

**WILTON-LYNDEBOROUGH COOPERATIVE  
SCHOOL BOARD EMERGENCY MEETING  
Tuesday, February 2, 2021  
Remote Meeting  
6:45 p.m.**

The videoconferencing link was published several places including on the meeting agenda.

Present, Participating Online: *Alex LoVerme, Carol LeBlanc, Jonathan Vanderhoof (7:33pm after Budget Co. mtg.), Mark Legere, Brianne Lavallee, Tiffany Cloutier-Cabral (late), Jim Kofalt (6:46pm), and Charlie Post*

*Superintendent Bryan Lane, Business Administrator Rob Mullin, Principals Peter Weaver and Bob LaRoche, Director of Student Support Services Ned Pratt, Technology Director Mark Kline, and Clerk Kristina Fowler*

**I. CALL TO ORDER**

Chairman LoVerme called the meeting to order at 6:43pm.

**II. EMERGENCY MEETING**

Due to inclement weather, it was determined to have this emergency meeting remotely; link was provided and posted in several places including the agenda.

**III. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**IV. ADJUSTMENTS TO THE AGENDA**

There were no adjustments to report.

**V. PUBLIC COMMENTS**

The public comment section of the agenda was read.

Superintendent called out all the phone numbers and names joined in the meeting asking if they wanted to comment.

There was no public comment.

**VI. BOARD CORRESPONDENCE**

**a. Reports**

**i. Superintendent's Report**

Superintendent documented the number of students that are in the remote model in his report; after the recent adjustments it is about 25% of the student population. The buildings have made adjustments for reasonable social distancing; adding more students will make this difficult. The Budget Committee got back to him; they have a dollar figure they are working from. He has started to get questions about vaccinating staff and at this time there has been no specific plans that we have been made aware of from the DOE or the state although suggestions have been made to them by some Superintendents expressing that it may be advantageous to do whole buildings at a time. For our district, we could gather at WLC in the afternoon and they could vaccinate 130 people in an hour. We will need to wait for their guidance. In food service, menu will remain the same for the rest of the week. We are not allowing outside food to come in and the food service department will be making cupcakes; arrangements can be made for classes to take advantage of this. He reported Ms. Ryan, School District Clerk provided the names of the candidates who signed up for school district elections; Wilton School Board-Mr. LoVerme and Lyndeborough School Board Mr. Vanderhoof, Wilton Budget Committee-Dennis Golding and Caitlin Maki. There are two seats that no one signed up for, one is Wilton School Board and the other is Lyndeborough Budget Committee. A question was raised how the positions get filled if no one is running. Superintendent reviewed that there are often write in candidates, if the write in winner accepts the seat, it is filled, if not then the School Board could appoint someone for the year until the next election. He reviewed for clarification in accordance with the Attorney General's Office, all write in votes are to be counted/registered and both town clerks are required to document this and provide the information to the district office (district clerk).

**ii. Business Administrator's Report**

Mr. Mullin read his report. Twice a year, adjustments are made to the Town Appropriations to the School District. In January, adjustments are made to account for new tax rates that are set in the fall. In July, appropriations change due to a new district budget being approved and enacted. These adjustments are made in the Business Office in conjunction with both the Wilton and Lyndeborough Town Administration Offices. I am happy to report that this adjustment was completed successfully, and I would like to thank the Town's Administration teams for all their assistance. Deposits of \$150,000 and \$100,000 have been made to our Maintenance and Special Education Capital Reserve Trust Accounts, respectively. This fulfills the directives set forth in the Warrant Articles approved by the towns last spring. A request for funds, in the amount of \$88,450 will be sent to the Trustees to cover expenses with hopefully a positive vote from the Board this evening, for the roof repairs completed at the Middle/High School over the summer and a replacement food steamer. All year-end tax forms have been sent to employees and vendors during the month of January. Ms. Lori Spurrell and I are now preparing in our software management system, Infinite Visions, to create new contracts for employees over the next several months. The creation and management of these contracts within our systems will give us the ability to produce consistent and accurate contracts for our employees. He thanked Ms. Cloutier-Cabral and Ms. Lavallee for their flexibility and ingenuity in helping us to get the manifests signed and back into the office last week.

### **iii. Principals' Reports**

Principal Weaver spoke reiterating the transition from second semester went pretty smooth; a couple adjustments had to be made in the MS and in the largest class, 24, desks are 4-5 feet apart. In the HS there is still plenty of space left. He is learning that there are a few families that are considering if they should have gone remote. They are trying to accommodate families, it is really on a case by case basis and at the end of the day it is really about what is best for the students. They are in the middle of master scheduling for 2021-2022; most of students have completed their initial course selection forms and they will need to build the courses and hopefully it will fall into place. It is a challenge even for a small school. The MS school counselor started last week. He spoke of the letter that was received regarding the property around WLC going up for sale last week which is disconcerting. He notes, we took good care of the property and were good custodians, we tailored some of the courses and lessons to the property around the school. He is still hopeful that there will be some land around the property that can be used for mountain biking, science and art classes. The four student teachers are doing a great job, kids are enjoying their company and working well with the teacher mentors. They have 15 teachers from Franklin Pierce, doing a total of 225 hours of observations. He hopes some will want to be student teachers in our district. A discussion ensued regarding the land behind the school and that the school has been using for a very long time. The hope is to find some generous people to purchase and donate it to the school. It was suggested if the owners are in a position to put it in a trust or make a charitable donation to the school there are organizations to help with that. Mr. Kofalt suggested if anyone has any suggestions or expertise in the area to let us know. It could be advantageous to them. It was noted some of that land is landlocked and who ever purchases it may not be interested in the part of the land they cannot access; it may be a consideration or to donate just part of it. It would need to be examined and not be valuable to a customer who wants to build on it.

Principal LaRoche spoke that the transition into the 3<sup>rd</sup> quarter was smooth; net student gain was only a few students with no loss of social distancing (about 3-4 feet in the classrooms). He shared some good news that MD's Recycle and Waste has made a donation to replace the swings at FRES that were missing. UltraPlay forgot to add in the shipping cost and there was a deficit of \$300; UltraPlay provided a bigger discount once they were contacted. MD's Recycle and Waste stepped up their offer as well. Brookside Mobil donated granola bars for students and \$500 for the math and science programming at FRES. One of the things they don't have for the swings is an ADA certified swing or an infant seat which they will be getting; this is especially nice since the community uses them. Regarding testing, he spoke of the comparison of gains from September to January from last year compared to gains from September to January this year in reading and math. He reviewed the documents showing the 5<sup>th</sup> grade cohort this year and what they did last year. There are some inconsistencies where last year 5<sup>th</sup> grade had bigger gains in the scaled score than this year and the opposite was for the 4<sup>th</sup> grade. What we are really looking for, is if there had been a difference from one year to the next and there really is no pattern of difference. We were happy that there was no decline. Looking below the graph at the scaled scores; they are looking at the average change to the grade equivalence. Basically it means from Sept. to Jan, how many grades have the students improved; we are hoping for .5 because we are half way through the year; you want to pick up a half of year of work. Everyone was .4 or above for both years. The next column has the instructional reading level as well and that shows at least a half of years' improvement. He reports they are happy that the students are learning their reading and math as they typically

would in a non-pandemic year. A school counselor was hired and started 2 weeks ago, doing a great job and getting acclimated. She has been needed in the school for a while. A slight adjustment in staffing has been made for next year in anticipation of a “bubble”; changes are provided in the report. Teachers have been great about it, some volunteering to make a change and we have started working on class assignments for next year; they are gathering parent input. Teachers will start putting that together tomorrow. A question was raised regarding testing scores and the 5<sup>th</sup> grade seems to be falling behind; is there anything that can be done to catch them up. Principal LaRoche responded that can be a confusing number and we see bigger scores in the lower grades because they are learning to read and learning math so you are looking at bigger gains typically. That sort of flattens the curve. it is the same group and they had more improvements last year. One of the things we are looking at is how far behind were you last year and how far behind are you this year. It is difficult to maintain those types of gains; they were really at the top in 4<sup>th</sup> grade. It was clarified that was for reading, but not math. Principal LaRoche responded regarding the math scores, the math program is new and if they started with the program from grade 1 and up through grade 5 it would have been slightly different. We are still working out the kinks with it and teachers are learning the program; it typically takes 3 years. It may be in the instruction or it may be lower gains this year but we will need to dig deeper to find it out. A question was raised what happens when the students become 6<sup>th</sup> graders and are already behind a half a year. Principal LaRoche responded that they have not dropped back half a year it is just he gains are not as great. He has been discussing with Principal Weaver and Ms. Edmunds the math program and literacy program; from 5<sup>th</sup> to 6<sup>th</sup> it is a different math program. They are working to ensure the building blocks from 5<sup>th</sup>-6<sup>th</sup> continue in 6<sup>th</sup> grade. The second half of the year they typically have larger gains; the work also gets more challenging also. It was noted it would be understandable if they fall a little behind due to COVID. Principal LaRoche will pull the scores again and see where students are at.

## **VII. CONSENT AGENDA**

### **i. Donation**

Superintendent reports there is a request from FRES to accept a donation from Brookside Mobil in the amount of \$500 for the science and math program at FRES and it is asked that the Board also consider a donation of \$300 from MD’s Recycle and Waste for the delivery of the swings (donation for the swings was already accepted at the last meeting).

*A MOTION was made by Mr. Legere and SECONDED by Ms. Cloutier-Cabral to approve the consent agenda.  
Voting: via roll call vote, six ayes; one abstention from Chairman LoVerme, motion carried.*

## **VIII. FY 2021-2022 BUDGET**

### **a. MS Counselor Position**

Superintendent reviews the budget is the Budget Committee’s budget to change or amend. The Public Hearing is Thursday at 7pm. We will be live at WLC as well as remote. People can access it via the internet and make public comment. The budget has a \$36,477 reduction. As far as the MS counselor position that was up for discussion last week, we have put it back on the agenda at Board request. It was noted an email was received from Mr. Mannarino who asked that it be read during public comment (copy to be found with the minutes). Ms. Lavallee expressed disappointment that the MS counselor position has been discussed 4 times without any action taken. She attempted to take action on it last week but it was tabled. She voiced concern hearing it is not an option now. She requested some explanation as to why it was tabled last week if we now find out we cannot do anything about it. Mr. Post responded it could still be put in; he was not sure why she was saying that. Ms. Lavallee responded because the Superintendent has said the budget is now in the hands of the Budget Committee, the number will be determined by them and the presentation will be made on Thursday. Superintendent clarified that any citizen (including board members) can speak at the public hearing and give rationale for adding or removing things from the budget. The Board has not actually taken a vote to approve the dollar figure that the Budget Committee is working with. The Board can bring forward a different dollar figure than the Budget Committee. We do not know if they will change the dollar figure between now then; he does not know what is on their agenda for this evening. They do have the dollar figures needed to add the school counselor. A question was raised what was the amount to increase the MS counselor. Superintendent responded \$37,120 with the maximum insurance policy. A question was raised if he had savings to offset that. Superintendent voiced it is difficult for us to know about the health insurances piece because as a part time position they do not have benefits but as a full time they do. It was noted that the savings that is being referred to may have been from the appointments made at the last meeting and the adjusted numbers were sent out by the Superintendent. The budget was adjusted to account for the appointments (lower cost of the counselor positions). Superintendent clarified that is correct. The addition of raising the MS counselor to full time would have to be above and beyond the budget number; we would not be able to use those savings. To add it into the budget it

would be a difference of about \$6,000, essentially a flat budget. A question was raised if the Budget Committee has given firm numbers to the Superintendent for the operating budget; they have received the information on the WLCTA Article. Superintendent confirms the number they have given is \$12,973,077 which is a reduction of \$36,477. This number is included on the budget summary sheet. A question was raised regarding the roles/duties of the MS counselor as it listed unified arts on college and career readiness, does this make the role of the MS counselor a teacher. Superintendent responds no, this is a MS piece and part of a 6-week rotation for students. It is about one seventh of their function; it is not considered a teacher role. They are in the bargaining unit with teachers but not considered a teacher by certification. A question was raised if it is a common role for the MS counselor to act as the liaison between the MS teachers and administration. Superintendent responded in our scenario, our MS teachers meet daily with the school counselor so they can understand the issues and various ways they can help and be supportive. There are times when Ms. Edmunds cannot attend those meetings and at that point the counselor works with Ms. Edmunds and that is the contact point. Ms. Edmunds confirms she works very closely with the counselor. A question was raised if there is a counselor in the building every day at the MS/HS. Superintendent responds the HS counselor is in the building and has a student load plus other duties around college counseling etc. He confirms she is in the building on a regular basis, all the time, yes. It was noted this year with the original MS counselor, we did not have consistent coverage throughout the year. It was asked if we know how much coverage we didn't have for the first half of the year. Superintendent confirms the person who took the position was quarantined for 2-3 weeks, she started late and was in the building then quarantined again; not to her fault. He believes out of the 18 weeks she was physically in the building for 9 or 10 weeks; about part time for half of the time. A question was raised if we know how many requests that were made that were not met. Principal Weaver spoke it is not a sign up, the challenge is being proactive with the teachers and students. The pandemic has crushed them with the social and emotional needs; kids are struggling even without the pandemic. It is a challenge in the MS. Ms. Edmunds has been straight out as well as Ms. Kovaliv who has had to step in and work some challenging situations. A question was raised if it is noticeable now that they have a counselor in the building again and is Ms. Edmunds gaining the time back. Ms. Edmunds voiced that the counselor has just started and she is hopeful that is what will happen but it is too early to know. It will take some time for her to get situated and to know the kids. She adds she is sure it will be noticeable shortly. A question was raised if having the position part time, does this eliminate teaching the course. Ms. Edmunds responded being part time that person does not teach a course; we are not offering it. A question was raised if there is any way to measure or count services between this year and last year or even the year before to determine what affect the pandemic has had; is there some way the counselor tracks the number of students they meet with each year. Superintendent responded that the counselors meet with all students to get to know them. As far as the number who have other needs, he doesn't believe we keep that kind of documentation. Principal Weaver agrees he is not familiar with doing that. He adds this is a tough time with master scheduling. He doesn't thoroughly understand the role that played last year. It would be good to work with Principal LaRoche to see how the MS counselor can be a bridge between 5<sup>th</sup> and 6<sup>th</sup> grade so that goes smoothly. He believes we have seen an uptick due to the pandemic; just for human connection and being able to actively listen and understand the hurdle the students are trying to overcome. It is a critical piece in terms of curriculum and working with the MS teachers and terms of the transition from 5<sup>th</sup>-6<sup>th</sup> for all MS students. He believes it is tough to make that position "full and complete" in 20 hours. Ms. Edmunds spoke that there has been an uptick on needs of services; they get a lot of mental health services anyway and it just changed the kind of things they need. On any given day a student crisis can take her out of her schedule for an entire day; that student needs all of our attention and without the extra support it becomes more and more difficult to meet the needs of other kids when they have a crisis on a daily basis. She reviewed the types of crisis that they see. She confirms they are tracked in certain ways; we try not to hold documentation but there are protocols that are followed. It would take some time to determine if the number is up from last year. She adds, she would hope that one suicidal child would want to make them put a counselor in the building. It was noted some of our most alarming needs come from kids we don't see and hear from; not a lot of parents are going to be able or know how to advocate for them. A question was raised if the counselor was working during quarantine. Superintendent responded yes. He confirmed it was similar to when the HS was working remotely but for a greater length of time. He confirms the job was being done and being paid for although it made it more difficult because the person did not have relationships with the students. Principal Weaver added that it takes a long time to build and has to be face to face; it's difficult over Google Meets. He understands having data would help him advocate stronger but he feels strongly about counseling and see that's role broader beyond a crisis. He understands offsetting costs and would be open to working with the Superintendent, Principal LaRoche and the Board to try to find offsetting costs. They are working on master scheduling now and he is unclear how the classes will play out but he has an open mind to look at staffing as a whole to ensure the full time MS counselor position is still in play. A question was raised to Ms. Edmunds if we have had any MS students that have ended up in the hospital this year and needing counseling there. Ms. Edmunds replied yes. It was expressed that having the data

would be helpful however when the Principal and Assistant Principal are advocating so powerfully that this is a need the young people have, it is a liability to not have someone in that position who has the qualifications to handle the situations and how can we look the other way. Mr. Vanderhoof spoke noting that he did not hear the entire conversation (just returned from the Budget Committee meeting) expressed that he doesn't think the Budget Committee would be thrilled if we try and change the number today; they would rather see it be a motion from the floor if it is something the Board wants to recommend. He does not recommend asking them to change the budget number less than 48 hours before the public hearing. He suggests waiting to see if there are savings in the beginning of the year or a motion to be made from the floor and the public could discuss it. It was noted if the Budget Committee changes it at the public hearing, they would have to post it a week out etc. Superintendent confirms that is correct, if the Budget Committee changes it at the public hearing they would need to hold another public hearing; this is his understanding. If there was a desire on the part of the citizens or Board members as citizens, wishing to make a recommendation at the town meeting in March, that is something that could be done then but would happen at that time. Ms. Lavallee voiced disappointment that this is the conversation the Board is having now especially at the last meeting they had a discussion about this and the discussion was tabled. Her feeling is if it was not a possibility to vote and support this decision as a Board and put it forth as a tax payer, it should have been discussed and not tabled. She is disappointed that we are having to have a tax payer bring it forth in the town meeting when this has been the 4<sup>th</sup> time it is being discussed. She notes she is new to this and at the last meeting, if it was not a possibility for her to put forth a motion that she feels another board member should have advised her of that. She is disappointed, that as a Board that we could not put forth a vote and take action in an area that was brought forward by the public and reiterated by the school. As a Board, we did not do what was asked by the public. Superintendent voiced the School Board has not voted to recommend the budget number at this time. It is the School Board's prerogative to not agree with the Budget Committee's number and put forward an alternative number to be brought forward to the tax payers in March. The Board can make a presentation and the Budget Committee can make a presentation to support their numbers. Mr. Post expressed he is pretty sure that is what he said before. It was further noted that this discussion started because it was tossed in as a warrant article without the Board having discussed it which derailed the discussion. It was not formally discussed as it was tonight. It was noted when referenced how many meetings this was discussed, it was 3 not 4 and it was not discussed like it was tonight. The fear is if the budget is over 13 million we may end up in a position like last year and not only may we lose the MS counselor but also other things as well. The number we have now is a good number and it appears most members are comfortable with it. Discussion was had regarding having conversations after the budget is cast and see if administration can do some adjustments to figure out how to fund the position full time. A comment was made regarding taking away soccer to fund this, that is what it will come down to, taking away a sport. It was noted that it is unlikely that would be supported and unlikely something Principal Weaver would advocate to do. Anyone can make a motion tonight to recommend raising the budget number. Ms. Cloutier-Cabral spoke suggesting when the Board has a motion to think it may be good practice going forward if we are "holding a motion" is it going to impact the Budget Committee especially in those late stages; as a group we may want to consider this. She still considers herself a learner on these things and did not think of this. Mr. Post spoke he did not know this was the case either in terms of timing; we had a very challenging few months with the budget and everything else going on. Suggesting it as a warrant article was a real challenge and that took the issue sideways. When you have a position as a warrant article you can never remove it or change it without another warrant article and that creates all sorts of problems. They also asked for more information such as what are the roles. We have certainly had a challenging year. Ms. Lavallee clarifies she does not think anyone did this intentionally, she agrees it has been challenging. She looked back and it was December the Superintendent was first asked to provide information such as the job description; she is new to this and some of the frustration comes from the red tape that holds the Board from taking action on things. Last week they spoke of the warrant articles and that they needed to make decisions on them in order to get things in time to the Budget Committee and she herself should have thought that a decision needed to be made on the counselor. She was frustrated hearing Mr. Vanderhoof's comment; had she known this she would not have withdrawn her motion. Ms. Cloutier-Cabral agrees the red tape never goes away and suggests it may be good practice to add this step and think about it; if we table it will it be a problem to review it again. She does not feel anyone had any bad intentions but if this step is added, hopefully it can be avoided. It was also noted to remember that this was not included in the budget by administration; they did not ask the Board to add funds to increase this position because they realized the situation we were in. It was brought up by Chairman LoVerme in one of the meetings toward the end of the budget; after everything was already presented. Had it been presented by administration during the process, the Board would likely have had the discussion they had tonight and that would have provided the time needed and to vote on it. We would be putting the Budget Committee in a bad position of changing numbers at the end. This subject has had a hard time from the beginning in the way it was brought forward. Chairman LoVerme expressed he thought someone from the public would make a motion to add the funds to increase the position. The public will be able to

hear us at the meeting and understand the position we are in. Ms. LeBlanc spoke that she feels it is the responsibility of the Board to make this decision rather than the public to make a motion to raise the \$37,000. They did not hear the conversations and did not listen to what the Principals said. As a Board we should take the responsibility and tell the public why we feel so strongly to make it a full time position. In the past maybe a part time position was proper but not in the situation we are in now and we should be ready to stand up and defend our position.

*A MOTION was made by Ms. LeBlanc and SECONDED by Ms. Cloutier-Cabral to increase the MS counselor position from a part time position to a full time position. \**

Clarification was asked for regarding what is that motion is proposing. Superintendent clarified if this motion passes, it would mean the School Board would not recommend the budget that the Budget Committee is putting forward and that would go on the warrant as the Board not recommending it. You cannot change the figure the Budget Committee has at this time. The next thing the Board will need to do is either recommend or not the warrants you have not voted on yet. If you make this decision as a Board, in turn, you would have to as a Board not recommend the operating budget as put forward by the Budget Committee. He confirmed the Budget Committee's number is \$12,973,077 and increasing the position (cost \$37,120) would raise it to \$13,010,197. Mr. Vanderhoof confirmed the Budget Committee has voted on their final number last week. The Board would make an alternative presentation to say why they don't recommend the figure put forward by the Budget Committee; that has not generally happened in the past in this district at least since he has been here. Chairman LoVerme confirmed it has happened in the past. Mr. Vanderhoof expressed after what happened last year, it is not good optics. If the Board wants the position increased, it is up to the Board to fund the reductions and we would have a better idea closer to when we are spending the money. It is something the Board can discuss at that time. With it being so late in the game, it's a little bit like putting the Budget Committee "under the bus", they are not necessarily saying they don't want it but it would look like they don't support a full time MS counselor and that is not what is happening. If the public feels strongly about it there is still a way to get it without going this route. Principal Weaver was asked to give an idea of potential cuts. A comment was made that this is putting him on the spot, he has not had any time to think about it. Principal Weaver agrees, he is uncomfortable with that other than understanding he needs to advocate for this position. He understands the optics and that it is a big number. He thinks we need to wait until the master schedule is done and then see what the needs are; at that point to find \$37,000, we need to work as a team. A question was raised how this year's grant money compares to last years. Superintendent responded it's slightly down, we don't have some of the grants such as robotics but we are still applying for things. Generally, the major ones are slightly less and are already calculated in the revenue.

*\*Voting: via roll call vote, three ayes; four nays from Mr. Vanderhoof, Mr. Post, Mr. Legere and Mr. Kofalt, one abstention from Chairman LoVerme, motion fails.*

Mr. Post commented he believes we can still be committed to making this full time and review it when the numbers are available. Superintendent confirms the master schedule should be completed sometime in April. As far as the reductions in salary, that has already been calculated in. There are no resignations for next year at this time other than his. Mr. Post again reiterated that he thinks we can still be committed to making it a full time position. He doesn't think we need to go as drastic as cutting sports; it's a small number relatively. The reason it failed is not because we don't support the position, students and staff; it just came too late. He believes what is being asked for can still be achieved. Ms. Lavallee voiced appreciation.

Due to slight technical issues for Chairman LoVerme; Mr. Vanderhoof takes over as Chair and asked for any further discussion on the matter. None heard.

#### **b. Warrant Articles**

Superintendent reviewed the Board has not voted to recommend or not recommend the operating budget of \$12,973,077. Chairman LoVerme returned to the meeting and noted regarding the MS counselor, we will need to sharpen our pencils and make it happen.

*A MOTION was made by Mr. Legere and SECONDED by Mr. Post to recommend/approve **Warrant Article 4**, the operating budget number of \$12,973,077.*

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

Superintendent reviewed that **Warrant Article 5**, the collective bargaining agreement with the teacher's association, because the Board voted last week to not accept the Fact Finders Report, the Board does not recommend Warrant Article 5. Mr. Vanderhoof confirmed the Budget Committee did not make a decision on this article.

Superintendent reported the Board did recommend/approve **Warrant Article 6**, the collective bargaining agreement with the support staff.

Superintendent reported the Board did recommend/approve **Warrant Article 7**, the Building/Equipment & Roadway Capital Reserve (\$95,000).

Superintendent reported the Board did recommend/approve **Warrant Article 8**, the Educating, Educationally Disabled Children Capital Reserve (\$50,000).

Superintendent questioned if the Budget Committee needs additional information. Mr. Vanderhoof voiced that to the best of his knowledge, everything is public now and he wondered if the spreadsheet outlining the salaries could be shared. Superintendent confirmed it is a public document. Mr. Vanderhoof requested the Budget Committee receive that as soon as possible. They did not feel they had a full picture. Mr. Vanderhoof requested to them that they make a decision prior to Thursday, not sure if that will happen; they feel they are being pushed to make a decision but he believes they can look through the report and spreadsheet and this is what they are looking for essentially. Superintendent will send it out this evening. Mr. Post noted the Board was in the same position. Mr. Vanderhoof offered to them that Chairman LoVerme or Ms. Lavallee (from negotiating team) would sit in on the Budget Committee meeting to answer any questions that Mr. Vanderhoof may not be able to. The meeting is not confirmed but it sounds like it may be at 6:30pm prior to the public hearing. Superintendent confirms it would need to be Thursday as it has to be posted for 24 hours; he will let Chair Browne know. Chairman LoVerme voiced he let them know as soon as everything became public knowledge, when Ms. Drew informed him they were going to accept it; he shared the information with Chair Browne and Mr. Boette. Mr. Vanderhoof noted they seem to have a summary sheet but they want to read through the report and see the spreadsheets which is understandable. A question was raised if they can make a decision after the public hearing or does it have to be before; can a warrant article be altered. Superintendent confirmed they have to present any warrant article that has a financial impact. They can vote after the meeting and the warrant has to be signed by the Board so that we can bring it to the public and DRA. It would be advantageous to have that meeting prior. Mr. Vanderhoof did stress that to them and he believes they can do that. If they are going to meet after, they have to post that meeting as well. He will be sure they have the information.

## **IX. ACTION ITEMS**

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

Mr. Post voiced that at the last meeting he asked for an amendment to the January 5, 2021 minutes. He reviewed his amendment by adding at the end of line 217, "Mr. Post asked if this was a discussion for the Budget Committee or the School Board. Mr. LoVerme agreed and closed the discussion."

*A MOTION was made by Mr. Post and SECONDED by Mr. Kofalt to approve the minutes of January 5, 2021 as amended.*

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

*A MOTION was made by Ms. Lavallee and SECONDED by Mr. Post to approve the minutes of January 19, 2021 as written.*

*Voting: via roll call vote, four ayes; four abstentions from Mr. Vanderhoof, Ms. LeBlanc, Mr. Kofalt and from Chairman LoVerme, motion carried.*

*A MOTION was made by Ms. Lavallee and SECONDED by Mr. Post to approve the nonpublic minutes of January 19, 2021 as written.*

*Voting: via roll call vote, five ayes; three abstentions from Ms. LeBlanc, Mr. Kofalt and Chairman LoVerme, motion carried.*

A MOTION was made by Mr. Kofalt and SECONDED by Ms. Cloutier-Cabral to approve the nonpublic minutes of January 28, 2021 as written.

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

**b. Withdrawal Request from Building/Equipment & Roadway Capital Reserve**

Mr. Mullin is requesting a vote for approval to use \$88,450 from the facility capital reserve fund for 2 items. One is for the completed roof repairs (done in the summer) at the MS/HS in the amount of \$82,450 for that portion of the project and we are introducing something new, using \$6,000 to purchase a new food steamer for the kitchen at the MS/HS; this includes shipping and installation. Unfortunately, it broke down just before the Christmas break. It is considered unrepairable for the age and amount of work to bring it back to use. He is requesting a vote to be able to withdraw those funds out of the Building/Equipment & Roadway Capital Reserve Fund. Superintendent added the original request (in CIP) was going to be for a dishwasher (\$14,000) at WLC. Mr. Mullin worked with Ms. Roske and had repairs done instead at a cost of \$3,000 approximately that is why we have the funds available. Chairman LoVerme requested some additional information which was provided. The steamer is used to steam food in large portions (certain kinds of meat etc.) to get hot meals out to kids. A question was raised if the expense to repair the dishwasher and expense to replace the steamer could be covered in the budget. Superintendent responded the repair for the dishwasher is in the budget but the extra \$6,000 (for steamer) we do not know. Confirmation was asked for if repair cost was included in the request. Superintendent confirms no, the repair was handled within the budget and the request is for \$6,000 for the steamer approximately. Mr. Vanderhoof expressed he does not like the idea of pulling money out of this fund for something that was not on the CIP especially where we are at with that fund. He questions if this \$6,000 can be covered in the budget. It will have to be paid one way or another but is requesting this be looked at and come back with a request for that portion.

A MOTION was made by Mr. Vanderhoof and SECONDED by Ms. LeBlanc to authorize the withdrawal of \$82,450 from the Building/Equipment & Roadway Capital Reserve Fund for repairs to the WLC roof. \*

A question was raised looking at the CIP, the dishwasher was to be replaced this year; how old is the dishwasher that was repaired and how many more years will we get out of it. If we do not replace the unit this year, what will happen to the \$17,000 we set aside for that. Chairman LoVerme spoke that we should get another 6-10 years out the booster and that is the biggest expense. The rest of the parts on a dishwasher are normal wear and tear. The unit is a Hobart and they last forever. Superintendent added the money will stay in the fund. The repair was \$3,331. That would not come out of the capital reserve. Mr. Mullin spoke that the steamer broke before Christmas and during the time he and Ms. Roske looked at several ways to replace this and looked at several new and used pieces of equipment. The issue with the used ones they were able to find is that they were smaller and would not be able to properly supply the amount of food Ms. Roske needs for the students. They were also priced between \$1,000-\$2,000 less than the one he is bringing forward this evening. Other comparable units did not have the correct type of electrical plugs or water supply and would require additional installation cost. This one is new, has a one-year warranty and is basically "plug and play". Ms. Roske has been without this for over a month and had to greatly change the menu items. She has been unable to supply a good portion of hot food. We have done our due diligence with this; we have found ways to keep the dishwasher going longer without having to use the \$17,000 and this is a net difference and a save to the trust fund of \$11,000. He respectfully requests that the Board approve this and this evening so that we can get the new unit in the kitchen. Mr. Vanderhoof clarified what he was saying, he fully supports getting the piece of equipment; his request is that you identify whether the \$6,000 can come from the budget as opposed to the capital reserve fund. Mr. Mullin responded he did understand that. It is just that it could be a while before we are able realize if we can afford that out of the current budget. There are always additional costs that present themselves; the repairing of the dishwasher, the booster was a surprise to us. Superintendent expressed the intention is to purchase the steamer now and if we can cover it in the budget we would do that and if we cannot we would come back to the Board to request it be withdrawn from the capital reserve fund. Mr. Vanderhoof confirms this is correct. Mr. Mullin confirms he did misunderstand.

Voting: via roll call vote, six ayes; one nay from Ms. Lavallee, one abstention from Chairman LoVerme, motion carried.

It was clarified this was not a motion regarding the expense, it was a motion for a withdrawal. Superintendent confirmed the dishwasher was already fixed and funded from the budget. The Board just approved the withdrawal of the capital reserve for the roof repairs. We will go ahead and purchase the steamer and if we cannot handle that



within the operating budget, we will come back to the Board and request release of approximately \$6,000 from the capital reserve account to pay for the steamer.

## **X. ACTION ITEMS**

### **i. Budget Liaison**

Mr. Vanderhoof reports that most has been discussed already; they voted on a number and once they receive the information regarding the article (article 5-WLCTA) they will make their decision. They voted to support all other articles and are preparing the presentation for Thursday night. The public hearing starts at 7pm and they plan to meet prior. A question was raised if the Budget Committee has to make a recommendation on the teachers' contract. Superintendent confirms they have to make a decision one way or the other because there is money involved.

### **ii. Superintendent Search Committee**

Mr. Post reviewed they met last week, (Ms. Cloutier-Cabral, Superintendent Lane, Principal LaRoche, Ms. Browne and Mr. Post) and reviewed and approved the advertisement. It is posted online. Superintendent confirms there are 5 applicants at this time, three from Massachusetts, one is from Rhode Island and one from Colorado. The committee will probably meet on Monday or Tuesday of next week; will need to check schedules. It was a good meeting; they went through a lot of detail; they have a couple things for the next steps. Ms. Lavallee spoke that she had a community member ask at what part of the process will you reach out to see who wants to be on the committee in regards to reviewing the applicants and who do you propose to have involved in that process. Mr. Post responded they have a bunch of stages, they will finish up their work, gather the applicants, sort through them and consult with the Board Chair. From there, they have not approved the next level but have proposals. He invites her to come to the next meeting. He will get the minutes posted as well. He adds we are involving everyone at different levels and how that happens, he doesn't want to speak for the committee before they have made that decision. He is hoping for Monday to meet.

### **iii. Short-term Strategic Planning Committee**

Ms. Lavallee reported there was some miscommunication on the availability of the committee and a meeting was held when Ms. Cloutier-Cabral and Ms. Lavallee were not available. Mr. White gave her a bit of a summary of the meeting. Information was received from Principal Weaver. Mr. White feels as a committee, they need to get together so that they can bring forth and vote on a proposal regarding after school tutoring to bring to the Board with the details and data that was collected from Principal Weaver. Ms. Cloutier-Cabral spoke that she believed there may have been two links that went out as she and a teacher were the only ones in it. She is unsure if others were trying to join and couldn't. Ms. Lavallee sent the link to some parents and they didn't attend, it could have been the issue. Ms. Cloutier-Cabral tried the link that was in the calendar but the meeting was over when she got there; it was a very short meeting. A question was raised if they are looking for upper classman in honor classes to tutor. Ms. Lavallee responded they are looking at that; Ms. Cloutier-Cabral has done a lot of research on this but cannot speak to it as she was not in attendance. She asked if Principal Weaver wanted to speak about it; one of the areas they felt would help most is to get direct instruction from their actual teachers. Principal Weaver spoke that they are looking at it from a couple angles. One was to see if there are any upper classman available/willing to tutor younger students. The other piece they were looking at had a cost factor; tutoring after school for about 8 hours a week, 2 hours in each content area. That would target the remote learners. They are hoping a number of them would come in after school and get direct instruction although it would be open to any student. There are 10 remote students who have 3 or more F's, it's disconcerting; they are struggling with remote learning. Families are struggling to balance the remote with concerns with health and safety. If there is something we can do to help bridge that we want to. He spoke to the Superintendent about the cost if we ran it for 8 weeks, 8 hours per week after school; he is looking into that. Ms. Lavallee notes the committee will meet next week and put the details together and the data to support it and bring it to the Board. Superintendent reports tutoring is \$30 per hour. Principal Weaver adds, it is a good investment for students and the thinks many would access it. A question was raised if there is an option for student teachers to tutor. Principal Weaver spoke that they have interest and he would like to open it up to them if they didn't have someone; some have thought of tutoring or volunteering on their own to get experience. It gives them good experience working with struggling learners. Ms. Cloutier-Cabral spoke that some of the data they looked at showed students respond to those kinds of peer relationships. Mr. White will be back with the information; goal is to meet next week so they have something for the next Board meeting.

## **XI. RESIGNATIONS / APPOINTMENTS / LEAVES**

### **a. Resignation-Theresa Gonio-WLC-Paraeducator**

### **b. Resignation-Kiersten Streeter-WLC-Paraeducator**

503 Superintendent reviewed the staff resignations. He reports Ms. Streeter had resigned but since then we have hired  
504 her back as an ABA therapist (recent vacancy). A question was raised if we have any paraeducator applications. Mr.  
505 Pratt spoke that there are 2 openings and to date there has been 1 applicant who has been interviewed.  
506

## 507 **XII. PUBLIC COMMENTS**

508 Chairman LoVerme voiced that he wanted Ms. Virginia Day's email to be part of the minutes, it was not read due to  
509 length (see attached). Ms. Lavallee read public comment from Mr. Matt Mannarino (a copy can be found with the  
510 minutes). Superintendent called out all the phone numbers and names joined in the meeting asking if they wanted  
511 to comment. There was no additional public comment.  
512

## 513 **XIII. SCHOOL BOARD MEMBER COMMENTS**

514 Ms. Cloutier-Cabral thanked Brookside Mobil and MD's Recycle for their generous donation and supporting the  
515 students and district. She thinks the student teachers is a great addition. She appreciates the work that was put forth  
516 regarding the MS counselor and appreciates the discussion that was had as a Board, and the way the Board  
517 communicated; the openness and consideration of one another. She believes these types of conversations help them  
518 to grow.  
519

520 Mr. Post commented that what Ms. Cloutier-Cabral said was fantastic.  
521

522 Chairman LoVerme thanked everyone on the Board for the hard work they put in this budget season; we got off to a  
523 late start and of course we have to finish on time. The public doesn't understand the number of hours that goes into  
524 the budget process, not just the Board and Budget Committee but the administration staff as well and he looks  
525 forward to seeing everyone on Thursday.  
526

## 527 **XIV. NON-PUBLIC SESSION RSA 91-A: 3 II (C)**

### 528 **i. Student Matter**

529 *A MOTION was made by Mr. Vanderhoof and SECONDED by Ms. Cloutier-Cabral to enter Non-Public Session to*  
530 *discuss a student matter RSA 91-A: 3 II (C) at 8:59pm.*

531 *Voting: via roll call vote, seven ayes; one abstention from Chairman LoVerme, motion carried.*  
532

## 533 **RETURN TO PUBLIC SESSION**

534 The Board entered public session at 9:31pm.  
535

536 *A MOTION was made to seal the non-public session minutes by Mr. Post and SECONDED by Ms. Lavallee.*

537 *Voting: via roll call vote, seven ayes; one abstention from Chairman LoVerme, motion carried.*  
538

## 539 **XV. ADJOURNMENT**

540 *A MOTION was made by Mr. Post and SECONDED by Ms. Cloutier-Cabral to adjourn the Board meeting at*  
541 *9:31pm.*

542 *Voting: via roll call vote, seven ayes; one abstention from Chairman LoVerme, motion carried.*  
543

544 *Respectfully submitted,*

545 *Kristina Fowler*  
546