

Public Notice of Meeting
WILTON-LYNDEBOROUGH COOPERATIVE
SCHOOL BOARD EMERGENCY MEETING
Tuesday, January 5, 2021
Wilton-Lyndeborough Cooperative M/H School
6:30 p.m.

Video conferencing: meet.google.com/rwq-obvz-prm

Audio: [+1 708-529-6429](tel:+17085296429) (PIN: 490806722)

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

- I. CALL TO ORDER-Alexander LoVerme-Chair**
- II. 6:45PM EMERGENCY MEETING**
 - If needed **Video conferencing:** meet.google.com/iww-qbkq-yui
 - Audio:** [+1 316-975-0150](tel:+13169750150) (PIN: 755270829)
- III. PLEDGE OF ALLEGIANCE**
- IV. NON-PUBLIC SESSION RSA 91-A: 3 II (C)**
 - i. Student Matter
- V. ADJUSTMENTS TO THE AGENDA**
- VI. PUBLIC COMMENTS:** This is the public's opportunity to speak to items on the agenda. In the interest of preserving individual privacy and due process rights, the Board requests that comments (including complaints) regarding individual employees or students be directed to the Superintendent in accord with the processes set forth in School Board Policies KE and KEB.
- VII. BOARD CORRESPONDENCE**
 - a. Reports**
 - i. Superintendent's Report
 - ii. Business Administrator's Report
- VIII. 7:00PM JOINT BOARD & BUDGET COMMITTEE SESSION**
 - a. FY 2021-2022 Budget**
 - i. Final Draft Preparation for Public Hearing
 - ii. Warrant Articles
 - iii. School Counselor/Social Worker Position
- IX. PUBLIC COMMENTS**
- X. ACTION ITEMS**
 - a. Approve Minutes of Previous Meeting**
- XI. COMMITTEE REPORTS**
 - i. Budget Liaison
 - ii. Negotiations
- XII. RESIGNATIONS/APPOINTMENTS/LEAVES**
 - a. Retirement-Jo Anne Dufour-FRES School Counselor**

XIII. BOARD BUDGET DISCUSSION

XIV. PUBLIC COMMENTS

XV. SCHOOL BOARD MEMBER COMMENTS

XVI. NON-PUBLIC SESSION RSA 91-A: 3 II (C)
i. Student Matter

XVII. ADJOURNMENT

XVIII. NON-MEETING-NEGOTIATIONS

INFORMATION: Next School Board Meeting-January 19, 6:30 PM at WLC

The Wilton-Lyndeborough Cooperative School District does not discriminate on the basis of race, color, religion, national origin, age, sex, handicap, veteran status, sexual orientation, gender identity or marital status in its administration of educational programs, activities or employment practice.

Wilton-Lyndeborough Cooperative School District
School Administrative Unit #63

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

Bryan K. Lane
Superintendent of Schools

Ned Pratt
Director of Student Support Services

Robert Mullin
Business Administrator

SUPERINTENDENT'S REPORT

January 5, 2021

The school year is coming up on the halfway mark. This semester has been one that no one could have predicted a year ago and the staff has done an amazing job. Teachers do what teachers do, they make it work. Our staff regardless of their job responsibilities has met each challenge with the one objective being to serve the students of this district. Their efforts need to be recognized and appreciated by our school community.

As of the writing of this report I am aware of three staff persons who will need to quarantine after the holiday break due to traveling outside of New England. We have other staff who will be quarantining due to health issues. At this time, we are prepared to cover all absences with existing substitutes or staff.

The School Board and Budget Committee need to enter into discussion on the format for the annual budget meetings to be held in February and March. The Public Hearing for the budget can take place in the current format with the public having the option to be in person and on line. Public input can come to both committees whether a person attends the meeting or is present virtually. The format of the Town Meeting needs to be determined so that the posting can be done accurately. The options for voting have been described by the NHSBA and the attorneys at Drummond and Woodsum. If the meeting was to be held in the traditional style, it is estimated that seating 6 feet apart, 150 can be in the gym and another 80 can be in the cafeteria. The sound system can be sent to both rooms. Additional over flow could be made available in the music room and library to accommodate another 60 people. That should suffice if it was decided to hold the meeting at WLC. A procedure could be developed to have people move to do a paper ballot, if needed so that social distancing could be maintained. The Budget Committee and Board would be on the stage and tiered so they could distance.

Our voting attendance at the Town Meetings has been as established by the meeting minutes:

2020	262
2019	99
2018	185
2017	104

The District experienced a short phone outage on December 21. Parents were informed and given alternative phone numbers in order to contact schools. The police and fire departments of both towns were informed through MAC base dispatch. The phones were out for about 30 minutes. The cause of the outage was found to be in New York and it is unclear as to the specific cause at this time.

A big thank you and congratulations to the music program at WLC for an outstanding virtual concert!!! Great job Ms. Anderson and staff for pulling this event together.

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Bryan K. Lane
Superintendent of Schools

Ned Pratt
Director of Student Support Services

Robert L. Mullin
Business Administrator

**BUSINESS ADMINISTRATOR'S BOARD REPORT
JANUARY 5, 2021**

Good Evening,

The Business Office would like to welcome everyone back after what we hope was a wonderful and relaxing Christmas Holiday.

Just prior to the break, the US Congress approved a second round of Federal Grant Funding, known as the CARES-ESSER Act. As of the date of writing this, it is believed to include an amount for public school districts, and I hope to have more clarity as to the amount and eligible uses at our January 5th meeting.

During the next several months, the department will be evaluating our process and procedures, looking for ways to function more efficiently. An example of this is Ms. Spurrell, our HR/Payroll Specialist will be working with School Choice, our benefits supplier, to move more of our onboarding of new employees and benefit selection to a secure, online site. This should reduce process times and trips to the business office. We are confident we can identify more time saving process improvements throughout the year.

Once the process of having an approved budget for Fiscal Year 2022 is complete, I would ask the board to begin the process of Policy Review, specifically Policy D – Fiscal Management. I would be happy to work with the Policy Subcommittee in reviewing and suggesting any possible revisions to be considered.

Again, we hope everyone had a safe and happy holiday break and we wish you all a Happy New Year.

Robert Mullin
Business Administrator

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Bryan K. Lane
Superintendent of Schools

Ned Pratt
Director of Student Support Services

Robert Mullin
Business Administrator

TO: The WLC School Board and Budget Committee
FROM: Bryan Lane
DATE: 12/23/2020
RE: **Possible Warrant Article Language**

Article IV: OPERATING BUDGET- No final dollar figure has been determined.

To see if the Wilton-Lyndeborough Cooperative School District will vote to raise and appropriate the Budget Committee's recommended amount of \$13,043,493.16 for the support of schools, for the payment of salaries for the school district officials and agents, and for the payment for the statutory obligations of the district. This article does not include appropriations contained in special or individual articles addressed separately. (Majority vote required)

Recommended by
Recommended by

Estimated Tax Impact Lyndeborough – \$123.26
Estimated Tax Impact Wilton – \$118.83

Article V: COLLECTIVE BARGAINING AGREEMENT BETWEEN SCHOOL BOARD AND TEACHERS' ASSOCIATION- No dollar figure has been determined or length of contract.

To see if the Wilton-Lyndeborough Cooperative School District will vote to approve the cost items included in the collective bargaining agreement reached between the Wilton-Lyndeborough Cooperative School Board and the Wilton-Lyndeborough Cooperative Teachers' Association which calls for the following increases in salaries and benefits at the current staffing levels over the amount paid in the prior fiscal year, 2021-2022 \$XXXXX.XX

Fiscal year	Estimated Increase
2021-2022	XXXXX.XX

and further to raise and appropriate the sum of \$XXXXX.XX for the 2021-22 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels. This article does not include appropriations contained in special or individual articles addressed separately. (Majority vote required)

Recommended by
Recommended/Not Recommended

Estimated Tax Impact Lyndeborough - \$X.XX
Estimated Tax Impact Wilton - \$X.XX

Article VI: SPECIAL MEETING FOR DEFEATED/AMMENDED COLLECTIVE BARGANING AGREEMENT

Shall the Wilton-Lyndeborough Cooperative School District, if WARRANT ARTICLE V is defeated, authorize the Wilton-Lyndeborough Cooperative School Board to call one special meeting, at its option, to address WARRANT ARTICLE V cost items only?
(Majority vote required).

Recommended by

This warrant article has no tax impact.

This is not required but it has been considered in the past.

Article VII: COLLECTIVE BARGAINING AGREEMENT BETWEEN SCHOOL BOARD AND SUPPORT STAFF ASSOCIATION

To see if the Wilton-Lyndeborough Cooperative School District will vote to approve the cost items included in the collective bargaining agreement reached between the Wilton-Lyndeborough Cooperative School Board and the Wilton-Lyndeborough Cooperative Support Staff Association which calls for the following increases in salaries and benefits at the current staffing levels over the amount paid in the prior fiscal year, 2021-202

Fiscal year	Estimated Increase
2021-2022	\$24,148
2022-2023	\$19,546

and further to raise and appropriate the sum of \$24,148 for the 2021-22 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels. This article does not include appropriations contained in special or individual articles addressed separately. (Majority vote required)

Recommended by the WLC School Board
Recommended by

Estimated Tax Impact Lyndeborough - \$0.04
Estimated Tax Impact Wilton - \$0.05

Article VIII: SPECIAL MEETING FOR DEFEATED/AMMENDED COLLECTIVE BARGANING AGREEMENT

Shall the Wilton-Lyndeborough Cooperative School District, if WARRANT ARTICLE VII is defeated, authorize the Wilton-Lyndeborough Cooperative School Board to call one special meeting, at its option, to address WARRANT ARTICLE VII cost items only?
(Majority vote required).

Recommended by

This warrant article has no tax impact.

This is not required but it has been considered in the past.

Article IX: APPROPRIATE TO CAPITAL RESERVE FUND FOR FACILTIES

To see if the Wilton-Lyndeborough Cooperative School District will vote to raise and appropriate the sum of **\$160,000** to be added to the Wilton-Lyndeborough Cooperative Building/Equipment & Roadway Capital Reserve Fund previously established. This sum is to come from general taxation. This article is a special warrant article and is not included in the operating budget.
(Majority vote required)

Recommended by

Recommended by

Estimated Tax Impact Lyndeborough - \$0.26

Estimated Tax Impact Wilton - \$0.30

Article X: APPROPRIATE TO CAPITAL RESERVE FUND FOR SPECIAL EDUCATION

To see if the Wilton-Lyndeborough Cooperative School District will vote to raise and appropriate the sum of **\$100,000** to be added to the Wilton-Lyndeborough Educating Educationally Disabled Children Capital Reserve Fund previously established. This sum is to come from general taxation. This article is a special warrant article and is not included in the operating budget. (Majority vote required)

Recommended by

Recommended by

Estimated Tax Impact Lyndeborough - \$0.16

Estimated Tax Impact Wilton - \$0.19

Wilton-Lyndeborough Cooperative School District
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Bryan K. Lane
Superintendent of Schools

Ned Pratt
Director of Student Support Services

Robert Mullin
Business Administrator

TO: The WLC School Board
FROM: Bryan Lane
DATE: 12/23/2020
RE: Requested information

A request was made for information on the cost of contracted services for counseling and the cost to hire a social worker.

The Nashua Counseling Center has multiple counselors on their roster. Hourly rates range from \$85 per hour to \$140 per hour. Using the \$85 per hour figure:

$$4 \text{ hours per day} \times 174 \text{ days} \times \$85 \text{ per hour} = \$59,160$$

The cost to increase the half time counselor to full time:

Salary	\$12,600	Increase to full time at Master step 8 from current budget
Medical	\$21,964	
Dental	\$ 1,864	
NHRS	\$10,229	
Total	\$46,727	

The following school district have social workers at the costs specified:

District	Number	Salary
Bow	1	\$63,000
Mascenic	2	\$70,000 and \$55,000
Monadnock	2	On the teacher's salary scale
Hudson	1	\$63,000- 200-day contract
Sunapee	1	\$64,000
Milford	4	On the teacher's salary scale
ConVal	2	Avg. salary \$55,800
Kearsarge	3	On the teacher's salary scale

**WILTON-LYNDEBOROUGH COOPERATIVE
SCHOOL BOARD MEETING
Tuesday, December 15, 2020
Wilton-Lyndeborough Cooperative M/H School
6:30 p.m.**

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

Present: *Alex LoVerme, Jonathan Vanderhoof, Mark Legere, Brianne Lavalley, Paul White and participating online: Charlie Post, Carol LeBlanc, Tiffany Cloutier-Cabral (6:36pm) and Jim Kofalt*

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 6:32pm.

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

III. PUBLIC HEARING-UNANTICIPATED REVENUE RSA 198:20-b

Chairman LoVerme opened the hearing at 6:33pm. Mr. Mullin reviewed the details and breakdown of funding source; the CARES-ESSR Act. He reported it was initially announced the district's allocation was \$69,774.02 earlier this year and a public hearing was held. A supplemental allocation was announced in October 2020, based on student population of October 1, 2019. Schools received \$200 per student making the WLC allocation \$110,200. A second supplemental allocation was announced in November, based on a percentage of qualifying purchases. At the last meeting, he reported the amount he was going to be applying for was about \$25,000-\$30,000. After reviewing purchases and comparing them to what we had budgeted for this year he had to reduce that to under \$20,000. The additional amount we applied for was \$9,600 and we received like every other district, 67.5% of what was applied for; making that second supplemental allocation \$6,465.69. These funds were unanticipated during the budgeting process and will greatly assist us to offset COVID related expenses.

Questions or comments were welcomed from the Board. A question was raised to clarify if we received less than we anticipated. Mr. Mullin clarified he didn't expect the full amount we applied for as the DOE and grant department were clear that amounts received would depend on the number of applications and dollar amounts. They only had a set amount of funds, 10 million dollars and a certain percentage would be given to each town; 67.5% would bring them up to that number. A question was raised how many districts applied and is there a place/website showing what the towns applied for. Mr. Mullin does not know how many towns applied, he believes at least 50 cities/towns. He can share the email he received from the grants office which shows every city/ town that applied, how much they applied for and how much they received. It does not show what those expenses would be allocated for. This information did not need to be supplied. He reported once we applied for a second allocation, it automatically triggered an audit to be conducted by the DOE later on next year. Someone will come to each city/town that applied for the second allocation to verify the invoices and ensure they were received and paid for prior to Dec. 30. A question was raised if he has all that set aside. He responded absolutely.

Questions or comments were welcomed from the public.

Superintendent called out the names and numbers asking if there was any public comment; none heard.

The hearing was concluded at 6:39pm.

A MOTION was made by Mr. Vanderhoof and SECONDED by Mr. White to accept and expend an additional \$116,665.69 for the purposes outlined in the special programs.

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

IV. ADJUSTMENTS TO THE AGENDA

Superintendent Lane reported the first nonpublic session is removed from the agenda and will be rescheduled at the parent's request.

A MOTION was made by Mr. White and SECONDED by Mr. Vanderhoof to accept the adjustment to the agenda. Voting: via roll call vote, eight ayes; one abstention from Chairman LoVerme, motion carried.

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 gave an overview of his report which included issues around COVID 19. He thanked the teachers who are working diligently whether remote or in person. He thanked the transportation company for working with us consistently and the custodial staff doing all the cleaning requested and the students dealing with all the changes. FRES will be out for the remainder of the week as well a number of students and staff at WLC. Preschool is back in full swing although they were out for a bit. Staff has mentioned on multiple occasions increasing the substitute pay and providing the long term substitutes have been the only thing that kept us open. A cleaning company has been hired to help with after school clean up at LCS while we have custodial staff out. The budget has been out for a couple weeks and he has not had any inquiries. The CBA discussion will continue in nonpublic and in a non-meeting later this evening; we are moving forward with both contracts. The district applied for additional funds as you heard through the CARES-ESSR Act. There will be a WLC virtual winter concert on December 22 and the link will be put out to everyone. Music teacher, Ms. Anderson had said she has more students now than ever before; its nice to see that growing. Chairman LoVerme commented that he spoke to someone from another district who said that it was very creative to hire the long term subs substitutes to keep our school open; their district has been closed for quite a while. Kudos to the administration, teachers and Board for approving it!

ii. Principals' Reports

Principal Weaver gave a shout out to the staff who are working incredibly hard across the board. Everyone is short but pushing through. He thinks the way the situation was handled at the beginning of the week was professional, very supportive and he appreciates Superintendent Lane's leadership. It was accomplished in a short time. He is on his 2nd quarantine and feels guilty being away again. The students are in good hands though. About 65% of the high school in-school and hybrid kids are in the building and all the middle school students. He asks that anytime you can recognize Ms. Bertoncini, School Nurse and Ms. Edmunds, Assistant Principal it would be appreciated; they are doing a great job. He thanked the Board for hiring the long term and short term substitutes which has been a blessing. He has not seen a Board do this before; make a decision that can be very difficult and expensive. The virtual concert is Dec. 22 at 7pm. The chorus has 30 students which is typical for a school twice our size. It will be shown on YouTube and a link will be sent out on Friday likely. Art teacher, Ms. Emily Hall has a huge art show in the library; we are trying to sell art to raise funds for families in need; the funds will go back to the holiday fund where we raise money and get gift cards for families that need a helping hand during the holidays. Ms. Hall also partnered with some of the businesses downtown in Wilton (Art Walk in the Community) where art from our students is displayed. He took the time to thank the businesses personally; he was amazed at how vibrant the downtown is in terms of the shops available and how supportive the owners where of the art work. He will continue to work with the Coop Connection and community at large. He spoke of a student who was offered a \$120,000 scholarship to St. Anselm College. He shares this to celebrate her and to show when you put the time in at Wilton-Lyndeborough Cooperative Middle High School you will get out what you put in. He believes our students can compete with any school and any student in our region. If they put the time and effort in; she is a testament to not only the education that is available here but what you get when you work hard, set a goal and you are driven. If we can convince every student and family to have that perspective, we will be the top school in NH. He is really proud of her and maybe he will be able to mention her name at the next meeting. Ms. Lavallee voiced how much she appreciates the art show but also the community outreach piece is something we really need at our school. She is very happy he is implementing some of those things. Mr. Kofalt commented he appreciates the extra details and materials in the Principal's Report. He thinks it is great to have to keep up with what is going on in the school and hopes it continues. Ms. LeBlanc thanked Principal Weaver; she loved his enthusiasm. It comes across and he has only been here for a few months. Principal Weaver notes arrangements can be made with the school to see the art in the library. They are working to make an art gallery on the website so you can go there and view it. He should have it up before the weekend. Chairman LoVerme congratulated the student who was offered a scholarship. It shows people out there what our school is doing.

Principal LaRoche spoke that there are good things happening at FRES. He thanked the facilities staff for getting the slide up in the playground. There were other events but were overshadowed by the need to go remote. December 3 was an early release day; remote teachers showed other teachers their styles. As it turned out they needed to go remote. There were very few who tested positive but many had to quarantine due to contact tracing. He thanked the Superintendent for doing it so quickly. The Superintendent stepped in and handed devices out; there are still opportunities to contact them to get devices. He spoke that the system of remote is great when you practice it but when it's a real that's when you see the real

issues; like when a teacher is out sick and cannot teach remotely, what do we do and who steps in. That is why colleagues are stepping in to help out. He notes we try to let parents know who they will hear from, we are trying our best to stay in communication but it is hard. When you are not in the building and trying to follow what everyone is doing is difficult. He believes it is going as well as can be expected. The plan for January is to show a comparison of STAR 360 from the beginning of year to mid-year. One thing that keeps coming up is are the children falling behind. He thinks that kind of discussion needs to be set aside; they can't be fairly judged on what they would do in a normal year when they are in school all year long. This is a different situation for learning and the children are keeping up and teachers are making sure they are meeting bench marks, it just comes at a different pace and different style. He feels confident the children are getting everything they can get at this time. He has been in discussions with Principal Weaver and Ms. Edmunds about the transition for the 5th grade going into 6th and how to make sure it is a smooth transition. They are looking at curriculum now, taking stock into what they have been doing, the good things they want to keep and what they want to peel away. He has started conversations with Franklin Pierce; there are future teachers coming in to do observations and hopefully become substitutes and teachers. Ms. Lavallee thanked those who donated for the slide and questioned who the local community group was who donated for the swings. Principal LaRoche responded, it was a combination of local groups going through the PTO; it is the PTO who is presenting it to us. Ms. Lavallee voiced appreciation for the teachers who did a great job transitioning to remote and she appreciates how flexible they have been. She likes to see the collaboration with WLC regarding the transition for the 5th graders moving to 6th. Principal LaRoche notes that Principal Weaver uses the term "one school mentality" and it's a good way to look at it; there is a vertical connection.

Superintendent/Principal Lane reported kindergarten was out for only a couple of days. Once they learned more with contact tracing they could return sooner. He is helping at FRES with kindergarten pick up and busing and he is getting to know the students. He is grateful for the help from food service. Since we are not taking in any outside food from parents, through a donation, our kindergarten and preschool will have cookie decorating time. He thanked Chef Deb and all the staff for doing this even when they are shorthanded. He informed the Board of 2 trees in front of LCS that were planted when the building was built which have a significant amount of decay and falling branches. There is a good amount of rot in the tree. He has asked Mr. Erb to have an arborist come in and look at them. We may be able to trim the areas and still maintain the rest of the tree but he does not have the expertise to determine this. He will provide additional information in the future. He does not know yet if it is a safety risk. A question was raised if there was any "Google" disruption due to the outage yesterday. Superintendent notes the amount of phone calls he received between 7am and 7:45am was tremendous. There was trouble signing on and with contacts and it was all resolved by 8:15am. he appreciated everyone's patience. It was not internal it was due to Google not us.

b. Letters/Information

i. Notice of Filing/Budget Public Hearing/District Meeting

Upcoming important district dates were provided for review. It is a requirement for us to post notice; he wanted the Board to see it in advance.

ii. Enrollment

Superintendent reviewed enrollment data from the end of November which shows the district total of 595 students. Today's enrollment is at 593. Enrollment has been consistent, other than the first day (575) enrollment has been between 590-595. A question was raised if we have seen an increase of parents wanting to pull their children out to go remote. Superintendent received information from about 8-10 families: about 16 students who would prefer to go remote through Christmas or through Martin Luther King Day. With the expectation of the students coming back after break we are in good shape. We continue to look at the numbers. The numbers at FRES create more of a need for staffing and the 8th grade also. Most will be coming back based on communication.

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

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

The meeting started at 7:10pm. The Budget Committee was already in session as they met prior.

a. FY 2020-2021 YTD Reports

Mr. Mullin noted members should have received the reports and is open to questions. A comment was raised regarding the totals of the food service summary page. The expense page total should match the total expenses on the summary page and in most cases they do but the balance columns don't seem to add up to the same numbers. Mr. Mullin will look into this. Confirmation was asked for if the column labeled "range to date" is month to date. Mr. Mullin confirms it is. A question was raised if the transfer from the town was received. Mr. Mullin reports he spoke to both towns and they both told him it is something that takes place toward the end of December but they are working on it and we should see it end of year or beginning of January. Mr. Mullin was asked to verify when we have received it in the past; he will look into this and report back. A question was raised if there is an update on the number of families who submitted free and reduced lunch. Mr. Mullin spoke to the Food Service Director and she reported we had not received any additional applications. He will provide information comparing this year to last year. As far as revenues, we have received a considerable amount, more than what is showing here. He explained when we get deposits from the state we don't get notified right away, there is a delay. Once we do, we post them. For example, October and November are not showing in the report you received; it

will show in next month as it was recently received. Year to date we have received \$29,129.76. A question was raised if we combine the encumbrances and year to date is that an accurate portrayal of the whole expense; a current snap shot? Mr. Mullin responded that if you include the encumbrance and balance, that is what is remaining for the end of the year. He explained the encumbrance is holding that amount for a future use. The YTD is how much we have spent through November 30. Encumbrance is the amount being held and can't be used for anything else and the balance is what is left minus the encumbrance amount. The encumbrance amount and balance amount gives you a true number of what is left to spend in that line item.

b. FY 2021-2022

Superintendent reported the budget was sent out on December 3. He requested to be sent any questions or concerns so that he would have the answers available tonight. He budget is up for discussion between the Boards and the SAU staff is here to answer any questions you may have.

The Budget Committee has come up with a few questions during the meeting they just had. It was noted under books and printed materials it looks like newspapers and magazines were up by \$2,000 but there was a big reduction in AP course material. A question was raised if AP courses were reduced. Superintendent responded that he believes once you purchase materials for an AP class you don't need to purchase it again, they are not workbooks. Regarding the book piece, Superintendent reported there was a reduction in the library pieces for books and that was requested to be added back in to replenish the library catalog of books this may be what is being seen. A question was raised that there was a big reduction in the classroom library and math books and this was not reduced at the town meeting. Superintendent responded we purchased the math books and there is not a need to purchase them again. There are some consumables that we purchase and that would be in supplies. It was noted supplies is at zero in that category. Superintendent asked for the line number, line 572 was provided; Superintendent notes that is for the library books and confirms it was reduced after the town meeting and they are asking for it to be replenished. It was noted there was a difference between draft 4 and 5 of the 19-20 total actuals, about \$151,000 difference, where did this come from? Superintendent responds there were lines that had zeros in it. Mr. Jones added it was on draft 4, line 607. Superintendent will go back and look at this. It was noted it is believed that there is a zero missing. Chair Browne reported the committee's overall discussion was the budget as a whole seems fair, seems good and they don't have anything that is of great concern. There were conversations about salaries and is there any area we are short or under budget. Someone brought up that custodial salary is down; we are still short in that area; are we budgeting for that position. The MS counselor is budgeted at part time. Are we going to get all the revenues we hoped for or should we budget closer to 1%? There are some varied opinions but the majority of the opinion is things are looking pretty good right now. A question was raised that benefits have increased 4.2% and is it worth looking at other providers for competitive quotes or do we expect it to be roughly the same cost. Superintendent explained SchoolCare is an organization that deals with public schools only. In the last 2 years increase cost has been practically zero. It depends on usage and premium holiday. Because it is a nonprofit they are limited on the amount of funds they can keep on the books unlike private organizations. This organization cannot hold onto funds and are required to refund all the districts involved. That is about 20 or so. We had 2 years in a row of zero increase which averages to about 1.4% which is extremely reasonable. He did not attend the meeting where they talked about the 4.2% increase and he can get more information. Usage can be from retirees still on the plan, family members of employees, etc. The current COVID situation may have something to do with it. There is one other company that handles school districts. Our plans and deductibles are pretty strong and attractive to our employees. He gave examples of a couple of the plans. While we could go out for competitive bids, he would want to see the history and increases over time. He doesn't think we would see increases as low as 1.4%. It was expressed it doesn't sound like it makes sense to make a change. Superintendent adds that cost depends on how many get sick and the level of the medical need for family or staff (anyone covered under the plan).

Chairman LoVerme spoke in support of hiring a full time MS counselor if the Budget Committee would allow the funding to be put back into the budget. He expressed that it was difficult to find someone for the part time position. There is a lot more going on in counseling than what we know about. Counselors are spending time talking with students and parents, not just teaching students. They are basically playing catch up from doing multiple tasks. It was asked for a sense of the Board on how they feel about this and asked the Superintendent to provide the cost associated with the increase. Superintendent determined overall increase to what we have budgeted would be \$46,583 with a Masters step 10 with family plan and NHRS. Most of the increase is due to benefits as a part time position does not have any. A question was raised if we are trying to solve something for this year that will not exist next year. Chairman responded no. Disappointment was expressed that there were no supporting documents for this, it was not on the agenda and the board members did not have time to plan for it. A comment was made that once students/parents are not doing remote learning there will be less of a need to help with this. Discussion was had regarding the mental distress and that it would not disappear because a vaccine is available. A question was raised if we have heard from a professional. Ms. Lavallee will forward information to the Board that specifically deals with mental health studies relating to this. A question was raised, why is this being brought up now. It was noted that it is important to have the information. A question was raised if the cost to remove the tennis courts was in the budget. Superintendent responds he prefers to do it in this year's budget if he can. A question was how negotiations are going and will there be a number for the next meeting. Chairman LoVerme responded there will be one. A question was raised regarding the status of the Superintendent search; this is an upcoming agenda item.

246 **i. Warrants**

247 Superintendent reviewed the articles as presented noting he has removed the article for the technology capital reserve and
248 reserve fund as requested. It was noted that there should be an additional meeting to discuss details of a recent webinar
249 regarding the annual meeting. A question was raised to confirm the MS counselor position is half time. Superintendent
250 clarified it is budgeted at half time, there has been no formal vote to change that in manner at this time. Ms. Post
251 suggested the idea of hiring 2 half time counselors instead of 1 full time. Superintendent would need to check to see if this
252 would be an issue with the CBA to split a position. It was noted it is difficult to find 1 part time position. It would save on
253 benefits.

254
255 **VIII. PUBLIC COMMENTS**

256 The public comment section of the agenda was read.

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

258
259 Ms. Post wanted to clarify the reason for looking at 2 part time positions is that there is a lot of pressure on the counselors,
260 there is a lot of COVID upset, and thinks it would be better for the counselors and the students and parents to have 2 as
261 some students/parents may not get along with one of them and this gives an option to work with another. It is not
262 necessarily to reduce the amount by not paying benefits. A question was raised if this suggestion is for this year or next
263 year. Ms. Post responds she has not heard from the counselors or nurses asking for extra help now, she is not sure; we
264 have not really talked about this, it is the first time she is hearing about it; perhaps there should be more information for
265 next time.

266
267 Mr. Lavallee voiced that he has asked for the format to stop changing at each meeting and he is again requesting this. He
268 asks at the very least can we keep the same line item in each draft, for example, line 1 in draft 4 should be the same line
269 item (account) no matter what draft we are on; it needs to be consistent.

270
271 The next joint meeting is scheduled for January 5, 2021. The Budget Committee will also meet on January 5, 2021 at
272 6:30pm prior to the joint meeting and will hold an additional meeting on January 12, 2021 at 6:30. They will determine if
273 there is a need to meet jointly on January 19 or not. Superintendent confirms at the January 5 meeting, there should be 1
274 CBA number available; there is no other new information coming from the SAU or staff unless there is a motion by the
275 Board. We have no further changes anticipated. A question was raised if there should be discussion at the January 5
276 meeting about format of the annual meeting. It was noted that this could change between now and March. A PowerPoint
277 from NHSBA regarding annual meetings will be shared with the group.

278
279 *A MOTION was made by Mr. Boette and SECONDED by Ms. Tiedemann to adjourn the Budget Committee session at*
280 *8:03pm*

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

282
283 **IX. ACTION ITEMS**

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

285 *A MOTION was made by Mr. Vanderhoof and SECONDED by Mr. White to approve the minutes of November 24, 2020*
286 *as written.*

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

288
289 *A MOTION was made by Mr. Vanderhoof and SECONDED by Mr. White to approve the nonpublic minutes of November*
290 *24, 2020 as written.*

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

292
293 *A MOTION was made by Mr. Vanderhoof and SECONDED by Mr. White to approve all the minutes public and nonpublic*
294 *of December 8, 2020 as written.*

295 *Voting: via roll call vote, seven ayes; two abstentions from Mr. Kofalt and Chairman LoVerme, motion carried.*

296
297 **b. Hiring MS Counselor**

298 Chairman LoVerme spoke of issues relating to have a part time counselor. Ms. Lavallee will send out information to the
299 members. It was suggested this be tabled until further information is provided. A suggestion was made to review the
300 counselor's job descriptions; currently there is not one. A suggestion was made to instead of hiring a counselor/s to hire a
301 social worker. It was requested to review information such as salaries and what goes along with that on a having a social
302 worker. It was noted this would have been beneficial if this had come up during the time that the Administrative Structure
303 Committee was reviewing the curriculum coordinator and Superintendent options as they could have looked at this also. It
304 was expressed this feels more like this is trying to solve a "this years" problem. Discussion was had that it seems we are
305 walking back on everything, what is the impact to the budget, this is an action item but there are no supporting documents.
306 There is concern for adding this now especially when the Superintendent said there are no more additions to the budget. It
307 was noted there was concern regarding reducing this position when the Finance Committee looked at reducing the budget.
308 It is difficult to make an assessment regarding the impact especially during the time of COVID. Discussion was had that it

is a good to talk about it; it warrants a discussion. If there are 2 part time counselors, there needs to be continuity with the people you are dealing with and you lose something in the effectiveness if you do not. Adequate notice should have been given so the members were prepared. Mr. Kofalt notes he thought it had something to do with hiring a MS counselor as there was a resignation. Chairman LoVerme responds, we need to hire a MS counselor; do we want to hire a full time or part time for the rest of the year. It was expressed that hiring for the rest of this year is a much different conversation. A question was raised if we can get contracted services in for the balance of the year. Superintendent responds it is very expensive; he can provide better numbers but does not feel it is cost effective and he was not prepared with this information. It was expressed that the Board has been successful coming up with creative solutions and it is suggested to continue with that. A question was raised if the structure committee looked at contracted services for a curriculum coordinator. They did; Superintendent reviewed that cost. It was noted the committee did not choose that option and that has nothing to do with a counselor. A question was raised regarding the need of a full time counselor at FRES and could that be reduced to .80 or half time. Superintendent responded looking at the number of students and the increasing need of social and emotional issues particularly at the elementary level, he is sure Principal LaRoche would agree it needs to be full time. Principal LaRoche agreed it needs to be full time and that position also supports LCS. Discussions continued. Superintendent expressed contracted service for a counselor is very different than the curriculum coordinator. He guesses cost probably somewhere around \$100; he thinks maybe about \$54,000 for 6 hours a day/90 days. He does not believe it would be cost effective even without the benefits. There is probably \$18,000 left in the budget for the remainder of the year. He added if you asked his opinion, he would like a full time person; he points out to be clear this is not his agenda item he is only responding to requests at this time. The Chairman noted it was his. If a full time person was hired for the remainder of the year with benefits he is estimating around \$43,000. Superintendent pointed out it is on the agenda and it is not his agenda item. The Chairman noted it was his. It was expressed if we are talking about just for the remainder of the year, it is difficult to fill a part time position and the need is high to fill the position quickly and all options should be looked at to meet the needs of the students. A question was raised regarding the availability we have in the community to fill the position. Superintendent responds the candidate pool for full time counselors is out there. Principal LaRoche added speaking generically to the general number there are candidates out there and will be more after they graduate in the spring. There is a candidate pool in Schoolspring of about 213 certified counselors and about three quarters are within travel distance to us. It was noted that is about another \$25,000 to the current budget, how does this affect our numbers. Superintendent reviewed numbers from a previous document which showed reductions from full time to half time counselor. He thinks with the \$18,000 left in salary there would be an additional \$26,000 approximately that would be needed. A question was raised where does that come from. Superintendent explained, the Board would determine that. He was not prepared to answer this however there are salary savings and funds in the curriculum coordinator salary line however the Board agreed to stipend teachers at FRES for curriculum (\$6,000) out of that leaving \$25,000-\$30,000. He can provide more accurate numbers at a future meeting. He notes he is not saying this is specifically where it should come from. Concern was raised regarding spending the savings over and over again. A question was raised if we still have funds from the curriculum coordinator salary could we find someone within that amount. Superintendent believes you could (half time); the Board could determine to hire someone within that range and we would have to stay within that amount. It was suggested to obtain job descriptions for the counselor positions for further discussion on this. Superintendent will provide the information. It was noted, we need to see the needs are not being met. Superintendent confirms there is an ad out for a half time counselor. Chairman LoVerme asked if there was consensus if the position would remain at half time for this year. Consensus was agreed to. Ms. Lavallee agrees we should continue to advertise and would like to see more information if we are unable to fill the position. She would like to see the numbers Mr. Post requested.

c. Hiring Superintendent

Chairman LoVerme asked Mr. Post to review the Administrative Structure Committee's findings reported at the last meeting. Mr. Post provided the review (presentation is available with 11/24/20 minutes). The option the committee chose was to hire a full time Superintendent; pros and cons were reviewed of the options. The committee discussed using NHSBA to help with the search and some didn't feel they got the value that was spent. The committee also discussed the timing of looking for Superintendent and we should get started. Discussion of the Board included that there are other towns in the area looking for Superintendents and advertising should be done quickly. Mr. Post noted there should be discussion of looking for an interim if they don't find the right candidate. It was noted resumes could be funneled to the Board. Mr. Kofalt raised concern or *Point of Order* that the primary hire for a Superintendent falls to the Board and the Superintendent should not have to filter or evaluate the resumes, that responsibility falls to the Board. Chairman LoVerme asked Mr. Post if he would be interested in chairing the committee to hire a Superintendent. Mr. Post agrees and notes he wants to look further than NH and look at others outside of NH to come and move here. A question was raised if there is access for applicants across the states to see the posting. Superintendent believes so but there may be a cost associated. A question was raised if Mr. Post can have access to Schoolspring. Superintendent does not believe so due to other areas that are not appropriate. We can either use Schoolspring or go to NESDEC and pay a fee to put the ad out which would be minimal cost. EDjobs NH is a free service also. He suggests a salary be listed in the ad if you are going to look outside of NH for candidates. Mr. Post agrees but notes housing in NH and taxes are less. Consensus was agreed to advertise in several places. Superintendent asks if it may be a good idea to list a salary range. It was determined to repurpose the Administrative Structure Committee to be the committee to do the Superintendent search. Ms. LeBlanc would like to step down if someone would like to take her place. It was determined 3 members would be sufficient; the committee is

comprised of Mr. Post, Mr. Kofalt and Ms. Cloutier-Cabral. It was noted there were 2 Budget Committee members on the committee as advisory. It was expressed that this is the direct purview of the Board; it is one of their main functions. Superintendent will send resumes to Mr. Post. He would be glad to formulate an ad to be approved by the committee so that we can put it out to the services. He suggests the committee and or Board make a decision sometime in the first 10 days of January. We can then post as quickly as possible, have 3 weeks to collect resumes and a week for the committee to review. In the meantime, he suggests the committee get feedback from staff in order to work through the evaluation process of resumes and forming committees with the community and staff with the Board having final interviews culminating all prior to February break; if you go into March you will start to weaken the pool. Mr. Post suggested if a salary range should be provided now such as \$98,000-\$120,000. Superintendent responds looking at the district, that is what determines what the salary should be. For example, Nashua is looking for a Superintendent but the candidates there would not necessarily be the same candidates that would apply here, their schools are larger. We are not in competition with Nashua; they will look at someone in the \$140,000-\$170,000 salary range. The salaries for Superintendents in NH are listed on the DOE website. Mr. Post will do some research. Superintendent notes there are 5 openings for Superintendents on Schoolspring.

X. COMMITTEE REPORTS

i. Short-term Strategic Planning Committee

Mr. White reported the committee met on the 13th and discussed the gym situation, remote readiness and students falling behind which is less of a concern of Principal Weaver's with the extra substitutes in place but will need to be reassessed. The committee learned the District has the resources necessary to switch to remote if needed; transfer would take at most 2 days. FRES recently transitioned in this time frame. Principal Weaver had stated the 8th grade remote students are not doing as poorly as originally thought. The District does however have remote students in grades 6-12 falling behind. Administration is assessing who needs help and contacting parents to see if the students can come in at least part time. The committee along with Principal Weaver are asking the Board to consider implementing an after school tutoring program. This would be a time for afterschool remote students who are in danger of failure to get live, one on or very small group instruction. Three to four teacher stipend teacher positions would be required. Parents may feel more comfortable sending students in this environment. With the approval of the Board, data will be collected to determine interest in the program as well as staffing needs and the financial impact. If approved, the committee feels the district should begin this program for the second semester. He confirmed there was not discussion of doing this remotely but they did discuss students coming in for one class and that has been found to be fruitful. It was noted that there is a good chance if we were able to extend the long term substitutes we would be able to keep the schools open; we should see what the interest is. A question was raised if the committee thought about utilizing juniors or seniors. Mr. White responded we can discuss that. He questioned the Board if it is OK for the committee move forward obtaining additional information. It was noted this is a good suggestion. Concern was raised that there are a lot of families that do not have internet access or are struggling with it and it was suggested the committee add this to their next agenda. Mr. White agreed they will add this. It was noted it is pretty clear that we will have to go remote even if it is just pieces at a time; we need to find a way to work around this shortfall even if it is asking the libraries to open. It was suggested that we have internet in the buildings and could utilize this; Superintendent agreed. Superintendent notes he has not had any families reach out however in the initial survey done 8% of families did not have the ability for consistent service which is about 48 students. Neither Principal LaRoche or Principal Weaver had families contact them about this either although Principal Weaver would not be surprised if some of those students struggling are not ones without consistent internet. Discussion was had regarding this. It was noted parents need to ask administration if they are having difficulty, the Superintendent is sure we can accommodate them. He will get the word out to parents. Mr. White notes he will add the additions to the committee's agenda and will schedule a meeting.

ii. Budget Liaison

Mr. Vanderhoof was unable to attend the meeting as a quorum of the Board was needed.

iii. Negotiations

Superintendent reports we have a proposal to bring to the Board this evening for one contract.

XI. RESIGNATIONS / APPOINTMENTS / LEAVES

a. FYI-New Hire-Ariel Desfosses-ABA Therapist FRES

Superintendent informed the group a new ABA therapist was hired; salary remained the same.

b. Resignation-Pam Griffin-Food Service

c. Resignation-Elizabeth Tamietti-WLC MS School Counselor

Superintendent reviewed the resignations. He thanked Ms. Griffin for her service and Mr. Ryan who is driving the van delivering meals to the schools which has been a big help.

XII. BOARD BUDGET DISCUSSION

There was no discussion to report.

XIII. 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. Alyssa Lavoie voiced that she echoed a comment she made on Facebook to thank the school board, administration and teachers, she knows this year has been challenging. We have not done what other districts have done around us and we have kept our children in school as much as possible. Superintendent Lane and the nurses have been dealing with contact tracing and teachers are dealing with remote learning. Everyone has done a wonderful job, not the easiest but what is best for us. She voiced appreciation for everyone.

Ms. Elizabeth Tamietti spoke that she has requested early termination from her contract. Superintendent responded it is a nonpublic discussion and he will communicate with her later.

XIV. SCHOOL BOARD MEMBER COMMENTS

Ms. LeBlanc thanked all the teachers and staff and anyone working in the district for the support they give to the students and the hard work they are doing in unprecedented times. We are doing the best in the worst of times in these circumstances with everyone's help.

Mr. Post thanked everyone recognizing this is not easy, we are finding our way and it was nice to hear Ms. Lavoie's comments on how we are moving forward. Hopefully this will start to abate as the next year starts.

Ms. Cloutier-Cabral voiced appreciation for the positive reports coming from the Principals; it is rewarding. There has been positivity in the community and a lot of togetherness has been happening, solution based activities. She is really proud of everyone.

Mr. Kofalt echoed the others comments. He appreciates the generosity of the community working to get donations for the swings and looking forward to seeing that project come to fruition. He thanks all who are involved.

Ms. Lavallee echoed the others comments and recognized the PTO and Coop Connection for all the fund raising they are doing and compliments the beautiful merchandise they are selling. She recognized the students and parents coming together. It is very challenging, a lot of parents not knowing what will happen. She thanked them for their positivity through the situation as well as the teachers. She expressed it is great to see the teachers come together and adapt to the process. She thanked Mr. Post and the committee for volunteering to help with the superintendent search.

Mr. White thanked everyone for coming out and joining online and being involved; the input helps. He thanked the teachers and their instant transition to remote learning. He expressed everyone needs to remember there is not a 100% fool proof way to protect anyone from the virus. It seems like when an exposure happens, finger pointing starts on social media and it seems to land on the Board and the staff. It is too bad. Teachers were told to come to work when we opened and they put themselves at risk every day. Risks were discussed at length and we did a fantastic job without having to close until now. Hopefully we can move toward on a positive path. He notes if anyone wants honest up to date truthful information, the best way is to hear it from the School Board or the Superintendent. He wished everyone happy and healthy holidays.

Mr. Vanderhoof wished everyone a wonderful, safe Christmas and will see you all next year.

Mr. Legere questioned if we should start posting the meetings as emergency meetings. This was discussed before, tonight we were close to not having a quorum and having to cancel the meeting. Chairman LoVerme voiced that we ask the teachers to come to school and believes the Board should too. Superintendent suggested it would be helpful to have knowledge on which members would need to be remote on Monday; that would give us 24 hours' notice and would allow us enough time. Chairman LoVerme asked members to email Ms. Fowler if you coming in person or need to be remote.

Ms. Cloutier-Cabral thought posting as an emergency meeting regardless would be a good idea as things are coming up last minute. It may be a good idea to post this way during this time. Superintendent responds, we can post both. He voiced that it would be helpful if we knew on Monday that we can't have a quorum then we can make sure everyone understands. We will post a meeting for 6:30pm and an emergency meeting for 6:45pm so the public could be informed to go to one or the other meeting. Ms. Fowler would be remote if we had to. He again notes it would be helpful to know on Monday if you can't be here. Chairman LoVerme comments if you are waiting on COVID results, we would not expect you to come.

Chairman LoVerme asked the Superintendent if there had been any update on NH Public Radio. Superintendent responded they are interviewing other Superintendents this week and notes it was nice to be asked to be on.

Chairman LoVerme thanked all the board members for the hard work they put in this year; people don't realize how many hours Board members put in with committee work, doing research for hours all day and night. The Board really shined when we made the decision to hire the long term substitutes to do the best we could to keep the schools open. We were prepared and thought ahead. He thanked all the members for making that decision and the Superintendent as well. He wished all faculty, administration, support staff, public and school board, happy and safe holidays. He asked that everyone remember to social distance and

no large gatherings, those out of state will need to quarantine for 2 weeks; make the right decision so we don't have to close schools.

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

i. Personnel Matter

A MOTION was made by Mr. White and SECONDED by Ms. LeBlanc to enter Non-Public Session to discuss personnel matters and negotiations RSA 91-A: 3 II (A) (C) at 9:18pm.

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

RETURN TO PUBLIC SESSION

The Board entered public session at 9:51pm.

XVI. ADJOURNMENT

A MOTION was made by Mr. White and SECONDED by Ms. Lavalley to adjourn the Board meeting at 9:51pm.

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

Respectfully submitted,

Kristina Fowler

DRAFT

**Nonpublic Session Minutes
Wilton-Lyndeborough Cooperative School District**

Date: 12/15/20 **Time:** 9:18PM

Members Present: Alex LoVerme, Jonathan Vanderhoof, Mark Legere, Brianne Lavallee, Paul White and participating online: Charlie Post, Carol LeBlanc, Tiffany Cloutier-Cabral and Jim Kofalt

A MOTION was made by Mr. White and SECONDED by Ms. LeBlanc to enter Non-Public Session to discuss personnel matters and negotiations RSA 91-A: 3 II (A) (C) at 9:18pm.

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

Specific Statutory Reason cited as foundation for the nonpublic session:

☒ RSA 91-A:3, II (a) *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, **unless** the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.*

☐ RSA 91-A:3, II(b) *The hiring of any person as a public employee.*

☒ RSA 91-A:3, II(c) *Matters which, if discussed in public, would likely affect adversely the reputation of any person, **other than a member of this board**, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.*

☐ RSA 91-A:3, II(d) *Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.*

☐ RSA 91-A:3, II(e) *Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against this board or any subdivision thereof, or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled*

☐ RSA 91-A:3, II(i) *Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.*

Roll Call vote to enter nonpublic session:	Alex LoVerme	Abstain
	Jonathan Vanderhoof	Aye
	Tiffany Cloutier-Cabral	Aye
	Charlie Post	Aye
	Mark Legere	Aye
	Brianne Lavallee	Aye
	Carol LeBlanc	Aye
	Paul White	Aye
	Jim Kofalt	Aye

Entered nonpublic session at 9:18 p.m.

Other persons present during nonpublic session: Superintendent Bryan Lane, Clerk Kristina Fowler

Description of matters discussed and final decisions made: Discussion was had regarding a personnel matter.

A MOTION was made by Mr. Vanderhoof and SECONDED by Mr. Legere to release Elizabeth Tamietti from her contract immediately.

Voting: via roll call vote, seven ayes; one abstention from Chairman LoVerme and no vote heard from Ms. LeBlanc, motion carried.

Discussion was had regarding negotiations.

A MOTION was made by Mr. Post and SECONDED by Mr. White to accept the (WLCSSA) contract.

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

A MOTION was made by Mr. White and SECONDED by Ms. Cloutier-Cabral to accept the (WLCSSA) Memorandum of Agreement.

Voting: via roll call vote, seven ayes; two abstentions from Chairman LoVerme and Mr. Vanderhoof, motion carried.

Note: Under RSA 91-A:3, III. *Minutes of proceedings in nonpublic sessions shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting, unless, by recorded vote of 2/3 of the members present, it is determined that divulgence of the information likely would affect adversely the reputation of any person **other than a member of this board**, or render the proposed action of the board ineffective, or pertain to terrorism. In the event of such circumstances, information may be withheld until, in the opinion of a majority of members, the aforesaid circumstances no longer apply.*

A MOTION was made by Mr. Vanderhoof and SECONDED by Ms. Lavallee to exit Non-Public Session at 9:51pm.

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

Public session reconvened at 9:51 p.m.

These minutes recorded by: Kristina Fowler