

**WILTON-LYNDEBOROUGH COOPERATIVE
SCHOOL BOARD MEETING & JOINT BUDGET COMMITTEE SESSION
Tuesday, October 27, 2015
Florence Rideout Elementary School-Library
6:30 p.m.**

Present: *Geoff Brock, Harry Dailey, Matt Ballou, Jim Button, Mary Guild, Fran Bujak, Joyce Fisk, Carol LeBlanc, and Alex LoVerme arrived at 6:34pm.*

Superintendent Christine Tyrie, Business Administrator Lise Tucker, Principals Brian Bagley, Tim O'Connell and Clerk Kristina Fowler

I. CALL TO ORDER

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

II. ADJUSTMENTS TO THE AGENDA

The following adjustments were made to the agenda, update on girl's junior varsity soccer, co-curricular updates, DOE technical advisory, audit engagement letter and discussion on leaks during the rain storm.

III. PUBLIC COMMENTS

There were no public comments to report.

• AUDIT ENGAGEMENT LETTER

Mr. Brock reported that he received the engagement letter from Plodzik & Sanderson to perform the audit for this fiscal year ending June 30, 2015.

A MOTION was made by Ms. Guild and SECONDED by Mr. Button to accept engagement of the audit with Plodzik & Sanderson for fiscal year ending June 30, 2015.

Voting: all aye; motion carried unanimously.

IV. FRES PLAQUE

Mr. Brock noted he asked for this to be put on the agenda as he felt there should have been two options to discuss at the last meeting which also put Mr. Dailey in a bad situation having to chair the board meeting and being chair of the Building Committee. He passed around a second option for review.

A MOTION was made by Mr. Ballou and SECONDED by Ms. Fisk to open the topic up for discussion. Voting: all aye; motion carried unanimously.

Mr. Brock noted that everyone had a part in the building project including the school board members.

Mr. Ballou noted everyone should be recognized.

The consensus of the members was to omit school board member names on the plaque as it was originally shown.

A MOTION was made by Mr. Dailey and SECONDED by Mr. Bujak to reconsider the vote on the plaque.

Voting: all aye; motion carried unanimously.

A MOTION was made by Ms. Guild and SECONDED by Mr. LoVerme to have the plaque at FRES include names of Building Committee members and not school board members.
Voting: all aye; motion carried unanimously.

V. ELEMENTARY HISTORY COMMITTEE/BOOK UPDATE

Mr. Brock reported they have engaged Dog Ear Publishing for the production of the books.

Ms. Tucker explained that we would do an internal transfer from the school board function to a special revenue fund to pay Dog Ear Publishing for the books and this special revenue fund established for any sales of the book. If there is any net income left over it will go back to the tax payers and if there was a loss the school district would need to cover that.

In response to a question from Mr. Dailey inquiring how this is different from a cap reserve account, Ms. Tucker replied that you would have to establish a cap reserve account by vote at a district meeting.

VI. BOARD CORRESPONDENCE

A Technical Advisory from the DOE was passed out to members and discussed in conjunction with the Video and Audio Surveillance Protocol.

• Girl's JV SOCCER UPDATE

Mr. Bagley reported the numbers were high the last couple of years and the games were scheduled but the other schools cancelled and they only played one game.

Superintendent Tyrie added the stipend would not be paid.

• CO-CURRICULAR UPDATES

A MOTION was made by Ms. Guild and SECONDED by Ms. Fisk to accept the co-curricular updates.
Voting: seven ayes; one abstention from Mr. Ballou, motion carried.

VII. 7:00PM JOINT SESSION BOARD AND BUDGET COMMITTEE

Budget Committee Members Present: Kelly Eshback, Jim Kofalt, Cary Hughes, Lisa Post, Leslie Browne and Karen Grybko and Ellen Pomer arrived at 7:11pm.

• UPDATE ON LEAKS

Superintendent Tyrie reported there were four leaks at WLC, the FACS room, science room, MS teacher room and one leak over the new gym floor which was disturbing.

Mr. Erb reported the leak in the HS is due to the rubber in the sky light being dried out and they have contacted a company to have this replaced as it is 15 years old. The other leaks are "travelers" and could be coming from anywhere. The leak over the gym is due to the infrastructure and how some of the water is carried through the roof. He believes we may have a crack or hole in one of the joints. Prime Roofing is coming in to investigate. Routinely the roof is checked once a month and this time of year twice a month.

• CALL TO ORDER BUDGET COMMITTEE

Mr. Hughes called the Budget Committee to order as Chairman Pro tem at 7:10pm.

A MOTION was made by Ms. Browne and SECONDED by Ms. Eshback to accept the minutes from August 18, 2015 as amended.
Voting: six ayes; one abstention from Mr. Hughes motion carried.

103
104 **a. FY 17 BUDGET**

105 **i. Staffing Budget**

106 Superintendent Tyrie reviewed fall enrollment and NESDEC projections which are close in
107 comparison but we continue to see a decline. She reported we are proposing the exact same staff we
108 have now with an increase in budget due to roughly \$70,000 in teachers' contract (year 3 of 3) and
109 \$12,604 in support staff increases (year 2 of 3) as well as the fifth grade position, LCS nurse, ABA
110 therapist (was in grant), CIA position .2 FTE change to full time, 5 additional hours for custodial, 6.8
111 hours for FRES library aide, 4 hours for FRES tech integration. Support for the current staff includes
112 our commitment to the following: low class sizes, organizational time spent on curriculum instruction
113 and assessment (CIA), clean well maintained facilities, moving forward with technology, health and
114 safety, having programs such as gifted and talented, extended K, RISE, HS ELOs, HS Honors/AP, and
115 "Good to Great", by having the right people on the bus. She reminded members that there is a deadline
116 of November 1st for staff who are thinking of retiring and may be eligible for a service award. If we
117 do have any we will come back and adjust this and the numbers may be softer. Our veterans are in the
118 \$60,000/\$70,000 range and we would be looking at replacing in the \$40,000 range and any service
119 awards would need to be included.

120
121 Mr. Bujak requested to see what the changes in SPED services are. Superintendent Tyrie replied it is
122 usually provided with contracted services and an overview will be given of all of them.

123
124 In response to a question from Ms. Grybko in regard to the extended K program, Superintendent Tyrie
125 replied that the fee is \$210.00 per month irrespective of how many days in the month. At the school
126 district meeting \$40,000 was approved and although we started at 19 students we are now down to 16.
127 She will bring an update to the board at the next meeting. The revenue neutral was to cover the salary
128 and benefits of staff in the program to see if we are breaking even. Considering we have 38
129 Kindergarten students 16 is still a good number but we are still hearing it is unaffordable. We are
130 working to get qualified through the state so people can get help from the state to afford it.

131
132 In response to a question from Ms. Post, Superintendent Tyrie replied that we had discussed opening it
133 up to other districts but logistically I don't know if it would work for other people.

134
135 Ms. Eshback indicated we could open it up to the 4 y/o program. Superintendent Tyrie added we could
136 with some additional needs.

137
138 Ms. Tucker showed the online benefits portion of Ivisions and how comments are entered. She
139 explained that North East Delta Dental is looking at a 3.5% increase and Schoolcare (health) is a
140 7.5%-9.9% estimated increase and are anticipating a 7.5% increase which is what we have budgeted.
141 The net effect of this is 7.64% overall. Unemployment went down, workers comp is going up slightly,
142 our savings came with disability and life as we changed provider from Lincoln to Hartford.
143 Schoolcare is looking to change a couple of plans to offset costs that are more expensive and offer a
144 consumer driven plan that we would have to bring to negotiations as it has a higher deductible.

145
146 Superintendent Tyrie responded to Ms. Pomer by explaining that increases in benefits are split the
147 same way 80/20 between employer and employee.

148
149 Superintendent Tyrie noted that staffing and benefits comprises 70% of the budget.

150
151 *A MOTION was made by Ms. Pomer and SECONDED by Mr. Hughes to adjourn the Budget*
152 *Committee portion of the meeting at 8:04pm.*

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

154
155 **VIII. CONSENT AGENDA**

156 **a. Reports**

157 **i. Superintendent's Report**

158 The reports have been reviewed by the Board.

159
160 Mr. Dailey requested to be kept updated on the SB41 Study Committee which is studying potential
161 changes to RSA 507-B, dealing with governmental immunity.

162
163 In response to questions from Mr. Bujak pertaining to changing assessment practices and grading
164 practices, Superintendent Tyrie explained that the Commissioner spoke of public education as being at
165 a critical crossroads. We will need to do everything differently including how we grade as we move to
166 K-12 competency based education which is the direction NH is going. This is a long process and there
167 is a significant amount of work that needs to be done. It is an individualized plan for everyone and we
168 are just beginning. Most districts are more or less where we are.

169
170 Responding to a question from Mr. Bujak, Mr. Ballou replied that there are a lot of colleges, mostly
171 online that are moving toward this model rather than "time in the seat", it is based on whether you
172 know the information.

173
174 *A MOTION was made by Mr. Dailey and SECONDED by Mr. Button to approve the consent agenda.*
175 *Voting: all aye; motion carried unanimously.*

176
177 **IX. ACTION ITEMS**

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

179 *A MOTION was made by Mr. Dailey and SECONDED by Mr. Bujak to approve the minutes as*
180 *amended.*

181 *Voting: seven ayes; one abstention from Mr. LoVerme, motion carried.*

182
183 **b. Policies**

184 **i. Administrative Attendance Proposal**

185 **ii. GBEBF-Attendance Policy-3rd Read**

186 Mr. Bagley explained that he would like to have more data before the policy is passed. He feels we
187 are talking about a few, not many and would prefer to track who is using sick leave and who is using it
188 to extend holidays and report back to the board. We will also be having conversations with them and
189 not just collecting the data he reported.

190
191 Mr. Dailey explained that the whole purpose of this policy is to put something in place.

192
193 Mr. Ballou responded that it is a benefit and when we can, in this district, we collect data and we
194 should continue this practice as informed decision makers.

195
196 Mr. Bujak noted he did not have an issue delaying it four months however; it should include everyone
197 as we need to treat all staff equally.

198
199 In response, Superintendent Tyrie replied that when she asked Pat Walz to collect data there was no
200 other group of staff that even came close to this and that is why she did not include them.

201
202 Mr. Bujak spoke that this policy will also need an "R" version to tell us when we look at everyone and
203 how we will have confidence in the data. We need that worked out and somewhere half way through
204 provide to us an update on what is working and what is not working.

Ms. LeBlanc added that if we know we have a small number, we likely know who they are then the principals should speak to them.

*A MOTION was made by Mr. Dailey to accept policy GBEBF-Employee Attendance Policy.
-No Second. Motion does not carry.*

Attendance Policy will be put in the parking lot.

iii. Policy Committee

Mr. Brock explained in some instances it may make sense to have an ad hoc committee for some policies.

Mr. Ballou noted that some policies are crafted by the Superintendent alone and it is the Boards responsibility to do it.

Mr. Button added that he is not uncomfortable with the Superintendent bringing policies to the board and doesn't think we need a standing committee just because some policies need changes in some small ways but some are more complex and an ad hoc committee may be beneficial.

Mr. Bujak added we may be better with a more standardized committee and with a good comprehensive view; the committee could put a good number of them on the consent agenda.

This will be discussed at another time.

c. Video and Audio Surveillance Protocol

Superintendent Tyrie remarked that in the absence of a policy we have to do something when she brings a policy that says the law changed. A Technical Advisory from the DOE which provides information regarding use of recordings in schools was passed out.

Mr. Button noted the police should have real time access to exterior cameras. Superintendent Tyrie added that she spoke with Principals today and they agreed.

Mr. Ballou advises we follow the DOE last note which is consult an attorney as he is not comfortable with it as there a lot of different aspects of this.

Mr. Brock agreed that when the Board takes action it will be with legal advice.

Mr. Bujak suggests not adding a recording to the staff or student files and instead document as you would normally do.

It was suggested to change the number of days recordings are kept to indicate "up to 30 days" to allow for the differences in equipment.

X. COMMITTEE REPORTS

i. Elementary Building Renovation Committee

Mr. Dailey reported at the last meeting which lasted over 3 hours; they discussed "balancing" heating issues at LCS which is being worked on. They may need to add a circulation pump. Everything else is paint touch ups and door hardware and the last thing on the list in mid-November is storm windows in the gym at FRES. The storage container has been removed at FRES.

256 **ii. Facilities**

257 Mr. Bujak reported the committee just met and reviewed the tools checklist. The next meeting is
258 scheduled for November 17 at WLC. Walkthroughs have been setup, 1 in August, 2 in September, 2 in
259 October, and one in each school in January through May. The WLC vestibule will come to the Board
260 maybe the next meeting pending what is on the agenda. There are safety concerns for the WLC
261 bleachers that may come to the Board and we may have a draft of the CIP for the next joint meeting.
262

263 **XI. BOARD BUDGET DISCUSSION**

264 The members discussed the staffing budget.

265
266 Mr. Dailey asked if they could see the budget differently without splitting it up like MS/HS.

267
268 Superintendent Tyrie and Ms. Tucker responded that they would look at it.
269

270 **XII. RESIGNATIONS / APPOINTMENTS / LEAVES**

271 **a. FYI-New Hire Albert Boucher-Custodian**

272 Superintendent Tyrie reported that Mr. Albert Boucher has been hired as the new LCS custodian.
273

274 **XIII. PUBLIC COMMENTS**

275 There were no comments to report.
276

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

278 *A MOTION was made by Mr. Dailey and SECONDED by Mr. Ballou to enter Non-Public Session to*
279 *discuss a personnel matter RSA 91-A: 3 II (A) (C) at 9:11pm.*

280 *Voting: all aye; motion carried unanimously.*
281

282 **RETURN TO PUBLIC SESSION**

283 The Board returned to public session.
284

285 *A MOTION was made by Mr. Bujak and SECONDED by Mr. Dailey to seal the minutes of the non-*
286 *public session for 50 years.*

287 *Voting: all aye; motion carried unanimously.*
288

289 **XV. ADJOURNMENT**

290 *A MOTION was made by Mr. Dailey and SECONDED by Ms. Guild to adjourn the Board meeting at*
291 *9:59pm.*

292 *Voting: all aye; motion carried unanimously.*
293

294 *Respectfully submitted,*
295 *Kristina Fowler*
296