

**WILTON-LYNDEBOROUGH COOPERATIVE
SCHOOL BOARD MEETING
Tuesday, April 5, 2016
Lyndeborough Central School-Multipurpose Room
6:30 p.m.**

Present: *Geoff Brock, Harry Dailey, Matt Ballou, Mark Legere, Joyce Fisk, and Carol LeBlanc*

Superintendent Christine Tyrie, Business Administrator Lise Tucker, Director of Student Support Services Betty Moore and 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. The nomination list will be moved to the end of the agenda, a nonpublic session will be added, a request for Board volunteers for senior project, the MS 22 needs to be signed and food service inspection report will be passed out as requested by Mr. LoVerme.

III. BOARD CORRESPONDENCE

There was no correspondence to report.

• SENIOR PROJECT VOLUNTEERS

A request was made by Mr. Bagley to have two Board members attend senior project on April 14 at 12:20pm. Mr. Ballou and Ms. LeBlanc volunteered.

IV. PRESENTATIONS

a. Cursive-Hoops and Groups

Cathy Hamilton, grade 3 teacher at FRES gave a short presentation on cursive handwriting. It is introduced to students in the 3rd grade and taught twice a week for 20 minutes. Students do get graded and at the end of the year and they are expected to have mastered lowercase letters.

Ms. LeBlanc suggested to Mr. O'Connell it be offered in the odyssey program at FRES so that the students could continue as it is only offered formally in the 3rd grade. Mr. O'Connell agreed it could be.

b. Health Program

Superintendent Tyrie reviewed that the youth risk behavior data is a survey given to high school students and this data is particular to our students although we are generally in the same situation as other districts it is still alarming. The time to address making healthy choices is in middle school and we should be looking at reallocating our resources. Healthy Lifestyle Choices hits the areas on the Technical Advisory and we should offer it specific to the middle level and through mid-level curriculum. We have a "hit or miss" at the middle level and this would address it by rearranging our resources and would not cost the district anything. In elementary it is being done by the nurses and at the high school level it is done by physical education teachers.

A MOTION was made by Mr. Ballou and SECONDED by Ms. Fisk to accept the health program as presented.

Voting: all aye; motion carried unanimously.

c. HS DC Trip

Mr. Marc Belanger, social studies teacher gave a short presentation on a trip for next year's April vacation to DC. The quote is for \$609.00, four days, through Son Tours, and the itinerary is being tweaked by Mr. Belanger. The quote is based on 40 students and subject to change if falls below 40. Fund raising will be done and a "Go Fund Me" account will be set up. All the billing will be done through Son Tours.

Mr. Dailey commented that this is a good idea but his concern on the DC trip as a whole is that participation is very low. He asked how many attended last year; Mr. Bagley responded there were 12 participants. Mr. Dailey added that if its part of the curriculum and half of the student don't go that's a concern. Mr. Belanger responded currently there are about 50 interested students from grades 10 and 11.

Chairman Brock noted whatever we can do to get as much help from the financial end we want everyone to be able to go.

Mr. Bagley noted it will be entirely student driven and Mr. Belanger added he will hold a parent/student night.

Superintendent Tyrie remarked students would not lose time from class since it will be during a vacation time.

A MOTION was made by Ms. LeBlanc and SECONDED by Mr. Ballou to approve the high school DC trip.

Voting: all aye; motion carried unanimously.

V. BOARD CORRESPONDENCE

There was no correspondence to report.

VI. CONSENT AGENDA

a. Reports

i. Superintendent's Report

ii. Principal's Reports

iii. Co-curricular Updates

The reports have been reviewed by the Board.

A MOTION was made by Mr. Ballou and SECONDED by Ms. Fisk to approve the consent agenda.

Voting: all aye; motion carried unanimously.

VII. ACTION ITEMS

a. Approve Minutes of Previous Meeting

A MOTION was made by Mr. Dailey and SECONDED by Ms. Fisk to approve the minutes from March 16, 2016 as written.

Voting: all aye; motion carried unanimously.

b. Committee Appointments

Mr. Fran Bujak has volunteered to be the town/community member for the **Facilities Committee** and is approved by the Board.

Members discussed the pros and cons of having a **finance committee**. It was decided no committee would be formed but a quarterly budget review/forecast would be provided to include line transfers that clearly show over and under budgeted lines even if changed over the year.

Negotiations Committee will be put on the “back burner” although Mr. Ballou and Ms. LeBlanc will be included in the membership of this committee.

Chairman Brock will join the **Policy Committee**.

Mr. Button was nominated by Mr. Dailey to be liaison to the **Curriculum Committee**.

Chairman Brock asked all members if everyone was ok with the decisions and no objections were voiced.

c. Nomination List

See below

d. Approve June 3 Graduation

In response to a question from Mr. Dailey asking if the requirements will have been met, Superintendent Tyrie responded yes, we make it at the 165th day.

In response to a question from Mr. Dailey, Mr. Bagley replied that seniors will get out 5 days earlier than the rest of WLC.

A MOTION was made by Mr. Ballou and SECONDED by Ms. Fisk to approve June 3, 2016 as graduation.

Voting: all aye; motion carried unanimously.

e. Draft School District Calendar

Superintendent Tyrie reported she has met with the union president and based on Board discussion the calendar now has the same number of early release days as this year.

A MOTION was made by Mr. Ballou and SECONDED by Ms. Fisk to approve 2016-2017 Wilton-Lyndeborough Cooperative School District calendar.

Voting: all aye; motion carried unanimously.

f. Input on Technology Staffing 16-17

Superintendent Tyrie reported that they would like to go back to a model that they had the first year she was here and not outsource for Mainstay but reallocate what we are paying. We would have two staff, one with a higher level of expertise who could help with planning and vision on a district level plus be support and one other person at the elementary level and it would be within the budget. The principals’ support what the Superintendent is recommending having someone be involved with the teachers and oversee the district and integrating throughout all the grades.

Mr. Bagley noted that Mainstay fixed the network and it is much better but we are ready to move on.

Both Mr. Dailey and Mr. O’Connell voiced concerns about the importance of consistency and continuity in regard to hardware and the way our network is handled and having someone there long term.

A non-public session will be held at the end of the meeting, RSA 91-A: 3II B, C.

g. End of Year Forecast

Superintendent Tyrie reviewed that in this end of year forecast includes the piping, underground oil tank, destratification fans and WLC bleachers. Reports show grand total for general fund expenditures are \$257,917.08 and revenue surplus projected is \$27,428.68.

Ms. Tucker responding to a question from Mr. Dailey, answered you add the two together to get the unexpected fund balance.

h. Wireless Devices Proposal

Superintendent Tyrie reported that Ms. Tucker sent out an RFP for wireless devices for WLC and this is the last piece needed at WLC to equal the robustness at FRES.

Ms. Tucker noted it was mapped out by Mainstay.

Superintendent Tyrie responded to Mr. Dailey that the dollars were not allocated, it is in addition. We planned it to be done this year if we could find the funding. Further responding to Mr. Dailey questioning if it was part of the \$90,000 from a year ago, Superintendent Tyrie replied it is which we did one part of.

Responding to a question from Mr. Legere, Ms. Tucker answered the design was done by Mainstay and CDW and it is new wireless access points, it is not replacing the current network.

CDW is the lowest qualifying bid.

A MOTION was made by Mr. Dailey and SECONDED by Ms. LeBlanc to accept the recommendation for the CDW bid for technology.

Voting: all aye; motion carried unanimously.

VIII. SNOW PLOWING UPDATE

Mr. Dailey reported he met with Wilton selectmen a week ago Monday to discuss snow plowing. For clarification the bill that the SAU received was for calendar year 2015. They are asking for \$3,500 per building per year for a total of \$7,000 billed annually in January. They agree to a set amount of money. They try to get out there every 3 inches during a storm. In January 2017 we would get a bill for \$7,000. Mr. Steve Elliot felt this was a good deal if we were to get it done by a private contractor it would much more because of the equipment needed to do it. No commitment was made as it was to be brought back to the Board and discussed.

Ms. Tucker and Mr. Erb are recommending bidding it out.

Mr. Dailey noted it is the best value for the taxpayers is for them to do it as the same people are paying the bill.

Chairman Brock suggests obtaining a number from Lyndeborough and accepting it as a package.

Mr. Dailey noted an MOU or Work Agreement (*which is what Ms. Tucker prefers*) is needed either way.

Ms. Ellen Pomer, Budget Committee liaison commented she thinks you should have "statement of work" agreed upon before you move forward with the financial piece or an approval.

It was suggested to draft up an MOU and contracts for Board review on the 19th, making them simple as possible.

Mr. O'Connell noted he wants to be sure it is noted that "all spaces are cleared" in the MOU.

The Superintendent will contact the Town of Lyndeborough.

Mr. Dailey reminded the members a decision needed to be made on the 2015 bill that had been received.
A MOTION was made by Mr. Dailey and SECONDED by Ms. LeBlanc to pay the Town of Wilton \$3,150. Voting: three ayes Mr. Legere, Ms. LeBlanc and Mr. Dailey; two nays Mr. Ballou, Ms. Fisk, motion carried.

IX. COMMITTEE REPORTS

i. Elementary Building Renovation Committee

Mr. Dailey reported there have been some concerns about the carpet in the music room and they are working on this, it will be replaced this coming weekend. We are determining if it is the glue, the carpet or both and hopefully resolved this coming week. A few punch list items are left and are moving toward the finish line then we can release the final payment.

Superintendent Tyrie noted in regard to the carpet, Hutter has been good and it's just an odor that has not gone away in the carpet.

X. RESIGNATIONS / APPOINTMENTS / LEAVES

a. Retirements

i. Nancy Tong-WLC Music Teacher

ii. Joyce Bourassa-WLC Math Teacher

iii. Denise Clark-WLC Spanish Teacher

A MOTION was made by Mr. Dailey and SECONDED by Ms. Fisk to accept the three retirements with regret.

Voting: all aye; motion carried unanimously.

b. FYI-New Hires-Long Term Subs

i. Laryssa Fortier-FRES 4th Grade Teacher

ii. Kathleen Harris-SPED Student Support Services Coordinator

This is an FYI for the Board.

XI. PUBLIC COMMENTS

There is no public comment to report.

• NON-PUBLIC SESSION RSA 91-A: 3 II (A) (C)

A MOTION was made by Mr. Dailey and SECONDED by Ms. Fisk to enter Non-Public Session to discuss personnel matters RSA 91-A: 3 II (B, C) at 7:59pm.

Voting: all aye; motion carried unanimously.

RETURN TO PUBLIC SESSION

The Board entered public session at 8:27pm.

A MOTION was made to seal the non-public session minutes for 50 years by Mr. Ballou and SECONDED by Ms. Fisk.

Voting: all aye; motion carried unanimously.

A MOTION was made by Mr. Ballou and SECONDED by Ms. Fisk to approve the technology staffing plan as presented.

Voting: all aye; motion carried unanimously.

A MOTION was made by Mr. Dailey and SECONDED by Ms. Fisk to reduce one section of Kindergarten due to class size policy and to reduce a 3rd grade section and a 5th grade section and add a 4th grade section to fit the class size policy.

Voting: four ayes; one abstention from Mr. Ballou motion carried.

- **Nomination List**

A MOTION was made by Ms. LeBlanc and SECONDED by Ms. Fisk to move the slate as amended.

Voting: three ayes; one nay from Mr. Dailey and one abstention from Mr. Ballou motion carried.

- **MS22**

The MS22 was signed by present Board members.

- **Food Service Inspection Reports**

Food service inspection reports were passed out by Ms. Tucker. A food service review will be on the agenda for a future meeting.

XII. ADJOURNMENT

A MOTION was made by Mr. Ballou and SECONDED by Ms. Fisk to adjourn the Board meeting at 8:36pm.

Voting: all aye; motion carried unanimously.

Respectfully submitted,

Kristina Fowler