

**SOUHEGAN COOPERATIVE SCHOOL DISTRICT BOARD MEETING  
THURSDAY, SEPTEMBER 18, 2008 - FINAL MINUTES  
SOUHEGAN HIGH SCHOOL - ANNEX ROOM A222**

Present:

Souhegan Cooperative School Board: Steve Coughlan, Dana Redmond, Jeanne Ludt, Christine Janson, Pam Coughlin, Dan Foley

Administrative Team: Dr. Mary Jennings, Scott Prescott, Kris Gallo, Colleen Meaney, Lisa Ambrosio

Community Council: David Brundage

Minutes Recorder: Karyn Camplin

**III. ANNOUNCEMENTS**

**A. PRINCIPALS REPORT:**

Board Members received a copy of the School Board Report dated September 2008 in their board packets.

Scott told board members the back to school night was an overall success. Scott was pleased with the turnout and the presentations. Scott received positive feedback from parents, faculty and students.

Scott explained that the IWalkThrough is a tool that will give a broader picture of what is happening in the school.

Christine Janson stated she was surprised that literacy was not mentioned by any teachers at the back to school night.

Scott told board members surveys are distributed in a variety of ways including handouts and postings on the Angel site. The typical response from the Angel site is approximately between 30-40%.

**B. COMMUNITY COUNCIL REPORT:**

Board members were given a copy of the Community Council Report. David Brundage informed board members that the community council has passed two proposals. The first proposal which passed was funding for homecoming. The second proposal that passed was funding to John Smith for extra travel expenses that were incurred.

The community council would like to do a skit for students demonstrating inappropriate school attire.

Jeanne agreed to find a date to do a candidate forum in October.

**C. SUPERINTENDENT - ENROLLMENTS:**

Board members were provided with a handout entitled Souhegan Cooperative School District Enrollments 9.18.08. The handout showed the NESDEC projected 933. FY09 budgeted 945 and the actual number as of 9.2.08 was 943. There was a decline of 24

students from 2007-08.

**D. UPDATE/MATH CURRICULUM WORK:**

Board members were provided with a SHS Mathematics Update in their packet. Mary stated the committee has visited and will be visiting comparable schools. Bedford was not used in comparison because they did not have NECAP scores and it was a new school.

**E. PPC:**

Mary explained the board received a letter signed by approximately 50 faculty members regarding the change in non-resident tuition. The faculty asked the board to revisit the policy. Steve and Mary proposed to look at issues and try to find a resolution. It will be discussed at the PPC meeting on September 30<sup>th</sup> at 2:45. Board members are welcome to attend.

Jeanne asked to have an attorney involved before a proposal is presented to the board. Jeanne hopes an effort will be made to find a way to accommodate teachers.

**IV. CONSENT AGENDA**

Christine Janson asked if there are guidelines regarding purchasing supplies. Lisa stated over the summer and fall a bid goes out to vendors. Lisa gives people 90 days to place an order. Mary suggested having the topic discussed at a meeting. Scott encouraged board members to ask questions.

Lisa informed board members the food service made progress last year. It ended last school year with a \$6,000 loss. Francine is looking into making bulk purchases with Milford, Hollis and Bedford.

The A. Minutes - August 12, 2008 and E. Coca Cola agreement were pulled from the consent agenda.

**The Board adopted Consent Agenda items B. Budget 1 Treasurer's Report a. July 2008 and b. August 2008, 2. Manifest a. July 2008 and b. August 2008, C. Donation of Books and D. Nominations.**

**A. Minutes:**

On page 2 Lunn should be replaced by Len.

**The Board adopted A. Minutes as amended (5-0).**

**E. Coca Cola agreement:**

Lisa confirmed this agreement would include Souhegan High School receiving two scoreboards. One scoreboard will be for football and the other for basketball. The scoreboards will say Dasani.

Betty has the proof for the sign and will review.

**The Board adopted E. Coca Cola agreement.**

## **V. PRESENTATIONS**

### **A. FULBRIGHT TEACHER EXCHANGE:**

Scott introduced Janneth Neira to board members. Janet is a teacher from Columbia who is currently teaching Spanish 2 and 3 at Souhegan High School. Janet and Bernie D'Amours exchanged classrooms through the Fulbright Teacher Exchange Program. Janet has taught English in Columbia for 15 years. Janet has students participate in pen pal activities with the students from Columbia. Janet told board members the students at Souhegan High School are engaged and want to learn. She stated the schools in Columbia do not have as many resources and the classes can have up to 40 students. There is a website entitled [www.fulbrightteacherexchange.webs.com](http://www.fulbrightteacherexchange.webs.com) that Janice and Bernie use to exchange pictures and stories.

### **B. HIRING SUMMARY:**

Board members received a copy of the 08-09 hiring summary for Souhegan High School in their board packets. Mary told board members the positions which were replaced for regular education cost \$65,000 less than had been budgeted. The special education replacement positions did go over budget by \$2,700 due to skills.

## **VI. ACTION ITEMS**

### **A. PPC AGREEMENT:**

The PPC agreement was presented with revised wording and the staff is supportive.

**A motion was made by Dana to approve the amendment to the PPC and seconded by Christine. The amendment will take the wording reference to longevity to refer to current policy on longevity. The motion passed unanimously (5-0).**

### **B. 2008-09 CALENDAR - PROPOSED REVISIONS:**

Mary presented board members with two proposed revisions. Due to the anticipated high voter turnout, the town of Amherst would prefer to have no students in the building. The first proposed revision was to change an in-service day from February 16, 2009 to Election Day on November 4, 2008. The first in-service day is October 10<sup>th</sup> and the second proposed in-service day is November 4<sup>th</sup> would tie in with Scott and the literacy's team goals. Mary received approval from the Department of Education. There would be a bus cost of \$1,400 for February 16<sup>th</sup>. This cost should be off set by specials teachers not having to hire substitutes. There are no additional costs to Souhegan High School on Election Day.

**A motion was made by Dan and seconded by Jeanne to approve swapping the professional development day from February 16, 2009 to November 4, 2008. The motion passed unanimously (5-0).**

The second proposed revision to the school calendar is to change the Souhegan late start days. The proposed late starts would be January 12<sup>th</sup> and 13<sup>th</sup>. and April 6<sup>th</sup> and 7<sup>th</sup>. Scott said this was an oversight on his part. Teachers found time was more productive if the late starts were back to back. The classes would have 70 minute blocks vs. 37 minute

blocks. There would be no additional bus costs incurred for this change.

**A motion was made by Jeanne and seconded by Pam to modify two late start dates from January 20<sup>th</sup> to January 12<sup>th</sup> and April 14<sup>th</sup> to April 12<sup>th</sup>. The motion passed unanimously (5-0).**

**C. SCHOOL BOARD GOALS - 2008-09:**

Board members were provided with a handout from Nancy that summarizes the Souhegan School Board planning notes from the August 12, 2008 annual goal-setting session. The 2 objectives listed on the handout were:

1. Increase the range of student achievement information that is shared with the community regarding student outcomes.
2. Establish recommendations of Souhegan High School schedule (late start) by September 2009.

Nancy included two follow-up questions:

1. Is the language of the first draft objective correct? Does this meet the twin needs of the group to address a core communication issue related to dissemination of information related to student learning and student outcomes, and also meet the needs of being “student focused”?

Dan said the objectives language is clear but it doesn’t meet needs about being student focused.

Scott would like Board members to observe students and communicate in newspaper articles. Scott would also like board members to attend senior project night.

It was suggested to invite the community into exhibits.

Scott would like to look into what Souhegan High School graduates are currently doing.

Mary encouraged board members to invite students to present their senior projects at various organizations that members belong to.

Board members decided to change the wording of the second objective to *establish recommendations for possible changes to the Souhegan High School (alternate start time) by September 2009.*

Discussion ensued regarding strategies to accomplish the objectives. The suggested strategies were as follows:

- \*Establish regular, ongoing board activities that increase assessment knowledge of board of education members
- \*List current data sources
- \*Clarify how data is currently shared with the community. What data is shared? How?
- \*Highlight individual achievement of all students (not only high achievers)
- \*Board members take part in assessment training that is taking place in district

- \*7 different learner expectations
- \*shadow students
- \*dedicate time at each board meeting for objectives

**D. COMMITTEE APPOINTMENTS:**

Board members were presented with a handout regarding the officer and committee assignments. There is an opening on the advisory finance committee and Steve will present a name at the next board meeting. Steve invited board members to also present names at the next board meeting. Chris and Pam will serve on the cross-district board team.

**VII. DISCUSSION ITEMS**

**A. ATHLETIC DEPARTMENT ADVISORY COMMITTEE - PROPOSAL:**

Dana has proposed the board reinstitute a liaison between the board and athletic director.

Steve stated he was reluctant to have a board member be directly involved with the athletic director and proposed a committee. The suggested membership is as follows:

- Souhegan Board members (2)
- High School Administration (1)
- Coaches (2) 1 teacher coach; 1 non-teacher coach
- Student (1)
- Recreation Commission representative (1)

Board members suggested having a parent on the committee and only 1 board member. The board member would be responsible for reporting back to the board.

Scott and the athletic director were in support of the committee as long as it was not an arbitration panel.

Steve will work with Scott to determine how to appoint each member and goals, but nothing was decided at this meeting.

**VIII. OTHER**

Pam told board members the Supreme Court is going to be holding a session at Souhegan High School on October 22<sup>nd</sup>. Thirteen schools will have students attend. There are only seventy seats available to students only.

Jeanne suggested the board write a letter of thanks to Sandy Morse for sixteen years of service. Jeanne will draft a letter and sign on behalf of the school board. There were no objections.

Christine voiced concerns regarding parking where the fields are located at the entrance on the right which is posing a safety issue.

Lisa said she needed board members to sign the lease agreement that was voted on.

**A motion was made to adjourn the meeting by Pam and seconded by Dana. The motion passed unanimously (5-0). The meeting adjourned at 9:30 p.m.**