

**WILTON-LYNDEBOROUGH COOPERATIVE
SCHOOL BOARD MEETING
Tuesday, April 3, 2018
Wilton-Lyndeborough Cooperative M/H School-Media Room
6:30 p.m.**

Present: *Harry Dailey, Mark Legere, Joyce Fisk, Carol LeBlanc, Miriam Lemire, Jonathan Vanderhoof, Alex LoVerne and Matt Ballou (6:31pm).*

Superintendent Bryan Lane, Business Administrator Lise Tucker, Director of Student Support Services Betty Moore, Principals Brian Bagley, Tim O'Connell, Curriculum Coordinator Julie Heon and Clerk Kristina Fowler

I. CALL TO ORDER

Chairman Dailey called the meeting to order at 6:30pm.

II. ELEMENTARY STUDENTS OF THE MONTH

Student of the month was deferred.

III. ADJUSTMENTS TO THE AGENDA

Superintendent Lane reported having one additional teacher resignation to bring forth.

IV. PUBLIC COMMENTS

Ms. Edwina Hastings, Wilton, asked for an explanation in regard to the teacher resignations as four of them are from "STEM" (science, technology, engineering, and math). She questioned if exit interviews are done. Superintendent Lane responded, as he understands it the history has been that exit interviews are not done. Chairman Dailey added that he cannot speak specifically to these resignations. Ms. Hastings noted it would be helpful to have two months of STAR 360 data as she only sees one. It was confirmed that four or five months were provided. She spoke regarding the pending grant for \$24,000, she questioned how much more it is and are we making up the difference. Chairman Dailey explained it is in this meeting's packet to be addressed this evening; the Board (and public-via *website*) receives the information in advance and is not discussed until the meeting.

Ms. Becky Sours, Wilton, spoke regarding the school calendar for next year and commented as a parent she would like to go back to the old calendar and have school start before Labor Day on the last Wednesday of August as it has before. She also spoke regarding the teacher resignations and noted some are their favorite teachers; two being her children's favorites. She questioned why these teachers are leaving and is there a plan to keep the "good" teachers. Chairman Dailey responded he does not always know (the reason) and does not know that it is necessarily fair to discuss it. He explained we compete with a large number of schools in the area and there are a number of reasons why people resign. He has faith in the SAU to obtain qualified teachers.

V. BOARD CORRESPONDENCE

a. Reports

i. Superintendent's Report

Superintendent Lane reviewed his report. He met with staff regarding the school calendar for next year. He has provided varied options for the Board to review. Staff comments are included in his report. The last day of school will be June 19 pending any additional cancellations. Seniors last day can be up to 5 days earlier which is June 12. Graduation will be Friday, June 15, although they hoped for the 8th this was not possible due to the snow days. The Wellness Fair idea came from Laura Gifford, LCS School Nurse. She along with Pat Walz and Ms. Tucker worked together to find vendors to come in. He noted we are not advocating for any of the vendors but some offer our staff discounted services which they may not be aware of. In his report he provided a list of current posted positions. He has received another letter

indicating a possible additional \$6,000 in grant money for the infrastructure pieces (of camera system upgrades) that we have budgeted for which may result in a cost savings. Mr. Verratti had put out the request for this grant and we are just waiting for the signatures. There is no added cost to the district, whatever amount is in the grant we will use for early purchases or enhance the system long term. The nomination list has been provided and previously discussed with the Principals. He briefly spoke of a reorganization piece, an option that came up; something he is investigating and is not bringing to the Board as he does not have enough information yet. It may be something for the Strategic Planning Committee to look at.

ii. Business Administrator's Report

Ms. Tucker reported attending with Mr. Erb, the annual Northern New England Facilities Masters Conference with vendors present and promoting cleaning efficiencies. The contract with Field Maintenance Service Company has been renewed. We are in year 2 of a 5 year plan to keep our fields looking good and funds have been encumbered for the spring season. During National School Breakfast week we did not do as well as expected; there was inclement weather. FRES did have some families come in and one looked at the program for the first time. WLC had a contest to guess how many breakfasts were served. At the next Facilities Committee meeting new items for the CIP will be reviewed. A walkthrough at FRES was completed and we are looking at handrails for the side stage. At the ASBO (NH Association of Business Officials) meeting, included were presentations from Plodzick and Sanderson, PA (auditors) regarding a new GASBE ruling and two members of the NH School Nutrition Association regarding free and reduced compliance, buying American and proper policies. The third wellness committee meeting was held and the focus was the Wellness Fair. Work has begun on the approved budget documents to send them to the DRA through the web portal.

iii. Principals' Reports

Principal Bagley reported Destination Imagination had several teams competing in the NH-DI Regional Tournament and two moved on to the State Tournament in Bedford but unfortunately did not advance. He congratulated Ms. Jen White and the group for doing a great job. The Souhegan Sustainability Fair is April 14. Last year 300 people attended and this year they expect 500-600. Included will be student art, senior projects, and a food court with live music. April is the month for Senior Projects. All of next week is devoted to this and students presenting. If you are interested in attending contact Principal Bagley for a schedule. WLC faculty is in the final stages of writing its self-reflection for NEASC. Today, curriculum was presented. NEASC's first visit will be in May and things are progressing along. He confirmed for Mr. Vanderhoof that Ms. Kovaliv, School Counselor does track students who show up for the college planning night (April 11 at 6pm) and electronic emails are sent to parents informing them of this. He confirmed for Chairman Dailey that there are not enough students interested to support tennis.

Principal O'Connell reports the C.A.R.E.S assembly was held at FRES. A list of students (one per class) can be found in his report that have been recognized for demonstrating the Habits of Learning (Cooperation, Assertion, Responsibility, Empathy, Self-control). Regarding kindergarten registrations, to date there are 33 students registered for next year which exceeds our half day program enrollment. April 16th-20th, students' 3rd-5th grade will engage in the ELA portion of the NH Statewide Assessment. The format is a little different than last year; it is online and is taken over the course of several hours. Granite State Fit Kids health education outreach is a nonprofit program that involves 4th grade students and focuses on teaching the positive impact of a healthy lifestyle. The students today made a model of "functioning" lungs. Physical Education teacher, Fritz Shenk is well underway with the Jump Rope for Heart events; last year students raised \$3,717 and this year's goal is \$4,000. He thanked the Board for their support and participation in Read Across America.

A brief discussion was had regarding how many hours elementary school students will be testing this year. Mr. LoVerme requested this information be provided as it is not available this evening. Mr. Vanderhoof questioned if the results from the State and STAR 360 "line-up". Principal O'Connell responded this is the first year and there has not been an opportunity to make that correlation yet. Mr. Ballou questioned if there has been any or is there a plan for additional advertising for kindergarten registration as we had inclement weather the day registration was held. Principal O'Connell reviewed what has been done and he noted

nothing additional is planned at this point. It is open enrollment; anyone can come in to register. Superintendent Lane added it may be beneficial to run additional ads in the newspaper although there is associated cost. Chairman Dailey commented that 34 (registered kindergarteners) is the number needed for the additional teacher.

iv. Curriculum Coordinator's Report

Dr. Heon attended the ASCD conference in Boston and brought back a lot of information to share. Today she communicated with teachers about attending summer training, there are 4. The comprehensive "tech ed" teacher (industrial arts) will be attending a session at Worcester Poly Tech to strengthen the program with our design in modeling and the others will be NH Technical Institute. She spoke of being fortunate to be one of the several districts elected to be awarded a three-year grant for participation in Universal Design for Learning (UDL). The team consists of nine members, teachers and administration who attended their first training session. They have been assigned a coach who will be coming here. UDL focuses on more flexibility with instruction. The emphasis is that it is not a new program or initiative but another piece that fits in with everything else we are doing. She provided assessment results and noted most recent results meet or exceed the grade level at this time. She believes both the interventions and classroom work are working in assisting our students and meeting the goals we have for them. She noted assessment does take time however we are using STAR and the State assessment as an instructional tool. The State rolled out interim assessments; shorter assessments, the students take them partly for practice on using the technology and also to look at content. Chairman Dailey would like to see a presentation in late summer (August) or fall of all the information collected. Additional discussion was had relating to assessments and if the STAR 360 results correlate with the State results. Discussion was also had relating to the amount of time students spend testing and away from classroom teaching and are we getting a return on investment. Dr. Heon spoke briefly about working with several tools thought to be aligned to national standards and in her experience that has not been the case. Years ago half or two thirds of the test items were released to adjust our curriculum and instruction and last year we did not get that information and so far have not been guaranteed to get it for this year. She cannot promise providing a scientific study that the correlation will tell you what you want to know but can tell you what changes our district will show compared to the state average held last year. We can compare the 1st years to this year and see what incremental changes we are making and may be able to save one testing session for next year if the data indicates this. We can also look at some other pieces like being on the cutting edge of science and promote things like this. There are other dimensions that we cannot assess like problem solving and critical thinking but will continue to work on it. She confirmed that STAR 360 does not do any kind of comparisons between districts. It was noted this is a big discussion and will be put on a future agenda to be continued. Dr. Heon confirmed for Mr. Vanderhoof questioning if the change in the number of students taking the test is due to decreased enrollment, she explained depending on the student situation it may exclude them from one test or another or a student could be absent, and testing was still taking place on Monday although one child's data will not make a difference, the data will be adjusted once all are completed.

b. Letters/Information

i. DOE/Grant-Security Camera System Upgrades

Superintendent Lane informed members that he has received an additional letter (regarding grant) after the board packet was sent for an additional \$6,000. Upgrades are planned and this would go to pay for those vs. tax payer money. He noted we are not adding projects; this is to take care of what we already planned for. He thanked Mr. Verratti for taking care of the grant when we were made aware of it.

ii. Student Cafeteria Survey

Superintendent Lane reported the survey results came in today and will be provided at the next meeting. A copy of the survey has been provided. Ms. Lemire suggested a parent survey for FRES be available which Superintendent Lane agreed, an email can be sent directing parents where to find the survey.

VI. CONSENT AGENDA

a. Treasurer's Report-January & February 2018

The reports have been reviewed by the Board.

Ms. Tucker confirmed for Ms. LeBlanc that a thank you note has been provided by students to the PTO for a donation of \$1,500.

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161 *A MOTION was made by Mr. Ballou and SECONDED by Mr. LoVerme to approve the consent agenda.*
162 *Voting: all aye; motion carried unanimously.*
163

164 **VII. ACTION ITEMS**

165 **a. Approve Minutes of Previous Meeting**

166 *A MOTION was made by Ms. LeBlanc and SECONDED by Mr. LoVerme to approve the minutes of March*
167 *20, 2018 as amended.*

168 *Voting: all aye; motion carried unanimously.*
169

170 **b. Draft 2018-19 School Calendar**

171 Superintendent Lane informed the Board no decision is necessary until the next meeting; April 20 is the
172 DOE due date. He provided a memo with descriptions of the four calendar options and provided a brief
173 overview of each and spoke of staff concerns. He noted seeing positives and negatives with option 1 and 2.
174 He believes it is beneficial to start before Labor Day (this is his preference) to have a progression. He
175 noted in the past, time was not well used for teachers who are not involved directly in data collection, and it
176 would be our obligation to make the time useful. He noted Dr. Heon feels there is a greater need for
177 teachers to work together and she is looking for time to be spread out during the year. He has met with the
178 teaching staff and they do not feel it is appropriate to change in the middle of the contract year and not have
179 it part of a negotiated process. In the past when days have changed, there were conversations with past
180 Superintendents and the teachers association without written sidebars or changes in the CBA as they were
181 in agreement, this time the parties are not in agreement. Ms. Lemire questioned regarding data analysis, if
182 there a preference for half day vs. full day. Dr. Heon is in favor of having one full day and two half days as
183 the full days are much more effective and beneficial. Mr. Vanderhoof voiced concerns regarding the
184 money portion of it (for paraprofessionals in option 3 cost of \$6,999 in option 4 cost of \$4,666) his concern
185 is that it is an annual change and are using unbudgeted funds and believes it should go through the budget
186 process. He suggested a compromise to add one day for professional development which allows for the
187 extra time for teachers but doesn't add a cost and next year discussing it further during the budget process.
188 Discussion was had and various opinions and concerns were shared regarding the calendar including,
189 should it be part of the budget process, instruction time, professional development time, days vs. hours,
190 teacher feedback, adjustments to teacher and student schedules, what was the main purpose originally,
191 should it be part of negotiations or a sidebar agreement, are there any options they can eliminate.
192 Superintendent Lane confirmed that SEER would not change. Ms. Lemire questioned, with all the
193 money/investments we spent already in the programs, is there is enough time to do all of that in the shorter
194 calendar. Superintendent Lane responded teachers need time together and find collegial ways to move
195 forward; we can make due but we can use more time productively. Ms. Linda Cordileone, WLCTA
196 President, spoke when asked what is different this time vs. previous times (when there has been a request to
197 change). She said that she thinks we have been more than fair, we have let the district increase the number
198 of days 2-3 times now; we think it's a negotiable item. She noted when the calendar was 180 days, teachers
199 had 20 minutes before and after, now they have 15 and it would be reduced to 10. She said, "I don't want
200 to say we won't do it but believe it is a negotiable item." She responded to Chairman Dailey asking if she
201 felt there was value, she said that if you allow teachers to discuss how to make their classrooms better.
202 Sometimes the district has a plan that some of the staff isn't buying into it and a lot of times things that are
203 targeted for "core areas" doesn't apply to all. She believes providing time for the data crunching and
204 getting together as well as having "specials" talk curriculum in that venue, she believes would be helpful.
205 A brief discussion continued. Responding to Chairman Dailey, Superintendent Lane confirmed his
206 preference of options would be 3 or 4 and would support Dr. Heron's preference of option 4. He confirmed
207 the cost per day to add paraprofessional coverage is approximately \$2,333. Consensus was to keep the
208 options 1-4 and add a 5th option of 174 days for students and 1 additional full day for teachers' professional
209 development. It was also requested to have Superintendent Lane send members the appropriate sections
210 from the CBA to review. It was noted one of the items that the Strategic Planning Committee has on their
211 list is school days vs. hours.
212

213 **c. Committee Assignments-Facilities/Charters**

214 Chairman Dailey informed members it was brought to his attention that currently there is not a
215 Lyndeborough school board representative on the Facilities Committee. It was briefly discussed. Ms.
216 Lemire volunteered/agreed to join the Facilities Committee as the Lyndeborough representative and
217 removes herself from the Strategic Planning Committee. No objections heard.

218
219 Each committee was reviewed including its membership. Strategic Planning Committee was discussed
220 including the current items on their list that had not been addressed, suggested to eliminate SAU
221 configuration and newly suggested items. Chairman Dailey noted he assumes the “rolling average funding
222 formula” will move forward and go on the ballot for March 2019 although there is still time to discuss it.
223 Items remaining will be Review SAU Configuration, Building Utilization and School Days vs. Hours.
224 Items added were MS Configuration, Adding towns/Educational Opportunities (Alternative Education
225 Programs) and Associated Cost, and Food Service Options. Superintendent Lane noted that there is some
226 information to review regarding food service which will be provided at a later date. A brief discussion was
227 had regarding if there is a specific need for a program something other than what we are already doing
228 (example RISE) to bring some students back in who attend other schools or are in other districts. The
229 question was raised how many at Pine Hill/High Mowing are residents of Wilton or Lyndeborough. It was
230 noted this is not collected information. Priorities for the Strategic Planning Committee will be
231 assigned/discussed at the next board meeting. The direction of the Facilities Committee and Elementary
232 History Committee will continue as it has been. Signing manifests will continue with Mr. Ballou and Ms.
233 LeBlanc signing them. Ms. Fisk agreed to be an alternate if needed. The Policy Committee has work based
234 on the last meeting. Mr. Ballou noted the NHSBA is reviewing all of their policies for compliance
235 including policy BCA. Superintendent Lane asked with the board’s permission to contact the attorney to
236 determine if there have been any changes in the law which would necessitate a change in our policies or the
237 need to create new ones. Chairman Dailey commented the intent would be over time to review each policy
238 and prioritize each one we are noncompliant with (example: policies that have not been updated with
239 procedural changes).

240 **d. Update Board Member Contact List**

241 Superintendent Lane reviewed with members this contact information is for us to contact members. If any
242 changes are needed contact the Superintendent or Ms. Fowler through email. An updated copy will be
243 provided.

244
245 **VIII. COMMITTEE REPORTS**

246 There were no committee reports given.

247
248 **IX. RESIGNATIONS / APPOINTMENTS / LEAVES**

249 **a. Resignations**

- 250 • Hannah Staib WLC MS Language Arts Teacher
- 251 • Susan Rolke WLC HS Chemistry/Physics Teacher
- 252 • Kelly Griffin WLC MS Science Teacher
- 253 • David Galatzer-Levy WLC HS Science Teacher

254 Superintendent Lane reviewed the above resignations noting there is no need for a vote to accept them as
255 no contracts or nominations were approved at the time.

256 **b. Appointments**

- 257 • Teacher/Administration Slate

258 Superintendent Lane informed members on an annual basis he brings forward to the Board (with
259 recommendations from the Principals) nominations for contracts for the following year. A nomination
260 list/slate has been provided.

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262 *A MOTION was made by Ms. Lemire and SECONDED by Mr. LoVerme to accept the slate.*
263 *Voting: six ayes; one abstention from Mr. Legere, motion carried.*
264

Superintendent Lane informed members of one resignation from a teacher who is listed on the slate, Ms. Kimberly Plourde, .50 Preschool. This position increased to full-time.

A MOTION was made by Mr. LoVerme and SECONDED by Ms. LeBlanc to accept the resignation of Ms. Kimberly Plourde.

Voting: all aye; motion carried unanimously.

X. PUBLIC COMMENTS

Ms. Edwina Hastings, Lyndeborough asked if the professional development days are structured. It was confirmed they are and an agenda for full and half days will be provided.

Ms. Kelly Gibson, parent, spoke on several issues. She noted the Dean of High Mowing is Cary Hughes and a majority of the students attending there are from Wilton and Lyndeborough or surrounding communities and there are a lot of international students who also attend. She spoke of being concerned that by including additional people to come to this school, it lacks a strong technical program compared to other districts and feels this should be in the conversation. She further added, if you are looking at income levels a lot here are low income level and a lot will not be able to go to college but they can access a trade which we do not really offer here. She noted Milford has some sort of a program but would like to see that enhanced. She would welcome the evaluation of the food service program and increased standards. She would volunteer to help with it. She spoke of being pleased with the board's questions and discussion in regard to several issues this evening. She spoke regarding testing and assessments, she notes she is an educator and states that charter schools only do one assessment a year and a lot of people are "flocking to this" because they are meeting or are above standards. She added sometimes it cannot be measured in assessment she said, especially if the students are "coded", as these assessments won't measure them and these matter too. She questioned if it is appropriate to have so many assessments when charter schools are moving forward with little.

Ms. Lemire suggested that an after school program be added to the agenda. She would like to have this idea investigated especially for the Lyndeborough area.

Ms. Kelly Gibson suggested not executing a program in this district for afterschool, instead, utilizing the Boys and Girls Club as currently there is not enough transportation to get the students there and feels it would be a more appropriate plan to utilize them.

XI. NON-PUBLIC SESSION RSA 91-A: 3 II (A) (C)

A MOTION was made by Mr. LoVerme and SECONDED by Ms. LeBlanc to enter Non-Public Session to discuss personnel and student matters RSA 91-A: 3 II (A) (C) at 8:38pm.

Voting: all aye; motion carried unanimously.

RETURN TO PUBLIC SESSION

The Board entered public session at 10:10pm.

A MOTION was made to seal the non-public session minutes for 50 years by Mr. LoVerme and SECONDED by Mr. Legere.

Voting: all aye; motion carried unanimously.

XII. ADJOURNMENT

A MOTION was made by Mr. LoVerme and SECONDED by Mr. Legere to adjourn the Board meeting at 10:11pm.

Voting: all aye; motion carried unanimously.

*Respectfully submitted,
Kristina Fowler*