

**WILTON-LYNDEBOROUGH COOPERATIVE
SCHOOL BOARD MEETING
Tuesday, June 22, 2021
Wilton-Lyndeborough Cooperative M/H School
6:30 p.m.**

The videoconferencing link was published several places including on the meeting agenda.

Present: *Alex LoVerme, Jonathan Vanderhoof, Mark Legere, Matt Mannarino (6:35pm), Tiffany Cloutier-Cabral (6:50pm), Jim Kofalt, Charlie Post (6:31pm) and Paul White*

Superintendent Bryan Lane, Director of Student Support Services Ned Pratt, and Clerk Kristina Fowler

I. CALL TO ORDER

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

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

III. ADJUSTMENTS TO THE AGENDA

Superintendent Lane reported the following adjustments, nomination of a Spanish teacher, resignation of an English teacher, updated document on salary savings and hiring of ABA therapists. Mr. Vanderhoof requested an action item to discuss a resolution to submit the NHSBA. Mr. Kofalt requested a nonpublic for personnel matters.

A MOTION was made by Mr. Vanderhoof and SECONDED by Mr. Kofalt to accept the adjustments to the agenda. Voting: seven ayes; one abstention from Chairman LoVerme, motion carried.

IV. PUBLIC COMMENTS

The public comment section of the agenda was read.

Ms. Lisa Post was present and informed the group the Budget Committee has been looking to meet with the DOE regarding revenues and changes. They were hoping for a meeting in August but the DOE felt waiting until October would be better; they are happy to meet with both groups, the School Board and Budget Committee. Ms. Caitlin Davis at the DOE will come up with some dates for early in October and Ms. Post will inform the Board to see if there is interest.

Superintendent called out all the phone numbers and names joined in the meeting asking if they wanted to comment.

V. BOARD CORRESPONDENCE

a. Reports

i. Superintendent's Report

Superintendent gave an overview of his report; hiring is ongoing and he has additional nominations for this evening. If they are accepted, the open positions remaining are industrial education teacher, custodian (difficult to find candidates) and a preschool para and SPED para. Other than that, we are in good shape. He provided an updated spreadsheet with salary changes. With only a few positions left to hire, there is significant salary and benefit savings of over \$180,000 if nothing changes. He received communication from Drummond and Woodsum that without his knowledge there was an OCR (Office of Civil Rights) complaint in 2013 that remained unclosed. He reports he was never given any notification and it has been in process with the attorneys. In order to settle it there was a minor change in the nondiscrimination statement. He received notification it was settled now and having no real knowledge of what it was it was settled, although the attorney could have given the information it would be rather lengthy, no one in the SAU knew about it and it was left with the attorneys for a long time. He has gathered a list of policies for the Policy Committee that need to be addressed and some deal with OCR as recommended along with input from Mr. Kline and Mr. Pratt for things around special education and technology. He provided a recap of things that occurred over the last 5 years. He notes he does not take credit for these things as the school board and staff implemented

55 them. There has been 1.5 million dollars (at minimum) of unexpended budget funds returned to the taxpayers over
56 the last 5 years.

57 **ii. Director of Student Support Services Report**

58 Mr. Pratt reports this is probably the most important report he gives all year; it is huge from a SPED Director's
59 perspective. He notes we have talked a lot about the pandemic and response. We started by opening up last summer
60 for ESY; it was a good thing. He is in the schools daily and the response from the SPED and general education staff
61 in terms of supporting kids is phenomenal. He reads about SPED students falling behind and he believes our kids did
62 extremely well in these stressful times. A lot comes back to emotional issues that affect their learning. Staff do an
63 amazing job: all of them, the paras, custodians, RISE staff, etc. He sends out a huge thank you to everyone. He
64 thanks the school board and administrators; your leadership has been one of the pieces for us to honor all types of
65 students. He thanks Superintendent Lane for his leadership and appreciates the ability to work with him over the last
66 2 years.

67 **b. Letters/Information**

68 **i. Enrollment**

69 Superintendent provided final enrollment numbers for the year with the district ending at 589. It is a variance of 1
70 from September. He does not see a pattern of families leaving the district for a particular reason. He recalls when
71 about 4 years ago we hit a low of 537. The increase in adequacy funds was what we spoke about all along; we
72 increased revenue without increasing teachers except for the 3rd grade position. With the enrollment in K-3rd grade,
73 that trend will continue over time and there would not be a large need to increase staff. We should see an increase in
74 aid over time.

75 **ii. OCR Resolution**

76 Superintendent provided a letter of verification from OCR indicating a claim from 2013 is closed. He does not have
77 details. This is something the Board would see for legal fees and felt it was important for the Board to be aware.

78 A question was raised as to how many students pulled out for home school that will be returning in the fall.
79 Superintendent does not have numbers for that. He believes 8-10 moved to homeschool and it is difficult to say if
80 they will be returning or not; some may have had success with this model. It was noted at least 2 are confirmed to
81 return. Superintendent adds that once a parent chooses homeschool they notify the district only once, there is no plan
82 requirement and there is no follow through with the district if the student receives schooling or not.

83 **VII. CONSENT AGENDA**

84 **i. Treasurer's Report-December 2020**

85 The Superintendent provided documentation through December 2020. He has spoken with the Treasurer yesterday
86 and she has the documents she need through March and is reconciling them. It doesn't appear we are in the negative
87 at this point and December month end cash on hand was \$1,809,873.75. It was requested to provide this in electronic
88 form (the spreadsheet would be helpful). It was noted it appears there is a discrepancy with the \$12,475.79 at the
89 bottom. Superintendent is aware and they are trying to figure it out. Superintendent will speak with the Treasurer and
90 provide the information requested.

91 **VIII. 20-21 YTD REPORTS**

92 Superintendent reports in the revenue report, we do not have payment from the town of \$817,545.77 yet. He had
93 asked about building aid but the district no longer gets those funds because the bond was completed and when FRES
94 was done, it was at a low and should not have been listed there although it is. There are at least \$160,000 of activities
95 not entered for grants and are funds that are expected and should come to the district shortly. Concern was raised
96 under the revenue tab, range to date (month to date on printed report), there is \$549,623 that needs researching. It is
97 assumed it was something reported, reversed, and corrected but it would be helpful to understand. Superintendent
98 asked for an email to be sent with the requested information and he will respond to all the Board. A question was
99 raised if we have a sense of where we will end up. Superintendent responded once the grant money is in, it should be
100 somewhere between \$600,000-\$700,000.

101 **IX. ACTION ITEMS**

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

103 *A MOTION was made by Mr. Post and SECONDED by Mr. Kofalt to approve the minutes of June 8, 2021 as written.*
104 *Voting: seven ayes; one abstention from Chairman LoVerme, motion carried.*

• **RESOLUTION TO NHSBA**

Mr. Vanderhoof spoke regarding proposing a resolution for the NHSBA Delegate Assembly. He is suggesting it be “NHSBA should advise and confirm all SAU’s are paying NHSBA dues and payments in compliance with NH RSA 15:5”. He has had multiple emails with Mr. Christina at NHSBA but was unable to get any firm answers. He believes that every single SAU is in violation; we can submit something that has to be voted on and passed via majority. In order to submit the resolution on time, it would need to be voted on tonight. Mr. Kofalt spoke suggesting something be added so that if it is adopted, they have to tell the SAU how to do it instead of the SAU trying to figure it out. We are not asking them to confirm they are paying them properly it is that they are paying and managing funds in compliance with the RSA and segregating funds. Superintendent suggests the following language- All SAU’s are paying and segregating dues/payments in accordance with RSA 15:5”.

A MOTION was made by Mr. Vanderhoof and SECONDED by Mr. Kofalt to submit the following resolution to NHSBA, “NHSBA should advise and confirm all SAU’s are paying and segregating dues/payments in accordance with RSA 15:5”.

Voting: seven ayes; one abstention from Chairman LoVerme, motion carried.

A brief discussion was had including this is the opportunity for NHSBA to get in front of it. The resolution is submitted for the Delegate Assembly meeting and school board representatives vote on it. Mr. Vanderhoof will submit it and email it out to members.

X. RETURN TO SCHOOL PLAN

Superintendent spoke that the DOE needs a plan by this week and a survey he has to fill out. We can submit a plan and amend it at any time. If a change is made, the Superintendent needs to notify the DOE a change has been made and what it is. As we look at COVID trends today, NH is under 200 cases. Things are moving in that direction but it depends on what you listen to as other things say the strain from India is increasing. Things could change, by approving this it doesn’t lock you in if you want to change it. Mr. White spoke the Short-term Strategic Planning Committee had a quick meeting regarding this. If we don’t have it in we can lose ESSER funds. It has to be in by Thursday. We have the basic structure and outline. Superintendent expressed based on Board conversation, you wanted masks optional and this allows for that and social distancing when possible. The cleaning schedule should be documented not weekly but daily. We have a checklist and it should be done every day. The presented plan indicates weekly and this will be changed to daily.

A MOTION was made by Mr. White and SECONDED by Mr. Post to adopt the Plan on the Safe Return to In-Person Instruction and Continuity of Services for 2021-2022.

Voting: seven ayes; one abstention from Chairman LoVerme, motion carried.

Superintendent will submit it tomorrow.

i. July Meeting

Chairman LoVerme spoke that Dr. Tyrie had brought up to the Board not having a July meeting to allow a break for everyone and to enjoy the summer. This is why we stopped meeting in July. Last year we met because of the pandemic. We don’t have to meet in July. We can have our first meeting with the new Superintendent in August. Mr. Kofalt suggested we may have financial matters to discuss. It was suggested July 13 be the date at 6:30pm. The meeting will need a physical quorum present. Mr. Vanderhoof notes we have met in July almost every year anyway.

A MOTION was made by Mr. White and SECONDED by Mr. Kofalt to hold a Board meeting on July 13, at 6:30pm.

Voting: seven ayes; one abstention from Chairman LoVerme, motion carried.

Mr. Post spoke of having a planning meeting/workshop in the near future. This was done when Dr. Tyrie left and Superintendent Lane came onboard. Superintendent suggested the first meeting in August would work with a brief business meeting and then adjourn the meeting for a workshop on goals and objectives. If you wanted to make any voting decisions, you would need to wait to do that in the next Board meeting, you can set goals and objective with a consensus. Superintendent suggests having a project management (facilitator) piece so that you keep the scope down and stay on target and the facilitator will help you do this. Some of the work can be done in advance in terms of topics. It will be slated for the 1st August meeting and the Superintendent will put it on Mr. Weaver’s agenda to find a facilitator.

167 **XI. COMMITTEE REPORTS**

168 **i. Budget Liaison**

169 Mr. Vanderhoof reported the committee met last week and took care of some housekeeping things; Mr. Lavallee will
170 be the primary for the Finance Committee and Ms. Maki will be on the Technology Committee. They discussed the
171 last 2 years budget and how it went and discussed what they were looking for in the coming years. They are
172 comfortable with the format of trying to get a completed budget and go through it in phases. Discussion was had
173 regarding if there should be a percentage set or not and there was no decision made. The next meeting is August 17.
174 He believes Mr. Jones was reaching out to Ms. LaPlante and Mr. Weaver to invite them to the meeting. A question
175 was raised if there are things the Board wants to see for the upcoming budget. Chairman LoVerme suggested we
176 need to look toward the future where schools are going, where technology is going. It would be nice to know where
177 they (Budget Committee) wants to cut before the season starts. Mr. Vanderhoof responded it had not been discussed.
178 Superintendent expressed regarding the percentage increase, if you look at the current salary adjustments and the
179 approved CBA's it will be pretty much a wash and you should not see an increase in salary and benefits even with
180 the CBA's because of the hiring we did this year. The second year of the WLCTA contract was around \$150,000 and
181 about \$18,000-\$19,000 for the WLCSSA CBA and you would be able to cover that with what you have now and
182 should not see a large increase in the budget. Mr. Vanderhoof spoke that he doesn't want to see us put a number on
183 it; the committee spoke of wanting a budget starting from zero and build it from there. They don't want to see a ton
184 of carryover other than the contracted pieces and look back at utilities etc. but want it built from the ground up. He
185 thinks we should go through that process. Mr. Post would like to see each of the groups presenting their philosophy
186 and plans and frame it that way rather than dive into the numbers; distribute it through goals, this is how we will
187 achieve the goals and student growth, this is what we want to accomplish, and this is how we will do it. It was
188 suggested it could be a presentation before the budget season starts.

189 **ii. Finance Committee**

190 Mr. Kofalt reports the committee meeting was last week; no one else attended therefore there is nothing to report.
191 Our plan is to go through some things the Board discussed recently, look at financials and give a ballpark of where
192 we will be.

193 **iii. Short-term Strategic Planning Committee**

194 Mr. White reported we already went over what we met about (safe return to school plan). It was a short meeting; we
195 discussed the points we needed to get the plan in place so that we don't lose any of the funding. He thanked the
196 Board for voting on that and getting it through.

197 **XII. RESIGNATIONS / APPOINTMENTS / LEAVES**

198 **a. Resignations**

199 **i. Andrea Pollock-SPED Case Manager-FRES**

200 **ii. Rajbir Kalsi-HS Science Teacher-WLC**

201 **• Greg Wider-HS English Teacher-WLC**

202 Superintendent reviewed the resignations. He has put out exit surveys, did get some replies, and will get those to the
203 Board.

204 *A MOTION was made by Mr. Post and SECONDED by Mr. Kofalt to accept the resignations of Ms. Andrea Pollock,*
205 *Mr. Greg Wider and Ms. Raj Kalsi.*

206 *Voting: seven ayes; one abstention from Chairman LoVerme, motion carried.*

207 **b. Appointments**

208 Superintendent reviewed the nominations for appointment.

209 **i. Katie Balcom-FRES School Nurse**

210 *A MOTION was made by Ms. Cloutier-Cabral and SECONDED by Mr. White to appoint Ms. Katie Balcom, school*
211 *nurse, at a salary of \$48,000, Bachelors, Step 9.*

212 *Voting: seven ayes; one abstention from Chairman LoVerme, motion carried.*

213 **ii. Meghan Levesque SPED-Teacher -FRES**

214 *A MOTION was made by Ms. Cloutier-Cabral and SECONDED by Mr. White to appoint Ms. Meghan Levesque,*
215 *SPED teacher at FRES, at a salary of \$61,000, Bachelors, Step 18.*

216 *Voting: seven ayes; one abstention from Chairman LoVerme, motion carried.*

217 **iii. Amanda Finigan-SPED Teacher-WLC**

A MOTION was made by Ms. Cloutier-Cabral and SECONDED by Mr. White to appoint Ms. Amanda Finigan, HS SPED teacher at WLC, at a salary of \$46,000, Bachelors +30, Step 7.
Voting: seven ayes; one abstention from Chairman LoVerme, motion carried.

iv. Adam Rickenbach-WLC HS Science

A MOTION was made by Ms. Cloutier-Cabral and SECONDED by Mr. White to appoint Mr. Adam Rickenbach, HS science teacher at WLC, at a salary of \$48,000, Masters +20, Step 6.
Voting: seven ayes; one abstention from Chairman LoVerme, motion carried.

v. Jonathan Bouley-District Technology Director

A MOTION was made by Ms. Cloutier-Cabral and SECONDED by Mr. White to appoint Mr. Jonathan Bouley, Technology Director, at an annual salary of \$90,000.
Voting: seven ayes; one abstention from Chairman LoVerme, motion carried.

• Rene Altamar-Spanish Teacher-WLC

A MOTION was made by Ms. Cloutier-Cabral and SECONDED by Mr. White to appoint Mr. Rene Altamar, Spanish teacher at WLC, at a salary of \$61,000, Bachelors, Step 18.
Voting: seven ayes; one abstention from Chairman LoVerme, motion carried.

• RISE Staffing

Superintendent spoke that there are concerns in the community regarding adding staff and we need 3 ABA therapists; he explained how this would be funded. One paraprofessional position was eliminated and that student needed an ABA therapist, that salary offset the other. We had a nurse working 1:1 with a student who moved, the nurse resigned and went to the students new district and the salary was still in the budget. We are adding one position but the student is coming from an out of district placement; we have been splitting the transportation, this is a \$67,000 savings to the district. The ABA therapist does not have that level of cost; we are adding a position but not adding cost to the budget. It is always better for the student if we can keep the student in district and better financially.

XIII. PUBLIC COMMENTS

The public comment section of the agenda was read.

Ms. Post spoke of having the pleasure of attending graduation. It was an amazing group and event. She can't believe what a great, and amazing thing to see the sea of people and how happy those students were to be free of masks, with their friends, having a graduation and to be normal. She thanks everyone for making it happen for them, teachers and administration; it was a memorable event for everyone in a different realm because of COVID. She spoke of the Board doing a great job this year holding it together and keeping the students in school. She looks forward to seeing everyone in the fall.

Superintendent called out all the phone numbers and names joined in the meeting asking if they wanted to comment.

XIV. SCHOOL BOARD MEMBER COMMENTS

Ms. Cloutier-Cabral commented that we would miss those who have left this year and looks forward to the new talent coming. She thanks everyone for a great year.

Mr. Kofalt congratulated the Superintendent on his retirement.

Mr. Post congratulated the Superintendent on his long career and great tenure here, thank you for all your work. The flurry of activity shows how hard and effective you worked to get the employees in to put us in a great position to start the year.

Mr. White thanked the Superintendent for what he did and congratulated him.

Chairman LoVerme noted this is not the Superintendent's last day but he thanks him for the last 5 years. He remembers sitting down watching the interview when the Superintendent said he would stay here until he retires, he did, and we appreciate it. He is sure the students prek-12 grade appreciate it too. He thanked the Board members and

wishes them a good summer until July 13 for those who can make it. He thanked the Budget Committee and all the staff who worked throughout the last year during the pandemic. Hopefully, we will make it through the summer for an easy start with no pandemic.

• **NON-PUBLIC SESSION RSA 91-A: 3 II (A)**

A MOTION was made by Mr. White and SECONDED by Mr. Post to enter Non-Public Session to discuss personnel matters RSA 91-A: 3 II (A) at 7:35pm.

Voting: via roll call vote, seven ayes; one abstention from Chairman LoVerme, motion carried.

RETURN TO PUBLIC SESSION

The Board entered public session at 8:04pm.

XV. ADJOURNMENT

A MOTION was made by Mr. Kofalt and SECONDED by Mr. Legere to adjourn the Board meeting at 8:04pm.

Voting: seven ayes; one abstention from Chairman LoVerme, motion carried.

Respectfully submitted,

Kristina Fowler