vice-Chair**

Move to nominate Leslie Lafond to serve as the Vice-Chair of the Winnacunnet School Board.

Motion by Henry Marsh, second by Heidi Taracena.

Final Resolution: Motion Passed

Yes: Henry Marsh, Leslie Lafond, Heidi Taracena, Michael Rabideau, Tony Delano

##### **Action, Discussion, Procedural: C. School Board Committee Appointments**

Chair Henry Marsh welcomed and congratulated Tony Delano, Mike Rabideau and Heidi Taracena as newly elected Board members.

The Board reviewed the Committees and proposed the following appointments.

SAU Operations Committee - Mike Rabideau

SAU Operations Committee Alternate - Leslie Lafond

SAU Policy Committee - Leslie Lafond

SAU Policy Committee Alternate - Heidi Taracena

\*It was noted that the following four assignments listed are not needed for the upcoming 2020-2021 school year (SEA Negotiations, SEA Negotiations Alternate, SESP Negotiations, and SESP Negotiations Alternate).

BudCom - Tony Delano

BudCom Alternate - Leslie Lafond

SST - Mike Rabideau

SST Alternate - Henry Marsh

NHSBA Delegate - Tony Delano

NHSBA Delegate Alternate - Heidi Taracena

Curriculum Liaison - Heidi Taracena

Facilities Liaison - Mike Rabideau

Technology Liaison - Tony Delano

Special Education Liaison - Heidi Taracena

Athletics / Student Activities Liaison - Henry Marsh

Motion by Henry Marsh, second by Leslie Lafond.

Final Resolution: Motion Passed

Yes: Henry Marsh, Leslie Lafond, Heidi Taracena, Michael Rabideau, Tony Delano

**Action, Procedural: D. Appointment of School District Clerk**

Motion to appoint Shirley Doheny as the Winnacunnet School District Clerk for a 3-year term beginning July 1, 2020.

Motion by Leslie Lafond, second by Henry Marsh.

Final Resolution: Motion Passed

Yes: Henry Marsh, Leslie Lafond, Heidi Taracena, Michael Rabideau, Tony Delano

**Action, Procedural: E. Appointment of School District Treasurer**

Motion to appoint John "Jack" Lannan as the Winnacunnet School District Treasurer for a 3-year term beginning July 1, 2020.

Motion by Leslie Lafond, second by Michael Rabideau.

Final Resolution: Motion Passed

Yes: Henry Marsh, Leslie Lafond, Heidi Taracena, Michael Rabideau, Tony Delano

**3. Minutes****Action, Minutes: A. February 6, 2020 Regular Meeting**

Motion to approve the February 6, 2020 public minutes.

Motion by Leslie Lafond, second by Henry Marsh.

Final Resolution: Motion Passed

Yes: Henry Marsh, Leslie Lafond, Heidi Taracena

Abstain: Michael Rabideau, Tony Delano

**4. Reports****Information: A. Finance Report**

Matt Ferreira reported on the revenue and expenditure reports to date. No significant variances. He stated there are anticipated cost savings due to the closures including supplies, copier usage, utilities, transportation, possible coaching stipends, etc.

A question was asked about facilities staff available for general upkeep (mowing, etc). Very limited access is being granted but less of a risk with outdoor grounds upkeep. This will be monitored when necessary.

A question was asked about technology impacts that may increase costs. It was reported that there may be incremental costs associated use of Chromebooks from home, wifi hot spots, etc. Larger savings with the utilities involved with maintaining the High School facility.

Dr. Lupini reported that we still don't know what costs will be involved with how long we will be out of school and what the costs will be at the end of this. Items such as Summer School and other things that we are only beginning to think about. Potential of what that could be.

**Information: B. Audit Governance Letter**

Matt Ferreira reported that the audit has been completed and this is the final letter. The audit took place in August with preliminary results provided around the September-October time frame. Three recommendations were made regarding: 1) out-of-date policies and 2) procedures around course reimbursements for non-union employees and 3) untimely deposits in the Student Activity Funds (i.e. 8 out of 25 were not done timely). These items are all being addressed. He reported that the Student Activity Funds management has been unacceptable. They recently identified that basketball gate receipts procedures were not followed appropriately. We will be self-reporting this to the auditors.

**5. Continuing Business****Information: A. Update on COVID-19 relative to School Closure**

Dr. Lupini reported more detail will be provided at tomorrow's Joint Board meeting but wanted to highlight a few items. He will be sending a letter to parents tomorrow stating that it is not likely that students will be back in school on April 6th, per information received from the DOE Commissioner's Office. We want to let parents know that we are preparing for this. We have been receiving lots of questions from parents regarding proms, summer school, graduation, spring sports, etc. We are aware of these concerns and are going to have to deal with them but right now we are trying to ensure students are receiving a quality curriculum, making sure families get fed, students get wifi access, teachers are being supported, hirings for next year are still happening and many other items. We will be hosting a Parent Forum this Saturday, March 28th at 10:00 a.m. via Zoom.

Dr. Hobbs provided information on technology for parents, students and teachers. There was a big push to get Chromebooks into the hands of all students. A help desk has been created and was very busy the first week. The following technology is currently being used are Google Meet, Google Classroom, Zoom, among others. Teacher accountability was discussed including the amount of time being utilized, establishing data points, and student participation rates.

The DOE Commissioner has not yet requested a waiver for the SAT, but we do expect it to be pushed back. Other testing such as AP testing, State-wide assessments were reviewed and all are expected to be waived or pushed back.

Dr. Lupini explained that most states have already submitted a waiver but Federal law requires State-wide testing. The Commissioner must request the waiver. He is trying to negotiate with College Board in order for high school students to receive a voucher for the SAT, as this is normally the state-wide testing for NH high school students.

The spring sports season was mentioned. This will all be determined by the NHIAA and based on the length of school closures. Also, the Commissioner issued a letter stating that he canceled all school trips so that schools and parents should be able to receive full refunds from vendors for any payments previously made on school trips.

Dr. Arakelian reported that Special Education services are continuing. Special Education teachers, speech and language pathologists, occupational therapy services are still going on. Counselors are meeting weekly with students. Nurses are maintaining office hours. Everyone is routinely reaching out to students to support them.

Meals are being provided for pick up on Monday, Wednesday and Fridays from Winnacunnet High School and Seabrook School. Meals are available to everyone. Families do not need to qualify for the free and reduced lunch program) to take advantage of this. Delivery is also available through bus stops. The schedule can be found on the SAU website.

We also learned through a recent survey that over 30 families are in need of wifi service. Mobile hot spots have been ordered. We are awaiting delivery so that they can be hooked up. Social workers are calling and assisting with the free options currently available.

Leslie Lafond reported that Rochester has parked a bus in order to provide wi-fi. Dr. Arakelian said we are open to these types of options should the need arise.

Matt Ferreira reported that there is currently very limited access to buildings. This is in the best interest for the health and safety of our staff. There are limited school nutrition staff in the buildings preparing meals as well as maintenance staff as needed. The buildings have also been sanitized by a professional remediation company and will be done again prior to the opening of the school building.

Board members will be receiving an email to set up their docu-sign followed by a corresponding text message from Matt with their secure password for signing payroll, etc.

## 6. New Business

### Information: A. **First Read**

It was explained that the first read provides the opportunity for Board members to review the policies and pose questions. Most of the policies being presented are required by law. At next week's Joint Board meeting these policies will be presented for approval.

## 7. Personnel

Information: A. **Renominations** - to be discussed in non-public

Information: B. **Nominations** - to be discussed in non-public

Information: C. **Leave of Absence** - to be discussed in non-public

## 8. Public Comment

### Procedural: A. **Public Comment**

The Board paused and ask for public comment but none was given. The five attendees via zoom were provided the opportunity to speak.

## 9. Non-Public Session under RSA 91-A:3 (a-e)

Action, Procedural: A. **Roll Call for Non-Public Session under RSA 91-A:3 (a-b).**

Motion to enter non-public session under RSA 91-A:3 II (a-b) at 6:07.

Motion by Henry Marsh, second by Leslie Lafond.

Final Resolution: Motion Passed

Yes: Henry Marsh, Leslie Lafond, Heidi Taracena, Michael Rabideau, Tony Delano

Discussion: B. **Teacher and Administrator Renominations**

Discussion: C. **Curriculum Coordinator (Nomination)**

Discussion: D. **Curriculum Coordinator (Contract)**

Discussion: E. **Director of Guidance (Nomination)**

Discussion: F. **Director of Guidance (Contract)**

## 10. Resume Public Meeting

Action: A. **Resume Public Meeting after Non-Public Session**

Motion to close the non-public session and resume the public meeting at 6:22 p.m.

Motion by Leslie Lafond, second by Michael Rabideau.

Final Resolution: Motion Passed

Yes: Henry Marsh, Leslie Lafond, Heidi Taracena, Michael Rabideau, Tony Delano

Action: B. **Teacher and Administrator Renominations**

Motion to accept the Superintendent's recommendation of renominations for Winnacunnet High School certified staff (teachers and administrators) for the 2020-2021 school year.

Motion by Leslie Lafond, second by Henry Marsh.

Final Resolution: Motion Passed

Yes: Henry Marsh, Leslie Lafond, Heidi Taracena, Michael Rabideau, Tony Delano

Action: C. **Recommendation: Curriculum Coordinator**

Motion to accept the Superintendent's recommendation of Lauren Marsden as the Curriculum Coordinator beginning July 1, 2020.

Motion by Leslie Lafond, second by Henry Marsh.

Final Resolution: Motion Passed

Yes: Henry Marsh, Leslie Lafond, Heidi Taracena, Michael Rabideau, Tony Delano

**Action: D. Contract: Curriculum Coordinator**

Motion to accept the Superintendent's recommendation of a two-year contract for Lauren Marsden as Curriculum Coordinator for Winnacunnet High School, effective on July 1, 2020.

Motion by Leslie Lafond, second by Michael Rabideau.

Final Resolution: Motion Passed

Yes: Henry Marsh, Leslie Lafond, Heidi Taracena, Michael Rabideau, Tony Delano

**Action: E. Recommendation: Director of Guidance**

Motion to accept the Superintendent's recommendation of Heather Cronan as the Director of Guidance beginning July 1, 2020.

Motion by Leslie Lafond, second by Heidi Taracena.

Final Resolution: Motion Passed

Yes: Henry Marsh, Leslie Lafond, Heidi Taracena, Michael Rabideau, Tony Delano

**Action: F. Contract: Director of Guidance**

Motion to accept the Superintendent's recommendation of a two-year contract for Heather Cronan as Director of Guidance for Winnacunnet High School, effective on July 1, 2020.

Motion by Leslie Lafond, second by Heidi Taracena.

Final Resolution: Motion Passed

Yes: Henry Marsh, Leslie Lafond, Heidi Taracena, Michael Rabideau, Tony Delano

#### **11. Next Meeting Dates**

Information: A. **Joint Board Meeting** - Tuesday, March 31, 2020 at 4:00 p.m.

Information: B. **Winnacunnet School Board Meeting** -Wednesday, April 15, 2020 - 6:30 p.m.

Dr. Lupini sincerely thanked the board for their support during these very difficult times. It's been extremely appreciated.

Leslie Lafond also thanked the entire WHS administration for their support and assistance for the kids and families. As a parent and board member she has witnessed how well-supported the kids are.

Heidi Taracena echoed Leslie's comments and added the staff is doing a phenomenal job.

#### **12. Adjourn**

Action, Procedural: A. **Adjourn the meeting.**

Motion to adjourn the meeting at 6:27 p.m.

Motion by Leslie Lafond, second by Henry Marsh.

Final Resolution: Motion Passed

Yes: Henry Marsh, Leslie Lafond, Heidi Taracena, Michael Rabideau, Tony Delano