

Public Notice of Meeting & Public Hearing
WILTON-LYNDEBOROUGH COOPERATIVE
PUBLIC HEARING AND SCHOOL BOARD MEETING
Tuesday, May 8, 2018
Lyndeborough Central School-Multipurpose Room
6:30 p.m.

- I. CALL TO ORDER-Harry Dailey-Chair**
- II. PUBLIC HEARING –UNANTICIPATED REVENUE**
- III. ADJUSTMENTS TO THE AGENDA**
- IV. PUBLIC COMMENTS:** This is the public’s opportunity to speak to items on the agenda. This is also the public’s opportunity to speak to any topic concerning the school district. No complaints regarding specific staff members will be heard during a public meeting. The District has established separate procedures for complaints against individual employees.
- V. BOARD CORRESPONDENCE**
 - a. Reports**
 - i. Superintendent’s Report
 - ii. Business Administrator’s Report
 - iii. Principals’ Reports
 - iv. Curriculum Coordinator’s Report
 - b. Letters/Information**
 - i. Parent Food Service Survey
 - ii. State of NH Grant Approvals
 - iii. Afterschool Programs
- VI. CONSENT AGENDA**
- VII. ACTION ITEMS**
 - a. Approve Minutes of Previous Meeting**
- VIII. POLICIES**
 - i. DFA-Investment Policy-Annual Adoption
- IX. COMMITTEE REPORTS**
- X. RESIGNATIONS/APPOINTMENTS/LEAVES**
 - a. Appointments**
 - i. Victoria Walsh-WLC HS Social Studies Teacher
 - ii. Catherine Blaise-WLC MS Science Teacher
 - iii. Gregory Zekser-WLC Chemistry/Physics Teacher
 - iv. Jason Shea-WLC Mathematics Teacher
 - v. Cheryl Balusek-WLC Mathematics Teacher
 - vi. Holly Lafoe-FRES Elementary Teacher
 - vii. Taylor McArdle-LCS Kindergarten Teacher
 - b. Resignations**
 - i. Laura Warden-WLC HS Math
- XI. PUBLIC COMMENTS**
- XII. SCHOOL BOARD MEMBER COMMENTS**
- XIII. ADJOURNMENT**

INFORMATION: Next School Board Workshop/Meeting-May 22, 6:30 PM at WLC-Media Room

The Wilton-Lyndeborough Cooperative School District does not discriminate on the basis of race, color, religion, national origin, age, sex, handicap, veteran status, sexual orientation, gender identity or marital status in its administration of educational programs, activities or employment practice.

Wilton-Lyndeborough Cooperative School District
School Administrative Unit #63

192 Forest Road
Lyndeborough, NH 03082

Bryan K. Lane
Superintendent of Schools

Betty Moore, M.Ed.
Director of Student Support Services

Lise Tucker
Business Administrator

Date: May 8, 2018

To: Bryan K. Lane, Superintendent of Schools
School Board Members

From: Lise Tucker, Business Administrator

Re: RSA 198:20-b Hearing for Unanticipated Revenue

RSA 198:20-b provides that "... 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 a state, federal or other governmental unit or a private source which becomes available during the fiscal year."

The School District adopted the provision of this law at the annual district meeting in 2015. The reason for this is that, while every attempt is made in developing budgets to estimate the amount of grants and private donations, much of what will be available and received is unknown at that time. This process allows the School District to take advantage of grant and private donation opportunities that occur during the year which were not or could not have been anticipated in advance.

RSA 198:20-b goes on to provide that "for unanticipated funds in the amount of \$5,000 or more, the school board shall hold a prior public hearing on the action to be taken..."

In the Special Revenue Fund 06 we budgeted \$299,923. We anticipate receiving/spending \$347,266. In the Food Service Fund 21 we budgeted \$219,600. We anticipate receiving/spending \$224,008. In summary, this represents \$51,751 in excess of the appropriations. A detailed breakdown of the source of funds is attached.

The process for the hearing is as follows:

1. Chairman opens the Hearing.
2. Chairman provides an explanation of the purpose of the hearing and reviews the breakdown of the funding sources.
3. Chairman accepts comments/questions/discussion from School Board members.
4. Chairman accepts comments/questions/discussion from the public.
5. Chairman closes the Hearing, returns to the regular school board meeting.
6. Motion is made by a Board member to receive and expend the funds for the various grants and programs. **(Suggested motion: I move to accept and expend an additional \$51,751 for the purposes outlined in the special programs.)**
7. Vote on the motion.

Wilton-Lyndeborough Cooperative School District
Unanticipated Revenue per RSA 198:20B

GRANT TITLE	Budgeted	Allocation/Exp	Variance
IDEA	142,342	145,228	2,886
IDEA 72511	0	21,978	21,978
IDEA Preschool	2,424	2,424	0
Title I	95,946	99,114	3,168
Title IIA	0	14,167	14,167
Title IIA 74638	51,890	25,854	(26,036)
REAP	7,321	7,321	0
Public Infrastructure Grant	0	30,000	30,000
Various Local Grants	0	1,179	1,179
sub-total	299,923	347,266	47,343
Food Service	219,600	224,008	4,408
TOTAL	519,523	571,274	51,751

Wilton-Lyndeborough Cooperative School District
School Administrative Unit #63

192 Forest Road
Lyndeborough, NH 03082
603-654-8088

Bryan K. Lane
Superintendent of Schools

Betty Moore, M.Ed.
Director of Student Support Services

Lise Tucker
Business Administrator

SUPERINTENDENT'S REPORT
May 8, 2018

The administration in each building is working toward interviewing and completing the hiring process in a timely fashion. With the exception of one contract, all anticipated contracts have been returned. That was a high school math position. The goal would be to have all positions brought for nomination to the school board by the first board meeting in June. The process for interviews includes a review of application materials by the school's administration, an interview with a team of staff including the principal, teachers, and in some cases the Curriculum Coordinator or the high school counselor. From there I have asked that, whenever possible, two candidates would be forwarded to me.

The number of candidates vary by position.

High School Math	12 applicants
Preschool	16 applicants
Assistant Principal	44 applicants
School Nurse	8 applicants
Computer/Technology	8 applicants
9 th Grade Science	8 applicants
Chemistry/Physics	5 applicants
Elementary	34 applicants
Kindergarten	35 applicants
Social Studies	58 applicants
Middle School English	27 applicants
Middle School Science	15 applicants

Collectively the SAU staff is working to fill the Human Resource functions as we look for a candidate for our position. Thank you to Lise Tucker, Kristina Fowler and our temporary payroll help Phil Consolini.

Summer programs are being planned at this time for the second summer academy. Last year was a great success and we are looking forward to strong participation again

On May 9, the food service staff, Lise Tucker and I will be meeting to discuss the food service program and ways to respond to the surveys that were taken.

The spring concert at FRES is May 23rd.

The top 10 lunch will be held on Thursday May 24.

Southwest Superintendents meet on Friday May 18 in Henniker.

Wilton-Lyndeborough Cooperative School District
School Administrative Unit #63

192 Forest Road,
Lyndeborough, NH 03082

Bryan K. Lane
Superintendent of Schools

Betty Moore, M.Ed.
Director of Student Support Services

Lise Tucker
Business Administrator

BUSINESS OFFICE REPORT
May 8, 2018

Lise attended the annual "School Care Benefit Administrator Workshop". The agenda included the concept of Being Your Own Advocate, Open Enrollment, Communications, COBRA review and qualifying events, Mental Health and Retirees Now have a Choice. Health assessments are required annually on employees who choose the Yellow Plan with the Choice Fund. We also discussed the 'My Cigna' account. An online tool that helps employees manage their claims and research for specialists.

We had our final Joint Loss Management Committee (JLMC) meeting for the school year on April 19th. We discussed the disclosure of student injury reports. Presently, they are emailed to our insurance company directly. They are not part of the JLMC history as they do not pertain to Workers Compensation. There are no new staff claims. We completed the walkthrough of WLC. Buddy has ordered ceiling tiles for replacement. We specifically looked at Industrial Arts, Art, Science and the Family and Consumer Science classrooms. Respectively, all are in order with dust filters, labeled containers and eyewash stations that are inspected every month.

Lise and Kristina have been working on Human Resource protocols and processes. This includes preparing a shared drive of personnel forms. They have also created a web page for commonly used Payroll forms to facilitate employee use.

Payroll tasks are being completed and added steps are being taken to document procedures for future reference. Monthly reports have been submitted and reconciled. This includes the filing of the Employer's Return of Massachusetts Income Taxes Withheld. We also submitted monthly files to the NH Retirement System for active members as well as retirees who are working part time. Quarterly reports have been submitted and reconciled. This includes the filing of the Employer's Quarterly Federal Tax Return and the Employer Quarterly Unemployment Tax Report to NH Employment Security.

We had our final Wellness Committee meeting for the school year on April 30th. We discussed the email communications we have with the district on awareness of Physical Activity and Nutrition. We discussed the 2018-19 timeline for meetings and the final details of the upcoming Health and Wellness Fair on May 16th.

Some repairs were done at WLC during the spring break. This included the copper leak in the Family and Consumer Science Classroom, the locking mechanisms in the Art Room and the front door entrance, and the water temperature alarm controls.

WILTON-LYNDEBOROUGH COOPERATIVE
MIDDLE SCHOOL / HIGH SCHOOL
 57 SCHOOL ROAD
 WILTON, NEW HAMPSHIRE 03086
 (603) 654-6123
 www.wlcwarriors.net

Brian Bagley, Principal
 Susan Ballou, Assistant Principal

Amanda J. Kovaliv, School Counseling Coordinator
 Shannon O'Donnell, Middle School Counselor

Principal Report
 May 8, 2018

The HS Field Trip to Washington, DC, was a success. Using the WLC Van students were able to visit several sites that truly interested them. As an example the trip to Mount Vernon captured the attention of senior Olivia Skelly who studied indepthly George Washington both in 8th and 11th grade. Seeing her so excited to learn more was definitely one of the highlights of the trip. On Monday, students went to the US Botanical gardens and the National Zoo. They enjoyed both sights immensely. On Tuesday, they went to the Supreme Court where they had to wait in line for two hours. Students passed the time reading about the various cases. Unfortunately they didn't get to see a case, but they did get to listen to a lecture in the courtroom. Students then went to Senator Shaheen's office. On the way to the office, they saw and recognized President Pro Tempore Orrin Hatch as he walked by to get onto an elevator. They then proceeded into the Capitol Building for a tour. Afterwards they sat and listened to the confirmation debate of Secretary of State Pompeo in the Senate Gallery. Using the stipend money, Mr. Belanger was able to pay for every student's Metrocard, gas and dinner each night.

Saturday 4/21	Sunday 4/22	Monday 4/23	Tuesday 4/24	Wednesday 4/25
6:00 AM Depart WLC Lunch enroute 3:30 PM (tentative) arrive at hotel 4:00 PM Depart for DC. 5:30 PM Dinner at Carmines DC 7:00 PM Monuments at night 9PM Depart DC for Hotel 10PM Arrive at hotel for evening	6:00 AM Wake Up Continental Breakfast before we leave. 7:20 AM Depart for Arlington National Cemetery 8 AM Arrive at Arlington 10 AM Leave for Mount Vernon 10:30 AM Arrive Mount Vernon 1:30 Leave for DC 2:30 Museums in DC	6:30 Wake Up 745 Leave for DC 9:45 Library of Congress tour 11AM US Botanical Gardens 12 PM Lunch at L'Enfant Plaza food court 1PM Museums 4pm Depart for Zoo 4:45 PM National Zoo 7Pm Return to Hotel	6AM Wake up 7AM depart for DC 7:30 US Supreme Court case. 11:30 AM Lunch 1230 museums 2:30 US Capitol Building Tour 1:30 Open to student choice (as a group they will decide what they want to see more of or what was left out)	6am Wake up 7am Depart for WLC 4:00 (tentative) Arrive at WLC

The Wilton-Lyndeborough Cooperative School District does not discriminate on the basis of race, color, religion, national origin, age, sex, handicap, veteran status, sexual orientation, gender identity or marital status in its administration of educational programs, activities or employment practice.

“WLC will strive to be a positive learning community that ensures each student has the opportunity to develop to his or her potential.”

Junior Prom – Friday, May 4th. Labelle Winery, Amherst
Middle School State Assessments – May 7-11
Snap shots and Progress Reports, Wednesday, May 9th
MS River Trip – May 15th
MS NH Scholar Leaders Banquet – May 17

On May 17th and 18th, WLC will welcome a three member visiting team from the NEASC (New England Association of Schools and Colleges). This is an on-site Collaborative Conference visit and will be chaired by Kathleen Montagano, Associate Director of the Commission of Public Schools. She has extensive experience in the Association's Accreditation process. The purpose of this Accreditation visit is to review and determine from an outside professional viewpoint the extent to which the school is aligned with the Standards for Accreditation. As part of the assessment, the visiting team will meet with all school constituents, review the school's Self-Reflection, visit a number of classes, and examine examples of student work submitted by the school. During the comprehensive Self-Reflection, the faculty attempted to identify WLC's strengths and determined those areas in which changes would be beneficial. The WLC faculty has worked diligently throughout the year to prepare for the Collaborative Conference. Amy White has done a great job leading the school and staff through the intensive process.

Wellness & Health Fair – Wednesday May 16
Grade 6 – Ferry Beach Field trip, May 22-25
Top Ten Lunch – May 24
MS Semi Formal dance – May 25
Spring Concert – May 29, 6:30
NH Scholars Day – May 31
Senior class pot luck dinner Awards Night – June 5
5th grade step up day – June 6
5th grade step up night – June 6, 5:30, Library
Graduation – Friday, June 15, 7pm, Gym
8th Grade promotion ceremony – June 20

Guidance Report

MAY 2018

<i>Monday, May 7, 2018</i>	<i>12:00PM</i>	<i><u>AP Psychology</u></i> <i>RM120</i>	
<i>Tuesday, May 8, 2018</i>	<i>7:55AM-2:45PM</i>	<i>UNITE's Arrive Alive Tour®</i>	High School Students
<i>Wednesday, May 9, 2018</i>	<i>8:00AM</i>	<i><u>AP English Literature & Composition</u></i>	

MAY 2018

		RM148	
	10:00AM Grades and Comments must be updated by 10:00AM	SNAP SHOT & PROGRESS REPORT DAY!	
Friday, May 11, 2018	8:00AM	<u>AP United States History</u> RM120	
Tuesday, May 15, 2018	8:00AM	<u>AP Calculus AB</u> RM120	
Tuesday, May 22, 2018	8:00AM-12:00PM	NEACAC College Fair Field Trip Keene State College	List will be provided at a later date!
Thursday, May 24, 2018	11:30AM	Top Ten Luncheon	
Monday, May 28, 2018	NO SCHOOL	MEMORIAL DAY	
Thursday, May 31, 2018	8:00PM-2:30PM	NH Scholars Day!	

AD Report:

Varsity Baseball

Head Coach: Dave Finch

Assistant Coach: Tom Brennan

of players: 15

Record: 4-1

Next Home Game: 5/18 vs Farmington at 4pm

Varsity Softball

Head Coach: Dennis Claire

Assistant Coaches: Sara Draper and Kelly LoVerme

of players: 12

Record: 4-0

Next Home Game: 5/18 vs Farmington at 3:30pm(DH)

Varsity Track

Head Coach: Marc Belanger

Assistant Coaches: Michelle Boette and Matt Thompson

of participants: 18

Next Meet: 5/1 @ Campbell 3:30pm

Girls Varsity Tennis

Head Coach: Betsie Sullivan

of players: 6

Record: 1-4

Next Home Match: 5/1 vs. Pelham 4pm

Middle School Baseball

Head Coach: Brice Miller

Assistant Coach: Norm Hall

of players: 14

Record: 0-1

Next Home Game: 5/1 vs. Chester 3:30pm

Middle School Softball

Head Coach: BJ Witt

of players: 13

Record: 0-1

Next Home Game: 5/1 vs. Chester 3:30pm

Respectfully,

Brian Bagley

Wednesday, May 2 –

Thursday, May 3 –

Friday, May 4 – Junior Prom, Labelle Winery, Amherst

Saturday May 5 –

Sunday, May 6–

Monday, May 7 – AP Psychology Exam

Middle School State Assessments

Tuesday, May 8 – Middle School State Assessments

Arrive Alive Tour

Wednesday, May 9 – AP English Literature Exam

Middle School State Assessments

Snap shots and Progress Reports

Thursday, May 10 – Middle School State Assessments

Friday, May 11 – AP US History Exam

Middle School State Assessments

Saturday May 12 –

Sunday, May 13 –

Monday, May 14 –

Tuesday, May 15 – AP Calculus AB Exam

Middle School River Trip

Wednesday, May 16 – Health and Wellness Fair, 2pm-5pm, Café

Budget Committee Meeting, 7pm, Library

Thursday, May 17 – NEASC visit

MS NH Scholar Leader Banquet

Friday, May 18 – NEASC visit

Saturday May 19 –

Sunday, May 20 –

Monday, May 21 –

Tuesday, May 22 – Grade 6 Ferry Beach Field Trip

School Board Meeting, 6:30, Library

Wednesday, May 23 – Grade 6 Ferry Beach Field Trip

Thursday, May 24 – Grade 6 Ferry Beach Field Trip

Top Ten Luncheon

Friday, May 25 – Grade 6 Ferry Beach Field Trip

Saturday May 26 –

Sunday, May 27 –

Monday, May 28 –

Tuesday, May 29 – Spring Concert, 6:30, Cafe

Wednesday, May 30 –

Thursday, May 31 – NH Scholars Day

Friday, June 1 –

Saturday, June 2 –

Sunday, June 3 –

Monday, June 4 –

Tuesday, June 5 – Pot Luck Dinner for senior class, 5pm-6pm, Café

Senior Awards Night, 6:30, Gym

Wednesday, June 6 – 5th Grade step up day

5th Grade step up night, 5:30, Library

Thursday, June 7 –

Friday, June 8 –

Saturday, June 9 –

Sunday, June 10 –

Monday, June 11 –

Tuesday, June 12 –

Wednesday, June 13 –

Thursday, June 14 –

Friday, June 15 – Graduation, 7pm, Gym

Saturday, June 16 –

Sunday, June 17 –

Monday, June 18 –

Tuesday, June 19 –

Wednesday, June 20 – 8th grade Promotion Ceremony

FLORENCE RIDEOUT ELEMENTARY SCHOOL
18 TREMONT STREET
WILTON, NEW HAMPSHIRE 03086
(603) 654-6714 Main (603) 654-3490 Fax

Timothy O'Connell, Principal

Jo Anne Dufour, School Counselor

Principal's Report: 5/8/2018

Lyndeborough Central School/Florence Rideout Elementary School

We are in full spring assessment mode at Florence Rideout Elementary School. Students in Grades 3, 4 and 5 are completing **NHSAS**. This assessment is taken online and measures student performance on both English Language Arts, Science and Mathematics. Students are demonstrating excellent test-taking strategies and completing the assessment in a timely fashion.

Kindergarten Parent Orientation was held on Thursday, **May 3rd** at Lyndeborough Central School. The orientation included introductions of several school staff members followed by an informative presentation for parents, conducted by the kindergarten teachers, Mrs. Nicole Dane and Mrs. Vicki MacPherson. This included the daily schedule for the full day program and procedures around transportation and food service were discussed.

Staff Appreciation Week was held the week of **April 30th- May 4th**. The PTO organized an amazing daily breakfast and lunch throughout the week for all staff.

The annual **Celebration of Learning** is planned for Florence Rideout Elementary School on Thursday, **May 17th**. Each classroom will contain artifacts that demonstrate student knowledge of curriculum in writing, technology, math, science and social studies. 5th grade students will present their *Wax Museum* historical figure biography projects in the gymnasium, 4th grade students will be trading their homemade products during the *Economics Fair*, student art will on display in the *Art Show*. The event is coordinated with the annual *PTO Potluck Dinner* and *Basket Raffle*.

Our 3rd, 4th and 5th grade students have been hard at work preparing for our annual **Spring Concert** under the direction of their music teacher, Mrs. Kristi Aparo. This year's concert includes performances by the Florence Rideout Chorus Band and the musical "Pirates!" Students will perform on Wednesday, **May 23rd**. Show starts promptly at 6:00 pm in the FRES Gymnasium.

Several field trips are planned for the month of May: **May 18th**: 5th grade field trip to Sturbridge Village, **May 21st**: 2nd grade field trip to Seacoast Science Center; **May 22nd**: 3rd grade field trip to Squam Lakes Natural Science Center; **May 23rd**: 1st grade field trip to Peabody Mills Environmental Science center and **May 25th**: 4th grade field trip to NH State House & Salmon Fry release.

To show our appreciation for all who support our schools we will be hosting a **"Thanks-a-Bunch!" Brunch** on Wednesday **May 30th**. Invitations for this special event will be sent **May 17th**.

Several events have been planned to assist students with the process of transitioning to their new schools. Kindergarten students will have **Step-up Day** on Thursday, **June 6th**. Students will tour Florence Rideout Elementary School, meet their new teachers, enjoy a snack in the cafeteria and play on the playground. Incoming Kindergarten students are invited to attend Lyndeborough Central School on **Welcome Day**, Friday, **May 25th**. The purpose of this day is for the incoming Kindergarten students to become acquainted with the kindergarten classroom, teachers and expectations. Students will be able to visit the playground, enjoy a snack, and tour the school. The fifth grade students will spend **Step-up Day** on **June 6th** touring Wilton-Lyndeborough Cooperative Middle/High School and meeting with their teachers.

Respectfully submitted,

Timothy O'Connell- Principal

Wilton-Lyndeborough Cooperative School District-SAU #63
District Curriculum Coordinator

Julie S. Heon, Ed. D.
192 Forest Road Lyndeborough, NH 03082
603-732-9273

Curriculum Report: May 8, 2018

Professional Learning

I attended the state Accountability Task Force meeting last month. The focus of the meeting was to review the recently approved New Hampshire Every Student Succeeds Act (ESSA) plan by the US Department of Education. The focus was to review the new requirements for student performance, growth, and subgroup performance. There will be no new school designations for schools in need of improvement this year as it is considered year 1 and no growth can be determined until after next year's testing.

The regional curriculum, instruction, and assessment meetings focused on how the new testing worked for schools and sharing of procedures that could be helpful to one another. We met with Deputy Commissioner Brennan to discuss communication from the NH Department of Education, state resources, and grants.

If a grant I wrote is accepted, we could host a science institute for our teachers during a week in August. This would be a wonderful opportunity. (A second grant would allow us to offer a four-week summer reading and math academy for our W.I.N students.)

Four teachers will attend science and technology training in July. Teachers from FRES will attend Responsive Classroom training this summer, similar to that attended by other staff members last summer.

Curriculum Development

The Universal Design for Learning Committee met to discuss our March workshop and future plans. We reviewed some of the resources provided to us, the FRES staff meeting with our UDL coach, and drafted the beginnings of our three-year action plan.

The FRES science committee continues to meet to review competencies and sample performance indicators by other schools. Teachers will bring draft performance indicators/ "I can" statements to our next meeting for review by the group.

Assessment

The last of state testing will occur during May at FRES and WLC Middle School. The teachers have been very responsive to administering the Interim Assessments for practice and with preparations for the final assessments. The grade 11 science test went well. Results for all testing will be available in the fall after the state sets the benchmarks for each performance level.

STAR assessments will occur before the end of the year and will provide year-long growth data.

Respectfully submitted,

Julie Heon, Curriculum Coordinator

Wilton-Lyndeborough Cooperative School District

School Administrative Unit #63

192 Forest Road Lyndeborough, NH 03082
603-654-8088

Bryan K. Lane
Superintendent of Schools

Betty Moore, M.Ed.
Director of Student Support Services

Lise Tucker
Business Administrator

TO: The WLC School Board
FROM: Bryan Lane
DATE: 5/1/18
RE: Food Service Parent Survey

I have children that attend, choose all that are appropriate. (95 responses)

FRES	59	62%
WLC MS	34	36%
WLC HS	32	34%

Does your child purchase school lunch? (96 responses)

Yes	55	57%
No	41	43%

If they do not choose to take school lunch- choose all that apply: (51 responses)

I prefer to provide their meals	0	
The program is too costly	6	12%
My child does not like the food choices	32	63%
My child does not like the quality of the food	32	63%
My child has specific nutritional needs	2	4%
Not enough time to get food and eat	14	27%

If your child does purchase school lunch, choose all that apply: (39 responses)

My child enjoys the choices	23	59%
My child feels they have enough to eat	18	46%
My child like the "ala carte" options	23	59%
The ease of prepaying is helpful	27	69%

Comments

The quality of the food and the lack of appropriate amount of time for lunch (20 minutes) is concerning.
My kids adore Chef Deb and she truly does go above and beyond in supporting the school, my kids, and all of the students. She is a resource I hope FRES appreciates.
My child often complains that he is hungry.
My children have complained about the choice of food and also the quality.
Healthier lunches need to be offered. Not the same meals (example pizza) multiple times a week. More choices as well. Feel the quality of meals has gone down over the years compared to when my oldest bought school lunches.
We buy lunch about once a month when she sees chicken tenders on the menu. Since she is such a picky eater I mostly pack her lunch so more options would be great, but if not, packing her lunch is just fine :)
Don't allow children to purchase whatever they want. I'm not going to continue paying for junk food.

My child dislikes the lunches, but does not take the time to bring her own. She finds the selections not appealing. Cold meatball subs, burnt pizza, not enough food to fill her. I have heard nothing but complaints from her and her friends over the past few months. The quality and quantity have gone way downhill.
Need to provide meal options without wheat and meat.
My daughter is very picky, so a lot of the choices, she does not like. She may have it 1 or 2 times a month. When she does get it, she does enjoy it.
My children purchase lunches usually 1-2 times a week depending on what the choices are. When they do buy lunch they don't have any complaints!
My children at WLC are not keen on the lunches and started off eating them but after a little while preferred lunch from home. Main complaints were it wasn't very appealing and was bland. Not a great choice of food for them. My child at FRES will sometimes choose 'hot lunch' but more often than not would prefer a packed lunch from home.
My children get free lunch so i make them get lunch at school to save money.
I would really like to see you eliminate Styrofoam containers and plastic silverware at lunch. I understand they are cheaper and easier, but really bad for our world. I would also like to see lunch time be a bit longer. My daughter runs out of time a lot. She LOVES chef Deb and I like the way she incorporates the garden when possible. I also like the idea that you have recess first and then lunch. Not a huge fan of the ice cream every Friday, but as a special treat I guess it's fine. I hope they aren't eating ice cream and throwing away their meal.
My Son is always pleased with lunch and also Breakfast. Tells me how good everything is.
Both of my children come home stating they are not given enough to eat for lunch.
To much processed and prepackaged foods. Canned fruits are used more than fresh fruit. Pop tarts should be banned! Food should be made from scratch and be farm to table especially when we live in a community that emphasizes on sustainability. My daughter who has a smaller portion than what was she had at her previous school has gained 10lbs this year from eating the breakfast and lunch program at the school. The difference is the homemade versus processed foods and food high in calories even though her amount is less.
My child is pretty picky and it is nice to be able to have her get school lunch a couple of times a week.
My child would like me to join him at lunchtime. But there is no clear communication between principal, front office and lunch room. I call set up to visit and get turned away because they didn't know I was coming. Bothers my son.
Nutrition plays an important role in overall child health and ability to learn. Pre-made, packaged, processed foods may meet nutrition guidelines on paper but are not as healthy and beneficial as food made from scratch. The quality of the food could be better controlled if food was made onsite. This gives control over the quality of ingredients and the ability to prepare food that is safe for a variety of special diets. Food made from scratch can also be more cost effective when done correctly. For the number of children served in this district you could easily make your meals from scratch and even make your own salad dressings and condiments (ie. ketchup). Exposure to a variety of foods contributes to a child's development. This is exposure not only to different fruits, vegetables, grains, and protein sources but also to foods from different cultures. I would strongly encourage you to serve only plain milk and to stop serving flavored milk or at least limit the number of times a week that is an option. Children like it but it is not teaching lifelong healthy habits and is yet another source of added sugar that is unnecessary. Food served at school should lead by example and provide only healthy options. I encourage you to leave the treat foods (such as flavored milk) to the discretion of the parent in the home. Children should be learning at meal time in the school and should be exposed to healthy eating patterns and learn what a balanced meal looks like. Meal time is not just time to eat it should be seen as a learning opportunity just like the rest of the school day. In addition to this, serving ice cream on Fridays during the school day should end. Again, you should leave the treat foods up to the parent in the home. 1 in 6 children in the United States are obese. Children are getting plenty of treat foods and added sugar. They do not need to get it at school too. Meal time is short enough, you do not need children skipping healthier food options to make sure they have time to eat ice cream. Breakfast options also should follow the above and provide a meal that is going to support the child's ability to concentrate and learn. Looking at the breakfast menu items served on a rotating basis such as cereal, crackers, and cinnamon buns those are all going to be digested quickly, result in a spike in blood

sugar, followed by a drop and the children are going to soon be hungry and have a hard time concentrating vs. having a more balanced breakfast with good protein that will keep blood sugar levels more stable. The food service brochure sent home in the beginning of the year said "Our objective is to serve the highest quality and nutritious food available...". I encourage you to think about the food service program and whether or not you are meeting this objective. You can choose to meet the USDA requirements with lower quality pre-made, packaged, processed foods but there is no reason why you can't hold yourself to a higher standard and change your perspective regarding meal time as an important part of a child's daily education and at the same time potentially decrease the amount you are spending on food and increase the participation of the students in the meal program. Lastly I would like to paint a picture for you to reflect on. My child reported to me recently that for lunch there was a meal of pancakes w/syrup, hash brown potato patty, sausage, and fruit. That meal does not have a lot of fiber, has a high fat protein source, added sugar, a poor vegetable choice and very little color variation. What if instead you served a similar meal but made a homemade whole wheat 'pancake bake' served with homemade blueberry 'syrup' (just frozen blueberries cooked in their own juice to create a syrup...nothing added), hard-boiled egg, diced roasted homemade sweet potato and white potato home fries, and sliced honeydew melon? Food for thought...

I do not find the menus to be nutritious. It is mostly filled with reheated, processed items. I also don't appreciate that they sell ice cream to the elementary students. Why would 6 to 11-year-old kids need that kind of dessert every Friday for lunch. It seems like an unhealthy habit to be promoting with kids who are just learning about how to eat right.

The food selection for elementary school age kids is not realistic of what that age group eats. The food is cooked too far in advance and looks and tastes terrible. For example: Keeping food items with cheese on it warmed for hours prior to serving dries it out. Maybe consider a new menu and having the staff cook the food closer to serving time.

My children tell me that the food isn't very tasteful and the portions are very small

My child does purchase items for lunch but not often. His favorite is the Bosco sticks!

I have 3 children only 1 eats school lunch. I pack lunch for 2 because they do not like it. My son that eats the school lunch finds it to be a very small portion and unhappy with the quality.

Payment through my meal website is easy but have an additional fee please work toward eliminating the fee. Thanks.

The child in High School feels there is not enough food in lunch where she needs to purchase a 2nd lunch (sometimes)

You didn't give a choice of yes and no if your child eats hot lunch for people with multiple children in school. You also didn't give a choice of taking hot lunch is easier than carrying a lunch because you are already caring to much stuff with having to carry all of your books all day back and forth to classes. Also it is my understanding that this survey is closed yet I just got this email.

The only thing I don't like is the fee for paying with me credit card.

My child will get hot lunch as a last resort, like running late.

My child complains there isn't enough food served and the quality of the food is not good. Thank you

Food service needs more/better staff that can cook and provide quality food and choices..

My child eats the lunch - but usually does not like it

I have one child that will get pizza occasionally. My other child has never eaten hot lunch in the 8 years. I don't think they have a real qualified complaint about the program, they just like my home made lunches better.

Both of my kids will occasionally purchase lunch, but only on days where there is a specific food item being served that they particularly like. Pizza and chicken tenders are really the two main items they like.

My children think that the staff does a good job serving them. They are friendly and do the best they can with the food that they are given to prepare meals. Borrowing from Mike Myers of Saturday Night Live, the food used to prepare school lunch is, "so ew!"

Occasionally both of my children buy food if they forget lunch. Occasionally, I receive an email stating that they owe a small amount of money. I am glad that they don't buy lunch that often, because if they did, I'd be furious about the way the fiduciary aspect of school lunch. Not that it's that much money per meal, but I want to be able to view a receipt to check that it is accurate or in agreement with what we

believe we are spending. When I attempt to take a quick look, I have to enter a student code and password that I never set up. It is cumbersome. Also, I don't like that I would be charged money to make online payments to the lunch program for each of my children. It seems a little suspect to me. I would prefer to have fast hassle free access to this information and form of payment. My kids much prefer to bring in their own lunch because it tastes better...they like fresh fruit, cheese sticks, and crackers or a sandwich. They'd love to heat up a meal from home, but feel there isn't enough time to wait for a microwave to be available.

I sure wish Jamie Oliver's Food Revolution caught on nationwide and helped to improve all school lunch programs. Fresh healthy food doesn't have to cost a lot of money.

So, Jamie Oliver would be GREAT. Students would likely be appreciative if you were to add more microwaves so that kids could reheat leftover meals brought from home. They go for the cold fresh fruit, etc because there are only two microwaves and lunch time is pretty short.

Thank you for asking for my feedback,

Eileen Smith

The food offered is very low quality

Kids Don't feel there is enough to eat

The menu is confusing as two choices of meals are listed - which one is for middle school?

The food quality is subpar. When they get hot lunch the quantity is not enough to sustain them through the rest of the day. Providing a sixth grade female with the same quantity of food as a twelfth grade male that participates in after school sports is completely illogical. I try to provide my children with minimally processed food, but I find much of what the hot lunch program offers is heat and serve items. The reason the program is running in the red is due to lack of quality and quantity of food provided.

The food provided is definitely less than appropriate. The amount of food provided for a 6th grade boy vs an 11 to grade boy is tremendously different. Also sometimes the selection is horrible. If you would like to see pictures of the menu please let me know.

The lunches at the school are the same size lunches given to the 6th graders and a 12 grade adult student. This is a problem because a 11 year old child does not eat as much as a 17 year old boy who actively plays sports and activities after school.

My child likes Sal's pizza and taco day. That's about it. She said the hamburgers often have hard pieces in them. She does not like the quality of most of the food and is often still hungry on the days she does buy lunch.

Perhaps the lunch period should be a little longer.

My 5th grader gets hot lunch every once in a while when we have had a busy morning. She is always complaint that the taste and variety is not good.

I've heard several parents say that FRES lunch time is very stressful. This is not related too the food service itself, but I because of the crowded conditions of the cafeteria, the need to control noise aggressively, and the brevity of the lunch period itself. Is it possible to add soundproofing panels to the walls and ceiling (if they aren't already there) or even some wall decoration that absorbs noise? Or is it possible to create an alternative lunch location for kids who would like some quiet space? It is not currently a relaxing environment for many kids, as they are rushed and struggle to balance eating, talking with friends, and following all of the rules.

Regarding the food service, I choose to send from home because I expect the food at school is highly processed, not freshly prepared (although I know Chef Deb does prepare some fresh items), and not very flavorful or appetizing. Partly this may be based on my childhood experience. If I knew that the food at school was all freshly prepared, or that part of signing up for school lunch included a monthly food-prep session for the students, or a trip to the community garden to plant/cultivate/harvest, I would be much more inclined to sign my children up, and even willing to pay extra. I know there are several parents who would be happy to get involved in a hands-on way as volunteers.

Any change to the meal service should involve an "open house" where parents can see/touch/taste the food as well. My husband and I have joined our children for lunch on occasion during the open lunch weeks at FRES, but there has not been much time to really try the food and get a sense of what's offered on a regular basis.

My children go through the monthly calendar and choose which days they like and those are the days they purchase lunch through the school program. I don't believe they have enough time to go through

the lunch line and still have time to eat.

I would love to see fresher food options.

Also I don't think many students find lunch to be relaxing or a time to decompress. The strictness of the cafeteria is a little much. This is the time students should be able to laugh with their friends or sit with other children that they may not be in class

We would like to see you eliminate Styrofoam and plastic ware. There's really no reason for it in this day and age.



STATE OF NEW HAMPSHIRE
OFFICE OF THE GOVERNOR

CHRISTOPHER T. SUNUNU
Governor

April 23, 2018

RECEIVED

APR 26 2018

SCHOOL ADMINISTRATIVE
UNIT # 63

Bryan K Lane
Wilton-Lyndeborough Coop School District
192 Forest Road,
Lyndeborough, NH 03082

Dear Superintendent Lane,

I am very pleased to inform you that your recent application to the Public School Infrastructure Fund, RSA 198:15-y for **Security Camera System Upgrades** for Wilton Lyndeborough Cooperative Middle School has been finalized and approved in the amount of **\$24,000**.

Earlier this year, my administration established the Public School Infrastructure Fund to assist school districts in making long overdue infrastructure upgrades. The goal is simple: make New Hampshire's schools safer for students, teachers, and faculty while enabling you the opportunity to provide local taxpayers with some relief. We appreciate your commitment to these principles as reflected by your thorough application.

This project was approved by my office, the General Court's Joint Fiscal Committee and the Executive Council. In that process, I personally appeared before these bodies to advocate for final approval of your project. I'm very pleased that we were able to get this done.

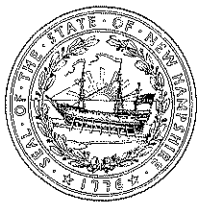
I hope this approval provides you with sufficient time for your district to prepare for Town Meeting, Deliberative Session and in crafting your next school district budget.

Please contact my office or Amy Clark at 271-2037 at the Department directly with any questions you may have.

Once again, congratulations and thank you for your hard work to improve the safety of our schools for our state's educators and students.

Sincerely,

Christopher T. Sununu
Governor



STATE OF NEW HAMPSHIRE
OFFICE OF THE GOVERNOR

CHRISTOPHER T. SUNUNU
Governor

April 23, 2018

RECEIVED

APR 26 2018

SCHOOL ADMINISTRATIVE
UNIT # 63

Bryan K Lane
Wilton-Lyndeborough Coop School District
192 Forest Road,
Lyndeborough, NH 03082

Dear Superintendent Lane,

I am very pleased to inform you that your recent application to the Public School Infrastructure Fund, RSA 198:15-y for **Camera Server** for Wilton Lyndeborough Cooperative Middle High School has been finalized and approved in the amount of **\$6,465**.

Earlier this year, my administration established the Public School Infrastructure Fund to assist school districts in making long overdue infrastructure upgrades. The goal is simple: make New Hampshire's schools safer for students, teachers, and faculty while enabling you the opportunity to provide local taxpayers with some relief. We appreciate your commitment to these principles as reflected by your thorough application.

This project was approved by my office, the General Court's Joint Fiscal Committee and the Executive Council. In that process, I personally appeared before these bodies to advocate for final approval of your project. I'm very pleased that we were able to get this done.

I hope this approval provides you with sufficient time for your district to prepare for Town Meeting, Deliberative Session and in crafting your next school district budget.

Please contact my office or Amy Clark at 271-2037 at the Department directly with any questions you may have.

Once again, congratulations and thank you for your hard work to improve the safety of our schools for our state's educators and students.

Sincerely,

Christopher T. Sununu
Governor

Wilton-Lyndeborough Cooperative School District
School Administrative Unit #63

192 Forest Road Lyndeborough, NH 03082
603-654-8088

Bryan K. Lane
Superintendent of Schools

Betty Moore, M.Ed.
Director of Student Support Services

Lise Tucker
Business Administrator

TO: The WLC School Board
FROM: Bryan Lane
DATE: 5/2/18
RE: Potential Afterschool Program

I have been in contact with both the Souhegan Valley Boys and Girls Club as well as the Nashua Adult Learning Center that run afterschool programs. Both programs would provide their own insurance and will service students up to grade 8. They would run independently from the district and be responsible for all expenses. Both would run on the school's schedule calendar. I need to do more research for how early release days would be handled.

The Boys and Girls Club is looking to expand into offsite programs with potential pilot programs in both Peterborough and Greenville. I have not heard back from their Executive Director Mike Goodwin or the Operations Director Cory Sullivan as to whether or not they want to continue to expand. I have also asked for rate information and have not received anything as of today's date. This is a quality program but at this time I am not sure that they want to extend themselves to three satellite sites. This may take away from their operations in their building which they have a large investment in. I do not have information on whether or not students with special needs are accepted into the program.

The Nashua Adult Learning Center is currently running programs in Litchfield, Nashua, Merrimack and Hollis. They have a history of running strong programs that meet the needs of students in the communities that they serve. The staff came for a site visit on Monday April 30. The cafeteria would be well suited to the purpose of the afterschool program with the size of the facility and the external access for parent pick up. The program has supplemental staff that brings in art activities along with science and technology. The rate sheet is in the board packet along with other information. As to the question as to whether or not the program will accept special needs students to the program. This program has serviced students with varying levels of learning disability and high functioning autism. If parents provide a one-on-one para, the program has in the past not charged tuition so the child could take advantage of the social interaction of the program.

As a hypothetical, if we were to contract with the Adult Learning Center, parents would have an option for two programs. If the program exceeded the maximum number of students 35- 40, the overflow could go to the program in Milford. Having options for parents would be an advantage in my opinion.

Both programs would require some small storage area cabinets to keep their activity materials in and a place to put those cabinets. At FRES, there is space near the cafeteria that would satisfy this need. Also, we would need to work with food service to provide space for food and snacks that would be provided by the program.



Learn. Grow. Thrive.

NASHUA ADULT LEARNING CENTER

ADVENTURE CLUB SCHOOL AGE CARE

AGREEMENT WITH WILTON-LYNDEBOROUGH SCHOOL DISTRICT

Agreement made this _____ day of _____, 2018, by and between the Adult Learning Center, 4 Lake Street, Nashua, NH 03060 ("Center"), a non-profit corporation, and the Wilton-Lyndeborough Cooperative School District, 192 Forest Road, Lyndeborough, NH, 03082 ("The District").

WHEREAS, the Center wishes to provide a supervised schedule of educational activities and child care for Florence Rideout Elementary School children who need care in the afternoons; and

WHEREAS the District is willing to provide space in its elementary school building for such purpose;

NOW, THEREFORE, IT IS AGREED:

1. BEGINNING on the first day of school and ending on the last full day in the 2018-2019 school year (a total of 180 days), the District shall provide space to the Center at Florence Rideout Elementary School for a rental fee of \$10.00 per day. The rental fee shall be paid monthly, and in arrears, on the 10th day following the end of each month that the agreement is effective. Payment shall be made by check in the name of the Wilton-Lyndeborough Cooperative School District and mailed to the Office of the Superintendent of Schools, 192 Forest Road, Lyndeborough, NH 03082.
2. The space to be provided to the Center will ordinarily consist of _____. Space for two supplies cabinets, and a refrigerator, both to be purchased by the Center, will also be provided. Other facilities at such school may be made available to the Center upon approval by the principal.
3. That an updated copy of the New Hampshire license to operate and conduct a childcare facility must be filed with the Office of Superintendent of Schools prior to the programs operation. (RSA 170-E:3)
4. The number of children served by the program daily shall be in compliance with the space and standard requirements set by the state licensing division. Barring extenuating circumstances, the hours of the program shall be:

PM Students 2:30 p.m. to 6:00 p.m.
5. The programs will abide by all policies, regulations and administrative procedures pertaining to the use of the district's facilities.
6. The programs are solely responsible for their conduct and activities and shall develop procedures to minimize direct involvement of school personnel.

7. The program adheres to the policies in the Adventure Club Family Handbook and the attached policy on children with disabilities.
8. The programs will be responsible for reimbursing the district for repairing or replacing any equipment, furniture or other damages to the facility that has been caused directly by the program's enrollees or staff and for any bodily injury resulting from the operation of the programs.
9. The Center shall maintain liability insurance in the amount of two million dollars (\$2,000,000) per occurrence during the term of this Agreement. The District shall be named coinsured on the policy provided by the Center. A copy of the policy shall be provided to the District prior to the start of the program each year.
10. The Center and The District agree this contract shall run through the 2019-2020 school year and may be renewed thereafter by mutual agreement.

Nashua Adult Learning Center, Inc.

**Wilton-Lyndeborough Cooperative School
District**

Print Name

Print Name

Signature

Signature

Title

Title

Date

Date

CHILDREN WITH DISABILITIES

In determining how the program will be able to serve a child with disabilities, the Program Director, with parental consent as appropriate, shall request information related to the child's participation in the program.

- (a) Based upon available information, the Program Director shall, with the parent's input, identify specific accommodations, if any, required to meet the needs of the child in the program, including but not limited to:
 - Any changes or modifications in the child's participation in regular activities;
 - Any special equipment, materials, ramps, or aids.
- (b) If the accommodations required to serve the child would cause an undue financial burden to the program, the Executive Director of the Adult Learning Center shall provide to the parents written notification and the reasons for this decision. The program shall maintain a copy of this notification in its records.
- (c) In determining whether the accommodations required to accommodate a child with special needs are reasonable or would cause an undue burden to the program, the Program Director shall consider the following factors, which include but are not limited to:
 - The ability to keep the child and the staff safe;
 - Lifting requirements or restrictions;
 - The number of staff members employed by the program;
 - New Hampshire Childcare Licensing rules and regulations;
 - The nature and cost of the accommodations needed to provide care to the child;
 - Ability to secure funding or services from other sources;
 - The impact otherwise of such action upon the program.



ENROLLMENT CHECKLIST

All of the items are required to complete your child's enrollment:

- ☐ Enrollment / Emergency form (completed and signed)
- ☐ Tuition Agreement (signed)
- ☐ Tuition Express payment agreement form (completed and signed)
- ☐ New copies of your child's immunization records and annual physical
- ☐ Registration Fee of \$55.00 per family (non-refundable)
- ☐ Two (2) weeks paid tuition

Weekly Rate:	<u>A.M. Only</u>	<u>P.M. Only</u>	<u>A.M. & P.M. Combined</u>
1 child	\$ 70.00	\$ 90.00	\$ 125.00
2 children*	\$ 129.50	\$ 166.50	\$ 231.25
3 children*	\$ 189.00	\$ 243.00	\$ 337.50
Daily Rate:	<u>A.M. Only</u>	<u>P.M. Only</u>	<u>A.M. & P.M. Combined</u>
	\$ 14.00	\$ 18.00	\$ 32.00

*A fifteen percent (15%) discount is extended to families with multiple students attending our program on a full-time basis (Monday through Friday). Discounted pricing reflected under "2 children / 3 children" above. Discounts do not apply to those students attending part-time.

If your enrollment packet is received incomplete: our office will provide one courtesy call to you. If we do not hear back from you, your enrollment packet will be returned. Incomplete packets may result in a waitlist status.

TO AVOID DELAY OF YOUR CHILD'S ENROLLMENT, PLEASE INCLUDE ALL ABOVE LISTED ITEMS BY THE REQUIRED DUE DATE.

Please make checks payable to:	"Nashua Adult Learning Center"
Mail enrollment packet and fees to:	Nashua Adult Learning Center 4 Lake Street Nashua, NH 03060 ATTN: School Age Care

Questions? Call 603/882-9080 x2212 for more information.



2018 - 2019 TUITION AGREEMENT

THIS FORM MUST BE SIGNED AND RETURNED WITH ENROLLMENT PACKET

- During the first two weeks of participation in the School Age Adventures program, *no changes may be made to your child's schedule*. When enrolling your child, please ensure you clearly identify all days they will be attending.
- Two (2) weeks tuition and a non-refundable registration fee of \$55.00 per family is required at the time of enrollment. Please refer to the "*Tuition Rates*" form for more information.
- Initial down payment and registration fee may be paid via credit card, check, money order or "*Tuition Express*".
- During open enrollment, refunds (minus the registration fee) are issued only if you cancel on or before July 31st. After July 31st, initial tuition deposits are non-refundable.
- Sign up for *Tuition Express* automatic payment processing is required for all families and a new Tuition Express form is required each school year. Weekly tuition payments are processed by our Billing Office via "*Tuition Express*".
- Tuition payments are automatically withdrawn from your designated *Tuition Express* bank or credit card account each Friday, per the 2018-2019 Payment Calendar and account statements are mailed weekly. *If enrolling your child(ren) after October 1st, billing will continue into the month of June.*
- Payments are not accepted at the individual programs.
- All schedule changes must be called into our School Age Adventures office at 882-9080 x 2212. Do not report changes in your child's schedule directly to the individual programs.
- We require a one-week notice to implement permanent schedule changes. If you are part-time and need to add a day call the School Age Adventures office to see if there is room at the program. There will be an additional fee added to your account.
- Dis-enrollments must be called into our office at 882-9080 x2212, no later than the Wednesday prior to their end date in our program; otherwise you will be charged the following week's tuition.
- Full-time weekly tuition payments include delayed openings and all pre-scheduled early release days. Our program is not open on days when school is closed.
- Part-time students may be eligible to participate in pre-scheduled early release days for an additional \$25.00 charge. Contact the School Age Adventures office at 603/882-9080 x2212 to check availability and scheduling.
- Programs close at 6:00 P.M. A late fee of \$1.00 per minute will be charged to your account for any pick-ups after 6:00 P.M. Repeated late pick-ups may result in disenrollment from our program.
- We reserve the right to dis-enroll your child from our program for non-payment of fees, repeated late pickups or child or parent behavior that causes a safety concern or disruption of the program.
- If you have questions on Tuition Express, payments or billing, please contact our Billing Office at 882-9080 x 2214.

I have read the above *Tuition Agreement* and understand it is my responsibility to comply with the items listed.

Parent or Guardian Signature

(7)

_____/_____/_____
Date

**WILTON-LYNDEBOROUGH COOPERATIVE
SCHOOL BOARD MEETING
Tuesday, April 17, 2018
Florence Rideout Elementary School-Library
6:30 p.m.**

Present: Harry Dailey, *Matt Ballou, Miriam Lemire, Mark Legere, Jonathan Vanderhoof, Joyce Fisk, Carol LeBlanc, Alex LoVerme and Charlie Post via conference phone.*

Superintendent Bryan Lane, Business Administrator Lise Tucker, Director of Student Support Services Betty Moore, Principal Tim O'Connell, Technology Director Kevin Verratti and Clerk Kristina Fowler

I. CALL TO ORDER

Chairman Dailey called the meeting to order at 6:31pm.

II. ELEMENTARY STUDENT OF THE MONTH

Principal O'Connell honored a kindergarten student from LCS as student of the month.

III. ADJUSTMENTS TO THE AGENDA

Superintendent Lane informed the Board of an additional resignation he received to bring forth.

IV. PUBLIC COMMENTS

Ms. Kelly Gibson thanked the Board for volunteering and commented on a couple of the agenda items this evening. She would love to see food services evolve "especially since we are a community of sustainability and the concept of farm to table" be taken advantage of. She believes there are grants available to help with this. She spoke of comparisons between the charter school she had experience with and how they used a "mom and pop" private business to provide food services to students and everything was homemade and healthy. She is not satisfied with food provided and the portions in this district and says it is packaged foods and highly processed and would like it to be evaluated and "dived into" as a school initiative with concentration on the farm to table concept. Chairman Dailey commented that the Strategic Planning Committee would be looking at this. Ms. Gibson spoke regarding after school programs and said she spoke to "Caitlin" at the Boys and Girls Club and that they have the ability to house our children and the issue is transportation. They are using three busses to get our students there and have no spots available for additional students. She states the MS and HS is a big concern for her and questions why the district would create a program here when the Boys and Girls Club have a solid program. She said they have the avenues to cater to the MS and HS and elementary. She states this will help parents go to work and keep the kids from "walking the streets". She states she spoke to Tiffany Rotollo (Milford court) and 70% of her caseload is from Wilton.

Ms. Linda Cordileone, WLCTA president, was given permission to speak regarding the district calendar when it comes up in the agenda although it is not the protocol.

V. BOARD CORRESPONDENCE

a. Reports

i. Superintendent's Report

Superintendent Lane reported teacher contracts went out last week and are expected back April 27. He will move forward with hiring once we know who is and is not returning. He met with the WLC staff regarding the concept of changing the administrative structure. Based on feedback it is clear to him this is not the time and hopes the Board would look at the most effective way to work with the staff to affect culture and academic structure. He will meet with the support staff officers to talk about their evaluation process; they agreed to develop a tool together that all are comfortable with which will include goal

52 setting, periodic meetings with administration and summative evaluations. The Board has the final
53 approval. Interviews have begun and some are in the final round. He thanked administration and
54 teachers who are essential to the process for volunteering their time. The food service parent survey will
55 be sent out again to invite parents to participate to obtain additional data. For future agendas, he
56 suggested adding after the last public comment "School Board Comments", it's a place for members to
57 speak of events they attended or concerns they may have. The Chair would ask each member if they had
58 any comments. No objection heard; this will be added to future agendas. When asked he further spoke
59 regarding the WLC reconfiguration and noted that conceptually we found out Mrs. Ballou was leaving
60 and made it official mid-March which created a time crunch. The concept was would it be more efficient
61 to have department heads supervise and evaluate staff instead of the current model. He will provide a
62 related document to members. Mr. Post commented that this is the second time they have not wanted to
63 move forward; certainly we want to engage them and support them. He questions if the Superintendent
64 asked them what their proposal is. Superintendent Lane will be having a conversation with department
65 heads, Mrs. White and Mrs. Ballou.

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

67 Ms. Moore reported attending the annual law day which was presented by the special education
68 attorneys that work in this area and discussions included opioid crisis, the effect on long-term special
69 education children born addicted, new laws that are in place and some pitfalls to try to avoid in IEP
70 meetings. On April 11 a meet and greet for RISE staff and parents was held for those that have had
71 children in program. The event went very well.

72 **iii. Director of Technology's Report**

73 **• Technology Survey**

74 Mr. Verratti shared the most pressing issue currently is the SAU server has reached its end of life due to
75 hardware and software issues. There is only one server with no backup although one is on order and
76 coming next week. He is concerned with the recent power outages. He was going to budget for one this
77 coming year and will use funds allocated for another server this year. He provided a survey which was
78 sent to all 6-12 graders regarding internet usage which helps paint a picture on what student access is
79 and what kind of devices they have and what they want to add for technology. He confirmed according
80 to the survey 5% of responders do not have internet access at home and 38.4% have broadband.
81 Chairman Dailey suggested digging a little deeper to obtain more information on the 5% to see if there is
82 any way to help. Mr. Verratti will look this. Chairman Dailey added State Rep, Carol Roberts is working
83 on a committee to expand broadband to remote places in Lyndeborough. Mr. Verratti spoke in regard to
84 the approvals for school safety grants which are earmarked for security camera and infrastructure
85 upgrades, replacing old analog cameras at WLC and installing two new ones at FRES. He is waiting for
86 final confirmation. Summer projects are being lined up which will keep the IT department busy all
87 summer.

88
89 Superintendent Lane informed members that because school was cancelled on April 16, the last day is
90 now June 20.

91
92 Superintendent Lane informed members to date there are 35 students enrolled in kindergarten which is
93 ahead of expectation and expect another 10-12 before school starts. The third kindergarten teacher will
94 be hired. He explained per policy, if we had over 18 per class (which is doubtful), he would ask for an
95 additional teacher (making 4). If we had 48 students (ideal) we would get additional revenue without
96 having to add cost. The warrant would still go through as is but with additional revenue the Board could
97 choose to put it in a school board holding account which would be guaranteed to be used for tax relief in
98 the fund balance.

99
100 Regarding the technology survey, it was requested to separate the responses by town. Regarding the
101 SAU server, Mr. Verratti clarified that there is backup on data but no back up for the operating system
102 itself. Normally there would be two working in tandem, a primary and secondary. The accounts do not

talk to each other and going forward they will be connected as the other buildings are. Regarding power outages, he confirmed UPS batteries and generators are at LCS and FRES. There is no generator at WLC but has a UPS battery for MS only.

Mr. Verratti explained what a maker space is, a collaborative work area for creating 3-D models or working with laser cutters. The general idea is that students would come to this area to do engineering and STEM related things.

The survey indicated students would like to use their Chromebooks more in math and it was questioned if this is something we should be looking at. Superintendent Lane noted this would be part of a project for the leadership team to look into. It was suggested to look at the devices being recycled to see if they could be useful to the students who do not have any. Mr. Verratti will look into this however notes most of it would not be useful to anyone. Mr. Post commented that it is a great survey and this is the kind of continuous improvement needed. In regard to the tablet use in math, he notes we need to find a way to integrate this; it's something they will need to have as we go forward.

b. Letters/Information

i. Communication

Superintendent Lane provided a memo regarding communication. He added that some things the Board will be informed of right away and sometimes he will provide limited details as matters do not always allow for discussion, for example, personnel and other matters such as these. His goal is to increase his level of communication and make sure the Board has the level of communication they need.

ii. Student Lunch Survey

Superintendent Lane gave an overview of the survey that went out to students grades 6-12, of which 152 responded. In summary, many do not like the menu items and all were complimentary of the food service staff. He has spoken with Ms. Tucker to see what can be done differently. A food service meeting will be held to discuss this. If the items were to be changed, there may be a change in cost. The amount of time to eat is a scheduling issue and this will be discussed to see how we can add some minutes on. He was there for a full day at the MS lunch and they were all served 6 minutes after they got in and at the HS it was 9 minutes. They had 15 minutes to eat and at the end there was not one student rushing however this was one given day. Once the parent survey is completed it will provide a complete picture. Chairman Dailey commented we now have data showing students bringing lunch from home and wonders if it is a financial thing or menu items, or time to eat. He believes we need to dig further into the problems that really exist.

iii. May 8, 2018 Public Hearing, Unanticipated Funds

Ms. Tucker informed members a public hearing needs to be held regarding unanticipated funds made available during the year, RSA 198:20-b. She noted typically this is grants. The public hearing will be scheduled for the beginning of the board meeting on May 8 with time allowed for the public to comment.

iv. Possible Board Workshop in May

Superintendent Lane questioned if the Board wanted to hold a workshop in May as in previous years. Chairman Dailey agreed a workshop should be scheduled to discuss their goals and assign priorities to the items for the Strategic Planning Committee. It was agreed to do this May 22, 2018 and brief business will be done if there is a need for appointments.

v. Hours of Testing

Superintendent Lane provided a memo regarding testing hours and noted grades 4 and 8 are the only ones that are really an issue, spending 17 hours on testing. Grade 11 takes the SAT, a state wide test. A 10th grader can take the SAT but not during the state testing time and it would not be paid for; there is the PSAT which 9 and 10 can take at no cost. Discussion was had with opinions shared regarding if it would be possible to decrease the testing time. Superintendent Lane comments that in speaking with Dr. Heon, we do have a base line but would like a two year base line. He notes the state is looking at

changes in testing which could result in less testing and also looking at allowing a waiver for us to use our own testing instead of requiring a state wide assessment. This is all still undecided at this point. He confirmed STAR 360 is not set up for HS. Mr. Vanderhoof questions if there is an assessment tool that goes up to 9th and 10th grade; Superintendent Lane will check with Dr. Heon. Discussion was had regarding students losing instruction time due to testing. Superintendent Lane notes that when they take an assessment they are using the skills they learn the rest of the time and the concept of STAR in particular is to give data we need to find strength and deficits and to better our instructional practices. These things are starting to take effect and down the road can we do less of it, especially if the state and federal government can help us with restricting their testing, probably. For students who need it more it could still be provided. Mr. Post comments that we put this structure in place and the way we measure it is to track it; we have strong data. Dr. Heon can adjust curriculum and focus and target on children that need help; by trying to walk the testing back it can undermine the progress we made. Mr. LoVerme notes he doesn't want to cut the testing back but wants to increase the number of school days so they have more school time.

VI. CONSENT AGENDA

There was no consent agenda to report.

VII. ACTION ITEMS

a. Approve Minutes of Previous Meeting

A MOTION was made by Mr. Ballou and SECONDED by Ms. LeBlanc to approve the minutes of April 3, 2018 as amended.

Voting: seven aye; one abstention from Mr. Post, motion carried.

b. Approve WLC Parking Lot Patching/Capital Reserve

Ms. Tucker reviewed the recommended proposal for patching the WLC parking lot (\$18,900 Tate Brothers) and requests the funds be withdrawn from the Building/Equipment and Roadways Capital Reserve. Discussion was had regarding the two quotes and what the differences between them are and that it appeared they may have been bidding on different things. Ms. Tucker explained the differences in the quotes. It was noted that it is helpful to see both of the quotes as they only received one. Chairman Dailey hopes we have checked to be sure the drainage issues are fine as a lot of the times it is filled to the top. It was suggested to create a form that shows for example, number of bidders, what it looks like and what was asked for in the bid, something for the Board to be able to compare the quotes. Mr. Vanderhoof asked for additional information on the other bidder Hudson Paving & Excavation. Ms. Tucker read both proposals. The conclusion was that (it appears) Hudson Paving was going down and repairing below the asphalt and Tate Brothers is just putting asphalt on and not fixing the problem and therefore Hudson Paving may be a better long term solution (if this is the case). The consensus was to table this until the next meeting and provide copies of both proposals for the Board to review.

c. Prioritize Strategic Planning Items

This was deferred and will be discussed at the Board's workshop.

d. Final 2018-19 School District Calendar

There was much discussion regarding the calendar with many opinions shared. Superintendent Lane added option 5 as requested in a memo which includes each option. He clarified that when he asked if the teachers would be amenable to option 5 they replied saying it would be a violation of the contract; he read that portion of the contract which relates to this. He noted October 5 is a non work day for teachers and is allocated to accommodate time spent during open houses; it may not be used for professional development. To add a day would create a problem as it would be the 6th professional development day (can only have 5). He tried last year unsuccessfully as it was grieved. At this point to add another day it would require teachers to vote on it and say yes. The calendar is due to the DOE April 20 which means a

resolution is needed this evening; an amendment can be made afterwards if needed. He confirmed the new teacher orientation is not part of the 5 days. He confirmed the teacher contract expires June 30, 2020. Several scenarios and varying opinions were discussed including paying the teachers for an additional day, staying with 174 days, changing from hours to days (180 day school year), would the teachers be amenable if they were paid, where would the funding come from, differences in options including cost, what was the original goal (increasing professional development vs. additional instruction time or both and would it/did it make a difference and the history behind the initial change from days), and which option is their best given the current circumstances. There were also varying opinions where the district is ranked. Superintendent Lane confirmed the only options that are consistent with the contract are 1, 2, and 3, and 4 or 5 would require a vote from the teachers.

Ms. Linda Cordileone, WLCTA president, gave some background relating to the change from days to hours and the intent of the “180 days” in the contract explaining it was there to give the Board the option to go back to the 180 days, (minus 22 minutes) and not meant to allow the Board to have 22 extra minutes and have the teachers and students stay. She added we exceed instructional time in hours.

It was noted what is not written in option 3 is the intent to take 8 minutes (in total) off teachers’ time before and after school each day.

Ms. Marcia Contarino, WLC teacher, spoke regarding the goal for student achievement and the vehicle is through professional development for teachers. She believes we are over in instructional time. She spoke of the school culture being a problem and the students being less motivated and not taking advantage of the time that is offered to them which she believes has to do with rolling grades. She spoke of feeling pressured to get the students through whether they have mastered it or not. Chairman Dailey notes this is not something we are addressing this evening. Ms. Contarino adds she doesn’t want the Board to mistake the teachers not wanting to do this as a lack of dedication. Ms. Cordileone notes it should go through the negotiations process. Chairman Dailey questions Ms. Cordileone if there is an option that would get us through until negotiations and Ms. Cordileone responds that she thinks the teachers would think about an extra professional development day if they were paid. Superintendent Lane, when asked, confirmed a need to increase both (instructional time and professional development) but the initial impetus was professional development although the Board has made it clear on multiple occasions at length wanting to increase instructional days.

A MOTION was made to adopt option 1 by Ms. Lemire and SECONDED by Mr. Legere.

Discussions continued.

Mr. Ballou moves the question.

Voting: via roll call;

<i>Ms. Fisk aye</i>	<i>Mr. Vanderhoof nay</i>
<i>Mr. Legere aye</i>	<i>Ms. LeBlanc, nay</i>
<i>Ms. Lemire aye</i>	<i>Mr. LoVerme nay</i>
<i>Mr. Ballou aye</i>	<i>Mr. Post nay</i>
	<i>Chairman Dailey nay</i>

Motion failed (7-4).

A MOTION was made by Mr. Vanderhoof and SECONDED by Mr. LoVerme for the Board to accept option 5 without additional cost, start date to be August 30, pending a vote by teachers (with the understanding the recommended calendar would be option 3 if the teachers did not accept).

Discussion was had and opinions shared regarding being bound to option 3 as part of the vote. Superintendent Lane notes by doing this he believes it puts the teachers association in an awkward scenario and the goal is to maintain positive relationships and have the ability to do this as we move forward. Discussion was had regarding the intent of the motion which was not to force the teachers into anything but to address the issue and avoid having to revisit it again. Option 5's intent was to be a compromise. Principal O'Connell shared that Superintendent Lane has articulated the Principals' concerns and there is a need for more professional development and supports adding days to address it. He also said going by minutes for the younger students, creates a long day and longer than any other elementary school in the area.

Ms. LeBlanc moves the question.

Voting: via roll call;

Mr. Vanderhoof aye

Ms. LeBlanc aye

Mr. Post aye

Ms. Fisk nay

Mr. Legere nay

Ms. Lemire nay

Mr. Ballou nay

Mr. LoVerme nay

Motion failed (5-3).

A MOTION was made to adopt option 3 by Mr. LoVerme and SECONDED by Mr. Ballou.

Voting: via roll call;

Ms. LeBlanc aye

Mr. LoVerme aye

Ms. Fisk, nay

Mr. Legere nay

Mr. Vanderhoof nay

Ms. Lemire nay

Mr. Ballou nay

Mr. Post nay

Motion failed (6-2).

A MOTION was made to adopt option 5 by Mr. Post and SECONDED by Mr. Vanderhoof.

Discussion was had regarding option 5 and it was confirmed an amendment could be done to the calendar if it was not approved by teachers (the 6th professional development day). This option does not change the number of student days.

Voting: via roll call;

Mr. Legere aye

Mr. Vanderhoof aye

Ms. LeBlanc aye

Ms. Lemire aye

Mr. Ballou

Mr. Post aye

Ms. Fisk aye

Mr. LoVerme nay

Motion carried (7-1).

Superintendent Lane will put a request together for the teachers to take a vote.

e. After School Programs

Superintendent Lane informed members of a couple of options including the Boys and Girls Club or bring in the Nashua Housing Authority or Boys and Girls Club to run a satellite here. It was noted having a satellite by the Boys and Girls Club had previously been approved by the Board however it fell

through. It was mentioned Tumbleweeds (childcare facility) owners are retiring and are hoping to sell. A survey was suggested to gain additional data. Superintendent Lane can research the numbers to see who are taking advantage of Tumbleweeds and Boys and Girls Club including the overflow that they cannot accommodate. Ms. Lemire commented that Milford is not easily accessible to all people in our community and it's important to have options in this building (FRES). Superintendent Lane will look at associated costs as well.

VIII. COMMITTEE REPORTS

i. Facilities

Ms. Tucker reported the timeline for 2018-19 meetings were discussed and they are keeping the same schedule of walkthroughs and CIP meetings. The first meeting is August 21 at 5 PM for a walkthrough at WLC which will include the fields. The rest of the schedule will be posted on the website. They discussed current projects and there are two different projects they have for masonry work but are having a tough time finding someone. They have some quotes in for repointing the chimney; one for \$38,000 and is the one they want to move forward with and bring to the Board. They hope to fund it with the fund balance. For WLC, there are 3 different items, parking lot patching (more information to come), facilities copper leak (being addressed), and some bathroom stalls that need repairing (the CIP shows a rebuild a few years out which will be updated). At LCS, the sewer pipe in the front entrance will be repaired during spring break and some painting needs to be completed. Projects in development are the tennis courts which they have a ball park figure for and are looking at roof replacement.

IX. RESIGNATIONS / APPOINTMENTS / LEAVES

• ABA Therapist Resignation-Kimberly Gish

Superintendent Lane informed members of two resignations, the first is Kimberly Gish, ABA Therapist; leaving after the break, no vote needed. The second is Diana Zoltko, FRES school nurse who is leaving the end of the year.

A MOTION was made to accept the resignation of Diana Zoltko, school nurse with regret, by Mr. LoVerme and SECONDED by Ms. Lemire.

Voting: all aye via roll call; motion carried unanimously.

X. PUBLIC COMMENTS

Ms. Becky Sours questioned the start date for students next year as option 5 has two choices of a start date. Superintendent Lane responded it is prior to Labor Day.

Ms. Kelly Gibson commented that maker space is a great idea. Regarding the computer survey, she was hoping the Board would look into those who don't have computer access not just for Lyndeborough and she is concerned what the kids have accessed and that the kids can get to inappropriate sites because they are savvy and it is hard to track the history. She added when we think about the internet we need to think about internet safety as well. Another issue she spoke on was the lunch room line and voiced that she wanted to speak for the SPED population who uses a USDA script forms which require the lunch staff to take extra time. She said they make the line wait when this happens and the student gets pressured from other kids. She challenges the number of minutes Superintendent Lane reported on the lunch lines and doesn't necessarily agree it is accurate. She discussed where the district is in regard to school ranking and refers to Amherst's site where it indicates we are ranked 40 out of 67 and says all the other schools are way above us. She also spoke regarding there being a lot of talk about longer days but when we are ranking 40th, what does that mean in the end and that this is a concept we really need to think about. She also spoke regarding testing and for those who can opt out, how is the district managing this and as a School Board how are we covering those children to make sure they are gaining. She stated "you are not worried about the minority you are only worried about the majority" and that there has been no dialog about them. She also spoke in regard to the boys and girls program, and states for

those who cannot afford to pay for daycare, you can almost go for free. She spoke to “Caitlyn” at the Boys and Girls Club (B & G Club) and they can house us she said especially with their new addition. She adds some of the families here don’t know this and B & G Club had asked to distribute flyers but the request was denied. Regarding special needs students, she said their policy is they will not take an “identified child” unless the school pays for a paraprofessional and an IEP amendment would need to be done to show the need.

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

A MOTION was made by Mr. LoVerme and SECONDED by Ms. Fisk to enter Non-Public Session to discuss personnel matters RSA 91-A: 3 II (A) (C) at 9:04pm.

Voting: all aye via roll call vote; motion carried unanimously.

RETURN TO PUBLIC SESSION

The Board entered public session at 9:35pm.

A MOTION was made to seal the non-public session minutes by Mr. LoVerme and SECONDED by Ms. LeBlanc.

Voting: all aye; motion carried unanimously.

XII. ADJOURNMENT

A MOTION was made by Mr. LoVerme and SECONDED by Ms. LeBlanc to adjourn the Board meeting at 9:37pm.

Voting: all aye; motion carried unanimously.

*Respectfully submitted,
Kristina Fowler*

DFA - INVESTMENT

The Wilton-Lyndeborough Cooperative School Board authorizes the Wilton-Lyndeborough Cooperative School District Treasurer, working in conjunction with the Superintendent and his/her designee and pursuant to RSA 197:23-a, to invest the funds of the District subject to the following objectives and standards of care.

OBJECTIVES

The three objectives of investment activities shall be safety, liquidity, and yield.

1. Safety of principal is the foremost objective in this policy. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital by mitigating credit and interest rate risk. This will be accomplished by limiting the type of investments and institutions to those stipulated by statute and fully covered by FDIC insurance or collateral approved pursuant to applicable law.
2. Liquidity of the investment portfolio shall remain sufficient to meet all operating requirements that may be reasonably anticipated.
3. Yield. The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above.

STANDARDS OF CARE

1. Prudence. The standard of prudence to be used by the District Treasurer and Superintendent, or his/her designee involved in the investment process, shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. They are directed to use the Government Finance Officer Association's Recommended Practices and Policy Statements Related to Cash Management as a guide to the prudent investment of public funds.
2. Conflict of interest. Officials involved in the investment process shall not engage in or have a financial interest in any activity or investment that could conflict with or could create the appearance of conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Investment officials, Auditors, and School Board Members shall disclose to the School Board any personal, business-related, or financial interests in financial institutions with which they conduct business that represent more than one percent ownership. They shall also disclose financial relationships or business responsibilities that represent more than one percent ownership in the organization that could be related to the impartial management of the District's financial assets. Where conflicts of interest or the appearance of conflict of interest cannot be avoided through policies or procedures approved by the School Board, affected officials(s) shall recuse themselves from subject decisions.
3. Internal Controls. The District Treasurer and Superintendent or his/her designee shall establish a system of internal controls which shall be documented in writing. The internal controls shall be reviewed periodically by the School Board and an independent auditor.

The Board will annually review and adopt the investment policy.

Legal References:

RSA 197:23-a, Treasurer's Duties

RSA 383:22, Public Deposit Investment Pool

RSA 386:57, Collateralization of Funds

See Policy DFA-R

Final Adoption: June 2, 2010

Revision: February 11, 2014

2nd Revision: April 7, 2015

Annual Adoption: May 10, 2016, May 9, 2017

Wilton-Lyndeborough Cooperative School District
School Administrative Unit #63

192 Forest Road Lyndeborough, NH 03082
603-654-8088

Bryan K. Lane
Superintendent of Schools

Betty Moore, M.Ed.
Director of Student Support Services

Lise Tucker
Business Administrator

TO: The WLC School Board
FROM: Bryan Lane
DATE: 5/1/18
RE: Nomination for Victoria Walsh

Please accept this as a nomination for Victoria Walsh to fill the open high school social studies position at WLC. Tori is a graduate of Central High School in Manchester and is looking to come back to New Hampshire after living in Virginia since 2009. She has a bachelor's degree in history and master's degree in teaching, both from the University of New Hampshire.

In her time in Virginia she has taught all levels of history with a focus in World History. With her experience and background we will be able to bring AP World History into the course offerings at WLC as a class for juniors or seniors to take. Tori has extensive background in integrating technology into teaching and has found this is a great way to bring in primary documents into the student experience. I asked her about reaching students who may struggle or may not have an interest in history. Her response was that she has find ways to find versions of primary documents that use current day language and relates them to current events so they gain relevance. She has a background in working with special needs students as well as those students who are advance in their skills. He technology background includes the use of PowerSchool, Promethean boards and Chromebooks, all fit right into our technology platform.

This position was budgeted for Michael Dupont at a salary of \$51,000. The candidate pool including 53 applicants and six were called in for interviews.

I recommend a motion to nominate Victoria Walsh as a social studies teacher at WLC at master's step 10, a salary of \$53,000.

March 16,
2018

Victoria Walsh
108 Woodburn Drive
Hampton, VA 23664
Cell- (603) 361-3387
vrw.walsh@gmail.com

Education:

- 2008 Master of Arts in Teaching, University of New Hampshire, Durham, NH.
GPA 3.69
- 2007 Bachelor of Arts, University of New Hampshire, Durham, NH.
Major: History and Classics Phi Beta Kappa, Magna Cum Laude
GPA 3.63

Teaching Experience:

- 06/11-Present **Social Studies Teacher, Bethel High School, Hampton, VA**
- Taught ninth grade academic/inclusion/honors course, *World History I*
 - Taught tenth grade academic/inclusion/honors course, *World History II*
 - Taught tenth grade AP course, *AP World History*
 - Content Leader for *World History II* from 2012-Present
 - State testing (SOL Remediation) lead for *World History I* and *World History II* summer 2012-2017
 - *World History II* Summer SOL Remediation (4 weeks) Course Teacher 2016-2017
 - Power School Teacher Expert
 - Participated in the AP World History Annual Conference in Philadelphia, PA in 2014
 - Participated in the AP World History programs at the College of William and Mary in 2012, 2014, 2016
- 07/10-06/11 **Social Studies Teacher, Benjamin Syms Middle School, Hampton, VA**
- Taught sixth grade course, *United States History*
 - Started and ran the Langley Air Force Mentors program
 - Participated in a full year US History teaching grant with various workshops and field trips
- 12/09-06/10 **Long-Term Social Studies Teacher, Phoebus High School, Hampton, VA**
- Taught tenth grade academic level course, *World History II*
 - Taught ninth grade academic level course, *World History I*
 - Participated in state testing weekend and summer remediation program
- 9/08-6/09 **Social Studies Teacher, Merrimack High School, Merrimack, NH.**
- Taught tenth grade college prep History course, *World History*.
 - Taught eleventh grade college prep History course, *U.S. History*.
 - Taught tenth-twelfth grade heterogeneous History elective course, *Global Issues*.
- 9/07-6/08 **Graduate Intern, Souhegan High School, Amherst, NH.**
Accepted for a full-year internship at Souhegan High School.
Souhegan is a member of the Coalition of Essential Schools.
- Taught twelfth grade interdisciplinary, heterogeneous Humanities course, *Ethics Seminar*.
 - Taught eleventh and twelfth grade heterogeneous History course, *Western Civilization*, for college credit.
 - Serving as an Academic Advisor to nine students who meet daily to discuss academic and social issues.
 - Mentoring a senior through a yearlong Senior Project

Co-Curricular Experience:

- 08/10-6/11 **Coordinator/Creator, Langley Mentors Program**
- Created a program where upstanding men and women from Langley Air Force Base were paired with struggling students.
 - Mentors would come bi-weekly to eat lunch and meet with their mentees
- 9/08-6/09 **Member, NEASC recertification group, Leadership and Organization**
- Worked on collecting information about how the principal and administration leads.
- 11/08-2/09 **Coach, Alpine Ski Team, Merrimack High School, Merrimack, NH.**
- Coached the boys and girls teams – taking them to meets around the state.
 - Took a select few to States at Sunapee Mountain.



March 16,
2018

Victoria Walsh
108 Woodburn Drive
Hampton, VA 23664
Cell- (603) 361-3387
vrw.walsh@gmail.com

2/09-6/09

Coordinator, Youth Venture Program – United Way, Merrimack, NH.

- Asked to be the coordinator of the Youth Venture Program in partnership with the United Way.
- Get students interested in creating their own sustainable project.
- Helping them to write a proposal and presenting it to the panel to receive grant money,
- Aiding them

9/07-6/08

Advisor, Senior Ethics Forum, Souhegan High School, Amherst, NH.

- Led students in various events to raise money for a school they are going to build in Africa
- Helped students formulate ideas for their presentation at the sports leadership conference
- Guided students through: How To Teach Sophomores The Art Of Debating And Ethics

9/04-5/07

Member, Eta Sigma Phi (National Classics Honor Society) University of New Hampshire Chapter

- Played a key role in the program geared toward Building a Classics Community at UNH
- Organized and assisted in contacting speakers for lecture events
- UNH Chapter President September 2005- May 2006

3/06-present

Phi Alpha Theta (History Honor Society) University of New Hampshire Chapter

4/07-present

Phi Beta Kappa University of New Hampshire Chapter

9/04-5/07

History Undergraduate Committee

- One of three members responsible for being an active voice for the undergraduates at UNH
- Presented and awarded prizes for research papers
- Reviewed proposals for new courses

9/03-5/07

UNH Intramurals

- Worked as a referee in the basketball and soccer intramural programs

Additional Work Experience:

6/00-8/07

Camp Counselor, YMCA Camp Half Moon, Goffstown, NH And Summer Sports Camp Manchester YMCA

- I was responsible creating and teaching group activities.
- I was a supervisor in charge of about eight counselors and their respective groups.

12/01-03/08

Ski Instructor, McIntyre Ski Area, Manchester, NH

- Teach ski clinics for new instructors as well as group and private lessons for all ages

***Wilton-Lyndeborough Cooperative School District
School Administrative Unit #63***

192 Forest Road Lyndeborough, NH 03082
603-654-8088

Bryan K. Lane
Superintendent of Schools

Betty Moore, M.Ed.
Director of Student Support Services

Lise Tucker
Business Administrator

TO: The WLC School Board
FROM: Bryan Lane
DATE: 5/1/18
RE: Nomination for Catherine Blais

Please accept this as a nomination for Catherine Blais to fill the open position of middle school science teacher. Catherine has a Bachelor of Science degree from the University of Rhode Island and has been teaching for 15 years. Her current principal describes her as a “gem”. In her current assignment, in Elkton, Virginia, students have access to Chromebooks and she has immersed the use of technology into her classroom. She is an experienced educator who will bring a strong set of skills in both instruction and assessment. Catherine has decided to move back to the area to be closer to family.

This position was budgeted at \$42,000. Catherine was one of 15 applicants with six being interviewed for the position. In her current employment, Catherine was offered a contract for the coming school year.

I recommend a motion to nominate Catherine Blais as a middle school science teacher at WLC at bachelor’s step 16, a salary of \$58,000.

Professional Summary

Science teacher with extensive experience working in the middle school classroom. Presenting information in a variety of ways and emphasizing the relevance of the material to the world outside the classroom. Implementing strategies to improve student performance. Developing critical thinkers and future leaders. Fostering positive relationships with students and their parents.

Teaching Experience

Elkton Middle School

Elkton, Virginia

2014-Present

Seventh Grade Science Teacher

- Design and development of seventh grade science curriculum and pacing guide
- Design and implementation of differentiated science lessons
- Design and incorporate technology into science lessons
- Attended extensive professional development on integration of technology in the classroom
- Coach for the "You Be the Chemist" national competition

Louisa County Middle School

Mineral, Virginia

2012-2014

Eighth Grade Science Teacher

Sixth Grade Science Teacher

- Design and development of eighth grade and sixth grade science curriculum and pacing guide
- Design and implementation of differentiated science lessons
- Faculty member of the Instructional Leadership Correlate
- Developed and implemented after school sixth grade science club

Plainfield Central School

Plainfield, Connecticut

2006-2012

Eighth Grade Science Teacher

- Design and development of eighth grade science curriculum and pacing guide
- Collecting data on student achievement using Common Formative Assessments
- Implementation of strategies for reading in the science content area

Science Faculty Coordinator

- Responsible for the development of yearly science budget
- Facilitator of science department meetings including conducting and organizing professional development

School Activities

After school faculty leader for the Environmental Club and Board Game Club

Exeter-West Greenwich Jr. High School

West Greenwich, Rhode Island

2004-2006

Seventh Grade Science Teacher

Eighth Grade Science Teacher

- Member of an interdisciplinary "looping" team with an advisory program
- Trained through the University of Rhode Island GEMS-NET program in inquiry based teaching strategies
- Coach of the Science Olympiad team made up of seventh and eighth grade students, including special needs students

Portsmouth Middle School

Portsmouth, Rhode Island

2003-2004

Eighth Grade General Math/Algebra Teacher

Brown University

2009-2014

Co-curricular Science Instructor

- Create inquiry based activities for middle school students attending Brown University's SPARK summer program

Education

University Of Rhode Island
Kingston, Rhode Island
2000-2003

B.S. Secondary Education-Science Middle School Endorsement

Certification

Commonwealth of Virginia
Collegiate Professional License
Middle Education 6-8 Science

State of New Hampshire
Middle Level Science (5-8)

Wilton-Lyndeborough Cooperative School District
School Administrative Unit #63

192 Forest Road Lyndeborough, NH 03082
603-654-8088

Bryan K. Lane
Superintendent of Schools

Betty Moore, M.Ed.
Director of Student Support Services

Lise Tucker
Business Administrator

TO: The WLC School Board
FROM: Bryan Lane
DATE: 5/1/18
RE: Nomination for Gregory Zekser

Please accept this as a nomination for Gregory Zekser to fill the open high school chemistry/physics position at WLC. Greg has a Bachelor of Science degree in biochemistry from the University of Maine and a master's degree in education from Lesley University. He is currently certified and working in Massachusetts with 9 years of teaching experience. There is a reciprocity agreement between Massachusetts and New Hampshire, transferring certification should be no issue.

In speaking with the Principal at Arlington High School, Greg builds good relationships with students and has a great deal of knowledge about his subject area. He is engaging as a teacher and gets students involved with lessons presented. His colleagues describe Greg as a collaborator and he emphasizes project based learning through laboratory experiences. His peers indicate that his knowledge level has helped to advance their own teaching. In multiple letters it is described that he will be a loss to their school community.

Outside of teaching in the school environment, Greg has worked as a biochemist and done research at various universities before deciding to teach. The research world was very rewarding but in our discussion he indicated that working on grant money that may be inconsistent was not an easy thing to do.

This position was budgeted for Susan Rolke at a salary of \$62,000. The candidate pool was limited with 5 applicants.

I recommend a motion to nominate Gregory Zekser as a chemistry/physics teacher at WLC master's step 9, a salary of \$51,000.

11 Drexel Drive
N. Chelmsford, MA 01863

E-mail : gzekser@gmail.com
Home Phone: (978) 455-9452

Mobile Phone: (978) 844-4835

Gregory A. Zekser

CAREER OBJECTIVE

Gregory A. Zekser is a creative professional, striving to become a master educator.

LICENSURE

Massachusetts High School Math
Massachusetts High School Physics
Massachusetts High School Chemistry
Massachusetts Middle School Math/Science

EDUCATION

Master of Education, Middle School Math/Science, GPA 3.85
Class of 2009
Lesley University, Cambridge, MA

B.S. in Biochemistry, GPA 3.26
Class of 1997
University of Maine, Orono, ME

High School Diploma, GPA 3.90
Class of 1993
Nashua High School, Nashua, NH

CLASSROOM EXPERIENCE

Licensed High School Chemistry and Physics Educator 08/16 - 06/18
College Prep. and Honors Level.
Arlington High School
Arlington, MA

Licensed High School Chemistry Teacher 11/14 - 06/16
College Prep. and Honors Level. AP certified
Narragansett Regional High School
Baldwinville, MA

Licensed High School Math Educator 09/13 - 10/14
Basic Algebra through Pre-calculus
Narragansett Regional High School
Baldwinville, MA

High School Math Teacher 11/12 - 6/13
Long term Substitute
Dracut High School
Dracut, MA

Certified Tutor

Sylvan Learning Centers
Acton and Fitchburg, MA

09/12 - 11/12

- Assisting students from age 8-18
- Reading, Writing, Math; SSAT, SAT, ACT Test preparation

5th Grade Math Teacher

08/11 - 06/12

Licensed Educator
Arlington Middle School
Lawrence, MA

- Teaching Prentice Hall and Connected Math curriculum
- Familiarity with Mimio software and hardware
- Level one SIOP certified

8th Grade Math Teacher

08/09 - 06/11

Licensed Educator
Arlington Middle School
Lawrence, MA

- Teaching Prentice Hall and Connected Math curriculum
- Utilized Powerschool and Outlook educational and communication software
- Teaching reading through the Success for All program

7th Grade Math Teacher

01/09 - 05/09

Long Term Substitute
Blanchard Middle School
Westford, MA

- Teaching Glencoe, Connected Math, and Holt textbooks
- Utilized iPass and First Class educational and communication software
- Participated in administrative and professional development meetings

REAL WORLD EXPERIENCE

Associate Scientist/Research and Development

01/98 to 04/08

Harvard Medical School, Johns Hopkins Medical Institute, Human Genome Sciences, Becton and Dickinson, Harvard School of Public Health, Abbott Bioresearch Center Greater Boston and Greater Baltimore/D.C.

- Accumulated extensive knowledge in biochemistry, microbiology, and molecular biology
- Practiced algebra level mathematics on a weekly basis
- Performed DNA purification from blood and PCR products
- Sequenced DNA on a variety of technological platforms

Wilton-Lyndeborough Cooperative School District
School Administrative Unit #63

192 Forest Road Lyndeborough, NH 03082
603-654-8088

Bryan K. Lane
Superintendent of Schools

Betty Moore, M.Ed.
Director of Student Support Services

Lise Tucker
Business Administrator

TO: The WLC School Board
FROM: Bryan Lane
DATE: 5/1/18
RE: Nomination for Jason Shea

Please accept this as a nomination for Jason Shea for one of the open math positions at WLC. Jason has a Bachelor of Science degree in mathematics and a master's degree in education both from Eastern Connecticut State College. Jason's professional experience include teaching high school for four years, working with students at all levels and has built relationships with students through coaching. For the past 8 years he has been teaching at Goodwin College. Jason's knowledge of mathematics and teaching experience builds the capacity for teaching statistics and calculus as well as all levels of math.

In speaking with Jason, I found him to have a philosophy of engaging students in math through life experiences. His philosophy is that math is part of daily life and that everyone can find its importance. His department chair at Goodwin College was very specific in that they were sad to see him leave and that we would not only be adding a fine teacher to our staff but a good person as well. Colleagues indicate that he is a person who builds positive relationships, goes beyond the standard expectation for students. He is a person who shares and works well with others helping to build a better math department.

This position was budgeted for David Shelsky at a salary of \$53,000. The candidate pool included 12 applicants.

I recommend a motion to nominate Jason Shea as mathematics teacher at WLC master's step 14, a salary of \$61,000.

JASON SHEA

109 Westerly Terrace, East Hartford, CT 06118 | | C: 860-933-4710 jasonshea24@gmail.com

Summary

Dynamic mathematics professor, passionate about making the world of mathematics accessible and relevant to all students. Long track record of fostering student learning, creates a comfortable learning environment for all types of learners.

Education

Master of Science, Secondary Mathematics Eastern Connecticut State University - Willimantic, CT, USA Honors: 3.9 GPA	2006
Bachelor of Science, Mathematics Eastern Connecticut State University – Willimantic, CT, USA Honors: Dean's list junior and senior years. Represented the math department in college bowl.	2004

Highlights

Developmental – Calculus instruction	Educational technologies expertise
Classroom management	Online course design
CT teaching certification	Secondary & Post-secondary educator
Curriculum development	Curriculum analysis

Experience

Curriculum Director of Mathematics Goodwin College – East Hartford, CT * Develop curriculum and improve mathematics course offerings * Design classes to align with program goals * Hire, manage and evaluate math faculty * Develop improvement plans for faculty	Jan 2015 – current
Assistant Professor of Mathematics Goodwin College – East Hartford, CT * Foster student learning and critical thinking * Brought Mathematics classes to an online format * Bridged gap between the college and the CTRA high school	Jan 2009 - current
Adjunct Professor of Mathematics Eastern Connecticut State University – Willimantic, CT * Make mathematics education relevant while teaching Intermediate Algebra, Math for Liberal Arts, Pre-Calculus, Calculus, and Statistics * Incorporate technology into the curriculum to help students visualize and comprehend the material	Aug 2007 – current
Adjunct Professor of Mathematics Asnuntuck Community College - Enfield, CT * Teach intermediate algebra	Fall 2016 – current
Mathematics Teacher Windham Board of Education – Willimantic, CT * Taught all levels of high school Mathematics * Participated in Project Open Doors to make Calculus reachable for more students * Coached Freshman baseball and basketball	Feb 2005 – Jan 2009

***Wilton-Lyndeborough Cooperative School District
School Administrative Unit #63***

192 Forest Road Lyndeborough, NH 03082
603-654-8088

Bryan K. Lane
Superintendent of Schools

Betty Moore, M.Ed.
Director of Student Support Services

Lise Tucker
Business Administrator

TO: The WLC School Board
FROM: Bryan Lane
DATE: 5/1/18
RE: Nomination for Cheryl Balusek

Please accept this as a nomination for Cheryl Balusek to fill one of the open high school mathematics positions at WLC. Cheryl has 17 years of teaching experience and has a bachelor's degree from the University of North Carolina. As a member of an armed forces family, Cheryl has had teaching positions in Nevada, North Carolina as well as Colorado with experiences in both middle and high school. She has taught everything from pre-algebra to pre-calculus.

In our conversation we focused on how Cheryl incorporates an interactive notebook that helps students organize their mathematical knowledge so that the processes of math are easily accessible until they become common practice. Her references speak about how Cheryl teaches the whole child. I spoke to her about working with the reluctant math student. Her instructional strategy is to create a system for students that they can trust to guide them through the processes of mathematical computation. She spoke with compassion about those students who struggle. Her references comment on how she is available to assist students after school and during the school day. All agree that Cheryl is a talented teacher who really cares about her students.

This position was budgeted for Laura Warden at a salary of \$51,000. The candidate pool included 12 applicants.

I recommend a motion to nominate Cheryl Balusek as mathematics teacher at WLC bachelor's step 17, a salary of \$59,000.

Cheryl L. Balusek
142 Mardella Way
Holly Ridge, NC 28445
Phone: (702) 806-8507
Email: lilsassy1977@gmail.com

Career Objective

To obtain a mathematics teaching position in the Southern New Hampshire Region.

Career Overview

Career classroom educator with experience in teaching mathematics at the middle school and high school levels. Success consistently validated by top test scores attained by my students.

August 2015-Present: Teacher, Topsail High School, Hampstead, NC

- Taught Math 1, Math 1 Yearlong, Math 2, and Math 2 Honors.
- Member of the data and PLC teams.
- Member of the SIT team.
- Member of the PBIS and MTSS team.

January 2015-June 2015: Teacher, Northside High School, Jacksonville, NC

- Taught Pre-calculus, Foundations, and Math 2.
- Worked on developing and finding curriculum for Math 1 yearlong.

July 2014-November 2014: Teacher, Vista Ridge High School, Colorado Springs, CO

- Taught Algebra I, Geometry, and Algebra II.
- Worked as the lead teacher for Algebra I.
- Utilized the IPAD and Apple TV within my lessons.

August 2008-June 2014: Teacher, Cashman Middle School, Las Vegas, NV

- Taught seventh grade mathematics, Pre-algebra, and Algebra I. Incorporated and presented workshops on the interactive notebook that helps students stay actively engaged, organize their notes for reference for the current year, and years to come.
- Participated as a key member in the School Improvement Plan.
- Worked as a new teacher mentor.
- Helped to recruit students to our AMSE (Academy of Math Science and Engineering) program.
- Taught as a co-teacher in an inclusion classroom.

August 2005-June 2008: Teacher, Russell Middle School, Colorado Springs, CO

- Taught eighth grade mathematics, Algebra I, and was an eighth grade math interventionist.
- Led development and implementation of a successful math program tailored for tier 1 and tier 2 students.
- Helped set up the math booth for showcase evenings.

August 1999-March 2004: Teacher, Topsail Middle School, Hampstead, NC

- Taught Seventh grade mathematics, seventh grade science, eighth grade mathematics, and Algebra I.
- Nominated and accepted to attend the North Carolina Teacher Academy during the summers of 2000 and 2001.
- Participated as a key member of Topsail Middle School Technology Committee.
- Acted as Teacher Assistance Team (TAT)/504 co-chair responsible for the coordination of all TAT team responsibilities.
- Presented three workshops at the county level: one involving multiple intelligences and two on using the graphing calculator; one workshop at the NCCTM regional conference also involving activities with the graphing calculator; and one workshop at the North Carolina Council of Teachers of Mathematics (NCCTM) state conference involving a statistics project. Co-presented at a workshop at UNC-W and Triangle Research Park concerning Topsail Middle School being a National School to Watch.
- Nominated and participated in a cultural exchange with UNC-W and Japan
- Served as math department co-chair during the 2002-2003 school year.

Teaching State of Colorado, valid through 3/24/2019

Certifications State of North Carolina, valid through 6/30/2022
State of New Hampshire, valid through 6/30/2021

Education University of North Carolina at Wilmington, BA in Middle School
Education with a concentration in math and science

***Wilton-Lyndeborough Cooperative School District
School Administrative Unit #63***

192 Forest Road Lyndeborough, NH 03082
603-654-8088

Bryan K. Lane
Superintendent of Schools

Betty Moore, M.Ed.
Director of Student Support Services

Lise Tucker
Business Administrator

TO: The WLC School Board
FROM: Bryan Lane
DATE: April 25, 2018
RE: Nomination for Holly Lafoe

Please accept this as a nomination for Holly Lafoe to fill the open elementary teaching position at Florence Rideout Elementary School. Holly will be graduating from Keene State College with a Bachelor of Science in elementary education and in minor in sociology in May. She has just completed a successful teaching experience at Cutler Elementary School in Swanzey. Holly was one of over 30 candidates for the position and was chosen as one of two finalists by the FRES committee.

Holly has strong letters of recommendation from her professors at KSC as well as her cooperating teacher. The words used to describe Ms. Lafoe include positive, dedicated, respectful, curious, enthusiastic, and communicative. Holly has worked well as a collaborator in the educational experience as well as with her cooperating teachers at Swanzey. She has had experience with the "Responsive Classroom" initiative that is in place at FRES for all classes.

After some requested grade level transfers, Holly will fill a position in the fourth grade filling the open position left with the retirement of Mr. Zink.

I recommend a motion to approve the nomination of Holly Lafoe as a teacher at Florence Rideout Elementary School at bachelor's step 1 with a salary of \$37,000. The budgeted salary for this position was \$60,987.

Holly B. Lafoe

17 Columbus Ave, Exeter, New Hampshire 03833

(603) 583-9124

hollylafoe8@gmail.com

Education

Keene State College, Keene, NH

Anticipated May 2018

Bachelor of Science Elementary Education/Sociology—*Summa Cum Laude*

Certifications

State of New Hampshire Educator Licensure

Anticipated May 2018

Praxis 2 Certification Exam

July 2017

First Aid and CPR Training

July 2017

Experience

3rd and 6th Grade Student Teacher, January 2017-present

Cutler Elementary School. Swanzey NH

Associate Teacher, May 2016-present

Great Bay Kids Company, Exeter, NH

Associate Teacher, September 2014-present

Child Development Center, Keene, NH

Associate Teacher, June 2014-December 2015

Kingston, Children's Center, Kingston, NH

Curriculum Planning/Classroom Management

- Responsive Classroom Approach and Professional Learning Community Model (PLC)
- Weekly Grade Level Curriculum Planning and Student Evaluation
- Implemented *Envision Math* Instruction
- Adapted *Daily 5 Café* Model for Reading Workshop and Utilized Running Records
- Participated in Parent-Teacher Conferences and Contributed to Special Education/IEP Meetings

Technology

- Utilization of SmartBoard, Document Camera, iPads, Chrome Books, Planbook, and Google Classroom

Professional Development

- STEM/STEAM Curriculum Exploration
- Google Classroom Training

Additional Interests

Crafting/Scrapbooking, Nature Walks, Cooking/Baking, Volunteering, Boston Sports Fan

References

Sadie Elliott

Sixth Grade Methods Cooperating Teacher—Cutler Elementary School
Contact: (603)-352-3383/ selliott@mrstd.org

Jackie Beaudry

Supervisor/Pre-School Teacher—Child Development Center
Contact: (603)-358 2213/ Jacqueline.beaudry@keene.edu

Bekah Kistler

Director—Great Bay Kids Company
Contact: (603)-772-4132/ b.kistler@greatbaykidsco.org

Mackenzie Royce

Preschool Teacher—Child Development Center
Contact: (603)-358-2218/ Mackenzie.Royce@keene.edu

***Wilton-Lyndeborough Cooperative School District
School Administrative Unit #63***

192 Forest Road Lyndeborough, NH 03082
603-654-8088

Bryan K. Lane
Superintendent of Schools

Betty Moore, M.Ed.
Director of Student Support Services

Lise Tucker
Business Administrator

TO: The WLC School Board
FROM: Bryan Lane
DATE: 5/1/18
RE: Nomination for Taylor McArdle

Please accept this as a nomination for Taylor McArdle to fill the position created by the approved warrant article for a kindergarten teacher. Taylor has a bachelor's degree in Psychology from New England College and a master's degree in Early Childhood Education from Lesley University. Taylor has successfully completed a student teaching experience at Bancroft Elementary school in Andover, Massachusetts. Prior to that experience, she was a full time para-educator in the Bow School District working with students with special needs.

Reference letters and phone conversations recommend Taylor without reservation. At both Bow Elementary and at Bancroft supervisors use the words dedicated, conscientious, hard-working, communicator, and strong organizational skills. Each is confident in Taylor's continued success as an educator.

This position was budgeted, from the warrant article at a salary of \$42,000. The candidate pool included 35 applicants and six were called in for interviews. Taylor has passed all of the MTEL examinations and is in the process of applying for New Hampshire Certification.

I recommend a motion to nominate Taylor McArdle as a kindergarten teacher at LCS at master's step 1, a salary of \$40,000.

Taylor A. McArdle

75 Greenview Drive, Apt #22, Manchester, NH 03102
(603)568-0491 tmcardle@lesley.edu

Education

Lesley University

Master of Education, Early Childhood Education

GPA: 3.84 (4.0 scale)

Cambridge, MA

Sept 2016- present

New England College

Bachelor of Arts, Psychology

GPA: 3.65 (4.0 scale)

Henniker, NH

Sept 2014- May 2016

Licensures

- Initial License, Early Childhood Education (PreK-2) for Students with and without Disabilities, Massachusetts Anticipated May 2018
- Sheltered English Immersion Endorsement

Professional Experience

Bancroft School

Andover, MA

Practicum/Student Teaching, 1st Grade

Jan 2018- present

- Completed approximately 400 hours (100 full-responsibility hours) in a classroom environment
- Managed a classroom of 19 first grade students
- Designed and implemented lesson plans across all subject areas that aligned with the Massachusetts Curriculum Frameworks and utilized programs such as Wilson Foundations, Math in Focus, Lucy Calkins Writing Program, Open Circle, and FOSS Science
- Created and analyzed results of various formative and summative assessments
- Attended parent-teacher conferences

Bow Elementary School

Bow, NH

Special Education Paraprofessional, Kindergarten

May 2017- Jan 2018

- Worked as an integral member of the instructional team created to successfully provide services to individual students in accordance with the goals and objectives identified in their Individualized Education Plans
- Provided behavioral support to children with social and emotional needs
- Provided ongoing support to the special education teacher and to the lead classroom teacher
- Became familiar with the Responsive Classroom approach to teaching
- Administered a variety of formative and summative assessments to determine grade-level measures including the Words Their Way Spelling Inventory, PALS Literacy Assessment Tools, and the Primary Number and Operations Assessment
- Prepared student charts, work folders, and other secretarial duties as assigned by the special education teacher and the lead classroom teacher
- Supervised and worked with students both independently and in small groups

- Helped keep students motivated, engaged, and focused throughout their daily activities
- Assured students' safety and monitored their daily activities inside and outside of the classroom setting

Bow Memorial School

Bow, NH

Special Education Paraprofessional, Grades 5-8

June 2017- Aug 2017

- Monitored and supported progress for children with disabilities under direct supervision of special educators
- Scaffolded instruction for children correlated with their Individualized Education Plans
- Worked collaboratively with team members to ensure students' successful transitions from grade to grade

Bow Youth Center

Bow, NH

Associate Teacher, Preschool Program

Aug 2010- May 2017

- Monitored students during their daily activities
- Assured students' safety both inside and outside of the classroom setting
- Provided ongoing support to the lead classroom teacher
- Designed and implemented classroom activities
- Maintained communication with parents regarding children's progress

Early Field Experiences

Zervas Elementary School

Newton, MA

2nd Grade

Jan 2017- May 2017

Bow Elementary School

Bow, NH

1st Grade

Jan 2016- May 2016

- Provided ongoing support to the lead classroom teachers
- Prepared classroom materials and equipment
- Oversaw students' daily activities
- Designed and implemented formal whole-group and small-group lesson plans

Additional Classroom Experiences

New England College

Henniker, NH

Teaching Assistant, PS/SO 2050: Social Psychology

Sept 2015- Dec 2015

Harry F. Abate Elementary School

Niagara Falls, NY

Volunteer, 3rd Grade

Jan 2013- May 2013

Boys & Girls Club of Greater Concord

Concord, NH

Volunteer

Jan 2012- June 2012

Professional Development

- MSB Medicaid Training *September 2017*
- Social and Emotional Learning Training *August 2017*
- Red Cross First Aid, CPR, and AED Certification Training *November 2015*

Laura Warden
2 Country Club Drive Apt. 18
Manchester, NH 03102
(845) 594-4438
wardla99@gmail.com

April 20, 2018

Superintendent Bryan Lane
Wilton-Lyndeborough Cooperative School District
192 Forest Road
Lyndeborough, NH 03082

Dear Superintendent Bryan Lane,

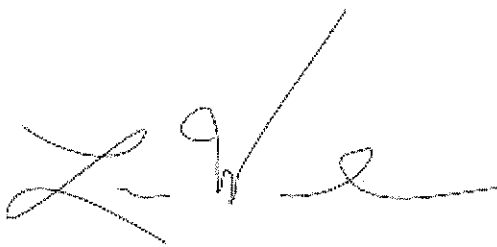
Please accept this letter of my official resignation from my position as High School Mathematics teacher with the Wilton-Lyndeborough Cooperative School District as I will not be renewing my contract for the 2018-2019 school year.

I have enjoyed my year here and am thankful for being given the opportunity to help our students. It has been a pleasure to learn from them as well as teach them.

Let me know if you need any additional information and do not hesitate to reach out with questions by phone at (845) 594-4438 or email at wardla99@gmail.com.

Sincerely Yours,

Laura Warden

A handwritten signature in black ink, appearing to read 'L. Warden', with a long horizontal line extending to the right.