

Public Notice of Meeting
WILTON-LYNDEBOROUGH COOPERATIVE SCHOOL BOARD MEETING
Tuesday, September 11, 2018
Florence Rideout Elementary School-Library
6:30 p.m.

I. CALL TO ORDER-Harry Dailey-Chair

II. ADJUSTMENTS TO THE AGENDA

III. 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.

IV. BOARD CORRESPONDENCE

a. Reports

- i. Superintendent's Report
- ii. Business Administrator's Report
- iii. Principals' Reports
- iv. Curriculum Coordinator's Report

b. Letters/Information

- i. NEASC Letter
- ii. Enrollment
- iii. Class Sizes

V. BLIZZARD BAGS

VI. WLC BANNERS

VII. CONSENT AGENDA

VIII. ACTION ITEMS

a. Approve Minutes of Previous Meeting

IX. COMMITTEE REPORTS

- i. Strategic Planning Committee
- ii. Facilities Committee

X. RESIGNATIONS/APPOINTMENTS/LEAVES

XI. BOARD BUDGET DISCUSSION

XII. PUBLIC COMMENTS

XIII. SCHOOL BOARD MEMBER COMMENTS

XIV. ADJOURNMENT

INFORMATION: Next School Board Meeting-September 25, 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
September 11, 2018

The opening of school went very well. The teachers at WLC chose to make signs and greet students as they entered the building. The students at FRES were ready and anxious to begin as they were greeted in the drop off line. At LCS, the first day of full day kindergarten was a great success. The first day of Pre-School was September 4 and we now have all of our students in our buildings and getting back to the business of education.

There were two facilities issues at FRES this week. On Tuesday there was a partial loss of electrical power to the school. The power outage only affected parts of the building. A student and a staff person were stuck in the elevator for about 12 minutes. The fire department extricated them, checked them both out and the student finished the day. The outage was due to a pole problem on Main Street in Wilton and was resolved in under two hours. On Wednesday, there was a smell of natural gas in the kitchen. Fire and police were called. It was unclear how long it would take to resolve the situation so students were evacuated to Town Hall in Wilton per our emergency procedures. The technician from the gas company found no issues and it was determined that a pilot light had blown out. Students were back in the building just after 10:00AM. In both situations, messages were sent home to parents to keep them informed.

During the week of September 4 we experience some higher than normal temperatures. Classrooms on upper floors were given the option to move to cooler spaces and the custodial staff worked to ventilate classrooms over night to allow the heat from the buildings to dissipate.

I have coordinated with Steve Brown and the bus company to adjust some bus stops and routes to ensure student safety.

I have reached out to the teaching staff in regard to feedback on "blizzard bags", I will have specific information for the board at our September 11 meeting.

The teacher's union will be having a meeting on Thursday September 6th, I have asked them to provide representatives to discuss the calendar and to provide feedback to the Strategic Planning Committee.

First Grade t-shirts were give out to the Class of 2030 by this year's seniors on Thursday September 6.

The Strategic Planning Committee has meeting dates on September 6 and 18.

The Policy Committee will meet on September 13.

September 7th I will be attending the first NHSAA meeting for the year in Concord.

The first meeting of the Southwest Superintendents will be September 21 in Henniker.

A reminder that the school funding presentation will be Thursday Sept. 20 at Keene MS at 6PM.

Wilton-Lyndeborough Cooperative School District
School Administrative Unit #63

192 Forest Road,
Lyndeborough, NH 03082

Bryan K. Lane
Superintendent of Schools

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

Lise Tucker
Business Administrator

BUSINESS OFFICE REPORT
September 4, 2018

We have secured pricing for large purchasing vendors used in our Food Service Program. All bids were put on our website. We solicited three companies and received two bids for our Fresh Pizza vendor. Sal's Pizza won the bid at \$6.50 per Cheese Pizza. This is the same pricing as last year. We solicited two companies and received one bid for the Beverage vendor. Bellavance Beverages won the bid and gave us the same pricing as last year. We solicited three companies and received one bid for the Fresh Bread vendor. Fantini Bakery won the bid and gave us the same pricing as last year too.

We have renewed our agreement through the NH Buying Group for Groceries. Performance Food Group (PFG) will continue to be our vendor for the two year period. This agreement ends June 30, 2020. We anticipate a small increase in pricing. We have secured pricing through NH Buying Group for our Produce. Native Maine Produce will be our vendor for the two year period. This agreement will also end June 30, 2020. Produce is priced based on the market with an added fixed fee for markup. The fixed fee per case is \$2.50. While last year with Holden Fruit and Produce, it was \$5.00 per case.

We solicited three companies and received one bid for Reusable Ware. This bid was also on our website. The quote was from Gradys Pueblo Hotel Supply for \$54,375.60. We currently use Central Paper for our disposal supplies; which includes plastic and paper containers, plastic utensils, and napkins. Last year we spent \$6,165.00 on these products. This information will be forwarded to the Strategic Planning Committee for further discussion.

We have secured our pricing with Engie Power. Standard Power was our broker and solicited four companies. They will supply our electricity for the district for one year, starting November 2018. The price is \$.08475 per kWh. We had budgeted \$.07280 for the 18-19 fiscal year. This is a 16.4% increase or projected negative impact on the budget of \$20,156.40. Last year's awarded kWh price was \$.06955.

Our Fuel Bid deadline is Friday September 7th. We will be bringing a recommendation to the board to award the oil and propane bid accordingly.

A recap of the Facilities Subcommittee meeting scheduled preceding this board meeting will be discussed as well. We will be doing a walk through of FRES.

WILTON-LYNDEBOROUGH COOPERATIVE
MIDDLE SCHOOL / HIGH SCHOOL
57 SCHOOL ROAD
WILTON, NEW HAMPSHIRE 03086
(603) 654-6123
www.sau63.org/domain10

Brian Bagley, Principal
Sarah Edmunds, Assistant Principal

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

Principal Report

9/11/18

WLC Emergency Operation Plan EOP was submitted to the State of NH, Department of Homeland Security in August. The plan is quite extensive and covers most emergency scenarios.

On August 16th we had a cookout at FRES thanking the custodial and summer staff for working so hard this summer. I want to thank everybody at FRES for organizing and running this great event.

We had a great start to the school year. New Teacher orientation day at WLC took place on the August 23rd from 9 AM to 3 PM. New teachers from both and FRES were present. The day was filled with lots of nuts and bolts information that's critical for the new teachers to know and learn. We provided lunch and then we were off on the first of hopefully many community tours throughout Wilton and Lyndeborough. Linda Draper was the Tour Guide and did a wonderful job. We capped the tour off with ice cream at Nelson's Candies.

The First three professional development days on the August 27th, 28th, and 29th for the teachers and staff went very well. On the 27th Superintendent Lane did a great job welcoming the district back to school. Coffee and treats were available furnished by Linda Draper. They were delicious. From there we had multiple MS/HS meetings, 504 meetings, and parent student meetings. On the 28th the co-op connection furnished a delicious breakfast for the full faculty. Six grade step up took place at 8AM and eighth grade step up took place at 9am. Once again there were multiple parent student meetings which were held throughout the day. The 29th was devoted too teacher preparation, getting the classrooms ready for the first day of school. We had a pot luck lunch in which every staff member brought some type of delicious food to be shared.

One of WLC's goals is to build moral amongst students, staff, and the community. Keeping that goal in mind the first day of school for the students was one to be remembered. Every staff member in the school prepared a sign welcoming the students back to school. A tunnel was formed in which each student passed through with loud welcome back music playing in the background. It was a wonderful start to school. To celebrate the first two days of school we had assemblies scheduled at the end of each day in which team building activities took place. The students thoroughly enjoyed the activities. To celebrate the first day of school we also had a cookout for all staff members and the students. It was truly a great start to what we all hope will be a great year.

In preparation for the school year and fall sports season Assistant Principal Sarah Edmunds presented workshops to all teachers and coaches.

Coffee and Conversation with the WLC Principals Brian Bagley and Sarah Edmunds will start on October 4th from 8am- 9am. Parents, guardians and community members are welcome.

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.

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

AD ReportBoys Varsity Soccer

Head Coach: Kristin Schwab

of Players: 16

Record: 1-0

First Home Game: Friday, September 7th at 6pm vs. Colebrook

Girls Varsity Soccer

Head Coach: Dan Ayotte

of Players: 18

Record: 1-0

First Home Game: Friday, September 7th at 4pm vs. Colebrook

Boys Middle School Soccer

Head Coach: Dan Nelson

Assistant Coach: Jess Cloutier

of Players: 16

First Home Game: Friday, September 14th at 3:30pm vs. St. Joe's Manchester

Girls Middle School Soccer

Head Coach: Courtney Palladino

of Players: 11

First Home Game: Tuesday, September 11th at 3:30pm vs. World Academy

Respectfully,

Brian Bagley

Saturday, September 1 –

Sunday, September 2 –

Monday, September 3 – Labor Day, NO SCHOOL

Tuesday, September 4 –

Wednesday, September 5 –

Thursday, September 6 –

Friday, September 7 – BV Soccer vs. Colebrook, 6:00

GV Soccer vs. Colebrook, 4:00

Saturday, September 8 –

Sunday, September 9 –

Monday, September 10 – BV Soccer vs. Epping, 6:30

GV Soccer vs. Epping, 4:30

MSB Soccer @ World Academy, 3:30

Tuesday, September 11 –

Wednesday, September 12 – Picture Day

Thursday, September 13 – MSB Soccer vs. St. Joes Manchester, 3:30

Friday, September 14 – GV Soccer vs. PCA, 4:30

Saturday, September 15 –

Sunday, September 16 –

Monday, September 17 – BV Soccer vs. Conant, 6:00

MSB Soccer vs. Boynton, 3:30

Tuesday, September 18 –

Wednesday, September 19 – BV Soccer vs. Newmarket, 4:00

GV Soccer vs. Newmarket, 6:00

Thursday, September 20 – MSB Soccer vs. Derryfield, 3:30

Friday, September 21 – GV Soccer @ Pittsfield, 4:30

Saturday, September 22 –

Sunday, September 23 –

Monday, September 24 – MSB Soccer @ Chester, 3:30

Tuesday, September 25 – BV Soccer vs. Hinsdale, 6:00

GV Soccer vs. Hinsdale, 4:00

Wednesday, September 26 –

Thursday, September 27 – BV Soccer vs. Sunapee, 4:00

GV Soccer vs. Sunapee, 6:00

MSB Soccer vs. Candia, 3:30

Friday, September 28 –

Saturday, September 29 – BV Soccer vs. Concord Christian, 2:00

GV Soccer vs. Concord Christian, 4:00

Sunday, September 30 –

Florence Rideout Elementary School

18 Tremont Street
Wilton, NH 03086
Phone: 603-654-6714
Fax: 603-654-3490

Website:
www.sau63.org

Lyndeborough Central School

192 Forest Road
Lyndeborough, NH 03082
Phone: 603-654-9381
Fax: 603-654-6884

Principal's Report: 9/11/2018
Lyndeborough Central School/Florence Rideout Elementary School

Our first day with students was Thursday, August 30th. Students poured into our buildings ready to learn, eager to greet their teacher and meet new friends. The first few days of school are always very busy as students and staff spent time practicing procedures and learning expectations.

I am very excited to begin our full-day Kindergarten program at Lyndeborough Central School. The full-day kindergarten instructional schedule includes additional academic time for both literacy and math. A regular intervention and extension block has been included when W.I.N. program staff will provide remedial support as well as enrichment opportunities in both math and literacy. More time can now be devoted to science and social studies curriculum. Students are also able to participate in physical education, art and music programs. Small group exploratory centers and recess time round out the day. Our mission has always been to develop the social, emotional, and academic skills needed for all kindergarten students' future success in school. Having a comprehensive full-day kindergarten program will allow us to not just develop, but to strengthen and secure these skills for more of our students.

One of major focuses for elementary teaching staff this year will be the adoption of a new approach to teaching writing called "Writer's Workshop." The Writer's Workshop model will be central to our balanced literacy instructional program. Writers workshop includes time of active teaching through whole class focus lessons and conferring with individual students. Extended amounts of time are devoted for students to engage in authentic writing.

During the 2018-19 school year we will begin to shift our focus onto our math instruction. On August 28th elementary school staff had the opportunity to work closely Ann Mordecai consultant from Demonstrated Success. We spent some time examining math standards, analyzing last year's student assessment data and discussing math fact automaticity. We will use this information to plan shifts to our instruction and math program in the future. We will continue this work throughout the school year during our professional learning days.

The importance of safety is my focus and priority with students and staff the first few weeks of school. We conduct several emergency drills in coordination with Police and Fire Departments. These include building evacuations, lock-down, and off-site evacuations. Time is also spent discussing how to get to home and school safely. I conduct several bus safety review with representatives from Steve's School Bus with our students.

Forging a strong relationship between school and home is beneficial to student performance and academic growth. We begin this process immediately and will be hosting *Open Houses* on **September 12th** at Florence Rideout Elementary School and **September 13th** at Lyndeborough Central School from 6:30-7:30 pm. Teachers will provide two consecutive half-hour presentations for parents highlighting classroom expectations, curriculum, and advice on how parents can support their child's learning at home.

On **September 5th** the first issue of the FRES/LCS "Fox Flyer" school newsletter was disseminated to all families. This monthly publication will contain an overview of upcoming events, classroom updates, and other important information for students and parents.

The WLC Class of 2019 paid a special visit to the FRES first grade class of 2030. Special t-shirts were presented by the senior class to these students provided by Superintendent Lane. This event is so important for our young learners. They can begin to understand the importance of education and the incredible journey that they have just begun.

Enrollment on the first day is as follows:

	<i>TOTAL</i>	<i>Student/Teacher Ratio</i>
<i>Kindergarten</i>	<i>53</i>	<i>17.6:1</i>
<i>First Grade</i>	<i>43</i>	<i>14.3:1</i>
<i>Second Grade</i>	<i>44</i>	<i>14.6:1</i>
<i>Third Grade</i>	<i>42</i>	<i>21:1</i>
<i>Fourth Grade</i>	<i>44</i>	<i>22:1</i>
<i>Fifth Grade</i>	<i>41</i>	<i>20.5:1</i>

Upcoming events for September:

9/6 – FRES/LCS PTO Meeting 6:30 FRES Library

9/12 - Open House FRES 6:30-7:30

9/13 - Open House LCS 6:30-7:30

9/14 - CARES Kick-off Assembly 2:00-2:30

9/18 - Bus Safety Day

9/20 - Picture Day FRES and LCS

9/26 - PTO Parenting Workshop with Bonnie Harris 7:00 pm FRES gymnasium

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: September 11, 2018

Professional Learning

We held the grant-funded Science Institute for all 20 of our K-12 teachers of science during August. Responses from teachers were very positive that they learned more about the science standards, practice, and instruction. The training modeled the use of natural phenomena as catalysts for student inquiry and complex thinking in order to build conceptual understanding of physical, earth/space, and life science. The teachers will build units and lessons around this approach. We will continue with science professional learning throughout the year, especially for middle and high school science teachers.

With the conclusion of summer training, all of our K-5 teachers have attended Responsive Classroom professional learning, as well as one middle school teachers. Students will experience consistent expectations during morning meetings and classroom procedures.

August 28 focused on math professional learning for all K-5 classroom and intervention teachers. The teachers felt that they learned a great deal that will support them going forward this year. We will continue to work with our math consultant throughout the fall and winter through classroom observations, feedback to teachers, and focus on math practices during early release time and the February 1 workshop day. Four teachers attended an intensive weeklong math institute earlier in August.

I enjoyed working with our new hires this year. Some of the teachers were able to come in late June to work on curriculum. As part of orientation in August, we reviewed the aspects of our mentoring program and also effective classroom strategies using the book *The First Days of School*. I will be working with each school during their professional learning team/group times throughout the year focusing on curriculum, instruction, and assessment strategies.

Curriculum Development

A great deal of curriculum work was accomplished since school ended in June. Each course and grade level subject has a scope and sequence of topics and approximate timeframe. Many units have also been written for middle and high school courses. This work will continue throughout the year. Units contain the desired results of each unit along with the related lessons and assessments. We have focused on challenging students appropriately for their developmental level and the type of course.

Assessment

Attached are the final results for the NH State Assessment taken last spring. The English/Language Arts scores are all above the state average. Half of the grade level math scores are above the state average. We have begun planning for strategies to improve the math achievement of students in grades 6 – 8. It should be noted that a long-term substitute was employed for half of the year due to a leave of absence. As noted, we have already begun to restructure science curriculum and instruction. It is worth noting that some of our students do not take a science course during grade 11 if they are working toward the WLC NH State Standard Diploma, which only requires two science credits.

The spring college board scores for PSAT and SAT assessments are also attached.

Respectfully submitted,
Julie Heon, Curriculum Coordinator

NH State Assessment Results 2018

ELA/Reading

Grade	Number of Students Tested	Percent Proficient	NH State Average
Grade 3	40	58%	54%
Grade 4	33	61%	55%
Grade 5	46	65%	61%
Grade 6	31	55%	55%
Grade 7	43	60%	60%
Grade 8	42	64%	58%

Mathematics

Grade	Number of Students Tested	Percent Proficient	NH State Average
Grade 3	40	55%	55%
Grade 4	33	76%	53%
Grade 5	46	46%	45%
Grade 6	31	23%	46%
Grade 7	43	33%	48%
Grade 8	42	33%	47%

Science

Grade	Number of Students Tested	Percent Proficient	NH State Average
Grade 5	46	52%	43%
Grade 8	42	36%	42%
Grade 11	29	14%	41%

College Board Scores 2018

Spring 2018 Average scores	ERW (Evidence-based Reading & Writing)	Math	Total
Grade 9 PSAT	447	434	880
*National averages (grade 8 & 9)	438	434	873
Grade 10 PSAT	477	443	920
National averages	469	464	933
Grade 11 SAT (state, with essay)	512	498	1009
National averages (with essay)	544	538	1082

* National averages include public and private school scores.



RECEIVED

AUG 29 2018

SCHOOL ADMINISTRATIVE

NEW ENGLAND ASSOCIATION OF SCHOOLS AND COLLEGES, INC.
COMMISSION ON PUBLIC SCHOOLS

Associate Director
FRANCIS T. KENNEDY
781-425-7749
fkennedy@neasc.org

Director
GEORGE H. EDWARDS
781-425-7735
gedwards@neasc.org

Deputy Director
ALYSON M. GEARY
781-425-7736
ageary@neasc.org

Associate Director
BRUCE R. SIEVERS
781-425-7716
bsievers@neasc.org

Associate Director
KATHLEEN A. MONTAGANO
781-425-7760
kmontagano@neasc.org

Associate Director
WILLIAM M. WEHRLI
781-425-7718
bwehrli@neasc.org

Executive Assistant to the Director
DONNA M. SPENCER-WILSON
781-425-7719
dspencerwilson@neasc.org

August 27, 2018

Brian Bagley
Principal
Wilton-Lyndeborough Cooperative Middle School/High School
57 School Road
Wilton, NH 03086

Dear Mr. Bagley:

The Committee on Public Secondary Schools, at its June 24, 2018 meeting, reviewed the report from the recent Collaborative Conference visit to Wilton-Lyndeborough Cooperative Middle School/High School and voted to award the school continued Accreditation in the New England Association of Schools and Colleges.

The Committee was impressed with many of the programs and services and wishes to commend the following:

- the efforts of the staff to provide a safe, positive, respectful, and inclusive culture
- the efforts to provide time and resources to nurture the commitment to continuous improvement through research, collaborative learning, innovation, and reflection
- the development, commitment, and initial implementation of the vision of the graduate, which includes the attainment of transferable skills, knowledge, understandings, and dispositions necessary for future success, and was completed through a collaborative process
- the opportunities for learners to participate in activities that foster a heightened awareness of social, civic, and personal responsibility
- the wide range of formative assessments employed to ensure instruction is adapted and to personalize learning
- the widespread involvement of students in project-based learning
- the multiple opportunities for learners to have choice on various assessments
- the senior project, which engages students in taking responsibility for their own learning through designing and completing a project based on an interest of passion
- the child assistance team and the student services team, which focus on ensuring student well-being and on providing assistance to at-risk students

- the high degree to which middle-school teachers are able to collaborate to improve teaching and learning
- the multiple pathways for all students to receive appropriate formal and informal intervention strategies designed to support their academic, social, and emotional success
- the collaboration and communication between and among support services personnel and the staff to support learning
- the comprehensive support services available for students including counseling, health/nursing, library media, and special education and 504 plans to meet the needs of students and support learning
- the extended hours of the library media center available before and after the school day to support to student learning
- the district's support for teachers' professional development
- the small class sizes and teacher loads, which allow for greater personalization of learning
- the 1:1 Chromebook initiative, which provides technology access for students in the district from grades 3-12
- the technology infrastructure, which supports the 1:1 initiative
- the capital plan, which identifies major facility repair and replacement initiatives out through 2023
- the school's safety protocol to ensure effective responses by students and faculty in the event of a crisis

The Committee was pleased to note three (3) of the six (6) Foundational Elements in the Standards for Accreditation have been met by the school. The Committee noted that the following Foundational Elements have not been met by the school and have been included as Priority Areas for Growth:

- the school has a written document describing its core values, beliefs about learning, and vision of the graduate
- there is a written curriculum in a consistent format for all courses in all departments across the school
- the school has a current school improvement/growth plan

The Committee was also pleased to see that the Collaborative Conference visiting team confirmed the following Priority Areas for Growth. The following Priority Areas for Growth should be used by the school as the basis for its School Improvement Growth Plan:

- ensure the school has a written document describing its core values, beliefs about learning, and vision of the graduate. Ensure the school's core values, beliefs about learning and vision of the graduate drive student learning, professional practices, learning support, and the provision and allocation of learning resources
- write curriculum in a consistent format for all courses in all departments that includes units of study with guiding/essential questions, concepts, content, and skills; instructional strategies; assessment practices; and integrates the school's vision of the graduate
- ensure learners regularly engage in inquiry, problem-solving, and higher order thinking skills

Brian Bagley
August 27, 2018
Page Three

- ensure the school community takes collective responsibility for the intellectual, physical, and social-emotional well-being of every student and can demonstrate how each student is known, valued, and connected to the school community
- improve communication within the school and broader communities and improve the climate and culture of the school through ongoing and authentic formal and informal collaboration; engage in a dynamic, collaborative, and inclusive process informed by current research and best practices to identify the school's core values and beliefs about learning; commit to a sense of ownership and responsibility for achieving the school's core values and beliefs about learning; and create the conditions and trust necessary for the full and active participation of all educators

The Committee congratulates the school administration and faculty for completing the first phases of the Accreditation program: the Self-Reflection and the Collaborative Conference visit. The next step will be the development, submission, and implementation of the School Improvement/Growth Plan. Once the School Improvement/Growth Plan has been completed it should be submitted to the Commission office. Please submit the plan to the office no later than October 1, 2018. Additional information and a School Improvement Growth/Plan template can be found in the Committee's *Accreditation Handbook* available on the website at <https://cpss.neasc.org/process/process-2020>.

The school is scheduled to host its Decennial Accreditation visit. The dates established for the visit are October 27, 2019-October 30, 2019. The focus of the Decennial visit will be on the school's implementation of the Priority Areas for Growth as included in the School Improvement/Growth Plan.

The school's Accreditation status will be reviewed when the Committee considers the Decennial Accreditation Report. As well, please notify the Commission office immediately of any changes in the names of the principal and/or superintendent along with their corresponding e-mail addresses by submitting this information electronically to cpss-air@neasc.org.

Sincerely,



George H. Edwards


Kathleen A. Montagano

GHE/KAM/sb

cc: Bryan K. Lane, Superintendent, SAU #63
Harry Dailey, Chairman, Wilton-Lyndeborough Cooperative School District
Kathleen A. Montagano, Chair of the Visiting Team
Gregory B. Myers, Chair, Committee on Public Secondary Schools

Enrollment 2018-2019

Wilton-Lyndeborough Cooperative School District

Grades	First Day	Sept.	Oct. 2 Fall	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June
Pre-k	14											
*K	52											
1	43											
2	44											
3	42											
4	44											
5	41											
6	45											
7	30											
8	46											
9	44											
10	47											
11	35											
12	30											
Total	557	0		0	0	0	0	0	0	0	0	0
LCS	66	#VALUE!	#VALUE!	#####	#VALUE!	#VALUE!	#####	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!
FRES	214	#VALUE!	#VALUE!	#####	#VALUE!	#VALUE!	#####	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!
MS	121	#VALUE!	#VALUE!	#####	#VALUE!	#VALUE!	#####	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!
HS	156	#VALUE!	#VALUE!	#####	#VALUE!	#VALUE!	#####	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!

*1st year of full day kindergarten

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
FROM: Bryan Lane
DATE: 8/30/18
RE: Policy IIB- Class size report

In accordance with policy IIB:

If a High School or Middle School class size falls below the minimum recommended class size of 5, the Superintendent shall consult with the Principal and decide whether to continue or eliminate the course. The Superintendent will notify the Board, as well as the Principal if class size falls below the minimum size.

The following high school classes are running with fewer than five students:

Creative Writing Semester 2	3 students*
Green Woodworking/ Joinery Semester 1	4 students
Honors Calculus (Project Running Start) Full year	3 students*
Honors Statistics (Project Running Start) Sem 2	4 students*
Philosophy- Semester 2	4 students*

* courses taken primarily by seniors, only 30 in the senior class

**WILTON-LYNDEBOROUGH COOPERATIVE
SCHOOL BOARD MEETING
Tuesday, August 28, 2018
Wilton-Lyndeborough Cooperative M/H School-Media Room
6:30 p.m.**

Present: Harry Dailey, Matt Ballou, Charlie Post, Joyce Fisk, Carol LeBlanc, Miriam Lemire, Jonathan Vanderhoof and Alex LoVerme.

Superintendent Bryan Lane, Director of Student Support Services Betty Moore, Principal Tim O'Connell, Technology Director Kevin Verratti, and Clerk Kristina Fowler

I. CALL TO ORDER

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

II. ADJUSTMENTS TO THE AGENDA

Superintendent Lane reported he has the following adjustments to the agenda; nomination for music teacher, press release and parking at WLC.

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

Voting: all aye; motion carried unanimously.

III. PUBLIC COMMENTS

Ms. Jessie Salisbury, resident, commented regarding the Governor signing an Executive Order to create a commission to study starting school after Labor Day. Chairman Dailey noted the Strategic Planning Committee will be looking at that.

Ms. Susan Bogdan, resident, spoke regarding the WLC Athletic Booster Club previously asked to hang banners in the gym and received a response which needed clarification. She asked how many banners and what size can be hung in the gym. They would like to offer a limited number of banners and market them to alumni and families rather than local businesses. The response previously received was that any business interested should write a letter and ask permission. Superintendent Lane clarified not all businesses are appropriate to advertise within a school setting and he wants the Board to have knowledge of it. Chairman Dailey voiced a concern regarding space. It was noted you can update the banners to consolidate information. Mr. Ballou recommends this be put on the agenda for future discussion. This will be added to a future agenda.

IV. BOARD CORRESPONDENCE

a. Reports

i. Superintendent's Report

Superintendent Lane gave an overview of his report. He noted as of today all the positions have been filled with the Board's approval of the music teacher this evening. Teacher orientation and staff opening day went well. The draft of the teacher and paraeducator evaluations were reviewed during opening day. The final documents will need Board approval. The process continues to be worked through. To date there are 48 kindergarten students with a few additional pending paperwork. There are 568 students enrolled in PowerSchool. On the first day of kindergarten we are required to send the enrollment numbers to the State and we will not miss the opportunity to secure funding. Chairman Dailey requested to see the enrollment numbers of special education students vs. regular education

students within the district for fall enrollment. Superintendent Lane reviewed dates of his upcoming meetings.

ii. Director of Student Support Services Report

Ms. Moore reported 4 additional new special education students to the district (7 were reported on August 21, 2018) which bring the total to 11 across all grades. Marathon interview sessions were completed today and all vacant positions should now be filled.

iii. Director of Technology's Report

Mr. Verratti reported attending PowerSchool training for a week focusing on start up for the school year, system functions, core functions and customizations and enhancements. He welcomed Andrew Stevens to the District who will work primarily at FRES and LCS. A message was sent out to parent/students regarding surplus monitors; 11 families collected them with the remaining offered to the town and since they did not need them, the remaining monitors have been recycled. The backup system has been transitioned from DATTO to carbonite and is backing up all the files. The WLC computer lab has been moved successfully with the help of an intern and computers have been upgraded with additional RAM and new software has been installed. He confirmed the half time desktop support position spoke of at the last meeting, is due to need. He meets with the town administrator on Friday to see if there are opportunities for collaboration and saving tax payer dollars.

V. CONSENT AGENDA

i. Donation-WLC Athletic Booster Club

ii. Budget Timeline 2019-18

• Press Release

It was requested to remove from the consent agenda the following items, press release by Mr. Post and donation from Mr. Ballou. These items were removed.

A MOTION was made by Mr. LoVerme and SECONDED by Ms. LeBlanc to accept the remaining item on the consent agenda (budget timeline).

Voting: all aye; motion carried unanimously.

Superintendent Lane reported a presentation regarding the current state of education funding and reduction of stabilization funds was given in the North Country and some of the Superintendents thought it would be great to have it available in the Southwest. This event will take place on September 20, 6pm (at Keene Middle School) and is open to the public. A copy of the press release was provided. The WLC School District and Superintendent Lane's name are listed on the press release. Superintendent Lane clarifies if the School Board has opposition to it, he will have the district's name and his removed. Discussion was had regarding this press release. Mr. Post voiced concern regarding the wording of the press release as it says the school board is "promoting *advocacy* for equitable, sustainable, funding for education in NH". Mr. Vanderhoof is in agreement.

A MOTION was made by Mr. Vanderhoof and SECONDED by Mr. Post to strike "promote advocacy" (and read raise awareness only).

Voting: six aye; one nay from Ms. Lemire, motion carried.

The consensus of the Board was with these changes it will be supported and if changes are not made it is requested to remove the school district's name. Superintendent Lane would also have his name removed. Superintendent Lane will inform Superintendent Witte, SAU93 of the requested changes and will cc the School Board.

Mr. Ballou thanked the booster club for the work they do and the donation which is greatly appreciated.

101 *A MOTION was made by Mr. Ballou and SECONDED by Mr. Vanderhoof to accept the donation from*
102 *the WLC Athletic Booster Club of \$500.00.*
103 *Voting: all aye; motion carried unanimously.*

104 105 **VI. BLIZZARD BAGS**

106 Superintendent Lane provided information regarding blizzard bags including documents from the
107 DOE. A plan would need to be submitted to the DOE prior to implementing. In order to make the day
108 count we would need to show 80% of student participation. Assignments must be prepared in advance
109 and teachers must be online and available during those days. Dr. Heon had told Superintendent Lane
110 blizzard bags were used in a previous district she worked and although there were advocates for and
111 against, the district moved away from using them. It was also a burden for some parents to make the
112 students participate. Whether doing it or not depends on the quality of it and it would not ‘kick in’
113 until the 6th snow day and for us that is typically in February. Superintendent Lane noted it is not
114 something he would lean toward doing. There is also the issue of some students not having internet
115 access and power outages are a potential issue. Members voiced opinions and a brief discussion was
116 had. Mr. LoVerme suggested sending parents a survey; provide them with a brief description of
117 blizzard bags and ask whether or not it is something they would like to have.

118
119 *A MOTION was made by Mr. LoVerme to survey parents regarding blizzard bags.*
120 *There was no second to this motion, therefor it is not considered.*

121
122 Superintendent Lane noted he will follow up with the DOE regarding the timeline and provide the
123 information in his report. Mr. Vanderhoof would like to have information from teachers and Dr. Heon
124 to see if it is feasible to do and if it is beneficial educationally. The consensus is to have this as an
125 agenda item for the next meeting. Ms. Lemire would like to know the percentage of how many
126 students currently do their homework. Superintendent Lane suggests members speak to their
127 constituents regarding the subject and an email blast with go out to parents to let them know it will be
128 on the next agenda for discussion.

129 130 • **WLC Parking**

131 A discussion was had regarding the Wilton Select Board directing people to park at WLC and creating
132 a path in the woods along the snowmobile trails from Garwin Falls. Concerns were raised regarding
133 liability, safety and authority. Chairman Dailey volunteered to attend the next Wilton Select Board
134 meeting.

135
136 *A MOTION was made by Mr. LoVerme and SECONDED by Mr. Ballou to instruct the Wilton Select*
137 *Board to not direct anyone to park at WLC (going to the reservoir or Garwin Falls).*
138 *Voting: six aye; one nay from Mr. Vanderhoof, motion carried.*

139
140 Chairman Dailey confirmed he will attend the next Wilton Select Board meeting and advise them not
141 to direct any people to park at WLC going to the reservoir or Garwin Falls and he will report back to
142 the School Board.

143 144 **VII. ACTION ITEMS**

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

146 *A MOTION was made by Mr. LoVerme and SECONDED by Ms. Fisk to approve the minutes of*
147 *August 14, 2018 as amended.*
148 *Voting: all aye; motion carried unanimously.*

149 150 **VIII. COMMITTEE REPORTS**

151 **i. Strategic Planning Committee**

Mr. Vanderhoof reported the majority of the meeting focused on discussions of the MS configuration and staffing as they are closely linked. They also discussed the district calendar. There were only a few minutes left to discuss food service and that will be the first thing on the next Strategic Planning Committee agenda.

IX. RESIGNATIONS / APPOINTMENTS / LEAVES

• Appointment of Elementary Music Teacher

Superintendent Lane reviewed the nomination for Claudette Barker, Elementary Music Teacher.

A MOTION was made by Ms. Lemire and SECONDED by Mr. Post to appoint Claudette Barker, Elementary School Music Teacher

Voting: six aye; one nay from Mr. LoVerme, motion carried.

X. PUBLIC COMMENTS

Ms. Jessie Salisbury commented she attended both meet and greets yesterday and both went well and the snow cones were appreciated.

XI. SCHOOL BOARD MEMBER COMMENTS

Ms. Lemire questioned with regard to the special education students, when that data would be provided. Superintendent Lane responded he should have that for the second meeting in September.

Mr. Vanderhoof questioned if the NHSBA Call for Resolutions should be on a future agenda. Chairman Dailey confirmed it will be on a future agenda.

XII. ADJOURNMENT

A MOTION was made by Mr. LoVerme and SECONDED by Ms. Fisk to adjourn the Board meeting at 7:41pm.

Voting: all aye; motion carried unanimously.

*Respectfully submitted,
Kristina Fowler*