NEW CASTLE SCHOOL DISTRICT
School Administrative Unit 50
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To be approved by the New Castle School Board at the August 14, 2025, meeting.

NEW CASTLE SCHOOL DISTRICT
NEW CASTLE, NEW HAMPSHIRE

The Monthly Meeting of the New Castle School Board was held in person on Thursday, June 12, 2025, at 5:00 p.m. at the Maude H. Trefethen School, New Castle, New Hampshire.

PRESENT

School Board Members: Kate Hermon (Chairperson)
Pam Stearns
David Kovick

SAU 50 Central Office Staff: Stephen Zadravec, Superintendent of Schools
Susan Penny, Business Administrator
Rebecca Dwyer, Executive Assistant to the Superintendent

School Administrators: Bryan Belanger Jr., Principal

Visitors: There were no visitors present

CALL TO ORDER

Ms. Hermon called the meeting to order at 5:00 PM and indicated the meeting would begin with the recognition of visitors and public comment.

RECOGNITION OF VISITORS / PUBLIC COMMENT

Ms. Hermon asked if there was anyone who wanted to make a public comment. Hearing none she closed the public comment.

PUBLIC HEARING

In accordance with RSA: 198:20-c, The New Castle School Board will hold a Public Hearing on Thursday, June 12, 2025 beginning at 5:00 PM at The Maude Trefethen School, 142 Cranfield St., New Castle NH 03840. The purpose of the hearing is to take public comment on the possible withdrawal of funds from the Tuition Expendable Trust fund. The funds will be used for unanticipated tuition expenses.

On motion by Mr. Kovick, seconded by Ms. Stearns, the Board voted to approve the withdrawal of $18,282.50 from the Tuition Trust Fund to cover unanticipated tuition costs. Discussion. Vote: 3-0.

On motion by Mr. Kovick, seconded by Ms. Stearns, the Board voted to approve the budget transfer of $18,282.50 from the Tuition Trust Fund as recommended by the Business Administrator. Discussion. Vote: 3-0.

ADMINISTRATOR REPORTS

Principal Report

Mr. Belanger indicated that his report was in the Drive. He highlighted several recent events that took place at MHT within the last week. Specifically, the recent Talent Show on June 11, which was absolutely incredible- the students performed two songs in sign language. The Grade 5 Graduation was held on June 9 at the Macomber Room, and was a wonderful warm event full of Islander pride. Mr. Belanger shared that Trimester 3 report cards and assessment will be sent home at the end of the school year.

Mr. Belanger shared that on our final day, the students will launch rockets, have some beach time, and say our goodbyes at New Castle Commons – ending just the way we began: together, outdoors, and full of Islander spirit (plus ice cream and pizza). We welcomed our incoming kindergarteners during Step-Up Day and loved meeting the next wave of Islanders.

Superintendent

Mr. Zadravec began his report by highlighting the upcoming School Board Summer Retreat. The summer retreat will be Thursday, August 14th at 8 AM. Coffee and a light breakfast will be provided. At the retreat, he noted the Board will have an opportunity to review the latest version of the SAU 50 Data Dashboard and our school and district goals for the 2025-2026 school year. Mr. Zadravec shared that if there is any topic that the Board would like included on the summer retreat agenda please share it with himself or Ms. Hermon and they will ensure it gets added to the retreat agenda.

Mr. Zadravec indicated that there were four policies for first reading: IMG Animals in Schools, IMGA Service Animals, IMGB Therapy Animals, and BCB Board Member Conflict of Interest. The first three policies are intended to clarify the guidelines for various instances where there may be animals in the building and the fourth is brought for consistency across the SAU and to bring the current policy in line with the NHSBA model policy.

FINANCIAL REPORT

Approval of Manifests

On motion by Ms. Stearns, seconded by Mr. Kovick, the Board voted to approve the manifest dated May 16, 2025 in the amount of $125,415.75. Discussion. Vote: 3-0.

On motion by Ms. Stearns, seconded by Mr. Kovick, the Board voted to approve the manifest dated May 30, 2025 in the amount of $61,036.78. Discussion. Vote: 3-0.

Ms. Penny indicated that her report is in the drive. She shared that there are no budget transfers to approve this evening. Ms. Penny and the Board briefly discussed the financial statement and the projected fund balance report.

On a motion by Mr. Kovick, seconded by Ms. Stearns, the Board voted to approve the Retained Fund Balance in the amount of $43,648.00. Discussion. Vote: 3-0

Budget Transfer

On motion by Ms. Stearns, seconded by Mr. Kovick, the Board voted to approve the manifest dated June 12, 2025 in the amount of $45,434.14. Discussion. Vote: 3-0.

PRELIMINARY ACTIONS/ SECRETARY'S REPORT

- o Approval of Public Minutes: May 15, 2025

On motion by Mr. Kovick, seconded by Ms. Stearns, the Board voted to approve the public minutes of May 15, 2025. Discussion. Vote: 3-0.

Communications

Mr. Belanger indicated that the Community Buddies have been sending a ton of mail to the students. Additionally, the Board had a brief discussion regarding future strategic planning.

UNFINISHED BUSINESS

A. Non-Resident Enrollment and Marketing

Mr. Belanger indicated that the K-1 cohort is full, however there is space in the Grade 2-3 and Grade 4-5 cohort. The Board and Mr. Belanger had a brief discussion regarding the continued strategy of bringing students to MHT.

NEW BUSINESS

A. Position Consolidation/Strategic Planning Update

Mr. Belanger and the Board had a brief discussion regarding the consolidation of the nursing position and the administrative assistant position. Additionally, there was a brief discussion regarding how to continue bringing in new opportunities for the students and how to rejuvenate the music program.

PERSONNEL

A. Staff Resignations

POLICY

First Reading:

IMG Animals in Schools
IMGA Service Animals
IMGB Therapy Animals
BCB Board Member Conflict of Interest

On a motion by Mr. Kovick, seconded by Ms. Stearns, the Board voted to approve the four policies BCB, IMG, IMGA, IMGB as recommended by the Policy Committee. Discussion. Vote: 3-0

OTHER

The Board briefly discussed the addition of the four following topics to the summer retreat agenda:

- school board committees
- strategic planning
- position consolidation
- animals in school discussion

FUTURE PLANNING DATE

- Thursday, August 14, 2025, 8:00 AM- Summer Retreat

NON-PUBLIC SESSION

RSA 91-A: 3 II(c)

ADJOURNMENT
On motion by Ms. Hermon, seconded by Ms. Stearns, the Board voted to adjourn the meeting at 6:28pm. Discussion. Vote: 3-0.

Respectfully Submitted,
Rebecca Dwyer
Executive Assistant to the Superintendent
June 12, 2025

Pamela J. Stearns   8/14/2025

School Board Secretary   Date

2024-2025 New Castle School Board Goals:

- **Non-Resident Enrollment and Marketing – increase in advertising and recruitment**
- **Community Connection & Engagement – increase community participation, volunteering**