

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

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

*Superintendent Bryan Lane, Principal Brian Bagley, Director of Student Support Services Betty Moore, and Clerk Kristina Fowler*

**I. OATH OF OFFICE-Mary Jane Ryan, School District Clerk**

The following members were sworn in by Ms. Ryan; School Board: Ms. Cloutier-Cabral, Mr. Clark and Mr. Legere and Budget Committee: Mr. Adam Lavallee and Mr. Jeffrey Jones.

**II. CALL TO ORDER-Bryan K. Lane, Superintendent of Schools**

Superintendent Lane called the meeting to order at 6:30pm.

**III. ELECTIONS/APPOINTMENTS**

**a. Elections**

**i. School Board Chairman**

*A MOTION was made by Mr. LoVerme and SECONDED by Ms. LeBlanc to nominate Mr. Ballou as School Board Chairman.*

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

The meeting was turned over to Chairman Ballou.

**ii. School Board Vice Chairman**

*A MOTION was made by Mr. Legere and SECONDED by Mr. Vanderhoof to nominate Mr. LoVerme as School Board Vice Chairman. \**

*A MOTION was made by Ms. Lemire and SECONDED by Ms. Fisk to nominate Ms. LeBlanc as School Board Vice Chairman.*

*\*Voting: six ayes, two nays from Ms. Fisk and Ms. Lemire, one abstention from Chairman. Ballou, motion carried.*

**b. Appointments**

**i. Treasurer**

**ii. School District Clerk**

*A MOTION was made by Ms. Fisk and SECONDED by Mr. LoVerme to appoint Ms. Cindy Marzella as School District Treasurer and Ms. Mary Jane Ryan as School District Clerk.*

*Voting: all ayes; motion carried unanimously.*

**iii. Committees**

Chairman Ballou reminded members per the policy, committee selection is considered a clean slate. The following committees are considered standing committees: policy, strategic planning, facilities and negotiations.

The following members volunteered for the **Strategic Planning Committee**: Ms. LeBlanc, Ms. Cloutier-Cabral, and Ms. Lemire.

*A MOTION was made by Mr. LoVerme and SECONDED by Ms. Lemire to nominate Mr. Vanderhoof as **budget committee liaison**.*

*Voting: all aye; motion carried unanimously.*

The group was reminded that the budget committee liaison is a voting position.

The following members volunteered for the **Negotiations Committee**: Ms. Lemire, Mr. Vanderhoof and Mr. LoVerme.

The following members volunteered for the **Policy Committee**: Mr. Legere, Ms. LeBlanc and Chairman Ballou.

The following members volunteered for the **Facilities Committee**: Mr. Clark, Ms. Fisk, Mr. Legere and Ms. LeBlanc.

Mr. Legere wishes to step off from the Joint Loss Management Committee due to time of the day the meetings are held. It was noted, this is not a standing committee and can be discussed at another time.

Chairman Ballou and Ms. LeBlanc will continue to sign the manifest.

#### **IV. ADJUSTMENTS TO THE AGENDA**

Superintendent informed members a letter was received from the WLCTA and will be discussed in non-public as part of negotiations.

#### **V. PUBLIC COMMENTS**

Chairman Ballou informed the public that comments should be kept brief, 2-3 minutes; policy indicates 3 minutes per speaker.

Mr. LoVerme requested to discuss a summer school matter. This will be addressed at the next meeting.

Ms. Becky Sours, Wilton, questioned if the problem regarding arbitration mentioned in the Superintendent's Report would be discussed. Superintendent responded that it is part of negotiations and will be discussed in non-public. She also questioned the replacement of the 3<sup>rd</sup> grade teacher as she thought this position was not being replaced and instead some moving around would occur. Superintendent responded a teacher is retiring and will be replaced with an elementary teacher as required to be in compliance with Board policy. Teachers can change a grade level and would take priority before hiring; this would go through administration. Ms. Sours noted resignation letters used to be published and requested to know why the food service director resigned. Chairman Ballou responded personnel matters are discussed during non-public. Mr. Vanderhoof added previously, we were not following Board policy and have been recently informed of this.

Mr. Matthew Simard, Lyndeborough, spoke regarding a motion he brought up at district meeting to put the \$81,000 that was added to the budget in a reserve fund. He read his motion from his attorney. Superintendent noted this needs to be an agenda item in advance; a person from the public cannot make a motion. Mr. Simard responded "you asked me to bring it here and I did." Superintendent responded it would need to be part of the next agenda.

Ms. Lisa Post and Ms. Pam Altner, both of Lyndeborough, expressed support for Mr. Simard's request.

Ms. Jessie Salisbury, Lyndeborough commended the music teacher for arranging the production of the 'artist in residence' at FRES and the PTO for sponsoring these. Ms. Susan Ciatto (PTO representative) clarified the PTO only partly funds this and expressed there are many involved to make this event successful.

Mr. Matt Mannarino, Wilton, congratulated the new school board and budget committee members and noted in his opinion the election results are an indication of the state of the district and shows support for Principal Tim O'Connell and hopes the members hear the message of the voters. He spoke of a statement he made at district meeting to make the superintendent position part-time. He retracts this and notes the district needs a full-time Superintendent and voices concern with it being Mr. Lane. He urged the Board to ask for his resignation and absent of that encourages the Board to review all of his decisions and to make that process as transparent as possible. A copy of his full statements are attached.

Ms. Heather Gibson, Lyndeborough, noted a letter that was received home from WLC regarding summer school.

Ms. Kelly Gibson spoke regarding Destination Imagination (DI). FRES had 3 teams attend that did extremely well. The youngest group, the Rising Stars did a marshmallow castle and rainbow lava. Ms. Sours team placed 1<sup>st</sup> place

and will go to state and another group placed 2<sup>nd</sup>. She requests the School Board recognize them similar to Student of the Month and for the students to show what they worked on. She notes DI dissolves in the MS and HS and this would help show our district in a more positive way. Chairman Ballou noted for full disclosure his granddaughter is on the noncompetitive team.

Mr. Dennis Golding, Wilton, questioned if the Industrial Arts program was going away next year due to getting a bunch of 3D printers; this was mentioned to a student by an adult at school. Chairman Ballou responded that had not been discussed. Superintendent added conversations were had with the teacher regarding the long-term future of the program and today they discussed scheduling and it is fully enrolled; the information the student received is not accurate. In looking at professional development (PD) and technology, woodworking won't disappear but would diminish; it is student enrollment driven.

Ms. Susan Ciatto, Wilton spoke regarding the elevator at FRES having issues and has been told not to use it as it gets stuck. She heard a student was stuck in the elevator today. Superintendent responded this will be part of his Board Report. He was informed at 3pm today and everything is fine.

Ms. Olivia Binstead, Lyndeborough, spoke that she works at FRES and the inspection date is February 19, 2019; it is not up to date for inspection.

Mr. Adam Lavallee, Lyndeborough spoke that this (elevator matter) is not a small thing to be overlooked.

## **VI. BOARD CORRESPONDENCE**

### **a. Reports**

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

Superintendent reported looking at the results of the town meeting we will need to come up with \$82,289 in reductions from the SAU presented budget. The MS-22 needs to be signed and sent to the DOE. Nothing is written in stone and transfers can be done. He spoke of the current budget being strained now although not frozen; he has gone through it account by account and is releasing funds as appropriate. "As we move toward spring, the encumbrances will become more clear such as propane and we may have encumbered more than we need". His goal is to have a 1%-1.5% fund balance. All the purchase orders are approved through the SAU. He noted the WLCTA did have an arbitration piece which will be discussed in non-public. He reported multiple applicants for multiple open positions. The MS counselor position is not vacant as the counselor intends to return. He formed a committee to find a replacement for the position of the SPED Director. The goal is to have all positions filled as early as possible. He spoke regarding some retirements may be possible and per the CBA teachers have the option to not make it formal until after April 1 therefor it is not appropriate to announce any at this time. He confirmed the tentative number of retirements is 4.

A question was raised how much arbitration costs the district. Superintendent responded it depends on the arbitrator and legal fees, there is a formal meeting; some may put forward a draft and the arbitrator will determine what is appropriate and what is not. It depends on the number of hours. He confirmed our attorney fees are \$300 per hour and we have to pay for mileage. He does not have a specific number.

A question was raised if the \$81,000 is placed in a holding account does it impact what has to be sent to the state. Superintendent responded it does not affect this and the Board could choose to do this with any account.

Superintendent spoke regarding the elevator at FRES and confirmed he received a report at about 2:50pm-3pm today that a student was in the elevator and unable to get out; the student hit the button and the police came. He confirmed the student went home on the regular scheduled bus and a staff person went to the student's home to check in. Regarding the lack of inspection, this will be dealt with in the morning. He was not aware of the malfunction or dysfunction of the elevator. If it does not have a valid inspection, it should not be used. Ms. Olivia Binstead spoke to say that technically you are not supposed to use it but she doesn't have a choice as she has a student who needs to access it.

#### **ii. Director of Student Support Services Report**

Ms. Moore reported her last report was regarding LCS and this one is about FRES and the methodologies and programs for students who require special education. She gave a shout-out to all the staff who implement the programs and do a wonderful job. Her next report will be regarding WLC.

#### **iii. Director of Technology's Report**

171 Superintendent provided an overview of Mr. Verratti's report in his absence. Over break the internet was down for  
172 about 45 minutes but didn't affect anyone. He spoke of discussing purchasing pieces including a machine that can  
173 cut wood based off of 3d drawing. "Parents are looking for advances in these areas and the science piece would hook  
174 into this". He thanked Mr. Schneider for his help setting up for district meeting.

## 175 **b. Letters/Information**

### 176 **i. Anti-Vaping Detectors**

177 Principal Bagley spoke regarding previously coming to the Board requesting to purchase 8 anti-vaping devices and  
178 now has different feelings on the situation and would like to put the request on hold. The students had a presentation  
179 at WLC regarding the dangers of vaping. Education was provided to the students to not use these devices. He feels  
180 the students listened and walked away learning something. He believes the devices will probably help in the  
181 bathrooms but not elsewhere; vaping is happening in the hallways and bathrooms. There is no smoke, it's a vapor  
182 and students "zero out" into their forearm (blow the vapor into their forearm). Cost is a factor and devices are only  
183 available from one company that he is aware of. Vaping is also a problem in the MS. He adds it would be nice to  
184 have a RSO (Resource Officer) to help out. He provided a document with answers to the questions the Board  
185 previously had, a pre-installation checklist and the quote. A new version of the device should be available in  
186 November and perhaps would be cheaper or more effective. The current cost is approximately \$8,000. The  
187 presentation given to students was from NH-Breathe which is state run group going to all schools. It's free and if  
188 asked they would come back. Principal Bagley confirmed Mr. Verratti believes the vapor would still be detected  
189 even if students "zero out" because of the change in the air. Superintendent confirms there are no longer grant funds  
190 for an RSO and spoke regarding having an RSO in his building when he was Principal. The RSO in some  
191 communities works for the police department not the district due to the volume of time they spend at the school. He  
192 does not believe this district has that type of volume to make it cost effective as it would most likely come from our  
193 budget. Their pay scale is based on the state police pay scale and costs between \$30,000-\$40,000 with benefits that  
194 the police department has not the school district benefits (cost unknown). Chairman Ballou noted it would most  
195 likely be discussed in the future.

## 196 **VII. CONSENT AGENDA**

197 There was no consent agenda to report.

## 198 **VIII. FOOD SERVICE**

199 Superintendent reports that Mr. LoVerme has provided some information regarding his concern around the quality,  
200 consistency, and presentation of the food. Mr. LoVerme spoke in regard to this and had photos to show examples of  
201 the hot lunches. He voiced concern that a committee was started to look at the situation and "nothing was done". He  
202 voiced concern with quality and presentation of food; Italian Ice was given to students beyond its date and was being  
203 sold a week prior, milk expired by one or two days and at room temperature. He voiced concern regarding the  
204 consistency of the food for example the same student receiving one piece of pizza is burnt and the other is not. He  
205 voices frustration as a school board member and parent. He questions what parents are paying \$4 a plate for. He  
206 requests immediate fix of these issues. He confirms not hearing similar reports coming from FRES, only WLC (LCS  
207 has the same food as FRES). He has asked for financial data going back 5 years. Members agree the issue of food  
208 service has been brought up at various times for some time. Chairman Ballou recommends a committee be formed to  
209 specifically look at food service. It is noted the Strategic Planning Committee started to look at this and the option of  
210 privatizing the program. Mr. Vanderhoof added, the committee did discuss it quite a bit last year and it should be  
211 considered that privatizing didn't seem to solve anything, there are not any promises bringing in an outside vendor.  
212 Some schools had success and some things got better and some stayed the same. He agrees it is probably best to have  
213 a separate committee formed. A suggestion was made to look at what FRES is doing and why there are differences.  
214 Ms. LeBlanc added that the Strategic Planning Committee didn't focus on the quality of food, more of the financial  
215 piece and agrees a separate committee is best. Chairman Ballou questioned if the Board would entertain having it on  
216 the agenda to form a committee; no objection heard. This will be on the next agenda.

217 Chairman Ballou informed members as a point of clarification that the Chairman is technically allowed to vote and  
218 he will vote. He offered to vote and comment only after the other members as to not influence any votes. Mr.  
219 Vanderhoof voiced he didn't feel this was necessary and should vote with everyone. A question was raised if hand  
220 votes should be used. It was noted however the votes are done, it needs to be consistent. The consensus is voice votes  
221 and the Chairman will vote with everyone.

## 222 **IX. ACTION ITEMS**

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

*A MOTION was made by Mr. Vanderhoof and SECONDED by Ms. Lemire to approve the minutes of March 5, 2019 as amended.*

*Voting: seven ayes; two abstentions from Mr. Clark and Ms. Cloutier-Cabral, motion carried.*

**b. Update Board Member Contact List**

Superintendent informed members to provide any changes or updates to the SAU regarding their information. Cell phone numbers are important in case of a need to contact members over the weekend.

**c. Approve School Board Meeting Dates**

Superintendent provided an overview of the draft dates for board meetings for next year. It is his intention to bring forward a full working budget number to include personnel on the first joint meeting. There will be adjustments along the way for example in benefit. He will use a 5% increase to start and in November when the actual rates are available it will be adjusted.

*A MOTION was made by Mr. Vanderhoof and SECONDED by Ms. LeBlanc to approve the school board meeting dates for 2019-2020. \**

Mr. LoVerme requests to move the meeting on December 10 to December 17; no objection heard.

*\*MOTION amended by Mr. LoVerme to include "as amended" SECONDED by Ms. LeBlanc.*

*Voting: all aye; motion carried unanimously.*

**d. Release of Special Education Capital Reserve Funds**

Superintendent reported 4 additional students moved in and entered the RISE program; these were not budgeted. The RISE program has been discussed on multiple occasions. It saves the district \$49,000-\$50,000 per student. Our fund balance is normally \$150,000 and we have \$133,000 cost we didn't anticipate. He is requesting the Board approve the recommended specific motion in the document he provided which would allow the Trustee of the Trust Funds to withdraw \$125,000 from the Educating Educationally Disabled Children Capital Reserve. He confirmed this is for the rest of the year and we are "in the red" with these accounts. He confirmed the balance of this capital reserve is \$250,000. Concern was raised this is a "fairly big chunk" and would be another year before funds could be added to this capital reserve. Mr. Vanderhoof would prefer to use the fund balance vs. the capital reserve. Superintendent confirms funds could be taken out in increments and the Board could motion for a partial amount. In the middle or late April, he could return when there is a better concept of the fund balance. He notes there is also a cash flow issue, the bond payment and balloon checks coming up. He confirms 3 of the 4 students came in in the beginning of the school year therefore we won't need this large of a chunk next year as they are already included. Ms. Moore confirmed students are enrolled in the RISE program based on a diagnosis of autism by a physician or psychiatrist. Superintendent adds we did anticipate some of this and did bring a transfer of \$50,000 and discussed there may be additional. He is confident now in what is needed. This capital reserve has been in place for many years and not used to his knowledge. He is requesting for at least half of the \$125,000 at this time which would allow for some flexibility but he will still approve all expenses prior to purchase orders being created. Given the business administrator leaving in a month he needs to have accountability of all funds. Chairman Ballou shares the concern and understands the cash flow issue. Chairman Ballou confirms not much has been added to this capital reserve and the number was set 12-15 years ago, perhaps that should be looked at again to see if it is appropriate.

*A MOTION was made by Mr. Vanderhoof and SECONDED by Ms. Lemire for the WLC School Board to approve the release of \$80,000 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.*

*Voting: all aye; motion carried unanimously.*

Superintendent noted these funds can only be used for this purpose and the Board will be kept informed.

**e. Sign MS-22**

Superintendent provided an overview of the MS-22 noting a line item budget needs to be submitted to the DOE on time (March 29) reflecting the approved budget for 2019-2020 of \$12,679,674. This would include the reductions of \$82,289 from the SAU proposed budget. He provided a document which shows the recommended lines to be reduced which are included in the MS-22. If the Board decides to fund from other accounts, it would go through the transfer process which is a matter of public record and the Budget Committee would be aware. He confirms this does not restrict the Board from putting the \$81,000 into a holding account to be designated as discussed. The

recommended reductions to the lines include changes in salary plus FICA and NHRS for 1 of the 3 potential retirements, for a new MS math teacher, for a new MS science teacher; reducing electricity and oil due to more current CPI information, eliminate the request for the athletic trainer, eliminate request for FRES stage curtain and reduce furniture replacement for WLC; a grand total of \$82,289. Mr. Vanderhoof noted that two more poignant items have been salaries and utilities for adding money back into the budget and it seems odd they are the first things we are taking money away from. Superintendent confirmed there is not a reduction in staff. Discussion was had regarding the athletic trainer and a question was raised how many times was there a need. Superintendent responded, he doesn't think there was ever a time we didn't need one, we just couldn't find one. He explained we are not marketable for a position like this as a full-time person is not needed and a larger school district may have a 30-40-hour position. They investigated having an EMT or ambulance but none were willing to provide the service we need. If we did find a service, he would be willing to come back to the Board to see if it can be funded. The MS-22 will be signed at the end of the meeting.

**f. Policies-2<sup>nd</sup> Readings**

**i. BZZZ-School Board Member Stipends**

Superintendent reviewed this is the 2<sup>nd</sup> reading and is a formal process for school board member stipends. A form will go out to members the first week of September; the stipend (\$100) is paid out in the first pay period of March. Mr. Vanderhoof suggested to strike "any expenses related to" in the second sentence of the first paragraph and it should read "The purpose of the stipend is to reimburse board members for performing the functions of a board member". He also suggests turning in the form should be required and not assumed the stipend is not wanted. Mr. Legere agrees from an auditing stand point and suggests if the person doesn't want to sign it or doesn't, perhaps we write declined signature. It was noted a member could be appointed after the time the form goes out. Superintendent noted it can be amended to include something like, "Board members appointed after September 1 has 30 days" etc. This policy will be brought back for a 3<sup>rd</sup> reading.

**ii. EB-Safety Program**

Superintendent reviewed this is the 2<sup>nd</sup> reading. Changes were recommended through the JLMC, a state required committee, and are to adhere to appropriate language from the DOE.

*A MOTION was made by Mr. LoVerme and SECONDED by Mr. Vanderhoof to accept the changes to policy EB-Safety Program as presented.*

*Voting: all aye motion carried unanimously.*

**iii. EBBB-Accident Reports**

Superintendent reviewed changes to this policy are recommended through the JLMC to make the language appropriate. This is the 2<sup>nd</sup> reading.

*A MOTION was made by Ms. Lemire and SECONDED by Mr. Legere to accept the changes to policy EBBB-Accident Reports as presented.*

*Voting: all aye motion carried unanimously.*

**iv. GBEBB-Staff Dress Code**

Superintendent reviewed this is the 2<sup>nd</sup> reading. Changes are in red. Theme days include spirit week and he believes it is appropriate for teachers to participate.

*A MOTION was made by Ms. LeBlanc and SECONDED by Ms. Fisk to accept the changes to policy GBEBB-Staff Dress Code as presented.*

*Voting: all aye motion carried unanimously.*

**X. COMMITTEE REPORTS**

**i. Facilities Committee**

Superintendent reported the Facilities Committee had a walk-through of LCS. There have been no heating issues this winter, no leaks, painting does need to be done as approved through the budget process. The building is in good shape and teachers and students seem to be enjoying the building. It was suggested to place the chairs and waste baskets on top of the tables to clean underneath at the end of the day and teachers to have spray cleaner available to clean the tops in the morning. Superintendent agreed.

**XI. RESIGNATIONS / APPOINTMENTS / LEAVES**

**a. Resignations**

- i. **Lise Tucker, Business Administrator**
- ii. **Robert Deignan, Food Service Manager**

Superintendent reviewed the above resignations. Ms. Tucker is departing on April 19. The business administrator is a board interviewed position; we can work with the Municipal Association during transition. Ads have been placed for both positions. Mr. Deignan will be departing June 30.

## **XII. BOARD BUDGET DISCUSSION**

Mr. Vanderhoof spoke regarding the reserve fund discussed earlier. He would like it to be an action item on the next agenda to create a reserve fund in the amount of \$81,000. Superintendent clarified it is not a “reserve fund” but a “holding account”. Reserve fund requires public vote. Superintendent confirmed you cannot keep using it year after year; the fund balance is returned to the tax payers at the end of the year. He added we would look at usage and how many gallons of fuel are used and could be determined it is not needed. Funds in a holding account will still show on the budget line but cannot be released without a vote from the School Board; not a budget transfer. If we were half way through the year and determined, we need a portion of the \$81,000 we request to withdraw a certain amount to pay the bill. Funds are split up over all the buildings as the DOE requires us to create expenditures by school.

Superintendent confirmed even though there is not a lot of participation in the tennis program, the court is used by community members. Annual repairs will be done as needed as included in the CIP. We will have a girls’ tennis team but not a boys’ team. The van will be used for transportation which saves some cost.

## **XIII. PUBLIC COMMENTS**

Mr. Adam Lavallee, Lyndeborough, spoke regarding the \$81,000 that was voted on and approved by the town and suggested you should read exactly what Mr. Bujak said and nowhere did he say he wants it to be put into a fund and he (Mr. Bujak) also said it was for non-union staff to get raises. Mr. Lavallee spoke of the elevator issue at FRES and suggests the insurance company be called as you wouldn’t be covered since you had prior knowledge. He also spoke regarding “zeroing out” regarding vaping as he has a different definition. He believes education is the best approach and notes students are doing it in the classrooms. He notes his wife was the substitute nurse when the students had the vaping presentation and they had several questions. He spoke of kids latching on to anything that is untrue and the importance of being sure the information is 100% true. He suggests teaching students about vaping in the 4<sup>th</sup> grade.

Mr. Matt Simard, Lyndeborough, spoke regarding the holding fund and it is not denying anyone the use of that money, it only means by putting it into the holding fund so there is public discussion. He spoke of discretionary funding and if you have to move money around no one knows where it went; the School Board is allowed to do that. This only allows the public, who paid for it, to see where it went; this is the only thing the holding fund does. Mr. Clark question why you would want to stop there. Mr. Simard spoke that the School Board and Budget Committee outlined what they needed to run the school and takes into account the concerns of the public. They are always able to give cash back. The \$81,000 was approved over that amount and he would like to see where it went. Mr. Clark questioned if he would want to see that type of transparency for more than the \$81,000. Yes, Mr. Simard responded. Chairman Ballou notes the Board will discuss it at the next meeting. Mr. Simard added, “if you didn’t need it and it stayed where it was, public trust would go through the roof”.

Ms. Susan Ciatto, Wilton spoke regarding Mr. Bujak’s vote, voiced that also it was to include raises for non-union staff as the budget did not include this.

Ms. Lisa Post, Lyndeborough spoke regarding the “special education funds that are moving over for this year” and questioned if we will receive revenue in the March/April payment to offset what we are spending. Superintendent responded he does not believe it meets the threshold (\$49,000) for CAT aide. She questioned how many times the police came to the schools. Principal Bagley to research this. She voiced the Milford’s food service program increased after they started a culinary program and on WMUR she saw that a student began a program at the school for those who didn’t have funds to pay off their food service account balances and raised funds to wipe them out.

Ms. Laura Gifford, LCS school nurse, questioned if someone is on the teacher contract (CBA) is there anything that would limit the teacher from talking to the School Board directly; is there a rule or restriction. Superintendent responded there is a codicil in the contract that the WLCTA can request a meeting with the Board Chair at any time. She questioned, if we see a board member can we talk to them. Chairman Ballou explained when we leave the table

we are board members but have no authority to do anything unless designated by the Board, we cannot make any promises, cannot take any action and cannot be student, or personnel related.

Ms. Hastings questioned how many times the athletic trainer would have been needed and used during the school year. Superintendent responded he doesn't have specifics on minor or major injuries in which a trainer would benefit the student. An athletic trainer also has a background and knowledge to help students in other ways other than just injuries, such as a student athlete with asthma. He confirmed the athletic trainer was removed from the MS-22.

Ms. Kelly Gibson, Wilton, questioned if the trainer could give injections, Superintendent confirmed no, it would be the school nurse. She spoke to the Board indicating she sent an email to them and Mr. Dailey responded he would forward it to the Board. She questioned if anyone was planning on responding to the email sent 3 weeks ago. Chairman Ballou noted he has not read this email she is referring to and has just been nominated Chairman this evening. She voiced disappointment and feels she is being ignored. She adds, there are over 230 signatures that were about the subject. Regarding food service, she spoke of working for café services and sees the pros and cons and notes the community at large would be happy but it may not be the best economical choice. She further adds that people are happy with the food at FRES and not WLC. "Chef Deb is an amazing person and works diligently. The food is the same but the presentation is different and if you don't go through your product and if you have anything moldy you have to get rid of it or it will all be moldy. We need to dive into what Chef Deb is doing and suggests to put her in the director position so she can help the district". She spoke of the SPED capital reserve and says she knows of 3-4 students who need to use these funds for service and tells the Board the numbers are inaccurate. She spoke of an adult that should have had out of district placement for 2 years and that this was an issue with the last district also; if they did have (out of district placement) it would be eaten up.

Mr. Bill Ryan, Lyndeborough spoke to clarify a misconception regarding the non-union staff not getting raises. He notes Superintendent Lane has said there was a line item for this. They are being taken care of, they have not been overlooked.

Ms. Post spoke regarding the \$81,000 holding account that Mr. Simard brought up on the floor at district meeting to be considered and was told to come here. Chairman Ballou responded it will be on the next agenda.

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

Mr. LoVerme questioned if the towns pay to use the schools for meetings. Superintendent responded there is a building usage formula and depending on the classification it falls under, they may or may not get charged. Mr. LoVerme thanked Mr. Erb and his staff for staying late after the town meeting to clean up.

Ms. LeBlanc welcomed the new members Mr. Clark and Ms. Cloutier-Cabral.

Mr. Clark spoke regarding Con-Val filing a lawsuit to get more aid from the state and questioned if the Board would like to do anything to join that and file a brief in favor or not. Superintendent responded, that is a Board discussion and if members want this as a topic it would need to be on the agenda; some information has been provided to the Board. Mr. Clark spoke of the concept to contact the Board by email and that some boards have a combined email. The government uses other options such as YouTube, Twitter etc. and he would like to look into other options as well. He adds the public can videotape a board meeting but the cost for the Board to do it would need to be investigated.

Chairman Ballou welcomed the new members and encouraged them to attend NHSBA's new board member orientation and other topics are offered such as nonpublic. He suggested the Board may want to have a workshop for down the road to talk about meeting norms, right to know etc. as all could use a refresher. He has been thinking of future agenda building. Currently, when things come up they just get added and would like more organizing of it in general and perhaps it's something that can be voted on. Regarding board correspondence, he suggests having some sort of form or some way public can enter information and have it part of board correspondence just like a letter, it is public information.

Ms. Lemire commented that she assumes the information that the Strategic Planning Committee gathered on food service will be shared with the new food service committee. She believes an analysis was done on how much each building lost in funds. Superintendent responded, he has all the information and it will be provided.



Ms. Cloutier-Cabral thanked the members for welcoming them and will have questions. She is interested in discussing the Con-Val suit and options around this and would like it to have this as a future agenda item.

Mr. Legere questioned if there was an internal committee of the staff. Superintendent responded no. Mr. Legere spoke of a food service waste analysis that he believes was done and suggests it be included. Mr. LoVerme responded he had asked for this but did not receive it. Mr. Legere noted policy BIA-New Board Member Orientation should be provided to new members. Superintendent responded he will distribute the information but did not want to do this all at once; it is in process.

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

*A MOTION was made by Mr. LoVerme and SECONDED by Mr. Vanderhoof to enter Non-Public Session to discuss personnel and student matters RSA 91-A: 3 II (A) (C) at 8:46pm.*

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

*A MOTION was made by Mr. LoVerme and SECONDED by Ms. Lemire to extend the time period to choose an arbitrator for the WLCTA level 4 grievance by five (5) calendar days and in order for the board to meet with the WLCTA officers to discuss their request.*

*Voting: (7-0-2) seven ayes, two abstentions from Mr. Vanderhoof and Mr. Legere; motion carried.*

*A MOTION was made to exit the non-public session at 10:37pm by Mr. LoVerme and SECONDED by Ms. Lemire.*

*Voting: (9-0) all aye; motion carried unanimously.*

#### **RETURN TO PUBLIC SESSION**

Public session reconvened at 10:37p.m.

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

*Voting: (9-0) all aye; motion carried unanimously.*

Discussion of future calendar dates.

*A MOTION was made to change the April 23<sup>rd</sup> school board meeting to April 30<sup>th</sup> by Ms. Lemire and SECONDED by Mr. LoVerme.*

*Voting: (9-0) all aye; motion carried unanimously.*

#### **XVI. ADJOURNMENT**

*A MOTION was made by Mr. LoVerme and SECONDED by Ms. Lemire to adjourn the Board meeting at 10:39pm.*

*Voting: (9-0) all aye; motion carried unanimously.*

*Respectfully submitted,*

*Kristina Fowler*