

**WILTON-LYNDEBOROUGH COOPERATIVE
SCHOOL BOARD MEETING
Tuesday, August 23, 2022
Wilton-Lyndeborough Cooperative M/H School
6:30 p.m.**

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

Present: *Jim Kofalt, Alex LoVerme (6:38pm), Brianne Lavallee, Jonathan Vanderhoof, Dennis Golding, Tiffany Cloutier-Cabral, Charlie Post (6:43pm) and Darlene Anzalone*

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

I. CALL TO ORDER

Chairman Kofalt called the meeting to order at 6:31pm.

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

III. BREF PRESENTATION-WILTON ALLIANCE

Principal Edmunds has been working with the Wilton Alliance group. Present are Jennifer Beck and Deb Waldo from Wilton Alliance who spoke about a project they would like the Board to “give a green light on”. Ms. Beck spoke of warrant articles and town meetings being a hard way to get things done and decided a nonprofit would be a good idea. They voted about 3 months ago on a series of project ideas. This group is all about investing in the Town of Wilton. They realized the HS did not have high tech, good performance technology. When we realized upgraded technology does things for kids but also allows the facility to be more of a community service. We looked at all the things we could with this facility to benefit kids and community such as town meetings here, planning board meetings here, and community theatre. We liked that and plan to take a workshop experience to the community, parents etc. to validate many of our assumptions. Bringing “Lights, Camera, Action” so that the performance curriculum theatre has a place to perform. Ms. Waldo spoke of meeting with Ms. Edmunds and Mr. Bouley to hear what would mean the most to them. Ms. Edmunds said sound and lights would help the kids with performance and drama, give vocational experiences and opportunities. On Saturday, the team working on this project talked about what happens in this building now, who comes and what their needs are when they come. A question was raised how to get Lyndeborough involved. Ms. Beck responded the Wilton Alliance is about Wilton but realizes with the school, Lyndeborough is a part as well. She expressed they are looking for a green light from the Board to do community workshops to validate their assumptions. You can do matching funds from our fund raising. It will take time and they will need to get the electrical folks in here and a general contractor. She notes we are “revved up on it” and want to keep moving and get the green light. Ms. Lavallee noted the idea of sound and light improvements is a great one and will touch a lot of people in the community. She questioned if they have funds already raised and if so what is the amount. Ms. Beck responded not for this project. We have some money in the coffers but have not started for this yet. Ms. Lavallee questioned if there are members of the Lyndeborough community that want to help and join, are you open to that. Ms. Beck confirmed there would be project teams with Board sponsors; she is looking to build the Board out more. They want participation from Lyndeborough for projects. We want to be sure we understand what the needs and wants are. Projects like this can be \$100,000 who knows. Before we decide what we need we want to be sure we know all the potential uses. Chairman Kofalt spoke that there has been some good work done in school around video programming, he likes the fact there is lights and camera in there. He spoke of Milford’s videography program. We have been discussing technology and skills in the district and aligning curriculum for kids to take advantage of that. He spoke of some hesitation, you want a green light but he is not sure what he is giving that for. He spoke of there being often unspoken commitments. Schools are a community resource and sometimes we have constraints around that. There may be expenses such as keeping custodians late etc. His concern is that there are unspoken expectations. If we say yes to the green light, what did we just commit to? He doesn’t think you need our green light formerly speaking. His personal opinion is to investigate further. Ms. Edmunds spoke that we cannot take donations without school board approval and would not move forward without their understanding of the project and what we want to do. Ms. Beck noted we need to understand the need so we don’t raise money for the wrong things. Mr. Vanderhoof expressed what we are talking about is what is the scope of the project; you are not sure exactly what you want to do. Does it hang up or go on the stage etc. when would we have a clear plan. Ms. Beck responded they have a draft project. The Board would have sign off on project plans as we go through this process. We are not rebuilding stages but looking at the technology infrastructure to put sound, lighting and cameras in this facility and gym. We are anticipating having to make some electrical foundation changes, she is not sure what you have is up to code. We have some experts on other committees who have experience. We have some “techies” that have already come and checked this out. Mr. Vanderhoof voiced his concern is if we give you a green light, you start fund raising on the project and that is a different level. Ms. Beck responded we are a long way from fund raising. There are a number of steps; Ms. Edmunds is committed to keep you apprised as we go. It was noted if we move forward how do we make

sure it does not disrupt school and if you are talking about community events and saying yes to it do you anticipate any controversial issues. Ms. Edmunds spoke that we have a facilities use form and prices for facility use are on that, it is always up to the principal and superintendent. Ms. Beck confirms it is up to the school board, and your process how you manage the facility, who comes, who doesn't that is your call. We bring the funds. Ms. Lavallee added we have policy KF for facility use and a facility use form. Chairman Kofalt expressed he would want to have our facilities director and technology director be very involved with the process. When you talk about adding technology presumably, it integrates and would need to isolate that for security etc. Ms. Beck responded, Mr. Buroker will be at the next meeting and she knows Mr. Erb well. Chairman Kofalt asked if they anticipate making a budget request from the school board. Ms. Beck responded not at this time. We are not there yet; we don't know how much it will cost yet. We are in the very early stages of what will happen, after that, we will determine if we need matching funds, a warrant article etc. She added one of the benefits she can tell you is school taxes are a huge deal and if people start seeing the school as more than just doing for the kids it would go a long way. Mr. Post asked if they would down the road be coming to the Board for funds. Ms. Beck responded maybe, but would look elsewhere first. This is an informative meeting; there will be more of them as we get more green lights. We didn't want to do a community workshop without Board approval. Ms. Waldo noted we will want to talk to teachers, students and community about this with your blessing. Ms. Lavallee thanked them for the hours they already put into the project. Ms. Cloutier-Cabral thanked them for taking an interest and keeping the board informed of all the ideas. Mr. LoVerme questioned what they are looking for in return. Ms. Beck responded I was put on a path to do good work that's it. Chairman Kofalt again voiced hesitation and concern. It is a commendable project but he is concerned with the lack of a plan, and what is going to be needed down the road. Ms. Beck responded she is happy to address the concerns down the road; the Alliance has nothing to do with what you do with your facility. Ms. Waldo noted next time we will come with needs we identified and what is needed to address those needs. Ms. Edmunds spoke of technical theatre being another career opportunity for kids. Ms. Beck spoke of one of the mandates with the Wilton Economic Development Committee was to make Wilton a destination and put us on the map. If you lay the groundwork for that, you can make things better for the community. They will work on the workshop with parents, teachers, students and community members that would be targets for them in terms of fund raising. They will bring results back to the Board. It is up the Board how much they want to be involved. They can speak with Ms. Edmunds about this. They spoke about Andy's Summer Playhouse looking for a vendor. Chairman Kofalt expressed not wanting them to interpret any of his statements as being negative, he applauds them for what they are doing, and it has potential. Mr. Kofalt expressed concern that we might potentially go down the road of building consensus around this project only to face a last-minute funding request such as a warrant article. Ms. Beck responded that her comment about the possible need for a warrant article had been a joke.

IV. ADJUSTMENTS TO THE AGENDA

Superintendent reported the following adjustments, two FYI new hires and removing one FYI new hire temporarily while they work out logistics for certification.

A MOTION was made by Ms. Lavallee and SECONDED by Mr. LoVerme to accept the adjustments to the agenda.

Voting: all aye, motion carried unanimously.

V. PUBLIC COMMENTS

The public comment section of the agenda was read. Superintendent called out all the phone numbers and names joined in the meeting asking if they wanted to comment. There was no public comment to report.

VI. BOARD CORRESPONDENCE

a. Reports

i. Business Administrator's Report

Ms. LaPlante expressed thanks for Mr. Erb and his crew who went above and beyond doing regular maintenance, took care of kitchen needs, tennis court quotes etc. She wanted to take the opportunity to commend them for their work. A round of applause was given. Mr. Post commented the floors are so squeaky clean and look beautiful. Ms. LaPlante reported we took delivery of a 2022 GMC Sierra 2500 truck; it came in at \$1,400 more than original projection. It has been insured already and will be inspected next week. It is parked at WLC overnight under lights. Accounting transition from 2022 to 2023 is going very smooth thanks to good data in, good data out. She is hoping to report financials on September 6. The grease trap repairs discussed in June are near complete, plumber is coming tomorrow and final tile work will be done over Christmas break. They are working on how best to identify fuel/energy rates, keeping a frequent eye on the market. She will review transportation packets and hopes for "no unknowns" on what the impact will be for our transportation budget. A question was raised if she will have a new transportation bid sheet. Ms. LaPlante responded she will use the same format used in the past, is looking for a 3 year contract. She will review it to be sure it is appropriate and make any adjustments needed. A question was raised if there are any kitchen repairs remaining open. Ms. LaPlante responded no, now that we have an idea of where are ESSER funds are at, we may look at some kitchen projects but nothing urgent and pressing. All the preventative maintenance and as needed maintenance is being taken care of. Ms. Cloutier-Cabral commented the truck looks great. Ms. LaPlante informed the group we are getting magnets for the truck so that it is identifiable. A question was raised if we have an audit date from the CPA firm. Ms. LaPlante responded we should be getting the finalized document once they remove the draft from that they can give us the go ahead for the FY 22 audit.

ii. Director of Student Support Services Report

Mr. Pratt reported doing a great deal with staffing this summer although it's a bit of a challenge right now; we have been able to attack some great staff. We are still looking for a couple paraprofessionals. ESY was awesome this summer; they did a great job considering how hot it was. He thanked all those involved, staff, parents and students. We had 51 students, down 2 from last summer. Preschool and Pre-K will start Tuesday after Labor Day. We are starting with 4-6 students in the 3-year-old program and 8-10 students in the 4-year-old program with 1 model student in the 3-year-old group and 2 in the 4-year-old program. Just today, we were notified by Early Intervention we have some more students who will be filtering in for the school year as we always do: the 3-year-old program will be filling up more. He spent a lot of time with Ms. LaPlante this summer; it is a joy to work with her and the department. We talked about priorities before, the counselors, building administrators have been meeting over the summer, and that has been going well. Finally, school transportation on SPED side we are splitting it with LA Limo and Durham. LA Limo was not able to do the in-district transport they were able and willing to do our out-of-district. Mr. Post commented he is glad that we were able to include LA Limo as they really helped us last year when we were in a bind. Mr. Pratt agreed and they are transporting 4 of our students. He confirmed he has 2 paraprofessional openings.

iii. Director of Technology's Report

Mr. Buroker reported in the last month we implemented Vector PD tracking and Clever Single Sign-on. He has been here 7 weeks and believes we are in a very good spot and most of that is because of his 2 technicians. They did an incredible job preparing this district for the summer and fall. If it were not for them, we would not be ready to start the school year without their efforts. We have around 15 tickets with 8 days to close them out. He wants to decrease that to 10 tickets in 7 days. Beyond this, he will have some policy recommendations, which he will forward to the Policy Committee. A few institutional solutions he feels are probably necessary that will be coming which will be filtered through the Policy Committee. Ms. Lavallee thanked him for taking the initiative to look at the policies before being asked. Chairman Kofalt welcomed him.

VII. STRETCH GOALS FOR DATA ASSESMENT

Superintendent reviewed they problem solved and tried to figure out what progressions make sense for us. Is it too high, too low, etc.? We felt 15% was a starting point. As a district, I am not sure if we have ever been goal driven in terms of student achievement in an explicit way. It is part of the overall approach around looking at data and collaboration and really working hard with our teachers to see what we are doing between data points to see if it makes a difference. Ms. Dignan reported by June of 2023 51% of the student's grades 3-8 will score at or above proficiency in math as measured by the SAS (NH State Assessment). By June of 2023, 72% of student's grades 3-8 will score above proficiency in reading as measured by the SAS. She reviewed the graph provided noting each year it increases by 15%, for example math proficiency in 2024 is 66% and 2025 is 80%, in reading proficiency in 2024 it is 87%, 2025 it is 90%. As we assess each year if we meet our goals early we can always reassess. Superintendent commented those are the initial goals for 2023 and they exceed our benchmark pre-pandemic. He feels this is a reasonable goal; we should get back to where we were pre-pandemic and above that. He has no doubt we can be above state average. Mr. Vanderhoof questioned how we reached the goal of 15% and is it reasonable to expect the same amount of growth in both subjects. Why are we so much higher in reading and not math do we need to switch some focus on math vs. reading. This is nice and linear and he does not know it should look like that. Ms. Dignan responded the reading is higher than math and the reason is that it starts higher. Ms. Gosselin spoke that the thing we are trying to hone in on is not losing sight of reading, most of our focus is on math but we don't want to lose ground on reading. We don't want it to seem lesser than, we want to keep reading just as robust as it has been and didn't lower the expectation. Superintendent added this year we just have to start, it may be a little messy but we will make those adjustments. Reading is taught across the curriculum and that is not the case with math. Math exposure becomes narrower and narrower. Mr. Vanderhoof expressed that is his concern, we just throw out 15% vs. what the actual expectation is. These are the goals; we need to put a hard line in the sand. If we are reassessing something went wrong. Those adjustments need to happen on the fly and during the year to hit that goal. Superintendent responded that we have 3 assessments during the year and at that point, we will probably adjust them. We will report that out to you. The pace may be a little different, the grade is a little different and we will have to make those adjustments. Mr. Vanderhoof added that is one of his concerns is that the goal being a district goal vs. a class goal. I want to see every class over 50% I don't want to see 80%, then 30% etc. I don't want to see one outstanding class. Superintendent responded he thinks that would be a mistake to report it in aggregate and not recognize that each grade will learn at a different pace and each student. At one level, we will report it out as a whole and you can see it for each grade too. We know this is the beginning and we will have to make adjustments. These are arbitrary target points and at the end, we will report out where we landed and start to set those targets. Ms. Lavallee thanked the group for this. She spoke of it reminding her of the IEP process and having targets and if we are not meeting the targets that is a trigger to see why we are not meeting them and what can we do. Chairman Kofalt pointed out that in response to the question about math vs. reading, at a state level they are separated by about 10% as well. A question was raised why the state reports show science as well, why are we not looking at science. Ms. Gosselin responded she thinks that is a good point, what is troubling with science in terms of a goal is that it is only assessed 3 times. We can make a goal it is just that we would not see the corresponding data for 3 more years. The others are more annual. Mr. Post voiced appreciation for this and thanked everyone who worked on it. This gives us a direction of where we are going; you will have to tell us how to get there and what you need from us when it is not working. What resources and focus you need and when we need to bring in the community. We need to know what winning looks like; this is what it looks like. It is a stretch and will require some work. Ms. Anzalone expressed wanting to be more involved in curriculum and wants to learn more about how curriculum is chosen. She was on the Curriculum Committee as a parent but is not any longer. Yes, part of this is COVID but is it part of the curriculum we are using. She doesn't think the teachers are doing anything wrong but thinks it may be due to the curriculum we are trying to teach the kids. How do we find the right curriculum to get the test scores up? Ms. Dignan spoke that the committee has a draft

outline of the whole process of how we do just that. It is still in draft form and needs one more pass before it is released. Ms. Anzalone asked how do we get the parents involved, she thinks making it easier would help if we can show them what the students are learning, here are the textbooks etc. so they can familiarize themselves with it. Ms. Dignan said one of the goals is to get it on the website as well. Chairman Kofalt noted these are stretch goals, they are aspirational and he thinks it is motivating to have everyone ending high. They may seem a little out of reach but it is good we are setting stretch goals. Superintendent added we would report out regularly, we want to keep this conversation going. The data is not about finding fault but about what we are doing well and keep that going and what we are not doing well and making adjustments. He spoke to the staff about it this morning. He gets a sense from talking to people that accountability and having open conversations have not been part of this district. We want to have a good robust conversation, we have nothing to hide if they are not good we won't be happy about it and neither will the staff. It was suggested that it would be useful to see a timeline although not urgent as we have iReady. We had spoken of a data dashboard. We saw some really good data a few weeks ago, some was hard to understand. He would like to see this laid out in a big picture content, where we are, where we are going. It will come to life for people if we present it on a timeline. Ms. Gosselin reviewed with the SAT's we did the same thing, pulled the 2018 and 2019 scores, added the 15%, it is the same model as the SAS. Mr. Vanderhoof expressed when he asked for a goal, he meant an expectation. Let's set a number and this is what we expect to happen. Mr. Post questioned what would be a goal for Mr. Vanderhoof. Mr. Vanderhoof is fine with the number but not the language around it and the discussion. He wants to see it as the expectation not the hope. Mr. Post commented you have a target goal and stretch goal, the target goal could be that we meet the state averages, we don't right now. Mr. Vanderhoof sees it as a reasonable expectation not a stretch goal. Superintendent commented that he agrees with Mr. Vanderhoof and the language is something we have to change also. If we have a culture that we don't talk about evidence of student learning and good teaching. When we start to look at the evidence the language we use starts to change and the language we need to use is we are not going to accept anything short of this, we need to be more determined, more strategic and more specific and that is part of changing a culture in a district. We expect it, we have community support, great kids, great community, great staff and we expect to be at the state average and in fact to exceed it in two years. He also agrees with Mr. Post regarding target goals and stretch goals. Part of the learning process is also for the district to use clear language. We are capable of doing better and we know this. When we are determined with our language and clear about where we are headed that has an impact. Chairman Kofalt, noted the other side of the coin is if you say this is it, do or die, it potentially leads to teaching to the test and he is not saying that to disparage anyone, it is human nature that if I have to make that number and everything I do is built around that you get into the arguments of who has the more talented kids in their class. He is not disagreeing with you; he is just saying that there is a delicate balance. Mr. Post's way works well to have target goals and stretch goals and maybe that needs to be revisited. Mr. Vanderhoof spoke of hearing constantly about teaching to the test; that is what you are supposed to know, the stuff on the test is what we should be teaching. We need to be more firm with everything as far as the expectation from the Board, to the students, to parents and teachers. If we want to call it a stretch goal or set different goals. He is fine setting it as a goal and anything above and beyond is great.

VIII. HANDBOOK CHANGES

Superintendent reported Principal Chenette was not able to attend however wanted the Board to be aware the only changes she has for FRES or LCS are staffing.

Assistant Principal Gosselin reviewed there are 4 primary changes. A question was raised regarding staff using cell phones during class. Superintendent responded that we set expectations with our staff; sometimes adults have to use their cell phones and he provided an example of a sick child. He noted we have as few exceptions as possible. Questions were raised regarding E-Hall Pass. Assistant Principal Gosselin explained we wanted to minimize the traffic flow in hallways and provide teachers with more time for instruction. It is a structured system to alleviate time spent on passes. It supports other areas such anti-vaping and the number of students out at once and several other schools have implemented this. She explained it is like Google Suites, it is not an app and explained how it works. The student makes the pass request on their Chromebook; the teacher can approve it on their screen and enter a PIN. This system is also helpful in situations like fire drills as it very quick to see if students are out of the room and how long they have been out. Superintendent voiced long ago there would be sign in and out sheets, he would collect those on Fridays and look for any patterns or if there were an issue with vandalism you can see who was out of the class, it is an accountability measure. He is excited to see what kind of data this produces. Ms. Lavallee spoke of there being vandalism in the past and some was significant. Given this is a trial year, has there been any data to see if this technique stops some of the vandalism or help determined who is responsible. Assistant Principal Gosselin responded that is one of the primary things they discussed. That it has been one of the biggest turnarounds in other districts. A question was raised how long the data is kept for. Mr. Vanderhoof voiced it is potentially problematic for him, in some cases it makes sense but not for long-term. Assistant Principal Gosselin did not know when the data is wiped; her guess is a year but can find out. Mr. Vanderhoof does not see a need to hold it long-term. There was discussion about the addition of 9th grade to the zero tolerance policy of cell phone use. Assistant Principal Gosselin spoke about this noting that in the HS, it is at the teacher's discretion and grades 6-8 had been zero tolerance. We are adding the 9th grade, as since we are 1:1 there is a more of a blurred line when it is allowed and when not. It has been more difficult for them to put it away and we are trying to make a more cohesive transition. Mr. Vanderhoof noted teacher discretion is a terrible way to have a policy. It should be based on merit if you tell the 6th grader this is the rule, if they violate it, you lose the privilege, set the expectation for everyone whether you are in 6th grade or a senior. He questions if clubs and organizations have grade requirements to participate (like athletics). Assistant Gosselin responded yes. She will check if it is exactly the same but she believes it follows the same criteria. It is up to 2 classes and you are only on probation for 1 year. She

gave an example. She confirms it is based on the previous marking period. The probationary period is to get done what you need to. Mr. Vanderhoof felt it should be if you fail, you are not allowed to participate. Assistant Principal Gosselin confirmed this is an FYI no formal approval is needed. Superintendent added that we would report to you with how the processes are going and conclusions we have made. Chairman Kofalt asked for a report back to clarify the criteria for the requirements of participation in athletics or clubs. Ms. Anzalone asked what kind of information will the E-Pass company have or are they collecting personal information about our kids. Assistant Gosselin responded she believes it is a name and email but will check on that. Chairman Kofalt noted it would be interesting to see what they are doing to comply with FERPA as well, presumably they are selling to schools and probably follow FERPA but it would nice to see that. Mr. Post voiced appreciation for addressing some problems we know or heard about. It is a great solution and these are moving parts where people have concerns but its great work. Chairman Kofalt spoke that yes there is the issue of cleaning up and repairing damage but there is a detrimental effect to the student population and having control over that is a move in the right direction. He is generally concerned about privacy issues. Ms. Lavallee noted one of the policies they are bringing tonight is that the code of conduct will be reviewed by the Board every year. Board members need to be aware of what is in the code of conduct.

IX. TENNIS COURTS

Ms. LaPlante reviewed we know the insurance company recommended we close the courts until the repairs are completed. We have only one quote for repair and fences; we are calling everyone we can. We wanted to let you know where we are at to make them safe we are still fact finding. They are closed at this point. Mr. Post spoke that we talked about this over the years. He questioned if it is for 3 courts or 2. Ms. LaPlante confirmed we need 3 to play competitively. She doesn't know the number of courts that are out of commission but there are significant repairs needed to 2 or 3. The proposal is to repair them all. Mr. Post is trying to figure out the scope. Ms. LaPlante confirms this proposal is to patch and them into playable condition and fix the fences excluding site work. Mr. Vanderhoof spoke that the Board needs to decide, we put \$20,000 in the budget to remove them. If we are not going to do that we can safely wait until budget season to start talking about putting a plan in motion to fix them. Chairman Kofalt agrees the Budget Committee should be involved once we have all the information. Mr. Vanderhoof recommends moving on from this topic until budget season as it has been discussed many times. We do not have enough information to make any decision. Ms. LaPlante notes this is just to bring it up to baseline; those costs are not in there for any future repairs. Chairman Kofalt suggested we gather all the information and it makes sense to have the discussion with the Budget Committee during budget process if we can get the information we need this year. A question was raised what have we done to close the courts so far. Mr. Erb responded you are missing 3 gates. He has covered it up with plywood no one can get in. He has not put signs up. He questioned if the community had been informed. Ms. Lavallee noted it would be helpful to have a public notice up saying, public notice the courts are closed at this time. She thinks the insurance company told us we needed to post it. If we don't it could be a liability if someone gets in there. Superintendent responded we will spray paint on some plywood before the long weekend. Ms. Lavallee added the Board voted on it, you could add per the School Board. A question was raised if the AD was working on a plan of where they play in the spring. Superintendent responded Principal Edmunds and Assistant Principal Gosselin are working with Mr. Pelletier and will gauge interest. If we move forward this year, we will move through the budget season and consider this; in the meantime do we repair this so kids can practice on it. We don't know what will happen through the winter, the water has seeped underneath for 20 years, even though we patch it, the cracks get larger etc. In the meantime, we need a contingency plan. He is not interested in denying any kids the opportunity to play or the coach. We will work on that.

X. POLICIES

a. 1st Reading

i. JIC-Student Conduct

Ms. Lavallee reviewed our current policy was last updated in 2010, there were legislative updates in 2021, 2018, and 2011 that had not been completed. The most recent changes also reflected the 2020 RSA requirements. The detail of those are included in the Policy Committee minutes. This is a first read.

ii. IJOC-Volunteers

Ms. Lavallee reviewed this policy in May of 2022 there were some minor changes. We started working on it for changes that occurred in 2021. The definitions are changed and it was completely reformatted. Our current policy was last updated in 2010. The specifics in regard to all the wording changes are in the Policy Committee minutes.

iii. GDB-Employment of Non-certified Personnel

Ms. Lavallee reviewed this policy did not have as many changes in it, we were able to go through and strike out things in the previous policy and things added are in red. It was revised to take out the protective classes in the introductory paragraph and instead it just refers to the equal opportunity policy. One of the intents of doing this was to decrease the intent of having outdated policies because there are several legislative changes that reflect what protective classes are. There were minor changes that had to do with specific language. Mr. Vanderhoof questioned in the annual notice section (no later than 10 days prior to school year) if it was in line with the CBA, it says it is for noncertified personnel. Ms. Lavallee responded it is noncertified, non-collective bargaining employees. He notes he wouldn't want it to be more restrictive, if we have an agreement it should be aligned with this if it affects the support staff. Ms. Lavallee will check on it. Chairman Kofalt added language could be used to say if there is a contract it would supersede the policy that way you don't have to worry about discrepancies.

iv. GBJ-Personnel Records

Ms. Lavallee reviewed this was updated because in Sept. 2015 there were legislative changes that required it. We added the 2 legal references below as well.

v. ADC-Prohibitions Regarding Use and Possession of Tobacco Products, E-Cigarettes, And E-Liquids In and On School Facilities and Grounds

Ms. Lavallee reviewed this has quite a few edits; it is mostly related to new technology of nicotine ingestion; e-cigarettes and liquid tobacco. This policy is coded into 3 sections, students, employees and all other persons. If we adopt this, it is the recommendation of the committee that we withdraw the related policies because it will now be contained in this one policy. Chairman Kofalt, spoke he is not in favor of kids having nicotine in their cars but the way he reads this is that they are prohibited from having it in their car. He gave example of the student driving their parent's car to school and the parent left their cigarettes in the car, they don't touch them but they are in violation of this policy. He questioned if he is reading this correctly. Ms. Lavallee confirmed he is. He confirmed he is referring to section B, Students, "in any facility, any school vehicle or anywhere on school grounds maintained by the District". He notes it sounds a bit vague, "school grounds maintained by the District", if someone were walking through the woods on a weekend if it is owned by district would they be in violation. He knows these are outlier scenarios but is someone going to be in violation of the policy; if this is policy, we have to enforce it. Ms. Cloutier-Cabral spoke that we put policies into place and when they are violated, we would go through the process, and Principal Edmunds may take that on a case-by-case basis. It is a good policy to have because the less we have it going on the better. Mr. Post spoke that he would expect and is confident that Principal Edmunds would be reasonable. The problem is this policy will be in place for years from now and we will likely be off the school board. Students have been suspended for having a pack in their car. He thinks it is something we should consider and be reasonable about. Mr. Vanderhoof spoke that he does not have any real issue with it as written. He questions if we can just simply put, you can't smoke on school grounds. He understands the legal stuff, the spirit of the law but if we get too detailed, we have to be restrictive in those details. It stuck out to him as a very laborious process when we could simply say no smoking on school grounds. Ms. Lavallee reviewed in section E; it states the rules and procedures should be made in consultation with the Principal. She noted the specific consequences are not listed it just says there will be consequences if there is a violation; we added that part in. She noted her personal opinion is we need to have a hard and fast rule regarding nicotine on school grounds. Nicotine use is a problem that has gotten significantly worse. The Superintendent noted it is important that the Principal have some discretion. Although he agrees with what everyone said, he likes that it is clear, zero tolerance but there are sometimes we need to make adjustments and follow up. Ms. Lavallee asked for some direction from the Board that is specific so she can do research for the next meeting which is September 15. In order for us to discuss it, specific language is needed. Mr. Vanderhoof expressed it was a good idea to try to combine the policies but it may be part of the problem maybe separating them and being clear about tobacco use in schools vs. possession, student vs. teacher so we have those delineations. This is his suggestion. Chairman Kofalt suggested being clearer about the Superintendent/Principal having discretion. It does say, "the Principal will develop regulations which cover disciplinary action to be taken". We may want to be more explicit that the Principal and or Superintendent have the discretion as to whether or not take disciplinary action based on the actions. It still leaves the door open for 10 years from now if someone wants to crack down on every instance but that is a conversation for a different Board and at least it does tie the hands of this administration to enforce this policy. Ms. Lavallee will look to the minutes for the specific wording. Mr. Post has an issue with B, where it says the "the Principal will develop regulations which cover disciplinary action" if we have a policy why are we saying that the Principal will develop regulations. That is contrary to a policy. If the purpose was to have the Principal show discretion, that is appropriate but why would we have develop regulations. Ms. Lavallee questioned if Mr. Post feels the language in section E is more appropriate then rules and procedures relating to student violations as opposed to using the wording of regulations. We could even take that whole paragraph out since it is in section E. Mr. Vanderhoof suggests, "less is more". He thinks everyone understands the spirit of the policy we shouldn't over complicate it. As much as possible, anything that could be pared-down we should, even if you wanted reference an RSA etc. at the bottom. Ms. Lavallee questioned if we remove that last paragraph. Mr. Post will look at it and send it to Ms. Lavallee. Ms. Lavallee will look at it and do some investigation. It will be left off the agenda for September 6 and will return for the 2nd meeting in September.

b. Withdrawals

There was no discussion on the withdrawals.

- i. BED-Tobacco Products Ban Use and Possession In and On School Facilities and Grounds**
- ii. JICG Tobacco Products Ban use and Possession In and ON School Facilities and Grounds**
- iii. GBEC-Drug-Free Workplace/Drug-Free Schools**

XI. ACTION ITEMS

a. Approve Minutes of Previous Meeting

A MOTION was made by Mr. Post and SECONDED by Ms. Lavallee to approve the minutes of August 9, 2022 as written. Voting: six ayes; two abstentions from Mr. Golding and Chairman Kofalt, motion carried.

b. Appoint Board Member to NHSBA Delegate Assembly

Chairman Kofalt asked if Mr. Vanderhoof would be interested in representing our district again. Mr. Vanderhoof accepted.

A MOTION was made by Mr. Kofalt and SECONDED by Mr. Golding to appoint Mr. Vanderhoof to serve as our delegate for the NHSBA Delegate Assembly in October.

Mr. Vanderhoof questioned if the expectation was the same as last year. He questioned if the Board wanted to wait to read through all the proposals before we talked about them. Last year it was to vote no to all of them except ours. Chairman Kofalt felt that personally he wanted to wait to see what the proposals are. Mr. Vanderhoof responded they are out. It was suggested to put it on the next agenda. Mr. Vanderhoof will register himself.

Voting: all aye, motion carried unanimously.

XII. COMMITTEE REPORTS

i. Finance Committee

Chairman Kofalt reported the committee met last week. They discussed what they want to do at these meetings as previously they looked at reviewing finances and they are feeling pretty good about the state of finances now. They still want to review them but there are a couple other things they want to be intentional about. One is to look at the financial policies and review those for a first pass before they go to the Policy Committee. They spoke about the audit and in the draft; there are a number of findings. Generally, findings are points that require management attention, Board attention in this case. Most of those are routine. There was one material finding which concerns him when he sees this in an audit. He spoke to the CPA and he informed him that it was already addressed and is not a concern on an ongoing basis. It has been resolved, we didn't lose any money in those grants and it is all tied out. Other things are minor for example we do not have a policy for crowd funding. This is recommended by the GASB. The reason is if the PTO for example sets up a "go-fund-me" page we need to ensure if it is being done on behalf of the school or it is a school program that we have control and oversight over that money and what happens to it. It is not urgent or prompted by any problems or incidents. The GASB says we should have this. There is a list of things like this we will be going through and looking at. We are meeting less than we were initially. We looked at fiscal policies and they were prioritized. Some pertain to bonding employees or officials such as the Treasurer and state law requires them for up to \$100,000. He wonders if this is too low. There are also some thresholds for purchases and those were written by NHSBA for districts across NH. What is a small purchase for Manchester or Nashua could be a large purchase for us. Mr. Lavallee had brought up we may want to talk about potential revenue sources. We discussed it but no definitive action.

ii. Policy Committee

Ms. Lavallee provided a written report. The committee met in June and July. They completed a review of the subsequent policies. She keeps on ongoing list. This is a new practice; she hopes it will turn in to a routine committee practice. They went through the DOE required policy audit, they completed that and reported results to the business office. The policies identified are being worked on. They completed a tech audit through the NHSBA database. She cross-referenced them with what we have and found we are missing some that are required and some are outdated. She learned Mr. Buroker was working on reviewing these. He is invited to the next Policy Committee meeting to discuss. The committee completed edits on 5 policies, which are planned to come the Board after this round of policies we looked at tonight, are completed. They reviewed the legislative update. They did not find any areas where we need to make immediate changes some need minor changes. Administration and school nurses are working on some of those. We will wait until the legislative policy review webinar to see what needs updating. The next meeting is scheduled for September 15 at 7pm.

iii. Technology Committee

Chairman Kofalt reported the committee met this evening to recap and bring Mr. Buroker up to speed. They will do a reset given the changes in staffing and look at how to operationalize the technology vision going forward.

iv. Negotiations Committee

Mr. LoVerme reported the WLCSSA Negotiations Committee met, the next meeting is scheduled for August 30 at 7pm. The target goal to finish is October 24.

XIII. RESIGNATIONS / APPOINTMENTS / LEAVES

a. Resignation-Andre Garner-WLC HS English Teacher

Superintendent reviewed the resignation of Andre Garner and asked for the Board to make a motion to accept it. He spoke about wanting to talk to other Superintendents about what kind of language they use to help people who sign contracts honor them. We spend a lot of time interviewing; checking references etc. and it is very close to the start of the year. In the CBA, it is clear there is a 30-day requirement that we can hold them to but at the end of the day, he is not sure what we can legally do if they leave before that. In this case, we have other applicants we could look at immediately. Discussion was had regarding honoring the contract that was signed and if the receiving district contacted us. Superintendent confirms he did speak with the other district. Many school districts are dealing with many openings. Some Superintendents will not hire a teacher that has signed a contract with another district until they fill the position. He feels good about where we are with staffing and the quality of people who chose to work with us. He noted Mr. Garner is an outstanding educator and that is why they hired him. There was discussion if the Board would accept the resignation or take no action. Superintendent expressed in general it is not beneficial for us to keep a teacher who is on their way out, students start to build relationships with them and in terms of staff morale. He would like to talk about how we can strengthen the language about resignations. We need to keep advocating with other Superintendents that this is not acceptable but it is happening all over the state.

A MOTION was made by Mr. Golding and SECONDED by Mr. LoVerme to accept the resignation of Mr. Andre Garner.

Ms. Lavallee noted it is disappointing and would like to see a return to professionalism. Mr. Vanderhoof agrees and feels the WLCTA should fight as hard to make teachers stick to what they agreed to.

Voting: six ayes, one nay from Mr. Post and one abstention from Mr. Vanderhoof, motion carried.

b. New Hire FYI-Ken Garnham WLC .80 PE Teacher

Mr. Garnham was removed from the agenda and will be brought back at a later time.

c. New Hire FYI Cheryl Rosenthal-WLC Title I Tutor

• New Hire FYI Jack Gregg-RBT-WLC

• New Hire FYI Carolyn McEntee-PCA-LCS

Superintendent reviewed the new hires.

d. Appointment-Heather Roberts-FRES SPED Case Manager/Teacher

Superintendent reviewed the recommendation for nomination.

A MOTION was made by Mr. Post and SECONDED by Ms. Lavallee to accept the recommendation to appoint Ms. Heather Roberts, SPED Case Manager/Teacher at FRES, Bachelor Step 1 \$37,500

Voting: all aye, motion carried unanimously.

e. Appointment-Valarie Bemis-FRES 1st Grade Teacher

Superintendent reviewed the recommendation for nomination.

A MOTION was made by Mr. Post and SECONDED by Ms. Lavallee to accept the recommendation to appoint Ms. Valarie Bemis, 1st Grade Teacher at FRES, Bachelor Step 8 \$47,000

Voting: all aye, motion carried unanimously.

f. Appointment-Georgia Hegner-WLC HS English Teacher

Superintendent reviewed the recommendation for nomination.

A MOTION was made by Ms. Lavallee and SECONDED by Mr. Golding to accept the recommendation to appoint Ms. Georgia Hegner, WLC HS English Teacher, Bachelor Step 6 \$44,000

Voting: all aye, motion carried unanimously.

g. Appointment-Alison Hobbs-Wozmak-FRES 3rd Grade Teacher

Superintendent reviewed the recommendation for nomination.

A MOTION was made by Mr. Post and SECONDED by Ms. Lavallee to accept the recommendation to appoint Ms. Alison Hobbs Wozmak, Bachelor+30 Step 7 \$46,900

Voting: all aye, motion carried unanimously.

Superintendent reviewed what we have for teacher vacancies. He confirmed the 3rd grade positions are now all filled.

XIV. PUBLIC COMMENTS

The public comment section of the agenda was read. Superintendent called out all the phone numbers and names joined in the meeting asking if they wanted to comment. There was no public comment to report.

XV. SCHOOL BOARD MEMBER COMMENTS

Ms. Cloutier-Cabral thanked the Wilton Alliance for their offer to help. She congratulated the new hires and looks forward to seeing what they are going to do. She is happy with the mood in the schools; great work everyone.

Mr. Vanderhoof commented it was good to talk about goals and to follow up on the presentation from the last meeting. He hopes we can continue this as a core goal in education. We should take a closer look at the student handbook and hopes it will move toward that and reaching those goals and expectations.

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

A MOTION was made by Ms. Lavallee and SECONDED by Mr. Golding to enter Non-Public Session to discuss a student matter, negotiations and review non-public minutes RSA 91-A: 3 II (B) (C) at 9:26pm.

Voting: all aye; motion carried unanimously.

RETURN TO PUBLIC SESSION

The Board entered public session at 11:30pm.

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

Voting: all aye; motion carried unanimously.

XVII. ADJOURNMENT

A MOTION was made by Mr. LoVerme and SECONDED by Ms. Anzalone to adjourn the Board meeting at 11:30pm.

Voting: all aye; motion carried unanimously.

Respectfully submitted,

Kristina Fowler