

**WILTON-LYNDEBOROUGH COOPERATIVE
SCHOOL BOARD MEETING
Tuesday, April 18, 2017
Florence Rideout Elementary School-Library
6:30 p.m.**

Present: Harry Dailey, *Geoff Brock, Matt Ballou, Mark Legere, Joyce Fisk, Carol LeBlanc, and Miriam Lemire*

Superintendent Bryan Lane, Business Administrator Lise Tucker, Principal Tim O'Connell, Technology Director Kevin Verratti and Clerk Kristina Fowler

I. CALL TO ORDER

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

II. ADJUSTMENTS TO THE AGENDA

Superintendent Lane informed members that there is a need for a non-public session to discuss a retirement with a request and the hiring of a new position.

III. PUBLIC COMMENTS

There were no public comments to report.

IV. BOARD CORRESPONDENCE

a. Reports

i. Superintendent's Report

Superintendent Lane reported that teacher contracts have gone out and are due to be returned by May 5 although he would like them back before vacation. Assignments were not printed on contracts but will go out the end of this week; any changes will be made in accordance with the contract. Interviews have been completed for Curriculum Coordinator and RTI positions and he has one nomination and hopes the other will soon follow. He will be expediting interviews with math and science. He has been working with Principal O'Connell on a concept for summer programming for students matriculating from first grade. This would fill the need for students struggling and regressing over the summer and these funds will come from salary savings. He will bring additional information at the next meeting. On May 9th the meeting will start with a public hearing on unanticipated funds (grants). There are five teachers who still need to provide documentation to become recertified; they are encouraged not to wait. They need to complete this by June 30, they are well aware as they have been "nudged" by the Principals and the Superintendent. Software for certification and professional development will be in place prior to the beginning of the school year so staff can log on over the summer and work with it. Some teachers have used it in other districts; we have started preparing for it. The process is good and not paper driven. He is researching two vendors for reporting on academic progress, i-Ready and STAR 180, He is looking for the best, cost effective for our needs and then he will discuss with staff for their input. This replaces NWEA. An open enrollment presentation is scheduled for May 2nd. The master schedule has been completed; small classes such as French 3 will be brought to the Board at next meeting in accordance to the policy.

ii. Director of Student Support Services Report

Superintendent Lane reported for Ms. Moore who was not present. She recently attended a law conference and her report outlines new rules governing special education that became effective on March 24.

iii. Director of Technology's Report

Mr. Verratti reported he provided a staff training day for paraprofessionals on Chromebooks. They were sent a survey, the results were provided to members, to see if the training met their needs. Some have asked for more and once the Curriculum Coordinator is onboard that can be looked at.

There was discussion about WLC not having a generator. Mr. Verratti would like to have a generator at there and feels it would add value because without it, if the phones are down, you cannot dial 911. Chairman Dailey shared previously the cost was quite substantial because of the wiring etc. and the town was not willing to help support the cost. The town did pick up half the cost of FRES to make it compliant as an emergency shelter. The physical generators are owned by the town but the district owns everything else, the reason for this is because they were obtained through home land security grants. Superintendent Lane adds that because we would look to power a small portion of the building the capacity is not that large; the cost may be substantially less. Chairman Dailey suggests having the Facilities Committee look into this.

b. Information

i. Roof Percentage Complete

Superintendent Lane reviewed there will be about 34% completion on WLC roofs as the end of the summer.

V. CONSENT AGENDA

There was no consent agenda to report.

VI. STUDENT HEALTH PROTOCOL

Superintendent Lane reviewed at the last meeting a concern was brought up regarding lice at FRES. Mr. O'Connell spoke about the issue, stating that the district has a policy and it is in accordance with the RSA's, American Pediatrics and Centers for Disease Control and "no nit" policies are strongly discouraged. The School Health Office (Diana Zoltko, R.N.) deals with this situation on a frequent basis and has conversations with parents about treatment. She invites them to come in and each time they do, she tells them what to look for and what to look for in the home. She works as a confidential resource for them. He reviewed that head lice is transferred from direct to direct contact and this is more likely to occur at home and with sleepovers etc. than at school, although he is not saying this cannot happen at school but the impact of keeping them from their education has more of an impact. Superintendent Lane wanted to be sure the Board was aware we were following procedures and they had copies of the policy. Chairman Dailey added he believed the parent wanted to know when there was a problem in the school or classroom. A parent commented which end "trumps which", the privacy of the student or the other, the parents who are unaware there is an issue which could potentially lead to an outbreak. Principal O'Connell responded that "lice happens" and at no point do we identify the student or the class because it is a breach of student confidentiality. What we do is inform parents at the beginning of the year of what our policy is and what to look for and how to reach out to Ms. Zoltko for assistance if they need support. Ms. LeBlanc responded to a question from Ms. Lemire inquiring what the difference is in getting a notice from the school saying there was strep in the school. It is a different category she said, strep is an infection and is treated with an antibiotic where lice is unpleasant and can be hard to treat, it can be controlled with active treatment. It is not an infection or treated with an antibiotic.

VII. ACTION ITEMS

a. Approve Minutes of Previous Meeting

Ms. Tucker wanted to clarify from line 135/136 that **NH Chief Technology Officer's group** addressed the NH Association of School Business Officials and line 184 the **Facilities Committee** was in agreement to cover the sections of the roof that have the least life remaining. No amendments will be made for the above however line 90 the word public will be removed.

A MOTION was made by Mr. Legere and SECONDED by Mr. Ballou to approve the minutes from April 4, 2017 as amended.

Voting: all aye; motion carried unanimously.

b. Committee Appointments

The following committee appointments have been made:

Facilities Committee: Mr. Legere, Ms. Fisk, *Mr. Post was nominated.* The committee will elect a chairman.

Negotiations Committee: *Mr. LoVerme was nominated;* the rest was deferred

Policy Committee: Mr. Ballou is Chairman of this committee, Mr. Brock, Ms. Lemire. No Budget Committee members are needed for this committee as there is no budgetary impact Mr. Kofalt noted.

Elementary History Committee: Mr. Brock, Ms. LeBlanc, Ms. Fisk

Strategic Planning Committee: This was deferred. Mr. Legere suggested having a charter as the scope can creep without a good plan. Mr. Brock further noted it should be directed by the Board. There is a May 23 workshop on goals and objectives and this will be discussed. Chairman Dailey asked members to start thinking about goals and objectives and has the “good to great plan” outlived its effectiveness.

Budget Committee Liaison: See Committee Reports-Budget Liaison

c. SB 193

Superintendent Lane reported at the last meeting we discussed SB 193 was created by Senator Reagan, which would create a tax burden due to a loss of adequacy money and the other part is a philosophical issue, local control has always been a hallmark in the state of NH. People from our community spoke up and showed concern and asked for the Board to take a formal vote against SB 193. There is a meeting tomorrow and he can attend to publically to represent the Board’s concern.

A MOTION was made by Mr. Brock and SECONDED by Ms. Fisk for the Board to oppose Senate Bill 193.

Superintendent Lane responded to Ms. Ciatto asking if there is anything to restrict the funds, he said, in the original bill as it is written, he (the Superintendent) cannot ask what the money was for and in order for the student to qualify, they have to specify to the agency that handles it, what the expenses are for. At this point there is no process in place to verify the validity of the request and to determine if the money was spent as it was indicated to be. It is a new entity that does not exist at this time. Chairman Dailey suggests if it makes it out of committee and goes to full vote perhaps it may be a good idea to invite the Commissioner of Education to a Board meeting. It was noted he is having a town hall meeting on April 28 at New England College. Mr. Kofalt added that one of the things the money can be used for is essentially toward a college education and that’s sounds like a distinctly different purpose. Superintendent Lane clarified only in cases if the student had not graduated from HS yet and is dually enrolled. Responding to a question from Mr. Kofalt on the implications on the current budget and next year’s budget if this passed; he said that he doesn’t see this happening before May 1st therefore doesn’t see any impact on the current budget however the 17-18 budget would be severely impacted.

Mr. Ballou MOTIONS to MOVE THE QUESTION. The original motion being voted on is as above.

Voting: all aye; (including Chairman Dailey) motion carried unanimously.

Superintendent Lane will attend the House Education Committee’s work session in Concord tomorrow.

d. Approval for Telecommunications Vendor

Mr. Verratti reported we narrowed down three things we are looking for approval on, phone lines, fiber connectivity and internet service for LCS. It was broken down this way as LCS is limited due to its location. We would like to award the following bids:

Telecommunications: Includes service our phones system and T1 circuits, data porting and cloud based applications
\$3,813 per month for 36 months, ShoreTel, Londonderry, NH (low bid)

Fiber Connectivity for WLC and FRES (Wilton): Provide fiber connectivity service and internet access (300 megabyte and related connectivity)
\$2,303 per month for 36 months, Comcast, Wilmington, MA (low bid)

Internet Service LCS (Lyndeborough):
\$750 per month for 36 months, TDS Wilton Telephone Company, Contoocook, NH

Ms. Tucker confirmed the previous contract with TDS is expiring. Mr. Verratti reported the overall savings is \$12,968 a year and includes E-rate which is a reimbursement process. Superintendent Lane clarified it is a reduction in the 17-18 budget. Responding to a question from Mr. Legere, noting that we put dollars in the budget for fiber, Mr. Verratti responded that it was recommended that we do not do this and Ms. Tucker confirmed it is all part of the \$12,000 savings.

A MOTION was made by Mr. Ballou and SECONDED by Ms. LeBlanc to approve all three telecommunications proposals.

Voting: all aye; motion carried unanimously.

VIII. COMMITTEE REPORTS

i. Budget Liaison

Mr. Dailey reported that they spent a lot of time discussing SB 193, strategic planning, student achievement and matters discussed at the district meeting. There is a consensus among both Boards going forward and we need to be cognizant, they had the same concerns about SB 193 as we have. There is a need for new representation as the budget liaison. *Mr. Post has been nominated as budget liaison to the Budget Committee.*

IX. RESIGNATIONS / APPOINTMENTS / LEAVES

Superintendent Lane informed the Board there is nothing to report in public session.

X. PUBLIC COMMENTS

Ms. Ingrid Howard spoke in regard to the lice discussion; she reports she was a nurse in the district for many years and believes *it does* go ramped through the school no matter where it starts and believes it is unrealistic to rely on all parents to check their child's heads for lice. She believes it is ok to send flyers home to say there is an issue without identifying information.

Mr. Legere asked for the "go forward" savings on telecommunications, Mr. Verratti can give him this year's cost however the information for the coming years would not be available. Mr. Legere wants to be clear on what the savings really is.

Ms. Susan Ciatto thanked the Board for taking the concerns of the public seriously and Superintendent Lane for representing the community and students beautifully.

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

A MOTION was made by Mr. Ballou and SECONDED by Mr. Brock to enter Non-Public Session to discuss a personnel matters RSA 91-A: 3 II (A) (B) at 7:55pm.

Voting: by roll call vote;

Geoff Brock aye, Harry Dailey aye, Matt Ballou aye, Mark Legere aye, Joyce Fisk aye, Miriam Lemire aye, and Carol LeBlanc aye,

201 *Motion carried unanimously.*

202
203 **RETURN TO PUBLIC SESSION**

204 The Board entered public session at 8:10pm.

205
206 *A MOTION was made to seal the non-public session minutes for 50 years by Mr. Ballou and*
207 *SECONDED by Mr. Brock.*

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

209
210 *A MOTION was made by Mr. Legere and SECONDED by Ms. Fisk to accept the resignation of FRES*
211 *teacher, Jacqueline Andreasen and grant her request to waive the November 1st date to be considered for*
212 *the \$5,000 service award.*

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

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215 *A MOTION was made by Mr. Legere and SECONDED by Ms. Fisk to nominate/appoint Michelle Locke,*
216 *RTI Coordinator at a salary of \$51,034 to be inclusive of 11 days beyond the school year.*

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

218
219 **XII. ADJOURNMENT**

220 *A MOTION was made by Mr. Ballou and SECONDED by Mr. Legere to adjourn the Board meeting at*
221 *8:14pm.*

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

223
224 *Respectfully submitted,*

225 *Kristina Fowler*

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