

**WILTON-LYNDEBOROUGH COOPERATIVE  
SCHOOL BOARD MEETING  
Tuesday, March 1, 2022  
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, Brianne Lavallee (online), Jonathan Vanderhoof, Dennis Golding, Matt Mannarino, Tiffany Cloutier-Cabral, and Jim Kofalt (6:40pm-online)*

*Superintendent Peter Weaver, Business Administrator Kristie LaPlante, 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 6:33pm.

**II. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**III. ADJUSTMENTS TO THE AGENDA**

Mr. Golding requested to add Technology Committee to committee reports.

*A MOTION was made by Ms. Cloutier-Cabral and SECONDED by Ms. Lavallee to accept the adjustment to the agenda.*

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

**IV. PUBLIC COMMENTS**

The public comment section of the agenda was read. There was no public present or online.

**V. BOARD CORRESPONDENCE**

**a. Reports**

**i. Superintendent's Report**

Superintendent reported the last day of school, pending additional snow days, will be June 13 for students. The back to school plan will be discussed at the next school board meeting. There have been changes from the Department of Health and CDC and he will review current COVID data at that time. He recognized Ms. Fowler for her work on the annual report. Ms. Jessica Radloff has been hired as the second long-term substitute. She will report to FRES most days. Moderator, Walter Holland met with the SAU last week to discuss district meeting; further discussion will come later in this meeting.

**ii. Principals' Reports**

Superintendent reported that babysitting will be offered at district meeting by members of the Junior National Honor Society and National Honor Society in the library at WLC. Members will gain community service hours. At FRES, attendance has dropped back to normal levels; higher absences were seen previously and is an area we have struggled with. Author Sarah Weeks visited with the 3<sup>rd</sup> grade students. Students had read her book about a cat, recipe and baking. A question was raised regarding Principal Chenette's report on attendance; it says they partnered with the police department to ensure students were attending. Superintendent responded that when we involve the police it is because students are not attending or we are not able to reach them but they are still enrolled. At some point we need help doing

home visits and he recommends a police officer join if there is difficulty at the house. A question was raised if “Kids on the Run” is happening afterschool. Ms. Stefanich confirms it is.

### **iii. Curriculum Coordinator’s Report**

Ms. Stefanich reports the focus of her report is on the winter assessment data taken in January. This took longer because there were significant absences. She included graphs and tables so all the data was available to you. Key parts are the data meetings at FRES which are impactful for teachers and students. Teachers met with Principal Chenette, analyzed data deeply, looked at instructional practices and how to group kids in intentional ways making sure we are maximizing the time with them. It highlighted the culture at FRES and the student first mentality. At WLC, they continue this work digging deeper into informational text and some of the math standards they looked at. At LCS, the data day will happen after break. They are doing state assessment training at FRES looking at balancing and preparing students for the test, making sure kids feel successful and confident entering those assessments. A question was raised regarding grouping kids based on how they do on the test, can you elaborate. Ms. Stefanich responded at FRES they have W.I.N (What I Need), they look at what the kids need for certain skills and group them by what they need, making sure they have time with the teacher and doing targeting work. A comment was made that this data does not drill down enough, the numbers tell a story but not enough; an example was given. It does not show if kids have “fallen back”. Ms. Stefanich responded we only had nominal numbers that fell back, going down a level; it was more of an outlier, one or two per grade if any. It was not common and traditionally were students who had attendance issues or something else we have been monitoring them for. She will provide those numbers. A request was made for the Principals to provide data on how the children at WLC are doing regarding competencies, the number that may not be meeting them, an idea of how many may need summer school or to repeat classes next year. Ms. Stefanich responded that she has been in contact with them and is working with Ms. Kovaliv to see who would be eligible for retention or competency recovery. She is also working with Principal Chenette. A request was made to provide the non-proficient data alongside the proficient data and report this to all board members.

## **VI. FINAL PREP FOR DISTRICT MEETING**

Chairman LoVerme reported he met with Budget Committee Chair Mr. Jones, they discussed set up for district meeting, who would be on the stage (presenters), and those online will be observers only. Mr. Vanderhoof and Chairman LoVerme will present. Ms. LaPlante and the whole administrative team will be available to answer questions. Superintendent explained the Board and Budget Committee members who are not on stage will be seated facing the public in front of the stage and with microphones. The area for preferred masked section will be in one of the back corners, the rest will be mask optional. Those wanting to sit in the masked section can continue down the hall and enter the cafeteria from the back door. Preparations for set up will start on Thursday. There will be a brief recognition for Harry Dailey for his service and contribution to the district; Mr. Kofalt has been kind enough to develop the narrative. This will take place right after the Pledge of Allegiance. We will make the Moderator aware. There will also be a celebration of life for him on Sunday. A request was made to have supportive slides for the warrants and send those to the Board. Chairman Jones updated the PowerPoint and he will get that to Ms. Fowler to upload to the website. Ms. Fowler will send the final out the Board members and have copies available for district meeting. A request was made to have a slide regarding special education capital reserve explaining how we got to the \$100,000 request. Mr. Vanderhoof will provide information regarding the Building/Roadways & Equipment slide of the 5-year plan as it stands currently. He confirmed there were changes from last year and we may put up last years to compare it otherwise, he can just explain what has changed.

## **VII. POLICIES-1<sup>ST</sup> READING**

### **i. EEAEA-Mandatory Drug and Alcohol Testing-School Bus Drivers and Contracted Carriers**

### **ii. EEAEA-R- Drug and Alcohol testing for School Bus and Commercial Vehicle Drivers**

Ms. Lavallee reported changes to these policies were due to amendments that were made in accordance with the contracted carrier provisions. There is also the additional reference for federal requirements for drug and alcohol. Changes are shown in red. This was the first read; policies will come back for a second read. Forward any questions to Ms. Lavallee so she can research them prior to the meeting.

## **VIII. ACTION ITEMS**

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

*A MOTION was made by Mr. Vanderhoof and SECONDED by Mr. Golding to approve the minutes of February 15, 2022 as written.*

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

*A MOTION was made by Mr. Vanderhoof and SECONDED by Mr. Mannarino to approve the non-public minutes of February 15, 2022 as written.*

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

## **IX. COMMITTEE REPORTS**

### **i. Policy Committee**

Ms. Lavallee reported the committee brought forward the policy that was reviewed this evening. An additional policy needs updating to include legislative changes and the committee hopes to meet between now and the next meeting and bring additional policies to the next meeting. She thanked the Librarians for their contributions and noted there are many districts adopting policies/procedures specific to library materials. They have decided to move forward with a building level procedure; building administration is working out those details. There will also be a brief policy regarding this coming to the Board which highlights that we will have a procedure in place and a procedure that the Board follows if people have objections. After these are completed, the committee will work on developing drafts for policies relating to policies that were updated this year. These policies have been identified they just need to be updated.

### **ii. Finance Committee**

Mr. Kofalt reported the committee met last week and spent most of their time talking about purchasing policies. There are a couple different policies related to purchasing and procurement, some are boilerplate language made to satisfy federal compliance for federal grants. Ms. LaPlante has been looking at the idea of overhauling the process of issuing purchase orders; by going to a more “as needed” process around purchase orders, we may be able to instill some budgetary discipline. We hope to have a draft from Ms. LaPlante for the next finance committee meeting and ultimately bring that to the Board. There was a short update on the audit, which is proceeding nicely. The fieldwork is done. We hope in the next 4-6 weeks to have that document. They spoke of briefly records retention and will do more of this work over the summer. He spoke of the visibility of grants, which often comes with stipulations, performance or some strings attached in receiving that money. They will start to look at that at some point and work on oversight with those things. They spoke about purchasing thresholds, right now it is fairly high on what can be purchased without Board approval. They will revisit that to see if that number can go down; this is another item they will discuss at the next meeting.

### **• Technology Committee**

Mr. Golding reported the committee met this evening, one of the sole purposes was to finalize the surveys, which will be sent out to the district/community, students and staff. Copies were provided and members were welcome to look them over and provide any comments. The survey will be available at district meeting in various forms. Mr. Bouley will place a QR Code; take a photo of the code and it takes you right to the survey to fill it out. There will be 5 Chromebooks available for use to take the survey and there will be hard copies available. Surveys for staff and students will go out the beginning of next week or the end of this week. Surveys will be open until the 20<sup>th</sup>. Data will be collected and the committee will meet on April 5th to review and present to the school board for comments and questions. This will help us prepare for the technology vision document so that we can figure out what the district is doing right, wrong, where we

need to improve and how staff/students view our use of technology. Mr. Kofalt thanked Mr. Bouley and Ms. Stefanich for their hard work on this.

## **X. PUBLIC COMMENTS**

There was no public comment, no public present or online.

## **XI. SCHOOL BOARD MEMBER COMMENTS**

Ms. Lavallee thanked the school board members, she noted we did a lot of good work this year and the committees moved forward. It was nice as last year we just did the status quo and didn't make a lot of changes it was nice to see the progress. She thanked everyone in the SAU and fellow board members.

Mr. Mannarino echoed what Ms. Lavallee said; this was his first year and he thanks everyone for making it a pleasant and productive year overall.

Ms. Cloutier-Cabral agrees this was a great year. She notes in the Principal Reports it was great to see some of the activities come back like roller skating, field trips and spirit week. Great work everyone!

Mr. Golding echoed what Mr. Kofalt said, we had a tight timeline we placed on ourselves to get the surveys done; the hard work Ms. Stefanich and Mr. Bouley did was paramount in this becoming a reality. On a personal note, this has been a fun 6 months for him; it could be his last meeting after district meeting. He thanked everyone and noted it has been a pleasure working with all of you.

Chairman LoVerme gave his condolences to the Dailey family. He spent a lot of years working with Harry Dailey on the school board. He was Vice Chairman when he started on the board and had some good times over the years. He wished those running for elections the best of luck, he will be out there to vote and hopes you all do. Please come to district meeting on Saturday and vote.

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

### **i. Personnel Matters**

*A MOTION was made by Ms. Lavallee and SECONDED by Mr. Mannarino to enter Non-Public Session to discuss personnel matters RSA 91-A: 3 II (A)(B)(C) at 7:10pm.*

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

## **RETURN TO PUBLIC SESSION**

The Board entered public session at 7:56pm.

*A MOTION was made to seal the non-public session minutes by Mr. Mannarino and SECONDED by Mr. Golding.*

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

## **XIII. ADJOURNMENT**

*A MOTION was made by Mr. Golding and SECONDED by Mr. Mannarino to adjourn the Board meeting at 7:56pm.*

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

*Respectfully submitted,*

*Kristina Fowler*