



## Board of Education Minutes – August 3, 2026

**Board members present:** Cara Meeker – Vice President, Liz Boucher – Secretary, Jess Campbell, Alex Dubois, Brenda Hastings, Barb Higgins, Madeleine Mineau, and Sarah Sadowski

**Board members absent:** Pamela Walsh

**Administrators/Staff:** Dr. Timothy Herbert – Interim Superintendent, Jack Dunn, Kristen Gallo, Michele Garon, and Kaily Roukey, Bridget Edinger

### Call to Order

Ms. Meeker called the meeting to order at 6:01 PM and asked Ms. Boucher to take roll call attendance.

### Approval of Agenda

The Board voted 8-0, via voice vote, to approve the Agenda (Moved by Ms. Boucher, 2<sup>nd</sup> by Ms. Hastings).

### Consent Agenda

- a. Instructional Committee (May 13)
- b. Finance Committee (June 22)
- c. Regular Monthly Meeting (July 6)
- d. Public Hearing (July 13)
- e. City & Community (July 15)
- f. Executive Committee (July 20)
- g. Special Board of Education Meeting (July 20)
- h. Communication & Policy (July 22)

Corrections to minutes were noted, including name corrections to the Instructional Committee meeting minutes and Executive Committee meeting minutes as well as updates to the time the Finance Committee meeting came out of non-public session. Staff confirmed that all corrections have been updated following the printing of the Board packets.

The Board voted 8-0, via voice vote, to approve the Consent Agenda as amended (Moved by Ms. Boucher, 2<sup>nd</sup> by Ms. Mineau).

### Superintendent Report

Memorial Field Update: Steve Largy reported that demolition of bleachers is underway, though the project is behind schedule. There are concerns regarding field availability for the fall sports season and that a contingency plan has been established to use the National Guard Field for football if

necessary. District and City leadership continue working toward a shared vision for Memorial Field redevelopment and are looking for a date to meet and create a unified vision moving forward. Cost estimates are being pursued for temporary repairs to the track while awaiting long-term reconstruction.

**Legislative Update:** Administration is reviewing newly enacted state legislation and categorizing impacts into finance, policy, personnel, and parent/student handbook requirements. Relevant committees will receive updates as implementation timelines become clear. At the request of the board, a spreadsheet summarizing the new laws will be shared with board members.

**Back-to-School Planning:** The annual Back-to-School event will be held at Broken Ground School from 5:00-7:00 p.m. with transportation available for families. Opening Day ceremonies will be held in the gymnasium at CHS. New teacher orientation has been scheduled, and bus routes are being reviewed.

**Enrollment and Staffing Update:** Superintendent Herbert reports that enrollment remains fluid and is expected to change throughout August. He is proposing the use of contingency funds to add a third kindergarten teacher at Beaver Meadow and will continue to monitor other numbers. Special permission requests are being reviewed, with priority given to resident students. Enrollment trends and class sizes will continue to be monitored throughout August.

**Strategic Plan Update:** The superintendent reviewed progress on the district's Strategic Plan, highlighting accomplishments in:

- Equity and diversity initiatives
- Communications improvements
- Curriculum alignment and assessment systems
- Facilities planning
- Safety preparedness
- Social-emotional supports

The superintendent reviewed the priority breakdown and the ongoing work that needs to be completed.

Administration recommended extending the current Strategic Plan through 2027 while developing measurable goals and planning for a broader stakeholder engagement process to create a future strategic plan. Ms. Hastings questioned if and how Board members were involved in this process. Ms. Meeker also encouraged staff to involve Board members, parents, students, and other community members for all areas of the strategic plan moving forward.

### **Communication & Policy Committee**

Policy 432/537 regarding the reporting of child abuse and neglect was presented for second reading and scheduled for a vote later in the meeting.

### **Instructional Committee**

The district presented its updated Counseling Plan and Implementation Standards (306), including building-level implementation plans required for compliance. A vote is scheduled for later in the meeting.

### **Facilities Update**

Summer projects were reviewed, including:

- ADA-accessible sidewalks at schools
- Alternative education renovations in Commons B at Concord High School
- Expansion of welding facilities at CRTC
- Installing walls at Broken Ground School
- Preschool classroom additions at Abbot Downing School
- Ongoing maintenance and painting projects
- Construction progress on the new middle school, including infrastructure and foundation preparation

The August Capital Facilities and Sustainability Committee meeting was canceled and rescheduled for September. This rescheduling is due to longer than anticipated time to answer questions raised during the last meeting. Stakeholders on the solar project, including contractors, administrators, and Board members, met last week to discuss some of these questions.

### **Public Comment**

Don Brueggemann commented on concerns regarding the proposed traffic plan for the new middle school, specifically the use of Noyes and Cypress Streets as bus routes. He urged the district to consider alternative traffic solutions and engage further with neighborhood residents.

Board discussion followed regarding the potential use of emails submitted by the public during future public comment periods when time allows.

### **Personnel**

Ms. Garon presented four teachers for confirmation:

- Josh Hardy, Digital Media Production & Technology (CRTC)
- Logan Moulton, 0.6 Music/Acting (CHS)
- Esther Wrobel, Special Education Teacher (Rundlett)
- Carly Barton, 0.6 Preschool Teacher (Beaver Meadow)

The board voted 8-0, via voice vote, to confirm the teacher nominations as presented (Moved by Ms. Higgins, 2<sup>nd</sup> by Ms. Sadowski).

Ms. Garon presented two coaches for confirmation:

- Stacy Landry, CHS Varsity Hockey coach
- Sarah Zaranowski, CHS Varsity Cross-country

The board voted 8-0, via voice vote, to confirm the coach nominations as presented (Moved by Ms. Higgins, 2<sup>nd</sup> by Ms. Sadowski).

### Votes

#### Ballot Initiative #1: Sale of Dewey School Property

Shall the Concord School District authorize the Concord School Board to market and sell the former Dewey School property, currently serving as the Concord School District's central office located at 38 Liberty Street, Concord, NH, in such manner (whether by bid, auction or broker listing) and on such terms, conditions, and price as it deems in the best interest of the District, with said sale subject to the District's compliance with the statutory right of first refusal provision pertaining to charter schools in RSA 194:61?

**Motion:** Direct the District to submit ballot initiative #1 for the November 2026 election. (Moved by Ms. Hastings, 2<sup>nd</sup> by Ms. Campbell).

By roll call vote the board voted 8-0 to approve ballot question 1

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

#### Ballot Initiative 2: Sale of the property on Curtisville Road

Shall the Concord School District authorize the Concord School Board to market and sell up to 59.08 acres of land located at 11 Curtisville Road, Concord, NH, in such manner (whether by bid, auction or broker listing) and on such terms, conditions, and price as it deems in the best interest of the District?

**Motion:** Direct the District to submit ballot initiative #2 for the November 2026 election

Following a roll call vote of 1-7, the motion failed (Moved by Ms. Campbell, 2<sup>nd</sup> by Ms. Hastings).

Ms. Campbell – no  
Mr. Dubois – no  
Ms. Hastings – yes  
Ms. Higgins – no  
Ms. Meeker – no  
Ms. Mineau – no  
Ms. Sadowski – no  
Ms. Boucher – no

The board voted 8-0, via voice vote, to hold the September Board meeting on Tuesday, September 1, 2026 (Moved by Ms. Meeker, 2<sup>nd</sup> by Ms. Boucher).

The board voted 8-0, via voice vote, to approve the 2026 Counseling Implementation Plan as presented (Moved by Ms. Higgins, 2<sup>nd</sup> by Mr. Dubois).

The board voted 8-0, via voice vote, to endorse the District's Strategic Plan through 2027 and support implementation (Moved by Ms. Sadowski, 2<sup>nd</sup> by Ms. Higgins).

The board voted 8-0, via voice vote, to adopt Policy 432/537 on second reading (Moved by Ms. Sadowski, 2<sup>nd</sup> by Ms. Higgins). Discussion followed regarding requiring the same training of our volunteers as staff. Concerns were raised about the burden of requirements asked for those seeking to volunteer within the District.

### **Other Business**

Responding to a question from a Board member, Superintendent Herbert explained that the homeless student data has been reset and must be reestablished for the upcoming school year.

### **Proposed Calendars of Meetings**

8/5 – Admin Retreat  
8/6 – Admin Retreat  
8/12 – Finance Committee 5:00PM  
8/12 – Instructional Community 5:30PM  
8/17 – Executive Committee 5:00PM  
8/17 – City & Community 5:30PM  
9/19 – New Teacher Orientation  
8/19 - Communication & Policy 5:30PM  
8/25 – Back to School Night at BGS 5-7PM  
8/26 – Rain Date for Back to School Night  
8/27 – Professional Day  
8/28 – Opening Day Ceremony 8:00AM  
8/28 – Professional Day  
8/31 – First Day of School  
9/1 – Board of Education Information Night 5:00PM  
9/1 – Board of Education Meeting 6:00PM  
9/2 Capital Facilities 5:30PM  
9/4 – Filing for the Board of Education Elections Opens 8:00AM  
9/7 – Labor Day  
9/8 – Professional Day (No School)  
9/14 – Instructional Committee 5:30PM  
9/14 – BOE Election Filing Closes  
9/16 – Communication & Policy 5:30PM  
9/20 – Multicultural Festival at Keach Park 11-5  
9/21 – Executive Committee 5:30PM  
9/21 – Finance Committee 6:00PM  
9/23 – City & Community Relations 5:30PM

### **Adjournment**

Meeting adjourned at 7:35pm (Moved by Ms. Higgins, 2<sup>nd</sup> by Ms. Sadowski).

Respectfully submitted, Sarah LeMay, Executive Assistant to the Business Administrator  
& Liz Boucher, Board Secretary