

Public Notice of Meeting
WILTON-LYNDEBOROUGH COOPERATIVE SCHOOL BOARD MEETING
Tuesday, January 9, 2018
Wilton-Lyndeborough Cooperative M/H School-Media Room
6:30 p.m.

- I. CALL TO ORDER-Harry Dailey-Chair**
- II. ELEMENTARY STUDENTS OF THE MONTH**
- 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
 - CIP Worksheet
 - Food Service Forecast 17-18
 - iii. Principals' Reports
 - iv. Curriculum Coordinator's Report
 - b. Letters/Information**
 - i. Master Plan Approval-DOE
- VI. CONSENT AGENDA**
- VII. 7:00PM JOINT BOARD & BUDGET COMMITTEE SESSION**
 - a. FY 2018-2019 Budget Review Session**
- VIII. PUBLIC COMMENTS**
- IX. BOARD BUDGET/WARRANT DISCUSSION**
- X. ACTION ITEMS**
 - a. Approve Minutes of Previous Meetings**
 - b. Transfers**
- XI. COMMITTEE REPORTS**
 - i. Budget Liaison
- XII. RESIGNATIONS/APPOINTMENTS/LEAVES**
- XIII. PUBLIC COMMENTS**
- XIV. ADJOURNMENT**

INFORMATION: Next School Board Meeting-January 23, 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
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
January 9, 2018

The last day of school prior to the holiday break a snowy one. Looking at the weather reports it was obvious that snow would begin falling early in the morning of the 22nd and continue throughout the day. With this in mind I made the unusual decision to cancel school before school let out on the 21st. I took into consideration that the decision would not change and that this might give families time to plan and to travel early if that was in their plans.

On January 4, I will be meeting with the staff at WLC to have a follow up conversation about the potential of changing the middle school structure. Specifically, we will be speaking about the schedule itself and how it will affect both the high school and middle school. Mr. Bagley will be prepared to meet with the board on January 9 to discuss his view of the possible changes.

On December 22, the district and the Office of Civil Rights came to a voluntary agreement with a complaint lodged on behalf of a student. The complaint alleged that there were portions of a 504 plan that were not followed in the first quarter of the school year. While the issue has been corrected, there was a time period that specific items were not followed through with. The district has agreed to allow the student to make up assignments, retake an assessment and will provide consistent communication with the parent regarding the student's progress.

The van that was leased is creating opportunities for the district to save on transportation costs as expected. We are transporting students to CTE classes and one special education student is being transported with the van as well. The athletic program is using the van as is appropriate and in the months to come, the dance team will also use the van instead of the bus.

I attended the WLC winter concert that was held on Wednesday December 20. The show was very well done and the hard work of the students was evident in their performance.

On December 21, the 4th and 5th grade band students traveled to the Lyndeborough Central School to perform seasonal songs. The kids did a great job with the preschool and kindergarten students enjoying the performance. This is a great start to a new tradition.

I will attend the statewide superintendent's meeting on January 26 in Concord

I will attend the Southwest Superintendent's meeting on January 19 in Henniker.

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BUSINESS OFFICE REPORT

January 9, 2018

Bob and Lise facilitated the Food Service quarterly review meeting. The agenda included the financial status of the program, a review of the SNA Fall Conference and a USDA policy on Free and Reduced Application Verifications. We also discussed professional development opportunities. This included online sources for CPR/First Aid and presentations on Title IX Harassment and Bullying. We are planning on hosting the staff breakfasts for the Professional Development Day scheduled for February 2, 2018.

Attached you will find a Food Service Forecast for 2017-18. The current loss of \$19,378 is a result of less meal participation, lower enrollments, inventory, and over \$3,836 in unexpected repairs and maintenance. We are in the process of evaluating the equipment. We will be creating a supplemental Capital Improvement Plan (CIP) for the Kitchens. At this time last year, we averaged 200 more breakfasts each month. Our State and Federal Reimbursement funds are down an average of \$400 a month.

Lise facilitated the Facilities Sub Committee meeting. The primary focus was on the Capital Improvement Plan (CIP) worksheet. This document is included in the annual school report. The attached worksheet reflects a line for the WLC tennis court replacement as a "TBD". This project is expected to be a large financial endeavor. The committee wanted to put a place holder so that the community knows it is in the works. We also discussed upcoming Request for Proposals (RFPs) and/or competitive quotes on the next phase of the WLC roof, masonry work – repointing of the FRES chimney, and pavement sealant for the parking lot at WLC.

Lise attended the December NH Association of Business Officials (ASBO) meeting. The agenda included presentations from Citizens Bank on 'the Value of Card Based Payments', Plodzik & Sanderson promoting their forensic work, and author Jon Wortman on 'Approaching Chaos with Confidence'; the idea of quick switching, priority preparedness and making valuable changes.

Buddy facilitated the visit by the appraiser contracted with our Property and Liability Insurance carrier. Last year they focused on FRES. This year, they discussed LCS and WLC. Their concern was to ensure they had all updated information on the buildings; upgrades that would be considered an improvement. Buddy mentioned that LCS has a new heat pump system that was part of the elementary renovation. He also mentioned that WLC has had some major repairs to their boilers, such as loop pumps and shut off valves.

Both Elayne and Pat are working on their yearend reconciliations in preparation for their prospective state and federal form compliance. Form 1099s for contracted service, Form W-2s for employees and Form 1095s for Affordable Care Act reporting.

Wilton-Lyndeborough Cooperative School District
Food Service Program - Income Statement
For the Period 7/1/17 to 11/30/17

Fiscal Year 2017-18

REVENUE

LineDesc		Budget	YTD	BudgetBalance	Used Percent
21.1610.000.00.00000	Food Svc Sales - Lunch	\$107,000.00	\$27,751.90	\$79,248.10	25.94%
21.1611.000.00.00000	Food Svs Sales - Breakfast	\$11,731.00	\$2,317.40	\$9,413.60	19.75%
21.1612.000.00.00000	Food Svs Sales - Milk	\$1,130.00	\$374.35	\$755.65	33.13%
21.1615.000.00.00000	Food Svs Sales - Snacks	\$6,000.00	\$579.95	\$5,420.05	9.67%
21.1624.000.00.00000	Misc/Vending Sales	\$500.00	\$0.00	\$500.00	0.00%
21.1630.000.00.00000	Catering/Food Sales	\$2,810.00	\$0.00	\$2,810.00	0.00%
21.1920.000.00.00000	Food Service Donations	\$2,000.00	\$8,900.00	(\$6,900.00)	445.00%
21.1990.000.00.00000	Food Service Misc Revenue	\$50.00	\$0.00	\$50.00	0.00%
21.3260.000.00.00000	Child Nutrition - State Lunch	\$2,985.00	\$0.00	\$2,985.00	0.00%
21.3261.000.00.00000	Child Nutrition - State Breakfast	\$535.00	\$120.51	\$414.49	22.53%
21.4560.000.00.00000	Child Nutrition - Federal Lunch	\$62,859.00	\$18,250.84	\$44,608.16	29.03%
21.4561.000.00.00000	Child Nutrition - Federal Breakfast	\$21,750.00	\$5,838.66	\$15,911.34	26.84%
21.4562.000.00.00000	Child Nutrition - Federal Milk	\$250.00	\$220.13	\$29.87	88.05%
21.4563.000.00.00000	Child Nutrition - Federal Snack	\$0.00	\$0.00	\$0.00	0.00%
21.4590.000.00.00000	USDA Commodities	\$0.00	\$0.00	\$0.00	0.00%
21.5210.000.00.00000	Transfer from General	\$0.00	\$0.00	\$0.00	0.00%
		\$219,600.00	\$64,353.74	\$155,246.26	29.30%

EXPENDITURE

LineDesc		Budget	YTD	BudgetBalance	Used Percent
21.3110.116.00.00000	F/Svc Supvsr Salary	\$40,800.00	\$17,278.47	\$23,521.53	42.35%
21.3110.211.00.00000	F/Svc Supvsr Medical	\$2,000.00	\$600.00	\$1,400.00	30.00%
21.3110.212.00.00000	F/Svc Supvsr Dental	\$1,632.00	\$481.20	\$1,150.80	29.49%
21.3110.213.00.00000	F/Svc Supvsr Life Ins	\$68.54	\$26.11	\$42.43	38.09%
21.3110.214.00.00000	F/Svc Supvsr Disability Ins	\$76.13	\$29.05	\$47.08	38.16%
21.3110.220.00.00000	F/Svc Supvsr FICA	\$3,274.20	\$1,367.77	\$1,906.43	41.77%
21.3110.250.00.00000	F/Svc Supvsr U/C	\$106.40	\$107.46	(\$1.05)	100.99%
21.3110.260.00.00000	F/Svc Supvsr W/C	\$1,040.40	\$467.47	\$572.93	44.93%
21.3120.116.00.00000	F/Svc Wkrs Salary	\$57,669.59	\$17,150.76	\$40,518.83	29.74%
21.3120.211.00.00000	F/Svc Wkrs Medical Ins	\$10,741.27	\$3,226.56	\$7,514.71	30.04%
21.3120.213.00.00000	F/Svc Wkrs Life Ins	\$128.52	\$48.93	\$79.59	38.07%
21.3120.214.00.00000	F/Svc Wkrs Disability Ins	\$86.18	\$32.90	\$53.28	38.18%
21.3120.220.00.00000	F/Svc Wkrs FICA	\$4,564.72	\$1,315.16	\$3,249.56	28.81%
21.3120.250.00.00000	F/Svc Wkrs U/C	\$370.84	\$126.10	\$244.74	34.00%
21.3120.260.00.00000	F/Svc Wkrs W/C	\$1,470.57	\$461.99	\$1,008.58	31.42%
21.3120.430.00.00000	F/Svc Repairs & Maint	\$6,031.00	\$4,918.38	\$1,112.62	81.55%
21.3120.580.00.00000	F/Svc Travel & Conferencs	\$900.00	\$161.66	\$738.34	17.96%
21.3120.610.00.00000	F/Svc Non Food Supplies	\$7,000.00	\$2,523.42	\$4,476.58	36.05%
21.3120.612.00.00000	F/Svc Office/Marketing Supplies	\$1,715.00	\$185.96	\$1,529.04	10.84%
21.3120.613.00.00000	F/Svc Postage & Del	\$400.00	\$49.00	\$351.00	12.25%
21.3120.614.00.00000	F/Svc Uniforms	\$275.00	\$0.00	\$275.00	0.00%
21.3120.615.00.00000	F/Svc Chemicals	\$900.00	\$0.00	\$900.00	0.00%
21.3120.617.00.00000	F/Svc Kitchen Supplies	\$500.00	\$0.00	\$500.00	0.00%
21.3120.623.00.00000	F/Svc Bottled Gas	\$10.00	\$0.00	\$10.00	0.00%
21.3120.630.00.00000	F/Svc Food Supplies	\$52,370.64	\$17,380.52	\$34,990.12	33.19%
21.3120.631.00.00000	F/Svc Milk	\$14,089.00	\$2,705.65	\$11,383.35	19.20%
21.3120.632.00.00000	F/Svc Snacks	\$6,700.00	\$1,343.85	\$5,356.15	20.06%
21.3120.633.00.00000	F/Svc USDA Commodities	\$1,300.00	\$307.50	\$992.50	23.65%
21.3120.650.00.00000	F/Svc Software	\$2,260.00	\$2,236.00	\$24.00	98.94%
21.3120.732.00.00000	F/Svc New Equipment	\$0.00	\$0.00	\$0.00	0.00%
21.3120.735.00.00000	F/Svc Replace Equipment	\$660.00	\$8,777.40	(\$8,117.40)	1329.91%
21.3120.810.00.00000	F/Svc Dues & Fees	\$285.00	\$450.00	(\$165.00)	157.89%
21.3120.890.00.00000	F/Svc Misc	\$175.00	(\$27.20)	\$202.20	-15.54%
		\$219,600.00	\$83,732.07	\$135,867.94	38.13%

NET REVENUE(LOSS)

\$0.00	(\$19,378.33)	\$19,378.33	-8.82%
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Wilton-Lyndeborough Cooperative School District
Other Food Sales Summary
FY 2017-2018

Description	Other/Snacks		
<u>JULY</u>			
Back Office		0.00	
FRES	graduation cake	0.00	21-1630 Catering
LCS	snacks	0.00	
WLC	Healthier Way	0.00	21-1624 Vending
WLC	Schwans Rebate	0.00	21-3120-630-02 0.00
			21-3120-630-03 0.00
totals		0.00	
<u>AUGUST</u>			
Back Office		0.00	
FRES		0.00	
LCS		0.00	
WLC	Institution Purchase Serv Rebate	0.00	21-3120-630-02 0.00
			21-3120-630-03 0.00
totals		0.00	
<u>SEPTEMBER</u>			
Back Office		0.00	
FRES		0.00	
LCS		0.00	
WLC	Institution Purchase Serv Rebate	0.00	21-3120-630-02 0.00
			21-3120-630-03 0.00
totals		0.00	
<u>OCTOBER</u>			
Back Office		0.00	
FRES		0.00	
LCS	teacher supplies for snacks	66.97	21-3120-610-12
WLC	Healthier Way	0.00	21-1624 Vending
	Institution Purchase Serv Rebate	0.00	21-3120-630-02 0.00
			21-3120-630-03 0.00
totals		66.97	
<u>NOVEMBER</u>			
Back Office		0.00	
FRES		0.00	
LCS		0.00	
WLC	Healthier Way	0.00	21-1624 Vending
	Institution Purchase Serv Rebate	0.00	21-3120-630-02 0.00
			21-3120-630-03 0.00
totals		0.00	
<u>DECEMBER</u>			
Back Office		0.00	
FRES		0.00	21-1630 Catering
LCS		0.00	
WLC		0.00	
totals		0.00	

Wilton-Lyndeborough Cooperative School District
Other Food Sales Summary
FY 2017-2018

JANUARY

Back Office		0.00		
FRES	50% of deposit order	0.00	21-3120-612-11	Office Supp
LCS		0.00		
WLC	Healthier Way	0.00	21-1624	Vending
WLC	50% of deposit order	0.00	21-3120-612-02	0.00
			21-3120-612-03	0.00
WLC	Schwans Rebate	0.00	21-3120-630-02	0.00
			21-3120-630-03	0.00
totals		0.00		

FEBRUARY

Back Office		0.00		
FRES	50% of deposit order	0.00	21-3120-612-11	Office Supp
LCS		0.00		
WLC	Healthier Way	0.00	21-1624	Vending
WLC	50% of deposit order	0.00	21-3120-612-00	0.00
			21-3120-612-03	0.00
WLC	Institution Purchase Serv Rebate	0.00	21-3120-630-02	0.00
			21-3120-630-03	0.00
totals		0.00		

March

Back Office		0.00		
FRES		0.00		
LCS		0.00		
WLC		0.00	21-1630	Catering
WLC	Healthier Way	0.00	21-1624	Vending
totals		0.00		

April

Back Office		0.00		
FRES	deposit adjustment	0.00	21-1610	
LCS		0.00		
WLC	Institution Purchase Serv Rebate	0.00	21-3120-630-02	0.00
			21-3120-630-03	0.00
WLC	Healthier Way	0.00	21-1624	Vending
totals		0.00		

May

Back Office		0.00		
FRES	Tiger Assembly Facilitate	0.00	21-1630	Catering
LCS		0.00		
WLC	STEAM Day Cookout	0.00	21-1630	Catering
totals		0.00		

Wilton-Lyndeborough Cooperative School District
Other Food Sales Summary
FY 2017-2018

June

Back Office		0.00	
FRES		0.00	21-1630 Catering
LCS		0.00	
WLC	WLC Cookout	0.00	21-1630 Catering
		0.00	21-1630 Catering
WLC	Healthier Way	0.00	21-1624 Vending
totals		0.00	

Wilton- Lyndeborough Cooperative School District
Food Sales - Deposit Reconciliation
FY 2017-2018

FOOD SALES - DEPOSIT Reconciliation

	21-1611	21-1610	21-1612	21-1615			21-100 CASH	21-100 CASH	21-100 CASH	21-120	21-3120-890 misc exp
	Breakfast	Lunch	Milk	Other Misc	Sales Total	Mealtime Deposit	General Deposit	ACH Deposit	Other Deposit	A/R Sales-MD-ACH	Cash Over/Short
<u>JULY</u>											
Back Office	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
FRES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
LCS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
WLC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$107.80 adj		\$68.85			
totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$107.80	\$107.80	\$68.85	\$0.00	\$176.65	\$0.00
<u>AUGUST</u>											
Back Office	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
FRES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
LCS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
WLC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$104.15 adj		\$261.70			
totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$104.15	\$104.15	\$261.70	\$0.00	\$365.85	\$0.00
<u>SEPTEMBER</u>											
Back Office	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
FRES	\$431.90	\$3,169.35	\$0.00	\$117.40	\$3,718.65	\$2,745.39		\$2,516.35			
LCS	\$0.00	\$0.00	\$314.20	\$0.00	\$314.20	\$360.90		\$20.00			
WLC	\$276.35	\$5,698.10	\$0.00	\$57.05	\$6,031.50	\$5,208.35		\$1,676.60			
totals	\$708.25	\$8,867.45	\$314.20	\$174.45	\$10,064.35	\$8,314.64	\$8,321.94	\$4,212.95	\$0.00	\$2,463.24	\$7.30

Wilton- Lyndeborough Cooperative School District
Food Sales - Deposit Reconciliation
FY 2017-2018

FOOD SALES - DEPOSIT Reconciliation

	21-1611	21-1610	21-1612	21-1615			21-100 CASH	21-100 CASH	21-100 CASH	21-120	21-3120-890 misc exp
	Breakfast	Lunch	Milk	Other Misc	Sales Total	Mealttime Deposit	General Deposit	ACH Deposit	Other Deposit	A/R Sales-MD-ACH	Cash Over/Short
<u>OCTOBER</u>											
Back Office	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
FRES	\$445.45	\$3,703.90	\$0.00	\$184.70	\$4,334.05	\$1,646.80		\$1,537.15			
LCS	\$0.00	\$0.00	\$40.10	\$0.00	\$40.10	\$59.55		\$0.00			
WLC	\$367.70	\$6,300.10	\$0.00	\$72.90	\$6,740.70	\$4,404.65		\$1,842.70			
totals	\$813.15	\$10,004.00	\$40.10	\$257.60	\$11,114.85	\$6,111.00	\$5,889.30	\$3,379.85	\$66.97	(\$1,624.00)	(\$221.70)
<u>NOVEMBER</u>											
Back Office	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
FRES	\$382.85	\$3,052.65	\$0.00	\$96.45	\$3,531.95	\$1,236.40		\$1,885.00			
LCS	\$0.00	\$0.00	\$20.05	\$0.00	\$20.05	\$0.50		\$0.00			
WLC	\$413.15	\$5,827.80	\$0.00	\$51.45	\$6,292.40	\$3,825.40		\$2,053.60			
totals	\$796.00	\$8,880.45	\$20.05	\$147.90	\$9,844.40	\$5,062.30	\$5,303.90	\$3,938.60	\$0.00	(\$843.50)	\$241.60
<u>DECEMBER</u>											
Back Office	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
FRES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
LCS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
WLC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Wilton- Lyndeborough Cooperative School District
Food Sales - Deposit Reconciliation
FY 2017-2018

FOOD SALES - DEPOSIT Reconciliation

	21-1611	21-1610	21-1612	21-1615			21-100 CASH General Deposit	21-100 CASH ACH Deposit	21-100 CASH Other Deposit	21-120 A/R Sales-MD-ACH	21-3120-890 misc exp Cash Over/Short
	Breakfast	Lunch	Milk	Other Misc	Sales Total	Mealtime Deposit					
<u>JANUARY</u>											
Back Office	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					
FRES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
LCS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
WLC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>FEBRUARY</u>											
Back Office	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					
FRES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
LCS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
WLC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>MARCH</u>											
Back Office	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					
FRES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
LCS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
WLC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Wilton- Lyndeborough Cooperative School District
Food Sales - Deposit Reconciliation
FY 2017-2018

FOOD SALES - DEPOSIT Reconciliation

	21-1611	21-1610	21-1612	21-1615			21-100 CASH General Deposit	21-100 CASH ACH Deposit	21-100 CASH Other Deposit	21-120 A/R Sales-MD-ACH	21-3120-890 misc exp Cash Over/Short
	Breakfast	Lunch	Milk	Other Misc	Sales Total	Mealtime Deposit					
<u>APRIL</u>											
Back Office	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					
FRES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
LCS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
WLC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>MAY</u>											
Back Office	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					
FRES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
LCS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
WLC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>JUNE</u>											
Back Office	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					
FRES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
LCS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
WLC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
										variance	\$27.20

Wilton-Lyndeborough Cooperative School District
Food Service Sales Reconciliation
FY 2017-2018

	MEAL COUNTS												FOOD SALES SUMMARY				
	Breakfast				Lunch				Special Milk				Breakfast	Lunch	Milk	Misc	Total
	Free	Reduced	Paid	Adult	Free	Reduced	Paid	Adult	Free	Reduced	Paid	Adult					
<u>JULY</u>																	
Back Office	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00
FRES	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00
LCS	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00
WLC	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00
totals	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00
<u>AUGUST</u>																	
Back Office	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00
FRES	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00
LCS	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00
WLC	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00
totals	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00
<u>SEPTEMBER</u>																	
Back Office	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00
FRES	330	97	207	0	628	183	866	28	0	0	0	0	431.90	3,169.35	0.00	117.40	3,718.65
LCS	0	0	0	0	0	0	0	0	61	0	277	0	0.00	0.00	314.20	0.00	314.20
WLC	497	0	118	1	781	71	1213	10	0	0	0	0	276.35	5,698.10	0.00	57.05	6,031.50
totals	827	97	325	1	1409	254	2079	38	61	0	277	0	708.25	8,867.45	314.20	174.45	10,064.35

Wilton-Lyndeborough Cooperative School District
Food Service Sales Reconciliation
FY 2017-2018

	MEAL COUNTS								FOOD SALES SUMMARY								Total
	Breakfast				Lunch				Special Milk				Breakfast	Lunch	Milk	Misc	
	Free	Reduced	Paid	Adult	Free	Reduced	Paid	Adult	Free	Reduced	Paid	Adult					
<u>OCTOBER</u>																	
Back Office	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00
FRES	393	59	232	0	653	176	973	43	0	0	0	0	445.45	3,703.90	0.00	184.70	4,334.05
LCS	0	0	0	0	0	0	0	0	72	0	305	0	0.00	0.00	40.10	0.00	40.10
WLC	596	8	156	0	785	99	1350	7	0	0	0	0	367.70	6,300.10	0.00	72.90	6,740.70
totals	989	67	388	0	1438	275	2323	50	72	0	305	0	813.15	10,004.00	40.10	257.60	11,114.85
<u>NOVEMBER</u>																	
Back Office	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00
FRES	323	80	196	0	582	174	845	22	0	0	0	0	382.85	3,052.65	0.00	96.45	3,531.95
LCS	0	0	0	0	0	0	0	0	64	0	317	0	0.00	0.00	20.05	0.00	20.05
WLC	575	16	166	1	696	91	1276	10	0	0	0	0	413.15	5,827.80	0.00	51.45	6,292.40
totals	898	96	362	1	1278	265	2121	32	64	0	317	0	796.00	8,880.45	20.05	147.90	9,844.40
<u>DECEMBER</u>																	
Back Office	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00
FRES	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00
LCS	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00
WLC	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00
totals	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00

Wilton-Lyndeborough Cooperative School District
Food Service Sales Reconciliation
FY 2017-2018

MEAL COUNTS													FOOD SALES SUMMARY					Total
	Breakfast				Lunch				Special Milk				Breakfast	Lunch	Milk	Misc		
	Free	Reduced	Paid	Adult	Free	Reduced	Paid	Adult	Free	Reduced	Paid	Adult						
<u>JANUARY</u>																		
Back Office	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	
FRES	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	
LCS	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	
WLC	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	
totals	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	
<u>FEBRUARY</u>																		
Back Office	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	
FRES	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	
LCS	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	
WLC	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	
totals	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	
<u>MARCH</u>																		
Back Office	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	
FRES	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	
LCS	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	
WLC	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	
totals	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	

Wilton-Lyndeborough Cooperative School District
Food Service Sales Reconciliation
FY 2017-2018

MEAL COUNTS													FOOD SALES SUMMARY					Total
Breakfast				Lunch				Special Milk				Breakfast	Lunch	Milk	Misc			
Free	Reduced	Paid	Adult	Free	Reduced	Paid	Adult	Free	Reduced	Paid	Adult							
<u>APRIL</u>																		
Back Office	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	
FRES	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	
LCS	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	
WLC	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	
totals	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	
<u>MAY</u>																		
Back Office	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	
FRES	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	
LCS	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	
WLC	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	
totals	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	
<u>JUNE</u>																		
Back Office	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	
FRES	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	
LCS	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	
WLC	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	
totals	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	

Wilton-Lyndeborough Cooperative School District
Capital Improvement Plan

WLC School District CIP Activity

December 12, 2017				
	October 2016			November 2017
	Beginning Balance	Increase	Decrease	Ending Balance
	\$241,450			
WLC Entrance Doors Replacement			(\$16,510)	
WLC Phase II Roof Replacement			(\$102,762)	
				(\$119,272)
Miscellaneous CIP Items				
2017-18 Warrant Article		\$55,000		
Interest Income - Gains/Losses		\$1,210		
				\$56,210
2016-17 Unexpended Funds		\$0		
			\$0	
				\$0
	\$241,450			\$178,388

WLC School District CIP/CAP Reserve				Project Completed										Total Funding
Facility		Total Cost to Repair/Replace	Balance		2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
1999 WLC Roof - Phases 3-5	WLC	420,854	161,878	2017-21	38,490	41,100	60,000	119,503						259,093
Main Entrance Doors - Safety	WLC	16,510	16,510	2018	16,510									16,510
1999 Paving Parking Lot - Patching	WLC	18,900		2019		18,900								18,900
1985 Group Bathrooms -Main	WLC	20,000		2022					20,000					20,000
1996 LCS roof, main/mulitpurpose	LCS	16,000		2022					16,000					16,000
2000 LCS boiler	LCS	8,000		2022					8,000					8,000
Tennis Courts	WLC	TBD		TBD					0					0
LED Lighting Project - Phases 1-2	WLC	178,715		2022-2023				59,497	101,000	18,218				178,715
1991 WLC Boilers 1 and 2	WLC	70,000		2023					35,000	35,000				70,000
1999 Upgrd FACS & Art cabinets	WLC	40,000		2023						40,000				40,000
1999 Boiler 3	WLC	35,000		2024							35,000			35,000
1999 Locker Rm Reno+ Exhaust Fan	WLC	90,000		2024						45,000	45,000			90,000
Upgrade heating elements	LCS	30,000		2024							30,000			30,000
1999 Re Pave Parking Lot	WLC	85,000		2025						25,000	20,000	40,000		85,000
1999 Café Renovation	WLC	54,000		2025								54,000		54,000
1999 Group Bathrooms -HS Wing	WLC	20,000		2025								20,000		20,000
1999 Group Bathrooms -MS Wing	WLC	20,000		2025								20,000		20,000
1999 WLC Carpeting	WLC	15,000		2026									15,000	15,000
2010 LCS Paving	LCS	9,000		2026									9,000	9,000
2009 Paving Road to Parking Lot	WLC	45,045		2026									45,045	45,045
2009 Paving Road to Upper Fields	WLC	24,000		2026									24,000	24,000
2015 Paving Lots	FRES	30,000		2030									30,000	30,000
2016 WLC Roof Phase I	WLC	158,210		2031						16,000	16,000	16,000	16,000	64,000
Miscellaneous Repairs (100k)		100,000	0							16,000	16,000	16,000	16,000	100,000
Annual Projects Funded Through Cap Reserve					55,000	60,000	60,000	179,000	180,000	179,218	180,000	183,000	172,045	1,248,263
Bond Indebtedness HS/MS					362,000	345,200	328,400	n/a	n/a	n/a	n/a	n/a	n/a	
Bond Indebtedness FRES/LCS					604,550	604,888	604,460	603,268	601,310	603,460	604,590	604,700	603,068	
Total Capital Requirements					1,021,550	1,010,088	992,860	782,268	781,310	782,678	784,590	787,700	775,113	
Cap Reserve Balance														178,388

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
January 9, 2018

On December 20th the WLC Winter Concert was held. The cafeteria was filled with parents, students, and community members. Mr. Schneider led the Middle School Chorus, the High School Chorus, the Select Choir, and the High School Band through a wide selection of musical delights. Everybody went home happy.

Teachers in the middle school have created a schedule which includes support and intervention for the students that need it. New software has been purchased and implemented for both reading and math which will be used to strengthen reading and math skills. All middle school teachers are involved and working together to make the process work.

Preparing for the Self-Reflection that Wilton Lyndeborough Cooperative MS/HS will be completing as part of the NEASC Accreditation process, teachers have been working in committees gathering evidence about the current conditions at WLC. This evidence will be shared during a gallery walk which will be held in January. Faculty, students, parents and community members will be invited to the walk. We hope to learn more about what is working well for our students and identify areas for growth and improvement.

Over the past few months teachers in Grades 6- 12 have been tasked to create a scope and sequence for each course. Each teacher lists the units and important topics and a time table for each unit. Mrs. Heon has been readily available and meeting with all departments to offer guidance and answer any questions that teachers may have.

Three of the four Student Learning Expectations have been rolled out to the students the past three months. The expectations are Effective Communicator, Strong Collaborator, and Creative Problem Solver. The last expectation remaining is Self-Directed Learner. The purpose of this plan is to incorporate Student Learning Expectations into the whole school program for students and teachers. Using a rubric each teacher each month are assessing students on each expectation. Mrs. White is working with the Grade 9 and grade 10 students on their digital portfolios of evidence and reflections.

WLC welcomed former NH Supreme Court Chief Justice John T. Broderick on Dec. 14th as a guest speaker. Judge Broderick is leading a new statewide campaign to bring mental illness out of the shadows. Broderick is raising awareness of five major signs of emotional suffering that could indicate someone needs help. The students and staff were emotionally moved by his presentation and gave him a standing ovation when he was done.

AD Report:

Boys Varsity Basketball

Head Coach: Flip Tremblay

of players: 11(4 swing from JV)

Record: 0-4

Next Home Game: 1/3 vs Hinsdale at 7PM

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.”

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The boys went 2-1 at the Keene State Zero Gravity Holiday Tournament last week.

Boys JV Basketball

Head Coach: Flip Tremblay

Assistant Coaches: Sherry LeBlanc and Tom Brennan

of players: 9

Record: 1-2

Next Home Game: 1/3 vs Hinsdale at 4PM

Girls Varsity Basketball

Head Coach: Joy Burge

of players: 9

Record: 0-5

Next Home Game: 1/3 vs Hinsdale at 5:30PM

Boys Middle School Basketball

Head Coach: Leslie Browne

Assistant Coach: Alex LoVerme

of players: 11

Record: 2-5

Next Home Game: 1/4 vs Hopkinton at 3:30PM

Girls Middle School Basketball

Head Coach: Dennis Claire

of players: 13

Record: 4-3

Next Home Game: 1/4 vs Hopkinton at 5PM

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

Monday, January 1 –

Tuesday, January 2 – WLC Support Staff negotiations, 7:00, Library

Wednesday, January 3 – GV/BV vs. Hinsdale, 5:30/7:00

Thursday, January 4 –

Friday, January 5 – GV/BV vs. Farmington, 5:30/7:00

Saturday, January 6 –

Sunday, January 7 – DI Team meeting, 1:30-3:30, cafeteria

Men's League Basketball, 8:00-2:00, gym

Monday, January 8 – MS vs. Auburn, 3:30/5:00

Tuesday, January 9 – School Board Meeting, 6:30, Library

GV/BV @ Mascenic, 5:30 (schedule says both teams are playing at 5:30)

Wednesday, January 10 –

Thursday, January 11 – MS vs. St. Joes Manchester, 3:30/5:00

Friday, January 12 – GV/BV @ Nute, 5:00/6:30

Saturday, January 13 –

Sunday, January 14 – DI Team meeting, 1:30-3:30, cafeteria

Men's League Basketball, 8:00-2:00, gym

Monday, January 15 – NO SCHOOL, MLK Day

Tuesday, January 16 –

Wednesday, January 17 – GV/BV vs. Mascenic, 5:30/7:00

Thursday, January 18 – MS @ Candia, 3:30/5:00

Friday, January 19 – Quarter 2/Semester 1 Ends

GV/BV vs. Canaan-Pittsburg, 5:00/6:30

Saturday, January 20 –

Sunday, January 21 – DI Team meeting, 1:30-3:30, cafeteria

Men's League Basketball, 8:00-2:00, gym

Monday, January 22 – Quarter 3/Semester 2 Begins

Tuesday, January 23 – School Board Meeting, 6:30, Library

GV/BV @ Farmington, 5:30/7:00

Wednesday, January 24 –

Thursday, January 25 –

Friday, January 26 – GV/BV vs. Sunapee, 5:30/7:00

Saturday, January 27 –Cheshire YMCA student meeting/work day, 10:00-3:00, cafe

Sunday, January 28 – DI Team meeting, 1:30-3:30, cafeteria

Men's League Basketball, 8:00-2:00, gym

Monday, January 29 –

Tuesday, January 30 – GV/BV @ Hinsdale, 5:30/7:00

Wednesday, January 31 –

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

Florence Rideout Elementary School and Lyndeborough Central School

Principal's Report 1/9/2018

On **January 11th**, I plan to attend a conference for Project Lead the Way at NHTI in Concord. At this conference I hope to learn about PLTW K-12 Curriculum Programs that integrate science, technology, engineering, and mathematics (STEM).

Our Math Lab program offered to our third grade students has had strong participation. We are now offering a similar opportunity for 4th and 5th grade students in the afternoon on Tuesday and Thursdays beginning **January 4th**. During the afternoon Math Lab, students will work with various computer programs and games that offer additional practice with math facts and reinforce various math skills and concepts.

Star 360 will be administered to all students K-5 during the week of **January 16th** through the **19th**. Students are assessed in both reading and math. The STAR 360 assessment gives us information about each student's instructional level and also measures academic growth throughout the year. Teachers use the information from the STAR 360 test to assess student progress, make adjustments to their instruction, and implement strategies that best meet each student's individual needs. The second reporting period will come to an end on **January 19th**. Learning Profiles, as well as Star 360 reports, will be sent home with students on **January 26th**.

The second annual Florence Rideout Elementary School Scripps Spelling Bee will be held on **January 18th**. The purpose of the Bee is to help students improve their spelling, increase their vocabulary and develop correct English usage that will help them all their lives. 4th and 5th grade classrooms will hold a classroom bee to determine a class champion and class runner-up. These students will then compete in the school wide bee to determine a school champion to compete at the New Hampshire State Bee later in the month of February.

Our next staff development day is scheduled for **Friday, February 2nd**. Staff at LCS and FRES will continue their learning around Balanced Literacy and Reader's Workshop. Stephanie Maze-Tsu from Teachers Learners Alliance will be providing staff with strategies around effective student conferencing and reading comprehension.

Mrs. Cathy Hamilton, 3rd grade teacher will be taking an extended medical leave. It is anticipated that her medical leave will continue for approximately eight weeks and commence in early February 2018. Ms. Rebecca LaCourse will serve as a long term substitute teacher during her medical leave. Please join me in wishing Mrs. Hamilton and her family the very best in her recovery.

Congratulations to Isabella Jaffe 2nd grade student from Mrs. Heather Desmarais class and Owen Pearsall from Mrs. Rebecca Hawkes class. They have been named the "Students of the Month" for January.

Sincerely,
Tim 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: January 9, 2018

Professional Learning

I attended the regional curriculum, instruction, and assessment meetings where we discussed intervention strategies that each district is using, state testing protocols, the new science standards, competency-based education, and data resources. It is helpful to learn ideas from other districts and to share what we are doing. At the state wide meeting, we learned that the commissioner is working toward removing the fee for students taking community college courses at our high schools for credit. We currently have some students taking these dual enrollment courses at WLC and this would be a savings for them and perhaps encourage others to participate. Currently, the fee is \$150.00 per course for credit.

During the mid-December FRES faculty meeting, I introduced the teachers to the new state science test. The test will be taken by grade 5 instead of grade 4, and continue in grades 8 and 11. The test will be taken on the computer in the same way as the math and reading tests, which will continue in a similar format as last year. The science test is designed for students to act as scientists. The test items will appear in clusters focused around a natural phenomenon. There is a sample eighth grade item attached to this report, which includes the phenomenon of fog, along with the explanation of the related cluster of tasks. It is very rigorous, requiring students to analyze information, use graphs, and draw conclusions based on data. The Mystery Science lessons that grades 1-5 are using do include a focus on a natural phenomenon, so the students will be somewhat familiar with the approach.

Curriculum development

Principal O'Connell and I will launch a science curriculum study committee in January. We plan to meet monthly to discuss the transition to the Next Generation Science Standards, how our use of Mystery Science is meeting students' needs, and any need for additional resources in the future.

Principal Bagley and I are analyzing the Scope and Sequence documents produced by the WLC departments to determine how each course content aligns with other courses and if any revisions might be in order.

Assessment

Students will take an Interim Assessment for science, as well as math and reading, to both practice the format and to gauge their ability to answer the questions/tasks. This is an expanded feature of the New Hampshire State Assessment that will produce immediate data to help guide instruction and learning. The state test is no longer referred to as SBAC/Smarter Balanced Assessment Consortium, as the consortium has been dispersed and test items were shared with other testing and research vendors. NH will continue to use the American Institute for Research as the test vendor

Respectfully submitted,
Julie Heon, Curriculum Coordinator

NH SAS Sample Science Task

Sample Science Task

We offer a sample item cluster as an example of the clusters that we are building in other states and the capabilities that would be available to the Department under this contract.

Here we present a cluster measuring a middle school level performance expectation related to the cycling of matter and energy in the water cycle. The student will develop a model to explain that solar energy is driving the cycling of water. We begin with a phenomenon: fog regularly forms and then dissipates over the course of a morning in an Oregon valley. The phenomenon is communicated verbally and with an animation, as shown in Exhibit D1.2-27. The introduction and animation appear on the left side of the screen, and the items appear on the right.

Exhibit D1.2-27: Sample Science Item

Morning Fog in a Valley

Fog appears and disappears over the course of the morning in the Willamette Valley in Oregon. The animation shows the appearance and disappearance of fog in the valley during a 24-hour day. The sun rises at 6 AM and later sets at 6 PM.

In the three blank graphs below, draw three line graphs illustrating three different factors that change over the course of the day to cause the fog to appear and disappear. The horizontal axis on each graph represents the 24-hour day shown in the animation.

For each graph, select the explanatory factor that you would like to graph on the vertical axis. Then, use the Connect Line tool to draw a line graph showing the pattern of change over time for the selected factor. Your line segments must be connected and form a continuous graph to receive credit.

Part A

Graph A Vertical Axis Explanatory Factor:

Graph A

12:00 AM (midnight) 6:00 AM 12:00 PM (noon) 6:00 PM 12:00 AM (midnight)

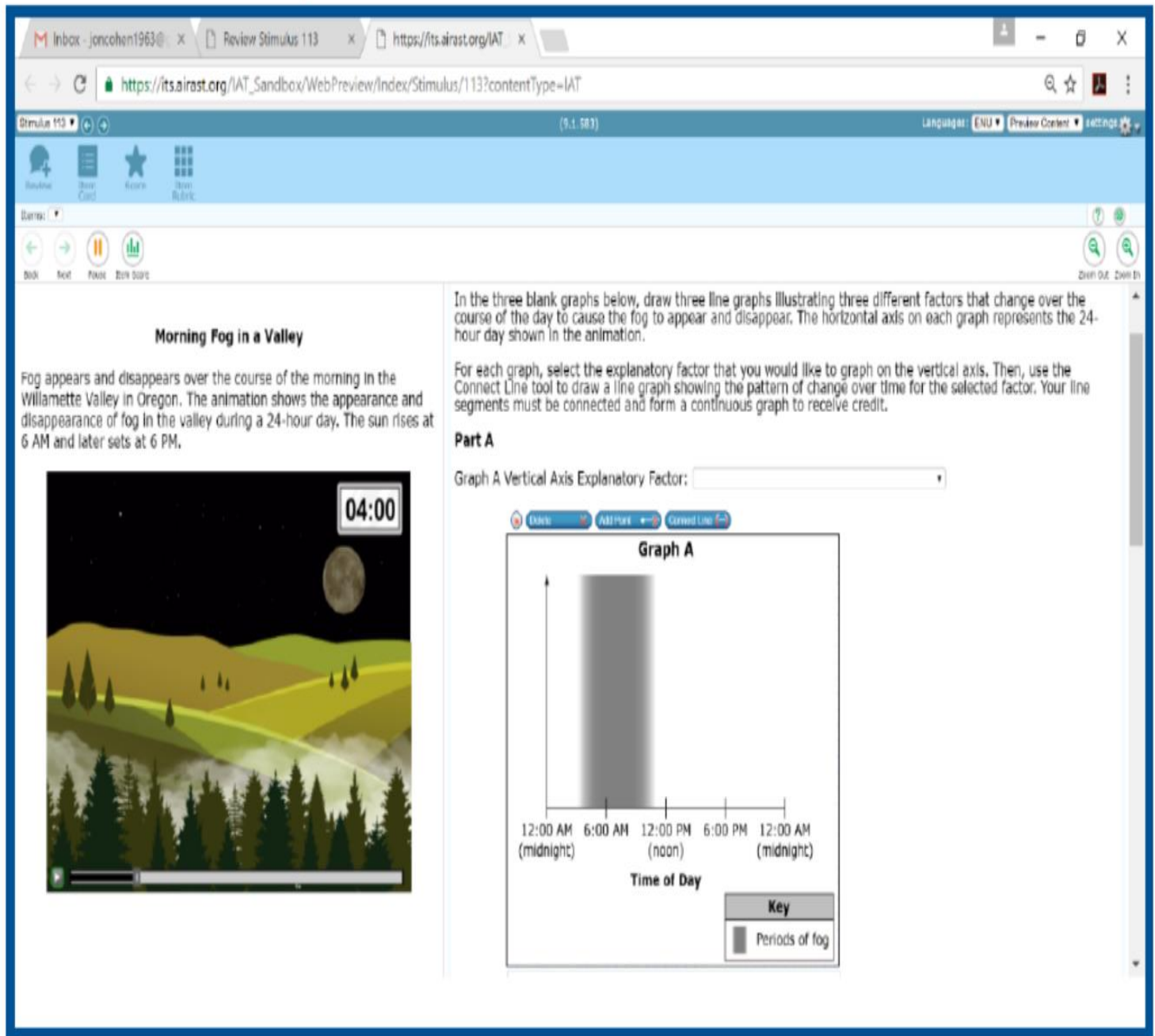
Time of Day

Key

Periods of fog

In this cluster, the student is asked to develop a mathematical model by identifying and graphing three factors that combine to create the phenomenon. Each empty graph has a 24-hour period on the horizontal axis. The period during which the fog is visible is marked on the graph. Using the drop-down menu, the student selects which factors to graph from a list containing distractors. Each graph is heuristic, rather than requiring specific quantities. Even though the student is asked to graph, the scoring rubric is looking for patterns reflecting conceptual understanding rather than mathematical understanding of the phenomenon.

Exhibit D1.2-28 illustrates one of many (virtually infinite) correct answers. The student should graph the amount of sunlight, the temperature, and the proportion of water in the air that is in a gas form. The final item asks the student to indicate the causal sequence of the fog's formation and dissipation. Note that students can graph the factors in any order, as long as the graphs have the right characteristics (for example, solar energy increasing over the course of the morning as the fog dissipates).



Fog appears over the course of the morning in the Willamette Valley in Oregon. The animation shows the appearance and disappearance of fog in the valley during a 24-hour day. The sun rises at 6 AM and later sets at 6 PM.

In the three blank graphs below, draw three line graphs illustrating three different factors that change over the course of the day to cause the fog to appear and disappear. The horizontal axis on each graph represent the 24-hour day shown in the animation.

For each graph, select the explanatory factor that you would like to graph on the vertical axis. Then, use the Connect Line tool to draw a line graph showing the pattern of change over time for the selected factor. Your line segments must be connected and form a continuous graph to receive credit.

NH SAS Sample Science Task

Exhibit D1.2-28: Items and Sample Answer

In the three blank graphs below, draw three line graphs illustrating three different factors that change over the course of the day to cause fog. For each graph, select the explanatory factor that you would like to graph on the vertical axis. Then, use the Connect Line tool to draw the line graph.

Part A

Graph A Vertical Axis Explanatory Factor: Sunlight Intensity

Graph A shows a line graph with the vertical axis representing Sunlight Intensity and the horizontal axis representing Time of Day. The horizontal axis has labels for 12:00 AM (midnight), 6:00 AM, 12:00 PM (noon), 6:00 PM, and 12:00 AM (midnight). The graph shows a line that is low at 12:00 AM, rises to a peak at 12:00 PM, and then falls to a low level by 6:00 PM, remaining low until 12:00 AM. A shaded gray area from 12:00 AM to 6:00 AM represents the 'Periods of fog'.

Part B

Graph B Vertical Axis Explanatory Factor: Air Temperature

Graph B shows a line graph with the vertical axis representing Air Temperature and the horizontal axis representing Time of Day. The horizontal axis has labels for 12:00 AM (midnight), 6:00 AM, 12:00 PM (noon), 6:00 PM, and 12:00 AM (midnight). The graph shows a line that is high at 12:00 AM, drops to a low level at 6:00 AM, rises to a peak at 12:00 PM, and then falls to a low level by 12:00 AM. A shaded gray area from 12:00 AM to 6:00 AM represents the 'Periods of fog'.

Part C

Graph C Vertical Axis Explanatory Factor: Proportion of Water in the Air in Gas Form

Graph C shows a line graph with the vertical axis representing Proportion of Water in the Air in Gas Form and the horizontal axis representing Time of Day. The horizontal axis has labels for 12:00 AM (midnight), 6:00 AM, 12:00 PM (noon), 6:00 PM, and 12:00 AM (midnight). The graph shows a line that is high at 12:00 AM, drops to a low level at 6:00 AM, rises to a peak at 12:00 PM, and then falls to a low level by 12:00 AM. A shaded gray area from 12:00 AM to 6:00 AM represents the 'Periods of fog'.

Part D

The process described in Graph A causes the process described in Graph B, which causes the process described in Graph C.

These interactions are actually a single item, and the scoring depends on the collection of responses rather than any single interaction. Our technology enables a scoring rubric to look across multiple interactions.






Using this approach, we engage students in actual scientific activities—in this case, modeling for the purpose of explanation. The performance expectation calls on students to actually employ a model, and they do that in this cluster. Moreover, they use a model that explains energy and matter transfers within part of the water cycle, thereby weaving in elements of all three dimensions of the performance expectation.

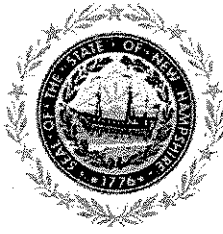
NH SAS Sample Science Task

The questions are truly open-ended constructed-response items. *These items are also immediately and accurately machine scored.* Our tools allow our test developers to develop these sophisticated item clusters without requiring the assistance of software developers.

Finally, the features of the student responses that receive credit *and* the inference that the test developer would like to make from that evidence are explicitly captured as part of the item in the scoring assertions. Exhibit D1.2-29 presents the scoring assertions for this response to this item. These scoring assertions embody evidence-centered design as a physical part of the item.

Exhibit D1.2-29: Scoring Assertions for Fog Cluster

Score Result	
Scoring Criteria	Your answer
The student chose sunlight intensity as one of the causal factors, thereby indicating an awareness of solar energy's role in the water cycle	
Graph of sunlight intensity shows increasing sunlight as fog ends, offering some evidence of an understanding that sunlight is providing the energy that ends the fog.	
The student chose temperature as a causal factor, thereby indicating an understanding that the heat energy is transferred to the atomosphere	
Student drew a graph showing decreasing temperature when the fog began to form, and rising temperatures when the fog dissipated providing some evidence of an understanding of that falling temperatures cause condensation, which appears as fog, and that rising temperatures cause vaporization ending the visible fog.	
The student graphed the proportion of water in vapor form, thereby providing evidence of recognizing that fog is condensation and the phase change to gas accounts for its disappearance	
<input type="button" value="OK"/>	



Frank Edelblut
Commissioner

Christine Brennan
Deputy Commissioner

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
Credentialing
101 Pleasant Street
Concord, N.H. 03301
TEL. (603) 271-2409
FAX (603) 271-4134

November 12, 2017

Bryan Lane
Superintendent SAU 63
192 Forest Road,
Lyndeborough, N.H. 03082

RECEIVED
JAN 02 2018
SCHOOL ADMINISTRATIVE
UNIT # 63

Dear Mr. Lane:

The Professional Development Master Plan for SAU 63 has been approved according to the criteria for state approval of local master plans and will be in effect through June 30, 2022.

The review team and I would like to take this opportunity to thank you and your Professional Development Committee for the time and effort devoted to completing this document.

Sincerely,

A handwritten signature in cursive script that reads "William G. Ross".

William Ross
Credentialing
(603) 271-2407

RUNNING TOTAL FOR 2018-19 BUDGET

as of 1/3/2018

	FY16 Expenditures	FY17 Expenditures	FY18 Adopted Budget	FY19 Proposed	Dollar Difference	% change
SAU						
Curriculum Coordinator	\$ 1,718.59	\$ -		\$ 4,100	\$ 4,100	100.00%
School Board Services	\$ 10,015.40	\$ 7,145.51	\$ 11,451	\$ 7,201	\$ (4,250)	-37.11%
Professional Dev., Supplies, Postage, etc.	\$ 22,718.90	\$ 16,847.23	\$ 16,978	\$ 19,286	\$ 2,308	13.59%
Special Education	\$ 14,185.87	\$ 11,595.68	\$ 15,011	\$ 14,911	\$ (100)	-0.67%
Business Office	\$ 35,611.91	\$ 29,923.16	\$ 34,207	\$ 40,095	\$ 5,888	17.21%
Facilities, Utilities, etc.	\$ 20,313.72	\$ 9,120.92	\$ 21,167	\$ 12,287	\$ (8,880)	-41.95%
Sub total	\$ 104,564.39	\$ 74,632.50	\$ 98,814	\$ 97,880	\$ (934)	-0.95%
TECHNOLOGY	FY16 Expenditures	FY17 Expenditures	FY18 Adopted Budget	FY19 Proposed	Dollar Difference	% change
Contracted Service, Rental, etc.	\$ 121,321.65	\$ 46,765.03	\$ 44,074	\$ 15,407	\$ (28,667)	-65.04%
Supplies	\$ -	\$ 925.00	\$ 6,100	\$ 6,100	\$ -	0.00%
Software	\$ 76,335.58	\$ 67,876.48	\$ 80,825	\$ 88,140	\$ 7,315	9.05%
Data Communications	\$ 78,273.49	\$ 83,730.47	\$ 97,970	\$ 91,654	\$ (6,316)	-6.45%
Replacement Equipment	\$ 14,998.77	\$ 12,507.83	\$ 32,800	\$ 51,000	\$ 18,200	55.49%
New Equipment	\$ 69,508.61	\$ 98,636.09	\$ 83,886	\$ 40,000	\$ (43,886)	-52.32%
Sub total	\$ 360,438.10	\$ 310,440.90	\$ 345,655.00	\$ 292,301.00	\$ (53,354.00)	-15.44%
FRES	FY16 Expenditures	FY17 Expenditures	FY18 Adopted Budget	FY19 Proposed	Dollar Difference	% change
Supplies/Printing/Assemblies	\$ 44,586.22	\$ 43,164.90	\$ 37,264	\$ 32,142	\$ (5,122)	-13.75%
Special Education/504/Support services	\$ 108,419.99	\$ 168,088.35	\$ 140,690	\$ 236,767	\$ 96,077	68.29%
Replacement Equipment/Furniture	\$ 2,663.27	\$ 9,829.60	\$ 12,603	\$ 10,032	\$ (2,571)	-20.40%
New Equipment/Furniture	\$ 2,817.29	\$ 1,253.17	\$ 9,187	\$ 2,895	\$ (6,292)	-68.49%
Utilities/Cont. Service/Repair/Postage	\$ 118,750.46	\$ 140,111.28	\$ 160,467	\$ 150,541	\$ (9,926)	-6.19%
Professional Development	\$ 10,054.00	\$ 19,912.06	\$ 21,650	\$ 19,516	\$ (2,134)	-9.86%
Curriculum	\$ 34,183.93	\$ 35,963.96	\$ 45,201	\$ 57,195	\$ 11,994	26.53%
Travel/Due/Fees	\$ 3,727.13	\$ 1,277.03	\$ 3,473	\$ 3,660	\$ 187	5.38%
Debt Services	\$ 331,690.00	\$ 331,690.00	\$ 604,550	\$ 604,888	\$ 338	0.06%
Transportation	\$ 170,063.68	\$ 175,209.74	\$ 178,018	\$ 179,614	\$ 1,596	0.90%
Subtotal	\$ 826,955.97	\$ 926,500.09	\$ 1,213,103.00	\$ 1,297,250.00	\$ 84,147.00	6.94%

RUNNING TOTAL FOR 2018-19 BUDGET

as of 1/3/2018

	FY16 Expenditures	FY17 Expenditures	FY18 Adopted Budget	FY19 Proposed	Dollar Difference	% change
LCS	FY16 Expenditures	FY17 Expenditures	FY18 Adopted Budget	FY19 Proposed	Dollar Difference	% change
Supplies/Printing/Assemblies	\$ 9,147.38	\$ 8,498.15	\$ 5,920	\$ 4,825	\$ (1,095)	-18.50%
Special Education/504/Support services	\$ 47,176.98	\$ 36,862.01	\$ 54,830	\$ 61,243	\$ 6,413	11.70%
Replacement Equipment/Furniture	\$ 231.00	\$ 1,173.56	\$ 1,861	\$ 1,215	\$ (646)	-34.71%
New Equipment/Furniture	\$ 10,162.92	\$ 559.26	\$ 10,681	\$ 1,200	\$ (9,481)	-88.77%
Utilities/Cont. Service/Repair/Postage	\$ 46,204.76	\$ 46,434.44	\$ 57,146	\$ 52,794	\$ (4,352)	-7.62%
Professional Development	\$ 4,730.99	\$ 2,734.34	\$ 5,200	\$ 5,200	\$ -	0.00%
Curriculum	\$ 963.63	\$ 3,821.73	\$ 6,223	\$ 11,743	\$ 5,520	88.70%
Travel/Due/Fees	\$ 631.92	\$ 105.00	\$ 3,485	\$ 2,195	\$ (1,290)	-37.02%
Debt Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Transportation	\$ 42,864.55	\$ 43,681.36	\$ 44,325	\$ 44,475	\$ 150	
Subtotal	\$ 162,114.13	\$ 143,869.85	\$ 189,671.00	\$ 184,890.00	\$ (4,781.00)	-2.52%
WLC - Middle School	FY16 Expenditures	FY17 Expenditures	FY18 Adopted Budget	FY19 Proposed	Dollar Difference	% change
Supplies/Printing/Assemblies	\$ 40,278.77	\$ 46,824.73	\$ 45,734	\$ 41,580	(4,154.00)	-9.08%
Special Education/504/Support services	\$ 225,022.69	\$ 230,125.47	\$ 233,037	\$ 74,936	(158,101.00)	-67.84%
Replacement Equipment/Furniture	\$ 16,591.63	\$ 11,225.70	\$ 14,560	\$ 24,840	10,280.00	70.60%
New Equipment/Furniture	\$ 5,072.16	\$ 5,279.80	\$ 11,918	\$ 8,717	(3,201.00)	-26.86%
Utilities/Cont. Service/Repair/Postage	\$ 135,289.00	\$ 114,387.23	\$ 110,509	\$ 123,268	12,759.00	11.55%
Professional Development	\$ 3,659.53	\$ 4,231.72	\$ 12,520	\$ 16,575	4,055.00	32.39%
Curriculum	\$ 4,284.88	\$ 4,403.40	\$ 11,291	\$ 22,369	11,078.00	98.11%
Travel/Due/Fees	\$ 18,728.84	\$ 18,366.44	\$ 31,774	\$ 32,022	248.00	0.78%
Debt Services	160,292.50	151,520.00	144,800.00	155,340.00	10,540.00	98.89%
Transportation	\$ 23,654.78	\$ 16,811.58	\$ 20,819	\$ 20,819	\$ -	
Subtotal	\$ 632,874.78	\$ 603,176.07	\$ 636,962.00	\$ 520,466.00	\$ (116,496.00)	-18.29%
WLC- High School						
Supplies/Printing/Assemblies	\$ 45,840.93	\$ 39,865.98	\$ 55,846	\$ 48,414	(7,432.00)	-13.31%

RUNNING TOTAL FOR 2018-19 BUDGET

as of 1/3/2018

	FY16 Expenditures	FY17 Expenditures	FY18 Adopted Budget	FY19 Proposed	Dollar Difference	% change
Special Education/504/Support services	\$ 511,286.18	\$ 564,828.94	\$ 573,258	\$ 555,938	(17,320.00)	-3.02%
Replacement Equipment/Furniture	\$ 23,827.60	\$ 21,836.59	\$ 21,796	\$ 31,887	10,091.00	46.30%
New Equipment/Furniture	\$ 3,863.99	\$ 9,505.99	\$ 13,877	\$ 16,039	2,162.00	15.58%
Utilities/Cont. Service/Repair/Postage/ Contracted service	\$ 213,400.05	\$ 165,008.52	\$ 178,679	\$ 177,267	(1,412.00)	-0.79%
Professional Development	\$ 5,307.75	\$ 4,293.55	\$ 15,540	\$ 14,365	(1,175.00)	-7.56%
Curriculum	\$ 30,084.99	\$ 25,378.23	\$ 54,344	\$ 34,876	(19,468.00)	-35.82%
Travel/Due/Fees	\$ 12,121.57	\$ 11,968.16	\$ 17,438	\$ 12,901	(4,537.00)	-26.02%
Debt Services	\$ 240,438.75	\$ 227,280.00	\$ 217,200	\$ 189,860	(27,340.00)	-12.59%
Transportation	\$ 62,428.26	\$ 47,614.34	\$ 40,928	\$ 43,391	2,463.00	6.02%
Subtotal	\$ 1,148,600.07	\$ 1,117,580.30	\$ 1,188,906.00	\$ 1,124,938.00	\$ (63,968.00)	-5.38%
Grand Total before Payroll	\$ 3,235,547.44	\$ 3,176,199.71	\$ 3,673,111.00	\$ 3,517,725.00	\$ (155,386.00)	-4.23%
Payroll	\$ 5,581,594.00	\$ 5,565,218.00	\$ 5,635,896.00	\$ 5,704,772.00	\$ 68,876.00	1.22%
Benefits and Taxes	\$ 2,570,576.00	\$ 2,659,417.00	\$ 2,725,013.00	\$ 2,613,430.00	\$ (111,583.00)	-4.09%
Grand Total before other Funds	\$ 11,387,717.44	\$ 11,400,834.71	\$ 12,034,020.00	\$ 11,835,927.00	\$ (198,093.00)	-1.65%
Special Revenue Funds	\$ 303,316.27	\$ 253,891.00	\$ 299,923.00	\$ 258,652.00	\$ (41,271.00)	-13.76%
Food Service Funds	\$ 241,449.53	\$ 206,695.71	\$ 219,600.00	\$ 215,000.00	\$ (4,600.00)	-2.09%
Grand Total	\$ 11,932,483.24	\$ 11,861,421.42	\$ 12,553,543.00	\$ 12,309,579.00	\$ (243,964.00)	-1.94%

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: 12/28/17
RE: Board request

The board requested that I determine the financial ramifications of adding kindergarten to the operational budget.

This needs to be looked at from both the revenue side and the expenditure side of the budget.

The salary/benefits for a position to be transferred from 5th grade to kindergarten

	New teacher
Salary	\$ 42,000
FICA	\$ 3,213
NHRS	\$ 7,118
LTD	\$ 103
Workman's Comp	\$ 83
Health (2 person plan)	\$ 18,528
Total	\$ 71,045

If we anticipate 40 kindergarten students, we would increase our enrollment by 9 students.

For each student, this would be \$1,800 for a total of \$16,200. There is an additional revenue of \$1,100 in new proposed state revenue per student. The budget committee has expressed concerns that while these funds will be available next year, they may not be in the future. The additional funds would add \$44,000 of revenue in the coming school year with 40 students.

Current adequacy increase	\$ 16,200
New adequacy increase	\$ 44,000

The cost for kindergarten would then include

Teacher salary for kindergarten	\$ 71,045
.5 Preschool teacher	\$ 34,000
Food Service	\$ 10,200
Furniture	\$ 2,500
Total	\$ 117,745
Less new revenue	\$ 60,200
Net increase for kindergarten	\$ 57,545

The running budget total, with the adjustment for the increase in special education transportation is a reduction \$243,964 for a budget figure of \$12,309,579, this includes the RIF of the fifth grade teacher.

If we take the budget figure of	\$ 12,309,579
Add the salary for the new kindergarten teacher	\$ 71,045
Add the salary for the .5 preschool teacher	\$ 34,000
Add the salary for food service personnel	\$ 10,200
Add the cost of the furniture	\$ 2,500

NEW TOTAL **\$ 12,427,324**

Last years approved budget	\$ 12,606,495
Potential budget with kindergarten	\$ 12,427,324

The new total is a reduction from last year of \$ 179,171

If we look at this from the tax rate side of things that includes both expenditures and revenue.

The 2017-18 school year net cost to the taxpayer is:

Expenditures	\$ 12,606,495
Revenue	<u>\$ 3,526,983</u>
General fund expenditures	\$ 9,079,512

	Tax rate	Tax on avg. home
Lyndeborough tax	\$17.43	\$3,774
Wilton tax	\$18.98	\$3,644

The general fund net cost to the taxpayer in the proposed budget without kindergarten in the budget would be:

Expenditures	\$ 12,309,579
Revenue	<u>\$ 3,465,679</u>
General fund expenditures	\$ 8,843,900

	Tax rate	Tax on avg. home	reduction from 2017-18
Lyndeborough tax	\$16.91	\$3,651	\$123
Wilton tax	\$18.41	\$3,525	\$119

The general fund net cost to the tax payer including kindergarten would be:

Expenditures	\$ 12,427,324
Revenue	<u>\$ 3,525,879</u>
General fund expenditure	\$ 8,901,445

	Tax rate	Tax on avg. home	reduction from 2017-18
Lyndeborough tax rate	\$17.11	\$3,700	\$74
Wilton tax rate	\$18.64	\$3,572	\$72

Wilton-Lyndeborough Cooperative School District
Menu of Potential Warrant Articles for Fiscal Year 2018-2019

Tax Year	WA #	Type	Language								
2018	04	School District Operating Budget	<p>To see if the Wilton-Lyndeborough Cooperative School District will vote to raise and appropriate the Budget Committee's recommended amount of \$12,286,305 for the support of schools, for the payment of salaries for the school district officials and agents, and for the payment for the statutory obligations of the district. This article does not include appropriations contained in special or individual articles addressed separately. (Majority vote required)</p> <p>Recommended by the School Board Recommended/Not Recommended by the Budget Committee</p> <p>Tax Impact Lyndeborough – (\$0.47) Tax Impact Wilton – (\$0.52)</p>								
2018	05	Collective Bargaining Agreement between The Wilton-Lyndeborough Cooperative School Board and the Wilton-Lyndeborough Cooperative Support Staff Association	<p>To see if the Wilton-Lyndeborough Cooperative School District will vote to approve the cost items included in the collective bargaining agreement reached between the Wilton-Lyndeborough Cooperative School Board and the Wilton-Lyndeborough Cooperative Support Staff Association which calls for the following increases in salaries and benefits at the current staffing level:</p> <table><tr><td>Fiscal year</td><td>Estimated Increase</td></tr><tr><td>2018-19</td><td>\$ 6,575</td></tr><tr><td>2019-20</td><td>\$16,523</td></tr><tr><td>2020-21</td><td>\$16,601</td></tr></table> <p>and further to raise and appropriate the sum of \$6,575 for the 2018-2019 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels. This article does not include appropriations contained in special or individual articles addressed separately. (Majority vote required)</p> <p>Recommended by the School Board Recommended/Not Recommended by the Budget Committee</p> <p>Tax impact Lyndeborough - \$0.01 Tax impact Wilton - \$0.01</p>	Fiscal year	Estimated Increase	2018-19	\$ 6,575	2019-20	\$16,523	2020-21	\$16,601
Fiscal year	Estimated Increase										
2018-19	\$ 6,575										
2019-20	\$16,523										
2020-21	\$16,601										
2018	06	Special Collective Bargaining Unit Warrant	<p>Shall the Wilton-Lyndeborough Cooperative School District, if WARRANT ARTICLE 5 is defeated, authorize the Wilton-Lyndeborough Cooperative School Board to call one special meeting, at its option, to address WARRANT ARTICLE 5 cost items only? (Majority vote required).</p> <p>Recommended by the School Board</p> <p>This warrant article has no tax impact.</p>								

Wilton-Lyndeborough Cooperative School District
Menu of Potential Warrant Articles for Fiscal Year 2018-2019

Tax Year	WA #	Type	Language
2018	07	Kindergarten	<p>To see if the Wilton-Lyndeborough Cooperative School District will vote to approve expanding of the current kindergarten program to full day and to raise and appropriate the sum of \$105,700 for this purpose. Such cost to be offset by revenues made available by the State of New Hampshire on an annual basis. This article is a special warrant article and is not included in the operating budget warrant article. (Majority vote required)</p> <p>Recommended by the School Board Recommended/Not Recommended by the Budget Committee</p> <p>Tax impact Lyndeborough - \$0.08 Tax impact Wilton - \$0.09</p>
2018	08	Use of CRF or ETF and Taxation	<p>To see if the Wilton-Lyndeborough Cooperative School District will vote to raise and appropriate the sum of \$60,000 to be added to the Wilton-Lyndeborough Cooperative Building/Equipment & Roadway Capital Reserve Fund previously established. This sum is to come from general taxation. This article is a special warrant article and is not included in the operating budget warrant article. (Majority vote required)</p> <p>Recommended by the School Board Recommended by the Budget Committee</p> <p>Tax impact Lyndeborough - \$0.11 Tax impact Wilton - \$0.12</p>
2018	09	Other - Blank	<p>To transact any other business that may legally come before this meeting.</p>

**WILTON-LYNDEBOROUGH COOPERATIVE
SCHOOL BOARD MEETING AND JOINT BUDGET COMMITTEE SESSION
Tuesday, November 28, 2017
Wilton-Lyndeborough Cooperative M/H School-Media Room
6:30 p.m.**

Present: Harry Dailey, *Geoff Brock, Matt Ballou, Mark Legere, Joyce Fisk, Carol LeBlanc, Alex LoVerme, Miriam Lemire arrived at 6:37pm and Charlie Post arrived after the budget co. mtg.*

Superintendent Bryan Lane, Business Administrator Lise Tucker, Director of Student Support Services Betty Moore, Principals Brian Bagley, Tim O'Connell, Curriculum Coordinator, Julie Heon, Director of Technology Kevin Verratti and Clerk Kristina Fowler

I. CALL TO ORDER

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

II. ADJUSTMENTS TO THE AGENDA

Superintendent Lane provided additional data regarding full day kindergarten as requested by a community member.

III. PUBLIC COMMENTS

Ms. Jessie Salisbury, community member and reporter commented that communication has vastly improved.

IV. BOARD CORRESPONDENCE

a. Reports

i. Superintendent's Report

Superintendent Lane reported an agreement has been reached with the WLCSSA contract negotiations and is being reviewed. This will be discussed in non-public session. State Representative, Carol Roberts will be present at 7:00pm to discuss SB 193 with the board and budget committee. He is working on an OCR concern and entered into mediation. He will be speaking with them tomorrow. He is meeting with the FRES PTO on December 5 to discuss SB 193. There is one last budget meeting regarding salary and benefits tomorrow. December 8 he is attending the statewide superintendents' meeting in Concord.

ii. Director of Student Support Services Report

Ms. Moore reviewed that an onsite visit from NHDOE took place regarding the RISE MS program which went very well. She does not have the written report however a one year approval has been verbally granted through perpetuity. Mr. Brock gave Ms. Moore praise for the program she created which has saved the district a lot of money and served the children well.

iii. Director of Technology's Report

Mr. Verratti reported storm damage in October which caused a loss of power at WLC. The system needed to be rebooted. This time all equipment came back up; there is no generator for this building and equipment has been lost in the past. Replacement of the camera backend at WLC was completed in addition to this; two cameras were added to cover blind spots. He will budget for two more low resolution cameras that need to be replaced. Google training was provided to 13 paraeducators, a survey will go out to them to obtain feedback. He made the board aware of several high profile data breaches in the news lately regarding school districts and student information. There is no immediate threat specifically to our systems but there is always a risk when data goes outside district walls and we do utilize several third-party systems that could be potential targets. All is being done to mitigate these risks. Mr. Brock thanked Mr. Verratti for his efforts.

52 **V. CONSENT AGENDA**

53 **a. Donation**

54 A donation was made from Exxon Mobil Educational Alliance Program and Brookside Mini Mart in
55 the amount of \$500 to be placed in the student activity account which will be utilized to enhance math
56 and science curriculum at FRES.

57
58 *A MOTION was made by Mr. Brock and SECONDED by Ms. Fisk to accept the consent agenda.*
59 *Voting: all aye; motion carried unanimously.*
60

61 **VI. 7:00PM JOINT BOARD & BUDGET COMMITTEE SESSION**

62 **a. Carol Roberts, State Representative-Senate Bill 193**

63 State Representative Ms. Carol Roberts accompanied by Mr. Charles Denton provided information on
64 Senate Bill 193 (School Voucher Bill). Ms. Roberts provided information on the origin, process and
65 latest update of this bill which included the Senate passing it in March 2017 with a 14-9 vote, sent to
66 the House Education Committee, several hearing were held, it was retained in 2017 which means
67 additional research will be done and brought back to be discussed again and must settled by mid-
68 November. It was voted ought to pass on November 14 with a 10-9 win. There have been major
69 changes to this bill. Once it leaves that area and goes to the House Finance Committee, if it passes it
70 goes to the governor's desk for signature and becomes law within 60 days. She recommended reaching
71 out to people you know and ask them to get involved and talk to their representative in their towns and
72 let them know how you would like them to vote.

73 Mr. Denton provided information based on his interpretation of how this bill might affect a district like
74 WLC and how it relates to funding and spoke of new additions to this bill.

75 This bill allows for the ability for the state to channel \$3,500 per student via parents applying for an
76 educational savings account. The money is provided to you (parents) and you can spend it. Five
77 percent has been taken out of the \$3,500 for administration fees, parents will get \$3,300.

78
79 The eligibility stands for funds would include:

- 80 • Families at three times the poverty level- family of four earning \$75,000
- 81 • Students needing to attend one year of public school
- 82 • Entering first graders or kindergarten students
- 83 • Parents with evidence of failure to educate for two consecutive years

84
85 Any districts financial liability is limited to ¼ of one percent of gross budget, in WLC \$30,000. There
86 is a question on how the stabilization grant will also be funded. If students start leaving, the
87 stabilization will decrease. Mr. Post questions how he knows this and explains if you have 100 less
88 students then your budget will go down so the base they calculate that on is going down, taking a small
89 fraction off a fraction. Mr. Denton responds that this is new to the bill and something that needs to get
90 worked out in conference.

91
92 The bill now has a sunset clause that in 5 years the bill expires.
93

94 Discussion was had regarding home schooled students being enrolled into public school for a year to
95 obtain funding. Several members voiced they did not feel this would happen.
96

97 The state and community are responsible for these public funds your way to guide them is more limited
98 and left up to the parents.
99

100 Special education concerns are the discussion of another bill coming up but Mr. Denton did say that the
101 public school is not responsible and if you have a student who has an IEP or special needs, it doesn't
102 travel with them. Private schools still have the ability to choose their students.

Mr. Post noted the loss of funds follow the student so if the funds are cut, we would only get funds for those who attended school, but if they are not attending (home schooled) you wouldn't expect to get paid for them. Mr. Post also noted that it should be the parents who are able to make decisions that are in the best interest of the children.

Ms. Post noted she doesn't think we will see a huge change from what we see now and does not believe there will be a mass exodus or a need to be overly concerned.

Superintendent Lane noted the only requirement for home schooling is a parent has to write a letter to the SAU to indicate they are homeschooling, no educational plan is required. He hopes that parents would spend the funds in the best interest of the child to educate them in an appropriate manner as not all parents have the background to get the child to where they want to go.

Ms. LeBlanc commented she thinks it's a waste of resources and money since the bill expires in 5 years. "I believe it is an experiment being put on the backs of our students-which after 5 years will be gone" but does not think it should be much of a worry as most parents with children in private schools will probably not remove their children from those schools and enroll the students in public school for the required one year.

Mr. Denton explained there are some resources such as businesses can contribute profit tax receipts and get a credit which goes to a scholarship for children, you can get a grant in addition to this money and are other pots of money to give people choice that the public is paying for.

Chairman Dailey commented this is not our decision to make and feels more comfortable that it will not have a huge impact on our district but we just don't know.

Mr. Denton said the last DOE survey was estimated to have 6,000 home schoolers in the state.

It was noted that it is a parent's choice what they choose for their child.

Answering a question from Ms. Ashley Saari, Mr. Denton explained the bill says you have to have attended for a minimum of a year and doesn't say last year, it sounds like at any point of consecutive months, doesn't have to be school year, can be calendar year, can be winter spring and fall.

This was a lengthy discussion and varied opinions were expressed.

- **PUBLIC COMMENT**

Ms. Susan Ciatto, parent noted SB-193 will have an effect and feels as a community representative, as a budget committee/board it is their responsibility to ensure that our public schools are able to run. She also commented that for anyone who feels public school is not adequately educating their child, they have the right to say "you are not serving my child and get on top of it." She urges the boards to remember the will of the constituents.

- b. Letters/Information**

- **Testing Data/Districts Without Full Day Kindergarten**
 - i. District Statistical Comparisons/Full Day Kindergarten**
 - ii. Districts With or Without Full Day Kindergarten**

Superintendent Lane reviewed the data on these documents and noted that he added a document which shows data from districts that do not have full day kindergarten as a concern was raised by a citizen that information provided was incomplete because it did not include this data. The data was obtained from the NHDOE website and compared third grade scores on the Smarter Balanced assessment for the past two years for reading and math. He noted he is not satisfied with the performance and we need to do a

more effective and efficient job but we are making strides. Mr. Ballou commented that we need to use the same internal test for five years as the state continues to change the test used, example NWEA, Smarter Balanced and soon NH Statewide Assessment and we cannot be jumping around. Superintendent Lane responded we are staying with STAR 360 for internal testing; teachers are getting used to it and using the data. As part of the process, FRES has identified some students with math issues and they opened an early math lab for students. The document which compares third grade test scores for all school districts served by one elementary school in a given town vs. WLC show our test scores for 2015-16 in reading were 13% lower than state average and in math 12% lower. In 2016-17 it shows reading 15% higher than state average and 13% higher in math. The document which shows data on statistical comparison for districts with full day kindergarten for at least three years that are of similar size to us, show our 3rd grade test scores for 2014-2015 are 17% points below the average in reading, 9% points below the average math. In 2015-16 (16-17 was not available at the time) we are 10% points below the average in reading and math. The third document shows 149 towns/cities in NH that have full day kindergarten and 55 that do not. Mr. Kofalt commented that this doesn't seem conclusive that there is a whole lot of benefit. Superintendent Lane responded the data shows we have students in need and Chairman Dailey noted there is no magical set of data points.

c. FYI 2018-2019 Budget

i. Curriculum

Dr. Heon reviewed the budget for curriculum which focuses on STEM related areas, math for FRES and science for MS. This budget includes payment for stipends in August for teachers and days after school for ongoing learning and discussion of implemented strategies and substitute pay for time to work with contracted professional development coaches during the day. It also includes durable equipment; supplies for the first year of implementation, annual consumable supplies in subsequent years would be approximately \$2,000-\$2,500. Total budget expense of \$34,317.91 which breaks down for FRES \$13,915 professional development for teachers summer and after school, substitute compensation \$1,950, social security, FICA, retirement and workers comp \$3,676.91 and for MS \$6,000 for professional development, \$8,026 for curriculum based supplies, \$750 for software (Project Lead The Way) annual fee.

ii. Grants/Food Service/Revenue/Line Item

Ms. Tucker reviewed the reports.

For **special revenue** (grants) funds she anticipates a large drop in Title IA which relates to free and reduced and enrollment, 2018-19 budget is \$85,000, 2017-18 budget was \$95,946, and Title IIA which is used for professional development of teachers, 2018-19 budget is \$25,000, 2017-18 budget was \$51,890. IDEA for special education, 2018-19 budget is \$145,228, 2017-18 budget was \$142,342, IDEA SPED Preschool, is budgeting the same as last year at \$2,424, REAP, (zero) \$0 budgeted, 2017-18 budget was \$7,321 and local for 2018-19 is \$1,000, 2017-18 budget was zero- \$0. This is a total for 2018-19 of \$258,652; 2017-18 budget was \$299,923.

The **food service** budget shows total expenses and revenue budgeted for 2018-19 \$215,000 compared to \$219,600 budgeted in 2017-18. In 2016-17 there is a net income loss of \$14,265.13 (revenue \$192,430.58, expenses \$206,695.71). Superintendent Lane added that 24% of our students are free and reduced which means they are 3X the poverty level.

The **general fund revenue** budget indicates a decrease in 2018-19, budgeting \$11,727,574, 2017-18 was budgeted \$12,086,972. Some of the decrease includes interest from trust funds, E-Rate, adequacy aid, and catastrophic aid. Including food service and special revenues, the total appropriations are \$12,201,226; 2017-18 budget was \$12,278,636.

The **line item** and **running total** show a decrease (without payroll accounts, benefits, and food service and special revenue funds) of \$178,660, 4.86%.

iii. Warrant Articles

Regarding article #05, CBA with support staff, Superintendent Lane reported a tentative agreement has been reached regarding negotiations but no details will be provided until it is voted on.

• Kindergarten Discussion

Superintendent Lane drafted language approved by the attorney, for a warrant article for full day kindergarten as requested. Cost to be offset by revenues made available by the State of New Hampshire on an annual basis. If approved Lyndeborough tax increase would be \$.08, and the Wilton tax increase would be \$.09. Recommendations have not been made on this article by either board. Superintendent Lane explained the attorney wanted both boards to understand if this is put forth as a warrant article and voted down full day kindergarten cannot move forward for one full year and the attorney's recommendation is if we can, and it is of importance, it be made part of the budget. In response to a question of how many teachers may be needed for this program, Superintendent Lane responded, two teachers for 36 students. Dr. Heon explained her concern from an academic point of view is the standards are based on 13 years of public education, meaning full day kindergarten through grade 12; most states in this nation have full day kindergarten. When students come to first grade and haven't completed the bulk of curriculum, they are already behind and are facing new material. It is a snow ball effect and some questions regarding the data are a consequence of our students not having enough opportunity to gain the skills in the prior year. Superintendent Lane responded to Ms. Post asking if full day kindergarten was not successful can we choose to stop it and he responded in reality since a full day kindergarten is not part of compulsory education the district could choose to reverse it and go to a minimum of half day. The only way to stop it if it is a warrant article is to have another vote. Ms. Browne questioned since we have extended day do we have to do the same and Superintendent Lane responded no because it is still an "extended" day. Chairman Dailey asked for clarification if you went to full day and then changed to half day, you could still have the extended day, Superintendent Lane confirmed yes, unless it has a time limit. Superintendent Lane confirmed for Ms. Post the \$105,700 included payroll, the program supplies and everything needed with the estimate of 40 students. Chairman Dailey added the furniture is a one-time cost.

VII. PUBLIC COMMENTS

Ms. Susan Ciatto asked for clarification on why kindergarten would be placed on a warrant and not in the school budget. Mr. Ballou responded the board voted to *draft* a warrant article. Chairman Dailey added it was the recommendation of the Strategic Planning Committee to put it on a warrant as there was a lot of contention around the extended day article. Mr. Post added, it has not been decided.

A MOTION was made by Mr. Kofalt and SECONDED by Ms. Altner to adjourn the budget committee session at 9:33pm.

Voting: all aye; motion carried unanimously.

VIII. ACTION ITEMS

a. Approve Minutes of Previous Meeting

A MOTION was made by Mr. Brock and SECONDED by Ms. Fisk to approve the minutes of November 14, 2017 as written.

Voting: all aye; motion carried unanimously.

b. Language for Non-affiliated Handbook

Superintendent Lane reviewed the language changes for the non-affiliated staff handbook. A brief discussion was had regarding rescinding of the notification.

A MOTION was made by Mr. Brock and SECONDED by Ms. LeBlanc to approve (for discussion purposes) language changes presented to the non-affiliated handbook.

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

A MOTION was made by Mr. Legere and SECONDED by Ms. LeBlanc to amend the language changes to add at the end, "Cannot be considered for rescinding without approval of the board".

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

c. Transportation Bid

Ms. Tucker reviewed the quotes and recommendation for to/from regular education transportation. The recommendation is to award the bid to Butler's Bus Service. Mr. Steve Brown, Steve's Bus Service was present and spoke of concerns about the bid process regarding a new requirement that busses are to be no more than 5 years old (at the start of the contract), he could not bid equally due to his busses being older than this and would need to purchase 8 new busses. He responded to Ms. LeBlanc that the average age of his busses is 12 years old, the newest is a 2007 and a spare that is rarely used which is 2002. Superintendent Lane confirmed for Mr. Ballou, both bids presented are qualifying bids. Mr. Bruce Lyskawa, of Butler Bus Service was present and confirmed they run 250 busses and are a local and regional company in NH area. He spoke of there being a difference in new busses and old busses and confirmed the age of Butler's busses is 4 years old. He added the difference is due to efficiency of the product being made, they have "green diesel engines" and it makes a better atmosphere having a nicer bus. In good faith, he put a bid in. He also spoke of being shocked although understands wanting to keep business local, when you put out a bid and put your best bid forward, there is an expectation.

Mr. LoVerme questioned what restrictions were listed, Superintendent Lane responded, insurance bond, video cameras and an age restriction. Ms. Tucker added this is standard best practices. Mr. LoVerme questioned if there is anything relating to allergies and Superintendent Lane responded it would be an internal protocol and he is not sure if this is possible to create an environment free of allergens. Mr. Brown confirmed his drivers are first aid and CPR certified. Mr. Lyskawa responded his are not. A discussion was had regarding the 5 year requirement and the service Mr. Brown has provided. Discussion continued regarding whether a new invitation to bid should be asked for.

A MOTION was made by Mr. Brock and SECONDED by Mr. LoVerme to offer the opportunity to both to rebid with the removal of the 5 year old bus restriction and change this to 12 years.

Voting: seven aye; one abstention from Mr. Post (He was not present for most of the discussion) motion carried.

Superintendent Lane confirmed with the board the bid invitation will be opened up to all bidders.

Ms. Tucker reviewed the recommendation for SPED transportation. The only bid for this came from Durham School Services (previously known as The Provider). The recommendation is to award the bid to Durham School Services. Discussion was had regarding decreasing cost for transportation if the district leased another vehicle for the out of district SPED transportation runs.

A MOTION was made by Mr. Ballou and SECONDED by Mr. Brock to accept the bid for SPED transportation from Durham School Services as presented.

Voting: all aye; motion carried unanimously.

d. Tuition Policy

Superintendent Lane reviewed the changes in the draft policy which included adding language to tuition in students from other towns/districts. A brief discussion was had. This is the first read on the changes to this policy and will be brought back for a second read.

IX. COMMITTEE REPORTS

Mr. Post reported there was a lot of discussion about kindergarten and reviewing the numbers. The committee is not inclined to support kindergarten within the budget and in general they have concerns and reservations but it is still early. As they are receiving little pieces of the budget, they do not know the final number and are holding their judgement on the budget. He noted they are concerned about the other warrant article regarding holding funds which Chairman Dailey responded he doesn't believe that will move forward.

X. RESIGNATIONS / APPOINTMENTS / LEAVES

There were none to report.

309
310 **XI. PUBLIC COMMENTS**

311 There were no public comments to report.
312

313 **XII. BOARD BUDGET DISCUSSION**

314 There was no additional discussion beyond Chairman Dailey noting he feels good about the direction
315 things are going but wants to see the complete budget.
316

317 **XIII. NON-PUBLIC SESSION RSA 91-A: 3 II (A)**

318 *A MOTION was made by Mr. LoVerme and SECONDED by Mr. Legere to enter Non-Public Session to*
319 *discuss negotiations RSA 91-A: 3 II (A) at 9:51pm.*

320 *Voting: all aye via roll call vote; motion carried unanimously.*
321

322 **RETURN TO PUBLIC SESSION**

323 The Board entered public session at 10:09pm.
324

325 *A MOTION was made to seal the non-public session minutes for 50 years by Mr. Brock and*
326 *SECONDED by Mr. LoVerme.*

327 *Voting: all aye; motion carried unanimously.*
328

329 **XIV. ADJOURNMENT**

330 *A MOTION was made by Mr. LoVerme and SECONDED by Ms. LeBlanc to adjourn the Board meeting*
331 *at 10:10pm.*

332 *Voting: all aye; motion carried unanimously.*
333

334 *Respectfully submitted,*
335 *Kristina Fowler*
336

**WILTON-LYNDEBOROUGH COOPERATIVE
SCHOOL BOARD MEETING AND JOINT BUDGET COMMITTEE SESSION
Tuesday, December 12, 2017
Wilton-Lyndeborough Cooperative M/H School-Media Room
6:30 p.m.**

Present: Harry Dailey, *Geoff Brock, Matt Ballou, Miriam Lemire, Carol LeBlanc Charlie Post (arrived after budget co mtg.), and Alex LoVerme arrived at 6:42pm.*

Superintendent Bryan Lane, Business Administrator Lise Tucker, Principals Brian Bagley, Tim O'Connell, Curriculum Coordinator Julie Heon, 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

This was postponed until the next meeting.

III. ADJUSTMENTS TO THE AGENDA

Superintendent Lane informed the members he has provided an example of a report for parents from STAR 360, a student's poem, a PowerPoint presentation for MS reorganization, budget sheet by object and budget summary relating to tax impact of warrant articles.

Chairman Dailey reported there is a drawing done in the 1970's by a WLC art teacher which the town of Wilton no longer has a place for since renovating. The town would like to give it to the school. Superintendent Lane will contact Town Manager Scott Butcher to obtain details.

IV. PUBLIC COMMENTS

Community member Fran Bujak was present and thankful for the board materials to be on the website. He spoke regarding the proposal (MS model) to reduce additional teachers, having been on the school board, this was part of the combining schools and both towns were assured that we would provide the same or better education. His concern is the proposal brings the opposite. There is some relevance to class size and he has reviewed studies (by Lorraine Johnson) which talked about 40/20 doesn't make much difference but 20/15 does although you can find studies one way or another. He asks that when this is discussed a common sense theory is applied and says common sense says a teacher can spend more time with students and teachers can implement strategies for improvement and learning. A teacher in a smaller class size is more motivated. Someone wrote if small class sizes were such a great idea why do the wealthiest parents send their kids to private schools, none of which have large class sizes.

V. BOARD ANNOUNCEMENT-SUPERINTENDENT

Chairman Dailey made a formal announcement that the school board has gone through the negotiation process and signed an additional three year contract with current Superintendent Bryan Lane.

VI. BOARD CORRESPONDENCE

a. Reports

i. Superintendent's Report

Superintendent Lane reviewed his report and noted the last presentation of the budget will be this evening. The support staff contract has been ratified by both the board and the WLCSSA. He spoke with the PTO at FRES regarding SB 193 and kindergarten. He confirmed in speaking with them, as the bill has been rewritten there is not a large financial issue for the district and homeschooling can be a

great thing for some. Information was provided on full day kindergarten based on the Strategic Planning Committee's presentation of November 28. He confirmed for the PTO members the best time for parents to voice opinions would be during public comment at a board meeting or most importantly when we vote. FRES has a winter concert on December 13 and WLC December 20. The varsity games have been moved to Epping on Friday. He will be out of the office on December 13 and a couple days for the school break.

ii. Business Administrator's Report

Ms. Tucker reviewed her report which included attendance to the SchoolCare annual meeting which focused on cost, quality and prevention. She met with the district treasurer and made some changes to the format of the Treasurer's Report (on the agenda). Month to date and year to date and expense side have been added, moving forward they will work on internal controls. The Wellness Committee met and discussed working on the cookbook initiative, SchoolCare seminars and reviewed the USDA presentation on "Wellness and What School Staff Need to Know" and they are looking at the possibility of having an annual wellness fair fundraiser. Frank Kitchen, Keynote Speaker at the School Nutrition Association of NH Fall Conference, spoke about life and leadership skills, educating, elevating and empowers people to be difference makers and life changers. NH Buying Group gave a presentation on the procurement review. Information was brought back to the staff. Primex gave a presentation on time management. Thirteen additional Lyndeborough history books have been sold and currently there are 7 books available. A walkthrough was completed on November 28 at WLC and a CIP meeting was held this evening, an update of the CIP worksheet will be provided in January for the annual report.

iii. Principals' Reports

Principal Bagley reported preparing for the upcoming self-reflection which is part of the NEASC accreditation process, surveys were completed by students, parents and faculty hoping to learn more about what is working for our students. Teachers have created a schedule based on data collected from the STAR 360 assessment which includes support and intervention for students who need it. MS teachers are involved and working together to make the process work. November 29, Ms. Amanda Kovaliv (WLC School Counseling Coordinator) and Mr. Mike Conley (High Mowing School) organized a follow-up at High Mowing School to discuss joint projects and possible grants around the environment. Former NH Supreme Court Justice John Broderick will be at WLC on December 14 and the board is invited to hear him speak regarding a statewide campaign regarding mental illness.

Principal O'Connell reported FRES continues the C.A.R.E.S. (cooperation, assertion, responsibility, empathy, and self-control) initiative and students are recognized for demonstrating these types of behaviors. The music program has a performance tomorrow night, The Littlest Reindeer. The debut of the 4th and 5th grade band will be at LCS on December 21 performing Jingle Bells. Morning math lab is provided by the Title I tutors and is a new initiative for 3rd grade students three days a week. There are typically more than 20 students each day. Soon it will be offered to 4th and 5th grade in the afternoon. Data from STAR 360 is being analyzed. FRES students were invited to the Wilton Town Hall Theater to view the movie Sing, coordinated by School Counselor, JoAnne Dufour. This month staff at FRES and LCS are giving back to our communities to provide for families in need.

iv. Director of Student Support Services Report

Superintendent Lane reviewed Ms. Moore's report in her absence which revolves around thanking all involved for their efforts with adding a life skills class to the RISE program and welcoming it to the MS/HS. They have added a stove, sink dishwasher and all was funded through a grant. This program is to provide students with life skills to gain some independence. Thank you to Mr. Erb in particular for doing the rewiring etc. to make this possible.

v. Director of Technology's Report

Mr. Verratti reported on November 28 there was an outage with the phone system which lasted 3 hours. Two grants have been applied for with the Department of Homeland Security for additional camera equipment, funding is expected the first quarter 2018. Over winter break the IT Department will work on a mapping project moving some equipment for efficiency. He confirmed there was no agreement

between the new phone service and the old one to keep the previous phone numbers (the main school numbers and SAU number are still the same). Outbound caller id should show WLCS SAU63 however ShorTel (new phone service) is still working on this piece as that id is not being accepted on all phones and can show up as just an unfamiliar phone number to parents. Superintendent Lane directed the Principals to send out an alert through the principal alert system with the office and nurse phone numbers to make parents aware.

vi. Curriculum Coordinators Report

Dr. Heon gave an overview and discussion was had regarding the documents she provided from STAR 360 assessment. A document labeled STAR 360 Assessment Data shows September and November testing data. A sample report labeled Annual Progress Report shows the parent where the child is and was provided to parents, reviewed at parent/teacher conferences and will be distributed once a quarter. The Student Diagnostic Report is used for monitoring growth and domain scores which staff uses to help determine if the student needs targeted instruction. Grade equivalent was explained, for example for a first grader in September, you would see 1.1, indicates first grade, first month and in November for example, you would see 1.3 for the third month. You can determine if the student is on grade level or above. Another example is for a student in fourth grade it should show 4.0 in the beginning of school and the end 4.9 however there is a little wiggle room. Superintendent Lane added grade equivalency is based on thousands of students nationally. Mr. O'Connell confirmed last year "Prodigy software" was used for a for a math game competition which is being expanded and will be used in the math lab. Dr. Heon noted products like Prodigy are geared to process monitoring and do not provide the type of data STAR 360 does. The reports cannot be customized but suggestions can be made to change wording.

b. Letters/Information

i. NHSBA Resolution/Delegate Assembly

Superintendent Lane informed members the NHSBA recognized the resolution they put forward although adoption was not recommended by the NHSBA Board of Directors. Delegate Assembly is January 20, 2018.

ii. Enrollment

Superintendent Lane reviewed enrollment. LCS 46 students, FRES 206, MS 115, HS 159 district total 526. Mr. Post noted there was a big drop of 11 students in FRES from September to November. Superintendent Lane noted the drop being mostly in 2nd and 5th grades.

iii. Superintendent Conference Request

Superintendent Lane requested funding in part or in whole to attend the American Association of School Administrators annual conference held in TN in February. He is not requesting meal reimbursement.

A MOTION was made by Mr. Ballou and SECONDED by Mr. Post to approve funding the entire amount.

Voting: all aye; motion carried unanimously.

VII. CONSENT AGENDA

a. Treasurer's Report

i. July 2017-October 2017

The reports have been reviewed by the board.

A MOTION was made by Mr. Brock and SECONDED by Mr. LoVerme to accept the consent agenda.

Voting: all aye; motion carried unanimously.

VIII. 7:00PM JOINT BOARD & BUDGET COMMITTEE SESSION

Present: Leslie Browne, Christine Tiedemann, Jim Kofalt, Lisa Post and Dawn Tuomala

Budget committee was already in session as they met prior at 6:30pm.

a. Letters/Information

154 **i. Student Assessment Data**

155 Superintendent Lane reported he is pleased with the data for the most part with a couple of exceptions
156 they are at their norm for national standards. The numbers are an average for the grade. It shows 5th
157 grade students were already at 5.5 in the first month of school, and 2nd grade shows 2.1. Mr. O'Connell
158 confirmed that in November there were 12 students in the first grade out of the 40 or so who were ready
159 to take the test and provide valid data. Superintendent Lane noted some of those students may have
160 attended the summer program.

161 **ii. Newspaper Annual Posting**

162 Superintendent Lane reported annually, we are required to put notice in the paper by statute for certain
163 dates such as budget hearing, elections, and district meeting and provided a copy of the ad.

164 **b. FY 2018-2019 Budget**

165 **i. Staffing & Benefits**

166 **ii. Warrants**

167 Superintendent Lane reviewed his staffing and benefits proposal which included changes to the MS
168 model, staff reductions of one 5th grade teacher (will be absorbed through a retirement), two MS
169 teachers and at the SAU Office, consolidating human resources/payroll and accounts payable (currently
170 two full time positions) into one position. These salary reductions are a combined total of \$162,900.
171 Discussions were had and various opinions were voiced regarding the MS proposal. The slides of the
172 presentation can be found with these minutes. He noted concern from both Principals about changing the
173 level of staffing and classes getting larger. He confirmed all understood the logic but they would prefer
174 not to lose staff and of particular concern were the changes to the MS model.

175
176 The changes he is proposing to the MS model include having four teachers teach two sections of
177 English, social studies, math and science for grades 6 and 7. Class sizes would increase to 24 in grade 6
178 and 16 in grade 7; math classes would be smaller by creating a remedial class for those who need
179 additional support. Unified arts classes of music, health PE, and world language would be at 24 for
180 grade 7 and 16 for grade 6. FACS, computer education and tech education and art classes would be at
181 16 for both the 6th and 7th grade. Eighth grade would have a dual certified person who teaches English
182 and social studies with class sizes of 21. Due to dropping enrollment at the HS, the person who teachers
183 two sections of 9th grade science would also teach two sections of 8th grade science with class sizes of
184 21 and 22 in grade 9. The changes allow for most students to earn one high school credit and possibly
185 two in some courses. HS and MS run on the same schedule, the new model can be accomplished with
186 some adjustments.

187
188 Some of the concerns raised to him previously include morale, classes being too large, will the 8th
189 graders be considered MS, are we meeting minimum standards and some of the advantages of this
190 model are ability to earn HS credit, more flexibility in scheduling, ability to take advanced placement
191 language classes, reduce cost (\$90,000) and more efficient use of staff.. Some of the discussion from
192 members included: one of selling points for consolidation was the MS model especially for the sixth
193 grade, opportunity and options it provides for the students, class size, response to declining enrollment,
194 timing of the changes (is this the right time), current MS model and what it provides and the possibility
195 of a hybrid model.

196
197 Regarding changes to the SAU staffing which was briefly discussed, Superintendent Lane explained he
198 is tasked to look at all systems to see if we can become more effective. This recommended combined
199 position would be a salaried position, year round with the benefits outlined in the fulltime employee
200 handbook. The savings of combining the positions, with salary and benefits is approximately \$20,000.

201
202 It was noted no recommendations have been made to any warrant article to date. The contract for the
203 WLCSSA has been ratified by the school board and the union therefor the numbers for article are solid.
204 Superintendent Lane provided a summary of each warrant article with tax impact, the numbers that are

presented in the latest budget running total reflect all previous presentations and changes to staffing and benefits including the MS model. Ms. Browne noted the budget committee has not set up a separate meeting as they have done in the past but is sure they will. The consensus from the school board is to bring back the MS discussion for a future meeting.

IX. PUBLIC COMMENT

There was no public comment.

A MOTION was made by Ms. Tiedemann and SECONDED by Mr. Kofalt to adjourn the budget committee session at 8:45pm.

Voting: all aye; motion carried unanimously.

X. POLICIES-2ND Read

i. JFAB-Admission of Tuition and Non-Resident Students

Changes to the Admission of Tuition and Non-Resident Students policy were discussed including tuition fee and how that may be calculated and what should be included, policy vs. warrant article, overview of the general process and pros and cons of making this change. The current policy allows individual students to be tuitioned in to our district (usually a special case). The change to this policy gives our district the opportunity to enter into contract with other towns allowing students from other towns to tuition into our district. Mr. Post requested for clarity on the second sentence, to add our districts name (it will be added). Mr. Post suggested bringing the policy back for a 3rd read; further discussion regarding the changes was had. Concerns were shared and discussed including public input and a belief that Lyndeborough outsources its education to Wilton. It was noted that it's not one towns but a cooperative of Wilton and Lyndeborough. The Strategic Planning Committee will be looking at the SAU configuration. A public hearing would be held by both districts to allow for public input prior to finalizing a contract between the districts. Superintendent Lane further explained a town may decide they want to come to our district and this would give the board the ability to enter into these negotiations. Tuition rates would be bargained by the board. There would be no voting rights by the sending town. The sending town would still pay for their own special education and transportation.

A MOTION was made by Mr. Brock and SECONDED by Mr. LoVerme to approve JFAB-Admission of Tuition and Non-Resident Students policy as amended.

Voting: all aye; motion carried unanimously.

XI. ACTION ITEMS

a. Approve Minutes of Previous Meeting

Mr. Post voiced concerns regarding a lack of detail to the portion of the minutes relating to the session with State Representative Carol Roberts and Charles Denton and requested it be amended. Minutes will be amended and sent out prior to the next board packet for review.

XII. COMMITTEE REPORTS

i. Budget Liaison

Mr. Post reported the budget committee did not accept the minutes which were provided by Ms. Fowler and amendments were made. He reports the budget committee looked at staffing trends and has a full grasp of those trends and how it shifted. They will schedule a separate meeting prior to the January 23 joint meeting. Superintendent Lane gave an overview of the next steps as we come closer to the public hearing. He noted, going into the public hearing, votes should be taken prior which are brought to the public hearing then the school board and budget committee revote to determine to approve what they have to recommend or not recommend and that goes to the district meeting in March where it can be changed by the "body" (voters) by decreasing or adding to the amount. The body makes the final decision.

256 **ii. Facilities**

257 Ms. Tucker gave an overview of the committees meeting. They discussed phase 3 (next phase) of the
258 roof which includes sections one and two that go above the locker room and kitchen 13,000 square feet,
259 estimated \$130,000 an RFP will be put out in January for the work to be done in late June. A
260 competitive quote or RFP will be put out for the patching (parking lot) for WLC. They discussed
261 updating the CIP worksheet based on prior conversations and talked about adding a line for the tennis
262 court and what may be involved in that project. Mr. LoVerme suggests looking into another athletic
263 field.

264
265 **XIII. RESIGNATIONS / APPOINTMENTS / LEAVES**

266 There were none to report.

267
268 **XIV. BOARD BUDGET DISCUSSION**

269 A discussion was had and opinions shared regarding adding kindergarten to the budget instead of a
270 warrant article. Discussion included, is this right place for it, the risk being the budget could fail, board
271 having the authority to change policy (regarding JFAB) why would this be a warrant article, concern of
272 past history and decrease in the budget. Superintendent Lane will provide additional information
273 regarding kindergarten added to the budget.

274
275 **XV. PUBLIC COMMENTS**

276 Mr. Bill Draper, Wilton resident, commented that sometimes if it's in the budget it just goes. He states
277 he has seen many other meetings where arguments are made over five thousand dollars and then they
278 pass a million dollar budget.

279
280 **XVI. NON-PUBLIC SESSION RSA 91-A: 3 II (A) (C)**

281 *A MOTION was made by Mr. LoVerme and SECONDED by Ms. LeBlanc to enter Non-Public Session to*
282 *discuss a personnel matter RSA 91-A: 3 II (A) at 9:36pm.*
283 *Voting: all aye via roll call vote; motion carried unanimously.*

284
285 **RETURN TO PUBLIC SESSION**

286 The Board entered public session at 10:15pm.

287
288 *A MOTION was made to seal the non-public session minutes for 50 years by Mr. LoVerme and*
289 *SECONDED by Mr. Brock.*
290 *Voting: all aye; motion carried unanimously.*

291
292 **XVII. ADJOURNMENT**

293 *A MOTION was made by Mr. LoVerme and SECONDED by Ms. LeBlanc to adjourn the Board meeting*
294 *at 10:15pm.*
295 *Voting: all aye; motion carried unanimously.*

296
297 *Respectfully submitted,*
298 *Kristina Fowler*

Wilton-Lyndeborough Cooperative School District
BUDGET TRANSFER REQUEST

REQUEST FOR BUDGET TRANSFER NO.: _____

SCHOOL: WLCHS

DATE: 12/14/2017

SCHOOL: FRES

TRANSFER FROM:

Account Number	Current	Transfer	Revised
Description	Approp.	Amount	Appropriation
04-2722-519-03	\$ 92,000.00	\$ 20,000.00	\$ 72,000.00
SPED Transport			\$ -
	\$ -	\$ -	\$ -
			\$ -
			\$ -
			\$ -
			\$ -
TOTAL TRANSFERRED FROM:		\$ 20,000.00	

TOTAL TRANSFERRED FROM: \$ 20,000.00

TRANSFER TO:

Account Number Description	Current Approp.	Transfer Amount	Revised Appropriation
04-2722-519-11	\$ 14,270.00	\$ 20,000.00	\$ 34,270.00
SPED Transport			\$ -
	\$ -	\$ -	\$ -
			\$ -
			\$ -
			\$ -
			\$ -

TOTAL TRANSFERRED TO:	\$20,000.00
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JUSTIFICATION: Need to encumber transportation funds for a student that was placed out of district from FRES.

REQUESTOR: DIRECTOR/PRINCIPAL/DATE

APPROVED: SUPERINTENDENT OF SCHOOLS

APPROVED: BUSINESS OFFICE/DATE

APPROVED: WLC SCHOOL BOARD

Transfer TO Transport: 01

12/14/2017

**Wilton-Lyndeborough Cooperative School District
BUDGET TRANSFER REQUEST**

REQUEST FOR BUDGET TRANSFER NO.: _____

DATE: 12/18/2017

SCHOOL: HS

SCHOOL: MS

TRANSFER FROM:

Account Number Description	Current Approp.	Transfer Amount	Revised Appropriation
	\$ 314,938.00	\$ 29,500.00	\$ 285,438.00
Private In/Out of State Tuition - HS			\$ -
1290-564-03	\$ -	\$ -	\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
TOTAL TRANSFERRED FROM:		\$ 29,500.00	

TRANSFER TO:

Account Number Description	Current Approp.	Transfer Amount	Revised Appropriation
	\$ 53,330.00	\$ 29,500.00	\$ 82,830.00
Public In State Tuition-MS			\$ -
1290-564-02	\$ -	\$ -	\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
TOTAL TRANSFERRED TO:		\$ 29,500.00	

JUSTIFICATION: Public In-State tuition fees for a student.

Betty Moore 12/19/17
REQUESTOR: DIRECTOR/PRINCIPAL/DATE

[Signature] 12/19/17
APPROVED: SUPERINTENDENT OF SCHOOLS

APPROVED: BUSINESS OFFICE/DATE

Josi Tucker 12/20/17

APPROVED: WLC SCHOOL BOARD

