

**WILTON-LYNDEBOROUGH COOPERATIVE
SCHOOL BOARD MEETING
Tuesday, October 11, 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, Brianne Lavalley, Alex LoVerme, Jonathan Vanderhoof, Dennis Golding, Matt Mannarino (6:34pm), Tiffany Cloutier-Cabral, Charlie Post (attended part of the Budget Co. mtg.) and Darlene Anzalone*

Superintendent Peter Weaver, Business Administrator Kristie LaPlante, Principals Sarah Edmunds and Kathleen Chenette, Assistant Principal Katie Gosselin, Director of Student Support Services Ned Pratt (online), Technology Director Nicholas Buroker, Curriculum Coordinator Samantha Sappet, and Clerk Kristina Fowler

I. CALL TO ORDER

Chairman Kofalt called the meeting to order at 6:30pm.

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

III. ADJUSTMENTS TO THE AGENDA

There were no adjustments to the agenda.

IV. BOARD CORRESPONDENCE

a. Budget Liaison & Committee Assignments

Chairman Kofalt informed members that Mr. Golding has resigned as Board Liaison to the Budget Committee and another committee. He proposes to appoint Mr. Post as liaison.

A MOTION was made by Mr. Vanderhoof and SECONDED by Mr. Mannarino to appoint Mr. Post as the Budget Committee Board Liaison.

Voting: seven ayes; two abstentions from Mr. Golding and Mr. LoVerme, motion carried.

Mr. Post accepts. Chairman Kofalt informed members that Ms. Anzalone would like to resign from the Policy Committee. He proposes to appoint Mr. Vanderhoof.

A MOTION was made by Ms. Lavalley and SECONDED by Mr. Mannarino to appoint Mr. Vanderhoof to the Policy Committee. Voting: eight ayes; one nay from Mr. LoVerme, motion carried.

b. Reports

i. WLC PTO

Ms. Crystal Gill reported they have gone crazy with banners! Ms. Lynne Crouse has been very successful with this. The banners will be removed before baseball season. She voiced there have not been many home games but there is one tonight and one coming up on a Saturday. It would be great to have as many board members as possible supporting these kids. The PTO is collaborating with the Lions Club on the penny sale. It will be a fun event, Mr. Post has volunteered his pulled pork and they are looking for food donations or baked donations. They are splitting the proceeds with the Lions Club and the PTO is splitting their proceeds to help with the prom. They are also looking for volunteers from parents or students and they can sign off on community hours for them. If you are interested in helping, email WLCPTO@gmail.com. They are also in the process of collecting donations. People have been very generous and they will post the list of items on their PTO webpage. They are also looking for board members to volunteer any amount of time from 4pm-8pm to help with popcorn. This is a big event and all hands on deck. The Dance Team students will be there to help. She has been working on a web store with a new vendor and will have more information for the next meeting. The penny sale event is on Saturday Oct. 22 4pm-9pm, tickets on sale outside or you may be able to get tickets early, check our website for details. Raffles start at 6pm and you do need to be present. They are still looking for donations.

ii. FRES PTO

Ms. Alyssa Lavoie reported the FRES/LCS PTO held a skate night with over 90 students. There are 4 more scheduled and plans to continue those. They have created a website for the PTO, which uses PT Board. They have their own link where parents can register and connect with them. They can do ticket sales and donations. It moves them away from being dependent solely on Facebook. They will hold a coin drive the end of October. November 28-December 3 there is a book fair. She will send out a request for board volunteers. The last day of the book fair they hope to hold a holiday craft fair and will check with facilities to see if this date works at FRES. November 10 is the next skate night; they will do the Turkey Trot and hope to iron out more

62 details to see what that will look like. There will be a movie night on December 22 and are working with the Wilton Town
63 Theatre. They hope to have 3-4 of these. It will be a community event and not for fundraising. She provided meeting dates for
64 upcoming PTO meetings and a tentative calendar of events for the rest of the year.

65 **iii. WLCTA**

66 Ms. Becky Hawkes reported band has started up at FRES for the 4th and 5th grades. There are 46 students signed up. The DOE
67 has offered free LTRS training and many teachers have signed up. It is training on the why of reading and teaching the science
68 of reading, it is an 18-month course. Techno-health has started at FRES it is a combination of technology and health. Apple-
69 palooza happened at LCS with Ms. Graves. The 1st graders went to an orchard and made apple pies. They had their data meeting;
70 it is good to have district wide data with iReady. WLC is talking about how to implement data and FRES is using it with W.I.N.
71 and to drive instruction. LCS has a Fall Fest and open house was on Sept. 15 at FRES and Sept. 14 at LCS. A question was
72 raised regarding when LTRS training starts. Ms. Hawkes responded that Thursday is their opening ceremony online. She
73 confirmed it is a different science on reading other than Lucy Calkins
74 It is an educational process of the why of reading. A question was raised regarding techno-health. Ms. Hawkes clarified there is
75 not an even distribution of the workload among the specials teachers. Some such as Ms. Loiselle teach technology and library,
76 they have come together to make a curriculum for grades 1-5.

77 **iv. Superintendent's Report**

78 Superintendent reports spending most of his time working with Ms. LaPlante on the budget. He has been working on the grants
79 and met with High Mowing and the grant administrators at the DOE. We are still looking at staffing. There is a need for
80 substitutes and Principal Chenette is working to fill the interventionist position. We are not getting many applicants for the
81 paraprofessional positions. We have made it work but it is still a work in progress. Some other districts are missing core
82 teachers, in comparison we are doing well. He is waiting to hear on the final 5 Safe Grants and are waiting for the funds to be
83 released so we can start the safety projects. He spoke of enrollment in comparison to last year. He reviewed how some of the
84 grades are up 22 or 23 students (in comparison to last year). Otherwise, it is pretty stable. Principal Chenette clarified that he is
85 comparing these numbers to last year that is not an increase in the enrollment from the start of school this year. She notes we
86 have lost 3 students before school started and gained 16. There are 57 4th graders divided by 3 teachers. Mr. LoVerme asked if
87 there is a plan for adding a teacher when we have more kids in or do you plan to increase the class size. Principal Chenette
88 reported we are hovering at the maximum for class size per the policy. She is more concerned about needing another teacher in
89 the 5th grade. Ms. Lavallee asked if administration had any creative ideas in how the Board could support you in trying to fill
90 these roles. We have a limited number of substitutes and are using them frequently. She questioned if we need to look at the
91 substitute situation and do something like we did in the past hiring a long-term substitute. It was noted it is great to hear we have
92 5 going to ALICE training. Superintendent confirms it is 1 staff member per school and 2 police. Next year we will train more
93 staff and 1 police. The training is in Exeter, NH on December 28 and 29. The next closest he believes was in Ohio, which would
94 get to be expensive. We stopped at 5 because of the limits of the grant; there are other things we needed to allocate the funds to.

95 **v. Principals' Reports**

96 Principal Chenette reported two teachers had to perform the Heimlich maneuver on students recently. Teachers are truly heroes.
97 She commented on the number of students and that a number does not always describe everything that is happening with the
98 class. We are doing an administration book study that she will facilitate on instructional leadership. It is an instructional
99 playbook. Ms. Lavallee and Mr. Vanderhoof requested to be emailed the name of the book. A copy of it was passed around.

100
101 Principal Edmunds reported the Girls Varsity lost but played their hearts out! We have a small team and they are often down one
102 or two players. She is grateful for the coaches, Dan Nelson, Mike Naso and Paul Flanagan. She watched the cross-country team
103 recently. It is great to start the PLC's (professional learning community) and we are looking at iReady data and what it means for
104 us. We are discussing our own instruction, talking about how do we know when students are "getting it", and what do we do if
105 we don't know. Teachers are receptive to this type of data discussion. We are looking at a tentative graduation date pending
106 snow dates of Friday June 9. She confirmed we had 15 HS students for career day. The digital hall pass company collapsed, we
107 got a refund and students are doing a fabulous job with the new system we have in place. We may not need to spend any of that
108 money in the future. The bathrooms are better than last year although we will always have some issues. It is getting better
109 overall. Mr. LoVerme questioned how many snow days we have to miss before the graduation date is changed. He noted career
110 day was a blast, he believes 2 students were offered jobs. Superintendent will look into the snow days. Mr. Vanderhoof
111 questioned if parents could get copies of the iReady test their children took, if they want to see what they got wrong. Principal
112 Edmunds explained it is given to us in bands of skills not specific questions. We look to see if they are low in a specific skill.
113 Ms. Sappet added there is no copy of the test. The test is intuitive, asking them questions based on what they are getting right
114 and wrong. She gave examples. It tells us where they are at and what their step would be. It does not give us the exact test as it
115 changes for every student. Ms. Lavallee commented she liked the report that they got back. It is more informative as a parent
116 showing what they mastered and what they are ready for next. She questioned if there is information for parents that want it such
117 as examples or books they can read at home. Principal Edmunds responded not for the parents but the parents can work with the
118 teachers to get that. Ms. Anzalone questioned if there would be more information about it at the parent teacher conference how
119 to read it vs. the prior ones and what we can do at home for our kids. Principal Edmunds will look into seeing if we can set up a
120 booth for parent/teacher conference. Chairman Kofalt asked the Budget Committee since it was past 7pm if it would be OK for
121 Ms. Sappet to give a short report. The Budget Committee agreed.

122 **vi. Curriculum Coordinator's Report**

Ms. Sappet reported that not a lot has changed since her last report. She is signed up for LTRS training for administrators. Her courses do not start until February. Iready is coming on October 24 to do tailored PD for FRES, LCS, MS and HS with what each building needs. A question was raised how new teachers are settling in. Ms. Lavallee asked for Ms. Sappet's input on how to get data regarding how administration can improve or continue a positive practice and also regarding board members. It would be beneficial to know our impact on new teachers and those who have been here how our actions affect culture and climate. Ms. Sappet explained she had new teachers fill out a survey at the end of the first after school meeting, it was anonymous and she felt people seemed honest about their feedback. She thinks staff would be receptive to this idea. Principal Edmunds also sends one out regarding how we did, what we can do better. They take the time to let you know what they think. Mr. Vanderhoof noted that PD mandatory training was mentioned and questioned if there a list of who mandates it. Ms. Sappet responded it is federal and our insurance company. She can provide him with a list.

V. 7:00PM JOINT SESSION WITH BUDGET COMMITTEE
i. Budget FY 24 SAU & WLC

Present: *Jeff Jones, Leslie Browne, Jennifer Bernet, Bill Ryan, Geoff Allen, Caitlin Maki, Adam Lavallee and Dick Rockwood*

Chairman Jones called the meeting to order at 7:17pm.

Chairman Jones announced the new Budget Committee members. He spoke of appreciating the School Board's flexibility changing the joint session back to 7pm. They discussed this as a committee after the last joint meeting and thought it would be more effective for them to meet before the joint session. They had discussed meeting with the teachers and it is something they did a few years ago. It gives them some insight into how teachers are feeling, show them we care and listen and put faces to some of the requests coming through. Part of our job is to gather as much information as we can and the committee felt it would be helpful to the process. We heard last time about some uses of technology and aligned that better with the budget. He has put this request out to administration and would like to Board to attend as well. Chairman Kofalt voiced concerns it is fine line. Information gathering is a good idea but sort of a risky management practice to bypass the next level of command. He urges them to exercise caution. Mr. Lavallee expressed he does not think the committee is looking to bypass any level of command. We included administration in multiple discussions on this. We are still expecting to hear administration budgets. We are not going to bring them in and say lets open the checkbook what do you want. We want to hear from these people directly and not presenting in front of their boss. Chairman Kofalt voiced ok, presented in that way he thinks it is reasonable he just wanted his concern heard.

Ms. LaPlante welcomed everyone to year 2. She is open to the idea that tonight we may have growing pains. Last year we front-loaded what we wanted for cost. We are having each administration bring their budgets as they come. She will continue to show the tabs at the bottom. She notes this is the best format she could come up to show as we went along without showing old or inaccurate data. We have WLC, SAU and SB budgets tonight. She did make changes to the HS MS budget, she forgot to update the WLC narrative but the spreadsheet is correct. She added \$2,000 and renamed the athletic transport line to extracurricular transport. Principal Edmunds reviewed her budget. The FY 24 request is \$374,622, an increase of \$40,575 or 12.15%. A question was raised if we added any deliverables to the field maintenance or did the price change. Ms. LaPlante responded the price went up for FY 23 about 24% and in order to safely budget for FY 24 she added 23%. A question was raised to expand on the plan for the track. Ms. Edmunds explained we had one quote; the idea would be to build it up or regrade it so that it is runnable. She thinks that is a low number and once they get up there they will see a need for drainage but it is a starting point. She had been asked previously to put something in the budget for this so she did. Ms. Browne voiced that Mr. Chris Carter quoted it for \$26,400. He proposed regrading the road, cut back the brush, deal with the drainage issues and would have to dig down 4 inches to get the grass out and add compacted stone dust, which can be used on a track, and put in a parking area for 7-8 cars between the track and softball field. Parking would be used for folks who could not climb up and an ambulance can get up there and turn around. A question was raised if that was done could we hold meets here. Ms. Browne responded yes if your measurements are correct; you won't get your fastest times on a dirt track. It has been at least 15 years since we have had a meet here. A question was raised if the increase in field maintenance was written out in the contract. The Superintendent confirmed it was not but when we finalized the contract there was no way around it, it seemed reasonable with inflation. We had looked at the costs of material and fuel. A question was raised regarding SAU dues and fees (SAU budget) what the increase was for. Superintendent responded the budget increase is \$676 higher than last year; the significant increase is for the rotary membership. We have considered this to develop partnerships with the communities if we follow through on it. If we removed it, we would probably be at a -2%. We are at a 1.8% increase. It is something we want to talk about and consider. He is not sure if SAU 63 has ever been a member in the rotary or Chamber of Commerce. He is looking at scholarships and donations and getting experts to come in who can help us for things like robotics. A question was raised that the general supply lines overall are down \$7,000. Principal Edmunds responded that it has to do with testing and the transition from STAR 360 to iReady; there is a difference in pricing. We are still paying for SAT and PSAT. She confirms that with vocational education we have more kids attending at the same schools. She confirms Milford is up and running again. Ms. Lavallee is happy to see the sports uniforms on here. She questioned if there are any due to be replaced this year. Principal Edmunds responded yes, we had quite a few seniors take theirs from the boys' varsity. The MS softball jerseys will be replaced this year. A comment was made that we should think about allowing seniors to take them home. Superintendent voiced we don't allow that anymore, we can't afford to do that. He talked about the expense of them and that doesn't know of any district that allows it. He notes Principal Edmunds worked on a digital

inventory for supplies and uniforms. Once we had it in place we realized what was missing and what was happening. The accounting was inconsistent and that practice should end unless we are eliminating a set of uniforms. Ms. Cloutier-Cabral suggested offering the opportunity to purchase them. Superintendent spoke of the issue matching them when you purchase a replacement. We want to be careful not to deplete our stock; for older uniforms, it may be reasonable. Chairman Jones commented that he expected the athletic director (AD) to be here tonight to present his budget. Superintendent responded the AD has resigned. The position is being split between Principal Edmunds, Linda Draper and Assistant Principal Gosselin. Next year we will need an AD to replace them, as it is not suitable. Ms. Draper was an AD here for some time and understands the details. A question was raised what the timeline is for the bus transport contract. Ms. LaPlante responded the invitation to bid will be due back on November 17 and we should be set for the November 29 meeting when transportation will be discussed. A question was raised if line 68, dues and fees for camp includes the Italy trip. Principal Edmunds responded at the MS, it is for Ecology School and at the HS level, they are hoping to have an Italy trip next year although not much is budgeted for this, it might go toward someone struggling with fund raising. A question was raised how the chaperones are being funded. Principal Edmunds responded there is a free chaperone for a certain number of kids. A question was raised to hear about the MS new athletic equipment line it shows a 1 of 3-year plan to replace basketball pulleys/backboards. Principal Edmunds reviewed this was put in from the prior AD as we have an old crank system for the backboards and this one is a mechanical automated system. She feels it is worth looking at. The baseball scoreboard is also part of this. Chairman Jones asked for an outline of this. A question was raised for someone to speak to the coaches and find out how much money they are putting in of their own into athletics and for equipment. The equipment is not owned by the school. It would be good to know what this equipment is. Superintendent will look into this. He spoke of the challenges in rural towns and is aware of the coaches spending their stipend on the kids. A request was made to hear about the makerspace as far as a cohesive plan as we have some 3D printers not being used. Principal Edmunds spoke about makerspace being part of what the Technology Committee has worked on. These funds will work to bring the plan into fruition. We think about a makerspace class with video editing etc., ways for students to create with 3D printers and in this budget, we have print maker to print shirts, they can work on things in differed classes, photograph, class, technology, and art etc. Chairman Kofalt noted the Technology Committee has not met in large part due to turnover on the staffing side. We are ready to move forward. We have spoken extensively about it the next step is how to operationalize this, and how to make it a working functioning space for kids. Principal Edmunds added graphic arts, robotics, coding class, photography and math all these classes would use it. It works for all classes. It was noted that is great, but someone needs to maintain it. Mr. LoVerme voiced concerns with the numbers in maintenance and supplies; he suggests increasing those by 100%. He doesn't think it should be flat given the inflation and does not want staff taking money out of their own pockets that is not right. Paper and paper towels are more now and does not want anyone going without. He feels the kitchen floor doesn't meet the health code standards. He suggests increasing the numbers. A question was raised what else has decreased. Principal Edmunds responded teachers have asked for what they wanted and those things are in the budget. A question was raised if we will get into more details down the road; some are new Budget Committee members who may not know all of these lines. Examples were given such as replacement equipment, what is in that, new equipment etc. Principal Edmunds responded she has details and can get into more specifics if needed although it has not been needed in the past. It was suggested to see an itemized list for what is in the account lines in the full detailed budget that goes over everything. Superintendent responded we could work on that and be more specific; we will work to deepen the narrative. Ms. LaPlante will make sure the notes are more comprehensive. Chairman Jones asked to shift focus to SAU budget. Superintendent responded the increase is \$676 over last year and the significant increase is for the rotary membership He is not sure, how that works (membership), it could be January to January and it may overlap this initial year. After the first year if we get it he would like to think, it will add value but doesn't know until we get there. Otherwise, he thinks the SAU has done a great job maintaining or cutting where we can. A question was raised regarding school board postage. Ms. LaPlante reviewed that it is for any communication that comes out of the SAU office, we apportion that out over the budgets. A question was raised if Ms. LaPlante could include the Budget Committee on the YTD reports. Ms. LaPlante will do that. A question was raised if the Superintendent had conferences picked out. Superintendent responded no, there are some workshops and some are picked up through the Superintendent Association. He tries to stay away from a lot of those, as it has to be a solid conference and tangible to take back the information especially if we had to fly out and stay in a hotel. If that cost in the operating budget we would take the information back for district wide training. There are some conferences that it is difficult for him to ask the district to pay for. He is attending a law conference tomorrow. A question was raised if when the itemized budget is provided will we be able to go back and address some of these lines. Response yes.

VI. PUBLIC COMMENTS

The public comment section of the agenda was read.

Ms. Erin Collins was present and asked if the itemization for the budget would be available to the public. Ms. LaPlante responded yes, it would be a public document posted on the website.

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

Ms. Heather Gibson (online) asked for a follow up to her email to the board requesting to set a graduation date. She heard Principal Edmunds say it was a tentative date of June 9. In her email, she sent she found the NH code and included it. She read it, which says it will be set without consideration of time lost. She asks for a more permanent date. Chairman Kofalt responded

that he and the Superintendent had spoken about it and that we want to make every effort to help people plan ahead. We will do our best to work with others on staff and give people as much advance notice as possible.

A MOTION was made by Mr. Lavallee and SECONDED by Ms. Browne to adjourn the Budget Committee session at 8:07pm. Voting: seven ayes; one nay from Mr. Allen, motion carried.

VII. POLICIES

a. 4TH Read

i. GDB-Employment of Non-Certified Personnel

Ms. Lavallee reported this is the 4th reading. We had gone through it at the last meeting and amendments made.

A MOTION was made by Ms. Lavallee and SECONDED by Mr. LoVerme to approve policy GDB-Employment of Non-Certified Personnel as written.

*Voting: all aye; motion carried unanimously.**

b. 3rd Read

i. ADC-Prohibitions Regarding Use and Possession of Tobacco Products, E-cigarettes and E-Liquids In and On School Facilities and Grounds

Ms. Lavallee reported no new edits have been made since the last reading.

A MOTION was made by Ms. Lavallee and SECONDED by Mr. LoVerme to approve policy ADC-Prohibitions Regarding Use and Possession of Tobacco Products, E-cigarettes and E-Liquids In and On School Facilities and Grounds as written.

Mr. Post voiced that he had committed to rewriting this; it is such a meandering policy and so confusing. He questioned if it is what other schools have. Ms. Lavallee responded yes, it is similar and is similar to what we currently have. There were changes made concerning e-cigarettes and we combined the 3 previous policies to make it less cumbersome when we need to make changes. Mr. Post agrees to support this.

**Voting: all aye; motion carried unanimously.*

c. Withdrawals

i. GBED-Tobacco Products Ban Use/Possession In/On School Facilities and Grounds

Ms. Lavallee reports it is the recommendation of the Policy Committee to withdraw this policy as it is now included in the ADC policy just approved.

A MOTION was made by Ms. Lavallee and SECONDED by Mr. Mannarino to withdraw policy GBED-Tobacco Products Ban Use/Possession In/On School Facilities and Grounds.

Voting: all aye; motion carried unanimously.

ii. JICG-Tobacco Products Ban Use/Possession In/On School Facilities and Grounds

Ms. Lavallee reported the Policy Committee recommends withdrawing this policy as it is now included in the ADC policy just approved.

A MOTION was made by Ms. Lavallee and SECONDED by Mr. Mannarino to withdraw policy JICG- Tobacco Products Ban Use/Possession In/On School Facilities and Grounds.

Voting: all aye; motion carried unanimously.

VIII. ACTION ITEMS

a. Approve Minutes of Previous Meeting

A MOTION was made by Ms. Lavallee and SECONDED by Mr. Mannarino to approve the minutes of September 20, 2022 as amended.

Voting: seven ayes; two abstentions from Ms. Cloutier-Cabral and Mr. LoVerme, motion carried.

IX. COMMITTEE REPORTS

i. Budget Liaison

ii. Facilities Committee

Mr. Post reported catching the end of the Budget Committee meeting this evening. There were several discussions. One was regarding the bid they put in for the track, which was in addition to Ms. LaPlantes. He was surprised that they were soliciting their own bids. He is not sure but thinks it is outside their scope of responsibilities. A question was raised if it was an official bid for fact-finding. Mr. Post responds they were not clear. If we are soliciting the same bid, we can collaborate as a group. A question was raised if it was asked for as a Budget Committee member or a coach. Mr. Post reported they also spoke about

getting a quote for an entire redo of the track. It is his assumption it would have to be a bond request for that kind of expense. They discussed adding specific warrant articles and the mechanics of it. They were under the impression we could not spend anything that was approved by a warrant without an additional warrant to spend it. He had explained that to them it is to approve and appropriate to spend. Chairman Kofalt noted that at the town level, it is different; at least it is for Wilton. Mr. Post reported the other issue was the stacking of warrants. They wanted it said that we get money and immediately spend it in the same year that is not a capital reserve fund. He asked them to explain it but they didn't have an explanation and we walked through details. It is his understanding that you can't stack warrants. He gave an example of what they wanted to do, fix the roof on this building, raise \$100,000 in a new warrant and in that warrant, spend \$50,000 in the CIP. Chairman Kofalt noted it sounds like they are modeling that on town warrants, which do function that way. Further clarification will be obtained. Chairman Kofalt noted this is how the School District is constituted; neither Board nor Budget Committee can change rules of the game. Mr. Post reported the last issue was the CIP and facilities meeting. Mr. Post reviewed we met last Tuesday and are going to start over on a white board. He had explained that to the Budget Committee. Ms. Lavalley asked if the bidding piece would fall under the bidding requirements policy. Ms. LaPlante responded she is not prepared to answer that. Ms. Lavalley read a part of the policy. She noted that is great to have the information however if we are going to put it in the budget, she feels we should follow our own policy if that is the requirement. Ms. LaPlante added her interpretation would be whether it is an administrator, building representative, superintendent school board or budget committee member, if there is a proposal no decisions are made without the intent to get those. Based on what she heard here, it is not the same scope of project. Without the same standard document, it is hard to outline what the cost is. Ms. Lavalley asked if the Athletic Director could put together what we want specifically and have a list of whom you contacted and go about it the correct way so we are comparing apples to apples. Ms. LaPlante responded she is not sure the two groups have spoken about the project. Mr. Carter's proposal sounds like it is more comprehensive. She will work with them to provide some document that satisfies all the needs. If we send it to 5 and only get 3 we have done our due diligence. Mr. Post noted the concern is we are both talking to the same vendor about different parameters. This is just a repeat of the tennis courts on a smaller level. Chairman Kofalt noted the policy says competitive bid, when the Budget Committee is putting out a bid, we no longer have a competitive bid. He will reach out to the Chairman of the Budget Committee and express the concern. He understands the desire to explore different options but we need to do it collaboratively and in the form of the Business Administrators and Facilities Director. This is a real concern in terms of a competitive bid. Mr. Vanderhoof spoke that it seems the conversation was taking place around the CIP and warrant articles. The Budget Committee is in charge of the budget. The Board votes to support or not. The Board comes up with the warrants and the Budget Committee vote's aye or nay, he is not sure why there is so much focus from the Budget Committee on warrant articles. We are happy to hear about the ones they want and consider them. It sounds like this is not the scope of what they should be doing. Chairman Kofalt added he does not see a problem collaborating but you are correct in terms of the warrant. He questioned if there were any discussions about LCS as that is the most in dire need. A question was raised what the threshold is that raises it to the level of the CIP vs. in the operating budget. Mr. Vanderhoof responded that you could set it at whatever the Board wants. You can say nothing under \$10,000 or \$100,000, there may be best practices though. Mr. Erb noted he was told \$7,500 and Ms. LaPlante said up to \$12,000. The Superintendent added \$20,000 has also been mentioned as a threshold. He suggests getting "end of life" existence of the items and mapping these things out. That should have been somewhere. Discussion was had regarding painting and if those projects raise to the level of the CIP. Superintendent expressed the danger is that the CIP becomes an operating budget to keep our regular operating budget down. He spoke of getting larger ticket items into the CIP and pay for them over time. A question was raised what about putting larger projects into the budget that do not rise to the CIP level such as using the facilities capital reserve. Ms. LaPlante explained the Building and Roadways Capital Reserve is what funds the CIP. Once we get these projects on the white board and start devising it, she wants to define what qualifies the project and get those parameters. Those are the things she wants to get a more comprehensive plan that would go out for 20 years. It is her long-term goal working with the Facilities Committee. Mr. Post reports filling in for the last meeting. We discussed a lot of it already, like scrapping the CIP and spoke of LCS roof being more urgent. Mr. Mannarino added some of the siding and the seals around the window and doing it all at once vs. breaking it up into pieces. Mr. Post reported we talked about bringing this issue to the Board at a cost of about \$138,000. Mr. Mannarino agrees with the roof and other deferred maintenance. Mr. Erb reviewed what needs to be done at LCS, including painting, trim around windows is rotted, roof issues, front pillars have cracked brick at the bottom. He estimates a cost of about \$130,000-\$138,000 to bring it up to where it should be. Superintendent spoke that he assumes all the grants will be approved; includes locking system, walkie-talkies, and maybe replacing glass panels for WLC. They discussed looking at how the glass is configured at LCS so that there is a second door to stop people from continuing into the building. There would be a pause when you sign in and you would be buzzed in to let you into the building. He confirmed it would not extend or affect the entrance to the outside of the building. He confirmed we did not ask for this in the grant. Ms. Lavalley spoke regarding the use of the LCS cafeteria and there are many students using the cafeteria throughout the day, lunches, and specials. She expressed concern not having the second set of doors when you enter the building and would like to see this happen. Mr. Erb suggested adding a FOB to doors including, double doors into SAU and double doors to classrooms and multipurpose room. Chairman Kofalt encourages administration to explore options. If we are making improvements to the outside of the building, it may be a good time especially if we can use grant funds. Mr. Post noted they are diligent about letting people into the school. Mr. Vanderhoof spoke about the capital reserve fund noting it funds the CIP. He voiced his concerns including that the voters and taxpayers vote to say what their funds are going to and you explained how long they will need to pay for it, taking that and blowing it up to take on other projects is a bad approach. The CIP has been neglected for years, funding a CIP along with a trigger where you can take money out for other things is also a bad idea. He gave examples. The CIP should say what it funds, ask for money for the projects and never ask for money that is not on the CIP. If you want an emergency fund, you should have

one but the CIP is not for that or it goes into the budget or a separate warrant. He encourages the members to rethink “scrapping it”. Ms. Cloutier-Cabral expressed it seems what (Mr. Post) is talking about is more of a redesign which would be good. It is hard to follow what we currently have. Mr. Vanderhoof voiced it is not complicated at all, all the math is there. If you want to add or subtract something and bring that to the voters, he thinks that is fine but not to just eliminate something. The CIP is meant to deal with something you need to deal with in the next 2-3 years. Mr. LoVerme spoke that the CIP was set up for 10 years out. We ran into issues at FRES, needed a million dollars or close the school. We came up with the CIP; the roof is a good example of that. We put money into the CIP annually so that we had the money to do it. LCS needs work now and it needs to be in the budget because we need to do it now. The CIP is for long-range planning, we ran into the Budget Committee not wanting to fund the CIP when things got tight and we fell behind. That is why we are having major issues with the CIP, we need to get it back on track and start funding the buildings. Mr. Vanderhoof added it is not built out far enough for the 5 years; we made sure it was tight and there was enough money in it to fund the projects. It is a functional CIP. It should be built out for 20 years and he gave examples. He explained how it currently works. Chairman Kofalt suggested we let that process unfold and when we have the CIP and whatever is new being proposed we look at those side by side. He questioned if that meets all the concerns or are there any issues with that. No objection heard. Ms. Lavallee asked that when we look at that information could we get an idea of what was on it. Mr. Vanderhoof responded that they had discussed having a 3-year look there as well to see what projects were done.

iii. Negotiations

Mr. Mannarino reviewed the committee met 10 days ago it was productive and amenable. The wage scale was presented to the representatives that the Board had discussed. We went over proposed changes, updates to language and walked away feeling positive and we got a positive response. We will wait to see how things develop.

X. RESIGNATIONS / APPOINTMENTS / LEAVES

a. FYI New Hire-Danyel Chapman-IT Technician

b. Resignation-Dennis Pelletier-Athletic Director

Superintendent reviewed the new hire and resignation.

XI. BOARD BUDGET DISCUSSION

Mr. Vanderhoof spoke regarding the SAU budget’s legal line. He voiced concern that it is not sufficient and if not used it goes back to taxpayer anyway. He suggests increasing it to \$20,000-\$25,000. Ms. LaPlante asked if she should be increasing that or is there a motion needed. Mr. Vanderhoof responded that if the Board agrees he thinks it should be brought up to the Budget Committee and Mr. Post could do this as the board liaison to the Budget Committee. Chairman Kofalt reviewed the last 2 years of expenditures, \$2,400 and \$17,900. He suggests \$20,000 would get us to a comfortable margin. Superintendent expressed he will adjust that number and raise it to \$22,000. We will try not to spend it but will have if needed.

XII. PUBLIC COMMENTS

The public comment section of the agenda was read.

Ms. Erin Collins questioned if there is some place she can learn about everything being planned for LCS as she is hearing things like it is not safe as the other schools and it is concerning. In addition, the cafeteria or kitchen floor is not being up to code standards. She questioned if that is where the food for LCS is coming from. Mr. LoVerme expressed it is not just the kitchen floor, there is a section in front of the sink where it was torn up and plywood was put down; water can get underneath it and bacteria can get in. If he were the health department, he would shut it down. He confirmed it is at the HS. Ms. Lavallee voiced that she knows there was an issue addressed over the summer that prompted that happening. She questioned if we can get a timeline on when they can finish repairing the floor. Ms. LaPlante responded work has been completed; it was finished right before school started. The plywood is to fill in the space and during December break it will fixed. It was a functioning fix to get the food to the children but it is not a permanent fix. That work will be completed when staff and students are not there. Chairman Kofalt suggested putting in cement or something that is nonporous. Ms. LaPlante will work with facilities to get that addressed. Chairman Kofalt voiced with respect to security, it has a lot to do with wanting to perform periodic reviews of where we stand in terms of security. Best practice to confining that space is having that second set of doors. LCS has always been this way and we are looking at how to make it as safe as possible. The ALICE training you have heard about is how to respond to a crisis effectively and the 5 people will be attending training and will come back and train the others. The security grants are a series of grants that are offered through the DOE and we applied for 9 different grants ranging in upgrading communications equipment, ALICE training and a number of other things. We have heard back on 5 but pretty confident on the others. We spend a good deal of time looking at where we are and have had sessions at the board meetings; you can go back and view those online. Ms. Lavallee added we did recently have the Dept. of Homeland Security here and they put a report together but it is not out yet. Ms. Collins asked if it would be made public. Chairman Kofalt responded because it has to do with security threats you would not want to make it public but aside from that, we would want to make it public but would have to be done with constraints. Ms. Collins questioned that someone said something about the ceiling chipping in the kitchen. Ms. LaPlante responded she is not familiar with that issue and she is meeting with the food service director tomorrow.

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

429
430 **XIII. SCHOOL BOARD MEMBER COMMENTS**

431 Ms. Anzalone thanked Ms. Collins for attending. She spoke of asking Principal Edmunds about iReady and hopes representation
432 can be brought to the parent conferences. She has some questions about how it differs from STAR 360. The sooner we can get a
433 firm date for graduation the better so people can plan ahead.

434
435 Ms. Cloutier-Cabral thanked Ms. Collins for coming and asking questions and having parents attend is good. You can find things
436 online and if you don't find what you are looking for just ask. She thanked Mr. Post for covering the Facilities Committee
437 meeting.

438
439 Mr. LoVerme wants to see staff members take the kitchen more seriously. He mentioned many times things need to be fixed and
440 it always takes a year or two. Waiting for someone to come in to tile since the summer is not acceptable. He spoke about being
441 cut off and told we are moving on but then 3 others spoke, he would like to see us move on when he is told we are moving on.

442
443 Ms. Lavallee thanked everyone for the meeting tonight and taking her questions tonight. She would love to see how we as a
444 board could get some feedback from staff on how we are doing and if there are any suggestions to improve the work
445 environment, retention is a serious issue; pay is not the only reason. We need to look at the role we pay as a board in ensuring
446 that the students are receiving the best possible experience they can by being aware of the teaching environment.

447
448 Mr. Golding wants to thank Principal Edmunds and Ms. LaPlante for the presentations tonight. He is looking forward to making
449 sure the students get what they need, want and deserve to be successful regardless of what it will cost to do it because this district
450 needs it.

451
452 **XIV. NON-PUBLIC SESSION RSA 91-A: 3 II (A) (C)**

- 453 **i. Personnel Matters**
454 **ii. Review the Nonpublic Minutes**
455 **iii. Negotiations**
456

457 *A MOTION was made by Mr. Mannarino and SECONDED by Mr. Golding to enter Non-Public Session to review the non-public*
458 *minutes, discuss personnel matters and negotiations RSA 91-A: 3 II (A) (C) at 9:11pm.*

459 *Voting: all aye, motion carried unanimously.*
460

461 **RETURN TO PUBLIC SESSION**

462 The Board entered public session at 10:51pm.

463
464 *A MOTION was made to seal the non-public session minutes by Mr. Golding and SECONDED by Ms. Anzalone.*

465 *Voting: all aye; motion carried unanimously.*
466

467 **XV. ADJOURNMENT**

468
469 *A MOTION was made by Mr. Mannarino and SECONDED by Mr. Golding to adjourn the Board meeting at 10:51pm.*

470 *Voting: all aye; motion carried unanimously.*
471

472 *Respectfully submitted,*

473
474 *Kristina Fowler*
475