

**WILTON-LYNDEBOROUGH COOPERATIVE
SCHOOL BOARD MEETING and PUBLIC HEARING
Tuesday, May 9, 2017
Lyndeborough Central School-Multipurpose Room
6:30 p.m.**

Present: Harry Dailey, *Matt Ballou, Charlie Post, Joyce Fisk, Carol LeBlanc, and Miriam Lemire*

Superintendent Bryan Lane, Business Administrator Lise Tucker, Director of Student Support Services Betty Moore, Principal Brian Bagley, and Clerk Kristina Fowler

I. CALL TO ORDER

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

II. PUBLIC HEARING-UNANTICIPATED REVENUE

Chairman Dailey reviewed the purpose of the public hearing.

Per RSA198:20-b any school district at an annual meeting may adopt an article authorizing indefinitely, until specific rescission of such authority, the school board to apply for accept and expend, without further action by the school district unanticipated money from state, federal, or other governmental unit or a private source that become available during the fiscal year. WLC school district adopted the provision of this law at the 2015 district meeting which allows the district to take advantage of grant and private donation opportunities that occur during the year which were not anticipated in advance. For unanticipated funds in the amount of \$5,000 or more, the school board needs to hold a prior public hearing on the action to be taken.

Chairman Dailey explained in the special revenue fund we budgeted \$297,097. We anticipate receiving \$306,240. This is a \$9,143 positive variance. He invites questions from board members. Hearing none, he invites questions from the public. Ms. Jessie Salisbury questioned if the funds would be returned to the town and Chairman Dailey responded no, these are revenues that come from the state and other sources. (Grants; IDEA, Title I, Title IIA, REAP, various local) There were no other questions.

A MOTION was made by Mr. Ballou and SECONDED by Ms. Fisk to accept and expend the additional funds, \$9,143.

Voting: all aye; motion carried unanimously.

Chairman Dailey closed the public hearing at 6:35p.m. and started the board meeting.

III. ADJUSTMENTS TO THE AGENDA

Superintendent Lane notified members of several adjustments he is requesting be added to the agenda including resignations, appointments, 2016-2017 general fund forecast, a request to change the prom venue, and a non-public session.

A MOTION was made by Mr. Ballou and SECONDED by Mr. Post to adjust the agenda to include the items the Superintendent has requested.

Voting: all aye; motion carried unanimously.

IV. PUBLIC COMMENTS

Mr. Ballou requests to remove the one item remaining in the parking lot section of the agenda. This will be addressed under action items.

Chairman Dailey noted a parent had asked why they had not heard about FRES graduation.

Superintendent Lane responded that he believes that Principal O'Connell has put the word out that the traditional graduation will be changed to a day time setting as it has not always been a positive experience

for the students and some parents do not attend. It will be more of a “step up day situation” where they will have awards and go to Canobie Lake Park. Chairman Dailey felt it had always been well received with standing room only. Ms. LeBlanc noted it was the same at Citizens hall.

V. BOARD CORRESPONDENCE

a. Reports

i. Superintendent’s Report

Superintendent Lane has spent a couple of days in Concord and reports SB 193 was retained. It cannot be brought up again in this legislative session. The bill could be reworked and brought back in 2018 legislative session. He was not allowed to speak; however, he was able to speak to committee members and made it clear that the board was not speaking against school choice. He believes the bill will be back in the next legislative session with different language. SB 191 (partial funding of full day kindergarten) this bill was amended by the House Education Committee to be a cost of \$14.5 million instead of \$9 million; it is now in the Financial Committee and is not expected to get out of this committee. He is hoping to have all open positions in the district filled by June 1st as they are moving aggressively to fill them. As part of board policy, he needs to report classes running with 5 students and under. They are French 3 and Spanish 3, both with 4 students. He feels as this program grows the number of students will. Rock and Roll has 4 students and this also he anticipates to grow. Geometry has six students because there are 29 students in Honors Geometry. Although Geometry may grow if they realize they have taken on too much. There is an imbalance in Chemistry, World History and Unites States History which is not ideal but it would have meant some students would not have been able to take some classes they wanted. He is reviewing and revising the Professional Growth Master Plan which is solid but needs some changes to bring it up to date such as the implementation of “My Learning Plan” which will change the role of the Professional Growth Committee as they will not have to track professional development for teachers. Health insurance meetings have taken place and this is moving along. He will be unable to attend the June board meetings and asks if members wish to move the meetings to June 6 instead of June 13 and June 20 instead of June 27. Consensus is to move the board meetings to June 6 and June 20. Email to be sent to members not in attendance. Mr. Post will be unable to attend on June 6 but can call in.

ii. Business Administrator’s Report

Ms. Tucker does not have anything new to add to her report.

iii. Principals’ Reports

Principal Bagley added May 16 is the 3rd annual learning celebration “STEAM Night” from 6-8PM. All are welcome to attend.

Mr. Post acknowledged the Souhegan Sustainability Fair attendees and organizers truly appreciated what Principal Bagley and Mr. Erb and their teams did with the event to make it successful for the community. Ms. Salisbury commented it was a nice day and there were a number of community members in attendance who had never been in the school before. Mr. Post had spoken with staff at High Mowing and they were eager to work with the HS in environmental sciences, they have an extensive gardening program. They have the ability to pick up students on the bus or they would come down. They can even provide food for the cafeteria. Principal Bagley has spoken with them and with Jennifer Beck and will discuss bringing closure to this year and talk about next year.

Chairman Dailey asked for clarification on the date of the FRES concert in Principal O’Connell’s report. Ms. LeBlanc wondered what time the Celebration of Learning was for FRES. Superintendent Lane will report back to members.

Ms. Tucker reviewed the 2016-17 general fund forecast including the projected revenue surplus being down from last time which was reported at \$25,000. She reports anticipating not getting any interest from investments and E-rate is down. We are at \$16,552 which is a difference of \$9,000 from the last forecast. Expenditures she anticipates to be \$169,743 and there is savings in technology contracts, fuel, electricity and software due to the change to Chromebooks primarily, and one to one computing. Some increases are

due to SPED transportation, out of district costs, water usage for field maintenance and snow plowing costs. Total end of year fund balance projection is \$186,296 which is about 1.5%.

b. Information

i. Summer Academy

Superintendent Lane has had conversations with Principal O'Connell and they have been looking at test scores in first grade. They will invite some students to come in for targeted instruction to be more prepared with the material. The program will be housed at LCS, it is by invitation but parents can choose not to accept. We have identified salary savings even with the new hires. It is money well spent, especially with the students coming into first grade, some of those who have not had any school socialization. This is a pilot but if it works it will be added to next year's budget. So far, there is ample interest from parents. In response to a question from Chairman Dailey asking if it would be for example, the kindergarten teacher teaching the kindergarten students, Superintendent Lane responded yes as well as a reading teacher coming in. He will report back on the progress. Chairman Dailey asked for any objections from board members for this program to be implemented, none given.

ii. Enrollment Summary

Superintendent Lane reviewed there has been some fluctuation but overall the numbers have been pretty consistent. End of April shows 57 LCS, 210 FRES, 136 MS, and 170 HS with the district total at 573.

Superintendent Lane informed members that HS social studies teacher and department head, Mike Dupont has received a Fellowship and has requested next year off. There is no money involved with this. We will be looking to fill his position for the year. This is an informational item so you are aware of why we are hiring for this position. Per the CBA, this request is approved by the Superintendent. Mr. Dupont would have preferred to have notified us earlier but he has just received his paperwork.

VI. CONSENT AGENDA

i. Treasurer's Reports/Capital Project Report's-Jan. & Feb. 2017

The reports have been reviewed by the Board.

A MOTION was made by Mr. Ballou and SECONDED by Ms. LeBlanc to approve the consent agenda. Voting: all aye; motion carried unanimously.

VII. ACTION ITEMS

a. Approve Minutes of Previous Meeting

A MOTION was made by Mr. Ballou and SECONDED by Ms. Fisk to approve the minutes of April 18, 2017 as written.

Voting: five ayes; one abstention from Mr. Post, motion carried.

Responding to Mr. Post, Superintendent Lane confirmed he made it clear when he spoke to committee members at the state, that the board did not oppose school choice.

• Prom venue change request

Superintendent Lane reported the HS Junior Class Advisors did some research regarding venues for prom in an effort to reduce cost and want to know if the board would approve of the prom being held at the LaBelle Winery next year. It is at a significant savings. The Superintendent feels security at a singular facility was easier as opposed to a hotel. The winery itself would not have any accessibility. Members discussed this and opinions were shared. The main concern was that alcohol would not be accessible and kept separate. Principal Bagley spoke to say that the information he received from LaBelle was that the two components were totally separate and the wine is "tied down tight". Ms. LeBlanc felt it sent the wrong message. The consensus was to approve.

A MOTION was made by Mr. Ballou and SECONDED by Ms. Fisk to approve the change of venue for prom.

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

158
159 **b. Superintendent Request**

160 Superintendent Lane has an opportunity to teach at Southern NH University in the Master's program in
161 Educational Administration starting this summer or the fall. It would be one night a week, a cohort of
162 about 8-10 students with some on-line consultation. His obligations here will take priority. He is
163 requesting board approval.

164
165 *A MOTION was made by Mr. Ballou and SECONDED by Ms. Fisk to approve Superintendent Lane's*
166 *request to teach.*

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

168
169 **c. Acceptance of Primex CAP Agreement/Workers Comp**

170 Ms. Tucker explained that this can fluctuate between 8-10% and this is guaranteeing us a maximum of 8%
171 for 3 years although it could be lower. Confirming for Chairman Dailey, the benefit to Primex is we sign
172 a contract for three years instead of shopping around. Superintendent Lane noted if we can maintain our
173 usage at a lower rate that is the key point, this is a good fiscal move he believes. Ms. Tucker also showed
174 property and liability although does not recommend a CAP program for this. Responding to a question
175 from Chairman Dailey, asking why the property & liability expense decreases, she states it is not based on
176 our property value but the market value. She confirmed for Mr. Ballou we do have a Joint Loss
177 Committee.

178
179 *A MOTION was made by Ms. Fisk and SECONDED by Ms. LeBlanc to approve the three year CAP*
180 *agreement for workers compensation.*

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

182
183 **d. Food Service Forecast & Plan for 17-18**

184 Ms. Tucker reviewed briefly the forecast and plan for food service which includes increasing breakfast
185 and lunch prices. The deficit for this year she anticipates to still end up at approximately \$10,000 even
186 though it is showing a projected net loss of \$14,000. She believes meal participation in general is low.
187 Chairman Dailey is still concerned, breakfast participation is going up and lunch is going down. He does
188 not feel just raising prices 10 cents each year to be the solution to break even. Both Superintendent Lane
189 and Ms. Tucker confirm that the pay lunch equity tool requires us to raise the price by 5 cents minimum.
190 Ms. LeBlanc noted she is not comfortable raising the prices and would prefer to only raise it to the
191 required 5 cents. Responding to a question relating to news about nutrition program changes
192 Superintendent Lane responded there are processes and procedures and until the FDA tells us what
193 changes can be made we will not be making any for this year. It was noted they have tweaked it a little so
194 the sodium reduction is not as strict as before. Chairman Dailey encourages Ms. Tucker and Mr. Deignan,
195 Food Service Manager to look at ways to get more people involved like student government to have more
196 input on what goes on and provide feedback. In response, Ms. Tucker said they do have a survey on the
197 website and a suggestion box.

198
199 *A MOTION was made by Mr. Ballou and SECONDED by Ms. Fisk to approve the increase (10 cents) in*
200 *breakfast and lunch prices.*

201 *Voting: three ayes; two nays from Ms. LeBlanc and Mr. Post motion carried.*

202
203 **e. Spring Fling Volunteers**

204 Chairman Dailey informed members of a fund raiser for the Coop Connection being held on June 2 at
205 WLC, it's a great event and they are looking for volunteers from the school board to grill and work the
206 concession stand. The time of the event will be reported back to members.

207 **f. Committee Appointments**

- 208
 - Mr. Post accepts the nomination of Budget Committee liaison and Facilities Committee member.

- Mr. LoVerme was officially added to the Negotiations Committee (*not present*).

g. Workshop Planning

Chairman Dailey reviewed that a form will be going out to members requesting their ideas for goals and objectives for short, intermediate and long range planning in an effort to be more efficient with their work session time on May 23. This should be returned to Ms. Fowler by May 17 so that the results can be compiled for the meeting. He also requests that they think about the Good to Great model. Any questions can be directed to the Superintendent, Chairman or Ms. Fowler. The form will go out in the morning.

• Parking Lot-Full Computer Credit

Chairman Dailey reminded members that Mr. Ballou has requested to discuss this and they believe they know why it is there and has been there for some time and it has not been acted upon. The suggestion is to remove it.

A MOTION was made by Mr. Ballou and SECONDED by Ms. LeBlanc to remove "Full Computer Credit" from the parking lot section of the agenda.

Voting: all aye; motion carried unanimously.

VIII. Policies

i. Annual Re-adoption-DFA-Investment Policy

Chairman Dailey noted the policy indicates the board will adopt this policy every year. Ms. Tucker noted there are no changes.

A MOTION was made by Mr. Ballou and SECONDED by Ms. Fisk for the annual re-adoption of policy DFA-Investment Policy.

Voting: all aye; motion carried unanimously.

IX. COMMITTEE REPORTS

i. Facilities

Ms. Fisk reported the committee discussed the doors at WLC. Superintendent Lane added the ability to lock and close does not always happen. There is money in the CIP to replace the doors and look at redesigning the window area to make it look more like a bank with the ability to slide papers through, have a voice mechanism and perhaps raising the counter up for added security. Redesigning and replacing the doors meets the needs but is not the original intent of the CIP. The committee questions if the board wants to do this. The police did say to restructure the window. Would the board accept the concept to replace the doors and allow us to come back and change the structure of the window? We believe the doors are a priority. Doors would be about \$15,000 with hardware and security items along with it and it is in the CIP.

A MOTION was made by Ms. LeBlanc and SECONDED by Ms. Fisk to approve replacing the doors at WLC, price not to exceed \$15,000, amount in the CIP.

Voting: all aye; motion carried unanimously.

A MOTION was made by Mr. Ballou and SECONDED by Ms. Fisk to direct the Facilities Committee to come back with a proposal for the overall security of the vestibule at WLC.

Voting: all aye; motion carried unanimously.

Ms. Tucker reported two bids were received for the siding at LCS and the committee would like to award the contract to Matt Schwab for \$9,300.

A MOTION was made by Ms. Fisk and SECONDED by Ms. LeBlanc to accept the proposal of \$9,300 from Matt Schwab for LCS siding.

Voting: all aye; motion carried unanimously.

Chairman Dailey suggested the Facilities Committee look at replacing the doors at LCS as well; Ms. Tucker will add this to the list.

X. RESIGNATIONS / APPOINTMENTS / LEAVES

Superintendent Lane reviewed the nominations and resignations.

*A MOTION was made by Mr. Ballou and SECONDED by Ms. Fisk to appoint **Julie Heon, Curriculum Coordinator.***

Voting: all aye; motion carried unanimously.

*A MOTION was made by Ms. Fisk and SECONDED by Ms. LeBlanc to appoint **Kimberley Humphreys, Spanish teacher.***

Voting: all aye; motion carried unanimously.

*A MOTION was made by Ms. LeBlanc and SECONDED by Ms. Fisk to accept the resignation of **Gail Lammers, LCS .50 preschool teacher and teacher of visually impaired.***

Voting: all aye; motion carried unanimously.

*A MOTION was made by Mr. Ballou and SECONDED by Ms. Fisk to accept the resignation with regret of **Erica Law, WLC HS math teacher.***

Voting: all aye; motion carried unanimously.

Superintendent Lane noted we had been expecting the resignation of Ms. Law and just received it today.

*A MOTION was made by Mr. Post and SECONDED by Mr. Ballou to propose we offer the position of **WLC HS math teacher to Bethany Ramrath.***

Voting: all aye; motion carried unanimously.

XI. PUBLIC COMMENTS

There was no public comment to report.

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

A MOTION was made by Ms. LeBlanc and SECONDED by Mr. Ballou to enter Non-Public Session to discuss personnel and student matter RSA 91-A: 3 II (A) at 8:19pm.

Voting: by roll call vote; Ms. Lemire aye, Ms. Fisk aye, Mr. Ballou aye, Ms. Fisk aye, Mr. Post aye, Chairman Dailey aye.

RETURN TO PUBLIC SESSION

The board entered public session at 8:44pm.

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

Voting: all aye; motion carried unanimously.

XIII. ADJOURNMENT

A MOTION was made by Ms. LeBlanc and SECONDED by Ms. Fisk to adjourn the board meeting at 8:44pm.

Voting: all aye; motion carried unanimously.

*Respectfully submitted,
Kristina Fowler*