

**WILTON-LYNDEBOROUGH COOPERATIVE  
SCHOOL BOARD MEETING  
Tuesday, August 27, 2019  
Wilton-Lyndeborough Cooperative M/H School-Media Room  
6:30 p.m.**

Present: *Matt Ballou, Miriam Lemire, Jonathan Vanderhoof, Mark Legere, Alex LoVerme, and Tiffany Cloutier-Cabral*  
*Superintendent Bryan Lane, Principal Brian Bagley, Assistant Principal Sarah Edmunds, Director of Student Support Services Ned Pratt, and Clerk Kristina Fowler*

**I. CALL TO ORDER**

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

**II. ADJUSTMENTS TO THE AGENDA**

Request to add second public comment.

*A MOTION was made by Ms. Lemire and SECONDED by Mr. Legere to accept the adjustment to the agenda.  
Voting: all aye; motion carried unanimously.*

**III. PUBLIC COMMENTS**

Chairman Ballou reviewed the public comment section of the agenda and reminded the public that comments should be kept to 3 minutes. There were no public comments to report.

**IV. BOARD CORRESPONDENCE**

**a. Reports**

**i. Superintendent's Report**

Superintendent reviewed Ms. Desmarais, FRES teacher, transferred from 2<sup>nd</sup> grade to 1<sup>st</sup> grade. Superintendent contacted parents by phone and for those he could not speak to he left messages and followed up with a letter. He had a couple of positive comments; so far no negative comments. Superintendent made the calls in case the information was not well received in an effort to avoid Principal LaRoche's first contact with parents to be negative. New teacher orientation was held (Aug. 21 and 22) with their mentors attending on day 2. Superintendent worked with the bus company to iron out any kinks in the system with the recent changes in the elementary schedule. He thanked Steve's School Bus Services for all their work and cooperation. The two vacant positions in food service have been filled. He thanked Mr. Erb and staff for their hard work which allowed teachers to be in their rooms earlier than planned. He noted Ms. Mary Jane Ryan has transferred to the SPED office in the SAU and Ms. Lorissa Tullgren has replaced her as attendance secretary at WLC. He met with Mr. Rhymes and Mr. Brice Miller, Athletic Director regarding installing irrigation to the athletic fields. Prior to Superintendent Lane coming to the district there was a long-term plan to add irrigation to the fields. This was part of the negotiated fee with Mr. Rhymes and paid at the negotiated flat rate. Irrigation has been added to the baseball field, a third of the soccer field and the plan is to continue a third at a time. There is no additional charge and no additional pumping needed; the plan has been in place for a number of years. Principal Bagley has reached out to the NEASC visiting team to confirm details of their visit with the School Board. Superintendent's experience is that they meet on a Sunday for about an hour and if a board member cannot attend there is no penalty. Details will be confirmed and brought back. Staff was welcomed back yesterday (8/26) and in his comments to staff he quoted "The 5<sup>th</sup> Discipline" by Peter Senge which is a book about the art and practice of the learning organization. There is nothing more exhilarating than working in a synergistic way in a learning organization and for us to grow collectively. His goal is to dedicate himself (and staff) to being an extraordinary learning organization and will work to have that synergy.

**b. Letters/Information**

**i. Financial 2018-19 Anomaly**

Superintendent provided a document regarding what occurred with the special education costs for 2018-19. Details include approximate increases in salaries of \$184,326. This includes NHRS, FICA, Health Insurance for ABA Therapists who were needed for students moving into the district attending the RISE program. An out of district placement was needed and a budget transfer was done in January for approximately \$50,000. Discussion has been had regarding the number of referrals which created additional school psychologist costs; these are things we could not

have projected in the prior budget season. We will come forward with the current budget scenario to see where we are and what we need to do.

## **ii. General Assurances FY2020**

Superintendent provided copies of the General Assurances for FY 2020 which he reviewed. He provided definitions and requirements for participation in the programs (Title I Part A of the Elementary and Secondary Education Act, IDEA-Individuals with Disabilities Education Act, Title II Part A of the federal Elementary and Secondary Education Act, Title III Part A of the federal Elementary and Secondary Education Act, Title IV Part A of the federal Elementary and Secondary Education Act, The Rural and Low-Income School Program Title V Part B (2) of the federal Elementary and Secondary Education Act and Competitive Grants). He noted we do not receive Title III; not enough English Language Learners. Title IV deals with professional development, educational opportunities and technology. In the past we did receive the Rural and Low-Income grant but are not expecting it this year. He provided a copy of the 2019-2020 special revenue funds showing an accounting of grants received and is an estimate of what funds we will receive. He explained there are specific procedures we follow. He noted the DOE has visited and had some recommendations for us which were followed. He read the certification piece on page 15 to members; this will be completed and sent in. In response to a question he confirmed if someone applies for a grant and receives it, we do need to have a public hearing to accept the funds if it is over \$5,000. He noted staff can be hired/paid under a grant however it is not the prudent way as the grant could go away.

## **iii. 2019-20 Special Education Program**

Mr. Pratt submitted a detailed comprehensive review of special education. He identified 4 areas for changes; (1). move RBT (Registered Behavior Therapist) to life skills/RISE at WLC, (2) hire a f/t para-educator to support life skills/RISE at WLC, (3) add responsibility of supervisor to ABA/RBT (becoming BcABA) to support BCBA at LCS and (4) support LPN for new life skills student through salary savings. The BcABA will become additional BCBA once passes exam. He explained there is a critical need in area of life skills. There are 6 students identified with life skills needs; additional support is needed. This year we can use program approval for MS and will move forward with HS formal approval. BCBA support for the entire district has been stretched thin and our needs increased; we want to avoid BCBA burnout, want to keep students closer to home and put our district in a position to increase the RISE program. Depending on the number of students we may be able to tuition in students from other public schools. He provided financial information showing federal grants, IDEA 2019-20, IDEA Pre-k 2019-2020, IDEA Pre-K Rollover and IDEA Rollover. He provided SPED Aid (formally CAT Aid) expected reimbursement for 6 out of district students \$183,868 (surplus of \$46,781 from budgeted) and tuition expense showing a deficit of \$26,104. Transportation surplus of \$44,509 taking into account all district ESY and out of district costs. He reviewed the Program Accounting and Expansion page which summarizes expenses and cost allocation. Total funds available to use (\$55,606) include grants, SPED Aid and decrease in staff hours. Extra associated life skills program costs, contracted services for a home bound student, and tuition shortage is \$64,244. Shortage of \$8,638 to be used from surplus in transportation leaves 0 new funds needed for services for our students in a variety of areas. Concern was raised that the transportation surplus is referenced every time a shortage is discussed. Concern was also raised that we already have a plan to spend surplus and school has not started yet and this was not budgeted. A question was raised if this changes any formula of contingency and if we fall short; Superintendent confirms it does and we will come back to you with a full accounting. Mr. Pratt confirmed these changes are to meet the needs of the students. Superintendent confirms it is a proactive approach and that Mr. Pratt has done a "deep dive" which may not have been done in some time. There are not additional costs to budget and he does share the board's concern. It was noted that the budget is built in advance and we don't really know what students are coming or going. No action is needed by the Board.

## **VII. CONSENT AGENDA**

There is no consent agenda to report.

## **V. ACTION ITEMS**

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

*A MOTION was made by Mr. Vanderhoof and SECONDED by Ms. Cloutier-Cabral to approve the minutes of August 13, 2019 as amended.*

*Voting: all aye; motion carried unanimously.*

### **b. Sign DOE 25/MS 25**

Ms. Baker provided two documents for board member signatures. Essentially they are the same report with one going to the DOE and one to the DRA. It is a look back to last FY “sliced and diced” by function code and includes preliminary cost per pupil. Signatures were obtained.

**c. WLC Handbook Changes/Cell Phone Policy**

Superintendent reports when looking at the handbook it was noted the handbook did not follow the “cell phone” policy and there were inconsistencies. The policy itself should direct a protocol or process to be created. This can be added to the student handbook which is approved by the school board annually. This would allow administration to bring forward any modifications if needed. A draft protocol has been created for the WLC handbook. Principal Bagley and Ms. Edwards are present and reviewed the protocol. Principal Bagley explained the protocol for MS does not allow cell phones and consequence is it would be confiscated to Ms. Edmunds office. High school students are more mature and times have changed, we would spend all day chasing students down if we had the same protocol as MS. Four different schools and board policies/protocols were researched. They are basically all saying the same thing, cell phones are to be powered off unless used for instructional purposes while in the classroom. Some examples of educational uses are taking photos of homework, class assignments written on the board, using apps as clickers, and year book group uses them to take photos in and outside of school or they can be used gather research. The quality of videotaping and photos on come cell phones is better than the digital equipment in the classroom. The protocol was reviewed with staff at the WLC and teachers were instructed to be clear and consistent on day one. Concerns were raised by board members regarding social media and bullying and what happens if a student does not have a cell phone; do we put ourselves in a position of having to provide one? What are the options for those students? Principal Bagley responded students can buddy up and no one would be left out. A concern was raised that this makes each and every class inconsistent if each classroom decides what the protocol will be. Principal Bagley confirmed cell phone accommodations were mentioned in 504 and IEP meetings recently. It was suggested to remove the first sentence of the protocol. It was noted cell phones are a powerful tool and it would seem crazy to eliminate a tool students have anyway. Principal Bagley will obtain feedback from teachers and report back to the Board after the first semester. A concern was raised that these are still children with developing minds and cell phones can be very addictive; this is not something we want to contribute to. Social media and bullying are still an issue and the question was raised if they bypass all of our filtering; how do we manage this. Principal Bagley responded if the students violate the policy they are sent to the office. It was suggested to add some language about the severity of using it for social media or bullying. Discussion was had regarding social media and if the school filters would be in place or can they be turned off or bypassed. Ms. Edmunds suggests additional education on social media/bullying. She deals with a lot of social media/bullying issues that mostly happen at night and are brought into school the next day. Superintendent to look into the filtering and could another network be set up or a guest network that students could use.

Changes to policy JICJ-Unauthorized Communication Devices were reviewed and discussed. It was suggested to remove the first sentence.

*A MOTION was made by Ms. Lemire and SECONDED by Ms. Cloutier-Cabral to suspend policy JICJ-Unauthorized Communication Devices until the next meeting.*

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

*A MOTION was made by Mr. LoVerme and SECONDED by Mr. Ballou to accept the draft WLC HS protocol as written with the exception of the first sentence. \**

A concern was raised the dangers outweigh the benefits of use in the classroom and there is a difference between trying to learn something and just taking a photo of it. Principal Bagley requests to have something to provide to students to start the first day with. It was noted students are provided Chromebooks and essentially the cell phones are used as computers not cell phones. In an effort to provide staff with something for the first day of school, Superintendent suggests to eliminate the first sentence and the last two sentences of the first paragraph; “it is easier to say no upfront than to take it away after”. It was suggested this be reworked at some point to address the concerns raised. Policy JICJ will be added to the next agenda.

*\*Voting: five ayes; one nay from Mr. Vanderhoof, motion carried.*

**VI. COMMITTEE REPORTS**

**i. Negotiations**

Mr. LoVerme reported negotiations will be discussed in non-public session.

167 **VII. RESIGNATIONS / APPOINTMENTS / LEAVES**

168 There were none to report.

169 **VIII. PUBLIC COMMENTS**

170 Chairman Ballou reviewed the public comment section of the agenda and reminded the public that comments should  
171 be kept to 3 minutes.

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174 Ms. Susan Ciatto noted she was unable to view the board packet as just the agenda was showing. Superintendent  
175 responded this was an oversight; not intended. Ms. Ciatto commented Principal LaRoche was welcomed and it has  
176 been a positive first few days.

177  
178 Ms. Alyssa Lavoie spoke regarding use of cell phones and suggests it be used as an opportunity to teach students how  
179 to use them productively and positively. She feels you spend more time taking notes vs. obtaining content and is she  
180 had the opportunity to take a picture it would be helpful. She also notes there are different learning styles for students  
181 and this could help in college. She adds there is a bullying component and it should be addressed at the beginning of  
182 school. Similar to sex education in order to be proactive to make sure they have the information to make good  
183 decisions you have to give them the information and teach them. Also in today's day and age it's peace of mind for  
184 parents that they can get in touch with students; the school has had issues with communication.

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186 Mr. John Rysnik spoke regarding use of cell phones and that he believes the current policy has something written in it  
187 that students can bring their phones down to the office to make necessary calls. He does agree with Principal Bagley  
188 and Superintendent Lane that you start out tough the first day with students. He believes cell phones are misused by  
189 many students although there are some good uses for them. If the teacher is in control of those moments, a limited  
190 time and they are shut off and put away after, that is good. He does see them used in classes, hallways, library and in  
191 the resources rooms with identified SPED students. They would rather stare at a cell phone rather than ask for help;  
192 that is the worst. You should show each other respect by not having the cell phone out while others are talking. He is  
193 pleased to see that the Board follows this and is setting a good example.

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195 Ms. Laura Gifford questioned if any changes were made to policy KEB. Superintendent responded this will be  
196 addressed at the next meeting.

197 **IX. SCHOOL BOARD MEMBER COMMENTS**

198 Mr. Legere questioned if we were to do some electronic device/bullying education would it be in the health  
199 curriculum? Superintendent responded it could be in a lot of different places; he will report back.

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202 Mr. LoVerme spoke regarding hearing a rumor over the summer that Wilton was going to tuition students to Milford  
203 and would be closing the schools due to decreased enrollment. Mr. LoVerme requests a formal statement be made  
204 from the School Board as this is not the case. This will be addressed at the next board meeting.

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206 Chairman Ballou thanked Mr. Rysnik and Ms. Lavoie for their feedback regarding the cell phone discussion.

207 **X. NON-PUBLIC SESSION RSA 91-A: 3 II (A) (C)**

208 *A MOTION was made by Mr. LoVerme and SECONDED by Ms. Lemire to enter Non-Public Session to discuss*  
209 *negotiations RSA 91-A: 3 II (A) (C) at 7:50pm.*

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

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212 **RETURN TO PUBLIC SESSION**

213 The Board entered public session at 8:17pm.

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215 *A MOTION was made to seal the non-public session minutes by Mr. LoVerme and SECONDED by Mr. Ballou.*

216 *Voting: all aye; motion carried unanimously.*

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218 **XI. ADJOURNMENT**

219 *A MOTION was made by Mr. LoVerme and SECONDED by Mr. Ballou to adjourn the Board meeting at 8:18pm.*

220 *Voting: all aye; motion carried unanimously.*

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223 *Respectfully submitted, Kristina Fowler*