

**WILTON-LYNDEBOROUGH COOPERATIVE  
SCHOOL BOARD MEETING  
Tuesday, August 14, 2018  
Lyndeborough Central School-Multipurpose Room  
6:30 p.m.**

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

*Superintendent Bryan Lane, Business Administrator Lise Tucker, Director of Student Support Services Betty Moore, Principals Brian Bagley, Tim O'Connell, Technology Director Kevin Verratti, Assistant Principal Sarah Edmunds and Clerk Kristina Fowler*

**I. CALL TO ORDER**

Chairman Dailey called the meeting to order at 6:31pm.

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

*A MOTION was made by Mr. LoVerme and SECONDED by Ms. Lemire to enter Non-Public Session to discuss a student matter RSA 91-A: 3 II (C) at 6:31pm.*

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

**• RETURN TO PUBLIC SESSION**

The Board entered public session at 6:56pm.

**III. ADJUSTMENTS TO THE AGENDA**

Superintendent Lane informed members of one adjustment needed. He provided a letter from Russ Boland, Lyndeborough Town Administrator regarding converting street lights to LED. The District owns one light that would be affected.

*A MOTION was made by Mr. Ballou and SECONDED by Mr. LoVerme to accept the adjustment to the agenda.*

*Voting: all aye; motion carried unanimously.*

**IV. PUBLIC COMMENTS**

Ms. Deb Mortvedt, resident, spoke of following the "Bedford thing" (providing references for school employees accused of sexual misconduct) and saw in the board packet members had received a memorandum from an attorney regarding this and wants to be sure employee evaluations remain the property of the School Board and before it was shared, the School Board would have to consent to this. She also spoke of the amount of money the town of Wilton pays to the school system, that it is over \$500,000 a month and as a citizen she is following the trends of enrollment and that it is important to keep the budget in line as it is a lot of money and asks that you work hard for it.

**V. BOARD CORRESPONDENCE**

**a. Reports**

**i. Superintendent's Report**

Superintendent Lane provided an overview of his report which included the hiring of Courtney Palladino, SPED teacher. There are currently two openings for ABA Therapists, paraprofessionals and a music teacher. New teacher orientation is 8/22/18 and 8/23/18. The first day for all staff is 8/27/18 and the first day for students is 8/30/18. He provided a letter from our attorney regarding providing references for school employees accused of sexual misconduct; administration will be speaking to staff regarding this topic on the first day.

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

53 Ms. Tucker provided an overview of her report which included her working to ensure the work  
54 agreements and benefits are in place and coordinating purchases and payables for the coming year.  
55 Maintenance staff has been working to complete the annual cleaning, painting of the buildings and  
56 refinishing the gym floors. The third phase of the of the WLC roof replacement is scheduled to be  
57 completed by the beginning of the school year. Lyndeborough Central School will have siding repair  
58 (done by Matt Schwab) and paint (done by McCormack Painting) completed by the opening of school.  
59 She has secured pricing for copy paper from WB Mason (lowest bidder) who will supply 280 reams at  
60 \$26.18 per carton/case for 2018-19 year which is a 16.8% increase over last year and will have a negative  
61 impact to the budget of \$1,164.90. Superintendent Lane noted we work with the Town of Lyndeborough  
62 to provide them a reduced cost for copy paper. Also in the spirit of collaboration, Mr. Verratti spoke to  
63 the town managers to see if there is anything we can work together on including the possibility of staffing,  
64 such as sharing a full time technology employee, working half for the school district and half for the town.  
65 Ms. Tucker reported we are in the 3<sup>rd</sup> year of our agreement with One Source Security for a total cost of  
66 \$1,770 for the year which includes monitoring security and fire alarms systems. The agreement with Tri-  
67 State Fire Protection has been renewed which includes bi-annual kitchen hood suppression inspections for  
68 a total cost of \$1,497.60. They will also provide the annual inspections for fire alarm system panels, fire  
69 extinguishers, smoke detectors, sprinkler systems and elevator tests.

70 **iii. Principals' Reports**

71 Principal Bagley introduced Ms. Sarah Edmunds, the new assistant principal at WLC and provided an  
72 overview of his report. He pointed out on August 28 there is a 6<sup>th</sup> grade meet and greet from 8am-9am  
73 and for 9<sup>th</sup> grade from 9am-10am at WLC. The Science Summer Institute for teachers is August 13-17.  
74 Some schedule changes at WLC include teachers using one prep period four days a week for PLC's  
75 (Professional Learning Community) to provide more time to collaborate. High school SEER is now only  
76 two days a week on long block days during an extended advisory and middle school SEER was  
77 eliminated. The last Friday of each month at 8am, Principal Bagley and Assistant Principal Edmunds will  
78 host "Coffee and Conversation" which is an informal time for the community, students and School Board  
79 members to ask questions and express any concerns. The first one will take place on September 28 at  
80 WLC.

81  
82 Principal O'Connell provided an overview of his report which included having a successful RTI  
83 (Response to Intervention) Program, to prevent summer regression that included 42 students. The program  
84 was grant funded and included transportation. He reviewed the professional development opportunities for  
85 teachers over the summer. Meet and greets are scheduled on August 27 for parents and students at FRES  
86 12:30pm-1:30pm and at LCS 1:45pm-2:45pm. He has been interviewing to replace the music teacher who  
87 resigned. He welcomed Andrew Stevens, who filled a vacant position for desktop support at FRES.

88  
89 Mr. Verratti confirmed he does have an open half time position for a desktop support person for MS/HS.  
90 (The salary of two desktop support positions is within the one previous salary.) The half time position is  
91 the one he spoke to the towns about sharing if they had a need. The position could be made full time and  
92 split between the town and the school district. Chairman Dailey noted if the position was full time the  
93 cost of benefits would be added.

94 **b. Letters/Information**

95 **i NHIAA Committee Chair**

96 Superintendent Lane informed members he will continue as a Committee Chair to serve the NHIAA  
97 Tennis Committee. He volunteers for this and the term will end in 2019 and requires little time away from  
98 the office.

99 **VI. CONSENT AGENDA**

100 There was no consent agenda to report.

101  
102 **VII. ACTION ITEMS**

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

104 *A MOTION was made by Ms. LeBlanc and SECONDED by Mr. Legere to approve the minutes of June 12,*  
105 *2018 as amended.*

106 *Voting: all aye; motion carried unanimously.*  
107

108 **b. Transfer**

109 Mr. Verratti requested a transfer of budgeted funds from technology contracted services in the amount of  
110 \$6,380 to be moved to computer software-SAU technology as he is changing the backup services from a  
111 contracted service to software based solution to obtain better service at a decreased cost.  
112

113 *A MOTION was made by Mr. Ballou and SECONDED by Mr. Post to accept the transfer of \$6,380 from*  
114 *technology contracted services to computer software.*

115 *Voting: all aye; motion carried unanimously.*  
116

117 **c. Handbook Changes-WLC/FRES/LCS**

118 Changes to the handbooks were reviewed and discussed. WLC's changes/additions in the handbook  
119 included the following sections: Student Learning Expectations, Code of Conduct, schedule changes,  
120 Dress Code, Civility, Academic Integrity, Video and Audio Surveillance on School Property and  
121 Gay/Straight Alliance (club). Mr. LoVerme requested the following amendment:

- 122 • Under dress code; include options for students to correct a violation.
- 123

124 FRES/LCS's changes/additions/deletions in the handbook included the following sections: Attendance,  
125 Transitions, Assessments, Kindergarten Screenings, Discipline, and School Consequences. This will be  
126 the first year the book will be on the website and not printed. Mr. Legere requested the following  
127 amendments:

- 128 • On page 29, under Transitions, remove the word "some" from the second to the last sentence.
  - 129 • Add a space between "included and but" in the second sentence under "Classroom Consequences/  
130 Gross Misconduct".
- 131

132 Mr. LoVerme requested the following amendment:

- 133 • Change the word "may" to "will" under "School Consequences/Principal after School Detention" in  
134 the third sentence.
- 135

136 *A MOTION was made by Mr. Legere and SECONDED by Mr. LoVerme to accept the changes to the WLC*  
137 *and FRES/LCS handbooks as amended.*

138 *Voting: six aye; one nay from Mr. Vanderhoof, motion carried.*  
139

140 Superintendent Lane noted if parents have a concern about a portion of the student code of conduct they  
141 should speak to the building principal and if no satisfaction is provided contact the Superintendent and if  
142 no satisfaction is provided then the School Board. This is the normal process to address concerns; there is  
143 not a different procedure for addressing concerns relating the handbooks.  
144

145 **• CONVERTING TOWN OF LYNDEBOROUGH STREET LIGHTS TO LED**

146 A letter from Russ Boland, Lyndeborough Town Administrator was provided and reviewed. The School  
147 District owns and pays for one of the lights that would be affected. The Street Light Study Committee  
148 (appointed by the Board of Selectman) met with representatives from Eversource who advised the  
149 Committee of the potential savings in energy costs by converting to LED lights and informed them about  
150 an energy efficiency incentive program. The return on investment is expected to be about 20 months per  
151 Mr. Post and the project would need to be approved by the voters. The cost to the district should not  
152 exceed \$250 to replace the light. There was a brief discussion including the possibility of the district  
153 replacing the light themselves.

154  
155 *A MOTION was made by Ms. Lemire and SECONDED by Mr. Ballou, the WLC School Board agrees to*  
156 *expend up to \$250 to replace the street light across from the Lyndeborough Central School pending the*  
157 *outcome of the March vote of 2019.*  
158 *Voting: six aye; one nay from Mr. LoVerme, motion carried.*  
159

## 160 **VIII. COMMITTEE REPORTS**

### 161 **i. Budget Liaison**

162 Mr. LoVerme reported the Budget Committee met last night. Discussions included the hot lunch program,  
163 if the Homeland Security Report had been received and test scores being below state average in reading  
164 and math. They spoke of the lunch program being in debt, in March a large portion of money was spent,  
165 public school staffing being up 28% across NH and that they want a flat budget. The next meeting is  
166 scheduled for September 18, 7pm at WLC. Superintendent Lane noted he will send the Homeland  
167 Security Report once it is received; he has not seen the state wide test scores and that he would need  
168 additional information to respond to the reported large portion of money that was spent in March.

### 169 **ii. Policy**

170 Mr. Ballou reported the committee met on August 9 and will meet on September 13. There are about a  
171 half dozen additional policies that came forward since their last meeting and they are waiting for  
172 information from the NHSBA regarding some. The first policy the Board may see is regarding "Regular  
173 Board Meetings".

### 174 **iii. Strategic Planning**

175 Mr. Vanderhoof reported the committee has met and at the first meeting reviewed all six items on their list  
176 in order of importance. The second meeting they went over the first three items, spending the majority of  
177 their time on the calendar and MS configuration. The next meeting is scheduled for August 23. They may  
178 have a proposal regarding the calendar and will discuss school lunches at that meeting.  
179

## 180 **IX. RESIGNATIONS / APPOINTMENTS / LEAVES**

### 181 **a. Resignation-Kristina Aparo-FRES Music Teacher**

182 *A MOTION was made by Mr. Legere and SECONDED by Mr. Post to accept the resignation of Kristina*  
183 *Aparo, FRES music teacher.*  
184 *Voting: all aye; motion carried unanimously.*  
185

## 186 **X. PUBLIC COMMENTS**

187 Ms. Becky Sours, Wilton, asked for an update on the afterschool program. Superintendent Lane  
188 responded we have a contract with the Nashua Adult Learning Center and they are obligated to move  
189 forward with the program although there are not a lot of students currently signed up. She spoke of the  
190 dress code and not wanting it to "backfire" and be distracting to students.  
191

192 Ms. Edwina Hastings questioned if students were going to do self-evaluations. Principal Bagley  
193 responded that students will be involved by putting their evidence into a portfolio which is an important  
194 part of it.  
195

196 Ms. Deb Mortvedt, resident, noted that in her town, the new administration had said they would never pay  
197 more than \$20 per case of paper and would be happy to help us. Ms. Tucker responded that she did have  
198 an email conversation with them and they received an end of year inventory sale. Ms. Mortvedt also  
199 spoke of listening to public radio with a candidate for governor talking about NH schools being  
200 overstaffed more than others in the nation. She thanked the Board for being supportive and appreciates  
201 having public comment in two places.  
202

## 203 **XI. SCHOOL BOARD MEMBER COMMENTS**

Mr. Vanderhoof commented it would be nice to have the board packets a week in advance of the meeting as he would like to have more time to review it.

Mr. LoVerme questioned if there has been any more thought given to backpack homework (aka blizzard bags) instead of making up all the snow days. There was a brief discussion and Superintendent Lane noted Dr. Heon worked in a district that had used them and the trend is moving away from them. Mr. LoVerme requested this be an agenda item. It will be added to a future agenda.

Ms. LeBlanc commented on the dress code discussion regarding students wearing hats/hoods and believes Principal Bagley was “right on the mark” (by indicating you need to pick your battles; you need to put it into perspective). Chairman Dailey suggested feedback be provided by Principal Bagley in his October report to the Board regarding the handbook changes.

Mr. Legere commented the schools look great and praised Mr. Erb for the work he does and his dedication. He also commented on the vacant half time technology position and asked that since this was not a position we had in the past, he asks that administration to look closely before adding a person.

Ms. Lemire thanked WLC for working on the dress code and appreciates that the statements are positive and not just a list of don’ts.

Mr. Ballou commented regarding technology/internet, that some students cannot access internet or some have dial up connection. He questioned if the Lyndeborough Selectman could talk to vendors; is there something we can do to support getting better internet. Mr. Post added the town looked into it and the cost was \$2,500,000. Mr. Ballou notes it being worth an ongoing discussion.

Chairman Dailey commented he was pleased to not come back to a huge agenda even though the last meeting was 7 weeks ago. He appreciates the efforts that go on and that the SAU and administration can run seamlessly and make strides.

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

*A MOTION was made by Mr. LoVerme and SECONDED by Ms. LeBlanc to enter Non-Public Session to discuss a student matter RSA 91-A: 3 II (C) at 8:57pm.*

*Voting: all aye; motion carried unanimously.*

## **RETURN TO PUBLIC SESSION**

The Board entered public session at 9:49pm.

*A MOTION was made to seal the minutes of both nonpublic sessions this evening by Mr. Ballou and SECONDED by Ms. Lemire.*

*Voting: all aye; motion carried unanimously.*

## **XIII. ADJOURNMENT**

*A MOTION was made by Mr. LoVerme and SECONDED by Ms. Lemire to adjourn the Board meeting at 9:49pm.*

*Voting: all aye; motion carried unanimously.*

*Respectfully submitted,*

*Kristina Fowler*