

Public Notice of Meeting
WILTON-LYNDEBOROUGH COOPERATIVE SCHOOL BOARD MEETING
AND JOINT BUDGET COMMITTEE SESSION
Tuesday, October 9, 2018
Wilton-Lyndeborough Cooperative M/H School-Media Room
6:30 p.m.

- I. CALL TO ORDER-Harry Dailey-Chair**
- II. ELEMENTARY STUDENTS OF THE MONTH**
- III. ADJUSTMENTS TO THE AGENDA**
- IV. PUBLIC COMMENTS:** This is the public's opportunity to speak to items on the agenda. This is also the public's opportunity to speak to any topic concerning the school district. No complaints regarding specific staff members will be heard during a public meeting. The District has established separate procedures for complaints against individual employees.
- V. BOARD CORRESPONDENCE**
 - a. Reports**
 - i. Superintendent's Report
 - ii. Business Administrator's Report
 - iii. Principals' Reports
 - iv. Curriculum Coordinator's Report
 - b. Letters/Information**
 - i. Touch Pad Devices
 - ii. Distribution of Capital Reserve Funds
 - iii. School Boards/Select Boards-Other District Information
- VI. CONSENT AGENDA**
- VII. 7:00PM JOINT BOARD & BUDGET COMMITTEE SESSION**
 - a. FY 2019-2020 Budget**
 - i. FRES
 - ii. LCS
- VIII. PUBLIC COMMENT**
- IX. ACTION ITEMS**
 - a. Approve Minutes of Previous Meeting**
- X. POLICIES**
 - i. AD-Philosophy of the District
 - ii. BCA-School Board Member Ethics
 - iii. BEA-Regular Board Meeting
 - iv. IK-Earning of Credit
 - v. JICA-Student Dress Code
- XI. COMMITTEE REPORTS**
 - i. Budget Liaison
- XII. RESIGNATIONS/APPOINTMENTS/LEAVES**
- XIII. BOARD BUDGET DISCUSSION**

XIV. PUBLIC COMMENTS

XV. SCHOOL BOARD MEMBER COMMENTS

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

- i. Staffing Issue

XVII. ADJOURNMENT

INFORMATION: Next School Board Meeting & Joint Budget Co. Session-October 23, 6:30 PM at WLC-Media Room

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

Wilton-Lyndeborough Cooperative School District
School Administrative Unit #63

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

Bryan K. Lane
Superintendent of Schools

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

Lise Tucker
Business Administrator

SUPERINTENDENT'S REPORT
October 9, 2018

In response to board requests from the September 25:

- Kevin Verratti has followed up with our phone vendor in regard to “porting” numbers in an effort to reduce our cost. There are two parties that need to come to an agreement for this to happen, it appears they will not. I have asked the Technology Director to direct a letter to the Public Utilities Commission for relief.
- I have forwarded the question of how other districts interact with select boards to the list serve for the Superintendents Association. Those responses are included in the board packet.
- In response to how first and second graders would use touch pad devices, I have included a document with a description from Mr. O’Connell.
- A question was raised as to release of funds from Reserve Funds, my response is included.

Budget preparation continues to be a focus for all of us. FRES/LCS will be presented tonight and WLC at our next meeting.

I have a meeting with representatives of the WLCTA on October 15 and 22 to discuss the new teacher’s evaluation system we are piloting this year. We will be discussing the format of the system and the language in the rubric. In correspondence with the union president, initial language that was in conflict with the CBA has already been removed.

On Wednesday, September 26 I was pleased to witness the FRES “Apple Pie Factory”. This is an annual event for first graders to make apple pies. This is a lesson in teamwork, listening, and how to work collectively. The soft skills every employer is looking for. The apple pies were stacked high and baked later that day. The kids were great and with the help of teachers along with parent volunteers this was a great event.

On Wednesday, October 3rd I attended the annual Kidder Law Conference sponsored by the Superintendent’s Association. I will be attending sessions on:

- Effective Approaches to Employee Behaviors and Investigations
- An update on the Affordable Care Act
- Collective bargaining subjects- Permissive, vs. Mandatory vs. Prohibited including topics of changing schedules
- An overview of the changing legal statutes around student privacy and records

The Policy Committee meets on Wednesday, October 10.

The Strategic Planning Committee meets on Wednesday, October 17.

Friday, October 19 is the Southwest Superintendents meeting in Henniker.

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BUSINESS OFFICE REPORT
October 9, 2018

Mary Anne, Kristina and I continue to work on processes that will bring efficiencies in Human Resources, Payroll, Payables, etc. We anticipate completing a procedure manual with process timelines in the near future.

We anticipate having the auditors in for their field work next month.

Our next Facilities Subcommittee meeting is scheduled for Tuesday, October 23, 2018 at 5:30 p.m. at WLC in the staff room next to the library/media room. This will be an administrative meeting to review the CIP worksheet and update it accordingly.

Mary Anne will be attending the Infinite Visions NH User Group meeting this month. This is an annual two day professional development event that discusses best practices and gives an overview of industry standards.

Lise will be attending the annual "Best Practices for School Operations, Finance and Business Leadership Conference" this month. The agenda includes Banking Relationships, Energy Market Trends, Energy Efficiencies, a New Hampshire Retirement System update, and Federal Labor Laws for schools.

The next walk through for the Facilities Subcommittee will be at WLC on Tuesday, November 13, 2018 at 5:30 p.m. We will be meeting at the staff room next to the library/media room first.

The third phase of the WLC Roof replacement has been completed.

WLC is scheduled to have their Fire Inspection on October 8th, Columbus Day.
FRES is scheduled to have their Fire and State Inspection on October 9th.

WILTON-LYNDEBOROUGH COOPERATIVE
MIDDLE SCHOOL / HIGH SCHOOL
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Brian Bagley, Principal
Sarah Edmunds, Assistant Principal

Amanda J. Kovaliv, School Counseling Coordinator
Shannon O'Donnell, Middle School Counselor

Principal Report

10/9/18

A team from WLC (Katie Gosselin, Sarah Edmunds, Zach Provost, and Erin Lhotsky) attended the Fall 2018 New Hampshire Universal Design for Learning Innovation Meeting in Concord on Sept. 28. UDL is a framework to improve and optimize teaching and learning for all people based on scientific insights into how humans learn. The team spent the day thinking about teaching and learning and ways to help give all students an equal opportunity to succeed. The UDL approach offers flexibility in the ways students access material, engage with it and show what they know. Representatives from UDL visited with WLC teachers on October 2nd during the faculty meeting.

Middle School Teachers have implemented the Math Action Plan during period 5. Four times a week students are working on math, 49 minutes Monday and Tuesday and 25 minutes Wednesday and Thursday.

The WLC Library has been a bustling space this month. Students have used the comfortable seating for collaboration as well as independent work. The new movable white boards have helped students in Calculus class work through difficult problems, brainstorm volunteer ideas for clubs, and as a space for creativity and self-expression. Middle school students have been frequent visitors getting reading books. Seniors have begun formalizing their Essential Questions for their Senior Projects and are beginning formal research using library databases and resources. As always, all students are encouraged to notify Mrs. White if there are books or sources that they would like to have added to the library collection.

Parent/teacher conferences were held on October 4th. From 3:30pm- 7:30pm teachers from both the Middle and High School were available to meet with their child's teacher to review his/her progress. The conference was held in the gymnasium.

Coffee and Conversation with the WLC Principals Brian Bagley and Sarah Edmunds started on October 4th from 8am- 9am. For the remainder of the school year the conversations will be scheduled on the last Friday of each month.

This month there will be several colleges visiting WLC. They include St. Joseph's College, Colby Sawyer College, Rivier University, Plymouth State College, St. Anselm College, and the University of Rhode Island.

Department Meetings the past month have been devoted to curriculum unit writing. Twice a month Departments meet and work together writing curriculum. Time has also been spent creating their budget for 2019-2020 school year.

This fall, the faculty began working collaboratively in Professional Learning Communities on writing and editing Curriculum. The goal is to have all curriculum written in a cohesive format by the end of the year in time for our Decennial NEASC Accreditation Visit in October, 2019. PLCs are an important opportunity for teachers to support each other's work and collaborate to improve learning opportunities for students.

Red Ribbon week is taking place at WLC October 22- 26. Red Ribbon Week is an alcohol, tobacco, and other drug and violence prevention awareness campaign observed annually in October in the United States.

October 30th Early Release Day Science teachers will be working with a facilitator on Next Gen Science Standards and how they impact curriculum and instruction. The rest of the faculty will be working on writing curriculum. All teachers will then meet and begin formally drafting WLC's Values and Beliefs about Learning, as part of their NEASC work.

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"WLC will strive to be a positive learning community that ensures each student has the opportunity to develop to his or her potential."

AD Report:Boys Varsity Soccer

Head Coach: Kristin Schwab

of Players: 16

Record: 4-4-2

Next Home Game: Friday, October 12th at 4pm vs. Mt. Royal(Senior Night)

Girls Varsity Soccer

Head Coach: Dan Ayotte

of Players: 18

Record: 6-4

Next Home Game: Friday, October 12th at 6pm vs. Mt. Royal(Senior Night)

Boys Middle School Soccer

Head Coach: Dan Nelson

Assistant Coach: Jess Cloutier

of Players: 16

Record: 6-1

Next Home Game: Thursday, October 4th at 3:30pm vs. Presentation of Mary

Girls Middle School Soccer

Head Coach: Courtney Palladino

of Players: 11

Record: 0-6-1

Next Home Game: Tuesday, October 9th at 3:30pm vs. Nashua Catholic

At the NHIAA Annual Meeting on September 17th, WLC received the Award of Excellence for our exemplary display of sportsmanship, ethics and integrity. This is the 8th consecutive year we have been given this award by the NHIAA.

Respectfully,

Brian Bagley

Monday, October 1 – MSB Soccer @ Epping, 3:30

MSG Soccer vs. Epping, 4:30

Policy committee mtg. 6:00, conference room

Coop Connection mtg. 6:00, Library

Tuesday, October 2 –

Wednesday, October 3 – MSG Soccer @ Presentation of Mary, 3:30

GV/BV Soccer @ Newmarket, 4:00/6:00

Math team @ Keene HS, 3:00

Thursday, October 4 –MSB Soccer vs. Presentation of Mary, 3:30

Parent/Teacher conferences 3:30-7:30

Friday, October 5 – NO SCHOOL

GV/BV Soccer @ Concord Christian, 2:30/4:00

Saturday, October 6 –

Sunday, October 7 –

Monday, October 8 – NO SCHOOL

Tuesday, October 9 – BV Soccer @ Conant, 4:00

MSB Soccer @ Nashua Catholic, 3:30

MSG Soccer vs. Nashua Catholic, 3:30

School Board mtg. 6:30. Library

Budget committee mtg. 6:30, conference room

Wednesday, October 10 – Juniors taking PSAT

GV Soccer @ Newport, 4:00

Thursday, October 11 – MSB Soccer @ Sanborn, 3:30

MSG Soccer vs. Sanborn, 3:30

Financial Aid Night, 6:00-7:30, School Counseling

Friday, October 12 – BV/GV Soccer vs. Mount Royal 4:00/6:00

WLC Pride day

Saturday, October 13 –

Sunday, October 14 –

Monday, October 15 – BV Soccer @ Sunapee, 4:00

GV Soccer @ Portsmouth Christian, 4:00

MSB Soccer @ Auburn, 3:30

MSG Soccer vs. Auburn, 3:30

Tuesday, October 16 – Booster Club meeting, 6:30, Library

Wednesday, October 17 – Strategic planning meeting, 7:00, Main office conference room

Thursday, October 18 – BV/GV Soccer @ Epping, 4:00

Friday, October 19 –

Saturday, October 20 –

Sunday, October 21 –

Monday, October 22 – Red Ribbon Week

Tuesday, October 23 – Red Ribbon Week

Boston Freedom Trail Field Trip

Wednesday, October 24 – Red Ribbon Week

Unity Day

Thursday, October 25 – Red Ribbon Week

Friday, October 26 – Red Ribbon Week

Middle School Dance, 5:00-6:00, Cafe

Saturday, October 27 –

Sunday, October 28 –

Monday, October 29 – National Honor Society Induction Ceremony, 7:00, Library

Tuesday, October 30 – Picture re-take Day

Wednesday, October 31 -



The WLC Reporter



Wilton-Lyndeborough Cooperative Middle/High School

October 2018

Back to School

WLC kicked off the 2018-2019 school year on August 30 with a back to school celebration. Students were welcomed to the building by staff and faculty holding homemade signs and warm wishes for a good year. During the first two days of school, students participated in team building exercises and assemblies meant to set a positive tone for the year.



Above from left to right: Raj Kalsi, Olympia Clark, Justin Kane, and Mandy Kovaliv
Below: Marc Belanger, Zach Provost, Victoria Walsh, Paul Petrimoulx, and Cathy Blais.



Students Create!



Rebecca Hadley, junior, shows her remarkable artistry. She is building and painting a guitar for a project in Ms. Clark's Creative Arts class.



Kaitlin Loverme takes part in a dissection lab to explore various body systems in Ms. Kalsi's Honors Biology class.

The Science Experience at WLC

Teaching the scientific method to students is teaching them how to think, learn, solve problems and make informed decisions. These skills are integral to every aspect of a student's education and life, from school to career. At WLC this summer, science teachers attended a week long workshop to introduce The Next Generation Science Standards. These standards give educators the flexibility to design classroom learning experiences that stimulate students' interests in science and prepares them for college, careers, and citizenship.



Anyone can stack blocks, boxes, or books, but only those with a steady hand and some understanding of chemistry can stack liquids. Above, juniors Natalie April and Aidan Rapp complete a lab on density by creating a liquid rainbow in Mr. Zekser's chemistry class.

Soil - It's More Important Than You Think

By Bill Fox

WLC 8th Grade students became soil scientists as they learned about the power and characteristics of soil. Students became familiar with concepts such as soil types and soil horizons (layers parallel to the soil surface, whose physical characteristics differ from the layers above and beneath). Our learning involved classroom activities, discussions, and a hands on experience.

Teams of 8th Grade students dug their own soil pits to study and classify the soil surrounding the WLC school building. As soil scientists, students identified the soil horizons, soil profiles, and measured the depth and thicknesses of these horizons. They collected data on other properties of the soil such color, texture, organic content, and structure of the soil in the pit. They used the evidence that they collected to identify the soil type and evaluate the best use for that type of soil.

The students were excited to discover what was hidden underneath their feet below the soil.

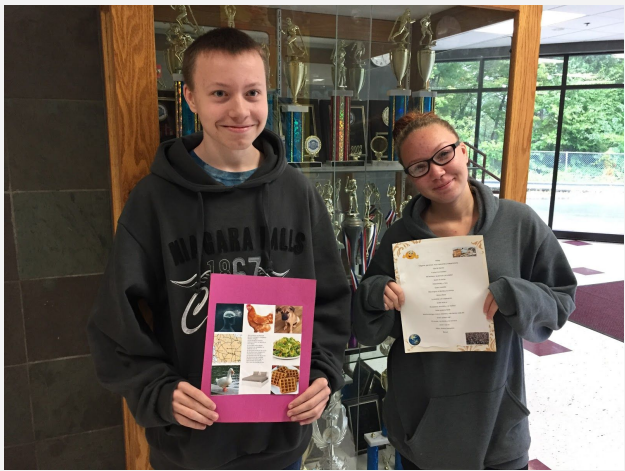


Below: Zaid Turgeon, Tim Wylie, Dylan Phillips, and Spencer Gibson pause for a picture while out collecting soil samples.



Parlez-vous Français? ¿Hablas Español?

by: Kim Humphreys and Audra Nolin



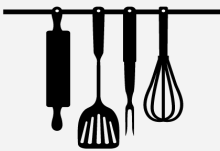
Michael Dick (French) and Hailey Benoit (Spanish) display their Biography Poems.

The students at WLC speak in the target language every day! We are excited to start a new school year at WLC! The World Language Department has been busy during the summer designing a new curriculum for the French/Spanish program. The new curriculum is comprehensive, cohesive and congruent in addition to being aligned with our Student Learning Objective (SLO), which is to *increase students’ comfort level speaking in the target language*. The novice levels of French/Spanish have been using basic greetings in dialogues they personally designed. The dialogues expand upon information that the students previously learned. They ask questions such as *Who are you? Where are you from? How old are you? and How are you doing today?* They also introduce one classmate to another, which provides an excellent vehicle to reach a sense of community in the classroom! Intermediate French/Spanish students have been busy working on Bio Poems to talk about their personalities, their lives, their hopes, and dreams in the target language. Students are required, in addition to the written text, to provide artwork or photos demonstrating what they are saying in the target language. The artwork or pictures add a personal touch and provide translation for the non French/Spanish speaker.

Advanced language students enjoy a full-immersion experience in the classroom; both constructed and spontaneous speech in the target language is outstanding! In addition, advanced students are writing stories and creating little books to describe an outdoor adventure that occurred in the past. They are amazing! The World Language Department is off to a great start and looking forward to a wonderful year! Thank you for your support!



Above: Wyatt Garner, Aiden Rapp, Mikayla Broderick, and Samantha Yurcak present a beautiful spaghetti bread they made in Creative Cooking. The bread is stuffed with spaghetti, sauce, mozzarella cheese, and some sausage. The students brushed it with egg whites, sprinkled it with parmesan cheese, and finally topped it with parsley grown in the WLC herb garden.



Growing at WLC

Last year, students in Ms. Clark’s Family and Consumer Science (FACS) classes built the raised beds that provide the RISE program opportunities to teach gardening skills. Mr. Kane allowed the students access to the shop and helped to build them. Through this joint effort, there are now three raised beds that produced cucumbers, tomatoes, watermelons, butternut squash, parsley, mint, oregano, lavender, and basil this fall. The 7th grade FACS class helped harvest this year and enjoyed fresh sliced cucumbers. Herbs were given to the kitchen staff to make sauce and also to the FACS students for their cooking creations.

Below, Tyler Stratton and Dylan Cuddihy get the dirt prepared for the raised beds.



Over the summer, Maya Gendron cared for the gardens and made this year’s harvest possible.



FLORENCE RIDEOUT ELEMENTARY SCHOOL

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Timothy O'Connell, Principal

Jo Anne Dufour, School Counselor

Principal's Report: 10/9/2018

Florence Rideout Elementary School/Lyndeborough Central School

During the week of **September 17th – 21st** all students in Kindergarten through grade 5 were assessed using the STAR 360 assessment. Students who are below benchmark or are not making adequate grade level progress will be targeted for more specific intense intervention. During the week of **September 24 -28th** grade level classroom teachers and Michelle Locke, RTI Coordinator, met during our first PLT of the year. The group reviewed student data and agreed upon appropriate interventions for students and established goals to ensure learning and progress for all students. An informational "Open House" event for parents will be hosted by our W.I.N. staff on **Thursday, October 11th**.

At Florence Rideout Elementary School, we believe that *how* children learn is as important as *what* they learn, and academic success is inextricably tied to building social-emotional competencies. As a responsive school we strive to teach each student to value learning and develop a student who "**C.A.R.E.S.**": Students who Cooperate, Assert themselves, are Responsible, Empathetic, and have Self-Control. At Florence Rideout we have adopted these C.A.R.E.S. traits as our "Habits of Learning" and introduced them to the entire school during our "*Kingdom of C.A.R.E.S.*" assembly on **Thursday, September 26th**. A video of this event can be viewed on our website.

On **Wednesday, September 25th** the PTO hosted Bonnie Harris of Connective Parenting and author of *Confident Parents, Remarkable Kids* for a parent education presentation titled "Helping the Worried Child". This presentation focused on how parents and teachers can support the anxious child. This event was well attended by parents and teachers, not only from Wilton and Lyndeborough, but also neighboring school districts.

On **Friday, September 28th** I joined other members from our district UDL (Universal Design for Learning) team at the Grappone Conference in Concord, NH. Universal Design for Learning (UDL) is a framework to improve and optimize teaching and learning for all students based on scientific insights into how humans learn. This day we joined other districts across the state to discuss how to incorporate these practices in our classrooms and schools.

Beginning **Tuesday, October 9th** students will embark on a learning journey through our Odyssey Program. This program, administered by our talented specialist teachers, allows students the opportunities to explore and develop their own interests and talents. This type of school-wide enrichment program nurtures a love of learning and allows students opportunities to develop

abilities in demand in the work force: the ability to work collaboratively and independently, self-direction, and creativity.

Our annual visit from T.I.G.E.R. (Theater Integrating Guidance, Education, and Responsibility) will take place on ***Friday, October 19th***. T.I.G.E.R. is a professional theatre company, from Plymouth State University. Performances are designed to help children, schools, parents, and communities deal proactively and positively with social issues and concerns facing children in schools today. Based entirely upon the anonymous writings of school children, a TIGER performance incorporates live actors, theatre, movement, and music to engage school audiences. This year's performance titled, "A Brand New Day" focuses on resiliency and children standing up for themselves and others.

Ann Mordecai consultant from Demonstrated Success will continue her work with teachers during our early release day on ***Tuesday, October 30th***. Our goal will be to continue to examine our current practices and instructional strategies particularly those focused on math fact automaticity.

On ***Wednesday, October 31st***, students and staff will march in annual Halloween parades throughout downtown Wilton and Lyndeborough. It is always a great community event when students and staff display their creativity with their costumes.

Congratulations to our October Students of the Month, Nathan Gill and Ainsley Potter, fifth grade students at Florence Rideout Elementary School. Both of these students have consistently demonstrated success in the classroom during the first few weeks of school and exemplify our C.A.R.E.S. Habits of Learning.

Respectfully Submitted,

Tim O'Connell

Principal

Wilton-Lyndeborough Cooperative School District-SAU #63
District Curriculum Coordinator

Julie S. Heon, Ed. D.
192 Forest Road Lyndeborough, NH 03082
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Curriculum Report: October 9, 2018

Professional Learning

I attended the annual Curriculum, Instruction, and Assessment Conference in September. Featured topics included the role of technology in student learning and digital footprints, pathways to college and career readiness, performance assessment, and changes in STEM (science, technology, engineering, mathematics) education in New Hampshire. Presenters were from across the U.S. and within NH.

Our monthly regional curriculum meeting is always a good opportunity to share ideas and resources. The topics this month included details about the 2019 state testing K-8 and the SAT for grade 11 which will be digital this year, changes to computer education/computer science education requirements forthcoming, math education (struggles of several districts, resources), and federal grants.

Tim and I are working with our consultant on the details of our math topics for the October 30 early release time. Our August session focused on math standards and automaticity of math facts. Upcoming topics will include instructional practices and assessments.

Curriculum Development

I am working with the WLC teachers through ongoing curriculum development during their professional learning times, department meetings, and individually. We have been reviewing various parts of the curriculum writing process and examining each other's draft to provide feedback.

Assessment

Attached are the results of our September grades 2-8 STAR 360 assessment. Grade 1 students will begin testing at the end of the first quarter. Grades 1 – 5 will test at the end of each quarter going forward. Grades 6 – 8 will test with STAR 360 again in January and June, and use Khan Academy assessments monthly to monitor progress toward goals. We are very careful to gather sufficient data, but in different forms and frequency so that the middle grade students may do their best each time for data accuracy.

Respectfully submitted,
Julie Heon, Curriculum Coordinator

STAR 360 Assessment Data

9/27/2018

MATH						READING					
Grade	test time	# students	Scaled Score	Grade Equivalent	Percentile	Grade	test time	# students	Scaled Score	Grade Equivalent	Percentile
2	Sep	44	409	2.1	46	2	Sep	44	182	2.0	32
3	Sep	40	564	3.6	77	3	Sep	39	410	3.7	61
4	Sep	42	599	4.1	57	4	Sep	42	426	3.8	37
5	Sep	38	684	5.3	63	5	Sep	39	577	5.1	44
6	Sep	42	740	6.4	58	6	Sep	40	735	6.3	51
7	Sep	28	731	6.2	39	7	Sep	27	766	6.5	42
8	Sep	47	755	6.7	38	8	Sep	48	868	7.3	40

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TO: The WLC School Board
FROM: Bryan Lane
DATE: 10/1/18
RE: Touch Pad Devices for Grades 1 and 2

At the last school board meeting there was a request for information on what a touchpad device would be used for in grades 1 and 2.

Mr. O'Connell indicates the following:

ASSESSMENTS:

STAR Assessment throughout the year

ELA/Reading:

Reading A-Z (access to online leveled readers) includes audio components
Spelling City (access to online activities/games to review weekly spelling words/lists
Epic Audio books
IXL - Targeted skill intervention on CCSS standards (Comprehension/Language
Development/Phonics Gr 1 and 2)

MATH:

Xtra Math - (FREE online math fact fluency program)
IXL - Targeted skill intervention on CCSS standards

SCIENCE:

Brain POPJr. / Cartoon Videos/ of explaining/demonstrating scientific concepts
KAHOOT-- Highly engaging Teacher formative assessment tool (quiz show format)

With chrome tablets students would be using the google platform and be able to access their individual google account (g-drive documents).

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TO: The WLC School Board
FROM: Bryan Lane
DATE: 10/2/18
RE: Capital Reserve Funds

The question was posed at the last school board meeting as to whether funds could be released from Capital Reserve Funds and be distributed for other purposes.

In looking into statutes, a Capital Reserve Fund is created for a specific purpose and that fund is established by a vote of the citizens of that jurisdiction.

RSA 35:3 Meetings. – Except as provided in RSA 35:7, the authority granted by RSA 35:1 shall be exercised only by a majority vote of the legal voters present and voting at an annual or special meeting in the case of a town, school district, or village district. The warrant for a town, school district, or village district meeting, to consider the establishment or discontinuance of such a reserve, shall include an article distinctly stating the purposes for which such reserve is to be established or was established as appropriate.

The distribution of funds is described in RSA 35:15:

RSA 35:15(V) In all cases, expenditures from a capital reserve fund shall be made only for or in connection with the purposes for which said fund was established or as amended as provided in RSA 35:16.

With this in mind, funds from a capital reserve fund may only be distributed for the specific purpose the fund was create for by a vote of the public. Funds cannot be released from one capital reserve fund and reassigned to the purpose of another capital reserve fund.

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TO: The WLC School Board
FROM: Bryan Lane
DATE: 10/2/18
RE: Request for Information

At the last school board meeting the board requested information regarding on how other districts handle relations between school boards and select boards.

I sent out the following question to Superintendents:

Does anyone have a school board member that meets on a regular basis with the select board or sits on the select board as a non-voting member?

Below are the responses I have received.

- Oyster River has two School Board members who sit on the Durham City Council.
- We have a board member who acts as a select board liaison in Dunbarton and in Bow we try to schedule a joint meeting of the two boards a couple times a year.
- In ConVal, we actually have a Selectmen's' Advisory Council. A representative from each of the 9 Select boards meets monthly with myself and 3 Board members.
- Berlin SAU3, no real contact. They are accountable to city council. I attend regular meetings in case of questions or issues (helps us during budget process as well).
- I have one board member of my smallest district who attends a few select board meetings a year to update the selectmen on the budget development process, SAU 84 Littleton.
- I have a member of the SB who is also on the town Budget committee as a voting member, Epping.
- No for Pittsfield, though our School Board chair is a semi-regular attendee of Select Board meetings not in his role.
- I deliver a report to the select board twice a year. That is the extent of the meeting between the two bodies, Gilford
- We actually have a BOS member that is on the School Board. The BOS appointed him first to the Budget Committee last year and the School Board this year, Timberlane.
- We do not currently have anyone doing this. In the past, we have had folks that served as both selectmen and board members over the years. We also have others who wear multiple hats in other town roles as well as board members, Winnisquam.

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Pre-K-5 Budget Summary

The proposed Pre K-5 2019-20 budget is inclusive of the costs for the Lyndeborough Central School and Florence Rideout Elementary School operations. The proposed 2019-20 operational budget for Pre-K – 5 has a total increase of \$89,064 over the adopted budget for 2018-19. This is an increase of 5.5 %.

Areas of increase in the operational budget include:

- A combined increase of \$18,655 to the regular education supply, printed materials and professional development account lines for a new proposed K-5 STEM program titled Project Lead the Way.
- Non-discretionary building expenses at both Florence Rideout Elementary School and Lyndeborough Central School including electricity, fuel, and water/sewage reflect a total increase of \$34,183 on the operating budget.
- Increased costs of \$52,647 in the special education budget at FRES in the areas of private tuition and transportation to support an individual student need for out of district programming.

Most other areas are level funded or show a decrease.

Project Lead the Way is a K-12 STEM program that fosters important skills such as problem solving, critical and creative thinking, collaboration, and communication. Research supports that Project Lead the Way contributes to a strong, positive impact on mathematics and science achievement. Due to grant funding we were able to pilot a unit from this program in Kindergarten and grades 1 and 2 for this 18-19 school year. The cost to implement this program including staff training in all K-5 classrooms is \$23,152. Of that amount \$20,548 is one time cost for student kits and teachers resources. An annual cost of \$2,604 is anticipated to replenish and replace supplies associated with maintaining the program.

Respectfully submitted,

Tim O'Connell
Principal

Category	Object	Account	Description	FY17 Expenditures	FY18 Expenditures	FY19 Proposed	FY20 Proposed	Dollar Difference	Percentage Change	NOTES
CS	430	04.1100.430.11.00000	Repairs & Maintenance Services-FRES	83.44	130.00	185.00	185.00	0.00	0.00	annual piano tuning
S	610	04.1100.610.11.00000	General Supplies/Paper/Tests-FRES	26,516.19	25,470.05	20,656.00	29,445.00	8,789.00	42.55	PLTW supplies
S	641	04.1100.641.11.00000	Books & Other Printed Media-FRES	30,298.24	22,738.93	23,358.00	30,862.00	7,504.00	32.13	PLTW kits and teacher resources
SW	650	04.1100.650.11.00000	Computer Software-FRES	0.00	11,617.27	11,577.00	9,689.00	(1,888.00)	(16.31)	tech ed applications
NE	731	04.1100.731.11.00000	New Equipment-FRES	1,013.18	3,013.81	1,695.00	2,693.00	998.00	58.88	partitions/classroom easels
NE	733	04.1100.733.11.00000	New Furniture & Fixtures	0.00	0.00	0.00	0.00	0.00	0.00	
RE	735	04.1100.735.11.00000	Replacement Equipment-FRES	4,495.00	8,064.43	4,388.00	6,667.00	2,279.00	51.94	year 2 of 7 classroom cycle
RE	737	04.1100.737.11.00000	Replacement Furn & Fixtures - FRES	355.59	0.00	0.00	0.00	0.00	0.00	
PD	810	04.1100.810.11.00000	Dues/Memberships-FRES	75.00	226.00	758.00	796.00	38.00	5.01	NHMEA Music Dues, Spelling Bee, Dest Image
SP	610	04.1210.610.11.00000	General Supplies/Paper/Tests-FRES	1,901.46	2,256.59	2,500.00	2,500.00	0.00	0.00	
SP	641	04.1210.641.11.00000	Books & Other Printed Media-FRES	19.98	749.37	500.00	500.00	0.00	0.00	
SP	650	04.1210.650.11.00000	Computer Software-FRES	5,312.98	2,145.41	5,760.00	2,880.00	(2,880.00)	(50.00)	ACE - RISE program
SP	731	04.1210.731.11.00000	New Equipment-FRES	790.41	858.45	1,000.00	1,000.00	0.00	0.00	
SP	735	04.1210.735.11.00000	Replacement Equipment-FRES	464.66	612.75	500.00	500.00	0.00	0.00	
SP	323	04.1212.323.11.00000	SPED Summer Contracted Svs - FRES	0.00	6,068.50	0.00	0.00	0.00	0.00	
SP	561	04.1290.561.11.00000	Public - In State Tuition-FRES	0.00	0.00	0.00	0.00	0.00	0.00	
SP	564	04.1290.564.11.00000	Private In & Out of State Tuition-FRES	26,505.60	46,082.20	44,784.00	95,000.00	50,216.00	112.13	
CS	339	04.1290.339.11.00000	504 Special Programs-FRES	1,025.35	341.14	1,000.00	0.00	(1,000.00)	(100.00)	change in function code
CS	610	04.1290.610.11.00000	504 Program Supplies - FRES	0.00	328.13	300.00	0.00	(300.00)	(100.00)	
CS	731	04.1290.731.11.00000	504 Program Equipment - FRES	0.00	952.30	500.00	0.00	(500.00)	(100.00)	
CS	339	04.2129.339.11.00000	504 Special Programs-FRES	0.00	0.00	0.00	1,000.00	1,000.00	100.00	
CS	610	04.2129.610.11.00000	504 Program Supplies - FRES	0.00	0.00	0.00	300.00	300.00	100.00	
CS	731	04.2129.731.11.00000	504 Program Equipment - FRES	0.00	0.00	0.00	500.00	500.00	0.00	
CS	323	04.2122.323.11.00000	Testing-FRES	3,162.50	6,637.80	5,638.00	5,638.00	0.00	0.00	Star 360 - Data Integration
S	610	04.2122.610.11.00000	General Supplies/Paper/Tests-FRES	679.16	113.17	350.00	311.00	(39.00)	(11.14)	
S	641	04.2122.641.11.00000	Books & Other Printed Media	258.93	1,148.60	221.00	350.00	129.00	58.37	
PD	810	04.2122.810.11.00000	Dues & Fees	179.00	179.00	189.00	179.00	(10.00)	(5.29)	ACA, NHSCA
CS	323	04.2134.323.11.00000	Nurses Cont. Svs-FRES	0.00	0.00	2,820.00	3,045.00	225.00	7.98	substitute - 7 days
CS	430	04.2134.430.11.00000	Repairs & Maintenance Services-FRES	250.00	120.00	250.00	220.00	(30.00)	(12.00)	calibrations
PD	580	04.2134.580.11.00000	Travel/Conference-FRES	0.00	673.80	48.00	50.00	2.00	4.17	
S	610	04.2134.610.11.00000	General Supplies/Paper-FRES	4,565.06	1,385.15	1,072.00	1,148.00	76.00	7.09	stickers, ice packs, first aid items
NE	731	04.2134.731.11.00000	New Equipment-FRES	0.00	0.00	0.00	509.00	509.00	100.00	welch allen exam light
RE	735	04.2134.735.11.00000	Replacement Equipment-FRES	1,675.77	3,133.80	869.00	743.00	(126.00)	(14.50)	AED batteries and pads
PD	810	04.2134.810.11.00000	Dues & Fees-FRES	0.00	150.00	165.00	165.00	0.00	0.00	NHASN and Natl
SP	323	04.2142.323.11.00000	Psychological Testing Services-FRES	5,320.00	3,395.00	5,200.00	5,200.00	0.00	0.00	evaluations
SP	321	04.2143.321.11.00000	Associate Psychologist - Contracted-FRES	3,010.00	1,850.00	2,500.00	2,500.00	0.00	0.00	counsel as needed
SP	610	04.2143.610.11.00000	General Supplies/Tests/Paper-FRES	80.00	209.37	250.00	250.00	0.00	0.00	testing protocols
SP	580	04.2149.580.11.00000	BCBA/ABA Travel/Conference - FRES	899.64	566.22	900.00	900.00	0.00	0.00	NHABA conference
SP	610	04.2149.610.11.00000	ABA Therapy Supplies - FRES	0.00	734.39	500.00	500.00	0.00	0.00	
SP	321	04.2152.321.11.00000	S/L Pathologist - Contracted Services-FRES	56,406.61	49,193.50	50,220.00	50,220.00	0.00	0.00	as needed
SP	610	04.2152.610.11.00000	S/L Path Genl Supplies/Paper-FRES	249.00	0.00	250.00	250.00	0.00	0.00	therapy protocols
SP	641	04.2152.641.11.00000	S/L Path Books & Print Media - FRES	204.00	243.10	250.00	250.00	0.00	0.00	
SP	323	04.2153.323.11.00000	Audiological Testing Services-FRES	472.50	0.00	500.00	500.00	0.00	0.00	hearing evaluations
SP	323	04.2162.323.11.00000	P.T. Services Contracted-FRES	4,028.00	6,148.00	8,320.00	3,780.00	(4,540.00)	(54.57)	physical therapy
SP	321	04.2163.321.11.00000	O.T. Services Contracted-FRES	33,288.19	33,146.55	35,000.00	35,000.00	0.00	0.00	occupational therapy
SP	321	04.2190.321.11.00000	Reading Spec Cont. Svs-FRES	14,744.00	12,928.50	15,960.00	15,960.00	0.00	0.00	
SP	323	04.2190.323.11.00000	Other Student Support Services-FRES	4,265.37	731.50	2,000.00	2,500.00	500.00	25.00	
PD	240	04.2210.240.11.00000	Tuition Reimbursements - FRES	7,721.11	0.00	6,000.00	6,000.00	0.00	0.00	CBA
PD	290	04.2210.290.11.00000	Staff Development-teachers-FRES	7,720.59	9,797.62	10,000.00	10,000.00	0.00	0.00	CBA - \$425 per
PD	291	04.2210.291.11.00000	Staff Development-support-FRES	270.36	539.00	600.00	600.00	0.00	0.00	

FRES Budget Proposal FY19-20
non Payroll Accounts

as of 10/3/2018

Category	Object	Account	Description	FY17 Expenditures	FY18 Expenditures	FY19 Proposed	FY20 Proposed	Dollar Difference	Percentage Change	NOTES
C	290	04.2212.290.11.00000	Instr. & Curriculum Development-FRES	4,200.00	4,200.00	1,458.00	1,458.00	0.00	0.00	
C	322	04.2212.322.11.00000	Prof. Services for PD - FRES	364.50	0.00	14,400.00	12,200.00	(2,200.00)	(15.28)	PLTW training
S	610	04.2222.610.11.00000	General Supplies/Paper-FRES	498.90	289.73	304.00	253.00	(51.00)	(16.78)	
S	641	04.2222.641.11.00000	Books & Other Printed Media-FRES	1,673.09	1,535.51	1,800.00	5,800.00	4,000.00	222.22	year 1 of 3 cycle-new titles-fiction & nonfiction
S	649	04.2222.649.11.00000	Other Information Resources-FRES	206.70	152.35	201.00	212.00	11.00	5.47	newspapers and periodicals
NE	731	04.2222.731.11.00000	New Equipment-FRES	0.00	0.00	0.00	0.00	0.00	0.00	
RE	735	04.2222.735.11.00000	Replacement Equipment-FRES	279.98	0.00	0.00	0.00	0.00	0.00	
CS	430	04.2410.430.11.00000	Repairs & Maintenance Services-FRES	3,824.11	5,661.26	7,976.00	5,650.00	(2,326.00)	(29.16)	copier printer use/mgmt
CS	442	04.2410.442.11.00000	Equip Rental/Lease-FRES	7,161.19	3,410.04	3,607.00	0.00	(3,607.00)	(100.00)	
S	534	04.2410.534.11.00000	Postage-FRES	1,552.41	1,023.00	1,600.00	1,600.00	0.00	0.00	mailings to students & other districts - records
S	550	04.2410.550.11.00000	Printing-FRES	618.45	830.00	635.00	1,135.00	500.00	78.74	envelopes, stationery and attendance tags
PD	580	04.2410.580.11.00000	Travel/Conferences-FRES	545.95	502.19	1,000.00	600.00	(400.00)	(40.00)	Principal conference
S	610	04.2410.610.11.00000	General Supplies/Paper-FRES	5,803.93	3,973.94	4,500.00	4,500.00	0.00	0.00	includes copier paper
RE	735	04.2410.735.11.00000	Replacement Equipment-FRES	0.00	303.26	0.00	0.00	0.00	0.00	
RE	737	04.2410.737.11.00000	Replace Furn and Fixtures - Sch Adm	1,032.96	0.00	0.00	0.00	0.00	0.00	
PD	810	04.2410.810.11.00000	Fees & Dues-FRES	839.00	869.00	900.00	900.00	0.00	0.00	NHASP - Natl, NAESP
S	890	04.2490.890.11.00000	Graduation/Assembly Expenses-FRES	3,500.00	3,702.62	3,625.00	5,000.00	1,375.00	37.93	AIR program, TIGER assembly, yearbooks
FA	411	04.2620.411.11.00000	Water/Sewerage-FRES	17,659.00	20,458.00	13,579.00	21,154.00	7,575.00	55.78	actual plus CPI 3.4%
FA	421	04.2620.421.11.00000	Disposal Services-FRES	6,589.49	5,079.90	5,603.00	5,795.00	192.00	3.43	actual plus CPI 3.4%
FA	422	04.2620.422.11.00000	Snow Plowing Services-FRES	5,130.00	5,415.00	5,130.00	5,415.00	285.00	5.56	19 vs 18 events
FA	424	04.2620.424.11.00000	Lawn & Grounds Care-FRES	392.59	533.17	1,000.00	750.00	(250.00)	(25.00)	
FA	430	04.2620.430.11.00000	Repairs & Maintenance Serv.-FRES	30,095.55	27,943.25	30,500.00	38,000.00	7,500.00	24.59	PM plus replacement of stage curtains
FA	520	04.2620.520.11.00000	Building Insurance-FRES	11,574.14	11,975.76	11,976.00	12,800.00	824.00	6.88	based on actual
FA	610	04.2620.610.11.00000	General Supplies/Paper-FRES	13,354.25	12,848.05	13,500.00	13,200.00	(300.00)	(2.22)	
FA	622	04.2620.622.11.00000	Electricity-FRES	32,750.23	35,445.76	33,176.00	42,910.00	9,734.00	29.34	increase in kWh usage plus CPI 4%
FA	624	04.2620.624.11.00000	Fuel -FRES	16,707.28	23,507.48	19,639.00	29,493.00	9,854.00	50.18	increase in gallons purchased
FA	731	04.2620.731.11.00000	New Equipment-FRES	239.99	5,685.00	0.00	1,146.00	1,146.00	100.00	ecolab cleaning caddy
FA	735	04.2620.735.11.00000	Replacement Equipment-FRES	1,990.30	733.80	2,900.00	0.00	(2,900.00)	(100.00)	
TR	519	04.2721.519.11.00000	Student Transportation-FRES	170,800.00	173,600.00	193,760.00	193,760.00	0.00	0.00	year 2 of 3
TR	519	04.2722.519.11.00000	SPED Transportation (All)-FRES	11,002.06	29,760.90	56,303.00	58,734.00	2,431.00	4.32	
TR	519	04.2725.519.11.00000	Field Trip Transportation-FRES	4,409.74	4,934.40	6,014.00	6,120.00	106.00	1.76	
DS	910	04.5110.910.11.00000	Principal on Debt-FRES	0.00	280,000.00	295,000.00	310,000.00	15,000.00	5.08	per bond schedule
DS	830	04.5120.830.11.00000	Interest on Debt-FRES	331,690.00	324,550.00	309,888.00	294,460.00	(15,428.00)	(4.98)	per bond schedule
			totals	934,792.66	1,253,602.77	1,309,507.00	1,404,330.00	94,823.00	7.24	

Category	Object	Account	Description	FY17 Expenditures	FY18 Expenditures	FY19 Adopted	FY20 Proposed	Dollar Difference	Percentage Change	NOTES
CS	430	04.1100.430.12.00000	Repairs & Maintenance Services-LCS	79.32	0.00	150.00	0.00	(150.00)	(100.00)	
S	610	04.1100.610.12.00000	General Supplies/Paper/Tests-LCS	3,835.78	2,198.61	3,410.00	4,296.00	886.00	25.98	PLTW supplies
S	641	04.1100.641.12.00000	Books & Other Printed Media-LCS	1,062.89	2,307.26	2,855.00	4,331.00	1,476.00	51.70	PLTW kits and teacher resources
SW	650	04.1100.650.12.00000	Computer Software-LCS	0.00	0.00	1,538.00	1,538.00	0.00	0.00	Raz Kids, ABC mouse
NE	731	04.1100.731.12.00000	New Equipment-LCS	0.00	8,811.84	10,200.00	0.00	(10,200.00)	(100.00)	
NE	733	04.1100.733.12.00000	New Furniture & Fixtures-LCS	279.26	909.26	2,500.00	1,350.00	(1,150.00)	(46.00)	cubbies
RE	735	04.1100.735.12.00000	Replacement Equipment-LCS	170.67	975.53	525.00	0.00	(525.00)	(100.00)	
RE	737	04.1100.737.12.00000	Replacement Furn & Fixtures - LCS	0.00	0.00	0.00	999.00	999.00	100.00	new K classroom chairs/teacher chairs
PD	810	04.1100.810.12.00000	Dues/Memberships-LCS	0.00	0.00	395.00	0.00	(395.00)	(100.00)	
SP	610	04.1210.610.12.00000	General Supplies/Paper/Tests-LCS	548.48	424.40	500.00	500.00	0.00	0.00	
SP	641	04.1210.641.12.00000	Books & Other Printed Media-LCS	135.17	233.64	250.00	250.00	0.00	0.00	
SP	650	04.1210.650.12.00000	Computer Software-LCS	2,081.17	899.28	1,920.00	1,920.00	0.00	0.00	ACE - RISE program
SP	733	04.1210.733.12.00000	New Furniture & Fixtures-LCS	0.00	200.40	0.00	0.00	0.00	0.00	
SP	735	04.1210.735.12.00000	Replacement Equipment-LCS	604.70	0.00	0.00	0.00	0.00	0.00	
CS	610	04.1290.610.12.00000	504 Program Supplies - LCS	0.00	0.00	250.00	0.00	(250.00)	(100.00)	change in function code
CS	731	04.1290.731.12.00000	504 Program Equipment - LCS	0.00	0.00	250.00	0.00	(250.00)	(100.00)	
CS	610	04.2129.610.12.00000	504 Program Supplies - LCS	0.00	0.00	0.00	250.00	250.00	100.00	
CS	731	04.2129.731.12.00000	504 Program Equipment - LCS	0.00	0.00	0.00	250.00	250.00	100.00	
CS	323	04.2122.323.12.00000	Testing-LCS	0.00	2,080.00	1,080.00	1,080.00	0.00	100.00	Star 360
CS	323	04.2134.323.12.00000	Nurses Cont. Svs-LCS	0.00	0.00	2,880.00	2,880.00	0.00	0.00	8 days - 7.5 hours
CS	430	04.2134.430.12.00000	Repairs & Maintenance Services-LCS	70.00	65.00	135.00	195.00	60.00	44.44	audiometer/blood pressure cuff calibrations
PD	580	04.2134.580.12.00000	Travel/Conference-LCS	0.00	560.00	385.00	385.00	0.00	0.00	SNAP workshop
S	610	04.2134.610.12.00000	General Supplies/Paper-LCS	376.35	222.26	285.00	392.00	107.00	37.54	
NE	731	04.2134.731.12.00000	New Equipment-LCS	0.00	319.01	0.00	0.00	0.00	0.00	
RE	735	04.2134.735.12.00000	Replacement Equipment-LCS	0.00	242.32	690.00	0.00	(690.00)	(100.00)	
PD	810	04.2134.810.12.00000	Dues & Fees-LCS	0.00	150.00	165.00	150.00	(15.00)	(9.09)	NHASN and Natl
SP	323	04.2142.323.12.00000	Psychological Testing Services-LCS	2,100.00	975.00	1,000.00	1,000.00	0.00	0.00	evaluations
SP	610	04.2143.610.12.00000	General Supplies/Tests/Paper-LCS	0.00	284.25	250.00	250.00	0.00	0.00	testing protocols
SP	580	04.2149.580.12.00000	BCBA/ABA Travel/Conference - LCS	258.05	210.25	300.00	300.00	0.00	0.00	
SP	610	04.2149.610.12.00000	ABA Therapy Supplies - LCS	0.00	305.08	300.00	400.00	100.00	33.33	
SP	321	04.2152.321.12.00000	S/L Pathologist - Contracted Service-LCS	9,069.33	15,139.00	15,300.00	15,300.00	0.00	0.00	as needed
SP	610	04.2152.610.12.00000	S/L Path Genl Supplies/Paper-LCS	246.13	211.01	250.00	250.00	0.00	0.00	therapy protocols
SP	323	04.2162.323.12.00000	P.T. Services Contracted-LCS	3,816.00	1,537.00	7,000.00	3,780.00	(3,220.00)	(46.00)	physical therapy
SP	321	04.2163.321.12.00000	O.T. Services Contracted-LCS	10,752.50	13,569.84	15,300.00	15,300.00	0.00	0.00	occupational therapy
SP	323	04.2190.323.12.00000	Other Student Support Services-LCS	0.00	84.01	1,000.00	1,000.00	0.00	0.00	
PD	240	04.2210.240.12.00000	Tuition Reimbursement-LCS	1,881.00	0.00	3,000.00	3,000.00	0.00	0.00	CBA
PD	290	04.2210.290.12.00000	Staff Development-teachers-LCS	500.00	684.73	1,200.00	1,200.00	0.00	0.00	CBA - \$425 per
PD	291	04.2210.291.12.00000	Staff Development-support-LCS	353.34	0.00	1,000.00	1,000.00	0.00	0.00	
C	290	04.2212.290.12.00000	Instr. & Curriculum Development-LCS	0.00	0.00	500.00	500.00	0.00	0.00	
C	322	04.2212.322.12.00000	Prof. Services for PD - LCS	542.50	0.00	3,600.00	2,800.00	(800.00)	(22.22)	PLTW training
CS	430	04.2410.430.12.00000	Repairs & Maintenance Services-LCS	2,394.43	3,193.10	1,187.00	2,800.00	1,613.00	135.89	copier printer use/mgmt - usage up
CS	442	04.2410.442.12.00000	Equip Rental/Lease-LCS	4,077.69	2,834.75	2,835.00	0.00	(2,835.00)	(100.00)	
S	534	04.2410.534.12.00000	Postage-LCS	264.62	200.00	280.00	280.00	0.00	0.00	
PD	580	04.2410.580.12.00000	Travel/Conferences-LCS	0.00	64.50	1,250.00	500.00	(750.00)	(60.00)	
S	610	04.2410.610.12.00000	General Supplies/Paper-LCS	1,746.75	1,419.52	1,800.00	1,455.00	(345.00)	(19.17)	includes copier paper
PD	810	04.2410.810.12.00000	Fees & Dues-LCS	105.00	0.00	0.00	0.00	0.00	0.00	
S	890	04.2490.890.12.00000	Graduation/Assembly Expenses-LCS	1,990.79	906.77	1,500.00	2,000.00	500.00	33.33	Recognition awards
FA	421	04.2620.421.12.00000	Disposal Services-LCS	3,327.54	2,508.45	2,266.00	2,866.00	600.00	26.48	actual plus CPI 3.4%
FA	422	04.2620.422.12.00000	Snow Plowing Services-LCS	2,280.00	2,280.00	2,280.00	2,280.00	0.00	0.00	
FA	424	04.2620.424.12.00000	Lawn & Grounds Care-LCS	2,014.15	518.46	2,100.00	1,050.00	(1,050.00)	(50.00)	

LCS Budget Proposal FY18-19
non Payroll Accounts

as of 10/3/2018

Category	Object	Account	Description	FY17 Expenditures	FY18 Expenditures	FY19 Adopted	FY20 Proposed	Dollar Difference	Percentage Change	NOTES
FA	430	04.2620.430.12.00000	Repairs & Maintenance Serv.-LCS	13,747.91	18,710.39	17,880.00	20,259.00	2,379.00	13.31	PM plus duct cleaning and Lead testing repl
FA	520	04.2620.520.12.00000	Building Insurance-LCS	2,492.37	2,395.15	2,396.00	2,561.00	165.00	6.89	based on actual
FA	610	04.2620.610.12.00000	General Supplies/Paper-LCS	4,913.18	4,328.19	5,500.00	4,700.00	(800.00)	(14.55)	
FA	622	04.2620.622.12.00000	Electricity-LCS	9,233.81	10,186.07	8,221.00	12,285.00	4,064.00	49.43	increase in kWh usage plus CPI 4%
FA	624	04.2620.624.12.00000	Oil-LCS	3,682.86	5,222.55	4,684.00	7,641.00	2,957.00	63.13	increase in gallons purchased plus CPI 9.1%
FA	731	04.2620.731.12.00000	New Equipment-LCS	280.00	387.97	0.00	508.00	508.00	100.00	upright vacuum
FA	735	04.2620.735.12.00000	Replacement Equipment-LCS	398.19	0.00	0.00	2,200.00	2,200.00	100.00	burnisher
FA	737	04.2620.737.12.00000	Replacement Furn & Fixtures - LCS	0.00	0.00	0.00	2,603.00	2,603.00	100.00	2 bench tables
TR	519	04.2721.519.12.00000	Student Transportation-LCS	42,700.00	43,400.00	48,440.00	48,440.00	0.00	0.00	year 2 of 3
TR	519	04.2722.519.12.00000	SPED Transportation (All)-LCS	10,620.00	9,348.75	16,873.00	12,564.00	(4,309.00)	(25.54)	
TR	519	04.2725.519.12.00000	Field Trip Transportation-LCS	981.36	925.80	792.00	1,050.00	258.00	32.58	
			totals	146,013.29	162,429.40	200,647.00	194,888.00	(5,759.00)	(2.87)	

RUNNING TOTAL FOR 2019-20 BUDGET

as of 10/3/2018

	Category	FY17 Expenditures	FY18 Expenditures	FY19 Adopted Budget	FY20 Proposed	Dollar Difference	% change
SAU							
Curriculum Coordinator	CC	\$ -	\$ 4,302.63	\$ 4,100	\$ 3,925	\$ (175)	-4.27%
School Board Services	SB	\$ 7,145.51	\$ 6,954.20	\$ 7,201	\$ 7,061	\$ (140)	-1.94%
Superintendents Office	SU	\$ 16,847.23	\$ 17,665.15	\$ 18,486	\$ 20,061	\$ 1,575	8.52%
Special Education	SP	\$ 11,595.68	\$ 11,045.75	\$ 14,911	\$ 13,761	\$ (1,150)	-7.71%
Business Office	BU	\$ 29,923.16	\$ 42,858.89	\$ 36,895	\$ 36,125	\$ (770)	-2.09%
Facilities, Utilities, etc.	FA	\$ 9,120.92	\$ 10,749.14	\$ 11,687	\$ 12,041	\$ 354	3.03%
Sub total		\$ 74,632.50	\$ 93,575.76	\$ 93,280	\$ 92,974	\$ (306)	-0.33%
TECHNOLOGY							
		FY17 Expenditures	FY18 Expenditures	FY19 Adopted Budget	FY20 Proposed	Dollar Difference	% change
Contracted Service, Rental, etc.	CS	\$ 46,765.03	\$ 14,699.87	\$ 12,507	\$ 1,900	\$ (10,607)	-84.81%
Supplies	S	\$ 925.00	\$ 3,386.71	\$ 6,100	\$ 3,980	\$ (2,120)	-34.75%
Software	SW	\$ 67,876.48	\$ 62,547.38	\$ 82,940	\$ 79,761	\$ (3,179)	-3.83%
Tele/Data Communications	TD	\$ 84,359.10	\$ 147,059.72	\$ 91,654	\$ 117,770	\$ 26,116	28.49%
Professional Development	PD	\$ -	\$ -	\$ 1,900	\$ 1,000	\$ (900)	-47.37%
Replacement Equipment/Computers	RE	\$ 12,292.97	\$ 19,470.67	\$ 51,000	\$ 68,100	\$ 17,100	33.53%
New Equipment/Computers	NE	\$ 98,850.95	\$ 77,147.03	\$ 35,000	\$ 5,000	\$ (30,000)	-85.71%
Sub total		\$ 311,069.53	\$ 324,311.38	\$281,101	\$277,511	(\$3,590)	-1.28%

RUNNING TOTAL FOR 2018-19 BUDGET

as of 10/3/2018

	Category	FY17 Expenditures	FY18 Expenditures	FY19 Adopted Budget	FY20 Proposed	Dollar Difference	% change
FRES							
Supplies/Postage/Printing/Assemblies	S	\$ 76,171.06	\$ 62,363.05	\$ 58,322	\$ 80,616	\$ 22,294	38.23%
Special Education/Support services	SP	\$ 157,962.40	\$ 167,919.40	\$ 176,894	\$ 220,190	\$ 43,296	24.48%
Instructional Application Software	SW	\$ -	\$ 11,617.27	\$ 11,577	\$ 9,689	\$ (1,888)	-16.31%
Contracted Services	CS	\$ 15,506.59	\$ 17,580.67	\$ 22,276	\$ 16,538	\$ (5,738)	-25.76%
Replacement Equipment/Furniture	RE	\$ 7,939.30	\$ 11,501.49	\$ 5,257	\$ 7,410	\$ 2,153	40.95%
New Equipment/Furniture	NE	\$ 1,013.18	\$ 3,013.81	\$ 1,695	\$ 3,202	\$ 1,507	88.91%
Utilities/Repairs	FA	\$ 136,482.82	\$ 149,625.17	\$ 137,003	\$ 170,663	\$ 33,660	24.57%
Professional Development	PD	\$ 17,351.01	\$ 12,936.61	\$ 19,660	\$ 19,290	\$ (370)	-1.88%
Curriculum	C	\$ 4,564.50	\$ 4,200.00	\$ 15,858	\$ 13,658	\$ (2,200)	-13.87%
Debt Services	DS	\$ 331,690.00	\$ 604,550.00	\$ 604,888	\$ 604,460	\$ (428)	-0.07%
Transportation	TR	\$ 186,211.80	\$ 208,295.30	\$ 256,077	\$ 258,614	\$ 2,537	0.99%
Sub total		\$ 934,892.66	\$ 1,253,602.77	\$ 1,309,507.00	\$ 1,404,330.00	\$ 94,823.00	7.24%
LCS							
Supplies/Postage/Printing/Assemblies	S	\$ 9,277.18	\$ 7,254.42	\$ 10,130	\$ 12,754	\$ 2,624	25.90%
Special Education/Support services	SP	\$ 29,611.53	\$ 34,073.16	\$ 43,370	\$ 40,250	\$ (3,120)	-7.19%
Instructional Application Software	SW	\$ -	\$ -	\$ 1,538	\$ 1,538	\$ -	0.00%
Contracted Services	CS	\$ 6,621.44	\$ 8,172.85	\$ 8,767	\$ 7,455	\$ (1,312)	-14.97%
Replacement Equipment/Furniture	RE	\$ 170.67	\$ 1,217.85	\$ 1,215	\$ 999	\$ (216)	-17.78%
New Equipment/Furniture	NE	\$ 279.26	\$ 10,040.11	\$ 12,700	\$ 1,350	\$ (11,350)	-89.37%
Utilities/Repairs	FA	\$ 42,370.01	\$ 46,537.23	\$ 45,327	\$ 58,953	\$ 13,626	30.06%
Professional Development	PD	\$ 2,839.34	\$ 1,459.23	\$ 7,395	\$ 6,235	\$ (1,160)	-15.69%
Curriculum	C	\$ 542.50	\$ -	\$ 4,100	\$ 3,300	\$ (800)	-19.51%
Debt Services	DS	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Transportation	TR	\$ 54,301.36	\$ 53,674.55	\$ 66,105	\$ 62,054	\$ (4,051)	-6.13%
Sub total		\$ 146,013.29	\$ 162,429.40	\$ 200,647.00	\$ 194,888.00	\$ (5,759.00)	-2.87%
Totals So Far		\$ 1,466,607.98	\$ 1,833,919.31	\$ 1,884,535.00	\$ 1,969,703.00	\$ 85,168.00	4.52%

WILTON-LYNDEBOROUGH COOPERATIVE
SCHOOL BOARD MEETING AND JOINT BUDGET COMMITTEE SESSION
Tuesday, September 25, 2018
Wilton-Lyndeborough Cooperative M/H School
6:30 p.m.

Present: *Harry Dailey, Matt Ballou, Mark Legere, Charlie Post, Joyce Fisk, Carol LeBlanc, Miriam Lemire, and Jonathan Vanderhoof*

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

I. CALL TO ORDER

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

II. ADJUSTMENTS TO THE AGENDA

Superintendent Lane requested the following adjustments be made to the agenda; move "Draft Plan to Increase Scores" after the Wilton Energy Committee presentation, add one retirement under resignations and the Policy Committee requests to withdraw policy BBAA-Board Member Authority.

A MOTION was made by Mr. Ballou and SECONDED by Ms. Fisk to approve the adjustments to the agenda.

Voting: all aye; motion carried unanimously.

III. PUBLIC COMMENTS

There were no public comments to report.

IV. PRESENTATION

i. Chris Balch-Wilton Energy Committee

Mr. Chris Balch, representative of the Wilton Energy Committee provided a presentation to improve lighting quality by converting to LED lighting. The committee works under the authority of the Select Board. The model is based on WLC as FRES and LCS already have LED lighting. He reviewed the committee's reasons to convert such as substantial energy savings, improved lighting quality, lower cooling loads, and reduced maintenance costs. He reviewed options for upgrades such as "Lamp Replacement" which is a good option and the least expensive installation and uses existing ballasts. The "Linear Strip Retrofit" option is better with easy installation, best retrofit option and bypasses ballast however a "Full Fixture Replacement" is best option because it's the most energy efficient, best warranty and allows for control of both brightness and color temperature with an annual savings of \$48,000 with 5-7 years return on investment. Rebates are available through Eversource (20%) although he is not sure when the rebates are paid out and believes it is the same year as the installation. The quotes were obtained using electrical bills, meeting with Mr. Erb, Facilities Manager and building walkthroughs. Mr. Balch notes the best time to do the project is early in the summer. The "re-lamping" takes a couple of weeks, the "retro fit" takes longer and the "full replacement" needs to be done in early summer. There are other companies that do this type of work, he assumes it would need to go out to bid and requests the opportunity for the Wilton Energy Committee to vet any company that would come in.

Chairman Dailey is inclined to hand this off to the Facilities Committee and Mr. Post suggests a separate committee to focus on this (there is a lot involved).

Chairman Dailey asks for any objection to hand this off to the Facilities Committee and no objection was heard. This will be addressed by the Facilities Committee.

53
54 ***DRAFT PLAN TO INCREASE SCORES**

55 Superintendent Lane provided a memo and assessment chart in regard to a tactical plan for MS math
56 remediation. The chart is used to identify students and their needs. There are 18 students nearing
57 proficiency. The cut score (530) is proficient and was determined by the DOE. He reviewed the color
58 coded chart; blue signifies the student is above the cut score, green is within 10 points of the cut score,
59 yellow is within 20 points of the cut score and red is beyond that. The math department was charged to
60 come up with an action plan. He wants to find ways to make positive changes and report those back to
61 the School Board and parents. There were 31 students in total who took the test and 3 were not near
62 proficiency and will be addressed through a different process.

63
64 Ms. Audrey Withee and Ms. Amanda Miller, MS math teachers presented the action plan. Ms. Withee
65 reported on Mondays and Tuesdays for 49 minutes all students will spend time on math instruction of
66 some form with some having direct instruction and the rest will spend half of the time on targeted skills
67 through Khan Academy and the remainder of the time working on either current course work that needs
68 their attention or continue on a mastery goal through Khan Academy. Wednesdays and Thursdays all
69 students spend half of the 5th period working through Khan Academy mostly and some will see teachers
70 for direct instruction and the rest of the time is devoted to core work. Friday is club day which students
71 in good academic standing can participate in. If not, they report to their teacher for the entire 5th period.
72 STAR is used to pinpoint the specific things they need to work on. She notes STAR is a 3-minute timed
73 task and the State assessment is unlimited. Superintendent Lane notes the State assessment is specific to
74 NH and was created last October; there was nothing provided in advance to show what it would look like.
75 Board members voiced concern regarding the other subject areas due to so much focus on math.
76 Superintendent Lane responded to the concerns saying that the four subject areas will still be taught as
77 they have in the past. The students who have a higher need will have more special instruction in this
78 area. Responding to Ms. LeBlanc, questioning if we should have as much confidence in STAR outcomes
79 since it is not in line with the State test or are we giving too much credit to the State test since the
80 students were not educated on it, he replied that we need to look at STAR in the second year and compare
81 it to the State; at the end of the second year evaluate to see if it's a program we should continue with.
82 Mr. Vanderhoof questions if this is a sustainable plan going forward. Ms. Withee responded that we
83 hired a math consultant and RTI Coordinator at FRES and that will take time to trickle up as that level of
84 support is not offered in the MS. This plan will be worked with and modified as we go along.
85 Superintendent Lane agreed this is a living document and will be modified as needed to meet the needs. It
86 will be analyzed as a whole and progress brought back to the Board. It was noted the style of questions
87 change in grades 6-8 and are more process oriented. Ms. Miller confirmed there is no additional cost for
88 Khan Academy and can be accessed at home. Superintendent Lane confirmed the practice exam came
89 out in March one month before the test but regardless collectively we need to do a better job. Ms.
90 Lemire assumes most of the questions on the State test were word problems and questions if the reading
91 portion was analyzed. Superintendent Lane confirmed there is reading instruction that is not targeted and
92 we need to look at this; you can involve math in a reading lesson. The teachers responded to all the
93 Board's questions.

94
95 **V. BOARD CORRESPONDENCE**

96 **a. Reports**

97 **i. Superintendent's Report**

98 Superintendent Lane provided an overview of his report which included remarking on the excitement and
99 energy of the kindergarten students in the morning and throughout the day. He speaks to parents while
100 he directs traffic at LCS and parents seem to be pleased with the program at this point. He put forward
101 some concepts to the WLCTA (Wilton-Lyndeborough Certified Teachers Association NEA-NH)
102 regarding the calendar. In an effort to find collaborating time in a scheduled day, they will look at
103 "themes" and try to think outside of the box. He attended the school funding presentation in Keene
104 which was informative and gave a perspective on how things are not always adequate through adequacy.

He will attend the Kidder Law conference in October. Responding to Mr. Post, he shared he was not present for the WLCTA meeting the teachers had and as an association they are resistant to changes around the calendar until negotiations.

ii. Director of Student Support Services Report

Ms. Moore reported two new contract service providers were hired; reading/writing specialists, Ms. Kira Brewster and Ms. Janabeth Reitter; these are not new positions and provide services to our most needy students. The total number of special education students is currently 112. She confirmed there has not been an influx due to the RISE (Reaching Independence through Structured Environments) program. Ms. Lemire remarks she believes the national average is about 13%, we are about 23%. She asked if we are monitored for potentially over identifying. Superintendent Lane responds that we are monitored by the State and are in compliance but they don't get into factors of why. Ms. Moore confirmed the new students were already identified prior to coming here and believes in NH the percentage is higher than the national average at about 25%.

iii. Director of Technology's Report

Mr. Verratti provided an overview of his report including changing the 1:1 laptop model in the MS to a classroom model in order to increase efficiency and minimize breakage as they found most of the breakage was occurring during passing times. There was a power outage at FRES which resulted in the generator not coming on; this is a big part of the backup plan. Chairman Dailey asked if there was anything that could have been done as FRES as this is used for an emergency shelter. Mr. Verratti confirmed there is a manual override for the generator. Mr. Verratti spoke of another power outage that occurred at WLC which was not discovered until the morning and took about an hour to fix. The telephones went out after the battery backup was exhausted. Mr. Verratti informed members; he is still in the beginning stages of taking with the towns to see how we can collaborate. Chairman Dailey wants to be sure the towns understand the process and he recommends any proposal come to the School Board first as the net financial responsibility lies with the School Board. The entire salary would be listed within our salary budget and the reimbursement would show to offset this.

b. Letters/Information

i. Draft Plan to Increase Scores

*Moved to earlier in the meeting, see above.

VI. CONSENT AGENDA

There was no consent agenda to report.

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

Present: *Leslie Browne, Christine Tiedemann, Bill Ryan, Edwina Hastings, Jennifer Bernet, Lisa Post, Pam Altner and Dennis Golding*

The committee was already in session as they met prior at 6:30pm.

a. FY 2019-2020 Budget

i. SAU

Superintendent Lane gave an overview of the SAU budget reporting it is essentially flat with a \$6 decrease and a few adjustments up and down. We are estimating increases in oil and electricity of 31% and 45% using the CPI Index (provided to indicate our increases) although they are predicting a higher increase. Ms. Tucker confirmed although the CPI Index is not for our area, it is Boston based and the closest we have. Chairman Dailey voiced a concern that we undercut. Ms. Tucker notes for electricity we projected a deficit for this year in early September. The fuel bid could be \$30,000 for just fuel. Responding to Ms. Browne, Ms. Tucker confirmed the kWh usage is due to the heating pumps at LCS (heats the SAU side of the building) which are behind the multipurpose room. This is not new and was part of the renovation. Chairman Dailey pointed out line 2510-534 (business office postage) shows a

\$600 increase. Ms. Tucker believes a reallocation was done from 2319-534 (school board postage) but will look at this.

Total adopted for FY19 is \$93,280 with FY20 total proposed of \$93,274; decrease of \$6.

ii. Technology

Mr. Verratti gave an overview of the technology budget noting there is not a lot of movement mostly maintaining the software, contracts and being sure things are budgeted to the appropriate lines. There is an increase in the 650 (software) lines due to reallocating to the appropriate lines. There is a 5-10% increase in software packages such as Microsoft and Adobe. Increases in replacement equipment (735 lines) which are related to replacement of HS computer lab which is up for replacement based on the 5 year recycle plan. New systems will have hardware that align to robotics, programming and engineer curriculum as well as digital art and math as needed. This is the final contract year with Mitel and Comcast for phones and internet service. Per FCC and E-rate rules these contracts will need to be negotiated for FY20-21. There is an overall decrease in the technology budget of \$3,590.

Total adopted for FY19 is \$281,101 with FY20 total proposed of \$277,511; decrease of \$3,590.

Mr. Verratti informed members that currently we are paying TDS for call forwarding of the pre-existing main phone numbers at each school including the SAU. If we changed those to use the Mitel numbers with the 732 exchange, we would potentially save an estimated \$5,700 a year. This has not been removed from the budget but is up for consideration. Parents, vendors etc. would need to be notified if the change were to occur. It was suggested that Mr. Verratti try to resolve this by porting the numbers and if necessary contact the State.

It was suggested to review the 2844-735 lines; replacement equipment each budgeted at \$5,000, as it does not match the FY18 expense and provide backup. Mr. Verratti noted if it were cloud based there would be a decrease here. Chairman Dailey questioned the balance of the technology capital reserve and thought the intent was to use for emergency situations. Mr. Verratti briefly explained what touch screen devices are. Acer Chromebook tablets are geared to lower elementary and we used iPads in some areas but they are fragile and don't fit well into some grade levels. He confirmed the two different costs for cameras are due to one being a straight forward wide, angle camera and one that is 360 degrees and looks at all angles including straight down. E-rate was briefly discussed and is essentially a reimbursement process for certain things that you meet the criteria for (mostly infrastructure based). It was suggested a note be added on the budget worksheet to indicate what you will apply for and what you will not regarding E-rate or rebate. Mr. Verratti confirmed regarding the 1:1 program, that each student has a device however not all grades are truly 1:1. Grades 1-2 use a cart based system and grades 3-12 are entirely 1:1. The devices are on a 5-year replacement cycle and some will be up for replacement in the next budget cycle. Mr. Verratti was asked to provide backup around the numbers or plan for any recycle replacement numbers or large numbers. He will provide a plan for any adjusted numbers. Mr. Verratti confirmed the 580 line (technology conferences) was reduced because he had had difficulty finding quality related workshops.

iii. CPI Index/Category Summary

Provided for informational purposes.

Chairman Dailey asked if there was anything the Budget Committee wanted to discuss. Ms. Browne clarified (it came up in the last Board meeting) what the Budget Committee meant by wanting a flat budget. The committee wants a value, a good education for a good price and are open to changes but wants to see a return on investment. They are not saying they don't want any increases. Chairman Dailey noted there are contractual increases that need to be budgeted for of roughly \$120,000 for collective bargaining agreements and energy costs that go up each year. That money has to be taken from somewhere to account for those expenses. A discussion regarding what a flat budget and/or a level funded budget means was had. Members voiced what it means to them and not all agree. Chairman

Dailey comments the same “budget number” as last year is actually a cut. Mr. Post comments a flat budget is no increase to the tax payers.

Superintendent Lane informed the group of two pieces of legislation. One is regarding lead testing which has not been clarified yet on what we have to test and what we have to remediate. It will be an unfunded mandate. The second is around technology infrastructure and security (we are in a better place than most districts) which says we have to have in place safeguards around data etc. This is also not funded and both will be in his budget cycle.

Chairman Dailey questioned if funds can be transferred from one capital reserve to another and Superintendent Lane does not believe so and suggested it be run by the DRA and district’s attorney as he did not know the original intent of the wording.

The next joint meeting is scheduled for October 9 at WLC.

VIII. PUBLIC COMMENT

Mr. Fran Bujak, resident (former School Board member) spoke regarding the budget and commented if someone wants a zero increase he suggests they step up say they want a zero increase. He added as a tax payer we voted for those contracts and the numbers should be added to your budgeted lines. Although he appreciates anyone trying to save money the only way to get to the \$120,000 (increases in the bargaining agreements) is to cut services and that was not the intent of passing the contracts (knowing what the intent of the contracts were).

A MOTION was made by Ms. Tiedemann and SECONDED by Ms. Altner to adjourn the Budget Committee meeting at 8:13pm.

Voting: all aye; motion carried unanimously.

IX. POLICIES-1ST READ

- i. AD-Philosophy of the District**
- ii. BCA-School Board Member Ethics**
- iii. BBAA-Board Member Authority**
- iv. BEA-Regular Board Meetings**
- v. IK-Earning of Credit**
- vi. JICA-Student Dress Code**

Questions were raised by Mr. Post regarding not having the minutes from the Policy Committee and how can they move forward without them. He noted according to RSA:91a they should be available within 72 hours. Superintendent Lane took responsibility and apologized; he didn’t have them, confirmed he did take notes however they were not available this evening. He added as far as the ability to discuss this you can read the policies but not discuss them and no votes would be taken. To make the information available to you he doesn’t believe is out of the lines with the law. Mr. Legere questioned Mr. Post asking what action would he take if they did read them. Mr. Post questioned the appropriateness of the dialog. Mr. Ballou spoke indicating that these are not critical to be read tonight.

A MOTION was made by Mr. Ballou and SECONDED by Ms. LeBlanc to table all the policies first read until the next meeting.

Voting: all aye; motion carried unanimously.

X. NHSBA-CALL FOR RESOLUTIONS

Superintendent Lane informed members this information is provided for the Board to bring forward any resolutions they wish.

XI. SELECT BOARD & SCHOOL BOARD COORDINATION

Chairman Dailey provided an overview of the Select Board meeting he attended. Discussion was had that there has been a lack of communication or coordination and there should be coordination amongst the Boards in general. Suggestions made were to have some sort of executive committee or group (containing members of both Boards) that meets to discuss issues without decision making, to have Chairman Dailey monitor Wilton's meetings and be available for clarification and answer questions, or to discuss topics at the School Board meeting prior to the Select Board meeting and then vote to have someone represent the School Board or not. Chairman Dailey noted the next Select Board meeting is scheduled for Monday, October 1 and they are having a public hearing on parking ordinances which School Road may be included. His concern is they may make decisions or pass ordinances that affect this Board. Mr. Post doesn't believe there is a need to meet with the Lyndeborough Selectman quarterly as it has been working with Superintendent Lane communicating with the Lyndeborough's Town Manager. When asked, there was not a consensus to have Chairman Dailey attend the Select Board meeting and Mr. Vanderhoof voiced his concerns regarding this and made it clear he is not in favor. Superintendent Lane suggested in the spirit of communicating on a regular basis with the town, he could contact the Wilton town manager.

A MOTION was made by Ms. Fisk and SECONDED by Mr. Legere to have Chairman Dailey attend the Select Board meeting on Monday to represent the School Board to answer questions and provide clarification.

Discussion continued and opinions were shared. Mr. Vanderhoof voiced his concerns multiple times regarding Chairman Dailey's attendance. He noted he would happier if there were at least two members attending the Select Board meeting. Chairman Dailey when questioned by Mr. Vanderhoof, confirmed when he is attending meetings as a citizen (and not representing the Board) he makes that clear.

Ms. LeBlanc questioned at what point would it be advised to draft a letter and have it signed by the Board.

Voting: three ayes; four nays from Mr. Ballou, Mr. Vanderhoof, Mr. Post and Ms. Lemire, motion fails.

A MOTION was made by Ms. Lemire and SECONDED by Mr. Ballou to direct the Superintendent to draft a letter to the Town of Wilton opposing an ordinance.

Superintendent Lane clarifies a letter can be drafted to town manager to request any vote be delayed regarding any ordinances on School Road. The discussion continued which included the request is not necessary as School Road is not a town owned road.

Ms. Lemire WITHDRAWS her MOTION.

A MOTION was made by Ms. LeBlanc and SECONDED by Mr. Ballou to authorize the Superintendent to instruct the Wilton Select Board to delay vote or action regarding School Road.

Voting: four ayes; three nays from Mr. Vanderhoof, Mr. Post and Ms. Lemire, motion carried.

Superintendent Lane will draft a letter and show this to the Chairman and Vice Chairman prior to sending. It was requested that the Superintendent find out if any other districts have formal meetings with the town.

XII. ACTION ITEMS

a. Approve Minutes of Previous Meeting

Mr. Vanderhoof spoke of wanting more content in the minutes as he doesn't like it when it says for example (from September 11, 2018) "discussion was had regarding the scores and members voiced concern" and doesn't contain details. Chairman Dailey shared he does not want the minutes too long.

A MOTION was made by Ms. Fisk and SECONDED by Ms. LeBlanc to approve the minutes of September 25, 2018 as written.

Voting: six ayes; one abstention from Mr. Post, motion carried.

b. Fuel Bid

Ms. Tucker reviewed the memo regarding the fuel bid. An invitation to bid went out to five companies. Details of quotes included the supplier of No. 2 fuel oil and propane. Delivery is to be automatic, but additional deliveries may be made within 24 hours of request. The term of the agreement is September 15, 2018 to June 15, 2019. She confirmed we do not have a contract at this time. Results of the bids were provided. The budgeted price per gallon for No. 2 oil is \$2.422. Anticipating the lower bids, this reflects a projected deficit of .047c per gallon. The budgeted price per gallon for propane is \$1.492. This projects a savings of .063c per gallon. Quotes were received from Discount Oil of Keene, Keene, NH, L & G Propane, Keene, NH and Ciardelli Fuel Company, Milford NH. Her recommendation is to award the bid to Discount Oil of Keene for No.2 fuel at \$2.469 and L & G Propane for propane at \$1.429. With approval of the recommendation she anticipates a deficit of \$29,123 assuming the same consumption as last year. Mr. Erb wanted the Board to be aware that the lower bidder has had to be reminded of the automatic delivery requirement and as a result they have to bleed the boilers which costs labor time of approximately \$2,400. It was suggested to add penalty if they fail to make a scheduled delivery. Superintendent Lane responded it was not part of the bid. Mr. Post questioned if it may have been due to a lack of history from us and last year it was extremely cold. Ms. Tucker agreed it is possible. It was noted that last year was an outlier.

A MOTION was made by Mr. Legere and SECONDED by Ms. Lemire to award the bid oil to Discount Oil of Keene and the propane bid to L & G Propane.

Voting: all aye; motion carried unanimously.

It was suggested to obtain a two-year average for a more realistic budget number (not only last year).

XIII. COMMITTEE REPORTS

i. Policy Committee

Mr. Ballou reported the committee will meet again in October. There are a lot of policies to go through; the policies brought this evening had less content than others. Mr. Legere added some of the policy changes brought this evening were related to the legislative packet which Superintendent Lane shared at the last meeting.

ii. Strategic Planning Committee

Mr. Vanderhoof reported at the last meeting the committee spent the first hour discussing the food service program. Mr. Robert Deignan, Food Service Manager was in attendance and it was helpful to get insight around the reasons they do things. The discussion will continue. The second half of the meeting was regarding MS and administrative structure and they took some votes on that. There were three things they wanted to bring forward around MS. One was no changes, second gives options to the 8th graders to obtain HS credit and adjust the schedules accordingly with two teacher reductions and the last was the same scenario as the second without the teacher reductions. With teacher reductions the class sizes would be about 22 students and the 8th grade teachers wouldn't be fully involved in the teaming concept. There was a 3-2 vote to create the changes with the teacher reductions and this will be spelled out in an upcoming meeting. He confirmed it was unanimous in regard to the administrative structure to do nothing (the structure was discussed somewhat last year and had one Principal with department heads) however he added there was a lot of talk about the way the vote goes with the whole Board and if the

Board voted to not accept the recommendation of the Strategic Planning Committee and voted to do without the teacher reductions, then there is a good chance the committee members would vote to change the administrative structure (you cannot have both). There is paperwork outlying everything and a MS schedule with and without teacher reductions. Ms. Lemire noted she didn't recall how the MS teacher structure was changed. Superintendent Lane responded there are a lot of moving parts and we have two staff members who can teach English and social studies; we would combine these (and remove one) to handle the two sections of 8th grade English and social studies. We would remove a science teacher which could be MS or HS teacher pending the structure. Mr. Vanderhoof commented it all falls within the policies. Mr. Vanderhoof responding to a question, indicated if you go with the MS teacher reductions you can't change the administrative structure and vice versa. Ms. LeBlanc does not feel this is the best time to make a change and would like to hear from the teachers who are directly involved. Superintendent Lane responded that once it becomes an action item for the Board, he recommends the MS teachers speak within the structure of a decision making process. Mr. Vanderhoof noted the committee was able to determine it would not affect what we are trying to do with math remediation.

XIV. RESIGNATIONS / APPOINTMENTS / LEAVES

Superintendent Lane reported the retirement of elementary teacher, Ms. Cathy Hamilton at the end of this school year.

*A MOTION was made by Ms. Lemire and SECONDED by Mr. Post to accept the retirement/resignation of Ms. Cathy Hamilton, elementary school teacher.
Voting: all aye; motion carried unanimously.*

XV. BOARD BUDGET DISCUSSION

Additional discussion regarding a "flat" or "level" budget was had. Chairman Dailey wants to make clear the ramifications of a flat budget (there are contractual obligations). Mr. Vanderhoof is not advocating for a level budget and does not agree with Chairman Dailey's definition of a flat budget. Mr. Legere but does not want any detrimental effect to students.

Mr. Vanderhoof brought up the phone savings (buildings main phone numbers) was listed as an option and it was not really talked about. He suggests action be taken one way or another. He doesn't believe it is a big issue to change the numbers. Mr. Ballou clarifies we would find those savings by porting the numbers over. Mr. Verratti noted he was advised by Public Utilities commission to work through the carrier; both companies need to have a porting agreement in place and they do not. Mr. Ballou suggests a phone call be made to see if this can be cleared up as it would be disruptive to change the phone numbers (other changes would be needed such as stationary etc. as well).

Mr. Vanderhoof spoke regarding the grade 1 touchscreen devices in the technology budget and not being in favor of this educationally or financially as there is some level of thinking it does for you and notes a lot of private schools don't allow students under the 4th grade to use them. He does not think it is necessary to have more screen time at school. It was noted the decision to have them was in the original initiative for 1:1 computer plan. It was suggested Principal O'Connell provide information on what they are used for.

Mr. Legere questioned if it would be beneficial to have the budgets broken out for facilities and curriculum coordinator. Superintendent Lane responded we can make it inclusive to one of the discussions as long as the Budget Committee is amendable; pulling it out at another time is not a problem.

XVI. PUBLIC COMMENTS

Mr. Fran Bujak, resident, questioned the Strategic Planning's report. He spoke of the Board having a big issue with test scores but the committee comes forward to say we want to eliminate teachers in this area. He questions if the Superintendent and Principal were involved and wonders who is responsible and behind this recommendation. Mr. Vanderhoof responds by saying we are trying to provide an opportunity for students to get more credit and more advanced classes. Mr. Bujak comments if class size was the driver we would already be there. Mr. Vanderhoof noted the "staff reductions fall within in the policies and all that has been set up with the guidelines" and that they have responsibilities both ways. He adds the committee had discussions with the Superintendent and this is what made sense to the committee. Mr. Bujak questions if MS students are obtaining HS credit, he does not believe having students able to opt out of high school at grade 11 is a good thing. The Facilities Committee, of which he is a member, does not send anything to the Board that does not have support within the buildings; it is problematic if it does not have the support of the Principal and Superintendent. He questions how the educators are involved. He adds these towns have a lot of history and suggests if the educators are not on Board you go back look at this again. He appreciates the work the committee is doing and trying to save money. He spoke each year he was on the Board he listened to the Budget Committee asking for a level budget and referenced the correlation to your home budget and asked they look at these issues and see if there is enough support. Mr. Post noted that enrollment is down. Mr. Bujak adds that your objective is to improve student performance and he doesn't know of any study that says you can improve performance if you reduce staff. He believes students should be educated until grade 12 and suggests to increase the requirements. The staff is in the buildings and the cost is here, letting them leave early and get more credits doesn't make sense.

Ms. Laura Bujak, teacher, spoke and encouraged the Board to look at the developmental age of the students and their emotional state. There is another aspect to this that she wants to be considered as it is not just curriculum; you would have two less teachers to watch students. Chairman Dailey responded that the goal of the subcommittee is to do a "deep dive" into the information and that no decisions are made only their recommendations. All constituencies will be heard from. Mr. Vanderhoof commented "we are not eliminating a position, there is still potential and it doesn't mean we are starting to throw people out of the building; there is more information that will be out and will be in the board packet". We needed to make a decision in light of the other things on our plate he said. Mr. Post noted the subcommittee meetings are all public and can be attended.

XVII. SCHOOL BOARD MEMBER COMMENTS

Mr. Vanderhoof spoke of attending the funding forum in Keene which was informative with a lot of great information however his concern was regarding the "opinion portion" and how the information is evaluated and believes it sends people down a certain road. If the vote were retaken now (to be in support of the forum), he would vote against it but would attend again. Regardless of which side you are on, he thinks its bad practice for the Board to sponsor or recommend things and would be in favor of such a policy. Mr. Post is in agreement.

XVIII. ADJOURNMENT

A MOTION was made by Mr. Vanderhoof and SECONDED by Ms. Fisk to adjourn the Board meeting at 10:02pm.

Voting: all aye; motion carried unanimously.

Respectfully submitted,

Kristina Fowler

AD - PHILOSOPHY OF THE SCHOOL DISTRICT

The Wilton-Lyndeborough Cooperative School Board will develop a mission statement for the District. The Board should review and revise the statement annually.

In realizing the changing needs of our growing community, the District will create and maintain a kindergarten curriculum that contains aspects of child directed experiences, play based learning comprised of creative expression, exploration, socialization and movement.

Legal Reference:

NH Code of Administrative Rules, Section Ed. 306.05, School Philosophy, Goals, and Objectives
HB 1499

First Reading: September 14, 2010

Second Reading: October 12, 2010

Final Adoption: October 12, 2010

BCA - SCHOOL BOARD MEMBER ETHICS

Each board member shall comply with the following ethical provisions:

1. Attend all regularly scheduled Board meetings, insofar as possible, and become informed concerning issues to be considered at those meetings.
2. Make decisions only after full discussion at public Board meetings; render all decisions based on the available facts and my independent judgment, and refuse to surrender that judgment to individuals or special interest groups.
3. Seek systematic communications with students, staff, and members of the community.
4. Work respectfully with other Board members to achieve the educational goals of the school district by encouraging the free expression of opinions by all Board members.
5. Communicate to other Board members and the Superintendent expressions of public reaction to Board policies and school programs.
6. Be informed about current educational issues by individual study and through participation in programs providing needed information, such as those sponsored by my state and national school board associations.
7. Support the employment of those persons best qualified to serve as school staff, and insist on a regular and impartial evaluation of all staff.
8. Respect the confidentiality of information that is privileged under applicable law or is received in confidence or executive session.
9. Recognize that no individual member has authority to speak or act for the entire Board, except as specifically designated to do so by Board action.
- ~~10.—~~
10. Display and demonstrate courtesy and decorum toward fellow Board members at all public meetings and in all public statements.

Appendix BCA-R

First Reading: September 14, 2010

Second Reading: October 12, 2010

Final Adoption: October 12, 2010

Revised: March 6, 2018

BEA - REGULAR BOARD MEETINGS

Category R

~~The Board shall meet at least once every two months. Unless otherwise determined by Board action, regular meetings of the Board shall be held at Wilton-Lyndeborough Cooperative Middle/Senior High on the 2nd Tuesday and on the 4th Wednesday of each month in a handicapped accessible location, beginning at 6:30 p.m. (with the exceptions of the months of July and August)~~

The Board shall meet in accordance with a calendar created annually at the first meeting of the new board in March.

Notice of all board meetings will be posted in two appropriate places or printed in the local newspaper at least twenty-four (24) hours prior to the meeting. The Superintendent is authorized to post notice of the meeting on the District website.

All regular meetings shall be open to the public. The Board will establish the agenda of each meeting. The Board reserves the right to amend the agenda during the meeting, should a majority of the board vote to do so. Additionally, the Board may or may not allow public comments at the meeting. Should the Board offer time for public comments, such comments may be restricted to agenda items only, and the Board may decline members of the public the opportunity to speak on items not on the agenda. Further clarification of public comments policies are located in Policies BEDH, KE, and KEB.

All changes of regular meetings from normal dates shall be advertised at least 24 hours prior to the date of the meeting. Special meetings shall be held at the call of the Chairperson.

A majority of the Wilton-Lyndeborough Cooperative School Board shall constitute a quorum. Provisions for meeting a quorum are established in Board Policy BEDC.

The School Board recognizes that the consistent attendance of Board Members at Board Meetings is essential for the efficient, effective operation of the Board's duties as well as fulfilling our individual obligations as elected officials.

~~The Chair and Vice Chair will formally question any Board member who misses three consecutive meetings, or more than 30% of scheduled meetings, for reasons of absences. The Board may then take such action that is appropriate. The Board Secretary is responsible for tracking attendance and providing the Chair with a quarterly report.~~

Legal References:

RSA 91-A, Access to Public Records and Meetings

N.H. Code of Administrative Rules, Section Ed. 303.01(f), Substantive Duties of School Boards

Revised: October 2008

Revised: July 1998, November 1999, February 2004, May 2006, May 2007

Original Date of Adoption: October 12, 2010

Revised Adoption:

First Reading: September 28, 2011

Second Reading: September 28, 2011

Final Adoption: September 28, 2011

IK - EARNING OF CREDIT

Students can earn course credit by demonstrating mastery of the required coursework and material. Mastery is defined as “a high level of demonstrated proficiency with regard to a competency.”

Student assessment of mastery is the responsibility of the building principal.

Credit will be awarded upon satisfactory demonstration and mastery of the required course competencies. Additionally, credit may also be awarded if a student is able to demonstrate learning experience in compliance with the district-specified curriculum and assessment standards.

High School students will have the option to earn credit in mathematics through methods outside the Wilton-Lyndeborough High School course of studies. This will include qualified courses through dual enrollment, career and technical education, or other means as agreed to by the school's administration.

Legal References:

NH Code of Administrative Rules, Section Ed 306.04(a)(14), Earning of Credit

NH Code of Administrative Rules, Section Ed 306.14(f), Awarding of Credit

NH Code of Administrative Rules, Section Ed 306.27(d), Mastery of Required Competencies

HB 1781

SB 349

First Reading: May 11, 2010

Second Reading: June 2, 2010

Final Adoption: July 13, 2010

Reviewed: February 17, 2015

Revised: March 18, 2015

JICA - STUDENT DRESS CODE

The Wilton-Lyndeborough Cooperative School Board recognizes that student individual dress is primarily a parental responsibility that should reflect concern for health and safety of students, staff and others. *School administration will develop a grade appropriate dress code as part of the “Student Handbook” which is reviewed and approved by the school board annually.* When the dress of an individual student constitutes a health problem, is unsuitable for school wear, is a danger to any person, or causes a substantial and material disruption or substantial disturbance, the *principal school’s administration* shall take appropriate action to correct the situation.

~~The following apparel is not to be worn during the school day: caps, hats, and other head gear; tank tops; clothing with offensive, vulgar, or racist language or pictures; tops that do not completely cover the mid-section; clothing that glorifies, encourages or promotes the use of alcohol or drugs.~~

~~Students who violate this policy will be given an opportunity to correct the situation by either changing the clothing, removing the clothing (if appropriate), wearing it inside out, or other means as determined by the principal so the student is in compliance with this policy. Students who repeatedly violate this policy may face more severe punishment, including detention, in-school suspension, or out-of-school suspension.~~

First Reading: September 14, 2010

Second Reading: October 12, 2010

Final Adoption: October 12, 2010