

**Public Notice of Meeting**  
**WILTON-LYNDEBOROUGH COOPERATIVE**  
**SCHOOL BOARD MEETING**  
**Tuesday, November 9, 2021**  
**Wilton-Lyndeborough Cooperative M/H School**  
**6:30 p.m.**

Videoconferencing: [meet.google.com/zhn-rrxk-zvw](https://meet.google.com/zhn-rrxk-zvw)

Audio: [+1 904-580-8041](tel:+19045808041) PIN: 812 259 195#

Due to current events all videoconferencing options may be subject to modifications. Please check [www.sau63.org](http://www.sau63.org) for the latest information.

- I. CALL TO ORDER-Alexander LoVerme-Chair**
- II. PLEDGE OF ALLEGIANCE**
- III. 6:30PM JOINT BOARD & BUDGET COMMITTEE SESSION**
  - a. FY 2022-2023**
    - i. Technology, SPED, Transportation, Food Services
- IV. ADJUSTMENTS TO THE AGENDA**
- V. 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.
- VI. BOARD CORRESPONDENCE**
  - a. Reports**
    - i. Superintendent's Report
    - ii. Principals' Reports
    - iii. Curriculum Coordinator's Report
- VII. WLCTA**
- VIII. PROPOSAL FOR MEDIA SYSTEM**
- IX. POLICIES-2<sup>ND</sup> READ**
  - i. DAF-4-Procurement-Additional Provisions Pertinent to Food Service Program
  - ii. CBI-Evaluation of the Superintendent
  - iii. CBI-R-Evaluation of the Superintendent
- X. ACTION ITEMS**
  - i. Approve Minutes of Previous Meeting**
- XI. COMMITTEE REPORTS**
  - i. Budget Liaison
- XII. RESIGNATIONS/APPOINTMENTS/LEAVES**
  - i. FYI-New Hire-Jamin LaPonsie-WLC SPED Paraprofessional
  - ii. FYI-New Hire- Kyle Gilmore-WLC SPED Paraprofessional
- XIII. BOARD BUDGET DISCUSSION**
- XIV. PUBLIC COMMENTS**

**XV. SCHOOL BOARD MEMBER COMMENTS**

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

- i. Review the nonpublic minutes

**XVII. ADJOURNMENT**

**INFORMATION: Next School Board Meeting-November 23, 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.

Technology  
FY 23 Budget Discussion - November 9, 2021 School Board/Budget Committee Joint Review

														Comparing FY23 Draft 2 to FY 22 Budget	
		FUNCTION	OBJECT	Source		Description	FY20 Actual	FY 21 Budget	FY 21 Actual	FY 22 Budget	FY 23 Draft #1	FY 23 Draft #2	NOTES	\$ Difference	% Difference
1	04	1100	610	02	T	Computer Supplies - MS TECH	\$94	\$2,644	\$1,063	\$2,776	\$2,000	\$2,000	Line item used for supplies. Reduction for FY 23 because we have replaced a lot of older equipment. FY 23 budget based on: projector bulbs ~\$400 headphones ~\$350, cables ~\$200, raceway ~150, speakers ~\$200, adapters ~\$200, tools ~\$200, labels ~\$50, etc ~\$150 replacement parts ~\$100	(776)	-27.95%
2	04	1100	610	03	T	Computer Supplies - HS TECH	\$423	\$3,571	\$1,108	\$3,750	\$2,400	\$2,400	Line item used for supplies. Reduction for FY 23 because we have replaced a lot of older equipment. FY 23 Budget based on bulbs, batteries, headphones, speakers, etc.	\$ (1,350)	-37.80%
3	04	1100	610	11	T	Computer Supplies - FRES TECH	\$477	\$2,283	\$2,044	\$2,397	\$2,000	\$2,000	Line item used for supplies. FY 23 Budget based on bulbs, batteries, headphones, speakers, etc.	\$ (397)	-17.39%
4	04	1100	610	12	T	Computer Supplies - LCS TECH	\$19	\$430	\$203	\$714	\$1,000	\$1,000	Line item used for supplies. FY 23 Budget based on bulbs, batteries, headphones, speakers, etc.	\$ 286	66.51%
5	04	1100	650	02	T	Computer Software - MS TECH	\$3,768	\$2,689	\$3,635	\$5,294	\$11,397	\$10,600	Microsoft Licensing \$400 NearPod \$995 iXL \$2723 ms ScreenCastify \$900 PLTW Gateway Participation \$450 Book Creator \$120 School Noteflight \$70 Solidprofessorcad \$1,125 for 15 seats Gizmo \$2195 Iready \$1,540 - Replaces Renaissance products ("STAR 360")	\$ 5,306	197.32%
6	04	1100	650	02		Computer Software-MS	\$2,818	\$5,891	\$4,360	\$3,621	\$1	\$1	Now included in "T" line	\$ (3,620)	...
7	04	1100	650	03	T	Computer Software - HS TECH	\$2,827	\$6,091	\$4,153	\$9,074	\$9,600	\$8,600	Microsoft Licensing \$500 Adobe \$2,700 NearPod \$1,215 ScreenCastify \$1,100 PLTW Gateway Participation \$550 Python Coding \$1,000 Goformative \$408 Locorobo precalc \$1,000 Student television \$100	\$ (474)	-7.78%
8	04	1100	650	03		Computer Software-HS	\$5,826	\$3,345	\$955	\$7,080	\$1	\$1		\$ (7,079)	-211.63%
9	04	1100	650	11	T	Computer Software - FRES TECH	\$9,582	\$12,000	\$8,606	\$2,518	\$16,500	\$14,550	Microsoft Licensing \$600 IXL \$5,000 PLTW Gateway Participation \$1,000 Learning A-Z \$2,950 Reading A-Z \$1,350 Raz-Kids \$150 ScreenCastify \$2,000 Iready \$1,500 - Replaces Renaissance ("STAR 360")	\$ 12,032	100.27%
10	04	1100	650	11		Computer Software-FRES	\$2,720	\$10,648	\$9,503	\$10,647	\$1	\$1	Included in "T" line item	\$ (10,646)	...
11	04	1100	650	12	T	Computer Software - LCS TECH	\$208	\$400	\$435	\$1,133	\$1,840	\$1,840	MicroSoft Licensing \$200 Raz-Kids \$140 Iready \$1,500 - Replaces Renaissance ("STAR 360")	\$ 707	176.75%
12	04	1100	650	12		Computer Software-LCS	\$1,813	\$1,569	\$2,306	\$1,800	\$1	\$1	Now included in "T" line	\$ (1,799)	-114.66%
13	04	1100	731	02	T	New Equipment - MS TECH	\$0	\$585	\$680	\$675	\$787	\$395	Wyebot wireless analyzers. Eligible for 60% E-Rate Reimbursement. Line item has been budgeted at 40% of cost with an estimated 25% increase	\$ (280)	-47.86%
14	04	1100	734	02	T	New Computers - MS TECH	\$0	\$1,000	\$0	\$16,000	\$16,000	\$16,000	50 Chromebooks for grade 6 @ \$250/ea, Management Licenses @ \$35/ea, Chromebook cases @ 35/ea	\$ -	...
15	04	1100	735	02	T	Replace Equipment - MS TECH	\$1,102	\$12,114	\$3,019	\$13,000	\$9,000	\$8,200	UPS. Eligible for 60% E-Rate Reimbursement. Line item budgeted at 40% of cost with an estimated 25% increase 4 teacher laptops&docks (\$8,000)	\$ (4,800)	-39.62%

Technology  
FY 23 Budget Discussion - November 9, 2021 School Board/Budget Committee Joint Review

														Comparing FY23 Draft 2 to FY 22 Budget	
		FUNCTION	OBJECT	Source		Description	FY20 Actual	FY 21 Budget	FY 21 Actual	FY 22 Budget	FY 23 Draft #1	FY 23 Draft #2	NOTES	\$ Difference	% Difference
16	04	1100	731	03	T	New Equipment - HS TECH	\$0	\$715	\$831	\$825	\$787	\$395	Wyebot wireless analyzers. Eligible for 60% E-Rate Reimbursement. Line item has been budgeted at 40% of cost with an estimated 25% increase	\$ (430)	-60.14%
17	04	1100	734	03	T	New Computers - HS TECH	\$0	\$13,750	\$0	\$16,000	\$22,800	\$22,800	50 Chromebooks for grade 9 @ \$250, 50 Management Licenses @ \$35/ea, 50 Chromebook cases @ \$35/ea 2 Workstations for Engineering/animation class; estimating \$2,000 for high-end desktop	\$ 6,800	...
18	04	1100	735	03	T	Replace Equipment - HS TECH	\$605	\$12,114	\$734	\$13,000	\$9,000	\$6,400	UPS. Eligible for 60% E-Rate Reimbursement. Line item budgeted at 40% of cost with an estimated 25% increase 3 teacher laptops & docks (\$6,000)	\$ (6,600)	...
19	04	1100	731	11	T	New Equipment- FRES TECH	\$0	\$0	\$0	\$1,500	\$1,575	\$788	Wyebot wireless analyzers. Eligible for 60% E-Rate Reimbursement. Line item has been budgeted at 40% of cost with an estimated 25% increase	\$ (712)	...
20	04	1100	734	11	T	New Computers - FRES TECH	\$0	\$200	\$0	\$16,000	\$32,000	\$32,000	100 Chromebooks for grade 2/3 @ \$250; Management Licenses @ \$35/ea	\$ 16,000	8000.00%
21	04	1100	735	11	T	Replace Equipment - FRES TECH	\$1,086	\$13,680	\$9,049	\$14,364	\$26,000	\$23,450	45 student Chromebooks @ \$250/ea; Management Licenses @ \$35/ea Headphones (\$125) UPS. Eligible for 60% E-Rate Reimbursement. Expense has been budgeted at 40% of cost with an estimated 25% increase 5 teacher laptops & docks (\$10,000)	\$ 9,086	...
22	04	2134	650	02	T	Computer Software - MS TECH	\$313	\$320	\$320	\$329	\$420	\$420	SNAP (Nurses' Software)	\$ 91	28.44%
23	04	2134	650	03	T	Computer Software-HS	\$454	\$464	\$464	\$477	\$420	\$420	SNAP (Nurses' Software)	\$ (57)	-12.28%
24	04	2134	650	11	T	Computer Software -FRES TECH	\$303	\$671	\$666	\$691	\$420	\$420	SNAP (Nurses' Software)	\$ (271)	-40.39%
25	04	2134	650	12	T	Computer Software - LCS TECH	\$303	\$144	\$144	\$148	\$420	\$420	SNAP (Nurses' Software)	\$ 272	188.89%
26	04	2222	650	02	T	Computer Software - MS TECH	\$335	\$342	\$335	\$366	\$355	\$355	Destiny renewal (library)	\$ (11)	-3.22%
27	04	2222	650	02		Computer Software-MS	\$270	\$0	\$0	\$135	\$1	\$1	Library/Noodle Tools	\$ (134)	#DIV/0!
28	04	2222	650	03	T	Computer Software - HS TECH	\$409	\$418	\$410	\$447	\$430	\$430	Destiny renewal (library)	\$ (17)	-4.07%
29	04	2222	650	03		Computer Software-HS	\$330	\$0	\$0	\$165	\$1	\$1	Library/Noodle Tools	\$ (164)	...
30	04	2222	650	11	T	Computer Software - FRES TECH	\$744	\$760	\$745	\$813	\$785	\$785	Destiny renewal (library)	\$ (28)	-3.68%
31	04	2321	650	01		Computer Software-SAU	\$1,976	\$3,000	\$1,556	\$3,100	\$1	\$1		\$ (3,099)	...
32	04	2321	650	01	T	Computer Software-SAU TECH	\$5,545	\$7,112	\$15,249	\$8,898	\$13,750	\$8,250	Microsoft Licensing \$100 Meraki Licensing. Eligible for 60% E-Rate Reimbursement. Line item has been budgeted at 40% of cost with an estimated 25% increase Blackboard Website CMS & hosting \$1,600 Blackboard Website Template Library \$1,050	\$ (648)	...
33	04	2410	650	02	T	Computer Software - MS TECH	\$2,449	\$3,718	\$1,895	\$3,316	\$6,770	\$6,770	GSfE Enterprise 8 MBA 765*5% PS 1,931	\$ 3,454	...
34	04	2410	650	03	T	Computer Software - HS TECH	\$4,848	\$4,848	\$2,621	\$4,109	\$4,925	\$4,925	GSfE Enterprise 8 MBA 765*5% PS 1,931	\$ 816	16.83%
35	04	2410	650	11	T	Computer Software - FRES TECH	\$5,546	\$4,685	\$4,018	\$5,171	\$12,730	\$12,730	GSfE Enterprise 10 PS 2796	\$ 7,559	...
36	04	2410	650	12	T	Computer Software - LCS TECH	\$1,101	\$681	\$731	\$734	\$3,680	\$3,680	GSfE Enterprise2 PS 599	\$ 2,946	432.60%
37	04	2510	650	01	T	Computer Software- BUS TECH	\$20,524	\$23,927	\$20,524	\$26,201	\$26,201	\$26,201	IV \$23,820, Tyler University \$1,150, Microsoft Licensing \$110	\$ -	0.00%
38	04	2510	735	01	T	Replace Equipment-BUS	\$3,500	\$1,350	\$814	\$1,050	\$1,500	\$1,500	Business office computer	\$ 450	33.33%
39	04	2844	330	01	T	Technology Contracted Servs-SAU	\$866	\$1,000	\$4,613	\$1,050	\$2,000	\$2,000	Network Security	\$ 950	...
40	04	2844	580	01	T	Travel/Conferences - SAU TECH	\$2,833	\$1,750	\$104	\$1,803	\$2,000	\$2,000	tech mileage \$200 DoT mileage allowance \$1,000 NHSTE Conf (\$350) + travel (\$90) CMTT&T Conf (\$350) + travel (\$90) other out-of-district mileage \$400 (NHSTE mtgs, NHPSUG mtgs, other)"	\$ 197	11.26%
41	04	2844	610	01	T	Tech Supplies - SAU TECH	\$781	\$700	\$0	\$700	\$2,000	\$2,000	Servers, infrastructure	\$ 1,300	185.71%
42	04	2844	650	01	T	Computer Software - SAU TECH	\$3,881	\$2,864	\$3,218	\$3,107	\$7,000	\$7,000	TeamViewer \$100, Asset Tiger \$21, MS Server Licensing \$160, Content Filtering \$4,590, Anti-Malware for Servers \$875, Anti-Malware for EndPoints \$250, Swift Messaging System \$950 Informacast/SingleWire [3 yr cycle, so plan on renewal in FY25 budget - ~\$5,000 (~\$17,000 total)]	\$ 3,893	135.93%



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43	04	2844	735	01	T	Replace Equipment - SAU TECH	\$859	\$2,000	\$0	\$2,000	\$10,025	\$6,025	eWaste ~\$25 Replace Firewall, Switches, WAPs. Eligible for 60% E-Rate Reimbursement. Line item has been budgeted at 40% of cost with an estimated 25% increase	\$ 4,025	201.25%
44	04	2844	810	01	T	Dues and Fees - Technology	\$340	\$500	\$340	\$515	\$1,155	\$1,155	CoSN member (required for SDPA access) \$425 NHSTE member (\$30) SDPA (Student Data Privacy Alliance/The Education Cooperative) \$700	\$ 640	128.00%
45	04	2844	290	02		Workshops/Conferences-MS	\$185	\$2,000	\$406	\$2,000	\$1	\$1		\$ (1,999)	-99.95%
46	04	2844	330	02	T	Technology Contracted Servs-MS	\$51	\$2,000	\$1,998	\$2,100	\$5,200	\$5,200	Network Security	\$ 3,100	155.00%
47	04	2844	430	02	T	Repairs & Maint - MS TECH	\$0	\$2,500	\$3,954	\$2,625	\$1	\$1		\$ (2,624)	-104.96%
48	04	2844	449	02	T	Info Systems - Print Management - MS	\$0	\$9,200	\$9,190	\$9,200	\$9,200	\$9,200	Contract with BDT for supplies & support through SPC PrinterLogic currently on 3 yr license (expiration 8/5/2025 -- renewal then ~\$7,000 for another 3yr term)	\$ -	0.00%
49	04	2844	610	02	T	Tech Supplies - MS TECH	\$105	\$318	\$22	\$334	\$2,000	\$2,000	servers, infrastructure	\$ 1,666	...
50	04	2844	650	02	T	Computer Software - MS TECH	\$21	\$3,917	\$1,329	\$4,413	\$4,000	\$4,000	MS Server Licensing \$500 TeamViewer \$200 AssetTiger \$18 ChromeMgt \$300 Mosyle MDM Mgt \$100 Anti-malware for EndPoints \$1,050 Informacast/SingleWire [3 yr cycle, so plan on renewal in FY25 budget - ~\$2,400] GWF (Google Workspace for Education) Enterprise Licensing \$540	\$ (413)	-10.54%
51	04	2844	735	02	T	Replace Equipment - MS TECH	\$1,900	\$3,745	\$2,300	\$16,500	\$20,000	\$12,000	eWaste ~\$30 Replace Firewall, Switches, WAPs and 2 IWBs. Eligible for 60% E-Rate Reimbursement. Line item has been budgeted at 40% of cost with an estimated 25% increase	\$ (4,500)	-120.16%
52	04	2844	330	03	T	Technology Contracted Servs-HS	\$63	\$2,000	\$1,998	\$2,100	\$6,460	\$6,460	Network Security	\$ 4,360	...
53	04	2844	430	03	T	Repairs & Maint - HS TECH	\$0	\$2,500	\$1,710	\$2,625	\$1,000	\$1,000	Replacement screens, keyboards, trackpads,	\$ (1,625)	-65.00%
54	04	2844	449	03	T	Info Systems - Print Management - HS	\$0	\$11,200	\$11,189	\$11,200	\$11,200	\$11,200	Contract with BDT for supplies & support through SPC PrinterLogic currently on 3 yr license	\$ -	0.00%
55	04	2844	531	03	T	Info Systems - Phone/Internet - HS	\$0	\$25,300	\$29,922	\$26,549	\$18,525	\$18,525	FL site charge \$205/mo FL WLC BB \$223/mo Phone contract ~\$1,100/mo Bluehost Website Hosting \$170 GoDaddy domain name renewal \$70	\$ (8,024)	...
56	04	2844	531	03	T	Info Systems - Phone/Internet - HS	\$0	\$30,800	\$37,161	\$32,546	\$25,150	\$25,150	FL site charge \$205/mo FL WLC BB \$273/mo phone contract ~\$1,600/mo Bluehost Website Hosting \$170	\$ (7,396)	-24.01%
57	04	2844	610	03	T	Tech Supplies - HS TECH	\$323	\$330	\$13	\$347	\$2,000	\$2,000	servers, infrastructure	\$ 1,653	...
58	04	2844	650	03	T	Computer Software - HS TECH	\$0	\$4,218	\$1,243	\$4,574	\$6,000	\$6,000	MS Server Licensing \$780 TeamViewer \$290 AssetTiger \$58 ChromeMgt \$1,250 Anti-malware for EndPoints \$1,525 Informacast/SingleWire [3 yr cycle, so plan on renewal in FY25 budget - ~\$3,480] GWF (Google Workspace for Education) Enterprise Licensing \$1,740	\$ 1,426	33.81%
59	04	2844	735	03	T	Replace Equipment - HS TECH	\$1,006	\$3,745	\$2,800	\$19,000	\$28,000	\$17,200	eWaste ~\$30 Replace Firewall, Switches, WAPs, 2 IWBs Eligible for 60% E-Rate Reimbursement. Line item has been budgeted at 40% of cost with an estimated 25% increase	\$ (1,800)	-48.06%

Technology  
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60	04	2844	330	11	T	Technology Contracted Servs - FRES	\$0	\$2,000	\$2,025	\$3,100	\$8,480	\$8,480	Network Security	\$ 5,380	269.00%
61	04	2844	430	11	T	Repairs & Maint. - FRES TECH	\$0	\$2,500	\$523	\$2,625	\$1,000	\$1,000	Replacement screens, keyboards, trackpads, etc	\$ (1,625)	...
62	04	2844	449	11	T	Info Systems - Print Management - FRES	\$0	\$15,200	\$15,339	\$15,200	\$15,200	\$15,200	Contract with BDT for supplies & support through SPC PrinterLogic currently on 3 yr license	\$ -	0.00%
63	04	2844	531	11	T	Info Systems - Phone/Internet - FRES	\$0	\$41,800	\$50,795	\$44,753	\$38,000	\$38,000	FL site charge \$380/mo FL FRES BB \$455/mo Phone contract ~\$2,300/mo Bluehost Website Hosting \$170	\$ (6,753)	-16.16%
64	04	2844	610	11	T	Tech Supplies - FRES TECH	\$252	\$600	\$142	\$630	\$2,000	\$2,000	Servers, infrastructure	\$ 1,370	...
65	04	2844	650	11	T	Computer Software - FRES TECH	\$742	\$5,645	\$1,464	\$6,887	\$8,100	\$8,100	MS Server Licensing \$945 TeamViewer \$420 AssetTiger \$84 ChromeMgt \$1,250 Mosyle MDM Mgt \$600 Anti-malware for EndPoints \$2,205 Informacast/SingleWire [3 yr cycle, so plan on renewal in FY25 budget - ~\$5,040] GWF (Google Workspace for Education) Enterprise Licensing \$2,520	\$ 1,213	...
66													eWaste ~\$50 Replace Firewall, Switches, WAPs. Eligible for 60% E-Rate Reimbursement. Line item has been budgeted at 40% of cost with an estimated 25% increase		
	04	2844	735	11	T	Replace Equipment - FRES TECH	\$938	\$7,490	\$3,800	\$19,000	\$33,650	\$16,800		\$ (2,200)	-29.37%
67	04	2844	330	12	T	Technology Contracted Servs - LCS	\$0	\$500	\$498	\$525	\$1,600	\$1,600	Network Security	\$ 1,075	215.00%
68	04	2844	430	12	T	Repairs & Maint. - LCS TECH	\$0	\$2,500	\$3,289	\$2,625	\$1,000	\$1,000	Replacement screens, keyboards, trackpads, etc	\$ (1,625)	-65.00%
69	04	2844	449	12	T	Info Systems - Print Management - LCS	\$0	\$4,400	\$4,449	\$4,400	\$4,400	\$4,400	Contract with BDT for supplies & support through SPC PrinterLogic currently on 3 yr license	\$ -	0.00%
70	04	2844	531	12	T	Info Systems - Phone/Internet - LCS	\$0	\$12,100	\$18,896	\$12,497	\$16,100	\$16,100	FL site charge \$85/mo FL LCS BB \$750/mo phone contract ~\$490/mo Bluehost Website Hosting \$170	\$ 3,603	29.78%
71	04	2844	610	12	T	Tech Supplies - LCS TECH	\$343	\$550	\$546	\$578	\$2,000	\$2,000	Servers, infrastructure	\$ 1,422	258.55%
72	04	2844	650	12	T	Computer Software - LCS TECH	\$113	\$2,501	\$611	\$2,852	\$4,500	\$4,500	MS Server Licensing \$101 TeamViewer \$90 AssetTiger \$18 ChromeMgt \$300 Mosyle MDM Mgt \$100 Anti-malware for EndPoints \$475 Informacast/SingleWire [3 yr cycle, so plan on renewal in FY25 budget - ~\$1,080] iready - \$1500 replaces renaissance star 360	\$ 1,648	65.89%
73	04	2844	735	12	T	Replace Equipment - LCS TECH	\$125	\$4,644	\$1,100	\$7,000	\$11,225	\$5,600	eWaste ~\$25 Replace Firewall, Switches, WAPs. Eligible for 60% E-Rate Reimbursement. Line item has been budgeted at 40% of cost with an estimated 25% increase Admin Asst & Nurse Desktop computers \$4,000	\$ (1,400)	-30.15%
							\$98,045	\$373,176	\$320,160	\$466,278	\$547,671	\$485,628		\$ 19,350	5.19%

***Wilton-Lyndeborough Cooperative School District***  
***School Administrative Unit #63***

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

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Peter Weaver  
Superintendent of Schools

Ned Pratt  
Director of Student Support Services

Kristie LaPlante  
Business Administrator

**Student Support Services Expense Budget Presentation  
To The School Board & Budget Committee  
November 9, 2021**

The FY'23 Student Support Services expense budget request is **\$1,166,441**. The FY'22 budget amount was **\$1,021,161**. The increase from FY'22 to FY'23 is **\$145,280**. (8.75% increase)

The major changes to the FY'23 budget request are highlighted below:

- Special education Out of District (OOD) tuitions have increased **\$71,900**; this represents **49.5%** of the total increase. At this time, we anticipate new OOD placements for 2 students next year.
- Special education transportation line items have increased **\$36,470**; this represents **25.1%** of the total increase. This increase is due to costs associated with new OOD placements and an anticipated increase from Durham, our special education transport provider.
- SPED Tutors and Contracted Services – Summer line items have increased **\$19,242**; this represents **13.2%** of the total increase. An increase in these summer line items is due to the increased number of students attending our ESY program, an increase in their needs and the expansion of the program.

These 3 main increases above total **\$127,612** and represent **87.8%** of the requested increase for the FY'23 Student Support Services budget (**\$145,280**).

There are a number of smaller increases throughout the Student Support Services budget request that represent **12.2%** (**\$17,668**) of the entire request.

**Summary:**

The Student Support Services budget serves a population of students whose needs vary year to year. When preparing for the next school year's needs almost 8 months in advance of the new fiscal year, we use prior data as well as any trends from the state and federal special education laws to develop a fiscally responsible and programmatically relevant budget.

The main driver of the Student Support Services expense budget is Out of District tuitions. While we cannot predict who will move in and move out of district, the OOD request for the FY 23 budget provides for a realistic and responsible request for the upcoming year.

The proposed expense budget reflects as accurate a picture as possible for the Student Support Services needs for FY'23 based upon a review of the data and the needs presented by IEPs.

I look forward to our conversation on November 9<sup>th</sup>.

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

Special Education  
FY 23 Budget Discussion - November 9, 2021 School Board/Budget Committee Joint Review

												Comparing FY23 Draft 2 to FY 22 Budget	
	FUNCTION	OBJECT	Source	Description	FY20 Actual	FY 21 Budget	FY 21 Actual	FY 22 Budget	FY 23 Draft #1	FY 23 Draft #2	NOTES	\$ Difference	% Difference
1 04	1210	810	01	Medicaid Fees-SPED	\$3,976	\$7,000	\$5,471	\$7,000	\$7,000	\$7,000	Medicaid Claims Service Fee - % of total claims	\$ -	0.00%
2 04	1210	610	02	General Supplies/Paper/Tests-MS	\$0	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	Test Protocol Replacement per IDEA required replacement	\$ -	0.00%
3 04	1210	641	02	Books & Other Printed Media-MS	\$698	\$1,850	\$1,819	\$1,500	\$1,500	\$1,500	Specialized Materials per IEPs including consumables	\$ -	0.00%
4 04	1210	650	02	Computer Software-MS	\$1,066	\$3,500	\$3,423	\$3,750	\$3,750	\$3,750	Student Software per IEPs including ACE, Edmark - 1 new student	\$ -	0.00%
5 04	1210	733	02	New Furniture & Fixtures-MS	\$0	\$1,000	\$0	\$500	\$500	\$500	Specialized equipent per IEPs	\$ -	0.00%
6 04	1210	734	02	SPED tech hardware- MS	\$0	\$0	\$0	\$1,000	\$1,000	\$1,000	Devices for identified student outside the grant	\$ -	...
7 04	1210	610	03	General Supplies/Paper/Tests-HS	\$0	\$1,500	\$1,500	\$1,000	\$1,500	\$1,500	Test Protocol Replacement per IDEA required replacement	\$ 500	33.33%
8 04	1210	641	03	Books & Other Printed Media-HS	\$222	\$700	\$687	\$500	\$500	\$500	Specialized Materials per IEPs, including consumables	\$ -	0.00%
9 04	1210	731	03	New Equipment-HS	\$0	\$750	\$720	\$500	\$500	\$500	Specialized equipment per IEPs	\$ -	0.00%
10 04	1210	734	03	SPED tech hardware- HS	\$0	\$0	\$0	\$1,000	\$1,000	\$1,000	Devices for identified student outside the grant	\$ -	...
11 04	1210	735	03	Replacement Equipment-HS	\$110	\$750	\$760	\$500	\$500	\$500	Replacement per IEPs	\$ -	0.00%
12 04	1210	610	11	General Supplies/Paper/Tests-FRES	\$466	\$2,500	\$1,914	\$2,000	\$2,500	\$2,500	Test Protocol Replacement per IDEA required replacement	\$ 500	20.00%
13 04	1210	641	11	Books & Other Printed Media-FRES	\$0	\$1,700	\$1,696	\$1,300	\$1,300	\$1,300	Specialized Materials per IEPs, including consumables	\$ -	0.00%
14 04	1210	650	11	Computer Software-FRES	\$2,797	\$3,500	\$3,396	\$3,750	\$3,750	\$3,750	Student Software per IEPs including ACE, Edmark - 1 new student	\$ -	0.00%
15 04	1210	731	11	New Equipment-FRES	\$496	\$750	\$750	\$750	\$750	\$750	Specialized equipment per IEPs	\$ -	...
16 04	1210	734	11	SPED tech hardware- FRES	\$0	\$0	\$0	\$1,200	\$1,200	\$1,200	Devices for identified student outside the grant	\$ -	...
17 04	1210	735	11	Replacement Equipment-FRES	\$0	\$750	\$918	\$500	\$500	\$500	Replacement per IEPs	\$ -	0.00%
18 04	1210	610	12	General Supplies/Paper/Tests-LCS	\$488	\$900	\$707	\$500	\$500	\$500	Test Protocol Replacement per IDEA required replacement	\$ -	0.00%
19 04	1210	641	12	Books & Other Printed Media-LCS	\$151	\$600	\$599	\$300	\$400	\$400	Specialized Materials per IEPs including consumables	\$ 100	16.67%
20 04	1210	650	12	Computer Software-LCS	\$1,872	\$2,500	\$2,460	\$2,500	\$2,500	\$2,500	Student Software per IEPs including ACE, Edmark	\$ -	0.00%
21 04	1210	731	12	New Equipment-LCS	\$0	\$750	\$594	\$750	\$750	\$750	Specialized Equip per IEPs	\$ -	0.00%
22 04	1210	734	12	SPED tech hardware- LCS	\$0	\$0	\$0	\$750	\$750	\$750	Devices for identified student outside the grant	\$ -	...
23 04	1212	122	02	SPED Tutors - Summer-MS	\$8,148	\$10,650	\$20,984	\$15,650	\$19,500	\$19,500	Extended School Year Services for Special Needs students	\$ 3,850	36.15%
24 04	1212	122	03	SPED Tutors - Summer-HS	\$0	\$2,500	\$291	\$4,727	\$9,500	\$9,500	Extended School Year Services for Special Needs students	\$ 4,773	...
25 04	1212	122	11	SPED Tutors - Summer-FRES	\$16,725	\$16,245	\$30,286	\$21,245	\$26,500	\$26,500	Extended School Year Services for Special Needs students	\$ 5,255	...
26 04	1212	323	11	SPED Summer Cont. Svs - FRES	\$0	\$10,815	\$8,919	\$18,456	\$18,840	\$18,840	Summer contracted service providers	\$ 384	3.55%
27 04	1212	122	12	SPED Tutors - Summer-LCS	\$3,720	\$3,720	\$6,941	\$7,720	\$12,700	\$12,700	Extended School Year Services for Special Needs students	\$ 4,980	133.87%
28 04	1290	339	02	504 Special Programs-MS	\$1,440	\$1,500	\$12,497	\$1,500	\$1,500	\$1,500	504 Specialized Equipment including FM systems	\$ -	0.00%
29 04	1290	610	02	504 Program Supplies - MS	\$787	\$500	\$0	\$500	\$500	\$500	504 supplies per 504 Plan and ADA requirements	\$ -	...
30 04	1290	339	03	504 Special Programs-HS	\$825	\$2,000	\$10,921	\$2,000	\$2,000	\$2,000	504 Specialized Equipment including FM systems	\$ -	0.00%
31 04	1290	561	03	Public In & Out of State Tuition-HS	\$158,482	\$135,000	\$130,941	\$135,000	\$135,000	\$135,000	Out of district Special Education tuition	\$ -	0.00%
32 04	1290	564	03	Private In & Out of State Tuition-HS	\$143,898	\$243,300	\$66,758	\$238,300	\$208,200	\$208,200	Out of district Special Education tuition	\$ (30,100)	...
33 04	1290	610	03	504 Program Supplies - HS	\$962	\$500	\$0	\$500	\$500	\$500	504 supplies per 504 Plan and ADA requirements	\$ -	...
34 04	1290	339	11	504 Special Programs-FRES	\$0	\$3,500	\$4,851	\$3,500	\$3,500	\$3,500	504 Specialized Equipment including FM systems	\$ -	0.00%
35 04	1290	564	11	Private In & Out of State Tuition-FRES	\$22,392	\$47,000	\$47,000	\$52,000	\$154,000	\$154,000	Out of district Special Education tuition	\$ 102,000	217.02%
36 04	1290	610	11	504 Program Supplies - FRES	\$0	\$500	\$130	\$500	\$500	\$500	504 supplies per 504 Plan and ADA requirements	\$ -	0.00%
37 04	1290	610	12	504 Program Supplies - LCS	\$0	\$500	\$50	\$500	\$500	\$500	504 supplies per 504 Plan and ADA requirements	\$ -	0.00%
38 04	1290	731	12	504 Program Equipment - LCS	\$0	\$1,000	\$0	\$1,000	\$1,000	\$1,000	504 Specialized Equipment including FM systems	\$ -	0.00%
39 04	2142	323	02	Psychological Testing Services-MS	\$3,471	\$5,000	\$4,841	\$6,250	\$6,500	\$6,500	When outside testing resources are needed	\$ 250	5.00%
40 04	2142	323	03	Psychological Testing Services-HS	\$880	\$5,000	\$4,400	\$6,250	\$6,500	\$6,500	When outside testing resources are needed	\$ 250	5.00%
41 04	2142	323	11	Psychological Testing Services-FRES	\$2,827	\$7,500	\$7,390	\$5,000	\$7,500	\$7,500	When outside testing resources are needed	\$ 2,500	33.33%
42 04	2142	610	11	General Supplies/Tests/Paper-FRES	\$0	\$0	\$0	\$260	\$260	\$260	When outside testing resources are needed	\$ -	...
43 04	2142	323	12	Psychological Testing Services-LCS	\$194	\$2,500	\$1,760	\$2,500	\$2,750	\$2,750	When outside testing resources are needed	\$ 250	10.00%

Special Education  
FY 23 Budget Discussion - November 9, 2021 School Board/Budget Committee Joint Review

												Comparing FY23 Draft 2 to FY 22 Budget	
	FUNCTION	OBJECT	Source	Description	FY20 Actual	FY 21 Budget	FY 21 Actual	FY 22 Budget	FY 23 Draft #1	FY 23 Draft #2	NOTES	\$ Differenc	% Difference
44 04	2143	321	02	Associate Psychologist - Contracted-MS	\$0	\$0	\$0	\$0	\$0	\$0		\$ -	...
45 04	2143	321	03	Associate Psychologist - Contracted-HS	\$0	\$0	\$0	\$0	\$0	\$0		\$ -	...
46 04	2143	321	11	Assoc. Psychologist - Contracted-FRES	\$0	\$0	\$0	\$0	\$0	\$0		\$ -	...
47 04	2143	610	11	General Supplies/Tests/Paper-FRES	\$0	\$255	\$255	\$0	\$255	\$255		\$ 255	100.00%
48 04	2143	321	12	Assoc. Psychologist - Contracted-FRES	\$0	\$0	\$0	\$0	\$0	\$0		\$ -	...
49 04	2143	610	12	General Supplies/Tests/Paper-LCS	\$47	\$255	\$214	\$260	\$260	\$260	General supplies	\$ -	0.00%
50 04	2149	580	02	Travel/Conference - MS	\$150	\$500	\$255	\$500	\$500	\$500	Required PD for Recertification	\$ -	0.00%
51 04	2149	610	02	General Supplies - MS	\$473	\$1,250	\$1,157	\$1,000	\$1,000	\$1,000	General supplies	\$ -	0.00%
52 04	2149	580	03	Travel/Conference - HS	\$0	\$500	\$414	\$500	\$500	\$500	Required PD for Recertification	\$ -	...
53 04	2149	580	11	Travel/Conference - FRES	\$862	\$1,500	\$1,124	\$1,500	\$1,500	\$1,500	Required PD for Recertification	\$ -	0.00%
54 04	2149	610	11	General Supplies - FRES	\$344	\$1,250	\$801	\$1,500	\$1,500	\$1,500	General supplies	\$ -	0.00%
55 04	2149	580	12	Travel/Conference - LCS	\$299	\$750	\$50	\$750	\$750	\$750	Required PD for Recertification	\$ -	0.00%
56 04	2149	610	12	General Supplies - LCS	\$279	\$1,500	\$1,073	\$1,500	\$1,500	\$1,500	General supplies	\$ -	0.00%
57 04	2152	321	02	S/L Pathologist - Contracted Servic	\$24,957	\$19,500	\$19,474	\$19,890	\$20,387	\$20,387	Contracted services for Special Needs students	\$ 497	2.55%
58 04	2152	321	03	S/L Pathologist - Cont. Service- HS	\$9,014	\$12,500	\$15,487	\$12,750	\$13,069	\$13,069	Contracted services for Special Needs students	\$ 319	2.55%
59 04	2152	321	11	S/L Pathologist - Cont. Svc. - FRES	\$55,111	\$70,500	\$71,727	\$71,910	\$73,708	\$73,708	Contracted services for Special Needs students	\$ 1,798	2.55%
60 04	2152	610	11	S/L Path Genl Supplies/Paper-FRES	\$103	\$1,000	\$668	\$1,000	\$1,000	\$1,000	General supplies	\$ -	0.00%
61 04	2152	641	11	S/L Path Books & Print Media - FRES	\$0	\$750	\$495	\$750	\$750	\$750	General supplies	\$ -	0.00%
62 04	2152	321	12	S/L Pathologist - Contracted Servic	\$21,816	\$19,500	\$19,482	\$19,890	\$20,387	\$20,387	Contracted services for Special Needs students	\$ 497	...
63 04	2152	610	12	S/L Path Genl Supplies/Paper-LCS	\$102	\$750	\$490	\$750	\$750	\$750	General supplies	\$ -	0.00%
64 04	2153	323	02	Audiological Testing Services-MS	\$250	\$375	\$0	\$375	\$375	\$375	Contracted services for Special Needs students	\$ -	0.00%
65 04	2153	323	03	Audiological Testing Services-HS	\$250	\$375	\$0	\$375	\$375	\$375	Contracted services for Special Needs students	\$ -	...
66 04	2153	323	11	Audiological Testing Services-FRES	\$500	\$500	\$0	\$500	\$500	\$500	Contracted services for Special Needs students	\$ -	0.00%
67 04	2162	323	02	P.T. Services Contracted-MS	\$5,281	\$6,500	\$4,964	\$6,630	\$6,796	\$6,796	Contracted services for Special Needs students	\$ 166	2.55%
68 04	2162	323	11	P.T. Services Contracted-FRES	\$4,486	\$5,500	\$5,412	\$5,610	\$5,750	\$5,750	Contracted services for Special Needs students	\$ 140	...
69 04	2162	323	12	P.T. Services Contracted-LCS	\$4,116	\$7,500	\$6,120	\$7,650	\$7,841	\$7,841	Contracted services for Special Needs students	\$ 191	2.55%
70 04	2163	321	02	O.T. Services Contracted-MS	\$12,218	\$15,000	\$14,996	\$15,300	\$15,683	\$15,683	Contracted services for Special Needs students	\$ 383	...
71 04	2163	321	11	O.T. Services Contracted-FRES	\$36,247	\$43,000	\$42,938	\$43,860	\$44,957	\$44,957	Contracted services for Special Needs students	\$ 1,097	2.55%
72 04	2163	321	12	O.T. Services Contracted-LCS	\$15,249	\$17,500	\$17,497	\$17,850	\$18,296	\$18,296	Contracted services for Special Needs students	\$ 446	2.55%
73 04	2190	321	02	Reading Spec Cont. Svs-MS	\$12,568	\$15,500	\$18,157	\$15,810	\$16,205	\$16,205	Contracted services for Special Needs students	\$ 395	2.55%
74 04	2190	323	02	Other Student Support Services-MS	\$2,981	\$3,000	\$3,212	\$3,000	\$3,000	\$3,000	Funds for outside evaluations done at the request of parents	\$ -	...
75 04	2190	321	03	Reading Spec Cont. Svs-HS	\$13,802	\$23,000	\$23,407	\$23,460	\$24,047	\$24,047	Contracted services for Special Needs students	\$ 587	2.55%
76 04	2190	323	03	Other Student Support Services-HS	\$1,498	\$1,500	\$1,495	\$1,500	\$1,500	\$1,500	Funds for outside evaluations done at the request of parents	\$ -	0.00%
77 04	2190	321	11	Reading Spec Cont. Svs-FRES	\$15,756	\$17,500	\$16,498	\$17,850	\$18,296	\$18,296	Contracted services for Special Needs students	\$ 446	...
78 04	2190	323	11	Other Student Support Services-FRES	\$2,536	\$2,500	\$2,636	\$2,500	\$2,500	\$2,500	Funds for outside evaluations done at the request of parents	\$ -	...
79 04	2190	323	12	Other Student Support Services-LCS	\$984	\$1,000	\$972	\$1,000	\$1,000	\$1,000	Funds for outside evaluations done at the request of parents	\$ -	0.00%
80 04	2332	290	01	Professional Development-SPED	\$1,015	\$1,500	\$0	\$0	\$2,000	\$2,000	Case Managers PD	\$ 2,000	133.33%
81 04	2332	330	01	Professional Services ( Legal)-SPED	\$0	\$1,000	\$9,484	\$1,000	\$5,000	\$5,000	Legal proceeding/Legal Counsel	\$ 4,000	400.00%
82 04	2332	534	01	Postage-SPED	\$326	\$500	\$250	\$500	\$500	\$500	SAU postage allocation	\$ -	0.00%
83 04	2332	540	01	Advertising-SPED	\$500	\$500	\$431	\$330	\$431	\$431		\$ 101	20.20%
84 04	2332	580	01	Travel/Conferences - SPED Admin	\$493	\$2,000	\$1,586	\$2,000	\$2,000	\$2,000	Director of Student Support Svc. PD	\$ -	0.00%
85 04	2332	610	01	General Supplies/Paper-SPED	\$484	\$500	\$489	\$500	\$500	\$500	Sped Office	\$ -	0.00%

Special Education  
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												Comparing FY23 Draft #2 to FY 22 Budget	
	FUNCTION	OBJECT	Source	Description	FY20 Actual	FY 21 Budget	FY 21 Actual	FY 22 Budget	FY 23 Draft #1	FY 23 Draft #2	NOTES	\$ Difference	% Difference
86	04	2332	810	01	Dues and Fees-SPED	\$150	\$200	\$150	\$200	\$200	NH SPED Directors	\$ -	0.00%
87	04	2722	519	02	SPED Transportation (All)-MS	\$11,499	\$12,941	\$13,044	\$13,303	\$17,458	Daily student transportation SPED	\$ 4,155	32.11%
88	04	2722	519	03	SPED Transportation (All)-HS	\$51,502	\$72,187	\$65,432	\$74,208	\$81,885	Daily student transportation SPED	\$ 7,677	10.63%
89	04	2722	519	11	SPED Transportation (All)-FRES	\$26,629	\$60,496	\$60,884	\$62,189	\$78,576	Daily student transportation SPED	\$ 16,387	27.09%
90	04	2722	519	12	SPED Transportation (All)-LCS	\$11,171	\$12,941	\$20,391	\$13,303	\$21,554	Daily student transportation SPED	\$ 8,251	63.76%
						\$723,141	\$988,505	\$850,982	\$1,021,161	\$1,166,441		\$ 145,280	14.70%



**Food Service**  
**FY 23 Budget Discussion - November 9, 2021 School Board/Budget Committee Joint Review**

											Comparing FY23 to FY	
											22 Budget	
											\$ Differen	% Difference
FUNCTION	OBJECT	Source		Description	Y20 Actual	FY 21 Budget	FY 21 Actual	FY 22 Budget	FY 23 Proposed	NOTES		
1 04	3120	100		Food Service Manager - Wages/Benefits	\$51,544	\$53,519	\$53,610	\$57,226	\$88,269	Wage increase, change in insurance enrollment	\$ 31,043	54.25%
2 04	3120	100		Food Service Workers - Wages/Benefits	\$87,089	\$97,682	\$42,549	\$101,015	\$101,015	Part-Time Staff	\$ -	0.00%
3 04	3120	430	02	F/Svs Repairs & Maint - MS	\$432	\$1,625	\$2,379	\$1,300	\$1,625	Cost of maintaing older equipment	\$ 325	25.00%
4 04	3120	430	03	F/Svs Repairs & Maint - HS	\$500	\$1,625	\$5,789	\$1,300	\$1,625	Cost of maintaing older equipment	\$ 325	25.00%
5 04	3120	430	11	F/Svs Repairs & Maint - FRES	\$652	\$1,250	\$997	\$1,300	\$1,250		\$ (50)	-3.85%
6 04	3120	430	12	F/Svs Repairs & Maint - LCS	\$0	\$500	\$0	\$400	\$100		\$ (300)	-75.00%
7 04	3120	580	02	F/Svs Travel & Conf. - MS	\$0	\$155	\$226	\$150	\$150		\$ -	0.00%
8 04	3120	580	03	F/Svs Travel & Conf. - HS	\$0	\$155	\$226	\$150	\$150		\$ -	0.00%
9 04	3120	580	11	F/Svs Travel & Conf. - FRES	\$0	\$155	\$128	\$150	\$150		\$ -	0.00%
10 04	3120	580	12	F/Svs Travel & Conf. - LCS	\$864	\$1,778	\$459	\$1,000	\$1,000	Includes mileage to deliver food to LCS	\$ -	0.00%
11 04	3120	610	02	F/Svc Non Food Supplies - MS	\$1,106	\$2,275	\$1,127	\$2,000	\$2,500	Increase in cost of disposal supplies	\$ 500	25.00%
12 04	3120	610	03	F/Svc Non Food Supplies - HS	\$1,106	\$2,275	\$1,097	\$2,000	\$2,500	Increase in cost of disposal supplies	\$ 500	25.00%
13 04	3120	610	11	F/Svc Non Food Supplies - FRES	\$2,303	\$1,750	\$1,248	\$2,000	\$2,500	Increase in cost of disposal supplies	\$ 500	25.00%
14 04	3120	610	12	F/Svs Non Food Supplies - LCS	\$229	\$700	\$614	\$700	\$850	Increase in cost of disposal supplies	\$ 150	21.43%
15 04	3120	612	02	F/Svs Office Supplies - MS	\$0	\$98	\$14	\$95	\$50		\$ (45)	-47.37%
16 04	3120	612	03	F/Svs Office Supplies - HS	\$0	\$98	\$14	\$95	\$50		\$ (45)	-47.37%
17 04	3120	612	11	F/Svc Office Supplies - FRES	\$0	\$75	\$11	\$70	\$50		\$ (20)	-28.57%
18 04	3120	612	12	F/Svc Office Supplies - LCS	\$0	\$30	\$4	\$30	\$25		\$ (5)	-16.67%
19 04	3120	613	02	F/Svs Postage & Del - MS	\$0	\$73	\$5	\$75	\$25		\$ (50)	-66.67%
20 04	3120	613	03	F/Svs Postage & Del - HS	\$0	\$73	\$5	\$75	\$25		\$ (50)	-66.67%
21 04	3120	613	11	F/Svc Postage & Del - FRES	\$0	\$56	\$3	\$60	\$25		\$ (35)	-58.33%
22 04	3120	613	12	F/Svc Postage & Del - LCS	\$0	\$23	\$1	\$25	\$25		\$ -	0.00%
23 04	3120	614	02	F/Svs Uniforms - MS	\$0	\$0	\$0	\$0	\$100	Need to purchase aprons and chef coats	\$ 100	100.00%
24 04	3120	614	03	F/Svs Uniforms - HS	\$0	\$0	\$0	\$0	\$100	Need to purchase aprons and chef coats	\$ 100	100.00%
25 04	3120	615	02	F/Svs Chemicals - MS	\$0	\$325	\$21	\$700	\$700		\$ -	0.00%
26 04	3120	615	03	F/Svs Chemicals - HS	\$0	\$325	\$25	\$700	\$700		\$ -	0.00%
27 04	3120	615	11	F/Svs Chemicals - FRES	\$0	\$250	\$0	\$400	\$550		\$ 150	37.50%
28 04	3120	615	12	F/Svc Chemicals - LCS	\$0	\$100	\$0	\$200	\$50		\$ (150)	-75.00%
29 04	3120	617	02	F/Svs Kitchen Supplies - MS	\$50	\$250	\$41	\$250	\$200	Purchase of kitchen tools, sheet pans, spatulas, etc.	\$ (50)	-20.00%
30 04	3120	617	03	F/Svs Kitchen Supplies - HS	\$50	\$250	\$41	\$250	\$200	Purchase of kitchen tools, sheet pans, spatulas, etc.	\$ (50)	-20.00%
31 04	3120	617	11	F/Svs Kitchen Supplies -FRES	\$50	\$0	\$0	\$0	\$200	Purchase of kitchen tools, sheet pans, spatulas, etc.	\$ 200	200.00%
32 04	3120	617	12	F/Svs Kitchen Supplies -LCS	\$0	\$0	\$0	\$0	\$1		\$ 1	...
33 04	3120	630	02	F/Svs Food Supplies - MS	\$15,342	\$17,454	\$12,655	\$17,000	\$20,000	Cost of food is rising rapidly	\$ 3,000	17.65%
34 04	3120	630	03	F/Svs Food Supplies - HS	\$13,774	\$17,454	\$12,739	\$17,000	\$20,000	Cost of food is rising rapidly	\$ 3,000	17.65%
35 04	3120	630	11	F/Svs Food Supplies - FRES	\$16,088	\$13,426	\$13,042	\$13,000	\$15,000	Cost of food is rising rapidly	\$ 2,000	15.38%
36 04	3120	630	12	F/Svs Food Supplies - LCS	\$1,765	\$5,370	\$3,790	\$5,375	\$6,000	Cost of food is rising rapidly	\$ 625	11.63%
37 04	3120	631	02	F/Svc Milk - MS	\$1,826	\$3,608	\$3,171	\$3,700	\$4,500	Cost of milk has increased	\$ 800	21.62%

**Food Service**  
**FY 23 Budget Discussion - November 9, 2021 School Board/Budget Committee Joint Review**

											Comparing FY23 to FY 22 Budget	
	FUNCTION	OBJECT	Source	Description	Y20 Actual	FY 21 Budget	FY 21 Actual	FY 22 Budget	FY 23 Proposed	NOTES	\$ Difference	% Difference
38 04	3120	631	03	F/Svc Milk - HS	\$1,818	\$3,608	\$3,171	\$3,700	\$4,500	Cost of milk has increased	\$ 800	21.62%
39 04	3120	631	11	F/Svc Milk - FRES	\$4,360	\$2,775	\$5,209	\$2,500	\$4,000	Cost of milk has increased	\$ 1,500	60.00%
40 04	3120	631	12	F/Svc Milk - LCS	\$382	\$1,110	\$833	\$1,000	\$1,000	Cost of milk has increased	\$ -	0.00%
41 04	3120	632	02	F/Svs Snacks - MS	\$2,885	\$3,575	\$1,657	\$3,600	\$2,000		\$ (1,600)	-44.44%
42 04	3120	632	03	F/Svs Snacks - HS	\$2,885	\$3,575	\$1,657	\$3,600	\$2,000		\$ (1,600)	-44.44%
43 04	3120	632	11	F/Svs Snacks - FRES	\$0	\$2,750	\$152	\$0	\$2,000		\$ 2,000	2000.00%
44 04	3120	632	12	F/Svs Snacks - LCS	\$0	\$1,100	\$61	\$0	\$100		\$ 100	100.00%
45 04	3120	633	02	F/Svc USDA Commodities - MS	\$353	\$512	\$282	\$600	\$600		\$ -	0.00%
46 04	3120	633	03	F/Svc USDA Commodities - HS	\$11,769	\$512	\$282	\$600	\$600		\$ -	0.00%
47 04	3120	633	11	F/Svc USDA Commodities - FRES	\$497	\$394	\$441	\$400	\$400		\$ -	0.00%
48 04	3120	633	12	F/Svc USDA Commodities - LCS	\$0	\$158	\$0	\$160	\$160		\$ -	0.00%
49 04	3120	650	02	F/Svc Software - MS	\$0	\$845	\$759	\$1,500	\$950		\$ (550)	-36.67%
50 04	3120	650	03	F/Svc Software - HS	\$0	\$845	\$759	\$1,500	\$950		\$ (550)	-36.67%
51 04	3120	650	11	F/Svc Software - FRES	\$0	\$650	\$584	\$750	\$700		\$ (50)	-6.67%
52 04	3120	650	12	F/Svc Software - LCS	\$0	\$260	\$234	\$300	\$300		\$ -	0.00%
53 04	3120	732	02	F/Svc New Equipment -MS	\$0	\$0	\$3,620	\$0	\$0		\$ -	0.00%
54 04	3120	732	03	F/Svc New Equipment-HS	\$0	\$0	\$3,620	\$0	\$0		\$ -	0.00%
55 04	3120	732	11	F/Svc New Equipment-FRES	\$0	\$0	\$0	\$0	\$0		\$ -	0.00%
56 04	3120	732	12	F/Svs New Equipment - LCS	\$0	\$0	\$0	\$0	\$0		\$ -	0.00%
57 04	3120	735	02	F/Svc Replace Equipment - MS	\$0	\$0	\$0	\$0	\$0		\$ -	0.00%
58 04	3120	735	03	F/Svc Replace Equipment - HS	\$0	\$0	\$0	\$0	\$0		\$ -	0.00%
59 04	3120	735	11	F/Svc Replace Equipment - FRES	\$0	\$0	\$0	\$0	\$0		\$ -	0.00%
60 04	3120	735	12	F/Svc Replace Equipment - LCS	\$0	\$0	\$0	\$0	\$0		\$ -	0.00%
61 04	3120	810	02	F/Svs Dues and Fees - MS	\$0	\$406	\$273	\$415	\$415		\$ -	0.00%
62 04	3120	810	03	F/Svs Dues and Fees - HS	\$0	\$406	\$273	\$415	\$415		\$ -	0.00%
63 04	3120	810	11	F/Svc Dues & Fees - FRES	\$0	\$313	\$210	\$320	\$320		\$ -	0.00%
64 04	3120	810	12	F/Svs Dues and Fees - LCS	\$0	\$125	\$84	\$125	\$125		\$ -	0.00%
65 04	3120	890	02	F/Svs Misc. - MS	\$0	\$0	\$0	\$0	\$0		\$ -	0.00%
66 04	3120	890	03	F/Svs Misc. - HS	\$0	\$0	\$0	\$0	\$0		\$ -	0.00%
67 04	3120	890	11	F/Svs Misc. - FRES	\$0	\$0	\$0	\$0	\$0		\$ -	0.00%
68 04	3120	890	12	F/Svs Misc. - LCS	\$0	\$0	\$0	\$0	\$0		\$ -	0.00%
					\$219,721	\$248,701	\$180,192	\$251,276	\$293,795		\$ 42,519	17.10%



***Wilton-Lyndeborough Cooperative School District***  
***School Administrative Unit #63***

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

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Peter Weaver  
Superintendent of Schools

Ned Pratt  
Director of Student Support Services

Kristie LaPlante  
Business Administrator

**Superintendent's Report**  
November 9, 2021



Our **LCS Community Clean-Up Day** was terrific! We were able to accomplish most of our goals for the workday. A special **THANK YOU** to everyone that helped! We will need to find a (dry) day soon to finish painting the side school wall. Looking ahead, we need to pay close attention to the exterior maintenance of the building and plan accordingly

- Just as an FYI – We may need to ration our printer use due to a **critical shortage of toner** supply for our 13 Konica printers in the district. We learned recently that there was a fire/explosion in August at the Japanese Konica Minolta Tatsuno Factory resulting in the shortage
- LCS is participating this year with gathering items to include in **Thanksgiving baskets** for local families. We are excited to be a part of this important initiative
- I met with the co-owner of Quabbin, Inc. who recently partnered with **Amherst Tool** of Wilton to talk about their future employment needs and how we could pursue a potential partnership with our students. We also want to thank them in advance for supporting our Thanksgiving baskets drive!
- I also want to publicly recognize Market Basket for their willingness to support our food drive and their donation to our efforts
- Halloween was wonderful for our District. Our LCS students had the opportunity to visit WLC and **trick-or-treat** throughout the building. Our MS/HS students and staff were so welcoming and supportive! Activities like this truly build on a positive culture in our schools and community. It was simply a great day 😊

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



- FYI: Here is information on our **free and reduced lunch** rates. We are at a preliminary number of 23% and will continue to reach out to families to support them in completing the forms

Year	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
SAU 63	25%	24%	24%	21%	23%
NH	26%	27%	25%	21%	-----

- I attended the 2021 **Bradley F. Kidder Law Conference** on October 18<sup>th</sup>. There was quite a bit of information presented throughout the day. Some items we will begin working on include emergency action plans for sports related injuries, additional adequacy education data focused on post graduate planning, reporting on gifted and talented programs, and additional Civics instruction graduation requirements

Thank you  
Peter Weaver

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

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Dr. Sarah Edmunds, Principal  
Kathryn Gosselin, Assistant Principal

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

Brice Miller, Athletic Director

## **November 2021 WLC Principal's Report**

### **School Approval Facility Review for School Year 2021-2022**

On October 29, the NH DOE conducted a site visit. The purpose of this facility review was to ensure that the school is operating a clean, healthy, and safe learning environment in accordance with RSA 189:24 and Ed 306.07. The visit was led by Marjorie Schoonmaker, the DOE safe and healthy schools educator. Mr. Erb accompanied her. We are happy to say that WLC passed with flying colors and Ms. Schoonmaker stated that our building has made great strides since her last visit five years ago.

### **Response to Data**

In response to the excellent work that Emily Stefanich and the middle school team are doing on diving into our testing data, Katie Gosselin and I have been working on adjusting the middle school schedule. We are looking to provide an opportunity for targeted intervention strategies.

### **Thanksgiving Baskets**

WLC is collecting food and monetary donations to create Thanksgiving baskets for families in our community. Hannafords has generously donated twenty turkeys. We will be collecting during the Veterans Day Celebration, Parent Teacher Conferences, and will happily accept donations during and after the school day.

### **Senior Trip to Washington, DC**

The seniors have the opportunity to travel to Washington DC on April 19th - 22nd. They will be conducting fundraising to help offset the cost of the trip. WLC has already been approved to assist in the wreath laying ceremony at the Tomb of the Unknown Soldier. They will be visiting as many of the monuments and museums as possible.

### **Veterans Day Celebration**

WLC will host a Veterans Day Celebration in the gym at 9am on Wednesday, November 10. Veterans, their families, and other community members are invited to join us. There will be music, a color guard, students reading their Patriot's Pen essays, and an invited speaker. Following the ceremony, we will be offering coffee, tea, and goodies for all of our veterans and their families. Ms. Olympia Clark, the WLC National Honor Society and Junior National Honor Society will host the cafe. Decorating is already underway.

## **NH Teacher of the Year**



Mr. Andrew Tyler, WLC computer science teacher, was selected as a finalist for the NH Teacher of the Year Award. As part of the final selection process, members of the selection committee including NH's first lady, Valerie Sununu, visited WLC . They observed Mr. Tyler in the classroom and had a lively discussion with students, parents, teachers, and administration. Although Mr. Tyler did not receive the first place award, it is an absolute honor to be selected as a finalist.

## **LCS Visits WLC for Halloween Fun**

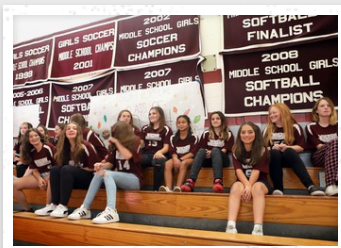
Mr. Weaver brought staff and students from LCS to trick or treat around the halls of WLC on Friday, October 29. The lights were dimmed and halloween music was playing throughout the building as our youngest students visited classrooms and received mounds of candy from the big kids. Everyone involved had a great time!



# The WLC Reporter

OCTOBER 2021

## HOMEcoming!



WLC PRIDE!

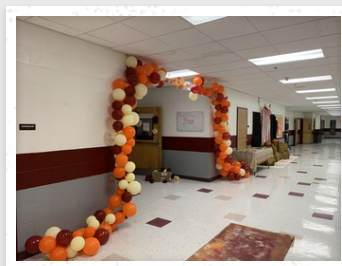
WLC celebrated Homecoming this year in fantastic fashion! Our school spirit was bursting as we wore our school colors on October 1 and enjoyed a middle school and high school pep rally. Later that night, the high school students enjoyed a dance. The decorations and preparation for all of these events were done by teachers, students, PTO, and community members. Special thanks to class advisors Stephanie Erickson, Tori Schauer, Mary Beth Wiley, and Erin Rosana for taking the lead in these events. Thank you to Taryn Anderson for providing us with music at the pep rallies (GO PEP BAND) and as the DJ at the dance. A huge thanks to our custodial team Ann Bird, Buddy Erb, Josh Morrow, and Scott Hasu for their support



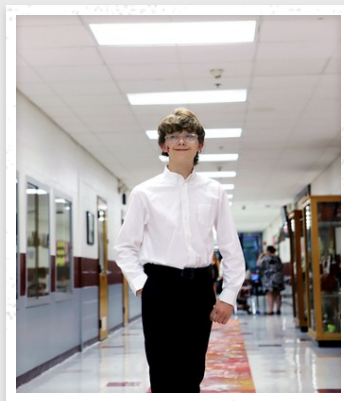
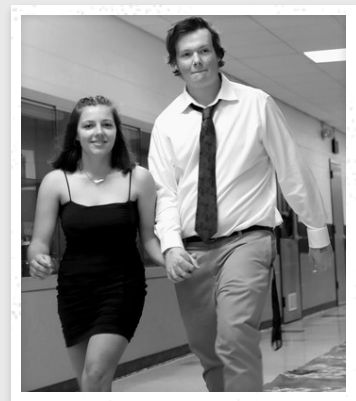
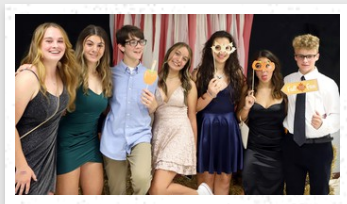
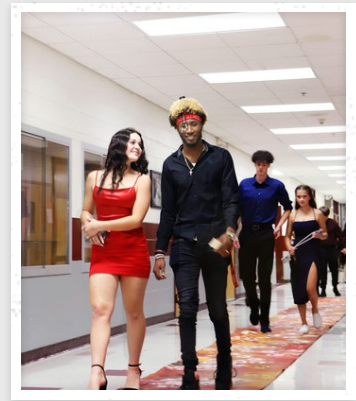
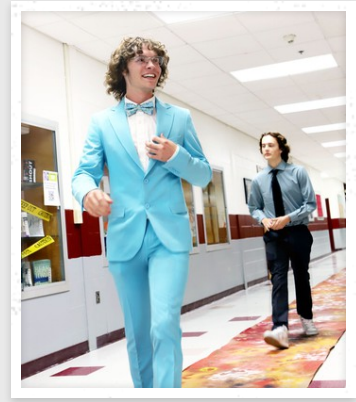
## THE HOMECOMING DANCE!

The Homecoming Dance was a fantastic night! Thank you to Ms. Erickson, Ms. Schauer, Ms. Rosana, Ms. Wiley, Ms. Clark, the PTO, and many others for setting up a fantastic and beautiful dance. It was wonderful to see the students dancing and having a good time. The junior and senior classes raised over \$1,000. Enjoy some of the wonderful photos taken by our Tech Ed teacher, Danyele Manning!











# STUDENT RECOGNITION



## ELLA MORRIS SELECTED AS HOBY REPRESENTATIVE

At HOBY, high school sophomores build their leadership potential through an inspiring three- or four-day Leadership Seminar based on three leadership perspectives: Personal, Group, and Societal. As many as 300 “ambassadors” from high schools across the state or country gather at their local HOBY State Leadership Seminar between April and June to:

- Experience life on a university campus, where HOBY Leadership Seminars are hosted. St. Anselm College will be hosting this year.

- Interact with local community leaders—from CEOs to business owners to doctors to media experts—through panels, presentations, and group discussions about real-world issues
- Participate in hands-on activities to explore and exercise leadership on personal and group levels
- Form diverse relationships with adult professionals, college-age mentors, and high school students from across the state with diverse leadership styles and backgrounds
- Conduct a community service project to put leadership-for-service skills into action
- Open opportunities for internships, mentorship programs, and other HOBY Ambassadors Connect benefits

Ella Morris was selected to attend! Congratulations, Ella!

## CONGRATULATIONS, MR. TYLER!



Mr. Andrew Tyler, WLC computer science teacher, was selected as a finalist for the NH Teacher of the Year Award. As part of the final selection process, members of the selection committee including NH's first lady, Valerie Sununu, visited WLC. They observed Mr. Tyler in the classroom and had a lively discussion with students, parents, teachers, and administration.

Although Mr. Tyler did not receive the first place award, it is an absolute honor to be selected as a finalist. He is OUR teacher of the year and we thank him for all of the amazing work he does with our students and for our community.

Well done, Mr. Tyler! We are all proud of you!

## WASHINGTON DC SENIOR TRIP!





## **THE CLASS OF 2021 HAS A GREAT OPPORTUNITY THAT THEY SHOULD NOT MISS OUT ON!**

The seniors have the opportunity to attend a trip to Washington DC on April 19th - 22nd. If you as a parent would like to attend this trip, please contact the counseling office.

If you are in need of fundraising assistance, please keep a look out for announcements and emails regarding opportunities. Please pay close attention to the payment methods and payment due dates!

**\*\*WLC has already been approved to assist in the wreath laying ceremony at the Tomb of the Unknown Soldier\*\***

If you have any questions, please feel free to contact Mandy Kovaliv @ [a.kovaliv@sau63.org](mailto:a.kovaliv@sau63.org)



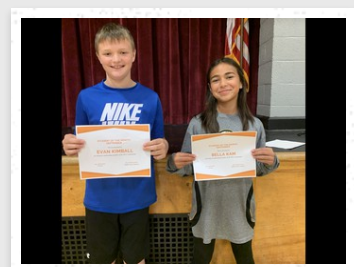
## LIBRARY SKILLS CLASSES VISIT THE WILTON TOWN LIBRARY!

The 7th and 8th grade Library Skills classes took field trips to the public library! Students in each class walked down to the Wilton Public and Gregg Free Library to learn all about it! The Youth Services Librarian, Bettielue Hill, met the classes at the door, and then took the students on a tour of the library. They learned about the history of the library, and about all of the different rooms. After that, students embarked on a scavenger hunt to explore the library and all of the materials it has. They were very enthusiastic and raced to win the scavenger hunt! Students were then able to check out books before heading back to school. Everyone learned a lot, and had a great time! Special thanks to Bettielue Hill and director Pat Fickett for having four different classes visit!





## SEPTEMBER STUDENTS OF THE MONTH



# MIDDLE SCHOOL

## 6th Grade

- Bella Kam: This sixth grade student always comes to class with a smile on her face. She is a genuine leader who works well with others and is always willing to help her peers. This student always puts forth her very best effort in all work that she completes and is an enthusiastic participant in classroom activities. Overall, this student is kind, hard-working, humble and always up for a challenge. The Dream Team is happy to announce Bella Kam for the 6th grade student of the month for September!
- Evan Kimball: This student always strives to do his best. He has a love of learning and is a helpful student to his peers in the classroom. He is competitive and loves soccer. This student is currently tied with Ms. Norton for the top quickest time in the continents and oceans game. With his score, he is also the fastest Continents and Oceans player in the whole 6th grade. This student never ceases to impress us! The Dream Team is pleased to announce that Evan Kimball is the 6th grade student of the month for September!

## 7th Grade

- Emily Hazelton: This super student is respectful to all her classmates and teachers. She is always willing to help her peers with an assignment. She is always prepared in class, participating and completing her tasks on time. This student role model is a swimmer, animal lover, a Hamilton and Harry Potter Fan! Team Awesome would like to congratulate Emily Hazelton as the September Student of the Month.
- Natalie Bergstrom: This student is a pleasure to have in class because she is always on task and enjoys helping others. She loves reading, especially Harry Potter! This student also loves art and painting. She is very nice to all her peers and is always positive. Team Awesome would like to congratulate Natalie Bergstrom as the September Student of the Month.

## 8th Grade

- Josh Lord: This 8th grader is a fantastic student, friend, and classmate. He is always on task, follows directions, and tries his best on each and every assignment. Not only is this student outstanding in the classroom, but he is a strong athlete, as well... he enjoys playing soccer in the fall. Finally, this student is a role model for his peers; he is polite to his teachers and classmates alike, and set a good example. Without further ado, congratulations to Josh Lord as a September Student of the Month!
- Brycen Kushner: The Dream Team is proud to announce this 8th grader as their September student of the month. This energetic football player shows strong leadership in our classrooms, helping his peers and teachers with enthusiasm. This student demonstrates fantastic participation and works through difficult concepts and completes challenge work. He has a wonderful sense of humor which he loves to share with his teachers and his classmates. The Dream Team would like to congratulate Brycen Kushner as their September Student of the month

# HIGH SCHOOL





WLC would like to congratulate the 11th and 12th grade students of the month for September!

Congratulations goes out to **Shawn Bishop** and **Erin MacDonald** from the 12th grade and **Eva Hussey** and **Tim Wylie** from the 11th grade.

## WARRIOR WATCH

### SEPTEMBER WARRIOR WATCH RECIPIENTS

These students were found to be doing great things for our school community! They are true WLC Warriors!



Chloe Abbot  
Christian Balusek  
Westley Barrick  
Cori Benoit  
JJ Benson  
Savannah Brown  
Jason Caragher  
Aidan Carver  
Lillian Case

Damian Demanche  
Bailey Furze  
Brooke Hadley  
Hannah Hamilton  
Emily Hazelton  
Kayla Kushner  
Madison Labrecque  
Kevin LaChance  
Cole Legere  
Chris Mannarino  
Izzy Mason  
Cianna Peckens  
Aidan Sours  
Senja Sours  
Cailin Swett  
Lydia Vanderhoof  
Ella Wibben

## NEWS FROM THE SCIENCE DEPARTMENT

### ENGINEERING CLASSES

In Mr. Rickenbach's engineering class, students are studying engineering materials and had a chance to mix and test concrete. They tested eight different mixes of concrete taking into account ambient temperature, water pH, and anomalies in order of operations (mixing ingredients, too much of this or that). Students documented in their engineering notebook what each blend was to be used for, what could affect strength, tested the samples with provided C clamp and then explained failure rate within observations.







## TREBUCHET DESIGN CHALLENGE IN ENGINEERING CLASS

Also in Mr. Rickenbach's class, students took part in the Trebuchet Design Challenge. Students were given the following senario:

Warring marauders have finally been cornered by our local heroes in their castle stronghold somewhere in the vicinity.

Unfortunately, due to shortages you have no gunpowder or explosives. Your challenge is to design a model of a siege machine that when employed will finally bring the stalemate to a close.

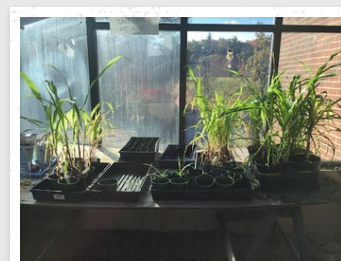
Students were asked to build a trebuchet siege machine out of easily attainable classroom items( pencils, rubber bands, tape). The objective was to not only to design but document, provide feedback to classmates on what they think could be done differently to improve, and also to effectively/scientifically document design performance.





## GROWING IT GREEN!

Mrs. Erickson's 9th grade Integrated Science students planted popcorn kernels as part of their Characteristics of Life several weeks ago. Students made claims and hypotheses whether certain items were alive, dormant or dead. They then designed an experiment to test their claim. One of those experiments was to plant popcorn kernels and see if they grew. Students have been tending to their popcorn plants at the start of each class period. They are responsible for watering their plant and determining when to re-pot the plant when the roots get too long. This is also a valuable lesson on competition for soil resources for those that planted many kernels in their pots. Mr. Comerford's 2nd period Basic Algebra A class has been using the popcorn plants to track and graph their growth rates. The popcorn plants will continue to be tended in the greenhouse for the next several months while we see if we can get any ears of popcorn!

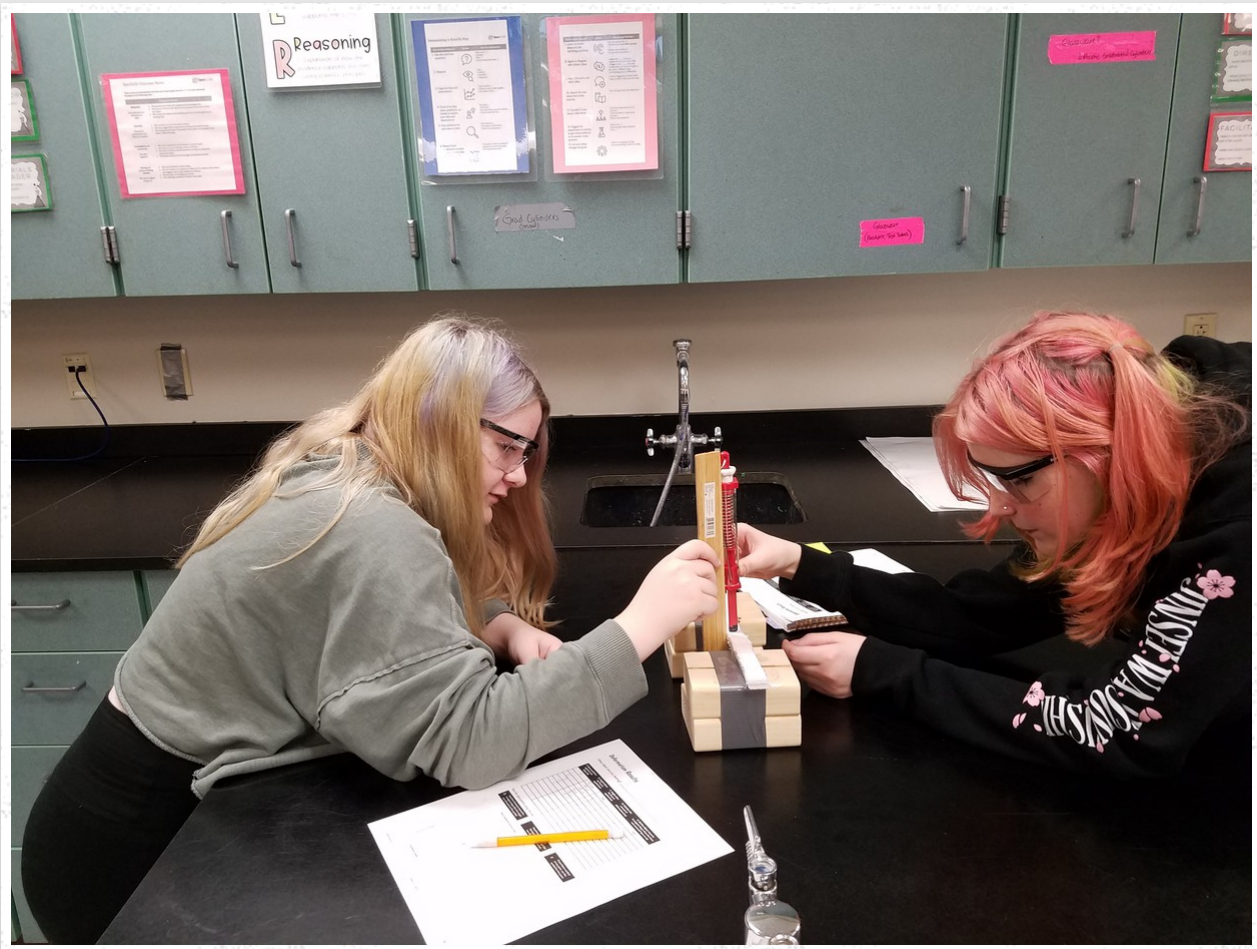


## MIDDLE SCHOOL SCIENCE

Eighth grade students have been investigating the question: Why do things sometimes get damaged when they hit each other? This is the driving question for the Contact Forces unit. Students have been measuring the amount of force necessary to deform an object as well as the amount of force that needs to be applied to an object for it to reach its breaking point.



Students have created free body diagrams showing the opposing forces and the size of the force on various objects. Students are currently investigating the relationship between mass, speed, potential and kinetic energy .



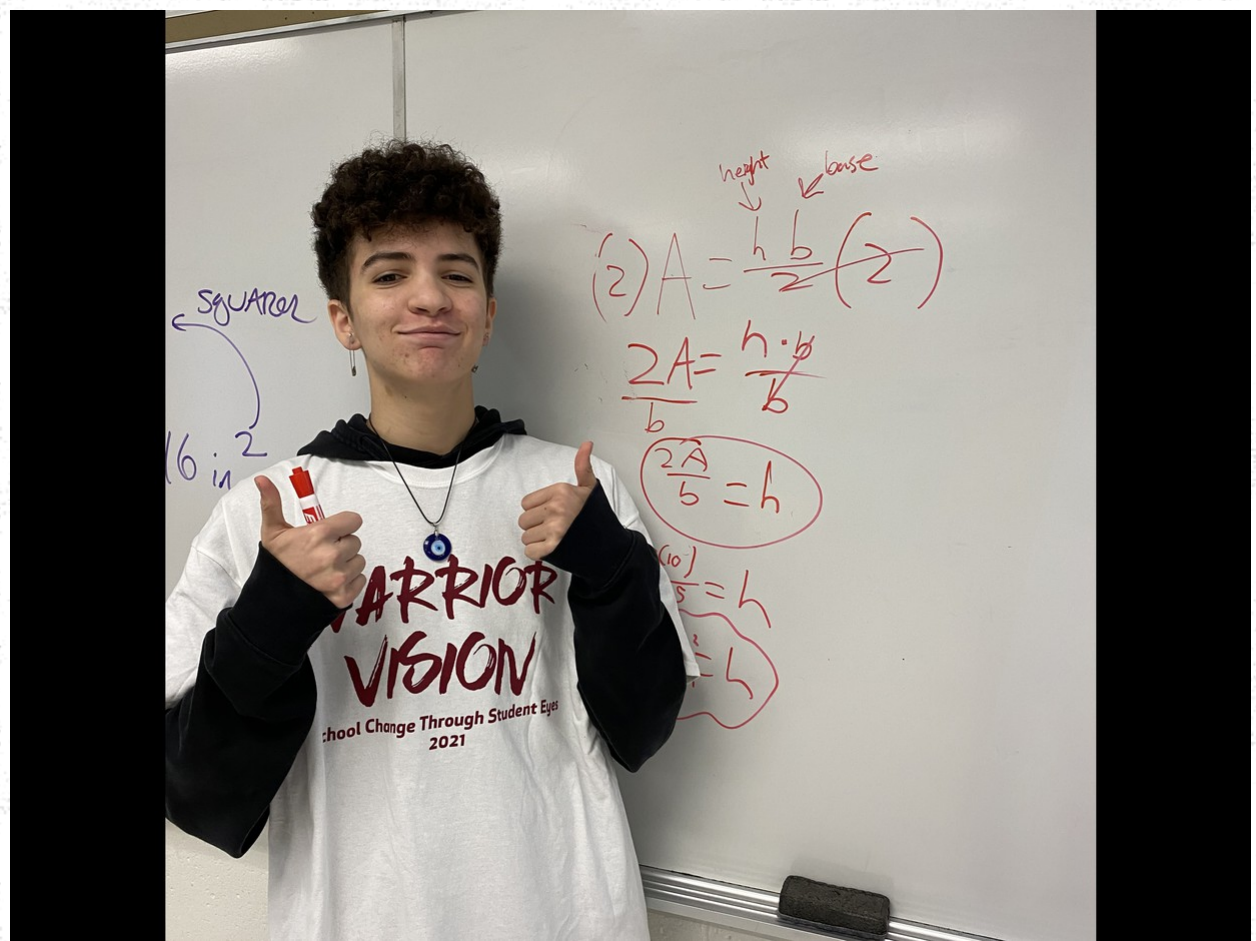
## NEWS FROM THE MATH DEPARTMENT

### HIGH SCHOOL MATH WITH MR. COMERFORD

In Mr. Comerford's Honors Algebra class, the students have now started two of their yearlong "Project Pathways": the Stock Market Game, a nationwide stock market competition (pictured below), and Algebra 1 with Python Coding. Project Pathways are yearlong projects that the students will explore parallel to traditional curriculum.



Josh Lord, Vito Anzalone and Ben Jacob work on the Stock Market Game project.



In the Power of Math class, Vincent LoVerme (as well as Lilly Gonio and Alyssa Putnam) are getting it done with their algebra review.





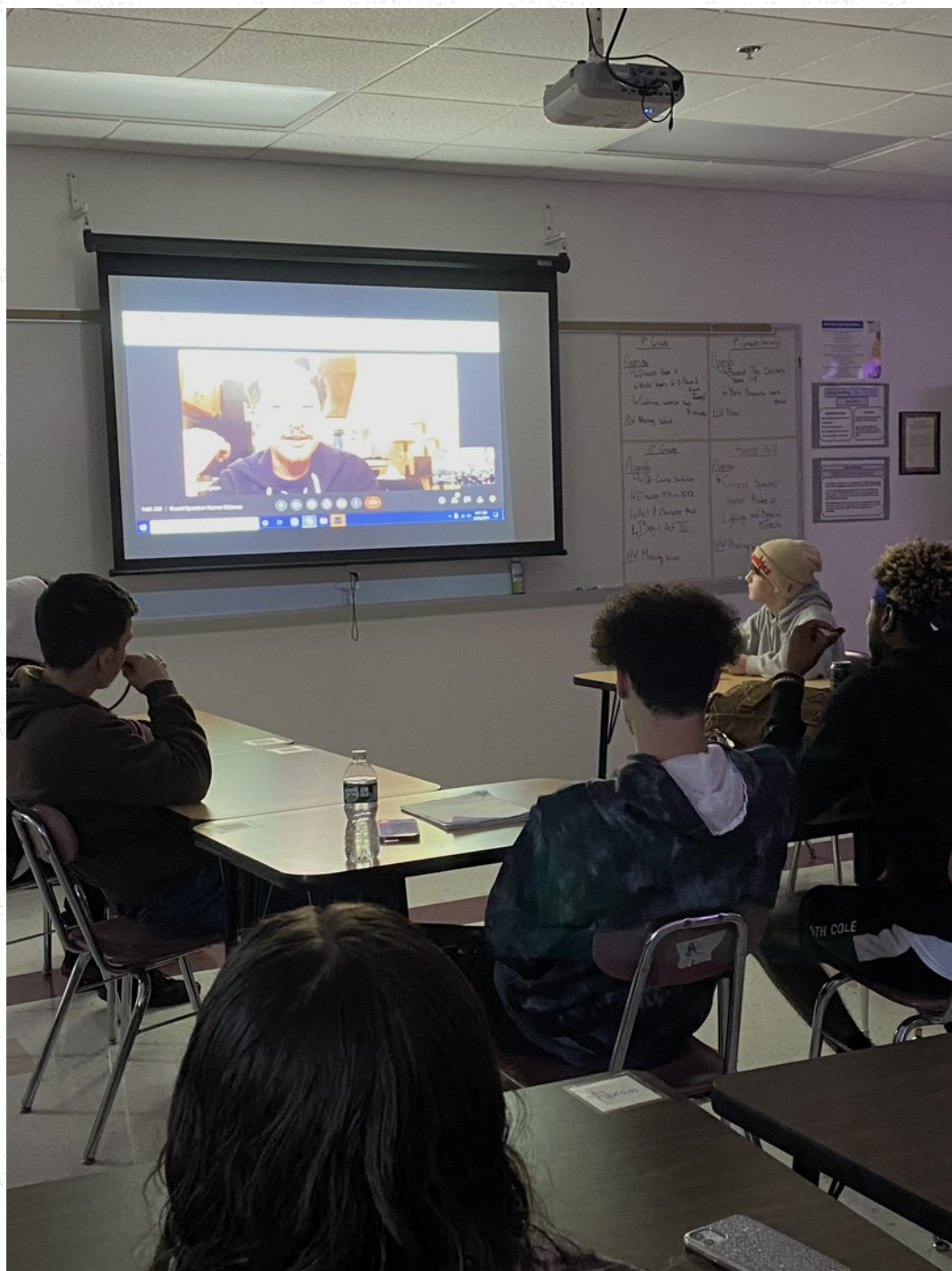
In Algebra A, the class took advantage of some of the nice weather to get outside and solve fraction problems with sidewalk chalk! Maeve Brady Markey and Caliyah Kam display their work.



In Pre-Calculus, the students had their first day with the TI-Rovers – robots that they can control with their graphing calculators! Justin Marcinuk is pictured above.

## **NEWS FROM THE ENGLISH DEPARTMENT**





## HORROR A-Z

The Horror A-Z class got to meet via Google Meet with a guest speaker, Cal Thompson, who is a working film professional based in Los Angeles. He has worked on several music videos, and films, and works primarily with makeup design, special effects, and lighting design for horror films, shorts, and music videos. Cal has also appeared in a few horror films himself, and was able to talk to the Horror A-Z students about his experiences working in Hollywood, from the time in which he worked with The Muppets, all the way to working with some of the best in the Horror genre. In addition, Cal went over some information and techniques of some of the best makeup/special effect designers in the film industry, including Dick Smith, the oscar-winning makeup artist of *The Exorcist*. This was a great experience for our students to meet with an expert within the field in which they are currently studying in this class, and a unique opportunity to learn from an outside source.

# THANKSGIVING BASKET DRIVE



We are collecting food and monetary donations for Thanksgiving baskets again this year. The idea is to put together the makings for a full Thanksgiving dinner for those in our community who need it. Hannaford has graciously donated 20 turkeys to us! Donations can be made at the school and we will have donation boxes out at parent teacher conferences as well as during our Veterans Day Celebration. Here is a list of items we are looking for! Please feel free to bring items in at any time!

Gravy  
Canned corn  
Hot cocoa mix  
Peas  
Pickles  
Green beans  
Carrots  
Cream of mushroom soup  
Salad dressings  
French fried onions  
Stuffing  
Sweet potatoes  
Canned fruit  
Scalloped potatoes  
Apple Cider drink mix  
Cake mixes  
Cookie Mixes  
Mashed potato mix or a bag of potatoes  
Macaroni and cheese  
Rice  
Ready made pie crust  
Apple or pumpkin pie filling  
Marshmallows  
Coffee or tea



Cornbread mix  
Jello or pudding mix  
Brown Sugar  
Cranberry sauce

## UNITY DAY



WLC joined with schools and communities across the country on October 20 in uniting and taking a stand against bullying.





## RED RIBBON WEEK





## MOTIVATIONAL SPEAKER, RITCHIE FARRELL, SPEAKS TO WLC STUDENTS

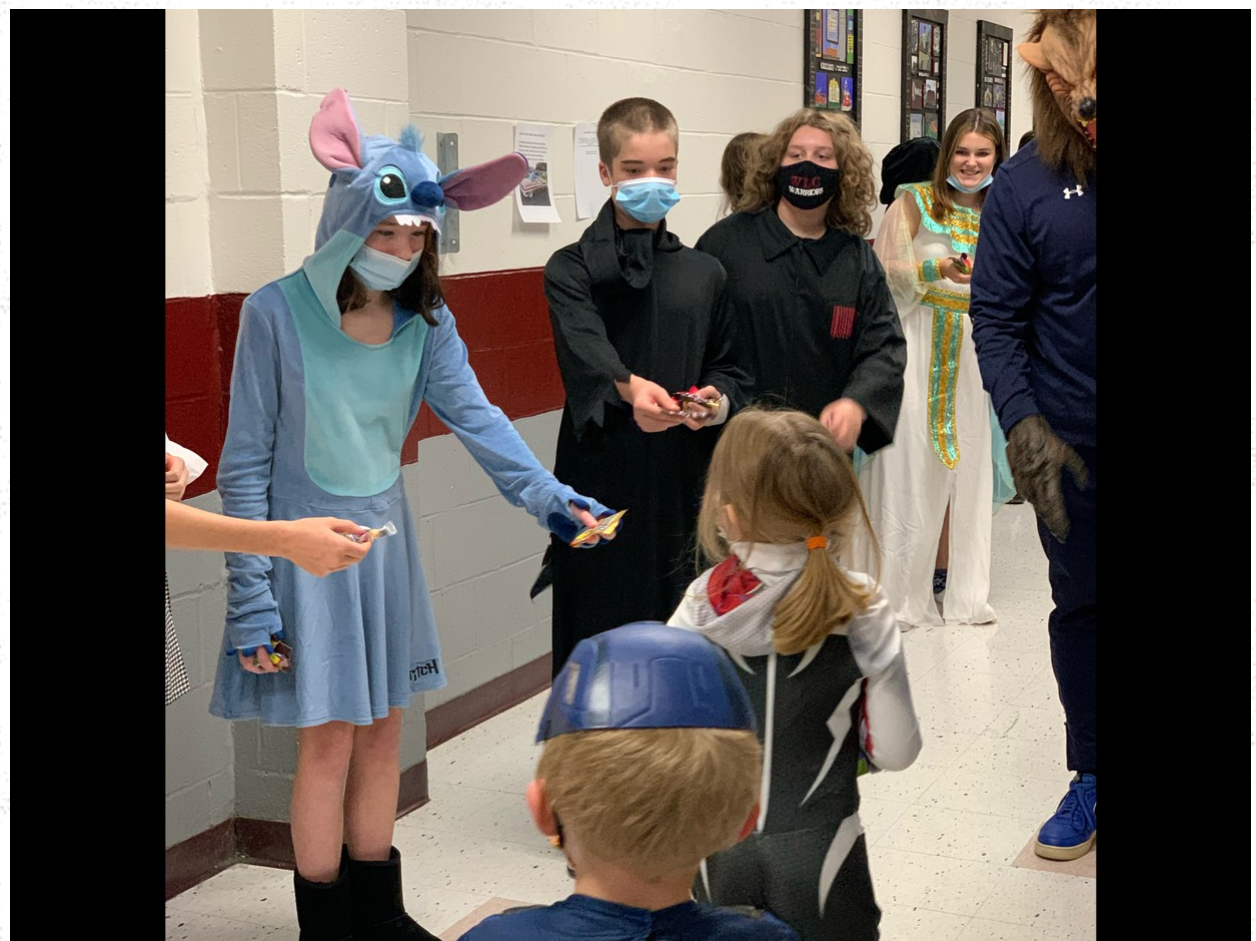
On October 27th, Richard Farrell spoke to WLC students in grades 8-12. Senior Ethan Smith introduced him. Ritchie shared his personal experiences with opioid addiction and warned of the worsening of the opioid epidemic in New Hampshire and the United States. "The world you are living in is harder than the one I faced." With stories of people he knew and places he has been, Farrell conveyed to the students the reality of the opioid crisis today. Richard Farrell is an author, filmmaker, WGA screenwriter, and motivational speaker.

## THANK YOU TO OFFICER MATT HOLLAND FOR HIS RED RIBBON WEEK PRESENTATION!

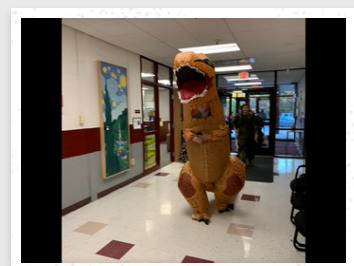
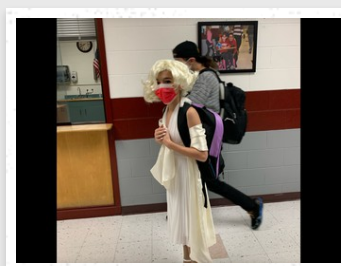
Officer Holland gave a presentation to the 6th and 7th grade on October 27th about the dangers of drugs and answered any questions the students had. We are so lucky to have such support at our schools from our Wilton Police Department!



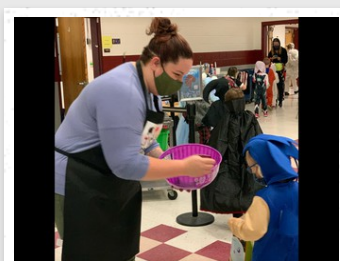
## HALLOWEEN FUN!



Mr. Weaver brought the students from LCS to trick or treat at WLC! Each classroom had candy to give out and it was a blast for all of us. Students, faculty, and staff dressed up in their costumes as well. It was a festive and fun day for all!







## YEARBOOK

Are you the parent of a senior? Show your support in the yearbook! Parents are welcome to buy ads to congratulate their students with pictures and messages. Please see the link below for pricing information and to purchase your ad! Contact Mary Beth Wiley or Alison Bowman any time for more information. Thank you for your support!

 **Search**

[www.jostens.com](http://www.jostens.com)

Wilton Lyndeborough Cooperative  
High School

20  
22

# PARENT ADS FOR 2022 CLASS YEARBOOK

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YEARBOOK BY SCANNING THIS  
QR CODE!



## JUNIOR CLASS FUNDRAISER

The Junior Class needs your help- please support the juniors by buying popcorn! Popcorn, candy, and other treats are all available. Proceeds from this online fundraiser will go towards prom and other class activities. Please click the link below or contact either Mrs. Wiley or Mrs. Schauer for more information!



Please help Raise Funds for WIL...

[poppinpopcornonline.com](http://poppinpopcornonline.com)

## PTO MEETING

### WHEN

**MONDAY, NOV. 8TH, 6PM**

### WHERE

**57 SCHOOL ROAD  
WILTON, NH**

### MORE INFORMATION

Meeting will be held in the library!

## VETERANS DAY CELEBRATION

### WHEN

**WEDNESDAY, NOV. 10TH, 9AM**

### WHERE

**57 SCHOOL ROAD  
WILTON, NH**

### MORE INFORMATION

Join us in the WLC gym for a celebration of our veterans! There will be a cafe with refreshments following the celebration for our community veterans and their families. We hope to see you there!

**VISIT THE WARRIOR SPIRIT ONLINE  
APPAREL STORE BELOW!**



WILTON-  
LYNDEBOROUGH  
COOPERATIVE MIDDLE  
HIGH SCHOOL



**WarriorsSpiritApparel.com**

[warriorsspiritapparel.spiritsale.com](http://warriorsspiritapparel.spiritsale.com)





# FRES School Board Report

## November 2021

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### Halloween Traditions

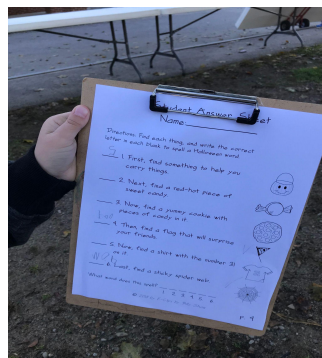
This year the Halloween parade was a huge success! Mr. Richard Putnam was our honorary parade marshal. Mr. Putnam is a well-known and loved member of the community. He arrived at FRES on the parade day with treats for all students and staff members. The sound of children welcoming Mr. Putnam when he was announced for the beginning procession from the gym was THUNDEROUS! He serves as such a role model for all those around him. Thank you Mr. Putnam, thank you.

Students and staff alike donned costumes and spent the day participating in a variety of learning activities and fun to celebrate Halloween. Mr. Buddy surprised everyone by arriving extra early to set up a few fun Halloween decorations.

Below are a few pictures of the fun we had on the day of the parade:



**Dressing Up**



**Halloween Scavenger Hunt**



**Flashlight Fun**

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Oh, so sweet



Astronaut Jonathan

## Extending and Enriching

### Chess Club

There are now nearly 30 students staying for our after school Chess Club. Students are having a great time learning and practicing the game. Other ideas for upcoming student enrichment activities are in the works, stay tuned. Next week Jessie Salisbury will come to FRES to do a story on the Chess Club.

### Roller Skating

Thank you to the LCS/FRES PTO for hosting a very well attended night of roller skating! The evening was split between younger elementary students and their older peers in third, fourth, and fifth grades. Thank you Ms. Kudlich for providing the music.





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## **First Quarter in the Books**

The first quarter ended on October 29, 2021. Teachers have been busy completing Learning Profiles and scheduling parent-teacher conferences. Conferences will be held on Thursday, November 4th. Teachers will work 12:30 - 7:50. We have conferences scheduled in a variety of ways to meet the needs of families. Currently we have in person conferences, virtual meetings, and a few phone conferences. Parents/guardians will meet with teachers to discuss their student's social, emotional, and academic growth relative to the first quarter of school.

## **Staffing**

We continue to look for Title 1 tutors. Mrs. Fowler has reposted the positions in hopes of the refresh attracting applicants. Mrs. Bemis and a consistent substitute have been providing Title 1 services. Mrs. Fuller, WIN Coordinator, has been covering a first grade classroom in the teacher's absence. Mrs. Cargill, Reading Specialist, continues to teach intervention groups, but has been pulled at times to cover classrooms when staff are out. I, too, have covered staff absences. At FRES it is an "all hands on deck" approach. I am grateful for the number of staff members who are always willing to cover.

## **Student Absences**

Student attendance is monitored very closely. Daily absence numbers have been averaging approximately 22 per day. This week, the number of COVID positive exposures has increased. We continue to offer on-line support for students who are missing school. To date, we have not had anyone sign into the virtual classroom for support. We will continue to alert families to the virtual classroom and maintain our staff schedule for covering that potential need.

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## Looking Ahead



This month the students and faculty of FRES will host a card making campaign and drive for care package items for our New Hampshire Veterans. All cards and care packages will be delivered to the Manchester VA and to Karen Blood who will then get them to a number of Veterans. It is important that children understand the meaning of Veterans Day and participate in giving back to those who have given so much for our freedom.

Respectfully submitted,

Kathleen Chenette

***Wilton-Lyndeborough Cooperative School District***  
***School Administrative Unit #63***

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

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Emily Stefanich, M.Ed  
District Curriculum Coordinator

**Curriculum Coordinator Report: November 9<sup>th</sup>, 2021**

**Curriculum**

**Aligning Competencies to Common Core State Standards, Curriculum and Assessment**

In October, I met with each grade level team at FRES to dive deeply into their math competencies. We reviewed the existing competencies that are on the report card, and compared those to Common Core State Standards, which is what students are assessed on for the New Hampshire State Assessment. Our goal was to ensure that the competencies we use are clear and accessible for all stakeholders (teachers, students, families, administrators, community members, etc.). Through this process, we were able to refresh the math competencies and ensure vertical continuity across the elementary program. We will continue this work in November as we continue our work with the math curriculum as we align our math scope and sequence to the competencies.

**Data & Assessment**

**Data Dive in Middle School**

I met with our middle school team twice in October using test scores from the spring state assessment, as well as the fall data we collected. As a team we deeply analyzed the scores and created an action plan as a middle school team, which included specific teaching practices in response to the data. All teachers and administrators left the meeting with clear action steps and resources to respond to the data effectively. The commitment and eagerness to adjust instruction to meet the needs of students was profound. I look forward to doing another round of data dives with the middle school team again in the winter and spring.

**Update on State Assessment Scores**

This week, Commissioner Edelblut shared with WMUR that preliminary state results are down in all three contents.

- Math Scores – state average overall dropped 10% (48% → 38%)
- Reading Scores – state average overall dropped 4% (56% → 52%)
- Science Scores – state average overall dropped 3% (40% → 37%)

These decreases align with what we saw across the district, and also show a statewide need in the area of math. He also mentioned the lower participation rate across the state (82% compared to typically above 90%). The state has not released more detailed information to the iPlatform system yet, but we expect more information in November, early December at the latest. As this is released, I hope to have more updated comparisons for our scores compared to the state averages, as well as a local comparison to surrounding towns.

**Proposed Shift from STAR360 to iReady**

As you will see in the proposed budget this year, we are proposing to move from STAR360 testing to iReady testing. In the district, we currently use STAR360 to conduct diagnostic testing on all students K-8 in reading and math. This data is then used to inform instruction, monitor student growth throughout the year, communicate with families, and help us shape practice as administrators. During our set-up of STAR this fall, we realized that there are many technical and usability challenges that this platform presents, especially given the significant cost the platform is for us as a district. In partnership, Jonathan



and I researched other testing platforms that would give us the same information aligned with the Common Core and our state testing system, but that would address the usability and technical challenges we experienced this year. I am including a table with our research below, as well as the benefits and risks associated with this switch.

*Comparison Table*

	<b>STAR Assessment</b>	<b>iReady Assessment</b>
<b>Parent Company</b>	Renaissance	Curriculum Associates
<b>Tests Available</b>	Early Literacy, Reading, Math	Reading, Math
<b>Aligned to CCSS</b>	Yes	Yes
<b>Connected to Power School</b>	No	Yes
<b>Cost per year</b>	\$9,780	\$9117 for first year, \$4617 for each subsequent year

*Benefits of Moving to iReady*

- iReady connects with PowerSchool and would allow us to easily create accounts, usernames and passwords for students. Currently, we manually enter each student's information into Renaissance without the ability to cycle from year to year without losing student information.
- iReady has the ability to have a Single Sign-on system to allow for easier logins for students. They also offer QR code sign-ins for younger students who may not have the ability to type in a password or remember a username. This would reduce teacher and adult support when administering the test in the younger grades.
- iReady offers Oral Reading Fluency passages for grades 1-6 which could eliminate additional teacher testing and provide a more holistic picture of a student's reading ability.
- iReady provides clear teacher action steps and instructional guidance based on test data with relevant resources that are available. This would support all students by providing not only intervention materials for teachers, but also extension and acceleration for students testing above the benchmark.
- iReady has its own instructional platform that we could explore in future years, which could eliminate some of the additional technology platforms we purchase. We did not explore this option for this year, and would explore only if the shift to iReady is successful for all stakeholders.

*Potential Challenges or Pitfalls of Moving to iReady*

- Moving to a new system is a potential challenge as we adapt to a new operating system. Since the test platforms and assessments are identical, this seems unlikely for students. During our first year, iReady requires training for teachers and administrators with understanding how to navigate the reports, how to use the data effectively and how to leverage the different features of the platform. This would ease the change and hopefully lead to a smooth transition.

I will provide printed sample reports from each to show the ease of use and improved readability for stakeholders at the school board meeting.

Based on this information, it is our recommendation that we move to iReady for the coming school year.

## Audio Upgrade System

Item	Description	qty	UNIT PRICE	TOTAL COST
Shure IntelliMix P300-IMX Audio Conferencing Processor	Shure P300-IMX Audio Conferencing Processor with intellimix AEC, 10-Input/4-output. Dante Domain Manager / Device Lock compatible. Versatile connectivity and powerful DSP for AV conferencing. Monitor and manage with SystemOn Audio Asset Management software. PoE+ powered eliminates the need for an outboard	1	1998	1998
Tascam ML-16D Bi-Directional 16-Channel Analog to Dante Converter	Dante focused interface for connection of external audio into or out of a Dante audio network 16 channel analog line input and 16 analog line outputs (48kHz/96kHz) using 4 D-Sub connectors Dual redundant Ethernet jacks which support both primary and secondary connections Up to 24 bit/96kHz quality LED display for signal level and overload per input/output channel	1	1899.99	1899.99
Tascam XLR to D-sub Input Adapter (BO-16DX/IN)	16 XLR input connectors on the front panel Dual D-Sub output connectors compliant with AES59-2012 on the rear panel Multiple rackmounting options Short unit depth allows free layout in the rack 1U Rackmount size; Rackmount screws included	1	299	299
Tascam TM-95GN Gooseneck Condenser Microphone	Perfect for podium or podcast, it uses a condenser microphone element known for capturing the subtle nuances of speech Features a lightweight diaphragm housed in a custom capsule to deliver incredible audio fidelity along with rejection of unwanted off-axis sound If phantom power isn't available, it can be also powered by dry battery Features two goosenecks between the microphone and its stand, allowing users to move the mic around freely and position it as needed Outputs sound via an XLR connector on the back of the mic stand, and comes with its own XLR cable for use straight out of the box The custom-fitted windscreen aids in avoiding unwanted plosives and sibilance in close mic applications	10	119	1190
JUXINICE DB25 Shielded Cable Male to Male Copper 26AWG Shield Cable D-SUB 25 Pin Serial Cable RS232 (3.3 feet 1M, Male to Male)	DB25 male to male shielded cable consists of 25C x 26AWG(11 x 0.12 tinned copper). The diameter of the colored core cable is 1.05mm. The outer diameter of the PVC cable is 8.0mm Foil shielding and 85% coverage braid soldered 360° to the connector shell all provide maximum resistance against harmful EMI/RFI DB25 male and female connectors adopt gold-plated 3U PIN, good contact, stable signal transmission, 25PIN connector salt spray time 48H DB25 cable adopts black PVC molded and injection molded shell, which eliminates heavy load strain and makes it strong and reliable 25 pin serial cable Cable used to connect computers and printers, industrial computers, CNC machine tools, automation machinery and other equipment,Suitable for printer PLC programming controller servo motor connection cable	2	10.99	21.98
Upgraded XLR Cable 25ft 10Pack, FURUI Nylon Braided XLR Male to Female Microphone Cable Heavy Duty Balanced XLR Cable Compatible with Preamps/Speaker Systems and More	<b>Lifetime Warranty】</b> Free Lifetime Replacement or 60 days Money-back Guarantee if quality issue, Please contact us without hesitation. 1, Find your order ID. 2, Click" Contact the seller". <b>【Upgraded 6N OFC】</b> The FURUI XLR conductor is made of 6N oxygen-free copper, audio transmission is more stable than 4N OFC, noiseless and high fidelity, without static/noise and popping/hum/crack. The internal structure of XLR cable is built in triple shielded, extremely resistant with EMI. Waterproof & UV-resistant PE Jacket for outdoor conditions. RoHS Compliant. <b>【Various Colors &amp; Nylon Braided】</b> This XLR female to male cable has 10 different colors can help you to easy track or match the correct ends of MIXER DMX LED lighting & microphones. Tested plug & unplug and bend for 10,000+ lifespan. The groove design on both sides makes the plug and unplug more comfortable. <b>【Premium XLR Alloy Connectors】</b> The material of the XLR connectors is made of alloy metal. It is more durable & Hard, providing both superior cable performance and reliable connectivity. Upgrade button to make pressing easier. <b>【Widely Compatibility】</b> FURUI various colors XLR cable is compatible with shotgun microphones, studio harmonizers, mixing boards, patch bays, preamps, speaker systems and the other devices with 3-pin XLR connectors and more.	1	108	108

## Audio Upgrade System

Jabra PanaCast and Table Stand Bundle – Includes 1 Intelligent Adjustable Field of View Panoramic-4K Conference Room Video Camera and 1 Table Stand to Use as a Free-Standing Unit – Easy to Use	<p>INCLUSIVE VIDEO CONFERENCE CAMERA – Jabra PanaCast is engineered to be the world’s first intelligent video conferencing camera. With three 13 MP cameras and real-time video stitching, users can choose between 90-, 120-, 140- and 180-degree field of view.</p> <p>INTELLIGENT VIDEO TECHNOLOGY – The adjustable field of view ensures a great video experience even with varying lighting conditions. Plus, the camera zoom adjusts automatically to include everyone in the conversation.</p> <p>JABRA PANACAST TABLE STAND – The PanaCast Table Stand enables the Jabra PanaCast to be used as a free-standing unit. The sleek, compact, design makes this stand the ideal accessory if your video conferencing camera needs to be used in multiple locations.</p> <p>EASY TO USE – The PanaCast features plug-and-play capability and securely connects to the table stand, so you can easily start your video call. Plug the Jabra PanaCast into your laptop or computer’s USB port and you’re ready to go. Includes USB-A cable.</p> <p>WIDELY COMPATIBLE – Whether you’re using this Jabra PanaCast bundle at the office, at home, or at the gym, it is certified for use with Microsoft Teams and compatible with Zoom and more so you can be confident your team can always connect.</p>	2	670	1340
Ubiquiti Networks USW-24-POE Gen 2 120W UniFi Managed Gigabit Layer 2 Ethernet Switch with SFP, 24x RJ45 Ports	<p>Total Number of Network Ports: 24</p> <p>Uplink Port: Yes</p> <p>Modular: Yes</p> <p>Port/Expansion Slot Details: 16 x Gigabit Ethernet PoE+</p> <p>Port/Expansion Slot Details: 8 x Gigabit Ethernet Network</p>	1	539	539
Gator Cases Pro Series Rotationally Molded 8U Rolling Rack Case with 19" Depth, Tow Handle & Recessed Wheels; Made in USA (G-PROR-8U-19)	<p>Heavy-duty rolling rack case made from indestructible root molded polyethylene plastic</p> <p>19" Rack able depth/ 8U rack size (14")</p> <p>Penn-welcome MOL recessed twist latches with Black powder coated finish</p> <p>Front and rear removable lids with molded-in, ergonomic side carry handles, retractable tow handle &amp; Recessed wheels</p> <p>Made in the USA from recycled plastic</p>	1	294.99	294.99
Shure URT2 Universal Rack Tray	mounting rack for equipment	1	28.94	28.94
StarTech.com 8 Outlet Horizontal 1U Rack Mount PDU Power Strip for Network Server Racks - Surge Protection - 120V/15A - with 6 Ft Power Cord (RKPW081915), Black	<p>Power and charge: This rack mount power strip provides an additional 8 NEMA 5-15 outlets (120V/15A) and features a 6 feet long cord so you can plug your devices in while leaving the rack mobile</p> <p>1U Rack design: Compatible with all 19 inches server racks 4 inches or deeper, this horizontal-mount power distribution unit fits many network racks and has an integrated 6 feet/1.8 meter power cord</p> <p>For the IT professional: This IT-grade rackmount PDU features a rugged steel chassis, LED indicators for ground and surge protection, and lets you control the power state with power and reset switches</p> <p>Protects your equipment: This rack mountable 8-outlet (120V) power strip features a built-in circuit breaker and reset switch, ensuring a dependable performance of your networking equipment</p>	1	58.91	58.91
Rockville RPG122K Dual 12" Powered Speakers, Bluetooth+Mic+Speaker Stands+Cables	<p>Rockville Power GIG RPG-122K (2) 12" DJ/PA Speakers. 1000 Watts Peak / 250 Watts RMS / 500 Watts Program Power. High Power 12" Long-throw Woofer with 2" aluminum voice coil for clear sound reproduction and awesome bass response.</p> <p>25mm Piezo Compression Horn Tweeter For Clear Highs.</p>	1	284.95	284.95
Audinate Dante AVIO – Analogue Output Adapter 2-Channel	<p>Two channels of balanced line level analog output</p> <p>Adjustable signal level: +18dBu / +4dBu / 0dBu / 0dBV /-10dBV (through Dante Controller)</p> <p>Frequency Response: 20Hz to 20kHz (-/+0.5dB)</p> <p>Impedance: 150 Ohm balanced, 75 Ohm unbalanced</p> <p>Powered through Class 1 802.3af PoE Switch or injector</p>	1	168	168
Audinate Dante AVIO – USB Adapter I/O 2-CH	<p>Powered through Class 1 802.3af PoE Switch or injector or USB</p> <p>Uses USB type A connector (Can use USB-on-the-Go compliant adapter for mobile devices)</p> <p>Supports 48kHz sample rate</p> <p>Class compliant audio device, does not require drivers for Windows, Mac, iOS or Android devices (versions 6 or higher)</p>	1	155	155
Intel NUC 8 Mainstream Kit NUC8I5INHJA Mini Business & Home & Gaming PC Desktop (Quad-Core i5-8265U, 8GB DDR4 RAM, 1TB HDD+ 16GB Optane)	COMPUTER to control the meetings	1	699.99	699.99
Radeon 540 2GB Graphics Type-C, Wi-Fi, Windows 10 Pro, IST cable	GOOGLE MEET CONVERTER makes the computer a google meet resource to be scheduled and self service for meeting.	1	902.02	902.02
Logitech 939-001950 10.1 in. Tap Controller with Cat5e Kit				
			<b>Total:</b>	<b>9988.77</b>



## DAF-4 – PROCUREMENT-ADDITIONAL PROVISIONS PERTINENT TO FOOD SERVICE PROGRAM

The following provisions shall be included in all cost reimbursable contracts for food services purchases, including contracts with cost reimbursable provisions, and in solicitation documents prepared to obtain offers for such contracts: (7 CFR Sec. 210.21, 215.14a, 220.16)

- A. **Mandatory Contract Clauses:** The following provisions shall be included in all cost reimbursable contracts for food services purchases, including contracts with cost reimbursable provisions, and in solicitation documents prepared to obtain offers for such contracts:
1. Allowable costs will be paid from the nonprofit school food service account to the contractor net of all discounts, rebates and other applicable credits accruing to or received by the contractor or any assignee under the contract, to the extent those credits are allocable to the allowable portion of the costs billed to the school food authority;
  2. The contractor must separately identify for each cost submitted for payment to the school food authority the amount of that cost that is allowable (can be paid from the nonprofit school food service account) and the amount that is unallowable (cannot be paid from the nonprofit school food service account); or
  3. The contractor must exclude all unallowable costs from its billing documents and certify that only allowable costs are submitted for payment and records have been established that maintain the visibility of unallowable costs, including directly associated costs in a manner suitable for contract cost determination and verification;
  4. The contractor's determination of its allowable costs must be made in compliance with the applicable departmental and program regulations and Office of Management and Budget cost circulars;
  5. The contractor must identify the amount of each discount, rebate and other applicable credit on bills and invoices presented to the school food authority for payment and individually identify the amount as a discount, rebate, or in the case of other applicable credits, the nature of the credit. If approved by the state agency, the school food authority may permit the contractor to report this information on a less frequent basis than monthly, but no less frequently than annually;
  6. The contractor must identify the method by which it will report discounts, rebates and other applicable credits allocable to the contract that are not reported prior to conclusion of the contract; and
  7. The contractor must maintain documentation of costs and discounts, rebates and other applicable credits, and must furnish such documentation upon request to the school food authority, the state agency, or the department.
- B. **Contracts with Food Service Management Companies:** Procedures for selecting and contracting with a food service management company shall comply with guidance provided by the NHDOE, including standard forms, procedures and timelines for solicitation, selection and approval of proposals and contracts.

**C. "Buy American" Requirement:**

Under the "Buy American" provision of the National School Lunch Act (the "NSLA"), school food authorities (SFAs) are required to purchase, to the maximum extent practicable, *domestic commodity or product*. As an SFA, the District is required to comply with the "Buy American" procurement standards set forth in 7 CFR Part 210.21(d) when purchasing commercial food products served in the school meals programs. This requirement applies whether the District is purchasing the products directly or when the products are purchased by third parties on the District's behalf (e.g., food service management companies, group purchasing cooperatives, shared purchasing, etc.).

Under the NSLA, "*domestic commodity or product*" is defined as an agricultural commodity or product that is produced or processed in the United States using "*substantial*" agricultural commodities that are produced in the United States. For purposes of the act, "*substantial*" means that over 51 percent of the final processed product consists of agricultural commodities that were grown domestically. Products from Guam, American Samoa, Virgin Islands, Puerto Rico, and the Northern Mariana Islands are allowable under this provision as territories of the United States.

1. Exceptions: The two main exceptions to the Buy American requirements are:
  - a) The product is not produced or manufactured in the U.S. in sufficient and reasonably available quantities of a satisfactory quality; or
  - b) Competitive bids reveal the costs of a U.S. product are significantly higher than the non-domestic product.
2. Steps to Comply with Buy American Requirements: In order to help assure that the District remains in compliance with the Buy American requirement, the Food Service Director, shall
  - a) Include a Buy American clause in all procurement documents (product specifications, bid solicitations, requests for proposals, purchase orders, etc.);
  - b) Monitor contractor performance;
  - c) Require suppliers to certify the origin of the product;
  - d) Examine product packaging for identification of the country of origin; and
  - e) Require suppliers to provide specific information about the percentage of U.S. content in food products from time to time.

***First Reading:*** October 26, 2021

***Second Reading:***

***Final Adoption:***

## **CBI - EVALUATION OF THE SUPERINTENDENT**

The Wilton-Lyndeborough Cooperative School Board shall annually evaluate the Superintendent based on written criteria as established by the Board in policy CBI-R. An additional informal written evaluation will be conducted mid-year. Through evaluation of the Superintendent, the Board shall:

1. Clarify for the Superintendent his/her role in the School system as seen by the Board.
2. Clarify for all Board members the role of the Superintendent in the light of his/her job description and the immediate priorities among his/her responsibilities as agreed upon by the Board and the Superintendent.
3. Assess the Superintendent's performance as it relates to the Superintendent's:
  - (a) Overall administration of district schools;
  - (b) Delivery of district instructional goals; and
  - (c) Relationship with the Board, staff and community.
4. Strive to develop harmonious working relationships between the Board and Superintendent.

The Board will provide the Superintendent with periodic opportunities to discuss Superintendent-Board relationships, and provide written comments to the SAU Board for evaluation for the performance of the Superintendent.

See Appendix: CBI-R

### ***Legal References:***

*N.H. Code of Administrative Rules, Section Ed303.01(k), Substantive Duties of School Boards, Superintendent of Evaluation*

***First Reading: September 14, 2010, October 26, 2021***

***Second Reading: October 12, 2010***

***Final Adoption: October 12, 2010***



## EVALUATION OF THE SUPERINTENDENT

The Wilton-Lyndeborough Cooperative School Board shall conduct a minimum of one (1) annual formal evaluation of the Superintendent.

Members of the Board will first evaluate the Superintendent independently, using a written form adopted by the Board for this purpose. The Board will convene to discuss the assessments and to prepare a composite evaluation. The composite evaluation will be discussed by the full Board and the Superintendent. The Board and the Superintendent will each retain a copy of the written evaluation report.

Evaluation of the Superintendent shall be conducted in such manner as to:

1. Provide positive and constructive feedback to the Superintendent that will support and promote the Superintendent's professional growth and development;
2. Help the Board evaluate its work in planning the educational program in this community; and
3. Strengthen the working relationship between the Board and the Superintendent by providing a comprehensive vehicle of communication.
4. Identify strengths and weaknesses of the Superintendent, and make appropriate recommendations.

*See Superintendent Evaluation Form*

-- Sample --

### SUPERINTENDENT EVALUATION FORM

Name of Superintendent \_\_\_\_\_ Date \_\_\_\_\_

All items rated with a "1" require additional explanation. The reverse side of the page may be used for explanations and additional comments.

3 - Commendable    2 - Meets Expectations    1 - Needs Improvement

#### ADMINISTRATION

3                      2                      1

1. Exerts strong educational leadership, develops a strong management team, and delegates responsibility.

2. Establishes and maintains a sound plan of organization and assignment of staff personnel which will provide the proper framework for accomplishing District objectives.

3. Fulfills the Board's goals and policies successfully.

4. Demonstrates skill in developing long-range planning activities based on program needs and enrollment projections.

5. Employs a team effort in analyzing, planning, implementing, and evaluating policies, programs, and personnel.

6. Implements procedures to carry out a continuous program of evaluation.

7. Recommends for employment personnel who have proper certification and skills for the position.

8. Organizes the roles and responsibilities of staff members so as to optimize their effectiveness and to encourage harmonious relationships among various segments of the school system.

9. Provides to the Board and the general public an organized and informative annual report of the state of the District.

10. Maintains liaison with state and federal legislators, as well as other outside agencies, in efforts to accomplish legislation needed for school improvement.

Rating for this Category

In the area of administration, what is the strongest asset?

---

### COMMENTS:

---

3 - Commendable      2 - Meets Expectations      1 - Needs Improvement

What specific area could be most improved?

---

### INSTRUCTION

3                      2                      1

1. Provides overall leadership in the development and implementation of a productive instructional delivery system.

2. Identifies and facilitates instruction and student achievement as the focal point of the School District.

3. Identifies instructional objectives in terms of students and implements programs to meet the diverse needs of students.

4. Capitalizes on the abilities and talents of the professional staff in curriculum development, implementation, and evaluation.

5. Provides to staff throughout the system the time for organization and the resources required to improve instruction.
6. Provides for continued monitoring and evaluation of instructional activities.
7. Promotes high academic expectations and standards for students.
8. Incorporates useful new ideas into the instruction program.
9. Maintains a working knowledge of current educational research, reports useful new concepts and shares that information with the Board.
10. Keeps the Board informed on the analysis, planning, implementation, and evaluation of instructional activities.
11. Keeps the community informed of the program of instruction and plans for improvement.

Rating for this Category

In the area of instruction what is the strongest asset?

COMMENTS:

3 - Commendable    2 - Meets Expectations    1 - Needs Improvement

What specific area could be most improved?

RELATIONSHIP WITH THE BOARD	3	2	1
1. Works with the Board in the areas of analyzing, planning, implementing and evaluating policies.			
2. Informs the Board on issues, operations, the instruction program, and needs of the school system.			
3. Informs the Board on educational activities at the state and national levels.			
4. Has an harmonious working relationship and maintains a professional relationship with members of the Board.			
5. Interprets and supports Board policy and decisions to the public and staff.			
6. Provides the Board members with reports and information which will enable them to sufficiently review the operations of the district.			



7. Gives constructive advice and guidance to the Board regarding possibilities for District improvement.
8. States his/her convictions in matters before the Board.
9. Utilizes the strengths of individual Board members and the Board itself in the decision-making process.
10. Offers professional advice to the Board on items requiring Board action, with appropriate recommendations based on thorough study and analysis.

Rating for this Category

In the area of Board relationship what is the strongest asset?

COMMENTS:

3 - Commendable    2 - Meets Expectations    1 - Needs Improvement

What specific area could be most improved?

RELATIONSHIP WITH THE STAFF	3	2	1
1. Includes the participation of faculty and staff in the establishment and the implementation of District-wide goals, objectives, and programs.			
2. Facilitates high standards of performance for all staff members.			
3. Facilitates evaluation of staff performance as required by state law and by Board policy.			
4. Facilitates two-way communication and interaction with staff.			
5. Promotes programs for staff growth and development.			
6. Strives to maintain positive morale by: a. minimizing arbitrary decision-making and favorites; b. giving fair and impartial treatment to all parties in a dispute; and c. giving recognition and appreciation for a job well done.			
7. Instills confidence and self-respect among staff.			
8. Meets and confers with employee groups representing the interests and directives of the Board.			

9. Communicates effectively the concerns of employee groups to the Board and Board responses to these concerns to employee groups.

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Rating for this Category

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In the area of staff relationship what is the strongest asset?

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**COMMENTS:**

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3 - Commendable      2 - Meets Expectations      1 - Needs Improvement

What specific area could be most improved?

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RELATIONSHIP WITH THE COMMUNITY	3	2	1
1. Facilitates communication within the community through an effective public information program based on the needs and successes of the district.			
2. Seeks meaningful community involvement in the establishment, implementation, and evaluation of district-wide goals, objectives, priorities, and programs.			
3. Develops and maintains a cooperative relationship with the news media.			
4. Establishes a procedure for studying and acting on complaints, criticisms, and concerns of individuals and/or community.			
5. Is actively involved in community arenas.			
6. Maintains a professional posture with other public officials and community leaders.			
7. Has the ability to face controversy and work effectively with it.			
8. Understands and responds to the unique and changing needs of the community.			
9. Accepts and solicits input from interested groups and individuals in the decision-making process.			

Rating for this Category

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In the area of community relationships what is the strongest asset?

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**COMMENTS:**

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3 - Commendable      2 - Meets Expectations      1 - Needs Improvement

What specific area could be most improved?

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**PERSONAL QUALITIES**

3                      2                      1

1. Sustains physical and mental health and appropriate energy to cope with the Superintendent's tasks.

2. Defends principle and conviction in the face of pressure and partisan influence, yet is able to compromise.

3. Maintains high standards of ethics, honesty, and integrity in all personal and professional matters.

4. Uses English effectively in dealing with staff members, the Board and the public.

5. Speaks well before large and small groups, expressing ideas in a logical and forthright manner.

6. Accepts and shares failure as well as success.

7. Is able to identify and discuss own strengths and weaknesses.

8. Welcomes questions and open discussion when presenting ideas.

9. Exercises good judgment and involves appropriate others in the decision-making process.

10. Maintains a balance of professional development by reading, attending conferences, working on professional committees, visiting other Districts and meeting with other Superintendents.

Rating for this Category

In the area of personal qualities what is the strongest asset?

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**COMMENTS:**

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3 - Commendable      2 - Meets Expectations      1 - Needs Improvement

What specific area could be most improved?

FINANCIAL	3	2	1
1. Keeps informed of the needs of the school program -- supplies, equipment, plant, and facilities.			
2. Assumes responsibility for overall financial planning for the District, including short-term priorities and long-range planning.			
3. Coordinates the preparation of the annual budget utilizing teacher and staff input; submits the budget to the Board for input and approval.			
4. Evaluates financial needs and makes timely recommendations for adequate funding.			
5. Determines that funds are spent and invested wisely; ensures that adequate controls and accounting are achieved.			
6. Provides leadership in solving major problems and achieving maximum utilization of resources.			
Rating for this Category			
In the area of finances, what is the strongest asset?			

COMMENTS:

3 - Commendable	2 - Meets Expectations	1 - Needs Improvement
What specific area could be most improved?		
Signed:		
Chairman of the Board	Superintendent	
Date:		



*See Policy CBI*

***First Reading:*** September 14, 2010, October 26, 2021

***Second Reading:*** October 12, 2010

***Final Adoption:*** October 12, 2010

**WILTON-LYNDEBOROUGH COOPERATIVE  
SCHOOL BOARD MEETING  
Tuesday, October 26, 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, Brianne Lavallee, Jonathan Vanderhoof (attended budget co. mtg.), Jim Kofalt, Dennis Golding, and Paul White, Participating online: Charlie Post*

*Superintendent Peter Weaver, Business Administrator Kristie LaPlante, Principals Sarah Edmunds and 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 6:30pm.

**II. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

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

Present: *Jeff Jones, Leslie Browne, Christine Tiedemann, Lisa Post (online), Adam Lavallee, Caitlin Maki, and Bill Ryan*

The joint session started at 6:34pm.

**a. FY2022-2023**

**i. LCS, FRES, MS/HS**

Superintendent provided an overview of the LCS budget showing a reduction of \$7,146. Decrease in replacement furniture of almost \$3,000. The nurse contracted services was moved into the substitute line where he and Ms. LaPlante feel it is better represented; a dollar will be left as a placeholder. General supplies were reduced by about 50%. He thanked Ms. LeBlanc for helping to facilitate the budget discussion in the school and find areas for savings. He confirms LCS is in a good place in regard to replacement furniture; we do not need chairs or shelving but are looking for weather secured, locking storage for outside and move away from the metal storage inside the school for things like athletic equipment and outside activity needs. He spoke of wanting to address the LCS facility and taking a serious look at the maintenance needs as it stood out at community day. There is a concern of rotting wood, window-casing needs painting, cocking is in bad shape around the windows and water could possibly start leaking in. Painting is needed and would help but the wood needs to be pulled and replaced with the back of the building in worse shape than the front. He suggest to have the next facilities meeting at LCS and do a walkthrough taking a hard look at the building and see if it can be supported through the CIP. A question was raised regarding the budget and if there is a need for 2 double locking narcotics cabinets. He will double check on this; he does not believe there is a need for 2.

Principal Chenette expressed this is her first budget here and thanked the educators and administrative assistant for being cautious but diligent on what is needed and wanted. Overall, the budget is showing a decrease of \$5,938. She gave an overview highlighting not a big increase in general supplies; budgeting an average of about \$100 per student (for 232 students) as they feel there is enough supply in the building. They are trying to create a different way of storing supplies and having a handle on what is being asked for and needed with one person managing this. Books and other printed materials is up slightly, one big reason is due to decodable text for reading as these are critical reading materials that early and struggling readers need and there is simply none at FRES. Regarding Project Lead the Way, we are ready to move to the next units, she tried to create a budget in a way that looks across 3-4 years in terms of PD and supplies. Classroom libraries is increased in the 3<sup>rd</sup> grade; this will slowly increase over the next couple of years. New equipment includes "sensory hallways" which is a series of organized pathways that kids can use to do self-regulating. Use can be extended from 2-3 years to up to 4-5 years if put down before the floors are waxed. Replacement equipment is down considerably because there was quite a bit budgeted for this year and

57 moving forward she would like new chairs for the 1<sup>st</sup> grade that are more size appropriate and would like more  
58 flexible seating throughout the classrooms. She spoke of new proposal to develop an instructional leadership team  
59 having a representative for specials, SPED and each grade level. It is a team that monitors and really keeps track of  
60 the growth plan, school action plan and achievement. It is the kind of collaboration needed to have significant impact  
61 in her opinion. She would like to do this in lieu of the head teacher stipend; a collection of folks would have this  
62 responsibility instead of one or two individuals. She believes part of her job is to grow leaders. She spoke of a  
63 significant increase in travel for conferences and has priced out what she typically would do, one national and one  
64 state conference; the \$2,700 requested doesn't quite cover all of it but it gets close and includes airfare, registration  
65 etc. Most other lines are either static or show a decrease. Questions were raised regarding the leadership team and it  
66 was noted that the head teacher stipend is included in the CBA. She is aware of this and knows it would not just  
67 happen she would advocate for it. It was noted a team of 8 seems like a large number. She responds that it can be  
68 less; the idea is to increase collaboration so all members have a representative on the team and disperse sharing of the  
69 responsibilities. They will meet twice a month initially and eventually just once a month; there are other tasks they  
70 will be doing such as meeting with the IMPACT team, and instruction and growth. They maintain databases and  
71 develop IMPACT agendas; helping their team to be sure they are on track. A question was raised if the curriculum  
72 stipend (given last year) is still happening. She heard that it was gone because a curriculum coordinator was hired. A  
73 question was raised regarding in-house academic testing which shows 0 expense in FY 21, it is budgeted in years FY  
74 22 and proposed in FY 23 for \$5,938. She noted that is really dedicated to STAR 360 and believes Ms. Stefanich and  
75 Mr. Bouley are working to be sure this is budgeted in the right spot. Additional discussion was had regarding the  
76 leadership team and looking to understand what the objective and desired outcome of having that team is. Principal  
77 Chenette expressed the purpose is to monitor our action plan for improvement and to ensure the outcomes we set for  
78 goals are achieved relative to student achievement. A question was raised how that falls outside the standard duties  
79 that teachers would perform, isn't monitoring academic activity and progress part of what teachers do today.  
80 Principal Chenette added that it is really about collaborative understanding and teachers leaders rising, supporting  
81 each other, growing professionally, and providing the best instruction as possible. She can provide the research she  
82 has in supporting it. It was noted this is being asked to better understand it not necessarily not supporting it. A  
83 question was raised regarding tuition reimbursement showing last year was \$5,000 over budget, where do we stand  
84 and are we going to pass the \$6,000 budgeted this year and if so should we budget more for next year. Principal  
85 Chenette spoke that this is specific to course work and if we hit the \$6,000 budgeted we would not spend more. As  
86 far as budgeting, if the school board supported more funds for this she could adjust her thinking. It was noted that  
87 this line is broken up through each school, is part of the CBA and is a placeholder. Principal Chenette notes that if  
88 FRES were getting close to that number, we would look to see what the whole amount looks like across all the  
89 schools. This year so far they have spent \$1,888.

91 Principal Edmunds expressed she is happy to be here presenting her first budget. She thanked Linda Draper for her  
92 council and amazing work helping throughout the process; she could not have done it without her or the teachers and  
93 staff who worked closely at what they needed. The budget overall is an increase of \$8,327, 2.98%. She notes the  
94 biggest increase is \$5,000 to help with a yearly HS DC trip or something similar. This year they are trying to do the  
95 DC trip without any funding and will do fund raising. She spoke of this being important for kids to spend time with  
96 friends and learning outside of the school, it does not cover it all but will help. She expressed contracted services is  
97 for field maintenance; she has no control over this line. A question was raised if it went out to bid. Superintendent  
98 responded this contract was executed prior to their starting, signed in June of this year. It is the same company who  
99 has done the field work before and is not sure if went out to bid or not. Mr. Erb spoke that this is a limited business,  
100 it is local and highly recommended by the person who did the field before he was here. Mr. Ryan added he also  
101 worked for Souhegan and did several years there. Principal Edmunds notes there is an increase of \$1,550 to the  
102 robotics program which the school board asked to put funds toward. She worked with teacher, Andrew Tyler on this.  
103 Under general supplies, she is asking for "Big Ideas" math for grades 6, 7, and 8, which is an increase of \$1,910.  
104 Looking at scores and moving on the action plan for math, she thought this was a good increase. Purchased services  
105 is funding for counseling office for guest speakers such as red ribbon week, safety before the prom etc., an increase  
106 of \$1,125. We had this before but not in a while and need to get back to doing this. We have many parents asking for  
107 these types of programs, they are important. Books and other printed materials is an increase of \$951 to build back  
108 up the books in the library. Funding for this has been low in the past, students have been asking for different books  
109 and the librarian is trying to keep what they like and keep them reading. There is a line for a stipend in the MS and  
110 HS of \$250 each for a substitute coordinator. This has been done on someone's own time, own cell phone, early in  
111 the AM or late in the PM without compensation. Those were the increases and focused mainly on math and trying to  
112 add a sense of normalcy during the day and provide co-curricular activities. As far as decreases, the van is paid for;  
113 there is a \$2,000 decrease in CTE program. Although we are still pushing and promoting but being frugal as we don't

114 have much interest. Questions were raised regarding this including was it a certain course. Principal Edmunds  
115 responded no just in general. A question was raised what districts we contract with. She responded Mascenic,  
116 Milford, ConVal (firefighting program is not running) and this is all we are currently sending students to. It was  
117 asked what courses are offered. She responded video production, some automotive but will get back to the Board  
118 with an exact answer. She does not believe carpentry is but if there were interest, we would want to send them.  
119 Firefighting is going through Don Nourse at Wilton Fire Department. She explained some students know these  
120 programs exist; Ms. Kovaliv gets the information to parents and speaks of it at Step-Up Night, it is part of the  
121 program of studies. Some students approach us and if we see real promise in something, we may ask the student  
122 about it. A brief discussion was had regarding the courses. Superintendent Weaver spoke that he thinks the last 2  
123 years has made CTE programs less desirable; they didn't have classes but we had classes and this year there seems to  
124 just be less interest. There is an opportunity and a critical need for some of these programs. He doesn't understand  
125 why and we need to do a better job to get the here to promote their programs. There are success stories and kids  
126 come out with a skill set that is instantly marketable. A question was raised what percentage of our students end up in  
127 a 4 year college, is it a higher percentage going to a 2 year and if it is, wouldn't it make more sense to focus more on  
128 that as it may serve our population a little better. Superintendent spoke about how it has changed over the years and  
129 the need to market this and get kids who are interested to get out there. Kids can get internships or go to a 2-year  
130 college; he would like to grow this but does believe it is reasonable to decrease it by \$2,000. It was noted another  
131 idea is that there are healthcare buildings in the area that a lot of times run programs. We had another student get her  
132 LNA on her own last year while in school; if the person works there, sometimes it is paid for and they host the kids  
133 coming in. A question was raised if there is a look to bring some of that in-house. Superintendent spoke of early  
134 childhood education and perhaps partnering with a daycare to get kids taking classes and using the center as a lab  
135 base making this a win, win. They take what they learn in class and apply it in the lab and the daycare gets labor at  
136 some level supporting the kids. It does not have to be a big program but it is about developing that partnership. A  
137 question was raised if we can offer allied health classes or contract with someone for LNA classes. We could have  
138 kids finish with a diploma and certification and then they could decide how they want to continue in the field. Some  
139 can work at the age of 18. Thinking of these ideas that are doable but cost effective is something we could possibly  
140 do locally and not have to send our kids to another district. A question was raised regarding the library books and  
141 weren't we on a 3 year plan to build that back up. Principal Edmunds spoke that her understanding from Ms. Draper  
142 is that it went from a larger number to a smaller and smaller number in the past couple of years and has remained  
143 small. She does not believe we are on a replacement plan currently. A question was raised regarding the storage  
144 container. Principal Edmunds explained this is for athletics storage outside; we have sheds that are not holding the  
145 equipment well. It was noted Mark Bausha believes the sheds can still be utilized and taken care of and you don't  
146 need another box out there. Superintendent spoke that the price has increased since something happened with the  
147 supply ships and cost has gone up to \$8,000 for one. Mr. Erb spoke the container will last for years and is the only  
148 way to keep rodents and everything out. They usually would cost about \$3,600 but we can't get them right now. We  
149 can rent one but it is cheaper to buy it. We may be able to get one next summer perhaps. It was noted that they will  
150 not be available for a long time, there is a container order back up and will last probably until at least 2023. Principal  
151 Edmunds confirmed it is to store equipment not uniforms. A question was raised about purchased services, looking at  
152 actual 2021, (COVID years); what is it used for as both years we were under budget, this year it is over even what we  
153 budgeted last year. Principal Edmunds responded it is to pay for officials and "Family ID" which is a way for the  
154 nurse and athletic director to work together, it's a computer program allowing parents to put in information such as  
155 impact testing and that is part of the increase. Police coverage is needed at each basketball game. Officials are  
156 included in this and get meager earnings but we do pay them and the increase you are seeing is for that Family ID  
157 program. It is annual she believes but will need to check. A question was raised why this is not under technology  
158 services. She will check on this. Ms. LaPlante spoke regarding library books, in FY 18 \$9,900 was budgeted  
159 combined, in FY 19 and FY 20 \$4,000, FY 21 \$2,000 last year was \$3,000 and looking for \$4,730 this year.  
160 Superintendent spoke that the services costs are not things within our control they just keep going up. It was asked to  
161 itemize those costs in purchased services for both MS and HS. It was also noted both of those years were impacted  
162 by COVID. Ms. LaPlante confirmed the nurse contracted services is now being budgeted under the substitute line for  
163 each school. A question was raised if there is fund raising for uniforms. It was noted there was some fund raising  
164 done for MS baseball uniforms through the PTO it is believed. Principal Edmunds confirmed Big Ideas math is an  
165 every year purchase, there are times we try to have students off line giving some resemblance of this is my work, my  
166 portfolio; teachers were asking for it. It was noted MS students can be less engaged in online work. This allows them  
167 to go back and analyze the errors.

## 168 ii. Curriculum

169 Ms. Stefanich spoke that since the first draft, they have trimmed \$5,000. She gave an overview including seeing a  
170 need for math and early literacy support and which was identified as goals and most of her budget reflects that. There



are increases in MS and HS curriculum development. The same is for FRES and LCS including money for curriculum development. We are asking for \$10,000 at FRES for numbers training. She and Principal Chenette worked together to pilot K-2<sup>nd</sup> grade theory and background and classroom classification. It is not program specific and any curriculum can be used going forward; we will expand it once it is successful past the 2<sup>nd</sup> grade. Principal Chenette added those modules are very specific and we are finding are areas of need in increasing teacher training. Ms. Stefanich noted she and Principal Chenette took training in responsive classroom, which is \$21,000, and we now have it in-house and a few others like Project Lead the Way that Principal Chenette is working on and will bring it back to the district. We will improve culture and community with Bill Preble and in math, improve instructional practices. It was suggested if successful, perhaps a parent night could be offered to teach parents how to assist their children with math homework. This is some feedback that has been given from parents even at the 4<sup>th</sup> and 5<sup>th</sup> grade level it can be hard to understand. Principal Chenette spoke that the intervention team is creating a series of videos that will be put out over time as a way to build that library and a way to share. A question was asked what are the actual programs Ms. Stefanich is looking for, what is the background behind it. Ms. Stefanich explained it is numbers training called Voyager Sopras; they will do 2-4 days training onsite. They come in to teach theory, knowledge and some other skills and progression over grades, instructional practices that build skills. Principal Chenette spoke that she will train in LETRS, and will do that delivery in-house. Ms. Stefanich confirms it is an estimate of cost and an increase of \$7,000 even though \$4,000 was removed for a stipend for Responsive Classroom. She and Principal Chenette will do that facilitating, it is for them to come in and train teachers. She explained what Responsive Classroom is, it is based in Amherst, Mass a national program for social emotional and it is the way we operate in the building not just in the classroom. It is classroom management. She confirmed she had training in Responsive Classroom with her prior school.

#### **b. YTD Reports**

Ms. LaPlante apologized that she intended to attach the Year to Date (YTD) Report in the email that went out. This report is from July 1-September 30. We are having issues with the way employees are allocated and that is why this report doesn't include any wages or benefits as it will be misleading. She wanted to give an idea of why it appears we are over budget but we are really not. She wanted to give more information than not enough. She will send it out electronically. A question was raised how many more of these lines will we see for funds for COVID not properly budgeted. She notes it's a great question and is working with Mr. Bouley on this. He has to price out some things and make sure we are not having duplicated programs. She will try to have that for the next meeting.

#### **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.

There was no public comment.

*A MOTION was made by Ms. Tiedemann and SECONDED by Mr. Lavalley to adjourn the Budget Committee joint session at 7:37pm.*

*Voting: all aye; motion carried unanimously.*

Mr. Vanderhoof joined the Budget Committee to continue their meeting.

#### **V. ADJUSTMENTS TO THE AGENDA**

A request was made to add a nonpublic session for personal matters. Superintendent added a second need for nonpublic personnel matter.

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

#### **VI. BOARD CORRESPONDENCE**

##### **a. Reports**

##### **i. Business Administrator's Report**

Ms. LaPlante spoke of appreciating the Board's understanding that things are coming out a day or 2 late and not because she disrespects their intentions but wants them accurate. She asked for any questions on reporting she can also be emailed with questions.

## **ii. Director of Student Support Services Report**

Mr. Pratt spoke regarding the data provided, there had been a question about "move ins" previously. He reports, there were 24 students who joined us from other districts prek-12, they are kids that moved in, in the same time period 16 kids left us leaving a net of 8. It didn't put any undue stress on any programs. He apologized for it taking so long and anticipated the data to look different. He is looking at the increase of students entering RISE and whether current programming sustains or do we need to do something different; he hopes to share that information soon. The bigger piece is the increase in students needing behavior health and need for expanding programs; we are getting to the point with the number of out of district students and the number who access our mental health clinicians, we may need to begin to think about these things. We will look at where we are and are, programs around us, and the ability to do it and can we pull from other districts. There is a lack of a lot of programing for kids who need out of district in NH. That will be a second analysis that is highlighted, as he gets ready for his budget presentation. A question was raised if he is seeing more IEP's with behavior plans. Mr. Pratt responded yes, seeing more with counseling services and looking for support from paraprofessionals and ABA therapists, which is increasing. He is not sure if it is a function of something we have gone through and there is a need to delve deeper. A question was raised if he has an idea of what he may or may not need. He responded kids do better when they are in their own district mostly. Will we have the capacity to provide that type of program; it is a small district, there will be cost associated. He wants to be able to see how we would do it and not break the bank. A question was raised how we are doing with having contracted out for testing and managing the IEP demands in regard to the counseling part without having our own mental health professional. He responded that it is working well; we were able to sustain that figure he believes. There may be some benefit line items this year with part time school psychologist and a licensed social worker that we have. Anytime we bring someone in to do counseling, it is different. It has been great; seeing some kids live, some online, it has really worked out well. We are evaluating if it is enough right now and it is covering our needs and see some overlap of the social worker seeing some regular education kids as well.

## **iii. Director of Technology's Report**

Mr. Bouley gave an overview of his report, which included a lot of screen breakages this year, and he passed out an example of one of the cases he purchased for the MS, which was where much of this was occurring. He is happy with them and they are less expensive than some looked at and feels they will meet our need. So far, none have been returned with broken screens that have a case. He spoke of the number of new help tickets being down from 98 from the previous 30 days, hovering around 80 open tickets. He has been working on replacing old projectors and broken Promethean Boards with new line interactive boards. One was present to view, fully interactive 75-inch screens, student interaction and captures data. We have 4 purchased for this year and came in after 6 months. One will go to FRES for the RISE program as they do not have anything and was purchased from a grant that Mr. Pratt got us. He spoke of Superintendent Weaver getting 1100 Chromebooks through the United Way from Nashua High; they wanted someone to upgrade them to send out to different schools or families. We helped with this by sending our intern, and in return got to 60 Chromebooks, our intern got their community service requirement filled. We will continue to work on that partnership as things may come up in the future. The Chromebooks are good for another year but will be great for spares and for the library cart; we are happy to work with them and they were happy to receive our help. We are starting to wrap up the InformaCast project which was another contract signed prior to his coming here. It replaces Copsync for emergency notification and will do more than just call the police; it will send alerts, paging and pre-recorded email messages and can be tied into all systems. He and Superintendent Weaver took a trip to Hollis/Brookline School District and had a demo of their conference room set up, they gave us a lot of information of what was successful and was not. He built a preliminary budget and right now is just under \$10,000. It is not cheap, some of the things he wanted to do he could not because of the expense. It will accommodate mics, in-house speakers; there will be a 5-week delay on shipping he believes, as there are a lot of people doing the same thing. Expenses have also increased. He believes it can be done within the amount the Board gave as guidance. He has a basic list of what is needed and made it as portable as possible so it can be brought from site to site as needed and is not tied into any subscription-based service. It was noted the "new line board" is great, it is not attached to a wall and gives so much more flexibility for teachers and more user friendly it appears. Mr. Bouley noted it is also \$400 cheaper. It was asked that a proposal be brought to the next board meeting for the media system. He was asked to provide more information on Copsync. Mr. Bouley spoke that it was cancelled previously and one of the issues was the laptops are moved from room to room and because it is on the laptop it can put out the wrong location like the LCS and it was supposed to be from FRES. Appreciation was expressed for getting the 60 Chromebooks and sending the intern who got the community service. Mr. Bouley expressed he would like to continue the program

280 having an intern and will work on a selection process, what the qualifiers will be and what does it mean for us. Good  
281 job was also noted for getting the help tickets down.

## 282 **b. Letters/Information**

### 283 **i. Enrollment**

284 Superintendent reviewed enrollment is at 571 for fall enrollment. It has been stable with not much change. It was  
285 questioned if there was an issue with the 10<sup>th</sup> grade as it dropped 4 students from the first day. He spoke that he is not  
286 aware of any issue or a rush to leave the district. Parents could have decided to go with VLACS possibly. He spoke  
287 of discussing this when we talk about salaries and there being a concern at the bubbles in the elementary school;  
288 looking to see if staffing meets the expectation of students ratios and will probably do this next month to see if we  
289 need to increase staff there and possibly reduce somewhere else.

## 290 **VII. ACTION ITEMS**

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

292 *A MOTION was made by Ms. Lavallee and SECONDED by Mr. Golding to approve the minutes of October 12, 2021*  
293 *as amended.*

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

295 *A MOTION was made by Mr. White and SECONDED by Ms. Lavallee to approve the nonpublic minutes of October*  
296 *12, 2021 as written.*

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

### 298 **b. Request for Funds from Building/Equipment & Roadway Capital Reserve**

299 Superintendent reviewed we have an invoice for the roof work that has come due in the amount of \$67,056 to Prime  
300 Roofing Corp. We are requesting the equal amount to be withdrawn from the capital reserve account.

301 *A MOTION was made by Ms. Lavallee and SECONDED by Mr. White to authorize the release of \$67,046 from the*  
302 *Building/Equipment and Roadway Capital Reserve for repairs to the roof.*

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

## 304 **VIII. POLICIES-1<sup>st</sup> Read**

### 305 **i. DAF-4 Procurement-Additional Provisions Pertinent to Food Service Program**

306 Ms. Lavallee reported the Policy Committee reviewed this and took time to match it with what was suggested by  
307 NHSBA and it is up to date. We noticed the NHSBA had put all the DAF policies together as one and this district did  
308 not do that and there are still some additional we need to look at. This one is ready for review and to be adopted. It  
309 will return officially for a 2<sup>nd</sup> reading without changes.

### 310 **ii. CBI-Evaluation of the Superintendent**

### 311 **iii. CBI-R- Evaluation of the Superintendent**

312 Ms. Lavallee reported both policies had changes to align them with the principal evaluation. When we have a new  
313 Superintendent, we will evaluate them twice a year for 3 years so we give the very important feedback mid-year if  
314 they need to work on anything and give positive reinforcement for things we like. She hopes to have a meeting in  
315 December with the Board to discuss the evaluation and invite the Superintendent in January for the first evaluation.  
316 To clarify, meet in December as a Board and discuss it with the Superintendent in January. In December if the Board  
317 agrees on what we want to include, hold the meeting with the Superintendent with just the Board Chair and Vice  
318 Chair and not the full Board. After 3 years, it would move to an annual review but it is the Board's prerogative if we  
319 want to meet more than once. She confirmed it would work the same with an interim Superintendent. It was  
320 discussed if the words "first three years should be removed. This will be amended. It was noted when you are doing  
321 the check-in there should be no surprises for either parties. It was agreed the policy does not need to go back to the  
322 Policy Committee for rewording. On last page, the sentence "New Superintendents will be evaluated at least twice in  
323 writing for each of the first three years of their employment" will be removed. Language will be added to include,  
324 annually the Board will complete the 9-page evaluation form and in the winter will have a separate written  
325 evaluation. Ms. Lavallee will work with Ms. Fowler to provide final language and this will be brought back for a 2<sup>nd</sup>  
326 reading. She noted learning that years ago the Board had spoken of reworking the form but it did not happen. She  
327 questions if the Board wanted to look at that. The Policy Committee did discuss this but given the extensive amount  
328 of policies that have legal requirements we felt it was not appropriate to put efforts into the evaluation form when  
329 there was a higher need. Mr. Vanderhoof joined the group at 8:16pm. It was suggested in policy CBI-R to change on  
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334  
335

last page, signature part from “President of the Board” to “Chairman of the Board”. This change will be made. All policies considered to have official the 1<sup>st</sup> reading tonight and will return for a 2<sup>nd</sup> reading.

## **IX.COMMITTEE REPORTS**

### **i. Finance Committee**

Mr. Kofalt reported the committee met last Wednesday, they looked at the YTD expenses without salaries. They made a couple of comments regarding the format and he had asked if the budget was a total year budget column or a YTD budget column. It was confirmed it is a total YTD budget column. As those reports start to happen we may want to tweak the standard format a little, we talked about that and the procurement policy. Between the previous meeting and this one, Ms. Lavalley discovered that in fact the procurement policy had been adopted, just not available at the audit or not presented at that time. In any case, it was a load off the plate. There are some other policies that needed to be done and the Finance Committee will take that as a delegated task from the Policy Committee and will review other procurement policies.

### **ii. Policy Committee**

Ms. Lavalley reported we had a lengthy meeting the other day. In attending the webinar and getting information from the NHSBA and going through our policies, she found that the amount of work going into this is even more extensive than she thought last month. They made it through most of what they wanted and will continue to look at more. She took the time to meet with Ms. Fowler and go over what has happened with the committee over the years. There had been a change in how it was dealt with and the School Board informed the SAU that we were supposed to manage the policies from a School Board perspective but there was a little lack of follow through in getting legal updates. She found that out because of Mr. Kofalt’s comment that back in 2017, we were supposed to adopt policy IGE to bring in compliance with parental objection and that was not done. We will work through the identified policies and work from there. She will try to obtain the old presentations from last year and moving forward this will be a multi-year process. The committee will meet in November to finalize policies discussed in the last meeting and probably in December, a number of policies will need to be looked at for review and start the adoption process.

### **iii. Nurse Committee**

Mr. Post reported the committee met yesterday. They were able to meet in a small group and met for an hour and a half. Some wanted to meet as public and were unable to. We were better able to address the issue but it is complex. The committee walked through the process and components. They identified the problem and it is different than he assumed. It will be discuss it in nonpublic later. We have a good solution but won’t solve the problem until the pandemic is over but believes it is a good solution for moving forward. Additional discussion will be had.

## **X. BOARD BUDGET DISCUSSION**

The issue of stipends was brought up. There was discussion last year when there were people working on curriculum related things. It makes sense for a district to pay stipends under certain circumstances. Stipends were brought up a few times during the budget discussion and there is a fuzzy line between job duties and extra work. It is unclear how a leadership meeting constitutes an over and above. It is suggested to have a review and list of all stipends being paid in the district and what they are for. Superintendent will have this for the next meeting. Happiness was expressed to see replacement uniforms and the HS trip in the budget. It was noted that during the budget discussion, tuition reimbursement was mentioned and that is all CBA related and the overall number is \$20,000 and is not specifically assigned to one school. A question was raised if there is a reason why we cannot have it in one single line item. Ms. LaPlante responded we break it out for DOE reporting and is broken out by school. A question was raised for more information regarding what the “Other Information-Resources” line (database for student research) is this for, how it is used and which students are using this, and are there class assignments that require this. Superintendent will find out and report back. A question was raised regarding lines 4 and 7 (WLC budget) music and robotics, why are they on 2 different lines. Ms. LaPlante believes that is likely an error created by copying and pasting and on lines 5 and 6. She will look at this and correct it. It was suggested when someone is proposing a new software program that it would be nice to have it as a resource to look at, perhaps have a link available to see a demo such as with the sports one discussed tonight. It was agreed and it would be nice to have this for the public as well to get the information.

## **XI.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.

There was no public comment.



392 **XII. SCHOOL BOARD MEMBER COMMENTS**

393 Mr. Golding reported he enjoyed being allowed to attend the Wilton-Lyndeborough film this week. There were  
394 things he didn't know and it was excellent! He appreciates the Historical Society and Ms. Mortvedt for handing out  
395 the tickets.

396  
397 Mr. Vanderhoof spoke regarding the Delegate Assembly that was 2 weeks ago. They passed all the continuing  
398 resolutions; number 7 was edited quite a bit. They passed new resolution 10 and 12 and the minutes are now  
399 available. Our resolution did not get a 2<sup>nd</sup> therefore there was no discussion. He had asked the amount of dues paid  
400 that goes to the National School Board Association from the NHSBA that is \$21,660. He has additional information  
401 available about finances etc. He thanked the group for a well-organized budget presentation and it was very well  
402 done. It was a breath of fresh air.

403  
404 Ms. Lavallee spoke that she believes the budget was easy to follow this year and had a harder time last year. She  
405 thanked the staff, and spoke of taking the time to come in the buildings; she helped in preschool which was amazing,  
406 she enjoyed coming into the kitchen at WLC handing out ice cream and peeked in classrooms. She thanked the staff  
407 and kids for being welcoming and it was great to see teachers in action and especially the excitement of the little  
408 ones.

409  
410 Mr. White echoed the others regarding the budget. It was great, keeping it clear and concise; it is nice to see it going  
411 in the right direction.

412  
413 Mr. Kofalt spoke of one minor note pertaining to the agenda. It listed a generic description of the "request for funds  
414 from the capital reserve", it is helpful to have a one-paragraph memo that explains what it is about, and some  
415 background on it so that the members can look into it if they have questions. He notes in this case, it is a nonissue but  
416 it is nice to have some background on every agenda item.

417  
418 Chairman LoVerme thanked everyone for putting the budget presentations together. He thanked everyone and  
419 especially the school nurses with the COVID cases. He thanked everyone for the work that has been done on that,  
420 and voiced appreciation for administration, staff, teachers and the school board.

421  
422 **XIII. NON-PUBLIC SESSION RSA 91-A: 3 II (A) (C)**

423 *A MOTION was made by Mr. White and SECONDED by Mr. Kofalt to enter Non-Public Session to discuss*  
424 *personnel matters RSA 91-A: 3 II (A) (C) at 8:36pm.*

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

426  
427 **RETURN TO PUBLIC SESSION**

428 The Board entered public session at 9:53pm.

429  
430 *A MOTION was made by Mr. Kofalt and SECONDED by Mr. Post to allocate \$3,000 to be paid from ESSER funds*  
431 *for a 90 day stipend for school nurse or nurses to acknowledge the additional work she is doing outside of normal*  
432 *responsibilities.*

433 *Voting: via roll call vote, five ayes; one nay from Mr. Vanderhoof, one abstention from Chairman LoVerme, motion*  
434 *carried.*

435  
436 *A MOTION was made to seal the non-public session minutes by Mr. White and SECONDED by Mr. Post.*

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

438  
439 **XIV. ADJOURNMENT**

440 *A MOTION was made by Mr. White and SECONDED by Mr. Golding to adjourn the Board meeting at 9:54pm.*

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

442  
443 *Respectfully submitted,*

444 *Kristina Fowler*

445