

**WILTON-LYNDEBOROUGH COOPERATIVE
SCHOOL BOARD MEETING AND JOINT BUDGET COMMITTEE SESSION
Tuesday, January 9, 2018
Wilton-Lyndeborough Cooperative M/H School-Media Room
6:30 p.m.**

Present: Harry Dailey, *Matt Ballou, Miriam Lemire, Mark Legere, Joyce Fisk, Carol LeBlanc and Charlie Post (arrived after the budget co. mtg.)*

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

I. CALL TO ORDER

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

II. ELEMENTARY STUDENTS OF THE MONTH

Principal O'Connell honored two students from the 2nd grade and two students from the 3rd grade at FRES as students of the month.

III. ADJUSTMENTS TO THE AGENDA

There were no adjustments to the agenda.

IV. PUBLIC COMMENTS

A WLC student asked the board for assistance as she explained she has discussed and met with school staff that she is not being challenged enough. She was made aware of Nashua Community College (NCC) and told if she scored high enough on the ACCUPLACER test she could attend. She states she took the test at NCC, scored high enough to get into the honors program. She reported nothing has changed in the two months since she had the school meeting and states there are other students that feel the same way and are bored. Chairman Dailey appreciates her coming forward and he has spoken with the Superintendent who will do some research, work with Dr. Heon and see what changes can be made although no guarantees can be made tonight; it will be on an upcoming agenda.

V. BOARD CORRESPONDENCE

a. Reports

i. Superintendent's Report

Superintendent Lane reported before break we had a snow day. On another day which was very cold, he did not delay school and explained there would be a 3 degree difference between the bus pick up times and believed students would be waiting longer if he delayed because of the change in the schedule. Schools were closed on January 4 for a storm and 5 because the road crews needed an extra day to clean up. He had a meeting to discuss the MS today and spoke regarding concerns and how to create flexibility; it's a work in progress. Previously he informed the board of an OCR complaint; they have worked through a resolution via mediation process and believe it is resolved and moving forward in a positive way. The van is saving the district money transporting one sped student even though it was not intended to be used for this, also using for career and tech in Milford. He hopes to have in April enough data from use for a better accounting but there are no concerns that it is affecting the budget negatively. Both the WLC concert and 4th and 5th grade band did a great job at their December events and were well received. He attended the Poetry Café today and noted it is a great process for students in regard to public speaking. He will attend two out of district meetings for Superintendents coming up this month.

ii. Business Administrator's Report

- **CIP Worksheet**

52 • **Food Service Forecast 17-18**

53 Ms. Tucker reported she facilitated the quarterly food service meeting along with Food Service Director,
54 Bob Deignan which included a review of the financial status (loss of \$19,378) and reasons (less meal
55 participation, unexpected repairs and inventory). They are in the process of evaluating the equipment and
56 hope to provide a supplemental CIP. The facilities committee meeting focused on the CIP which will go
57 into the annual school report. A line has been added for WLC tennis court replacement with a “to be
58 determined” for the date and expense with quotes and future information to be provided. During this
59 meeting the committee discussed upcoming request for proposals (RFP) and competitive quotes for the
60 next phase of the roof and parking lot at WLC. Ms. Tucker attended NH Association of Business
61 Officials (ASBO) where Citizens Bank gave a presentation regarding the Value Card Based Payments
62 (procurement card) and Plodzick and Sanderson promoted their forensic work. Chairman Dailey
63 requested having a ball park figure for the tennis courts prior to publishing the CIP. Superintendent Lane
64 responded that the site may not be visible and without seeing it and the drainage etc. it would not be
65 accurate. Other districts could be looked at to obtain a ball park figure however without seeing the
66 ground work and knowing how many courts he doesn’t suggest it.

67 **iii. Principals’ Reports**

68 Principal O’Connell reported today was the first day of the afterschool math lab with 24 students in
69 attendance. It is offered Tuesdays and Thursdays by the Title I tutors. Next week Star 360 will be
70 administered, the mid-year bench mark assessment. On January 26 the reports will be sent home to
71 parents. The FRES School Scripps Spelling Bee will be held January 18 and the champion will move on
72 to compete with other champions in Concord on February 24. On February 2, the next teacher workshop
73 day, will include continued learning around Balanced Literacy and Reader’s Workshop and Stephanie
74 Maze-Tsu (Teachers Learners Alliance) will work with staff regarding effective student conferencing.
75 Ms. Rebecca LaCourse will be a long-term sub in grade 3 starting in February. Principal O’Connell will
76 attend a conference for Project Lead the Way on January 11.

77
78 Principal Bagley reported how great the winter concert was. Teachers have been working together
79 preparing for NEASC and a gallery walk will be held January 23-26 to share information and all are
80 invited. Stations will be set up; you can comment on what you see. They are hoping to learn what is
81 working well for the students. Teachers in grades 6-12 are creating a scope and sequence for each course
82 and Dr. Heon has been available and meeting with them to answer questions. Justice John Broderick
83 visited WLC on December 14 and gave a presentation to HS students regarding his campaign on raising
84 awareness of mental illness. Students gave him a standing ovation.

85 **iv. Curriculum Coordinator’s Report**

86 Dr. Heon reviewed some of the changes with the new science test which is different than fact based
87 questions and reviewed the 8th grade sample provided. She has begun speaking with teachers to employ
88 this type of learning. The Mystery Science lessons currently being used by grades 1-5 does focus on
89 some of these features therefore students will be somewhat familiar. Dr. Heon and Principal O’Connell
90 will spend some time looking at the test lessons to see if they are aligned to the standards which are very
91 rigorous. A science curriculum study committee will meet every 3-4 weeks and will do some analysis and
92 make recommendations. She feels strongly we need science on the forefront and have made some
93 relatively significant strides in reading and math and does not want to leave science by the wayside. The
94 state has released an interim assessment which students will be taking so we can benchmark before they
95 take it in the spring.

96 **b. Letters/Information**

97 **i. Master Plan Approval-DOE**

98 Superintendent Lane informed members of a letter that was received from the DOE which shows
99 approval of the Master Plan which we are required to put forth.

100
101 **VI. CONSENT AGENDA**

102 There was no consent agenda to report.

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

a. FY 2018-2019 Budget Review Session

Present: Leslie Browne, Jim Kofalt, Lisa Post, Karen Grybko, Dawn Tuomala, Bill Ryan, Edwina Hastings and Pam Altner

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

Chairman Dailey gave an overview of the next steps which includes a joint budget and warrant discussion and then the budget committee will adjourn and the school board will have discussion on the budget and warrants and take preliminary votes. The budget committee is welcome to stay to hear that discussion.

Superintendent Lane informed members they have the latest running total numbers. Discussion was had regarding the bottom line, MS proposal, and kindergarten with concerns raised and opinions shared. Questions on the budget running total were answered such as if the latest transportation bids were included, if MS proposal numbers and kindergarten were also included in the running total. Superintendent Lane and Ms. Tucker confirmed that warrant article #04 (budget) needs to be updated to reflect the latest budget bottom line and corresponding tax rates. It was confirmed the new SPED transportation numbers (based on last bid) are included in the running total document as well as the MS proposal numbers however kindergarten is not in the budget, it is still shown as a draft warrant article. The running total shows a bottom line budget of \$12,309,579 which is a decrease from 2017-18 adopted budget of \$234,964. The new bid for regular transportation is not awarded yet (bids due January 11) therefore current regular education transportation numbers are used in the budget. Ms. Tuomala questioned the differences in tax rates between warrant article numbers #07 (kindergarten) and #08 (capital reserve) and wondered why warrant article #08's tax rate is higher for a \$60,000 expense and warrant article #07 is for \$105,700 expense and has a lower tax rate. Chairman Dailey responded that the tax rate is lowered on warrant article #07 due to revenue and expect the tax impact to be based on \$57,545 (not \$105,700). Superintendent Lane gave a brief overview of how it is calculated however he will review these tax rates again for confirmation. Superintendent Lane confirmed for Ms. LeBlanc the savings (decrease) of \$90,000 for the MS model's proposed changes are included in the running total however the school board can decide not to support that. Chairman Dailey reminded the group that the budget number going to the public hearing and district meeting is put forth by the budget committee, the school board and budget committee votes are taken separately regardless of having joint discussions. After public input at the public hearing the budget committee could decide to change the number or not change the number.

Ms. Post questioned if we receive adequacy aid relating to a change that happened in 2012 where you get a certain percentage of "the ones you lose". Superintendent Lane confirmed for Ms. Post, we do not qualify for this and are not receiving monies; this relates to a lawsuit with Londonderry and other districts which was settled.

Mr. Post questioned the wording of article #07 (kindergarten-such cost to be offset by revenues on an annual basis) and if there was a reason it was worded this way which he states implies all cost is covered and it is not. He requests instead the wording be clearer. Superintendent Lane confirmed this is the language from the attorney however his recommendation would be once we know if we are going to have it as a warrant article it should go to DRA and discussed with the attorney.

Ms. Post stated "personally she feels the budget is too high when she compares it to 2017 actuals, the numbers have dropped and we continue to increase; trending over time it adds up". She believes there is plenty to "reign in" and would like to see a significant drop. Chairman Dailey noted in past practice if the budget committee recommends lowering the budget they would give specifics on what they think should be cut.

Ms. Tucker confirmed \$178,388 is currently in the Building /Equipment & Roadway Capital Reserve and the activity of what was spent is shown on the provided CIP. Ms. Tucker confirmed monies in the capital reserve can only be used for its designated purpose.

Chairman Dailey confirmed all monies not expended are given back to the towns, the school board chose to not take action regarding a reserve fund warrant article this year.

Ms. Tucker confirmed food service is running a deficit of \$19,378 which is a little worse than last year and it has fluctuated year to year. The only change in regulations currently is regarding sodium reduction.

The budget committee will meet on January 15 and come to some consensus in preparation for the January 23 joint meeting. Chairman Browne confirmed they will take formal votes on the budget bottom line and other warrant articles. Chairman Dailey confirmed the school board will take preliminary votes this evening.

A MOTION was made by Mr. Kofalt and SECONDED by Ms. Altner to adjourn the budget committee session at 7:34pm.

Voting: all aye; motion carried unanimously.

VIII. PUBLIC COMMENTS

There were none to report.

IX. BOARD BUDGET/WARRANT DISCUSSION

Chairman Dailey reviewed the process and reiterated a *preliminary* vote on the bottom line budget and individual warrant articles will be taken.

Concerns were raised regarding the MS model and it was previously suggested that Principal Bagley provide feedback to the board so they may have his perspective.

Principal Bagley spoke of concerns and benefits to changing the MS model. Some of his concerns included, staffing cuts, difficulty hiring teachers back if enrollment increases, 8th grade students being traditionally most vulnerable, it affects team time, science teacher not being present for team time, safety concern with science lab having increased class size, less support for the most at risk students, negative affect on interventions put into place, para caseloads could increase, teachers missing for important team meetings such as 504, vertical (used for curriculum writing, UBD, review data and test scores), joint (used for field trip planning, enforcing or changing discipline, testing and scheduling decisions), and team (used mostly for student needs). He spoke of the benefit being the 8th graders will have more opportunity and when they are in HS. Superintendent Lane agreed adding staff would be necessary if enrollment increased to meet the needs of students and follow class size policy. He noted 8th grade would be negatively affected regarding team time but not 6th or 7th grade and he reviewed class sizes. Mr. Legere questioned if there are other options or is it “all or nothing”. Principal Bagley answered the issue has to do with scheduling and block schedules (HS has) which are 90 minutes and are not recommended for MS students.

Discussion was had regarding there being a difference when you add 5 students to a class and how it can be difficult for a teacher to track students even when there are bubbles in enrollment; it can put students at a disadvantage. It was noted the focus should be on what is working and maintaining that. Concerns were raised that the current MS model had been looked at for over a year and this being discussed for less than a month and would dramatically affect how the students are educated. Another concern was not having enough opportunity in the school and by not changing the current model we may miss an

opportunity for the 8th grade and is it worth the challenge of larger class sizes. Principal Bagley addressed a concern of mixing the 8th and 9th graders and what would be in place to limit exposure. He explained HS and MS students pass each other every day with no interactions between the two and doesn't recall any issues, there will be a few who are ready to make the transition and some that struggle now. The classes that would mix the grades that are predominately taken by freshman (such as art, woods 1, and music which is already integrated now).

A concern was voiced by Mr. Post that staff has increased, grants are not increasing and taxpayers particularly in Lyndeborough feel it. Superintendent Lane noted the only real increase in staff has been for ABA Therapists within the RISE Program but there is savings for the district by keeping the students in district rather than sending them out which is very costly.

Warrant Article #04-Operating Budget

A MOTION was made by Mr. Ballou and SECONDED by Ms. LeBlanc to not support the operating budget (inclusive of MS proposal), warrant article #04 as presented.
Voting: all aye; motion carried unanimously.

Warrant Article #05-CBA-Support Staff Association

The article was read.
Superintendent Lane informed members they do not need to vote on this article as they have already voted to support the CBA.

Warrant Article #06-Special CBA Warrant (if article #05 is defeated, a special meeting is authorized to address cost items only)

The article was read.
A MOTION was made by Mr. Post and SECONDED by Ms. Lemire to support warrant article #06.
Voting: all aye; motion carried unanimously.

Warrant Article #07-Kindergarten

The article was read and Superintendent Lane noted the language may be modified to some extent (to clarify as requested).

Chairman Dailey reminded the group the net impact is \$57,545 and Ms. Tucker clarified the dollar figure on the warrant should be \$117,745 which includes FICA, workers comp etc. Superintendent Lane confirmed enrollment in kindergarten was 31 (end of December). He is forecasting 40 students for the full day program which he based expense and revenue on. Adding a .5 preschool teacher is needed to meet our requirements for IDEA and we currently have a .5 preschool teacher that would go to full time.

Discussion was had; concerns raised, opinions shared including the need to do more cuts and still go down 2%. Ms. LeBlanc noted she gets disturbed when it comes down to dollars and cents as we are here to educate the children. She believes starting them off unprepared is a disservice. Discussion continued including with the need for additional enrollment, the chance enrollment could increase due to this program, staffing and the opportunity to cut and not "repurpose" staff, perhaps waiting another year to see if the student trends continue, should kindergarten be a warrant article or should it be in the budget, if cuts were made where they come from, full day kindergarten being a great asset for the community and is available in the next towns, and the district being too expensive for the town. Chairman Dailey questioned if it was members were not supportive of full day kindergarten as a warrant, or it in the budget or just overall.

A MOTION was made by Mr. Ballou and SECONDED by Ms. LeBlanc to recommend warrant article #07 (kindergarten) not be supported.
Voting: six ayes; one nay from Ms. Fisk, motion carried.

Superintendent Lane confirmed at this time, warrant article #07 (kindergarten) will be removed from the draft warrant menu.

A MOTION was made by Ms. LeBlanc and SECONDED by Mr. Ballou to add \$57,545 into the recommended budget for the kindergarten program.

Mr. Ballou noted this would supplant the extended day program, Superintendent Lane agreed. Discussion was had and opinions shared regarding having kindergarten tuition similar to extended day, perhaps creating a scenario for families struggling and offer a sliding scale and would the state funding still be included. This will need to be clarified with the DOE and Superintendent Lane will provide numbers to the board hopefully by Monday. Discussion was also had if a parent chose to only have their child in half day is it possible (with no transport or lunch provided). Consensus was that even without it being a warrant article, education to the public on how this program would work would still be needed. It was also noted that someone from the floor during district meeting could vote to add the dollars back to the budget so parents did not need to pay, if this happened we would need to modify the intent of protocols put into place.

Ms. LeBlanc WITHDREW the previous motion, (to add \$57,545 back to the recommended budget) SECONDED by Mr. Ballou.

Ms. Tucker noted the gross budget increases with offsetting revenues.

Warrant Article #08-Use of CRF or ETF and Taxation (Building/Equipment & Roadway Capital Reserve)

The article was read.

A MOTION was made by Mr. Legere and SECONDED by Ms. Fisk to recommend warrant article #08, Voting: all aye; motion carried unanimously.

X. ACTION ITEMS

a. Approve Minutes of Previous Meeting

A MOTION was made by Mr. Post and SECONDED by Mr. Legere to approve the minutes of November 28, 2017 as amended.

Voting: all aye; motion carried unanimously.

A MOTION was made by Ms. LeBlanc and SECONDED by Ms. Lemire to approve the minutes of December 12, 2017 as written.

Voting: five ayes; two abstentions from Ms. Fisk and Mr. Legere, motion carried.

b. Transfers

Superintendent Lane reported two transfers are requested for special education, one for \$29,500 from HS private in/out state tuition going to MS public in state tuition and the other for \$20,000 from HS transportation to FRES transportation.

A MOTION was made by Mr. LeBlanc and SECONDED by Mr. Ballou to approve the transfers as presented.

Voting: all aye; motion carried unanimously.

XI. COMMITTEE REPORTS

i. Budget Liaison

Mr. Post reported the committee has met and reviewed several things including concerns over the warrant article for kindergarten. He reports they looked at our cost per pupil and state average; its 20% over the state average. They are deeply reviewing the budget, line by line again. He confirmed they will meet on January 15 to review more information and will vote before the joint meeting on January 23 so they will have a position. Mr. Post will be present and Chairman Dailey noted he will attend if invited.

XII. RESIGNATIONS / APPOINTMENTS / LEAVES

There were none to report.

XIII. PUBLIC COMMENTS

Mr. John Vanderhoof questioned how scheduling would be affected if the MS proposal was accepted and next year enrollment increased and teachers had to be hired back. Would it revert back to the current scenario or do the advantages still exist for 8th grade. Superintendent Lane responded yes they still exist; there is flexibility within the scenario. Mr. Vanderhoof, clarifying, if the proposal is accepted and enrollment increases, more teachers would be hired despite the vote. Superintendent Lane responded, regarding hiring additional staff, we would look at the number we need if enrollment went above 25 per class size policy, we would hire part-time staff to put into the scenarios where needed, therefore the advantages would still exist.

Ms. Lisa Post questioned if the kindergarten warrant article could be put back on the warrant after the numbers are reviewed for fee for service on a sliding scale. Superintendent Lane responded the school board determines what becomes a warrant article and what does not, if the school board choose to make it a warrant article the budget committee would then vote to support it or not.

Ms. Post questioned where the math coach and relating costs are listed in the budget. Superintendent Lane will get that information to her.

Reporter, Ashley Saari asked for clarification in regard the Ms. LeBlanc withdrawing her motion to not support the warrant article, is it still a warrant article with no board stance. Chairman Dailey clarified the board voted to remove the warrant article and the motion was made to add money back into the budget that was withdrew, it is not a warrant article at this time. Superintendent Lane agreed. Chairman Dailey added these were preliminary decisions to be able to give the budget committee a sense of where the school board is.

Ms. Post questioned if there are things in the budget that can be deferred such as supplies and equipment. Chairman Dailey responded much of that is on a rotating schedule so that we are not spending it all at once. Ms. Post further questioned why it is not on a capital improvement plan and Chairman Dailey responded it is practice. Superintendent Lane agreed.

XIV. ADJOURNMENT

A MOTION was made by Mr. Ballou and SECONDED by Ms. Fisk to adjourn the board meeting at 9:16pm.

Voting: all aye; motion carried unanimously.

*Respectfully submitted,
Kristina Fowler*