

Public Notice of Meeting
WILTON-LYNDEBOROUGH COOPERATIVE SCHOOL BOARD MEETING
Tuesday, March 20, 2018
Lyndeborough Central School-Multipurpose Room
6:30 p.m.

- I. OATH OF OFFICE**-Mary Jane Ryan-School District Clerk
- II. CALL TO ORDER**-Bryan K. Lane-Superintendent of Schools

III. ELECTIONS/APPOINTMENTS

a. Elections

- i. School Board Chairman
- ii. School Board Vice Chairman

b. Appointments

- i. Treasurer
- ii. School District Clerk
- iii. Committees

IV. ADJUSTMENTS TO THE AGENDA

- V. 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.

VI. PRESENTATION-Reading Program-Principal O'Connell

VII. BOARD CORRESPONDENCE

a. Reports

- i. Superintendent's Report
- ii. Director of Student Support Services Report
- iii. Director of Technology's Report

b. Letters/Information

- i. NHSBA Board Member Roles and Responsibilities

VIII. CONSENT AGENDA

IX. ACTION ITEMS

- a. Approve Minutes of Previous Meeting**
- b. Approve School Board Meeting Dates 18-19**
- c. Approval of Capital Reserve Funds/Prime Roofing Corp.**

X. POLICIES

- a. Review Policy BCA-Board Member Ethics**

XI. COMMITTEE REPORTS

XII. RESIGNATIONS/APPOINTMENTS/LEAVES

- Susan Ballou-WLC Assistant Principal
- George Zink-FRES Grade 5
- Linda Cordileone-WLC Business Education
- Jeanne Doran-FRES Paraprofessional/Personal Assistant

XIII. PUBLIC COMMENTS

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

XV. ADJOURNMENT

INFORMATION: Next School Board Meeting-April 3, 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.

2017-2018 Committees/Liaisons

Budget Committee 2017

Leslie Browne, Chair
Karen Grybko, Vice Chair
Bill Ryan
Jim Kofalt
Lisa Post
Pamela Altner
Edwina Hastings
Christine Tiedemann
Dawn Tuomala

Budget Committee Liaison 2017

Charlie Post

Negotiations 2017 (no contracts 18-19)

Alex LoVerme
Rest deferred at 4.18.17 mtg.
Matt Ballou

Facilities Committee 2017

Bryan Lane
Joyce Fisk
Lise Tucker
Bill Ryan
Fran Bujak (community member)
Leslie Browne
Buddy Erb
Mark Legere
Charlie Post
Also in attendance
Brian Bagley
Tim O'Connell

Budget Committee Board Liaison 2017

Jim Kofalt
Edwina Hastings

Policy Committee 2017

Matt Ballou (Chairman of this committee)
Miriam Lemire
Geoff Brock

Elementary History Committee 2017 (? Continue)

Geoff Brock
Carol LeBlanc
Joyce Fisk

Strategic Planning Committee 2017

Harry Dailey
Miriam Lemire
Carol LeBlanc
James Kofalt
Pamela Altner

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
March 20, 2018

The results of the town meeting were encouraging and I was pleased with the turn-out of 185 citizens from Lyndeborough and Wilton. Our offices will begin the process of creating the new budget cycle for the 2018-19 school year shortly. It is my intention to have purchase orders in place prior to June 30 for those items that we will need for the beginning of the school year. It is our practice to make sure that all books, equipment, furniture, etc. that has been requested in the budget be processed in a timely manner so that they arrive prior to the start of school. There are some items that are ordered at a later date but those are not the majority of things.

We have been inundated with some unusual March weather forcing the cancellation of school twice this month. At this time our last day of school is scheduled to be June 19. I would like to thank our maintenance crews and those who plow for the towns in working to make sure our students and staff have a clear and safe pathway to school each day.

We have begun posting for positions that we know we will need and that the board has been made aware of. By board policy, all positions must be posted for a minimum of 10 calendar days. At this time, those positions are:

High School Social Studies Teacher
Kindergarten Teacher
5th Grade Teacher
Pre-school Teacher

Nomination lists will be forwarded to me by the principals prior to the next school board meeting for your consideration. Additional positions will be added to our search list as they become known to us.

I have crafted language in regard to article 10 of the Board Ethics policy and referred that language to our legal counsel, information is in the board packet.

On Wednesday March 14 about 50 students and 10 staff persons gathered to remember those who passed away in the school shooting in Florida on February 14. This was organized by members of the National Honor Society. Students were not required to attend. This did give a forum in response to the nation-wide "walkout" that received a great deal of coverage in the media. The WLC administration wanted to create a forum for students to express themselves in a safe school environment

I will be attending the South Central Superintendents meeting on March 16 and the statewide NHSAA meeting on Friday March 23.

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

Student Support Services Report
March 12, 2018

Special Education IEP Teams are in the process of gathering and reviewing individual student data and evidence of measurable progress toward annual IEP goals and objectives. A meeting for each student, including all team members, will be scheduled this Spring with the express purpose of reviewing this data and making recommendations for those students who may require Extended School Year Programming (ESY).

Team decision-making is facilitated by utilizing the Extended School Year Services Deliberation and Determination Form (attached), which clearly delineates factors to be considered according to State and Federal Special Education Law.

When all recommendations have been made, our office reviews the individual and collective needs of all of the students and develops programming to appropriately address those needs. Staffing decisions are driven by the number of students recommended, their grade levels and individual specific needs for related services to support academic programming.

With a few exceptions, Extended School Year Programming typically is scheduled for a five-week period during the month of July.

Respectfully Submitted,

Betty Moore
Director of Student Support Services

School Administrative Unit 63
Wilton-Lyndeborough Cooperative School District
192 Forest Road, Lyndeborough, NH 03082
Special Education Office
(603) 732-9175, Fax (603) 654-6691

☐ Lyndeborough Central ☐ Florence Rideout Elementary ☐ Wilton-Lyndeborough Middle/High

Extended School Year Services Deliberation and Determination

STUDENT: _____ DATE OF MEETING: _____

Is there reason to believe that the student would demonstrate substantial regression of critical skills and a failure to recover those lost skills in a reasonable amount of time following the school break? ☐ YES ☐ NO

Discussion:

Verification:

Is there reason to believe that the student's rate of progress on the IEP goals addressing critical skills will prevent the student from receiving benefit from his educational placement for the regular school year? ☐ YES ☐ NO

Discussion:

Verification:

Is there reason to believe that the student is at a "breakthrough point" regarding a critical skill and whether interruption of services at this point would prevent the student from receiving benefit from his educational placement for the regular school year? ☐ YES ☐ NO

Discussion:

Verification:

Is there reason to believe that the student's "interfering behavior(s)", such as ritualistic, aggressive or self-injurious behaviors, targeted by the IEP goals have prevented the student from receiving benefit from his/her educational program during the school year. If yes, would the interruption of programming, which addresses the interfering behavior(s) and acquisition of critical skills, prevent the student from receiving benefit from his educational placement for the regular school year? ☐ YES ☐ NO

Discussion:

Verification:

Does the IEP team believe that due to the nature and/or severity of the student's disability that Extended School Year Services are necessary for the student to benefit from his/her education program during the school year?

☐ YES ☐ NO

Discussion:

Verification:

Are there "Special Circumstances" that the team would like considered when determining whether Extended School Year Services are necessary for the student to benefit from his/her education program during the school year. ☐ YES ☐ NO

Discussion:

Verification:

It is the determination of the IEP team that _____, ☐ DOES ☐ DOES NOT
Require Extended School Year Services.

Wilton-Lyndeborough Cooperative School District-SAU #63
Technology Director

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

Kevin P. Verratti, Director of Technology

Technology School Board Report
03/14/2018

- Patches are now available from our vendors for the Spectre and Meltdown exploits. The Chromebook 1:1 fleet is patched, as are the computer labs and systems in high traffic areas. The remaining systems will be patched remotely and automatically and should not cause a disruption to faculty or staff. Older systems that are negatively impacted by the patches are marked for recycling and a full list will be provided to the board. The entire district will be fully patched by the end of March.
- Our emergency notification software, CopSync, has finished with bankruptcy proceedings and was purchased by Kologik. Ongoing conversations with the CEO of Kologik indicate that they intend to continue service of the CopSync product under a different banner and will maintain our contract throughout the end of our fiscal year. I am meeting with the Police Chiefs and a competing vendor on 3/15/2018 to make sure our needs are being met and to learn about what our other options are.

Respectfully,

Kevin P. Verratti
Director of Technology
SAU #63



New Hampshire School Boards Association
25 Triangle Park Drive, Suite 101
Concord, NH 03301
(603) 228-2061
(603) 228-2351 (fax)

2016 NHSBA Orientation - **Board Member Roles and Responsibilities**

I. Key Roles and Responsibilities of School Boards

1. Set and establish policy. (Ed 303, Ed 306, various NH RSAs)

(A) Ed 303 – Duties of School Boards:

- Ed 303.01(a) – Adopt policies necessary and desirable to control and effectuate the recruitment, employment, evaluation and dismissal of teachers and other employees
- Ed 303.01(b) – Adopt policies necessary and desirable to control and effectuate the purchase of equipment, supplies, or services.
- Ed 303.01(i) – Adopt a rule to ensure that there shall be no unlawful discrimination on the basis of sex, race, age, creed, color, marital status, national origin, or disability.
- Ed 303.01(j) – Establish a policy on sexual harassment

(B) Various NH RSAs

- Bullying
- Concussions
- Use of restraints
- Truancy
- Background checks
- Etc.

(C) Ed 306.04(a). The local school board shall adopt and implement written policies and procedures relative to:

- | | |
|---|--|
| (1) Absenteeism and attendance; | (15) How a credit can be earned; |
| (2) Promoting school safety; | (16) How a credit used to track achievement of graduation competencies; |
| (3) Discipline; | (17) Recommending developmentally appropriate daily physical activity; |
| (4) Records retention; | (18) Behavior management and intervention for students; |
| (5) Character and citizenship; | (19) Homeless students; |
| (6) Meeting the instructional needs of each individual student; | (20) Wellness; |
| (7) Student hazing; | (21) Providing immediate and adequate emergency care for students and school personnel; |
| (8) Student harassment, including bullying, as required by RSA 193-F; | (22) Meeting the special physical health needs of students; |
| (9) Sexual harassment; | (23) Supporting the availability and distribution of healthy foods and beverages that create a healthy environment in all schools throughout all school buildings during the school day; |
| (10) Reporting of suspected abuse/neglect; | (24) Air quality in school buildings as required by RSA 200:48; |
| (11) Promotion of a school environment that is conducive to learning and supports strong family and community partnerships; | (25) Graduation competencies consistent with RSA 193-C:3 that students are expected to demonstrate for graduation in content areas no later than July 1, 2015 as follows; |
| (12) Distance education, if the district chooses to offer distance education as provided in Ed 306.22; | (26) Graduation competencies consistent with RSA 193-C:3. |
| (13) Providing alternative means of earning credit toward a high school diploma or equivalent such as extended learning opportunities, and distance education to meet the requirements of RSA 193:1,(h) until July 1, 2015; | |
| (14) Providing alternative means of demonstrating achievement; | |

2. Set the school district's budget. (Ed 303; RSA 32)

- Ed 303.01(e) – Prepare an annual budget in accordance with RSA 32.
- RSA 32:5 – Budget Preparation

3. Hire a Superintendent. (RSA 194-C)

- RSA 194-C:4. Each school administrative unit or single school district shall provide the following superintendent services...

4. Evaluate the Superintendent. (Ed 303; contract)

- Ed 303.01(k). School boards shall annually evaluate the superintendent based on written criteria established by the school board (s)/SAU board.
- Usually contained in superintendent contracts.

5. Conduct hearings and serve as an adjudicative body. (Various statutes and rules)

A. Parents & Students

- Manifest Educational Hardship
- Long-term Suspensions (>10 days) and Expulsions
- Discrimination/Sexual Harassment Policy
- Transportation/Bus Removal
- Bullying
- Residency
- Early Admission to First Grade
- Curriculum

B. Employees

- Dismissals
- Non-renewals
- Disciplinary Removals/Paid and Unpaid Suspensions
- Constitutional Complaints (Free Speech, Academic Freedom, etc)
- Labor/Grievances

6. Collective bargaining. (RSA 273-A)

- 273-A:3, I. It is the obligation of the public employer and the employee organization certified by the board as the exclusive representative of the bargaining unit to negotiate in good faith.

7. Communicate with the public – keep the public informed of board actions.

- RSA 91-A, The Right to Know law.
- Local school board policies.

8. Strategic Planning – long and short-term goals, plans and objectives.

- Ed 303.01(g) - determine the educational goals of the district, develop long-range plans and identify measurable and attainable short-term objectives.

II. The Hardest Lessons:

Experienced board members from across the nation were asked to identify the most difficult lesson or fact they had to learn about board service. Here's what they said most often.

- Learning to acknowledge publicly that you have no power and authority as an individual board member; that only the board as a whole can make policies and decisions for the school district.
- Determining what your function is on the board and how to accomplish it effectively.
- That no matter what you *think* you know about board service when you first come on the board, you still have a lot to learn.
- Recognizing the difference between setting policy (the board's job) and administering the schools (the superintendent's job).
- That you must represent *all* the students. Your decisions must be made in the interest of the total school system and not made solely for special groups or interests.
- Learning how to respond to the complaints and concerns of citizens, school administrators, and other staff.
- That change comes slowly.
- That you can't solve everyone's problems by yourself.
- That effective board service means being able to hold the minority viewpoint when voting on a given issue; then openly supporting the majority vote of the board in your community.
- That the primary focus of all board decisions must be student achievement.

III. Sample Policies Relative to Board Governance:

- 1. BBAA – School Board Member Authority**
- 2. BCA – School Board Member Ethics**
- 3. BCB – School Board Member Conflict of Interest**
- 4. BEDH – Public Participation at School Board Meetings**
- 5. BHC – Board-Employee Communications**

IV. The Superintendent's Role: (Ed 303, Ed 303, RSA 194-C)

1. Implement School Board Policy (Ed 302, Ed 303)

(A) Ed 302.02 – Substantive Duties of Superintendents.

- Ed 302.02(a) – Nominate all certified staff and appoint other employees in accordance with state law, the rules of the state board and school board policies.
- Ed 302.02(d) – Be responsible for developing and recommending to the school board or boards within the school administrative unit the annual budget for the support of the educational program and for the operation and maintenance of schools within the district or districts and the school administrative unit in accordance with school board policy.
- Ed 302.02(e) – Be responsible for developing and maintaining an accounting system and financial reporting procedures for all funds in accordance with local school board policy, and local and state laws.
- Ed 302.02(f) – Be responsible for the development of an educational plan including curriculum, instruction, and assessment programs for the district or districts and for recommending a program of studies suitable to the needs of the pupils and the community in accordance with local school board policies, state statutes and state board rules.
- Ed 302.02(r) – Be responsible for the implementation and review of school district policies.

2. Nominate professional staff. (RSA 189:39; RSA 189:14-a; Ed 302)

- RSA 189:39 - Superintendents shall nominate and school boards elect all teachers employed in the schools in their school administrative unit, providing such teachers hold a valid educational credential issued by the state board of education.
- Ed 302.02(a) – Nominate all certified staff and appoint other employees in accordance with state law, the rules of the state board and school board policies.

3. RSA 194-C:4

Each school administrative unit or single school district shall provide the following superintendent services:

I. An educational mission which indicates how the interests of pupils will be served under the administrative structure.

II. Governance, organizational structure, and implementation of administrative services including, but not limited to:

(a) Payroll, cash flow, bills, records and files, accounts, reporting requirements, funds management, audits, and coordination with the treasurer, and advisory boards on policies necessary for compliance with all state and federal laws regarding purchasing.

(b) Recruitment, supervision, and evaluation of staff; labor contract negotiation support and the processing of grievances; arrangement for mediation, fact finding, or arbitration; and management of all employee benefits and procedural requirements.

(c) Development, review, and evaluation of curriculum, coordination of the implementation of various curricula, provisions of staff training and professional development, and development and recommendation of policies and practices necessary for compliance relating to curriculum and instruction.

(d) Compliance with laws, regulations, and rules regarding special education, Title IX, the Americans with Disabilities Act, home education, minimum standards, student records, sexual harassment, and other matters as may from time to time occur.

(e) Pupil achievement assessment through grading and state and national assessment procedures and the methods of assessment to be used.

(f) The on-going assessment of district needs relating to student population, program facilities and regulations.

(g) Writing, receiving, disbursement, and the meeting of all federal, state, and local compliance requirements.

(h) Oversight of the provision of insurance, appropriate hearings, litigation, and court issues.

(i) School board operations and the relationship between the board and the district administration.

(j) The daily administration and provision of educational services to students at the school facility including, but not limited to, fiscal affairs; staff, student, and parent safety and building issues; and dealing with citizens at large.

(k) Assignment, usage, and maintenance of administrative and school facilities.

(l) Designation of number, grade or age levels and, as applicable, other information about students to be served.

(m) Pupil governance and discipline, including age-appropriate due process procedures.

(n) Administrative staffing.

(o) Pupil transportation.

(p) Annual budget, inclusive of all sources of funding.

(q) School calendar arrangements and the number and duration of days pupils are to be served pursuant to RSA 189:1.

NHSBA Practice Pointers: Note the similarities between a school board's policy requirements (budget, staff, curriculum, etc.) and the superintendent's duties. There is a clear link between school board policies and the day-to-day obligations of the superintendent.

Remember – the board adopts policies and the superintendent implements those policies. The board holds the superintendent responsible via the superintendent's evaluation.

Questions from parents/public as to the implementation of a policy should be directed to the administration. Questions about the contents or language of a policy are within the board's purview.

4. Other duties and responsibilities determined by statute or local board policy.

- Notably, all the areas and topics listed under RSA 194-C:4 relate to school board policy. Your board likely has policies covering all those areas and topics.

V. Better Meeting Guidelines

- (1) Plan ahead.
 - Set your agenda in advance.
 - No “day of surprises” – if a member wants to discuss a matter – ask to have it put on the agenda or give your administrators and fellow board members advanced notice.
 - Read your materials before the board meeting.
- (2) Observe the rules of order. They allow the meeting to move forward in an orderly manner.
 - Public comments.
 - Agenda items.
 - Motions.
 - See “Becoming a Better Board Member” pages 58-60 for a checklist to use to establish effective and productive board meetings.
- (3) Practice respectful communication skills. It makes all the difference.

VI. Dealing With the Public

- (1) Be sure the public attendees understand board meeting process. Set their expectations ahead of time.
- (2) Be gracious and welcoming, the public is a guest at your meeting.
- (3) Watch your tone, communication skills and non-verbal behaviors.
- (4) Listen well and reflect back to be sure you have understood what you heard.
- (5) Establish protocol via board policy. Have copies of the policy at the meeting in the event this becomes an issue.

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

Present: Harry Dailey, *Geoff Brock, Matt Ballou, Mark Legere, Joyce Fisk, Carol LeBlanc, Alex LoVerme, and Miriam Lemire, Charlie Post (6:35pm).*

Superintendent Bryan Lane, Business Administrator Lise Tucker, Director of Student Support Services Betty Moore, Principals Brian Bagley (7:08pm), Tim O'Connell, Curriculum Coordinator, Julie Heon and Clerk Kristina Fowler

I. CALL TO ORDER

Chairman Dailey called the meeting to order at 6:32pm.

II. ELEMENTARY STUDENT OF THE MONTH

This was deferred until the first meeting in April.

III. ADJUSTMENTS TO THE AGENDA

Superintendent Lane informed members of one additional resignation and he has provided two additional documents for reference. One regarding policy BCA and the other is a snapshot of budget comparisons. Chairman Dailey added the BCA policy discussion would be moved ahead of the district meeting final prep discussion.

IV. PUBLIC COMMENTS

Ms. Jessie Salisbury questioned if the kindergarten vote at district meeting would be by voice vote or paper ballot and recommends that if voice vote, paper ballots are brought. It was confirmed it is currently by voice vote. Ms. Salisbury noted the Historical Society has albums of student photos from Lyndeborough Central School that were taken, likely by teachers/staff of school activities and thinks they should be available at district meeting for residents to look through to see if any are their children. Superintendent Lane responded an announcement could be made at the district meeting for residents to view them as they exit. Ms. Salisbury will bring them.

V. BOARD CORRESPONDENCE

a. Reports

i. Superintendent's Report

Superintendent Lane reported he has been working on the final preparations for district meeting. He has sent out three explanations of the warrant articles to parents and the newspapers encouraging citizens to attend. He is in the process of writing reviews for the SAU staff and does this in narrative form with goals and objectives. All should be completed by the beginning of May. He submitted a draft 2018-19 calendar to staff as a whole since adding additional days to the calendar affects everyone. He has received feedback from one teacher and two paraprofessionals. There is conversation going on and what comes to the board will be inclusive. He reviewed at the last meeting there was an RSA question within the board ethics policy and he was asked to seek legal counsel. This is one of the documents provided. He attended the national conference and some of the sessions were great in particular was keynote speaker, Doris Kearns Goodwin. Principal Bagley is attending sports night however he wanted members

to be informed that the winner of the geography bee qualified for state. He will let you know the outcome.

ii. Business Administrator's Report

Ms. Tucker reviewed her report which included working on the annual report with Ms. Fowler, budget documents have been submitted to the DRA, the second wellness meeting has taken place and included positive feedback on Cigna's sponsored mindfulness session. She hopes to bring this back next year. A wellness fair is being planned for May. The next wellness meeting is March 14. The food service quarterly review meeting was held facilitated by Ms. Tucker and Bob Deignan, Food Service Manager which included reviewing the financial status of the program, disclosure of kitchen equipment for the CIP and the upcoming SNH Spring Conference. This week is National School Breakfast Week and menus and posters have been created to promote this. NH Buying Group plans on soliciting produce bids for the consortium for this coming fiscal year. A narrative for Limited English Proficiency (LEP) households has been added to the website with a link. (Free and reduced applications in different languages) She reviewed the forecast for food service. Currently we have a loss of \$25,811 due to additional repairs and lower meal counts. They continue to explore ways to increase participation. The facilities committee met, facilitated by Ms. Tucker and Buddy Erb, Facilities Manager. They are working on getting contacts and scheduling work orders for spring repairs.

• Food Service Forecast 17-18

Ms. Tucker reviewed; the income statement for food service should be at 50% for income or expenses. The revenue is not as good as anticipated and expenses are over 50%. She reports some of this is because we pay for things up front such as software annual fees and replacement equipment and some is obtained through donations. The salaries are 12 months vs. 10 months and we need to continue to work on participation. Discussion was had regarding the loss in food service being a revenue issue due to participation loss (meal counts) however meal prices were increased. Chairman Dailey notes expenses seem to be in line. It was questioned if that is commensurate with declining enrollment or is it declining at a faster rate than enrollment. Superintendent Lane responds that we will have to look at that. He added some is mandated by the state and why would we raise prices with lower participation but the state makes us do this. He confirmed for Ms. LeBlanc the "Feds" are not paying for a la carte items but are for meals and he does not believe we can bring the price down of meals. Mr. LoVerme notes he has heard from students there is not enough time for them to eat lunch. Superintendent Lane responds we need to survey the students and find out from them. Mr. Post indicates the research is here in the enrollment (regarding participation), which he states is down almost 10%; there are 45 less students buying lunch. Superintendent Lane notes for fewer students we would have fewer supplies; less demand. He notes school districts have been trying to figure this out for a long time and some districts don't take state subsidies or follow the program and believes one district is in the black now. Chairman Dailey comments at some point we will have to have this discussion and when he started on the board this was not an issue. Superintendent Lane responded that was when we had the ability to collect debt and we do not at this time. Ms. Tucker added we also were not food restricted then. Chairman Dailey adds that revenues are way below projection and expenses are slightly below or right on.

iii. Principals' Reports

Superintendent Lane reviewed Principal Bagley's report in his absences. He notes spirit week is one of the best times of year and this year participation rate was great. WLC is starting spring testing. Ms.

Marcia Contarino received the Veterans of Foreign Wars, Smart/Maher National Citizenship Education Teacher Award. She has been with WLC for a long time in the English department. The Sustainability Fair is on Saturday, April 14. It includes a combination of things and some work with students from High Mowing. The report includes a list of colleges that our students will be going to. The NEASC visit is in May. From the library perspective, Ms. Amy White (WLC Media Generalist) is someone who works hard on a collection that works for academics and motivates kids. Superintendent Lane notes the boys' basketball team didn't make the first round of playoffs but played hard and there was a nice showing of people who came to Pittsfield. Mr. LoVerme added the girls' varsity team won their last game (outstanding game). They had lost 35 straight games before winning and didn't give up. Kudos to the girls!

Principal O'Connell reviewed his report which included that testing has begun at FRES and is scheduled for April and May. Data is currently being analyzed (from interim testing) by staff. Science assessment is new this year. Odyssey's second session has begun and STEAM is involved in a lot of courses. Students enjoyed today's first go at it. The Artist in Residence program is funded with the help of the PTO. Third graders will be most involved. Ms. Shana Brautigam (professional potter) has a fire kiln she will bring and students will be making hand sculpted rattles made in shapes of animals. This begins in April. March 19-23 is Read Across America; invitations will be given for guest readers to take part in this event. The third quarter ends March 23 and students will be recognized who show behaviors of C.A.R.E.S. (Cooperation, Assertion, Responsibility, Empathy and Self Control).

iv. Curriculum Coordinator's Report

Dr. Heon reviewed her report which included working for a couple of months with the specialist teachers at FRES on curriculum development. She attends regional curriculum meetings twice month. Preliminary information attached to her report was reviewed. She noted in grades 1-5 STAR assessment was used and there are 4 intervention people working in the W.I.N (What I Need) Program. Two are grant funded, Title I tutors and one is the Intervention Coordinator (RTI). This has made a strong difference with students, out of the 35-40 students, 13 have graduated out of the program (helped them fill the gaps and be relatively successful), 12 additional students that were "sort of" next on the list have been added. We are able to see them 5 days a week and the research all says this makes a difference. The 3rd grade math lab also includes 4th and 5th grade and is typically full with 24 students each day, some consistently coming and some one day or the other which gives additional students the opportunity to participate (35 participate overall). Title I tutors have flexed their schedules to stay until 4pm. End of year results show 97% improved their scale score and for the other students we have student study teams, those who are not making progress we may find other reasons they are having difficulty and we look for resources. Sixty four percent have changed their level (red is most need, then yellow, blue and green). There is quite a span within each level and to have 64% change level is very good. Eleven have moved on to watch, out of intervention band although we continue to support them until they are ready, 6 or more moved to at or above grade level. A lot of success in terms of the resources we are providing. With math we are not quite where we are with reading and this is one reason we want to focus on this more next year. Middle school intervention is quite different. We are working with regular staff and have relied on online resources for those students. They are using Merit Reading and Khan Academy, there are still some students that are not invested in the process and will reduce the results we are hoping for and the staff and administration continues to work on motivating them. In reading, we have 14 that are participating in enrichment work; this is all 6th, 7th, 8th graders, all participating and is leveled and

131 adaptive. In math 76% are making progress and teachers are primarily working on geometry which is
132 typically a weakness and done later in the year. Mr. Brock notes this is the type of reporting that is
133 needed to have available for district meeting and to continue this process. Responding to Mr. LoVerme
134 inquiring about students in the 8th grade who are reluctant or refusing to participate, she explained it is
135 pretty common and there are students in other grades for various reasons which we are addressing.

136 **b. Letters/Information**

137 **i. Enrollment**

138 Superintendent Lane reported at the end of February enrollment for the district is 526 and since October
139 it has been pretty much level. Mr. Post questioned that during budget time, Superintendent Lane reported
140 having 8 additional students. Superintendent Lane responded we lost some and January is the time when
141 families generally move, it is just the “eb and flow” of how things go. We do not know about
142 withdrawals until the sending school sends the request for records and the students are kept on the roster
143 until then, it can be a one or two week transition.

144 **VI. CONSENT AGENDA**

145 There was no consent agenda to report.
146

147 **VII. DISTRICT MEETING FINAL PREP**

148 This was addressed later in the meeting.
149

150 **VIII. POLICY REVIEW-BCA-SCHOOL BOARD MEMBER ETHICS**

151 This was a very long discussion and debate with varying opinions spoken.

152 Chairman Dailey reported at the last meeting there was a lot of discussion around policy BCA and he
153 asked Superintendent Lane to consult with the attorney around some of the legal aspects of it. He thinks
154 everyone is onboard and clear on what the expectation is. The feedback members received in a memo
155 from Superintendent Lane was regarding the attorney’s response. Mr. Post asked when this went out and
156 if Mr. Dailey could read it to be part of the record. The memo from Superintendent Lane was read and
157 can be found with these minutes.
158

159 Chairman Dailey reports his interpretation is it’s an aspirational policy and not mandated and said we
160 could change the language to make it “more clear” to strike *will* and put *should* on #10 of the policy.
161 Yesterday he received an email from the Legal Director of Civil Liberties of NH; they are aware we are
162 discussing it and hope we will address it and it does not violate the case from “Timberlane”. Mr. Post
163 adds, this is the Director of the American Civil Liberties Union and he says nothing about making it
164 aspirational and asks if Chairman Dailey would like him to read this. Chairman Dailey responds that he
165 read what he got from the lawyer then discussed what he got from the Civil Liberties Union (ACLU). He
166 didn’t say it should be aspirational, that’s what our lawyer said; we shouldn’t encourage board members
167 to speak against board decision. Superintendent Lane confirmed he did not have the email (from the
168 attorney) with him but can get that to members. His (the attorney’s) point is the language of #10 is not
169 appropriate as a long time person who works with schools he indicated “boards work together to be
170 successful”. Paraphrasing he says, it can be considered as written as a violation of the first amendment
171 and is advising to change the language so that it does not violate the first amendment. Mr. Post stated for
172 those of you who were not there (last meeting) I expressed that I wanted to speak against it (article 7) and
173 “turns out I was right”, it is a violation of the first amendment. Chairman Dailey notes he interpreted it
174 differently and interpreted it to mean when the board makes a decision we are the final decision makers

in the process and that is different than the board recommending to the public how we vote. Mr. Post comments that it is clearly used to “tamper down descent”. Chairman Dailey disagrees and notes he was, in a lot of cases, the lone vote and responds to Mr. Post when asked why he didn’t speak up said that he believes anytime there was a vote made he had time to state his opposition and once the decision was made, that was it. He had his opportunity to speak in a public forum and they (the board) chose to go in a different direction. Mr. Post, continuing, reported the “Timberlane case” was based on the same thing and asked how can we teach civics down the hall and violate speech. Mr. Brock asked Mr. Post how long he had been on the board and if he was provided access to the policy. Mr. Post responded agrees he had access and has been on for two years. Mr. Brock questions Mr. Post, why he did not see this sooner. Mr. Post states he was not a board member then (regarding Timberlane) but the fact that the board didn’t act, why didn’t the NHSBA or did they and (the board) chose to ignore it he questioned. Mr. Brock responds, we either didn’t see it or didn’t get it. Chairman Dailey adds that the Timberlane policy was extremely different, it said that no board member could talk to the press other than the board chair, it wasn’t the regarding the language from the NHSBA. Superintendent Lane comments the language from Timberlane was not from the NHSBA. He notes he is stating fact as he understands it. He does not recall NHSBA sending a notice from their office to his to make a change or advise of it; it was not about that language it was about Timberlane’s language. Those are the facts as he understands them. Chairman Dailey notes from time to time they get updates but it is usually around laws and not decisions by the legislature. He does not recall ever seeing an email from NHSBA discussing a lawsuit. The trigger to change a policy has always been legislature in his experience. The good news he says is we did take under advisement and these are the recommended changes to the policy and we can now decide how we want to handle it. Mr. Post proposes to eliminate rule #10 as it is unconstitutional.

A MOTION was made by Mr. Post to eliminate #10 (of BCA-School Board Member Ethics Policy). There was no SECOND.

Mr. Ballou suggests we could suspend rule #10 so we have time to discuss it. Chairman Dailey explains we now have a legal opinion and the attorney advises us of the option of language changes that would make it lack of a better word, legal. We can change it and go through the normal reading of a policy; we can suspend it or eliminate it.

A MOTION was made by Mr. Brock and SECONDED by Mr. Ballou to suspend rule #10 until a 2nd reading.

Mr. Post expressed his dissatisfaction and states it should be eliminated not suspended. He requests a date to be added for the amount of time it is to be suspended for.

Mr. Brock AMENDS his motion to include “either May 30 or until the policy has been upheld or amended”.

Mr. Dailey comments we are doing a policy change and this is the normal protocol that it can the same day or many days to give everyone a chance to review it, then it goes to a second reading, then the third to adopt. Mr. Brock notes typically the second reading is at another meeting; it also gives the public a chance to see it. Mr. Post voices his dissatisfaction and comments, despite the fact you got calls, “the ACLU sent you a letter, you think it’s a good idea to think about it”. Mr. Post, speaking to the other members of the board states, “To the rest of you, you got a letter, a letter from the ACLU”. Members

voiced they had not seen this letter. Mr. Post reads the email/letter. A copy can be found with these minutes. There was discussion as to how Mr. Post received a copy of this as it was addressed to the Chairman. Mr. Post informs him he filed a complaint with the American Civil Liberties Union and he received a subsequent copy. Mr. Post adds, there are a lot of free speech advocates and he thinks you will get a strong representation at the district meeting. Chairman Dailey reiterates we went through the normal procedure, got a legal opinion and our lawyer provided language we can use to make it compliant. Now we are aware of this, (the reason we get a legal opinion), if they recommend a change we have the option of what we do next. He reviewed the options again noting we have to do something now that it has been brought to our attention. (Suspend, eliminate, or leave it alone) It is his opinion to not recommend leaving it alone but to either suspend or start the policy review now. Mr. Post questions Chairman Dailey about regarding the board approving to get a legal opinion. Chairman Dailey responds there was consensus but he doesn't need board approval as the Chairman. Chairman Dailey asks for a vote on Mr. Brock's motion.

Voting: seven ayes, one nay from Mr. Post, motion carried.

A MOTION was made by Mr. Brock and SECONDED by Ms. LeBlanc to amend article (#10) of BCA-School Board Member Ethics Policy to recommended language of the attorney and make this the first reading.

Chairman Dailey reads the recommended language from the attorney. (Removing *will*, adding *should*, adding *members should*, removing *will*) "Recognize that final Board actions ~~will~~ **should** be supported by all members of the Board; **members should** take no private action that ~~will~~ compromise the Board or administration; and refrain from private actions which undermine or compromise official Board action."

Mr. LoVerme questions what that does about the first amendment. Chairman Dailey responds by our attorney's recommendation, it makes it compliant. Mr. LoVerme adds, so members can speak against it, Mr. Brock responds yes, it is not recommended but they can. Discussions continued regarding Mr. Post speaking at the district meeting. It was noted he needs to be recognized by the Moderator in which Mr. Post responded that he is now then subject to censor. Mr. Post continues, you are following the attorney's recommendation which is aspirational, and asks what the consequences would be and the response from other members was "nothing" and he questions why have it. Mr. Brock comments that he thinks everyone should have the right to speak if they disagree. The board should make decisions that they have to make if there is not time for the voters to do so or that are easy, the tough ones should go to the voters. People on the other side should make sure it is fair and shouldn't need further comment from other board members. Mr. Post comments if you don't speak on behalf of the voters they won't vote for you.

Ms. Lemire (clarifying), the last motion was to suspend until we make a more educated vote. Chairman Dailey confirms and adds this is to make it the first reading. Ms. Lemire is not comfortable striking it because there must be some legal reason they recommend it and believes there should be more time to look at this. Chairman Dailey notes we have until May 30 to correct it (so to speak). Ms. Lemire questions; the next meeting we will have a second reading and go through it again and someone can make a motion then, and Chairman Dailey responds yes, we are trying to remove this impediment now with district meeting coming, we could decide to strike the whole policy, rewrite it; it's a board decision. It is important to realize we are a group and work together as a group he adds. He was on the opposing

side many times and never felt he wasn't allowed to speak his opinion. The caution in this is to make it clear there is dissenting opinion, as a school board member they are assuming everything you say has been vetted or signed off on by the board. Mr. Post responds then you exercise your right to of free speech and say this person doesn't know what they are talking about. Mr. Legere questions if *should* refrain should be added to #10. Mr. LoVerme suggests running this through legal counsel first and Mr. Brock agrees.

Mr. Brock AMENDS his motion to include the word should (before refrain), SECONDED by Ms. LeBlanc.

Mr. Post notes he believes you need to have a unanimous vote to change a policy. This was briefly discussed. Superintendent Lane confirms there are three responsibilities of the school board, to create policy, support the financial education of students and hire staff (from NHSBA orientation). Superintendent Lane asked for clarification on Mr. Post's question, is it required to have a unanimous vote to change a policy only, only to change? Mr. Post responds yes, I want you to ask. There was a short debate regarding this including not needing a unanimous vote, needing a unanimous vote, seeing many other board meeting (other districts) having voted policies in without a unanimous vote but no recollection of suspended. Mr. Legere asked Mr. Post if he could see the RSA, Mr. Post will provide this. Mr. LoVerme will not vote until he is provided the RSA from Mr. Post. Ms. Fisk recommends tabling this and coming back to it.

A MOTION was made by Mr. LoVerme and SECONDED by Mr. Post to table the discussion (and the vote) to later in the meeting.

Voting: all aye; motion carried unanimously.

• DISTRICT MEETING FINAL PREP

Superintendent Lane reviewed he previously provided slides to the board for review. Members discussed the slides. Chairman Dailey referring to a slide which shows budget history, is concerned about the way it is presented (for example) in the bond year it jumps to almost \$20,000,000 and he would instead like to see two columns, one with the actual approved budget standing alone and another with the approved total amount with all warrant articles as we are talking about the actual operating budget. He believes it would be difficult to explain as it is complicated and wants to compare "apples to apples" and some contain warrant articles and some don't. He asks for other opinions, (a lengthy discussion) which included shared and varied opinions, including removing the related slides, leaving them in, several suggestions on ways to show it, and the purpose being to show the good things that have gone on and wanting to be as clear as possible, it being rambling, meandering data which doesn't serve a purpose, the presenter needing to feel he can portray it accurately or it may be more detrimental to the presentation. Final changes will be to have one column showing the operating budget, the second slide with related numbers will be changed as well.

They reviewed the rest of the slides and speaking roles in the presentations and Superintendent Lane provided further clarification when needed. It was agreed to leave in the teacher reduction slide and suggested to move it in front of the class size slide, the font size will be changed. Mr. LoVerme will speak to the CBA slide with Chairman Dailey to second if Mr. Ballou is absent at district meeting. There are three l's in full, one will be removed, and one spacing issue with Lyndeborough's portion, all will be fixed. Ms. Lemire suggested finding out how many years the other districts had kindergarten and not show ones that recently started. Superintendent Lane will research this and make appropriate changes on the full day kindergarten comparison slide. The flow of the meeting was discussed included the

307 moderator will authorize nonresidents to speak (school administration) and if any issues come up the
308 presenters can defer to the Superintendent or anyone who they feel can answer. It was confirmed that
309 Superintendent Lane will not speak unless he is asked. The CIP is in the annual report and a statement
310 will be made as the CIP slide is quite small. It was suggested to indicate the page it's on. Superintendent
311 Lane confirmed votes will be by voice vote unless someone asks for a paper ballot which needs to be in
312 writing by 5 registered voters who have to present this to the moderator as part of the procedure prior to
313 the article. The moderator will explain this process during the meeting if needed. Mr. Legere questioned
314 if there can be motion from the floor. Superintendent Lane confirmed the day of the meeting anyone can
315 ask for a ballot vote as long as it is presented prior to the article as citizens not the board. The scripts will
316 be updated and emailed in advance. Hard copies of the script will be provided in its entirety to members
317 at the meeting so they can follow along.

318 **IX. ACTION ITEMS**

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

320 *A MOTION was made by Ms. LeBlanc and SECONDED by Mr. LoVerme to approve the minutes of*
321 *February 20, 2018 as amended.*

322 *Voting: all aye; motion carried unanimously.*
323

324 **b. Amendment to Minutes of 2.6.18**

325 Superintendent Lane noted the minutes of February 6, 2018 should be amended (on line 213), from
326 \$6,000 to \$9,000 although the actual cost is about \$7,000. The section now reads "Superintendent Lane
327 notes by increasing the days, the hours of the paraprofessionals who are not working would need to be
328 increased. The cost is about \$9,000."
329

330 **X. COMMITTEE REPORTS**

331 There was no committee report.
332

333 **XI. RESIGNATIONS / APPOINTMENTS / LEAVES**

334 Superintendent Lane reviewed we have two resignations, one is for WLC Social Studies Teacher,
335 Michael Dupont who will resign his position at the end of the year and Ms. Patricia Walz, H/R & Payroll
336 Specialist who's last day is March 16. Ms. Tucker and Superintendent Lane will have something in place
337 prior to her leaving. There is no need for a board vote on either of these resignations.
338

339 Superintendent Lane reviewed the board's policy BGF-Suspension of Policies. He reported in looking at
340 the policy the board previously voted to suspend the policy (BCA), if we brought in writing, in advance a
341 majority vote would have been appropriate the vote was not unanimous so the previous motion should be
342 considered mute. It was appropriate in the scenario that it made sense. In his opinion the board has two
343 options; to revote and if not unanimous then policy BCA remains in place as written until such time as
344 you can't revise without a unanimous vote, you can do a revision but can't suspend a policy. Mr. Post
345 reiterates his wishes of eliminating #10 for now, and believes it would be a unanimous vote.
346 Superintendent Lane clarifies suspension as he understands it would be the temporary nullification until it
347 is reinstated. He adds, to Mr. Post's point it doesn't say you can't vote to eliminate a policy or come to
348 an agreement; that is something you could do, you don't need a unanimous vote, just a vote.
349 Superintendent Lane continues, at any time a board member wants to bring up as a policy review it can
350 be put back on (the agenda) to reinstate, change or maintain the elimination in question. Chairman Dailey
351 adds so simply having a review of a policy is not the same as an agenda item that says we will suspend a
352 policy unless it was in writing up front. Superintendent Lane responds within the suspension piece, we
353 need to understand it is mute and cannot be put into effect because it is a violation of another policy. It
354 can be left in place as written or eliminate #10 and be brought back up at a later date (as an agenda item).
355 Mr. LoVerme clarifies, we can eliminate it, bring to the SAU Office in advance what you want to do.
356

*A MOTION was made by Mr. LoVerme and SECONDED by Ms. Lemire to remove article 10 (#10) (and bring to the School Board Chair for policy review at the next meeting).
Voting: all aye; motion carried unanimously.*

Mr. Ballou noted they have to write up what they are suspending.

Superintendent Lane confirms, a board member at any time who is a current board member can ask the Chair to make an agenda item for the next meeting whether it's the current board or next new board and at that point the Chair directs the Superintendent to have it as an agenda item if the members of the board did not want to discuss it that can be done. The Chair is the current Chair until the election happens. Chairman Dailey states as the Chair, he wants it on the next agenda to review policy BCA.

XII. PUBLIC COMMENTS

Ms. Tracy Ewing comments when you do discuss this next time without the comparison the word "must" sounds strongly isolated on its own, seems very mandatory when you don't have the consideration of the previous wording.

Ms. Lisa Post questions Dr. Heon, when she spoke of the new intervention coordinator, was that the same person as the RTI Coordinator. Superintendent Lane confirmed it is. (Response to Intervention)

Ms. Post questioned Dr. Heon referring to when she was talking about students having difficulty and using different modalities do you stick with the common core methods. Dr. Heon responded that is not delineated by the common core, she added you always have to do place value so students understand two digit operations. Ms. Post noted parents complain students have to go through all the steps to do math. Dr. Heon explained research shows if students just do procedural math in the long run they don't understand the concept behind it, (for example) ten is a value of ten but also made up of ten little ones, we have the students do some practice at doing that method in order to understand what the value of the method really is. It's a minor lesson here and there. Ms. Post questioned for kids that are struggling would that kind of thing be more hands on. Dr. Heon responded yes, absolutely.

Ms. Post questioned Superintendent Lane referring to enrollment, when he was talking about students who left, she asked, so can a child be out of the class and no one knows they are going? Superintendent Lane responded with an explanation that when a student is absent for a normal amount of time, parents don't always call in, we try to contact them. Sometimes the cell phone is full, it may just ring and ring and if we eventually don't know where the student is we call for a wellness call with the police department. It may be 4-5 days before we get police involved, sometimes they (parents) tell us sometimes they don't. Ms. Post asked if we have a policy that parents have to call in. Superintendent Lane responded yes, should the child be responsible for the parent not calling? Mr. LoVerme added that in 10 years he has never gotten a call later than 10AM asking where your child is. If I forget to call, the school calls. Superintendent Lane clarified if we don't hear back on consecutive days, (a wellness check is called for) we have some parents who are not as diligent as others. Ms. Post questioned if he refers to DCYF. Superintendent Lane responded if a special education student, we have child find. We do a wellness check and the state makes us responsible. DCYF is called if appropriate.

Ms. Post, referring back to the budget slide of the draft district meeting presentation, she comments, when you talked about putting one and two items together, the columns, when you add the warrant article in it shows what is raised and appropriated and people generally know if you have a CBA, people know you are only showing that number to be taxed on and the rest goes into subsequent years. She thinks it's a good representation to do that and for the other things like bonds or CIP where you may spread that out,

407 to use a transfer document to see it clearly. She thinks it gives people an option to see what things are
408 offset by revenue it shows what it will cost them after the revenue comes in. She thinks it's more
409 appropriate to show both. Chairman Dailey adds we should have all the years of all the same thing, what
410 did we approved as an operating budget including capital projects etc. He just wants to make sure people
411 know what they are voting on.

412
413 Mr. Jonathan Vanderhoof spoke regarding the slide that shows the comparison of districts with full day
414 kindergarten in the draft presentation and notes this came up before and it is his opinion that it is
415 misleading, he comments you are asking the viewer to say look all these districts, how far behind we are
416 than them. He suggests adding the slide from the budget committee presentation that shows the half day
417 kindergarten comparison. He notes he thought since it was an issue before the information would be
418 presented to be used to counter act this slide. This was briefly discussed. Ms. LeBlanc notes you can get
419 any number of data points, you can google it and find whatever guidelines you want to find, we are
420 missing something with our wonderful data and computers, the people who know how these children are
421 coming into school and if they are ready to go into first grade or maybe not until they finish the half year
422 and that is the teachers and parents. We don't need data to find out if a child is ready to go onto first
423 grade. Mr. Vanderhoof questions why it is not in the presentation and notes we depend on data; that will
424 be an issue. He further states to Ms. LeBlanc, "I think we agree I just don't think you understand what I
425 am saying". Mr. Ballou agrees with some of things Mr. Vanderhoof said but ultimately it will have to be
426 explained if it comes up. Ms. Lemire also agrees it is a valid point, if the public sees it as a manipulation
427 of data, do we want someone else to present more data. Chairman Dailey commented he assumes the
428 budget committee would be putting out factual data; if they will present it they will present factual
429 information that supports their decision. He felt strongly the public should make a decision; they will
430 look at this information and make a decision. Ms. Post comments she believes Ms. Lemire is right, to
431 just put it in, to choose for ourselves because we couldn't make a decision. Mr. Brock disagrees; it was
432 not that the board could not make a decision. Ms. Post adds it was contentious; some wanted it as a
433 warrant article and some wanted it in the budget and she thinks the public should see both sides of the
434 information so it will be all new material at the district meeting and in all fairness you should show both.
435 People who want full day kindergarten, if they show up they will get it and if a lot of people who don't
436 want it show up they will get it. She believes it is better form to show both. A brief discussion ensued
437 including: it being more confusing; showing all the data, presenting all the facts, pros and cons, the voters
438 are the ultimate deciders, and arguing against ourselves (board), wishing this was brought up prior when
439 discussed, the opposing side being presented already, the slide was prepared by the Superintendent
440 originally, there will be a different audience, and the board's position would still be presented. Mr.
441 Vanderhoof commented he didn't bring this up prior as he missed the first public comment of the
442 meeting as he went to a different building. Some members voiced having no problem adding the slide.
443 Ms. LeBlanc has no problem giving the presentation as it was given and feels that that information has
444 already been provided. Chairman Dailey responds if the board wants to include it is up to the board
445 although wishes it had been part of the prior discussion as the presentation was decided earlier. Mr.
446 Ballou notes it is not good practice to take action during public comment. Mr. Post responds that Mr.
447 Ballou read policy BCA at public comment last time. Mr. Ballou agrees, it was public comment and
448 action should not be taken during public comment.

449
450 *A MOTION was made by Mr. LoVerme and SECONDED by Ms. Lemire to add the budget committee's*
451 *slide (half day kindergarten comparison slide) to the prepared deck.*

452 *Voting: six aye; one nay from Ms. LeBlanc, one abstention from Mr. Ballou, motion carried.*

453
454 It was noted that Superintendent Lane and Ms. LeBlanc could decide where the slide goes and Ms.
455 LeBlanc can refer questions to Superintendent Lane or Principal O'Connell if needed.

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

458 *A MOTION was made by Mr. LoVerme and SECONDED by Ms. LeBlanc to enter Non-Public Session to*
459 *discuss a student matter RSA 91-A: 3 II (A) (C) at 9:26pm.*

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

461
462 **RETURN TO PUBLIC SESSION**

463 The Board entered public session at 9:49pm.

464
465 *A MOTION was made to seal the non-public session minutes for 50 years by Mr. Brock and*
466 *SECONDED by Mr. LoVerme.*

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

468
469 **XIV. ADJOURNMENT**

470 *A MOTION was made by Mr. Brock and SECONDED by Mr. LoVerme to adjourn the Board meeting at*
471 *9:49pm.*

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

473
474 *Respectfully submitted,*

475 *Kristina Fowler*
476

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: 3/1/18
RE: Policy BCA- School Board Ethics

After the board meeting on February 20, questions arose in regard to policy BCA- school board ethics. In particular articles 9 and 10. This policy was approved by the board in 2010 and the language was taken from the NHSBA website. These articles state:

9. Recognize that no individual member has authority to speak or act for the entire Board, except as specifically designated to do so by Board action.

10. Recognize that final Board actions will be supported by all members of the Board; take no private action that will compromise the Board or administration; and refrain from private actions which undermine or compromise official Board action.

To ensure that there is a clear understanding of these policy statements and that they are appropriate in their wording I consulted with our attorney to get a legal opinion.

Article 9 is appropriate as written. Unless designated to speak on behalf of the board a vote of the board; board members have no authority outside of an official board meeting. When speaking in public outside of a board meeting, members do not have the authority to speak on behalf of the board, obligate the board to expend resources, or to grant requests.

Article 10 could be perceived in how it is written to limit or take away the right of a citizen to their rights under the first amendment. The board policy cannot limit a board member's rights in a public forum to express an opinion or to act in a manner that is contradictory to any board action. Our attorney indicates that the policy should be a statement of aspiration and in our conversation recognizes the importance of board members supporting the decisions of the board.

The NHSBA in their orientation materials reflects that in order for boards to be successful, member behavior should reflect,

“That effective board service means being able to hold the minority viewpoint when voting on a given issue; then openly supporting the majority vote of the board in your community.”

Our legal counsel advises the policy should be modified. A change in the language could be:

Recognize that final Board actions ~~will~~ **should** be supported by all members of the Board; **members should** take no private action that ~~will~~ compromise the Board or administration; and refrain from private actions which undermine or compromise official Board action.

From: Gilles Bissonnette <gilles@aclu-nh.org>
Date: March 1, 2018 at 3:39:37 PM EST
To: "h.dailey@sau63.org" <h.dailey@sau63.org>
Subject: School Board Member Ethics Rule No. 10

Dear Chairman Dailey,

I hope all is well. I am the legal director for the ACLU of New Hampshire. I am writing with respect to the "School Board Member Ethics Rules," which are here: <https://www.sau63.org/cms/lib/NH01912507/Centricity/domain/80/b%20policies/BCA.pdf>. In particular, I am referring to Rule No. 10, which states that members shall "[r]ecognize that final Board actions will be supported by all members of the Board; take no private action that will compromise the Board or administration; and refrain from private actions which undermine or compromise official Board action." This rule, in our view, violates the First Amendment, and we ask that Board not enforce it going forward. We addressed a similar rule several years ago at the Timberlane School District (see attached), and that rule was subsequently changed. If you have any questions, do not hesitate to contact me.

Best,

Gilles Bissonnette

Legal Director

American Civil Liberties Union of New Hampshire

18 Low Avenue, Concord, NH 03301

603.224.5591 x103 | gilles@aclu-nh.org

aclu-nh.org

Wilton-Lyndeborough Cooperative School District
2018-2019 School Board Meeting Dates
All Meetings to Begin at 6:30 PM

<u>Meeting Date</u>	<u>Meeting Location</u>
August 14, 2018	LCS-Multipurpose Room
August 28, 2018	WLC-Media Room
September 11, 2018	FRES-Library
*September 25, 2018	WLC-Media Room
* October 9, 2018	WLC-Media Room
*October 23, 2018	WLC-Media Room
*November 13, 2018	WLC-Media Room
*November 27, 2018	WLC-Media Room
*December 11, 2018	WLC-Media Room
*January 8, 2019	WLC-Media Room
*January 22, 2019	WLC-Media Room
February 5, 2019	LCS-Multipurpose Room
February 19, 2019	WLC-Media Room
March 5, 2019	FRES-Library
March 19, 2019	LCS-Multipurpose Room
April 9, 2019	WLC-Media Room
April 23, 2019	FRES-Library
May 14, 2019	LCS-Multipurpose Room
May 28, 2019	WLC-Media Room
June 11, 2019	FRES-Library
June 25, 2019	LCS-Multipurpose Room

* Joint School Board and Budget Committee Meeting

Wilton-Lyndeborough Cooperative School District
School Administrative Unit #63

192 Forest Road
Lyndeborough, NH 03082

Bryan K. Lane
Superintendent of Schools

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

Lise Tucker
Business Administrator

MEMO

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

From: Lise Tucker, Business Administrator
Buddy Erb, Facilities Manager

Subject: WLC Roof Repair Phase III

Date: March 14, 2018

Attached please find the proposal from Prime Roofing Corp. The sections addressed are deemed Grade C. This represents 4 – 6 years of service life remaining.

Section 1 – Industrial Arts, Cafeteria - 160 rooms – 7,050 square feet

Section 2 – Art, Family Consumer Science - 170 rooms – 6,196 square feet

The specifics of these sections were reviewed by the Facilities Subcommittee. They have given their go ahead to pursue these sections as our Phase III. This is part of a comprehensive Roof Management Program Budget Matrix Report that Prime Roofing submitted to us in December, 2016.

At this time we are asking for your approval to purchase these services and obtain the funds from the Capital Reserve – Building Equipment Fund.

The recommendation is to award \$130,380 to Prime Roofing Corp., New Ipswich, NH.

Thank you.



Prime Roofing Corp.

PO Box 478 / New Ipswich, NH 03071 / Tel: 603-878-3550 / Fax: 603-878-4646

February 26, 2018

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

Re: Wilton High/Middle School Re-Roof Quotes (Areas 1 & 2)

The following is a breakdown to complete a (13,246 sf) .060 nonreinforced (black) EPDM fully adhered roof system.

- 1.) Remove existing roofing system down to Tectum/Lightweight Concrete roof decks and dispose of at both roof areas.
- 2.) Supply and install (1) layer of 1.5" (20 psi) polyisocyanurate insulation and (1) layer of 2" polyisocyanurate insulation (R-20). Insulation to be adhered to the roof deck and to each other with the manufacturer's insulation adhesive.
- 3.) Supply and install (1) layer of .060 non-reinforced (Black) EPDM fully adhered.
- 4.) Flash existing walls, roof drains, RTU curbs, exhaust fans and misc pipe penetrations.
- 5.) Supply and install EPDM walkway pads at all ladder conditions.
- 6.) Supply and install OMG RAC retrofit roof drains at each existing roof drain location.
- 7.) Supply and install new pressure treated wood blocking to meet new insulation height at all perimeter edges.
- 8.) Contractor fabricate and install a 24 ga steel (1) piece gravelstop system at the perimeter edges. Gravelstop to have a standard Kynar 500 finish. Color to be chosen from the manufacturer's color chart.
- 9.) Hoisting, cleanup and safety per OSHA
- 10.) (15) year labor and material warranty

Exclusions: Permits, bonds, interior protection, replacement of compromised Tectum Roof Deck

Unit Prices: Tectum Deck Replacement. Add (\$10 sf) (Tectum looked to be in good shape and we don't expect to find compromised areas)

We propose to furnish labor and materials- complete in accordance with above specifications, and subject to conditions of this agreement, for the sum of:

One hundred thirty thousand, three hundred eighty dollars----- (\$130,380.00)

Payment to be made as follows: Per AIA Documents _____

Respectfully submitted,

Prime Roofing Corp.

By: Tyler Seppala

***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: 3/14/18
RE: Ethics Policy

In the meeting of March 6, the board voted to remove article 10 from policy BCA, School Board Member Ethics, due to the language in the article. The board was going to look into replacing article 10 with language that did not create a restriction on free speech.

The question is; does the board want to recreate article 10 with the intent of making the article one of “aspiration” in creating a unified level of support for board decisions while still allowing for public discourse in regard to the decision?

I have the following suggestion:

10. Board members are encouraged to support the implementation of board decisions even when espousing opposing points of view to those decisions and to refrain from actions that would undermine the implementation of the board’s decision.

In referring this language to our attorney Gordon Graham, I received the following response:

“I think this revision makes it clear that it encourages conduct and does not require it in order for compliance with the overall policy. As such I do not think violation of the provision could be the basis of a complaint by other board members. The revision does, however, clearly describe a goal for the conduct of all board members. As such I think it is acceptable.”

BCA - SCHOOL BOARD MEMBER ETHICS

Each board member shall comply with the following ethical provisions:

1. Attend all regularly scheduled Board meetings, insofar as possible, and become informed concerning issues to be considered at those meetings.
2. Make decisions only after full discussion at public Board meetings; render all decisions based on the available facts and my independent judgment, and refuse to surrender that judgment to individuals or special interest groups.
3. Seek systematic communications with students, staff, and members of the community.
4. Work respectfully with other Board members to achieve the educational goals of the school district by encouraging the free expression of opinions by all Board members.
5. Communicate to other Board members and the Superintendent expressions of public reaction to Board policies and school programs.
6. Be informed about current educational issues by individual study and through participation in programs providing needed information, such as those sponsored by my state and national school board associations.
7. Support the employment of those persons best qualified to serve as school staff, and insist on a regular and impartial evaluation of all staff.
8. Respect the confidentiality of information that is privileged under applicable law or is received in confidence or executive session.
9. Recognize that no individual member has authority to speak or act for the entire Board, except as specifically designated to do so by Board action.
- 10.
11. Display and demonstrate courtesy and decorum toward fellow Board members at all public meetings and in all public statements.

Appendix BCA-R

First Reading: September 14, 2010

Second Reading: October 12, 2010

Final Adoption: October 12, 2010

Revised: March 6, 2018