

Public Notice of Meeting
WILTON-LYNDEBOROUGH COOPERATIVE
SCHOOL BOARD EMERGENCY MEETING
Tuesday, April 7, 2020
Wilton-Lyndeborough Cooperative M/H School-Media Room
6:30 p.m.
Join Videoconferencing: meet.google.com/avj-wdum-kqs
Join Audio: [+1 929-251-5773](tel:+19292515773) (PIN: 357420283)

The Board will take receipt of citizen comments via email at: b.lane@sau63.org

Due to current events all videoconferencing/audio options may be subject to modifications. Please check www.sau63.org for the latest information.

- I. CALL TO ORDER-Alexander LoVerme-Chair**
- II. ADJUSTMENTS TO THE AGENDA**
- III. PUBLIC COMMENTS:** This is the public's opportunity to speak to items on the agenda. In the interest of preserving individual privacy and due process rights, the Board requests that comments (including complaints) regarding individual employees or students be directed to the Superintendent in accord with the processes set forth in School Board Policies KE and KEB.
- IV. BOARD CORRESPONDENCE**
 - a. Reports**
 - i. Superintendent's Report
 - ii. Business Administrator's Report
 - iii. WLC Principal's Report
- V. DISTANCE LEARNING**
- VI. SPRING BREAK**
- VII. BUDGET 2020-2021**
 - a. Finance Committee Update/Proposal
- VIII. ACTION ITEMS**
 - a. Approve Minutes of Previous Meeting
 - b. Nomination Slate
 - c. Committee Assignments
 - d. Steve's School Bus Request
- IX. PUBLIC COMMENTS**
- X. SCHOOL BOARD MEMBER COMMENTS**
- XI. ADJOURNMENT**

INFORMATION: Next School Board Meeting-April 21, 6:30 PM

The Board strongly encourages members of the public to participate in the meeting remotely, rather than planning to attend in person. Due to the COVID-19 situation, emergency measures are expected to be in place, including remote participation by Board members, as well as restrictions on the number of persons physically in attendance at the meeting location.

Wilton-Lyndeborough Cooperative School District
School Administrative Unit #63

192 Forest Road Lyndeborough, NH 03082
603-732-9227

Bryan K. Lane
Superintendent of Schools

Ned Pratt
Director of Student Support Services

Lizabeth Baker
Business Administrator

SUPERINTENDENT'S REPORT
April 7, 2020

As we enter the third week of distance learning and knowing that we will be working with this model of delivering instruction things have gone pretty well. The students in pre-school through second grade have been working with paper packets distributed by teachers. The FRES staff is also getting out devices to students in grades one and two so that students can get involved with multiple formats. The Principals are having virtual staff meetings to keep up with how things are going as well. There have been a few concerns raised about teachers being available and responding in a timely manner and those issues are being addressed. Mr. Bagley has sent out a reminder that posting of assessments to PowerSchool need to be done in a timely manner. Dr. Heon has put out many resources for teachers to use in order to create meaningful instruction. We have decided that the third quarter report cards will not be distributed as scheduled. We will wait for the end of the year for final report cards.

The Commissioner of Education is having on-line sessions with Superintendent's three days per week at noon. I have been able to listen in on these regularly. In addition, the Superintendent's Association has had meetings as well. Conversations have included but not limited to:

- The waiver for not doing the state assessment this year and possibly doing it in the fall
- How districts are handling the delivery of special education services
- How districts are handling IEP meetings and required time lines for Special Education
- How districts are handling transportation contracts
- Technical issues with distance learning
- Food service
- Spring Break, whether to have it as scheduled or to shorten the school year
- NHIAA spring athletic season
- Funding for Title I, II and IV and how it might be spent to support distance learning

Since our last school board meeting the Finance Committee has had four meetings. There has been a myriad of options discussed and considered. The committee will meet one more time on Thursday April 2nd in order to bring a final recommendation for the board to consider.

Mr. Pratt and I have agreed that under some very special circumstances, parents will be given the ability for their children to receive special education services that cannot be done virtually. This would include some services for autistic students. Over the next week students will be scheduled to come in on a one-on-one basis and as individually required by their IEP.

Wilton-Lyndeborough Cooperative School District

School Administrative Unit #63

192 Forest Road Lyndeborough, NH 03082
603-732-9227

Bryan K. Lane
Superintendent of Schools

Ned Pratt
Director of Student Support Services

Lizabeth Baker
Business Administrator

Business Office Board Report – April

Covid-19 Update

The Business Office staff is working from home whenever possible. However, as each of us has “essential tasks” that requires time on sight, we are staggering our days/times in the office. We are striving to limit any exposure so that we can remain healthy and be able to carry on our essential duties, such as paying our staff, paying our vendors, and doing all required state reporting within established deadlines. We have been having frequent Google Meet sessions to check in on questions and workflow.

The custodial staff remains in the buildings working daily. I have checked in with Buddy Erb who indicates that his staff is well and working hard to not only thoroughly and continually clean the buildings but to also get some longer term projects done. They have kept busy and Buddy feels that because they are able to spread out and maintain proper social distancing, that this is working out fine for the moment.

Deb Roske has been doing an amazing job continuing to feed families - breakfast and lunch. As always, I marvel at Deb Roske’s work ethic and passion. Her staff has been very diligent as well. As with any federal program with requirements and guidelines, she has had to file several waivers in order to:

- 1) Be able to offer a grab and go program
- 2) Be able to vary from stringent food service guidelines (e.g., the ability to offer a red vegetable instead of a green one given the food items we have to work with)
- 3) Be able to offer transport for some families that don’t have transportation. Our Superintendent has been delivering these meals daily.
- 4) Be able to deliver meals without every child in the vehicle, which is truly a safer method for meal delivery.

Our State Agency has been approving these waivers expeditiously and we are grateful for their dedication. We are investigating the possibility of a program to offer a few days worth of meals at once. This is also a safer method of delivery and would support a better environment for our Food Service staff.

Stay safe and healthy everyone!

Beth

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
Ashley Goggin, Middle School Counselor

Principal Report
April 2020

Distance Learning Update – Distance Learning continues to evolve as we all adapt to our new “normal”. The teachers at WLC are submitting assignments to the Google Classroom daily. They are collaborating with each other to make sure that large assignments and projects are not due at the same time; they are trying to avoid conflicts for the students. The teachers are in constant contact with their students when the students log into Google Classroom. This way of teaching is new to everyone and there are glitches that have been exposed and dealt with. We are sure that many more glitches will surface and we will deal with them, roll with them and improve the delivery of education.

The teachers attend a faculty meeting remotely every Monday at 8:00. This time is very valuable for everyone. Issues that have been uncovered are discussed and brain-stormed. The teamwork of this group of teachers is amazing. There is a leadership meeting every Tuesday morning at 8:00. The department heads and administration meet to discuss any issues in depth and possible breakthroughs. This information is then presented at department meetings that are held on Wednesdays. All High School teachers work in their PLCs on Thursday and Friday, while the Middle School teachers participate in joint team meetings with administration.

The White House has publically acknowledged that NH has been leading the way in the area of Distance Learning and WLC is no exception. Our teachers have stepped up to meet this challenge in a very professional, compassionate and caring way. The communities of Lyndeborough and Wilton can be sure that we are adapting and meeting their high expectations when it comes to the education of their children.

Respectfully,

Brian Bagley

**WILTON-LYNDEBOROUGH COOPERATIVE
SCHOOL BOARD MEETING
Tuesday, March 17, 2020
Wilton-Lyndeborough Cooperative Middle/High School-Cafeteria
6:30 p.m.**

Present: *Charlie Post, Paul White, Jonathan Vanderhoof, Mark Legere, Alex LoVerme, Brianne Lavallee, Tiffany Cloutier-Cabral, and via telephone Jim Kofalt and Carol LeBlanc.*

Superintendent Bryan Lane, Business Administrator Beth Baker, Director of Student Support Services Ned Pratt, Technology Director Mark Kline, and Clerk Kristina Fowler

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

All new school board members have been sworn in.

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

Superintendent Lane called the meeting to order at 6:30pm. He informed the group that all voting will need to be via roll call vote as two members are participating via telephone.

III. ELECTIONS/APPOINTMENTS

a. Elections

i. School Board Chairman

A MOTION was made by Ms. LeBlanc SECONDED by Ms. Cloutier-Cabral to nominate Mr. LoVerme as School Board Chairman.

Voting: eight ayes via roll call vote, one abstention from Mr. LoVerme; motion carried.

Superintendent confirms Mr. LoVerme is School Board Chairman.

ii. School Board Vice Chairman

*A MOTION was made by Mr. Post SECONDED by Mr. Ledger to nominate Mr. Vanderhoof as School Board Vice Chairman. **

A MOTION was made by Ms. LeBlanc SECONDED by Ms. Cloutier-Cabral to nominate Mr. Ledger as School Board Vice Chairman.

Point of order was called by Ms. Lisa Post that the first nomination must be voted on.

**Voting: five ayes via roll call vote, three nays from Mr. White, Ms. Lavallee, Ms. Cloutier-Cabral, one abstention from Chairman LoVerme; motion carried.*

Superintendent confirms Mr. Vanderhoof is School Board Vice Chairman

b. Appointments

i. Treasurer

A MOTION was made by Mr. Legere SECONDED by Ms. Lavallee to appoint Ms. Cindy Marzella as School District Treasurer.

Voting: eight ayes via roll call vote, one abstention from Chairman LoVerme; motion carried.

ii. School District Clerk

A MOTION was made by Mr. White SECONDED by Ms. Lavallee to appoint Ms. Mary Jane Ryan as School District Clerk.

Voting: eight ayes via roll call vote, one abstention from Chairman LoVerme; motion carried.

53
54 **iii. Committees**

55 Superintendent noted the Board has traditionally postponed committee assignments until the next meeting.

56
57 *A MOTION was made by Mr. Post SECONDED by Mr. Vanderhoof to table committee assignments until the*
58 *next meeting.*

59 *Voting: eight ayes via roll call vote, one abstention from Chairman LoVerme; motion carried.*
60

61 **IV. ADJUSTMENTS TO THE AGENDA**

62 A request was made to add the following adjustments to the agenda: a retirement, a nonpublic session for
63 RSA 91-A: 3 II (A), and distance learning.

64
65 *A MOTION was made by Mr. Post and SECONDED by Ms. Lavallee to accept the adjustments to the*
66 *agenda.*

67 *Voting: eight ayes; one abstention from Chairman LoVerme, motion carried.*
68

69 **V. PUBLIC COMMENTS**

70 Chairman LoVerme informed the group he will abstain from voting for the year unless it is a tie vote.
71

72 The public comment section of the agenda was read. Chairman LoVerme noted he has
73 emails/correspondence that have been sent as a way for the public to provide feedback and these will be read
74 for the record.
75

76 Mr. Harry Dailey expressed he was on the School Board for more than a decade, spent about 5 years as the
77 Facilities Committee Chairman and was on the Elementary Building Committee. He spoke of spending over
78 a year doing a facilities study and an educational study. It started with moving the 6th grade which was
79 controversial. This was a huge win for the students and then to move all elementary students to FRES and set
80 up LCS as an early learning center; those were strategic financial moves and better use of the facilities. It was
81 designed with the intent to have decades of flexibility. He had met with select boards and teacher groups. We
82 spent over half a million dollars renovating the buildings and we are on the uptake now. He implores the
83 Board to not vote to close down LCS; it doesn't make sense. The budget was voted down \$411,444 and
84 thinks there are easy first steps that can be taken. There is over \$60,000 in a contingency fund for insurance;
85 it is nice but we can't afford it. This is the only time he would advocate for something like this is to use
86 undesignated funds. There are somethings not included in that number. It would be an opportunity to pre-
87 purchase necessary supplies. The district spends \$250,000 a week, if we can't find a \$1000 a week in
88 discretionary cuts... the number is manageable. It is an opportunity for us to not "blow up" the district
89 financially and educationally. He asks the Board to think these cuts through and don't make cuts that affect
90 the classroom; there are plenty of things outside of the classroom for cuts.
91

92 Ms. Lynn Crouse, Lyndeborough read an email she and her daughter Kelsey submitted and can be found
93 with the minutes.
94

95 Ms. Lisa Post, Lyndeborough, Budget Committee Member, voiced she was very disappointed that the kind of
96 information went out to scare families and teachers and the Board needed to get together first to make
97 decisions. She recommends anything that goes out to the public needs to be approved by the Board; it
98 alleviates fears. She also wants to see the Board develop a comprehensive line by line item budget and have
99 it be stuck to. There are a lot of different ways to make this budget work and its been a long time coming for
100 people seeing the cost of education going higher. The \$184,000 that was supposed to come for tax relief, the
101 \$329,000 that was promised to the towns when the school was built, and kindergarten was not supposed to
102 cost anything; the towns were promised these things. We have to make hard choices; this is ground zero.
103 Start with zero, don't go with what you have, look at every position; you have to justify it, can it be part-time
104 or a contracted worker. Can we make a full time position be a contracted person; that will save a lot in
105 retirement and in SPED where kids come and go, that is a perfect place where a contracted person comes in.

As a Budget Committee member, I want to be part of the process and if you have a committee, I want to be part of it.

Ms. Heidi Kemmerer spoke that it is important to appreciate and recognize teachers and paraprofessionals and what they have accomplished in two days when other districts are doing it in 2 weeks regarding remote learning. She agrees with what has been proposed with the budget so far but doesn't agree with closing LCS and perhaps tonight's meeting should not have been held; those who are here are brave to be here. It limits people who are without means to communicate. "You may want to say let's take suggestions and make decisions down the road". She hopes the focus isn't on the budget but on the immediate need of COVID-19.

Ms. Karon Walker, Wilton, spoke and provided email correspondence which can be found with the minutes. She notes she could not agree more with everything that has been said. She believes the proposals were sent out not to scare people but to punish people who voted for the amendment. "Start from ground zero and ask what you need, build a budget based on physical inventory and a personal review of not teacher positions or MS sports. You need to ask about utilization, hours, payments and salaried positions which carry a whole other costs; can they be a contracted position. In addition, there are a number of other considerations that you have to take into account, it may not have a specific reduction but you have to pay attention to it. It's unfortunate the school is closed; there may be savings which will be the only positive thing about closing. We could evaluate and propose to address some issues going forward; much like what Harry said with the unexpended funds. She notes she is not a parent of a student here. She adds you owe it to them to address these issues from ground zero.

Ms. Julie Lemire, Wilton questioned if all the submitted letters will be read. Chairman LoVerme confirmed they will. Ms. Lemire voiced she is a tax payer and an employee for the last 20 years and it has been a pleasure and a great opportunity to share that she is she in the school every day and sees where her tax payer dollars are going and see how they are being used on a teacher level. The people running the programs are a big part of that. She asks the Board to look at the suggestions made for the budget and see other areas that could be used to save that money and to think yes we do have a couple of grades that are a little bit bigger. The staff we have is what we need to run our buildings, if we have less it will be hard to get done what we need to on a daily basis. Everything that goes into the organization of that piece and be mindful of the little kids. First graders shouldn't be on the top level, it takes 6 minutes to go up to the top level and we only have to do this twice a week. If we were on the top level, we would need to do this 3-4 times a day. We would do that all day and not be in the classroom. We are here to help you if you need suggestions or comments.

Mr. Dan Nelson, Wilton, spoke passionately about the budget. He notes he is high risk and for him to come out tonight and last Saturday was huge; he shouldn't be out. He was going to speak about MS sports however it had already been talked about. He expressed the problem that happened Saturday became a value of money and it went out of control too fast; not a value of education. He doesn't believe those cuts he heard about should be done. Regarding district meeting, he apologized for speaking out of turn but other people did as well. "It was a free for all". Once you disrespect the guy at the podium everyone can talk and he apologized for speaking out and his "Dunkin Donuts" comments. These kids were told they wouldn't be affected by cuts. We have a beautiful music program and kids can play instruments. He is glad Alex spoke about the education coming up in the program. He agrees mostly with what Harry said, if you don't look at numbers coming through you will have a problem. A lot of people took some hardship on that and he doesn't want his taxes to go up but it's inevitable. He wants to make sure he said something about the music system here. He has been here for many years and involved, all the kids coming through MS now and to take that away from them; they have been doing what we are doing through WJAA for a long time and we will lose that to video games. He is speaking for them. He apologized to Mr. Post for the back and forth they had at district meeting. He has been coaching for 2 years and advocates for not taking away the sports program. If you send the students to another school, you will have no say and if you use contracted services, they won't care as much. He is surprised no one fought to only loose \$200,000 and is upset he didn't try to table the vote or extend it. He notes we can go to the state and say it is a hardship.

Ms. Lisa Post spoke wanting to remind the Board there is the biennium, received this year and that you will get next year too. Superintendent noted, it is already calculated into the budget revenue. Ms. Post questions this as she didn't see in in the FY21 budget. Ms. Baker responded that yes, the adequacy aid is in revenue and is a published number for FY21. For next year it is an "all in number" and is on the revenue page. Superintendent clarified SPED aid was catastrophic aid and we don't know that number as it is determined by the DOE by the number of students. It has been budgeted as a decrease however as we have a decrease in out of district tuition so we will lose funds. It comes from students who cost the district more than \$49,000. We put in a number that we believed is correct and is estimated as a decrease.

Ms. Lisa Post questioned for those items like that they should be on a separate line or show it in a different way; you need notations on that. She spoke of having time for teachers to do recess duty, lunch duty and suggests as she did in the past, that there are a lot of people who want to help and want to work with children as lunch monitors, recess monitors and it can all be staffed by parents. Teachers could have lunch in peace and prep periods in peace. She would like the Board to encourage the public to help in anyway.

Ms. Becky Sours, Wilton spoke that she did send correspondence through email (can be found with the minutes). She asks if the Board is considering reducing teachers in the kindergarten classes, some classes are of 20 and should be in smaller classes. Also questions the status of replacing the ceiling tiles at WLC that are stained. Chairman LoVerme responded it is being looked at through the Capital Improvement Plan. Superintendent will get her the information.

Mr. Harry Dailey voiced the revenue numbers are important but it only affects the tax burden. You still can't exceed the bottom line number even if you increase revenue to lower the tax rate; it won't have any effect on the bottom line.

Chairman LoVerme read email correspondence in full (can be found with the minutes) except for Karon Walker's as it was very lengthy and she gave approval to not have it read but to have it available on the website.

Mr. Harry Dailey noted he believes you have 20 days to submit a line item budget after district meeting. Superintendent confirms that is accurate. Mr. Dailey questioned if it is the intent of the Board this evening to make specific recommended cuts or make general line item adjustments and come back to make specific adjustments. He also questioned if the Union had been advised of potential staff cuts as this would violate the contract if not. Superintendent confirms they are aware. Mr. Dailey expresses, he doesn't know how many days the Board has to discuss this but believes you can submit an adjusted budget and you can make generic line items and then come back and make specific adjustments. Chairman LoVerme responds, this is the first time this Board has met and there is one member who has not met everyone in person. It is unknown if the Board can meet prior to March 27. Ms. Kemmerer voiced she would think it would be delayed and questions if there is any possibility. Superintendent responds the DRA informed us today the deadline of March 27 is not flexible but the RSA always allows us to submit a budget and make budget transfers in order to make adjustments. It has been agreed to in past conversations that we do not make budget transfers. Ms. Lavallee questioned who did they speak to at the DRA, was it Ms. Dow. Ms. Baker confirmed it was. Ms. Lavallee questioned what was the penalty assessed if we didn't meet the deadline. Ms. Baker expressed she is sure there are districts who do not follow the deadline but she prefers to follow deadlines. She adds we can be a little bit later and doesn't believe the "hammer will come down that hard" and doesn't believe there is a monetary penalty. "I purpose to do things by the deadline, it's part of the integrity of my job and I take those things seriously." Ms. Baker adds that she did have specific conversations regarding COVID-19 and the towns who are not having town meeting have some flexibility but we had our town meeting and they are sticking to the deadline.

Mr. Dailey voiced they can withhold state grant money but has never seen it happen and can't imagine they will do it but that's the only penalty, it's only power they have.

Ms. Debbie Bass, Lyndeborough, voiced she would like to hope that someone on the Board approaches them asking if it's possible to get an extension due to the coronavirus and significant budget cuts. Maybe request a specific extension. Ms. Baker responded that she feels she did do this.

Ms. Lavallee expressed she spoke to Jamie Dow today and said those things. There will be no penalty incurred if we are not able to get it done in time but is encouraging us to get it done. Ms. Baker expressed if we did push the deadline a bit, the budget needs to be worked out and be implemented into the software, people will start to put purchase orders in and we don't have a whole lot of flexibility even beyond the DRA deadline.

VI. BOARD CORRESPONDENCE

a. Reports

i. Superintendent's Report

Superintendent reports he had been working with Ms. Browne prior regarding district meeting. He put forward to the community, the staff and School Board options for potential budget reductions. These are his opinions; he did not ask for input from the School Board prior to putting this out. His intention was not to scare anyone but to find the budget number while keeping the academic program whole. There is a deadline and in the past he has been criticized for not meeting deadlines; he felt it was important to get it done in a timely fashion. We don't have the ability to do budget transfers although it was brought to his attention that there was no vote but it was agreed to by the Board. If there are other options he is willing to look at them and he did respond to the community as well. He reports the coronavirus has been changing things. He has provided a document on distance learning. Today the materials for FRES went out smoothly, tomorrow it will be at WLC 8-6 and packets are going out for LCS on Thursday in the main office. He thanked all the teaching staff, paraprofessionals and staff as a whole who went out of their way. Dr. Heon continues to put out information on tools and professional development. Staff who have offered to present and are helping other staff. Regarding food service, we were not capable of doing this immediately and needed to wait for a waiver which has come through today. We can start the program on Thursday. Breakfast and lunch will be at the same current pricing. One thing to keep in mind is the student has to be with you when you pick up. This is part of the process through our program and the rules of the DOE. He is working on a process for those who do not have a vehicle. The superintendent meetings have been canceled or will be virtual. He was glad he was able to read to the first graders.

ii. Director of Student Support Services Report

Mr. Pratt reported prior to the recent events he compiled a report on the RISE program. Services provided to 16 students in RISE and 4 other students who access it on an intermittent basis. Next year, it is unknown the number of 3 year olds who need to access RISE. He will keep the Board informed. Programs are always being evaluated. Preliminary approval was received for HS; the final may be delayed now. He feels they are in pretty good shape and continues to provide IEP needs for students. He thanked all the staff and administration, teachers, paraprofessionals, related service folks and nurses. All students with IEP's will receive instruction via online or email, whatever we need to do to get the information to our students and families. Amazing work has been done by the staff. For students who are out of district, it's the other district that is responsible to provide it but we will remain involved. He notes the collaboration that is going on is phenomenal; seeing the staff work together. The support staff is vital; they are reaching out to parents on a daily basis. The other piece is not just academic, but the students who have social emotional concerns, we are able to address that remotely. Our approaches are based on technical assistance of the DOE, practice guidelines and legal counsel. He will make sure all the students in SPED get what they need.

iii. Director of Technology's Report

Mr. Kline reported in the security realm, they continue to try to tackle this. They worked hard to find a number of software devices that are not in use which took some time but they are in good shape. A form is submitted to the eRate people on items we want assurance for. Category 1 is for broadband connect. He recommends we look at getting broadband from First Light for all 3 schools to be done as one network and provide higher rates of speed and remove one firewall. This will make it easier to run in the future. Category 2 is for network devices used to support connectivity and there are not a lot of things they are looking to purchase. He is trying to get some of the licensing cost included if approved. A question was raised if

discussion was had with First Light about moving the phones over to them. Mr. Kline reported not specifically as it is not eRate eligible anymore but briefly spoke of it and he will be talking more with First Light about it. A question was raised how much savings will be expected. Mr. Kline responded for Category 1 about \$15,000 and \$5,000 for Category 2 if we purchase all the things expected. It's usually about half of the cost and it comes back as revenue to the general budget. The full cost is budgeted for. Ms. Baker confirmed we have about \$12,000 as a revenue source for both eRate categories for next year. Mr. Kline confirmed we are under contract with TDS for broadband for LCS, SAU and phones and Comcast for broadband for WLC and FRES. The contract expires June 30, 2020. The contract can be renewed or go with a new company, it is typically a 3-year contract. Bids were not of "unifying type" to get it all in one network. Costs were the same for about the same speed; higher speeds were not in the bid. We use Comcast fiber to connect to the schools and TDS fiber to LCS and SAU, they may own or lease the wire. For broadband to schools and businesses, First Light is probably the biggest, very dependable and customer support is easier than what we have been experiencing.

VII. CONSENT AGENDA

The February 2020 Treasurer's Report was provided.

A MOTION was made by Mr. Vanderhoof and SECONDED by Mr. Post to accept the consent agenda. Voting: eight ayes; one abstention from Chairman LoVerme, motion carried.

VIII. FOOD SERVICE

Superintendent reported a memo from Ms. Baker was provider and in order to be in compliance with the Federal USDA program we need to increase lunch cost at WLC by 10 cents; other meals will stay the same. In order for us to meet the standard we need to do this whether it is appropriate or not this is what required. Ms. Baker confirmed there is no expected reduction in our food service shortfall from this.

A MOTION was made by Mr. Vanderhoof and SECONDED by Mr. Post to increase lunch prices at WLC to \$3.10.

Voting: eight ayes; one abstention from Chairman LoVerme, motion carried.

IX. YTD REPORTS

a. Expense Report

Superintendent reported as agreed to, the monthly YTD expenditure report has been provided. The fund balance is \$97,703. Ms. Baker has asked staff to review encumbrances and as we move into the next month depending on distance learning, we will have a reduction in transportation. If the school year is shortened, we will pay 45% of the transport and for SPED 50%. A question was asked why are the pre-encumbrances for salary and benefits in a separate line from salary and benefits. Ms. Baker responded that it is a way for her to link back to the work done at the beginning of the year. There are certain payroll encumbrances not in the system yet and for vacant positions such as custodian and BCBA, the encumbrances fall off when the position is terminated. Substitutes are not fully encumbered; we pay as we go, coaching positions are not encumbered. She is providing her best estimate for those positions that are not encumbered in the system at the time.

X. 2020-2021 SCHOOL DISTRICT DRAFT CALENDAR

Superintendent reviewed the WLCTA was pleased with the calendar (174 plus 6) with the added PD day in September; they have no concerns with the calendar moving forward. He reviewed the first 3 days prior to school starting; teachers would have the 26th day to themselves to set up their rooms, the 24th and 25th will be spent with administration, Union meetings, there will be time spent to orient staff, rosters and a day and a half of PD developed through the PD Committee. He will be reaching out to form the committee. In accordance with the MOU, we can do a good deal of math instruction, curriculum writing and documents for the HS.

A MOTION was made by Mr. Vanderhoof and SECONDED by Ms. Lavallee to accept the school district calendar 2020-2021 as presented.

Voting: eight ayes; one abstention from Chairman LoVerme, motion carried.

- **SIGNING MANIFESTS**

Ms. LeBlanc noted she thought that committees would be discussed deeper and questioned who would be signing manifests at the SAU. A short discussion was had and Chairman LoVerme and Ms. Lavallee volunteered and will start tomorrow.

XI. 2020-2021 BUDGET

Superintendent noted there has been a good deal of discussion already about the budget and the Board has 3 options, 1) Look to do specific line item reductions between now and March 27 but this would be difficult at best and an additional meeting is likely needed. 2) Authorize the Business Administrator to put forward a reduction in one specific line, send it to the DRA and by committee or Board decision, create budget transfers. He realizes the School Board doesn't not want us to do transfers and doesn't know if this will meet the spirit of it. He doesn't believe it was voted on to not do transfers therefore no vote is needed to do something different. 3) The other option is to not meet the deadline of March 27. There may not be a specific penalty or it may be around grant money but it's the Board's prerogative.

Ms. LeBlanc voiced not wanting "push the can down the road" it won't be any easier later. There are a lot of morale issues relating to this. She is not comfortable voting for a reduction of teachers, perhaps volunteers could help with sports and activities and perhaps find some savings with adding the responsibility of the alternative education position to the assistant principal. She doesn't believe it is the time to reduce the Superintendent position. This was reviewed at Strategic Planning Committee and was determined it is not the time. The curriculum coordinator is needed to write grants and is making progress. Leasing the van may be a good plan. She spoke of closing Lyndeborough Central with a guarantee of it being a one-year plan. She is not comfortable moving the 5th grade to MS and suggests to move the pre-k/kindergarten to WLC and add an approved playground and student program. Ms. LeBlanc noted for full disclosure she has a relative who works at LCS; closing the building does saves \$186,000 but again doesn't want it to be a permanent solution. Superintendent added as far as the space, the kindergarten could go to HS and we could create a student class to help out. Pre-school is a required program to educate SPED students starting at age 3. The playground scenario would need to be dealt with and be fenced in.

Mr. Kofalt expressed his preference would be to do option 2, reducing one line and reinstating budget transfers to allow time to make adjustments and meet deadlines. Community input is difficult in the current situation and there are potential ways we can allow for input. Give the Superintendent some guidance on what we want to see and what we don't. Closing LCS should be off the table and others he has on his list. Take the approach of submitting a budget with a line item adjusted down, provide some clear guidance on what the Boards intention is and thinking and provide a way for community input.

Ms. Baker relayed that the report is all by function code. We could take the current number in that function code and remove \$411,444. We have been informed dental rates will not increase next year, that affects a lot of different accounts. She would like to take approximately \$5,000 off the MS 22 and figure out the remaining balance. File the MS 22 with the DRA; we would be done as far as they are concerned. Then do the important work of finding the \$406,444. This needs to be rolled out by May 1 at the absolute latest.

Ms. Lavallee notes we need to alleviate the public's anxiety and agrees with taking closing LCS off the table. She believes it is not the best use of our resources and a huge disruption for the preschooler's. She would like to take her time to review all of information and input; she is not comfortable making a decision tonight.

Mr. Post asks the Board to consider forming a finance committee, not a long term committee, but a one-year committee to review all the materials and information. The committee could meet between now and the end

of the month and review a lot of the data. It would be a public meeting so public can attend. He believes the best approach is to take the current proposed budget, last year's budget, "plus it up" with what is necessary and find the required cuts from there instead of talking about a budget that was not approved. A small group consisting of a couple of Budget Committee members and Board and come back with a proposal. A question was raised if this could be done in a joint Budget Committee and Board meeting. Concern was raised there may not be the variety of opinion that is needed. Discussion was had including that this is a School Board issue, it needs to be a small group of 4, not look at this as a one-year budget and "plump" it up next year and to not make the mistakes of last year when the majority of the cuts would not have money spent on them. Dental is fine as it reflects real rates.

Chairman LoVerme noted if we were to close LCS, the Lyndeborough residents may feel they are losing their identity. This was a big concern when the schools joined. He would like to have live streaming set up for the next meeting so the public can at least see what the Board is saying. They can call him or email his school email; we need their input. We need to find a way to cut that money; use contracted service people, not paying the insurance, FICA or retirement and do in-house SPED transport. If we had a truck with a sander we could save on plowing. He is not ready to make the cuts and thinks the line item reduction of \$406,000 should be done.

A question was raised if there is a chance this could be done in 10 days and have a presentation ready to come to the Board. If 3 or 4 Board members have the time, it will take 2 meetings to go through all of it and make a recommendation to the Board. Input would be welcomed from the Budget Committee and anyone.

*A MOTION was made by Mr. Vanderhoof and SECONDED by Mr. Post form a Finance Committee to go over reductions. **

Discussion was had regarding who is interested in being on the committee. It was suggested to have 2 Wilton members and 2 Lyndeborough members. Mr. Kofalt is happy to lend support and work on analysis. He asks the Board to consider giving some direction to the group such as take closing LCS off the table. Mr. Post, Mr. Vanderhoof, Ms. Lavallee and Mr. Legere volunteered. It was noted the committee will come up with a proposal and it is the Board's job to make the decisions.

Ms. LeBlanc noted that she would feel more comfortable if she knew the committee was not comprised of primarily people who voted against the budget and for the reduction. Superintendent expressed that the vote was by secret ballot and not a matter of public disclosure. She asks for more across the board participation in the Finance Committee. A brief discussion was had. It was noted they are looking at what is best for the tax payers and not what is best for themselves.

**Voting: eight ayes; one abstention from Chairman LoVerme, motion carried.*

A MOTION was made by Mr. Legere and SECONDED by Chairman LoVerme to approve Mr. Vanderhoof to be on the Finance Committee.

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

A MOTION was made by Mr. Vanderhoof and SECONDED by Chairman LoVerme to approve Mr. Legere to be on the Finance Committee.

Voting: eight ayes; one abstention from Mr. Legere, motion carried.

A MOTION was made by Mr. Legere and SECONDED by Chairman LoVerme to approve Ms. Lavallee to be on the Finance Committee.

Voting: eight ayes; one abstention from Ms. Lavallee, motion carried.

A MOTION was made by Mr. Vanderhoof and SECONDED by Chairman LoVerme to approve Mr. Post to be on the Finance Committee.

422 *Voting: all aye, motion carried unanimously.*

423
424 Discussion was had regarding if a motion was needed to “take off the table” closing of LCS. Superintendent
425 noted a motion was not needed and a straw vote could be done. Ms. LeBlanc does not think this can be a yes
426 or no vote as it has to come from somewhere. Mr. Vanderhoof suggested perhaps it would not need to be
427 closed fully but some things can be changed and rearranged and have a different look without closing the
428 building. Mr. Legere suggested there may be some opportunities to do things that make sense. Mr. White
429 noted there are cuts we can do without closing fully. Ms. Lavallee’s preference is to keep the students and
430 staff there that are currently there. Mr. Post is not in favor of closing LCS. Ms. LeBlanc notes she is not
431 either or anything on the list but something has to be done. Ms. Cloutier-Cabral is not in favor of closing
432 LCS. Mr. Kofalt is not in favor; there may be ways to make cuts but not do it outright. He does not agree
433 with closing as a “lump sum”. The consensus of the group is not to close completely but there are areas that
434 may be looked at to reduce.

435
436 Mr. Vanderhoof noted there has been a lot of Board and community input and going through all the proposed
437 suggestions and telling the committee what they will do is not necessary. The committee has a sense of the
438 input and they need to come up with a proposal. All the meetings are public and can be attended or email
439 sent. It will take more than one meeting and any final decisions will be approved by the Board.

440
441 Superintendent confirms a committee has been formed; closing the school in its entirety is not a solution but
442 the budget needs to be looked at as a whole and the remainder items will be discussed. Community input has
443 been put into the record. The committees job is to take that input into account and move forward with the
444 information and look for reductions that may or may not have been identified at this time. Direct the
445 Superintendent to look into any items the committee requests. The committee will be the ones to say what
446 makes sense; the recommendations are coming from the committee and not the Superintendent. He asked the
447 Board if this was correct. Response yes.

448
449 Mr. Legere noted he thought there were some items on the original list that made sense such as having the
450 Superintendent coordinate the Superintendent search (\$15,000). He was involved in the search 4 years ago
451 which at that time cost \$8,000 and he believes it can be done in-house. Also reduce the health insurance
452 buffer (\$39,861). He thought increasing the staff in the business office could be discussed (\$20,439). Mr.
453 Vanderhoof notes he would leave this to the committee. He feels strongly they do not do the same thing they
454 did last year. Those items are all buffers; you are not reducing expenses.

455
456 Chairman LoVerme asks the committee to inform the Board when their first meeting will be and let the SAU
457 know so it can be posted. Mr. Harry Dailey added, if there are 4 board members and another board member
458 shows up, it has to be posted as a board meeting. Superintendent confirmed if a 5th board member showed up
459 it does become a quorum of the Board.

460 461 **XII. ACTION ITEMS**

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

463 *A MOTION was made by Ms. Cloutier-Cabral and SECONDED by Ms. LeBlanc to approve the minutes of*
464 *March 3, 2020 as amended.*

465 *Voting: five ayes; four abstentions from Ms. Lavallee, Mr. Post, Mr. White, Mr. Kofalt, motion carried.*

466 467 **b. Update Board Member Contact List**

468 Superintendent asked members to review the contact list and if any changes are needed to provide those to
469 Ms. Fowler. No action is needed at the meeting.

470 471 **c. Approve School Board Meeting Dates**

472 Superintendent reviewed that traditionally the Board has not met in July, worked around school breaks and
473 typically meets the second and fourth Tuesday of the month. In March the first meeting is scheduled prior to
474 school district meeting. He noted the Board has traditionally changed building locations however this may be

difficult if we are setting up video and may want to make adjustments to the location later on. It was noted that over the last couple of years' new hires have had to be appointed in July and a single board member had been authorized to appoint teachers on behalf of the Board. This may be not be the best practice as it doesn't allow each member to vote. Superintendent confirms voting via email violates the RSA unless you have an emergency meeting and that would not be appropriate. He is hoping the new hires are done by that time but the issue would be that without approval from the Board the candidate may accept another offer. We should have a much better feel by June 1 and if the Board prefers not to designate one member to do this and would like to add a meeting or two in July, with a short agenda, we need a quorum of five. No adjustments were made at this time to the meeting dates and the Board can provide direction in June with prior notice of adding a meeting/s.

A MOTION was made by Mr. Vanderhoof and SECONDED by Mr. Legere to accept the meeting dates as presented.

Voting: eight ayes; one abstention from Chairman LoVerme, motion carried.

XIII. COMMITTEE REPORTS

There were no committee reports.

• REMOTE LEARNING/WORKING

Superintendent spoke of staff working remotely and those who are in the buildings. He wanted the Board to make the decisions on these matters; they are financial as well. It is his opinion the business office staff, SPED Director, Technology Director, secretarial and custodial support and SAU staff would continue working in the buildings. The staff has done a wonderful job with remote learning and teachers are ready to do it. He suggests teachers be able to do this from home and have a weekly check-in on Friday, coming to the schools, do staggered times for social distancing and no more than 10 people at a time. School Counselors will be checking-in with families and nurses are making phone calls to homes and act as a community resource. The RTI coordinator is crunching data and communicating with students. The Title 1 Tutors are doing check-ins and are paid through a grant. He is asking for permission along with the WLCTA to have the Board's permission to work from home 2.5 weeks not to extend past April 3 at this time. Staff would call in if they are sick and cannot do remote learning; they would be docked a sick day. The parents would be informed the teacher is ill and will continue the next day. A brief discussion was had which included running into the issue that teachers who have children at home may not be able to come in anyway. It may be safer to keep them home. A question was raised if the check in could be done at home by phone; they can determine if they need to come in and get materials. The more we can keep them home the better; there may be additional restrictions on the community going forward we just don't know. It was agreed they should be able to stay home and not be required to come in for a check-in.

A MOTION was made by Ms. Cloutier-Cabral and SECONDED by Mr. White to allow teachers to work from home to do distance learning; have access to the buildings as they see fit and do weekly check-ins with their supervisor.

Voting: all ayes; via roll call vote, motion carried unanimously.

Superintendent reports Mr. Pratt is working with the SPED staff and they have plans to communicate with students via phone. FAPE requirements are being met. They would like to not be in the building and paid for a full day's work. If they are too sick to do the job, they would have a sick day. Superintendent is asking the Board to make the decision if they are to be paid.

A MOTION was made by Ms. Cloutier-Cabral and SECONDED by Ms. LeBlanc to allow hourly employees, ABA Therapists/RBT's, paraprofessionals, BCBA to complete tasks at home and paid full wage for the day.

Voting: all ayes; via roll call vote, motion carried unanimously.

Staff remaining in the buildings are business office staff, SPED Director, Technology Director, secretarial and custodial support and SAU staff. These days' count as school days as we were mandated to close. Students are still held accountable. Work will continue with parents/students to make sure things get done. A question was raised is there a plan going forward if we are unable to leave our homes. Superintendent responded he is working on that and can work remotely. He can check email and phone messages from home. The biggest issue would be around the maintenance of the building and believes we need to create a presence in the building and that would most likely be the Superintendent. He could be in the office from 8-3 and have the phones forwarded to him. He thanked the Board for the consideration of staff; they are doing a great job.

XIV. RESIGNATIONS / APPOINTMENTS / LEAVES

a. Hired-Spring Coach Slate

He provided a list of coaches hired for the spring; still looking for a M/S baseball coach. NHIAA has pushed back on practices and they will begin after April 6. If there is further disruption to the school year, he anticipates sports will be cancelled as needed. If we do not run the programs, there will be savings in transportation.

• Curriculum Coordinator

Superintendent informed the Board Dr. Heon, Curriculum Coordinator will retire at the end of this school year. She has brought in over \$100,000 in grant money and done an excellent job. We will advertise for the position.

Discussion was had regarding the timeline for the Finance Committee. Superintendent reminded the group Ms. Baker also needs time to prepare. Ms. Baker added she would wait for the Board to approve the budget changes prior to making any and some may be quite intricate.

XV. PUBLIC COMMENTS

Ms. Kelly Eshback questioned what the School Board planned for those who are not ABA Therapists or SPED staff at LCS. Superintendent responded they will work the kindergarten teachers and we will make sure they have duties; including paraprofessionals and library aides.

Ms. Becky Sours noted it may be a good idea to go around and unplug items such as microwaves to save on electricity while they are not being used.

XVI. SCHOOL BOARD MEMBER COMMENTS

The public was thanked for coming out and those who sent in email correspondence. The Board appreciates the support.

Mr. Legere asked for a memo regarding how food service will be handled. Superintendent will send this to the Board prior to sending to parents in the morning. Mr. Legere noted that blizzard bags had been spoken of in the past and this may be a good time to see how/if we could implement this in the future.

Chairman LoVerme welcomed new members noting there will be some bumpy and smooth roads. He again thanked the public for coming out. He would like to see live streaming for the next meeting. He notes we had to have the meeting as there are deadlines to meet.

Mr. Paul White thanked the public for coming out and is looking forward to learning the processes and doing what is best for everyone.

Ms. Brianne Lavalley thanked the public for coming out and the staff for doing a great job. She thanked parents for their patience through the process and everyone's patience with her as she is a new Board member. She looks forward to helping the public as much as possible.

Mr. Post thanked the public for coming out and thanked the staff. He noted there were a lot of emails indicating we should shut it down; we were at a point that we couldn't let this unknown fester.

Ms. Cloutier-Cabral expressed this meeting was a far cry from the last meeting and wished everyone could see the positivity at that meeting. She wishes those things could get out more and we would have more positivity and you could hear about how wonderful the RTI Coordinator and Ms. Baker have been. She thanked the public for coming out and having patience with the Board. She is impressed with the teachers and staff despite all the challenges. She looks forward to a positive spin from it.

Ms. LeBlanc thanked everyone involved to bring us to where we are and knows it took hours and hours. If we all do our jobs the best we can, whether parents or community members our children will be stronger having gone through this experience if we do it the right way.

Mr. Kofalt echoed all the comments of appreciation and thanked everyone for their input as it is very important to express your thoughts. Kudos to all the district staff. He noted the Superintendent's job is a tough job any day of the week but right now it is especially tough and the staff should be proud of all he is doing.

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

A MOTION was made by Ms. Cloutier-Cabral and SECONDED by Mr. Legere to enter Non-Public Session due to RSA 91-A: 3 II (A) at 9:52pm.

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

RETURN TO PUBLIC SESSION

The Board entered public session at 10:09pm.

A MOTION was made to seal the non-public session minutes by Mr. Vanderhoof and SECONDED by Ms. Cloutier-Cabral.

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

Board discussed how communication will occur. Board directs Superintendent to communicate with all members, not just Chair and Vice Chair. Board agrees that we need to find a way by the next meeting to have a video feed and to have the capability to do remote meetings if needed.

Ms. Lavallee asked for clarification on how to respond to questions from the public. The Superintendent verifies that a board member can and should refer questions to school officials and in stating, "speaking as a parent or citizen" allows community members to know they are not speaking for the Board.

XVIII. ADJOURNMENT

A MOTION was made by Mr. Post and SECONDED by Mr. Vanderhoof to adjourn the Board meeting at 10:16pm.

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

*Respectfully submitted,
Kristina Fowler*

Bryan Lane

From: Karon Walker <karonswalker@gmail.com> on behalf of Karon Walker
Sent: Tuesday, March 17, 2020 3:24 PM
To: c.leblanc@sau63.org; m.legere@sau63.org; a.loverme@sau63.org; j.vanderhoof@sau63.org; t.cloutier-cabral@sau63.org; p.white@sau63.org; j.kofalt@sau63.org; c.post@sau63.org; b.lavallee@sau63.org
Cc: b.lane@sau63.org
Subject: Please confirm receipt - Reduction Suggestions

To: Wilton-Lyndeborough Cooperative School Board

From: Karon Walker, Wilton Resident

Re: Reductions to Proposed 2020-2021 School Budget

Date: March 17, 2020

In light of the uncertainty surrounding public attendance at this evening's School Board meeting to discuss, among other things, specific reductions to the proposed 2020-2021 budget, I set forth below my reactions and suggestions for the Board's consideration and for the record.

Having reviewed the proposed budget by line item, I am convinced that total reductions sufficient to meet the revised operating budget can be made that will not affect the quality of our students' current education experience. I am concerned, however, that some of the questions I raise below as a precursor to certain reductions remain unanswered at this point. These questions have, I believe, been raised in the past year by members of the Budget Committee without adequate response. The fact that they persist is evidence that the District's approach to budgeting needs to change significantly.

I would also like the Superintendent to address how the District's paraprofessionals are being handled. It would seem that, regardless of whether their contracts deal with distance learning, they should be permitted to conduct required on-line classes from their homes, rather than have to come into the schools. Like teachers, they have families. Moreover, it behooves us to shut down underutilized buildings and economize where we can.

The Superintendent's Proposals

Rather than a thoughtful review of the budget, many of the proposed reductions are either impossible or ill-advised, and seem intended to punish both the students and those who attended the District meeting and voted for the amended budget.

As the Superintendent of the District should be aware, operations at LCS cannot just be closed without required meetings and votes by residents of the District. Although this is a suggestion that should be reviewed carefully going forward, it is not responsible to raise closing LCS as an answer, partial though it is, to the 2020-2021 budget.

The Superintendent proposes to eliminate additional staffing for the Business Office and cites a \$20.5K possible savings. It is unclear from the proposed budget whether this is a full-time position, but it would appear not to be. It seems that the new Business Administrator has her hands full trying to get control of the District's books and practices, and indeed, in responding to requests for information from members of the Budget Committee and the community. She should have support of this staff for the first half of the year to try to catch up (\$10K savings).

Although there are some MS sports that should be reevaluated, including boys' and girls' basketball (the former can play on the HS JV; there is not currently a HS team to which the latter can advance), they should not be eliminated wholesale. Eliminating a limited number of unsubscribed offerings, and permitting the 8th grade boys to participate on the HS JV, would result in coaching, transportation and official savings (\$20K).

MS and HS field trips must be reevaluated, including the additional costs of transportation. How many students actually participate? Are there other alternatives? Can some be combined?

I disagree that they should be totally eliminated, but I see no evidence that anyone has actually reviewed the participation levels and quality of the field trips contemplated in the current budget – if, in fact, there has been any consideration (\$6K).

The co-curricular budget at WLC should not be reduced. Co-curricular opportunities at the MS/HS level already are very limited, and are an important part of the educational experience. The co-curricular reductions at FRES – \$2500 of which the Superintendent indicates should come off the top of the budget because Beginners Band is no longer a co-curricular activity – can easily be made (\$4K).

Without further specific information on what the proposed \$6,000 reduction in library book/media additions would affect, it is impossible to evaluate that proposal.

Otherwise, the Superintendent's proposals to eliminate (1) the Alternative Educator position (\$29K in savings; but does this number include all the social, insurance and retirement costs associated with that position?), (2) funds for the Superintendent search (\$15K); (3) reducing the healthcare "buffer" (\$40K), (4) reducing the District portion of health insurance for certain employees (\$11K); and (5) reducing dental rates (\$5K) make sense and should be implemented.

Moreover, the Board should now have a sense of exactly what the salary savings for the new BCBA and principal positions should be, and therefore, should be able to take advantage of them (\$24K).

Based on the low estimates of savings above, the total reductions from practical items on the Superintendent's list would amount to about \$165K.

Reduce Assistant Principal (MS Principal) from .9 FTE to .5 FTE (\$43K) and in the future, reevaluate the administrative structure for all schools. Districts our size elsewhere in the state have fewer administrative positions than WLC. The FRES/LCS principal deals with a larger number of students than both the MS and HS principals combined (\$43K).

Eliminate LCS graduation (\$2K); MS graduation (\$1.8K); SAU advertising (\$4K); general line item for unspecified "operational expenses" (\$4K) and guest speaker fees for RRW (although I am not really sure what "RRW" is) (\$3K) (total, \$14.8K)

To the extent not required by law, eliminate the "SAU treasurer" position (\$3.5K) and all PD and travel for the Superintendent (\$4.5K).

Does the District offer AP Calculus or AP Environmental Science? Is anyone in a position to sign up for it? These are not listed in the course guide, although AP history is. Eliminate training for these (\$4K).

Are all the listed new desks, chairs, etc. necessary? Has an inventory actually been done? The budget presently contains: desks/chairs - \$11K; new library furniture - \$2K; FRES desks/chairs - \$5.3K; FRES carpet, etc. - \$3K; and a cafeteria table - \$1.8K. Defer some of these replacements based on an actual physical evaluation. (\$15K).

The total reductions in these additional areas would amount to at least \$434K. Combined with the viable proposals by the Superintendent, there is ample room for compromise among all these items. No teaching positions would be eliminated.

Other Suggestions

The District should also investigate the following, the impact of which I am not equipped to estimate at this time, but which are likely to result in substantial reductions:

The Business Office should keep abreast of electric and fuel rates and conduct spot negotiations, rather than locking into longer-term contract pricing.

Eliminate the RTI coordinator at FRES. I could not identify the likely savings for this.

The use and utility of interactive white boards (IWBs) should be examined. They are expensive and, by some reports, not necessarily important to classrooms. Perhaps the number of new units should be limited and existing units (or classrooms containing them) scheduled for those who see greater benefit.

The Board should reevaluate alternatives to the present SPED transportations arrangements. How do these expenses relate to increased obligations to tuition SPED students to other districts? Is transportation for these students included in their tuition? Shouldn't it be?

There are multiple line items throughout the budget for "General Supplies/Paper," for a very large grand total in the tens of thousands. The Board should review all these disparate entries, categorize the "supplies" they cover, and eliminate what is not required by law or actual use.

Additional Reductions

Each of the line items for “teachers” (4 lines) includes a \$15K “retirement” service payment, a \$2.5K “mentor” payment, 3x \$1.75K + 1 x \$.75K “new hire orientation” payments, and 3x \$1.5K and 1 x \$.5K “attendance” payments. If I understand correctly, the maximum retirement payment under teacher contracts is \$10K for 21 years’ or more service. These \$15K payments represent contingencies that would appear to cover 6 or more unexpected retirements of our most senior teachers – an amount for which we have not seen any basis. The other payments are not required by law or contract. Moreover, retirement payments have traditionally been made out of unexpended funds, which, at this point are anticipated to be \$97,000. All these payments should therefore be eliminated from the operating budget, together with any attendant social charges and insurance that are itemized elsewhere (at least \$81K).

There are 6.53 FTE custodians for 3 buildings. Eliminate 2 FTEs (at least \$72K).

There is a \$10K contingency for “potential for increased vocational enrollment.” Aren’t these classes at Milford, and aren’t they free? There are other lines that deal with vocational transportation (see below). This amount has no back-up and should be eliminated (\$10K).

Other vocational expenses: van lease - \$7.5K; driver - \$10K; Gas - \$1.2K; but there is an additional line item for “voc transport” - \$10.5K – what is this extra \$10.5K? It should be deleted (\$10.5K).

Combine secretarial support for FRES and LCS (presently 2.7 LTE; entire MS/HS has only 2.0) - eliminate .85 FTE (\$80K).

Reduce MS guidance position, and its secretarial assistance position, to .5 FTE (\$45K).

Evaluate actual usage of the three reading specialists at FRES; I understand they are not fully employed. Eliminate one position (\$17.5K).

Athletic transportation: use the Voc van and driver; lease an additional van and hire an additional driver: additional costs, including lease, driver, gas and insurance: \$23K; total athletic transport now: \$38K (\$15K).

Field trip transportation, MS and HS – use the voc vans (\$8K).

Athletic field and sports costs, other than transportation, include field maintenance (\$17.5K), field supplies (\$9K) uniforms (\$16.5K), and dues and fees (\$4K). There should be significant opportunity to conduct fundraisers for some of these items, like uniforms, which seem particularly high for a school that has three sports (one indoors) and very small teams (\$5K).

Defer the new softball/tennis court fence (\$9.5K).

The Board should quantify, and develop for presentation to the community an approach to reallocating, the savings that will result from the unfortunate closing of the District schools at this time.

Thank you for your hard work and consideration.

Bryan Lane

From: Jeffrey Jones <jjones@sau63.org> on behalf of Jeffrey Jones
Sent: Tuesday, March 17, 2020 6:07 PM
To: C P
Cc: Alex Loverme; Brianne Lavallee; Bryan Lane; Carol LeBlanc; James Kofalt; Jon Vanderhoof; Kristina Fowler; Mark Legere; Tiffany Cloutier-Cabral; pwhite03102@gmail.com
Subject: Re: Tonight's Meeting- Feedback

I respectfully ask that the board defer the discussion on the 20-21 budget until such time a live streaming option, including real-time public input can be arranged. The circumstances of what the citizens are experiencing are unprecedented. Leaving a discussion to a select 37 people who have made a personal decision to risk contraction of the COVID 19 virus is not an acceptable response by the school board.

Further, I'd like the board to respond to why the Budget Committee has not been consulted following the public meeting in which \$411k was cut from the budget. Although the board is responsible for managing within an approved budget, the budget committee was the closest body to the proposed budget and is uniquely positioned to provide input on the decisions made in creating such budget.

Jeff Jones

Email just sent on the school board meeting:

Good afternoon, There have been questions asked about tonight's school board meeting. The meeting will be held as posted at WLC in the cafeteria beginning at 6:30. In accordance with state law, the public needs to be able to attend. We are also restricted by a requirement from the Governor that meetings be held to 50 people or less. The recommendation from the President of 10 people or less was a recommendation, not a requirement. We will have 37 chairs set up in the cafeteria appropriately placed for social distancing. Between the school board and SAU staff there are 13 people who will be there, one school board member will be attending via telephone. Once the 37 chairs are filled, we will have to turn away anyone else in order to stay in accordance with the requirements from the State of New Hampshire. We did try to find a way to televise the meeting but on short notice we were not able to set that up. If there are citizens who wish to make comments through email, please sent them to me at [\[b.lane@sau63.org\]](mailto:b.lane@sau63.org)(mailto:b.lane@sau63.org) and they will be read into the record of the meeting. Thank you, Bryan K. Lane Superintendent of Schools

Bryan Lane

From: Kevin Boette <kboette1@gmail.com> on behalf of Kevin Boette
Sent: Tuesday, March 17, 2020 5:43 PM
To: Bryan Lane; a.love@me@sau63.org
Subject: Tonight's meeting

I would like to pass along my two cents for your meeting tonight. first item is I think before any major decision is made from where to cut the funds specifically from you should have a public meeting where the public can attend. 37-seats is not enough people for this decision. I think many more people are going to want to attend. Secondly I think closing Lyndeborough down isn't a good move even though we need to come up with money from somewhere. Or population has been growing and I do not feel that the money needed to move and open the FRES to additional children isn't a sound investment in the future. My first suggestion is automatically reduce the shortfall by \$100,000+ and immediately use the money in the sped capital reserve fund. Secondly do not be afraid to call a special meeting that was brought up many times. Any new student moving into district you should bring up a special meeting and ask for funding. People don't realize how much this costs our community.

Kevin Boette

Bryan Lane

From: Anabelle Bergstrom <a.bergstrom21@sau63.org> on behalf of Anabelle Bergstrom
Sent: Tuesday, March 17, 2020 5:43 PM
To: Alexander LoVerme; Bryan Lane
Subject: School Budget from a Student's View

Hello Mr. LoVerme and Mr. Lane,

I am Anabelle S. Bergstrom and I am in 11th grade at Wilton-Lyndeborough Cooperative High School. I want to share my thoughts on the proposed budget cuts and the possible alternatives. I think it is important that members in attendance and of the school board consider the impact on students when making budget reductions.

The proposed budget cuts show that middle school athletics will be cut. Current and future middle school students will not have the opportunity to try different sports before high school. How will students ever know if they love soccer, or they are the next basketball star? These students may have the option to co-op with other districts, however this could possibly come with a cost to families as it does currently for students looking to co-op. Of course, in order to eliminate around \$400,000 from the proposed budget, sacrifices will have to be made. There is no way to please everyone in this case, however, it is important to look at who these cuts will directly be affecting; the students.

If the proposed budget cuts do not get approved, other options will be considered. These options include eliminating four middle school teacher positions in the areas of English, Math, Social Studies, and Science. This means that high school teachers will need to teach 8th grade classes. As a high schooler, this can direct implications on my opportunities and schedule. I will be a Senior next year, so this is extremely important to me. If my teachers have to teach a middle school class during the day, these classes take the place of high school class opportunities I would have. In turn, this reduces the number of electives I will have to choose from and limits my academic options. Not only will this affect me as a Senior, but almost every student in the high school.

As a student at Wilton-Lyndeborough Cooperative, I want my school to continue to grow and improve. I want to see my peers succeed. I want to have all of the academic opportunities I possibly can have so I can make beneficial and educated choices for my future. When making key decisions on the proposed budget cuts, I urge you to keep the future of students in mind.

Thank you,
Anabelle S. Bergstrom

March 17, 2020

Dear Mr. Lane and Members of the WLC School Board,

The WLCTA recognizes that this is a difficult time for all SAU-63 stakeholders. We would be remiss if we did not reach out to give some input about the daunting task ahead for the school board and the district as a whole, with the new amended budget. However, due to the recommendations of social distancing we are putting in writing these concerns. The WLCTA anticipates this correspondence to be read aloud and shared among the school board and during the meeting. We want all to know that we are dedicated and concerned for our students.

The WLCTA appreciates the enormity of the task before you. As teachers who have daily contact with the students in your school district we implore you to seek alternatives to making sweeping job cuts to those most connected and influential in the lives of the students in Lyndeborough and Wilton. We hope that as you review the financial state of the district budget that you evaluate not just teaching positions, the backbone of any school system, but those positions and other areas that have the least direct impact on our students. There may be non-teaching positions that if eliminated could be shared, serviced by committees, and or stipend positions.

We hope that you will hold steadfast in your own position of small class sizes, especially at the lower grades. Teachers in this district are dedicated to their craft and to the students we serve. Currently, teachers are working diligently to provide students with the best distance learning they can provide. This will continue to be an evolving process moving forward.

We understand that due to the budget cuts, our school community will no longer have access to its current level of resources or programs, but we are dedicated to providing the best we can for our students and will be looking for your support throughout this process. In order to do our best we hope to continue with those small class sizes, because we do not have the luxury of regular classroom assistance and evidence shows that small classes have big results in the world of education.

Sincerely,

Jo Anne Dufour,

WLCTA President

Bryan Lane

From: Susan Ballou <sballou757@gmail.com> on behalf of Susan Ballou
Sent: Tuesday, March 17, 2020 5:01 PM
To: a.loverme@sau63.org; Bryan Lane
Subject: School board meeting tonight

Hi all - I do not envy the decisions you have to consider tonight. I am disappointed I can not be at the meeting, but we are waiting for test results from a contact.

I have seen the list of possibilities and believe that those concerning LCS & moving 5th grade require a special meeting with a 2/3's majority vote according to the Articles of Agreement. If there is room and this is a viable option that would be great and it was actually an idea I had. I was also thinking that the Art/Music and perhaps a few others could do classrooms on a cart to create space.

5th grade to the MS would be huge I suppose it could be done I believe in the middle school model whole heartedly and do not support that disappearing for grades 6-8. 5th could stay as is now at FRES up at WLC and may actually help with the transition into middle school if they could be in the MS wing (I'm thinking the foreign language rooms) This would take all High School students out of the middle school wing which is favorable.

I do not agree with elimination of the Alternative Ed position, it is or should be way more than the description in the letter. I was part of the creation of this position, the issue with this position has always been finding the RIGHT person for it to be effective. Not having been there I have no clue if it is filled by an effective person, although I do know she is a previously certified teacher who probably can provide more than most in the past. It is not about the person it is about the position.

Not sure if there could be a combination of the music/art teaching positions between WLC/FRES - floating between schools. If these classes are not being utilized by HS students, it would perhaps enhance these programs in the future (again need the right person in the position) Perhaps these become parttime positions (harder to fill).

I also believe with the correct people in positions, the curriculum coordinator could be combined with AP. And Superintendent/Principal could be combined (this has been done previously - two or three times while I was employed by the district). If the SAU and Superintendent were to be housed at WLC it would make sense. Having two administrators in the high school is almost a necessity at times.

Sports - ugh - this is such a sad state right now and I do not blame the schools on the demise, pay to play is also touchy and can in no way come up with all the money needed. These kids/teams have been successful in fundraising in the past, but if there is no interest in sports then this is a much bigger issue than school budget.

There should be some savings this current year now with the closings, can that money be applied towards next year in anyway?

I want to do right by the kids and the schools, we have done good things and this latest crisis is showing that our teachers/staff are amazing. I am seeing other school districts having huge issues with this situation and am proud that we are better prepared than many. We need to toot our own horns, talk about our successes more. Our kids deserve this. I behoove the board to take time and hear the positives and negatives of all the possibilities.

At this late hour I can't get into all the other areas, but would be glad to give you any further input if you want. Feel free to call or email anytime.

--

Sue Ballou

Independent Consultant

603-494-3437

sballou757@gmail.com

<http://sueballou.myrandf.com>





Kelsey Middle School sports

1 message

Lynne Crouse <lynnecrouse2@gmail.com>
To: Lynne Crouse <lynnecrouse2@gmail.com>

Tue, Mar 17, 2020 at 5:47 PM

To whom it may concern,

Below please find just a few reasons my very passionate 13 year old daughter - a 7th grade female athlete - has written down for the school board to hear.

Kelsey is a top student and has been playing sports in Wilton, starting with the WJAA since 1st grade. Kelsey and I could write so many more points but are in a bit of a time crunch to get this information to you. Please know that we are heartbroken and devastated at the current school budget situation. We would do anything to improve and ADD to our children's school experience and are so incredibly sad (and ANGRY, let's be honest!!), to see SO many things being taken away from them. I am not insensitive to the needs and feelings of those that have voted against the budget, but to know that they chose to save what feels like a little bit of money at the expense of our children and their futures, makes me crazed as a mom.

Kelsey and most of her teammates play ALL 3 Seasonal sports. I agree with and want to emphasize all of her points are 100% true!! I have seen Kelsey grow into a girl with confidence that I absolutely would NOT have predicted she would have. Kelsey used to proceed with great caution going into new circumstances. I could never have imagined that she would work so hard at each sport and EXCEL at every one of them. Her teammates have become her closest friends. Girls a grade older or younger that she would not have socialized with otherwise are now her best friends. They have gone through very hard times as a team, and persevered with tremendous pride. I'll be honest, it was HARD to watch them lose over and over again to teams bigger, stronger, and double the size in numbers. Our girls brought tears to my eyes on numerous occasions handling losses with pride, working hard together and improving dramatically from the beginning to the end of the season.

As Kelsey mentions, it's about exercise for some kids, but it's a great deal more than that. Kelsey is on her bike, or on the trampoline, or walking and hiking after school and on weekends ALL THE TIME. Even very active kids get an endless amount of benefits from team sports, from their peers, their coaches, their competitors, and their schoolmates but playing on a school team. There is nothing that can replace that. Nothing.

We have 3 children coming up through the schools here in Wilton. All three kids play all of the sports and if Middle School sports is no longer there for them, I know the huge whole this will create in their lives. In all our lives. I see my children grow, learn, work hard, overcome personal and physical challenges on the fields and courts through sports EVERY SEASON. I absolutely cherish the times we have had watching them try and succeed, try and fail and overcome, and celebrate as a town together when our teams win.

We all need to do ALL we can to keep this going for our children. It IS important for their personal growth in ways we can't even predict or measure.

Thank you for your time and consideration,
Lynne Crouse
Very proud parent of a middle school scholar athlete.

Why Not to Cancel Middle School Sports by Kelsey Crouse

There are so many reasons why you shouldn't cancel middle school sports. I made up a list of reasons and there are about 40. Some of them are because that might be the only exercise the kids get because you only have P.E. one quarter out of the year. It helps people make friends or become closer to their friends. Plus if the sports are canceled then some kids might stop and not continue on in high school and then there won't be as many kids doing it. I know that the reason you want to cancel it is because of the budget but I have many ideas for fundraisers that would definitely bring money to the school.

There are lots of kids at our school where the only exercise they get outside of school is during sports. And if you cancel the school sports a lot of kids parents can't afford to have their kids play on a team outside of school. Plus a lot of kids might not even enjoy it if they didn't have their friends with them. Some kids might not continue doing

sports and then when they get to high school they won't do it. It's also better to have the kids in our school in shape from doing sports.

Lots of kids have found a best friend from being on a team with them. I met a lot of my best friends from doing sports. If I hadn't done the sport I probably wouldn't have become friends with them. I know that if you canceled middle school sports that a lot of people might never be able to hang out with their friends. A lot of people might even lose their friends.

Lots of kids will probably stop doing sports. But if they just carry on in high school then they might lose their skill or knowledge in a sport and then end up not doing well. A lot of people think that sports only matter in high school and you could only get a scholarship from doing well in high school but if you do well in middle school it will help you so much in high school.

I've also heard adults say that kids could just go to F.R.E.S. and play basketball there or go to carnival hill but that is not true! Just playing with some other kids won't help you get better at something and it's not even close to being on a team where they have coaches that will help you improve. You also play in games where you would play against kids that might be better than you but it will help you improve. It will also help you learn to be competitive but not rude about it.

I know that if you cancel middle school sports it will affect a lot of people's lives possibly in a bad way. I know it would to mine because I can't play on another team and there are a lot of people that also can't. A lot of people at school don't even play sports but think it is horrible to even consider it, and a lot of these reasons not to cancel them came from people that don't even play sports but don't want it to end. They think this because they are actually thinking about how it will affect and change people's lives and how a lot of people are very sad about losing their favorite thing to do.

Ideas to save \$\$ on budget.

Superintendent suggestions that I kinda agree with.

1. Eliminate Additional Staffing for the Business Office- \$20,439.00

The business office would need to work within the current staffing levels. This request will return in the next budget cycle.

Comment: I don't know what "additional staffing" this is referring to as there is no current positions open according to the SAU page and schoolspring.com. Good time for high school students to earn some volunteer hours and learn office skills at the same time. Savings \$20,439.

2. Eliminate Alternative Educator Position at WLC- \$28,826.07

This position supervises students involved in on-line learning as well as in-school suspension. In the high school schedule, we can include two periods per day when certified teachers will be assigned to supervise on-line education for students in grades 6-12. In-school suspension would be used on fewer occasions and there would be more out of school suspensions.

In the 2018-19 in school suspensions were: Middle school 16 different students totaling 42 days
High school 6 different students totaling 17 days

Comment: When I was at WLC, I believe that the vice principal did the in-school suspensions as well as teach a math class. I don't see why our vice principal cannot supervise on-line learning as well as in-school suspensions. Savings \$28,826.07.

3. Eliminate Middle School Athletics- \$60,391.01

We would still be funding the field maintenance because under this plan the high school program would be occurring, the field maintenance was split as a cost but would not decrease. The Athletic Director's stipend would be reduced by 45%. Salaries/ benefits- \$ 20,559.96
Transportation \$ 14,858.00 Officials \$ 10,698.30 Other costs \$ 14,274.

Comment: Sports are important to children. Alternatives would be a pay to play, fundraising, carpooling vs taking a bus, and having the kids help clean up the field's to prepare them for the season. Track had 20+ kids last year, I'm sure with parents and other volunteers help, they can get the track ready without the need to pay someone. MS/HS baseball and softball, same thing. The kids had to help prepare the fields for WJAA, they can still help now. Savings approx. \$29,000 for transportations and other costs.

4. Eliminate Co-Curricular Budget at FRES- \$4,265.30

This would affect three activities (and ancillary benefits): Beginners Band \$2,500 Web Master \$900 Head Teacher \$1,295 Beginners band is scheduled move into the daily schedule so this would have been reduced. The web-page would be managed from the SAU staff with minimal changes on a regular basis. Destination Imagination would not be run as a program.

Comment: I don't know what "Head Teacher" is. Destination Imagination should not have been cut this year, nor should it be cut next year. Fortunately, DI had been raising money for years in case a team went to Globals so they were able to pull money from that fund to pay for DI registrations. This was very unfortunate. Savings less than \$4k with DI put back in.

5. Eliminate Non-Contractual Co-Curriculars at WLC- \$9,314.66

This includes \$ 7,425 in co-curriculars plus ancillary benefits (NEASC, Rep to Leadership Team, Drama, MS/HS Chaperones, Science Olympiad, Destination Imagination).

Comment: The kids need extracurricular activities to do. None of this s/b cut. Savings \$0

6. Eliminate Funds for Superintendent's Search- \$15,000

The current Superintendent could act as a facilitator for this function. We could advertise with EDJobsNH and NHSBA. All applications would be gathered and vetted by the school board. The Superintendent would facilitate the search by arranging committees and scheduling the interview process with no decision making responsibility.

Comment: Sounds good to me. Savings \$15,000

7. Reduce Health Care Buffer to One Plan- \$39,861.84 (\$ 21,818.49 remains) Comment: Savings \$21,818.49

8. Reduce District Portion of Health Insurance for ABAs, RBTs, Custodial, and School Secretaries to 85/15 Split on Health Insurance- \$11,400.00. Comment: Savings \$11,400

9. Reduction in dental rates \$4,995.75 (No increase for FY21, as recently quoted) Comment: Savings \$4995.75
10. Remove Funding for Library Book/Media Additions \$ 6,000.00
Comment: The PTO does a coin drive and book fair every year at FRES/LCS, they can use some of that profit to buy books for the FRES library. The Co-op Connection can do the same thing. Savings: Approx \$4,000

Total Saving on superintendent's suggestions: Approx \$139k

I do not agree with closing LCS. My 4th grader will be 9 going into the 5th grade, he is not ready for WLC.

Other superintendent suggestions:

1. Reduction of Four Middle School Teachers- \$199,934

Comment: No, my kids had a hard time scheduling their high school classes. They had electives they wanted to take and couldn't fit them in. Taking high school teacher to teach middle school will make it much worse.

2. Use Known Salary Savings- \$23,956

In the hiring of the Principal at WLC and a new BCBA there are savings in the salary lines. Our Business Administrator does not feel this is a good thing to depend on because of the possible change in benefits for the Principal. BCBA Previous 2020-21 Salary \$79,000 \$65,000 NHRS \$10,270 \$ 8,450 FICA \$ 6,004 \$ 4,940 Health \$23,740 Family Plan \$23,740 Family Plan Dental \$ 1,650 Family Plan \$ 1,650 Family Plan Total \$120,664 \$103,780 Reduction \$16,884 Principal \$103,000 \$ 96,000 NHRS \$ 17,510 \$ 16,320 FICA \$ 7,828 \$ 7,296 Health \$ 2,000 Buyout \$ 2,000 Buyout Dental \$ 0 none \$ 1,650 (possible) Total \$130,338 \$123,266 Reduction \$7,072

3. Lease a Van for Special Education Transportation

Comment: Makes sense. Savings \$8,426.

4. Reduce the Position of Superintendent to Half Time

Comment: I don't think this is a good idea. We keep him pretty busy. He can help the curriculum coordinator with grant writing so they can go p/t.

5. Making the Curriculum Coordinator Part Time/ Engage in Grant Writing

Comment: If the superintendent stays on F/T, he can help with grants. Approx \$30k

6. Tuitioning Students to Another High School

Comment: No, No, No. Area high schools do not have the space to take additional kids. Our town likes a smaller school, if we didn't, we wouldn't live here. Factor in longer bus routes, they wouldn't like it. If parents have to pick up a sick child, it'll take twice as long it get there.

These savings \$62,000

More Ideas

Go Solar! Some info attached. <https://www.energysage.com/solar/calculator-results/> just need to change the location. The solar panels can meet 100% of our electrical needs according to the link above. You can also find this on the Eversource website.

Approx savings \$51,450/yr (1,029,000 / 20) between the 3 schools.

Have FRES/LCS kids pay for school supplies. Approx \$20/student x 302 students. Approx \$6,040

Paper: Hard to tell what was actually spent and how much was spent per case. Looks like approx \$5540. Have teachers ask for 1 ream of donated paper per kid. 578 kids, let say 300 donate. At \$29/5 reams, potential savings \$1740. NOTE: These numbers may be way off.

Additional savings: \$59,000

Potential Savings \$260,000

Bryan Lane

From: Miriam Lemire <mjewell1984@gmail.com> on behalf of Miriam Lemire
Sent: Tuesday, March 17, 2020 3:33 PM
To: b.lane@sau63.org
Subject: email to board

Mr. Lane,

I just wanted to let you know that I individually emailed the members of the board the following email. I have included a statement similar in my public comment. But I wanted you to be aware that I reached out to them as well with my concern and strongly urge them to consider it.

Good afternoon,

I have emailed a public comment to Bryan Lane. I have many concerns about the budget cuts. However, I am reaching out now to ask if the board has considered allowing our teachers to work from home? As part of the plan to eliminate contact between people it seems unreasonable to require them to go into the buildings in order to fulfill contract hours when their students are remotely learning. Even if there is a plan where grade level teams or departments are staggered so that all the staff are not required to be in the buildings at the same time that would help. Our staff logistically should be able to meet students needs remotely from their homes as well. Keeping our staff healthy during this time will greatly impact the effectiveness of our distance learning plan.

Thank you,
Miriam Lemire

Bryan Lane

From: John Rysnik <rysnikj@comcast.net> on behalf of John Rysnik
Sent: Tuesday, March 17, 2020 5:24 PM
To: b.lavalle@sau63.org
Cc: a.loverme@sau63.org; p.white@sau63.org; b.lane@sau63.org
Subject: Tonights Board Meeting.....

Hi.....This is John Rysnik, President of the WLCSSA (Para Support Staff Union). It has been brought to my attention that at tonights Board meeting there could be a vote to ask All support staff in the district to stay home and Not be paid for the foreseeable future while our schools remain closed because of the corona virus. Our Superintendent led Support Staff at the High School to believe that if we assist our identified students working at home that we would continue being paid. It seems Support Staff at the Elementary schools have Not been included in this assistance to home bound students. If I am wrong in my assumption of your vote strike down this legally contracted part of our school workforce tonight, I respectfully apologize. Being 68 and fearing exposure to this virus, I will not be in the audience and would have, if allowed, would have expressed my opinion. Please honor these loyal workers that are under contract with our district until the end of the school year with a vote of your support !

Sincerely.....John Rysnik

WILTON-LYNDEBOROUGH COOPERATIVE SCHOOL DISTRICT
NOMINATION LIST 2020-21

All staff will be assigned in accordance with their area of certification.

WLC Middle School

Blais	Catherine	Teacher
Blondin	Allison	Teacher
Bujak	Laura	Teacher
Clark-Canty	Amy	Teacher
Lhotsky	Erin	Teacher
Miller	Amanda	Teacher
Morrow	Kathryn	Teacher
Norton	Melissa	Teacher
Welsh	Karis	Teacher

WLC High School

Balusek	Cheryl	Teacher
Comerford	William	Teacher
Dwyer	Margaret	Teacher
Erickson	Stephanie	Teacher
Kalsi	Rajbur	Teacher
Kovaliv	Amanda	School Counselor
Krot	Brian	Teacher
Morshed	Kathryn	Teacher
Provost	Zachary	Teacher
Segal	Malin	Teacher
Walsh	Victoria	Teacher
Wider	Gregory	Teacher
Zekser	Gregory	Teacher

WLC MS/HS Shared Staff

Bertoncini	Cathleen	School Nurse
Clark	Olympia	Teacher
Gosselin	Kathryn	Teacher
Hall	Emily	Teacher
Humphreys	Kimberley	Teacher
Kane	Justin	Teacher
Meyer	Kimberley	Teacher
Miller	Brice	Teacher
Tyler	Andrew	Teacher
White	Amy	Library Media Specialist

LCS

Dane	Nicole	Teacher
Levesque	Melissa	Teacher
MacPherson	Vicki	Teacher
McArdle	Taylor	Teacher
Swim-Gifford	Laura	School Nurse

FRES

Bober	Audrey	Teacher
Cambray	Danielle	Teacher
Cargill	Tamara	Teacher
Desmarais	Heather	Teacher
Drew	Melanie	Teacher
Dufour	Jo Anne	School Counselor
Fuller	Bridgette	Teacher
Harris	Kathleen	Teacher
Hawkes	Rebecca	Teacher
Lindquist	Kristen	Teacher
Lafoe	Holly	Teacher
Lamers	Gregory	Teacher
Lemire	Julie	Teacher
Locke	Michelle	Teacher
Loiselle	Stephanie	Library Media Specialist
Petrone	Andrea	Teacher
Pollock	Andrea	Teacher
Reid	Sandra	Teacher
Sappet	Samantha	Teacher
Shenk	Fredrick	Teacher
Tierney	Erin	Teacher

BUILDING ADMINISTRATION

Weaver	Peter	Principal
Edmunds	Sarah	Assistant Principal
LaRoche	Robert	Principal

SAU ADMINISTRATION

Baker	Beth	Business Administrator
Erb	Robert	District Facilities Manager
Kline	Mark	Technology Director
Pratt	Ned	Director of Student Support Services

DISTRICT NON-TEACHING STAFF

Boaen	Lisa	Board Certified Behavior Analyst
Roske	Deb	Food Service Director
Sass	Megan	District School Psychologist

2019-2020 Committees/Liaisons

Budget Committee 2019

Leslie Browne, Chair
Jennifer Bernet
Bill Ryan, Vice Chair
Dennis Golding
Lisa Post
Adam Lavallee
Jeffrey Jones
Christine Tiedemann
Kevin Boette

Budget Committee Liaison 2019

Jonathan Vanderhoof

Negotiations 2019

John Clark resigned from board
Alex LoVerme
Jonathan Vanderhoof

Facilities Committee 2019

Bryan Lane
Joyce Fisk resigned from board
Beth Baker, B.A.
Lisa Post
Fran Bujak (community member)
Christine Tiedemann -alternate BC rep.
Miriam Lemire
Mark Legere
Carol LeBlanc
Buddy Erb
Also in attendance
Brian Bagley
Bob LaRoche

Policy Committee 2019

Matt Ballou
Carol LeBlanc, Vice
Mark Legere, Chair
John Clark resigned from board

Budget Committee Board Liaison 2019

Adam Lavallee
William Ryan-alternate BC rep.

Strategic Planning Committee 2019

Carol LeBlanc
Miriam Lemire, Chair
Tiffany Cloutier-Cabral
Jeffrey Jones
Lisa Post

AD HOCK COMMITTEES

2019-2020

Wellness Committee

Committee Charge: *Staff wellness done in coordination with our health insurance provider.*

Beth Baker, Business Administrator
Brian Bagley, Principal
Bob LaRoche, Principal
Carol LeBlanc, Board Member
Deb Roske, Food Service Manager
Kim Sheridan, School Nurse
Laura Swim Gifford, School Nurse
Cathleen Bertoncini School Nurse

Elementary History Committee

Committee Charge: *To continue the work done in an effort to create a written and pictorial history of FRES just as the committee did for the Lyndeborough Central School.*

Alex LoVerme
Carol LeBlanc
Joyce Fisk resigned from board
Jessie Salisbury, Community Member

Joint Loss Management Committee

Committee Charge: *This is a required committee from the state in order to qualify for workman's compensation claims.*

Brian Bagley, Principal
Bob LaRoche, Principal
Beth Baker, Business Administrator
Buddy Erb, Facilities Manager
Laura Swim Gifford, School Nurse
Cathleen Bertoncini School Nurse
Kim Sheridan, School Nurse

281-A:64-a Safety Incentive Program; Certification of Loss Management Consultants. –

I. To qualify for the incentive discount under this section, an eligible employer shall obtain and carry out a loss management program which shall be developed by a loss management consultant certified by the panel established in paragraph IV. A qualifying loss management program shall address safety improvements in the physical environment of the workplace and in the production process. Such a program shall also involve behavioral elements, including substantial employee involvement in a joint loss management committee, required under RSA 281-A:64, III and alternative work programs which allow and encourage injured employees to return to work, and continuing education of participating employers and employees.

Food Service Committee

Committee Charge: *To look at current practice, determine the level of effectiveness, quality, quantity of food combined and recommendations to improve and or maintain quality of the program in place. Finances will be included in their research*

Alex LoVerme, Board Member a.loverme@sau63.org
Tiffany Cloutier-Cabral, Board Member t.cloutier-cabral@sau63.org
Jacob Boette Student, National Honor Society j.boette20@sau63.org
Deb Roske, Food Service-FRES d.roske@sau63.org
Buddy Erb, District Staff r.erb@sau63.org
Dream Dawn-LCS Staff d.dawn@sa63.org-resigned 11/30/19
Christine Tiedemann, Budget Committee Member/Parent Christine.tiedemann@fmr.com
Sara Chadzynski, Parent chadzynskifamily@gmail.com
Kelly Gibson, Parent gibson6@comcast.net
Michele Boette, Parent skaalgirl@gmail.com
Sara Youngblood, Parent sy815@yahoo.com
Abby VanHam-Former WLC Graduate arosevh@gmail.com only avail electronically
Sara Vanderhoof, Parent Vanderhoof.family@gmail.com
Dennis Golding, Budget Committee Member d.golding@sau63.org

Wilton-Lyndeborough Cooperative School District TRANSPORTATION CONTRACT

This Agreement made this 16th day of July 2018, is hereby made by and between Steve's School Bus Service, Inc. of Lyndeborough, New Hampshire 03082, hereinafter called the "Carrier", and the Wilton-Lyndeborough Cooperative School District in the towns of Wilton 03086 and Lyndeborough 03082, New Hampshire, hereinafter called the "District".

The parties agree as follows:

1. Term. The District agrees to employ the Carrier as a transporter of school children for a period of three (3) years commencing July 1, 2018, through June 30, 2021, with an option to extend the contract for two (1) one-year terms. The contract extension will be contingent on a satisfactory performance as determined by the school board. Such extension will be made by the school board no later than September 1, 2020 for the first year's extension to begin July 1, 2021 and September 30, 2021 for the second year to begin July 1, 2022 if the first year extension is agreed to.

2. Regular Routes. The Carrier agrees to supply buses and drivers to transport pupils assigned by the District, on routes and at such times as developed by the Carrier approved by the District's Superintendent, for each and every day that school is in session during the term of this agreement. Routes will be assigned to a regular driver. These route assignments will take precedence over assignments to charters and special events.

The Carrier shall, with the information provided by the District, transport pupils on the routes described which may be altered from time to time by the District, without additional expense, provided that the total mileage is not increased. Final determination of the schedules and routes shall be vested in the District.

Other Routes (Field Trips, Athletic Trips). These Routes shall be determined based on the needs of students at the discretion of the Principal or designee working in cooperation with the Carrier.

3. Contract Price and Payment Procedures. All transportation is to be conducted in accordance with the Contract Documents. The District shall pay the Carrier per the attached Exhibits — Cost Statements.

The District shall pay the Carrier for its services on a monthly basis on or about the 15th of each month provided that invoices have been sent to the District by the first of each respective month.

4. Timing. The Wilton routes should be arranged so that the pupils will arrive at school no earlier than 7:30 a.m. and no later than 7:50 a.m.; in the afternoon, the buses will not leave the school area any earlier than 2:45 p.m. or any later than 3:00 p.m. The Lyndeborough routes should be arranged so that the pupils will arrive at school no earlier than 7:45 a.m. and no later than 8:00 a.m.; in the afternoon, the buses will not leave the school area any earlier than 2:50 p.m. or any later than 3:10 p.m.

Note: these times are subject to change.

Wilton-Lyndeborough Cooperative School District
TRANSPORTATION CONTRACT



Initials

Page 1

5. Fuel and Mileage. The Carrier shall provide all the fuel required to operate the buses and the cost of fuel is included in the bid price.
6. Extended/Shortened School Year. In the event that the school year is extended beyond one hundred eighty (180) days, payment for such additional days shall be made to the Carrier at 45% of the per day rate. The Carrier further agrees that if the school year is shortened to less than one hundred eighty (180) days for any cause, the sums of money herein before mentioned shall be reduced by 45% of the per day rate. The calculations are to be made from the terms in Paragraphs I above.

In the case of inclement weather, the decision whether or not to operate buses shall be made by the Superintendent or his/her designee. In the event of early dismissal, whether due to inclement weather or any other reason, the Carrier agrees to provide the standard quality bus service for such early dismissal, provided that the District shall furnish the Carrier with notice as soon as possible of such early dismissal.

7. Equipment. The Carrier agrees to provide, at the discretion of the District, up to five (5) diesel equipped 60-66 or seventy-two (72) student passenger buses for regular routes and one (1) spare bus. All buses must bear "Wilton-Lyndeborough" on both sides of the bus.

The Carrier further agrees that all vehicles will be equipped and maintained in accordance with applicable New Hampshire State Statutes and regulations of the Division of Motor Vehicles and the Department of Safety, now in force or hereafter adopted or promulgated and shall conform with all rules and regulations now in force or from time to time adopted and approved by the New Hampshire State Board of Education and/or the School Boards. These vehicles shall be subject to the customary inspections conducted by the State Motor Vehicle Department each year for school buses with copies of the inspection to be forwarded to the District's Superintendent of Schools. Buses shall be inspected by Official State Inspectors. The Carrier agrees that any additional buses added during the agreement shall be approved by the District's Superintendent after being inspected by Official State Inspectors.

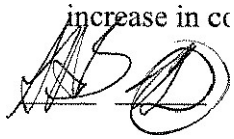
The Carrier agrees to strictly abide by and follow the policies adopted by the District, and as the policies may be reasonably amended from time to time, including audio and video tape capabilities.

Prior to August 15th of each school year the Carrier will provide the District with the vehicle identification numbers of all buses used to perform this agreement. In addition, each bus shall be assigned a route number. All vehicles substituted or added to the list of vehicles as submitted must have prior approval of the Superintendent or his/her designee.

Initials

Wilton-Lyndeborough Cooperative School District
TRANSPORTATION CONTRACT

8. Spare and Additional Vehicles. In addition to the regular buses and spare bus to be provided, the Carrier, when required and requested by the District, will, within thirty (30) days, furnish additional buses to meet unforeseen requirements on a temporary basis and within four (4) months furnish additional buses on a non-temporary basis as required that meet the specifications in Section 6. Any increase in the number of buses needed shall result in an increase in cost to the District at the rate of \$269.12 per day as described in the Exhibits —

increase in cost


Page 2

specifically the Cost Statement for Regular Routes. The District in its sole discretion has the authority to determine that it is necessary to add additional buses to service the District's needs.

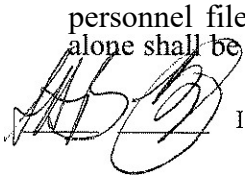
9. Overloading Buses. If a bus is threatened to be overloaded on any route, the District's School Board, Superintendent and/or Business Administrator will decide what steps are necessary to resolve the problem. The Carrier shall not carry any more students than the capacity of the vehicles used. Additional buses may be placed in service only after obtaining written consent of the District's Superintendent and/or Business Administrator.
10. Use of Vehicle. All vehicles shall be registered in the names of the Carrier and of the District and shall use permanent plates issued by the State of New Hampshire. During the entire time that plates in the name of the District are attached to any of the Carrier's vehicles, said vehicles are to be for the exclusive use of the District or any organization related thereto at the direction of the District's Superintendent. The Carrier agrees that if any vehicle covered by this agreement is used for any other purposes, other than as stated, without the written consent of the District's Superintendent, any vehicle so used shall be immediately disqualified from the privilege of being registered in the name of the District upon the first Improper use thereof, thereby disqualifying the vehicle from eligibility for permanent registration.
11. Repairs. All repairs made to any vehicles under this agreement shall be made under the direction and at the expense of the Carrier; any replacement of equipment on a temporary or permanent basis shall be at the expense of the Carrier.
- All bus expenses, including but not limited to, tolls, parking fees, cleaning, maintenance, upkeep, repairs, oil, grease, antifreeze, windshield washer fluid, licenses, tools, and the cost of providing overnight electricity to the diesel buses will be the sole responsibility of the Carrier. Records of maintenance expenses as well as records of all fuel necessary to operate buses shall be maintained by the Carrier and shall be open and available for review by the Superintendent, or his/her designee within seventy-two (72) hours of written notification.
12. Operators. All bus operators, including substitute drivers, shall have a New Hampshire School Bus Certificate and have advanced approval by the District. All bus drivers shall be a minimum of twenty-one (21) years of age. A request for a waiver of this clause may be made in writing, to the District's Office of the Superintendent of Schools. Bus operators

Wilton-Lyndeborough Cooperative School District TRANSPORTATION CONTRACT

shall submit a certificate of physical examination in keeping with RSA 200:37. The District reserves the right to remove any bus driver at any time during the term of the agreement if the District determines it to be in the best interests of the District.

All bus operators, monitors and substitute drivers must have a current criminal history records check paau^A by the Carrier. They must meet all qualifications set forth by federal statutes and regulations, as well as state statutes and regulations. The Carrier shall maintain a

personnel file on each bus driver which shall be open for inspection by the District. No ~~alone shall be~~ operator or substitute driver shall be considered an employee of the District and the Carrier responsible for the acts and omissions conduct or control of any and all



3

personnel in its employ. Operators shall not use personal cell phones while operating the school bus or while students are on the bus. Operators shall obey all state and local traffic regulations. No operator shall permit students to leave the bus other than at a scheduled stop, except as authorized by the District or in the case of an emergency evacuation. Operators shall remain on the bus at all times while children are aboard, except as authorized by the District.

13. Insurance. Automobile and general liability insurance shall be carried by the Carrier during the life of the Agreement with a minimum coverage of one million dollars/five million dollars (\$1,000,000/\$5,000,000) per occurrence and no less than fifty thousand dollars (\$50,000) with respect to property damages. The insurance may be arranged under a single policy or by a combination of an underlying policy with the balance provided by an Excess or Umbrella policy. Such policy will name the District as an additional insured. A certificate of such insurance must be received by the District's Business Administrator annually or as otherwise appropriate to verify the continuation of the specified insurance without lapse of coverage or uninsured period. Said policy shall not be cancelable without thirty (30) days written notice to the District. The Carrier will immediately notify the District if the Carrier receives any notice from the insurance company or companies providing such insurance coverage that such company or companies intends to cancel any part of such insurance upon receipt of the notice; such notice shall be in addition to any obligation of the insurance company or companies to notify the District as an additional insured.

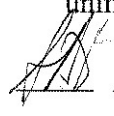
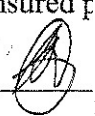
The Carrier shall, at its sole expense, defend, indemnify and hold harmless the District and its respective officers, agents and employees from any and all claims, demands, actions and causes of action, damages, costs, loss of services, expenses, and compensation, including but not limited to any and all claims for personal injury, death and property damage which may, in any way, arise from or out of the operation of the Carrier pursuant to the terms of this contract, whether such operations be performed by the Carrier itself, or anyone directly or indirectly employed by it or any other person or company retained in any way by it to carry on all or a portion of the operations necessary to abide by the terms of this contract.

Initials

Wilton-Lyndeborough Cooperative School District TRANSPORTATION CONTRACT

The Carrier shall, at its sole expense, purchase and provide all such insurances that will properly protect it and the District, and their respective officers, agents and employees from any and all claims, demands, actions and causes of action, damages, costs, loss of service, expenses and compensation, including but not limited to any and all claims for personal injury, death and property damage which may, in any way, arise from or out of the operation of the Carrier pursuant to the terms of this contract, whether such operations be performed by the Carrier itself, or any other person or company retained in any way by it to carry on all or a portion of the operations necessary to abide by the terms of this agreement. Said insurance shall be in the amounts and in the form provided for in paragraph 1 of this Section 13.

The Carrier shall maintain Workers' Compensation insurance for all employees engaged in the transportation of students. All bus drivers and other personnel engaged in the transportation activities set forth in the Agreement are the employees of the Carrier. A certificate of such insurance must be received by the District's Business Administrator annually or as otherwise appropriate to verify the continuation of the specified insurance without lapse of coverage or

uninsured p
 

insured period. The Carrier will immediately notify the District if the Carrier receives any notice from the insurance company or companies providing such insurance coverage, that such company or companies intend to cancel any part of such insurance upon receipt of the notice.

14. Responsibility. The Carrier agrees that during the entire time of providing transportation services under this agreement it will be solely responsible for the safety, welfare, conduct, and control of the pupils whom it is transporting. All pupil conduct issues will be reported to the appropriate school administration within 24 hours. The District will be responsible for imposing disciplinary action to the student as they deem appropriate. The Carrier agrees that it will operate in accordance with the general policies of the District, but shall be considered an independent contractor to provide transportation for the pupils of the District.

The Carrier will report any disruption of service that will delay delivery of students to or from school in excess of 10 minutes to the Superintendent of Schools or designee. This notification must happen as soon as the Carrier becomes aware of the situation. This would include delays that occur during field trips or co-curricular activities.

15. Assignment of Interest. The Carrier shall not assign, sublet, or transfer its interest or any part therein, in this agreement without the written consent of the District.
16. Bid Specification. The bid specifications dated on or about December 14, 2017, and the bids submitted by the Carrier dated January 11, 2018, in response to said specifications are hereby incorporated herein by reference and made a part of this agreement and survive the issuance of this agreement. In the case of a conflict between this Agreement and the bid specifications, the contents of this Agreement shall control.

Wilton-Lyndeborough Cooperative School District
TRANSPORTATION CONTRACT

17. Modification and Cancellation. This agreement may be amended by the mutual consent of both parties at any time. This agreement may be terminated by the District for unsatisfactory performance of this agreement, if conditions arise making transportation of District students unnecessary, or if the legislative body does not approve funding for this contract. The District shall give written notice to the Carrier citing the unsatisfactory performance. If the performance of the Carrier does not improve to the satisfaction of the District within fourteen (14) days, the District may terminate this agreement by providing written notice to the Carrier, notifying it of final termination. fourteen (14) days from the date of receipt of said notice. If conditions arise making transportation of District pupils unnecessary, the District shall give the Carrier fourteen (14) days written notice of the final termination date of this agreement. Any termination by the District in the event of unsatisfactory performance, lack of appropriation by the legislative body or because transportation of pupils becomes unnecessary shall be without costs to the District. The District shall be liable to pay the Carrier only such amounts as are due to the date of termination as the Carrier's sole and exclusive remedy.

In addition to any other requirements the District may have, the District shall have the right to declare the Carrier in default if (a) the Carrier becomes insolvent; (b) the Carrier makes an assignment for the benefit of creditors; (c) a voluntary or involuntary petition in bankruptcy court is filed by or against the Carrier.

A handwritten signature in dark ink, appearing to be 'MSD', written over a horizontal line.

Wilton-Lyndeborough Cooperative School District
TRANSPORTATION CONTRACT

After termination of this agreement, the District may employ another carrier to complete the terms of this agreement, and, in the case of termination for unsatisfactory performance, hold the Carrier herein responsible for any extra or added expense, loans, or damages suffered by the District.

18. Compliance with Applicable Federal and State Laws. Notwithstanding any other provisions of this agreement, the Carrier shall comply at all times with Federal and State laws and regulations, including, but not limited to New Hampshire Revised Statutes Annotated 200:37, 259:96, 263:24 & 29, 266•.7 & 22.

19. Correspondence. All correspondence between the Carrier and the District shall be directed to the following:

Stephen Brown
Steve's School Bus Service, Inc.
352 Center Road
Lyndeborough, NH 03082

Bryan K. Lane, Superintendent of Schools
Wilton-Lyndeborough Coop School Dist.
192 Forest Road
Lyndeborough, NH 03082

IN WITNESS WHEREOF, the parties hereto have signed this Agreement in duplicate. One counterpart each had been delivered to the District and the Carrier. All portions of the Contract Documents have been signed or identified by the District or its agents.

Steve's School Bus Service, Inc.


By:



Title: Owner

Witness:

Date:



Wilton-Lyndeborough Cooperative

TRANSPORTATION CONTRACT



e: School Board Chair
School District

By:

Title: School

Witness:

Date:

7/24/18

6

**COST STATEMENT
"INDIVIDUAL BID FORM"
BID SPECIFICATIONS**

All vehicles, including, but not limited to, bus chassis, motor, and bus body, shall be no older than twelve (12) years at the starting date of the contract and no older than twelve (12) years at each succeeding contract anniversary date.

2018-2019 2019-2020 2020-2021

REGULAR ROUTES

COST PER DAY PER BUS
FOR FIVE(S) BUSES

269.12 274.50 279.99

YEARLY TOTAL FOR ALL BUSES

(180 DAYS)

242,200.00 247,044.00 251,985.00

Note deduct 3500.00 per year if bond or letter of credit is waived

COST PER MILE FOR ADDITIONAL
MILEAGE/ROUTE EXTENSIONS

4.00 4.00 4.00

AMOUNT PER DAY TO ADD
BUSES (BASED ON 180
DAYS) (SEE SECTION 111
PART 5)

269.12 274.50 279.99

ESTIMATED REGULAR ROUTE MILEAGE (PER DAY
ROUTES): 270 (established for Bid)

ALL

FIELD TRIPS

COST PER MILE PER BUS

2.70 2.90 3.10

COST PER HOUR/

CONTINUOUS WAIT TIME

24.00 25.00 26.00

137.00 138.00 139.00

BID: 2.82

RECEIVED

JAN 17 2018

Wilton-Lyndeborough
SAU # 63

MINIMUM CHARGE/IN DISTRICT
MINIMUM CHARGE/OUT DISTRICT

137.00 138.00 139.00

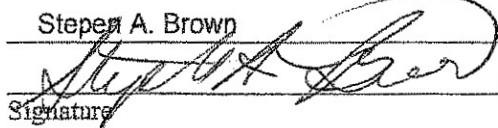
COST PER GALLON FOR FUEL USED IN BID:

BIDDER: Steve's School Bus Service

Wilton-Lyndeborough Cooperative School District, SAU #63

ADDRESS: 352 Center Rd Unit 1 Lyndeborough N.H. 03082

NAME:

Stephen A. Brown

 Signature Title Date
 owner 01/11/2018

II 12

COST STATEMENT "INDIVIDUAL
 BID FORM"
 BID SPECIFICATIONS

All websites, including, but not limited to, bus chassis, motor, and bus body, shall be no older than twelve (12) years at the starting date of the contract and no older than twelve (12) years at each contract anniversary date.

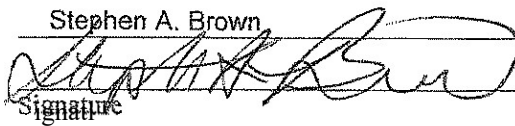
2018-2019 2019-2020 2020-2021

ATHLETIC TRIPS

COST PER MILE PER. BOS	2.70	2.90	3.10
MINIMUM CHARGE{I.N DISTRICT	<u>137.00</u>	<u>138.00</u>	<u>139.00</u>
COST PER HOUR/			
CONTINUOUS WAIT TIME	24.00	<u>25.00</u>	26.00
MINIMUM CHARGE{OUT DISTRICT	<u>137.00</u>	<u>138.00</u>	<u>139.00</u>

COST PER GALLON FOR FUEL USED IN BID: 2.82

352 Center Rd Unit 1 Lyndeborough N.H. 03082

Stephen A. Brown

 Signature Title Date
 owner 01/11/2018

BIDDER: Steve's School Bus Service Inc.

ADDRESS:

NAME:

GOOD FAITH STATEMENT

To Whom it May Concern:

The undersigned represents that this proposal is made in good faith, without fraud, collusion or connection of any kind with any other bidder for the same work; that he/she has informed self fully in regard to the Specifications for furnishing School Bus Transportation, dated July 1, 2008, to June 30, 2021, for the Wilton-Lyndeborough Cooperative School District of Wilton and Lyndeborough, New Hampshire, and has made his/her own examinations and estimates and from them makes this proposal.

The undersigned understands that the Wilton-Lyndeborough Cooperative School Board reserves the right to waive any formalities, to reject any and all proposals or any part thereof, and/or accept any proposal or part thereof, or to select a bidder whose bid is not the lowest, which it considers to be for the best interest of the Wilton-Lyndeborough Cooperative School District.

With the above understanding, the undersigned proposes to furnish to the School District's bus transportation and to comply in all respects with said specifications for the sum or sums stated.

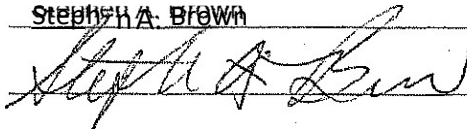
COMPANY: Steve's School Bus Service Inc,

ADDRESS: 352 Center Road
Lyndeborough

NAME (printed):

Stephen A. Brown

SIGNATURE:



TITLE:

Owner

DATE:

11/14/2017

District,

STATEMENT OF BUSINESS EXPERIENCE AND ABILITY TO PERFORM

1. How long have you been in the School Transportation Business? 22 years Years2 How many school buses do you own at present? 8 Buses3. Which software system do you currently use for route planning? NA

4. What School District contracts do you now hold? (Add separate sheet if necessary)

_____ a. _____ Wilton-Lyndeborough No. of
Buses 6

b. _____ No. of Buses

c. No. of Buses _____

5. State office personnel, telephone numbers, maintenance staff, maintenance facilities,
~~optional motor vehicle equipment, other.~~Office Manager/Receptionist 654 7035 two mechanics garage/shop at 352 Center Road Lyndeborough

optional motor vehicle equipment, other.

6. State plan for location and. garaging of buses used to provide transportation services to the
Wilton-Lyndeborough Cooperative School DistrictCurrent location 352 Center Road Lyndeborough

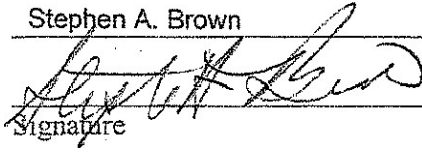
7. Other

- The Bidder shall provide copies of the company's employee training program, safety program, personnel policies. and work rules,
- The Bidder shall provide three (3) current references.
- The Bidder shall disclose any active or pending litigation against the Bidder in New England.
- Evidence from an insurance company licensed to do business in the State of New Hampshire of the bidder's insurability.

BIDDER: SteveS School Bus Service Inc.

ADDRESS: 352 Center Road Lyndeborou h

Stephen A. Brown



owner

11/14/2017

NAME:

Signature

Title

Date