

**Public Notice of Meeting**  
**WILTON-LYNDEBOROUGH COOPERATIVE SCHOOL BOARD MEETING**  
**Tuesday, March 19, 2019**  
**Lyndeborough Central School-Multipurpose Room**  
**6:30 p.m.**

- I. OATH OF OFFICE**-Mary Jane Ryan, School District Clerk
- II. CALL TO ORDER**-Bryan K. Lane, Superintendent of Schools
- III. ELECTIONS/APPOINTMENTS**
  - a. Elections**
    - i. School Board Chairman
    - ii. School Board Vice Chairman
  - b. Appointments**
    - i. Treasurer
    - ii. School District Clerk
    - iii. Committees
- IV. ADJUSTMENTS TO THE AGENDA**
- V. 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.
- VI. 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. Anti-Vaping Detectors
- VII. CONSENT AGENDA**
- VIII. FOOD SERVICE**
- IX. ACTION ITEMS**
  - a. Approve Minutes of Previous Meeting**
  - b. Update Board Member Contact List**
  - c. Approve School Board Meeting Dates**
  - d. Release of Special Education Capital Reserve Funds**
  - e. Sign MS-22**
  - f. Policies-2<sup>nd</sup> Readings**
    - i. BZZZ-School Board Member Stipends
    - ii. EB-Safety Program
    - iii. EBBB-Accident Reports
    - iv. GBEBB-Staff Dress Code
- X. COMMITTEE REPORTS**
  - i. Facilities
- XI. RESIGNATIONS/APPOINTMENTS/LEAVES**
  - a. Resignations**
    - i. Lise Tucker, Business Administrator
    - ii. Robert Deignan, Food Service Manager

**XII. BOARD BUDGET DISCUSSION**

**XIII. PUBLIC COMMENTS**

**XIV. SCHOOL BOARD MEMBER COMMENTS**

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

**XVI. ADJOURNMENT**

**INFORMATION: Next School Board Meeting-April 9, 6:30 PM at WLC-Media Room**

The Wilton-Lyndeborough Cooperative School District does not discriminate on the basis of race, color, religion, national origin, age, sex, handicap, veteran status, sexual orientation, gender identity or marital status in its administration of educational programs, activities or employment practice.

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

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

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Bryan K. Lane  
Superintendent of Schools

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

Lise Tucker  
Business Administrator

TO:           The WLC School Board  
FROM:       Bryan Lane  
DATE:       3/12/19  
RE:           Approval of Positions

Annually, the Wilton-Lyndeborough Cooperative School Board appoints those who would serve as the district's Treasurer and Clerk.

The position of School District Treasurer has an annual cost to the district of \$3,768. This includes paying for travel, membership in the Government Finance Operations Association, travel, professional development, the development of monthly reconciliations and working with the business office to ensure that all processes from the New Hampshire Treasures office are being implemented appropriately.

The position of School District Clerk has an annual cost to the district of \$1,000. The duties include being responsible to record those wishing to run for school district elected office, being available to record these applications during the sign up period, working with the Town of Wilton to provide information as well as voting ballots, taking minutes at the town meeting and posting those minutes.

The two people filling these positions currently are:

Treasurer	Cindy Marzella
Clerk	Mary Jane Ryan

I would recommend a motion to appoint Cindy Marzella as School District Treasurer and Mary Jane Ryan as School District Clerk.

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Bryan K. Lane  
Superintendent of Schools

Betty Moore, M.Ed.  
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Lise Tucker  
Business Administrator

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

The vote at the town meeting on Saturday March 9 resulted in a final budget of \$12,679,674. This will result in looking for areas of the SAU presented budget to reduce cost in the amount of \$82,289. With pending retirements not official yet, I will be working with the staff to present recommendations for the board to consider in regard to this dollar figure.

I have completed a study of the current budget. Due to unanticipated increased cost in special education along with four maternity leaves, we are experiencing a possible budget shortfall. For the time being, I have created spread sheets for each of the schools that include the accounts that they can draw from for school supplies, graduation expenses, and materials to ensure that student needs are met throughout the remainder of the school year. All purchases are cleared through my office prior to budget requests being created. There will be a proposal to release funds from the Special Education trust fund in the agenda for this meeting.

The WLCTA has informed the SAU that they will be advancing their grievance in regard to the calendar to level 4 which is arbitration in accordance with Article VII F (4) of the collective bargaining agreement. I have contacted our legal counsel and we will be looking to find a mutually agreed upon arbitrator. In accordance with the CBA, I have contacted our legal counsel to get a list of arbitrators for the WLCTA representative to consider. The process will move forward from there. The negotiation committee can act as the representatives to the board if the board approves them to do so.

The hiring process for new staff is about to begin. I will be directing the Principals to review materials that have been turned in and to begin the process as early as possible. There is the potential for some additional retirements that have not been formally announced yet. If they come to fruition, we will post those positions as quickly as possible. A nomination list will be coming to the school board at the first board meeting in April. Any certified staff person who will not be on the nomination list must be informed prior to April 15. It will be the goal of the administrative staff to have all positions brought to the board for their approval by the first board meeting in June.

Currently the teaching positions that are open include:

- A classroom teacher at FRES
- A middle school math teacher
- A middle school science teacher
- A middle school counselor

March 15 is the Southwest Superintendent's meeting in Henniker and March 22, is the statewide Superintendent's meeting in Concord.

***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

**Student Support Services Report**  
**3/19/2019**

**SPOTLIGHT on Special Education/Florence Rideout Elementary School**

When determining what services a student requires at Florence Rideout Elementary School, IEP Team members, including the classroom teacher, carefully review the goals and objectives of the student's Individual Education Plan to determine what services are appropriate to address those goals and objectives and where those services would most appropriately be delivered.

Our three special education Case Managers are trained in multiple methodologies (Wilson Reading System, Lindamood-Bell, NumberWorlds, etc.) to provide reading and math intervention services, individually and in small groups. For those students who require a more intensive systematic reading intervention based on Orton Gillingham, the services of our contracted Reading Specialist may be considered as an appropriate option.

Selecting the appropriate methodology for intervention and where that intervention will take place (refer to the Least Restrictive Environment Determination guidelines) are decisions that are often revisited through the academic year, based on team review of progress monitoring data. If, upon review, a student is not making the progress anticipated, changes may be made in the method, frequency, or location. If the student is exceeding expectations, adjustments may also be made; the ultimate goal is to provide appropriate supports and services in the least restrictive environment.

Our RISE program is a placement option for those students who require an Applied Behavior Analysis methodology (ABA) in order to make academic and social/behavioral progress. Individual needs of each student determine the amount of time that they access the RISE program and the amount of time that they are integrated into the general education classroom environment.

In addition to academic programming, a student's IEP may include goals and objectives to be addressed by the related services of speech/Language therapy, occupational therapy, physical therapy, etc.

## 2018-19 Special Education Staff/Florence Rideout Elementary School

Case Managers:	Audrey Bober, Kim Meyer, Kathy Harris
Reading Specialist:	Janabeth Reitter
Paraeducators:	Jayne Lundwall, Patricia Polson, Stephanie Gilbert, Carrie Broderick, Heather Roberts, Ann Harkelroad
Personal Care Assistant:	Olivia Binstead
Related Service Providers:	Jody Masse-Arikian, Speech Specialist Kim Kershliis, Speech/Language Pathologist Kristen Douglass, Occupational Therapist Rita Manley, Occupational Therapy Assistant (COTA) Sandra Yaffe, Physical Therapist Megan Sass, School Psychologist Amber Casavant, BCBA
ABA Therapists:	Ashley Noonan Taylor Owens Wanda Seavey Elizabeth Meltzer Samantha Thapa Stephanie Gaarder
Administrator:	Betty Moore, Director of Student Support Services

Respectfully Submitted,

Betty Moore  
Director of Student Support Service

School Administrative Unit 63  
Wilton-Lyndeborough Cooperative School District  
192 Forest Road, Lyndeborough, NH 03082  
(603) 732-9175, Fax (603) 654-6691

**Least Restrictive Environment Determination**

Local Educational Agencies shall ensure that, to the maximum extent appropriate, children with disabilities, including children in public or private providers of special education, are educated with children who do not have disabilities and that, consistent with 34 CFR 300.114, special classes, separate schooling, or other removal of children with disabilities from the regular educational environment occurs only when the nature or severity of the disability is such that education in regular classes with the use of supplementary aids and services cannot be achieved satisfactorily.

**Continuum of Learning Settings for Preschool**

Check the most appropriate box. (see page 2 for further definitions)

- ☐ Community Early Childhood Setting
- ☐ Home Setting
- ☐ Early Childhood Special Education – Partially Integrated Setting
- ☐ Early Childhood Special Education – Specialized/Therapeutic Setting
- ☐ Early Childhood Special Education – General Self-Contained Setting
- ☐ Early Childhood Special Education – Specialized Self-Contained Setting
- ☐ Separate School Setting
- ☐ Residential Setting

**Continuum of Alternative Learning Environments for- Ages 6-21**

Check the most appropriate box. (see page 2 for further definitions)

- ☐ Regular Classroom Setting
- ☐ Regular Classroom with Consultative Assistance
- ☐ Regular Classroom with assistance by specialists
- ☐ Regular Classroom plus resource room help
- ☐ Regular Classroom plus part-time special class
- ☐ Full-time special class
- ☐ Full-time or part-time special day school
- ☐ Full-time residential placement
- ☐ Home Instruction
- ☐ Hospital or institution

## Least Restrictive Environment Determination-pg 2

### Continuum of Alternative Learning Environments- Preschool

Preschool Educational Environments	Description
Early childhood program	A preschool child with a disability attends an early childhood program.
Home	A preschool child with a disability receives some or all of his/her supports and services in the child's home.
Special education program	A preschool child with a disability attends a special education program.
Service Provider Location	A preschool child with a disability receives supports and services from a service provider.
Separate School	A preschool child with a disability attends a publicly or privately operated separate day school facility designed specifically for children with disabilities.
Residential facility	A preschool child with a disability attends a publicly or privately operated residential school or residential medical facility on an inpatient basis.

### Continuum of Alternative Learning Environments- Ages 6-21

Educational Environments	Description
Regular classroom	A child with a disability attends regular class with supports and services required in the IEP.
Regular classroom with consultative assistance	A child with a disability attends a regular class with assistance being provided to the classroom teacher by consulting specialists.
Regular classroom with assistance by specialists	A child with a disability attends a regular classroom with services provided to the child by specialists
Regular classroom plus resource room help	A child with a disability attends a regular class and receives assistance at or through the resource room program.
Regular classroom plus part-time special class	A child with a disability attends a regular class and a self-contained special education classroom.
Full-time special class	A child with a disability attends a self-contained special class full-time.
Full-time or part-time special school	A child with a disability attends a publicly or privately operated special day program full-time or part-time.
Full-time residential placement	A child with a disability attends a publicly or privately operated residential program full-time.
Home Instruction	A child with a disability receives all or a portion of his/her special education program at home in accordance with Ed 1111.05.
Hospital or institution	A child with a disability receives special education while in a hospital or institution.



***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  
03/12/2019

- 2/25/2019- High winds in the region caused issues with our internet access. Comcast was able to restore service in approximately 45 minutes and monitored the connection through the remainder of the day. As this was a school vacation day impact on users was minimal.
- A CNC Shark HD 4 was purchased to further expand the engineering and design offerings of the industrial arts program. This machine has the ability to cut wood, plastic and light metals based off from 3d drawings.
- 3/9/2019- I was happy to assist the school district in the setup for the District Meeting. I would also like to thank Eric Schneider for his assistance setting up and testing the audio setup Friday afternoon.

Respectfully,

Kevin P. Verratti  
Director of Technology  
SAU #63

## 2018-2019 Committees/Liaisons

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### **Budget Committee 2018**

Leslie Browne, Chair  
Jennifer Bernet  
Bill Ryan  
Dennis Golding  
Lisa Post  
Pamela Altner  
Edwina Hastings  
Christine Tiedemann, Vice Chair  
Kevin Boette

### **Budget Committee Liaison 2018**

Alex LoVerme

### **Negotiations 2018**

Matt Ballou  
Alex LoVerme  
Jonathan Vanderhoof

### **Facilities Committee 2018**

Bryan Lane  
Joyce Fisk  
Lise Tucker  
Bill Ryan  
*Fran Bujak (community member)*  
Leslie Browne  
Miriam Lemire  
Mark Legere  
Carol LeBlanc  
Buddy Erb  
*Also in attendance*  
Brian Bagley  
Tim O'Connell

### **Policy Committee 2018**

Matt Ballou  
Miriam Lemire  
Mark Legere

### **Budget Committee Board Liaison 2018**

Edwina Hastings  
Dennis Golding

### **Strategic Planning Committee 2018**

Harry Dailey  
Carol LeBlanc  
Jonathan Vanderhoof  
Lisa Post  
Jennifer Bernet

### **Elementary History Committee 2018**

Alex LoVerme  
Carol LeBlanc  
Joyce Fisk  
Jessie Salisbury (community member)

**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

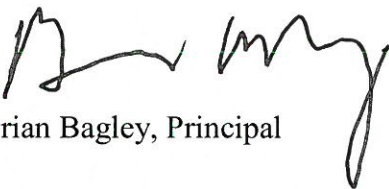
**TO:** WLC SCHOOL BOARD  
**FROM:** BRIAN BAGLEY  
**SUBJECT:** ANTI-VAPING DETECTORS  
**DATE:** MARCH 12, 2019

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Attached to this memo is a quote and pre-installation checklist from Soter Tech, to purchase 8 vaping detectors, activation and software setup fee. Total cost for this project is \$7,659.

Answers to school board questions:

1. What is the life cycle? They are designed to last 5 years.
2. What is the development roadmap for these and when are new versions being released? They are continually working on the next product. They anticipate that the next version of the device to be released in November. An upgrade path will be provided for customers.
3. Are there any other technical documents that can be provided? The pre-installation checklist is attached.



Brian Bagley, Principal

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"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.

## **Pre-Installation Checklist**

- 1.) Get estimate of the location dimensions. Each unit typically covers 10 ft by 10 ft. For a bathroom with multiple sinks and stalls, you typically need 2 FlySense devices for vape detection.
- 2.) Have PO submitted to Soter which includes the appropriate number of units needed for the install.
- 3.) Determine if the school has a DHCP server for dynamically assigning IP addresses. If not, Static IP addresses can be supported.
- 4.) Network administrators should be aware of the requirement for multiple communication ports to be available for the devices and overall system to properly operate:
  - a. Device Communications (alert notifications): Port 11086 (outbound) to [alerts.sotertechnologies.com](mailto:alerts.sotertechnologies.com)
  - b. Device Over-the-Air (OTA) Updates: Port 22 (outbound) to [ota.sotertechnologies.com](mailto:ota.sotertechnologies.com)
- 5.) Confirmation of power source – i.e., PoE Plus (802.3at) or AC/external. If external power, make sure you have secured the appropriate 5V @ 2A AC-DC transformers.
- \* 6.) Run the cables – Cat 6 cable preferred from network switch to FlySense device.
- 7.) If needed, coordinate availability of Soter personnel for onboarding and installation prep call with the appropriate school or security partner resources.
- 8.) Installation should be scheduled when school is not in session.
- 9.) Go to the FlySense portal <https://sense.sotertechnologies.com> to register your organization and devices. To create your organization's Fly Sense account, you must have to have the serial number of one of the devices you are going to install. You will then receive an email that will allow you to create a password and access the portal to register devices (need each device's MAC address), add portal users and alert notification subscribers, and view your dashboard.
- 10.) Stage the devices by plugging them in and making sure they complete the normal boot sequence and reflect 'Configured' status on the Devices tab of the portal.

## **Installation Checklist**

- 1.) Prior to mounting, record MAC addresses for each device so that, via the web portal, each device can be associated with a user-friendly that corresponds to its installed location.
- 2.) Mount each device (use the 'Cut Out Template' provided with the devices), plug in power, confirm the device completes the normal boot sequence (refer to Installation Guide for details on LED sequence), and confirm that its status on the Devices tab of the portal is 'Configured'.

If you have any questions or issues, please contact Soter Support at:

- Phone: 934-500-5454
- Email: [support@sotertechnologies.com](mailto:support@sotertechnologies.com)

## Kristina Fowler

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**Subject:** FW: Today's lunch

**From:** Alexander LoVerme [mailto:[a.loverme@sau63.org](mailto:a.loverme@sau63.org)]  
**Sent:** Sunday, March 10, 2019 9:52 AM  
**To:** Kristina Fowler <[k.fowler@sau63.org](mailto:k.fowler@sau63.org)>  
**Subject:** Re: Today's lunch

Kristina,

I sent this to all of the school board members and would like this to be part of the public record to include the picture of the food.

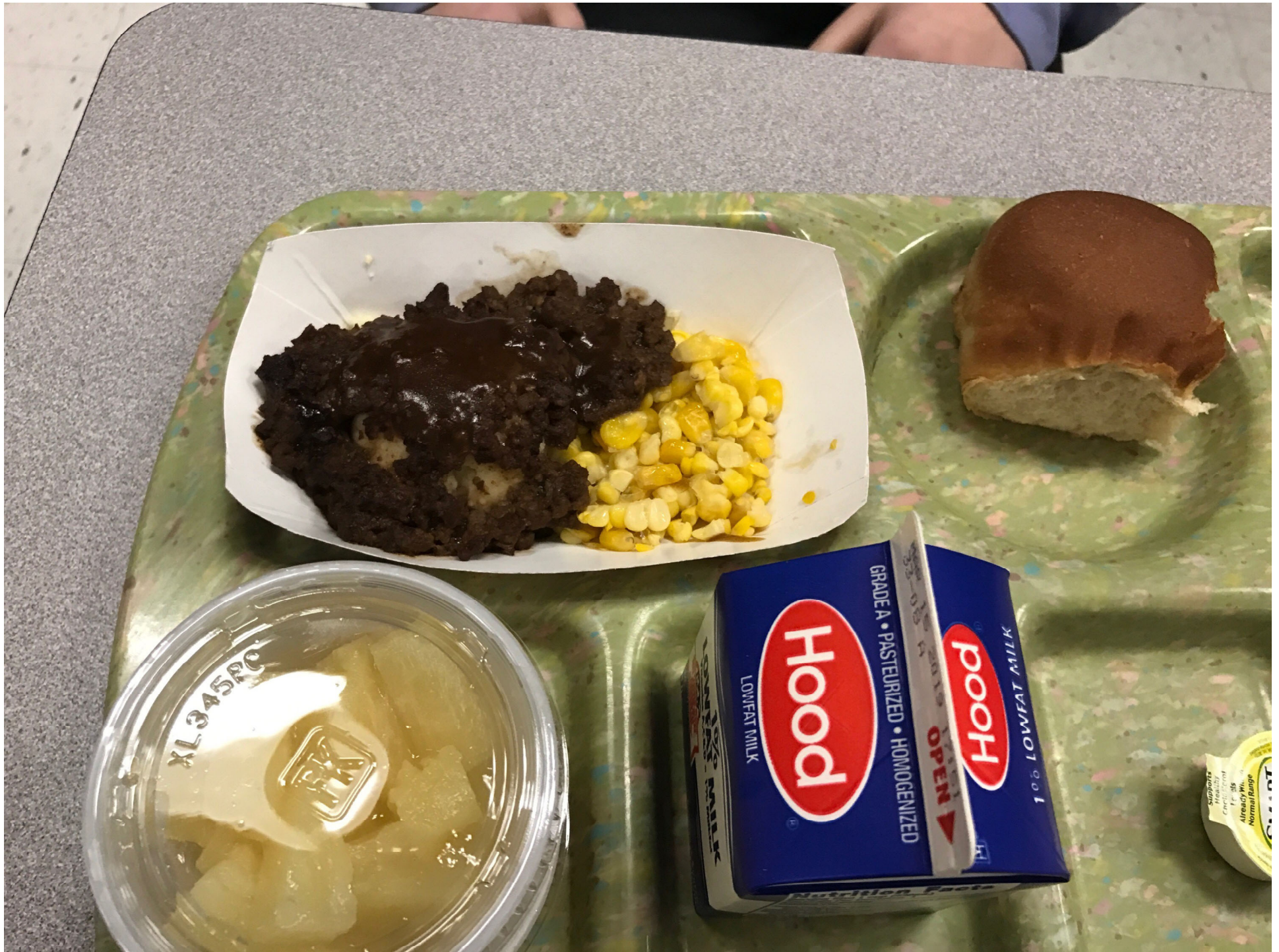
Thank you,

Alex

On Thu, Mar 7, 2019 at 15:57 Alexander LoVerme <[a.loverme@sau63.org](mailto:a.loverme@sau63.org)> wrote:

Does anyone know what this is?  
This is what parents paid \$4 for today.





Wilton-Lyndeborough Cooperative School District  
2019-2020 School Board Meeting Dates  
All Meetings to Begin at 6:30 PM

<u>Meeting Date</u>	<u>Meeting Location</u>
August 13, 2019	LCS-Multipurpose Room
August 27, 2019	WLC-Media Room
September 10, 2019	FRES-Library
*September 24, 2019	WLC-Media Room
* October 8, 2019	WLC-Media Room
*October 22, 2019	WLC-Media Room
*November 12, 2019	WLC-Media Room
*November 26, 2019	WLC-Media Room
*December 10, 2019	WLC-Media Room
*January 7, 2020	WLC-Media Room
*January 21, 2020	WLC-Media Room
February 4, 2020	LCS-Multipurpose Room
February 18, 2020	WLC-Media Room
March 3, 2020	FRES-Library
March 17, 2020	LCS-Multipurpose Room
April 7, 2020	WLC-Media Room
April 21, 2020	FRES-Library
May 5, 2020	LCS-Multipurpose Room
May 26, 2020	WLC-Media Room
June 9, 2020	FRES-Library
June 23, 2020	LCS-Multipurpose Room

\* Joint School Board and Budget Committee Meeting



**WILTON-LYNDEBOROUGH COOPERATIVE  
SCHOOL BOARD MEETING  
Tuesday, March 5, 2019  
Florence Rideout Elementary School-Library  
6:30 p.m.**

Present: *Harry Dailey, Matt Ballou, Miriam Lemire, Joyce Fisk, Carol LeBlanc, Jonathan Vanderhoof, Mark Legere, and Alex LoVerme, (7:17pm)*

*Superintendent Bryan Lane, Director of Student Support Services Betty Moore, Technology Director 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**

Teachers, Ms. Dane and Ms. MacPherson honored three kindergarten students from Lyndeborough Central School as students of the month.

**III. PRESENTATION**

**i. Narcan-FRES Nurse Kim Sheridan**

School nurse, Kim Sheridan gave a presentation regarding Narcan requesting the Board's approval for it to be stocked in each of the 3 school health offices. She spoke of the changing face of addiction and although Narcan is not needed for students in the elementary schools, situations could arise with visitors and parents. She spoke of no liability for the district and no cost as she applied for and received a grant. Training was coordinated and completed for school nurses and done by LeeAnn Moore, Chairperson of "Be the Change" during the last professional development day. She reviewed how the Narcan injectable and nasal spray works. Monadnock Community Hospital has guaranteed the district replacement product if it expires or is dispensed in the future. A standing order has been provided by a NH state appointed physician for Narcan which makes this available for distribution without a prescription. Furthermore, Convenient MD is willing to provide a standing order to be dispensed to overdose victims. Superintendent noted Primex was contacted and indicated as long as staff has been trained they don't have a concern and there is no liability. Questions were raised regarding substitute nurses and Ms. Sheridan agreed to train any substitute nurses or have training available through "Be the Change". Discussion was had regarding certain staff members being trained if a nurse was unavailable. Ms. Sheridan confirmed a nurse is qualified to do more of an assessment but a responsible adult should be able to administer it and she is willing to help with training. Ms. Sheridan confirmed there is no contraindication to Narcan as it only has one job which is focused and targeted; there are no ill effects to a person.

*A MOTION was made by Ms. LeBlanc and SECONDED by Ms. Fisk to approve the implementation of stocking Narcan.*

*Voting: all aye; motion carried unanimously.*

A question was raised if a written policy is needed. Superintendent to research current policies to see if any can be amended to include this or a new one is needed. Chairman Dailey questioned if there was any objection to passing this along to the Policy Committee; no objection was heard.

**IV. ADJUSTMENTS TO THE AGENDA**

Superintendent informed members he provided an updated draft presentation and script for district meeting.

**V. PUBLIC COMMENTS**

There were no public comments to report.

**VI. BOARD CORRESPONDENCE**

**a. Reports**

## **i. Superintendent's Report**

Superintendent reported working on the draft materials for district meeting. He has responded to the WLCTA. A meeting is scheduled with the moderator for tomorrow to go over logistics for the district meeting. He had a good conversation with the industrial arts teacher regarding moving toward engineering and away from woodworking. He attended the emergency management meeting today; FRES is an evacuation center for Wilton. If a shelter opens it is run by the Red Cross, is at their expense and is their responsibility. They would pay for electricity during the time it was in use and they would come with a van equipped with needed items such as cots, blankets and food. No onsite storage will be needed as previously thought. We would determine the logistics of things such as what rooms are used and where pets can go. We completed a tour of FRES today and no adjustments are needed. He will work with Mr. Erb to determine how much of the building is powered by the generator and update the plan which will be provided to the Board for approval. He confirmed the annual maintenance for the generator is about \$1,200 and is paid by the town. A question was raised if there was a plan in place for the industrial arts department regarding engineering prior to purchasing the equipment. Superintendent responded that we have been moving toward this for a long time. Woodworking is not recognized on a federal or state level for career and technology education, although it is important. As we move toward sciences and Project Lead the Way, this is a "stair step" and has been a plan since the beginning of the year to move in this direction. Superintendent reported meeting with MS teachers and a proposal will come to the Board in May. He acknowledged the boys' basketball team worked hard, played with class and never gave up.

## **ii. Business Administrator's Report**

In Ms. Tucker's absence the Superintendent provided an overview of her report which included Ms. LaBrie, Finance Assistant will attend a labor law training session. The treasurer's reports will be forthcoming and thanking Mr. Erb and the custodians for all the work they did over break. The legal documents such as MS-27 and warrant articles have been sent to the DRA. He reports reviewing the 2018-19 expense report and that no purchases orders will go out without his approval. He is going through this report, line by line, open or closed purchased orders to be sure all encumbrances are in the right place. He notes a deficit in spending regarding ABA therapists; 4 students moved in unanticipated and there have been tuition increases. A request may be made to look into withdrawing from the special education capital reserve. His goal is to complete this review after the leadership team meeting this week. He notes anything that involves student safety, specific or special education needs or things that we are required to do will not be on hold and will be taken care of.

## **iii. Principals' Reports**

Superintendent gave a brief overview of Principal Bagley's report in his absence. The top 10 have been announced as well as the winner of the Daughters of the American Revolution competition. The industrial arts teacher received a grant to create signs and work with the new machinery. Samples will be brought to the Board before they go out. The spring concert was moved to May 23 to avoid conflict with a school board meeting. Senior projects will be presented the week of April 1-5 if any Board members are interested in attending a schedule can be provided. The Sustainability Fair is Saturday May 4. A brief discussion was had regarding the announcing of the top 10 at this time in the school year and concerns were raised regarding the incentive to excel at this point. Superintendent confirmed there are consequences if they don't keep up their grades and typically it is determined at the end of the 7<sup>th</sup> semester as that is when GPA points change. Some schools don't have top 10 instead have academic excellence. Chairman Dailey notes he does not believe it has ever been announced this early. Superintendent will check with Principal Bagley.

Superintendent provided an overview of Principal O'Connell's report in his absence which included Odyssey (school wide enrichment program) begins the week of March 4. Several courses were created such as "Do Lego Robotics" and "Stop-Motion Movie Making". The "artist in residence" is coming this month; it's more of a musical piece. It's fun for students as well as a learning experience. He thanked Ms. Sheridan for working to coordinate a pilot in-school dental program this May bringing free dental treatment to students at FRES. March 18-22 is "Read Across America" week and if anyone is interested in reading to the students let us know. Ms. Hawkes will be on maternity leave and Ms. Farina will be replacing her until the end of the year.

## **b. Letters/Information**

### **i. Adequacy Funding**

Superintendent provided a document with information on adequacy funding noting he has no agenda here, just providing information. He had not known until last year that school nurses were not included in the formula for adequacy funding. "The current formula does not pay for an adequate education in this state; all Superintendents will tell you this." He suggested speaking with your state representative for further information. He confirmed we receive Title I, special education funds and Medicaid and CAT (catastrophic) aid. Medicaid fluctuates based on the students and you can apply for CAT aid if the special education student costs are over \$47,000 (approx.). He used

approximate numbers on the document and again just wanted to provide basic information as he would have assumed if something is required, it would be part of the formula.

## **ii. Expenditure Report 2018-19**

Superintendent reports, as discussed before he is “diving” into this with both feet and hands. He will have an accurate report on what we need and how we will get it for the next meeting. The tuition alone for a special education student is \$115,000.

## **VII. CONSENT AGENDA**

There was no consent agenda to report.

## **VIII. DISTRICT MTG. FINAL PREP.**

Superintendent provided options for the presentation along with a script. At the last meeting it was determined who would make the first motion but not the second. He listed Mr. LoVerme to motion second for article #04 (budget) as he is the budget committee liaison. He listed Mr. Legere to #05 (capital reserve) as he is a member of the facilities committee. These can be changed. Discussion was had regarding whether or not the budget reduction slides should be included. Mr. Vanderhoof suggested to strike on slide 8 the second and fourth bullet (this slide indicates the budget as presented allows for these items and slide 10 lists them in areas of reduction that could be considered); no objection heard. Mr. Vanderhoof voiced concerns that the SAU presented number includes “all the stuff” and we are not presenting that number, we are presenting a number that will need reductions. “No votes have been taken on any reductions”. He feels this is confusing to have it presented. Discussion was had regarding this and the heading of “Budget Reductions” and should be changed or not. Some of the ideas shared were, adding “potential” or “areas of consideration”. It was noted when it says “budget reductions”, it should be clarified it refers to reductions from SAU proposed budget not from the supported budget. Mr. Legere spoke to clarify the intent of presenting the reduction information is to bridge the gap between the SAU presented budget number and the number on the warrant article. It was noted that it was requested by the public if someone wanted to make a motion to add money back in the budget the public wanted options of things that may be considered for reduction. Superintendent clarified it shows more than \$163,000 in order to provide options. Mr. Vanderhoof questioned if there was a way to put this information out without it being on a slide. He raised concerns again regarding presenting a number (number on warrant) and also presenting the reductions to get to another number (the SAU proposed). “There has been nothing voted on to approve this. We are not taking anything we have away.” He understands the public’s input but as far as a presentation that includes reductions, he believes is strange. Some members explained that the information is on the website, has been discussed at the previous meeting and should be available to all members of the public, (not all will go to the website to review) and not to provide the same information is a mistake. Mr. Vanderhoof suggests instead the decisions and votes be done this evening prior to district meeting. Chairman Dailey voiced concern with the heading “Budget Reductions” and not the information on the slide, these are potential reductions between the variance from the SAU presented number and the supported number. Chairman Dailey spoke of the importance based on last year’s vote to give a presentation on full day kindergarten and what the results are. It was noted the data on slide 7 is confusing in particular the “probable and transitional readers” piece. The slide will be adjusted for clarification. Adjustments will be made to the script which the presenter can use or not. The following suggestions were made to change slide 10 in the first bullet to say “areas of reduction from the initial proposed SAU presented budget” or “areas of consideration”, or just have slide 10 with bullets listed and slide 9 include the “areas of” piece. Slide 9 will be amended to include “SAU requested budget” and change “approved” to “recommended”. It is also suggested the language be consistent. Mr. Vanderhoof continued to voice concern regarding the reduction piece. Mr. Ballou is not in favor of providing information to one set of voters and not providing the same to everyone. Mr. Legere explains the Board recommended a budget number but never provided a level of detail of what was in it or not in it; the budget that provided detail was the SAU presented budget. He believes this slide is to meant to provide information and it was a clear and a loud request from the public. Consensus was to remove the header of slide 10 and replace it with “Areas for school board to consider in meeting the recommended budget of \$12,598,674 and increase the font. Superintendent confirmed once the budget is approved it needs to be submitted to the DOE. The budget will have line reductions; we can make transfers but will have to produce a line item budget showing areas of reduction. Transfers over \$5,000 are approved by the School Board and are a public document. Discussion continued regarding the slides referring to reductions. Superintendent spoke that there had always been a defined line item but because of the timing we didn’t get a chance to do it; we have timelines and deadlines and went passed them. That is why we have things completed based on the timeline and the process didn’t avail itself. Chairman Dailey voiced the voters are the ones who make the decision and he thinks the more information we can get out there the better as long as we clarify (if you vote the budget we recommend), we are not saying these are the things that will be cut, we are saying these are potential areas we could look at, because it is out there and the public requested it many times.

170  
171 *A MOTION was made by Mr. Ballou and SECONDED by Mr. LoVerme to accept the slides as amended by*  
172 *Superintendent Lane.*  
173 *Voting: six ayes; one nay from Mr. Vanderhoof, motion carried.*  
174

175 Superintendent noted one thing left out in the things to consider is adjusting the CPI index to lower utility increases  
176 (approximately \$20,000) and asked if anyone was opposed to adding that to slide 10. No objection was heard. It  
177 was confirmed there are no handouts except the annual report. A slide was not added to show the Capital  
178 Improvement Plan because of the small print. It is in the annual report on page 40. Chairman Dailey requests  
179 members arrive to district meeting a half hour early.  
180

## 181 **IX. ACTION ITEMS**

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

183 *A MOTION was made by Ms. LeBlanc and SECONDED by Ms. Lemire to approve the minutes of February 19,*  
184 *2019 as amended.*

185 *Voting: all aye; motion carried unanimously.*  
186

### 187 **b. Policies-1<sup>st</sup> Reading**

#### 188 **i. EB-Safety Program**

189 Mr. Ballou reviewed that this is the first reading of these policies. Changes to some of the policies were  
190 recommended by the Joint Loss Management Committee. He reviewed changes in red to policy EB. He pointed out  
191 a sign off sheet for acknowledgement of the safety plan will be signed by employees and placed in their personnel  
192 file. This policy will be brought back for a second reading.

#### 193 **ii. EBBB-Accident Report**

194 Mr. Ballou reviewed this policy had a lot of language changes for clarification on accident reports. The reports are  
195 being reviewed by the Joint Loss Management Committee instead of the Principal. This policy will be brought back  
196 for a second reading.

#### 197 **iii. GBEBA-Staff Dress Code**

198 Mr. Ballou reviewed the focus of jeans in this policy has been removed; more general language has been used.  
199 Themed clothing may be worn with the Superintendent's approval (example Pajama Day, or St. Patrick's Day or for  
200 fund raising). Chairman Dailey questioned if the members are comfortable that this policy covers "Jeans Friday".  
201 No objection was heard. Superintendent confirms for fund raising, the request needs to be in writing to him, include  
202 the purpose, who keeps the funds and how can we have an accounting of it. This policy will be brought for a second  
203 reading.

#### 204 **iv. BZZZ-School Board Member Stipends**

205 Mr. Ballou reported a stipend policy was created as requested by the Board and the committee feels this addresses  
206 the concerns. Superintendent confirmed the stipends would be paid out in the first pay period of March and the  
207 form is requested in advance because it is easier for the business office to have it earlier in September. Mr.  
208 Vanderhoof noted it seems odd that we wouldn't make sure each member would sign it and would just assume if  
209 you don't sign it you don't want to the stipend. He is in favor of having a signature for each member. This policy  
210 will be brought back for a second reading.  
211

## 212 **X. COMMITTEE REPORTS**

### 213 **i. Policy Committee**

214 Mr. Ballou reported the committee discussed the policies brought this evening. The February 12 meeting was  
215 moved to February 20 due to the weather. The next meeting will be determined by the next Board.  
216

## 217 **XI. RESIGNATIONS / APPOINTMENTS / LEAVES**

218 Superintendent reiterated a long term substitute, Mrs. Farina is coming in for Ms. Hawkes (2<sup>nd</sup> grade).  
219

## 220 **XII. PUBLIC COMMENTS**

221 Ms. Becky Sours, resident, informed the group that there is a "Destination Imagination" competition on March 16 in  
222 Swanzey. There are 3 elementary teams this year. Girl Scouts will be selling cookies at the district meeting.  
223

224 Mr. Matthew Black, resident, questioned if the Board and Budget Committee were more polarized than usual. "It  
225 seemed the process was a bit different than before regarding voting with a prepared line item or not". Chairman  
226 Dailey responded, yes, we had some time constraints. Normally we would have a line item that met what we are  
227 recommending. He believes it took more time due to the split votes. The timing of the process created some of the

confusion and doesn't believe we had ever gone through the process of looking through reductions to meet the SAU budget. It may be discussed but not a published document but this was done at the public's request. Mr. Black questioned if the different process would be discussed at district meeting. Chairman Dailey would be shocked if someone didn't ask the question. Mr. Ballou added perhaps it could be explained that it was a bit unusual this year and is why it's being presented the way it is. Chairman Dailey commented it is important people attend and vote; there are about 4,000 registered voters between the two towns.

Ms. Tiffany Cloutier-Cabral, resident, spoke regarding transparency being important and she is happy the Board is clear and distributing the information. The more you can in as many ways you can especially at district meeting; that's when people come and vote.

Ms. Lisa Post, resident, questioned Chairman Dailey if he will talk about the potential reductions from retirements as areas of savings. "I think it's important that there are other areas that can be found. It will be more of a savings and not a reduction. Also when the bond comes off that is not savings, that belongs to the tax payers; to say we will we will have a savings is not correct." She notes it's not a reduction either as it's not going to be in the budget. Chairman Dailey responded, it's a reduction on next year's budget. Some of that money is allocated in the Capital Improvement Plan for improvements going forward to make up for what we have been cutting all along. Ms. Post commented it is not in the operating budget, that is a separate warrant article. Chairman Dailey agreed but notes you are taxed on everything.

Ms. Kelly Gibson, resident, thanked the Board for acknowledging the importance of having Narcan. She comments it is probably more prevalent than you are aware of. "It is easy for a child to bring "a bag in" and affect another child in the building and having that available is important; it's a good decision and nice to see you all agree". Chairman Dailey responded that like vaping, it is part of a broader discussion. Ms. Gibson added she knows the focus is on vaping but encourages them to go beyond vaping as it is far greater than vaping.

### **XIII. SCHOOL BOARD MEMBER COMMENTS**

Mr. Legere thanked the public for coming.

Mr. Ballou thanked the public and hopes to see them at district meeting.

Ms. LeBlanc hopes the public will continue to attend after district meeting.

Mr. LoVerme apologized for being late.

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

*A MOTION was made by Mr. LoVerme and SECONDED by Ms. Lemire to enter Non-Public Session to discuss student and personnel matters RSA 91-A: 3 II (A) (C) at 8:35pm.*

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

*A MOTION was made by Mr. Ballou and SECONDED by Ms. Lemire to approve the parent request.*

*Voting: all aye; motion carried unanimously.*

*A MOTION was made by Mr. Ballou and SECONDED by Ms. Lemire to leave the non-public session at 8:57 p.m.*

*Voting: all aye; motion carried unanimously.*

### **RETURN TO PUBLIC SESSION**

The Board entered public session at 8:57pm.

*A MOTION was made by Mr. LoVerme and SECONDED by Mr. Legere to seal the minutes of this non-public session.*

*Voting: all aye; motion carried unanimously.*

### **XV. ADJOURNMENT**

*A MOTION was made by Mr. Ballou SECONDED by Ms. Fisk to adjourn the Board meeting at 8:57pm.*

*Voting: all aye; motion carried unanimously.*

*Respectfully submitted,*

*Kristina Fowler*

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

192 Forest Road Lyndeborough, NH 03082  
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

TO: The WLC School Board  
FROM: Bryan Lane  
DATE: 3/12/19  
RE: Request to release funds from the Educating Educationally Disabled Children Capital Reserve

During the current school year, we have had four additional students enter the RISE program. These are children who live in the community that have turned three years old and are eligible for services. There is no way for us to anticipate this cost as we budget 10 months prior to the beginning of the school year.

The cost for the additional ABA Therapists include the following:

Salary	\$112,195
FICA	\$ 8,582
NHRS	\$ 12,678
Total	\$133.455

The RISE program does create a cost savings of approximately \$49,000 per student. While the cost of the program increases that also increases the savings realized by the district.

There is not enough of a potential fund balance to accommodate these required expenditures.

I am recommending the following motion which will allow the Trustee of the Trust fund to release funds from the "Educating Educationally Disabled Children Capital Reserve".

"Recommend that the WLC School Board approve the release of \$125,000 from the Educating Educationally Disabled Children Capital Reserve, at this time, to accommodate for the increased cost to serve additional students in the RISE program."

## **BZZZ – SCHOOL BOARD MEMBER STIPENDS**

Wilton-Lyndeborough Cooperative School Board members will be eligible for an annual stipend of \$100.00. The purpose of the stipend is to reimburse board members for any expenses related to performing the functions a board member.

At the first board meeting in September, all board members will receive a “School Board Member Stipend Form”. Board member will be asked as to whether or not they wish to receive the stipend. This form needs to be returned to the Business Administrator no later than October 1 of each year whether the board member chooses to receive the stipend or not. If a board member chooses to receive the stipend, they will receive a W-4 form for tax purposes. The W-4 Form will only need to be filled out once during the continuous service of a school board member. The stipend will be paid out in the first pay period of March.

If a board member does not return the Board Member Stipend Form by October 1, the Business Administrator will assume that the board member is choosing not to accept the annual stipend.

***First Reading:*** March 5, 2019

***Second Reading:***

***Final Adoption:***

## EB - SAFETY PROGRAM

The Superintendent will cause the formation of the Joint Loss Management Committee as required by RSA 281-A:64, III., ~~and a Crisis Management Plan that conforms to the national Incident Command System.~~

The practice of safety shall also be considered a facet of the instructional plan of the Wilton-Lyndeborough Cooperative School District schools by incorporating educational programs in traffic and pedestrian safety, driver education, fire prevention, emergency procedures, and others, appropriately geared to students at different grade levels.

~~Each school will reference the district safety plan as approved by the Joint Loss Management Committee.~~ Each Principal shall be responsible for the supervision and implementation of a safety program for his/her school. General areas of emphasis shall include, but not be limited to: in-service training; accident recordkeeping; plant inspection; driver and vehicle safety programs; fire prevention; catastrophe planning; and emergency procedures and traffic safety problems relevant to students and employees. The principal shall be responsible for developing student safety procedures to be used on school busses, school grounds (including playgrounds), during authorized school activities (such as field trips), within school building(s) (including classrooms and laboratories), off school grounds during school sanctioned activities (including, but not limited to, work-based learning and internships), and in the use of online resources.

~~Each employee will have a copy of the district safety plan and will be asked to sign an acknowledgement form. This signed acknowledgement form will be filed in their personnel folder for reference.~~ The safety plan will be on file in each district building and in the SAU office.

### Legal References:

*RSA 200:40, Emergency Care*

*RSA 281-A:64, III, Worker's Compensation, Safety Provisions; Administrative Penalty*

*NH Code of Administrative Rules, Section Ed 306.04(a)(2), School Safety*

*NH Code of Administrative Rules, Section Ed 306.04(d), School Safety Procedures*

**First Reading: May 11, 2010**

**Second Reading: June 2, 2010**

**Final Adoption: June 2, 2010**

**Reviewed: March 5, 2019**



## EBBB - ACCIDENT REPORTS

In the event of an accident on school grounds, the school district employee who witnessed or first responded to the accident must fill out an accident form within 24 hours of the accident. Such form then be filed with the Principal.

The forms are included as exhibits in the District Safety Plan adopted by the Joint Loss Management Committee. Once the applicable form is completed and approved by the Principal, it is sent to the SAU/Business Office. It will then be filed with the insurance company.

~~If the accident involves the services of a physician and/or is likely to result in an insurance claim, two accident reports are to be prepared: one copy filed at the school office and one copy given to the District's insurance agent. If the incident is not one involving a physician and is unlikely to be an insurance case, it will be sufficient to prepare one copy to be filed at the school.~~

The procedures for accidents and accident reporting are to be reviewed annually by the Joint Loss Management Committee. ~~in September by the Principal in association with school district staff of each school.~~

### Note

~~NHSBA previously categorized this policy as Mandatory/Required by Law, Category P. Upon further research, it is not required by law. NHSBA still recommends you keep this policy in place.~~

### Legal References:

*RSA 200, Health and Sanitation*

*N.H. Code of Administrative Rules, Section Ed 306.12, School Health Services*

*N.H. Code of Administrative Rules, Section Ed 311, School Health Services*

***First Reading: September 14, 2010***

***Second Reading: October 12, 2010***

***Final Adoption: October 12, 2010***

***Reviewed: March 5, 2019***

## **GBEBA - STAFF DRESS CODE**

Professional dress in the classroom and workplace will promote a more positive learning environment, allow teachers to serve as role models for students, and promote respect for our professional staff. ~~Unprofessional dress will distract students or colleagues from their school-day responsibilities.~~ Therefore, it is expected that a staff member of the WLC School District shall dress professionally (business casual).

The Board retains the authority to specify the following dress and grooming guidelines for staff, within law, that will prevent such matters from having an adverse impact on the educational process. All staff members shall, when assigned to district duty:

- A. Be physically clean, neat and well groomed;
- B. Dress in a manner reflecting their assignments;
- C. Dress in a manner that does not cause damage to district property;
- D. Dress and be groomed in such a way so as not to cause a health or safety hazard.

Staff members may not wear the following attire: blue jeans, sweat suits, sneakers, flip flops, t-shirts, tank tops and shorts. Notwithstanding these prohibited items, the Board recognizes that the nature of certain teaching assignments (i.e. Industrial Arts, Art, Physical Education, field trips, etc.) may require exceptions to the above policy and will be dealt with on an individual basis.

***Staff may wear themed clothing on days that are designated for school spirit or fund raising as approved by the Superintendent of schools.***

If a staff member feels that an exception to this policy would enable him/her to carry out assigned duties more effectively, a request shall be made to the chief school administrator.

***First Reading: September 14, 2010***

***Second Reading: October 12, 2010***

***Final Adoption: October 12, 2010***

***Reviewed: October 28, 2014, November 18, 2014***

***Revised: November 18, 2014***

***Reviewed: March 5, 2019***

*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

TO: Lise Tucker  
FROM: Bryan Lane  
DATE: March 12, 2019  
RE: Resignation

In accordance with Wilton-Lyndeborough Cooperative School District policy GCQC, this correspondence is to confirm the receipt of your resignation dated March 8, 2019. In your resignation letter you indicate that your last day of employment will be April 19, 2019. I thank you for your service to the children and communities of Lyndeborough and Wilton.

CC: School Board  
Personnel File

*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

TO: Robert Deignan  
FROM: Bryan Lane  
DATE: March 12, 2019  
RE: Resignation

In accordance with Wilton-Lyndeborough Cooperative School District policy GCQC, this correspondence is to confirm the receipt of your resignation dated March 8, 2019. In your resignation letter you indicate that your last day of employment will be June 30, 2019. I thank you for your service to the children and communities of Lyndeborough and Wilton.

CC: School Board  
Personnel File

**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: 3/13/19  
RE: 2019-20 Budget

In order to turn in the MS -27 report to the Department of Education on time, March 29, the board will need to sign the MS-27 at this board meeting. The district is required to submit a line item budget reflective of the approved budget for 2019-20 of \$12,679,674 to the DOE. This would require the creation of line item budget reflecting the \$82,289 in reductions from the budget proposed by the SAU.

The lines listed below are strong recommendations but if there is a need to create budget transfers to meet the needs of the district we can do that through the budget transfer process.

Lines to reduce

There are three teachers who have indicated that on April 1, they will confirm their retirement officially but have chosen not to announce until that time. Below will include one of the three retirements.

Teacher salaries- Replacing teachers at a salary of Master's Step 9- \$51,000

	Budgeted Salary	Recommended reduction
Hiring a new MS math teacher	\$ 53,000	\$ 1,500
Hiring a new MS science teacher	\$ 65,500	\$ 14,500
Replacing a retiring teacher	\$ 75,471	\$ 24,471
FICA		\$ 3,521
NHRS		<u>\$ 4,735</u>
Reduction of salaries and benefits		\$ 48,727

The CPI and consumption figures for utilities were the factors that generated the predicted increase in utility costs. Board members have produced more current CPI information that would create a smaller increase to the budget. Considering the new information, if we reduced the projected increases by 25% the reductions for electricity and oil are listed below.

	Budgeted increase	Recommended reduction
Electricity	\$27,878	\$ 6,964
Oil	\$35,380	<u>\$ 8,845</u>
Reduction of utilities		\$15,809

	Recommended reduction
Other	
Eliminate request for athletic trainer	\$ 8,000
Eliminate request for replacement of FRES stage curtain	\$ 8,000
Reduce furniture replacement at WLC	<u>\$ 1,753</u>
Reduction of other	\$ 17,753

Salaries and benefits	\$ 48,727
Utilities	\$ 15,809
Other	<u>\$ 17,753</u>

Grand Total      \$82,289