

Public Notice of Meeting
WILTON-LYNDEBOROUGH COOPERATIVE SCHOOL BOARD MEETING
Tuesday, November 13, 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
- VI. CONSENT AGENDA**
- VII. 7:00PM JOINT BOARD & BUDGET COMMITTEE SESSION**
 - a. FY 2019-2020 Budget**
 - i. Special Education
 - ii. Facilities
 - iii. CIP
 - iv. Warrants
 - b. Lyndeborough Tax Rate**
- VIII. PUBLIC COMMENTS**
- IX. POLICIES**
 - i. BEA-Regular Board Meetings-2nd Reading
 - ii. JICI –Weapons on School Property-2nd Reading
 - iii. BCA-School Board Member Ethics-3rd Reading
 - iv. BCB-Board Member Conflict of Interest-1st Reading
 - v. BHE-School Board Use of Email-1st Reading
- X. ACTION ITEMS**
 - a. Approve Minutes of Previous Meeting**
 - b. Transfer**
- XI. COMMITTEE REPORTS**
 - i. Budget Liaison
 - ii. Strategic Planning Committee
 - iii. Policy Committee
- 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) (C)

- i. Personnel Matter
- ii. Student Matter

XVII. ADJOURNMENT

INFORMATION: Next School Board Meeting & Joint Budget Co. Session-November 27, 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
November 13, 2018

The budget has taken up a great deal of my efforts over the past few weeks. The Special Education and Facilities budget have been broken out for discussion at this week's meeting. Two items of information that will be important in determining the financial obligations in the staffing discussion will be:

- The rates for health insurance should be available to us by November 15. School Care is a maximum increase of 5% but the final rates will be determined by usage.
- The New Hampshire Retirement System is increasing the rate for teachers by .44% and will decrease the rate for non-teachers by .21%. Teachers included teaching staff, principals, asst. principals, school counselors, superintendents. All other staff are considered non-teaching positions.

The agenda for this meeting includes an explanation for the change in the tax rate in Lyndeborough as requested by the school board at our previous meeting.

I have been attending meetings for both the Strategic Planning Committee and Policy Committee. I have been tasked at creating calendar options for the Strategic Planning Committee to consider along with information about how those families that have a financial obligation to the food service program are notified. The Policy Committee has asked for clarification on questions that have come from the board as a whole on policies that have been presented.

I have been meeting with representatives from the WLCTA in regard to the teacher evaluation process and have shared modified rubrics with the administrative staff along with observation reporting documents to be used as we go through this pilot year.

I have been gathering information from the Department of Revenue Administration as well as the Department of Education in an effort to create a calendar to ensure that all reports, data and forms are submitted on a timely basis.

I attended soccer playoff games for both the boys and girls. After beating Profile in the first round, the boys lost in overtime in Sunapee 1-0 after having lost to that team twice in the regular season. The level of discipline and effort shown was a credit to the team. The girls defeated Concord Christian in the first round of the playoffs and lost to Newmarket in the second round by a score of 3-1. The increased level of play throughout the season was obvious. Both teams did an excellent job in representing WLC.

The Southwest Superintendents meet on Friday, November 16 in Henniker.

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BUSINESS OFFICE REPORT
November 13, 2018

As you may be aware, the week of October 15th was National School Lunch Week. This event was sponsored by the School Nutrition Association (SNA). FRES invited parents to join their children during their lunch periods. Specialty salads were on the menu as an additional choice. On Thursday, October 18th, the potato salad served was made with potatoes from the school garden. The second graders had harvested them the week before. Parents would like more of these types of events and also appreciate getting the monthly marketing menus. The October flyer is attached for your reference.

We had our first Joint Loss Management Committee (JLMC) meeting on October 18th. We went over the purpose of the committee. We have posted bulletins on preventing slip and falls. We discussed the playground bulletin produced by our insurance carrier. We have had 4 staff claims since our last meeting of April 2018. We have created a student claim log beginning this school year. We have had 5 student claims so far. Our next meeting is at FRES on January 17, 2019 at 3:00 p.m.

Mary Anne attended the User Group meeting sponsored by our financial software company. She appreciated the exposure and learned that this system has a lot of capabilities. The next User Group meeting will be in May 2019. She is hoping to attend that one as well.

Lise attended the Best Practices conference sponsored by the NH School Administrators Association and the NH Association of School Business Officials (NHASBO). She attended the NH Retirement System (NHRS) Update session where they introduced the next biennium rates (employees from 11.38% to 11.17%, teachers from 17.36% to 17.80%). These rates represent the employer/district obligation. The Federal Education Policy Division gave their update where there is some talk that Medicaid and Title II will be eliminated. There was a session on the new Government Account Standards Board Statement (GASB) 84 that will be in effect for July 2019. In summary, student activity funds are being revamped. Lise will be sending out "activity purpose forms" that will determine whether the fund will remain as a student activity fund under special revenues or be closed and incorporated into the general fund.

Lise attended the "School Care Annual Meeting". The focus was on preventive health measures and the increase in chronic illnesses. Consumer Driven Plans continue to grow as more municipalities and schools choose these plans to reduce costs. They are projecting a maximum increase of 5% but some districts are expected to have no increase. We should have the 19-20 health insurance rates by the end of the week.

Our next Facilities Subcommittee meeting preceded this board meeting. A walkthrough of WLC is scheduled to be done. This was rescheduled from August 14th.



SCHOOL LUNCH

WHAT'S COOKING?

Try One of our New Items This Month!

Recipe:

Street Taco—small open faced corn tortilla wrap with Choice of Chicken or Pork

Students build their own with toppings including lettuce, tomato, salsa, olives, cheese, and sour cream

Served with refried beans and corn



Street Taco



Quesadilla Pizza

Recipe:

Cheese Pizza Quesadilla— pizza shape Whole grain quesadilla dough filled with a blend of two cheeses, and a salsa style sauce.

Served with salsa and sour cream on the side



Try one of our new Side dishes this month

Kale Slaw—kale, cabbage and carrots in a cole-slaw dressing

Roasted Sweet potatoes

Zucchini sticks



Side Dishes



Lunch Times and Prices:

K (MacPherson):	11:00
K (Dane/McArdle):	11:25
1st Grade:	11:45
2nd Grade:	11:15
3rd Grade:	11:15
4th Grade:	12:15
5th Grade:	12:15

Adult Lunch: \$4.00
Child Lunch: \$2.90

COME JOIN US!

FOR

NATIONAL SCHOOL LUNCH WEEK

October 15 - October 19 in the FRES and LCS Cafeterias

FRES and LCS are celebrating **National School Lunch Week** and we'd love it if you could join us! We invite families to come have lunch with your student during the week.

Space is limited.

Please contact Deb Roske (732-9283 or d.roske@sau63.org) before 9am to make a reservation.

Lots 2 Love Menu:

Monday:	Shoestring Chicken
Tuesday:	Breakfast for Lunch
Wednesday:	Sal's Pizza
Thursday:	Hotdog Crescents
Friday:	Pasta with Meat Sauce

Want to send a "Lunch with Love" note to your student?
Or to all of our students?

Email your message to Deb Roske. We'll be posting messages on our serve line for all students to see!



Fruit of the Month: Apples!

About 2,500 known varieties of apples are grown in the United States.



More than 7,500 varieties are grown worldwide.



fruits & veggies
more matters.

Get something good for your food dollar - with apples!



For more information, visit
www.fruitsandveggiesmorematters.org

FROZEN FRIDAY

October Frozen Friday Menu *

10/12 —Chocolate Cup

10/19 —Strawberry Éclair Bar

10/26 —Vanilla Cup

*Menu subject to change based on availability *
75¢ a la carte pricing for ALL students, Regardless of free/reduced status

On the Menu this Month

Fresh Apple Slices

Warm Apple Slices

Apple Muffins

WILTON-LYNDEBOROUGH COOPERATIVE
MIDDLE SCHOOL / HIGH SCHOOL
57 SCHOOL ROAD
WILTON, NEW HAMPSHIRE 03086
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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

11/13/18

The National Honor Society inducted 10 new members on Wednesday October 29. Congratulations to Kaitlin LoVerme, Jude Roberts, Rama Koudsi, Fionna Kennedy, Nick Kennedy, Jacob Boette, Jessie Bouley, Lily Gendron, Dylan Pfeil, and Madeline Smith.

Red Ribbon week took place the week of October 22- October 26. Red Ribbon Week is an alcohol, tobacco, and other drug and violence prevention awareness campaign observed annually in October in the United States. Lots of activities took place. It was a very informative, educational week with drug education being the top priority.

WLC MS have been participating in a state-wide coding competition hosted by CoderZ called the Cyber Robotics Coding Competition or CRCC. Using a virtual robotics coding platform, students have been participating in a eight week long competition which began with a 'boot camp' period, then moved to the competition period, then will end with the finals. During the competition we ranked in the top 3 in the state fluctuating at times and spent some time at the number one slot as well. Students have the opportunity to work on coding through the technology classes they had as well as before and after school. Students are very excited to participate and when informed that they rose to the number one slot, there was an outbreak of cheering (and screaming) that was heard in the hallways. We will continue to participate in this excellent competition and bring an excitement and energy to coding and technology education! Currently we are ranked 10th in the State.

WLC Science Olympiad Club has been providing an opportunity to students to forge alliances and explore an interest and passion in science by participating in active, hands-on group learning events. High School team for Division C will be competing with other schools from the State on March 23rd, 2019 at St. Anselm College, Manchester. There are 15 students on the High School team and they will be participating in various test, lab and build events such as Anatomy and Physiology, Microbe Mission, Write it- Do it, Mouse Trap Vehicle, Wright Stuff, Boomilever, etc. This year a new Middle School team of 17 students will be representing Division B in various events.

A pumpkin carving contest took place on Wednesday, October 31. Each advisory carved their own pumpkin. Pumpkins were voted on during lunch by middle school students. The winning advisory won a pizza party! Congratulations to Ms. Nolin's class.

Since August Emma Krug has been working as an intern with Get-Out-The-Vote (GOTV). She's been working more than twenty hours per week on the campaign to elect voting rights champions in New Hampshire. Emma has been a hardworking, committed intern. Her responsibilities included voter outreach and volunteer recruitment, among other duties. The culmination of Emma's internship was Election Day on Tuesday, November 6th. Emma was available the four days before of the election, known as the Get-Out-The-Vote

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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."

(GOTV) phase of the campaign. Emma worked Tuesday from 6 a.m. to 8 p.m. She participated in critical GOTV activities which included texting polling place information to voters, canvassing voters in-person and recording voter data.

AD Report:

Fall Sports Wrap-up

Boys Varsity Soccer

Head Coach: Kristin Schwab

of Players: 17

Record: 8-8-2

Lost to Sunapee 1-0(in overtime) in the Quarterfinals

Girls Varsity Soccer

Head Coach: Dan Ayotte

of Players: 19

Record: 10-7-1

Lost to Newmarket in the Quarterfinals

Boys Middle School Soccer

Head Coach: Dan Nelson

Assistant Coach: Jess Cloutier

of Players: 16

Record: 7-4-1

Lost to Candia in the Quarterfinals

Girls Middle School Soccer

Head Coach: Courtney Palladino

of Players: 13

Record: 1-9-2

Lost to Epping in the Preliminary Round

Winter sports are underway or starting soon:

MS Basketball began yesterday(11/5)

Girls Varsity Basketball, Swimming, Indoor Track and Alpine Skiing all begin Nov. 12th

Boys Varsity Basketball begins Nov. 19th

Respectfully,

Brian Bagley

Thursday, November 1 –

Friday, November 2 – Student of the Month

WLC Pride Day

Saturday, November 3 –

Sunday, November 4 –

Monday, November 5 –

Tuesday, November 6 –

Wednesday, November 7 – Strategic Planning Meeting, 7:00, Main Office Conference Room

Thursday, November 8 – Sports Night, 5:00-8:00, Cafeteria

Friday, November 9 – College Access Convention Field Trip

Saturday, November 10 –

Sunday, November 11 – Dance Team Dress Rehearsal, 3:00-7:00

Monday, November 12 – No School

Tuesday, November 13 – School Board Meeting, 6:30, Library

Wednesday, November 14 –

Thursday, November 15 –

Friday, November 16 –

Saturday, November 17 –

Sunday, November 18 –

Monday, November 19 –

Tuesday, November 20 – College is Possible Day

Wednesday, November 21 – No School

Thursday, November 22 – Thanksgiving, No School

Friday, November 23 – No School

Saturday, November 24 –

Sunday, November 25 –

Monday, November 26 –

Tuesday, November 27 –

Wednesday, November 28 –

Thursday, November 29 –

Friday, November 30 – Christmas Carol Field Trip

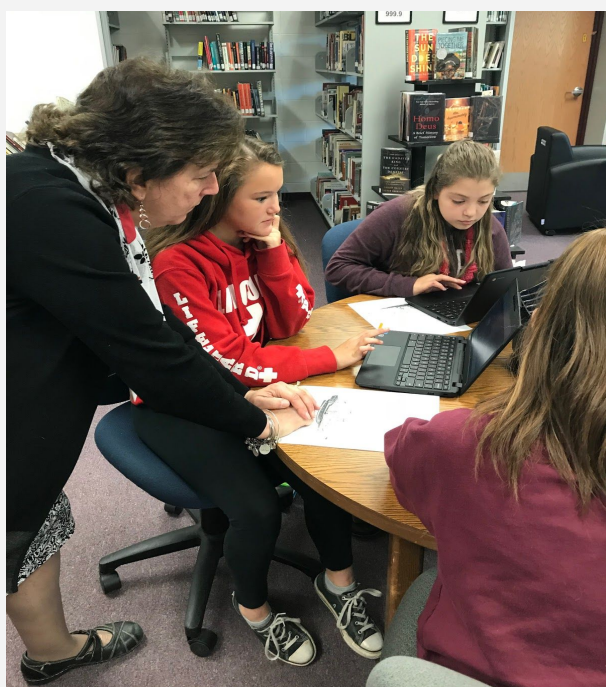


The WLC Reporter



Wilton-Lyndeborough Cooperative Middle/High School

November 2018



The Patriot's Pen and A Focus on Writing

By Jennifer Natusch

This month, 6th and 8th grade students in Mrs. Bujak and Ms. Natusch's Language Arts classes participated in the Patriot's Pen Writing Contest. This is a national competition sponsored by the VFW that allows students to express their views on a patriotic theme. This year's theme is, "Why I Honor the American Flag."

During classes, students discussed American ideals and wrote original essays. Instruction was focused learning and practicing the necessary parts of a proper essay. Students were excited to get a chance to express their opinions about a topic close to them and produced well thought out pieces of writing.

Letters to Self in Language Arts

By Gisele Dailey

What would your future self, perhaps as a senior in high school, think about you as an eighth grader? What would they remember about what is going on in history? The Grade 8 Language Arts students were tasked with thinking about this by writing a letter to their future selves. Suggestions for ideas to get started were given such as: who are your friends, what are your interests and how do you feel about school, what is going on in our world right now? The students will have their letters kept safe by their Language Arts teachers and will receive the letters back, by mail, the year they graduate from high school. How will they feel about how much they have changed in four years? It's always interesting to find out!

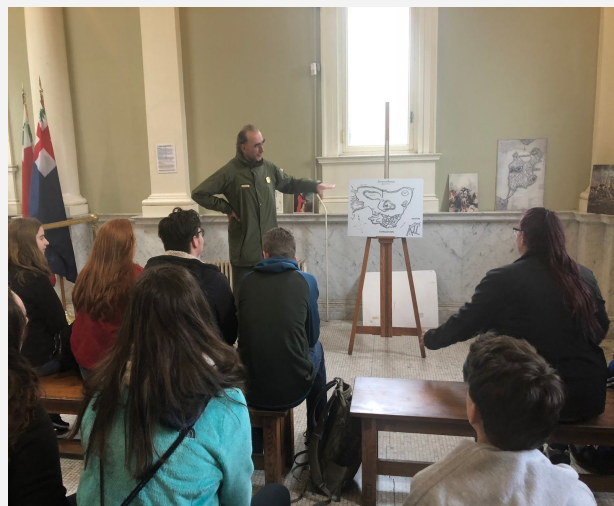
WLC Hits the Freedom Trail in Boston

By Marcia Contarino

Students from Mrs. Contarino's English classes and Mr. Belanger and Mr. Provost's social studies classes, along with our assistant principal Ms. Edmunds, took a field trip to walk the Freedom Trail in Boston on October 23rd. The trip started at the Bunker Hill Monument atop Breed's Hill where we listened to a park ranger tell the story of the battle and its role in the Colonists' fight for freedom. Just a short walk away, we boarded "Old Ironsides," U.S.S. Constitution, docked in Boston Harbor. Naval officers in period costumes, stationed on the ship, were happy to answer questions.

We followed the trail all the way to the Boston Common. Along the way we passed Copps Hill, the burial ground of slaves and stopped at the Old North Church where Paul Revere received the lantern signal from the tower of the church of "one if by land; two if by sea" to begin his famous ride. We saw Paul Revere's house, Quincy Market, Faneuil Hall, and also stopped at the Old State House and the site of the Boston Massacre.

Just for us, the rain held off until we arrived at our luncheon destination, Fire and Ice, a Mongolian style grill. Between climbing the 294 steps of the obelisk and walking the trail, quite a few naps were enjoyed on the ride home.



Bunker Monument park rangers educated the students on the battle.



Morgan Murphy, JJ LeBlanc, Harrison Brown, and Janel Bachand pose in front of the Bunker Hill Monument, the first stop on their adventure along the Freedom Trail in Boston.



Students board the USS Constitution for a first-hand look at "Old Ironsides."



Hungry students enjoy lunch at Fire and Ice after a long, chilly walk.

Helping at the Horseshoe



WLC Faculty spent time after school cleaning up trash at Horseshoe Falls with Wilton Conservation Commissioner, Jennifer Beck. The Wilton Conservation Commission has been studying various scenarios to secure places like Horseshoe Falls and Garwin Falls for public use and ecological protection. Pictured above from left to right: Laura Bujak, Greg Zekser, Justin Kane, Kim Humphreys, Zach Provost, Katy Morshed, Sarah Edmunds, Marc Belanger, and Mandy Kovaliv.



Zach Provost and Marc Belanger haul trash out with a wheelbarrow while Laura Bujak helps navigate.



Congratulations to the October High School Students of the Month

Representing the 9th grade: Alex Balusek and Ella Kelley

Representing the 10th grade: Madison Chase and Chloe Grace

The Music Department Crescendos!

By Eric Schneider

2018 has been off to a fantastic start with the implementation of a couple of new programs! For the first time we have a full combined middle and high school chorus at WLC! This chorus is comprised of around 40 students and is a sound powerhouse. The students have been working hard to adapt to the new group environment and in no time at all have created a group sound that is absolutely incredible. In addition to the full chorus, we have our first large middle school band with more than 20 students. Growing from a 5th grade music level to an advanced middle school level has been a challenge, but the group has really come together and surpassed our expectations. Finally, as well as these new groups we have created an advanced middle school band with five students meeting once a week to practice new instruments and more challenging repertoire.

With the implementation of these new groups and the growing number of students interested in participating in the various musical groups here at WLC, I have never been more excited for a school year and future school years! Don't forget our first concert will be held on Wednesday, December 19 at 6:30pm in the cafe. We hope you can make it; it will be a night to remember!



The combined chorus show us their character during a rehearsal.

Students Create!



8th grader Brie Fish holds up a pin cushion that she created in Mrs. Clark's class.



Above, Kayla Phillips, Zach Johnson, Cali Hagen, and Trevor Swett put the finishing touches on a picnic table for the front lawn of the school. Below, Nick Hughes and Owen O'Halloran rehabilitate an old boat during Open Shop after school.



High School Pumpkin Carving Contest

During advisory on October 31, high school students had the opportunity to compete in the annual pumpkin carving contest. Each high school advisory team works together to create a pumpkin masterpiece. When finished, they go on display during the middle school lunch period and middle school students choose the winning pumpkin. This year, Ms. Nolin's advisory won and they will receive a pizza party as a prize.



Sixth grader Cole Lavallee takes time during lunch to vote for his favorite pumpkin masterpiece.

FLORENCE RIDEOUT ELEMENTARY SCHOOL
18 TREMONT STREET
WILTON, NEW HAMPSHIRE 03086
(603) 654-6714

LYNDEBOROUGH CENTRAL SCHOOL
192 FOREST ROAD
LYNDEBOROUGH, NEW HAMPSHIRE 03082
(603) 654-9381

www.sau63.org

Timothy O'Connell
Principal

Jo Anne Dufour
School Counselor

Principal's Report: 11/13/2018
Lyndeborough Central School/Florence Rideout Elementary School

During our *Early Release Day* on **October 31st** classroom and special education teachers spent time with our Math consultant Ann Mordecai from Demonstrated Success. Staff learned about our new fact fluency common assessment protocols, shared effective instructional strategies regarding word problems and how to utilize effective math manipulatives and tools to promote mathematical thinking.

We are fortunate again this year to be able to offer Morning Math Lab for our students. This is an opportunity for all students in grades 3-5 to use engaging math applications and computer programs, such as, *Xtra Math*, *IXL* and *Prodigy Math*, to strengthen number sense, reinforce fact fluency skills or to extend their learning into more challenging math. This occurs before the start of school and all third, fourth, and fifth grade students are strongly encouraged to attend. Mrs. Kristen Dame and Ms. Kim Swanson from our W.I.N. Program will facilitate the Math Lab Program beginning **November 5th**.

Students and staff honored our local veterans during our Veterans Day ceremony on Friday, **November 9th**. This event, coordinated by our new music teacher, Mrs. Claudette Barker, featured students performing patriotic songs, poems and guest speakers that focused the recognition of service and expression of our gratitude to our service men and women and love of country.

The success of our students comes from the team of parents, teachers, and students working together to achieve the goals we want to reach. We will be hosting our annual *Parent Conferences* **November 13th- 17th**. In addition to sharing progress towards grade level competencies with our Learning Profiles, parents and teachers will review individual student reports from the STAR 360 Assessment.

Our W.I.N. Program continues to offer beneficial support for students. Quarterly "IMPACT" meetings are held with classroom teachers from **November 13th – 17th**. At these meetings, staff review student benchmark assessment data to evaluate and measure individual student progress. Adjustments are made with W.I.N program enrollment and students are grouped together accordingly so that each receives appropriate support and remediation.

Other events and activities happening at Florence Rideout Elementary and Lyndeborough Central School include the annual PTO Book Fair, Turkey Trot, and Food Drive to support the Wilton Open Cupboard Pantry.

Congratulations to our Students of the Month for November, Brody Heiden and Aubrie Lavallee who are both fourth grade students from Florence Rideout Elementary School.

Sincerely,

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
603-732-9273

Curriculum Report: November 13, 2018

Professional Learning

Early release day on October 30 resulted in great work by all of our educators. The elementary teachers participated in our continuing math professional learning. We continued to focus on the essential standards for each grade level, the best instructional strategies to convey them for students, and also the development of formative and summative assessments that guide instruction and determine whether students are meeting the standards. The teachers who attended math training this summer also contributed to the group learning and refine their practice. We will continue this work during our next early release session on December 10. At that time, we will have data from our next STAR assessment and also the first state test interim/practice assessment to analyze and guide instruction.

The science teachers at WLC spent the day creating units using the strategies learned during our week-long institute in August. Our grant-funded consultant returned to work with the group on the techniques of inquiry-based learning. They also continue to develop the progression of performance indicators that align with the science competencies for each grade level and course. This work will continue throughout the year.

I attended the regional curriculum, instruction, and assessment meetings last month. We discussed the results of the state test, performance assessment, social-emotional learning, grants, Science Technology Engineering and Math resources, and potential changes to the state minimum standards.

I also attended the state accountability task force meeting. I have been a member for 6 years as we have developed accountability procedures through No Child Left Behind and more recently the state plan under the Every Student Succeeds Act. We have been focused primarily on the so-called Fifth Indicator of the plan that evaluates the degree to which our graduates are Career and College Ready.

Curriculum Development

We continue to develop and refine the learning units of our K-12 curriculum. The FRES specialists/unified arts (art, music, physical education, and technology/library media) have completed a revision of the competencies and performance indicators for each grade level. The FRES classroom teachers continue to work on the scope and sequence documents based upon our professional learning. The WLC teachers continue to work on their course performance indicators and learning units.

Assessment

We are planning the next standardized assessments for STAR and the state test interim assessments in November/December. The data analysis will help us plan classroom instruction and intervention for the next quarter. The following interim assessments will take place in February/March.

Respectfully submitted,
Julie Heon, Curriculum Coordinator

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

TO: The WLC School Board and Budget Committee
FROM: Bryan Lane and Betty Moore
DATE: 11/1/18
RE: Special Education Budget

The 2019-20 budget for the area of Special Education is proposed to be \$1,041,899 including funds from federal grants. **The amount of funding being requested from the general fund is \$918,962 which is a decrease of \$16,339 from the current budget. This reflects a reduction of 1.75%.**

The estimated funds from federal IDEA funds is \$122,937, this is 13.4% of the total special education.

The budget has been broken out into categories with general fund expenditures being:

	2018-19 Approved Budget	2019-20 Proposed Budget	Change
Supplies	\$ 6,250	\$ 6,900	Increase of \$ 650
Tuition	\$ 463,914	\$ 475,312	Increase of \$ 11,398
Contracted Services			
Psychologist	\$ 18,650	\$ 38,950	Increase of \$ 20,300
Occupational Therapy	\$ 62,550	\$ 62,550	No change
Outside Evaluations	\$ 6,500	\$ 8,000	Increase of \$ 1,500
Physical Therapy	\$ 15,320	\$ 12,100	Decrease of \$ 3,220
Reading	\$ 42,146	\$ 42,146	No change
Speech/Language	\$ 88,034	\$ 91,647	Increase of \$ 3,613
Audio logical Testing	\$ 1,250	\$ 1,000	Decrease of \$ 250
Transportation	\$ 201,046	\$ 153,946	Decrease of \$ 47,100
Furniture/Equipment	\$ 1,650	\$ 1,650	No change
Curriculum	\$ 16,980	\$ 14,900	Decrease of \$ 2,080
Administrative Cost	\$ 11,011	\$ 9,861	Decrease of \$ 1,150

The increase in tuition cost of \$11,398 is driven by students who have moved into the district or whose disability issues have risen to the level where WLC cannot provide a free and appropriate education as determined by the IEP team for that student.

The increase in contracted services for the school psychologist of \$20,300 is a reflection of the increased level of students who need to receive these services.

The reduction in transportation cost of \$47,100 reflects a change in placement allowing us to consolidate routes.

In the conversation to approve kindergarten, it was noted that there could be a reduction in reading and speech and language services provided. With only two months of data, it is not prudent to reduce funds in this area. We also have an increase of 22 students in Kindergarten and we are still working to determine their level of need in these areas.

Furniture requests include stand up desks for grades 2-5 and room dividers at FRES as well as WLC.

	SPED Budget Proposal FY 19-20	FY 17 ACTUALS	FY 18 ACTUALS	FY 19 BUDGET	FY 20 PROPOSED	CHANGE	%	NOTES
		SUPPLIES						
1	ABA Therapy Supplies - FRES	\$ -	\$ 734	\$ 500	\$ 500	\$ -		
2	ABA Therapy Supplies - LCS	\$ -	\$ 305	\$ 300	\$ 400	\$ 100	33%	
3	ABA Therapy Supplies - MS	\$ -	\$ 473	\$ 500	\$ 500	\$ -		
4	General Supplies/Paper/Tests-FRES	\$ 1,901	\$ 2,257	\$ 2,500	\$ 2,500	\$ -		
5	General Supplies/Paper/Tests-LCS	\$ 548	\$ 424	\$ 500	\$ 500	\$ -		
6	General Supplies/Paper/Tests- WLC	\$ 213	\$ 457	\$ 450	\$ 1,000	\$ 550	122%	functional life skills
7	General Supplies/Paper-SPED	\$ 415	\$ 492	\$ 500	\$ 500	\$ -		
8	General Supplies/Tests/Paper-FRES	\$ 80	\$ 209	\$ 250	\$ 250	\$ -		testing protocols
9	General Supplies/Tests/Paper-LCS	\$ -	\$ 284	\$ 250	\$ 250	\$ -		testing protocols
10	S/L Path Genl Supplies/Paper-FRES	\$ 249	\$ -	\$ 250	\$ 250	\$ -		therapy protocols
11	S/L Path Genl Supplies/Paper-LCS	\$ 246	\$ 211	\$ 250	\$ 250	\$ -		therapy protocols
12	Sub-total	\$ 3,654	\$ 5,847	\$ 6,250	\$ 6,900	\$ 650	10%	
		TUITION						
13	Private In & Out of State Tuition-FRES	\$ 26,506	\$ 46,082	\$ 44,784	\$ 95,000	\$ 50,216	112%	
14	Private In & Out of State Tuition-HS	\$ 337,283	\$ 232,714	\$ 233,500	\$ 150,646	\$ (82,854)	-35%	partial yr./21 y.o.
15	Private In & Out of State Tuition-MS	\$ 76,928	\$ 4,772	\$ -	\$ -	\$ -		
16	Public - In State Tuition-HS	\$ 99,423	\$ 121,458	\$ 185,630	\$ 229,666	\$ 44,036	24%	
17	Public - In State Tuition-MS	\$ 56,415	\$ 82,657	\$ -	\$ -	\$ -		
18	Sub-total	\$ 596,555	\$ 487,683	\$ 463,914	\$ 475,312	\$ 11,398	2%	
		CONTRACTED SERVICES						
19	Psychologist - FRES	\$ 3,010	\$ 1,850	\$ 2,500	\$ 2,500	\$ -		counsel as needed
20	Psychologist - HS	\$ 5,110	\$ 14,322	\$ 4,200	\$ 14,500	\$ 10,300	245%	1:1 counseling
21	Psychologist - MS	\$ 1,943	\$ 10,553	\$ 1,750	\$ 9,750	\$ 8,000	457%	1:1 counseling
22	Psychological Testing Services-FRES	\$ 5,320	\$ 3,395	\$ 5,200	\$ 5,200	\$ -		evaluations
23	Psychological Testing Services-HS	\$ 3,500	\$ 1,995	\$ 2,000	\$ 2,000	\$ -	0%	evaluations
24	Psychological Testing Services-LCS	\$ 2,100	\$ 975	\$ 1,000	\$ 1,000	\$ -	0%	evaluations
25	Psychological Testing Services-MS	\$ 4,270	\$ 1,995	\$ 2,000	\$ 4,000	\$ 2,000	100%	evaluations
26	GRANT FUNDED SCHOOL PSYCHOLOGIST				\$ 51,800			35 total hours per week
27	Sub total without the grant	\$ 25,253	\$ 35,085	\$ 18,650	\$ 38,950	\$ 20,300	109%	TOTAL FOR SCHOOL PSYCH- \$78,550
28	O.T. Services Contracted-FRES	\$ 33,288	\$ 33,147	\$ 35,000	\$ 35,000	\$ -		occupational therapy
29	O.T. Services Contracted-LCS	\$ 10,753	\$ 13,570	\$ 15,300	\$ 15,300	\$ -		occupational therapy
30	O.T. Services Contracted-MS	\$ 16,706	\$ 16,249	\$ 12,250	\$ 12,250	\$ -		occupational therapy
31	GRANT FUNDED OCCUPATIONAL THERAPIST				\$ 2,275			36 total hours per week for OT
	Sub total without the grant	\$ 60,747	\$ 62,965	\$ 62,550	\$ 62,550			TOTAL FOR OT serivces
		FY 17 ACTUALS	FY 18 ACTUALS	FY 19 BUDGET	FY 20 PROPOSED	CHANGE	%	NOTES

32	Other Student Support Services- FRES	\$ 4,265	\$ 730	\$ 2,000	\$ 2,500	\$ 500	25%	Outside Evaluations/consultation
33	Other Student Support Services- LCS	\$ -	\$ 84	\$ 1,000	\$ 1,000	\$ -		Outside Evaluations/consultation
33	Other Student Support Services-MS	\$ 203	\$ 1,110	\$ 2,000	\$ 3,000	\$ 1,000	50%	Outside Evaluations/consultation
34	Other Student Support Services-HS	384.70	4173.75	1500.00	1500.00	\$ -		outside evaluations/consultations
35	Sub-total	\$ 4,853	\$ 6,098	\$ 6,500	\$ 8,000	\$ 1,500	23%	
36	P.T. Services Contracted-FRES	\$ 4,028	\$ 6,148	\$ 8,320	\$ 3,780	\$ (4,540)	-55%	physical therapy
37	P.T. Services Contracted-LCS	\$ 3,816	\$ 1,537	\$ 7,000	\$ 3,780	\$ (3,220)	-46%	physical therapy
38	P.T. Services Contracted-MS	\$ -	\$ -	\$ -	\$ 4,540	\$ 4,540	100%	physical therapy
39	GRANT FUNDED PHYSICAL THERAPIST				\$ 3,800			4 total hours per week for PT
40	Sub-total without the grant	\$ 7,844	\$ 7,685	\$ 15,320	\$ 12,100	\$ (3,220)	100%	TOTAL FOR PT- \$15,900
41	Reading Spec Cont. Svs-FRES	\$ 14,744	\$ 12,929	\$ 15,960	\$ 15,960	\$ -		
42	Reading Spec Cont. Svs-HS	\$ 11,117	\$ 9,933	\$ 13,690	\$ 13,690	\$ -		
43	Reading Spec Cont. Svs-MS	\$ 9,861	\$ 9,716	\$ 12,496	\$ 12,496	\$ -		
44	GRANT FUNDED READING SPECIALIST				\$ 31,809			55 total hours per week
45	Sub-total without the grant	\$ 35,722	\$ 32,578	\$ 42,146	\$ 42,146	\$ -		TOTAL FOR READING SPEC.- \$73,955
46	S/L Pathologist - LCS	\$ 9,069	\$ 15,139	\$ 15,300	\$ 15,300	\$ -		as needed
47	S/L Pathologist - FRES	\$ 56,407	\$ 49,194	\$ 50,220	\$ 50,220	\$ -		as needed
48	S/L Pathologist - HS	\$ 13,743	\$ 15,377	\$ 7,664	\$ 9,377	\$ 1,713	22%	as needed
49	S/L Pathologist - MS	\$ 15,759	\$ 15,490	\$ 14,850	\$ 16,750	\$ 1,900	13%	as needed
50	GRANT FUNDED SPEECH SERVICES				\$ 33,253			60 total hours per week for Speech
51	Sub-total without the grant	\$ 94,979	\$ 95,200	\$ 88,034	\$ 91,647	\$ 3,613	4%	TOTAL FOR SPEECH \$124,900
AUDIO LOGICAL TESTING								
52	Audiological Testing Services-FRES	472.50	0.00	500.00	500.00	\$ -		hearing evaluations
53	Audiological Testing Services-HS	404.99	0.00	500.00	250.00	-250.00	-50%	hearing evaluations
54	Audiological Testing Services-MS	202.50	0.00	250.00	250.00	\$ -		hearing evaluations
55	Sub-total	1079.99	0.00	1250.00	1000.00	-250.00	-20%	
TRANSPORTATION								
56	SPED Transportation (All)-LCS	\$ 10,620	\$ 9,349	\$ 16,873	\$ 12,564	\$ (4,309)	-26%	
57	SPED Transportation (All)-MS	\$ 47,350	\$ 26,784	\$ 36,116	\$ 12,564	\$ (23,552)	-65%	
58	SPED Transportation (All)-HS	\$ 93,530	\$ 26,766	\$ 91,754	\$ 70,084	\$ (21,670)	-24%	
60	SPED Transportation (All)-FRES	\$ 11,002	\$ 29,761	\$ 56,303	\$ 58,734	\$ 2,431	4%	
61	Sub-total	\$ 162,502	\$ 92,659	\$ 201,046	\$ 153,946	\$ (47,100)	-23%	
		FY 17 ACTUALS	FY 18 ACTUALS	FY 19 BUDGET	FY 20 PROPOSED	CHANGE	%	NOTES
FURNITURE/EQUIPMENT								
62	New Equipment-FRES	\$ 790	\$ 858	\$ 1,000	\$ 1,000	\$ -		standing desks

63	New Furniture Fixtures LCS	\$ -	\$ 200	\$ -	\$ -	\$ -		
64	New Furniture Fixtures MS	\$ -	\$ 5,027					
65	New Equipment- HS	\$ -	\$ 198					
66	Replacement Equipment LCS	\$ 605	\$ -	\$ -	\$ -	\$ -		
67	Replacement Equipment-FRES	\$ 465	\$ 613	\$ 500	\$ 500	\$ -		room dividers
68	Replacement Equipment-HS	\$ 169	\$ 238	\$ 150	\$ 150	\$ -		room dividers
69	Sub-total	\$ 2,029	\$ 7,135	\$ 1,650	\$ 1,650	\$ -		
		CURRICULUM						
70	BCBA/ABA Travel/Conference - FRES	\$ 900	\$ 566	\$ 900	\$ 900	\$ -		NHABA conference
71	BCBA/ABA Travel/Conference -WLC	\$ 100	\$ 229	\$ 300	\$ 300	\$ -		
72	BCBA/ABA Travel/Conference - LCS	\$ 258	\$ 210	\$ 300	\$ 300	\$ -		
73	Books & Other Printed Media-FRES	\$ 20	\$ 749	\$ 500	\$ 500	\$ -		
74	Books & Other Printed Media-WLC	\$ 970	\$ 992	\$ 1,000	\$ 3,000	\$ 2,000		functional life skills program
75	Books & Other Printed Media-LCS	\$ 135	\$ 234	\$ 250	\$ 250	\$ -		
76	Computer Software-FRES	\$ 5,313	\$ 2,145	\$ 5,760	\$ 2,880	\$ (2,880)	-50%	ACE - RISE program
77	Computer Software-LCS	\$ 2,081	\$ 899	\$ 1,920	\$ 1,920	\$ -		ACE - RISE program
78	Computer Software-MS	\$ -	\$ 1,110	\$ 2,400	\$ 1,200	\$ (1,200)	-50%	
79	Professional Development-SPED	\$ 1,070	\$ 1,352	\$ 1,400	\$ 1,400	\$ -		NHASEA conference
80	S/L Path Books & Print Media - FRES	\$ 204	\$ 243	\$ 250	\$ 250	\$ -		test kits
81	Travel/Conferences-SPED	\$ 1,877	\$ 1,994	\$ 2,000	\$ 2,000	\$ -		other staff conferences
82	Sub-total	\$ 12,927	\$ 10,724	\$ 16,980	\$ 14,900	\$ (2,080)	-12%	
		ADMINISTRATIVE COST						
83	Medicaid Fees-SPED	\$ 6,877	\$ 5,709	\$ 7,550	\$ 7,000	\$ (550)	-7%	9% process fee via MSB
84	Professional Services (Legal)	\$ -	\$ -	\$ 1,500	\$ 1,000	\$ (500)	-33%	due process hearings, etc
85	Repairs & Maintenance Services	\$ 316	\$ 294	\$ 316	\$ 316	\$ -		copier usage
86	Rental of Equipment-SPED	\$ 222	\$ 178	\$ 420	\$ 420	\$ -		conway maint
87	Postage-SPED	\$ 294	\$ 500	\$ 500	\$ 500	\$ -		meter ink and USPS
88	Advertising-SPED	\$ 401	\$ 403	\$ 600	\$ 500	\$ (100)	-17%	FERPA
89	Dues and Fees-SPED	\$ 125	\$ 125	\$ 125	\$ 125	\$ -		NHSAA affiliate
	Summer Contracted Services	\$ -	\$ 6,069					
90	Sub-total	\$ 8,234	\$ 13,277	\$ 11,011	\$ 9,861	\$ (1,150)	-10%	
	GENERAL FUND BUDGETED	\$ 1,016,377	\$ 856,935	\$ 935,301	\$ 918,962	\$ (16,339)	-1.75%	
88	GENERAL FUND PLUS GRANT BUDGETED	\$ 1,016,377	\$ 856,935	\$ 935,301	\$ 1,041,899			
89	TOTAL GRANT FUNDS FOR SPECIAL EDUC.				\$ 122,937			

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

TO: The WLC School Board and Budget Committee
FROM: Bryan Lane
DATE: 10/16/2018
RE: 2019-20 proposed Facilities Budget

The attached spread sheet is a breakdown of the proposed facilities budget for the 2019-20 school year. The spread sheet combines the middle/high school into one line as well as LCS and the SAU.

The increase in the budget is \$123,256. The change in the budget over the current budget are as follows:

	2018-19 budget	2019-20 proposed	\$ change	% change
Admin. Costs	\$ 40,709	\$42,798	+ \$2,089	5.1% increase
Grounds	\$ 5,101	\$ 3,551	- \$1,550	30.4% decrease
Repair/Maintenance	\$106,200	\$138,997	+ \$32,437	30.5% increase
Supplies	\$ 31,180	\$30,280	- \$ 900	2.9% decrease
Utilities	\$239,530	\$321,366	+ \$82,011	34.3% increase
Equipment/Furniture	\$ 7,490	\$ 16,659	+ \$ 9,169	122.4% increase

The increase in administrative costs are due to increases in insurance totaling \$2,089 constitutes 1.6% of the budget increase.

The increase in repair and maintenance of \$32,437 which constitutes 26 % of the increase is to:

- Replace the stage curtain at FRES \$8,000 (removed from last year's budget)
- Replace bathroom stall partitions at WLC \$12,000 (12 stalls @ \$1,000 per stall)
- Install rubber stair treads at WLC \$4,500 (both stairwells in the middle school)
- Install ADA signs at WLC \$6,057
- \$1,880 preventative maintenance

Increase in Utilities is 66% of the budget increase in the amount of \$82,011. The electrical cost increase explained in a separate document as requested.

- Increase in electricity \$28,171
- Increase in fuel oil \$26,055
- Increase in disposal \$290
- Increase in propane \$9,854
- Increase in snow plowing \$640
- Increase in sewer/water \$ 17,001

Increase in Equipment and Furniture constitutes 7.3% of the increase in the amount of \$9,169. The items requested include:

- Replacing 5 cafeteria tables at WLC @ \$1,475 each
- Replacing 2 cafeteria tables at LCS @ \$1,302 each
- Ecolab caddies for FRES and WLC @ \$1,146 each
- Floor burnisher at LCS- a cost of \$2,200

Proposed Facilities Budget 2019-20

Object	Description	FY17 Exp.	FY18. Exp.	FY19 Approved	FY20 Proposed	\$ Difference	%	NOTES
290	Profn'l Development (Training)	\$ -	\$ 131	\$ 440	\$ 440	\$ -	0.00%	NEFMC, Certificate course
520	Building Insurance-FRES	\$ 11,574	\$ 11,976	\$ 11,976	\$ 12,800	\$ 824	6.88%	based on actual
520	Building Insurance-LCS	\$ 2,492	\$ 2,395	\$ 2,396	\$ 2,561	\$ 165	6.89%	based on actual
520	Building Insurance-WLC	\$ 20,075	\$ 18,895	\$ 18,896	\$ 20,196	\$ 1,300	6.89%	based on actual
580	Travel/Conferences - Fac Mgr	\$ 2,974	\$ 2,895	\$ 3,000	\$ 3,000	\$ -	0.00%	based on actual
330	Custodial Contracted-SAU	\$ 2,365	\$ 3,078	\$ 4,000	\$ 3,800	\$ (200)	-5.00%	VACATION COVERAGE
330	Facilities Management	\$ -	\$ -	\$ 1	\$ 1	\$ -	0.00%	
	SUB TOTAL FOR ADMIN. COSTS	\$ 39,481	\$ 39,370	\$ 40,709	\$ 42,798	\$ 2,089	5.13%	
424	Lawn & Grounds Care-FRES	\$ 393	\$ 533	\$ 1,000	\$ 750	\$ (250)	-25.00%	based on actual
424	Lawn & Grounds Care-LCS	\$ 2,014	\$ 518	\$ 2,350	\$ 1,050	\$ (1,300)	-55.32%	based on actual
424	Lawn & Grounds Care-WLC	\$ 853	\$ 539	\$ 1,751	\$ 1,751	\$ -	0.00%	based on actual
	SUB TOTAL GROUNDS	\$ 3,260	\$ 1,591	\$ 5,101	\$ 3,551	\$ (1,550)	-30.39%	
430	Repairs & Maintenance Serv.-FRES	\$ 30,096	\$ 27,943	\$ 30,500	\$ 38,000	\$ 7,500	24.59%	PM plus replacement of stage curtains
430	Repairs & Maintenance Serv.-LCS	\$ 13,748	\$ 19,155	\$ 17,880	\$ 20,259	\$ 2,379	13.31%	PM plus duct cleaning and Lead testing repl
430	Repairs & Maintenance Serv.-WLC	\$ 72,038	\$ 56,348	\$ 57,820	\$ 80,738	\$ 22,558	39.01%	Rubber Stair, ADA Signs, bathroom partitions
	SUB TOTAL REPAIR/MAINTENANCE	\$ 115,881	\$ 103,446	\$ 106,200	\$ 138,997	\$ 32,437	30.54%	
610	General Supplies/Paper-FRES	\$ 13,354	\$ 12,848	\$ 13,500	\$ 13,200	\$ (300)	-2.22%	
610	General Supplies/Paper-LCS	\$ 5,669	\$ 4,696	\$ 5,700	\$ 5,100	\$ (600)	-10.53%	
610	General Supplies/Paper-WLC	\$ 13,808	\$ 13,991	\$ 11,980	\$ 11,980	\$ -	0.00%	
	SUB TOTAL SUPPLIES	\$ 32,831	\$ 31,535	\$ 31,180	\$ 30,280	\$ (900)	-2.89%	
411	Water/Sewerage-FRES	\$ 17,659	\$ 20,458	\$ 13,579	\$ 21,154	\$ 7,575	55.78%	actual plus CPI 3.4%
411	Water/Sewerage-WLC	\$ 18,093	\$ 26,067	\$ 18,492	\$ 27,918	\$ 9,426	50.97%	actual plus CPI 3.4%
622	Electricity-FRES	\$ 32,750	\$ 35,446	\$ 33,176	\$ 42,910	\$ 9,734	29.34%	increase in kWh usage plus CPI 4%
622	Electricity-LCS	\$ 11,339	\$ 12,685	\$ 10,276	\$ 15,356	\$ 5,085	49.48%	increase in kWh usage plus CPI 4%/ HEAT PUMP USAGE
622	Electricity- WLC	\$ 54,786	\$ 59,768	\$ 58,802	\$ 72,354	\$ 13,352	22.71%	increase in kWh usage plus CPI 4%
624	PROPANE -FRES	\$ 16,707	\$ 23,507	\$ 19,639	\$ 29,493	\$ 9,854	50.18%	increase in gallons purchased
Object	Description	FY17 Exp.	FY18. Exp.	FY19 Approved	FY20 Proposed	\$ Difference	%	NOTES

Proposed Facilities Budget 2019-20

624	Oil-HS	\$ 24,441	\$ 30,606	\$ 28,459	\$ 40,872	\$ 12,413	43.62%	increase in gallons purchased
624	Oil-LCS	\$ 4,604	\$ 6,557	\$ 5,855	\$ 9,341	\$ 3,486	59.54%	increase in gallons purchased plus CPI 9.1%
624	Oil-MS	\$ 16,294	\$ 20,404	\$ 23,285	\$ 33,441	\$ 10,156	43.62%	increase in gallons purchased
421	Disposal Services-FRES	\$ 6,589	\$ 5,080	\$ 5,603	\$ 5,795	\$ 192	3.43%	actual plus CPI 3.4%
421	Disposal Services-LCS	\$ 3,328	\$ 2,508	\$ 2,836	\$ 2,866	\$ 30	1.06%	actual plus CPI 3.4%
421	Disposal Services-WLC	\$ 7,546	\$ 5,786	\$ 5,727	\$ 5,795	\$ 68	1.19%	actual plus CPI 3.4%
422	Snow Plowing Services-FRES	\$ 5,130	\$ 5,415	\$ 5,130	\$ 5,415	\$ 285	5.56%	19 vs 18 events
422	Snow Plowing Services-LCS	\$ 2,280	\$ 2,280	\$ 2,280	\$ 2,280	\$ -	0.00%	
422	Snow Plowing Services- WLC	\$ 6,390	\$ 6,745	\$ 6,391	\$ 6,746	\$ 355	5.55%	19 vs 18 events
	SUB TOTAL FOR UTILITIES	\$ 227,937	\$ 263,313	\$ 239,530	\$ 321,736	\$ 82,011	34.24%	
731	New Equipment-FRES	\$ 240	\$ 5,685	\$ -	\$ 1,146	\$ 1,146	100.00%	ecolab cleaning caddy
731	New Equipment-LCS	\$ 280	\$ 388	\$ -	\$ 508	\$ 508	100.00%	upright vacuum
731	New Equipment- WLC	\$ -	\$ 2,845	\$ -	\$ 2,831	\$ 2,831	100.00%	ecolab cleaning caddy, storage container
733	New Furniture & Fixtures-WLC	\$ -	\$ 7,370	\$ -	\$ -	\$ -	0.00%	
731	New Equipment- WLC				\$ 10,000	\$ 10,000	100.00%	Air Conditioning for the library
735	Rep. Equipment-FRES	\$ 1,990	\$ 734	\$ 2,900	\$ -	\$ (2,900)	-100.00%	
735	Rep. Equipment-LCS	\$ 398	\$ -	\$ -	\$ 2,200	\$ 2,200	100.00%	burnisher
735	Rep. Equipment- WLC	\$ 3,289	\$ 335	\$ 300	\$ -	\$ (300)	-100.00%	
737	Rep. Furn & Fixtures - LCS	\$ -	\$ -	\$ -	\$ 2,603	\$ 2,603	100.00%	2 bench tables
737	Rep. Furniture & Fixtures -WLC	\$ -	\$ -	\$ 4,290	\$ 7,371	\$ 3,081	71.82%	5 café/auditorium bench table sets
	SUB TOTAL for FURNITURE/EQUIP.	\$ 6,197	\$ 17,357	\$ 7,490	\$ 26,659	\$ 19,169	255.93%	
	TOTALS	\$ 425,587	\$ 456,610	\$ 430,210	\$ 555,966	\$ 133,256	30.97%	

WLC School District CIP Activity

September 30, 2018

	November 2017 Beginning Balance	Increase	Decrease	September 2018 Ending Balance
account value	\$178,388			
WLC Phase III Roof Replacement			\$130,380	
WLC Parking Lot Patching (pending)			\$19,120	
				\$149,500

Miscellaneous CIP Items

2018-19 Warrant Article (pending)	\$60,000			
Interest Income - Gains/Losses	\$1,504			
				\$61,504
2017-18 Unexpended Funds	\$0			
			\$0	
				\$0

<u>\$178,388</u>	<u>\$90,392</u>
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WLC School District CIP/CAP Reserve	Facility	Total Cost to Repair/Replace	Balance	Project Completed	2018-2019	2019- 2020	2020- 2021	2021- 2022	2022- 2023	2023- 2024	2024- 2025	2025- 2026	2026- 2027	Total Funding
1999 WLC Roof - Phases 4-5	WLC	287,243	71,272	2018-21	40,880	21,150	134,601							196,631
1999 Paving Parking Lot - Patching	WLC	18,900	19,120	2019	19,120									19,120
Repoint Chimneys	FRES	38,850		2020		38,850								38,850
Dishwasher - Kitchen	WLC	17,000		2021			17,000							17,000
1985 Group Bathrooms -Main	WLC	16,000		2021			16,000							16,000
1996 LCS roof, main/mulitpurpose	LCS	16,000		2022			8,619	7,381						16,000
2000 LCS boiler	LCS	8,000		2022				8,000						8,000
Tennis Courts	WLC	100,000		2022			100,000							100,000
LED Lighting Project - Phases 1-2	WLC	178,715		2022-2023				64,619	114,096					178,715
1991 WLC Boilers 1 and 2	WLC	70,000		2023					70,000					70,000
1999 Upgrd FACS & Art cabinets	WLC	40,000		2024						40,000				40,000
1999 Boiler 3	WLC	35,000		2024						35,000				35,000
1999 Locker Rm Reno+ Exhaust Fan	WLC	90,000		2024						90,000				90,000
Upgrade heating elements	LCS	30,000		2024						30,000				30,000
1999 Re Pave Parking Lot	WLC	85,000		2025							85,000			85,000
1999 Café Renovation	WLC	54,000		2025							54,000			54,000
1999 Group Bathrooms -HS Wing	WLC	12,000		2025							12,000			12,000
1999 Group Bathrooms -MS Wing	WLC	12,000		2025							12,000			12,000
1999 WLC Carpeting	WLC	15,000		2025							15,000			15,000
2010 LCS Paving	LCS	9,000		2026								9,000		9,000
2009 Paving Road to Parking Lot	WLC	45,045		2026								45,045		45,045
2009 Paving Road to Upper Fields	WLC	24,000		2026								24,000		24,000
Walk In Freezer - Kitchen	WLC	12,000		2028									12,000	12,000
2015 Paving Lots	FRES	30,000		2030									30,000	30,000
2016 WLC Roof Phase I	WLC	158,210		2031								47,000	111,210	158,210
Dishwasher - Kitchen	FRES	25,000		2035									25,000	25,000
Miscellaneous Repairs (100k)		100,000	0									75,000	25,000	100,000

Annual Projects Funded Through Cap Reserve

1,526,963

Bond Indebtedness HS/MS

Bond Indebtedness FRES/LCS

Total Capital Requirements

Cap Reserve Balance 90,392

60,000	60,000	176,220	180,000	184,096	195,000	178,000	200,045	203,210
345,200	328,400	n/a	n/a	n/a	n/a	n/a	n/a	n/a
604,888	604,460	603,268	601,310	603,460	604,590	604,700	603,068	604,970
1,010,088	992,860	779,488	781,310	787,556	799,590	782,700	803,113	808,180

Wilton-Lyndeborough Cooperative School District
Menu of Potential Warrant Articles for Fiscal Year 2019-2020

Tax Year	WA #	Type	Language
2019	04	School District Operating Budget	<p>To see if the Wilton-Lyndeborough Cooperative School District will vote to raise and appropriate the Budget Committee's recommended amount of \$XX,XXX,XXX for the support of schools, for the payment of salaries for the school district officials and agents, and for the payment for the statutory obligations of the district. This article does not include appropriations contained in special or individual articles addressed separately. (Majority vote required)</p> <p>Recommended/Not Recommended by the School Board Recommended/Not Recommended by the Budget Committee</p> <p>Tax Impact Lyndeborough – \$0.XX Tax Impact Wilton – \$0.XX</p>
2019	05	Use of CRF or ETF and Taxation	<p>To see if the Wilton-Lyndeborough Cooperative School District will vote to raise and appropriate the sum of \$60,000 to be added to the Wilton-Lyndeborough Cooperative Building/Equipment & Roadway Capital Reserve Fund previously established. This sum is to come from general taxation. This article is a special warrant article and is not included in the operating budget warrant article. (Majority vote required)</p> <p>Recommended by the School Board Recommended by the Budget Committee</p> <p>Tax impact Lyndeborough - \$0.XX Tax impact Wilton - \$0.XX</p>
2019	06	Other - Blank	<p>To transact any other business that may legally come before this meeting.</p>

***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

TO: The WLC School Board and Budget Committee
FROM: Bryan Lane
DATE: 11/6/18
RE: Apportionment Formula

The Strategic Planning Committee for 2017-18 researched the possibility of changing the apportionment formula. It was determined through the research done that any change could not be proposed to the voters until March of 2019.

The committee suggested to continue the 50% Average Daily Membership and 50% valuation of each town but to change the dollar figure to be the average of the most recent three-year period in an effort to minimize any changes in the tax rate. Proposed language could be:

Shall the Wilton-Lyndeborough Cooperative School District vote, pursuant to a recommendation of the School Board, to change the apportionment formula of the basis of 50% average daily membership and 50% on the valuation of each town averaged over the most recent three years available, said change to be implemented on July 1, 2019 pursuant to NH RSA 195:8. The implementation of this article, if passed, is contingent on the approval of the New Hampshire State School Board.

If this were put forward to the voting public, it would need a majority vote to be implemented.

If the board voted to present this as a warrant article, language changes may be made by our legal counsel or the DRA.

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

TO: The WLC School Board and Budget Committee
FROM: Bryan Lane
DATE: 10/24/18
RE: Tax rate

At the board meeting on October 23rd a concern was raised in regard to the increase in the tax rate in Lyndeborough. According to a document provided to me by the Lyndeborough Town Administrator, the local education tax in Lyndeborough increased from \$15.07 to \$15.63, an increase of 3.6%.

I requested the paper work attached this morning from the SAU business office. The 2018-19 document was generated from the Department of Revenue Administration (DRA) and made available to all school business offices in the state on Monday October 22nd at 9:41 AM as noted in the attached email. The tax rate is set by the DRA and all school districts are informed at the same time. I am unaware of the schedule or timing of paper work received by the towns nor would the district have been notified that information had been distributed.

The approved operating budget for the Wilton-Lyndeborough Cooperative school district for 2018-19 was \$12,344,685, a decrease of \$206,810. The voters approved three warrant articles increasing the operational budget by \$184,320 to a total of \$12,529,005.

Support staff contract	\$ 6,575
Kindergarten	\$ 117,745
CIP funds	\$ 60,000

According to the attached documents that were produced by the New Hampshire Department of Education, according to the MS 22 and MS 24 documents the budgets for 2017-18 and 2018-19 are as follows:

2017-18	2018-19	Differential
\$12,606,495	\$12,529,005	A reduction of \$77,490 in 18-19

According to the attached documents the apportionment for the 2017-18 and 2018-19 are as follows:

	2017-18	2018-19	Differential
Lyndeborough	0.2930660	0.2909745	A reduction of 0.0020915
Wilton	0.7069340	0.7090255	An increase of 0.0020915

These two factors would have indicated a decrease in the budget as a whole and a slight decrease in the apportionment for Lyndeborough as was presented at the town meeting in March of 2018 by the Superintendent of Schools.

The increase in the financial obligation to both towns is due not to expenditures but to a decrease in revenue to the school district.

The attached documents indicate a change in local revenue, listed right under the budget number on the upper left of each document. The local revenue is made up of the unassigned fund balance and grants. For the last two year's local revenue is as follows:

LOCAL REVENUE FOR THE DISTRICT-According to MS 24

2017-18	2018-19	Differential
\$1,366,087	\$1,041,545	\$ 324,542, a decrease of 2.3%

The changes in the "local revenue" primarily comes from:

- A decrease in the fund balance from 2017-18 to 2018-19
- A decrease in anticipated adequacy state aid
- A decrease in anticipated catastrophic aid
- A decrease in anticipated Medicaid reimbursement
- An increase in Kindergarten aid from anticipated

During the budget presentation, it was noted that the 2017-18 fund balance created a temporary tax reduction primarily due to the unexpended funds from the building project. The board chair also mentioned this on different occasions. The other factors listed were estimates made in the budget process.

In looking at just the financial responsibilities for the Town of Lyndeborough:

The local tax assessment for Lyndeborough in 2017-18, was \$2,506,865.

The local tax assessment for Lyndeborough for 2018-19 is \$2,613,569.

This is an increase of the total tax \$106,704, a percentage increase of 4.26%.

This increase of 4.26% is offset by the budget reduction and it would take some more study to determine the total offset that reduces the 4.26% increase to the 3.6% increase listed in the first paragraph of this document.

At the board meeting it was stated that the citizens in Lyndeborough were going to be subject to a tax increase of over 3.5%. It is my understanding from Russ Boland, the Lyndeborough Town Administrator, that the Lyndeborough Select Board has approved the use of reserve funds to lower the tax rate in Lyndeborough in the amount of \$196,000 to decrease the tax impact to 1.7%. This decrease keeps the municipal budget flat. There is no vehicle for the school district to have a reserve account at this time to offset increases in the district's budget.

Wilton Lyndeborough Coop 2017-2018				Current & Capital Expenses 50% on ADM - 50% on Eq. Val Effective July 1, 2014			
Budget (MS22 & 24)	✓	12,606,495	✓	Building Aid for pre-2014 projects credit to district.			
Less Local Rev & Cr (MS24)	✓	1,366,087	✓	2014 Capital projects charge Lyndeborough \$96,564; Wilton balance, Building Aid N/A			
Total to Apportion (MS24)		11,240,408		Capital projects afert 2014 charge to district			
Less 2014 Capital Expenses	✓	604,550					
Current Expenses		10,635,858					
Plus Town Specific Rev		0					
Curr. Expenses to Apportion		10,635,858					
State Aid				Article of Agreement # 16 2014 only Capital Year 3 of 20 Check bond schedule each year No Building Aid for these projects			
		Retained Tax	Grant	Total State Aid		Principal + Interest	
Lyndeborough	✓	386,805	✓	319,902	706,707	Lyndeborough	96,564 \$96,564 for 20 yrs
Wilton	✓	832,835	✓	1,026,785	1,859,620	Wilton	507,986 balance
Total		1,219,640	✓	1,346,687	2,566,327		604,550
ADM 15-16							
As Reported		2015		Combined %			
3/17/2017	ADM %	Equal Val	Equal Val %	for Current Exp			
Lyndeborough	✓	149.13	0.268916	✓	173,334,940	0.317216	0.2930660
Wilton	✓	405.43	0.731084	✓	373,090,728	0.682784	0.7069340
Total	✓	554.56	1.000000	✓	546,425,668	1.000000	1.0000000
Less							
	Current Expenditures	Article 16	Town Specific	Total	Less Final	Local Tax	
	Rate	Town Specific	Revenues	Apportioned	State Aid	Assessment	
Lyndeborough	0.2930660	3,117,008	96,564	-	3,213,572	706,707	2,506,865
Wilton	0.7069340	7,518,850	507,986	-	8,026,836	1,859,620	6,167,216
Total	1.0000000	10,635,858	604,550	-	11,240,408	2,566,327	8,674,081
Prepared by	10/15/17	sdf	SOL	Final State Aid & Local Assessment			
Reviewed by	10/16/17	rml	TCO	Should match Total to Apportion MS24			
				11,240,408			

**Wilton Lyndeborough Coop
2018-2019**

Budget (MS22 & 24)	12,529,005 ✓
Less Local Rev & Cr (MS24)	1,041,545 ✓
Total to Apportion (MS24)	11,487,460 ✓
Less 2014 Capital Expenses	604,889
Current Expenses	10,882,571
Plus Town Specific Rev	62,155
Curr. Expenses to Apportion	10,944,726

State Aid

	Retained Tax	Grant	Total State Aid
Lyndeborough	373,165 ✓	280,166 ✓	653,331
Wilton	813,506 ✓	933,872 ✓	1,747,378
Total	1,186,671 ✓	1,214,038 ✓	2,400,709

Current & Capital Expenses 50% on ADM - 50% on Eq. Val
Effective July 1, 2014

Building Aid for pre-2014 projects credit to district.

2014 Capital projects charge Lyndeborough \$96,564; Wilton balance, Building Aid N/A
Capital projects afert 2014 charge to district

Article of Agreement # 16
2014 only Capital Year 4 of 20
Check bond schedule each year
No Building Aid for these projects
Principal +
Interest

Lyndeborough	96,564 ✓	\$96,564 for 20 yrs
Wilton	508,325 ✓	balance
	604,889 ✓	

**ADM 16-17
As Reported
3/20/2018**

	As Reported 3/20/2018	ADM %	2016 Equal Val	Equal Val %	Combined % for Current Exp
Lyndeborough	148.07✓	0.267443	174,066,117✓	0.314506	0.2909745
Wilton	405.58✓	0.732557	379,392,871✓	0.685494	0.7090255
Total	553.65✓	1.000000	553,458,988✓	1.000000	1.0000000

Town Specific Revenue		
Keno/Kinder	Adequacy Adj	Total
14,300 ✓		14,300
40,700 ✓	7,155 ✓	47,855
55,000 ✓	7,155	62,155

	Current Expenditures		Article 16	Less			
	Rate		Town Specific	Town Specific	Total	Less Final	Local Tax
				Revenues	Apportioned	State Aid	Assessment
Lyndeborough	0.2909745	3,184,636	96,564	14,300	3,266,900	653,331	2,613,569
Wilton	0.7090255	7,760,090	508,325	47,855	8,220,560	1,747,378	6,473,182
Total	1.0000000	10,944,726	604,889	62,155	11,487,460	2,400,709	9,086,751

Prepared by 10/15/2018 mw
Reviewed by 10/15/16 rm

Final State Aid & Local Assessment
Should match Total to Apportion MS24

11,487,460

Lise Tucker

From: webmaster@proptax.org
Sent: Monday, October 22, 2018 9:41 AM
To: jamie.dow@dra.nh.gov; bruce.kneuer@dra.nh.gov; chasty@lyndeboroughnh.us; internal@axiomnh.com; rboland@lyndeboroughnh.us; ldwyer@lyndeboroughnh.us; tschultz@lyndeboroughnh.us; Natalie.Duffy@DRA.NH.GOV; tpaine@plodzik.com; dgriska@lyndeboroughnh.us; l.tucker@sau63.org; Stephan.Hamilton@dra.nh.gov; Ron.Leclerc@doe.nh.gov; matthew.welch@doe.nh.gov
Subject: Lyndeborough Final Tax Rate Set

Dear MTRSP Partner,

DRA has set the tax rates for Lyndeborough.

For Towns & Cities: Please log into the system, navigate to the tax rate tab, and click on the printer icon to view your completed rate report. Please be aware that the Tax Commitment Verification Form (commonly known as the "½ percent verification") must be signed and uploaded to finalize your rate before printing the property tax bills. Also, do not forget to upload a copy of an actual final tax bill, the signed property tax warrant, and the warrant summary report, if not visible on the warrant signature page.

For Other Entities: To view the tax rate for your associated town or city, log into the system, and select the town or city from your associated entities dropdown. In the Forms Table at the bottom of the page select "Administrative Forms" and click the "View Report" Link to the right of "Final Tax Rate"

Please do not hesitate to contact your advisor for assistance(<http://revenue.nh.gov/mun-prop/municipal/documents/contact-information.pdf>) or review help documentation on our website (<http://revenue.nh.gov/mun-prop/mtrsp/index.htm>).

This is an automated message sent by the Municipal Tax Rate Setting Portal.

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~~ should meet in accordance with a calendar created annually at the first meeting of the new board in March. The board will comply with the requirements of Ed. 303.01f in meeting at least once every two months.

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

JICI - WEAPONS ON SCHOOL PROPERTY

Category: Required By Law

~~Weapons are not permitted on school property, in school vehicles or at school-sponsored activities. This policy applies to students and members of the public alike. Student violations of this policy will result in both school disciplinary action and notification of local law enforcement authorities. Members of the public who violate this policy will be reported to local law enforcement authorities.~~

Students are not permitted to be in possession of weapons on school property. Student violations of this policy will result in both school disciplinary action and notification of local law enforcement authorities.

The term “weapons” includes, but is not limited to, firearms (rifles, pistols, revolvers, pellet guns, BB guns, etc.) knives, slingshots, metallic knuckles, firecrackers, billy-clubs, stilettos, switchblade knives, swords, canes, pistol canes, black jacks, daggers, dirk knives, explosives, incendiaries, martial arts weapons or self-defense weapons (as defined by RSA 159:24 and RSA 159:20 respectively), or any other object or substance which, in the manner it is used or threatened to be used, is known to be capable of producing death or bodily injury.

In addition, any student who is determined to have brought a firearm (as defined by 18 U.S.C. §921) to school will be expelled for not less than one year (365 days). This expulsion may be modified by the Superintendent upon review of the specific case in accordance with other applicable law.

Pursuant to the provisions of 20 U.S.C. § 7151, Gun-Free Schools Act, the Wilton-Lyndeborough Cooperative School Board requires the Superintendent to contact local law enforcement authorities and/or the Division of Children and Youth Services and notify them of any student who brings a firearm or weapon on school property.

Weapons under control of law enforcement personnel are permitted.

All students will receive written notice of this policy at least once each year.

Legal References:

18 U.S.C. § 921 Et seq., Firearms

20 U.S.C. § 7151, Gun-Free Schools Act

RSA 193-D, Safe School Zones

RSA 193:13, Suspension and Expulsion of Students

NH Code of Administrative Rules, Section Ed. 317, Standards and Procedures for Suspension and Expulsion of Pupils Including Procedures Assuring Due Process

Appendix JICD-R

Appendix JICI-R

Revised: April 2010

Reviewed: October 2004

Revised: November 1999, February 2005, May 2006

Original Adoption Date: October 12, 2011

First Reading: October 26, 2011

Second Reading: November 8, 2011

Final Adoption: November 8, 2011

BCA - SCHOOL BOARD MEMBER ETHICS

Each board member ~~shall~~ **should** 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. **Suggestion to remove all text after the word “information”.**
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.
- 11. Avoid conflicts of interest, real or perceived. Members should disclose all conflicts of interest prior to discussion in public or non-public sessions.**
- 12. Members will not communicate with each other electronically during a meeting.**

Appendix BCA-R

First Reading: September 14, 2010

Second Reading: October 12, 2010

Final Adoption: October 12, 2010

Revised: March 6, 2018

BCB - BOARD MEMBER CONFLICT OF INTEREST

As elected officials, school board members owe a duty of loyalty to the general public in protecting the school district's interests. Therefore, the Wilton-Lyndeborough Cooperative School Board declares that a conflict of interest is a personal, pecuniary interest that is immediate, definite, and demonstrable and which is or may be in conflict with the public interest.

A board member who has a personal or private interest in a matter proposed or pending before the Board will disclose such interest to the Board *prior to discussion in the matter*, will not deliberate on the matter, will not vote on the matter, and will not attempt to influence other members of the Board regarding the matter. Additionally, Board members should refrain from engaging in conduct or actions, that give the appearance of a conflict of interest, embarrass the Board, or personally embarrass another Board member.

It is not the intent of this policy to prevent the District from contracting with corporations or businesses with which a Board member is an employee. The policy is designed to prevent placing a Board member in a position where ~~his~~ *their* interest in the public schools and ~~his~~ *their* interest in ~~his~~ *their* place of employment (or other indirect interest) might conflict, and to avoid appearances of conflict of interest even though such conflict may not exist.

Nepotism

The Board may employ a teacher or other employee if that teacher or other employee is the father, mother, brother, sister, wife, husband, son, daughter, son-in-law, daughter-in-law, sister-in-law, or brother-in-law of the Superintendent or any member of the Board. Such a relationship will not automatically disqualify a job applicant from employment with the school district.

However, the Board member shall declare his/her relationship with the job applicant and will refrain from debating, discussing, or voting on a nomination or other issue. The job applicant is expected to declare his/her relationship with the Board member as well.

This shall not apply to any person within such relationship or relationships who has been regularly employed by the Board prior to the inception of the relationship, the adoption of this policy, or a Board member's election.

Legal References:

ⁱ*Marsh v. Hanover, 113 NH 667 (1973) and*

ⁱⁱ*Atherton v. Concord, 109 NH 164 (1968)*

First Reading: September 14, 2010

Second Reading: October 12, 2010

Final Adoption: October 12, 2010

BHE - SCHOOL BOARD USE OF EMAIL-*ELECTRONIC* COMMUNICATION

The Wilton-Lyndeborough Cooperative School Board encourages its members to not communicate to each other via electronic communication (~~e-mail~~) regarding official school district business. The Board will not use ~~e-mail~~ *electronic communication* as a substitute for deliberations at board meetings, for other communications, or for business properly confined to board meetings. Communications via ~~e-mail~~ *electronic communication* of private or confidential school district matters is strictly prohibited.

If ~~an e-mail~~ *communication* is *electronically* originated by a Board member, is communicated to a quorum of the Board, and discusses official school district business, the ~~e-mail~~ *electronic communication* will be considered a public document for purposes of the Right to Know Law, RSA 91-A. As such, the contents of the ~~email~~ *electronic* communication will be publicly disclosed and included in the minutes of the next regularly scheduled Board meeting.

Legal references:

RSA 91-A:2-a, Communications Outside Meetings

RSA 189:29-a, Records Retention and Disposition

Miller v. Fremont School Board, Rockingham County Superior Court, No. 03-E-152 (2003)

First Reading: September 14, 2010

Second Reading: October 12, 2010

Final Adoption: October 12, 2010

**WILTON-LYNDEBOROUGH COOPERATIVE
SCHOOL BOARD MEETING
Tuesday, October 23, 2018
Wilton-Lyndeborough Cooperative M/H School-Media Room
6:30 p.m.**

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

Superintendent Bryan Lane, 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 6:30pm.

II. ADJUSTMENTS TO THE AGENDA

Superintendent Lane requested the following adjustments; information regarding impact fees (per Chairman Dailey) and a breakdown of the facilities budget to be discussed on November 13.

A MOTION was made by Mr. Vanderhoof and SECONDED by Mr. Post to accept the adjustments to the agenda.

Voting: all aye; motion carried unanimously.

III. PUBLIC COMMENTS

There was no public comment to report.

IV. BOARD CORRESPONDENCE

a. Reports

i. Superintendent's Report

Superintendent Lane gave an overview of his report which included providing responses to questions from the last meeting. Regarding having two buses for the soccer game going to the same location, this was due to no school that day and some students had to work and could not stay until the other bus was leaving. A memo regarding increases in electricity and student device usage was provided separately.

He reported the HS as a whole, has an average parent participation rate of 40% for parent/teacher conferences and the MS about 55%. Some parents only visit certain teachers and therefore classroom visits can vary. The breakdown of the facilities budget will be discussed at the next meeting and he is preparing the same for curriculum. He met with the WLCTA twice around the assessment system; the meetings have been cordial and productive. The rubric has been updated so that it is agreeable to everyone. The student data piece is pending until they have more data. There is a piece for non-tenured and experienced staff and one for teachers in need of improvement. The final product will come to the board for approval. He spoke in regard to the MS25 which was due September 1 and not completed on time (submitted October 10). He accepted responsibility and apologized for this although he does not do the work; he notes he should have followed up on it. A special calendar will be created to ensure all the documents financial or not are submitted on time. He has spoken with the Lyndeborough Town Administrator and was unable to connect with the Wilton Town Manager. The National Honor Society inductions will be held on October 29 at WLC; board members are welcome to attend. October 30 is an early release day for students.

Mr. Post questioned the Superintendent regarding the MS25 that he was asked on September 24 about it and his response was it was with the state. Superintendent Lane responded he believed it had been done. Mr. Post voiced concern regarding an increase in the tax rate for Lyndeborough of 3.75% in school taxes. He stated this did not go over well. He referred back to a meeting when the Superintendent indicated

there would be a decrease in Lyndeborough's tax rate, and that this did not happen; it went up. He noted this is a severe impact which they received no notice of and that there will be more discussion on this during the budget session. Chairman Dailey commented that he assumes it has to do with enrollment. He added Wilton typically sends out their tax bills December 1. Superintendent Lane responded he has not seen this document and will need to review it and cannot respond until he has. It was noted the tax rate is not set by the school district.

ii. Student Support Services Report

Superintendent Lane reported in Ms. Moore's absence. Her report included information regarding our school psychologist Megan Sass who is doing a great deal of work. Any specific questions should be brought back for Ms. Moore to respond. The only question raised was by Chairman Dailey who questioned if there has been an increase cost with this contracted service provider. Superintendent Lane responded that there has not been a change in the contract provided but if there is any additional cost he will make the board aware.

b. Letters/Information

i. Enrollment

Enrollment was reviewed. As of October 1 the district total is 559 and maintaining since the beginning of school. As of today we have another kindergarten student bringing the kindergarten enrollment to 54.

ii. Electricity Costs for 2019-2020

Superintendent Lane reviewed the memo regarding increases in electric rates indicating the current budget was estimated using 0.07280 kilowatt hours but what is being charged is 0.08475, an increase of 0.1195 (16.4%). This increase will cause a deficit in the current budget of about \$20,000. Based on this we needed to use the new rate of 0.08475. Additionally based on the consumer price index we anticipate an increase in the current rate of 4% therefore we have budgeted kilowatt hours as 0.08814. This is a 21% increase over this year's approved budget number. He further explained that at LCS the SAU portion is heated with heat pumps which are electric. Last year was a very cold year and it is believed the heat pumps are doing extra work. Chairman Dailey commented when it is extremely cold, the heat pumps become less efficient. Mr. Vanderhoof questioned if the heat pumps can be turned off during lower temperatures. Mr. Erb, Facilities Manager responded no and explained that there is only one boiler now as the other one was removed (recommended by the engineers during renovations) and the classrooms have to be satisfied before it will force hot water to the SAU. Superintendent Lane also noted the SAU rooms were once classrooms with about 15 people in them which helped with heat; this is not the case anymore. It was confirmed it does provide air conditioning.

iii. Student Device Usage

The requested information is provided in a memo from Principal O'Connell. Overall the approximate instructional time usage for kindergarten-5th grade is an average of 160 minutes per week.

V. CONSENT AGENDA

There was no consent agenda to report.

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

Present: *Leslie Browne, Christine Tiedemann, Dennis Golding, Lisa Post, Kevin Boette, Bill Ryan and Edwina Hastings*

The Budget Committee was already in session, they met prior at 6:30pm.

a. FY 2019-2020

i. Middle School

ii. High School

Superintendent Lane provided a copy of the facilities budget for 2019-20 as requested. He asked that all members provide their Chairs with specific questions and he will respond to everyone and include the questions. This will be reviewed at the next meeting.

Principal Bagley gave an overview of his budget including briefly explaining the process and highlighting increases and decreases. He reported the budget is inclusive of the costs for WLC MS and HS operations, special education and maintenance. The 2019-20 proposed budget, is \$1,615,322 compared to 18-19 adopted budget of \$1,593,449, an increase of less than a 1%. Areas of decrease include \$5,408 in general education software due to a new direction for the business department, \$1,965 in general education replacement equipment, and \$11,151 in general education replacement furniture.

Areas of increase include \$9,331 in general education books (four AP classes, Algebra 1 books and MS transitioning to Perma-Bound novels for better quality and longer lasting), \$9,758 in contracted services for the NEASC Centennial visit (for accreditation), \$6,380 in principal travel/conferences for training (3 new AP teachers-math, language arts and social studies), \$12,000 in new library equipment for air conditioning. Most other areas show a decrease or are leveled. He spoke of last year's additional period to both MS and HS schedules. In HS advanced placement classes were added and continue to be added giving the students the ability to earn college credit. Hands on project based classes and "tech ed" classes have also been added and at the MS. The additional class has allowed students to receive math intervention and enrichment opportunities. He reported the special education decreases have helped the bottom line in both budgets; a decrease in HS of \$48,725 and MS a decrease of \$4,762 for an overall decrease of \$53,487. Questions and answers regarding the budget included:

Is NEASC visit an annual cost, Principal Bagley responded, it is every 10 years.

If the air conditioning was in the budget last year, why were the funds not encumbered, Superintendent Lane answered, the Budget Committee recommended a decrease in the budget and that was one of the things we removed and not brought forward to the voters.

Chairman Browne questioned how much we will continue to use text books as her experience is that everything is done online and with worksheets. Principal Bagley answered one teacher requested paperback text books which is a little cheaper and the others wanted text books. Superintendent Lane added (for what we need) the text book companies focus their efforts on hard copies with supplemental material online as opposed to many college text books that are more readily available online.

It was requested Ms. Moore bring back an explanation for the increase in the proposed budget over 2018-19 adopted budget, under HS and MS associate psychologist-contracted.

Questions were raised regarding the decreases in special education on the summary sheet and how this links back to the budget sheets. Superintendent Lane responded it may not be updated, we will provide a separate special education budget and this may be a better way of presenting it going forward.

A question was raised regarding what is being purchased for "tech ed" applications. Principal Bagley responded one is a virtual reality station and there are plans to use the curriculum for digital media with educational titles such as exploring the human anatomy, Chernobyl and dinosaurs. The new MS science teacher also has new equipment for the classroom.

A question was raised regarding what the \$10,000 is used for under dues and fees. Principal Bagley confirmed the \$10,000 goes to reduce fees for students going to the 6th grade Maine ecology trip. The comment for this line should only have science camp listed.

A question was raised regarding the increase in speaker fees at the MS. Principal Bagley responded it is difficult to find good speakers and costly. They do not know who the speakers will be for next year.

Questions were raised regarding the life skills program. Superintendent Lane gave a brief overview of the program (part of the RISE program). It is for students to become more independent when they leave us and is located in the MS with equipment that was all grant funded. It saves on out of district costs.

Superintendent Lane confirmed the MS repairs and maintenance line contains replacement stair treads.

Regarding café tables under furniture and fixtures, it was confirmed 3 tables had been replaced last year instead of 5 due to budget reductions; it's part of a three year cycle. This budget includes five tables. Mr. Vanderhoof raised concerns of having a 3 year plan and not following it.

It was confirmed this budget includes supply costs for MS regular education-summer school which they have not had in the past.

Questions were raised regarding the budget for the athletic trainer; since this has remained unfilled this year should it be removed from the budget for next year. Superintendent Lane spoke in favor of keeping this in the budget and suggests if it remains unfilled for two years the funds should be placed in a holding account and sent back to the tax payers. He gave a brief explanation of why the trainer is important to have and what their role is and that the liability coverage for the trainer is not paid for by the district.

It was questioned if the PTO still did a book fair fund raiser. Principal O'Connell confirmed they hold two and the funds primarily go back to the PTO. He noted the PTO gives hundreds of dollars back to the school for books plus defraying the cost to ensure every child has a book.

Ms. Post spoke of her attendance to the emergency meeting in Lyndeborough to settle the tax rate. She stated they were very concerned and expected to see a tax decrease not increase. Superintendent Lane responded he does not have this information and will need to review it. Mr. Ballou noted it is not published on the state website at this time. Chairman Dailey noted this will be on the next agenda. Ms. Post reiterated information (regarding a decrease) had been presented to Lyndeborough. Chairman Dailey noted that information is based on current enrollment and apportionment. Ms. Post commented perhaps we shouldn't address things in a way that brings the expectation of a decrease, we put that out there and in fact it's not regardless of what the driver is. She further commented that the town of Lyndeborough probably has the same problems as you have here with food service and want to take care of their people that can't afford their school taxes and write off thousands of dollars. We asked the selectman to come to the meeting but they were very disappointed and figuratively upset. Chairman Dailey spoke of the warrant article discussed last year to change from an annual ADM to a 3 year rolling average. This would help to level it out for both towns; he hopes everyone is still on board with this. Ms. Post questioned why this wasn't done before. Chairman Dailey responded that the Articles of Agreement have to be in place for 5 years (before any changes); and we now can have a warrant article for this.

Mr. Post spoke of the tax increase noting Lyndeborough had a big increase two years ago and now it is 3.75%; the expectation was that it would drop. He states "it just not sustainable, the staff remains the same even though the student numbers drop, we have reached the tipping point in Lyndeborough in terms of cost". The discussion continued briefly. Mr. Boette noted we should have this as a section on the agenda. Chairman Dailey responded it will be an agenda item.

• IMPACT FEES

Chairman Dailey spoke (for informational purposes) of discussion at the Wilton select board meeting regarding impact fees which are assigned when new homes are built. Wilton passed a warrant article for this prior to 2014. Lyndeborough doesn't have impact fees. An outside consultant had been hired to determine what the impact fees should be; a little over \$5,000 per home and of that \$3,200 is for "impact to the schools" and should be coming to the school district. Superintendent Lane provided some basic information in regard to the process for impact fees including that the impact fee is paid for by the contactor who is building the home not the home owner. He noted that any funds from an impact fee would be put into the revenue stream. It is not known if any fees have been collected at this time. However if the money is not spent within six years the money goes back to the contractor not the home

owner. Additional information needs to be collected regarding this topic including the language of the warrant article.

The next joint session/meeting is scheduled for November 13 at WLC.

A MOTION was made by Ms. Tiedemann and SECONDED by Mr. Golding to adjourn the Budget Committee session at 8:04pm.

Voting: all aye; motion carried unanimously.

VII. PUBLIC COMMENT

There was no public comment to report.

VIII. POLICIES

a. 2nd Reading

i. AD-Philosophy of The School District

There were no changes recommended to this policy since 1st reading.

Mr. Vanderhoof suggested a mission statement be added to the LCS webpage.

A MOTION was made by Mr. Post and SECONDED by Ms. Lemire to accept policy AD-Philosophy of the School District as written.

Voting: all aye; motion carried unanimously.

ii. IK-Earning of Credit

There were no changes recommended to this policy since 1st reading. Policy meets requirements of law.

A MOTION was made by Mr. Ballou and SECONDED by Ms. Fisk to accept policy IK-Earning of Credit as written.

Voting: all aye; motion carried unanimously.

iii. JICA Student Dress Code

There were no changes recommended to this policy since 1st reading. The Policy points to student handbooks which the board approves annually.

A MOTION was made by Mr. Ballou and SECONDED by Mr. Legere to accept policy JICA-Student Dress Code as written.

Voting: six ayes; one nay from Mr. Vanderhoof, motion carried.

iv. BCA-School Board Member Ethics

Representing the Policy Committee, Ms. Lemire informed members the policy is recommended as presented originally in 1st reading (delete #10 and renumbered *shown in red*). The committee felt the suggested changes to add #11 and #12 were addressed in other policies (Board Member Conflict of Interest and School Board Use of Email). Mr. Post voices concerns regarding this and would like to see these other policies.

*A MOTION was made by Mr. Post and SECONDED by Mr. Vanderhoof to have a 3rd reading of policy BCA-School Board Member Ethics.**

Mr. Post questioned the logic behind leaving in the rest of the sentence after the word “information” in #6. Mr. Legere reiterated the committee’s recommendation to only make changes that were in red. The discussion continued with Chairman Dailey asking Mr. Post for clarification regarding his objection. Mr. Post would prefer everything was removed (as requested in the last meeting regarding #6). Mr.

Vanderhoof commented he thinks this is something that needs more discussion and more agreement in the spirit of not having the majority force their views on the minority and perhaps look at other schools' policies. He adds it will be hard to "hash this out" without the additional information. He requested the conflict of interest and email policies. Superintendent Lane will provide these in the next school board packet. Mr. Post again requested an explanation regarding #6. Ms. Lemire responded the committee felt it was sufficient to keep the wording of #6 as it was and there was not a need to add any additional associations etc. Mr. Ballou added that it reflects our practice now which has been in place for many years. Mr. Post noted #10 (previously in the policy) was illegal. Mr. Vanderhoof commented that there was a lot of discussion around that particular item in this district and others. Discussion continued regarding this policy including "state" vs. "State of NH" and National School Board Association vs. New Hampshire School Board Association (NHSBA) and that policy points to national although they are members of NHSBA.

**Voting: five ayes; two nay from Mr. Legere and Mr. Ballou; motion carried.*

v. BEA-Regular Board Meetings

Representing the Policy Committee, Ms. Lemire informed members they would like to table this policy as the minutes indicate the legality of "shall" and "should" will be researched.

A MOTION was made by Ms. Lemire and SECONDED by Mr. Ballou to table policy BEA-Regular Board Meetings.

Voting: all aye; motion carried unanimously.

Chairman Dailey noted to put this on the agenda for the next meeting.

b. 1st Reading

i. JICI-Weapons on School Property

Superintendent Lane reviewed the RSA related to this policy and HB 1749. He reported that basically it says school boards cannot create a policy that says something different than the state law in regard to carrying a gun and because RSA 159:6 says you can carry one it doesn't say you can't carry one on school grounds. The attorney general says police can't enforce federal regulations. The recommendation is that we create a policy regarding students. The reason to change this policy (JICI) is that students are not permitted to be in possession of weapons on school property. A question came up earlier today regarding staff being in possession at school which he indicated you could simply include staff in this policy or make it a condition of employment. Regarding students, we are required by law to expel students for one calendar year unless the school board has a reason to think otherwise. He acknowledges it is complicated issue and creates a lot of angst. It was suggested the Superintendent seek clarification or guidance from legal counsel or NHSBA regarding staff in possession. Some members voiced they are not in favor of adding staff to this policy. Superintendent Lane confirmed the parents/students are informed of the policy through the student handbook. Superintendent Lane confirmed regarding the last paragraph, this is the protocol we have to follow and does not recommend changing any wording. This policy will be brought back for a second reading.

IX. ACTION ITEMS

a. Approve Minutes of Previous Meeting

A MOTION was made by Ms. LeBlanc and SECONDED by Ms. Fisk to approve the minutes from October 9, 2018 as amended.

Voting: all aye; motion carried unanimously.

b. Transfer

Superintendent Lane requested a transfer of \$44,503 from HS transportation to HS private in and out of state tuition due to a student leaving and another coming in.

311 *A MOTION was made by Mr. Ballou and SECONDED by Ms. LeBlanc to approve the transfer of \$44,503.*
312 *Voting: all aye; motion carried unanimously.*
313

314 **X. COMMITTEE REPORTS**

315 **i. Facilities**

316 Superintendent Lane reported the Facilities Committee met prior and went over all projects. Regarding the
317 paving a drain was discovered going to the girls' locker room which may have collapsed and the decision
318 was made to wait until spring to do the repairs. A camera will be needed to further look at this. A
319 recommendation was made to reduce two lines in the CIP due to replacing some of the bathroom stalls in
320 the 2019-20 budget. Cost is about \$1,000 per stall. One line was reduced by \$4,000, the other by \$8,000
321 (if budget approved). Asterisks will be used on the CIP for explanation on those two lines. The partitions
322 in the stalls have been there since the 1970's. Regarding the parking lot, he agreed there is a potential the
323 quote could change. He confirmed the funds stay in the CIP until such time it is expended.

324 **ii. Budget Liaison**

325 There was no report provided.

326 **iii. Policy**

327 Ms. Lemire reported the committee will meet again but currently does not have a scheduled date. There
328 are a few corrections to be done and they have an agenda planned for the meeting.

329 **iv. Strategic Planning**

330 Mr. Vanderhoof reported the committee met on October 17; a good discussion was had regarding the
331 calendar. They hope to wrap this up and come forward with recommendations and options. They had a
332 discussion regarding food service and are still gathering information. They are trying to get a hold on
333 what is happening and what is not. They asked the Superintendent to look into potentially finding a
334 consultant who knows the regulations and processes to come in and look at our program and come back
335 with recommendations. It was confirmed for Ms. LeBlanc that teachers would be invited when the MS
336 configuration is on school board agenda.

338 **XI. RESIGNATIONS / APPOINTMENTS / LEAVES**

339 There were none to report.
340

341 **XII. BOARD BUDGET DISCUSSION**

342 Mr. Vanderhoof spoke commenting that he thinks it's important to be clear on the budget regarding
343 multiple year plans and his expectation is that number would not change. He suggests the air conditioning
344 be rolled into the CIP.
345

346 Superintendent Lane confirmed contracted service providers for reading services revolve around students
347 who have special needs and are IEP specific. He did some research regarding employing a person for 40
348 hours a week instead of contracting with them. Currently there are two people who are contracted for
349 reading service. There is the benefit of flexibility regarding hours with a contracted person. We will look
350 down the road to save in this area and as we get further along with kindergarten we will have a better idea.
351

352 Ms. Lemire spoke in regard to the inclusion of transportation and out of district placements in the
353 Principals' budgets; that it gives the appearance that depending on the special education needs, general
354 education is "squeezed" to make it work. In the summaries, one Principal list's a \$50,000 decrease for
355 special education and in another a \$50,000 increase and this could give the perception that one is not
356 doing enough for the general education population due to special education expenditures. Mr. Ballou
357 added it appears he may have had some sort of control over it and he doesn't. Superintendent Lane
358 confirmed the budgets are truly created separately. It was noted this is good information to share. There
359 was a brief discussion on this topic. Superintendent Lane informed them there is a potential for a change
360 in the elementary budget to reduce it by \$50,000 pending the need of an out of district placement.
361

Ms. LeBlanc spoke regarding the air conditioning that it's not a cost she can justify and it would increase electric rates. Chairman Dailey commented even if it is removed from the budget it can go into the CIP. Mr. Ballou agrees with Ms. LeBlanc; by definition it belongs in the CIP (improvement in infrastructure) however it doesn't reach the threshold of the dollar amount. Superintendent Lane added the board can vote regarding the air conditioning at any time as long as it's on the agenda.

Mr. Vanderhoof questioned if there is additional feedback on the phone number changes. Superintendent Lane responded he heard from Mr. Verratti today. In regard to his complaint to the Public Utilities Commission, they directed him back to the carriers however there is no agreement in place between the carriers. Mr. Verratti reminds us that we are saving overall when we switched carriers. He is recommending waiting until the contract is up when there might be more opportunity. (The options are to continue to pay the \$5,700 and keep the long standing phone numbers or change them (to a Milford exchange-732) regardless of community impact which is unknown). Mr. Vanderhoof suggests perhaps sending a letter of disappointment. Superintendent Lane will find out when the contract expires. It was noted that some parents have expressed it is weird that the calls are coming from a Milford number and sometimes they are not answered. Mr. Ballou asked for the Superintendent to obtain clarification whether having a Milford number would be an issue in regard to emergency services.

Mr. Legere suggested adding a column of line numbers in the budgets which would make it clearer during discussions. He mentioned on the WLC budget summary sheet, (doing the math) he was not coming up with the same numbers. Superintendent Lane responded if there is anything that needs clarification we will provide that. Chairman Dailey requested the numbers are checked prior to the budget presentation.

XIII. PUBLIC COMMENTS

There were none to report.

XIV. SCHOOL BOARD MEMBER COMMENTS

Chairman Dailey questioned who should look into the impact fees, it was confirmed that Superintendent Lane will do this and bring the information back.

Mr. Post spoke of how frustrated Lyndeborough is and stated that we could be looking at an exit. Chairman Dailey responded that it would be expensive. Mr. Post added it is expensive to stay in the cooperative and it is not sustainable. Discussion continued regarding the tax rate in Lyndeborough increasing and the expectation that it was to go down. Mr. Post was clear that Lyndeborough is upset by this. Superintendent Lane noted that the previous year we had a fund balance from the building project and he made a public statement that this wouldn't be there next year and that could be a reason for this but again he does not have all the information. He is more than happy to meet with the select board to discuss. Chairman Dailey added if there are concerns they should come to the board. Mr. Vanderhoof suggested sending a formal letter to the select board inviting them to be on the agenda. Chairman Dailey noted he just saw a webinar on communications which indicated telling one board member does not constitute a formal notification. Mr. Post stated the superintendent has the information as we signed it (MS25). Chairman Dailey speaking to Mr. Post, asked for confirmation that the Superintendent has the information that the select board has, Mr. Post said yes. Superintendent Lane confirmed he has not seen anything that says this is how the tax rate was set. This normally goes to the town first. He will check with Ms. Tucker tomorrow and will follow up with Mr. Boland, Town Administrator. Ms. LeBlanc commented that if Mr. Post presents to us, a clear point that there is dissatisfaction, it would be reasonable to send them an invite to be on the agenda. It is reasonable to let them know we have been informed. Superintendent Lane asked for clarification if this is to be an agenda item for the next meeting and suggest that it would be most appropriate for the Chair to contact the Chair to extend that invitation. It was confirmed invites should be for both Wilton and Lyndeborough. It was suggested to have the select boards attend different nights. Discussions of concern continued further between Chairman Dailey and Mr. Post. Superintendent Lane

again voiced once he gets the information he can review it to determine why there is a discrepancy and provide an explanation; is it a school issue or is it around the fund balance that didn't exist anymore.

XV. ADJOURNMENT

A MOTION was made by Mr. Vanderhoof and SECONDED by Mr. Post to adjourn the Board meeting at 9:12pm.

Voting: all aye; motion carried unanimously.

Respectfully submitted,

Kristina Fowler

DRAFT

Wilton-Lyndeborough Cooperative School District
BUDGET TRANSFER REQUEST

REQUEST FOR BUDGET TRANSFER NO.: _____

DATE: 10/25/2018

SCHOOL: FRES

SCHOOL: HS

TRANSFER FROM:

Account Number Description	Current Approp.	Transfer Amount	Revised Appropriation
04-2722-519-11	\$ 56,303.00	\$ 24,971.00	\$ 31,332.00
SPED Transportation FRES			
	\$ -	\$ -	\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
TOTAL TRANSFERRED FROM:		\$ 24,971.00	

TRANSFER TO:

Account Number Description	Current Approp.	Transfer Amount	Revised Appropriation
04-1290-561-03	\$ 185,630.00	\$ 24,971.00	\$ 210,601.00
Public-In State Tuition			
	\$ -	\$ -	\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
TOTAL TRANSFERRED TO:		\$ 24,971.00	

JUSTIFICATION: Tuition increase - Public In State Tuition


REQUESTOR: DIRECTOR/PRINCIPAL/DATE

10/25/18


APPROVED: SUPERINTENDENT OF SCHOOLS

APPROVED: BUSINESS OFFICE/DATE

APPROVED: WLC SCHOOL BOARD