

December 6, 2022

8:30 PM 6. Public Comment

Public comment will be incorporated throughout the budget presentation

9:00 PM 7. Deliberation

7.1 January 2, 2023 School Calendar Issue

9:15 PM 8. Non-Public Session

8.1 Personnel Issue

Non-Public Session requested under RSA 91-A:3, Section II (b)

9. Adjournment

(Please note: In addition to the items listed on the agenda the Board may consider other matters not on the posted agenda and they may enter a non-public session or convene in a non-meeting session in accordance with RSA 91-A if the need arises.)

SCHOOL ADMINISTRATIVE UNIT NO. 12
Office of the Superintendent of Schools
Londonderry, New Hampshire 03053

A Budget Workshop for the Interim Superintendent to present the budget to the School Board was held on Tuesday, November 22, 2022, at 7:00PM at the Londonderry High School, 295 Mammoth Road, Londonderry, NH in the LHS Cafeteria. The meeting was broadcasted on local Cable Access Ch. 21 as well as the District's YouTube Channel. In attendance were School Board members: Mrs. Butcher, Amy Finamore, Mr. Gray, Mrs. Loughlin and Mr. Slater. Also in attendance were Interim Superintendent, Mr. Black, Business Administrator, Mrs. McKenney and School Board Secretary, Lisa Muse.

1. **Call To Order:** The meeting was called to order at 7:00PM by Amy Finamore.
2. **Pledge of Allegiance:** The Pledge of Allegiance was led by Amy Finamore.
3. **Consent Agenda:** *Mr. Slater made a motion to accept the Consent Agenda. Mrs. Loughlin seconded the motion. The motion passed by a vote of 5-0.*

3.1 Meetings:

November 29, 2022	Regular Meeting	7:00PM	LHS Cafe
December 6, 2022	Budget Workshop	7:00PM	LHS Cafe
December 13, 2022	Reg Meeting & Budget Workshop	7:00PM*	LHS Cafe
December 20, 2022	Reg Meeting & Budget Workshop	7:00PM*	LHS Cafe

***Denotes a Change**

Mr. Van Bennekum congratulates the Middle School football team for completing their first season as Division 2 Champions. The Varsity team are State champions. He thanks the coaching staff of the Varsity and JV teams. He also thanks the parents with the new schedule, time and season it was very busy to bring them to practices and games. He is very proud of the program. Mr. Gray respects what they did and is very proud of them all.

4. Superintendent's Report

4.1 Budget Presentation - Dan Black and Lisa McKenney

The budget documentation is distributed at the meeting

Mr. Black mentioned that the purpose of the meeting is to hand this FY24 budget over to the School Board and to walk through the major points and learn how to navigate it. It will be online tomorrow for the public. In two weeks, we go through personnel and that is the biggest piece of the budget. This will be followed by student services and athletics. On December 13th, every one of the schools will be discussed along with music/curriculum. December 20th is IT, Building and Grounds, Food Service, Revenue and Warrant Articles. January 12th is the public hearing. February 10th is the Deliberative Session and on March 14th, we vote on the budget. It's a big process and this is the beginning. There are four themes that dominated this budget: Limit the growth, minimize the difference between operating and default budgets, match staffing needs to student enrollment and make sure everything in the budget accomplishes all our goals in our Strategic Plan for our students. We work hard to combine to make our students College and Career Ready while encompassing Co-Curricular activities. The total general fund budget request is \$85,436,043 without any warrant articles. He discussed the major parts of the budget book to review. Staffing changes are made, financial impact document, Tax rate calculation, Budget analysis by object code and by department. The tax rate figures are \$12.51 up 25 cents from last year with a growth of two percent. Other major parts of the budget consist of

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default budget, summary by function, budget variance reports, debt payment schedule and all the schools and departments. Potential historical warrant articles are mentioned for building and ground capital reserve, technology infrastructure, equipment capital reserve, and machinery/equipment capital reserve. Two others to consider are building security and technology. Potential for grants will also be investigated. The budget review process with school board and budget committee and dates are detailed. Enrollment will be discussed December 6th. Mrs. McKenney mentions if they would like to see any information a different way just reach out to her.

5. Public Comment: *Mr. Slater made a motion to open public comment. Mrs. Loughlin seconded the motion. The motion passed by a vote of 5-0.*

Kristine Perez, Londonderry: She reminds everybody that we are in a recession and the for-profit companies are laying off. She was disappointed that public comment was left off the original agenda. She called Senator Carson because she was the one who put the law forward in regard to public comment.

Ken Samoissette, Faucher Road: His son brought home a handout about eating bugs and he was not impressed. He feels it is propaganda.

Moira Ryan, Snowberry Hollow: She would like to know how much revenue we get from Medicaid and how much ESSER funding we are getting. Summer school is discussed and there is a full explanation on our website regarding how ESSER funds are spent.

Jonathan Kipp, Town Moderator: He thanks the school district for the assistance in executing a very successful election. There was great communication from the administrators and school board. He acknowledges Charlie Wilton and the custodians in the planning and set up. They are respectful and understanding of their requirements. It takes a community for an efficient and fair election, and he thanks them.

Mr. Slater made a motion to close public comment. Mrs. Loughlin seconded the motion. The motion passed by a 5-0 vote.

Mr. Slater made a motion to adjourn. Mrs. Loughlin seconded the motion. The motion passed by a 5-0 vote.

6. Adjournment

The meeting was adjourned at 7:30PM.

Respectfully submitted,

Lisa Muse
School Board Secretary

SCHOOL ADMINISTRATIVE UNIT NO. 12
Office of the Superintendent of Schools
Londonderry, New Hampshire 03053

The meeting of the Londonderry School Board was held on Tuesday, November 29, 2022, at 7:00 PM at the Londonderry High School, 295 Mammoth Road, Londonderry, NH in the LHS Cafeteria. The meeting was broadcasted on local Cable Access Ch. 21 as well as the District's YouTube Channel. In attendance were School Board members: Mrs. Butcher, Amy Finamore, Mr. Gray, Mrs. Loughlin and Mr. Slater. Also in attendance were Interim Superintendent, Mr. Black, Business Administrator, Mrs. McKenney and School Board Secretary, Lisa Muse.

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2. **Pledge of Allegiance:** The Pledge of Allegiance was led by Amy Finamore.
3. **Consent Agenda:** *Mr. Slater made a motion to accept the Consent Agenda. Mrs. Loughlin seconded the motion. The motion passed by a 5-0 vote.*

- 3.1 Resignations
Yolanda Reyes Dining Services North School
Patricia Zanella Support Staff Matthew Thornton
- 3.2 Minutes
November 1, 2022
- 3.3 Meetings:
December 6, 2022 Budget Workshop 7:00PM LHS Cafe
December 13, 2022 Reg Meeting & Budget Workshop **7:00PM*** LHS Cafe
December 20, 2022 Reg Meeting & Budget Workshop **7:00PM*** LHS Cafe
***Denotes a change**

4. Committee Reports

4.1 Student Council: Andrew Zavorotny: He discusses the successful Craft Fair held at the High School. Hundreds of dollars were raised for the St. Jude Food Pantry. Currently the council is working on updating the pep rally and spirit week. Trying to get more students involved. They have implementing a QR code to bulletin boards to get students input on themes, so they are so repetitive.

4.2 Teacher Liaison: None

4.3 School Board Liaisons: Mr. Gray discusses the Senior Committee and the Balance Event being held on 1/19. He reminds the community to take advantage of tax exemptions for veterans and senior citizens. They also discussed the senior help line. The South School PTA had their Move-A-Thon fundraiser and raised over \$14,000 for the PTA. The Holiday Stroll is this Saturday from 9AM – 12PM. North School popcorn Friday sales have returned. The Calendar raffle fundraiser was a success. The Santa breakfast is scheduled for December 17th. The volunteer award was given to Colleen Ramsay honored at the State PTA award ceremony. Mr. Slater talked about the Matthew Thornton reading program. The Fall book fair was very successful and made over \$13,000 and they could purchase books for every classroom. Many books were donated by families. Winter wonderland is being held on December 3rd from 8-12 at Matthew Thornton. He mentioned a CIP update from last night. One line item was changed with school education otherwise the form was left the way it was. They are still in negotiations with the assistants. A couple meetings were cancelled due to not having enough committee members to attend. The next meetings are 12/19 and 12/21. The Town Council reported that the tax rate will go up ten cents in December on the tax bill.

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Mrs. Loughlin said the Middle School PTO 6th grade social was a success. The principal round table discussion tomorrow will be on school discipline. The Holiday concert will be held on December 17th. The bookfair will be held on 1/9-1/13 with ice cream social on the 10th. Fundraisers are taking place for the DC field trip. January 17th is the next meeting. Mrs. Butcher gave an update on the Moose Hill PTA firetruck raffle and the winner rode to school on a firetruck. They had very successful holiday basket raffles. The Kindergarten committee had a table at the High School craft fair and they continue to get feedback from community and answer questions. Amy Finamore mentioned the Superintendent Search Committee met on November 18th to review applications. The Bryan Group went over the hiring process. Information is located on the website. They had thirteen applications. Three applicants were moved forward for short interviews and then moving forward with long interviews for those selected to move forward.

5 **5. Public Comment; Mr. Slater made a motion to move into Public Comment. Mrs. Loughlin seconded the motion. The motion passed by a 5-0 vote.**

15 **Mr. Slater made a motion to close Public Comment. Mrs. Loughlin seconded the motion. The motion passed by a 5-0 vote.**

6. **Announcements and Presentations**

Mr. Parent mentions how proud he is of the student body with the Fall season with all the co-curricular activities. The varsity football reached the State championship level and came up short by one point. It was a tremendous final game. He mentions the Hall of Fame for the Class of 2022 inductees and lists out the names. April 1st will be the induction ceremony.

25 **6.1 Unified Co-Curricular Programs Grant - Kim Carpinone:** She discussed House Bill 1624 that set up funding for extra-curricular activities for students with disabilities. We were awarded up to \$4000 to establish a Unified Theater Program at the High School.

30 **6.2 Upcoming ALICE Drills - Dan Black:** Information was sent out to parents and next week are our first ALICE drills. This summer we worked closely with Londonderry Police Department and are now ready to work with our kids. He lists out the dates that each school will have their drills. The focus of next week is for enhanced lock down and barricade. The drills will be ongoing.

35 **6.3 Academic Update Presentation - Assistant Superintendent's & Curriculum Coordinators:** They are working at all levels and at K-12 the focus areas are math, phonics, literacy, and SEL. The data collection tools being used are i-Ready, SAT, NHSAS and Common Formative Summative Assessments. The District Data from grades 3-11 is discussed and compares Londonderry to the State Data. They highlight the i-Ready Math Data for the elementary level. The Math Resources and Opportunities include Summer Math Academy, Adoption of Math in Focus, 30 minutes of additional math was added to all grade levels and alignment and refinement of curriculum and assessments through the Curriculum Coordinator. The i-Ready Reading Data is discussed. The literacy resources and opportunities include staff commitment, implementation of Foundations K-3, implementation of Morphology 4th – 5th, continued use of Heggerty resources and Battle of the Books and other reading incentives in and out of school. For the middle school, i-Ready math data is compared. The LMS math resources include Math in Focus, summer Math Academy, Math Interventionist in 40 6th/7th grade, summer school for students, remediation course and new math games and supplies were purchased. The i-Ready reading the data is discussed. The literacy resources include summer school, added Writing AIP after school, alternative reading courses, summer reading challenges and summer and after school enrichment opportunities/clubs for students. For the High School, data sets are discussed as well as the LHS graduation rate, college acceptance rate, dual enrollment credits, SAT and PSAT comparisons and summer 45 school enrollment and percent of credits earned. Ninety-nine or higher is the LHS graduation rate. The next steps in 2023-2024 for elementary, middle and high school levels are detailed.

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Mr. Slater discusses the i-Ready for elementary and Middle School and he is concerned with the middle school percentile. Mrs. Loughlin asks if there are any i-Ready classes at the middle school level and elementary level. All teachers use the i-Ready.

8.1 1:1 Chromebooks and additional Chromebooks for our Elementary Schools

Proposal from C3 Committee - Dan Black & Brandon Weinert: Over the Fall, there was enthusiasm around more digital curriculum. The Middle School would like the same opportunity, and they wanted to bring the conversation to the School Board. Mr. Black is supportive of this idea, and it is in the budget. The current device to student ratio is 50% on the team. A 1:1 device would mean personalization of learning for students, scaffolded learning materials, independent practice with multiple levels of texts, and devices on hand for accessibility. This would open up doors for students with accommodation. They discuss what 1:1 devices would mean to the LMS teachers. They feel the 1:1 devices are needed at LMS for efficiency, engagement, experience, accessibility, testing requirements, 21st learning skills and to teach student communication and collaboration. LMS is ready for 1:1 technology. They don't need time as they are prepared. The IT department discusses the current state that LMS has 890 students and 485 devices. The elementary schools have 1480 students and 950 devices. They are proposing 1:1 for LMS so 980 devices. For the elementary schools' of 1480 students, they would have 1125 devices. The proposed cost is about \$235,000 for 980 Chromebooks for LMS and \$36,000 for 150 Chromebooks for the elementary carts. The ideal replacement cycle/annual cost is detailed.

Mr. Gray asks if the infrastructure is prepared, and Mr. Weinert said yes, they are confident. Mr. Slater said this was one of the topics last spring in the schools. He hopes this would help even get grade points higher at a faster pace. He feels this is the time to do it and not phase it in. Mr. Van Bennekum also mentions there are a percentage of students that have no access to any technology at home. Tim Porter, Quentin Drive; he asks for clarification on the costs.

7. Old Business

7.1 School Goal's Review - Amy Finamore: She met with each principal to discuss school goals and measurement tools. They worked on adding more detail to the measurement statements.

7.2 Bidding Process with the Maintenance Bond - Dan Black & Lisa McKenney: The intention was always to seek multiple bids for this process. Without the engineering designs, we will not be able to start the bidding process. The Trident group estimates that the engineering designs would cost about \$150,000 to complete. The District uses Siemens to help come up with accurate budget numbers for a Maintenance Bond. The School Board approves the Maintenance Bond, as well as the voters. They discussed the steps to complete the projects in that bond. A Public hearing would be January 12th.

7.3 Reviewing Space Solutions for Program Switch to North School - Dan Black & Paul Dutton: This was previously discussed on October 13th and tonight is to answer more questions. One of the programs needs to move from South School to North School. The substantial growth in programs has resulted in too many intensive needs programs in one building. They discussed that North School is operating at functional capacity. North School has grown over the last eight years. They have taken over many of the storage spaces for learning spaces or office space. As a result, they have no storage and items have no home other than the hallways. With adding a program and not addressing the space need, the program would take over the music classroom and the only staff workspace. They discussed the significant impacts on North School with the impact on the music program/curriculum and students, impact on classroom teachers and impact on the schools. Ways to successfully add a program simply becomes a space issue. Options that were explored were music on a cart, voluntary redistricting families and a bus, forcing a reduction in staff at one grade level to make space, moving North up before Moose Hill, and the High School on the Master Planning process with an

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excellent temporary classroom. Mr. Black details the Option 2 of voluntary redistricting for the first five year and Option 3 of forcing a teacher reduction for FY 24. Option 3 would be forcing a teacher reduction for FY25. Option 4 would be moving North School up on the Master Planning process and the costs of waiting to address North School. He is recommending Option 5 which is a temporary, yet excellent classroom.

Mr. Slater agrees that we need to move the program. He doesn't like the idea of eliminating a teacher due to new complexes being built with a large one up near North school. He doesn't think anybody wants classroom sizes to get bigger. For temporary classrooms, we have the units at Moose Hill. He asks if those are a lease or a lease/purchase. If we own them and we need to do this this year, he would look at accommodating the space to take one of those units from Moose Hill if Phase 1 happens.

Mr. Slater would like to see an independent third-party review of our special education process and our program. Mrs. Carpinone said she would welcome this. Mr. Slater suggests they look at the master plan

7.4 Keeping Current Policy on Right to Know Requests - Dan Black: The bind we are in for whatever reason people from Texas and California will contact the District Office for a Right to Know. We are doing the best we can to make it efficient for our citizens. Right now, policy KBE states you would need to come to the Londonderry School District Office to complete this request. This approach protects the School District from these requests in that we don not want some far-off entity having free reign to ask for any information they want from use. The District would need to spend many people hours complying and sharing this information. Mr. Black recommends we keep our policy as is and we will do our best and make it as easy as possible. Mr. Slater disagrees and feels it would save time instead of staff having to sit with someone who needs to come in. There are redaction programs that can be done on the computer. If we could get the information and pull it off and run it through the redaction software and get it out the doors. He would like to try it and we can always take it back. We can add a paragraph to our policy. The Town can turn requests around in 24-48 hours. Amy Finamore disagrees that it doesn't take a lot of time and other Districts have had to hire a RTK coordinator. She is in favor of keeping the policy as it is.

Mr. Slater made a motion to add a paragraph to be able to electronically transfer any information requestee by a 91A. No second. Mr. Slater requests a vote.

Mr. Black clarifies that he is saying the only danger for us is emailing out the information. Not being present and electronically sending information out is the issue.

Mr. Slater repeats the motion that he would like to add to our policy that we can transfer any 91A information electronically or by flash drive or whatever electronic form.

Mrs. Loughlin and Mrs. Butcher would like to hold off on this until the next meeting to gather more information before voting on this tonight. Mr. Slater agrees.

8. Superintendent's Report

8.2 Initial Conversations with Grant Writer - Dan Black:

The Town has a grant writer who has a wealth of knowledge around navigating both private grants through foundations and other sources, as well as larger Federal Grants that are beyond our normal Title I, Title II, Title IV and DIEA Grants. To pursue other grants is very hard. and he feels that if we can continue to use this person it would be good for the long term. He discusses what grants are being pursued. Looking into grants for Energy efficiency, Department of Justice and Department of Energy and Facilities is what we need help with

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from this person. There are no guarantees we get any funding, but Mr. Black feels it is worthwhile. We are trying to make progress in this area.

5 *Mr. Slater made a motion to move into Non-Public Session requested under RSA 91-A:3, Section II (b). Mrs. Loughlin seconded the motion. The motion passed by a roll call vote 5-0.*

9. **Non-Public Session**

10 **Non-Public Session requested under RSA 91-A:3, Section II (b)**

9.1 **Personnel Issues(s)**

9.2 **Nominations**

15 10. **Adjournment**

The meeting was adjourned at 9:05PM.

Respectfully submitted,

20 Lisa Muse
School Board Secretary

Londonderry School Board
Non-Public Minutes
November 29, 2022

PRESENT: Board Members: Mrs. Butcher, Amy Finamore, Mrs. Loughlin, and Mr. Slater
Interim Superintendent of Schools: Daniel Black
5 Interim Assistant Superintendent of Schools: Mr. Dutton
Interim Assistant Superintendent of Schools: Mr. Parent
Business Administrator: Mrs. McKenney
Director of Human Resource: Mrs. McMahon

10 Mr. Gray moved, seconded by Mrs. Butcher, and passed unanimously (5-0) to enter non-public session under RSA 91-A:3, Section II (b) and (c) at 9:15 PM

Discussion of Personnel, Release of Staff, and Potential Retirements

15 Mr. Gray moved, seconded by Mrs. Butcher, and passed unanimously (5-0) to approve the administration's recommendation for the Support Staff nominations

20 Mr. Gray moved, seconded by Mrs. Butcher, and passed unanimously (5-0) to approve the administration's recommendation for all Coaching nominations

Discussion of South School Personnel issue, Athletic Department, and Support Staff contracts

25 Mrs. Butcher moved, seconded by Mr. Gray, and passed unanimously (5-0) to exit non-public session at 9:40 PM

Mrs. Butcher moved, seconded by Mr. Gray, and passed unanimously (5-0) to adjourn public session at 9:45 PM

30 Respectfully submitted,

35 Daniel Black
Interim Superintendent of Schools



Londonderry School District Daniel Black, Interim Superintendent of Schools

Memo

To: Londonderry School Board
From: Dan Black
Date: December 1st, 2022
Re: January 2nd, 2023, on the current School Calendar

When the Calendar for 2022-23 was approved, not enough due diligence was done to look at the effects of the Calendar on our different collective bargaining contracts. This year, January 1st, a federal holiday falls on a Sunday. When that happens, for our support staff union, custodians, and bus drivers, their contract allows them to celebrate that holiday on a Monday. Unfortunately, we have scheduled school for that day. When you combine the problem of trying to run school without support staff, custodians, bus drivers, and staff with children that live in another town who have that day off from school, these problems together make opening school on January 2nd an impossibility.

We are sorry that this has happened.

The leadership team explored a few potential solutions, and we are hoping to gain approval of one of them from the School Board tonight so that we can set it in motion with the community and staff tomorrow.

Change and Update the Calendar

- We looked at having School on December 23rd and then not having school on January 2nd. The problem with this solution is timing. Since we are only a few weeks away this will most likely disrupt plans already made by both staff and families.
- Another option we looked at was shifting the whole calendar back by a day, and not having school on January 2nd. The problem this creates right now is then the last day for students would be June 16th (not a problem), but with the new federal holiday on June 19th, the final scheduled day for staff would be June 20th. So, we would close school on a Friday, have a three-day weekend, then ask professional staff to come back for one more day on a Tuesday before Summer Break. We do not have a lot of enthusiasm or support for this plan from staff.

With an hours-based calendar, we could use one of our built-in snow days.

Our calendar builds in time for at least 5 snow days to occur. If we use one, planned for January 2nd and close school for that day now, we still have four to use. We have had a mild start to November and December. If we do have more than four snow days in this scenario, the last day for staff would again occur after June 19th.

However, in prior very snowy years, the district has taken different and creative measures to extend the school days in April and May to make up the time if needed. So, for example if we did need to make up one day, we could run school longer by 20 minutes each day over a couple of weeks to make up that time if needed.

The Administration's Recommendation

Looking at these three options, the easiest to implement would be to call a planned snow day on January 2nd at this point in time with this problem in front of us only a few weeks away. If we do have a snowy winter ahead of us after January 2nd, we do have tools to adapt to making up time if needed down the road. We do believe we would have strong support for this plan with staff and families above the other two options.