

**WILTON-LYNDEBOROUGH COOPERATIVE
SCHOOL BOARD MEETING AND JOINT BUDGET COMMITTEE SESSION
Tuesday, November 13, 2018
Wilton-Lyndeborough Cooperative M/H School-Media Room
6:30 p.m.**

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

*Superintendent Bryan Lane, Director of Student Support Services Betty Moore, Principals Brian Bagley, 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

Mr. O'Connell honored two students as students of the month from FRES with one student present.

III. ADJUSTMENTS TO THE AGENDA

Superintendent Lane informed members an updated facilities budget and summary sheet have been provided.
There were no adjustments to the agenda.

IV. PUBLIC COMMENTS

There were no public comments to report.

V. BOARD CORRESPONDENCE

a. Reports

i. Superintendent's Report

Superintendent Lane provided an overview of his report which included doing a great deal of work on the budget. Schoolcare rates were expected to come in at a 5% increase instead coming in at a 5.1%; decrease equating to approximately \$60,000-\$65,000. There is an overall rate increase from NH Retirement System. Written explanation is provided for the tax rate increase in Lyndeborough (addressed during Budget Committee session). He's had collaborative meetings with WLCTA representatives regarding modified rubrics for the teacher evaluation system. He's been talking with the DRA to ensure we are timely with reports; a calendar to follow. He attended the boys and girls soccer playoff games. He is scheduled to attend the Southwest Superintendents meeting on Friday. Mr. Vanderhoof questioned if the meetings are structured and what happens at those meetings. Superintendent Lane provided an overview of a typical meeting which includes liaisons from the DOE, NHSBA and School Administrative Association. The meetings are structured with an agenda which he will share. Updates on State pieces, legislative updates and speakers such as a representative from Keene State College providing information regarding professional development available to staff (which he reports out). The Superintendents also report out on issues in their district or ask questions and can bounce ideas off each other. It ends around noon and he reports back to the office.

ii. Business Administrator's Report

Superintendent Lane provided an overview in Ms. Tucker's absence. She had provided a copy of the October food service flyer. The Joint Loss Management Committee met and there have been 4 staff claims since April. She has attended a Schoolcare meeting where they discussed the rates for next year. The Facilities Committee was scheduled to do a walkthrough this evening of the fields but that was postponed due to weather. He asked if there are specific questions, he can forward them to Ms. Tucker and she will respond to all the members. Mr. Vanderhoof noted 4 staff claims seems to be a lot since April. Superintendent responded, a claim can be anything from a cut or a fall and he can find out what they were and share that. Mr. Vanderhoof asked if that is a typical number, Superintendent responded it is not unusual, you would have to look at each incident to determine a reason for the incident.

iii. Principals' Reports

Principal Bagley reviewed his report. The National Honor Society inducted 10 new members. The HS and MS are forming teams for the Science Olympiad Club with 15 committed for HS and 17 for MS. The HS team will be

competing with other schools from the State on March 23 at St. Anselm College. There was a pumpkin carving contest on October 31, organized by Ms. Kovaliv. Congratulations to Ms. Nolin's class who won a pizza party. A student has been working as an intern with Get-Out-The Vote. Some of the responsibilities included voter outreach and volunteer recruitment. He provided an athletic report. The fall soccer season is over, results include boys varsity 8-8-2, lost to Sunapee in quarterfinals, girls varsity 10-7-1, lost to Newmarket in the quarterfinals, boys MS 7-4-1, lost to Candia in the quarterfinals, girls MS 1-9-2; they showed great sportsmanship and lost to Epping in the preliminary round.

Principal O'Connell provided an overview of his report. On the early release day teachers worked with the math consultant focusing on math word problems and new fact fluency. FRES is offering Morning Math Lab which takes place before school for grades 3, 4, 5 to enforce skills and enrichment in math. Some of the math applications they are using are Xtra Math, IXL and Prodigy Math. W.I.N. (What I Need) tutors, Ms. Dame and Ms. Swanson facilitate this opportunity for students. Ms. Barker, music teacher organized a Veterans Day Ceremony with speaking parts and songs celebrating all vets, with 38 in attendance. Parent/teacher conferences are this week and staff is meeting with parents talking about student progress. The W.I.N. Program is holding quarterly IMPACT meetings this week with teachers reviewing student benchmark assessment data to evaluate and measure individual student progress. Other events this month include the annual turkey trot, book fair and food drive support the Wilton Open Cupboard Pantry.

iv. Curriculum Coordinator's Report

Ms. Heon reviewed her report and notes the teachers are working hard. They focused on math during the early release and are seeing some good results from students and hopefully continuing next month with data analysis. She spoke to the MS math teachers and gave a compilation of MS students doing math intervention and enrichment. They are working on math 4 days a week and beginning to realize its making a difference not only with gaps but in regular curriculum instruction. The interim state assessments will be done the end of this month and in February; this give us an idea of how students are progressing. The state test is adaptive, for example if they get three wrong, some questions get easier, the interims do not do this. It gives some data on the 4 math areas being tested. The rest of WLC is working on writing curriculum units and giving thought to what the desired results are. She attended the State Accountability Task Force meeting which crosses several areas that we are not reporting to the State on including the college and career readiness activities our students participate in. Starting next year each student that attains two on the list will give us credit. We are trying to provide more opportunities in AP, and also will implement a dual enrollment course with Nashua Community College in applied math. Hopefully they will get college credit for that course. She notes, we hope to provide a computer science course in the next year or two; students can do AP or dual enrollment. They are looking for more career opportunities, some students go to Mascenic or Milford and depending on the course, they can obtain a certificate. We want to encourage those who are interested and see where else we may be able to offer those opportunities. Next month they will have STAR information. She reports spending a long time talking with the company and they told her they need to do a new linkage with the state test and require two years of data which would be after this spring and will take a year-year in half to complete the study and align the cut scores. They were fairly confident the cut scores would be fairly similar. Scores will continue to be monitored but last month felt they were more in line with the state scores. Responding to Ms. LeBlanc, she said they really don't have a sense if the State will lower the standards but will keep you informed. She spoke of having information on the addition of a computer science course as an offering and perhaps a requirement. Currently there is no one to teach computer science. We are adding to our program of studies, coding/programming, and have begun some coding with teacher, Mr. Petrimoulx. This will be primarily individualized and Mr. Petrimoulx will go to additional training this summer. It was also noted that a civics piece has been added this year and the State is asking for more and more information to be provided through a digital system called I4See. Discussion has been had regarding the State taking on PowerSchool and if that happens, Superintendent Lane noted, this would put us in good shape as we already use it.

VI. CONSENT AGENDA

There was no consent agenda to report.

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

Present: Leslie Browne, Christine Tiedemann, Kevin Boette, Dennis Golding, Jennifer Bernet, Lisa Post, Edwina Hastings

The committee is already in session as they met prior.

a. FY 2019-2020 Budget

i. Special Education

Superintendent Lane provided an overview of the special education (SPED) budget. The proposed budget is \$1041,899 including grants, with \$918,962 being requested from the general fund. Overall the reduction is \$16,339 from the current budget with \$47,100 of that being in transportation which reflects a change in student placement allowing for consolidation of routes. Some of the increases include tuition of \$11,398, and contracted services for school psychologist of \$20,300 are due to the increased need. These are IEP (individual education plan) driven. Tuition can fluctuate depending on who moves in or out. He spoke of a potential \$50,000 expense due a potential out of district placement which is unknown at this time and likely not known until spring. There is however the SPED capital reserve which could fund this scenario. He confirmed if this out of district placement didn't happen, the \$50,000 would not be expended unless we had a student move in and needed to be used for this purpose (which can happen at any time). He also spoke of a student who is aging out and that expense is budgeted until October only. A brief discussion was had regarding transfers and he confirmed the School Board is the only body that could make a transfer such as this. There is one transfer this evening for this FY; transfers are part of the board packet (to/from with explanation). Superintendent Lane noted in transportation, we have been able to reduce a route and continue to look for ways to be cost effective; other districts are increasing in SPED and ours is decreasing. Responding to Ms. Lemire regarding IDEA funds, he confirmed this is not a guarantee of funds but a prediction. This will be discussed during the revenue session and will show a reduction in IDEA funds; we usually budget for a slight reduction as we expect this. Ms. Browne questioned how much is in the SPED fund (capital reserve) and Ms. Moore replied about \$250,000. Superintendent added to his knowledge, this fund has not been used and no additional funds have been added to it. Ms. Moore confirmed the increases in contracted services are all IEP driven. Mr. Vanderhoof spoke of the Superintendent previously saying that there would be savings with the addition of full day kindergarten due to (potentially) being less of a need. Superintendent confirmed he does believe this is going to happen but with only 4 months of data he doesn't have enough to reduce the expense at this time. It is his full intention to report data to the Board and reiterated over time he believe the reduction would happen. Ms. Moore confirmed the room dividers are for FRES and HS. She also confirmed the need for additional books and curriculum materials for the Functional Life Skills Program to accommodate students transitioning from FRES to MS. Superintendent reviewed the cost for the RISE program vs. the cost of New England Center for Children as the cost effectiveness of this was raised previously. Overall cost for New England Center for Children is \$1,555,385 vs. RISE program \$962,725, savings of \$592,661. The Superintendent confirmed students are enrolled in the RISE program through an IEP.

ii. Facilities

Superintendent Lane reviewed the updated facilities summary which was provided, the areas for increase are primarily around repairs and maintenance with a slight increase in administrative costs. Repairs and maintenance increases overall are \$32,797 which include replacing the stage curtain at FRES \$8,000, replace bathroom stall partitions at WLC \$12,000 (12 stalls), Install rubber stair treads at MS, install ADA signs at WLC \$6,057, and preventative maintenance \$1,880. Regarding utilities, using the information we get from our sources, this is what we are expecting for utility increases; overall 61% increase. One reason is for the increase is we under anticipated what the increase would be for this year and are looking at about \$25,000 deficit for this year which will need to be made up through funding. A floor burnisher and Ecolab caddies (power wash bathrooms) were removed from the budget last year and again added to this budget. He confirmed the testing for lead is a water test and would be done this year and we would look to funding from the State through grants for this. He confirmed there is a \$10,000 increase in the updated budget for air conditioning at WLC that was omitted in error on the first copy which was also removed from last year's budget. Mr. Vanderhoof asked for clarification regarding the Ecolab caddy storage container as it appears to be twice as much as the caddy itself. Superintendent clarified it is for a replacement outside shed and would be placed at the top of the field and is not related to the Ecolab caddy. He confirmed the expense for the air conditioners would go out to bid, this would be two units with the compressor; cost estimated by the vendor. Mr. Boette suggested putting money into materials to have the students build a shed, make it as part of a project, instead of purchasing a container. Superintendent confirmed the container requested is air tight and lock tight and would eliminate a mouse problem. Responding to Ms. Tiedemann, he believes it is a 20-yard shipping container. Mr. Ballou spoke of a prior discussion regarding putting the air conditioners on the Capital Improvement Plan and wondered if there was thought given to this. Superintendent Lane confirmed it is up to the Board.

A MOTION was made by Mr. Ballou and SECONDED by Mr. LoVerme to put the air conditioners on the Capital Improvement Plan.

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

169
170 Chairman Dailey reiterated the expense for the air conditioning will be removed from the budget and added to the
171 CIP. His personal recommendation is when the MS bond expires and there is a spike from \$60,000 to \$176,000,
172 he recommends adding it there and vote in 2021. Superintendent Lane will this forward to the Facilities
173 Committee.

174
175 Mr. Boette spoke of electricity costs as he has found currently long term contracts are more cost effective which is
176 different than previous years. Superintendent Lane confirmed we are in a consortium, a buying group and it is
177 annual. Superintendent Lane will look into it. A question was raised if you are using the heat pumps more, you
178 would think you wouldn't use oil and they would offset each other. It was explained prior to the renovation, there
179 were multiple boilers in the building, now there is only one and it has to satisfy the classrooms before it will send
180 heat to the SAU. Chairman Dailey noted at some point the Board may want to discuss converting over to propane
181 which would increase our buying volume and may save enough to offset the cost.

182
183 Mr. Vanderhoof, referring to the replacement boiler on the CIP, questioned if it should be replaced sooner.
184 Superintendent explained the issues he believes previously had to do with the outside venting not closing correctly
185 and believes it affected two days last year but will find out. Chairman Dailey confirmed at the time of the
186 renovations, it was felt that it was not warranted for replacement and several thousands of dollars were spent
187 assuming we could get more time out of it.

188 **iii. CIP**

189 Regarding the CIP, the Superintendent noted it will be included in the annual report. He informed members the
190 bathroom stall lines have been reduced (per Facilities Committee vote-2 lines at \$4,000 and \$8,000) and the
191 \$60,000 warrant article piece was agreed upon a couple of years ago.

192 **iv. Warrants**

193 The draft warrant articles were reviewed, article 4 is the district operating budget and article 5 is for \$60,000 to be
194 added to the Building /Equipment & Roadway Capital Reserve Fund. He has included draft language for an article
195 to change the apportionment formula. If the Board approved this, it would need to go to an attorney for language
196 approval. Last year the Strategic Planning Committee reviewed this with the goal of gaining some stability over
197 time. It was determined that a change could not be made until 5th year and the Board is now eligible to put forth a
198 warrant article for this. The apportionment now is a 50/50 scenario around valuation and school (ADM).
199 Changing the formula would take the spikes out of the equation and even things out over time. Mr. Post suggested
200 to have examples of the math so that people can understand this; you don't want people to think it will solve the
201 problem and it won't. Superintendent Lane confirmed sooner or later you pay the same amount of money, this just
202 evens it out. Superintendent Lane will bring back examples of what it would be going back to 2010.

203 **b. Lyndeborough Tax Rate**

204 Superintendent Lane spoke regarding the tax increase in Lyndeborough and the concerns that were raised at the
205 last meeting. He has included documentation of an email showing when the information was received; the
206 Monday before the Board meeting. He had not viewed this prior to the meeting as it did not come to his attention.
207 He has since reviewed the information and in looking at the budget, it had a reduction, the apportionment stayed
208 pretty much the same. You would think there would have been a reduction; the issue is on the revenue side. There
209 was a reduction of \$32,522 and \$165,000 of that was monies not spent on the building project and returned to the
210 towns. He added the Board Chair had previously noted it was a one-year thing. We did get an increase from
211 kindergarten aid. Overall, there was a concern raised at the town meeting, we presented that there would be a
212 reduction and there was a budget reduction. Looking at the school district meeting, the budget we presented was
213 the budget and the apportionment presented is the apportionment we have. The only difference is the building
214 money we didn't have. We anticipated high and the (approximate) \$160,000 was a factor.

215
216 Chairman Dailey informed members the Wilton Select Board got their information to set their tax rate which is not
217 approved by the DRA yet; the total looks to be up 5.6%. He also noted IMPACT fees came up at the Wilton Select
218 Board meeting.

219
220 A brief discussion was had regarding unassigned fund balances and the towns can take money out of the
221 unassigned fund balance and use that to fund taxes. The school district cannot do this. Superintendent added there

is an RSA that would allow school districts to create a fund like this and it was brought to the Strategic Planning Committee and was not moved forward. Chairman Dailey agreed and noted it was not approved the year prior. Mr. Boette commented that he thinks overall we do a good job controlling our budget and the only one we don't is SPED and there is a fund for that. Chairman Dailey believes you cannot hold more than 2% (according to the RSA). Superintendent Lane believes it is a percentage of the valuation of the town that is where the maximum comes in. Responding to Mr. Boette questioning if the reduction in revenue was because of a change or assumption in the prediction, Superintendent Lane confirmed with CAT Aide we are responsible for funding a student need and if we go over it can be "catastrophic" and Medicaid can go up and down, it is variable. Last year we predicted high, there was no specific reason for the reduction. We have been conservative in our scenario and revenue which will be coming to you soon.

VIII. PUBLIC COMMENTS

Ms. Kelly Gibson, parent was present and questioned if the Board or Budget Committee at any point, will be discussing having more opportunities for trade like programs. She spoke of being deeply concerned that many students do not attend college or graduate high school and some who have the potential to go to an "ivy league school" and didn't graduate. There are many low income families that cannot afford school and some don't have the direction through home or school. She thinks the best service that any school district could do is to consider how to improve opportunities for students to obtain a trade. She is concerned that the district doesn't offer many courses outside the standard courses. She would like more opportunities for youth. Chairman Dailey responded we have had those discussions at several board meetings.

Ms. Gibson spoke regarding Ms. Tiffany Rotollo, and that "a good percentage of her caseload is coming from Wilton and Lyndeborough". She spoke of there not being a lot to do for the youth and not everyone can utilize the Boys and Girls Club as she suggested at previous meetings but it was not voted for as a source of afterschool care. She spoke of wanting opportunities for her children and there being a lack of programs for teens. She wants to see less teens in front of the judge and asks if there is an intention to create more programs for teenagers. "If parents are working it is more funding for everything", are you going to provide more programs for teens she asked. Chairman Dailey responded that we are always looking at more opportunities for students at all levels. Ms. Gibson commented she would like to see some changes, more action not just communication. She wants to see the number of our delinquent youth decrease.

A MOTION was made by Ms. Tiedemann and SECONDED by Mr. Golding to adjourn the Budget Committee session at 8:01pm.

Voting: all aye; motion carried unanimously.

IX. POLICIES

i. BEA-Regular Board Meetings-2nd Reading

This is the 2nd reading of this policy.

Ms. Lemire gave a brief overview of the committee's recommendation regarding BEA and noted research was done with Superintendent Lane regarding "should vs. shall" and determined that basically they say the same thing. (Words such as "will or must" would be used if an action is required.) A section was added to comply with the requirements of Ed.303.01f. Mr. Ballou noted the last line was removed regarding a board secretary tracking attendance. Superintendent Lane added there is a board policy that refers to the Board electing a secretary and he has been tasked by the Policy Committee to find all policies that include a board secretary. To his knowledge, he does not know of the Board electing a secretary at any time in the past.

A MOTION was made by Mr. Ballou and SECONDED by Mr. LoVerme to accept policy BEA-Regular Board Meetings as presented.

Voting: all aye; motion carried unanimously.

ii. JICI-Weapons on School Property-2nd Reading

This is the 2nd reading of this policy and lengthy discussion.

Ms. Lemire gave a brief overview of the committee's recommendation noting there have not been any revisions since the 1st reading and the Policy Committee wanted the Board to have a discussion regarding staff carrying firearms. A legal consult determined restrictions for staff to carry can be put into a policy. The Board was

questioned if they would like to leave the policy as is or amend it, creating a portion that says staff cannot carry? Superintendent Lane added it would be a condition of employment, if you did it as a policy it would be for all staff including those not part of any bargaining agreement. This was a lengthy discussion with members sharing varying opinions. Some of the discussion included, should staff be asked, are there any statistics on other districts allowing staff to carry. Members were asked if there any objections to hearing from the Principals who are present; no objection heard. Board discussion continued. Ms. Lemire shared some research she has done. Members shared opinions for and against adding staff to the policy. Additional discussion included the closeness (location) of the police departments, the response time of the police departments, by not adding a restriction it does not mean staff are going to carry, the need for training for staff if it is not added, and the potential risk of mishaps. The school check in process was reviewed. Mr. Legere added at the Policy Committee meeting they did discuss that anyone who brings a gun to school is violating a federal law and Superintendent Lane agreed and noted it is not enforceable except by Federal Marshall. Superintendent Lane suggested it be prudent to speak to the liability lawyer regarding particular language and he would want the Board to be aware of any potential liability issues. Principal Bagley and O'Connell spoke regarding their recommendations regarding this and both are not in favor of having guns in school and safety is their priority. They both commented that it would not make them feel any safer knowing a staff person could carry a gun, they are 100% against it. Discussion continued regarding liability, increase in cost, keeping in mind the constituents they represent, and wanting to provide the same opportunity to staff as the public has. The federal law requires students in possession to be expelled (this is enforced). Discussion was also had including, is there a choice to take out "members of the public..." and by removing this (as presented) would it change our liability. Superintendent Lane noted he is not voicing an opinion but does not believe there is enough statutes for him to research and the question on liability revolves around negligence and what would a prudent person do; do they feel it is prudent for teachers to carry weapons. They discussed some examples of potential situations. It was noted there is issue with the current policy as it exists regarding the Second Amendment and Superintendent Lane agreed the policy is problematic in its current state.

*A MOTION was made by Mr. Ballou and SECONDED by Mr. LoVerme to have a 3rd reading on policy JICI- Weapons on School Property. **

Superintendent Lane confirmed students are restricted from carrying weapons once they are on school property which would include any school event, school bus or during any school activity not on WLCSD grounds. Chairman Dailey would prefer the policy to say at school events or activities to make it clearer.

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

Superintendent Lane reviewed the protocol if someone is on school premises with a weapon.

iii. BCA-School Board Member Ethics-3rd Reading

This is the 3rd reading of this policy.

Ms. Lemire reviewed the recommendations from the committee for this policy including shall means the same as should, this was addressed in another policy this evening. They are recommending to strike #10, regarding adding a #11, they have added language to policy BCB-Board Member Conflict of Interest and BHE-School Board Use of Email to address those concerns therefore they are not recommending adding them to this policy. Mr. Vanderhoof commented regarding #6, to keep in mind the policy was written by NHSBA and believes the policy is wordy and deserves an overhaul. He adds, referring to #2, NHSBA is a special interest group and suggests removing the first sentence as it is not needed, regarding #6, he suggests it reads "be informed of educational issues". Discussion was had regarding referencing other policies and/or eliminating that content. Mr. Post voices concern and comments we could do so much better than this; the fact that the policy had an illegal component in it, we should just delete the whole thing. He notes Mr. Vanderhoof is right the NHSBA has a lobbying component, they are a special interest. He added it makes no sense it's not guiding principles or aspiring to do our best. He spoke of #12 and it not being the same concept in policy BHE-School Board Use of Email. Discussions continued and suggested were made. Mr. Ballou questioned if the Board would like the Policy Committee to go through and designate which policies should have a reference to other policies. Mr. Vanderhoof suggests cleaning the policy up now and made some suggestions for changes. Clarification was requested.

A MOTION was made by Mr. Vanderhoof and SECONDED by Mr. Post to have #6 read "be informed of current educational issues" (deleting the rest of the sentence).

Voting: six ayes; one abstention from Ms. Fisk, one nay from Mr. Ballou, motion carried.

A MOTION was made by Mr. Ballou and SECONDED by Mr. Post to leave in #11 and #12 and add any references to other policies.

Voting: all aye; motion carried unanimously.

Superintendent Lane suggests having a 4th reading with the changes so it clear everyone knows what they are voting on.

Ms. LeBlanc suggests having the polices you are going to reference as well.

A MOTION was made by Mr. Legere and SECONDED by Mr. Vanderhoof to remove the first sentence on the policy "Each board member..."

Voting: seven ayes; one nay from Mr. Ballou, motion carried.

This policy will be brought for a 4th reading with changes.

iv. BCB-Board Member Conflict of Interest-1st Reading

This is the 1st reading of this policy.

Ms. Lemire reviewed the recommendations from the Policy Committee, a clarification was added to the second paragraph and gender specifics were made neutral. Discussion was had regarding the language of this policy. Chairman Dailey noted if the Board does not have a level of decorum that allows for productive conversation and discussion, it makes the Board ineffective. Anything that takes away from the efficiency of effectiveness from the Board is a conflict of interest in his opinion. Mr. Post raised concerns regarding language in the second paragraph.

A MOTION was made by Mr. Post and SECONDED by Mr. LoVerme to put a period at the of the word "interest" and to strike the rest of the sentence (in the last sentence of the second paragraph).

Voting: all aye; motion carried unanimously.

This policy will be brought back for a second reading with changes.

v. BHE-School Board Use of Email-1st Reading

This is the 1st reading of this policy.

Ms. Lemire reviewed the recommendations from the Policy Committee including the committee discussing the words "at and during" board meetings. A concern was raised this speaks to general terms. Mr. Vanderhoof suggested to add the words "after and during" after "for deliberations" in the first paragraph, second sentence. This policy will come back for a 2nd reading.

Discussion went back to BCA, the question was raised are members ok with it coming back adding the references, no objection heard.

X. ACTION ITEMS

a. Approve Minutes of Previous Meeting

A MOTION was made by Mr. Vanderhoof and SECONDED by Ms. Lemire to approve the minutes of October 23 as amended.

Voting: all aye; motion carried unanimously.

b. Transfer

Superintendent Lane reviewed the requested transfer due to tuition increase.

A MOTION was made by Ms. Lemire and SECONDED by Ms. LeBlanc to approve the transfer of \$24,971 from FRES SPED transportation to WLC HS public-in state tuition.

Voting: all aye; motion carried unanimously.

XI. COMMITTEE REPORTS

i. Budget Liaison

Mr. LoVerme reported there were questions about the \$10,000 for 6th grade camp as it seems high. Questions such as, how many students is this paying for, who picks who get the money. Superintendent responded he believes it was a reduction in cost but will find out. Chairman Dailey noted it was made part of the formal curriculum. It was

confirmed parents are not required to send the students. Superintendent will find out how it defrays cost and how it is distributed. Mr. LoVerme noted, he hopes the cost went down as the number of days at camp decreased.

Mr. LoVerme referred to Ms. Post, she spoke regarding her explanation to the Budget Committee of the MS model regarding the reduction of 2 teachers. She explained the Superintendent sent a memo to the Strategic Planning Committee saying it would not be his recommendation to reduce the 2 teachers due to conversations had around the school and bringing other opportunities to the school. She noted she read the first part of his memo to the Budget Committee so they would understand it. Mr. LoVerme noted they could have used more time at the meeting.

ii. Strategic Planning Committee

Mr. Vanderhoof provided information on the district calendar options with the Strategic Planning Committee recommending to move to a 178-day calendar starting on August 29. This would add 4 days to the calendar to provide additional teacher collaboration time each month except for December. There was an issue regarding the per diem rate and the committee is recommending to go with the current per diem rate as it is the last year of the contract. There is additional cost for the paraprofessionals of about \$10,000 and it was a unanimous decision to recommend that as an option. They expect the WLCTA to file a grievance but maybe not. Superintendent Lane noted, if there is a grievance filed, it would come to the School Board. Mr. Vanderhoof went on to say, they don't disagree (with the teachers) they just disagree that the issues were already negotiated. He notes, we believe we are within the contract (CBA).

Mr. Vanderhoof reported regarding food service, the committee reviewed policy DIG-Food Service Payment Policy. He reported emails go out every 2 weeks if no payment arrangements are made, students are not allowed ala carte items if there have not been any payment arrangements, no phone calls are being made or letters going out since June 2017. He noted they cannot make any recommendations for change without knowing if the policy is effective.

Mr. Vanderhoof reported asking for input from the committee in an effort to see what the agenda might be and received back, a school within a school and alternative education. The committee had a 20-minute discussion about what he would consider regular education and not alternative education. He provided information on the MS recommendation and there is the potential for the committee to come forth with a 4th option or potentially make changes without teacher reductions. He suggests having another committee meeting prior to the board meeting as teachers and the principal want to talk regarding the committee's recommendation. He is unsure if it would or wouldn't change the vote but this trickled out after the committee's meeting and would like to meet to discuss. The committee next scheduled meeting is December 5. Discussion was had regarding the situation, if depending on the committee recommendation is it necessary to have the teachers come or when should they. Mr. Vanderhoof was clear the committee recommendation stands at this point. He also was clear that he would like the opportunity for the committee to meet to discuss the information and if the outcome no longer involves a reduction in staff what the teachers want to present may be different. Chairman Dailey noted the Board can choose any option, and can be different than the committee recommends. He questioned Mr. Vanderhoof what information will the committee have that they didn't have prior. Mr. Vanderhoof responded information was received after the meeting and there has not been the opportunity to discuss it. The information was brought about while creating the agenda.

Mr. LoVerme, speaking about the calendar, questioned how many more days were added to the calendar, response from Mr. Vanderhoof was 2 full days of education and 2 professional development days broken out into half days. Discussion was had regarding this. Mr. Vanderhoof noted he has done a lot of research into this regarding the hours in the day, the length of the day etc. and one consistent thing he found was the need for teacher collaboration. Ms. Lemire questioned if the district looked into late arrivals, where students would arrive late one day a month and the teachers would use that for planning and collaboration. Mr. Vanderhoof confirmed this was not looked at and he believes getting the collaboration time in is the most important thing. Superintendent Lane added, some districts flip flop that (early release and late arrival).

Discussion went back to the question of when should the teachers be invited to a board meeting and do they want to include the Budget Committee in the presentation. Mr. Vanderhoof reiterated he would like the committee to meet prior to the next board meeting to review information and determine if they want to change their recommendation. Chairman Dailey commented, as long as the WLCTA is able to present before the Board makes a decision. Mr. Vanderhoof will communicate with the Superintendent and what meeting the teachers should come to.

iii. Policy Committee

Ms. Lemire reported the next meeting is November 28.

Mr. Post spoke regarding his attendance to the last Policy Committee meeting and that he was “disappointed with the group”. He spoke of the committee not having elected officers per the policy BDE and “that tactic has been used to avoid responsibility of not publishing minutes”. Mr. Ballou noted that the Policy Committee is a special committee and not a standing committee (that can be changed). It was also noted the Facilities Committee has not had a chairman since Mr. Button left. Mr. Ballou added the Policy Committee is not part of policy BDE and reiterated they are not a “standing committee” as the policy reads but notes that this can be changed. Chairman Dailey believes in order to be compliant with best practice, all subcommittees should have chairs. It was noted there has not always been a Policy Committee and there is no public comment during the facilities meetings. Chairman Dailey reiterates he thinks all committees should follow the policy and if means editing the policy then that is ok. He believes the best practice is all the committees should have chairs and agendas should be posted. Mr. Post reported when he arrived at the meeting that Mr. Ballou “threatened” to adjourn the meeting because a school board member attended. Mr. Post reported he identified himself as a member of the public. Mr. Ballou disagreed with Mr. Post and reported that he asked the Superintendent if Mr. Vanderhoof was to come, as he heard he may, he didn’t know if this constitutes a quorum and doesn’t know if we have to recuse. Superintendent Lane agreed this was accurate. Superintendent Lane did obtain clarification on this since and his understanding from NHSBA is that if there are members of the Board that come to a meeting and identify themselves as public and sit in the gallery and are there to listen, it doesn’t constitute a quorum as long as that is their understanding they are not there as a member of the board. He confirmed at the time, he did not know one way or the other and thought if there was a quorum there may be a problem. He added, as long as they identify themselves as a member of the public and follow rules that is ok. Ms. LeBlanc commented that she is uncomfortable as Mr. Post is here seated as a school board member presenting this issue and questioned if he is representing as a member of the public or a school board member. Mr. Post got up and moved seats. He continued to voice his concerns and notes they did not take public comment from him, and they have in past minutes mentioned no public present. Mr. Legere comments that Mr. Post left before the end of the meeting and states there was no intent to not allow public comment. Mr. Post responds, “you should have taken public comment at the beginning of the meeting”. Mr. Ballou clarifies if something needs adjusting we will adjust it, there was no malice. Mr. Post comments the practice has always been and outlined in the beginning of the meeting and it felt it was intentional. Ms. LeBlanc notes Mr. Post’s issue has been taken and thinks probably changes will be made. Mr. Post spoke regarding the draft minutes and stated “the draft minutes were changed”. He reports a comment about a board member present was there and then removed. Superintendent Lane responded to him stating he cannot respond to that concern. Ms. Lemire has the minutes from the meeting that she printed today and reviewed a couple sentences. Superintendent Lane stated, “I didn’t change a thing” and noted he doesn’t have access to make changes to the website. Mr. Post again reiterates it was removed. He states he will give the Superintendent the opportunity to look at it and questions the committee, “were you happy with your behavior at the meeting, you don’t publish an agenda, you don’t take public comments”. Chairman Dailey spoke that his feeling is that all committees have an agenda, publish minutes and take public comment and this is his expectation that this is happening. He confirms knowledge of the Facilities Committee not having a chair and Ms. Fisk noted not all the board members were showing up for the facilities meetings. Chairman Dailey reiterates that is his expectation at the early convenience of both of the committees. He also said the expectation is the chairman is the one responsible for producing the agenda with the support from the Superintendent. He added unless someone wants to rewrite the policy or change it and Mr. Ballou noted it needs to be changed. Chairman Dailey further adds “negotiations” is not a standing committee and would like to refer policy BDE to the Policy Committee to reflect past and current practice. Mr. Legere had checked the websites for the properties of the posted draft minutes from the last Policy Committee meeting and noted they were posted on November 8, 2018 by Kristina Fowler and no changes have been made since. Chairman Dailey asked if this resolved that issue for Mr. Post and Mr. Post requested to have the Superintendent look into the changes on the Policy Committee minutes.

XII. RESIGNATIONS / APPOINTMENTS / LEAVES

There were none to report.

XIII. BOARD BUDGET DISCUSSION

Appreciation was noted for seeing the facilities budget broken out.

XIV. PUBLIC COMMENTS

Ms. Lisa Post commented she thinks it's important that the Strategic Planning Committee has a meeting to discuss the MS reorganization because if things change it changes the dynamics of everything. In light of Superintendent Lane's recommendation to not reduce the teachers, because last year it was presented so late it caused upset for everyone. She thinks if we can unify to get something done it would be better to have the teachers respond to our recommendation, especially hearing the public comment this evening. There is a lot of good thing going on there. She would like to have a meeting (she is on the committee) before the teacher's present. She also spoke regarding voting members of subcommittees, and only voting members are school board members. She questioned if there are other committees like that. It was noted the Facilities Committee is one. She understood that there are people on the committee that vote. Ms. Fisk noted they never vote. Minutes are available. Ms. Post noted it was discussed at a Budget Committee meeting and she wants to be sure if the Strategic Planning Committee is doing this that all committees follow suit. Mr. Vanderhoof added, regarding the Strategic Planning Committee votes, this would not have changed the recommendations based on how the votes were broken out.

XV. SCHOOL BOARD MEMBER COMMENTS

Chairman Dailey informed members to never "reply to all" to an email.

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

A MOTION was made by Mr. LoVerme and SECONDED by Ms. LeBlanc to enter Non-Public Session to discuss staffing and personnel matters RSA 91-A: 3 II (A) (C) at 10:07pm.

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

RETURN TO PUBLIC SESSION

The Board entered public session at 10:17pm.

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.

XVII. ADJOURNMENT

A MOTION was made by Mr. LoVerme and SECONDED by Mr. Ballou to adjourn the Board meeting at 10:18pm.

Voting: all aye; motion carried unanimously.

Respectfully submitted,

Kristina Fowler