

WINCHESTER SCHOOL BOARD
JULY 21, 2022
WINCHESTER SCHOOL LIBRARY

Board Members Present: L. Hildreth, J. Blake, L. Picard, J. Hadler – Absent: J. Rokes
Administration Present: L. Carey, T. Taylor, M. Hill

The meeting was called to order at 6:32pm. by Board Chair, L. Hildreth.

MINUTES

L. Picard MOVED to approve the public and non-public minutes of June 16, 2022; SECONDED by: L. Hildreth, VOTED: 4-0.

PRINCIPAL'S REPORT – Megan Pouliot:

- *The Principal could not be here tonight so she sent notes with Superintendent, Lynn Carey.
- *Open House will be held on 8/29/22 from 4:30 – 5:30. A variety of Town organizations will be present.
L. Picard will follow-up with the fire department.
- *The School will have a table at the ACCESS open house.

BUSINESS MANAGER – T. Taylor:

L. Hildreth Moved to approve the Payroll Manifest dated 6/30/22 in the amount of \$6,799.71; 6/30/22 in the amount of \$19,118.76, 6/30/22 in the amount of \$139,967.19 and dated 7/20/22 in the amount of \$218,714.52; SECONDED by: L. Picard, VOTED: 4-0, MOTION PASSED.

L. Hildreth Moved to approve the Accounts Payable Manifest dated 6/24/22 in the amount of \$11,303.28; 6/24/22 in the amount of \$38,357.13, 6/24/22 in the amount of \$162,551.50, 6/24/22 in the amount of \$229,298.73, 7/8/22 in the amount of \$125,088.52, and dated 7/20/22 in the amount of \$155,058.92; SECONDED by: L. Picard, VOTED: 4-0, MOTION PASSED.

- *Reviewed 2022 expenditures as of 7/20/22 and answered questions. Some things are trickling in. The auditors will be here all next week. The budget balance of over \$1,000,000 is due to staffing shortages and student movement.
- *Discussed Emergency Fund – L. Picard asked for School Board permission to share this information with the Selectboard so they will know what the Board is thinking about. There were no objections.
- *Reviewed 2022 Revenues as of 7/20/22 with the Board and answered questions.
- *T. Taylor needs a non-public tonight.

FACILITIES DIRECTOR – M. Hill:

- *Fence project is completed.
- *Gym Floor is done.
- *Parking lot will be started on August 3rd. There is a slight increase due to the cost of diesel, tar, etc. M. Hill needs a vote of the Board for approval of \$650.00.

L. Hildreth MOVED to approve the additional cost of \$650.00 for the parking lot work; SECONDED by: L. Picard, VOTED: 4-0, MOTION PASSED.

- *There will be a slight delay in painting of the exterior of the building; there is a glass shortage and a 40% increase in cost of the windows. They will pick and choose what will get done now.
- *There is a slight delay in the kitchen hood. M. Hill hopes it will still be here in August.
- *Received two RFP's for the Music Room and distributed proposals to the Board to review. M. Hill expects it will probably be done over Christmas break.

After discussion, **L. Hildreth MOVED to go with ENE Systems in the amount of \$40,920 to do the work in the Music Room; SECONDED by: L. Picard, VOTED: 4-0, MOTION PASSED.**

*M. Hill is requesting that the School be closed from August 8th through the 12th and only Custodial and Maintenance staff be in the building in order to get certain tasks done.

After discussion, **L. Hildreth MOVED that the school be closed to all staff, with the exception of Maintenance and Custodial, from August 8th through the 12th; SECONDED by: J. Blake, VOTED: 4-0, MOTION PASSED.**

L. Picard MOVED that the Board order lunch one day during that week for Maintenance and Custodial staff; SECONDED by: L. Hildreth, VOTED: 4-0, MOTION PASSED.

After discussion by the Board, it was agreed that the August Board meeting will be rescheduled from August 11th to August 18th.

SUPERINTENDENT'S REPORT – Lynn Carey:

- *The Board received the School Handbook in their packets. L. Carey will send it electronically so the Board can review further and discuss it at the next meeting. L. Carey explained they would like to do an evacuation, but need a new location as the Church has been sold. Will be ordering Go Bags for every classroom.
- *Still working on safety cameras upstairs in Superintendent's office. It is a work-in-progress.

J. Hadler asked if they have active shooter drills.

L. Carey advised they have one of each drill per year.

J. Hadler thinks perhaps they should do them more than once a year.

After more discussion, L. Carey advised all information will be in the EOP. Teachers will be working on it when they come back for two days of training. Advised she will keep the Board posted on the EOP which will be discussed in non-public.

- *Began negotiations with the WTA; planning to meet Wednesday at 4:00pm and every two weeks thereafter. L. Hildreth was there, but J. Rokes was not. Feels there should be an alternate back-up.

J. Hadler will do it.

- *L. Carey is very happy to be here. It is nice to come to work.

SCHOOL BOARD CHAIR REPORT – L. Hildreth:

- *L. Hildreth advised that Jim Tetreault has reached out; feels potentially they might need to adjust the calendar. September 13th voting and use of the school gym was not accounted for in the calendar. Would need staff approval to make a change to the contract.

After discussion, **L. Hildreth MOVED to adjust the 2022-2023 to have September 13th as a no school day and add a day at the end of the year; pending agreement with the WSA-WTA; SECONDED by: L. Hildreth, VOTED: 4-0, MOTION PASSED.**

CITIZENS COMMENTS:

None.

L. Hildreth MOVED to go into non-public Session under RSA-91:3II(c) and RSA-91:3II(a) at 7:42pm; SECONDED by: L. Picard, VOTED: J. Blake – yes, L. Hildreth – yes, L. Picard – yes, J. Hadler – yes; VOTED: 4-0, MOTION PASSED.

L. Hildreth MOVED to leave non-public session at 9:07pm; SECONDED by: L. Picard, VOTED: 4-0, MOTION PASSED.

L. Picard MOVED to seal Issue #1 of the non-public minutes until there is a decision; SECONDED by: L. Hildreth, VOTED: 4-0, MOTION PASSED.

L. Picard MOVED to adjourn the meeting at 9:08pm; SECONDED by: L. Hildreth, VOTED: 4-0, MOTION PASSED.

Respectfully submitted:

Peggy Higgins
School Board Secretary