

SOUHEGAN SCHOOL BOARD MEETING MINUTES
March 18, 2010
Souhegan High School Information Center

Dr. Mary Jennings called the Organizational Board Meeting to order at 6:05 p.m.

I. ORGANIZATIONAL MEETING – CALL TO ORDER

Dr. Jennings said she would call for nominations for Chair and once the Chair was nominated, the newly elected Chair would conduct the rest of the meeting.

- A. Chairman – Dr. Jennings called for nominations for Chair.

II. ELECTION OF SCHOOL BOARD OFFICERS

Pam Coughlin nominated Steve Coughlan.

Dr. Jennings asked if there were any further nominations.

Jeanne Ludt nominated Chris Janson.

Dr. Jennings asked for further nominations however, there were none.

The vote was tied, three votes for Chris Janson and three votes for Steve Coughlan.

Dr. Jennings explained the voting was tied, with one board member missing, Dana Redmond.

The board agreed to hold the Organizational Meeting at the next board meeting.

Steve Coughlan suggested they elect a Chairman Pro-Tem for the night.

Jeanne Ludt served as Vice Chair and was elected Chair Pro-Tem for the night.

A motion was made by Pam Coughlin to appoint Nancy Baker as School District Clerk and Ann Logan as School District Treasurer for Fiscal Year FY11. Mary Lou Mullens seconded the motion. All board members voted in favor of the motion and the motion passed

unanimously. (5-0-0)

The board agreed to work on committee assignments at the next meeting.

The Organizational Meeting was closed at 6:09 p.m.

Jeanne Ludt called the board meeting to order at 6:09 p.m.

I. CALL TO ORDER

Present

Souhegan School Board: Howard Brown, Steve Coughlan, Pam Coughlin, Jeanne Ludt, and Mary Lou Mullens

Administrative Team: Jim Bosman, Colleen Meaney, Dr. Mary Jennings, Elizabeth Shankel, Nicole Heimarck.

Minutes Recorder: Lyn Jennings

ATTENDANCE

- A. Principal's Report – Board members received a copy of the Principal's Report dated March 18, 2010, in their board packets.

II. ANNOUNCEMENTS

Jim Bosman highlighted some key dates including March 23, 2009, Grade 8 Parent Night, at 6 p.m., which had to be rescheduled.

Jim told board members they held the initial round of interviews for the Dean of Faculty. Jim said they are moving three candidates forward for the second round of interviews that will take place on Thursday, March 25, 2010.

Jim said the board is welcome to attend the meet and greet of the three candidates.

- B. Community Council – Security Update – There was no one from Community Council at the board meeting.

Mary Lou Mullens said Community Council had just met yesterday, which was the first meeting since the last board meeting.

Mary Lou said they surveyed students, parents, community members and school staff regarding security.

Dan Foley said he had attended the Community Council Security Update and 75 people were in attendance and he

said the presentation went well. Dan said a number of parents stood up to speak about the positive influence Community Council has had on their children.

- C. Principal Search – The Principal Search was extended. Chris Janson said they advertised for the open position without a deadline.

They received twenty resumes however, not all were complete packets.

Chris said the Search Committee was scheduled to meet tomorrow and at that time they would decide who they should have come in for an interview.

Steve Coughlan said he was very concerned about the impact to the school if they had to name the Principal for next year as an interim principal again.

Colleen Meaney said they had a very robust pool of candidates and is confident they will find a new Principal from the current pool of candidates.

Dr. Jennings told board members she sent a letter to the Commissioner of Education requesting a waiver on Graduation for Souhegan High School students. Dr. Jennings explained the students would not meet the number of days required however; the number of hours the students attend are more than adequate.

Dr. Jennings said they may have to change the date of graduation, but they hope not to have too.

Jeanne Ludt asked Dr. Jennings when she expected to hear from the Commissioner of Education with regards to her waiver request.

Dr. Jennings said she hoped to hear back within a week or two. Dr. Jennings emphasized the waiver request just applies to seniors.

Dr. Jennings said it was too late in the school year to add minutes to the day to make up the missed days. Dr. Jennings also commented that students are not willing to come in on Saturdays to make up the time.

Steve Coughlan told board members the NH School Board Association invites school board members to apply for a scholarship for their child. Steve said the application is due by April 16, 2010.

Steve also told board members the deadline to nominate a School Board for an Excellence Award is April 16, 2010.

Jeanne Ludt recognized the service of Dan Foley, who served as a Souhegan School Board member for three years.

Jeanne Ludt told Dan they were going to miss him a lot.

Jeanne Ludt welcomed Howard Brown, a Mont Vernon Representative to the Souhegan School Board.

Jeanne Ludt asked if anyone from the public had any comments.

III. PUBLIC TIME

Carl Benevides, thanked board members for allowing him to be at the board meeting. Carl said he was at the meeting to request that the Souhegan High School Board fund a commission project the Jazz Ensemble is undertaking. Carl said they have hired a composer, Craig Skeffington of South Portland Maine to write a composition for them.

Carl explained he wanted to do this for a long time and found a break in Craig's schedule to get it done.

Carl said the SHS Jazz Ensemble has represented Souhegan High School respectfully in many ways around the world.

Carl told board members the cost of the commission is \$1,000 but he is asking for \$1,200. Carl explained he is hoping to get Mr. Skeffington to SHS to work with the students on this composition.

Carl highlighted some of the things SHS Jazz brings to the community:

- Jazz Nights
- District School Tour (this year it's the 3rd annual)
- Professional Artists: Basie, Jazz Ambassadors, etc.

- Competitive Touring – DC, NYC, Toronto, New Orleans

Carl highlighted they had 1st place finishes, gold and Superior ratings at all their festivals.

Carl told board members the piece would be premiered on April 22nd.

Board members asked how this project could be funded. Betty Shankel said there were a couple of places they could take the funds from in this year's budget.

Mary Lou Mullens asked if any fundraising had been done. Carl explained fundraising is done however, they usually use the money from Jazz Night for instrument repairs and he would rather not use these funds for the commission project.

Mary Lou asked Carl if he had approached Community Council for the funds. Mary Lou said she thinks they still have money and suggested Carl approach them.

Howard Brown said students do a lot of fundraising throughout the year, and they shouldn't be responsible for raising all the funds needed for the project.

Mary Lou said she wanted to see if Community Council would support this request for funds first.

Chris Janson said she would like to see the project funded.

Steve Coughlan suggested they leave room for Community Council to act.

A motion was made by Chris Janson to support up to \$1,200 that Community Council doesn't cover in order to fund the project the Souhegan Jazz Ensemble is undertaking. Steve Coughlan seconded the motion. All board members voted in favor of the motion and the motion passed unanimously. (5-0-0)

The A. Minutes 1. January 13, 2010 (Public Hearing) were pulled from the Consent Agenda. **V. CONSENT AGENDA**

A motion was made to approve Consent Agenda Items

A. Minutes 2. February 8, 2010, 3. February 18, 2010, 4. February 18, 2010 (non-public) B. Treasurer's Report C. Manifest D. Transfers E. Retirement Request and F. Resignations from Staff. All board members voted in favor of the motion with one abstention, Howard Brown. The motion passed. (4-0-1)

A motion was made to approve Consent Agenda Item A. Minutes 1. January 13, 2010, (Public Hearing) as amended. All board members voted in favor of the motion with one abstention, Howard Brown. The motion passed. (4-0-1)

A. Health Insurance Options – Betty Shankel reminded board members about the estimated 22.5% increase to health insurance costs for the upcoming 2010-2011 year.

V. PRESENTATIONS

Betty told board members they were attempting to implement a (HSA) Health Savings Account. All Souhegan High School employees will be offered the HSA option. Betty said this would be offered as a voluntary switch.

Betty said the deductible is \$2,500 per person and for a two - person coverage or family it is \$5,000.

Betty explained the insurance premium for an HSA account is quite smaller. Betty said the employer contributes an amount of money to the HSA, and this is done on a quarterly basis.

Betty said all wellness items are paid in full and not taken out of the HSA account.

Betty told board members they believe the plan they chose would be beneficial. Betty said it is a good mix of plans, and they are hoping employees will be interested in utilizing this plan option.

Mary Lou asked if this plan was an optional plan to employees and Betty said yes, it is not mandatory.

Betty said Open Enrollment begins in early May and will become effective on July 1, 2010.

Howard Brown asked if there were any projections as to

how many employees would utilize this plan.

Carrie Morneau said usually a few dozen will sign up the first year the plan is offered, and as time goes by, more people sign up once word spreads, the plan is a good plan.

Carrie said getting people to sign up for the plan is done by how much education and face time is done with the staff in advance with regards to the new plan.

Jeanne Ludt asked why the town health insurance didn't go up as much as the school districts.

Betty said the district actually had a reduction in health insurance costs one year, and last year they had only a 2% increase.

Betty said the Mont Vernon and Amherst Districts are making this an option as well.

Jeanne thanked Betty and Carrie for bringing forward this information.

- B. NEASC Report – Board members received a copy of the New England Association of Schools & Colleges, Inc. Two-Year Progress Report of Souhegan High School in their board packets. The memo was dated March 3, 2010.

Dr. Jennings told board members they are very pleased at their accomplishments in the space of two years. Dr. Jennings said they would also get a progress report at the five-year mark.

Steve Coughlan congratulated the district for a really glowing letter; he also congratulated Peggy Silva for all her work.

- A. FY11 Nominations – **A motion was made by Steve Coughlan to approve the nominations as provided in the board packet by Dr. Jennings. Chris Janson seconded the motion. All board members voted in favor of the motion and the motion passed unanimously. (5-0-0)**

VI. ACTION ITEMS

Pam Coughlin asked if there were any openings. Jim

Bosman said they have partial openings, a .5 Reading Specialist and a potential .5 Science position.

Karen Oats, a meeting attendee asked who makes the decisions as to who is nominated for the upcoming school year.

Dr. Jennings said she makes the nomination recommendations to the board. Nominees are given a letter by April 15, 2010.

- B. FY11 MS- 22 – Betty Shankel explained to board members the MS22 is a report of appropriations as actually voted on. Betty thanked the voters for voting in the budget.

A motion was made by Steve Coughlan to authorize the School Board, School District Clerk, and the Superintendent to sign this document. Pam Coughlin seconded the motion. All board members voted in favor of the motion and the motion passed unanimously. (5-0-0)

- A. Board Meeting to address Athletic Issues – Steve Coughlan told board members Mary Lou Mullen had several questions concerning the Athletic Program and he thought they should have a meeting outside the regular board meeting to address these questions/issues.

VIII. DISCUSSION ITEMS

Steve told board members if they had any other questions or issues they wanted answered it would be a good idea to include them so they all could be addressed.

Mary Lou's questions/issues included the following:

- Tier structure for athletic fees
- Cap on public admission to football and basketball games
- Review of process for parents taking athletes home from sporting events
- Review of Athletic Handbook regarding protocol for parent and coaches communications
- Review of fundraising procedures
- Clarification of school board's role regarding coaching issues

- Season-by-season evaluation of athletic programs
- Follow up on pictures provided by Mark Lawrence

Dr. Jennings suggested they include a Report from the Athletic Committee on the next Agenda on April 15, 2010.

A motion was made by Steve Coughlan to recess prior to going into Non-Public Session. Pam Coughlin seconded the motion. The board recessed at 8:00 p.m.

**VIII. NON-PUBLIC SESSION
– RSA 91-A:3 II. (a)**

The board came out of recess at 8:10 p.m.

A motion was made by Steve Coughlan to go into Non-Public Session per RSA 91-A:3 II. (a) & (c). Pam Coughlin seconded the motion. By roll call vote Mullens –yes; Brown – yes; Coughlan – yes; Coughlin – yes; and Ludt – yes. The board entered into Non-Public Session at 8:10 p.m.

A motion was made by Steve Coughlan to adjourn the meeting. Pam Coughlin seconded the motion. All board members voted in favor of the motion and the meeting adjourned at 10:19 p.m. (5-0)

**X. REVIEW OF
MEETING/ADJOURN**