

**WINCHESTER SCHOOL BOARD MEETING  
WINCHESTER SCHOOL LIBRARY  
JUNE 29, 2023**

School Board Members Present: K. Jerome, J. Blake, L. Picard, Absent: J. Hadler  
Administration Present: L. Carey, T. Taylor, M. Pouliot

The School Board meeting was called to order by Chair, L. Picard at 6:33pm.

**MINUTES:**

**J. Blake MOVED to approve the Public and Non-Public Minutes of 5/25/23; SECONDED by: L. Picard, VOTED: 3-0.**

Bill McGrath, School District Treasurer, came to the meeting to follow-up with the Board regarding PDIP and TD Bank Options.

The Board received an e-mail with a spreadsheet that explained the proposed program and Bill McGrath reviewed the plan with the Board.

L. Picard advised they have the recommendation of both B. McGrath and Jim Tetreault, Town Treasurer, but would like a four-member Board vote.

T. Taylor explained she doesn't have time to do analyzation and a lot of push and pull to roll out payroll every week. She feels if they don't do it regularly, would be missing out.

L. Picard – At what point is it not worth it to us. She doesn't think the Administrative staff have the capacity to oversee that.

Bill McGrath feels they would potentially be missing out on \$70,000.

T. Taylor advised this is beyond her plate at this time; she can produce cash flow reports for the last five years and give them to Bill McGrath. Advised him if he is willing to take it on and do the analyzation for the starting point, then she thinks it would be more manageable. She can give him what she can offer for information.

After discussion, it was agreed that T. Taylor will provide information and the Board will review this again at the next meeting.

**PRINCIPAL'S REPORT – M. Pouliot:**

\*Distributed report data for Star Math and Star Reading Test Assessments from the Spring and reviewed with the Board. Explained the highest numbers overall were in Grades Three through Five. This year was a baseline for Grades Three through Five and the first year they have participated. It is the second year for Grades Six through Eight and next year K-2 will do the testing; same for Special Ed. Students will be tested in the Spring, Fall and Winter. Next time M. Pouliot comes to the Board she can show student growth.

M. Pouliot and Rachel are searching for a new Math program. They are hoping, with training, it will help tighten up Math instruction.

M. Pouliot will probably come back in the Fall with Grades Three through Eight and in the Winter with Kindergarten through Grade Two.

K. Jerome asked M. Pouliot to break out the numbers by grade level.

L. Carey would like to do more running of record assessments instead of benchmark assessments as they take a long time.

**BUSINESS MANAGER'S REPORT – T. Taylor:**

\* T. Taylor reviewed Revenues and Expenditures with the Board. At this time, there are 15 vacant para-professional positions.

\*T. Taylor explained they expect to come in right around an \$800,000 fund balance. Feels they should consider encumbering some for Special Ed.

L. Carey advised they also have \$125,000 for Hearing in Special Education - could add Vision in a Grant.

\*T. Taylor has a meeting with the Auditor next week and will ask for a better understanding of The fund balance. She has a copy of the draft audit.

L. Picard asked that it be available at the SAU so Board members can review it.

T. Taylor would like to get the audit voted on at the next meeting.

**After discussion, J. Blake MOVED to encumber \$526,468 to move money that they know they will spend in the Summer months from the 2022-2023 budget; SECONDED by: K. Jerome, VOTED: 3-0, MOTION PASSED.**

L. Picard thinks if they can encumber some for Vision and Hearing and a rainy-day fund and return money to the Town, it will look favorably on the School.

**L. Picard MOVED to encumber another \$200,000 for any Vision or Hearing services that are unexpected; SECONDED by: J. Blake, VOTED: 3-0, MOTION PASSED.**

**MANIFEST:**

**L. Picard MOVED to Approve the Payroll Manifest in the amount of \$8,788.57 dated 6/23/23, \$233,923.68 dated 6/23/23, \$31,785.92 dated 6/23/23, \$31,734.89 dated 6/30/23 and \$221,663.03 dated 6/9/23; SECONDED by: J. Blake, VOTED: 3-0, MOTION PASSED.**

**L. Picard MOVED to approve the Accounts Payable Manifest in the amount of \$5,168.75 dated 6/30/23, \$400,913.37 dated 6/30/23, \$1,531,079.91 dated 6/16, \$1,593.72 dated 6/16/23, \$179,641.98 dated 6/2/23 and \$351.31 dated 6/2/23; SECONDED by: K. Jerome, VOTED: 3-0, MOTION PASSED.**

L. Picard advised that in the seven years she has been on the Board, there has been very little opportunity to encumber more than was already encumbered. There has been great fiscal work done by this Board.

L. Carey advised T. Taylor has been working late to look at all contracts for next year. Still looking at ESSER funds.

T. Taylor reviewed what has been purchased with ESSER funds, including replacement of Smart Boards and replacing door locking system.

T. Taylor advised there are a lot of projects going on with Grants received. The kitchen project has started, so the kitchen will be ready to roll before school starts.

M. Pouliot will be sending out new drop-off/pick up procedures.

The next Board meeting will be held on July 20th.

### **COMMITTEE REPORTS:**

K. Jerome reviewed Professional Development Meeting. It was a very interesting meeting; staff have pinpointed what needs to happen. Currently there is no central location for data. Feels there may be a need for a data coach. The Professional Development Committee have Smart goals. She was really impressed. They seem to have a vision.

M. Pouliot and L. Carey planned a lot of Professional Development based on the survey that was done.

### **POLICY COMMITTEE:**

L. Picard advised there were no concerns or changes on the policies brought tonight.

**L. Picard MOVED to approve Policy IJOC – Volunteers; IHBG – Home Education Instruction; IKL – Academic Integrity and Honesty and IMBA – Distance Education as a second reading; SECONDED by: K. Jerome, VOTED: 3-0, MOTION PASSED.**

K. Jerome advised the State and American Flags look worn and tattered.

M. Pouliot - Matt Hill was going to purchase new ones, but then he left the position. She will ask K. Seaman. She will also check to see when the flags are being taken down and put back up or left up.

M. Pouliot explained there are a lot of new staff. Last year was a jumbled mess. This year things are going very smoothly. Have moved leaps and bounds over where they were last year. Very amazed how much is getting done and that she has been here to see it. Everyone has done so much.

M. Pouliot feels they should do something for SAU and Maintenance/Custodial.

After discussion, **L. Picard MOVED that the Board will sponsor lunch for Summer Staff and Administration and will proceed with a plan; SECONDED by: J. Blake, VOTED: 3-0, MOTION PASSED.**

### **SCHOOL BOARD CHAIR/COMMENT REPORT – L. Picard:**

L. Picard reminded the Board that they get stipends this year. She feels there should be a policy regarding attendance. She will look for similar policies and come back to the Board. Feels a stipend is about acknowledging that the Board does work here. Members can do what they want with it, but they need to take it first.

### **CITIZENS' COMMENTS:**

None.

**K. Jerome MOVED to adjourn the meeting at 8:00pm; SECONDED by: L. Picard, VOTED: 3-0, MOTION PASSED.**

Respectfully submitted,

Peggy Higgins  
School Board Secretary