

Public Notice of Meeting
WILTON-LYNDEBOROUGH COOPERATIVE
SCHOOL BOARD MEETING
Tuesday, April 18, 2023
Wilton-Lyndeborough Cooperative M/H School
6:30 p.m.

Videoconferencing: meet.google.com/rvi-ojfx-wfu

Audio: [+1 424-262-7922](tel:+14242627922) PIN: 591 852 440#

All videoconferencing options may be subject to modifications. Please check www.sau63.org for the latest information.

- I. CALL TO ORDER-Dennis Golding-Chair**
- II. PLEDGE OF ALLEGIANCE**
- III. STUDENT ACKNOWLEDGEMENT – ROBOTICS**
- IV. ADJUSTMENTS TO THE AGENDA**
- V. BOARD CORRESPONDENCE**
 - a. Reports**
 - i. Business Administrator’s Report
 - ii. Director of Student Support Services Report
 - iii. Director of Technology’s Report
- VI. 7:00PM JOINT BOARD & BUDGET COMMITTEE SESSION**
- VII. 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.
- VIII. YTD REPORTING**
- IX. DATES FOR SCHOOL BOARD WORKSHOPS**
- X. SCHOOL VANDELISM**
- XI. POLICIES**
 - a. 1st READ**
 - i. BEDH-Public Participation at Board Meetings
 - ii. EHAA-Computer Security, E-mail and Internet Communications
 - b. Withdrawals**
 - i. GBEC-Drug-Free Workplace/Drug-Free Schools
 - ii. GBEF-R-Acceptable Internet Use Procedures-Staff
- XII. ACTION ITEMS**
 - a. Approve Minutes of Previous Meeting**
- XIII. COMMITTEE REPORTS**
 - i. Facilities
- 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
- ii. Student Matter
- iii. Personnel Matter

XVII. ADJOURNMENT

INFORMATION: Next School Board Meeting-May 9, 6:30 PM at WLC

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

Wilton-Lyndeborough Cooperative School District

School Administrative Unit #63

192 Forest Road Lyndeborough, NH 03082

603-732-9227

Peter Weaver
Superintendent of Schools

Ned Pratt
Director of Student Support Services

Kristie LaPlante
Business Administrator

BUSINESS ADMINISTRATOR REPORT

April 18, 2023

I want to thank the voters of the District who came to the District Meeting on March 11, 2023, and voiced their concerns while supporting the Budget we created.

WLC Kitchen - At the District Meeting, statements were made that the kitchen and food at WLC were not safe. I would like to respectfully counter the statements that the food is not safe. Our kitchen staff are required to participate in trainings to ensure the safety in the storage, preparation, and serving of food to our students. While it is true that the equipment in the kitchen is deficient, that has in no way impacted the safety of the food.

As I reported to the School Board on April 4th and the Facilities Committee on April 10th, we are replacing the six-burner stove with a four-burner countertop stove, replacing the double door oven in kind, and adding a flat top griddle in the kitchen over April vacation. Made possible with two generous donations from Adam Lavallee and TechTransport, this project will cost the District approximately \$5,000. Once complete the next item to be replaced in the kitchen will be the Dishwasher unit.

Financials - Later in this meeting we will review the Year to Date expenditures from the FY23 Budget. Throughout the fiscal year I evaluate all purchase requests to ensure they meet the intent of the Budget and work with Administrators to ensure purchases continue to align with the budget and student needs. With the support of the previous Finance Committee, I have restricted the use of Blanket Purchase Orders and I no longer issue Purchase Orders for purchases several months out. These two practices allow for more responsible spending. At this point in the school year the bulk of purchasing is complete and open Purchase Orders reflect actual need.

Building Repairs & Maintenance - On March 31st, Superintendent Weaver and I met with our Facilities Director to discuss projects approved by voters and develop a timeline for projects to be started and completed. In addition to his Department's regular maintenance activities and summer projects in all three buildings, over the next eight months Buddy will be completing or coordinating the following projects:

- WLC
 - Tennis Court repairs
 - B-Wing Bathroom renovations
 - Repairs to the track and access road to the upper fields
 - Brush removal along School Road and the entrance to WLC property
 - Art Room renovation (shelving, faucets, plumbing)
 - New FOB entry system and entry door replacements (SAFE grant)
 - Safety improvements in science room (chemical shower, drains, faucets)
 - Boiler replacements
 - Roof work
 - Replace gym windows

- Delivery of two athletic storage containers
- Replace motor for gym dividers
- Coordinate gym floor sanding (insurance claim)
- LCS
 - Roof repair (scheduled to be completed over April vacation)
 - LCS siding repairs (need School Board final approval and project needs to be completed by June 30 because of funding source)
 - Replace entry and basement doors (SAFE grant)
 - New FOB entry system (SAFE grant)
 - Replace heating elements

While some of these projects individually may seem insignificant, the planning and coordination for these projects requires a lot of legwork.

Vandalism – At the Board’s request, the following is a summary of the financial impact of vandalism at WLC since September 1, 2021 (\$13,200):

- Three wall-mount toilets (original to the building) were broken in the boy’s bathroom: \$3,000
- Kicked/damaged toilet flushers and sink hardware in the boy’s hallway bathroom: \$2,000
- Replaced four bathroom doors that were kicked in - \$1,400
- Snake six toilets to remove objects (rolls of toilet paper, pencils, Frisbees, Chromebook charger, etc.) - \$2,500
- Replace two exit/emergency lights damaged by students - \$300
- Graffiti mitigation - \$1,500 (\$100 in materials, \$1,400 in labor)
- Facilities Staff time to evaluate the damage, fix, or attempt to fix - \$2,500

Wilton-Lyndeborough Cooperative School District
School Administrative Unit #63

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

Peter Weaver
Superintendent of Schools

Ned Pratt
Director of Student Support Services

Kristie LaPlante
Business Administrator

Director of Student Support Services Report
April 2023

At a past board meeting, we discussed the establishment of a resource program for students who may be having short or long term mental health issues. This month, we present the framework for an elementary school mental health resource center. This proposed program was vetted by our district and school administration as well as our counselors and special education staff throughout the district. We are unanimous in our support for this program.

The FRES mental health resource center will be a place for all students to access if their school day is being affected by mental health issues. The center will be staffed by a school social worker and para-educator. The center will work in concert with the FRES school counselor, FRES administration, BCBA and special education staff to provide a safe program for students who need to work outside the classroom and/or need immediate short term and long term counseling assistance. The center will also be a place for students to complete their classwork while they are away from their classroom.

Once again, this will not be just a general education or special education program. Rather, it is a place for all students to access if needed. We have discussed how our building climates have changed over the years. Unfortunately, the loss of direct face to face contact with each other during Covid has heightened not only the mental health needs of more students, but also has required all of us to work hard to help our students understand and participate appropriately in any kind of school activity.

It is not anticipated that any additional funding will be necessary to start this program. Funding for this program will be from an out of district tuition that will not be used as we will be bringing the student back to our district next year. We will reinvest the money in the hiring of a contracted service social worker.

While we are excited to get started with this program in the fall of 2023, there are still many steps to climb before this program becomes a reality. Additionally, while we had planned for a similar program at the middle/high school next year, we will need to push that one out another year as the funding is not available in next year's budget nor are there out of district tuitions that may be used to offset the cost of an additional social worker.

I look forward to sharing the progress of this planned program in my June Board Report and will be ready to answer any questions that you may have at the April 18th meeting.

Technology Director

192 Forest Road Lyndeborough, NH 03082

603-732-9336

March/April 2023 SAU63 Technology Report

Nicholas Buroker

Director of Technology



Figure 1 February/March



Figure 2 Last 30 days

Support:

In March, we had 71 new tickets created, a decrease of 17 tickets from the previous 30 days, and we are sitting at just 8 open tickets. The average close time is up to just over 9 days. Staying under 10 open tickets and an average closure time of under seven days are my goals for support. I attribute the closure time increasing to the fact of completing several projects over break that had been waiting months.

In the last 30 days, we had 86 new tickets created, an increase of 16 tickets from the previous 30 days, and we are sitting at just 8 open tickets. The average close time is up to just over 6 days.

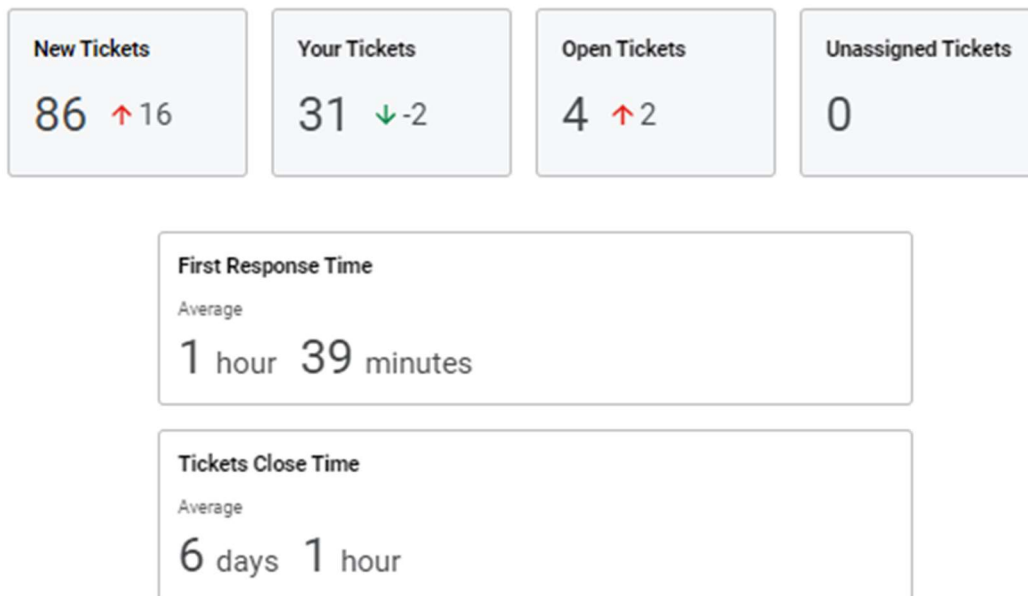
Updates:

The IT department's new intern has jumped in with both feet. Besides the mundane day to day tasks, they have stood up an FTP server (in their first week with zero experience) and assisted in the overhaul of the sound system.

The new firewall installation was completed over break, however we have not yet cut over to it as a bug was discovered in the configuration that we believe we have resolved but are still testing to confirm. Along with that in an effort to lean forward we are going to be completing the switch replacements during the preventative maintenance inspections.

The TDS fiber cutover of the POTS lines was completed without incident or outage.

Figure 3 Monthly stats



Projects:

Thanks to the board giving us a waiver, we are proceeding with the Radio overhaul and camera system upgrade funded through the SAFE grants. Peter, Kristie and I have a meeting immediately after this report is due, with the goal be better command and control capabilities during an emergency.

Due to the cost of the camera and radio projects it was deemed necessary to go out for RFP. I am currently writing one up to accomplish our goals for a hardened interschool communication and surveillance system. It is my intention to have the request for proposals to be completed by the board meeting where I deliver this report.

At the request of the Spanish teacher, I have written a chrome extension to hide the translation widget in google searches. This was the first real piece of software I have written for SAU 63. My hope is that the extension serves as an essay into JavaScript, which will pay dividends in future projects.

One of those future projects is Curriculum coordinator website. The backend of the Curriculum coordinator website is complete and the site is up. Although it is obfuscated from search as the data entry has yet to be completed. As I have very little experience with JavaScript, this was an interesting project for me. Given the dynamic nature of the curriculum, I am looking into ways of automating the data entry. The goal being a complete list of all curriculum materials for all classes that is searchable allowing for greater transparency while being easy to use.

BEDH – PUBLIC PARTICIPATION AT BOARD MEETINGS

See also **BEDB**, KE, KEB

The primary purpose of Wilton-Lyndeborough Cooperative School Board meetings is to conduct the business of the Board as it relates to school policies, programs and operations. The Board encourages residents to attend Board meetings so that they may become acquainted with the operation and programs of the schools. All official meetings of the Board shall be open to the press and public. However, the Board reserves the right to meet and to adjourn or recess a meeting at any time. The Board also reserves the right to enter non-public session at any time, in accordance with the provisions RSA 91-A:3.

In order to assure that persons who wish to appear before the Board may be heard and, at the same time, it may conduct its meetings properly and efficiently, the Board adopts as policy the following procedures and rules pertaining to public participation at Board meetings:

1. **Members of the public shall not speak unless recognized by the Board Chair or other person presiding over the meeting.**

2. The Board will provide a minimum ~~maximum~~ of **30 minutes** ~~fifteen (15)~~ minutes **and a maximum of 45** minutes to hear public comments at the beginning of each regular board meeting and an additional fifteen (15) minutes prior to any scheduled non-public session. This may be extended by a majority vote of the board. **If insufficient speakers remain to fill the 30 minutes, the Board will close public comment.**

3. Individual speakers will be allotted three (3) minutes per person. Speakers may not relinquish allotted time to another speaker. For specific meetings and/or specific agenda items, the Board may at the outset of the public comment period increase the individual time limit for all speakers **(but may not decrease the aggregate time below 30 minutes).**

3. The Chair will recognize speakers on a first come basis.

4. In order to comply with RSA 91-A:2 II, speakers shall identify themselves clearly for the record.

5. Members of the public shall limit comments only to those items appearing on the agenda. The Board will not entertain comments that do not appear on the agenda. The only exception shall be comments which address matters discussed by the Board at its last public meeting which were not on that meeting's agenda but were discussed by the Board under "New Business". Requests to address the board on specific matters (i.e. a request to have a matter placed on the agenda) should be presented to the Superintendent no less than seven (7) days prior to the next Board meeting and must set forth specifics on the subject to be addressed. The determination whether to place the matter on the agenda will be made consistent with policy BEDB. 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 Superintendent in accord with the processes set forth in School Board Policies KE and KEB.

6. Any comments that do not adhere to the above, or which disrupt the official business of the Board may be ruled out of order by the Chair. Repeated disruption may result in the individual being asked to leave the meeting. Obscene speech, comments of threatening, or other unprotected speech will not be tolerated.

7. The Board Chair may terminate the speaker's privilege of address if the speaker does not follow the above rules of order. Repeated violations may result in the intervention of law enforcement, with potential for criminal charges.

Persons appearing before the Board are reminded that members of the Board are without authority to act independently as individuals in official matters. Thus, in most instances, any board response will be deferred pending future consideration by the full Board. With the aim of maintain focus on the issues in discussion, it is desired that all speakers strive to adhere to ordinary norms of decorum and civility.

Legal Reference:

RSA 91-A:2, Meetings Open to Public

RSA 91-A:3, Non-Public Sessions

First Reading: September 14, 2010

Second Reading: October 12, 2010

Final Adoption: October 12, 2010

Reviewed: April 30, 2019; May 14, 2019

Revised:

EHAA - COMPUTER SECURITY, E-MAIL AND INTERNET COMMUNICATIONS

Category: Priority/Required by Law

The Wilton Lyndeborough Cooperative School District has established this policy with regard to access and disclosure of electronic data composed, stored, sent, or received by employees using the District computer system. This policy is designed to protect the safety and security of the District's computer systems including e-mail and Internet use.

The District intends to enforce the rules set forth below and reserves the right to change these rules at any time.

1. The computer hardware system, software and e-mail system are owned by the District, and all messages or data composed, stored, sent, or received using the system are and remain the private property of the District. They are not the property of the employee.
2. The computer and e-mail system is to be used for business purposes only. Personal business is unauthorized and should not be conducted on the system.
3. The electronic mail system may not be used to solicit or proselytize for commercial ventures, religious or political causes, outside organizations, or other non-job related solicitations.
4. The District prohibits discriminatory, harassing, or offensive materials in any form of media. Among those which are considered offensive are any messages which contain sexual implications, racial slurs, gender-specific comments, or any other comments that offensively address someone's age, sexual orientation, religious or political beliefs, national origin, or disability.
5. The electronic mail system shall not be used to send (upload) or receive (download) copyrighted materials, trade secrets, proprietary financial information, or similar materials without prior authorization.
6. The District reserves, and intends to exercise **if necessary** without prior notice, the right to read, review, audit, intercept, access or disclose any and all information on an employee's **district issued** computer system or messages created, received or sent over the electronic mail system for any purpose, even if coded or passworded.
7. The confidentiality of any message or data should not be assumed. Even when a message is erased, it is still possible to retrieve and read that message. The use of passwords for security does not guarantee confidentiality, or that the District will not retrieve it. ~~All passwords must be disclosed to the computer administrator.~~
- ~~8. Any communications created, sent, or retrieved using e-mail may be read by individuals other than the intended recipient.~~
8. Notwithstanding the District's right to retrieve and monitor any e-mail messages, such messages should be treated as confidential by other employees and accessed only by the intended recipient. Employees are not authorized to retrieve or read any e-mail that is not

sent to them. Any exception to this policy must receive prior approval by the Superintendent.

9. Any employee who violates this policy or uses the computer system or electronic mail system for improper purposes shall be subject to discipline up to and including discharge.

10. The District has the authority to terminate or limit access to any program at any time.

~~12. Personal disks cannot be used on the system unless pre-authorized by the computer-coordinator.~~

11. The District will take all necessary measures to maintain student privacy relative to the District's website, online information and storage of student personally identifiable information, as required by state and federal law.

Legal References:

RSA 189:68-a, Student Online Personal Information

RSA 194:3-d, School District Computer Networks

First Reading: September 14, 2010

Second Reading: October 12, 2010

Final Adoption: October 12, 2010

Revision:

FOR WITHDRAWAL

GBEC - DRUG-FREE WORKPLACE/DRUG-FREE SCHOOLS

Category: Priority/Required By Law

See also ADB, ADC, GBED, JICG, & JICH

The Wilton-Lyndeborough Cooperative School District will provide a drug-free workplace in accordance with the Drug-Free Schools and Communities Act of 1988 and Amendments of 1989 and the Drug-free workplace requirements for Federal contractors, 41 U.S.C. §701. In compliance with these requirements, the District will:

1. Notify all employees, in writing, that the unlawful manufacture, distribution, dispensation, possession, or use of illicit drugs and alcohol is prohibited in the District's workplace and that any violation is subject to disciplinary action. Notification will be accomplished by distribution of this policy to all employees.
2. Provide a drug-free awareness program to inform employees about:
 - a. The dangers of illicit drugs in the workplace;
 - b. The District's policy of maintaining a drug-free workplace;
 - c. Available drug and alcohol counseling, rehabilitation, and employee assistance and/or re-entry programs; and
 - d. The penalty/penalties that may be imposed on employees for drug and alcohol violations occurring in the workplace.
3. Notify employees that, as a condition of employment in the District, they will agree to and abide by the terms of the policy, and will notify the District of any drug statute conviction resulting from workplace conduct within five days of the conviction.
4. Establish the following as grounds for disciplinary action:
 - a. Working under the influence of alcohol or illegal drugs, no matter where consumed.
 - b. Having an unsealed container of alcohol or consuming alcohol on School property. (Any employee who finds any type of container of alcohol on School property should report it to the administration as soon as possible.)
 - c. Possessing or distributing controlled substances on School property.
5. Alert the local law enforcement agency of suspected violations of the policy.
6. Take any of the following disciplinary actions (either alone or in combination) regarding an employee who is in violation of the policy:
 - a. Suspension
 - b. Termination of employment
 - c. Satisfactory participation in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state or local health or law enforcement, or

other appropriate agency.

7. Make a good faith effort to continue to maintain a drug-free workplace through implementation of all the provisions of this policy. In so doing, the District will conduct a biennial review of its programs to determine their effectiveness and to ensure that the disciplinary sanctions are consistently enforced and changes are implemented, if needed.

Legal References:

RSA 193-B, Drug Free School Zones

41 USC Section 701 Et. seq., Drug-free workplace requirements for Federal grant recipients

Public Law 101-226, Drug-Free Schools and Communities Act Amendments of 1989

Revised: September 28, 2011

Revised: October 11, 2011

Revised: October 11, 2011

For Withdrawal

GBEF-R

ACCEPTABLE INTERNET USE PROCEDURES - STAFF

Purpose

The purpose of the Acceptable Use Procedures is to provide the procedures, rules, guidelines, and the code of conduct for the use of technology and the Internet.

Definition

The definition of "information networks" is any configuration of hardware and software which connects users. The network includes, but is not limited to, all of the computer hardware, operating system software, application software, stored text and data files. This includes electronic mail, local databases, externally accessed databases, CD-ROM, recorded magnetic or optical media, clip art, digital images, digitized information, communications technologies, and new technologies as they become available. Stand-alone workstations are also governed by this acceptable use procedure.

The School District Services

The Wilton-Lyndeborough Cooperative School District provides resources for teaching and learning, communication services, and business data services by maintaining access to local, regional, national, and international sources of information. The School District information resources will be used by members of the school community with respect for the public trust through which they have been provided and in accordance with policy and regulations established by the School District. These procedures do not attempt to articulate all required for proscribed behavior by its users.

Successful operation of the network requires that all users conduct themselves in a responsible, decent, ethical and polite manner while using the network. The user is ultimately responsible for his/her actions in accessing network services.

Guidelines

1. Access to the networks and to the information technology environment within the District is a privilege and must be treated as such by all users of the network and its associated systems.
2. Information networks will be used for the purposes of research, education, and school-related business and operations.
3. Any system which requires password access or for which the District requires an account, such as the Internet, will only be used by the authorized user. Account owners are ultimately responsible for all activity under their accounts.
4. The resources of the District are limited. All users must exercise prudence in the shared use of this resource.

Unacceptable Use

The Wilton-Lyndeborough Cooperative School District has the right to take disciplinary action, remove computer and networking privileges and/or take legal action, for any activity

characterized as unethical and unacceptable. Unacceptable use activities constitute, but are not limited to, any activity through which any user:

1. Violates such matters as institutional or third-party copyright, license agreements or other contracts. The unauthorized use of and/or copying of software is illegal.
2. Interferes with or disrupts other network users, services or equipment. Disruptions include, but are not limited to: distribution of unsolicited advertising, propagation of computer worms or viruses, distributing quantities of information that overwhelm the system, and/or using a District network to make unauthorized entry into any other resource accessible via the network.
3. Seeks to gain or gains unauthorized access to information resources.
4. Uses or knowingly allows another to use any computer or computer system to devise or execute a scheme to defraud or to obtain money, property, services, or other things of value by false pretenses, promises, or representations.
5. Destroys, alters, dismantles or otherwise interferes with the integrity of computer based information and/or information resources.
6. Invades the privacy of individuals or entities.
7. Uses the network for commercial or political activity.
8. Installs unauthorized software for use on District computers.
9. Uses a network to access inappropriate materials.
10. Submits, publishes or displays any defamatory, inaccurate, racially offensive, abusive, obscene, profane, sexually oriented, or threatening materials or messages either publicly or privately.
11. Uses a District network for illegal harassing, vandalizing, inappropriate or obscene purposes, or in support of such activities.

School District Rights

The District reserves the right to:

1. Monitor all activity. Notwithstanding any related laws, staff members have no expectation of privacy regarding their use on the school district computer network.
2. Make determinations on whether specific uses of a network are consistent with these acceptable use procedures.
3. Log network use and monitor storage disk space utilization by users.
4. Determine what is appropriate use.
5. Remove a user's access to the network at any time it is determined that the user engaged in unauthorized activity or violated these acceptable use procedures.
6. Cooperate fully with any investigation concerning or relating to the District's network activity.

School District Internet Code of Conduct

Use of the Internet by students and staff of the District shall be in support of education and research that is consistent with the mission of the District. Internet use is limited to those persons who have been issued District-approved accounts. Use will be in accordance with the District's Acceptable Use Procedures and this Code of Conduct. Users are expected to abide by the following terms and conditions:

1. Protect their Internet log from others.
2. Respect the privacy of other users. Do not use other users' passwords.
3. Be ethical and courteous. Do not send hate, harassing or obscene mail, discriminatory remarks, or demonstrate other antisocial behaviors.
4. Maintain the integrity of files and data. Do not modify or copy files/data of other users without their consent.
5. Treat information created by others as the private property of the creator. Respect copyrights.
6. Use any network in a way that does not disrupt its use by others.
7. Do not destroy, modify or abuse the hardware or software in any way.
8. Do not develop or pass on programs that harass other users or infiltrate a computer or computing system and/or damage the software components of a computer or computing system, such as viruses, worms, "chain" messages, etc.
9. Do not use the Internet to access or process pornographic or otherwise inappropriate material.
10. Do not use the Internet for commercial purposes.

The District reserves the right to remove a user's account if it is determined that the user is engaged in unauthorized activity or is violating this code of conduct.

School District Internet Access Release Form

As a condition of my right to use the School District network resources, including access to the Internet, staff members understand and agree to the following:

1. To abide by the District Acceptable Use Procedures and Code of Conduct.
2. That District administrators and designated staff have the right to review, edit and/or delete any material stored on District computers, which they believe, in their sole discretion, may be unlawful, obscene, abusive, or otherwise objectionable. Staff members hereby waive any right of privacy which they may otherwise have to such material.
3. That the School District will not be liable for any direct or indirect, incidental, or consequential damages due to information gained and/or obtained via use of the District's network resources.
4. That the School District does not warrant that the functions of any District network, or

any network accessible through District resources, will meet any specific requirements you may have, or that the network resources will be error-free or uninterrupted.

5. That the School District shall not be liable for any direct or indirect, incidental, or consequential damages (including lost data or information) sustained or incurred in connection with the use, operation, or inability to use District networks and resources.

6. That the use of the District network(s), including access to public networks, is a privilege which may be revoked by network administrators at any time for violation of the Acceptable Use Procedures and Code of Conduct. The School District will be the sole arbiter(s) of what constitutes violation of the Acceptable Use Procedures or Code of Conduct.

7. In consideration for the privilege of using the School District network resources and in consideration for having access to the public networks, I hereby release the School District, its operators, and any institutions with which they are affiliated from any and all claims and damages of any nature arising from my use, or inability to use, the District network resources.

Name of User/Staff Member: _____

Home phone: _____

School of Employment: _____

Position of Employment: _____

I hereby certify that I have read the Acceptable Use Policy and Procedures; that I fully understand their terms and conditions; and that I will abide by the terms conditions set forth in those document.

Signature of User/Staff Member: _____

Date: _____

Signature of Building Principal: _____

Date: _____

See Policy GBEF

First Reading: October 26, 2011

Second Reading: November 8, 2011

Final Adoption: November 8, 2011

**WILTON-LYNDEBOROUGH COOPERATIVE
SCHOOL BOARD MEETING
Tuesday, April 4, 2023
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, Dennis Golding, Matt Mannarino, Tiffany Cloutier-Cabral, Darlene Anzalone, Geoffrey Allen, Diane Foss, Jonathan Lavoie, and school board student representatives Hannah Hamilton and Grayson Riendeau*

Superintendent Peter Weaver, Business Administrator Kristie LaPlante, Principal Sarah Edmunds and Associate Principal Bridgette Fuller, Assistant Principal Katie Gosselin, Director of Student Support Services Ned Pratt, Technology Director Nicholas Buroker and Clerk Kristina Fowler

I. CALL TO ORDER

Superintendent Weaver called the meeting to order at 6:30pm.

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

III. ELECTIONS/APPOINTMENTS

a. Elections

i. School Board Chair

Superintendent asked for nominations for chair. Mr. Allen was nominated by Ms. Anzalone and Mr. Golding was nominated by Mr. Mannarino. Superintendent asked Mr. Allen to speak as to why he wants to serve as Chairman. Mr. Allen voiced appreciation for the nomination however declined. Mr. Golding spoke to his nomination. He appreciates the nomination and wants to see if we can bring everyone back together and operate better than the last. He would like to get the schools back on track where they need to be.

*Superintendent asked for a vote, all in favor of Mr. Golding as School Board Chairman.
Voting: eight ayes; one abstention from Mr. LoVerme, motion carried.*

Superintendent turned the meeting over to Chair Golding.

ii. School Board Vice Chair

Chair Golding asked for nominations for vice chair. Ms. Foss nominated Ms. Lavallee.

*Chair Golding asked for a vote, all in favor of Ms. Lavallee as School Board Vice Chair.
Voting: eight ayes; one abstention from Mr. LoVerme, motion carried.*

b. Appointments

i. Committees

A list of current committee members was provided and reviewed.

Budget Committee Liaison

Ms. Cynthia Foss will serve on this committee.

Facilities Committee

Ms. Anzalone, Mr. Allen and Ms. Cloutier-Cabral will serve on this committee. Mr. Golding may phase in later if Ms. Cloutier-Cabral steps down.

A brief discussion was had if there are 5 board members at a meeting it constitutes a meeting and minutes would need to be taken even if it is commenting on Facebook. This will be researched.

Negotiations Committee

Mr. Mannarino, Ms. Anzalone and Mr. Allen will serve on this committee.

Policy Committee

Ms. Lavallee, Mr. Lavoie and Ms. Cloutier-Cabral will serve on this committee. One more member would be ideal however, there were no additional volunteers.

62
63 **Technology Committee**

64 Superintendent confirms the tech plan needs to be finalized. Mr. Buroker feels that monthly meetings are needed. Chair Golding,
65 Ms. Cloutier-Cabral and Mr. Mannarino will serve on this committee.
66

67 **Finance Committee**

68 Ms. Lavallee provided a brief overview of what the committee does, going over any audit findings, it is the school boards ways
69 of discussing the YTD at the committee level and have discussions on unencumbered/encumbered funds. The committee keeps a
70 pulse on the YTD and what potential money there is to do repairs and keeps the school board informed of the audits and what
71 work needs to be done at that level. Mr. LoVerme and Mr. Allen will serve on this committee.
72

73 **Strategic Planning Committee**

74 Ms. Cloutier-Cabral spoke to what this committee has done in the past. The Superintendent would give them a list of things to
75 consider and they would research things including finding out what other schools are doing, etc. She gave examples of what they
76 could be researching and they provide a recommendation to the Board based on their findings. Ms. Lavallee would like to see
77 them fine-tune the goals for the year and larger goals for culture and climate and would like to see community representation
78 from each town. We post that we want community involvement from each town. Ms. Cloutier-Cabral noted the Facilities
79 Committee usually has a community member and a Budget Committee member. Ms. Lavallee suggested that they also have
80 community representation from both towns. Chair Golding noted that we need to put that out there, it is a good idea. Ms.
81 Cloutier-Cabral, Chair Golding will serve on this committee. It was noted meetings should be held monthly. It was confirmed
82 the meetings are open to the public and agendas are online.
83

84 **IV. STUDENT ACKNOWLEDGEMENT-BIOTEK PROGRAM**

85 Teacher, Cathy Blaise congratulated the new board members, spoke of the BioTrek program, and provided background
86 information on the scope of what the students accomplished. A copy of the presentation can be found with the minutes. BioTrek
87 is research facility in Manchester; they are working to use your own cells to build tissue to become an organ that could be
88 replaced in your body. They want to educate our students to learn about the program. Students had to do a lot of researching,
89 team building and working to come up with a problem to build a tissue-engineered product. They had to come up with a business
90 plan and sales pitch and present it "shark tank" style. Students, Kevin LaChance and Lily Gibson were present and provided an
91 overview of their project, Bees Knees, which is a medical invention used to assist patients struggling with joint pain, targeted
92 group are patients diagnosed with Osteogenesis Imperfecta. Students reviewed the business plan, advertising, and benefits of the
93 invention. A question was raised if they would recommend the program continue and if they found it engaging. Lily expressed it
94 is a good support for kids wanting to go into the medical or science field. Kevin found it fun for him to learn new things about
95 science. He recommends having a longer period to do the work, 7-8 weeks at least.
96

97 **V. STUDENT SCHOOL BOARD REPORTS**

98 Hannah Hamilton and Grayson Riendeau reviewed their report, which included basketball season finishing up and looking
99 forward to baseball, softball and track and field. The dance team placed 1st in Hip-Hop and Jazz. The Drama Club's Wizard of
100 Oz is coming up on April 6, 6pm and April 7 at 7pm., Members of the National Junior Honor Society attended Camp Cody to
101 participate in the Leaders in Prevention Summit. They learned about anti-bullying and heard from other schools and shared
102 experiences. Congratulations to Spencer Gibson who won first place in the SIFMA Foundation's National Investwrite
103 Competition. There is a need for fans at WLC in classrooms, especially up stairs. They have heard complaints of the lunch lines
104 going slow and students felt they do not have enough time to eat. The extra help in the kitchen makes a difference. The talent
105 show was held and Gray and her band won. Students are looking forward to April break. A question was raised regarding how
106 many fans they need. Hannah responded the need is mostly upstairs, about 5. Hannah was asked about the anti-bullying class she
107 went to. She confirms they had 8 members they could bring from the National Junior Honor Society and 8th graders got first
108 opportunity and 2 7th graders went as well. A question was raised if it was something the school asked them to share when they
109 returned. She confirmed not really, it was more of a personal experience than a share with everybody. A question was raised if
110 she thought the anti-bullying class was something she thought the school as a whole could benefit from. She responded it
111 depends; only some kids she feels would take it seriously but it could benefit some. Mr. Allen voiced that he helps teach an anti-
112 bullying class that is free to schools, it talks a lot about the bystander effect, and even if they don't take it seriously, it could
113 certainly have a rippling effect if you are having that issue in school. Hannah spoke that we have something like that in school
114 once a month; it is called Choose Love and talks about bystanders etc. They were asked if they have any questions for the board.
115 None heard. They were thanked for the report.
116

117 **VI. ADJUSTMENTS TO THE AGENDA**

118 Superintendent requested to add the RFP process to the agenda.
119

120 *A MOTION was made by Ms. Lavallee and SECONDED by Mr. Mannarino to accept the adjustments to the agenda.*
121 *Voting: all aye; motion carried.*
122

123 **VII. PUBLIC COMMENTS**

124 The public comment section of the agenda was read.

125
126 Mr. Mark Chamberlain, Lyndeborough spoke of looking at the WLC kitchen after district meeting and did some research. The
127 school has received 1.5 million in ESSER funds and spent less than \$2,000 on food services and has \$84,840 left as of January
128 31st. Is there any intent to fix the kitchen? You have equipment that needs to be repaired and long lines in the lunchroom, a floor
129 that needs to be repaired etc. Ms. LaPlante asked the Board if she could respond to this. No objection heard. She voiced the food
130 service director resigned in January and we have a consultant (Mary Anne) working with us who brings decades of experience
131 including grant writing. With her experience, she came into the kitchen with fresh eyes. We are the recipients of a flat top griddle
132 and double door oven by way of Adam Lavallee and Tech Transport. Mary Anne looked at what can fit to be compliant, we
133 purchased a counter top 4 burner stove which replaces the 6 unit stove and is being removed over April vacation when the
134 students come back in May they will have a new counter top stove, new flat top griddle and oven. The deficient equipment will
135 be replaced. We have been unable to free up staff to complete the flooring, are outreaching to a flooring company to lay down
136 tile, and will have an electrician come in and move some conduit to change the layout. The Board is hearing this for the first time
137 tonight it has all been in the works. We are taking steps to do it and are fortunate through these donations to upgrade the kitchen
138 for less than \$7,500. Our food service operations have changed significantly since the kitchen was designed in 1967.

139
140 Mr. Mike McGonagall, Wilton questioned how creative can you get with ESSER funds. He is asking to have the FRES stage
141 curtain be replaced; it has been falling apart for years and is acoustically transparent. He is requesting to have something
142 acoustically nontransparent. Ms. LaPlante responded it may take some level of creativity but will look into it and if not need to
143 look at the cost to replace it and asked if the Board if it Ok for her to look into it. No objection was heard. Mr. McGonagall
144 commented he saw that there was \$10,000 spent on the sound system. He wants a list of parts as he is working with the Wilton
145 Alliance on updating the sound for WLC cafeteria and if there is something we already have and don't need to spec out or vice
146 versa may save us some money. Ms. LaPlante will get him a list.

147
148 Ms. Kelly Gibson spoke regarding the tennis program, her daughter participated last year as the only 7th grader to play with 4
149 seniors. She spoke of the long debate over the tennis courts and when her daughter's team won there were no sirens down Main
150 Street like there are for other sports. She feels the lack of interest could be from the lack of attention and suggest possibly
151 starting at the elementary level. She spoke of informing administration of her working with Advantage Kids who were willing to
152 repair the courts either for all or a good percentage. They wanted to put her daughter in a magazine and no one took her up on
153 the offer for Advantage Kids to help. Amanda Barrett has offered her place as an area for them to practice. There should be no
154 reason why spring tennis was not offered. We may not be able to do home games but it doesn't prevent us from doing
155 scrimmages etc. She doesn't hear anything about the tennis program or the resources she has found for this school. What is to
156 become of the tennis program? Chair noted it will be referred this to the Athletic Director. Ms. Anzalone expressed it is the first
157 time she has heard of this and would love to explore it if there are people who willing to help. Ms. Gibson will reach out to them
158 to see if the offer still stands. She spoke of her daughter's experience. Hopefully with a new principal he will make things
159 uniform and they can be recognized like the other teams. Ms. Anzalone questioned if there are rules around not being able to
160 have a team. Principal Edmunds expressed we can talk about having a club and a place for practice this year, not here this year
161 but it doesn't mean we cant come up with a club to keep them going. It is past the time when we can get them into a varsity
162 program through NHIAA but a club we can do.

163
164 Superintendent called out all the phone numbers and names joined in the meeting asking if they wanted to comment.

165
166 Mr. Jeff Jones congratulated the new members and new leadership. He asked whom the school board budget committee
167 representative that was elected. Chair Golding confirmed it was Ms. Foss. Mr. Jones informed the group there is a committee
168 meeting next Tuesday at 6:30pm. He spoke of the Strategic Planning Committee looking at the viability of LCS that there have
169 been some discussion about this. We need to visit the viability of LCS long term and need to invest in our facilities and merging
170 3 schools into 2. He recognized the teachers and what they do all year long, there are a lot of things on social media about our
171 teachers not caring, that is not the majority view of our community, and we support you, care for you and make the environment
172 the best we can.

173
174 Ms. Mary Golding congratulated everyone on the Board and is looking forward to a more productive kinder time with the Board.

175
176 Ms. Deb Mortvedt, Wilton congratulated the sitting board and looks forward to working with you. One of the things she thinks
177 as a new board you should do is tour each facility, go into every nook and cranny, and look things over. Look to see what is

happening. It is something she recommends to the Select Board as well. She suggests this to the Chair and Vice Chair if they are willing to do it. Chair Golding responded that is part of the plan.

Mr. Lavoie voiced he wants to be sure the Board listens more to Mr. Erb and the maintenance staff, as they know better than we do.

VIII. BCA-SCHOOL BOARD ETHICS POLICY

a. BCA-R- Acknowledgement Form

Chair Golding asked if members have had a chance to review the policy. Ms. Anzalone had questions about number 3, systematic communications with staff; she wants to hear more from staff and more direct contact with the teachers. She welcomes staff to reach out to the Board with questions or concerns. She spoke of number 7, supporting the employment of the best qualified and when she was on the Negotiations Committee, they talked about making sure there are regular and formal reviews and job descriptions. She questions if that happens for everyone and do they have job descriptions and are they getting regular reviews throughout the year. Superintendent responded we have a matrix for staff consistent with the supervision and evaluation process. Job descriptions will be done by the end of the school year. It is a goal we are on task to complete by June 30 and all will be kept in a binder. We are in the phase of distributing draft to be updated and we will modify them and have them for the Board to look at. Ms. Anzalone referred back to Mr. LoVerme stating if there are 5 board members at a committee meeting you have a quorum and need to have minutes. She questioned if there is anything stopping us for attending. Mr. LoVerme noted it is the same thing with emails, if sent out to everyone it should be attached to the minutes. Mr. Allen asked if we can ask for specific language and what conditions that is and if we do fall into that what happens. Chair Golding advised we be cautious and cautious about the advice we give, we have to fair and impartial and be cautious how you approach things. Ms. Lavallee recommends the Board schedule a workshop day, as it would be helpful to go over some of that. It is difficult when you join a Board and it is beneficial to have more than one workshop this year. She would like to see on in the spring to discuss some of these details and look at what our goals are for the coming year and another at the end of summer/beginning in the fall to discuss with administration how to achieve those goals. Chair Golding voiced if no objection we will go over dates for that at the next meeting. No objection. He asked if you understand policy BCA, could you sign it. He confirms it is not a requirement that he knows of but a request. It was not done last year.

IX. LETTERS/INFORMATION

i. Update Board Member Contact List

Chair Golding voiced you should have a list in front of you of contact information, if you see anything that needs correcting please do so and return it to Ms. Fowler.

X. DRAFT DISTRICT 2023-2024 SCHOOL CALENDAR

Superintendent reviewed the proposed calendar consists of 176 days and 9 PD days which are spread out, we moved one up to August for Alice training, typically there are only 3 in August. We placed 3 PD days to align with iReady to understand what the data is telling us and build action plans. The others are spread through the remaining months. The last day without snow days is June 10 and with 5 snow days is June 17. This year the last day is June 22 as we had 6 snow days. A question was raised why there is no school the Friday before Christmas break. Vacation should only be a week and the kids would get out one day earlier. A question was raised if one PD day in August will be used for teachers to set up their rooms per the CBA. Superintendent responds yes, it is consistent with the CBA. Superintendent was asked for the reason for the Dec. 22 Friday off. Superintendent said he has not had complaints from students or staff if it is the will of the Board we can have school that day and get out one day earlier. He confirms we can make the adjustment and return to the next meeting with the updated draft. Ms. Foss spoke that she has worked in a lot of schools and she thinks for the kids and everyone involved there is a reason to keep it as no school on that day. She spoke of the stress and excitement the kids have, it is not a good learning day and in some way it is an assistance to parents; those she has spoken to find that one extra day before is helpful as they do a lot with their kids. A question was raised if we have a date for graduation. Superintendent responded not yet, we try not to do that early as we can end up like we did this year.

A MOTION was made by Mr. Allen and SECONDED by Mr. Lavoie to approve the 2023-2024 district calendar as submitted. Voting: all aye; one abstention from Mr. LoVerme, motion carried.

XI. TENNIS COURT ALLOCATION CURRENT BUDGET

Ms. Anzalone questioned if there is anything we could put the \$20,000 toward. A question was raised if there are any needs now. Superintendent reported there is plenty to spend on maintenance and facilities; we are at the will of the Board. There was a discussion regarding using the \$20,000 and reallocating it. Ms. LaPlante reviewed we came to the Board a few months ago and outlined LCS's needs. She confirms if we do not spend this, it will go back to the taxpayers. If the Board wants us to use it for LCS, the cost is about \$45,000. She would like the Board to consider allocating the unspent funds to make that project complete. She spoke of the facilities staff having a lot on their plate. She is concerned if we allocate it to the maintenance plan we may fall short. She will provide additional information in her next report. It was voiced we need to get away from using our facilities staff for maintenance and fund these larger projects out to a contractor. Mr. Allen spoke of hearing from teachers that they have been making small purchases for their classrooms, as they were not able to budget for them. He questioned the legality or

possibility of using the funds for a receipt driven fund for teachers to purchase additional supplies for their classrooms. Ms. LaPlante noted we have a policy that restricts reimbursing people directly. She would want to be sure it was a vetted purchase prior if the board wants funds to go toward end of year celebrations she will work with the building principals to be sure it is addressed for this school year. As far as reimbursing prior, she does not recommend this as it lacks transparency. It was suggested it might be better suited for the PTO. Mr. Allen noted it was not for end of year celebrations it was for classroom curriculum they were unable to finish. Ms. LaPlante confirms this is the first she is hearing of it and would like to have the information so that it can be taken into consideration for next year's budget to be sure we are taking care of those end of year needs. A question was raised if the Board should table the allocation of the \$20,000 until the next meeting. Support for this was voiced, if the public has any ideas please let us know. Discussion was had that there has been talk about taking the \$20,000 and combining it with the \$75,000, is that possible. Ms. LaPlante confirms it can't be combined; DOE has rules about carryover encumbrances. If the Board chooses, they can tackle one of those projects now and the \$75,000 after July 1. Discussion continued including that should be explored, a lot of the community thought after the vote that it could be combined. Ms. LaPlante noted if the Board wants to we would need to know ASAP to get this portion started. A question was raised if she thinks it's realistic to get something done in that amount of time. She is not confident in that it depends on the contractor being able to fit it into their spring schedule and would need to take a step back and look at the scope of the project to be sure the funds are best spent.

A MOTION was made by Mr. Lavoie to have Ms. LaPlante speak with Fran Bujak. There was no second.

Chair Golding expressed he believes at district meeting Mr. Bujak spoke that we were not voting for \$75,000 but \$55,000 because we had the \$20,000. Once we voted for \$75,000, we have to use the \$75,000, as it was a warrant. Ms. LaPlante confirms and anything we do not use would go back to the taxpayers. Mr. Erb suggested using it for tree cutting by the road. He can use the \$20,000, no problem. Ms. Cloutier-Cabral agrees with the tree cutting and noted there is a Facilities Committee meeting tomorrow night; they typically meet the first Wednesday of the month; however, that may change with the addition of new members.

A MOTION was made by Mr. Allen and SECONDED by Mr. Mannarino to direct the Superintendent and Business Administrator to come back next meeting with a plan for how they would like to see the \$20,000 spent on facilities related needs.

Mr. Mannarino added Mr. Erb to be part of the planning.

Voting: all ayes; one abstention from Mr. LoVerme, motion carried.

• **RFP PROCESS**

Ms. LaPlante refers to policy DJE-Bidding Requirements adopted in 2010 and says "All contracts for, and purchases of supplies, materials, equipment, and contractual services in the amount of \$5,000 or more, shall be based, when feasible, on at least three competitive bids". Ms. LaPlante spoke of facilities working under a somewhat tight deadline and has projects such as the SAFE Grants under the State of NH, which is based on 3 projects based on bid specific quotes from 1 vendor each. We are looking to replace the WLC gym windows (over \$60,000), improvement to the track funding specifically coming from 1 quote and improvements to the tennis courts and baseboards at LCS. For these specific projects, which she will list, she is asking the Board to waive the 3 competitive bid process so that we can move forward lining up the vendors and getting the projects scheduled and completed on time. The cost of all of these has been discussed at board meetings and does not feel anything has been withheld, and feels all of the costs are known. She asks would the Board please waive the bid requirements for these specific projects otherwise we will need to go out for RFP's. Mr. Vanderhoof spoke calling a "point of order", it was not on the agenda and you can't waive a policy without it being on the agenda. Ms. LaPlante responded she will bring it back on the 18th. Ms. Anzalone asked if she was asking for bids to be waived overall or just certain projects. Ms. LaPlante responds just these projects. Ms. Anzalone asked for quotes for all of them. Ms. LaPlante will provide these.

XII. CAPITAL IMPROVEMENT PLAN UPDATE

Ms. Cloutier-Cabral spoke the committee has not met, a meeting is scheduled for tomorrow, which can be changed if it does not work for everyone. Typically, there would be a follow-up at the next board meeting. Ms. LaPlante reported the CIP updated came to the agenda based on a communication she sent to Ms. Lavallee and Ms. Cloutier-Cabral about revisions made to the CIP on March 9 right before the district meeting. The plan that is in the board packet is what was marketed to the taxpayers that day and there is a meeting we do not have an update on so that we know what happened and why these changes were made as it makes an impact on our projects. That is why this was on the agenda, it is different from the one the Board "had on file". Ms. Cloutier-Cabral spoke that the part that is different is that we didn't have the projects listed on here but we had the amounts we wanted to spend in years leading up to it. We had to have that meeting and the timing was tricky but needed to be sure they were on there because it did not paint a clear picture of the projects. Ms. Lavallee spoke to apologize because she was reading policy DJE and one of the reasons why it (RFP Process) was added to the agenda was because there are projects on the CIP they need to start working on now and getting quotes on now. Ms. LaPlante confirms yes and added we will have better direction if the Facilities Committee meets sooner. Ms. Lavallee voiced in the policy it says, "the Board reserves the right to waive any

formalities in, or reject, any or all bids or any part of any bid". We do not need to go back and change the policy for the Board to make a decision as to whether or not we want to do that. Technically speaking we can at a meeting have that discussion because we are not changing the policy itself we are enacting the policy, which gives us the right to make changes. Mr. Lavoie would like to go back to Ms. LaPlante's first request of going with the one bid and getting things moving. Ms. LaPlante restated her request and listed the projects; the SAFE grants are 3 projects of the entry access at LCS, improved radio communication between buildings and cameras at WLC. The gym windows (excess of \$60,000), track (was funded in the operating budget based on a \$26,400 quote from Chris Carter), site work, court repairs and fencing for the tennis courts. The boilers we are looking to replace and it is difficult to get 3 quotes as it is a very specific project, the baseboards elements at LCS and we have a quote from a preferred plumber. She is asking the bid process be waived for those projects. She confirms we do not have at least 2 quotes on each project. Regarding SAFE grant projects if we go back for quotes again then it could be higher and we can only spend the amount approved in the grant.

A MOTION was made by Mr. Lavoie and SECONDED by Mr. Mannarino to approve the request (waive bid process) for those specific projects.

It was suggested to hear more insight on how the vendors were chosen to be sure that as a government organization we are spending taxpayer money with transparency. It was expressed that we have been talking about getting bids for a while now and there is no excuse for not having 3 bids on every project. Ms. LaPlante is urged to come back in 2 weeks with bids. Ms. Lavallee asked Ms. Cloutier-Cabral tomorrow when Facilities Committee meet, what is the plan. Ms. Cloutier-Cabral responded they would meet unless any objection and go over the CIP bring forward the minutes from the last meeting although most of those members would not be there, they will look at setting the agenda for the year. Ms. Foss asked Ms. LaPlante to speak more about getting 3 bids. She understands the Board wants transparency and it sounds like there is difficulty obtaining 3 bids for the boiler. Ms. LaPlante responds yes, for that one project. She explained it is very specialized and very few vendors in our area. A question was raised if you come back in 2 weeks with the same difficulty and have no bids how can we handle that, is it as simple as obtaining documentation from the people you spoke with indicating what they said and why it is difficult. Ms. LaPlante responded if we put it out to bid we have to go back to the full RFP process and that will take 4-6 weeks before we can come back with pricing. She confirms it will put us behind and this is why she is asking for these specific projects only so we can push forward. Regarding the tennis courts, Mr. Erb spent 3 weeks trying to get calls back. She confirms the lack of not having 3 bids is not for a lack of effort. She was asked to explain the impact on the projects if the Board does not waive the RFP process, would the work get done. Ms. LaPlante responded the work would eventually get done but in regard to the SAFE grants, we will lose funding if we are not able to make substantial progress, the reason we have not been able to make progress is because of all the projects we are working on around the budget season. The gym windows is very specialized and not many vendors do that type of glasswork. The track is specialized, if we put it out to bid, we run the risk of contractors coming in and not knowing how to do track repairs and it needs to be done by August 15 so the soccer team can use that field. We have not had answers back regarding the tennis court surface and site work. It is the same with the fencing and boilers, it is very specific and LCS baseboards we do have some wiggle room with but it needs to be done either in the summer or need a vendor who will come and work when the students are not here Christmas break or over the summer because the water needs to be disconnected. Ms. Foss voiced she feels we should support being able to keep the funding, she doesn't want us to lose the funding simply because we were looking for additional bids that we are not able to get. She supports following what we are supposed to do to get the number of bids and making exceptions for ones, we cannot so we do not lose funding.

Voting: seven ayes; one nay from Mr. LoVerme, one abstention from Mr. Allen, motion carried.

XIII. COMMITTEE REPORTS

a. Policy Committee

Ms. Lavallee reported on the last committee meeting and reviewed the policies they are working on. There have been a number of policies on the backburner and she will have policies to bring to the next meeting. They will go out about a week prior and suggests everyone takes the time to review them the public included. Work continues on the bullying policy as there were changes related to due process and some others they are working on as well. The committee is also working on the student board members policy and when that is brought forward she will bring forward some materials the students, administration and board members can use to make better use of that resource. She confirms BEDH-Public Participation at Board Meeting will be coming forward. She encourages board members to look at 2 potential policies that will help the board improve efficiency one is an extensive policy that includes a lot of Roberts Rules of Order and is more cumbersome. There is an alternate policy that narrows it down and makes it less cumbersome. She can provide copies for board members who want to review it. Chair Golding would like a copy. Ms. Anzalone noted she does not know if she can stay on the Policy Committee but wants to stay involved for the bullying policy.

XIV. ACTION ITEMS

a. Approve Minutes of Previous Meeting

A MOTION was made by Mr. Mannarino and SECONDED by Mr. Allen to approve the minutes of March 7, 2023 as written.

Voting: seven ayes; two abstention from Chairman Kofalt, motion carried.

b. Approve School Board Meeting Dates

Superintendent reviewed these are the proposed dates for the board meetings. It was confirmed school vacations were avoided and vacation during district meeting. The group was asked if they see any issues that stand out. None heard.

A MOTION was made by Mr. Allen and SECONDED by Mr. Mannarino to accept the school board meeting dates as submitted.

Voting: all aye; motion carried.

XV. RESIGNATIONS / APPOINTMENTS / LEAVES

a. Resignation-Aimee Gelineau-School Counselor-LCS/FRES End of Yr.

b. Resignation- Georgia Hegner-HS English Teacher-WLC End of Yr.

Superintendent reviewed the resignations.

c. FYI New Hire-Chelsea Cummings-ABA-FRES

d. FYI New Hire-Elizabeth Kep-RBT-FRES

Superintendent reviewed the new hires.

e. Appointment-Cameron Taber-PE Teacher-WLC (SB Vote)

Superintendent reviewed the nomination for Cameron Taber as PE Teacher who will also serve as Athletic Director (AD). He will work on his certification for physical education. Superintendent spoke highly of the candidate. He confirmed the athletic director contract is a separate contract.

A MOTION was made by Mr. Mannarino and SECONDED by Ms. Anzalone to appoint Mr. Cameron Taber as .80 FTE PE teacher at WLC, salary of \$31,360, Bachelors Step 2.

Ms. Lavallee thanked the committee members who participated in this new hire and she is happy to see someone to fill the dual role, as it is beneficial for the kids. A question was raised if he could start sooner. Superintendent responded he finishes in Florida on June 1. Superintendent noted there is a lot of work that needs to be done in the spring; he will start July 1. A brief discussion was had regarding the salary vs. budgeted salary. Superintendent spoke of the option to increase that position from .80 to 1.0 but that is up to the Board if they want to support that.

Voting: all aye; motion carried.

f. Appointment-Bridgette Fuller-Associate Elementary Principal (SB Vote)

Superintendent reviewed the nomination for Ms. Bridgette Fuller as Associate Principal of FRES/LCS. He spoke highly of her and her abilities. We are fortunate to have her. He clarified what an associate principal is, she will need to complete her program to become a principal and until then all the bigger decisions have to go through him as the supervising principal. Once the program is complete and she has the certification, her title will change to principal. Appreciation was voiced for Ms. Fuller.

A MOTION was made by Ms. Cloutier-Cabral and SECONDED by Mr. Allen to appoint Ms. Bridgette Fuller as Associate Principal of FRES/LCS, salary of \$90,000.

Mr. Allen noted that as an associate principal we need to take into account what support we need to give at LCS. It was confirmed her program would be completed about June 2024 or sooner. Mr. Lavoie spoke of the candidate's meeting and notes Ms. Fuller clearly won the job, it was not handed to her, and she has done a great job earning the respect of the staff and coworkers. Taking on the role of being the leader of her coworkers been a seamless transition. The Superintendent made a wonderful choice. He asks to move the vote.

Voting: all aye; motion carried.

g. Appointment-Rick Barnes-MS/HS Principal (SB Vote)

Superintendent reviewed the nomination for Mr. Rick Barnes as WLC Principal. We have gone through 2 rounds of posting for principal candidates and interviews. He spoke highly of Mr. Barnes and received several supportive emails from the community. He has a lot of experience and Superintendent feels he is the best candidate out there and we are fortunate to have him come here. He noted he is a finalist at other districts.

A MOTION was made by Ms. Lavallee and SECONDED by Mr. Lavoie to appoint Mr. Rick Barnes as Principal of WLC, salary of \$105,000.

A brief discussion was had regarding the salary and what are our chances of losing him at this salary. Superintendent responded a big chance the principal pool is competitive. We are Mr. Barnes number 1 choice partly because he mentored him before he

became principal and we have a good working relationship; he is a strong administrator. He had a positive impact at Hollis/Brookline. He has experience in strategic planning and bringing in community and partnerships. Mr. Barnes is interested in gaining experience in MS and elementary. He is completing his certification as Superintendent. He does not believe we need to increase his salary as the Superintendent is looking into ways to supplement his salary with grants to use his skillset in things such as strategic planning. He spoke of needing to pay attention to our dynamics as a community. Mr. Barnes is a serious administrator and is coming here to make a change and we need to pay attention as an administrative team and look at what we can do to help him grow and keep him long term and not lose him to neighboring districts.

Voting: all aye; motion carried.

XVI. PUBLIC COMMENTS

The public comment section of the agenda was read.

Ms. Kelly Gibson congratulated Associate Principal Fuller and spoke of how long she has known her and some of the struggles Ms. Gibson has had with the school. She voiced Ms. Fuller has always been strong consistently. She spoke of the tennis courts and knows there are different bids for that. She recommends someone speak with Fran Bujak, as she believes the price is lower than \$75,000 especially if she can get in contact the person at Advantage Kids. Hopefully we will not lose another co-curricular. It was her understanding from the prior AD that tennis/racket sports was part of the student's curriculum and she wonders how that will work with the new PE teacher. She notes since the Superintendent mentioned him getting involved with spring sports, he failed to mention tennis and it would be nice if tennis were included. She may be interested in volunteering for the Facilities Committee and wanted to hear more. Ms. Cloutier-Cabral reviewed we would like a member from Wilton and one from Lyndeborough. She spoke of when they typically meet. It is about coming to the meetings and contributing, it is a nonvoting position but very important to us. Ms. Gibson and anyone can attend to see what it is all about. Ms. Gibson noted being confused on the bullying discussion before and questioned if there is going to be a committee. It was clarified the Policy Committee is reviewing the policy on bullying. Ms. Gibson asked if the school board thought of having a committee of students, community, teachers and parents to get thoughts and opinions of bullying in this school and direction we need to go. Chair Golding responded let us review the policy and then we will go over any next steps. Ms. Gibson spoke of students who are students of the month from MS and HS and her understanding is that that they have nominated and may have behavior incidents or in the following months have been named student of the month even though they did significant bullying. Her experience would suggest there are questions in this.

Mr. Jonathan Vanderhoof commented he does not want to be up here talking about this but thinks it is important there was another school shooting this past week. He thinks we really need to take this very seriously beyond the training we are doing now. Beyond teachers and students piling up chairs and desks and jumping out of windows. Beyond being bogged down in discussions of resource officers, whose employee it is, which town is responsible for them, how much is it. There are so many questions about that, it just falls off the table and is never done.

If you look at it, he thinks there has been 25 plus school shootings this year. It is not something that is going away; schools are clearly a target, a preferred target and becoming an ideological target in some cases. There are plenty of businesses out there that you can have an armed guard and security at our buildings, you should be making that call tomorrow and getting information on costs and how quickly it can be implemented. There is money left over from this year, you can have a special meeting if needed because you already set the budget, you can do that to fund it and put it into the budget for future years. In this atmosphere, you can't ignore it anymore, it is not a question of being a small school or rural community etc. anymore, there is nowhere that is safe. Not having someone at the door armed at this point is negligent at best. We need to do it tomorrow, I encourage you to direct the Superintendent to make the calls tomorrow, and finding out if you can fit it into the budget as soon as possible.

Ms. Tatiana Fran agrees with Mr. Vanderhoof, there is a security issue; we need to address it and does not think it has been addressed at the WLC level. She believes the security and direction we are going needs to be addressed. She has some questions about past behaviors that she wants to bring up another time but this is pertinent.

Melissa Knight, Wilton asked about the recording from the last meeting on March 7, it is not posted. Chair Golding responded there are draft minutes. After review, Ms. Fowler confirms it is not on the website this will be corrected tonight.

Lynne Cross, Lyndeborough questioned what the process is to extend the offer to the WLC principal, how quickly will it happen and when will we know if he says yes. Superintendent responded he is online and he will call him after the meeting. Ms. Cross commented, please say yes Rick.

Mr. Bill Cross, Lyndeborough spoke about the boiler project, it may be a Facilities Committee thing and it sounds like it is moving forward somewhat but he wanted to throw into the mix wood heat as an alternative that is his background. He questions whether the project is too far down the tracks or is it something that can be incorporated into the considerations.

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

Ms. Mary Golding congratulated Ms. Fuller and thanked the Board for a great meeting.

Ms. Sarah Chadzynski, Lyndeborough congratulated Ms. Fuller, happy to have you even more involved with the school and looking forward to Mr. Barnes response. She addressed the security issue and feels that yes security issues are important to address and consider but does not think added armed services on our school grounds is an appropriate step. Yes, we have security things to consider especially at LCS but she does not think putting armed services is an appropriate step.

XVII. SCHOOL BOARD MEMBER COMMENTS

Mr. Mannarino congratulated Mr. Allen for returning as a full member and welcomed Ms. Foss and Mr. Lavoie.

Ms. Anzalone welcomed the new members and congratulated the returning members Mr. Allen, Ms. Lavallee. She is looking forward to the new school board there is a lot of stuff we need to accomplish and one suggestion is especially when it is maintenance things is to have updates at each meeting and photos so that people can see the projects being worked on and the work being done. She is looking forward to working with the new principals. Congratulations to Ms. Fuller and hopefully Mr. Barnes will say yes.

Mr. Lavoie commented it was a good first meeting. He thanked the community for voting him on the Board. Kudos to the Superintendent for his selections and if Mr. Barnes is listening, please say yes we love you already. Ms. Fuller, great job for all you do and have done. Let's keep going with it.

Ms. Lavallee thanked the employees who are leaving for the hard work they have done and are doing for our students. She welcomed the new hires and congratulated to the appointments we made tonight. She echoes what Mr. Lavoie said and welcomed the new members and congratulated the ones reelected, it was a great meeting and great start to the year. She looks forward to our workshop days. In regard to Facilities Committee and Strategic Planning Committee, she wanted to let the public know when public participation is needed for committees, public notice will be given online (website) and people will be given 10 days to show interest by sending that to the Superintendent. Depending on how many people come forward the Board will make a decision as to who will be on the committee at the following meeting. She thanked everyone for showing up; it was great to have so much public participation in the meeting.

Ms. Cloutier-Cabral commented that we would love to have Mr. Cross come to a meeting and talk to us about your ideas or anyone else who has ideas. She spoke to Ms. Fuller being so proud of her and excited, thank you for everything. The Biotrek presentation was cool to watch, the kids did a great job, she is proud of the students and the student board representatives did a great job giving their report. She congratulated the new members and those who have stayed with us. She thanked the public for their participation.

Mr. Allen thanked those who showed support for him putting him back on the board. He congratulated the chairs and returning members. He congratulated Ms. Fuller, he congratulated and thanked the student members for their participation, they are exceptional in what they do, are confident and well-spoken and represent the school well and themselves well. He recognized those leaving and asks that they be thorough in their exit interviews. He echoed Ms. Cloutier-Cabral statements to ask the public to come forward, he thanked Mr. Cross, that is exactly what we need and helps us move forward and reflect the will of the community and keeps us from making decisions in the dark. Shout outs this week go to Ms. Wiley, (library media teacher) congratulations on your Emerging Leader Award, we are proud of you. Again, for the second time, Ms. Kostenblatt (science teacher) who has given up months of Saturdays to raise money for the 6th graders to make sure every student that was unable financially or just those who need the extra bit to fund raise for them. We made \$800 for one day we were out there. He voiced appreciation for them and noted people don't realize how much of their own time is spent for the benefit of the students. He thanked the parents and students who participated as well.

Ms. Foss thanked everyone for voting for her and she will work hard to do a good job.

Chair Golding thanked the public for coming out; we appreciate everything you say, we want to take everything to heart all your concerns and criticisms and see how we can best address that. He welcomed the new members of the board and returning members. He thanked them for this position, congratulated Ms. Fuller, and is hopeful Mr. Barnes will take the position. There will probably be a bump or two in the road as we go along and appreciates the board's patience with him as he learns the position. He hopes we can have some great future meetings.

540
541 **XVIII. NON-PUBLIC SESSION RSA 91-A: 3 II (A) (C)**

542 *A MOTION was made by Mr. Mannarino and SECONDED by Ms. Lavallee to enter Non-Public Session to review the non-*
543 *public minutes and discuss personnel matters RSA 91-A: 3 II (A) (B) (C) at 8:48pm.*

544 *Voting: all aye; motion carried.*
545

546 **RETURN TO PUBLIC SESSION**

547 The Board entered public session at 10:41pm.
548

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

550 *Voting: all aye; motion carried.*
551

552 **XIX. ADJOURNMENT**

553 *A MOTION was made by Ms. Cloutier-Cabral and SECONDED by Ms. Foss to adjourn the Board meeting at 10:42pm.*

554 *Voting: all aye; motion carried.*
555

556 *Respectfully submitted,*

557 *Kristina Fowler*
558



TBK
The bees knees

One step closer to a better life

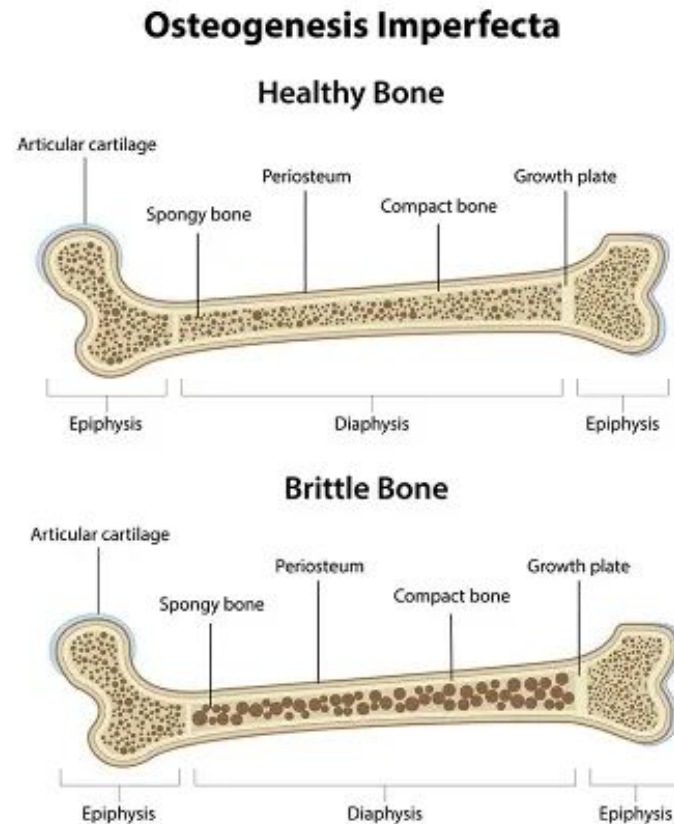
Kevin Lachance, Naomi Bozarth, Lily Gibson

Who Are We?

Our company is focused on the disease called Osteogenesis Imperfecta Imperfecta, also known as **Brittle Bone Disease (BBD)**.

Its functions and benefits-

Replacing the knee joint will take people out of **wheelchairs**.



Case Study

Adam was a spry young buck born with **Type 1 Osteogenesis Imperfecta**. While he was a youngin he didn't notice any symptoms but once he hit puberty his symptoms got worse.

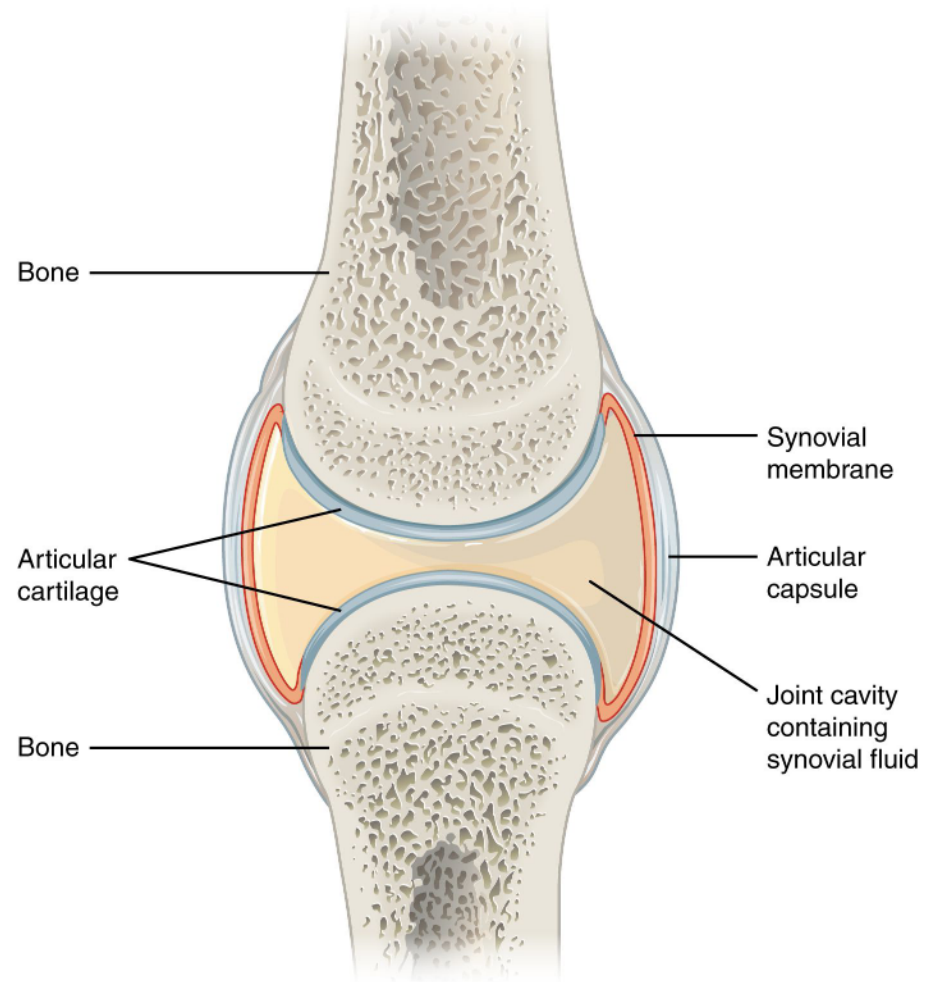


How Will We Do It?

Why Bioprinting?

Bioprinting will make the **rejection rate way less** because the joint is customised to the patient.

Also making **recovery time shorter** and **more comfortable**.



Our Systems Diagram



Cellular component - MSC RoosterBio

Media - MSC RoosterBio

Growth factors - IGF-1 (100 micrograms)

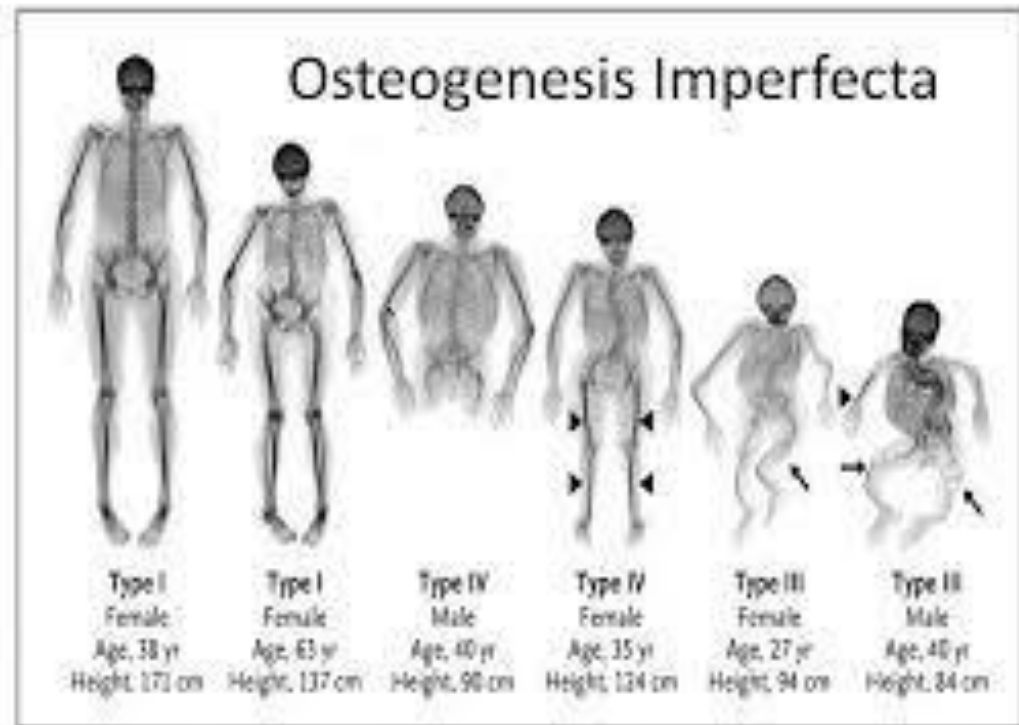
Culture environment - Vertical Wheel Bioreactor

Stimuli - Use a prosthetic leg with the bio printed joint and test its limits.

Scaffolds - Injection Molding (8 batches)

The Market

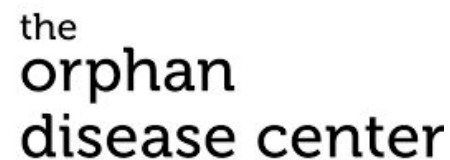
Our target market is for the parents of **children** who were born with Type 1 Osteogenesis Imperfecta. **1-10,000-20,000 people** born have this disease. We are treating 14,000 people. Thats **10%** of the population with Type 1 Osteogenesis Imperfecta



Finances

Cost of Materials					
Celular compone	MSC Roster Bio		\$1,043	Cost of Materials	30,000
Media	MSC Roster Bio		\$445	Cost of one Item	60,000
Growth Factor	IGF-1 (100 micro grams)		\$526	Quantity sold	\$1,400
Cell Bioreactor	Vertical Wheel 8 baches		\$5,000	Total Cost	84,000,000
Scaffolding	Injection Molding		\$10,000	Selling price	90,000
Stimuli & Tissue	Bio Reactor		\$9,751	Revenue	126,000,000
CPS Machine			\$2,000	Profit	42,000,000
Total Cost of Materials			\$28,765	GPM	33%

Key partners



Advertisizing

For advertising we will be doing commercials during sporting events, social media and use reliable news outlets to get our product out there to people who need it.



Conclusion

This is how we will make many people's life way easier, giving them a new quality of life. Our product will change people's lives for the better and make new possibilities of jobs. Even though the disease is an orphan disease does not make it any less important.

