

**WILTON-LYNDEBOROUGH COOPERATIVE
SCHOOL BOARD MEETING & JOINT BUDGET COMMITTEE SESSION
Tuesday, November 17, 2015
Wilton-Lyndeborough Cooperative M/H School-Media Room
6:30 p.m.**

Present: *Geoff Brock, Harry Dailey, Mary Guild, Fran Bujak, Joyce Fisk, Carol LeBlanc, and Alex LoVerme.*

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

I. CALL TO ORDER

Chairman Brock called the meeting to order at 6:34pm.

II. ADJUSTMENTS TO THE AGENDA

The following adjustments were made to the agenda, technology options, safe routes to schools and the greenhouse at WLC.

III. PUBLIC COMMENTS

There were no public comments to report.

IV. JOINT BUDGET COMMITTEE SESSION

Present: Karen Grybko, Jim Kofalt, Cary Hughes, Lisa Post, Ellen Pomer, Leslie Browne, and Kelly Eshback

• CALL TO ORDER

Vice Chairperson Grybko called the meeting to order at 6:46pm.

A MOTION was made by Ms. Browne and SECONDED by Mr. Hughes to approve the minutes for October 27, 2015 as amended.

Voting: all aye; motion carried unanimously.

V. a. FY 17 Budget

i. Timeline & Location of District Meeting

Superintendent Tyrie passed out a new timeline for review noting some specific dates such as the public hearing, period for filing for elective office, and deadline for Budget Committee to deliver budget and warrant article recommendations to School Board for preparing in the annual report so that it is ready in time to for the printer.

It was discussed if the district meeting should be moved to FRES or should it remain at WLC. It was decided by a show of hands to keep it at WLC mainly due to parking and WLC is where the meeting has always been held and the public is used to coming to this location. Discussion was had about moving the day from Friday to Saturday.

A MOTION was made by Ms. Grybko and SECONDED by Mr. Hughes to add a non-binding warrant on the ballot for the people to decide to hold district meeting on Saturday.

Both Groups- Voting: all aye; motion carried unanimously.

Ms. Browne suggested that the budget review session and the public hearing be recorded and put on the website for the public to view prior to the district meeting so that they can be better informed prior to attendance. Superintendent Tyrie agreed.

ii. SAU & LCS

Superintendent Tyrie reviewed the summary sheet with a running record of the budget to date. She noted the salary line has changed. It has decreased to reflect 3 retirements with added service awards. Placeholders have been added back in at a lower level of salary. She indicated even if the other budgets come in flat, the same as last year, we would still have an increase of 2.4% and most of that is in benefits which there is not a lot of control over. If we are able to make any adjustments you will see that as we go along.

The presentation was handed over to Lise Tucker, Business Administrator. She gave an overview of the SAU budget. Specifics were reviewed such as copiers, computer licenses, dues and fees and facility expenses. There is a 2% increase budgeted for unaffiliated staff.

In response to a question from Mr. Dailey, Ms. Tucker replied that the cost to inspect the bleachers for each school is \$900 and they provide a report. Superintendent Tyrie added that we are obligated when we do our minimal approval standards to have them inspected. There are certain areas that need addressing and we will have a proposal later in the evening. Ms. Tucker noted we did bid out to do the work for the bleachers and it is difficult to find someone to inspect them as well as do the work.

Superintendent Tyrie reviewed the LCS budget of which most expenses are down.

Transportation does not include any out of district transport and a separate special education portion will be presented in January. She noted we are looking at serious increases in special education costs which you will see in the WLC budget.

The oil and electricity proposed budget numbers were discussed. Mr. Brock has asked that they be revisited. He would like a comparison to last year's numbers as these look high given that the oil price should be less and the fuel system should be more efficient. This should be brought back for review.

Superintendent Tyrie explained that there is \$9,500 budgeted to replace the bottom portion of siding at LCS with sideboard. We have it on the new addition portion. The top part can be scraped and painted. There is significant peeling.

The next joint meeting is scheduled for December 8, 2015.

*A MOTION was made by Ms. Browne and SECONDED by Mr. Hughes to adjourn the Budget Committee portion of the meeting at 8:15P.M.
Voting: all aye; motion carried unanimously.*

VI. NEW HAMPSHIRE SCHOOL BOARD ASSOCIATION

Mr. Bill Landers from the NH School Boards Association was present to discuss the superintendent search options available and price points. A full search is \$8,000, they handle everything, and it's nationwide and customized. They (Sydney his colleague, who is also present, is in training) will screen all candidates, develop a timeline and check references. He believes if we are lucky we could finish in mid-February. A partial search would be \$100 per hour and for this they would accommodate any need but the search would be in our hands. He would like to have the first meeting as close to December 1st as possible. Mr. Landers said they would be at every meeting except the full day the candidates have with the district. He will provide a superintendent salary comparison for review.

Responding to a question from Ms. LeBlanc, Mr. Landers said that if the position was not filled they would come back and we would be required to pay for any additional expenses incurred.

A MOTION was made by Mr. LoVerme and SECONDED by Ms. LeBlanc to do a full search with the NH School Board Association as opposed to a partial search for the position of superintendent. Voting: all aye; motion carried unanimously.

The committee will consist of Ms. Leslie Browne (Budget Committee) Mr. Bob Rogers (resident), Mr. Mark Legere (resident), Mr. Tim O'Connell (administrator), Mr. Alex LoVerme (School Board), Ms. Carol LeBlanc (School Board), Mr. Geoff Brock (School Board), Ms. Lise Tucker (administrator) and a teacher from WLC to be named.

VII. PRESENTATION-SMARTER BALANCED/NWEA

Ms. Dolores Fox gave a presentation on Smarter Balanced. A copy of this presentation can be found with these minutes. There is a link on the district website for anyone who would like to obtain additional information on Smarter Balanced.

VIII. BOARD CORRESPONDENCE

There was no correspondence to report.

IX. CONSENT AGENDA

a. Reports

i. Superintendent's Report

ii. Principal's Reports

The reports have been reviewed by the Board.

The transfer has been removed from the consent agenda and will be brought back at another time.

A MOTION was made by Mr. Dailey and SECONDED by Ms. Guild to approve the consent agenda minus the transfer.

Voting: all aye; motion carried unanimously.

X. ACTION ITEMS

a. Approve Minutes of Previous Meeting

A MOTION was made by Ms. Guild and SECONDED by Mr. Dailey to approve the minutes for October 27, 2015 and November 5, 2015 as written.

Voting: all aye; motion carried unanimously.

b. SAT Writing Samples

Superintendent Tyrie explained that if a student wants to take a writing sample there is a cost associated of \$11.05, it is a one day test, they stay an additional 90 minutes and it is only for the 11th grade. For free and reduced students, there is no charge if you petition the education service which is an involved process.

In response to a question from Ms. Guild, Superintendent Tyrie answered that the state would pick up the other components. We are still waiting on lot of details.

It was noted that parents have always paid for the SATs in the past; it was not a cost the district incurred.

A MOTION was made by Mr. Bujak and SECONDED by Mr. LoVerme to Not pay the \$11.05 for the SAT writing samples.

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

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156 **c. Extended K Update-For Your Input**

157 Superintendent Tyrie gave an overview of how the program was outfitted, the proposed enrollment and
158 revenue and current enrollment and how it is staffed. At 20 students the \$35,346 would be covered
159 with a surplus of \$2,454. At 17 students the cost is not covered, it would be \$3,216 in the red. Break
160 even enrollment for having just the extended day paraprofessional without the “floater” aide hours in
161 the afternoon is 14. We have lost one enrollment today and are now down to 16. The board would
162 make a decision if we drop to 15. We want to do as much as we can to keep the numbers up. We have
163 our application in with Health and Human Services and once approved we are hoping some of the
164 parents would return who have left the program.

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166 In response to a question from Ms. Eshback regarding the certification process, Superintendent Tyrie
167 replied, we would not need to offer hot lunch as we are not being certified as a full day Kindergarten
168 program but a private childcare provider.

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170 **d. Update on Bleachers/Oil Tank/Other Facility Concerns**

171 Superintendent Tyrie reported that a bid was sent out for the WLC bleachers which came back fairly
172 high, over \$25,000. We asked to have the bid redone with the things that needed to be addressed at this
173 time. The rebid came back less at \$15,260 from Hussey Seating Company for labor and materials. Mr.
174 Erb added another company had bid at \$14,000 for parts only and he would need to do the work and
175 have a welder come in.

176
177 Ms. Tucker added the money would come from savings on the premium holiday from workers comp
178 and could be done by January.

179
180 It would take about 4 days per Mr. Erb and would need to be done at night due to the welding that
181 would be required. The only thing we would not be doing is replacing cracked board and that could be
182 done over the next two years and cost about \$12,000.

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184 It was noted the bleachers are not unsafe, just need repair.

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186 *A MOTION was made by Mr. Bujak and SECONDED by Mr. LoVerme to expend \$15,260 out of*
187 *savings from premium holiday money to repair the bleachers at WLC.*

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

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190 **e. Policies/Protocols**

191 **i. Video & Audio Surveillance Protocol**

192 This protocol was discussed briefly and changes will be made.

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194 **ii. Recording Protocol**

195 This protocol was discussed briefly and changes will be made to include sporting events and brought
196 back for review.

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198 A blanket public hearing will be held on November 24, 2015.

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200 **iii. Policy Committee**

201 This agenda item will be deferred to the next meeting.

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203 **XI. COMMITTEE REPORTS**

204 **i. Elementary Building Renovation Committee**

Mr. Dailey reported the committee will meet on Friday, the big thing left is the windows at FRES and that should be completed over Thanksgiving weekend. There was garage sale that resulted in over \$600. There is still a lot left over, mostly desk chairs and file cabinets.

ii. Facilities

Mr. Bujak reported the committee had just met prior and spoke about the CIP. The next four years will be “crunched” with the bonds etc. The next meeting is November 24 and they will have the CIP changes. There are a range of items non-recurring from \$10,000-\$20,000 that don’t fit into the budget and don’t fit well into the CIP. It may be an opportunity to have a sum of money and a priority list and if funding becomes available this is what you do with it. It is an area we need to address.

• SAFE ROUTES TO SCHOOL

Mr. Dailey reported Ms. Dawn Tuomala and Mr. Steve Elliot are asking for a signature and a representative for support of Wilton’s access to “Safe Routes to School” grants. They did a study and there are high numbers of constant traffic on Tremont Street and down Burns Hill Road where it meets Main Street.

A MOTION was made by Mr. Dailey and SECONDED by Mr. Bujak to support Wilton’s access to Safe Schools grants.

Voting: all aye; motion carried unanimously.

• GREENHOUSE

Mr. Brock questioned if funds were distributed to the WLC greenhouse. Superintendent Tyrie replied they previously were going for a grant and they did not receive it and she did not recall the district allocating any funds to it.

Mr. Erb noted \$4358 is needed for an electric heater to take the moisture and wetness out.

Mr. Bujak questioned if this was part of the curriculum.

Superintendent Tyrie noted there were never any “hard numbers” to get it up and running. She will report back.

XII. BUDGET DISCUSSION

Technology options were passed out for board review.

XIII. RESIGNATIONS / APPOINTMENTS / LEAVES

i. Retirements

Superintendent Tyrie noted there are 3 retirements and one resignation from WLC custodian Mike Flynn.

XIV. PUBLIC COMMENTS

There were no public comments to report.

XV. ADJOURNMENT

A MOTION was made by Mr. Dailey and SECONDED by Ms. Guild to adjourn the Board meeting at 10:26pm.

Voting: all aye; motion carried unanimously.

*Respectfully submitted,
Kristina Fowler*