Board of Education Minutes – May 4, 2026

In Attendance: Pamela Walsh - President, Cara Meeker - Vice President, Alex Dubois (arrived late), Brenda Hastings, Barb Higgins, Madeleine Mineau, and Sarah Sadowski

Absent: Liz Boucher, Jess Campbell

Administration: Timothy Herbert – Superintendent, Matt Cashman, Jack Dunn, Michele Garon, Kimberly Yarlott, and Jeni Mosca (virtual)

Call to Order

Ms. Walsh called the meeting to order at 6:00 p.m. Ms. Meeker conducted roll call attendance. Two members have excused absences; one member will be arriving late.

Approval of Agenda

The Board approved the agenda on a voice vote. (Moved by Ms. Sadowski, 2nd by Ms. Higgins).

Consent Agenda

a.) Budget Work Session #4 (March 2)
b.) Budget Work Session #5 (March 4)
c.) Building & Sustainability Committee (March 5)
d.) Budget Work Session #6 (March 9)
e.) Budget Work Session #7 (March 11)
f.) Budget Work Session #8 (March 16)
g.) Budget Work Session #9 (March 18)
h.) Public Hearing Work Session #10 (March 23)
i.) Public Hearing Work Session #11 (March 25)
j.) Work Session #12 Open Session (March 30)
k.) Work Session #13 Post FY27 Budget (March 31)
l.) Regular Monthly Meeting (April 6)
m.) City & Community Relations (April 6)
n.) Communication & Policy Committee (April 8)
o.) Building Committee (April 9)
p.) Instructional Committee (April 13)
q.) Executive Committee (April 20)
r.) Special BOE Meeting (April 20)

Motion to approve Consent Agenda (Moved by Ms. Higgins, 2nd by Ms. Hastings).

Ms. Meeker verified with Mr. Dunn that the corrections he needed to make on the budget minutes had been completed.

Ms. Walsh moved to remove (c) Building & Sustainability Committee stating they were two separate meetings, and the minutes should be revised and separated. (2nd by Ms. Hastings).

The Board approved the Consent Agenda, as amended, by voice vote.

School Celebration: BMS

Principal Vance introduced art teacher, Ms. Lagasse. Ms. Lagasse and students shared highlights of the art program at Beaver Meadow School.

Non-Public:

RSA 91-A:3, Section II, (d), Consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are averse to those of the general community. Also 91-A:5, IV regarding personnel.

By roll call, the Board voted 7-0 to move into non-public session (Moved by Ms. Walsh, 2nd by Ms. Higgins).

Ms. Hastings – yes
Ms. Higgins – yes
Mr. Dubois – yes
Ms. Mineau – yes
Ms. Sadowski – yes
Ms. Meeker – yes
Ms. Walsh -- yes

The Board entered into non-public at 6:14pm.

Motion made by Ms. Walsh to come out of non-public session. Approved by voice vote. The Board returned from non-public at 6:34pm.

By roll call vote, the Board voted 7-0 to seal the minutes from the non-public meeting only related to personnel (Moved by Ms. Walsh, 2nd by Ms. Higgins).

Mr. Dubois – yes
Ms. Hastings – yes
Ms. Higgins – yes
Ms. Mineau – yes
Ms. Sadowski – yes
Ms. Meeker – yes
Ms. Walsh -- yes

Recognitions/Reports

Student representatives Aryn Bernardo and Clementine Mayala shared highlights for the month of April as well as upcoming events for the month of May.
Superintendent Herbert introduced two Central Office candidates-Kaily Roukey for Director of Student Services and Kris Gallo for Assistant Superintendent of Curriculum, Instruction, and Assessment. He also mentioned that Gabe Cohen and Katie McDonough are advancing as Teacher of the Year finalists, highlighting their contributions to music, world language, and district wide program coordination. He also provided an update on ongoing discussions with the Pittsfield School District regarding potential superintendent services, noting upcoming board consideration following Pittsfield's May 7 board meeting.

Facilities Update

Mr. Cashman shared his plans for summer work which will include painting, site work, and landscaping. A sidewalk ramp was completed at RMS. Mechanical updates at CMS and Millbrook chillers were completed over April vacation as well as annual inspections of the gymnasiums. Custodial teams used the April break to complete deep cleaning in the buildings.

Middle School Project Update

Mr. Cashman gave an update on traffic operation and reported that the district presented the plan to city committees (TOC and TPAC) and members agreed that the current plan is the safest plan. One alternative route suggestion is being reviewed by the transportation engineer.

Early bids have been received. June 4th building committee will look at numbers and bidding options. Mr. Cashman pointed out a correction on page 86 of the board book noting that it should read foundation permit is what is being applied for in mid-May. The building permit will be submitted in June.

Motion made by Ms. Mineau not to pursue LEED Certification. 2nd by Ms. Higgins.

The Board discussed whether to continue pursuing LEED certification for the new middle school. While a prior estimate suggested modest savings by not completing certification, both the building and sustainability committees recommended proceeding, noting all required efficiency measures will already be met and certification provides formal validation. Members expressed mixed views on the value versus cost, balancing transparency with fiscal considerations.

Motion made by Ms. Mineau to table the motion until June 8 to allow architects and construction managers to provide additional information (2nd by Ms. Higgins). Motion passed on voice vote.

The District presented an opportunity to purchase a residential home, 20 Conant Dr., adjacent to the new middle school site, for use as temporary administrative space during construction.. Superintendent Herbert confirmed that no deed restrictions prohibit this use and that the city has been notified. Board members discussed the purchase as a practical, short-term decision tied to the project, with future use or disposition of the property to be determined later. A vote on the matter to take place after public comment.

Instructional Committee

Assistant Superintendent Kim Yarlott presented the results of two extensive curriculum review processes. For ELA, a 25-member committee conducted a rigorous evaluation of science-of reading aligned programs, piloting Amplify CKLA and Savva MyView/MyPerspectives in grades K-6. After classroom pilots, professional development, observations, and rubric-based analysis of student feedback and assessment data, the committee unanimously recommended adopting Savva MyView/MyPerspectives, with a proposed five-year cost of $668,943 from the instruction fund and $110,900 in Title II funds for professional development.

A committee of 11 reviewed secondary math programs and piloted the Carnegie Algebra I, Geometry, and Algebra II materials in grades 7-11, resulting in unanimous teacher support for adoption. The recommended five-year purchase totals $280,386, supplemented by $36,000 in Title II funds. Both presentations emphasized improved alignment, strong teacher and student feedback, and the programs' capacity to support diverse learners.

The Board held an initial discussion on iPad use in the lower grades, with members questioning whether current one-to-one devices in K-2 are necessary given limited daily usage and growing concerns about screen time. Principals requested time to form a committee which will include teachers and digital learning specialists to review usage data, address privacy, and device-sharing logistics, and develop a recommendation. In the meantime, the district has paused new iPad purchases, opting instead to replace only essential individual devices and extend the life of existing units while a broader screen time policy and device use guidance are developed.

City & Community Relations

Ms. Mineau reported on a productive City & Community Relations Committee discussion regarding Memorial Field planning. The City and District Joint Subcommittee met and members were aligned on prioritizing essential needs—track replacement, drainage, lighting, and bleachers—while deferring non-essential additions.

The Board emphasized the need for improved collaboration with the City and initiating cost-sharing discussions ahead of the May 20 meeting to review updated estimates, including both turf and grass options. Members also noted the district's substantial in-kind contributions and the urgency of interim solutions, such as temporary bleachers and minimal track repairs, given that even the fastest construction timeline leaves the district without a functional track for several years.

Finance

Mr. Dunn projected a preliminary unassigned fund balance of about $888,000, reflecting $2.4M in savings offset by a $1.6M revenue shortfall due to reduced PILOT payments, enrollment, tuition, and delayed billing. The district needs $1.7M to carry into FY27; final numbers may shift. Trust fund transfers may help close the gap when finalized in October.

Negotiations

Superintendent Herbert reported that negotiations with CEA are ongoing, with a proposal recently delivered and feedback expected shortly, followed by additional sessions in the coming weeks.

For Concord Instruction Tutors (CIT), a proposal has been shared with members, and the district is optimistic about reaching agreement on another one-year contract.

Other Business

Superintendent Herbert reported that there were no major changes in enrollment but highlighted that the transitional living situations increased by six students and that home school status increased by three students.

Public Comment

There was no public comment.

Votes

Personnel

1. Ms. Garon brought forward two Spring coaches for nomination making mention that the JV tennis coach was a Concord High School position, not a Rundlett position.

The Board approved the spring coaches as presented (Moved by Ms. Higgins, 2nd by Mr. Dubois).

2. Ms. Garon brought forward three returning teachers for nomination.

The Board approved the teachers as presented (Moved by Ms. Higgins, 2nd by Ms. Sadowski).

3. Ms. Garon presented two requests for a leave of absence.

Ms. Higgins moved to approve the leaves of absence as presented. Seconded by Ms. Sadowski. After some discussion about splitting the motions, Ms. Higgins withdrew her motion.

Ms. Higgins moved to approve the leave of absence modification. 2nd by Ms. Sadowski.

The Board approved the modified leave of absence on a voice vote.

Ms. Higgins moved to approve the new one-year leave of absence request. 2nd by Ms. Sadowski.

The Board approved the one-year leave of absence on a voice vote.

Further Votes

The Board approved the MyView/My Perspective ELA programs on a voice vote (Moved by Ms. Hastings, 2nd by Ms. Higgins).

The Board approved the 5-year purchase of the Carnegie Learning Math Program on a voice vote (Moved by Ms. Higgins, 2nd by Mr. Dubois).

The Board approved Kristen Gallo for Assistant Superintendent, CIA as recommended, on a voice vote(Moved by Ms. Hastings, 2nd by Ms. Sadowski).

The Board approved Kaily Roukey for Director of Student Services as recommended, on a voice vote (Moved by Ms. Higgins, 2nd by Ms. Hastings).

The Board voted approved James Corkum as Principal of Concord High School as recommended, on a voice vote (Moved by Ms. Higgins, 2nd by Ms. Mineau).

The Board approved Andra Hall for Director of Student Services of Concord High School as recommended, on a voice vote (Moved by Ms. Higgins, 2nd by Ms. Meeker).

Motion language as presented by District: Move that the Concord Board of Education hereby approves and ratifies a certain Purchase and Sale Agreement dated April 15, 2026 for the acquisition of property located at 20 Conant Drive, Concord, New Hampshire for the purchase price of $372,500. The Board further acknowledges that this property will be utilized by the District and its agents in connection with the new middle school project. (Moved by Ms. Higgins, 2nd by Ms. Meeker).

Motion passes 7-0 by roll call vote:

Mr. Dubois - yes
Ms. Hastings - yes
Ms. Walsh - yes
Ms. Higgins – yes
Ms. Meeker -- yes
Ms. Mineau - yes
Ms. Sadowski - yes

Proposed Calendars of Meetings

5/8 Career Pathways Event CHS 8-1pm
5/11 Communication & Policy 5:30pm
5/13 Instructional Committee 5:30pm
5/18 Negotiations Committee 5:00pm
5/18 Finance Committee 5:30pm
5/20 Executive Committee 5:00pm
5/20 Joint City & School Meeting 5:30pm
5/25 Memorial Day
5/27 Distinguished Educators & CSD Retiree Ceremony 6:00pm at ADS
5/28 CRTC Commencement Night 6:00pm
6/1 Board of Education Meeting 6:00pm
6/4 Tentative Building Committee 5:30pm
6/8 Tentative Special Board Meeting 6:00pm

6/10 Communication & Policy 5:30pm
6/13 CHS Graduation 10:00am
6/15 Executive Committee 5:00pm
6/15 Finance Committee 5:30pm
6/17 8th Grade Move up Ceremony 5:30pm
6/18 Last Day of School
6/25-6/27 Concord Market Days

Non-Public Session

The Board, by roll call, voted 7-0 to enter non-public session under RSA 91-A:3 D to discuss security (Moved by Ms. Walsh, 2nd by Ms. Higgins).
Mr. Dubois - yes
Ms. Hastings - yes
Ms. Walsh - yes
Ms. Higgins – yes
Ms. Meeker -- yes
Ms. Mineau - yes
Ms. Sadowski - yes

Board entered non-public at 8:00 pm.

Motion made by Ms. Higgins to come out of non-public session, 2nd by Ms. Sadowski. Approved by voice vote. The Board returned from non-public at 8:29 pm.

By roll call vote, the Board voted 6-0 (Ms. Walsh departed during non-public) to seal the minutes from the non-public session (Moved by Ms. Higgins, 2nd by Ms. Hastings).

Mr. Dubois – yes
Ms. Hastings – yes
Ms. Higgins – yes
Ms. Mineau – yes
Ms. Sadowski – yes
Ms. Meeker – yes

Adjournment

Motion to adjourn approved on voice vote (Moved by Ms. Meeker, 2nd by Ms. Sadowski).
Adjourned 8:30 p.m.

Respectfully submitted, Sarah LeMay