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SOUHEGAN COOPERATIVE SCHOOL BOARD

Thursday, April 4, 2013

PRESENT

Souhegan Cooperative School Board: Chris Janson, Howard Brown, Peter Maresco, Steve Coughlan, Fran Harrow, Mary Lou Mullens, and Pim Grondstra (arrived 6:14pm)

Administrative Team: Peter Warburton, Jon Ingram, Betty Shankel, Renea Sparks, Gigi Klipa, Rob Scully, and Kathy White

Community Council Member: Casey Foulks

Minute Taker: Beth Penney

PUBLIC HEARING

Ms. Janson called the Public Hearing to order at 6:04pm. She stated that this is a discussion for the replacement of the interior locking system using Facility Maintenance Expendable Trust funds.

Ms. Shankel received a quote on the locking system in 2010 and the supplier has held the quote open since that time. The school has completed phase 1, the exterior locking system. There are 139 interior locks, which will cost \$220,700. The Facility Maintenance Expendable Trust committee held a meeting and examined the information on the locking system. The members on the committee include Mont Vernon and Amherst Citizens, 3 board members and an advisory finance committee member. Jim Miner and Betty Shankel also attended the meeting to give information and answer questions. The trust has \$213,000 in it currently. The committee’s recommendation is to fund the locking system up to \$190,000 and the remaining \$30,701 would come from the current years budget.

Ms. Janson stated the board would vote later in the regular meeting and she closed the Public Hearing at 6:08pm.

ORGANIZATIONAL MEETING

CALL TO ORDER

Superintendent Peter Warburton called the meeting to order at 6:08pm.

ELECTION OF SCHOOL BOARD OFFICERS

32 **Ms. Harrow nominated Ms. Mullens to be chairman of the board. Mr. Brown**
33 **seconded the nomination and the vote was unanimous.**

34 **Mr. Brown nominated Ms. Harrow as vice chairman of the board. Mr. Maresco**
35 **seconded the nomination and the vote was unanimous.**

36 **Ms. Harrow nominated Mr. Brown to be secretary of the board. Mr. Maresco**
37 **seconded the nomination and the vote was unanimous.**

38 COMMITTEE ASSIGNMENTS

39 Advisory Finance Committee Liaison – Fran Harrow

40 Athletic Liaison Committee – Peter Maresco and Pim Grondstra

41 CIP – Steve Coughlan and Chris Janson as alternate

42 Community Council Liaison – Marylou Mullens

43 Expendable Trust Advisory Committee – Marylou Mullens, Peter Maresco, and Pim
44 Grondstra

45 Manifest – Chris Janson, Fran Harrow and Steve Coughlan as Back-up

46 Policy – Howard Brown and Chris Janson

47 PPC – Steve Coughlan and Fran Harrow

48 PTSA Liaison – Steve Coughlan

49 Publicity/Communications – Chris Janson

50 Recreation Liaison – Howard Brown

51 Technology Committee – Peter Maresco

52 SAU 39 Brick School Improvement Committee – Fran Harrow

53 SAU 39 Calendar Committee – Marylou Mullens

54 Souhegan Communications Team – Chris Janson

55 Budget Committee – Fran Harrow, Chris Janson, and Marylou Mullens

56 APPOINTMENT OF SCHOOL DISTRICT OFFICIALS

57 **Mr. Coughlan nominated Ann Logan to be the School District Treasurer. Mr.**
58 **Grondstra seconded the nomination and the vote was unanimous.**

59 **Ms. Harrow nominated Nancy Baker to be the School District Clerk. Mr.**
60 **Grondstra seconded the nomination and the vote was unanimous.**

61 Ms. Mullens and the board thanked Ann Logan and Nancy Baker for volunteering again.

62 **REGULAR MEETING**

63 CALL TO ORDER

64 Ms. Mullens called the meeting to order at 6:27pm.

65 ANNOUNCEMENTS

66 Principal's Report

67 Mr. Ingram stated that course selection has happened and they are working on a master
68 schedule for next year. He has met with department coordinators to discuss the survey
69 used in the past, which did not provide measurable and actionable data. The
70 administration is working with coordinators to make a new survey that will be actionable.
71 The survey will be out to staff in May for feedback on the school and the leadership team.
72 The regional meeting for the School Reform Initiative (protocols) is happening at SHS.
73 30 professionals from around the region will be at the school tomorrow and Saturday.
74 The meeting will be looking at the use of protocols, Advisory, and Critical Friends
75 groups. It is great to be hosting a regional meeting.

76 Mr. Ingram stated that there are lots of students at the meeting tonight to share their
77 accomplishments.

78 Four boys from the Varsity Bowling Team presented to the board. There are 6 seniors
79 and 3 freshman on the team. They were seated 3rd into the finals. They beat Pinkerton 4
80 games out of 5. 4 individuals on the team went on to compete individually. They have a
81 great coach and team. They thanked the board for supporting the team. They discussed
82 the strong energy at the state meet, which made the event more fun for everyone. They
83 presented the plaque to the board and the board congratulated them.

84 The Indoor Track team stated that they have a successful running program at SHS. They
85 won the indoor championship with a record setting number of points. There are many
86 under classman who are also talented and the team should be more successful in years to
87 come. The running program is a great program with many coaches and volunteers. 10
88 students were sent to New England's where the relays did well and one student podiumed

89 individually. One relay team and an individual student went to National's in New York
90 City where they all did well. The team gave the plaque to the board and the board
91 congratulated them.

92 Three seniors on the math team presented to the board. There are also several strong
93 juniors and sophomores on the team. Last year the team came in second and behind St.
94 Paul's for first. This year they won for the first time ever. They thanked the board for
95 their support and gave the board the trophy. The board congratulated the Math team.

96 Mr. Ingram stated that the swim team had a great winter season and they will come in
97 May to share about their season. The musical, Grease, opens tonight at 7pm and
98 tomorrow and Saturday night, also. This is the 20th anniversary and it is a remake from
99 when SHS did Grease 20 years ago.

100 Mr. Warburton stated that NHAA has a new sanctioned sport, which is bass fishing and a
101 school does not need a team for individual students to participate.

102 Mr. Coughlan stated that this may be the last televised SHS board meeting because they
103 will not have a camera man and need a new volunteer.

104 Ms. Shankel gave a Roof and HVAC update. The bond application is in and by April
105 19th the legal information will be to the bond council. They will get information back to
106 the SAU on May 13th. The school board must hold a meeting and pass a resolution for
107 the bond and have the information back to the bond bank by May 24th. She would like to
108 hold a short meeting Tuesday, May 21st at 6:30pm at the Brick School. The sale of the
109 bonds will be on June 12th and by July 17th or 18th they will have the proceeds wired to
110 the SAU. Jim Miner is working on a bid spec, which will be out April 12th and will be
111 back by April 26th. The SAU will have a recommendation back to the board May 9th. The
112 work will be started when students leave.

113 Presentation - Ethics Forum

114 Mr. Ingram stated that this presentation is to show the success of the Ethics Forum. The
115 curriculum is a Senior Seminar, but the students have taken the work outside of the
116 classroom and out to the state community. He asked the board to think about the
117 magnitude and scope of the work that the students have envisioned, spearheaded, and
118 completed.

119 Pia and Shanon from the Ethics Forum presented to the board. The Ethics Forum is a
120 non-profit run through the school and is an offshoot from the ethics classes. The work
121 applies students learning to real life. Seniors do most of the work, but some other grades
122 are involved as well. There is a core group of 12 seniors who make decisions and
123 delegate the rules. They hold three annual events including Run for Gus, the Mentoring
124 program, and HYPE. They also held a Business Expo at the Hampshire Dome to connect
125 students to local businesses. The Run for Gus is a 5K held for the Hope for Gus

126 Foundation which was started because of Steve Drayers' son. The hope is to find a cure
127 for muscular dystrophy. Besides the run there is a raffle table, area for kids while the
128 adults are running, live music, and concessions. They made \$4000 profit, which was
129 matched by an anonymous grant. The Mentoring program fosters healthy relationships
130 between young and old kids. This connection is between SHS and Mont Vernon
131 Elementary School. They held a Pumpkin festival, which included a dance and a play.
132 They also did a St. Patrick's Day dance at Clark/Wilkins this year.

133 HYPE stands for Hosting Young Philosophy Enthusiasts and is held at St. Anslem's
134 College. This year the Ethics Forum applied for grant and received the grant for \$5,000
135 from the Humanities Council. The grant helped pay for a book for the 300 students
136 attending HYPE. The book is called Exploring Happiness. This year SHS collaborated
137 with Spaulding High School to organize HYPE. Together the students came up with
138 essential questions to explore the idea of what is happiness. At HYPE there will be break
139 out sessions to discuss the essential questions. This promotes collaboration between
140 schools. The day is discussion based and brings the discussion base of SHS learning to
141 other schools. Students get to explore their ideas about happiness in an academic setting.
142 The Ethics Forum has made many connections to get HYPE off the ground. The event
143 was moved from March 8th because of snow and is now on May 28th. There are 21
144 breakout groups with 2 facilitators per group, one from SHS and one from Spaulding.
145 The day starts at 9am with an introduction by Matt Dowd a guest speaker from SNHU.
146 The students in the Ethics Forum have benefited from this experience because they feel
147 they can accomplish something real and have practiced life long skills including
148 collaboration and communication. They also can be part of a team and make a difference
149 in the community. In the future the Ethics Forum would like to grow the events. The
150 seniors make a goal every year and pick a charity each year to donate left over money to.

151 Mr. Coughlan asked the students to describe how different the student interaction is
152 during HYPE from sporting events.

153 The Ethics Forum students stated that it is different to experience other schools and
154 students do not see that when competing athletically. The students get to share ideas and
155 different view points because they have had different experiences. The students
156 described their work with the Spaulding students and how interesting it was to go to
157 Spaulding and for the Spaulding students to come to SHS.

158 Mr. Brown asked how they plan to make HYPE bigger next year.

159 The Ethics Forum Students stated that UNH wants to establish a bigger partnership and
160 the St. Aslems connection will continue. The Ethics Forum is handed down in the
161 summer from former seniors to upcoming seniors. Keene, Granite State College, and
162 Hesser College have also approached them. The students would love to see HYPE
163 become a multi-day event with a hotel stay, like a weekend conference.

164 Mr. Warburton stated that he has met with the group twice. There have been many great
165 connections made between seniors and colleges in NH. UNH wants them away from St.

166 Anslem's because they are impressed by what the students are doing.

167 Ms. Mullens stated that writing a grant, making connections, planning events and being a
168 senior is commendable work. She thanked them for all their hard work.

169 Mr. Warburton stated that Chris Brooks and Amy Pham are the advisors.

170 Community Council Report

171 Casey Foulks stated that the Community Council (CC) heard a Virtual School Day
172 proposal and the council supported the idea to pursue and research the proposal. The CC
173 also heard a proposal from freshman to ban homework over vacations. The proposal was
174 passed and homework cannot be assigned over vacation unless assigned and due 3 days
175 prior or post vacation. The proposal excludes AP and Honors classes and extra credit.

176 The Executive Council is seeking clarification from the board whether or not the CC has
177 the prevue to make that decision.

178 The board discussed that if the proposal stands it would be in effect starting in the fall
179 unless there is an appeal. There is word that an appeal may be coming. The board asked
180 to see the CC constitution and bylaws. Some of the faculty feel that the CC cannot make
181 that decision.

182 Mr. Warburton asked Casey to meet with him to discuss this further. They will also have
183 a meeting including Administration, SAU members, and board members to discuss this.

184 The board discussed that SHS has no current homework policy and there is nothing in the
185 school handbook about homework. The board will discuss this topic further at the next
186 meeting.

187 Ms. Mullens asked the board to look over the proposal that was passed by CC.

188 Mr. Ingram stated that the clarity, poise, and thoughtfulness of the students at the meeting
189 tonight shows the school is intact. Students run the governing body and when students
190 have a stake in academics colleges take notice. He hopes the board takes note that the
191 school is in a good place, but still has work to do.

192 Ms. Mullens stated that they have heard this from alumni also, that students leaving SHS
193 are well prepared.

194 Mr. Warburton stated that he has been to many CC meetings and it is an impressive
195 democratic process. The students are objective and not emotional. They are a great
196 organization and group of hard working students.

197 Ms. Janson asked for a review of the program of studies.

198 Mr. Ingram stated that the administration has started discussing the Common Core and
199 connecting it to the courses at SHS. The work will go into next year because of the depth
200 of understanding need to work with the Common Core.

201 PUBLIC TIME

202 No public present.

203 CONSENT AGENDA

204 **Mr. Brown made a motion to accept the consent agenda containing the Minutes for**
205 **March 7, 2013 and March 21, 2013, the Treasurer's Report for February 2013, and**
206 **Unanticipated Revenue: Donations to Student Activity Fund - \$1,000 for the SHS**
207 **Ethics Forum HYPE. Ms. Harrow seconded the motion and the vote was**
208 **unanimous.**

209 PRESENTATIONS/REPORTS

210 FY13 3rd Quarter Financial Summary

211 Ms. Shankel discussed the revenue. The Cat. aide is higher than anticipated by \$65,000.
212 In the expenditures there is more savings than anticipated in the benefits line and
213 professional services in SPED in the amount of \$500,000. There is a total of \$565,000
214 additional revenue.

215 DISCUSSION

216 Policies

217 Mr. Brown stated that this is the second reading for all of the policies.

218 Mr. Coughlan made a motion to add "or majority of the board" after the word chairperson
219 to policy BEB-Emergency Board Meetings. Ms. Harrow seconded the motion and the
220 vote was unanimous.

221 **Mr. Brown made a motion to accept policies BEB – Emergency Board Meetings,**
222 **EBBD – Indoor Air Quality, and JLCK – Special Physical Health Needs of**
223 **Students. Ms. Harrow seconded the motion and the vote was unanimous.**

224 ACTION ITEMS

225 MS22 Authorization

226 Ms. Shankel stated that this is required by the DRA. It summarizes the results of the
227 ballot vote and the SAU is required to turn it into DRA. Ms. Shankel stated that she needs

228 a vote authorizing the school board, the superintendent, and the district clerk to sign the
229 MS22.

230 **Mr. Maresco made a motion authorize the school board, the superintendent, and the**
231 **district clerk to sign the MS22. Mr. Coughlan seconded the motion and the vote was**
232 **unanimous.**

233 Replacement of interior locking system with Expendable Trust funds

234 **Ms. Harrow made a motion to pay for the interior locking system by spending up to**
235 **\$190,000 from the Facility Maintenance Expendable Trust Fund. Mr. Grondstra**
236 **seconded the motion and the vote was unanimous.**

237 **NON PUBLIC SESSION RSA 91-A:3 II (a) (b) (c)**

238

239 At 7:40 hrs Pim Grondstra made a motion to enter non-public session. Motion
240 seconded by **Fran Harrow**. Unanimously accepted by roll call vote: Coughlan: yes,
241 Grondstra: yes, Janson: yes, Harrow: yes, Mullens: yes, Brown: yes, Maresco: yes.

242

243 **PRESENT:**

244 **SCSC Board Members:** Steve Coughlan, Peter Maresco, Mary Lou Mullens, Christine
245 Janson, Howard Brown, Pim Grondstra, Fran Harrow

246

247 **Administrators: Superintendent** Peter Warburton, **Principal** Jon Ingram

248

249 The board discussed personnel matters.

250

251 **MOTION TO EXIT NON PUBLIC SESSION:**

252

253 At 8:26 hrs **Fran Harrow** made a motion to exit non public session. Motion
254 seconded by **Pim Grondstra**. Unanimously accepted by roll call vote: Coughlan:
255 yes, Grondstra: yes, Janson: yes, Harrow: yes, Mullens: yes, Brown: yes, Maresco:
256 yes.

257

258 **Chris Janson** commented that Sally Varanka and Jeannie Sturgis have done a great
259 job of moving the Communication Team forward.

260

261 **Fran Harrow** made a motion to accept **Superintendent Warburton's**
262 recommendation of accepting the **Professional Nominations. Pim Grondstra**
263 seconded the motion and was accepted unanimously.

264

265 **MOTION TO ADJOURN:**

266

267 At 8:30 hrs **Pim Grondstra** made a motion to adjourn the meeting. **Fran Harrow**
268 seconded the motion and was unanimously accepted.