

1 **WILTON-LYNDEBOROUGH COOPERATIVE**  
2 **SCHOOL BOARD MEETING**  
3 **Tuesday, March 7, 2017**  
4 **Florence Rideout Elementary School-Library**  
5 **6:30 p.m.**

6  
7 Present: *Geoff Brock, Harry Dailey, Matt Ballou, Mark Legere, Charlie Post, Joyce Fisk, Carol LeBlanc,*  
8 *and Alex LoVerme.*

9  
10 *Superintendent Bryan Lane, Business Administrator Lise Tucker, Director of Student Support Services*  
11 *Betty Moore, Principals Brian Bagley, Tim O'Connell and Clerk Kristina Fowler*

12  
13 **I. CALL TO ORDER**

14 Chairman Brock called the meeting to order at 6:33pm.

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16 **II. ELEMENTARY STUDENT OF THE MONTH**

17 Mr. O'Connell honored three Kindergarten students who were present from Lyndeborough Central School  
18 as students of the month.

19  
20 **III. ADJUSTMENTS TO THE AGENDA**

21 Superintendent Lane informed the Board of an additional resignation and a request from the Girl Scouts to  
22 sell cookies at the district meeting.

23  
24 *A MOTION was made by Mr. Legere and SECONDED by Mr. Dailey to allow the Girl Scouts to sell*  
25 *cookies at the district meeting.*

26 *Voting: all aye; motion carried unanimously.*

27  
28 **IV. PUBLIC COMMENTS**

29 There was no public comment to report.

30  
31 **V. BOARD CORRESPONDENCE**

32 **a. Reports**

33 **i. Superintendent's Report**

34 Superintendent Lane reported he has been working collectively with the SAU staff and building principals  
35 to finalize the PowerPoint presentation for the district meeting. Letters were sent to the editors of the  
36 Cabinet and Monadnock Ledger inviting the community to attend and he also sent notice to parents.  
37 Annual Reports have been distributed to the town halls, post offices and he also delivered some to the  
38 Lyndeborough store. Last Tuesday he met with Moderator, Walter Holland to discuss the district meeting  
39 who gave him background and history regarding the meetings. He will contact him again with specifics.  
40 March 22, the MS will have a School Approval Site Visit. This is done at the MS and elementary levels  
41 and they come every five years and it is our turn for the visit. This visit is to determine if we are meeting  
42 the adequate standards and if we are not "it is about how we will get there". He attended a legislative  
43 work session for House Bill 647 although he was not allowed to speak; it was informative and good to see  
44 the process. He was fortunate to read to the Kindergarten classes. He cooked lunch for those who plow  
45 the schools and custodians last Tuesday and he has been doing this since 1996, it has become a tradition  
46 for him and is his way of saying thank you. The Boys Varsity Basketball team lost to Colebrook. The  
47 game was broadcasted live and the cost was mostly covered except for a balance of \$125. He is asking for  
48 permission to use School Board funds to pay this remaining balance.

49  
50 *A MOTION was made by Mr. Dailey and SECONDED by Mr. LoVerme to supply the \$125 to make up the*  
51 *difference for the live broadcast.*

52 *Voting: all aye; motion carried unanimously.*

- 54                    **ii. Business Administrator’s Report**
- 55                    **iii. Principals’ Reports**
- 56                    **iv. Director of student Support Services Report**
- 57                    **v. Director of Technology’s Report**

58 The reports have been reviewed by the Board.

59

60                    **VI. CONSENT AGENDA**

61                    **i. Treasurer’s Report & Capital Projects Account-December 2016**

62 *A MOTION was made by Mr. Ballou and SECONDED by Mr. Dailey to approve the consent agenda.*  
63 *Voting: all aye; motion carried unanimously.*

64

65                    **VII. ACTION ITEMS**

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

67 *A MOTION was made by Mr. Dailey and SECONDED by Ms. Fisk to approve the minutes of February*  
68 *21, 2017 as written.*  
69 *Voting: all aye; motion carried unanimously.*

70                    **b. Draft School Calendar 2017-2018**

71 Ms. Linda Cordileone, WLCTA President and Julie Lemire, elementary building representative were  
72 present.

73

74 Superintendent Lane reported he has thought about the calendar and was not opposed to moving the half  
75 day (June 18) at the end of the year and making the first day (August 29) a full day for teachers. He did  
76 not feel it was as necessary to move the half day on Halloween. Mr. O’Connell noted the parades would  
77 still occur they would be moved to the morning. Superintendent Lane noted the bigger issue is the April  
78 20 workshop day (for data analysis) that the teachers are requesting to be a non-scheduled workday. It is  
79 at the Board’s discretion. It was noted to correct the wording on June 15 to indicate the last day of school  
80 as it shows a teacher workshop.

81

82 *A MOTION was made by Mr. Ballou and SECONDED by Mr. Dailey to approve the School District*  
83 *Calendar of 2017-2018 with corrections.*

84

85 Members actively discussed matters relating to the calendar. Principals were in favor of the calendar put  
86 forth. Mr. Ballou had suggested a half day to obtain credit for the school day as well as addressing the  
87 teachers concerns. Mr. O’Connell noted he finds early release days to be difficult for parents and teachers  
88 and would prefer to have full day workshops. Parent/teacher workshops for elementary will be held  
89 before or after school and one late night until 8pm. The conferences are 20-30 min. although it can go  
90 beyond this per Mr. O’Connell. Mr. Bagley noted WLC is looking at this model. After further discussion,  
91 Superintendent Lane suggested if they can do the data analysis within the 174 days and use that to guide  
92 instruction and work toward modifying instructional practice and accommodate the request for the  
93 teachers to make April 20 a non-working day he would be willing to give it a year to figure it out. At that  
94 point, have the principals and teachers see where they are and if they are able to create the guided  
95 scenarios necessary, if not then we add that day back to the calendar the following year.

96

97 Mr. Ballou *MOTIONS to MOVES THE QUESTION.* The original motion being voted on is as above.  
98 *Voting: five ayes; two nays from Mr. Dailey and Mr. Legere, motion carried.*

99

100 Changes will be June 18 (half day workshop for teachers) moved to August 29 as a full day  
101 workshop and the wording will be corrected to reflect the last day of school for June 15 which is an early  
102 release day. A finalized copy will be provided.

103

104                    **VIII. POLICIES**

105                    **a. DIG-School Lunch Meal Payment Policy-Draft 1**

106 Ms. Tucker reviewed this policy. Mr. Dailey suggested changing, The principal is “authorized to make  
107 other arrangements” to, The principal “would assist in making alternative arrangements”. Both principals  
108 agreed with the language change.  
109

110 A discussion followed about unpaid meal balances which currently for the district are at \$4,000 per Ms.  
111 Tucker. She noted \$2,000 is “the norm” and where typically we have ended up by year end. This is the  
112 first read of the policy; changes will be made and brought back for a second read.  
113

#### 114 **IX. FOOD SERVICE UPDATE**

115 Ms. Tucker reviewed the food service documents focusing on the income statement which shows revenue  
116 and expenditures. A loss of \$10,437 is projected assuming the \$4,000 in unpaid meal balances is  
117 collected, otherwise that number will increase. She is hoping for some of the encumbrances to be released,  
118 and noted it is a matter of whether the revenue catches up with the expenses. Meal participation has  
119 increased in breakfasts (18.5%) but down in lunches (6%). State and Federal reimbursement funds are at  
120 the same level. Mr. Dailey would like to see budgeting based on past history as some of the lines have  
121 zero budgeted but expenses will be incurred. Superintendent Lane noted they will look at this. In  
122 responding to a question from Mr. Legere, Ms. Tucker replied that she does not believe the \$10,437 will  
123 be made up.  
124

#### 125 **X. GENERAL FUND REVENUE & EXPENDITURE REPORTS 2016-2017**

126 Ms. Tucker gave a brief overview of the revenue and expenditure reports and is projecting a fund balance  
127 of \$203,055. Superintendent Lane noted that there is a teacher who will be out on leave for an extended  
128 number of weeks therefore there will be some adjustment as we move along.  
129

#### 130 **XI. COMMITTEE REPORTS**

##### 131 • **Elementary History Committee**

132 Chairman Brock reported the Lyndeborough history books are not available yet but soon and they will  
133 have a meeting once they are completed.  
134

#### 135 **XII. RESIGNATIONS/APPOINTMENTS/LEAVES**

##### 136 **a. Resignation-Fiona Tibbetts-WLC School Nurse**

137 Superintendent Lane reported the resignation as an FYI to the Board with an addition of Marie Ainaire,  
138 Spanish teacher at WLC who gave her resignation and will be leaving at the end of the year.

##### 139 **b. Leave of Absence-Shannon O'Donnell-WLC School Counselor**

140 Superintendent Lane informed the Board of the request for leave, no objection was given.  
141

#### 142 **XIII. FINAL DISTRICT MEETING PREPARATION**

143 Superintendent Lane reviewed that the Board received copies of the slide presentation for district meeting.  
144 It was requested to add an additional slide with the current capital reserve amounts specifically for the  
145 Building & Roadways as this is a warrant article. Another slide requested to add is one that relates to the  
146 CBA and health insurance change. These will be added per Superintendent Lane.  
147

#### 148 **XIV. PUBLIC COMMENTS**

149 There was no public comment to report.  
150

#### 151 **XV. ADJOURNMENT**

152 *A MOTION was made by Mr. Dailey and SECONDED by Ms. LeBlanc to adjourn the Board meeting at*  
153 *7:50pm.*

154 *Voting: all aye; motion carried unanimously.*  
155

156 *Respectfully submitted,*  
157 *Kristina Fowler*