

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27

SOUHEGAN COOPERATIVE SCHOOL BOARD

THURSDAY, APRIL 5, 2012

PRESENT

Souhegan Cooperative School Board: Chair Chris Janson, Howard Brown, Steve Coughlan, Mary Lou Mullens, Fran Harrow, Peter Maresco, and Pim Grondstra

Administrative Team: Peter Warburton, Jon Ingram, Betty Shankel, Renea Sparks, Gigi Klippa, Bob Thompson, Colleen Meany

Minute Taker: Beth Penney

ORGANIZATIONAL MEETING

CALL TO ORDER

Mr. Warburton called the meeting to order at 6:07pm.

ELECTION OF SCHOOL BOARD OFFICERS

Chairman

Mr. Coughlan nominated Ms. Janson. Ms. Harrow seconded the nomination and the vote was unanimous.

Vice-Chairman

Mr. Brown nominated Ms. Mullens. Ms. Harrow seconded the nomination and the vote was unanimous.

Secretary

Ms. Mullens nominated Mr. Brown. Ms. Harrow seconded the nomination and the vote was unanimous.

COMMITTEE ASSIGNMENTS

Ms. Janson asked the board to hold a work session to discuss the expectations of the different committees and to assign the committees. The Manifest, Policy, Community Council and PPC committees need to be assigned right away. The following board members will be on those committees:

Community Council – Ms. Mullens

28 Manifest – Ms. Harrow and Mr. Brown will be the second
29 Policy – Mr. Brown and Ms. Janson and Ms. Mullens will discuss who will be the
30 second.
31 PPC – Mr. Coughlan and Ms. Harrow. This may change later when the rest of PPC
32 committee changes.

33 **APPOINTMENT OF SCHOOL DISTRICT OFFICIALS**

34 Postponed because no officials were present at the meeting.

35 Organizational Meeting was closed at 6:15pm.

36 **REGULAR MEETING**

37 **CALL TO ORDER**

38 Ms. Janson called the meeting to order at 6:15pm.

39

40 **ANNOUNCEMENTS**

41 **Presentation of Girls Basketball Championship**

42 Mr. Ingram introduced the captains of the repeat SHS Girls Basketball Team State
43 Champions.

44 Jane White and Sarah McNamara discussed their season compared to their undefeated
45 season last year. The team lost important seniors and struggled unlike last season. The
46 team stepped up and came together to win the State Championship for the second year.
47 They presented the championship plaque to Ms. Janson.

48 Mr. Ingram stated that the semi-final game was better than the final game.

49 The board congratulated the team.

50 **Principal's Report**

51 Mr. Ingram passed around the Scribe to let the board read about how Fang Fest was
52 viewed by the students.

53 Mr. Ingram discussed the new format of the Principal's report using video. He discussed
54 the formatting of the video and how to find the link to the video on Sharepoint. He shared
55 video from some of the students work including: a student lead discussions about cultural
56 and technology progress at St. Anslem's College; a student reporting about the Math
57 meet where the Math team finished third in the state; a student talking about the relay

58 team (4x8) competing at Nationals. They took 2nd by tenths of a second; a video of a
59 student who won the school competition called Poetry Out Loud and she went to states,
60 but did not win.

61 Mr. Ingram shared a video of Karen Chininis discussing college admissions including
62 positive acceptances for some of SHS's students from Cornell, MIT, and Wesleyan. All
63 student acceptances will be gathered and students will make decisions by April 1st.
64 Guidance will have a full report about scholarships and college acceptance by the end of
65 the year.

66 Mr. Ingram shared a video from Bruce Wasson about the replacement of the compressor
67 on the roof. There are two compressors per roof top unit, which are the size of automobile
68 engines. They had to use a crane to replace the compressor. One compressor can
69 manage at normal temperatures, but both are used in warm weather. This is not the first
70 time a compressor has gone and finding replacement compressors is becoming more
71 difficult.

72 Mr. Ingram asked for feedback from the board about this format for the principal's report.

73 Formation of Search Committees

74 Mr. Ingram stated that he is waiting to confirm the parents who will be involved. The
75 committee will start next week by screening resumes and setting up interviews. He
76 discussed the process and when the search committees will meet. There will be an
77 opportunity for all of the board and community to meet and ask questions of the finalists

78 Ms. Harrow will be on the committee for the Special Education Coordinator and Ms.
79 Janson will be on the committee for the Dean of Students.

80 Community Council Report

81 Ms. Mullens stated that the council is going through the by-laws and formed a committee
82 to update and change the by-laws. There are 14 potential changes and the council is
83 going over the changes and voting on the changes. This process may take a few weeks.

84 Committee Reports

85 Ms. Mullens stated that she and Mr. Grondstra met with the AD to check on the tiered fee
86 structure, fundraising, and the default budget. They will continue to have discussions
87 about where to cut, but it maybe some of the freshman teams.

88 Mr. Grondstra stated that they would have to make tough decisions in the athletic budget
89 because of the default budget.

90 Mr. Brown asked if the default budget would affect the policies in place about
91 fundraising.

92 Mr. Grondstra stated that they have had specific fundraising discussions because of the
93 lack of communication with the coaching staff and the fundraising policy. There are
94 areas where the policy is not being followed.

95 Ms. Mullens stated that the goal is to adhere to the fundraising policies.

96 **PUBLIC TIME**

97 No public present.

98 **CONSENT AGENDA**

99 Mr. Coughlan asked to pull the March 8th minutes.

100 **Ms. Harrow moved to accept the consent agenda containing the Treasurer's Report,**
101 **Unanticipated Revenue-Donations to Student Activity Fund- \$200.00 - BAE Systems**
102 **Matching Gifts Program, \$500.00 - The Amherst Garden Club, and the Budget**
103 **transfer. Mr. Grondstra seconded the motion and the vote was unanimous.**

104 Mr. Coughlan asked to change the following in the March minutes: Facebook is one word
105 not two; change Line 278 to 7:35pm

106 Mr. Grondstra made a motion to accept the March 8th minutes as amended. Mr. Coughlan
107 seconded the motion and the vote was unanimous except Mr. Maresco abstained.

108 **PRESENTATIONS/REPORTS**

109 **FY11 3rd Quarter report**

110 Ms. Shankel stated that this report is up to the end of March. The revenue are on track. In
111 expenditures, there is a surplus in personnel and benefits because last year budgeted more
112 for pension in case that there was more downloaded to the district than there actually was.
113 There were also small savings in supplies and fuel costs.

114 **Surplus expenditures**

115 Ms. Shankel reviewed the budget process for the public and the new board member. She
116 discussed initiatives for the proposed budget including providing 21st century classrooms
117 and addressing the building safety and maintenance issues. She discussed the budget
118 obligations including the large increase in health and dental benefits including Health
119 benefits increased by 7%, Dental by 14.8%, and NH retirement by 24.6%, on top of the
120 staff taking a reduced prescription plan and a change in benefits in their health plans. The
121 voters approved the new employee agreement last year and there were additional out of
122 district costs of \$523,710 over last years budget. The budget was lower because of the
123 bond pay-off and SHS budget was almost a flat amount.

124 Ms. Shankel discussed how a default budget is calculated, which includes the FY12
125 budget plus the obligated costs and it is reduced by one-time expenditures. She discussed
126 how other districts default budgets are calculated so that the default is higher than the
127 operating budget. She gave an example of how this is done using a reduction in staff, but
128 using the costs for same of amount of staff as the year before. SHS calculates the default
129 budget according to the law and budgets for the actual number of staff and actual
130 obligated costs. This method of calculation gives voters a choice.

131 Ms. Shankel stated that the Default budget is \$171, 967 less than the proposed budget.
132 The default budget is now the current budget and the board has to stay within the bottom
133 line, but money can be transferred. The FY12 surplus is projected to be \$282,000 and is
134 a conservative number. The definite amount of surplus will be known in June. The items
135 not included in the default budget include exterior lighting repairs costing \$56,000,
136 Server air conditioning, which was not in the proposed budget, but would have been part
137 of the bond costing \$15,000 and the compressor costing \$18,000, which would have been
138 part of the bond.

139 The items that could be pre-bought in FY12 in June include two copier replacements,
140 Laptops, and the Wireless access point. All of these items were in the budget and are still
141 in the default budget, but if they are purchased this year then it will allow for a surplus in
142 FY13. This leaves \$96,000 in surplus and the board could use the money to add to the
143 expendable trust, which is important because the bond failed. The school may need
144 money for the roof and HVAC repair. FY13 will have \$96,000 in savings because there
145 are also savings in health insurance. The rates came in lower than the rate that was first
146 given. The total surplus in FY13 should be about \$111,000. This would still be a little shy
147 of the difference between the proposed budget and the default budget.

148 Ms. Janson asked what the difference between the budgets is.

149 Ms. Shankel stated that the amount is between 5-10 thousand dollars that would need to
150 be cut.

151 Ms. Shankel stated that she would like to have a decision by early May for the strategy
152 for using the surplus to offset the default budget. She would like a decision about the
153 lighting repair and the compressor tonight. The compressor is already done and the
154 lighting could be started right away and it could be done before June so it is not lingering
155 beyond this year's budget.

156 **Mr. Coughlan made a motion to authorize spending the money for the lighting,**
157 **compressor, and the server air conditioner repairs and installation to happen right**
158 **away. Ms. Harrow seconded the motion.**

159 Ms. Mullens asked what the cost should be for all of the HVAC to be updated.

160 Ms. Shankel stated around \$900,000.

161 **The vote was unanimous.**

162 **Mr. Coughlan made a motion to endorse the strategy for dealing with the default**
163 **budget and would like to see the details of what is going to be cut at the next**
164 **meeting.**

165 Ms. Shankel stated that the numbers will be conservative and there might be more money
166 available to spend in the next year when we have a better idea of where the numbers
167 really are.

168 **Ms. Harrow seconded the motion and the vote was unanimous.**

169 Ms. Janson called a recess to take tour of the wellness room and cafeteria at 7:17pm.

170

171