

**WILTON-LYNDEBOROUGH COOPERATIVE  
SCHOOL BOARD MEETING  
Tuesday, May 23, 2023  
Wilton-Lyndeborough Cooperative M/H School  
6:30 p.m.**

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

Present: *Dennis Golding, Alex LoVerme, Matt Mannarino (6:38pm), Tiffany Cloutier-Cabral, Darlene Anzalone, Geoffrey Allen (online), Diane Foss (6:36pm), and Jonathan Lavoie*

*Superintendent Peter Weaver, Associate Principal Bridgette Fuller (online), Assistant Principal Katie Gosselin, Director of Student Support Services Ned Pratt, Technology Director Nicholas Buroker, and Clerk Kristina Fowler*

**I. CALL TO ORDER**

Chairman Golding called the meeting to order at 6:33pm.

**II. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**III. ADJUSTMENTS TO THE AGENDA**

Superintendent reported the following adjustments, 4 nominations and an FYI transfer. Ms. Cloutier-Cabral asked to give a report for the "Bathroom Committee".

*A MOTION was made by Ms. Cloutier-Cabral and SECONDED by Mr. LoVerme to accept the adjustments to the agenda.*

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

**IV. PUBLIC COMMENTS**

The public comment section of the agenda was read. Superintendent called out all the phone numbers and names joined in the meeting for comment. There was no public comment.

**V. BOARD CORRESPONDENCE**

**a. Reports**

**i. Business Administrator's Report**

Superintendent asked if there were any questions on Ms. LaPlante's report. None heard. He spoke regarding the WLC gym divider (curtain) and the motor being burned out. The curtain will reach its end of life in 2025 and would like to replace it at the same time we replace the motor since the vendor will already be on site. The only way to fund it is to respectfully ask for no more than \$15,000 using unspent funds from this year. We have already allocated funds for other projects and those are being worked on. Mr. Erb has a vendor he has been working with and we would like to have it contracted by the end of June. Mr. Erb confirmed the manufacture has determined the end of life for the curtain is 25 years and both vendors he spoke with agreed the end of life is 25 years maximum. A question was raised, what the worst-case scenario is if we do not replace it. Superintendent responded it can disintegrate, the material is weakened and it seemed reasonable to replace that at the same time the vendor is here replacing the motor as it is attached to the curtain. It is a good investment for the school and the expectation is it will last another 2 decades.

*A MOTION was made by Ms. Cloutier-Cabral SECONDED by Ms. Foss to approve the request to spend up to \$15,000 on the motor and divider/curtain funded out of unspent funds from this year.*

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

**ii. Director of Technology's Report**

Mr. Buroker reported the month of April is about the 2<sup>nd</sup> busiest time for his department. There is spring testing and April break; they didn't have a lot of tickets but this month they have had as many as they did in March. They did about a month's worth of work in 2 weeks. Testing went off without a hitch and we are moving onto iReady. The

Technology Committee had their first meeting and he is working on the data governance document, which he will present, to the committee and Board in June.

## **VI. SCHOOL BOARD WORKSHOP**

Chairman Golding reviewed there were not enough board members to hold the meeting and would like to reschedule to a date that all members can attend. Members reviewed their schedules. Chairman Golding asked members to send him their availability for June and if there is not a common date, July 26 may work.

## **VII. ACTION ITEMS**

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

*A MOTION was made by Ms. Cloutier-Cabral and SECONDED by Ms. Anzalone to approve the minutes of May 9, 2023 as written.*

*Voting: via roll call vote, seven ayes; one abstention from Mr. Mannarino, motion carried.*

### **b. Re-Adopt DFA-Investment Policy**

Ms. Cloutier-Cabral reviewed this policy is one that is re-adopted annually; there are no revisions and last adoption was June 2022. If there are no objections it can re-adopted tonight. Superintendent noted it is Ms. LaPlante's recommendation to re-adopt it. A question was raised regarding the policy. Ms. Cloutier-Cabral reviewed it is our investment policy; 3 main objectives of investment activities shall be safety, liquidity and yield. She read section 1. It goes over how they are making investments and what they are allowed to do and not to do. It is a policy put out by NHSBA and she believes it is a required policy. By re-adopting this, it is a policy that works and allows us to continue doing what we have been doing.

*A MOTION was made by Ms. Cloutier-Cabral SECONDED by Mr. Mannarino to re-adopt DFA-Investment Policy.*

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

## **VIII. POLICIES**

### **a. 2<sup>nd</sup> Read**

#### **i. JLCB-Immunizations of Students**

Ms. Cloutier-Cabral reviewed this is the 2<sup>nd</sup> read of this policy regarding immunizations of students. It is a recommended policy and there are several polies related to it, which she reviewed. She notes we usually have 3 readings prior to adopting. Superintendent added sometimes we would adopt after a 2<sup>nd</sup> read. Ms. Cloutier-Cabral asked if there were any questions. None heard.

*A MOTION was made by Ms. Cloutier-Cabral SECONDED by Ms. Foss to adopt JLCB-Immunizations of Students as written.*

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

#### **ii. BBBF-Student Board Members**

Ms. Cloutier-Cabral reviewed this is a new policy to us and she believes every Board in the State of NH. Some of the things that we have been looking at closely are the dates of the election and terms for student board members. She read this section (B). She reviewed the law says student members are expected to attend all board meetings; I don't know how we could enforce that. The students do not vote but should have an active exchange throughout the meeting. This is the 2<sup>nd</sup> read of the policy and believes it should come back for a 3<sup>rd</sup> read to be sure there are no questions. When we present it to the students, we will present the expectation that they would attend each meeting. A suggestion was made to amend section D to include "whenever possible". Ms. Cloutier-Cabral would like to see that however it is the language in the RSA. It was noted since we have 2 student members, as long as one attends it should be ok. Ms. Cloutier-Cabral is not sure about that as the statute says it has to be a HS student. We are adding a MS student but the state does not require it. We may need clarification on that. It was noted then we would need 2 HS students. Ms. Cloutier-Cabral responds it is something we can ask. It is hard to ask HS students to be at every meeting. We will get clarification before we will vote. This will return for a 3<sup>rd</sup> read.

#### **iii. IMC-Controversial Speakers and Programs**

Ms. Cloutier-Cabral reviewed this policy concerns controversial speakers and programs. We made some changes to the language, in section 2 we struck out "email" and added "electronic communication". If we are able to send notice via text that may be better. She read section 2 in full. Notice should go to parents of students attending (not the whole

school if it is not applicable). She suggests to have a 3<sup>rd</sup> read on this although is not opposed to adopting it tonight. Ms. Anzalone voiced we had started to ask about using PowerSchool and forms, if we could use that as a way to get notice out to parents. Superintendent responded we did research it but there is an added significant cost associated. Ms. Cloutier-Cabral noted we are looking to change platforms, which may have more capability. Superintendent added that might be 2 years out. Ms. Anzalone suggested adding “multiple electronics, email, text etc.” to be sure that you are capturing everyone. Mr. Lavoie expressed we did make the change to electronic communication which gives administration the ability to use anything they feel is necessary. This is the only change we made to it, section 2, and feels we can adopt it tonight. He feels it is pretty straightforward. Mr. Mannarino agrees and by keeping the language we have, it would work even if we changed platforms. Mr. LoVerme questioned if a student is 18 years old and the parent says they cannot attend what happens because the student is legally an adult. Superintendent responded it is a tricky one; we would probably have a meeting with the parents because legally the student is emancipated and if the student wants to make independent decisions without parents, they can. He doesn’t want to call it a gray area but legally they are 18 but he would always want to talk to the parent. There are a lot of things involved when the student turns 18, it is more than just listening to a speaker even if the parent opposes and he gave examples. Assistant Principal Gosselin added it is a gray, there are other things going into that. We talked about looking at that over the summer. She gave examples of some situations such as medications; there are a lot of layers when the student turns 18.

*A MOTION was made by Mr. Lavoie and SECONDED by Mr. LoVerme to adopt policy IMC Controversial Speakers and Programs as written.*

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

**b. 3<sup>rd</sup> Read**

**i. BEDH-Public Participation at Board Meetings**

Ms. Cloutier-Cabral reviewed this policy goes over participation at board meetings and what the rules are regarding participating such as public comment. We struck out some language in section 2; she read this section. She believes the function of striking that language is because it says it “may be extended by a majority vote of the Board”. It can be on a case-by-case basis but in order to run a functional meeting especially meetings where we will have student participation, we don’t want it to be overtaken at the beginning by comments that could have us going very late and get in the way of us doing business. Chairman Golding noted it was a great idea to strike it; we had a couple of meetings last year that went well over 45 minutes. Ms. Anzalone spoke of having the students go first so that if we run over they still are able to report out. Ms. Cloutier-Cabral responded that was the other thought of having it be on a case by case basis, is that we will be consider those kinds of factors when we will be having comment and public will know when there is extra time to speak. Chairman Golding noted that will be harder if we will have students having to stay for the whole meeting. Ms. Anzalone spoke that the other thing we talked about is to make sure when we open up public comment to reference the policy. Ms. Cloutier-Cabral agreed it is good practice to reference the policy every time before public comment. Chairman Golding asked that once adopted, Ms. Fowler add that to the bottom of the public comment. Ms. Cloutier-Cabral confirms this is the 3<sup>rd</sup> read; there are no changes to the policy.

*A MOTION was made by Ms. Cloutier-Cabral and SECONDED by Ms. Foss to adopt policy BEDH-Public Participation at Board Meetings as written.*

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

**IX. COMMITTEE REPORTS**

**i. Facilities Committee**

Mr. Allen reported the committee met on May 1. Ms. Cloutier-Cabral was elected as Vice Chair. There was a long discussion about the CIP, how to use it, what should it look like, budgeting philosophy etc. We presented several samples of CIP’s. After all of that, since the Business Administrator is the one who manages it and deals with it on a day to day basis we asked her to take all the information we provided, take what the Board desires as a format and create what she feels is easiest to use and transparent to the public. Tell the story of the past and future and bring that to the June 5 meeting. Mr. Fran Bujak presented a sample governing policy. This will take more work and we want to get into things that are black and white for both the CIP and policy so that we have clear guidelines as to what should be on the CIP, how things come on and off the CIP, and hoping to avoid some issues we had in the past when things were removed. In addition, what does the Budget Committee do, what does Facilities Committee do, what does the Board do etc. A lot of that was from members of the public attending. We had good attendance; they were concerned with a lack of transparency, mostly about things going on and off the CIP and where we are with projects. We are hoping it will be something that the Board will review, make corrections they see necessary and become an

official document, a working tool to help Ms. LaPlante better manage projects with transparency and where we are in the process of projects etc. We will discuss that at the next meeting, June 5 at LCS.

## **ii. Finance Committee**

Mr. Allen reported he submitted minutes; we elected Mr. LoVerme as Chairman and Mr. Allen was elected Vice Chair. Mr. Post and Superintendent were present; we had a big discussion on what we viewed the role of the Finance Committee to be. Ms. LaPlante brought up how the committee was formed to deal with a budget cut at the district meeting several years ago. Without any real clear purpose or direction, no task or purpose for the committee, we recommended to shut down the committee and remand it back to the Board for discussion as to what they want to do moving forward, what do you want a committee, what is the role, what is the purpose etc. We had a great discussion from Ms. LaPlante who made some suggestions of what she thinks it should be and he has some suggestions as well. If Ms. LaPlante is willing and agrees and if Mr. LoVerme agrees we can send it out to the whole board and put it on the agenda to discuss and decide if we agree with the proposal. No objection heard to add this to the next agenda, Finance Committee-Scope and Purpose.

## **• BATHROOM COMMITTEE**

Ms. Cloutier-Cabral reviewed that they had their final meeting on May 5. Mr. Buroker presented 3 bids for vape detectors. Some vape detectors have shown to help curb behavioral events within the school bathrooms, the detectors have been shown to detect vaping although also have shown to have false positives. Some can also detect a raucous that is louder than usual. Mr. Buroker explained the benefits and pitfalls of each to the committee and we would like to present these at the next meeting. The committee agreed to recommend to the Facilities Committee and Board to request bids for an architect for the locker rooms so that plans can be made for remodeling. The committee has no special recommendation for how the locker rooms should look other than it needs to be safe, up to code and meet ADA requirements. The committee also supports hiring a SRO (School Resource Officer) to further curb behavioral episodes in the schools while promoting a positive relationship with the police while also assisting the local police and administration in keeping the schools safe. She confirms the detectors should detect smoke and vaping. The false positives can be from running hot water etc. Finding out there is nothing, (no vaping etc.) is better than not finding something dangerous. Mr. LoVerme questioned why the committee feels we need to hire an architect. Ms. Cloutier-Cabral responded at the Facilities Committee and prior board meetings, Mr. Erb let us know we needed it to design the locker rooms and they are not ADA compliant and we need them to be. If we remodel it, it will change the structure and would remove the showers. We don't need 3-4 showers, they are not used but we want a shower to be available and we were told it requires an architect. We want to give them the power to do it if that is what they need so it can be worked on. Mr. LoVerme wants to see in writing that in order to do the renovations it requires an architect. Superintendent will provide this at the next meeting. He believes we do not need an architect but we want to do it right and optimize the space. We are concerned about the ADA compliance regarding making that turn, there are plumbing issues and electrical issues we need to correct; he believes the best way to do it is to have an architect for a very small project in the limited space and have a blue print in place for Mr. Erb to start getting contractors and services. He will bring it up on June 13 and we can research it. Maybe we don't, maybe it is the worst-case scenario, but he wants to do it right. He will talk to Ms. LaPlante again and come back on June 13 to talk about the need for an architect. Mr. Allen knows we discussed it before Ms. LaPlante reviewed her position as to why she felt we needed it and believes the Board may have voted to provide funds for this he is 99% sure. Ms. Cloutier-Cabral does not believe it was a motion but knows it was discussed for up to \$10,000. A question was raised if there was a discussion about looking to individualize the showers, are they looking at a certain amount of space. Ms. Cloutier-Cabral voiced that is part of it, we don't have an ADA shower, we need two, one for each and are looking to make it more private. It is something they are looking at. The idea of the architect is also to make sure the measurements are right, it is a tight space. We want to be sure it is utilized right and the space is safe.

*A MOTION was made by Ms. Cloutier-Cabral and SECONDED by Ms. Anzalone to hire an architect for the locker rooms, funding up to \$10,000.*

Mr. LoVerme noted if it passes, he still wants to see the documentation.

*Voting: via roll call vote, eight ayes, one nay from Mr. LoVerme; motion carried.*

Ms. Cloutier-Cabral voiced that the function of the Bathroom Committee was thought of by a lot of people as looking at bathroom design but it was not, the committee's function was more about the behavioral piece and how do we help administrators manage behaviors in private spaces. One of the things they think would be really helpful is

the SRO. She knows the Strategic Planning Committee will be working on the SRO and the committee wanted to put our support behind it. Mr. Lavoie voiced issues have come up a couple times and that position is something we want to start talking about, he wants to add it to the agenda for an upcoming meeting. Chairman Golding noted it is planned for an upcoming meeting. Superintendent confirms the Police Chief will do a presentation on June 13.

#### **X. RESIGNATIONS / APPOINTMENTS / LEAVES**

- a. **FYI-Resignation end of yr. Erin Stewart-FRES Elementary Teacher**
- b. **FYI-Resignation end of yr. Amalia Traffie-WLC MS English Teacher**
- c. **FYI-Resignation end of yr. Alison Bowman-WLC HS English Teacher**

Superintendent reviewed the resignations.

- **FYI-Transfer-Valarie Bemis-W.I.N. Coordinator.**

Superintendent reviewed the transfer of Ms. Bemis from 1<sup>st</sup> grade to W.I.N. Coordinator.

- **Appointment-Tyler Kiliulis-HS Math Teacher**
- **Appointment-Ben Thyng-MS Science Teacher**
- **Appointment- Jessica Radloff-5<sup>th</sup> Grade Teacher**
- **Appointment-Emeria Longval-3<sup>rd</sup> Grade Teacher**

Superintendent reviewed the recommendations for appointment. He spoke of each candidate's nomination.

Superintendent confirms the salary for Masters, Step 1 is \$41,000.

*A MOTION was made by Ms. Cloutier-Cabral and SECONDED by Mr. Mannarino to accept the nomination and appoint Tyler Kiliulis, HS Math Teacher at WLC, Masters, Step 1, salary of \$41,000.*

*Voting: via roll call vote, eight ayes; one nay from Mr. LoVerme (due to salary being too low), motion carried.*

*A MOTION was made by Mr. Mannarino and SECONDED by Ms. Cloutier-Cabral to accept the nomination and appoint Ben Thyng, MS Science Teacher at WLC, Bachelors, Step 1, salary of \$38,000.*

Superintendent noted it would be increasing difficult to find candidates moving forward.

*Voting: via roll call vote, eight ayes; one nay from Mr. LoVerme (due to salary being too low), motion carried.*

*A MOTION was made by Mr. Lavoie and SECONDED by Ms. Foss to accept the nomination and appoint Jessica Radloff, 5<sup>th</sup> Grade Teacher at FRES, Bachelors, Step 1, salary of \$38,000.*

*Voting: voting roll call vote, eight ayes; one abstention from Chairman Kofalt, motion carried.*

A question was raised what grade Ms. Longval do her student teaching in. Superintendent does not have that but will email it out to the Board.

*A MOTION was made by Ms. Cloutier-Cabral and SECONDED by Ms. Foss to accept the nomination and appoint Emeria Longval, 3<sup>rd</sup> Grade Teacher at FRES, Bachelors, Step 1, salary of \$38,000.*

*Voting: via roll call vote, eight ayes; one nay from Mr. LoVerme (due to salary being too low), motion carried.*

Chairman Golding congratulated the new hires.

A question was raised how many resignations have we had overall for the end of the year. Superintendent believes we have at least 8 but it may be more. It is pretty high and it has been a challenge. He would like to say we will not have any more but it is a quite fluid situation not just here but at other schools as well. There are pages and pages of job openings for many areas in education. A question was raised how many open positions do we have. Superintendent responded we are finishing up with kindergarten and 1<sup>st</sup> grade, we had good interviews this afternoon for MS science and HS English and he believes we are interviewing for the elementary counseling position tomorrow. We have offered that position to 2 candidates and they have both chosen to go to other districts. He confirms about 5 positions open. A question was raised how many support staff positions are open. Mr. Pratt confirms he has 5 open for paraprofessionals.

#### **XI. PUBLIC COMMENTS**

The public comment section of the agenda was read.

Mr. John Vanderhoof voiced he would be very surprised to learn that you actually had to have an architect to renovate locker rooms. He thinks if you hire a competent contractor who has done these kinds of renovations before you would not need an architect. If you did need an architect they could inform you of that and would probably have architects they work with. You allocated \$10,000 for an architect and did not say where that money was coming from. You might want to clarify that. Policy IMC, he is referring to #2, he thinks it is a fairly narrow notification for the size of our school. If his student is in 7<sup>th</sup> grade and you are having a controversial speaker, coming to talk to 8<sup>th</sup> graders, my kid will hear about it and there will be questions. Maybe it would be better if it was a HS notification, MS school notification, something along that and you may want to add Board members to that group of notification. You might get a call you might not get a call but it would be nice to have a heads up so you know what is going on. Who is a controversial speaker, what is a controversial program, is there a definition you are going by, there is nothing listed in this policy and once you can answer that, who is responsible for applying that definition and deciding whether there is notification sent out. Chairman Golding asked the Superintendent to at some point to direct someone to answer those questions.

Ms. Tatiana Franko voiced she appreciates that the Board will have parents notified when there is a controversial speaker coming. She is very pleased the Board is moving to fix the locker room and bathrooms and addressing the smoking issues in the bathrooms with detectors, and addressing the student vandalism and behavioral issues and that it is looking to adding in a resource officer. She wants to commend all those who are working hard towards those ends.

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

Ms. Mary Golding thanked the Board for another great meeting. She congratulated Jessica Radloff, she had the pleasure of working with her, she is wonderful and we are very lucky to have her.

## **XII. SCHOOL BOARD MEMBER COMMENTS**

Ms. Cloutier-Cabral wishes those who resigned well, it is hard to see them go and appreciates all they have put into our district. She welcomed the new hires. She wanted to recognize the staff that she sees at all the public events outside of school. She sees all the dedication to our students from “Wander Through Wilton”, at book fairs, skating, baseball games, track meets and prom etc. There were staff at prom chaperoning but also staff there to just support the students take photos and watch them go inside. It is heartwarming to see all the support given to our kids.

Mr. Lavoie thanked the public for their continued interest, he is glad to see some of the enthusiasm has not died. He hopes after the election, they continue to voice their opinion, it is important.

Ms. Anzalone spoke regarding policy IMC. She voiced for Mr. Vanderhoof, it applies to any guest speaker not just controversial speakers; it is any speaker coming to the school.

Mr. LoVerme commented he had a conversation with Mr. Erb on the way in regarding replacing the curtain and motor and it got him thinking. We have a little bit of money and seemed to be spending it. For years, we have been talking about replacing the dishwasher. One of the things Mr. Erb said is because it is a high temperature machine; it gives off steam we now will have to invest in an exhaust system for it. He would like it on the agenda for the next meeting and have quotes. It will cost us more than \$20,000.

Mr. Mannarino echoed Ms. Cloutier-Cabral’s sentiments; those teachers will be sorely missed. He thanked them for everything they have done for our kids over the years. He recognized Emily Hall and the projects that she has with the student art at the Wilton Library. If you have not seen it, go down. He was really impressed with the student work and thanked Ms. Hall for putting it on.

Mr. Allen echoed Ms. Cloutier-Cabral’s statements acknowledging the staff. It is amazing, as your kids get up there, the amount of time he spends at the school and there is always staff spending time just to support the kids and it is great. He thanked the public who have been attending the facilities and all the other committee meetings he appreciates the involvement. The more you know what is going on and the more input you have the better we are

able to serve the students and the public. He thanked the teachers leaving for their service, it stinks especially when you see names that your kids have had in our small community and loved. He wishes them the best and hopes they are moving on to bigger and better things. He congratulated the new hires, welcome aboard and is looking forward to what they will do in the coming years. He echoed Mr. Mannarino's shout out to Emily Hall. The stuff she does outside on her own time, the stuff she is doing at the library, in the community, and in the halls of school. It is nice to see teachers that are very passionate about their craft; very good at what they do and inspiring the students to take an interest whether it is art or math whatever the vocation may be.

Chairman Golding echoed the statements welcoming the new hires and it being sad to see those resigning go. He was happy to do the popcorn at FRES, glad Ms. Lavallee was his partner; he had a blast. The students were working hard and having a good time.

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

*A MOTION was made by Mr. Mannarino and SECONDED by Mr. LoVerme to enter Non-Public Session to review the non-public minutes, discuss student matter RSA 91-A: 3 II (C) at 7:46pm.*

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

### **RETURN TO PUBLIC SESSION**

The Board entered public session at 8:52pm.

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

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

### **XIV. ADJOURNMENT**

*A MOTION was made by Mr. LoVerme and SECONDED by Mr. Lavoie to adjourn the Board meeting at 8:53pm.*

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

*Respectfully submitted,  
Kristina Fowler*