

**WILTON-LYNDEBOROUGH COOPERATIVE  
SCHOOL BOARD MEETING  
Tuesday, June 25, 2019  
Lyndeborough Central School-Multipurpose Room  
6:30 p.m.**

Present: *Matt Ballou, Joyce Fisk, Carol LeBlanc, Jonathan Vanderhoof, Alex LoVerme, Tiffany Cloutier-Cabral and John Clark*

*Superintendent Bryan Lane and Clerk Kristina Fowler*

**I. CALL TO ORDER**

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

**II. ADJUSTMENTS TO THE AGENDA**

Second public comment to be added and Superintendent has an additional nomination for a computer science teacher.

*A MOTION was made by Mr. Vanderhoof and SECONDED by Ms. Cloutier-Cabral to accept the adjustments to the agenda.*

*Voting: all aye; motion carried unanimously.*

**III. PUBLIC COMMENTS**

There were no public comments to report.

**IV. BOARD CORRESPONDENCE**

**a. Reports**

**i. Superintendent's Report**

Superintendent provided an overview of his report including working on closing purchase orders and budget with Ms. Jen Burk, Interim Business Administrator and Mary Anne LaBrie, Finance Assistant. He reports there will not be a large fund balance but believes there will be some. He thanked Ms. Burk, Ms. LaBrie, Ms. Baker (new business administrator) and the building staff. Ms. Baker has started on Monday and Ms. Burk is finishing up this week. He is requesting appointment of a HS math teacher and computer science teacher. He made an offer to a SPED case manager however the candidate received an offer in Massachusetts which we cannot compete with; it would be a violation of the CBA. Mr. O'Connell is looking through the remaining applicants and will have another candidate to him ASAP. This is the remaining teacher position. He has provided additional data with a breakdown of assessments. Summer school is starting in July with more than 50 students participating. Programs will be at WLC, FRES and LCS. Six new teachers met with Dr. Heon today to work on curriculum. He has accepted reappointment to the tennis committee as chairman. There will be one meeting in February, May and June and a chairman meeting not yet scheduled. He runs the state tournaments; it is not a big time commitment. He has done this for 6 years and prior to that he was the chairman of the soccer committee. He is on vacation the week of July 15 but available if needed.

Mr. Vanderhoof questioned how long the SPED case manager position was posted. Superintendent responded it has been posted twice and has 17 applicants. Of those applicants, 6 were not SPED certified and 4 have had paraprofessional experience only and there are others who applied that are not qualified. We reached out to one person to apply but they chose not to. When asked he reports we may take the posting down when we have an active good pool of applicants.

Chairman Ballou noted that we are fortunate to have the incoming and outgoing business administrators working together as this is not usually the case.

**b. Letters/Information**

**i. Enrollment**

Superintendent reports this enrollment shows a level of consistency within the community. Typically, you will see a number who withdraw in June and enrollments happening in September. Kindergarten registrations at this time last

year were 43 (current is 37) and there is still a possibility of more registrations over the summer. We should see an increase of 6 students naturally in the district.

Superintendent noted if the budget from the legislature goes through, the district will see an increase in per pupil adequacy numbers. It would appear at this point; the Governor intends to veto it but it is not known where it will go at this time.

Superintendent reported there was a large sum of money that was not spent for special education in the state. Our district spent all but \$2. This was over 7-8 years and there was no mechanism to give it back to the state. We will receive between \$32,000 and \$36,000 of the unspent funds which are unanticipated for special education and comes through the IDEA grant. The funds are available now. Once the proposal is written (grant activities), it goes to the state for acceptance and if accepted we pay the bill for services provided, submit the bill and the state reimburses us.

#### **ii. NHSBA School Funding**

Superintendent provided a document from NHSBA regarding school funding due to a citizen asking questions regarding this.

#### **iii. Assessments Follow-Up**

Superintendent provided data and discussion was had regarding assessments with an additional document provided showing an additional 3 years. It was noted it feels like “moving a goal post” due to the assessments changing. Concern was raised that yes the method of taking the test has changed but this is not a good reason for what the data shows. Mr. Vanderhoof notes he felt depressed looking at the first document. The current grade 8, when they were in the 3<sup>rd</sup> grade, were the strongest and to see the progression that took place over time is sad. He notes some improvement in the last 2 years but it is depressing. Chairman Ballou disagrees with some of this as the assessments are evaluating students in different ways; it is hard to compare. He has been looking at these for the past 12 years and there are differences in the tests and cannot see trends as there are 3 different variables. Mr. LoVerme comments the document needs some sort of explanation. Superintendent spoke to the concern and is also disappointed. He notes some did struggle with the change in format to the computer generated test in the first year but students have Chromebooks now and that is not a reason for not performing well. Math in grades 3 and 4 is based on addition, subtraction, multiplication and division. Grade 8 is more word problems and they have to think independently. There have been some staffing changes that may be beneficial to the long term scenario. Will the change in the math curriculum be able to make a difference? What we are doing with reading now is really good but doesn’t focus on what the test asks. Our students are reading all the time but reading fiction and a third of the test is about nonfiction. If we can come up with some science based literature, we can get the technical reading in, have a different way to analyze things and can get some science in. A question was raised how can we better prepare students for what they are testing for. Superintendent responds, Principal O’Connell will present a strategy and will bring forward what they are doing. Regarding MS, a number of top performing students left before the 6<sup>th</sup> grade. We have changed the program and hope to retain students. We need to make changes and tell you what the changes are. We are in the midst of changing things in particular with students that have built up bad habits. A question was raised if the staff had seen these documents. Superintendent intends to share it with them and tell them there is a sense of urgency; we need to come up with strategies. Discussion was had regarding being tested on the things teachers have been teaching. The state test like this one, students may be tested on something they didn’t teach and would it be wise to teach not to the test but to create a level of individual ability to work through a problem they have not seen before. Superintendent responded WLC started this and now is implementing and honing it. The other part of the current test is the DOE chose not to give any example questions out to anyone and this year we only know because we took the test; nothing was given out. It was asked if the students are being challenged enough; are we giving them enough information without walking them through it. Superintendent responded there was not a consistent level saying this is what you should do but that is what Dr. Heon is doing. Yes, there is a strategy and yes its coming. Within the teachers work day itself, there is not a lot of time to do it; summer is a good time and we just started doing summer work last summer. It was requested that feedback be given on the process. Superintendent responds that Principals will present to the Board (not in Board Report) on a quarterly basis.

A question was raised if the Board wanted to take any action regarding the school funding/ state budget (NHSBA document). Chairman Ballou responded that it is up to each individual person (not the School Board).

### **V. CONSENT AGENDA**

There was no consent agenda to report.

### **VI. ACTION ITEMS**

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

114 *A MOTION was made by Mr. Vanderhoof and SECONDED by Ms. Fisk to approve the minutes of June 11, 2019 as*  
115 *amended.*

116 *Voting: six ayes; one abstention from Mr. Clark, motion carried.*  
117

118 **VII. DEDICATION DISCUSSION**

119 Ms. LeBlanc spoke regarding naming the field after Mr. Denny Claire, a longtime coach at WLC however the fields  
120 are already named Abbot Field (obligation of land settlement agreement in 1978). Discussion was had regarding this  
121 and naming the dugout; this is also already named. Discussion was had regarding what could be named (examples  
122 roads/backstop or a plaque) and if the Board wanted to pursue this. It was noted teachers had similar discussions  
123 regarding Mr. Dave Finch who just retired from WLC (taught physical education in district 38 years). It was noted  
124 these are special cases; these individuals served the community continuously for many years and it is not likely to see  
125 this again. It is the consensus of the Board to have 4 seniors who just graduated come up with something for a  
126 recognition plaque for Mr. Claire and bring back to the Board. There was no objection to include Mr. Finch.  
127

128 **VIII. COMMITTEE REPORTS**

129 **i. Food Service Committee**

130 Mr. LoVerme reported Ms. Deb Roske is the Food Service Director and was introduced to the committee. She spoke  
131 to the committee about her expectations and training; staff will be cross trained for all buildings. The group discussed  
132 a 5-week cycle menu but would need the help of a committee member who has experience with it to get started.  
133 Inspections were discussed, FRES was outstanding, last year WLC was not. Discussion of a prior gas smell at FRES  
134 which is believed to come from the stove; suggestion was made to sell it and get an electric. Ms. Roske will be  
135 doing inventory on all the left over product. She will be doing all the ordering for each building. Deficit was  
136 discussed; money owed is \$14,000 approximately. Price increase next year to \$3. Discussion by the Board was had  
137 regarding what the plan is for this committee. Mr. LoVerme indicated they want to work with Ms. Roske and provide  
138 support and the committee wants to keep a pulse on food service. Ms. Roske will be replaced as the kitchen manager  
139 at FRES; ad is out with a couple applicants to date. Superintendent added the consensus of the committee was to  
140 allow Ms. Roske to come back to the committee with goals. Once the school year gets started a month or two to get  
141 thing started to determine what was positive and negative and to reach out for assistance to Ms. Baker or the  
142 Superintendent. The committee can look objectively and give guidance and support. Ms. Roske will have a  
143 demonstration on some software. She plans on having food tastings with the students. Food will be cooked at WLC  
144 and brought to LCS. The committee has toured all of the kitchens. Superintendent notes the goal is to break even for  
145 next year and there is incentive to do this. Mr. LoVerme suggested Ms. Roske share what her plans and goals are for  
146 the month and the following month they can review if she reached them. Superintendent suggested the committee  
147 meet monthly or quarterly. Chairman Ballou requested Mr. LoVerme provide bullets for the next meeting regarding  
148 the goals so that the Board has an idea.  
149

150 **ii. Strategic Planning Committee**

151 Ms. Cloutier-Cabral reported the committee went over all the issues the Board talked about and the priorities.  
152 Regarding social media and communication, the committee discussed polling the community to get details on what  
153 they would like to see from us; how they want to receive communication. They discussed behavior management and  
154 would like to hear from teachers to obtain their insight; what they need and if we can build this in-house. They will  
155 survey the school counselors as well. Discussed research management protocol vs. outside, structured learning type  
156 system, what are the trends and biggest issues. Spoke of successful teachers providing feedback on what is working  
157 in those types of situations. Research cost, associated risk and obtain feedback from Primex and town offices and are  
158 there any grants available. Ms. LeBlanc added we prioritized all we discussed and some decided we would not  
159 include them. A question was raised if these were the items the Board passed down, Ms. Cloutier-Cabral confirmed  
160 yes. They discussed the resource officer and the possibility that it may be beneficial for the town to have another  
161 officer in the summer due to more activity with the "horseshoe". The committee discussed the school administrative  
162 structure and building utilization/SAU configuration/adding towns and decided it was not much of an issue and  
163 would not be looked into at this time. The committee plans to meet again sometime in August; no date has been set.  
164

165 **IX. RESIGNATIONS/APPOINTMENTS LEAVES**

- 166 • **Appointment-Bill Comerford-WLC Math**
- 167 • **Appointment-Andrew Tyler-WLC Computer Science**

168 Superintendent reviewed his recommendations for appointments. Both positions are in the area of critical need.

169 *A MOTION was made by Mr. LoVerme and SECONDED by Ms. LeBlanc to accept the recommendation and*  
170 *appoint Mr. William (Bill) Comerford as HS math teacher.*  
171 *Voting: all aye; motion carried unanimously.*

172  
173 *A MOTION was made by Mr. LoVerme and SECONDED by Ms. LeBlanc to accept the recommendation and*  
174 *appoint Mr. Andrew Tyler, computer science teacher.*  
175 *Voting: all aye; motion carried unanimously.*

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177 **X. SCHOOL BOARD MEMBER COMMENTS**

178 Chairman Ballou has vacation next week and will check email once at the end of the day.

179  
180 Mr. Vanderhoof spoke regarding the “dedication discussion” item on the agenda and notes sometimes things pop up  
181 and there is no supporting paperwork. He notes it would be good to know what it is about as opposed to just walking  
182 in and then finding out.

183  
184 **XI. PUBLIC COMMENTS**

185 There was no public comment to report.

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

188 *A MOTION was made by Mr. LoVerme and SECONDED by Ms. Fisk to enter Non-Public Session to discuss*  
189 *negotiation matters RSA 91-A: 3 II (A) (C) at 7:35pm.*

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

191  
192 *A MOTION was made by Mr. LoVerme and SECONDED by Ms. Fisk to exit the non-public session.*

193 *Voting: all aye; motion carried unanimously.*

194  
195 **RETURN TO PUBLIC SESSION**

196 The Board entered public session at 8:05pm.

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

200 *Voting: all aye; motion carried unanimously.*

201  
202 **XIII. ADJOURNMENT**

203 *A MOTION was made by Mr. LoVerme and SECONDED by Ms. Fisk to adjourn the Board meeting at 8:05pm.*

204 *Voting: all aye; motion carried unanimously.*

205  
206 *Respectfully submitted,*

207 *Kristina Fowler*

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