

**WILTON-LYNDEBOROUGH COOPERATIVE
SCHOOL BOARD MEETING
Tuesday, October 13, 2020
Wilton-Lyndeborough Cooperative M/H School-Media Room
6:30 p.m.**

The videoconferencing link was published several places including on the meeting agenda along with the Superintendent's email to be used for written public comment.

Present: *Alex LoVerme, Jonathan Vanderhoof, Mark Legere, Tiffany Cloutier-Cabral, Charlie Post, Paul White and online participation Brianne Lavallee, and Jim Kofalt*

Superintendent Bryan Lane, Business Administrator Rob Mullin, Principals Peter Weaver (online) 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 6:33pm.

II. ADJUSTMENTS TO THE AGENDA

There were no adjustments to the agenda.

III. 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.

Ms. Laura Gifford asked for clarification "regarding the MOU" as she believes the agreement was breached. She referred to a committee that is supposed to be formed with a school board member, teachers' association, support staff association and a school nurse; she asked for an update. Superintendent responds that the committee will be formed this week. It was a short week this week and last week. He will work with the Chair and both associations on this.

IV. BOARD CORRESPONDENCE

a. Reports

i. Superintendent's Report

Superintendent reports there was some damage to another slide at FRES. There has been some community response to it. The lower slide cannot be repaired as the parts are no longer made; quote was obtained to replace it and be installed by the company (about \$7,000). He reports there is some fund raising going on for the larger slide. Any efforts to that effect should be worked through Principal LaRoche at FRES and is very much appreciated. A survey was done regarding distance learning; the committee met and reviewed results. A survey will go out to parents this week to see if they want to continue with the current education model their children have. We will determine how to move forward based on the feedback. He sent out an email to staff asking if there are any plans to travel outside of the New England area; if so they would need to quarantine for 14 days. It is prudent to know in advance if we will have an issue with staffing. We should know by Thursday. He has spent a good amount of time on the budget and was still working on it tonight. It was sent electronically; if anyone wishes a copy please let the Superintendent know. He provided his number for anyone to text him if they wanted it for tonight. More PPE (surgical masks for faculty working with students) was requested and received from the state, distributed by the National Guard at no charge. He thanked the state and National Guard for helping and for serving. He has had conversations with Principal LaRoche regarding the annual holiday parade. The parade will not be held but students can dress up as long as their costume does not interfere with their appropriate face covering. He has met with area officials on improvements to the railroad tracks in Wilton; a proposal will be presented to the town in coming weeks to improve traffic control and for the tracks to be renovated. Changes will be made with the approval of the town and not done until the summer of 2022.

ii. Business Administrator's Report

Mr. Mullin read his report which included the completion and submission of year end 2020. Reports have been submitted to the DOE and DRA prior to the requested extension due to COVID. The annual audit began and the in-office work was completed by the auditors (Plodzick and Sanderson) on Sept. 30. The unassigned fund balance matched the number that went to the DOE and DRA. The amount can be attributed to savings related to COVID and higher than anticipated adequacy funding. The Treasurer's Report for June 2020 was provided and the year has been officially closed with the MS 24, MS 25 being submitted and the audit completed. He reports much of the work was done by former Business Administrator, Beth Baker, former finance assistance Mary Anne LaBrie, and accounts payable clerk Karen Blood. He thanked them as well as the school secretaries for their assistance and Board members for their patience. He reports receiving an email last month regarding a warehouse in Merrimack that formerly housed a school furniture supply company. The business closed several years ago and items were free if we provided the transportation. He visited the site twice, acquiring tables, file cabinets and 2 butcher block tabletops, estimated value of \$4,000. He has sent a letter thanking the owner of the building for their generous donation. He reported Ms. Lori Spurrell is new to the district working in the business office as the HR/Payroll Generalist. He reports he has received his NH Business Administrator certification.

Superintendent provided a document regarding the fund balance. He had previously reported the fund balance as \$540,000 but that did not include the unanticipated revenue; fund balance is \$840,911. He provided tax rate information noting this is not a set number and is not guaranteed but is not too far off of what it would be if the apportionment does not change. It would appear residents would receive a tax decrease. He adds taking into account this is an anomaly, this dollar figure will not continue, we would not have this again and would anticipate a fund balance of around \$200,000 (not \$800,000); this will cause a tax increase the year after. Mr. Post noted that when you extrapolate it to a tax rate, remember the towns can reserve some of that money. It may not be a direct application to the tax rate. It is a balance being returned to the towns. Superintendent agrees, we don't know the process that the towns follow.

iii. Principals' Reports

Principal Weaver reported that he and Ms. Edmunds are working on communication with parents and the community. The WLC Reporter and the MS minutes is a way to do this; we are looking to see how we can make it more robust and ensure they get them on a monthly basis. He reports a student named Elizabeth Jacobs hit a significant milestone in athletics, 100 points! It is a pretty big number for an 11th grader; it's important that we recognize her. The National Honor Society contributed 25 hours of community service by accompanying the 6th graders to the FRES for the Fall Festival. He thanked the staff and parents for being patient and flexible as they try to do parent/teacher conferences virtually for the first time. He reports it sounds as though things went well; the team approach at the MS went well and he believes the parents appreciated having all their children's teachers together at once. Moving forward after we are past the pandemic, he will look at how these have been done in the past; he does not want to do them virtual but isn't sure the "arena style" is best. He spoke of an initiative for this year for families in need by providing Thanksgiving baskets. Students will be encouraged to bring in certain items for a Thanksgiving basket; goal is 20 baskets. They will work with the guidance department to identify families that would be willing to take a basket also asking Market Basket and Hannaford for any donated items. He is hopeful it can be accomplished; it is important to give back to the community; this is a real tangible way to do it. He believes this is something students and families will support. Baskets will be delivered with no person to person contact. Things are going well, trying to get activities up and running. He would like more activities for the students but is excited that there are about 100 kids participating; it's healthy for the school to get back to as normal as possible. Students requested to start a debate team and volley ball club. He spoke of the basketball season reporting there is a conference call next week and believes the NHIAA will push the season back and shorten it. He believes they are trying to avoid the window of vacation time in order to decrease the contact as much as possible. He also believes it will be regional; thinks it will look much like soccer. Ms. Lavallee expressed she loved to see the team approach to the teacher conferences and the cohesiveness with teachers. She felt it was more productive. She volunteered to help with the baskets as well. Principal Weaver voiced he was really excited about the Coop Connection meeting, that there are parents who want to be involved and are excited about raising awareness and partnering with the schools. It was one of the things that drew him to this position. He will reach out to one of the Coop Connection members and will see how they can partner with the Thanksgiving basket idea. He welcomed Ms. Lavallee's help.

Principal LaRoche gave an overview of his report which included the first 30 days at FRES. A lot has happened. Teachers are working on 3 platforms; they have the luxury of having remote learning teachers. There has been some training over the summer but it has been challenging for the teachers working in class (2 platforms) and with the hybrid models. They will look to see if any adjustments need to be made. W.I.N. staff has been working with

students along with support from the reading specialist. Testing went well. One of the concerns has been lack of substitutes. There are 4 paraprofessionals that are doing a great job, using time efficiently by shuffling from class to class but with only 2 substitutes available/willing to come into school it is difficult. If they are picked up by another school, we have to shuffle staff around; on more than one occasion we have had to use paraprofessionals and the SPED teachers have to increase their time because there are still students who need help. He reports being at a tipping point. If there are more than 3 people out, he is not sure if they can deliver the quality education needed. He voiced appreciation for the staff. October 8 was the Fall Festival which was great. Sixth grade came to FRES with the National Honor Society and brought groups of kids to the attic to sign their names. This opportunity was missed in the spring. The junior class also missed their opportunity due to some construction that was happening; they are looking into seeing if they can be brought back at some point. He is working with Mr. Erb, the PTO, and interested parents who want to invest time, effort and money into the slide. They searched for a replacement but could not get one and it had to be removed recently. There is a 2nd slide that broke; which is being replaced. He notes there is some fund raising going on and should be worked through FRES to see what can be used to help support the playground. It is budget season; the FRES budget has been turned in. Some changes you will see are some of the items have been moved from one area to another and it may appear to be a decrease but has moved to another part of the budget. For example, software has been moved to technology. He spoke regarding curriculum and that it had come to his attention last year that we have elementary teachers who have supported curriculum since 2015. In a larger school the assistant principal may help with this but in a small school like FRES that does not require an assistant principal but does require support. The teachers were working with Dr. Heon. The math program is “tech oriented” and has moved away from text books. They have to continue to train, learn and find resources. We need people that are available to help while in school. We have curriculum in all areas and teachers need training. The curriculum coordinator will be part time and even at full time this was still needed; as time goes on it is important especially with the technology needs and research. This is in line with the department heads at WLC but at the elementary level does not have this. He estimated they did about 40 hours. He expressed they do a great service with the school and if they decided not to do it, it would be a real loss. He supports compensating them. He believes about 18 students are on the hybrid model. Superintendent notes this is an action item for later in the meeting. He confirms the total amount is what will be discussed for the proposal.

Superintendent/Principal Lane reports there are 42 kids in the building at FRES and 13 remote students. The teachers are doing a really nice job. They split up the curriculum into 3 areas for the remote piece. They meet with parents and students weekly for about 20-30 minutes. He thanked the art, music, PE, and library teachers for coming up once a week. He thanked the nurse who has workshops coming up with the students. He thanked Ms. Roske and the food service staff for bringing the food up; it has been working out well now that the system is down. He thanked Title 1 staff for coming to LCS and helping out. We have information on the level of need and the level of achievement which helps to create curriculum that will challenge them. There will not be a Halloween parade but the students will visit the offices in the building at LCS. On picture day the remote students were invited to come in and there is a make-up day in November; things are moving along.

b. Letters/Information

i. Unanticipated Revenue-Adequacy and SPED

Superintendent reviewed information from the DOE and are expected to receive additional unanticipated revenue. We budgeted \$1,553,080 in adequacy aid; we anticipate that number to increase by \$24,840.75 and have scheduled a public hearing at the start of the next meeting to vote to accept the funds.

ii. Area School District Contract Dates

Superintendent provided a document showing the available area districts contract dates from the Public Relations Board website. He is working on a comparative salary piece. Contracts can be for multiple years and the advantage for a long term contract is for budgeting purposes but can cause some issues around health insurances.

V. CONSENT AGENDA

i. Treasurer's Report-June 2020

Treasurer's Report from June 2020 and year end was provided. Superintendent reports, at the end of June there was a good amount of cash flow and we are in good shape. Things are moving in a positive direction and making sure we can meet payroll and our monthly bills.

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

VI. 7:00PM JOINT BOARD & BUDGET COMMITTEE SESSION

Present: *Leslie Browne, Christine Tiedemann, Bill Ryan, Kevin Boette, participating online, Dennis Golding, Lisa Post, Jeffrey Jones, Jennifer Bernet and Adam Lavallee*

The meeting started at 7:12pm. The Budget Committee met prior.

a. FY 2019-2020 Fund Balance

b. FY 2021-2022

i. Salaries & Benefits

ii. Transportation

iii. SAU Budget

iv. Full Budget

Superintendent provided information regarding the fund balance and tax rate. He reviewed the unanticipated revenues are \$227,941 exclusive of COVID. Meetings were held to approve those funds as listed. Expenditures were \$612,970 (approximately \$500,000 due to COVID). Not a lot was spent on transportation for regular education/SPED or on supplies and savings were had in repairs and maintenance. There was additional savings listed such as co-curricular salaries, replacement/equipment furniture and substitute teachers. He notes an additional YTD can be run which will delineate each account. It will throw off the actuals when you look at the budget as you will see some anomaly's with expenditures due to students not being in the building. Chair Browne asked to add the actuals to the spreadsheet for what was actually expended and the notes will be very important for those line items. We need to be sure there are good explanations for the town meeting. She also asked for the end of year expenditure report from FY 2019-2020 (showing no transfers) now that the year has been closed out. It was requested to have a YTD every month going to the Budget Committee and Board. Superintendent agrees to provide this each month. It was further requested that it be a detailed line item report (entire report). Superintendent notes a YTD was provided in September. It was expressed when each month is closed, the report should just be sent automatically. Disappointment was expressed that it was not provided at this meeting as it was expected (in August) as well as the budget documents not going out until late this afternoon. This does not give members the opportunity to review the material and ask appropriate questions. Superintendent agrees and notes it was his intention that it be completed earlier. He did send out the budget last week with a comment that the salaries and benefits needed additional work. It took quite a bit of time for him to check it all and he had issues over the weekend that did not allow for him to deal with it earlier.

A request was made for a map or legend of the general ledger account segments. This will be provided.

Discussion was had regarding the school board's directive of 2.5% over last years voted budget amount and that it was not something the Budget Committee agreed to. The numbers seem to be based on that increase and should be based on need especially with the changes that are happening; we may see cost that we have not seen before and shouldn't just try to fit a number into a percentage. Superintendent responded the numbers are not 2.5% across the board and some are generic such as 3% increase for dental, 5% increase for health. Some round numbers are in there such as transportation as we will be going out to bid. There are increases and decreases across the board. We are not aiming to max out at 2.5%, we are just building the budget. It was expressed in terms of building the budget, it was shown in the past that it would be built without any fiscal control or constraint or target to aim for and at the end of 4 months we had a budget that doesn't fit. It is better to start out with a target early. Chair Browne expressed she personally doesn't like to set a percentage or dollar amount as the needs change from year to year although she understands the argument for setting a target; it has been done in the past but she doesn't feel it is as transparent. It was noted both ways are valid and have merit. If there is something that the district needs they should not be afraid to ask for it. It was expressed this is first year of an honest budget with no line item transfers. Board members were reminded that when this (2.5%) was first proposed it was done so with 2.5% as a goal and administration was instructed if there are additions to this they would be discussed. If approved, the justification would be clear. The Board had been asked for some guidance in creating the budget and the guidance of 2.5% over last years voted budget came prior to the NHRS increase. It was expressed that the budget should be based on spending and need and

not what was budgeted the prior year which was based on a poor budget. It was confirmed the budget provided is a complete budget with the exception of salaries and benefits. It was suggested to move forward with this unless there is a request for administration to go in a different direction and start again. It was suggested next year a conversation be had around the budget targets as the budget is the Budget Committee's responsibility ultimately and they would like to have some say. It was noted there were things that have been put off and are back in the budget. It was reiterated some of the actuals from last year will be skewed from COVID such as electricity as the heat was down in the buildings. The numbers used in creating the budget were based on the adjusted budget per the Superintendent. The budget number from last year appears to be incorrect (noted last meeting) and will need to be changed to \$12,644,720; Superintendent and Mr. Mullin will check on this. Chair Browne reminded the group that any changes made need to be documented. It was suggested to have all the changes on one spread sheet. It was suggested to have the changes highlighted. It was suggested to add an additional column to show changes so that when it is reviewed, the changes are clear. It was suggested to add version 1, 2, 3 etc. Superintendent confirmed that there are some numbers on the summary sheet that he needs to relook at. Superintendent will provide an updated document showing reductions in salary and benefits due to staff changes after the additional appointment this evening. Currently there has been a reduction (based on current staffing) of about \$160,000. This may change with the Board's decision this evening. He confirms the curricular coordinator position is not included in this and if we hire a curriculum coordinator, the savings of \$160,000 still exists.

A question was raised if the Superintendent feels like what we are doing now will continue in regard to how kids are going to school. Superintendent responds in regard to the students going to school, it is looking like we may have to change our approach. There is a committee having those discussions now using the feedback received and will be coming to the Board with any recommendations. In looking at the budget being proposed, he believes we would go back to school normally for September 2021. It would create a drastic change if we had to go to full remote as there would be changes with transportation etc. and it would also depend on the reason for going remote. It could be a temporary change such as a 2-week period of time. He is going on the assumption that we will have students in the building 5 days a week for the 2021-2022 budget. Superintendent confirmed that the extra SPED bus that was discussed at last meeting has been removed and the budget is based on a normal school year.

Discussion was had that the NHSBA sent out an email for emergency relief and recovery. It was noted this is not related to the budget discussion. It was requested to have some feedback on this. Superintendent responds at this time, in speaking very quickly with Mr. Pratt, other than approximately \$3,000-\$4,000 we have expended our CARES funds and not expended past that. We will look for new guidance from the Governor's Office to determine if there is any other reimbursable cost. Since we budgeted for Chromebooks, he doesn't believe it is reimbursable. It was noted there was discussion with the committee that there may be an additional need for items that we may be able to take advantage of. Mr. Post notes the Board needs to take a vote to request the funds. He believes we can request them and it could be denied but it does need to be requested. There was a brief discussion on this matter.

Superintendent reports regarding salary and benefits, there is an increase in health insurance of 5%. Premiums have been flat and he expects if usage remains low this will decrease. Actual rates will be available in November. Dental rates will not be available until June; this is budgeted at a 3% increase. Last week we learned of an increase in NHRS; documents were provided to the Board and are in the Board Packet. The district currently pays for teachers 17.8%, increasing to 21.02% and for non-teachers the district pays 11.3%, increasing to 14.06%. Employees and teachers pay 7%. The employees portion has not increased, only the district's portion. This creates an increase of \$118,804 for teachers and \$72,553 for non-teachers (with current staffing). Those who work less than 35 hours (teachers less than 30) do not qualify for NHRS. An additional elementary teacher is also included in this budget which has been discussed in the past. The overall increase is \$293,302 offset by the reductions in salaries/benefits. He will have a definitive number at the next meeting. The majority of the increase is specifically related to the NHRS increase and is not something that we can control. He gave a brief overview of NHRS. If you exclude that number, the budget is up about 2%. It was noted the teachers are negotiating their contract and any increases to salaries would be on a separate warrant article. It was expressed that although we cannot control the increase in NHRS amounts, the way other municipalities and school districts manage the cost and risk is by using contracted services and part time staff. It was expressed we need to be very careful about hiring new staff. It was asked that we go back and look at what positions could be contracted services to mitigate the increase. Superintendent will provide an updated document at the next meeting delineating the reductions in salaries. He confirms 3.58% is the increase to the entire budget although there are some adjustments that will need to be made in the spreadsheet. It was noted the percentage will change once the correct budget number of \$12,644,720 from last year is used. It was requested to have the numbers triple checked before being sent out. It was reminded that any discretionary changes or things that are not

mandatory should be noted. Superintendent reviewed there is a .50 position in the business office that is included in the budget; approval for that was given this school year although no one has been hired yet. There is an additional elementary teacher position (3rd grade) in the budget, otherwise there is no additional staffing increases or decreases budgeted. Course selections are not made until March or April. The only modifications that may be made is if the School Board voted to make changes based on course selections or as it was requested, if it was determined to use contracted services. We contract for PT, OT, speech and language and other pieces around SPED and can look at the concept of contracting help for the curriculum coordinator. A question was raised when the Administrative Structure Committee will have a recommendation as this would have an impact on the budget if we are restructuring the administrative positions in the district. Superintendent responded a recommendation should come in November and there is still time to make adjustments to the budget. There is a virtual meeting scheduled for tomorrow night. A very brief discussion was had regarding how many Board members can be present at the meeting without it being a Board meeting. The meeting is posted as a committee meeting not as a Board meeting.

Superintendent confirms the transportation bid will go out in 3-5 days and we should have actual numbers in late November. A 5% increase was budgeted as a place holder. Discussion was had if the bid should include cleaning/sterilizing. There will be further discussion regarding the bid later this evening.

Superintendent reports transportation is part of the business office budget. There is an increase to that budget of \$1,300 for training staff. In the SAU budget there is an increase of \$1,400 for Superintendent PD (taken out last year) and an increase to legal services. It was noted everything else appears to have a flat increase of 2.5%; Superintendent will look at this again. The transportation bid will be for both SPED and regular education.

VII. PUBLIC COMMENTS

Superintendent called out all the phone numbers and names joined in the meeting asking if they wanted to comment. There was no public comment to report.

The next joint meeting of the Board and Budget Committee is Oct. 27 and will contain budgets for LCS, FRES MS/HS and curriculum. The Budget Committee will meet prior at 6:30pm. It was requested to have current enrollment numbers; Superintendent reviewed the numbers and will provide it for the next meeting.

A MOTION was made by Ms. Tiedemann and SECONDED by Mr. Boette to adjourn the Budget Committee session at 8:16pm.

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

VIII. ACTION ITEMS

a. Approve Minutes of Previous Meeting

A MOTION was made by Ms. Cloutier-Cabral and SECONDED by Mr. White to approve the minutes of September 22, 2020 as written.

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

b. Community Spread Protocol

Superintendent reports in an effort to be prepared he has been in contact with other districts to see what might be the determining factor regarding community spread that would require schools to close. He included Hillsborough County exclusive of Manchester and Nashua (different demographics). He reviewed the prepared document and notes this is a Board decision and does not need to be made this evening but believes it is prudent to look at this. Discussion was had including the number of active cases, what it would look like and how prepared are we if we had to close short notice. Discussion also included closures due to absenteeism and difficulty obtaining PPE which there was support for. There was some disagreement with the community spread piece. A request was made to obtain the number of days' staff was out for being COVID symptomatic and for testing. He reports WLC has had 5 staff out which has caused them to tweak some systems to make it work for a day. He reports if we had multiple consecutive days out, 2-5 days with 5-8 teachers out, there are not enough substitutes to cover this. We would also struggle if there were 5-7 teachers out throughout the district. Absences can revolve around household members and not necessarily our staff. There are districts who have increased the substitute pay (\$100) in an effort to obtain more substitutes and still are not getting any. Superintendent reports closing with a 2-week prior notice would be beneficial however if necessary we could pivot with a days' notice if it was only temporary and a short amount of time. He

confirms the new laptops are in for the teachers but we are still waiting on the Chromebooks. He reports the current rate for substitutes is \$65 per day; it could be increased by a reasonable amount and still be manageable. Surrounding districts pay \$75-\$100 per day. We need to be competitive however we do offer smaller class sizes. He came up with the numbers by looking at 3 surrounding districts. It was suggested to relook at the numbers based on the current data on the DHHS website; if the written protocol was followed, we would need to close tomorrow indefinitely. Superintendent reports, he put this together in September and the numbers have increased since. It was suggested to only focus on the communities of Wilton and Lyndeborough although it was pointed out that many in communities here work in other communities and do grocery shopping etc. It was agreed that it should be clear on how we are determining closures and where we are getting the information from; we need specific guidance. Superintendent notes we can use community numbers vs. local numbers. The issue he has is within the community at large, this is a tight knit community, people spend time together and transmission rates can happen rather quickly. He questioned if the Board would like him to look at numbers and DHHS to see what they would recommend. Concern was raised of “pulling the trigger” too soon. It was suggested to look at where the outbreaks are such as nursing homes. They continued to discuss the topic of numbers in these communities vs. other towns. It was also suggested to keep an eye on athletics with other districts playing and what happens if we were to play a school that had to close. Superintendent responds that piece is part of the NHIAA and that protocol does exist now. A question was raised since some of our students attend classes in Milford if they were to have a case how does that affect us. Superintendent reports if contact tracing came back from DHHS they would make a recommendation. Superintendent will collect some information and talk to DHHS. He doesn’t have a problem making the decision to close if necessary but wants to be able to explain why decisions were made.

c. Bus Transportation Bid

Discussion was had regarding the last transportation bid. Superintendent provided a document with changes he is requesting to make to the bid. He notes there are not specifics around cleaning which were discussed earlier. He reports not having had any issues relating to the age of the buses but has included a reference to this in the suggested language of the bid. They discussed having a performance bond which was waived in the last 2 contracts by the Board. This is in case the provider becomes incapable of providing service, the provider provides a fee of assurance. Discussion was had regarding cleaning (and supplies) of the buses and who is responsible for this and adding this into the bid. Discussion also included the percentage of what is being paid to the provider when there is no need for bus transport. Discussion was had regarding the bid parameters. Mr. Mullin is reaching out to other school districts to see a copy of their transportation bids. It was noted there was something in the contract regarding renewing for a 4th year and there was not a clear view of what that entailed or what triggered that. It was suggested to not include the provision regarding a shortened school year. Superintendent will check to see if that was included in the bid or not. This was discussed. It was confirmed there were 3 bids last time. It was suggested to look at the Hollis district bus company as well. Continued discussion was had regarding the last transportation bid and outcome. Superintendent recommends to include the performance bond; he notes you should stick to the bid requirements. A question was raised if we are legally bound to the parameters set; everything thing other than the price. Superintendent responded that there are specific parameters we are required to stick with and he believes that is one of them but he will double check. It was suggested to look at some different options around a shortened school year/remote learning. Superintendent notes when we create the budget, we are doing so without the issue of a pandemic. It was also noted there has been a shortage of bus drivers. It was suggested to tighten up the language around remote learning. Members would like to see the examples of contracts from other school districts. Mr. Mullin spoke of his experience reviewing bus contracts in Massachusetts and that 50% of it goes toward keeping the bus companies in business so they can guarantee they will be here for us when school resumes. If they cannot transport our students other bus companies are not likely to be in a position to do this for us and we are required to transport them. They discussed including the age of the buses, cleaning and disinfecting piece and want to see what other districts are doing around a shortened school year. Mr. Mullin will send the current contracts to the Board and obtain bids/contracts from other districts. There will be further discussion at the next meeting.

d. FRES Curriculum Stipend

Superintendent reviewed Principal LaRoche’s request for stipends for 4 FRES teachers regarding curriculum. They work approximately 4 hours per month; at the typical rate of stipends, cost would be \$15 per hour (\$2,400) plus FICA. Principal LaRoche was not present at the time of the discussion; it was suggested to add this to the next agenda.

*A MOTION was made by Mr. Vanderhoof and SECONDED by Mr. White to table the discussion (regarding FRES Stipend). **

Discussion was had regarding the curriculum coordinator and if there was a plan for this school year and moving forward. It had been asked previously that the curriculum coordinator come up with a clear defined plan, bulleting out the duties that can be given to other people and what the curriculum coordinator needed to do on a building level. The document Principal LaRoche provided gives one snapshot but the request is for a more comprehensive plan. It was noted these teachers have been doing this for 4 years; nothing is being added to what they were previously doing. A question was raised, how the duties were allocated; are they doing the same level of work before and after and why was the Board not made aware of this previously. It was also questioned what is being done at LCS and WLC. Superintendent reviewed for example there is a train the trainer model for Project Lead the Way and a teacher attended a multiday conference, although we paid them to attend, they did not receive a stipend. This teacher works providing support in science or to access materials and if there is an update to a program this person gets the information and sends it out. At WLC there are department heads who do this along with other responsibilities. The Curriculum Coordinator is an overarching piece and determines a K-12 curriculum; while they supervise some of these activities, they do not do them. This part was neglected for quite some time; and no vehicle to make sure there was a level of communication. There is a lot more communication going on and the elementary level curriculum is not simple but not complex in its' diversity. There is a greater level of need beyond the Principal and Curriculum Coordinator. He reports the concept here is there is a level of equitability because there is not another administrator or department heads. It was expressed although it doesn't mean this is not supported, the Board was not made aware it was happening. Superintendent reviewed when he first came to the district what the situation was and changes that were made. Documents were not acceptable, the math program was changed and competencies were supposed to be done in 2012 and were not. He notes a lot of work was done on documenting and we are about 70% completed. People are doing this on the limited workshop days we have or through grant money and coming in over the summer. We are trying to do 10 years of work in 3 years. A question was raised if there is a quality improvement plan that can clearly identify what was done and what is left to do. Superintendent responds Dr. Heon did not leave this but he believes she would help with the request. A request was made for more detail on Principal LaRoche's document as it reads as a proposal to do these things rather than things that have been done. There should be "really good detail" since they have been doing it for 5 years.

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

IX. COMMITTEE REPORTS

i. Negotiations

Chairman LoVerme reports they have met with both Unions; there will be further discussion later.

ii. Budget Liaison

Mr. Vanderhoof reports he was pulled out the Budget Committee meeting this evening therefore has nothing to report.

iii. Administrative Structure Committee

Mr. Post reports the first meeting was held. The committee organized and are looking at the organizational chart, developing it from the rough chart provided. Everyone is looking at different school districts and trying to benchmark where we are as a small district compared to other districts for comparison; basically doing the ground work. He does not see any reason why they wouldn't have a recommendation in November.

iv. Distance Learning Effectiveness Committee

Superintendent reports the committee will meet prior to the next Board meeting. Tomorrow a request is going to parents to ask whether they want to change their students educational model; this will be brought back to the committee to discuss how to proceed. Concern was raised from parents regarding what happens with cold weather in a combined space vs. windows opened etc. He will ask only parents who want to make a change to the educational model communicate with him. Concern was raised how sustainable this is in the long run especially with the dual classrooms. It was noted teachers are doing a great job. Concern was raised regarding absences of staff which was discussed prior as we don't have enough substitutes to support the protocol we have in place. Superintendent believes the Board was sent copies of the comments but he will double check and if not will send them in the morning. There were some trends that were pretty obvious.

X. RESIGNATIONS / APPOINTMENTS / LEAVES

a. FYI New Hires/Appointment

i. Lori Spurrell-SAU-Payroll/HR

ii. Cheryl Carter-WLC-Attendance Secretary

443 iii. **Appointment Luke Reiter-HS English Teacher**
444 b. **Resignation**
445 i. **Carly Follett-FRES-ABA Therapist**

446 Superintendent reviewed the new hires, resignation and appointment.

447
448 *A MOTION was made by Ms. Cloutier-Cabral and SECONDED by Mr. White to appoint Mr. Luke Reiter, HS*
449 *English teacher at WLC.*

450 *Voting: Via roll call vote, seven ayes; one abstention from Chairman LoVerme, motion carried.*
451

452 **XI. BOARD BUDGET DISCUSSION**

453 It was requested to have as much detailed information as possible for all of these numbers and go through it step by
454 step. Concern was raised that people jump to conclusions with the 2.5%; we need to get a number and we need a
455 number we are confident in and know what we need. It was noted last year; the last \$100,000 in reductions was
456 difficult. We need to be more organized and understand what we are presenting. Concern was raised the increase in
457 NHRS will be shocking. Suggestion to start at the 2.1% and go from there. It was expressed we can't keep putting off
458 the stuff we need to do; in the long run it will cost more money to get things fixed. Concern was raised that it feels
459 like we are talking ourselves back into a million-dollar increase like last year; if you don't have a goal it is based on
460 wants. It was expressed it is the School Board's duty to make sure the students get the best possible education; do we
461 want to get back to where we were when no one wants to move into town because of the education. It was noted one
462 way it can be controlled is to hire contracted staff. Superintendent will double check if stipends are part of the
463 NHRS. It was noted, we could reach out to other towns to combine. It was suggested that we can come to a
464 compromise and be diligent that our money goes to programs that improve the school and provide a good education
465 and make compromises where needed. We do not need to give up on the quality of education, we need to educate the
466 community that we are not just increasing the budget because we want to spend money. In SPED alone there are
467 laws we need to follow and we are not reimbursed; there is a lack of knowledge in the community.
468

469 It was suggested to get numbers that are correct so there can be a better perspective. They have received multiple
470 different documents. Discussion was had regarding focusing on where the value is, what value are we getting out of
471 spending a particular line item. There are legitimate concerns; small amounts of money add up to be a large number
472 eventually. Regarding the stipend discussion earlier, it was suggested that there is a need to create a stronger culture
473 of performance and achievement. If teachers were volunteering time for years, there is a case to be made that a small
474 contribution can go a long way. If the money is well spent, would it add to a performance culture. Figure out ways
475 money can be spent wisely to improve the quality of education.
476

477 **XII. PUBLIC COMMENTS**

478 The public comment section of the agenda was read.

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

480 There was no public comment.
481

482 **XIII. SCHOOL BOARD MEMBER COMMENTS**

483 Ms. Cloutier-Cabral thanked everyone and the Budget Committee for a good meeting.
484

485 Mr. Kofalt thanked Mr. Mullin, he believes there is some good work here on the detail and materials provided and he
486 appreciates it.
487

488 Mr. Legere asked the remote members for feedback on the sound, if it was better than last week. Response was the
489 feedback is better, no echo and vastly improved. Occasionally when someone in the room is talking, they need to
490 speak up. Face the computer and not person you are talking to in the room.
491

492 Ms. Lavallee thanked the staff for their continued patience and flexibility. She gave a shout out to the PTO for the
493 computer donations to the district and for their efforts in starting the slide fund raiser. She congratulated (student)
494 Ms. Jacobs; that is amazing and exciting to be in 11th grade and have your 100th goal. She expressed (student) Mr.
495 Bailey's video was very inspiring; he did an excellent job. She hopes students and parents take the time to watch it.
496 She thanked Superintendent Lane for his information regarding NHRS and hopes more tax payers and residents start
497 joining the meetings and take time to read things like that to understand where their tax dollars are going. She
498 thanked everyone and Mr. Kline and Mr. Legere for the improvements in the sound.

Mr. Vanderhoof spoke regarding the FRES curriculum stipends and notes it is kind of tough to make decisions when we are being drawn into it 4 years after its been occurring. He asks that Principal LaRoche and Superintendent Lane that since this is a new topic for the Board, they take another look at the work that is getting done and how its getting done. Is it the best way to achieve what we are trying to get to or should we be making changes to how it's getting done. It is more of a review and this goes along with the budget discussion of putting money in the best spot. It doesn't seem like this has been a process to build a system to get this done. He would appreciate a second look to see if we are doing this right before we continue this.

Chairman LoVerme thanked everyone involved in the meeting and those joined online. He wishes there was more public comment. He echoed what Mr. Vanderhoof said about knowing the budget before it is presented; it has to be gone over and over.

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

i. Review Nonpublic Minutes

ii. Negotiations

A MOTION was made by Mr. White and SECONDED by Ms. Cloutier-Cabral to enter Non-Public Session to review nonpublic minutes RSA 91-A: 3 II (A) (B) (C) at 10:12pm.

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

RETURN TO PUBLIC SESSION

The Board entered public session at 11:29pm.

A MOTION was made to unseal the non-public session minutes of September 22, 2020 by Mr. Legere and SECONDED by Mr. White.

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

XV. ADJOURNMENT

A MOTION was made by Mr. Legere and SECONDED by Mr. White to adjourn the Board meeting at 11:31pm.

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

Respectfully submitted,

Kristina Fowler