

1 **WILTON-LYNDEBOROUGH COOPERATIVE SCHOOL BOARD**
2 **MEETING AND JOINT BUDGET COMMITTEE SESSION**

3 **Tuesday, September 26, 2017**

4 **Wilton-Lyndeborough Cooperative M/H School-Media Room**
5 **6:30 p.m.**
6

7 Present: Harry Dailey, *Geoff Brock, Matt Ballou, Miriam Lemire, Charlie Post, Joyce Fisk, Carol*
8 *LeBlanc, Alex LoVerme and Charlie Post arrived after the Budget Committee mtg.*
9

10 *Superintendent Bryan Lane, Business Administrator Lise Tucker, Director of Technology Kevin Verratti,*
11 *Director of Student Support Services Betty Moore, Principal Tim O'Connell and Clerk Kristina Fowler*
12

13 **I. CALL TO ORDER**

14 Chairman Dailey called the meeting to order at 6:32pm.
15

16 **II. ADJUSTMENTS TO THE AGENDA**

17 Superintendent Lane informed members of the following: a yearly questionnaire they have received from
18 the auditors, updated information regarding SB 193 now SB 194 and a presentation regarding a student
19 trip to Montreal.
20

21 **III. PUBLIC COMMENTS**

22 There was no public comment to report.
23

24 **• PRESENTATION TO BOARD-MONTREAL TRIP**

25 Ms. Audra Nolin, French teacher, Ms. Kim Humphreys Spanish teacher and Olympia Clark FACS
26 teacher were present. Ms. Nolin and Ms. Humphreys reviewed information including the itinerary, cost
27 and what is included for this trip to Montreal. Ms. Humphreys noted it is an international city with many
28 Spanish speakers and this trip is a combination of French and Spanish for HS students. Cost for 35 or
29 more students is \$670; cost will increase with less students participating. Responding to a question from
30 Mr. LoVerme regarding accommodations for students with allergies, Ms. Humphreys responded they are
31 aware of the students and their condition, the meals can be customized. Per Ms. Nolin the due date for
32 the first payment which is in two weeks can be moved. Chairman Dailey questioned if there was a
33 number of students needed to run the trip and what that cost would be. Ms. Nolin indicated they took
34 only 12 to Quebec which was not a problem; she would need to investigate the cost and if there was a
35 minimum number. When asked if they could open the tour up to another school if there was low
36 enrollment she indicated it is a possibility. Both Ms. Nolin and Ms. Humphreys confirmed there is no
37 district support required.
38

39 *A MOTION was made by Mr. Ballou and SECONDED by Mr. Brock to approve the Montreal trip.*
40 *Voting: all aye; motion carried unanimously.*
41

42 **IV. BOARD CORRESPONDENCE**

43 **a. Reports**

44 **i. Superintendent's Report**

45 Superintendent Lane reported work on the budget has continued. Strategic Planning Committee will meet
46 tomorrow evening, negotiations meetings will start next week. My Learning Plan has had a couple of
47 hiccups which we are working through. He will be speaking at the National Honor Society. Parent
48 volunteers, students and teachers did a great job with Apple Pie Day at FRES. A book launch was held on
49 September 22 for the LCS history book and a few books were sold. More events will be held in the future
50 to provide opportunity to purchase books. He will not be able to attend the Stony Brook Park opening as
51 planned.
52

ii. Director of Student Support Services Report

Ms. Moore reported she provided the number of special education students per building, (6 out of district, 45 at WLC, 39 at FRES, and 16 at LCS). There has been interest in the RISE program regarding placing a student from another district here and are in negotiations for this. She attended the Student Behavioral Health conference on September 18th.

iii. Director of Technology's Report

Mr. Verratti reported a storm knocked out power two days prior to the start of school. Several systems were down and although on battery backup, several needed repair or replacement which is now complete with no charge to the district. Prior to the school year it was decided to put the phone system on hold. Phones are now staged and ready to go. This should be a quick process. The FRES intercom issue has been resolved. This is the first year of the district being truly 1:1. HS students bring Chromebooks home and students are using them on a daily basis. Reports back from teachers are good. He thanked the board for their support. An intern joined the department for the summer. He is now a senior and had unboxed, set up and configured all the Chromebooks. Answering questions from Chairman Dailey who asked if we had what we need and does it run well, Mr. Verratti explained Comcast put in new fiber and we have "300mbps down and up". On typically heavy days we are at "250mbps down". He doesn't foresee needing additional unless we add additional programs. We have the capability to "turn up the dial" if we need faster speed. There is a cost to do this (about \$150 a month) but without having to buy additional equipment we can just turn up that speed. He watches the broadband usage and keeps a close eye on it.

b. Letters/Information

i. Withdrawals

Superintendent Lane reported he provided information as requested on student withdrawals. He provided a breakdown by grade and the biggest and most natural time for transition is in grades 1-6-9 which this indicates. Listed is where the students transferred to. He has no data that any parents gave a reason why they were leaving the district except a couple indicated more affordable housing elsewhere. None are paying tuition; no agreement for any tuitioned student to another district has been made. Data is provided as of September 18, 2017 and may fluctuate.

ii. Providing EpiPens

Superintendent Lane provided information as requested. Primex pointed him to the Board of Education. He reported public schools can stock EpiPens however if a student has a prescription (for EpiPens), another staff member can administer if trained but no staff person other than a nurse can administer if there is no prescription for one. EpiPens are located in the nurse's office and kept under their supervision. He agrees the schools should have them and reiterated if there is no prescription for one only the nurse can administer.

V. CONSENT AGENDA

Superintendent Lane informed members the yearly questionnaire from the auditors was passed out, once completed return to Lise or Kristina.

VI. ACTION ITEMS

a. Approve Minutes of Previous Meeting

A MOTION was made by Mr. Brock and SECONDED by Ms. Fisk to approve the minutes of September 12, 2017 as written.

Voting: all aye; motion carried unanimously.

b. 4th and 5th Grade Band

Superintendent Lane reported last year there was not enough interest to have a band and this year there are a good number that want to be involved. This would be in addition to Mrs. Aparo's (FRES music teacher) teaching duties and the stipend for this was calculated by hours worked at a total cost of \$2,250. Looking at co-curricular and athletic salaries there is \$7,000-\$8,000 for programs that are not running and if approved would use this to fund this stipend. The programs that have not been running (such as drama and school play) would be eliminated and this would be added in. Students would be transported

via bus from FRES to WLC and use the music room. Chairman Dailey noted the recommended rental company may not be convenient for parents and there are options closer that may be more convenient.

A MOTION was made by Mr. LoVerme and SECONDED by Ms. LeBlanc to accept the 4th and 5th grade band proposal.

Voting: all aye; motion carried unanimously.

VII. POLICIES-1st Read

- i. ACAA-R Student Discrimination and Harassment Compliant Procedure**
- ii. ACAB-R Employee & Third Party Discrimination and Harassment Complaint Procedure**

Superintendent Lane reported changes to these policies are at the request of Office of Civil Rights (OCR) and they made it clear we have phrases missing from both policies. He is not sure if these are changes since the policies were adopted but without these changes we would be noncompliant. Since these changes have come from OCR, he is asking for the 2nd reading to be waived to bring us into compliance. Drummond and Woodsum (attorneys) were involved with the changes as well. Mr. Ballou noted he had reviewed the policies and recommended these go to the board directly and not through the policy committee. Mr. Brock would prefer to have the second reading. Responding to Mr. LoVerme, Superintendent Lane recommends 10-20 policies are reviewed annually.

A MOTION was made by Mr. LoVerme and SECONDED by Mr. Ballou to approve ACAA-R and ACAB-R policies and waive the second reading.

Voting: four ayes; three nays from Mr. Brock, Mr. Post, Ms. LeBlanc, motion carried.

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

Present: Leslie Browne, Jim Kofalt, Christine Tiedemann, Edwina Hastings, and Bill Ryan

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

a. FY 2018-2019 Budget

i. SAU

Superintendent Lane noted the school board has given direction to come in with a responsible budget that meets the needs of students and tax payers. This SAU budget is the business end and not specific to any school buildings. It is presented on the overhead screen and on paper. He provided an overview and answered questions, showing an overall increase of \$662 which is less than a 1%. There are additional lines for curriculum coordinator as we needed to allocate funds there. Some things were moved to consolidate or to create better clarity such as legal. This will be done throughout the budget. Mr. Verratti has consolidated the tech budget and you may see some transfers from line to line for technology but this should be the last budget cycle we will need to do this. He reviewed changes to lines with increases, decreases and explanations as well as if it has been moved to another budget. Responding to Mr. Brock and Mr. Post, he confirmed at this moment the actual dollar difference was increased by \$5,132 (5%) adding in \$4,470 that was moved to the LCS budget which is not complete at this time. Chairman Dailey noted it is important to track this, budget to budget and keep a running total. Superintendent Lane agreed to provide this by way of a combined spreadsheet by category and give a running total as we move forward through the process.

ii. Technology

Mr. Verratti conferred with Superintendent Lane that he has moved some things around to give a clearer picture and to have consistency in lines. Because the budget season starts so early, he had not received all the required numbers back yet. He provided an overview including increases, decreases and answered questions. He pointed out a decrease of \$35,000 in new computers due to the 1:1 program. For K-2 he will be looking at touch screens. There will be a more consistent replacement process in general. Overall the decrease to this budget is \$53,000. This is 2% of your overall budget and that is where you typically want to be for technology. He confirmed you won't see increases anywhere else due to technology

because those areas are not making expenditures or would be minimal. Superintendent Lane added no one buys any technology without it going through Mr. Verratti for approval. Mr. Verratti answered questions regarding the phone system confirming a switchover from TDS to ShoreTel on Friday. This change is due to significant savings of about \$18,000 overall. Mr. LoVerme would like to know what the lease was on the old phones. Chairman Dailey noted we proved the concept we could get a better return on investment and spend less money overall to get better technology in the hands of our students.

IX. FINAL FUND BALANCE 2016-2017

Ms. Tucker reviewed the final fund balance for 2016-2017. She reported a fund balance of \$405,431. There is a revenue surplus of \$307,580 plus \$97,851 of unexpended funds. The \$405,431 includes the transfer from capital project of \$164,109. The current year fund balance equates to \$241,321. The capital project expenses came in less than budget; therefore there is an additional \$164,109 to give back to the tax payers for this coming year. Superintendent Lane noted that his goal is 1.5%-2% as a fund balance which we hit (excluding the capital project dollars). He confirmed for Ms. Browne regarding the capital project, this was on a warrant article for a specific dollar figure and the remaining has to go back to tax payers.

• SENTATE BILL 194

Superintendent Lane explained that Senate Bill 193 went through a process and was put on hold and reintroduced with slightly different language. The bill does not change in that a student through their parents can apply for these funds of about \$3,500 per student and these funds would no longer be available to the district funding district programs. It is not clear if a parent chooses to do this and goes to a different school do they give up the right to special education services, attending a private school they would. By not defining this does it make the district liable for special education services? There is still no real accountability system in place to assure the funds are being spent for their stated purpose, tax payers' money would be spent without tax payer having a voice. He noted he has no problem with school choice as that is not the issue. He is asking the board if they wish for him to represent them as he did previously. A discussion was had regarding impact and that there are still many questions, various opinions were shared. Chairman Dailey has previously invited Commissioner of Education, Frank Edelblut to any meeting of his choosing although nothing has been set up. He added state representatives could be brought in to discuss why we are not ready to support or not support this bill because we do not have enough information. Superintendent Lane confirmed he heard of this a week and a half ago and it is moving quickly. His understanding is that the school board needs a great deal of information and clarification and without this it would not be supported.

A MOTION was made by Mr. Kofalt and SECONDED by Ms. Tiedemann to adjourn the Budget Committee at 8:32pm.

Voting: all aye; motion carried unanimously.

X. SCHOOL BOARD RESOLUTION

Superintendent Lane provided a draft of the Veterans Hiring Preference Resolution. He confirmed there may be 10% of the time when candidates are neck and neck (all things equal) and of that there may be 1% or less that are veterans. There is a place on our employment application for applicants to indicate veterans' status; this does not lengthen our hiring process. If submitted to NHSBA, they vote to see if they choose to have it as a resolution and if so it is lobbied on behalf of the school board association. There is no legal obligation. Mr. Ballou added they have a list of resolutions they lobby for and some have been there for 15 years.

A MOTION was made by Mr. Brock and SECONDED by Mr. LoVerme to support this resolution (Veterans Hiring Preference Resolution).

Voting: all aye; motion carried unanimously.

208 **XI. COMMITTEE REPORTS**

209 **i. Budget Liaison**

210 Mr. Post reported the committee expressed their concerns this evening about full day kindergarten (the
211 Strategic Planning Committee is reviewing) and questioning funding the first year and are we on the
212 hook for years two, three and going forward. Chairman Dailey commented the Strategic Planning
213 Committee's goal is to have recommended options. Superintendent Lane added they have also asked for
214 a cost benefit analysis.

215
216 **XII. RESIGNATIONS / APPOINTMENTS / LEAVES**

217 There were none to report.
218

219 **XIII. BOARD BUDGET DISCUSSION**

220 Chairman Dailey asked members for any concerns or discussion needed. None were heard.
221

222 **XIV. PUBLIC COMMENTS**

223 Mr. Matthew Black, Wilton resident and parent, spoke in regard to SB 194. He asked if the board's
224 position had changed since they voted to oppose the bill. Chairman Dailey responded he doesn't believe
225 the direction of the board has changed however; they would like more information as it is being
226 reintroduced. He expected answers to the previous questions that were brought to them but this has not
227 happened. Mr. Black voiced his concerns regarding this bill including the shifting of dollars from public
228 school to now go to private for those people who are fortunate and can pay the rest of the tuition. He asks
229 the board to consider this. He asked if they will take a vote in the future, Chairman Dailey assumes there
230 will be.
231

232 Mr. John Vanderhoof, Lyndeborough resident and parent, spoke in regard to SB 194. He commented the
233 bill may not be a good thing but he thinks there is hostility against the idea and encourages the board to
234 make it more of an information session and not that public schools should get everything. There are
235 different sides/perspectives to this. Chairman Dailey responded we are trying to get the most information
236 to make the best decision.
237

238 **XV. NON-PUBLIC SESSION RSA 91-A: 3 II (A)**

239 **a. Personnel Matter**

240 *A MOTION was made by Mr. LoVerme and SECONDED by Ms. Fisk to enter Non-Public Session to*
241 *discuss a personnel matter RSA 91-A: 3 II (A) at 8:49pm.*

242 *Voting: all aye; motion carried unanimously.*
243

244 **RETURN TO PUBLIC SESSION**

245 The Board entered public session at 9:16pm.
246

247 *A MOTION was made to seal the non-public session minutes for 50 years by Mr. Post and*
248 *SECONDED by Mr. Ballou.*

249 *Voting: all aye; motion carried unanimously.*
250

251 **XVI. ADJOURNMENT**

252 *A MOTION was made by Mr. Brock and SECONDED by Mr. LoVerme to adjourn the Board meeting at*
253 *9:18pm.*

254 *Voting: all aye; motion carried unanimously.*
255

256 *Respectfully submitted,*
257 *Kristina Fowler*