

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

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

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

**I. CALL TO ORDER**

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

**II. ELEMENTARY STUDENT OF THE MONTH**

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

**III. ADJUSTMENTS TO THE AGENDA**

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

**IV. PUBLIC COMMENTS**

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

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

**V. BOARD CORRESPONDENCE**

**a. Reports**

**i. Superintendent's Report**

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

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

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

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

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

### 73 **• Technology Survey**

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

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

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

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

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

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

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

## **b. Letters/Information**

### **i. Communication**

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

### **ii. Student Lunch Survey**

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

### **iii. May 8, 2018 Public Hearing, Unanticipated Funds**

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

### **iv. Possible Board Workshop in May**

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

### **v. Hours of Testing**

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

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

## **VI. CONSENT AGENDA**

There was no consent agenda to report.

## **VII. ACTION ITEMS**

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

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

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

### **b. Approve WLC Parking Lot Patching/Capital Reserve**

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

### **c. Prioritize Strategic Planning Items**

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

### **d. Final 2018-19 School District Calendar**

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

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

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

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

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

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

Discussions continued.

*Mr. Ballou moves the question.*

*Voting: via roll call;*

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

*Motion failed (4-7).*

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

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

*Ms. LeBlanc moves the question.*

*Voting: via roll call;*

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

*Motion failed (5-3).*

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

*Voting: via roll call;*

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

*Motion failed (6-2).*

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

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

*Voting: via roll call;*

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

*Motion carried (7-1).*

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

#### **e. After School Programs**

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

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

## **VIII. COMMITTEE REPORTS**

### **i. Facilities**

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

## **IX. RESIGNATIONS / APPOINTMENTS / LEAVES**

### **• ABA Therapist Resignation-Kimberly Gish**

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

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

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

## **X. PUBLIC COMMENTS**

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

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

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

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

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

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

**RETURN TO PUBLIC SESSION**

The Board entered public session at 9:35pm.

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

*Voting: all aye; motion carried unanimously.*

**XII. ADJOURNMENT**

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

*Voting: all aye; motion carried unanimously.*

*Respectfully submitted,  
Kristina Fowler*