

Public Notice of Meeting
WILTON-LYNDEBOROUGH COOPERATIVE
SCHOOL BOARD MEETING
Tuesday, December 14, 2021
Wilton-Lyndeborough Cooperative M/H School
6:30 p.m.

Videoconferencing: meet.google.com/krm-ggjy-ywh

Audio: [+1 314-474-2813](tel:+13144742813) PIN: 246 293 325#

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. PLEDGE OF ALLEGIANCE**
- III. STUDENT PRESENTATION**
- IV. 6:45PM JOINT BOARD & BUDGET COMMITTEE SESSION**
 - a. FY 2022-2023**
 - i. Salaries & Benefits
 - ii. Food Services Discussion
 - iii. Full Budget Review
 - iv. Warrants
 - b. YTD Reports**
- IV. 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.
- V. ADJUSTMENTS TO THE AGENDA**
- VI. BOARD CORRESPONDENCE**
 - a. Reports**
 - i. Superintendent's Report
 - ii. Principals' Reports
- VII. WLCTA**
- VIII. ACTION ITEMS**
 - a. Approve Minutes of Previous Meeting**
- IX. COMMITTEE REPORTS**
 - i. Facilities Committee
 - ii. Budget Liaison
 - iii. Finance Committee
- X. RESIGNATIONS/APPOINTMENTS/LEAVES**
 - a. FYI-New Hire-Amelia Clune-FRES Title I Tutor**
 - b. FYI-New Hire-Susan Rodgers-FRES Title I Tutor**
 - c. Resignation-Rene Altamar-WLC Spanish Teacher**

- XI. BOARD BUDGET DISCUSSION**
- XII. PUBLIC COMMENTS**
- XIII. SCHOOL BOARD MEMBER COMMENTS**
- XIV. NON-PUBLIC SESSION RSA 91-A: 3 II (A) (B) (C)**
 - i. Staffing Matters
- XV. ADJOURNMENT**

INFORMATION: Next School Board Meeting-January 4, 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

Peter Weaver
Superintendent of Schools

Ned Pratt
Director of Student Support Services

Kristie LaPlante
Business Administrator

**Superintendent Report
December 14, 2021**

COVID Report – September through November

- From September through November, we have had 19 staff and 77 student positive COVID cases. We've had four clusters where we implemented our targeted mask mandate.
- We've had 2 staff and 91 quarantine cases
- And 85 staff and 832 cases of COVID like symptoms

We continue to move forward with our school year with as much normalcy as possible for our students and staff despite the conditions we continue to face. While many families and students are frustrated with the amount of school days students are missing, we hope that our afterschool tutoring initiative, along with all of the work our faculty are doing to support their students, will keep ongoing learning in place. Families should be commended for monitoring their students' health, keeping their students home when symptoms are present and remaining patient with us as our schools regularly communicate home as conditions arise. Our nurses and staff must be commended for their exceptional work with our students and families. Looking ahead, I recommend that we continue to implement our protocols, keep communicating regularly with our families, and keep maintaining a school community that is normalized to the best extent possible for our students, families and staff.

- **Staffing update** – We have a finalist for our high school science position, but currently struggling at this time to generate applicants for our high school Spanish position. We've finally filled our final two Title I tutor positions and are excited to have a full complement of staff in the program. We are waiting for additional applications for our temporary IT Technician position at WLC. We are grateful for the three substitute positions via ESSER that the school board supported and are eager to fill these critical positions.
- **Nurse update** – C. Bertoncini has been a tremendous asset during afterschool hours supporting all three of our schools. She has been available, responsive, and has consistently provided us with guidance and support
- **Bus contract update** – Steve Brown has agreed to an additional one year extension and is preparing an agreement/contract for our review
- **Thanksgiving baskets** – Our Thanksgiving baskets for our families in need were a success. We are thankful for all of the families that donated goods and gift cards. We would like to especially recognize Amherst Tools and Milford Market Basket for their generous donation towards our efforts
- **Leftover school food** - We are researching a new procedure that would allow us to take our left over food items from the school day and make take home meals for students. This is an important change and one that we are excited to implement as soon as possible

Wilton-Lyndeborough Cooperative School District provides a safe and educational environment that promotes student exploration, critical thinking and responsible citizenship.

WILTON-LYNDEBOROUGH COOPERATIVE
MIDDLE SCHOOL / HIGH SCHOOL
57 SCHOOL ROAD
WILTON, NEW HAMPSHIRE 03086
(603) 732-9230
www.sau63.org

Dr. Sarah Edmunds, Principal
Kathryn Gosselin, Assistant Principal

Amanda J. Kovaliv, School Counseling Coordinator
Alice Bartoldus, Middle School Counselor

Brice Miller, Athletic Director

December 2021 WLC Principal's Report

Veterans Day 2021



The first annual Veterans Day Ceremony and Cafe was a great success! Students and the community came together to celebrate our Veterans. Thank you to all.



Recent Faculty Professional Development

Ten teachers from WLC attended a webinar on the newly implemented state law regarding the teaching of prohibited concepts including:

- Definitions of the four divisive concepts
- Parent complaint process
- Role of human rights commission, courts, DOE
- Best practices
- What are grey areas and how to handle them

The workshop allowed ample time and opportunity for questions. The workshops were presented by the Drummond Woodsum Law Firm in partnership with the SouthWest Center at Keene State College and the Southwest Regional Curriculum Directors.

“I Am College Bound” Day

The goal of the “I Am College Bound” campaign is to provide New Hampshire high school students with the inspiration, information and planning support to pursue higher education goals. In support of I Applied, colleges and universities around the state waive application fees for students who submit applications during the event. The incentive both increases college access and drives applications for NH schools. In addition, the New Hampshire Department of Education, New Hampshire Charitable Foundation, and the NHHEAF Network also provide scholarships to participating students, with each school receiving one \$500 scholarship to award to a participating student. Students are also provided extensive follow up support and materials to complete their college journey. On November 18, 24 WLC seniors applied to New Hampshire Colleges for free! Saving \$3,530.00 in application fees! Nathan Lachance was the lucky recipient of the \$500 scholarship!



Upcoming Events

- The WLC Winter Concert will be held on December 15 at 7pm in the cafeteria. All are welcome!
- The WLC Dance Team’s “Mini Nutcracker” will be held on December 21 at 7pm in the cafeteria.

Class of 2022 Shirts

The senior class would like to thank the PTO and members of the community for donating the funds to provide them with senior shirts. The shirts are wonderful and the students were very excited to get them!



National Honor Society and National Junior Honor Society

The National Honor Society inducted new members on November 18. The ceremony was held in the WLC library at 5pm.



The National Junior Honor Society will induct members on December 9 during the school day. This is the first year in many that we have had a National Junior Honor Society and we are very proud.

The WLC Reporter

NOVEMBER 2021

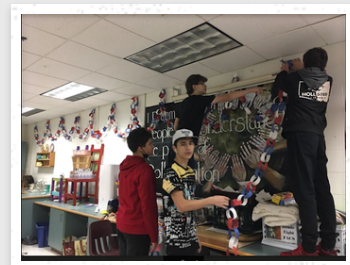
VETERANS DAY CELEBRATION AT WLC



THANK YOU TO OUR VETERANS

WLC hosted a Veterans Day Celebration on November 10. The entire school was in attendance as well as members of the community. The American Legion Bent-Burke Post 10 Color Guard presented the colors, we enjoyed musical selections from the WLC Middle/High School Choir, student readings by Vito Anzalone and Natalie Bergstrom, and wonderful remarks by two invited speakers, Major Adam Rickenbach U.S. Marine Corp, Ret. and Lt. Colonel Dennis Garnham, United States Army, Ret.

Following the ceremony, there was a fantastic cafe for the veterans hosted by Ms. Olympia Clark, her cooking classes, and National Honor Society members.



PATRIOTS PEN ESSAY – HOW CAN I BE A GOOD AMERICAN?

by Joshua Lord

Have you ever wondered what it takes to be a good American? There have been many good Americans in the past that have done good things. We can be good Americans by helping out in communities, being kind and honoring those who have served.

For example, when we are good Americans we are helpful to our communities. The Volunteers of America foundation stated, "In Fact, in 2019 more than 55,000 volunteers devoted more than one million hours to hundreds of Volunteers of America programs nationwide." This shows that many people are good Americans who help out in different communities to help after natural disasters and other things. Helping out in communities makes us good Americans.

because when someone helps out they make it much easier which is helpful. When we help out it makes us good Americans.

In addition, when we are good Americans we must also be kind and caring to others. The Inspire Kindness organization stated, "Kindness is defined as the quality of being friendly, generous and considerate." People all around America show this all the time. When we donate to people in need or to really anything that is a good cause we are being good Americans. We don't have to donate but showing a simple act of kindness every now and then helps us be good Americans.

Not to mention, all good Americans should respect all that have served their country. Veterans Day is celebrated in America every year around November, 11th. People all around America celebrate those who have served in battle. Celebrating people who have served is something that every one of us Americans should do. Honoring those who have died, or if they are still alive is something every good American does.

In conclusion, to be a good American you must be kind to people and help out in communities. We must also honor those who have served. From us celebrating Memorial Day to donating to charity or even helping out after a natural disaster. We can all be good Americans if we try. Do you have what it takes to be a good American too?

THANKSGIVING BASKETS!



THANK YOU TO ALL WHO CONTRIBUTED!

WLC put together the makings for a full Thanksgiving dinner for those in our community who need it. Hannaford graciously donated 25 turkeys to us and our Junior National Honor Society helped put the baskets together. Ms. Manning's advisory won the competition for which advisory could bring in the most items.



ART NEWS



Attention environmentalists and art lovers alike! Our 2D high school artists have wrapped up their storm drain mural proposals for the town of Wilton and they are now currently exhibited in the WLC school library. If you didn't catch the art news back in September, we have been working with Wilton's Stormdrain water manager, Michele Decoteau, in order to spread awareness of Wilton's storm drains and local wildlife protection. These creations by high school 2D artists are set to be exhibited in Wilton Town Hall next month, and then later to be painted downtown this coming spring! Next steps are to meet back up with Michele after Thanksgiving break to walk around town and scout out which spots would be best for the mural paintings. Please enjoy a few excerpts from the student's artist statements about their artwork and process.

"I created the slogan, *keep the storm drains clean to make the environment green*. I interpret this slogan as if every human does their part to prevent trash from entering storms drains and polluting waterways, then the environment will be more sustainable for all ecosystems." - Elisabeth Jacobs, grade 12

"I think the thing I learned the most from this piece was, *don't be scared to try a new thing*. It was hard for me to step out of my comfort and try something new... I think once someone puts those thoughts aside and realizes what you're doing, even though it's scary, it can be really good for you." - Joshua Boulanger, grade 12



3D High School Artists have wrapped up their introductory unit on the *material culture* of cardboard with a grade finale collaborative sculpture. They have also since been investigating felting and playing with a bit of stop motion in their crafted scene from unit one. Stay tuned to see some of their felted creations appear in local downtown Witon's Galerie Oiseaux! We are SO very proud of their growth in critical thinking that we are sharing a few short excerpts from their summatives from unit one below.

"In order for me to see cardboard in a new light I was able to explore different techniques of working with it and envision new things to create from what I learned." - Emma Leblanc, grade 12

"The material culture of cardboard connects us everyday as humans. Everywhere you go, cardboard is there. Whether it's been discarded, a box sitting on a friends table, or used as art, cardboard surrounds us. Language isn't universal, but this flute sandwiched between two boards is." - Noah Whitely, grade 10

"As artists, we can widen our perspectives and see our differences in a certain space by being non-judgmental, and being open about hearing other people's ideas and coming together to collaborate and make something new even though it may not be the outcome you expected." - Alexandra Linehan, grade 12



Computer Arts students have continued exploring animation on the Adobe software platform. They are experimenting with facial mapping expressions, as well character design. Their objective is to create a piece for the WLC News Show that will add playful dialog between two contrasting characters to bring some levity to the holidays during the cold winter months! They will also be collectively designing a poster for the WLC Art show that will be hosted downtown Wilton at Galerie Oiseaux held in Mike Kline's youth art gallery!



The 8th graders have been rocking their creative powers this trimester! One group has been prolifically creating clay sculptures that represent their interests, as well as creating clay beads for the holiday market and art show downtown Wilton at Galerie Oiseaux!

Another 8th grade class is wrapping up their group projects creating imaginative worlds with characters and short storylines. These will either be exhibited as 3d sculptures, acted out as a short story, or referenced to create illustrative drawings.

Lastly the 3rd 8th grade class has been working on the proportions of portraiture since their more abstract explorations of layering color and texture to create depth. Their written reflections below really show their growing confidence in working through challenges of the creative process.

"It was fun experimenting with the different facial features and proportions, and it was also very amusing to be more creative and explore everything with the class. All my friends and I almost grow closer to each other without knowing it just by coloring and spending time together." - Lillian Wrobel

"I like my drawing of Nathan, it's funny and I used my imagination. It shows pieces of my friend that remind me of him when he's not here." - Korey Begley

"My favorite piece is the young girl that I drew with ombre hair. It shows me that I can reach any goal that I have with my drawings." - Savannah Brown



7th Graders wrapped up their unit on color theory, eyes, and perception with a collaborative canvas painting. After a bit of art criticism, we discovered that most of the students were not

totally happy with the final result. The painting still felt unfinished and not balanced with all the working elements. Ms. Hall then proposed to cut the canvas up into smaller sections, while teaching the students about stretching a canvas. They applied their appreciation for cropping a piece of art to discover new meaning and visual composition that they had practiced earlier in the trimester with their own abstract eye compositions. After wrapping and stapling these new compositions, they will add images and words to complete the painting that represent what they SEE, FEEL, and THINK about in the world around them. These will be displayed in the middle school wing at WLC!

NEWS FROM THE ENGLISH DEPARTMENT

9TH GRADE WORLD LIT

The 9th grade World Literature students have been working their way through Homer's *The Odyssey*. As part of their studies, they are currently focusing on developing their close analysis skills in regards to characterization. Students have been split into small groups and have been given one character from the text to perform a deep analysis of using direct evidence from the text. Here are some of the students working together on their body biographies for their characters.



AMERICAN AND BRITISH LIT

On Friday, November 19th, the Juniors completed a mock trial during their second period American/British Literature class as they concluded their study of *The Crucible*. One of the central questions that the text raises is who bears the ultimate responsibility for what happened during the Salem Witch Trials? For this assignment, the class was split into two groups: The People (The Prosecution Team) vs. Abigail Williams (The Defense Team), with the essential question being, is Abigail Williams responsible for the deaths during the Salem Witch Trials? Each group began by creating and presenting a three minute opening statement, where they were tasked with stating their claim (thesis statement), and then using direct evidence as found in the play, and supplemental resources taught in class. Each group was then responsible for selecting three specific characters from *The Crucible* to serve as the

witness for their side, and came up with the questions to ask their witnesses, as well as finding the direct evidence from the text to support their responses. In addition, students were required to work together collaboratively and think quickly on their feet as they worked through and prepared their cross examination questions, as well as preparing their closing remarks. The Honorable Mr. Zekser joined the class and served as the judge, while the Anatomy and Physiology students, along with Mrs. Erickson, and Mrs. Richards, served as the members of the jury. In the end, the jury found the defendant, Abigail Williams, guilty.



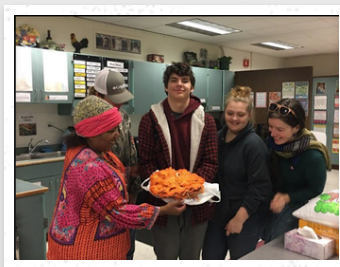
NEWS FROM FAMILY AND CONSUMER SCIENCE



Austin Sangster got the "Most Improved Cook Award" in Creative Cooking. He is learning how to collaborate with his group and improving on safety and sanitation in leaps and bounds!



In "For the Love of Leftovers," Ms. Hall taught students about edible mushrooms. A student brought one in and we tried cooking with it. Not all mushrooms outdoors are edible or safe to eat, but this one was great! You must be very sure before eating mushrooms you forage!



Students display the mushroom that was brought in.



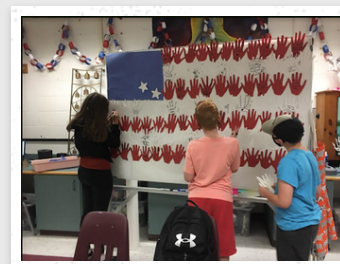
Kaylee Degan and Ms. Clark had a Chilli Cook off. What's a little competition between friends? Kaylee did a great job!



Sixth Grade students displaying responsible citizenship. They helped decorate the bulletin board for our Veteran's Day gathering



Creative Arts students hanging up decorations for the Veteran's Day gathering! More responsible citizens!



NEWS FROM THE LIBRARY



Students in 7th and 8th grade Library Skills are learning all about evaluating websites! They learned techniques to analyze different websites, and studied what aspects help in identifying trustworthy websites. Students learned about the concept of lateral reading, which is a method to investigate authors, publishers, and where information comes from. They looked at fake news articles and photos, and figured out how to validate news sources. They have been working hard!

OCTOBER STUDENTS OF THE MONTH



MIDDLE SCHOOL

6th Grade: Kayden Brouillard, Leah Crawley

7th Grade: Amaya Adair, Daxtin Richard

8th Grade: JJ Benson, Jason Benn

6th Grade:

- This 6th grader is always up for a challenge, and tackles each class with a smile on her face. She is prepared, focused, and is always willing to help those around her and share her ideas with her class. The dream team teachers have enjoyed seeing this student

come out of her shell and share her silly personality with them. She is also very creative, and loves to draw Fred and his elephant family to join her during math class. The October student of the month is **Leah Crawley**.

- This 6th grader stands out especially for his wonderful sense of humor. He comes to class every day with a smile and a ready laugh. This student is well-liked by all those around him because of his fun personality and his approachable nature. He is always willing to help out and never afraid to ask questions. This student no doubt makes WLC, and every class he walks into, a brighter and more enjoyable place. The Dream Team is proud to announce **Kayden Brouillard** as the October student of the month.

7th grade

- This student is always nice to others and is never negative. During "Choose Love" the students said she was : nice, smart, helpful and many other positive things. We would have to agree with that. She always strives to do her best work and is a real team player. She loves reading and drawing. Team Awesome is proud to announce that **Amaya Adair** is the October Student of the Month.
- This student is a leader in the classroom and on the soccer field. He is independent when it comes to his school work and always asks for help as appropriate. As teachers, we appreciate how this student is always on top of his grades and willing to help others as soon as he is finished with his work. This student is also a fantastic goalie for the MS Boys Soccer Team. Team Awesome is proud to announce that **Daxtin Richard** is the October Student of the Month.

8th Grade:

- This 8th grader is one of the hardest working students in his class. He participates in class discussions with enthusiasm, has a great sense of humor, and has even been completing lots of challenge work this year! Not only does this student work hard in school, but he is committed to his sports teams as well, and played goalie on the MS soccer team this fall. For all of these reasons and many more, congratulations to **JJ Benson**, an October Student of the Month!
- This 8th grader has proven himself to be an incredibly hardworking and dedicated student. His capacity for remembering important and interesting information is truly astounding and it's always a joy to hear what he has to share. This student is meticulous with his work and is especially skilled when it comes to researching subjects he is passionate about. His commitment and willingness to learn make him stand out in the classroom. The Dream Team is proud to announce **Jason Benn** as the October student of the month!

HIGH SCHOOL

WLC would like to congratulate the 9th and 10th grade students of the month for October-

Congratulations goes out to **Grayson Riendeau and Ella Wibben** from the 9th grade AND

from the 10th grade a big congratulations goes out to **Andrew Sweeney and Ella Morris**.



DECEMBER BASKETBALL SCHEDULE

December 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 MSB: 2:45-4:15 MSG: 4:15-5:30 GJV: 5:30-7 BV: 7-9	2 MS @ St Joes Manch GJV: 5:30-7 BV: 7-9	3 MSB: 2:45-4:15 MSG: 4:15-5:30 GJV: 5:30-7 BV: 7-9	4
5	6 MS @ Boynton GJV: 5:30-7 BV: 7-9	7 MSB: 2:45-4:15 MSG: 4:15-5:30 GJV: 5:30-7 BV: 7-9	8 MS @ Derryfield GJV: 5:30-7 BV: 7-9	9 MS vs Auburn GJV: 6-7:15 BV: 7:15-8:45	10 MSB: 2:30-4 MSG: 3:45-5 GJV/BV vs Pittsfield	11
12	13 MS @ Epping GJV: 5:30-7 BV: 7-9	14 MSB: 2:45-4:15 MSG: 4:15-5:30 GJV: 5:30-7 BV @ Derryfield	15 MSB: 2:45-4:15 MSG: 4:15-5:30 GJV: 5:30-7 BV: 7-9	16 MS vs Chester GJV: 6-7:15 BV: 7:15-8:45	17 MSB: 2:30-4 MSG: 3:45-5 BV vs PCA 5:30-7	18
19	20 MSB: 2:45-4:15 MSG: 4:15-5:30 GJV: 5:30-7 BV: 7-9	21 MSB: 2:45-4:15 MSG: 4:15-5:30 GJV: 5:30-7 BV: 7-9	22 MSB: 2:30-4 MSG: 3:30-5 GJV/BV vs Newmarket	23 MSB: 2:45-4:15 MSG: 4:15-5:30 GJV: 5:30-7 BV: 7-9	24 NO PRACTICES	25
26	27 MSB: 2:45-4:15 MSG: 4:15-5:30 GJV: 5:30-7 BV: 7-9	28 MSB: 2:45-4:15 MSG: 4:15-5:30 GJV: 5:30-7 BV: 7-9	29 MSB: 2:45-4:15 MSG: 4:15-5:30 GJV: 5:30-7 BV: 7-9	30 MSB: 2:45-4:15 MSG: 4:15-5:30 GJV: 5:30-7 BV: 7-9	31 NO PRACTICES	

REMINDER TO 7TH AND 8TH GRADE!



Your field trip permission forms and payment to go see *A Christmas Carol* are due on Dec. 1! Please email Ms. Bujak with any questions! l.bujak@sau63.org

END OF TRIMESTER 1 FOR MIDDLE SCHOOL

WHEN

FRIDAY, DEC. 3RD, 2:30PM

WHERE

**57 SCHOOL ROAD
WILTON, NH**

MORE INFORMATION

Trimester 2 begins on December 6. Middle school students will start new UAs that day.

PICTURE RETAKE DAY

WHEN

FRIDAY, DEC. 3RD, 8AM

WHERE

**57 SCHOOL ROAD
WILTON, NH**

MIDDLE SCHOOL DANCE

WHEN

FRIDAY, DEC. 3RD, 2:30-4:30PM

WHERE

57 SCHOOL ROAD

WILTON, NH

MORE INFORMATION

The theme is the Nightmare Before Christmas!

Admission is \$3 if in costume, \$5 if no costume.

MOVIE NIGHT

WHEN

FRIDAY, DEC. 10TH, 2:30-4:30PM

WHERE

57 SCHOOL ROAD

WILTON, NH

MORE INFORMATION

In the WLC Cafeteria.

WINTER CONCERT

WHEN

WEDNESDAY, DEC. 15TH, 7PM

WHERE

57 SCHOOL ROAD

WILTON, NH

WLC PTO MEETING

WHEN

MONDAY, DEC. 13TH, 6PM

WHERE

57 SCHOOL ROAD

WILTON, NH

SAU 63 Board Report
Florence Rideout Elementary School
December 2021



Veteran's Drive Drop Off

On Tuesday, November 16, a small group of students joined Mr. Weaver, Mr. Ryan, and myself as we traveled to the Manchester VA. The students proudly presented the many, many items collected to the staff who would then deliver it to the various veterans in the facility. The students were thanked publicly and featured on the VA website! The staff at the VA remarked on how impressed they were to know that the “next generation” was learning about giving back to our veterans!



Holiday Concert Day and Evening

Students in grades three, four, and five treated their families to a wonderful night of holiday songs. Ms. Kudlich, the FRES music teacher, worked hard over the last few weeks to prepare the children for their much anticipated Holiday Concert. It was a packed house full of smiles and applause!

Tutoring Program

Teachers at FRES are identifying those students with the greatest academic needs in their classrooms. These students will then be invited to take the first seats in our after

school tutoring. The tutoring staff will begin after school tutoring on Monday, December 16th. Five teachers will be hired and will work 1.5 hours Monday through Thursday providing additional learning in small groups. Data will be tracked weekly to help identify the effectiveness of the after school model



Holiday Tradition Movie at the Theater



The FRES tradition of going to the Town Theater for a holiday movie right before the Holiday Break is back! Staff and students will travel to the Theater December 23rd to view a film. The students will also be treated to a snack. This is such a special holiday tradition!

FIRST Lego Program Coming to FRES



FRES will soon host our very own FIRST Lego Program! We are in the beginning stages of working closely with Mr. Andrew Tyler who runs the FIRST Lego teams at WLC. We will meet with Mr. Tyler to begin the grant writing process. It is our hope to get our program up and running at a reduced cost or free to our students. We currently have two parents who are interested in serving as coaches for this afterschool program.

FRES POSITIONS FILLED

Title 1 Positions Filled

This week Ms. Amelia Clune joined the FRES staff as a Title 1 tutor. Ms. Clune comes to us with lots of experience and a strong desire to improve student results relative to math and reading. In two weeks, Mrs. Susan Rogers will also join the Title 1 team as an additional tutor. The staff and students at FRES are eager to welcome both Amelia and Susan to our staff family.

Long-term sub for 1Lemire

Ms. Debbie Bass, longtime Lyndeborough resident, has graciously accepted the first grade long term substitute position. Having a consistent educator with first grade teaching experience in the room each day is the best way to ensure student growth.

Building Substitute Position

We are in the final stages of recommending a finalist for the ESSR School Substitute position recently approved. We are grateful to the Board for approving this position as it is greatly needed.

Ladies Club working with School Counselor

Christmas gifts and related needs have been identified by our school counselor, Ms. Aimee Gelineau. With the help of the local Ladies Club any student and/or family with identified needs will receive the holiday support they need.



PTO Book Fair supported by the community

This year the LCS/FRES PTO hosted the Scholastic Book Fair. Members of the PTO spent hours making the book fair available to all students and families throughout the week of November 28 - December 3rd. The greater Wilton-Lyndeborough community also supported the book fair on Sunday, November 28th. The PTO team also manned the fair before and after the FRES holiday concert. When all sales were totaled the book fair had nearly \$7500 in sales.



Instructional Videos from Intervention Team at FRES

Below are the links for two videos created for LCS and FRES families. These videos are also available on our school website!

[WIN Explained](#)

[Heggerty Video #1](#)

[Heggerty Video #2](#)

Mid-year Math and Reading Benchmarking

Upon return from winter break, FRES will begin to prepare for the middle of the year benchmark data. This data will include STAR (math and reading), spelling inventories, CORE phonics probes, Heggerty, fact fluency assessments, and classroom assessments. When all assessments are complete, teachers will participate in extended data meetings. At these meetings an intervention/enrichment plan will be developed for all students in the areas of math and reading.

**WILTON-LYNDEBOROUGH COOPERATIVE
SCHOOL BOARD MEETING
Tuesday, November 23, 2021
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 (6:48pm), Dennis Golding, Matt Mannarino, Tiffany Cloutier-Cabral (6:50pm), Jim Kofalt, and Charlie Post*

Superintendent Peter Weaver, Business Administrator Kristie LaPlante, Principal Kathleen Chenette, Director of Student Support Services Ned Pratt, Technology Director Jonathan Bouley, Curriculum Coordinator Emily Stefanich, and Clerk Kristina Fowler

I. CALL TO ORDER

Chairman LoVerme called the meeting to order at 6:36pm.

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

III. 6:30PM JOINT BOARD & BUDGET COMMITTEE SESSION

Present: *Jeff Jones, Leslie Browne, Caitlin Maki, Bill Ryan, Christine Tiedemann, Lisa Post (online), Darlene Anzalone (online)*

a. FY 2022-2023 Budget

i. Revenue, Grants, Facilities, CIP, and Warrants

Ms. LaPlante reviewed draft 4, which shows about an \$80,000 reduction, health rates came in at zero increase. She did not create separate budgets for grants, revenue or the CIP. She reports, the grants are a work in progress. There has been an issue with finding a Title I Tutor and we have ESSER money available. She expressed it didn't seem appropriate to come forward with the grant information as it is still with so much in limbo. The revenue is hard to predict at this point. Planning for FY22-23 is tough because it does not give a good impression of funds coming in through state grants. When the Facilities Committee met in the fall, we realized the plan (CIP) as it exists still carries forward items from the past. She is working with Mr. Erb looking at projects and are actively tearing it apart to build it back up. There has not been time to dedicate to this. She had sent out a revised facilities budget, no changes affected the full budget and they now mirror each other. She spoke of one item of concern being the energy contract, which expires in 2022. She estimated a 5% increase based on the current CPI in the region. She does not know the impact of the lighting project at WLC and 5% was used as a placeholder until there is a better idea of where we will be. It was noted there is a connection to air quality regarding the boiler and ESSER. A question was raised, that it is understood that it is allowable, but are we are certain this won't change at a later date. Ms. LaPlante responded she has not seen where it would not be allowed; she believes it will be a qualified expense and not kicked back. A question was raised if there has been any thought to putting money into repairs for the cafeteria. Ms. LaPlante responded anything over \$10,000 meets the criteria for the CIP. We currently have \$4,600 set aside for kitchen repairs and maintenance. Chairman LoVerme suggests adding some funds for equipment. Ms. LaPlante asked for a figure, as there has not been one prior. A brief discussion was had regarding the kitchen equipment. Mr. Erb confirmed the walk-in is about 6 years old and the condenser is new. The walk-in freezer, cooler is all brand new. Chairman LoVerme suggested anything that is 7 years or older has seen its life expectancy. It was noted Ms. Smith, Food Service Director spoke at a meeting regarding the equipment. A question was raised if these things were added into the budget. Ms. LaPlante responded no asset specific funding was added. Ms. Browne suggested having a maintenance plan on the equipment and figure out what is needed on an annual basis. It was noted giving a figure may be difficult without additional information. It was suggested to have Ms. Smith back to discuss; no objection was heard. Superintendent notes they will work on a maintenance plan. Ms. LaPlante noted the technology budget was reduced due to some additional questions from the Budget Committee. An adjustment was made to the number of computers going to the 3rd and 6th grade and teacher laptops were reduced by \$500 each, as there were items originally included that are not needed. The 2017 Tech Plan is now expired and was used as a template. We dropped down to 50 Chromebooks to be shared with the classrooms. That plan did not included 1:1 in the lower grades. A question was raised, what are they utilizing. Mr. Bouley confirmed they are sharing 2 iPads carts, with 45 between the two for 1st and 2nd grade as the applications are more geared to that age group. It was noted members had heard there was not a lot of utilization in those grades. It was questioned if teachers are onboard from that standpoint. A question was raised if there is a program for the teachers in the lower grades to teach computers. Mr. Bouley reviewed what is currently is being used, Google Classroom and several other applications such as RAZ Kids, reading and testing, things like that. Principal Chenette added they have weekly technology instruction. It was noted instruction is in the classroom. Mr. Post expressed he is struggling with the overall increase in the budget. Mr. Kofalt added we are moving in the right direction, currently at 4.6%. It was noted there are not any warrant articles for CBA's. Ms. LaPlante questioned the procedure for deciding the warrant articles and spoke that we will need to determine what you would like to do for warrant articles. Chairman LoVerme confirmed the Board works with the Budget Committee. A brief discussion was had regarding this. It was noted we have been very conservative on the CIP in past

years and we want to keep the buildings up and avoid the situation from a few years ago. A question was raised if there are any other suggestions for warrant articles other than SPED and the CIP. SPED warrant should be around \$52,000. The goal is to have \$300,000 in that capital reserve account; the account currently has \$248,000. A question was raised what is the balance in the Building & Roadways capital reserve and what is the goal. Ms. LaPlante responded the balance is about \$275,000 and we do need to draw from that for the roof and lighting. She will have those figures for the next meeting. It was noted a lot of stuff has changed from the last version of the CIP, such as the tennis courts and lighting. A deep dive needs to be had by the Facilities Committee and brought back to the Board. Ms. Browne notes we can't come up with a figure for the warrant until that is done. A discussion was had regarding the tennis courts and the status. Discussion included, tearing them up, safety issues, fixing them, it is compromised underneath, and drainage is an issue and what past quotes were. Mr. Erb noted to really fix all 4 courts, done the right way; it would be roughly \$350,000 or more. He did have a quote previously with a guarantee of no cracking within 4 years. It was noted it will be such a large number that it almost needs to be its own warrant individually to allow public to make the decision regarding what to do. Ms. Browne agreed it would be a hard decision for this body to make; it is not an easy decision. Discussion was had regarding how much it is utilized. It is used for gym class and last year there was a tennis team plus public uses it. It was suggested if we are going to spend that money couldn't we use it for something else and transport students to use other courts. This was briefly discussed. Mr. Erb suggests to remove them and turn it into practice fields. It was discussed if they were removed what are the alternatives and cost. Ms. Post spoke that the Facilities Committee met at the beginning of the year, they spoke of turning it into practice fields, and that the Superintendent was kind of excited about that. She questions if we are going back to the tennis courts or turn it into practice fields. Chairman LoVerme responded we will look at having this as a warrant article and ask the towns to either replace them, put money aside in a warrant or look at tearing them up and put in practice fields. Ms. Cloutier-Cabral spoke that the Facilities Committee did discuss this and came up with a lot of great options. The committee will meet next week to discuss further. Ms. Post added we also spoke of improving the buildings out there as well. Ms. Cloutier-Cabral noted there is a lot facilities wise that we need to look at before we can bring it back. Mr. Kofalt spoke regarding the technology budget and that the Technology Committee has been dormant. Questions have come up around the Technology Plan, which is expired. He reviewed the names on the committee and notes Mr. Legere is no longer on the Board, and suggest the committee meets to delve into it a little more deeply; the timing is right. He proposes to ask for another volunteer Board member. Mr. Golding volunteers for the Technology Committee. Mr. Kofalt will set up a meeting and work with Mr. Bouley.

A draft of warrant articles 1-3 for elections was provided; there was no discussion.

ii. YTD Reporting

Ms. LaPlante reviewed there is some payroll misclassifications that give the impression that there are a lot of payroll accounts that are overspent and others that we are minimally paying people from. If we take out the payroll cost, we are in good shape there are very few accounts over. She and the Superintendent discussed having administrators going back through the encumbrances and if it is not needed release it and reevaluate from there. She notes there is serious legwork she has to do, and needs to correct grant classifications, some that are in here and should not be and some that are not should be; this is a snap shot of where we are. Keep in mind it includes encumbrances and may be something that is truly committed or funds left over from a purchase and that is why we will look through these. She reviewed payroll specific accounts; some give the impression that we overspent by \$40,000. She took payroll related account and all and utilized the accounts against each other and found we still have about \$479,000 left with all things being equal and placing people where they should be, we would still have \$479,000 left. Mr. Kofalt thanked Ms. LaPlante noting it took a lot of effort to get this to the point where it is clean and only a few loose ends to tie up. Mr. Vanderhoof questioned if the principal on debt for FRES was budgeted wrong or did something change. Ms. LaPlante responded it was budgeted wrong; there is a published report that programs out every payment for the life of the bond and it was not updated. It has been corrected for FY 23; it was caught and corrected. The other thing that was not budgeted correctly is the legal services for SPED; \$1,000 was budgeted and we currently spent \$6,800. That is a facet of prior budget anomalies. She spoke regarding new staff questioning if we do budget transfers, we do not. Questions such as can I pay for it out of this line as there is money left over; the answer is no. What she will do and it has happened once that someone needed to overspend a line, it had to be justified, and if there are funds available in another line, she will encumber the funds in that line, it appears as almost a double expenditure. We are reserving that so it is not an open line. This is extremely rare and in this one situation, she made sure we locked it up in another line so we don't think in April we have all this money left over.

IV. PUBLIC COMMENTS

The public comment section of the agenda was read.

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

Mr. Jones questioned if you will walk through the ESSER memo. It was noted it is on the agenda later in the night. Ms. LaPlante notes she can speak to this if the Board would like her to. Chairman LoVerme noted it will be moved up on the agenda after adjustments.

V. ADJUSTMENTS TO THE AGENDA

Superintendent reported the following adjustments, we will move up the ESSER 3 discussion and there is an additional resignation.

A MOTION was made by Mr. Vanderhoof and SECONDED by Mr. Mannarino to accept the adjustments to the agenda. Voting: six ayes; one abstention from Chairman LoVerme, motion carried.

• **ESSER FUNDS**

Superintendent spoke that last year we hired 3 long-term substitutes (LTS) and it is much like last year that there are not any available. Last year, these LTS were much like additional employees, deployed throughout the district and using them for tutoring. That is one of our proposals, to hire LTS. We want to stop in January and look at the data to see if it is effective and if not we reevaluate and determine our needs.

The other proposal is extending the day essentially with an after school program at FRES and WLC. We will build in a break for elementary students and then have them back in the classroom. Also, work with students that are at home missing excessive days. We have a lot to do with students out of school. It seems school districts across the state are struggling with attendance and remediation. He notes except LCS as they are doing well.

The third item is one important to us, (additional technology person) Mr. Bouley will speak to this. He adds it is difficult for Mr. Bouley to be the Director of IT and be a building level desk technician. A majority of his day is fixing passwords and fixing projectors etc. Mr. Bouley spoke that he is requesting a temporary position from January to June of this year. He is looking for a full-time help desk person or generalist to work on the help desk tickets. There are 2 staff working on 4 buildings and are not making any traction. He wants to see some of these projects move forward but right now, they are just being reactive. He is requesting to use some of the ESSER funds so that we can get some of the projects going. He compares his staff to the custodian staff and notes they have more. He is hoping this would offset his time and allow him to get to the work that needs to be done such as the technology plan, a new onboarding process with teachers, cybersecurity, etc. He adds we are not doing any of it well. Obviously, we didn't anticipate this pandemic and the infusion of technology where every teacher has Google Classroom. We have a lot of those issues and it is good to get that position in place and get caught up with some of these pieces dangling in the air. It is short money, about \$30,000 if we can find someone. Superintendent adds if we were to find one, not only could we support buildings but free Mr. Bouley up to work on some other things as we just keep getting further and further behind. He confirms it would be a contracted hire. It was noted regarding in Mr. Bouley's report he referenced auditing the usage of subscription software and could identify some areas of savings and that having this position would free him up to move it up more progressively. He was questioned if there are other areas that could reduce in other savings. Mr. Bouley responded it is savings in people's time; we do not have any SOP's (standard operating procedures) and this creates rework for teachers and his staff. Other than audits of accounts that is the biggest bang that, we will get monetary results from. He adds we have systems that are not current with the current staffing. The Superintendent voiced we are trying to get an idea of what we have, in the last few years we had an influx of technology and a boat load of new computers and do not have a good accounting of it and don't have time to figure out what we have and don't need. It is difficult to move forward with purchasing new things if we don't know what we have. Mr. Bouley noted he has found we have laptops not assigned but he knows they are because people have them but it is not showing that they do. He thinks with COVID, a lot of things were not cataloged. Ms. Post questioned why we wouldn't do inventory classroom by classroom and take a few days to inventory. She is curious why this is such a big problem. Mr. Bouley responded that the student inventory is good; it is the staff that is the problem. Surveys were sent out to ask staff what they currently have. He confirms the list of inventory exists but is not complete. A brief discussion was had regarding what credentials a candidate should have. He confirms it would behoove us to advertise on Schoolspring or anywhere we can but Schoolspring is geared to the school sector and not IT centered. A question was raised if this is a contracted position, could we use someone like Robert Half. Mr. Bouley responded we could but not sure what kind of fees they charge. Mr. Kofalt voiced that he assumes there is a fixed requirement that this person has to be onsite the whole time. Mr. Bouley responded that he can be in the middle of working on a server and needs to stop to work on a broken projector. Mr. Kofalt asked if it is on an as needed basis would it allow them to operate from a call center. Mr. Bouley responded it depends on the response time, if we want it within 10 minutes they would have to be local. Mr. Bouley was asked where we are in terms of the intern. Mr. Bouley responded he works afterschool and does not meet the needs of things happening during the day. He hopes it will continue to be an asset we can use, we don't pay that much. Next year we are looking for a nonpaid intern during the day where we can support them better. A question was raised if this is a surge request, as it sounds like it is an ongoing thing. Mr. Bouley responded he doesn't know what is the normal for numbers; he just knows that they are treading water now. He is hoping this is a stopgap and will be able to put in a more meaningful budget if that is what we need. He spoke of the expired technology plan, which called for them to utilize a computer science teacher at FRES, and they didn't do that and there were a few other positions as well. He does not know if this is a long-term need, this seemed to be a good idea to do it now. Other schools our size like Hollis/Brookline has 4-5 IT staff now. We are smaller in staff compared to them but we chose some good technologies. He doesn't think we need the same staffing and if we get things set up right; they should work better and need less.

Ms. LaPlante spoke of the last item, which is a boiler at WLC. She reviewed the proposal; the boiler had reached its end of life 8 years ago. It has been used more with the windows open for the fresh air concern (due to COVID). It is a simple correlation that could be a good investment in the district and good for our kids. Mr. Erb added the boiler goes back to 1984 and this boiler, boiler #1, is constantly running. Work was done a week and a half ago and it is running now but he sees signs of black soot, which tells him there is a gasket issue. He adds we were told back in 2013 that the boiler was pretty much done and we have

186 been nursing it along. This is the perfect opportunity to be able to get one boiler replaced now. He confirms a newer one would
187 be more efficient. This is an oil burner, he suggest the best thing to do is to replace it with an oil one. Ms. LaPlante confirms this
188 (ESSER) fund was originally for \$450,000 and then our amount was increased to \$684,000. We used the \$300,000 ESSER fund
189 but still have to tie out summer programming cost. She focused funding for these things to come from ESSER 3 because we
190 have not touched it yet. She confirms it expires in 2023. Ms. Maki asked about the life expectancy of the 2 other boilers. Mr. Erb
191 responded boiler 1 is the one that mainly runs all the time and gets the most use. The others have seen better days too but right
192 now, we have an opportunity to replace the one. If he could do all 3, he would but right now boiler 1 is his concern. It was noted
193 that of the \$684,000, \$136,000 needs to be allocated to learning loss. It is assumed items 2 and 3 (long-term substitutes and
194 extended day) would qualify; Ms. LaPlante responds 3 would but 2 long-term substitutes would not. We have to tie it back to
195 scientific data that says these are the deficiencies noticed in students and these are the measures we used to bring it up. Long-
196 term substitutes would not scientifically bring it up and meet the DOE criteria. She confirms that is the case even though it is
197 addressing absenteeism. If we are doing tutoring we could make an argument but not for the full amount. It was noted there are
198 times you need all three and other time you could use one for tutoring and keep track of it. Ms. Browne and Chairman LoVerme
199 agree these all sound like good ways to use the ESSER funds and improve the district. Ms. Browne also notes she doesn't think
200 we should be blind that we will increase technology staffing going forward, she thinks it is inevitable. Mr. Kofalt added that if
201 the Technology Committee meets to discuss what is in the budget and what we want to do long-term, we can come back with a
202 summary and plan. The rest of the Budget Committee members were asked to speak regarding these 4 uses of ESSER funds.
203 Several members agreed it was a good use of the funds. Ms. LaPlante spoke that anytime you talk about salaries, wages, and
204 grants, people may ask are they trying to pull the wool over our eyes, she tells the Boards with certainty this has been identified
205 as an issue and it is not our intent to add staff and roll into the budget. A question was raised what kind of numbers are you
206 expecting for the after school program. Superintendent responded he doesn't know. He spoke regarding transportation being a
207 barrier; Ms. Anzalone brought this up as well. He adds we are trying to line up one of the Title I Tutors to also help. We did not
208 do a survey; we just know there is a need to support kids. It depends on the population of the kids. We have a lot in the HS that
209 work and there is a tradeoff. We don't want to request twice as much and have low numbers. We want to stop and take a breath
210 and if we have low numbers, it does not make sense to continue. If you support it, we should have some data in December and
211 January and reevaluate again. After school program is proposed for \$12,000, and we are asking for it through January 31. A
212 question was raised if it is more a supply or demand issue. Superintendent responds it is both even though the Board increased
213 the daily substitute rate; we are still not getting substitutes. It is hard to compete with Dunkin Donuts paying \$15 per hour plus
214 college credits. It is a challenge on both sides. We hope this would be an incentive to help supply but also fill the demand. It is
215 not good for kids to have people in and out of the classroom. It is not anyone's fault it is just the nature of it and less people
216 wanting to do this kind of work. He keeps hearing of a surge in COVID and that may mean more teachers and staff will be out.
217 He is worried about having to go remote. He can't imagine what it would take for our district to go remote and we want to avoid
218 this. A brief discussion was had regarding who is covering for the teachers who are out now. Response, we have 2 substitutes
219 and are short 1, teachers are covering during prep times and the Principals are also covering. A brief discussion was had
220 regarding enhancing outside areas to create learning areas. It was noted it has been talked about but we want to be very careful
221 with ESSER money even though it sounds like a lot, it goes fast. It is a good idea to have one or two that are low maintenance
222 and that would be a good way to use ESSER funds. It was noted there is not a lot of room at FRES. A question was raised
223 regarding the timeline. Superintendent responded if approved we will post the positions tomorrow and ask families next week
224 about the after school programing. Superintendent also confirms we will reach out to confirm the boiler is an approved use of
225 funds. Ms. Cloutier-Cabral noted we should have a backup plan in the meantime. Mr. Kofalt suggested if it makes sense to vote
226 on the 4 items in the proposal with the contingency that we would authorize the withdrawal of up to \$85,000 for the boiler if it is
227 determined it does not qualify.

228
229 *A MOTION was made by Mr. Kofalt and SECONDED by Ms. Cloutier-Cabral to approve the 4 proposals in the document*
230 *provided to us as written and authorize up to \$85,000 to be withdrawn from the (Building/Equipment & Roadways) capital*
231 *reserve to pay for the boiler in the event it is determined it does not qualify for ESSER fund reimbursement.*
232 *Voting: six ayes; one abstention from Chairman LoVerme, motion carried.*

233
234 Superintendent will advertise the positions.

235
236 *A MOTION was made by Ms. Browne and SECONDED by Ms. Tiedemann reconvene the Budget Committee meeting across the*
237 *hall at 8:08pm.*
238 *Voting: all aye, motion carried unanimously.*

239
240 Mr. Vanderhoof exited to join the Budget Committee meeting.

241
242 Ms. LaPlante passed around the DOE 25 and MS 25 for signatures from the Board.

243 VI. BOARD CORRESPONDENCE

244 a. Reports

245 i. Business Administrator's Report

246

Ms. LaPlante acknowledged the significant delay the completion of the DOE 25 and MS 25 has had on our constituents. She reports there is so much, when you touch one thing it unearths something else. The unaudited fund balance is \$1,156,746.48. She will email the breakdown to members. She notes we are owed \$316,000 in grant projects and are in process of submitting those requests. She notes it has been a process because of the accounting misclassifications. The average cost per pupil is \$17,832. She stressed the fund balance is unaudited and it is not known what the auditors will unearth. She completed the reporting for reimbursements for grants expiring in 20-21 and they are in process and locked in. She notes we left \$9,000 on the table for Title I A grant. That is due to the summer academy coming in at \$14,000-\$15,000 rather than the \$20,000 that was budgeted. In addition, Dr. Heon allocated \$5,000 in indirect cost as allowable through the grant. We didn't use all of that money; it is a combination of unspent summer academy funds and unspent indirect cost. There is also a little bit of lost time, as Dr. Heon did not come until the spring. She spoke regarding the tax rate and provided an explanation as she feels it is due. The general impression is we are giving back \$1,156,746 and taxes will go down significantly. In 2020, we gave back about \$850,000 in fund balance to the taxpayers; we have an increased the amount coming back. We are not taking \$1,156,746 off last year's amount because last year's amount was already affected by fund balance as well. Our district budget went up about \$290,000 between 2020 and 2021 as far as taxation purposes. Our fund balance increased by surplus and revenue by about \$275,000. What this essentially means (cutting through the weeds) is the taxable portion we are asking the taxpayers to cover increased only by \$17,000 between the two years. Unfortunately, we can't say this is what we paid last year and why aren't paying that the same year. We adjust for each year by the ADM and home valuations. Lyndeborough went through a revaluation, which increased property values nearly \$46,000, and it created a shift; now Lyndeborough is responsible for about 1.4% more, which does not sound like a lot but when you factor it out, it is about \$139,000 more and they are seeing an increase in taxes while we are reporting an increase back. She offered to sit down with anyone to go over this; she offered to meet with Selectman. She confirmed all her information as she gathered and verified data and accuracy and what it boils down to is the change from 20-21 apportionment ratios as defined by the Articles of Agreement. Mr. Kofalt is interested in mapping this out to show these are the things that went into your property taxes for this year and the next year etc. so when a fund balance is returned to taxpayers that shows up at a later date in the property tax rate. There was also a change in SWEPT because the state budget had a .50 per thousand reduction in the statewide education property tax, which would have reduced Lyndeborough's tax property bill for everyone this year potentially offsetting the increase. In Wilton, there was a concern that my valuation just skyrocketed; they are still responsible for a big piece of the pie. The .50 reduction on the SWEPT side was a partial offset to the increased valuation. There are so many factors that go into it that it can be confusing. He would have loved to see this \$1,156,746 in this year's property taxes. He is glad ultimately, we are able to return this much; it is a huge number. Having people understand this is beneficial.

Ms. LaPlante reported in 2018, we returned \$145,000 in fund balance, in 2019, we returned \$6,700 and with COVID and projects not being completed, reductions, in SPED tuition, transportation and in 2020 \$841,000 and this year \$1,156,746. It will be mindful to look forward at what happens when COVID dollars go away; it will be a huge jump for taxpayers. She notes, we are not necessarily over budgeting, there are things not happening due to the pandemic and projects we can allocate to ESSER which is saving money. When that funding drops the taxes will go up significantly unless the state changes the way they are doing their aid or any phase out they attempt to support school districts in this process. Appreciation was noted for Ms. LaPlante explaining this to people and likes the idea of bringing it to district meeting so every year people can see what factors into it and understand it. Ms. LaPlante confirms the \$316,000 in grants receivable is an accrued number by the end of the year and does not factor in the numbers she provided. It was noted Ms. LaPlante has a unique skillset (experience in municipal financing and school financing) and probably one of the few people in the state that can explain this. She has been very transparent with the town of Lyndeborough. She has taken leadership but bears no responsibility on how we got here. Mr. Kofalt commented on the cost per student noting it can be confusing. He understands the DOE publishes 2 costs per student for every district; one includes transportation, tuition out of district and debt services and one that excludes all those. He notes just as we put that in writing, it is useful to explain it; it is \$17,000 and change based on numbers excluding those three categories. If we included those, it is a different number. Ms. LaPlante will be sure to include this.

ii. Director of Student Support Services Report

Mr. Pratt reported on preschool having a good year. He notes we are not doing models. We have 7 students in the 3-year-old program and will have 3 more after the holiday. Referrals are coming in from early intervention and or other preschools. The 4 year olds have 9 students, 1 teacher and an aid, an ABA in the room. Ms. Heinemann, preschool teacher, is new this year and came to us from Massachusetts where she was teaching in a preschool with 26 kids (2 sections of 13). She is doing a great job. We need to start to thinking about the current structure. There is no need for action tonight. In the past, there was a lottery, which was done in March. As much as he wants to give lead-time that is too early to do a lottery. Early intervention can notify us for a 3-year-old coming in at 2 years, 6 months of age, and we don't often know who is coming until May. We need to careful not to open up spaces too early. We will be researching other public preschool programs to see what they are doing around us. He will come with a recommendation. We cannot go over 13 students in the program. He had heard previously students were allowed to join and then if they had 12 or 13, the student would "unjoin". He doesn't want to do this. He spoke of tuition. We only charge for models at a cost of \$150. He believes it is an excellent rate but not in the range of others. He will do some research and doesn't feel it appropriate to charge a huge amount. He will report back on this. He notes it's great to have these students with us and having them in school. Discussion was had regarding modeling, and you don't know what the numbers are going to be and can fluctuate. It is a benefit to the district to have them. Mr. Pratt spoke of the lottery. Models being a very important part of the program and wanting to get them back. He spoke of an increase in tuition cost as a way to offset but it is also beneficial to have

models in the class. He does not want to get into things like a sliding scale. If someone came to us expressing that it was limiting he is sure we could discuss it with the Superintendent. Superintendent added, President Biden's social spending plan, if it did pass, with universal preschool we would have to move the SAU offices out of LCS.

iii. Director of Technology's Report

Mr. Bouley thanked the Board for supporting him; he is excited to start the Technology Plan. He looked at the state website this week with Ms. Stefanich and out all the districts, only 3 have current plans, 140 are 5 or more years old and 30 that need updating although he is not sure what that means.

Mr. Vanderhoof returned at 8:37pm.

Mr. Bouley reports they are starting to work on the 2021 framework; everyone is building their plans off the old 2017 information, which is outdated. He is excited to start working with the Technology Committee and get that rolling. His report shows helpdesk tickets; the current numbers and is seeing a downward trend for tickets. There are 6 from August still waiting on equipment. Tickets are hovering around 50-60. People are good waiting a few weeks or a few days but they want their issue fixed. He spoke regarding the toner shortage and we are experiencing this a little bit. There are 2 copiers at FRES we are unable to get toner for and WLC has some coming in now; other districts are in the same situation. We worried that we may have to do some printer rationing. As much as we were impacted, we have had workarounds. There is starting to be a run on HP toner. He just wanted the Board to be aware. One of the big things is account audits; he worked with HR to get a master list of employees with who is active and who is not. It is a big undertaking; we are finding possible security issues. He is attempting to get a cybersecurity audit completed so that we can get an assessment report. It appears we did one 3-4 years ago. It is not complete and we did not follow through with many of the recommendations from what he can tell. It would be helpful for us to have this done and compare where we were and go through a checklist to mediate the issues, as there are several. We are trying to go through Tyler Technology for a portal that allows us to go digital with time off requests. A lot of time and effort is going into that. When we start that, we only have 48 days to complete it and when we do start it, part of the process is shut off. He has been working with HR to see what that will look like within the 48 days with training etc. A question was raised regarding what were some of the recommendations from the cybersecurity audit. Mr. Bouley responded it was around segmentation of our network he believes. We operate on a flat network, everything lives in one giant virtualized land and it is not best practice as you rely on firewalls to protect you. He is making plans to start the segmentation but want to be sure we have an outside reputable source and start using other guidelines for best practice not just because someone thinks this is the best way. There are guidelines on how to build and manage a network and we have not been following it from what he can tell.

VII. ACTION ITEMS

a. Approve Minutes of Previous Meetings

A MOTION was made by Mr. Vanderhoof and SECONDED by Mr. Golding approve the minutes of October 26, 2021 as written. Voting: four ayes; three abstentions from Mr. Mannarino, Ms. Cloutier-Cabral and Chairman LoVerme, motion carried.

A MOTION was made by Mr. Vanderhoof and SECONDED by Mr. Mannarino to approve the minutes of November 9, 2021 as written.

Voting: five ayes; two abstentions from Ms. Cloutier-Cabral and Chairman LoVerme, motion carried.

A MOTION was made by Mr. Vanderhoof and SECONDED by Mr. Golding to approve the nonpublic minutes of November 9, 2021 as written.

Voting: five ayes; two abstentions from Ms. Cloutier-Cabral and Chairman LoVerme, motion carried.

b. Transportation

Superintendent met with Mr. Brown and is waiting for Board direction if we want to grant an extension and the other side of things is Mr. Brown is trying to determine if he will have enough staff. He has a concern regarding staffing for next year. Hopefully, next week he will know, if not Superintendent will report back and we will need to send bid out ASAP. Discussion was had regarding last year, we had offered the extension, it was accepted and then the cost was increased. Ms. LaPlante noted she has built in a 3.5% increase, which also accounted for the short fall. Concern was raised regarding the issue from last year. It was suggested to send it out to bid. Superintendent voiced that although he doesn't know the history, we have 5 buses and it is hard to find bidders for a low number of buses. Discussion was had regarding possible bidders. Concern was raised for sending it out to bid. It was suggested to offer Mr. Brown the one-year extension. If Mr. Brown agrees, it will need to be in writing, (a contract) and the price locked in. Superintendent notes, it has been a good relationship with Mr. Brown and with Tina (coordinator); they have been more than accommodating. A brief discussion was had regarding Lyndeborough being very rural and difficult for busing. If it were possible to bus some students by van, it may be beneficial. Superintendent notes, Tina and Mr. Brown know the families and know the routes if the Board wants to go in the direction of offering a one-year extension he supports this. By consensus, the Board agrees to offer Steve's School Bus Service a one-year extension. No objection heard.

VIII. ESSER FUNDS

See above, this was moved up on the agenda.

371 **IX. POLICIES**

372 **i. DAF-Procurement Additional Provisions Pertinent to Food Service Programs**

373 **ii. CBI-Evaluation of the Superintendent**

374 **iii. CBI-R- Evaluation of the Superintendent (Form)**

375 This is the 3rd reading for these policies.

376
377 *A MOTION was made by Ms. Cloutier-Cabral and SECONDED by Mr. Mannarino to accept policies DAF-4-Procurement-*
378 *Additional Provisions Pertinent to Food Service Program, CBI-Evaluation of the Superintendent, CBI-R-Evaluation of the*
379 *Superintendent (form) as presented.*

380 *Voting: six ayes; one abstention from Chairman LoVerme, motion carried.*

381
382 **X. RESIGNATIONS / APPOINTMENTS / LEAVES**

383 **i. Resignation-Jayma Walker-SPED Paraprofessional-WLC**

384 **ii. FYI-New Hire-Debbie Nita-SPED Paraprofessional-WLC**

385 **• Resignation-Adam Rickenbach-HS Science Teacher-WLC**

386 Superintendent reviewed the resignations and one new hire for WLC. Superintendent thanked Ms. Walker for her 13 years of
387 service to our students. Chairman LoVerme noted Ms. Walker changed her resignation to retirement. Superintendent noted Mr.
388 Rickenbach will stay on until we find a highly qualified candidate. He will reach out to the schools to see if there are any
389 students finishing in December that may qualify for the position.

390
391 *A MOTION was made by Mr. Post and SECONDED by Ms. Cloutier-Cabral to accept the resignation of Mr. Adam Rickenbach,*
392 *science/biology teacher.*

393 *Voting: five ayes; two abstentions from Mr. Vanderhoof and Chairman LoVerme, motion carried.*

394
395 **XI. BOARD BUDGET DISCUSSION**

396 Mr. Post questioned if we will have 2 warrants, SPED capital reserve and one for the tennis courts. Concern was raised having
397 the tennis courts as a warrant article; it is almost as if we are asking for something we do not need. A discussion was had
398 regarding this, which included the safety of the area, it was supposed to be locked, the fence is pulling out from the ground, and
399 should/could it be repaired. Ms. LaPlante spoke of a nonbinding referendum to poll the decision makers in the community.
400 Superintendent spoke to the field maintenance person about tearing up the tennis courts and he would want to keep the fence he
401 believes. He would provide a number that balances it out, a trade off. He will try to get that number from him and have the court
402 ground up, leveled and take the fence down. We could think about what to do with it down the road. Support was voiced for
403 polling the towns. Mr. Golding voiced taking a deep dive into the budget once the transportation contract comes back as the
404 budget is a little high right now. A brief discussion was had regarding printers/paper. Mr. Golding believes there are ways to
405 save money. Mr. Kofalt spoke of looking closely at line items in the budget. We all were waiting for some of the numbers to
406 come to us like the health insurance numbers. He spoke of looking in the past at what is up for maintenance because it was on
407 someone's list that every 5 years we replace "this" item. He has not seen that in this year's budget. He is not sure where to go
408 with it and thinks we need to start looking at those and separate the nice to have from the must have. It is going to be tough,
409 being at 4.5%, it is a stretch. Although everything is going up, people are hurting. Mr. Kofalt spoke of an email he received a
410 few years ago from a resident who was struggling paying her property taxes. He notes we need to look harder. Mr. Vanderhoof
411 voiced he thinks the Budget Committee, from the sounds of it is leaning toward Mr. Kofalt's thinking; most of us have gone
412 through this process and know we are still gathering information and the next meeting is when things start to change when the
413 Budget Committee meets on their own. He thinks we are in a good spot and doesn't think this is the final number. He has been
414 looking at it but at the final meeting, that is when most will start to delve deeply into it. So far, he feels we are better off number
415 wise than we have been in a lot of years. Mr. Mannarino notes it is a good start; we need all the information. Ms. Cloutier-Cabral
416 agrees with Mr. Vanderhoof and feels there is more communication this year and looks forward to the next meeting. Chairman
417 LoVerme voiced that one thing a Budget Committee member told him a long time ago was to not worry about the \$25-\$50 items
418 but look at your \$10,000 items. That is where we want to focus on. It was suggested not bring paper copies for members to the
419 meetings. Chairman LoVerme spoke that we have fewer printers than ever before. Everything is going up, 4% salary increase for
420 some and 2.5% for others. Fuel is going up and who knows where that is going.

421
422 **XII. PUBLIC COMMENTS**

423 The public comment section of the agenda was read.

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

425 There was no public comment.

426
427 **XIII. SCHOOL BOARD MEMBER COMMENTS**

428 Ms. Cloutier-Cabral commented she was at the fall music presentation at WCL and it was great. There is a lot of talent here and
429 is looking forward to the spring show.

430
431 Mr. Golding voiced he knows it probably is said at every meeting but Ms. LaPlante is phenomenal. He doesn't know where we
432 would be without her explanations and willingness to do the work that should have been done.

Mr. Post thanked the Superintendent and the whole staff for putting together the ESSER proposal. It was reasonable and well defined, easy to understand. It was not a big number we had to knock down, it was realistic and fair. Thank you.

Chairman LoVerme thanked the Superintendent and staff in all the buildings and wishes everyone a happy Thanksgiving. He asked the Superintendent to pass along that message to the staff and he thanked the school board for all the work done this year. Happy Thanksgiving.

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

A MOTION was made by Mr. Kofalt and SECONDED by Mr. Mannarino to enter Non-Public Session to discuss personnel matters RSA 91-A: 3 II (A) (C) at 9:13pm.

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

RETURN TO PUBLIC SESSION

The Board entered public session at 9:34pm.

XV. ADJOURNMENT

A MOTION was made by Mr. Golding and SECONDED by Mr. Mannarino to adjourn the Board meeting at 9:34pm.

Voting: six ayes; one abstention from Chairman LoVerme, motion carried.

*Respectfully submitted,
Kristina Fowler*

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

Date: 11/23/21 **Time:** 9:13pm

Members Present: Alex LoVerme, Jonathan Vanderhoof, Matt Mannarino, Tiffany Cloutier-Cabral
Dennis Golding, Jim Kofalt, and Charlie Post

A MOTION was made by Mr. Kofalt and SECONDED by Mr. Mannarino to enter Non-Public Session to discuss personnel matters RSA 91-A: 3 II (A) (C) at 9:13pm.

Voting: via roll call vote, six 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
	Dennis Golding	Aye
	Matt Mannarino	Aye
	Jim Kofalt	Aye

Entered nonpublic session at 9:13p.m.

Other persons present during nonpublic session: Peter Weaver Superintendent, Kristie LaPlante Business Administrator, Kristina Fowler Clerk

Description of matters discussed and final decisions made: Personnel matters were discussed. No action was taken.

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. Post and SECONDED by Mr. Mannarino to exit Non-Public Session to at 9:34pm.

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

Public session reconvened at 9:34 p.m.

These minutes recorded by: Kristina Fowler

Wilton-Lyndeborough Cooperative School District
School Administrative Unit #63

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

Peter Weaver
Superintendent of Schools

Ned Pratt
Director of Student Support Services

Kristie LaPlante
Business Administrator

To: Rene Altamar
FROM: Peter Weaver
DATE: 12/3/21
RE: Resignation

In accordance with Policy GCQC:

“A resignation by a licensed employee who is under contract to the school should be submitted to the Superintendent. Said resignation of a licensed employee may take effect on a date approved by the Superintendent acting as agent of the School Board.

I am in receipt of your email dated November 29, 2021 that you intend to resign your position as Spanish Teacher effective December 10. Thank you for your service and we wish you well in the future.

Wilton-Lyndeborough Cooperative School District provides a safe and educational environment that promotes student exploration, critical thinking and responsible citizenship.

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.