

**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.*

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54 **iii. Committees**

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

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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.*  
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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.

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

67 *Voting: eight ayes; one abstention from Chairman LoVerme, motion carried.*  
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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 6<sup>th</sup> 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 26<sup>th</sup> day to themselves to set up their rooms, the 24<sup>th</sup> and 25<sup>th</sup> 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 5<sup>th</sup> 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 5<sup>th</sup> 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*