

**Public Notice of Meeting**  
**WILTON-LYNDEBOROUGH COOPERATIVE SCHOOL BOARD MEETING**  
**Tuesday, February 19, 2019**  
**Wilton-Lyndeborough Cooperative M/H School-Media Room**  
**6:30 p.m.**  
**(6:00 p.m. Non-Public Session)**

- I. CALL TO ORDER-Harry Dailey-Chair**
- II. 6:00PM NON-PUBLIC SESSION RSA 91-A: 3 II (A) (C)**
  - i. Personnel Matters
- 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
  - b. Letters/Information**
    - i. Response to Board Request-17-18 Expenditures
    - ii. Legislative Update
    - iii. Enrollment
- VI. CONSENT AGENDA**
- VII. BOARD MEMBER STIPENDS**
- VIII. BOARD BUDGET DISCUSSION**
  - i. Reduction Considerations
- IX. DISTRICT MEETING PREP.**
- X. ACTION ITEMS**
  - a. Approve Minutes of Previous Meeting**
  - b. Request for Funds**
- XI. COMMITTEE REPORTS**
  - i. Budget Liaison
  - ii. Facilities Committee
- XII. RESIGNATIONS/APPOINTMENTS/LEAVES**
- XIII. PUBLIC COMMENTS**
- XIV. SCHOOL BOARD MEMBER COMMENTS**
- XV. NON-PUBLIC SESSION RSA 91-A: 3 II (A) (C)**
  - i. Student Matters
- XVI. ADJOURNMENT**

**INFORMATION: Next School Board Meeting-March 5, 6:30 PM at FRES-Cafeteria**

***Wilton-Lyndeborough Cooperative School District***  
***School Administrative Unit #63***

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

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Bryan K. Lane  
Superintendent of Schools

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

Lise Tucker  
Business Administrator

**SUPERINTENDENT'S REPORT**  
**February 19, 2019**

Our offices have been getting all of the final documents ready for the Town Meeting on March 9. The Annual Report, was delivered to the printer on Thursday February 14 and will be ready for distribution prior to Friday February 22.

As you are all aware there was a potential threat reported to the middle/high school that we dealt with on Sunday February 10. I want to take a moment to thank the multiple students who took it upon themselves to report their concerns to administration at WLC. This is a testament to the relationships that the staff has built with students. In addition, I would like to thank Chief Olesen and the officers of the Wilton Police Department for working with us to investigate this situation. Without their efforts the district would not have been able to gain information in a timely fashion that allowed us to keep school open as scheduled.

In response to concerns raised by the public in regard to the budget, I have prepared an outline for possible reductions to the budget proposed by the SAU staff. This document breaks down possible reductions into categories that do not affect the requests for curriculum enhancements. Concerns were raised on whether or not staff would be reduced and how that might happen, that has been described in the document.

On Monday February 11, I visited with State Senator Shannon Chandley from District 11. We spoke for about 30 minutes on various pieces of legislation. She indicated to me that she is in favor of fully funding kindergarten and we discussed the importance of finding ways for the state and federal government to fund special education. We also discussed the adequacy formula for education and the levels of inequity that exist within it. She has offered to be listen to any concerns the board may have and would be willing to come see the board at any scheduled meeting.

I am continuing to work on a document outlining the differences of the adequacy formula versus the cost required costs for running the school district. Specific differences include the state using the average teacher's salary as the average starting teacher's salary and that school nurses, which are required, are not included in the formula. I hope to have this document ready prior to the next school board meeting.

At the request of a board member, I have expanded the documenting of end of year spending for the 2017-18 school year to add an additional month. The prepared document now includes all purchase orders between April 15 and June 30, the last 20 % of the calendar year. Two additional items came to light that were unbudgeted. The books for AP US History were purchased so that students could have the materials for the summer to do assigned work a cost of \$2,008.05. The other item was a green screen kit for a newly formed photography club at WLC at a cost of \$153.99.

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**Student Support Services**  
**2/14/2019**

In my next few board reports I would like to highlight a few of the programming options for students identified with educational disabilities that our district has developed on all developmental levels and has been able to sustain and enhance due to your continued support:

**SPOTLIGHT** on Integrated Preschool Program, Lyndeborough Central School

The integrated preschool program at Lyndeborough Central School is an integrated preschool program experience for children ages three, four, and five. This program offers a high quality early childhood education, and is a place where children who are typically developing and children with special needs come together to play and learn. We utilize an activity-based, developmental curriculum, trained teaching/support staff, administrative leadership, and small classes with an excellent teacher/child ratio.

In our language enriched environment, children learn through exploration, self-direction, and hands on activities. There is always a balance in the classroom between active and quiet learning, and there is a consistent supportive interaction between teachers and peers. Our program follows best practices and emphasizes developmentally appropriate programming designed to meet the expectations of the New Hampshire Early Learning Guidelines and Preschool Child Outcomes for Young Children with Disabilities Ages 3-5.

Each child in our program is a unique individual with his/her learning style, temperament, and interests. The physical environment is designed to meet these individual learning styles and needs. Our classroom is divided into clearly defined activity areas, where during center time, children can move from space to space and engage in specially designed learning activities individually or in small groups. Centers include block building, dramatic play, art, music, manipulatives, sand and water (sensory) and a comfy book corner; a monthly theme ties all of the learning stations together. Each child learns responsibility and develops a sense of community as they play, clean up, share, take turns, problem solve, and cooperate with each other.

During large group activities, the children participate in finger plays, songs, story time, and activities that involve music and movement that reiterate out monthly theme. Gross motor play occurs on our playground quipped with developmentally appropriate play structures and activities.

Our program offers therapeutic services in the areas of physical therapy, occupational therapy, speech and language therapy, ABA therapy and behavior therapy in the classroom environment or in separate adjoining individual therapy rooms, whichever is deemed most appropriate.

Our Integrated Preschool Program designed for three-four year old students is in session Monday, Tuesday Wednesday and Thursday from 8:30-11:00; our four-five year old program is in session Monday, Tuesday, Thursday and Friday from 12:00-2:30; both follow the Wilton-Lyndeborough school calendar. An extended year program is available for those students who require supports and services during the summer break.

### **2018-19 Preschool Staff:**

Teacher:	Kim Plourde
Paraeducators:	Tracy Aucoin Christina Gauthier
Personal Care Assistant:	Jillian Lundstrom
Related Service Providers:	Jody Masse-Arikian, Speech Specialist Kristen Douglass, Occupational Therapist Sandra Yaffe, Physical Therapist Amber Casavant, BCBA
ABA Therapists:	Bridget Jasper Stephanie Mattson Dream Dawn
Administrator:	Betty Moore, Director of Student Support

Please stop in any time to visit our youngest learners!

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

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Kevin P. Verratti, Director of Technology

Technology School Board Report  
02/13/2019

- 1/31/2019- In the late evening/early morning a power outage at WLC took down the primary battery backup unit for the network. The outage caused several servers to go offline and required a reboot the following morning. The batteries inside of the backup units need to be replaced and are on order. The total cost is approximately \$475.
- 2/1/2019- I attended a training in regards to PowerSchool and our Report Card software. This software now allows us to create dynamic report cards that show both the competencies and student learning expectations. The goal is to use these report cards to help better explain student mastery of subject matter.
- 2/5/2019- A CNC Vinyl cutting machine was installed in the Innovation Lab. This machine is capable of cutting thin film graphics from adhesive vinyl, draw large format pictures such as blueprints, and creating images for application to cloth and garments. Staff have been trained on its use and lesson plans are being developed for several art and computer classes.
- The industrial arts teacher and I are looking to purchase a CNC Engraving Machine for use in the industrial arts lab. These machines have the ability to take computer-designed images and carve them out of various materials such as wood, plastic, and lightweight metals.

Respectfully,

Kevin P. Verratti  
Director of Technology  
SAU #63

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TO: The WLC School Board  
FROM: Bryan K. Lane  
DATE: 2/7/19  
RE: Response to board request

A board member requested a review an additional month of the purchasing history from last spring. The following is a breakdown of purchase orders between April 15, 2018 and June 30, 2018.

**SAU**

<b>Purchase #</b>	<b>Amount</b>	<b>Purpose/Vendor</b>
81208	\$ 75.05	Office supplies
81218	\$ 79.33	Office supplies
81221	\$ 116.99	Office supplies
81226	\$ 146.32	Business forms (pay checks)
81214	\$ 24.53	Office fixture
81194	\$ 39.00	Curriculum Coordinator books
81189	\$ 1,844.00	Conway Office Solutions- MS copier lease
81207	\$ 499.00	Engraving Awards- Gifts for retiring staff
81185	\$ 61.50	Monadnock Ledger
81205	\$ 41.00	Monadnock Ledger
81203	\$ 1,562.79	Netchimia (School Spring HR job vacancy software)
81196	\$ 85.00	Quill office supplies
81200	\$ 74.98	Quill office supplies
81208	\$ 75.05	Quill Office supplies
81190	\$ 47.00	State of NH, Background check
81183	\$ 118.25	Telegraph Publishing
81184	\$ 51.05	Telegraph Publishing
81186	\$ 29.70	Telegraph Publishing

**Professional Development**

<b>Purchase #</b>	<b>Amount</b>	<b>Purpose/Vendor</b>
81210	\$ 3,645.00	5 teachers to attend responsive classroom training
81211	\$ 729.00	1 teachers to attend responsive classroom training
81220	\$ 729.00	1 teachers to attend responsive classroom training
81209	\$ 72.78	Mileage
81230	\$ 52.41	Mileage
81225	\$ 46.62	Mileage
85312	\$ 70.31	Mileage
85317	\$ 57.01	Mileage
85439	\$ 1,975.00	Tuition reimbursement
85309	\$ 578.00	Wilson reading training
87371	\$ 2,445.00	Tuition reimbursement
87439	\$ 48.43	Mileage
82182	\$ 275.00	Special Education Conference
82191	\$ 895.00	Lindamood-Bell Learning Process

87389	\$ 549.00	Tuition reimbursement
87379	\$ 449.00	Tuition reimbursement
85386	\$ 85.00	Nurses Conference
87391	\$ 85.00	Nurses Conference
85308	\$ 350.00	Keys to Literacy Training
85311	\$ 70.31	Mileage
86061	\$ 64.50	Mileage
81229	\$ 841.55	NHSAA Conference
81180	\$ 85.00	NHSBA
81198	\$ 1,846.37	Frontline Technologies (PowerSchool)
81182	\$ 160.24	Mileage
81187	\$ 2,258.00	Language, Learning, Literacy FRES PD
81204	\$ 4,396.00	Language, Learning, Literacy FRES PD
81199	\$ 85.00	NHASB
81205	\$ 45.00	NHSAB
81195	\$ 1,145.00	NHSAA Conference
81181	\$ 245.00	NHASCD Conference
85298	\$ 34.34	Mileage
85306	\$ 97.00	Educational Research Newsletter
85284	\$ 43.97	Mileage
82393	\$ 34.88	Mileage
85289	\$ 38.37	Mileage
85297	\$ 46.54	Mileage
85299	\$ 46.54	Mileage
85292	\$ 46.54	Mileage
85296	\$ 148.00	Workshop
85294	\$ 46.54	Mileage
85289	\$ 99.00	Workshop
85282	\$ 175.00	Workshop
87359	\$ 196.00	Workshop
82173	\$ 42.62	Mileage

#### **Special Education**

82183	\$ 173.80	Amazon Cap. Svc. RISE program
82176	\$ 42.62	Quill Office Supplies

#### **Legal**

Purchase #	Amount	Purpose/Vendor
82194	\$ 498.09	Drummond/Woodsum
81232	\$ 1,701.23	Soule, Leslie, Kidder, Sayward & Loughram

#### **Facilities**

Purchase #	Amount	Purpose/Vendor
83170	\$ 178.20	Lowes
83162	\$ 102.67	Nashua Outdoor Power
83164	\$ 198.98	BMO Harris
83163	\$ 208.50	BMO Harris
83165	\$ 196.00	Granit State Plumbing and Heating
83167	\$ 37.40	School Fix
83168	\$ 285.00	Fimbel Garage Doors
83173	\$ 83.00	Fimbel Garage Doors
83176	\$ 892.20	Tri-State Fire Protections
83174	\$ 95.63	Hillyard- cleaning supplies

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83175	\$ 48.00	Hillyard- cleaning supplies
83177	\$ 68.75	Otis Elevator
<b>88179****</b>	<b>\$ 1,980.93</b>	<b>Powers Guaranteed Generators</b>
83182	\$ 291.35	Sherwin Williams
83180	\$ 803.68	ENE Systems of NH
85347	\$ 59.84	Lowes
83181	\$ 1,025.00	American Tank Management
83183	\$ 12.18	Intervale Machinery & Supply
86068	\$ 68.41	Lowes
86067	\$ 301.20	Lowes- LCS Kitchen
83159	\$ 242.49	Hillyard- cleaning supplies
83169	\$ 198.58	Lowes
83148	\$ 466.50	Equipment repair
83156	\$ 2,350.00	Wetherbee plumbing- repair to septic pipe at LCS
86059	\$ 76.88	Lowes
87364	\$ 150.00	Intervale Machinery & Supply

#### FRES

Purchase #	Amount	Purpose/Vendor
85092	\$ 714.97	5 <sup>th</sup> Grade Yearbook
85310	\$ 36.98	Technology replacement parts
85093	\$ 430.32	5 <sup>th</sup> Grade t-shirts
85322	\$ 101.99	Graduation expenses- Graduation Banner
85091	\$ 912.46	Field Day T-shirts
85324	\$ 209.64	General supplies
82327	\$ 147.02	General supplies
85328	\$ 92.30	General supplies
85332	\$ 78.00	Canobie Lake Field Trip
85330	\$ 222.43	Books and other supplies
85331	\$ 597.94	Field Day T-Shirts
85339	\$ 398.99	General supplies
85305	\$ 113.72	Amazon Cap. Svc.
85288	\$ 1,705.00	Heinemann- books for reading specialist
85299	\$ 83.98	Reimburse teacher for supplies
85303	\$ 271.99	Software
85295	\$ 66.26	McIntire Business Products
85283	\$ 20.96	School Specialty- supplies
85301	\$ 33.93	School Specialty- supplies
89068	\$ 720.00	Software- membership download

#### WLC

Purchase #	Amount	Purpose/Vendor
87384	\$ 120.00	Pine Tree Calibration
87383	\$ 124.99	Mileage to 6 <sup>th</sup> grade camp
87385	\$ 20.00	General supplies
<b>87387*</b>	<b>\$ 437.67</b>	<b>Paper Direct- miscellaneous supplies</b>
<b>87388**</b>	<b>\$ 662.96</b>	<b>School Specialty- replace rolling white board for FACS room</b>
87377	\$ 562.44	WLC Library- Furniture (budgeted)
87376	\$ 119.23	WLC Library
87357	\$ 385.79	Amazon Cap. Svc. Replacement of broken cameras for computer class
<b>87358*****</b>	<b>\$ 153.99</b>	<b>Amazon Cap. Svc. We started a photography club, (green screen kit)</b>
87355	\$ 86.79	Amazon Cap. Svc. Art supplies to replace dried clay
87362	\$ 1,286.74	Amazon Cap. Svc. General supplies for tech. ed. class
<b>87360*****</b>	<b>\$ 2,008.05</b>	<b>Amazon Cap Svc. US AP History Books</b>

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87366	\$ 196.00	Wood supplies for technology class
97354	\$ 229.70	Replace two broken clocks
87367	\$ 2,500.00	Arrive Alive speaker for school wide assembly.
97356	\$ 776.05	Wilkins Lumber- Supplies for technology classes

#### **LCS**

<b>Purchase #</b>	<b>Amount</b>	<b>Purpose/Vendor</b>
<b>86060***</b>	<b>\$ 629.97</b>	<b>Replacement equipment- bulletin boards</b>
86062	\$ 67.65	General supplies
86064	\$ 13.46	Graduation expenses
86066	\$ 166.81	Graduation expenses
86065	\$ 421.37	Graduation expenses
86063	\$ 262.31	Graduation expenses
86056	\$ 1,038.81	Amazon Cap. Svc.- kindergarten furniture and playground equipment
86055	\$ 70.37	Lakeshore Learning Materials- Supplies

#### **Grounds**

<b>Purchase #</b>	<b>Amount</b>	<b>Purpose/Vendor</b>
87372	\$ 852.50	Steve Trombley Exc. LLC – athletic fields
87378	\$ 600.00	Milford Agway- supplies for fields
83171	\$ 5.59	Lowes
81372	\$ 50.22	Lowes
87354	\$ 486.95	Tracy Tremblay

#### **Technology**

<b>Purchase #</b>	<b>Amount</b>	<b>Purpose/Vendor</b>
89071	\$ 6,872.13	Blackboard Inc. (pre-pay, fund to come from 2018-19 budget)
87072	\$ 853.77	Alert Solutions (pre-pay, funds to come from 2018-19 budget)
89704	\$ 72.81	CDW Government- replacement parts
87073	\$ 174.67	Amazon Capital Services- Tech supplies
81277	\$ 758.00	Mainstay Technologies- Tech services
85325	\$ 43.60	Mileage
85304	\$ 43.60	Mileage
89057	\$ 164.02	Supplies FRES (HDMI cable and parts)
98066	\$ 420.72	Repair FRES (repair 4 Chromebooks screens, headphones) budgeted
89067	\$ 143.91	Ipad Case FRES
89065	\$ 3,730.00	Apple Inc. FRES (10 Ipad for lower grades)- budgeted
89056	\$ 1,170.00	CDW Govt. Computer FRES- projector lamp, replacement printer
89058	\$ 1,590.00	CDW Tech Replacement FRES- replacement projector for smart board
89059	\$ 3,517.80	CDW Tech replacement LCS- replacement of white board entirely
89060	\$ 1,898.00	CDW Tech Supplies SAU- Replacement of computer for Sup. Secretary
89063	\$ 1,262.50	CDW Tech Supplies LCS- wiring for replacements
89064	\$ 631.25	Tech supplies FRES- general supplies
89061	\$ 3,638.00	Replacement Server at SAU

#### **Contracted Services**

<b>Purchase #</b>	<b>Amount</b>	<b>Purpose/Vendor</b>
82190	\$ 1,400.00	Tuition- Special Education FRES
87373	\$ 173.15	Kathleen Montagano- NEASC
87374	\$ 59.95	Edward Wilkens- NEASC
87375	\$ 64.31	Paul Mangelinkx- NEASC
81228	\$ 66.54	Hillsboro Ford- Van maintenance

**College Board- \$2,309.00**

87392	\$ 1,961.00	AP Exams
87393	\$ 348.00	AP Exams

Looking at these expenditures there was one purchase order to replenish used supplies, two purchase order to replace equipment, and one unbudgeted item for generator maintenance, a purchase order for AP US History textbooks, purchase order for some equipment for a new club at WLC:

**\*87387 \$ 437.67 Paper Direct- miscellaneous supplies**

This purchase was to replenish the stock of awards, frames and other items that were used up during the school year. This order had 31 different items with multiples of each item. They would have come in several boxes due to their variety and size.

**\*\* 87388 \$ 662.96 School Specialty- replace rolling white board for FACS room**

The rolling whiteboard in the FACS at WLC fell apart and was replaced.

**\*\*\*86060 \$ 629.97 Replacement equipment- 4 bulletin boards**

This purchase was to meet the needs of the changing face of LCS and to make sure we had places to display information and student work

**\*\*\*\*88179 \$ 1,980.93 Powers Guaranteed Generators**

The Lyndeborough Town Administrator reached out to the district asking, for this year only, if the district could pay for half of the maintenance charge for the generator at LCS.

**\*\*\*\*\* 87360 \$ 2,008.05 AP US History Text Books**

These books were purchased prior to the end of the school year at WLC so that students would be able to do the required summer work prior to returning in the fall. This was done specifically with my approval.

**\*\*\*\*\*87358 \$ 153.99 Amazon Cap. Svc.**

We started a photography club at WLC with student interest. A green screen kit was purchased.

# Bills in Legislation – 2019

## **Student Safety/Wellness:**

- |     |                     |  |
|-----|---------------------|--|
| 1.  | <u>HB 101</u>       | Regulating the possession of firearms in school districts  |
| 2.  | <u>HB 123</u>       | Emergency response plans   |
| 3.  | <u>HB 164</u>       | Reporting statistics on student behavior   |
| 4.  | <u>HB 231</u>       | Requiring policies of suspension and expulsion   |
| 5.  | <u>HB 400</u>       | Alternative transportation for students to school activities   |
| 6.  | <u>HB 414</u>       | Notifying parents of bullying incidents  |
| 7.  | <u>HB 444</u>       | Penalties for passing a school bus   |
| 8.  | <u>HB 489</u>       | Manifest educational hardships – change of school assignment   |
| 9.  | <u>HB 511</u>       | Relative to vaping   |
| 10. | <u>HB 545</u>       | Prohibits law enforcement officers (including SRO) from questioning a minor at school without a parent or guardian present |
| 11. | <u>HB 564</u>       | Possession of firearms in safe school zones  |
| 12. | <u>HB 677-FN</u>    | Discipline of students, behavioral needs and making an appropriation   |
| 13. | <u>SB 82</u>        | Food and nutrition programs  |
| 14. | <u>SB 107-FN</u>    | Extended foster care under the child protection act  |
| 15. | <u>SB 142-LOCAL</u> | Requiring feminine hygiene products in school restrooms  |

## **Curriculum:**

- |    |                  |  |
|----|------------------|--|
| 1. | <u>HB 131</u>    | Commission on mental health education programs                           |
| 2. | <u>HB 169</u>    | Requiring districts to submit an annual report regarding gifted students |
| 3. | <u>HB 170</u>    | Requiring civics exam as HS graduation requirement                       |
| 4. | <u>HB 171</u>    | Equal access to athletics for students with disabilities                 |
| 5. | <u>HB 327-FN</u> | Appropriation to CCSNH to support math-learning communities              |
| 6. | <u>HB 652</u>    | Relative to suicide prevention   |

## **Cooperative School Districts:**

- |    |               |  |
|----|---------------|--|
| 1. | <u>HB 149</u> | Apportionment of costs                                       |
| 2. | <u>HB 411</u> | Equalized property valuation in cooperative school districts |
| 3. | <u>HB 493</u> | Adoption of cooperative school district budget               |

## **Facilities Management:**

- |    |               |   |
|----|---------------|---|
| 1. | <u>HB 175</u> | Requirements for school building aid grants   |
| 2. | <u>HB 176</u> | School building aid                           |
| 3. | <u>HB 357</u> | Public school infrastructure fund             |
| 4. | <u>HB 523</u> | Integrated pest management for school grounds |

## **Funding:**

- |    |                          |   |
|----|--------------------------|---|
| 1. | <u>HB 177-FN</u>         | Calculation of stabilization grants   |
| 2. | <u>HB 184</u>            | Calculation of Kindergarten students in ADM   |
| 3. | <u>HB 551-FN</u>         | Establishing a school funding commission and making an appropriation therefore          |
| 4. | <u>HB 676</u>            | Repealing the collection of the state education property tax                            |
| 5. | <u>HB 678-FN</u>         | State funding the cost of an opportunity for and adequate education for all NH students |
| 6. | <u>HB 709-FN-A-Local</u> | Formula for determining funding for an adequate education                               |
| 7. | <u>HB 711-FN-Local</u>   | Funding an adequate education   |

8. HB 716- FN-A Transportation costs of certain pupils and making an appropriation
9. SB 143 Limits the amount the DOE can set aside for administering state aid for special education

**Personnel:**

1. HB 226 Renomination of teachers
2. HB 251 Criminal background checks for educational personnel
3. HB 380 Duty of superintendents regarding criminal history record checks
4. HB 529 Prohibits a school district employee from assisting a person convicted of sexual misconduct with a minor child
5. HB 723-FN Requiring criminal history background checks for applicants for teaching certification
6. SB 60 Advance notice to hourly employees of work schedules
7. SB 62 Temporary layoffs of seasonal employees (bus drivers)
8. SB 141 Committee to study violence against school personnel

**Certification:**

1. HB 258 Teacher prep programs study committee
2. HB 275 School nurse certification
3. SB 137 Certification of school nurses

**Communications:**

1. HB 302 Communications between SAU and school board members
2. HB 329 Adoption of data security plans

**Governance:**

1. HB 430 Requiring school boards to establish conflict of interest policies
2. HB 447 Relative to school calendar days
3. HB 569 Relative to establishing innovative schools
4. HB 575 Commission to study code of ethic for school board members
5. SB 140 Approval of alternative programs authorizing school districts for granting credit
6. SB 198 Relative to review of job candidate applications by school board members

**Retirement:**

1. HB 110 Act relative to the cost of fiscal analysis of legislation relating to the retirement system
2. HB 116 Job classification of positions in the NHRS
3. HB 418 Limitations on part time employment under retirement system (directed to emergency situations for retired members working for municipal fire departments)
4. HB 468 Inclusion of attendance stipend as earnable compensation in final NHRS calculation
5. HB 497 Payment by the state of a portion of retirement system contributions
6. HB 616 COLA adjustment for retirees (retired at least 5 years)
7. HB 629 Establishing a state defined contribution retirement plan
8. SB 28 Active employee member of the retirement system independent committee

**Charter Schools:**

- |    |               |   |
|----|---------------|---|
| 1. | <u>HB 222</u> | Criteria for teachers in charter schools                |
| 2. | <u>HB 375</u> | Relative to policies regarding chartered public schools |
| 3. | <u>HB 449</u> | Safe school zones                                       |

**Department of Education:**

- |    |               |   |
|----|---------------|---|
| 1. | <u>HB 435</u> | Relative to certain terminology in the DOE's rulemaking authority |
| 2. | <u>HB 448</u> | Making technical corrections in the DOE                           |
| 3. | <u>HB 719</u> | Establishing a position of school nurse coordinator in the DOE    |

**Other:**

- |    |                         |  |
|----|-------------------------|--|
| 1. | <u>HB 383</u>           | Nondiscrimination in public and non-public schools   |
| 2. | <u>HB 570</u>           | Commission to study career pathways in support of NH workforce needs   |
| 3. | <u>HB 581</u>           | Prohibit taxpayer funds for paying for membership dues of professional organizations of behalf of municipal of schools districts |
| 4. | <u>HB 673</u>           | Governor's scholarship program to cover costs of college level examination program   |
| 5. | <u>HB 689</u>           | Creating a student career and college investment program and making an appropriation to support it                               |
| 6. | <u>HB 721-FN- Local</u> | Relative to Special Education in towns with no public schools  |

Enrollment 2018-2019

Wilton-Lyndeborough Cooperative School District

Grades	First Day	Sept.	Oct. 1 <sup>Fall</sup>	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June
Pre-k	14	15	15	15	15	14	14					
*K	52	53	53	54	54	53	54					
1	43	41	41	40	40	39	40					
2	44	45	44	45	42	42	42					
3	42	42	42	41	42	41	41					
4	44	45	45	44	44	44	44					
5	41	41	41	41	41	42	41					
6	45	44	44	44	45	45	45					
7	30	30	30	30	30	30	31					
8	46	49	49	49	49	49	49					
9	44	44	44	45	45	45	45					
10	47	45	45	45	45	45	46					
11	35	35	35	35	33	32	32					
12	30	31	31	31	32	33	34					
Total	557	560	559	559	557	554	558	0	0	0	0	0
LCS	66	68	68	69	69	67	68	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!
FRES	214	214	213	211	209	208	208	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!
MS	121	123	123	123	124	124	125	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!
HS	156	155	155	156	155	155	157	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!

\*1st year of full day kindergarten

**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: 2/12/19  
RE: Budget reductions from SAU proposed budget

The school board and the budget committee have both voted to approve a budget of \$12,598,674 which is a reduction of \$163,289 from the budget proposed by the SAU staff.

Concerns were raised by community members at the last meeting as to where reductions could come from so they could have knowledge of what they would be voting on. To give the voters an idea of what they would be voting on I would like to propose the following possible reductions to consider.

Reduce supplies by 10% to all accounts. By spreading this out we cannot have a drastic effect on any one area. **This creates a reduction of \$17,280 representing 11% of the reduction.**

Eliminate requests for new furniture/new equipment. **This creates a reduction of \$15,336 representing 9% of the reduction.**

Reduce requests for replacement equipment/furniture. **This creates a reduction of \$26,171 representing 16% of the reduction.**

Reduction in dues and fees requests to bring camp requests to actuals from last year. **This creates a reduction of \$3,500 representing 2% of the reduction.**

Reduction of repair and maintenance requests without reducing any preventative maintenance cost and only affect the increases to these accounts. **This creates a reduction of \$19,279 representing 12% of the reduction.**

Reduction in requests from athletic program, specifically the athletic trainer and costs for tennis program. **The creates a reduction of \$14,040 representing 9% of the reduction.**

Reduction to non-instructional staff salaries. **This creates a reduction of \$11,937 representing 7% of the reduction.**

Reduction in teacher salary to replace a middle school math teacher. **This creates a reduction of \$8,000 representing 5% of the reduction.**

Reduction in salary/ benefits accounts in replacing a teaching position for someone who just announced a retirement. **This creates a reduction of \$18,000 representing 11% of the reduction.**

**The remaining \$29,810 would come from reductions in salary and benefits from teaching staff representing 18% of the reduction.** My recommendation would be that this would be done taking into consideration following factors in this designated order:

- Salary and benefit savings that would come from replacing potential retiring staff.
- Salary and benefit savings that would come from replacing any staff who would not be returning.



- Reductions in staff following school board policy, board votes, state requirements, and content areas of critical need. With current enrollment numbers and recent board votes, my recommendation would be that the following **would not** be considered:
  - Reductions in staff for grades Pre-K to 5 in order to meet school board policy on class size.
  - Reduction in middle school major content area staff to adhere to a recent board vote.
  - High school staff required to meet graduation requirements.
  - Teaching staff identified in areas of critical need that would create hardship in filling positions that were not full time.

This would leave those elective areas at the middle school and grades K-5 that would not have enrollment amounts that would not sustain full time employment. (This evaluation would be done regardless of budgetary considerations.)

The board could also consider the following items that were discussed as matters of concern during the budget presentations:

- **Implementation of a new math curriculum for grades K-5, \$25,000.** This is a first installment of a 2-year program to implement a new math curriculum that will assist the district in effectively using the professional development the district has provided in math instruction.
- **Reduction in the request for library materials for FRES, \$4,000.** This request was created to update the library collection at FRES.
- Reduction in the increase for utilities. A suggestion was made to reduce the CPI estimation. There is currently a 3.4% increase. **If that number was reduced to 2.5% the approximate reduction in the budget would be \$20,000.**

The board could cease replacement programs for one year with the realization that to continue these programs there would be budget increases in the following year:

- **Tech replacement district wide \$21,000**
- **Furniture replacement WLC- \$4,340**

**WILTON-LYNDEBOROUGH COOPERATIVE  
SCHOOL BOARD MEETING  
Tuesday, February 6, 2019  
Lyndeborough Central School-Multipurpose Room  
6:30 p.m.**

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

*Superintendent Bryan Lane, Business Administrator Lise Tucker, Director of Student Support Services Betty Moore, Principal Tim O'Connell, Director of Technology Kevin Verratti, 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 recognized 3 students from the 1<sup>st</sup> grade as students of the month.

**III. GEOGRAPHY BEE FINALISTS-TOP 3**

Superintendent Lane recognized the 3 finalists from the Geography Bee. First place winner will move on to the state competition.

**IV. ADJUSTMENTS TO THE AGENDA**

Superintendent requested to add a non-public session and provided documents regarding Star 360 assessment results and budget considerations.

*A MOTION was made by Mr. Ballou and SECONDED by Ms. LeBlanc to approve the adjustments to the agenda.*

*Voting: all aye; motion carried unanimously.*

**V. PUBLIC COMMENTS**

Ms. Tiffany Cloutier-Cabral commented "the signs look great" regarding the placement signs showing board member names.

**VI. BOARD CORRESPONDENCE**

**a. Reports**

**i. Superintendent's Report**

Superintendent gave an overview of his report including working on budget finalization and the need for the Board to make a recommendation on the Budget Committee's number. The public hearing is tomorrow, notice has been posted in the paper and a message sent to parents to inform them of the meeting. There has been a solution for the replacement MS math teacher and a plan in place to help remediate and be sure students have the needed skills. He spoke of Senate Bill 678, which relates to determining what the adequacy formula should and shouldn't be as it does not always include all that we are required to have such as not including nurse salaries. He will have a document prepared for the next meeting regarding this. He attended the legislative update and will bring information for the next meeting. He attended an emergency management meeting with 1<sup>st</sup> responders, red cross, ambulance, police etc. as FRES is the evacuation center for Wilton. This was an organizational meeting for preparation in case a situation came up. He will work with Mr. Erb on completing the necessary forms. They may request to place a large sealed storage shed at FRES for the storage of cots, blankets etc. and this would come to the Board if the request is made.

**ii. Business Administrator's Report**

Ms. Tucker reported holding the 2<sup>nd</sup> quarterly Wellness Committee meeting; agenda included topics for a 30-minute seminar, continuing the initiative of sending district wide emails focusing on awareness, and having a community resource page. A gentle yoga class was started for staff with 10 participants. The 2<sup>nd</sup> annual Wellness

and Benefits Fair will be held in May and encompasses open enrollment, health and wellness. The Wellness Committee's next meeting will be March 4. The Joint Loss Management Committee met on January 17 and members reviewed the Employer's Guide to Workers Compensation published by the State Department of Labor. Walkthroughs were completed at FRES focusing on the classrooms. There have been 5 staff claims since the last meeting in October. Primary causes included student interaction. Eleven student claims submitted since October. The next meeting will be April 18. School Breakfast week starts March 4 with this year's theme of "Start your Engines with School Breakfast". Mr. Erb is working with an HVAC vendor to replace failed heating unit transformers. At WLC, room 146 and the gym valves were replaced this month. This mechanism opens and closes the unit to allow for hot water to flow through the system. The next facilities meeting is February 19 for a walkthrough of WLC. She has been working on the CRDC report which is required biannually and includes data such as number of staff and salaries. She confirmed the number of claims reported for staff injuries varies.

### **iii. Principals' Reports**

Principal O'Connell reports sending home Star 360 results with Learning Profiles on January 25. Staff had a professional development day on February 1; it included cross curriculum time and discussions regarding struggles and challenges and how to align the curriculum better. He thanked Dr. Heon who had a lot to do with the success and planning. FRES spent the afternoon focused on math instruction and spent time investigating mathematical standards of practice, analyzed data and seeing if grade level action plans were effective, all led by the math consultant. The PTO is sponsoring a family dance on February 15. The annual jump rope for American Heart Association fund raiser will be in a few weeks led by physical education teacher Mr. Sherk. Music teacher, Mrs. Barker was named the state winner of the Smart-Maher VFW national Citizenship Education Teacher Award and is now in competition for the national award. The Scripps Spelling Bee was held January 23; the winner will represent FRES at the "State Bee" on February 23. Kindergarten registration starts on March 20 at LCS; information will be going out.

In Principal Bagley's absence, Superintendent Lane provided an overview which included an engineer visiting from the Dept. of Transportation bringing with her official testing and measuring equipment for the DOT'S TRAC Bridge Building Competition. The winning bridge held up to 125 pounds and was made out of popsicle sticks. He facilitated a science discussion during the professional development day (PD day) which had representatives from all grades in the district. The day started out with a piece on "effective communication" and discussions regarding K-12 curriculum. They also watched the movie "Resilience"; a social emotional piece. He recognized Mr. Marc Belanger, social studies teacher who won the Veterans of Foreign Wars Smart-Maher National Citizenship Education Teacher Award for the State of NH.

### **iv. Curriculum Coordinator's Report**

Dr. Heon reviewed her report including serving as moderator for the Geography Bee. She reminded the group the focus for the UDL (Universal Design for Learning) team is to learn about and try out ways that provide a variety of learning for students and how they can maximize their own learning. We are in year 2 of a 2.5 year grant which provides all the funding for this. She spoke of several districts looking at providing preschool for all 4 year olds in the district. They are finding as we did many of the 1<sup>st</sup> graders needed more skills and they are finding some are having difficulty transitioning into kindergarten. She couldn't say enough about the value of the PD day. All teachers attended plus 10 paraprofessionals. They participated in discussions and watched a movie on social emotional learning for students. Discussed competency based education and ways to enhance that in our schools. She thanked the Board for including it in the districts calendar and hopes for additional time in the future. She spoke of STEM (science, technology, engineering, math) being a high priority. This is the time of year to look ahead to the state test requirements in grades 3-8 in reading and math, 5,8,11 grades for science and 11 grade for state testing (SAT) which will be taken on April 9 on the computer like the other state tests. Questions were raised regarding the preschool 4-year-old program and if we should look at it to be self-sustaining like was done with kindergarten. Dr. Heon confirmed it is an option and she hopes to begin that discussion.

Discussion was had regarding STAR 360 results. Superintendent confirmed at this point students should be at grade level plus .6 or better. He confirmed it is nationally normed; the students collectively are doing reasonably well. He went over the results and pointed out that in math the 7<sup>th</sup> results came back with minimal growth and 8<sup>th</sup> grade with regression, they looked into this further. He noted they found a student in 8<sup>th</sup> grade tested at a 1<sup>st</sup> grade level. Ten students in the 7<sup>th</sup> grade have been retested to verify results, showing 5 still struggled and the

others had average scores of about where they should be. The 8<sup>th</sup> graders have not been retested yet and these amended scores will be brought to the next meeting.

The progress report charts for reading were reviewed. In summary he reported, Grades 1 and 2 are on the median line, grade 3 is at the national median and above the state line, 4<sup>th</sup> is above and headed in the right direction, 6<sup>th</sup> above the trend line, 7<sup>th</sup> above the trend line and 8<sup>th</sup> is not there at this point. In math 1<sup>st</sup> grade above national, 2<sup>nd</sup> trending is going up, 3<sup>rd</sup> above state testing, 4<sup>th</sup> still needs to work on it and 5<sup>th</sup> -6<sup>th</sup> in need of help, 7<sup>th</sup> after retest went above and 8<sup>th</sup> there were 9 students who chose not to participate and brought down the averages. The hope is to have all 9 students retested.

Dr. Heon confirmed statistics deal with percentiles and not percentages. Testing a score from the 33<sup>rd</sup> percentile is considered average and in that are highs and lows. The star on the chart is important because it is tied to the former state standards. A new linking study will be done in the next 1-1.5 years which will be based on the new test. She confirmed the term used is at pathway (or below pathway) not “number of proficient” or “meeting expectations”. A question was raised regarding the frequency of the testing and are we testing too much; could this be a cause for some of the lack of motivation that is being seen. The 4<sup>th</sup> grade has tested 3 times in 5 months. It was noted the 8<sup>th</sup> grade results are quite alarming and questions were raised if this has been addressed with parents. Superintendent Lane confirmed Principal Bagley is reaching out to parents. A question was raised whether there has been discussion of making this part of the curriculum and not just a test but that it will have some impact. Superintendent confirmed parents get the results and at this point it is not part of a competency grade but can we or should we not move them onto HS if they do not pass the test beyond a certain grade. Dr. Heon reviewed STAR has a growth measure, if you have the same student doing a pre-test or a post-test they compare the September score to the last score, in MS we only gave it twice so any student who was not here to take the pre-test or post-test is not included otherwise the results would be skewed and there are a few that fall into this category. The system compares the same students whereas elementary it took an actual number; it is not a pre-test or post-test. Some time was spent discussing this, the scores, and methodology of the test. To do a deeper dive into the data, an executive session would be needed. Concerns were raised that the same discussions happen each time the results are brought to the Board. This is one data point or sample to look at. It was suggested to come up with a better way; something more than just one data point as this is not enough information to make a decision. Chairman Dailey encourages administration to look at different opportunities to get answers and speak to parents and the students to determine the cause for the lack of motivation. Ms. LeBlanc voiced concern regarding the 8<sup>th</sup> grade scores and being able to bring the students up to the appropriate level by the end of the school year. Superintendent voiced concern as well and noted we need to find better ways to affect how we work with students. He confirmed 5 out of the 10 retested who put in an effort increased their scores. There was brief discussion regarding the amount of information provided to the Board regarding the scores and in order to provide a deeper level of data, this would need to be done in nonpublic with student identifiers redacted. Chairman Dailey cautioned the Board that this is the responsibility of those hired to dig deeper into the data. Mr. LoVerme voiced concern regarding the scores in particular the 8<sup>th</sup> grade and would like to see multiple years of test scores. He questioned if the students reach 6<sup>th</sup> grade and loose interest, are the teachers more engaged in the elementary school and the need to have teaching staff accountable. Chairman Dailey spoke of administration being clearly aware of the Board’s concerns and the expectation is for them to come up with a plan to fix this.

## **b. Letters/Information**

### **i. 2017-2018 End of Year Spending**

Superintendent reviewed at the last meeting, a comment was made in regard to end of year spending and a board member asked for a review of expenditures. Superintendent provided a document mapping out every purchase order from May 15-June 30. He notes there were 4 that fell out of line and reviewed these. One is for \$437.67 to replenish supplies of stock wards, frames and items used during school year at WLC. Two was for \$662.96, a replacement white board that fell apart in Family & Consumer Arts class at WLC. The third was for LCS, \$629.97 for bulletin boards to post student artwork. He does not look at these purchases as excess spending. The 4<sup>th</sup> was for \$1,980.96, due to the Town Administrator in Lyndeborough asking for help paying for half of the maintenance for the generator at LCS which he agreed to do. Mr. Post requests to be provided with the same data a month prior. Superintendent will research this and report back.

### **ii. School Board Stipend Forms**

Superintendent reported stipend forms were provided, \$100 per board member is the stipend and the form includes the options to have the stipend paid or not paid. Discussion was had whether all members have received this form or option for stipend in the past with most agreeing they had. A question was raised whether this is a board policy or not or where does it say this should happen. Chairman Dailey and others confirm this has been past practice. Superintendent Lane to review whether this is a board policy or not and confirms other districts have much larger stipends and it is a common practice. He notes it is up to the Board if they wish to dissolve this moving forward. Mr. Post requests to discuss this further and for it to be placed on the next agenda.

### **iii. Response to Budget Question-Tuition Revenue**

Superintendent reported a question was raised at the last board meeting regarding to the reason for the reduction of \$40,150 in the tuition revenue line on the MS-24R forms from 2017-2018. He confirmed the reduction was due to the ending of the extended day program when the full time kindergarten program started.

### **iv. Budget Reductions**

Superintendent provided a list of options for the Board in creating a final budget number.

## **VII. CONSENT AGENDA**

There was no consent agenda to report.

## **VIII. BUDGET FY2019-20**

Superintendent reviewed the board needs to make a determination to recommend or not recommend the Budget Committee's budget number as the warrant needs to be signed. He is not making any recommendations just providing options. Discussion was had regarding whether or not the Board needed to make a decision. Ms. Tucker confirmed a decision is needed for the MS-27; there is a separate column for the Board's number if they are not recommending the Budget Committee's number. Discussion was had and confirmed the unexpended fund balance will be represented in the second half of the year. It was noted, we do typically have an unexpended fund balance but if we use that as a mechanism to take money away from the current budget that will affect the tax rate next year at some point. Discussion was had regarding the budget and options. Superintendent reviewed an option for a budget figure that took into account the CBA obligations plus increases in utilities and placing any unused funds into a holding account with all remaining funds going to the fund balance. The special holding account would allow for a certain amount for oil, electricity etc. and that money cannot be transferred or expensed for any reason other than what it is designated for unless approved by the School Board.

*A MOTION was made by Mr. Post and SECONDED by Mr. LoVerme to support the Budget Committee's number of \$12,598,674.*

*Voting: five ayes from Mr. LoVerme, Mr. Vanderhoof, Mr. Legere, Mr. Post, Mr. Dailey (broke tie); and four nays from Mr. Ballou, Ms. LeBlanc, Ms. Fisk and Ms. Lemire, motion carries.*

## **IX. WARRANT ARTICLES**

Superintendent confirms the warrant will read "to raise and appropriate \$12,598, 674 for school's" etc. and will indicate recommended by the School Board and Budget Committee with "estimated" tax impact of \$0.23 for Lyndeborough and \$0.25 for Wilton. It was confirmed this number still can be changed at the district meeting. The public was reminded the public hearing is tomorrow (Feb. 7).

It was noted warrant article #05 for Building/ Equipment & Roadway Capital Reserve for \$60,000 was recommended by both the Budget Committee and the School Board.

Discussion was had regarding a warrant article to change to the funding formula with a 3 year rolling average. The Budget Committee does not recommend this article and prefers it be removed. Mr. Post noted the ADM between two towns is level this year and thinks it hampers future board action to even out the costs although it is an interesting concept.

*A MOTION was made by Mr. Post and SECONDED by Mr. LoVerme to remove the rolling average article.*

*Voting: all aye; motion carried unanimously.*

Chairman Dailey notes it should be revisited next year.

Discussion was had regarding the message of this and the need to be clear that the Board is not trying to maneuver the portion either town is paying. Discussion also included that the hesitation for some is the 5-year “lock in” to the funding formula, there has not been a problem in the past except for the one year, the timing is not right and not having enough discussion yet. It was noted the topic did not necessarily have to go to the Strategic Planning Committee, the Board could address the topic.

## **X. ACTION ITEMS**

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

*A MOTION was made by Mr. Vanderhoof and SECONDED by Ms. LeBlanc to approve the minutes of January 22, 2019 as written.*

*Voting: seven ayes: one abstention from Mr. Ballou, motion carried.*

### **b. Transfer**

Superintendent reviewed the request for a transfer from MS (\$16,000) and FRES (\$33,695) SPED transportation to MS private in and out tuition for a student new to the district placed in private school.

*A MOTION was made by Ms. Lemire and SECONDED by Ms. Fisk to approve the transfer for \$49,695 as presented.*

*Voting: all aye; motion carried unanimously.*

### **c. Audit Acceptance**

Ms. Tucker reviewed members received a letter representing the audit from the auditors. This letter identifies certain aspects of the audit including what they look at and if there are any findings. They indicated several policies that have not been updated and recommend to periodically review policies to be sure they are relevant, effective and working properly. The report also includes post audit adjustment entries as we report encumbrances, the audit does not; this reflects the in and out of encumbrances and transfers from capital reserve for the roof repairs to be included in pre-paid expenses instead of the fund balance.

## **XI. COMMITTEE REPORTS**

### **i. Budget Liaison**

Mr. LoVerme reported he did not attend the last Budget Committee meeting and is sure they will be happy to hear the Board has recommended their budget number.

## **XII. RESIGNATIONS / APPOINTMENTS / LEAVES**

There were none to report.

## **XIII. PUBLIC COMMENTS**

Mr. Adam Lavallee, Lyndeborough questioned why the Board didn’t discuss the budget number more and specifically asked to know why members supported or didn’t support the number. Chairman Dailey responded the Board has spent an enormous amount of time discussing the budget and believes many came in already knowing whether or not they would support it. Mr. Lavallee spoke of the test scores from STAR 360 and questioned with the low scores how does the budget number work with not reducing staff. Chairman Dailey responded once district meeting happens and there is a firm number the Superintendent will come up with recommendations. The public hearing is a presentation from the Budget Committee regarding the budget. Regarding staff, a decision is not made until a final number is voted on at district meeting. Mr. Lavallee spoke that he believes it falls to school leadership to get the students engaged and be excited to learn. He believes the Superintendent needs to work with the Principals and staff to figure out a way to not have ten 7<sup>th</sup> graders ‘tanking the entire districts scores’. “They retook the test and 8 out of 10 are still tanking.” Chairman Dailey responded the expectation is clear of what the Board is looking for.

Ms. Louise Cattigan, Wilton, commented that “Mr. O” does a fantastic job of preparing students for tests by doing “rock the test”, having popcorn delivered to the students and this makes them less anxious and less worried. At the MS they need to do something other than send home a letter saying to have a good night’s sleep and eat breakfast.

Ms. Lisa Post, Budget Committee spoke to clarify how the Budget Committee came up with their final number. It includes the FY19 adopted budget from last year, \$11,995,353 plus the contractual obligations of \$116,879, plus the FY20 proposed special and food service fund of \$486,442 which gave them the total of \$12,598,674. She spoke regarding the document prepared by the Superintendent regarding areas that would not be reduced in the budget and areas being looked at for consideration for reduction and there is no mention of a teaching staff reduction in it. Chairman Dailey responded until district meeting, we don't know what the number will be it could be more or less. Someone could request \$100,000 out of the budget and we will have to come up with a game plan; it's hard to do without a final number.

Ms. Erin Mannarino, resident, spoke of concerns regarding areas that may be looked at for reduction specifically the library. She has seen what is available in the library and FRES is in desperate need for an update. The technology information is in DOS, the dinosaur and space books are inaccurate and they have cook books from the 1970's. Students are doing biographies and the books are older than her parents. "It is not OK, we are complaining about test scores and reading scores and what are we giving them access to". She requests no funds be cut from the budget for books.

Mr. Post commented regarding the supported budget number, is an increase over last year and he agrees with not reducing library books, however once it is decided (a final number), the School Board decides what is spent on what.

Mr. Fran Bujak, Lyndeborough thanked and recognized the district for spending all of their special education money from the state, not all districts did this. He raised concerns regarding pulling the rolling average article, stating the Board had a clear problem 2 years ago with the ADM. He noted the smaller towns get hit for small changes. He spoke of concerns regarding the budget and notes the related RSA 's purpose is to assist voters in the prudent appropriation of public funds, it is well thought out and you can define what is being spent and what is being cut back and yet you cannot even tell us. He questions how you can go to the public hearing or even district meeting without this information, can they guarantee no staffing cuts. He notes neither of the towns make major personnel cuts or program cuts without telling the people in advance and you can't expect people's support if they don't know what they are voting for. He can't request to raise funds at district meeting because he doesn't know what is being cut. He notes this is a first. Chairman Dailey responded the Board and Budget Committee came to a budget that is agreed upon and the number reflects last year's spending plus contractually obligated raises. The School Board had an opportunity to reduce staff and chose not to, this should give you a sense of the Board's feelings, although this doesn't mean it wouldn't not in the future. Mr. Post added, the Superintendent doesn't make the reductions and it is done in public session. Mr. Bujak responded, if we don't give you enough money in the budget to pay for staff you won't have an option and we already have to make up the utilities. He added we have been fortunate to not have students move in that costs the budget a lot of money. He spoke of the economy being the best at this time and each of these towns having more revenue because of the good economy. He doesn't know of any private sector cutting back during the best economy ever. He noted a 5-4 vote is not much of a consensus and the Board is as split as it can be. He also raised concern regarding some of the comments that have been made about staff and even after the Superintendent has said some of these students are not working. He hopes you don't have your job performance evaluated by 12-14-year-old students. "We have over 174 days and that has meaning, whether the student moves forward or not and to take one or two days of testing results and tell someone their job performance is based on this"; he asks they think about what they are saying.

Ms. Tiffany Cloutier-Cabral, Wilton spoke agreeing with Mr. Bujak's statement. She commented that the MS students, when they are given the information that the test doesn't apply to their grade, it doesn't matter to them anymore, they have no idea that a panel of people is spending this much time and discussing future funds that will be spent on them. She spoke of a student who almost uses it as a sociology experiment, to see if anyone will notice and that should not reflect on their teachers who spend time letting parents know the student could be doing much better. The teachers put in extra effort outside of their school time. In a small town like this, when you have a handful of students and one knows what the other is doing, they all do it. Parents really have to know so they can get involved and help. She believes if they students knew that people's livelihoods and their school

was at stake it would make all the difference for them. Chairman Dailey added some of the futures curriculum is guided from these tests.

Mr. Lavallee questioned that Mr. Bujak asked the Superintendent directly, can we guarantee there won't be personnel cuts. Chairman Dailey noted it is the responsibility of the Board not the Superintendent.

Mr. Bujak questioned if there is enough money in the budget that they can be pull this off without making cuts to the staff or individuals. He notes this is a first, this has never been like this. Chairman Dailey responded they have spent months going over the budget, line after line and now nothing happens until district meeting and we have a final number and look at how we can make it work. Mr. Bujak spoke to administration being the experts regarding school district budgets and as a former board member, we are individuals with different skills sets not near what they have. The reduction is for \$163,000 and two entities have decided we can cut this without recommendations of what to cut, he has never seen a budget where someone will recommend cuts without having an idea of what will be cut. Chairman Dailey responded in his personal decision making, he knew even with a flat budget next year we still have more money to spend for new equipment because the WLC bond will end. Mr. Bujak is aware of this but doesn't agree if it means cutting out the extra resources we put in for elementary students. "What is the \$163,000 that can be safely cut and put back in next year, that's the question the Board needs to decide. If you can build it back in it makes sense but that's if it can be done."

Mr. Lavallee spoke in regard to an email that was sent to each board member asking for a response and to date he and his wife have not heard anything. He questions if they will be receiving one. Discussion was had regarding if the members received an email and if it asked for a response or not. Chairman Dailey will follow up on this.

Mr. Matt Mannarino, resident spoke about there being talk on what can be done to motivate the students to take the tests seriously. He spoke of personal experiences with a teacher. He spoke of meeting with his child's teachers and the teachers having a lot of suggestions for motivating students and he felt as though it may have been the first time they were asked. He suggested to look to "Tim" and that his numbers show that there are many elementary students above grade level.

Ms. Laura Gifford, LCS school nurse, spoke regarding the emergency management meeting the Superintendent attended and questioned if there is a state program for LCS as an emergency facility for Lyndeborough to get a storage shed. Superintendent Lane responded the plan that's being created is being created by the Emergency Management System and he is only a resource to the committee. There has been no communication with Lyndeborough that he is aware of. Chairman Dailey added this may change in the future as there has been a recent new hire.

Ms. Gifford suggest asking the staff for suggestions on how to save money because they see things not necessarily being used and there is potential for ideas. Chairman Dailey directed her to the building Principals.

#### **XIV. SCHOOL BOARD MEMBER COMMENTS**

Mr. LoVerme requests the students who were in attendance that left do not get awarded community service. He spoke of the MS math resolution and noted this leaves the 8<sup>th</sup> grade without their teacher for extra help as she is working with the 6<sup>th</sup> grade students. Superintendent responded, the diagnostic scenario for the 6<sup>th</sup> grade is to determine the skill level. Time will be split, two days and two days. As more and more 6<sup>th</sup> graders meet appropriate standards, fewer staff will be involved and there may be different ways to do it. Right now we need to finish the diagnostic. Mr. LoVerme voices disappointment and would like to start the school year over from day 1.

Ms. LeBlanc spoke of the student of the month recognition program and who ever started it deserves a lot of credit. She is glad people are coming in and happy to see the students wanting to achieve things and work harder. She feels recognition can go a long way and makes them feel that what they are doing is important. She believes teachers are doing their part. She liked seeing the geography bee winners and would like to see the spelling bee winner as well.



Mr. Ballou spoke in regard to RSA 31:14 and as he recalls the public hearing is for the Budget Committee to present the budget they are proposing. The amount can be suggested to be changed by the public at that meeting and he hopes the Budget Committee would listen to the public and the input they provide. He suggests the budget information be placed on the website to easily see so that parents and community members do not have to dig through board packets for it.

Mr. Post spoke regarding this district spending \$4,400 more per student than the state average and the community is investing in the schools and there are only 4 other towns that spend at our level or above which are Moultonborough, Sunapee, Lebanon and Lincoln and we still have challenges. He notes it will be the new Board that decides on reductions. Last year additional staffing positions were added and other teaching positions were repurposed.

Chairman Dailey spoke of the budget process going relatively smoothly and that there is supposed to be some back and forth between sides and encourages people to get involved and ask questions and vote.

Mr. Ballou notes technically at the public hearing the Budget Committee can decide to change their number and questions if there is time for the Board to have another meeting. Superintendent Lane responded the Budget Committee could choose to create a different number or retain the number, that is their choice. He believes it is 14 days before the district meeting the MS 27 and warrant have to be posted.

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

*A MOTION was made by Mr. LoVerme and SECONDED by Mr. Vanderhoof to enter Non-Public Session to discuss personnel matters RSA 91-A: 3 II (A) (C) at 9:10pm.*

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

- **RETURN TO PUBLIC SESSION**

The Board entered public session at 9:47pm.

*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.*

A discussion was had regarding the public hearing, process and whether or not board members could state the reason they voted a certain way. Superintendent clarified it is ok to express why or why not you are supporting something. Discussion of procedures regarding Superintendent Lane responding to questions at the public hearing was had; he wanted to be clear about his role and this was discussed. The Budget Committee will be making the presentation, have asked for data from the Superintendent and made it clear he would not be speaking. It was suggested if there are questions for the Superintendent they be directed to the next meeting, or to board minutes. He noted it is not his role to respond unless directed by the Board Chair. It was suggested he let the Budget Committee Chairman Ms. Browne know the Board has given direction that publicly available data can be answered but other questions directed to him such as board operations or decisions will be directed to the next board meeting or the board minutes.

## **XV. ADJOURNMENT**

*A MOTION was made by Mr. LoVerme and SECONDED by Mr. Legere to adjourn the Board meeting at 10:00pm.*

*Voting: all aye; motion carried unanimously.*

*Respectfully submitted,  
Kristina Fowler*

**WILTON-LYNDEBOROUGH COOPERATIVE  
MIDDLE SCHOOL / HIGH SCHOOL**  
57 SCHOOL ROAD  
WILTON, NEW HAMPSHIRE 03086  
(603) 654-6123  
[www.sau63.org/domain10](http://www.sau63.org/domain10)

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Brian Bagley, Principal  
Sarah Edmunds, Ed.D, Assistant Principal

Amanda J. Kovaliv, School Counseling Coordinator  
Shannon O'Donnell, Middle School Counselor

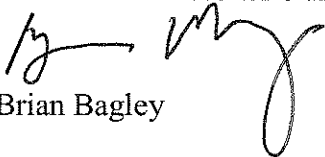
Date: February 11, 2019

To: Superintendent Lane

From: Brian Bagley

Subject: Vaping Sensors for the bathrooms and locker rooms at WLC

Because of the ongoing vaping issues at WLC I am requesting purchasing 10 Fly Sensors to be installed in 8 bathrooms and 2 for the locker rooms at WLC. These sensors detect both bullying and vaping. Attached to this email are invoices for 8 units plus the activation fee and another invoice for 10 units plus the activation fee.



Brian Bagley

*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.*

"WLC will strive to be a positive learning community that ensures each student has the opportunity to develop to his or her potential."



1393 Veterans Memorial Highway, Suite 315N  
Hauppauge, NY 11788  
934-500-5454

**QUOTATION:** No. 2018-1002A

**DATE:** February 11, 2019

**FROM:** Anthony Gangemi  
Soter Technologies, LLC  
1393 Veterans Memorial Highway, Suite 315N  
Hauppauge, NY 11788

**TO:** Kevin Verratti  
Lyndeborough Central School  
192 Forest Rd  
Lyndeborough, NH 03082

→ **A Purchase Order needs to be received before the items are shipped; please follow the P.O. instructions below.**

Note: After year one, there is an annual software subscription fee of \$150/unit associated with the cloud-based portal and alert notification system.

Quantity	Item	Description	Price (per unit)	Extended Total
8	FS200-E301	Fly Sense™ Vaping & Bullying Detector	995.00	7,960.00 USD
1	FS-ISS01	Fly Sense Account Activation & Software Setup ( one time activation and set up fee per school district up to 10 schools)	495.00	495.00 USD
		10%Based on legacy Pricing	-99.50	-796.00 USD
		30-day Money-back Guarantee * Does not apply to Account Activation Fee *		
		Subtotal		7,659.00 USD
		Shipping	*** TBD	0.00 USD
		Tax	*** TBD	0.00 USD
		<b>TOTAL PAYABLE</b>		<b>7,659.00 USD</b>
		Payment Terms		Net 30 days

→ **Purchase Order Instructions**

1. Make Purchase Order out to:  
Soter Technologies, LLC  
1393 Veterans Memorial Highway, Suite 315N  
Hauppauge, NY 11788
2. Specify product and pricing per above
3. Please include:
  - a) Ship To address and contact
  - b) IT contact person for installation
  - c) Tax exemption certificate; otherwise, customer will be invoiced for applicable taxes
  - d) Please copy Account Manager -(Anthony Gangemi) on purchase order

Note: Customer is responsible for shipping costs

Thank You.