

SAU #39 Board Meeting

Thursday, January 23rd 2020

Meeting Minutes- Approved 03 02 2020

Attendees:

Administrative Team: Christine Landwehrle- Assistant Superintendent, Michele Croteau- SAU #39 Business Administrator

Amherst School Board: Elizabeth Kuzsma- Chair, John Glover- Secretary, Tom Gauthier.

Souhegan Cooperative School Board: Laura Taylor- Secretary, Steve Coughlan, Amy Facey.

Mont Vernon School Board: Sarah Lawrence- Chair, Peter Eckhoff- Vice-Chair, Stephen O'Keefe and Tom Driscoll

SHS Student Videographer: Shannon Hargreaves

Meeting Minutes: Danae A. Marotta

Public: Tony Labranche, SHS Student, Amherst NH, Stephanie Grund, 5 Colonel Wilkins Road, Amherst NH, Marilyn Gibson, 166 Mack Hill Road, Amherst NH and Community Members.

I. Call to Order

Chair of the SAU #39 Board, Ms. Amy Facey, called the meeting to order at 6:10PM.

II. Public Comment I of II

Mr. Tony Labranche, SHS Student, asked about the change in start time and why the SAU Board is bringing it forward.

Ms. Kuzsma, SAU #39 School Start Time Committee Member, replied that ASD has K-8 students and it is a full SAU decision. It affects bussing, and really all the students in the district.

Mr. Labranche commented that they had taken a straw poll at SHS regarding later start times, with about 250 students, and 90% of students voted against it. He then asked why are they focusing on bussing and not the heating in the classrooms.

Assistant Superintendent, Ms. Christine Landwehrle, replied that she knows that there was an issue with the heating yesterday and today. It is something that they are looking into.

SAU #39 Business Administrator, Ms. Michele Croteau, added that there was an issue with the controls and they do have someone coming in to take a look at that.

Ms. Facey added that the School Start Time Committee is an ongoing committee and there is still a lot of work to be completed. It is not being pushed forward next year and she knows that there are a lot of issues to be worked out.

33 Ms. Facey notified Mr. Labranche that he can certainly get involved in the committee to add
34 student voice.

35 Ms. Marilyn Gibson, 166 Mack Hill Road, Amherst NH, remarked that she is in attendance at
36 tonight's meeting to get more familiar with SAU meetings. She will also attend the ASB and
37 SCSB to better understand them as well. She was a teacher and is happy to offer her input.

38 She finalized her comments by thanking Superintendent Steel and Ms. Landwehrle for taking the
39 time for meeting with her and answering her questions.

40 The Board thanked Mr. Labranche and Ms. Gibson for their comments.

41 III. Superintendent's Report

42 Ms. Facey noted that Superintendent Steel is not in attendance and Ms. Landwehrle will be
43 giving the Superintendent's Report.

44 Vice-Principal at AMS

45 Ms. Landwehrle noted that AMS Vice Principal, Mr. Jesse Haarlander, has been moved to Clark/
46 Wilkins and Mr. Dana Giampaolo was hired as an interim Vice- Principal at AMS. Mr.
47 Haarlander has submitted his resignation effective June 30th 2020.

48 Superintendent Steel will have an update about the hiring process at a later date.

49 SHS Principal Position

50 The SHS Principal search process has identified a number of candidates. The Screening
51 Committee will be interviewing them on Feb 7th. They will provide the Souhegan Board with an
52 update at the next meeting.

53 School Start Time Update

54 Superintendent Steel met with all of building leadership earlier this week and it was a lengthy
55 meeting looking at the challenges and issues with the school start time. They are still in the
56 beginning work and it is too early to share at this time.

57 Mr. Steel is still looking at having a more flexible schedule for students with the 2:25PM
58 dismissal. They are looking at ways to achieve their objective as there is significant research that
59 is in favor of the later start time.

60 Teacher Renewal Process

61 Ms. Landwehrle discussed that they have begun their annual teacher renewal discussions
62 internally and plan to bring their nominations to each Board over the next 6 weeks. They are
63 careful about having those discussions and looking at all of their staffing. The Superintendent
64 has to re-nominate teachers each year. Only the Superintendent can choose to re-nominate a
65 teacher. If a teacher gets non-renewed, is entitled to a hearing before the Board. For those
66 teachers that Superintendent Steel nominates, the Board must re-elect them or not to re-elect
67 them.

68 If there are any questions, please reach out to Mr. Steel.

69 Mr. Glover asked Ms. Landwehrle to remind the public the reasons for moving to a later start
70 time.

71 Ms. Landwehrle explained that research shows that there is greater student academic
72 performance, and overall higher incidents of accidents when students don't get enough sleep.
73 This was brought to the ASB by parent concerns.

74 Mr. Gauthier asked for a timeline.

75 Ms. Landwehrle added that they were in the brainstorming stage and now putting it on paper.

76 Mr. Gauthier asked when they will see some of that work.

77 Ms. Landwehrle mentioned that it could be a few months, she is not sure with Superintendent
78 Steel's timeline.

79 Ms. Facey added that some of the issues revolve around students and sports.

80 Mr. Glover added that they are not the only ones in the U.S. that has gone to a later start time.
81 The State of California has mandated later start times.

82 Ms. Kuzsma remarked that they are definitely discussing this with other districts.

83 Mr. O'Keefe asked if Mr. Giampaolo was an internal or external hire.

84 Ms. Landwehrle responded that he was external hire. He was a Principal at a nearby high school
and resigned for personal reasons. He has hit the ground running and has been doing a great job.

85 Mr. O'Keefe asked if the role has changed.

86 Ms. Landwehrle replied that Mr. Giampaolo is the Vice-Principal for Operations at AMS. There
87 was the need for more support at C/W and Mr. Haarlander moved over there. We then hired Mr.
88 Giampaolo, on an interim basis, to cover Mr. Haarlander's position.

89 Ms. Taylor asked where was Mr. Giampaolo's previous employment.

90 Ms. Landwehrle replied; she believes that it was Winnisquam High School.

91 The Board thanked Assistant Superintendent Landwehrle.

92 IV. Individual Board Reports

93 Chair of the Mont Vernon School Board, Ms. Sarah Lawrence, discussed that they met on the
94 Thurs, Jan 9th for their regular meeting and public hearing. They are bringing forward a budget in
95 the amount of \$5,520,142 which is 6.97% up due to special education challenges. They are also
96 adding one warrant article to the ballot in the amount of \$50k for their Capital Maintenance
97 Fund. They have been doing that for the past few years and the Town has been really supportive.
98 Their Deliberative Session is coming up on Wed, Feb 5th at 7:00PM.

99 She concluded her comments by adding that they have decided to stop the shuttle service (from
100 the MVVS to AMS and SHS) on Jan 31st due to low ridership.

101 The Board thanked Ms. Lawrence.

102 Chair of the Amherst School Board, Ms. Elizabeth Kuzsma, noted that they have met a few times
103 preparing for the Public Hearing and the Deliberative Session. Their budget is up 1.3% and they
104 are asking for \$300k to be added to their existing Capital Maintenance Fund. The Ways and
105 Means Committee has also voted in favor of their warrant articles.

106 The Board thanked Ms. Kuzsma.

107 Ms. Facey added that Chairman Manning is unable to be here tonight, and Mr. Grondstra will be
giving the update.

108 Vice-Chair of the Souhegan Cooperative School Board, Mr. Pim Grondstra, added that they had
109 their Public Hearing, with a proposed budget of \$18,377,407 and a default budget calculation of
110 \$18,371,651. Their second warrant article is to fund the PPC Agreement and their last warrant
111 article of \$100k is to add to their ongoing Capital Maintenance Fund.

112 They have also had a lot of discussion around Grading/ Reporting and Transcripts.

113 The Board thanked Mr. Grondstra.

114 Mr. Gauthier asked if they were starting or adding the funds to an existing Capital Maintenance
115 Fund.

116 Mr. Grondstra replied that they are adding it to an existing fund.

117 Mr. Driscoll asked if they are funding it though surplus.

118 Mr. Grondstra replied, no, it is a separate warrant article.

119 Mr. O'Keefe inquired how much the power outage at SHS cost.

120 Ms. Croteau replied they are not sure at this time and will have more details in the future.

121 The Board thanked Ms. Croteau.

122 V. Committee Updates

123 Mr. Glover remarked that the Policy Committee continues to meet and Administration has done
124 a really good job bringing to their attention high priority policies that need to be reviewed. They
125 continue to meet regularly. Those policies will first be brought here to the SAU Board and then
126 sent to the individual boards.

127 Ms. Facey remarked that the Joint Facilities Advisory Committee, has met a few times. The
128 committee is comprised of parents, students, board members and community members. They are
129 tasked with looking at the capital maintenance needs and facilities in the ASD and SCSD. They
130 are reviewing the Capital Needs Assessment, historical data, and a 20-year normalization
131 schedule that was prepared by Superintendent Steel.

132 This committee is looking at how the two districts are working together; it is a great group and
133 they have divided into subcommittees.

134 Ms. Facey asked for any questions.

135 Mr. Glover asked if there were Town Representatives at the meeting.

136 Ms. Facey replied, no. Ms. Behm is spearheading that and there are Board Members that are
137 involved.

138 She then asked Mr. Coughlan to provide the Board an update with CIP.

139 Mr. Coughlan explained that the CIP is a once a year event where all of the departments project
140 major capital projects for the next 5 years. The Master Plan is more of zoning and regulation.

141 VI. Consent Agenda

142 **Ms. Kuzsma motioned to accept the Consent Agenda items 1. Draft Minutes Dec 19th,**
143 **2019, 2. Nov 2019 Treasurer's Report, 3. Dec 2019 Treasurer's Report, and 4. Policy BEB.**
144 **Mr. Pim Grondstra seconded the motion. The vote was unanimous, motion passed.**

145 VII. First Reading Policy and Approval to Individual Boards

146 Ms. Facey noted that they have KFA- Public Conduct on School Property as a first reading.

147 Ms. Landwehrle commented that they did not make too many changes from the sample policy.

148 Mr. Glover agreed.

149 Mr. Coughlan noted that they added "vaping" to the list.

150 Ms. Landwehrle remarked that was probably their only change.

151 Ms. Facey commented that she is looking for a motion to send this to the individual boards.

152 **Mr. Grondstra motioned to approve Policy KFA-Public Conduct on School Property to the**
153 **individual boards. Mr. Glover seconded the motion. The vote was unanimous, motion**
154 **passed.**

155 VIII. Teacher Leader Effectiveness Update

156 Ms. Landwehrle added that she had provided an update a few months ago. They have to end their
157 cycle early this year and start fresh on March 1st. Their Principals and Assistant Principals are
158 working hard to get them completed and this is an in-between time. They used to run their
159 evaluations from Sept to June. Most buildings are at about 50% complete at this point and they
160 are half way through the year.

161 Ms. Facey asked if that was for both formal and informal.

162 Ms. Landwehrle replied, yes.

163 Ms. Kuzsma inquired about the number of formals per year for staff.

164 Ms. Landwehrle noted that she does not have the exact information in front of her, however, for
165 a tenured teacher it is once for their three-year recertification cycle and teachers that are new to
166 the district they will have either one or two formal observations or a variation. It will then
167 decrease as they are with the District.

- 168 Mr. Gauthier asked if they will get them all completed and how can they give them an honest
169 renewal if it was not completed.
- 170 Ms. Landwehrle replied that they prioritized their newer teachers and have multiple observations.
171 They also made changes to their observation form.
- 172 Mr. Gauthier asked what percentage do they think they will get to.
- 173 Ms. Landwehrle responded that their goal is to get them all completed while making sure that it
174 is meaningful and effective. Administrators are in classrooms every single day although not
175 writing it up. She emphasized that they have the information need to be making those renewal
176 decisions.
- 177 Mr. Gauthier asked about having a priority order.
- 178 Ms. Landwehrle replied, yes.
- 179 Ms. Facey requested data on its efficacy so that it is helping teachers improve their practice. That
180 is really the overall purpose of it.
- 181 Ms. Kuzsma asked for the tenured teachers, on average, how many informal evaluations do they
182 get a year.
- 183 Ms. Landwehrle replied with a continuing contract, it is 1 formal (per year) and 2 informal
184 observations each year.
- 185 Ms. Taylor asked how many teachers do they not renew.
- 186 Ms. Landwehrle replied that they review that on a case by case basis, and each year is different.
- 187 Ms. Taylor inquired about the amount of last year's nonrenewable teachers.
- 188 Ms. Landwehrle replied that Superintendent Steel will be able to share that information.
- 189 Ms. Lawrence added that last year they have asked their Principal to share that information with
190 them monthly. It is helpful information to keep track.
- 191 The Board thanked Ms. Landwehrle.
- 192 IX. Superintendent Goal Setting
- 193 Ms. Facey added that Superintendent Steel could not be here tonight. Following their evaluation,
194 they had decided on a more formal goal setting process with the SAU.
- 195 She then discussed that the idea is to create a Google sheet where they can input goals and the
196 idea is to have this flushed out during this cycle. They need a starting point and it is important to
197 have their goals as well.
- 198 She will work to get a Google Doc out to everyone shortly and reminded the Board that it is not
199 the place for discussion.
- 200 X. Public Comment II of II

- 201 Mr. Labranche clarified that it is not just the cold classrooms but a climate control issue
202 (classrooms 129, 229-230). There is an issue especially in the winter.
- 203 Ms. Facey remarked that she will let Superintendent Steel know.
- 204 Mr. O'Keefe asked about a reporting mechanism for the teachers.
- 205 Ms. Grund noted that this is the first year that she has heard that the rooms are cold.
206 She then asked why they are holding off on the Souhegan 2.0 project. They cannot leave the HS
207 off for other districts.
- 208 Mr. Grondstra replied that is why they have the Joint Facilities Advisory Committee.
- 209 Ms. Grund added that parents have no idea that there is a new Strategic Vision. There are some
210 dramatic changes going on at the high school that they need to know about.
- 211 Ms. Facey replied that she will pass that information along to Superintendent Steel.
- 212 Ms. Gibson commented that she appreciates the use of Nixle.
- 213 Mr. O'Keefe asked when is their next meeting.
- 214 Ms. Facey remarked that they will have to meet in February.
- 215 Ms. Taylor asked to see the Minutes from the 4 Chairs meetings. She commented that she would
216 like to be more aware.
- 217 Ms. Facey explained that the meeting is primarily for agenda setting for each other's agendas.
- 218 Mr. Coughlan added that there are no binding decisions made and it is strictly a mechanics
219 meeting.
- 220 Ms. Facey noted that she can bring it up to Superintendent Steel.
- 221 XI. Non-Public Session
- 222 **Mr. Grondstra motioned to enter into Non-Public Session RSA 91-A:3 II (a), (b) and (c) at**
223 **7:10 PM. Mr. Gauthier seconded the motion. The vote was unanimous, motion passed.**
- 224 Ms. Facey called a roll call: Glover-Yes, Kuzsma-Yes, Gauthier-Yes, Eckhoff-Yes, Driscoll-
225 Yes, Lawrence-Yes, O'Keefe-Yes, Coughlan-Yes, Facey-Yes, Grondstra- Yes, and Taylor-
226 Yes.
- 227 Other persons present during Non-Public Session: None
- 228 Discussion: Personnel Issue
- 229 **Mr. Grondstra motioned to exit Non-Public Session at 8:08 PM. Mr. Glover seconded the**
230 **motion. The vote was unanimous, motion passed.**
- 231 XII. Board Resumes Public Session
- 232 At 8:08 PM the Board resumed Public Session.

Decisions made, record motions, seconds and board member voting records: None

233 XIII. Meeting Adjourned

234 **Ms. Facey adjourned the meeting at 8:08PM.**