

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

- I. CALL TO ORDER-Harry Dailey-Chair**
- II. ELEMENTARY STUDENT/S 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. Director of Student Support Services Report
 - iii. Director of Technology's Report
 - Technology Survey
 - b. Letters/Information**
 - i. Communication
 - ii. Student Lunch Survey
 - iii. May 8, 2018-Public Hearing, Unanticipated Funds
 - iv. Possible Board Workshop in May
 - v. Hours of Testing
- VI. CONSENT AGENDA**
- VII. ACTION ITEMS**
 - a. Approve Minutes of Previous Meeting**
 - b. Approve WLC Parking Lot Patching/Capital Reserve**
 - c. Prioritize Strategic Planning Items**
 - d. Final 2018-19 School District Calendar**
 - e. After School Programs**
- VIII. COMMITTEE REPORTS**
 - i. Facilities
- IX. RESIGNATIONS/APPOINTMENTS/LEAVES**
 - ABA Therapist Resignation-Kimberly Gish
- X. PUBLIC COMMENTS**
- XI. NON-PUBLIC SESSION RSA 91-A: 3 II (A) (C)**
- XII. ADJOURNMENT**

INFORMATION: Next School Board Meeting-May 8, 6:30 PM at LCS-Multipurpose 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
April 17, 2018

It is required by state statute that all certified professional staff be informed by April 15 if they will not be offered a contract for the coming year. Contracts and letters of intent to employ have gone out to all staff with the exception of the part-time support staff. We will have a better idea of our need for para-educators for the coming year in June. By contract, those letters must go out prior to the end of the school year. Contracts will be due back to the SAU by April 27, the last day before spring break. At that time, we will have a better idea of any staff who do not intend to return.

On Tuesday April 3rd I met with the staff at WLC to discuss a proposal for changing the administrative structure there. I asked for the staff to give feedback to Brian Bagley. After hearing the concerns of the staff it would appear that making a change in the department head structure is not an appropriate decision at this time. I would encourage the board to look at the roles and responsibilities of department heads as well as administration in determining the best way to affect instructional practices as well as school culture.

In the next two weeks I will be setting up a meeting with the support staff to discuss their evaluation system. As part of the negotiated CBA, an evaluation system will be created that will include:

- Goal setting
- Periodic meetings with administration to review
- Summative evaluations

The purpose of this, and subsequent meetings, would be to work with the staff and administration to create a tool that is productive and will help staff meet the changing expectations of our students throughout any given school year.

The interview process for elementary staff is beginning the week of April 16. It is our hope to have candidates to the board at the first board meeting in May.

The administration at WLC is beginning their review of candidates for open positions. It would be the intent to have all positions nominated to the board by the first board meeting in June.

The food service survey for parents is going out by Friday April 13 and results should be available to the board at the first meeting in May.

I will be in during spring break Monday- Thursday.

The Southwest Superintendent's meeting will be held on Friday April 20 in Henniker.

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Student Support Services Report
April 10, 2018

On Friday, April 6th, I attended the NHASEA Annual Law Day. School Law attorneys from the firms of Wadleigh Starr & Peters and Drummond and Woodsum presented on timely topics impacting special education from the perspective of legal precedent and recommendations for procedure based on recent court rulings.

Topics reviewed included "Addiction and Disability", "When a Parent is not Apparent", "Addressing School Avoidance", and "Navigating Out-of- District Placements". As always, the conference was very informative, providing guidance on procedural "pit-falls" to avoid and appropriate pro-active measures to insure compliance with legal standards while meeting the increasing needs of students and families.

On Wednesday, April 11th, the RISE staff are hosting a Meet and Greet at LCS. This is an opportunity for parents of some of our older RISE students to meet with parents of students who are new to the RISE program and for all parents to informally chat with staff. Through these efforts, we hope to provide support to all families who are navigating the diagnosis of Autism and appropriate school programming for their children.

Respectfully Submitted,

Betty Moore
Director of Student Support 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
04/10/2018

- The server located at the SAU office has reached its end of life. Initially we planned to get another year out of the system however; software as well as hardware issues have arisen that make this untenable. This server is the primary domain controller for the SAU and provides network access as well as data storage. The system is approximately 8-9 years old. A replacement system is ordered and will be installed over a weekend. Expected downtime for SAU staff will be kept to a minimum.
- Students in grades 6-12 completed a survey in regards to their technology use in the district as well as at home. Approximately 100 students responded. By and large the students are using the Chromebooks every day in classes, have a desire to use them in more classes and have adequate access to technology. Of the students surveyed, 12% of them have no access to a computer at home and the Chromebooks are their primary means of completing digital coursework. See attached Survey.
- I received approval letters for two school safety grants from the state. These grants total just over \$30k and are earmarked for camera and infrastructure upgrades. This includes replacement of the remaining analog cameras at WLCS. We are awaiting for final confirmation and the funds to be available in the state's grant management system before putting the projects out to bid.
- We are starting to prepare for our projects for the quickly approaching summer recess. In no particular order they include, refitting two computer labs at WLCS, deploying end user replacements district wide, dismantling and recycling old equipment, refurbishing and repairing the Chromebook fleet, reevaluating our data backup strategy district wide, and prepping systems for the FY19 school year.

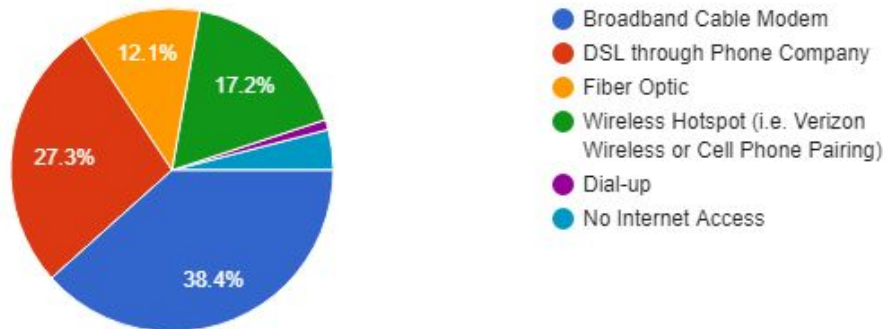
Respectfully,

Kevin P. Verratti
Director of Technology
SAU #63

Student Technology Survey 2018

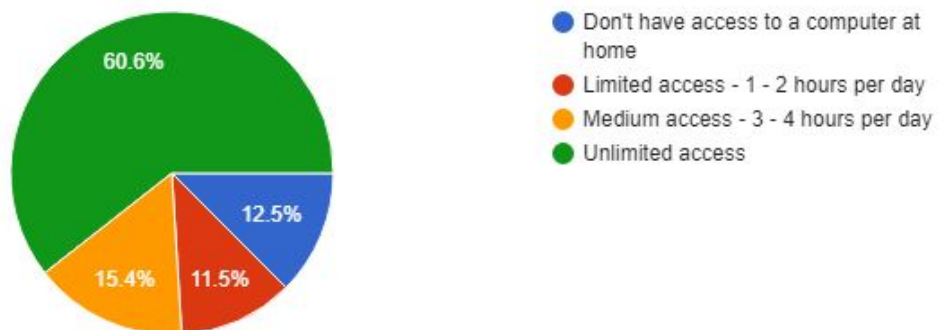
What type of Internet connection do you have at home?

99 responses



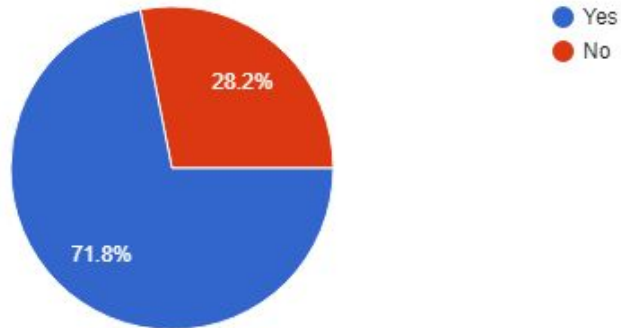
Are you able to access and or use a computer at home to do schoolwork?

104 responses



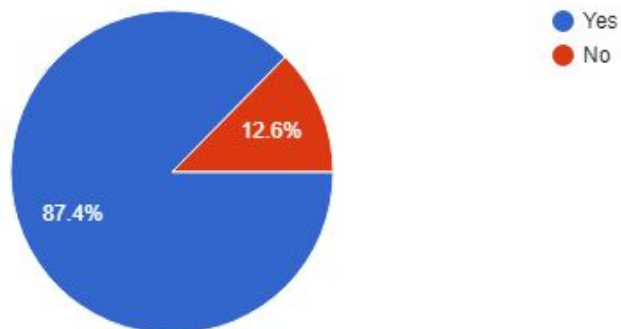
Do you have access to a printer at home?

103 responses



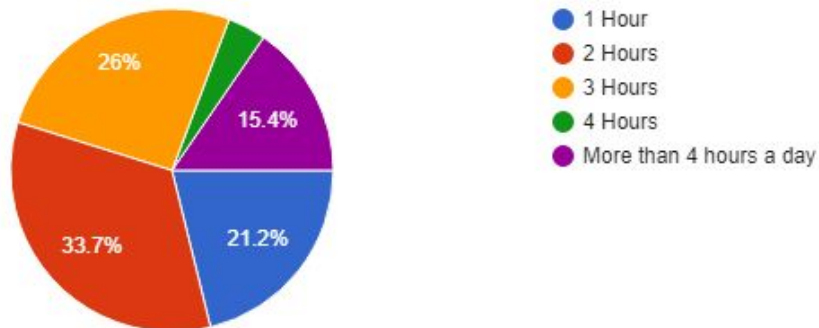
Do you have a personal Smartphone?

103 responses



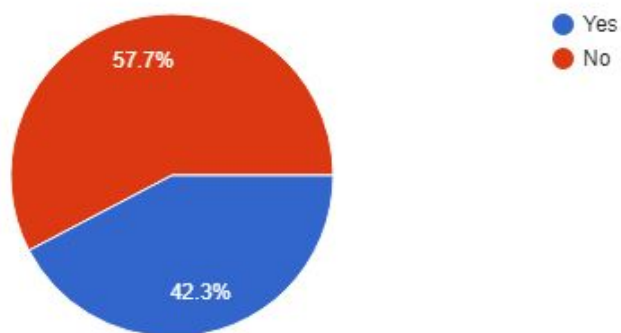
How much time do you think you use your Chromebook in the classroom for internet research, email, and other applications?

104 responses



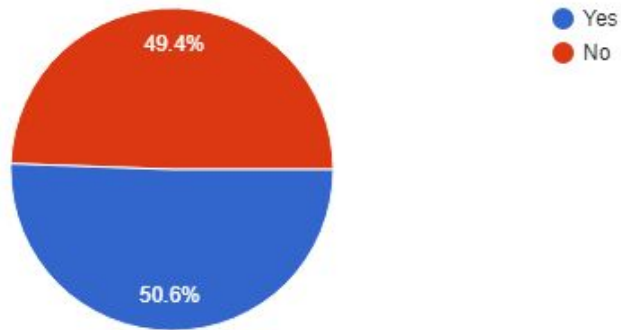
Would you be interested in classes that focus on Robotics and Computer Programming?

78 responses



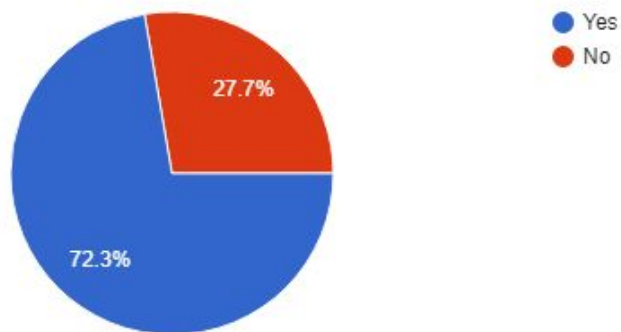
Would you be interested in classes that focus on Engineering and Design?

87 responses



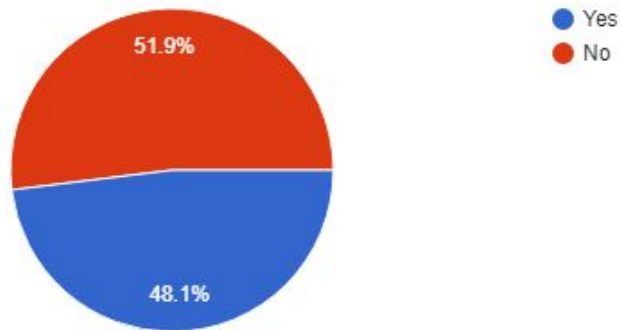
Do you (or if MS student would you) like to take the Chromebook home with you every day to use for coursework?

101 responses



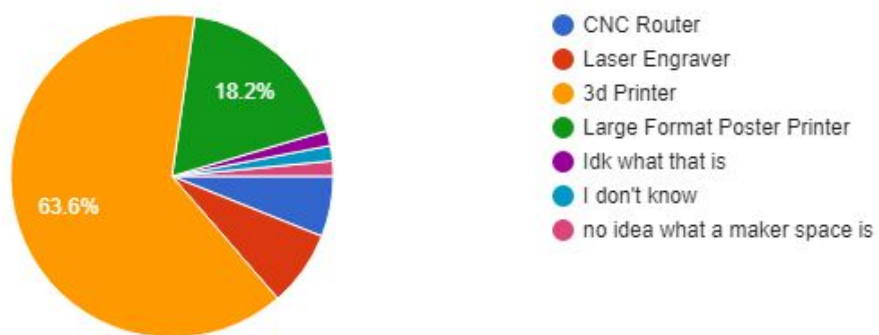
Would you be interested in using a Maker Space if the school had one?

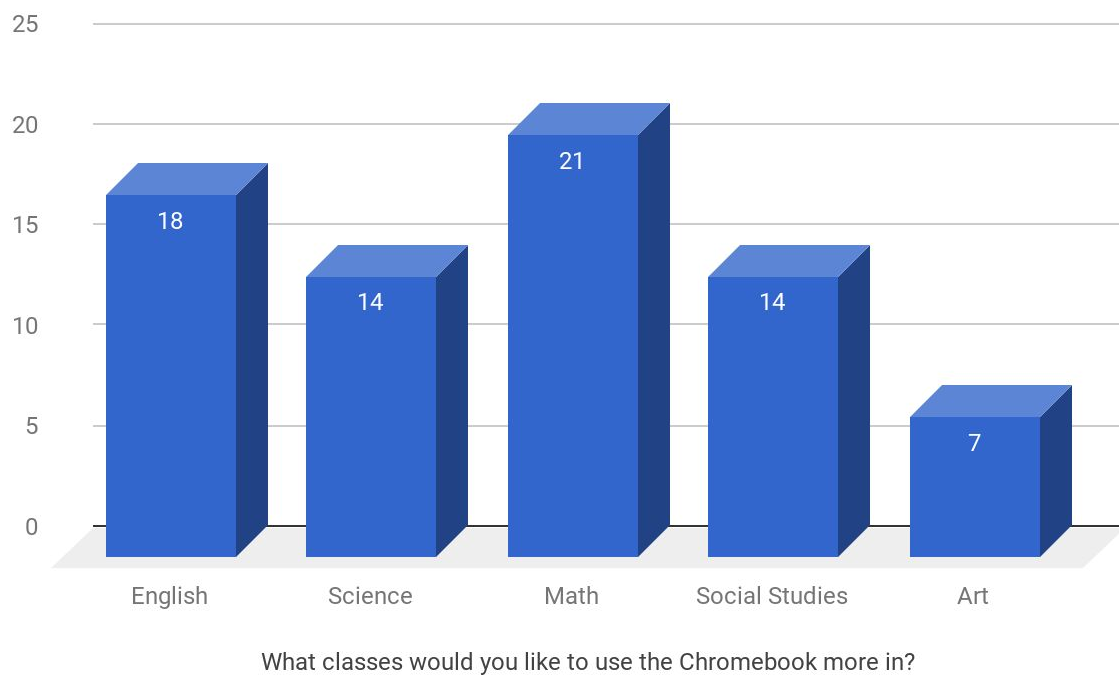
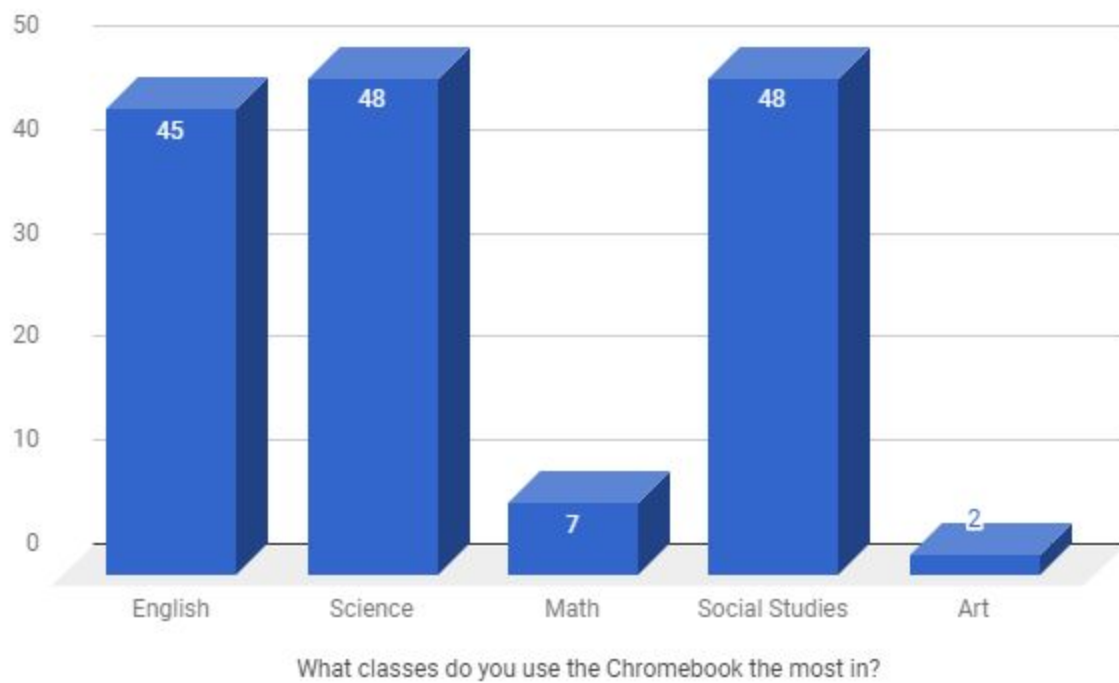
77 responses

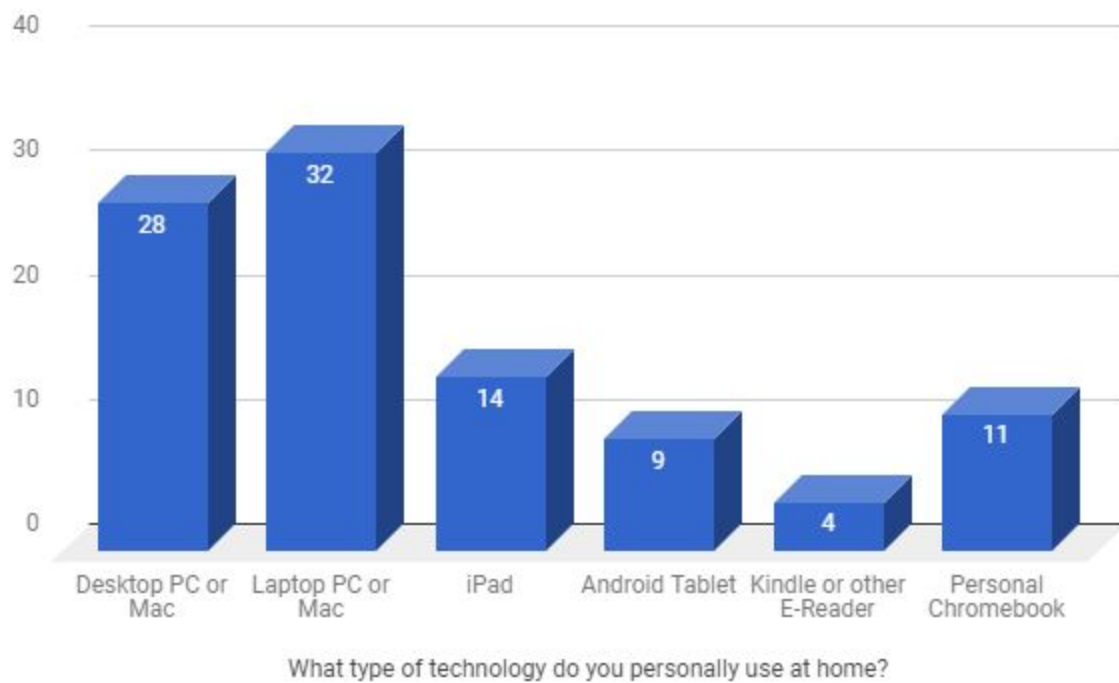


What do you think would get the most use in a Maker Space?

66 responses

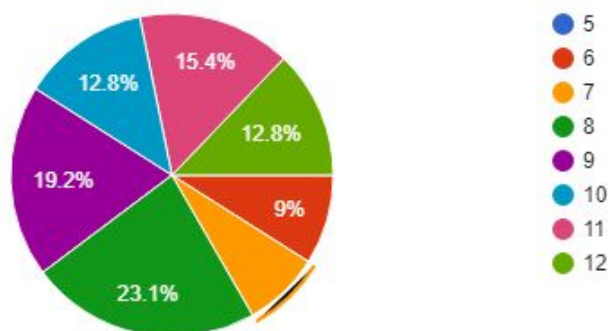






Please indicate your grade level

78 responses



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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: 4/6/18
RE: Board Notification

In order to maintain a consistent and appropriate line of communication between the School Board and the school district's administration; the following protocols will be followed

- The entire Board will be notified as soon as possible in matters that would affect the school district requiring immediate action on the part of the administration. This would include any and all instances that involve first responders or issues that would draw media attention.
- The Board Chair and Vice-chair shall be notified when conceptual ideas come about that would create change to the structure, the scheduling or modifications in personnel. The Chair and Vice-chair, in consultation with the Superintendent, will determine the appropriate time and manner in which to involve the entire school board. This would include a determination as to whether issues can be discussed in a non-public versus public sessions of a school board meeting. In addition, information of a sensitive nature may be communicated to just the Chair and Vice-chair pending the upcoming school board meeting.

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Lise Tucker
Business Administrator

TO: The WLC School Board
FROM: Bryan Lane
DATE: 4/5/18
RE: Student Lunch Survey

The following are the results of the food service survey that we gave to WLC students:

What grade are you in? 152 respondents

6th grade- 20 respondents
7th grade- 19 respondents
8th grade- 28 respondents
9th grade- 27 respondents
10th grade- 16 respondents
11th grade- 21 respondents
12th grade- 23 respondents

How often do you eat school lunch? 152 respondents

Everyday	50 students
3-4 times per week	24 students
Twice per week	12 students
About once per week	15 students
Never	56 students

If you indicated that you never eat school lunch, please tell why you don't participate in the school lunch program? Choose all that apply:

Don't like the menu choices	51 students
I bring lunch from home	49 students
Lines are too long	25 students
Don't want to wait in line	19 students
Don't normally eat lunch	14 students
Lunchroom runs out of food I like	9 students
Not hungry during the scheduled lunch	9 students
Doesn't fit my budget	7 students

Student responses, number is the number of students who responded to each question.

	Excellent	Good	Average	Below Avg.	Poor
# of choices	2	20	50	50	28
Quality of food	3	7	40	50	45
Variety of choices	3	10	55	50	28
Appearance of food	2	10	35	45	58
Food prices	5	25	70	25	20
Café. Environment	10	40	55	23	20
Amount of time to eat	10	32	45	30	32
Friendliness of staff	78	42	20	3	5

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Lise Tucker
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TO: The WLC School Board
FROM: Bryan Lane
DATE: 4/11/18
RE: Testing

The board requested information regarding the time spent on standardized testing.

The STAR 360 assessment is given quarterly for the majority of students in grades 1-8. It takes about an hour for the reading section and an hour for the math section. That would mean that the time it takes to administer the STAR assessment for most students would be 8 hours per year. Students who need more time are given the time. Students identified as needing an intervention will have additional assessments done monthly to determine where targeted instruction should be applied.

The statewide standardized test is usually about a 5-6 hour event over a couple of days. The SAT given to juniors is about a three-hour assessment on one day. The Science NECAP is given in grades 4, 8 and 11 taking about three-hours to complete. Additional time is provided for students who need it.

To summarize for the majority of students:

Grades 1-2	STAR Assessment	8 hours
	Total	8 hours
Grades 3, 5, 6, 7	State test	6 hours
	STAR Assessment	8 hours
	Total	14 hours per year
Grade 4 and 8	State test	6 hours
	Science NECAP	3 hours
	Star Assessment	8 hours
	Total	17 hours
Grade 11	SAT	3 hours
	Science NECAP	3 hours
	Total	6 hours

**WILTON-LYNDEBOROUGH COOPERATIVE
SCHOOL BOARD MEETING
Tuesday, April 4, 2018
Wilton-Lyndeborough Cooperative M/H School-Media Room
6:30 p.m.**

Present: *Harry Dailey, Mark Legere, Joyce Fisk, Carol LeBlanc, Miriam Lemire, Jonathan Vanderhoof, Alex LoVerme and Matt Ballou (6:31pm).*

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

I. CALL TO ORDER

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

II. ELEMENTARY STUDENTS OF THE MONTH

Student of the month was deferred.

III. ADJUSTMENTS TO THE AGENDA

Superintendent Lane reported having one additional teacher resignation to bring forth.

IV. PUBLIC COMMENTS

Ms. Edwina Hastings, Wilton, asked for an explanation in regard to the teacher resignations as four of them are from "STEM" (science, technology, engineering, and math). She questioned if exit interviews are done. Superintendent Lane responded, as he understands it the history has been that exit interviews are not done. Chairman Dailey added that he cannot speak specifically to these resignations. Ms. Hastings noted it would be helpful to have two months of STAR 360 data as she only sees one. It was confirmed that four or five months were provided. She spoke regarding the pending grant for \$24,000, she questioned how much more it is and are we making up the difference. Chairman Dailey explained it is in this meeting's packet to be addressed this evening; the Board (and public-via website) receives the information in advance and is not discussed until the meeting.

Ms. Becky Sours, Wilton, spoke regarding the school calendar for next year and commented as a parent she would like to go back to the old calendar and have school start before Labor Day on the last Wednesday of August as it has before. She also spoke regarding the teacher resignations and noted some are their favorite teachers; two being her children's favorites. She questioned why these teachers are leaving and is there a plan to keep the "good" teachers. Chairman Dailey responded he does not always know (the reason) and does not know that it is necessarily fair to discuss it. He explained we compete with a large number of schools in the area and there are a number of reasons why people resign. He has faith in the SAU to obtain qualified teachers.

V. BOARD CORRESPONDENCE

a. Reports

i. Superintendent's Report

Superintendent Lane reviewed his report. He met with staff regarding the school calendar for next year. He has provided varied options for the Board to review. Staff comments are included in his report. The last day of school will be June 19 pending any additional cancellations. Seniors last day can be up to 5 days earlier which is June 12. Graduation will be Friday, June 15, although they hoped for the 8th this was not possible due to the snow days. The Wellness Fair idea came from Laura Gifford, LCS School Nurse. She along with Pat Walz and Ms. Tucker worked together to find vendors to come in. He noted we are not advocating for any of the vendors but some offer our staff discounted services which they may not be aware of. In his report he provided a list of current posted positions. He has received another letter

indicating a possible additional \$6,000 in grant money for the infrastructure pieces (of camera system upgrades) that we have budgeted for which may result in a cost savings. Mr. Verratti had put out the request for this grant and we are just waiting for the signatures. There is no added cost to the district, whatever amount is in the grant we will use for early purchases or enhance the system long term. The nomination list has been provided and previously discussed with the Principals. He briefly spoke of a reorganization piece, an option that came up; something he is investigating and is not bringing to the Board as he does not have enough information yet. It may be something for the Strategic Planning Committee to look at.

ii. Business Administrator's Report

Ms. Tucker reported attending with Mr. Erb, the annual Northern New England Facilities Masters Conference with vendors present and promoting cleaning efficiencies. The contract with Field Maintenance Service Company has been renewed. We are in year 2 of a 5 year plan to keep our fields looking good and funds have been encumbered for the spring season. During National School Breakfast week we did not do as well as expected; there was inclement weather. FRES did have some families come in and one looked at the program for the first time. WLC had a contest to guess how many breakfasts were served. At the next Facilities Committee meeting new items for the CIP will be reviewed. A walkthrough at FRES was completed and we are looking at handrails for the side stage. At the ASBO (NH Association of Business Officials) meeting, included were presentations from Plodzick and Sanderson, PA (auditors) regarding a new GASBE ruling and two members of the NH School Nutrition Association regarding free and reduced compliance, buying American and proper policies. The third wellness committee meeting was held and the focus was the Wellness Fair. Work has begun on the approved budget documents to send them to the DRA through the web portal.

iii. Principals' Reports

Principal Bagley reported Destination Imagination had several teams competing in the NH-DI Regional Tournament and two moved on to the State Tournament in Bedford but unfortunately did not advance. He congratulated Ms. Jen White and the group for doing a great job. The Souhegan Sustainability Fair is April 14. Last year 300 people attended and this year they expect 500-600. Included will be student art, senior projects, and a food court with live music. April is the month for Senior Projects. All of next week is devoted to this and students presenting. If you are interested in attending contact Principal Bagley for a schedule. WLC faculty is in the final stages of writing its self-reflection for NEASC. Today, curriculum was presented. NEASC's first visit will be in May and things are progressing along. He confirmed for Mr. Vanderhoof that Ms. Kovaliv, School Counselor does track students who show up for the college planning night (April 11 at 6pm) and electronic emails are sent to parents informing them of this. He confirmed for Chairman Dailey that there are not enough students interested to support tennis.

Principal O'Connell reports the C.A.R.E.S assembly was held at FRES. A list of students (one per class) can be found in his report that have been recognized for demonstrating the Habits of Learning (Cooperation, Assertion, Responsibility, Empathy, Self-control). Regarding kindergarten registrations, to date there are 33 students registered for next year which exceeds our half day program enrollment. April 16th-20th, students' 3rd-5th grade will engage in the ELA portion of the NH Statewide Assessment. The format is a little different than last year; it is online and is taken over the course of several hours. Granite State Fit Kids health education outreach is a nonprofit program that involves 4th grade students and focuses on teaching the positive impact of a healthy lifestyle. The students today made a model of "functioning" lungs. Physical Education teacher, Fritz Shenk is well underway with the Jump Rope for Heart events; last year students raised \$3,717 and this year's goal is \$4,000. He thanked the Board for their support and participation in Read Across America.

A brief discussion was had regarding how many hours elementary school students will be testing this year. Mr. LoVerme requested this information be provided as it is not available this evening. Mr. Vanderhoof questioned if the results from the State and STAR 360 "line-up". Principal O'Connell responded this is the first year and there has not been an opportunity to make that correlation yet. Mr. Ballou questioned if there has been any or is there a plan for additional advertising for kindergarten registration as we had inclement weather the day registration was held. Principal O'Connell reviewed what has been done and he noted

nothing additional is planned at this point. It is open enrollment; anyone can come in to register. Superintendent Lane added it may be beneficial to run additional ads in the newspaper although there is associated cost. Chairman Dailey commented that 34 (registered kindergarteners) is the number needed for the additional teacher.

iv. Curriculum Coordinator's Report

Dr. Heon attended the ASCD conference in Boston and brought back a lot of information to share. Today she communicated with teachers about attending summer training, there are 4. The comprehensive "tech ed" teacher (industrial arts) will be attending a session at Worcester Poly Tech to strengthen the program with our design in modeling and the others will be NH Technical Institute. She spoke of being fortunate to be one of the several districts elected to be awarded a three-year grant for participation in Universal Design for Learning (UDL). The team consists of nine members, teachers and administration who attended their first training session. They have been assigned a coach who will be coming here. UDL focuses on more flexibility with instruction. The emphasis is that it is not a new program or initiative but another piece that fits in with everything else we are doing. She provided assessment results and noted most recent results meet or exceed the grade level at this time. She believes both the interventions and classroom work are working in assisting our students and meeting the goals we have for them. She noted assessment does take time however we are using STAR and the State assessment as an instructional tool. The State rolled out interim assessments; shorter assessments, the students take them partly for practice on using the technology and also to look at content. Chairman Dailey would like to see a presentation in late summer (August) or fall of all the information collected. Additional discussion was had relating to assessments and if the STAR 360 results correlate with the State results. Discussion was also had relating to the amount of time students spend testing and away from classroom teaching and are we getting a return on investment. Dr. Heon spoke briefly about working with several tools thought to be aligned to national standards and in her experience that has not been the case. Years ago half or two thirds of the test items were released to adjust our curriculum and instruction and last year we did not get that information and so far have not been guaranteed to get it for this year. She cannot promise providing a scientific study that the correlation will tell you what you want to know but can tell you what changes our district will show compared to the state average held last year. We can compare the 1st years to this year and see what incremental changes we are making and may be able to save one testing session for next year if the data indicates this. We can also look at some other pieces like being on the cutting edge of science and promote things like this. There are other dimensions that we cannot assess like problem solving and critical thinking but will continue to work on it. She confirmed that STAR 360 does not do any kind of comparisons between districts. It was noted this is a big discussion and will be put on a future agenda to be continued. Dr. Heon confirmed for Mr. Vanderhoof questioning if the change in the number of students taking the test is due to decreased enrollment, she explained depending on the student situation it may exclude them from one test or another or a student could be absent, and testing was still taking place on Monday although one child's data will not make a difference, the data will be adjusted once all are completed.

b. Letters/Information

i. DOE/Grant-Security Camera System Upgrades

Superintendent Lane informed members that he has received an additional letter (regarding grant) after the board packet was sent for an additional \$6,000. Upgrades are planned and this would go to pay for those vs. tax payer money. He noted we are not adding projects; this is to take care of what we already planned for. He thanked Mr. Verratti for taking care of the grant when we were made aware of it.

ii. Student Cafeteria Survey

Superintendent Lane reported the survey results came in today and will be provided at the next meeting. A copy of the survey has been provided. Ms. Lemire suggested a parent survey for FRES be available which Superintendent Lane agreed, an email can be sent directing parents where to find the survey.

VI. CONSENT AGENDA

a. Treasurer's Report-January & February 2018

The reports have been reviewed by the Board.

Ms. Tucker confirmed for Ms. LeBlanc that a thank you note has been provided by students to the PTO for a donation of \$1,500.

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

VII. ACTION ITEMS

a. Approve Minutes of Previous Meeting

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

Voting: all aye; motion carried unanimously.

b. Draft 2018-19 School Calendar

Superintendent Lane informed the Board no decision is necessary until the next meeting; April 20 is the DOE due date. He provided a memo with descriptions of the four calendar options and provided a brief overview of each and spoke of staff concerns. He noted seeing positives and negatives with option 1 and 2. He believes it is beneficial to start before Labor Day (this is his preference) to have a progression. He noted in the past, time was not well used for teachers who are not involved directly in data collection, and it would be our obligation to make the time useful. He noted Dr. Heon feels there is a greater need for teachers to work together and she is looking for time to be spread out during the year. He has met with the teaching staff and they do not feel it is appropriate to change in the middle of the contract year and not have it part of a negotiated process. In the past when days have changed, there were conversations with past Superintendents and the teachers association without written sidebars or changes in the CBA as they were in agreement, this time the parties are not in agreement. Ms. Lemire questioned regarding data analysis, if there a preference for half day vs. full day. Dr. Heon is in favor of having one full day and two half days as the full days are much more effective and beneficial. Mr. Vanderhoof voiced concerns regarding the money portion of it (for paraprofessionals in option 3 cost of \$6,999 in option 4 cost of \$4,666) his concern is that it is an annual change and are using budgeted funds and believes it should go through the budget process. He suggested a compromise to add one day for professional development which allows for the extra time for teachers but doesn't add a cost and next year discussing it further during the budget process. Discussion was had and various opinions and concerns were shared regarding the calendar including, should it be part of the budget process, instruction time, professional development time, days vs. hours, teacher feedback, adjustments to teacher and student schedules, what was the main purpose originally, should it be part of negotiations or a sidebar agreement, are there any options they can eliminate. Superintendent Lane confirmed that SEER would not change. Ms. Lemire questioned, with all the money/investments we spent already in the programs, is there is enough time to do all of that in the shorter calendar. Superintendent Lane responded teachers need time together and find collegial ways to move forward; we can make due but we can use more time productively. Ms. Linda Cordileone, WLCTA President, spoke when asked what is different this time vs. previous times (when there has been a request to change). She said that she thinks we have been more than fair, we have let the district increase the number of days 2-3 times now; we think it's a negotiable item. She noted when the calendar was 180 days, teachers had 20 minutes before and after, now they have 15 and it would be reduced to 10. She said, "I don't want to say we won't do it but believe it is a negotiable item." She responded to Chairman Dailey asking if she felt there was value, she said that if you allow teachers to discuss how to make their classrooms better. Sometimes the district has a plan that some of the staff isn't buying into it and a lot of times things that are targeted for "core areas" doesn't apply to all. She believes providing time for the data crunching and getting together as well as having "specials" talk curriculum in that venue, she believes would be helpful. A brief discussion continued. Responding to Chairman Dailey, Superintendent Lane confirmed his preference of options would be 3 or 4 and would support Dr. Heron's preference of option 4. He confirmed the cost per day to add paraprofessional coverage is approximately \$2,333. Consensus was to keep the options 1-4 and add a 5th option of 174 days for students and 1 additional full day for teachers' professional development. It was also requested to have Superintendent Lane send members the appropriate sections from the CBA to review. It was noted one of the items that the Strategic Planning Committee has on their list is school days vs. hours.

213 **c. Committee Assignments-Facilities/Charters**

214 Chairman Dailey informed members it was brought to his attention that currently there is not a
215 Lyndeborough school board representative on the Facilities Committee. It was briefly discussed. Ms.
216 Lemire volunteered/agreed to join the Facilities Committee as the Lyndeborough representative and
217 removes herself from the Strategic Planning Committee. No objections heard.

218
219 Each committee was reviewed including its membership. Strategic Planning Committee was discussed
220 including the current items on their list that had not been addressed, suggested to eliminate SAU
221 configuration and newly suggested items. Chairman Dailey noted he assumes the “rolling average funding
222 formula” will move forward and go on the ballot for March 2019 although there is still time to discuss it.
223 Items remaining will be Review SAU Configuration, Building Utilization and School Days vs. Hours.
224 Items added were MS Configuration, Adding towns/Educational Opportunities (Alternative Education
225 Programs) and Associated Cost, and Food Service Options. Superintendent Lane noted that there is some
226 information to review regarding food service which will be provided at a later date. A brief discussion was
227 had regarding if there is a specific need for a program something other than what we are already doing
228 (example RISE) to bring some students back in who attend other schools or are in other districts. The
229 question was raised how many at Pine Hill/High Mowing are residents of Wilton or Lyndeborough. It was
230 noted this is not collected information. Priorities for the Strategic Planning Committee will be
231 assigned/discussed at the next board meeting. The direction of the Facilities Committee and Elementary
232 History Committee will continue as it has been. Signing manifests will continue with Mr. Ballou and Ms.
233 LeBlanc signing them. Ms. Fisk agreed to be an alternate if needed. The Policy Committee has work based
234 on the last meeting. Mr. Ballou noted the NHSBA is reviewing all of their policies for compliance
235 including policy BCA. Superintendent Lane asked with the board’s permission to contact the attorney to
236 determine if there have been any changes in the law which would necessitate a change in our policies or the
237 need to create new ones. Chairman Dailey commented the intent would be over time to review each policy
238 and prioritize each one we are noncompliant with (example: policies that have not been updated with
239 procedural changes).

240 **d. Update Board Member Contact List**

241 Superintendent Lane reviewed with members this contact information is for us to contact members. If any
242 changes are needed contact the Superintendent or Ms. Fowler through email. An updated copy will be
243 provided.

244
245 **VIII. COMMITTEE REPORTS**

246 There were no committee reports given.

247
248 **IX. RESIGNATIONS / APPOINTMENTS / LEAVES**

249 **a. Resignations**

- 250 • Hannah Staib WLC MS Language Arts Teacher
- 251 • Susan Rolke WLC HS Chemistry/Physics Teacher
- 252 • Kelly Griffin WLC MS Science Teacher
- 253 • David Galatzer-Levy WLC HS Science Teacher

254 Superintendent Lane reviewed the above resignations noting there is no need for a vote to accept them as
255 no contracts or nominations were approved at the time.

256 **b. Appointments**

- 257 • Teacher/Administration Slate

258 Superintendent Lane informed members on an annual basis he brings forward to the Board (with
259 recommendations from the Principals) nominations for contracts for the following year. A nomination
260 list/slate has been provided.

261
262 *A MOTION was made by Ms. Lemire and SECONDED by Mr. LoVerme to accept the slate.*
263 *Voting: six ayes; one abstention from Mr. Legere, motion carried.*
264

Superintendent Lane informed members of one resignation from a teacher who is listed on the slate, Ms. Kimberly Plourde, .50 Preschool. This position increased to full-time.

A MOTION was made by Mr. LoVerme and SECONDED by Ms. LeBlanc to accept the resignation of Ms. Kimberly Plourde.

Voting: all aye; motion carried unanimously.

X. PUBLIC COMMENTS

Ms. Edwina Hastings, Lyndeborough asked if the professional development days are structured. It was confirmed they are and an agenda for full and half days will be provided.

Ms. Kelly Gibson, parent, spoke on several issues. She noted the Dean of High Mowing is Cary Hughes and a majority of the students attending there are from Wilton and Lyndeborough or surrounding communities and there are a lot of international students who also attend. She spoke of being concerned that by including additional people to come to this school, it lacks a strong technical program compared to other districts and feels this should be in the conversation. She further added, if you are looking at income levels a lot here are low income level and a lot will not be able to go to college but they can access a trade which we do not really offer here. She noted Milford has some sort of a program but would like to see that enhanced. She would welcome the evaluation of the food service program and increased standards. She would volunteer to help with it. She spoke of being pleased with the board's questions and discussion in regard to several issues this evening. She spoke regarding testing and assessments, she notes she is an educator and states that charter schools only do one assessment a year and a lot of people are "flocking to this" because they are meeting or are above standards. She added sometimes it cannot be measured in assessment she said, especially if the students are "coded", as these assessments won't measure them and these matter too. She questioned if it is appropriate to have so many assessments when charter schools are moving forward with little.

Ms. Lemire suggested that an after school program be added to the agenda. She would like to have this idea investigated especially for the Lyndeborough area.

Ms. Kelly Gibson suggested not executing a program in this district for afterschool, instead, utilizing the Boys and Girls Club as currently there is not enough transportation to get the students there and feels it would be a more appropriate plan to utilize them.

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

A MOTION was made by Mr. LoVerme and SECONDED by Ms. LeBlanc to enter Non-Public Session to discuss personnel and student matters RSA 91-A: 3 II (A) (C) at 8:38pm.

Voting: all aye; motion carried unanimously.

RETURN TO PUBLIC SESSION

The Board entered public session at 10:10pm.

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

Voting: all aye; motion carried unanimously.

XII. ADJOURNMENT

A MOTION was made by Mr. LoVerme and SECONDED by Mr. Legere to adjourn the Board meeting at 10:11pm.

Voting: all aye; motion carried unanimously.

*Respectfully submitted,
Kristina Fowler*

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 Members

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

Subject: WLC Parking Lot Patching

Date: April 17, 2018

Request for proposals (RFP) went out to various companies. The details include:
"Regrade adding crushed gravel as needed for compact; finish grade and pave with 1 ½ inches of base and 1 ½ inches of finish asphalt"

Two quotes came in for review:

Hudson Paving & Excavation, Hudson, NH	\$36,400
Tate Bros. Paving Co., Inc., Hudson, NH	\$18,900 - 6,408 sq ft

We seek the board's approval to have this work done by Tate Bros. and withdraw the funds from the Building/Equipment Capital Reserve Fund (CRF). This is in line with the Capital Improvement Plan (CIP).

Proposal

Page 140.

01

Pages

TATE BROS. PAVING CO., INC.
72 Old Derry Road
HUDSON, NEW HAMPSHIRE 03051
(603) 882-0527 • FAX (603) 598-6786
www.tatebros.com

PROPOSAL SUBMITTED TO Wilton/Lyndeborough SAI 63		PHONE 732-9176	DATE 10-23-17
STREET 192 Forest Rd		JOB NAME Patching and resurfacing	
CITY, STATE AND ZIP CODE Lyndeborough NH 03082		JOB LOCATION 56 School Rd Wilton	
ARCHITECT Attn: Buddy Feb 235-6655	DATE OF PLANS	JOB PHONE	

We hereby submit specifications and estimates for:

Patching around school: Several area have failed asphalt due to failed compaction mostly on edge of roadway around school. These areas will be excavated to remove asphalt only, regraded adding crushed gravel as needed for grading purposes; compact, finish grade and pave with 1 1/2 inches of base and 1 1/2 inches of finish asphalt. Total area is approximately 6,408 sq ft. This would cost: \$18,900.00

Roadway from bottom of hill all the way up to beginning of parking lot approx. 34,950 sq ft. Resurface with 1 1/2 inches of wearing asphalt including tack coating. This would cost: \$45,045.00

**All suitable excavated materials removed from site.
No finish landscaping included.**

The Propozse hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

SEE ABOVE dollars (\$ **SEE ABOVE**).

Payment to be made as follows:

All material is guaranteed to be as specified, All work to be completed in a workmanlike manner according to standard practices; Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature **Harry Peters**

Note: This proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

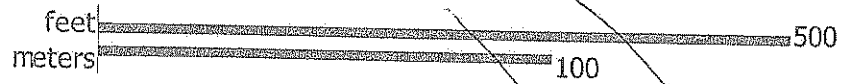
Signature _____

Date of Acceptance: _____

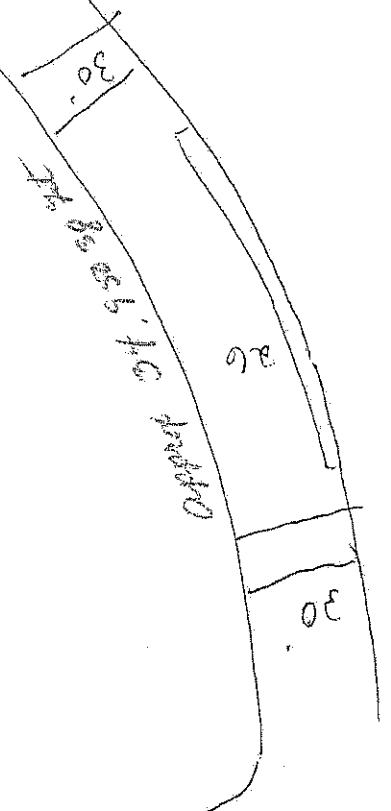
Signature _____



Google earth



approx patch areas
6 408 sq feet



Wilton-Lyndeborough Cooperative School District
Strategic Planning Committee

Develop information for the school board.

Pursue option of full day kindergarten <ul style="list-style-type: none">• <i>Completed</i>• Outcome-passed via warrant article
Investigate possibility of rolling average funding formula <ul style="list-style-type: none">• <i>Investigated</i>• Outcome-District cannot adjusted apportionment agreement until March 2019
Analyze feasibility for reserve fund warrant article <ul style="list-style-type: none">• <i>Investigated</i>• Outcome-School Board opted not to move forward
Review SAU configuration
Building Utilization & Planning <ul style="list-style-type: none">• Demographic study
School Days vs. Hours <ul style="list-style-type: none">• Consider alternatives
MS configuration
Adding towns/Alternative education programs/Associated cost
Food service options

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: 4/6/18
RE: School Calendar for 2018-19

I would like the board to consider the following options to the school calendar for the coming school year.

Option 1

School calendar remains as it is at 174 days. The first day of school being August 30 with the last day scheduled with five snow days included would be June 13. The school year would start before Labor Day.

Option 2

School calendar remains as it is at 174 days. The first day of school being September 4 with the last day scheduled with five snow days included would be June 17. The school year would start after Labor Day.

Option 3

School calendar for students increases to 177 days with the three additional days being early release days to allow for data analysis and professional development. The first day of School would be August 30 with the last day scheduled with five snow days would be June 18. The school year would start before Labor Day. With this option there is an added cost to have para-educators work in the amount of \$6,999 including FICA using the current staff. If this were the choice of the board, the administration would need to look at options as to where these funds would come from.

Option 4

School calendar for students increases to 176 days with two additional instructional days plus one full day added as a teacher workshop day. The school year would start before Labor Day. With this option there is an added cost to have para-educators work in the amount of \$4,666 including FICA using the current staff. If this were the choice of the board, the administration would need to look at options as to where these funds would come from.

Option 5

School calendar remains at 174 days for students. One additional teacher workshop day added on April 5. If the school year started before labor day, the last day of school with five school days included would be Friday June 14. If the school year started the Tuesday after Labor Day, the last day of school with five snow days would be Tuesday June 18. There is no additional cost to the district in this proposal.

The current contract calls for teachers to work 7 hours and 20 minutes per day. If the board chooses to extend the number of instructional days, the time before and after school. This reduction in minutes would be in the time staff is required to be on site before and after school. No time would be taken from instruction.

I have met with the leadership of the WLC Teacher's Association to get their feedback.

Their concerns include:

- That adding additional work days should be part of the negotiation process. In our conversation the leadership indicated that changes in the past were not documented or made as any part of a side bar because there was agreement to the changes made.

Our attorney indicates:

“Article XI, Section A of the WLCTA contract makes it clear that the District can schedule any number of school days in the school year so long as there are no more than 180. I think the history you have gathered on the number of school days dating back to the 2012-13 school year reflects the Association's recognition that the Board has the right to unilaterally adjust the number of school days, as it may determine is in the best interests of the District, if it is 180 days or less.”

- There was a concern raised in regard to the first day for teacher's being on a Friday.

I have adjusted the calendar options to alleviate that issue.

- There was a concern that early release days were not academically effective. Also that at the elementary level, teacher prep time was negated for some teachers.

I agreed with their point using the current format that we have. I promised that the building administration would work with staff to determine a better way to schedule these days to make them more effective. I also promised that within the day, each teacher would have their time for prep that is guaranteed by the contract.

- There was a concern that the release days were not spread out and specific classes would be missed.

I have modified the calendar to alleviate that problem.

- A statement was made that we are above the number of minutes required by the state and that we could add release days without adding additional days and stay within the minimum standards even though it would decrease instructional hours.

My response to that statement is that the reason for doing this is to increase student achievement. Reducing instructional hours for students is not the way to do that.

RECEIVED

APR 10 2018

SCHOOL ADMINISTRATIVE
UNIT # 63

April 10, 2018

To whom it may concern,

This letter is to inform you I will be resigning my position as an ABA therapist on May 2, 2018.. It is with great sadness that I leave my role as an ABA therapist here at Florence Rideout Elementary School. I have very much enjoyed being a part of the Wilton-Lyndeborough School District this year and particularly the students and the staff of the Florence Rideout family I will truly miss. Thank you for allowing me to be a part of such a great group of people!

Thank you,

Kimberly Gish

A handwritten signature in black ink, appearing to read 'K Gish', written in a cursive style.