

1 Souhegan Cooperative Board Meeting

2 Tuesday, December 17th, 2019

3 Meeting Minutes- Approved 03 02 2020

4 Attendees:

5 Administrative Team: Adam Steel- Superintendent, Christine Landwehrle- Assistant
6 Superintendent, Bill Hagen- Principal SHS, Michele Croteau- SAU #39 Business Administrator,
7 Karen Chininis- Director of Guidance, Bruce Chakrin- Director of Technology, Jenny Deenik-
8 SHS Teacher, Jess Tremblay- SHS Teacher, Travis Nason- SHS Teacher, and Tony Doucet-
9 SHS Teacher.

10 Souhegan Cooperative School Board: Jim Manning- Chair, Pim Grondstra- Vice Chair, Laura
11 Taylor- Secretary, Amy Facey and Steve Coughlan (via phone).

12 Public: Jim Fichera, Hickory Dr. Amherst NH, Delaney Facques- SHS Community Council
13 Liaison, Patrick O'Mara, SHS Alum, Milford NH, Georgia Craven, SHS Student, Andy
14 Krawiecki- SHS PTA President, Andrew Warton, Amherst NH, Autumn Fichera, SHS Student,
15 Courtney Vore, Esq., Amherst NH, Simone Dodge, SHS Student, Stephanie Grund, Amherst
16 NH, Katie Dodge, Amherst NH, Bill Taylor, Amherst NH,

17 I. Call to Order

18 **Chair of the SCSB, Mr. Jim Manning, called the meeting to order at 6:00PM.**

19 II. Superintendent's Report

20 Superintendent, Mr. Adam Steel, remarked that tonight they will be discussing their
21 philosophical belief around the grading system. He then added that they are on the right path. In
22 particular, implementation should be done with the community and there are a couple of things
23 that he is recommending for Board consideration.

24 First, the transcript is the most important document used when students transition. They have not
25 come to a consensus within the community. He then noted that it is his recommendation that they
26 hold off on changing the transcript until they can come to a consensus. He then referenced the
27 memo.

28 Second, with the grading practices, students should not be confused about where they stand in
29 their courses.

30 He then added that he has copies for the public.

31 Mr. Manning then read the two motions from the email sent from Superintendent Steel.

32 1. Motion: To approve a transitional transcript for the class of 2024 and beyond that includes
33 both a competency-based and a traditional grade for each course and to commit to transitioning
34 to a strictly competency-based transcript over time as colleges become more familiar with
35 competency-based grading practices; and,

36 2. Motion: To direct the superintendent to finalize the transitional transcript for the class of 2024
37 and beyond by seeking input from community council, the SAU-wide assessment, grading, and
38 reporting committee, the Souhegan faculty and administration, and from the Souhegan
39 Cooperative School Board no later than June 1, 2020.

40 Ms. Taylor added that she had two motions but will wait to hear the presentation.

41 III. Principal's Report

42 Principal of SHS, Mr. Bill Hagen, added that his presentation was more centered around the
43 Competency Based Grading and Reporting Presentation later on.

44 Mr. Manning asked if the Board had any questions.

45 IV. Public Comment I of II

46 Mr. Jim Fichera, Hickory Dr. Amherst, NH, added that they have been told that the transcripts do
47 not translate.

48 Mr. Steel replied that it might be helpful if they did their presentation first and it might answer
49 some questions.

50 Mr. Manning asked for other public comments not related to Transcripts or CBE (Competency
51 Based Learning).

52 There were no other questions or comments and the Board thanked Mr. Fichera.

53 V. Committee Updates

54 Ms. Facey remarked that they have not been able to meet for the Principal's Search Committee.
55 The Chair has not been able to attend.

56 Mr. Steel added that the job is still posted, applications are being received and work is still in
57 process.

58 VI. Community Council Update

59 Ms. Delaney Facques, Community Council Liaison, discussed that they passed a proposal about
60 a student of the month. She then noted that they are working on a proposal that clarifies weighted
61 GPA. She then asked when they will be getting their 5th community member.

62 Mr. Manning suggested that they advertise again for the 5th community member from Mont
63 Vernon.

64 Ms. Facey added that they do have a PPC agreement to present to the Board in non-public
65 session tonight.

66 Mr. Manning asked where are they going on the weighted GPA and are they going to have a
67 formal vote.

68 Ms. Facques replied, yes, it will be two meetings of discussion and then they will have to vote on
69 it.

70 Ms. Taylor added that Superintendent Steel came to discuss the later start time and
71 recommended time of 8:45 AM.

72 Superintendent Steel replied that there was a question about who makes the decision and it is the
73 SAU Board. It is possible to do something different, however, there would be implications.

74 Mr. Manning then asked for questions.

75 Ms. Facey asked for the school start time committee and looking at late courses if students are
76 dismissed early. She then asked where they are with that committee.

77 Mr. Steel replied that there are several steps left to do. He has received phone calls from parents
78 that wanted it to start this coming year.

79 Mr. Manning asked where is Community Council at in the process.

80 Ms. Facques added that they are trying to stay away from recommendations and they do not have
81 anything set in stone yet.

82 Mr. Manning added that he may attend the next CC meeting.

83 Mr. Coughlan added that PPC Committee they have a tentative agreement to discuss and vote on
84 in non-public session.

85 Mr. Manning added that he will hold off on questions.

86 VII. Consent Agenda

87 **Mr. Pim Grondstra motioned to approve the Consent Agenda items 1. 11 18 19 Draft**
88 **Minutes, 2. NWEA Fall Update, 3. Policy BEDG from 11 18 19 Meeting, and 4. Audit**
89 **Presentation. Mr. George Torres seconded the motion. The vote was unanimous, motion**
90 **passed. (6-0)**

91 **Mr. Manning called a Roll Call: Manning- Yes, Torres-Yes, Taylor- Yes, Facey-Yes,**
92 **Grondstra- Yes and Coughlan- Yes.**

93 VIII. Grading and Reporting Update-Dec 2019

94 Ms. Landwehrle explained the SAU-wide strategic plan -Common reporting system Competency
95 based assessment model, NH Minimum Standards for School Approval- Performance
96 Assessment Recording student progress in meeting competencies, College and Career Ready
97 Standards -Require application of learning Assessing deeper learning, Home – School
98 Connection -Greater partnership between teacher, student and parent to support growth, and
99 Need for consistency in grading practices -Equity within and across grade levels and content
100 areas Separating academics from work habits.

101 All Grade 9 and 10 team teachers scored on 1-4 scale against standards, had rolling grades,
102 allowed for reassessment, utilized Empower for gradebooks. All progress reports and report
103 cards were the same as what had been used in prior years. Grade 11 and 12 teachers worked on
104 finalizing competencies and learning targets.

105 Teachers of courses with students in grades 9, 10, and 11 are:

- 106 • Scoring on a 1-4 scale against standards
- 107 • Using Empower for their gradebooks
- 108 • Using rolling grades
- 109 • Ensuring reassessment is available

110

111 Teachers of grade 12 students:

112

- 113 • Have the option of using Empower
- 114 • If they are using Empower as their gradebook, students are scored on a 1-4 scale against
- 115 standards, grades are rolling, and reassessment is available.

116

117 Grade 9 students aren't experiencing anything different than what they experienced last year at
118 AMS. Grade 10 and 11 students are experiencing the same grading and reporting practices they
119 had last year with their team teachers. Grade 12 students are experiencing some new grading
120 practices such as rolling grades and reassessment, but report cards and progress reports are the
121 same as prior years.

122

123 She then asked teachers to speak about how their instruction has changed and their experience.

124 Principal Hagen added that he would like the Board to understand the good work around
125 Competency Based Learning.

126 Ms. Jenny Deenik, SHS Teacher discussed that she has been at SHS since 96'. She then
127 explained that they are operating in a more transparent matter. Her job is keeping them focused,
128 that they have clarity, and second they know that they will know when they are ready to take the
129 assessment. It is not time that is the constraint, it is the mastery. They are not spending time on
130 working on something that is continually moving there are clear objectives on the rubrics.

131 Ms. Jess Tremblay, SHS Teacher remarked that they can really look at each standard
132 individually and they can be specific. It allows for more thoughtful questions from students.

133 Mr. Matt McDonald, SHS Teacher, gave an example using *The Great Gatsby* and *Of Mice and*
134 *Men*. He explained that he has had great data on each student. He is then able to personalize their
135 learning. Second, students weren't asking about their grade and he has had pretty good success

136 Mr. Travis Nason and Mr. Tony Doucet, both SHS 9th Grade English Teachers, discussed that
137 they are working most recently on argumentative writing. Since they have moved to standards
138 based grading, it has become a more equitable learning experience.

139 Mr. Doucet added that it became how to write a good thesis statement. He then explained that it
140 is providing more data for students and more data for him.

141 Ms. Tremblay mentioned that she has seen change and change means loss. She is witnessing that
142 within this community. She hopes that people move to a place of acceptance. In the past she was
143 using the I39 platform and is looking forward to have it available for all students. She has to take
144 it upon herself and that has been hard for her. It will make a big difference.

145 Ms. Deenik remarked that she needs to understand the how and the why. Because she did figure
146 it out she feels comfortable, in its (CBE) defense. She can navigate the bumps better and the
147 direction of the school is the right thing to do. It is about equity for children and they are moving
148 that way. They are moving towards mastery and it requires commitment. The old way was one
149 dimensional, this has a lot more dimensions and they need to think about the parents as well.
150 That is her challenge.

151 Superintendent Steel remarked that they are clearly on board and asked them what percentage
152 feels that they are on board.

153 Ms. Deenik replied, that it is a two-part question, however she is thinking approximately 99%.

154 Mr. Steel asked the teachers how are they doing with implementation.

155 Mr. Doucet added that it depends where you are. They are now in year 3 of doing this. As they
156 go to the 11th grade teachers, they are not there entirely there either and it is a comfort level.

157 Mr. Steel remarked that they can be confused with being altruistic. He then asked the teachers if
158 they have evidence that this is better outcome for students.

159 Mr. McDonald replied that he thinks so. As they have raised the bar, the students are rising as
160 well.

161 Mr. Doucet commented that the students are thinking forward and how to improve. They want
162 them to be reflective learners and this way of thinking fosters that.

163 Ms. Deenik mentioned that the performance assessments students are able to see more qualified
164 thinkers. To elevate that learning with a Performance Assessment and they need to do that in
165 real-time.

166 Ms. Facey remarked that it sounds like there is more preplanning work. She then asked how
167 much more time is it taking.

168 Ms. Deenik replied that she is not planning alone.

169 Ms. Tremblay added that yes, it does take more time and they can use the existing structures.

170 Mr. Grondstra commented on the 4-point scale.

171 Ms. Tremblay added that she has been using a 4-point scale since 1998.

172 Ms. Deenik emphasized that she wants to make sure that her grading is transparent and what it
173 translates to. That is what is more important to her.

174 Mr. Manning noted that this is not a public hearing and asked for other questions from the Board.

175 Mr. Torres asked about the overall transition and morale from a teaching and student standpoint.

176 Ms. Tremblay added that it does take a lot of effort and exhaustion plays a part in the morale and
177 it is lower than what she would like to see. It is a lot of work and really challenging.

178 Mr. Torres asked if it just getting to the process or the norm.

- 179 Ms. Tremblay replied that part of what is challenging is that it is a thoughtful roll out ore roll up.
180 It is a part of the transition. Hitting the ground running with both feet is exhausting.
- 181 Ms. Taylor asked what college is her class affiliated with.
- 182 Ms. Tremblay replied NCC.
- 183 Ms. Facey noted that a concern that she has is the grades that students are receiving are an
184 accurate reflection of the work that they have done and it sounds like for the teachers here, that is
185 accurate. She then asked what the other teachers might think.
- 186 Mr. Doucet explained that there is no fluff in there.
- 187 Ms. Deenik added that when the students get their work back they have to do a reflection and
188 there is no gray area. They then can craft their own action plan and that never happened 5 years
189 ago. She does not have students asking her what is their grade, they just look in their folder.
- 190 Ms. Facey asked how do they deal with the Depth of Knowledge Assessments.
- 191 Mr. McDonald gave an example of the 9th grade scores and it was accurate to what he thought it
192 would be.
- 193 Mr. Grondstra commented that CBE is where they need to go and it is about implementation. He
194 has been part of implementations on both sides of the spectrum and it would be interesting to
195 hear other voices that were not well versed with the system.
- 196 Principal Hagen replied that he could have asked a number of teachers from the 9th grade and
197 their intent is to bring to the Board what is going on in CBE. It is a learning curve and they are
198 working on that. They had a staff meeting and the first two themes were about “do not throw the
199 baby out with the bathwater”. Meaning, let’s not confuse the issues that they have with Empower
200 with CBE.
- 201 Mr. Grondstra added that it sounds like Empower and CBE are two separate things.
- 202 Superintendent Steel explained that he has asked around the SAU and what he is hearing is that
203 their shift to CBE is what is best for kids but Empower is tough to work with. He added that if
204 the right thing is to make a shift to something better then they will do that. It does get easier with
205 time. They are being thoughtful and pragmatic.
- 206 Mr. Doucet added that with implementation, there has been years’ worth of training that has been
207 offered to teachers.
- 208 Ms. Deenik added that it has made her more authentic with her activities. It has her think and
209 asking her questions that MMS never did. She then gave her support for Empower. It is not
210 averaging.
- 211 Mr. Manning asked about the implementation and asked if it was a lack of training.
- 212 Principal Hagen replied that he has looked at the design and how it was implemented and the
213 amount of work has been phenomenal. She then added that Assistant Superintendent Landwehrle
214 has done exhaustive work with individuals.

- 215 Mr. Steel added that Empower has been a source of significant issue and he needs more
216 information.
- 217 Ms. Landwehrle replied that they are still getting the pilot pricing and it is a per student fee. They
218 have looked at other software and it is fully customizable, they keep changing and she has a
219 phone call with the lead tech person. She does recognize that that there have been challenges and
220 wants to be successful.
- 221 Mr. Torres asked what other districts are using this.
- 222 Ms. Landwehrle added that she has had conferences and conversations and it is a long start up.
223 The software has been around for a while but not much in this area that are using it.
- 224 Mr. Patrick O'Mara, Milford NH, commented that he is an SHS alum. He added that he is still
225 very involved with the school. He added that the CBE is taking away from the weighted GPA.
- 226 Ms. Landwehrle added that they do not have a weighted GPA at SHS.
- 227 Mr. O'Mara asked how does that change for students applying to college.
- 228 Ms. Landwehrle replied that was for proposals for 2023.
- 229 Ms. Georgia Craven, SHS Student, remarked that she is very involved and if they were trying to
230 look for opinions they should have brought in students. There is great disorganization. The Board
231 should see how the students are reacting to the new grading system. There is great confusion of
232 scores and the students are not happy with the grading system. It is affecting their stress level and
233 mental health is already an issue. She added that the Board should hear that honest truth.
- 234 Mr. Andy Krawiecki, added that he is the President of the SHS PTA and has empirical evidence
235 that the teaching system works. He then noted that he wants to give three perspectives, first, is
236 his own. Second, is of a freshman right now. He added that this person was very astute and
237 professional. This freshman, had remarked that the transcript is not becoming to a college
238 recruiter. Third, is of a college recruiter from the Univ. of. Pittsburg.
- 239 SHS is the best school that he could ever recommend but it is a transition point has to have a
240 finite ending. He is concerned that after they teach his children will on to college and they will
241 be looking at the transcripts.
- 242 He then added that he is hoping that the grades will be translated to what colleges will accept. He
243 added that he understands that is their goal but this is what colleges will look for.
- 244 Mr. Andrew Warton, remarked that MBE is a good thing. He then added that his son is getting
245 ready to look at colleges and the abstract dimensional.
- 246 Ms. Autumn Fichera, SHS Student, added that she wishes that every teacher was like Ms. Deenik
247 and explained that there are inconsistencies with grading. She added that many students agree
248 with her and have told her that they do not think that it is right and they are so much more
249 stressed than.
- 250 Another student then mentioned that they have been begging for context and where does that
251 leave the 2 out of 2. She then asked what does it translate to.

252 Mr. Steel added that this is a key thing for the community. That is part of the transition and that
253 they have heard from the community.

254 Ms. Landwehrle then explained the SHS Course Score Consistent Conversion Scale 2019-2020-
255 Converting Course Scores to Letter Grades with Plus and Minus.

256 A student then asked what happens when that student gets a 2 out of a 2.

257 Ms. Landwehrle replied that it only in the beginning and are not held back from reaching the 3
258 and 4. It is meeting that goal level.

259 Mr. Manning used the analogy of martial arts. He added that you get a final grade and all of the
260 things that you are going through are in-between. It is a progression.

261 Ms. Courtney Vore, Amherst NH, commented on how the students are interpreting their scores.

262 Mr. Manning noted that he is glad they are getting this feedback. He added that they have been
263 discussing this many years ago. The implementation has not gone well and the execution has
264 been flawed.

265 Ms. Vore added that she has contacted colleges and they do not understand the transcript. They
266 have too many applications to go through.

267 Mr. Manning added that he has called over 30 colleges and there are some basic questions that
268 they are asking.

269 Ms. Chininis added that they have gotten feedback from college admissions reps and have gone
270 through that process.

271 A student asked when will the 9th grade see it and they have a short time frame some students
272 might not be able to recover; they cannot be the guinea pig.

273 Ms. Simone Dodge, SHS Student, added that there are some benefits in the schools with the
274 teachers and she is happy to hear that there are some consistencies. She is wondering how it will
275 affect AP's and how do they stay on the AP track. Additionally, one of the motions was getting
276 input from CC, and she is concerned with the wording. She wished that there were students here
277 tonight and it would have been nice to see. Last, she is wondering what it will look like moving
278 forward.

279 Ms. Stephanie Grund, Amherst NH, added that there needs to be more communication and reach
280 out. She then asked about the work study practices that are broken out. She then asked how do
281 they score these. She added that it matters because it is on the transcript.

282 Ms. Landwehrle replied that the rubrics are on the website.

283 Ms. Grund asked how do they account for students that are more introverted.

284 Ms. Katie Dodge, Amherst NH, commented that SHS is amazing. She then added that the 1-4
285 scale is too broad to tell you what you are and getting. She added that college admissions have
286 on average 30 seconds to look at the transcripts. They don't have the time for that. She then
287 encouraged them to use the AMS model.

- 288 Mr. Manning added that when he called the 30 schools he did not tell them he was a school
289 board member.
- 290 Mr. Bill Taylor, Amherst NH, commented that SHS is a great school and he appreciates
291 Superintendent Steel's comments. He added his concern that some schools asked about self-
292 reporting. It is something to consider and he appreciates a second set of scores.
- 293 Mr. Manning asked for Board comments.
- 294 Ms. Facey noted that they did hear a lot tonight and there is consensus that it is confusing for the
295 public. They need to have their Superintendent and Principal address that.
- 296 Mr. Grondstra commented in regards to interim marking. If a student comes home with a 2 out of
297 2 that is an "A", if not, then there is a problem.
- 298 Mr. Manning added that Superintendent Steel and Ms. Taylor both have motions. He suggested
299 that they discuss and come to a consensus.
- 300 Superintendent Steel discussed his motion: **To approve a transitional transcript for the class**
301 **of 2024 and beyond that includes both a competency-based and a traditional grade for each**
302 **course and to commit to transitioning to a strictly competency-based transcript over time**
303 **as colleges become more familiar with competency-based grading practices; and,**
304 **Ms. Taylor motioned Souhegan Class of 2023 (Current Freshman) will continue utilizing**
305 **the traditional transcript (Class of 2022 formatting with A, B, C, etc.) with the addition of**
306 **weighted GPAs. The Work study practices will not be included. Mr. Manning seconded.**
- 307 Mr. Steel added that it is fundamentally the same thing.
- 308 Mr. Grondstra commented that he believes that this is the same.
- 309 Ms. Taylor added that Mr. Steel's motion is different than hers.
- 310 Mr. Manning added that it looks qualitatively the same. He then noted that they need a second on
311 Ms. Taylor's motion for discussion. He then seconded Ms. Taylor's motion.
- 312 Ms. Facey asked for greater clarification.
- 313 Ms. Taylor added that she would like to have a motion on the record in case Superintendent Steel
314 changes his mind.
- 315 Mr. Manning added that it is dangerous when they overly legislate this. They do not work in the
316 school, and the whole point of motions is having decisions that are written.
- 317 Ms. Taylor added that she just received Superintendent Steel's motions only an hour ago.
- 318 Mr. Manning added, in fairness, he has told her that administration had been looking at making
319 changes. He then asked Mr. Steel how long has he been discussing this with his staff.
- 320 Superintendent Steel replied, a year and a half.
- 321 Mr. Torres cautioned the Board not to get too granular.

322 Mr. Manning added that he supports what Ms. Taylor has written.

323 He then asked for a vote.

324 Mr. Torres replied that he needs more clarity.

325 Ms. Taylor noted that Mr. Steel's motion is in conflict with her third motion.

326 Mr. Grondstra suggested that they go through each motion.

327 Ms. Facey remarked that they can always amend a motion.

328 Ms. Facey added that it is sounding like this is a trust issue.

329 Ms. Taylor replied that this is a motion that she is suggesting.

330 Ms. Facey added that they can include language for the class of 2023.

331 Ms. Taylor replied that she prefers her motion.

332 Mr. Manning then read Ms. Taylor's motion.

333 **Ms. Taylor motioned Souhegan Class of 2023 (Current Freshman) will continue utilizing**
334 **the traditional transcript (Class of 2022 formatting with A, B, C, etc.) with the addition of**
335 **weighted GPAs. The work study practices will not be included. Mr. Manning seconded.**
336 **Coughlan- yes, Grondstra- no, Torres-no, Taylor- yes, Facey no, Manning-yes. Motion does**
337 **not carry.**

338 Mr. Manning asked for another motion.

339 **Mr. Grondstra motioned to approve a transitional transcript for the class of 2024 and**
340 **beyond that includes both a competency-based and a traditional grade for each course and**
341 **to commit to transitioning to a strictly competency-based transcript over time as colleges**
342 **become more familiar with competency-based grading practices; and that the class of 2023**
343 **will continue only the traditional transcript, including weighted GPA's. Ms. Facey**
344 **seconded.**

345 Mr. Manning added that he does like the analysis.

346 Ms. Taylor asked how do you approve a transcript that they have not seen and it was not
347 provided to the Board. She then asked are the approving it by the motion or to approve it later.

348 Superintendent Steel commented that you are creating a process. You are holding him
349 accountable to a specific process.

350 Mr. Manning asked for discussion.

351 Mr. Torres gave his support for the amended motion.

352 Mr. Coughlan also gave his support and noted that he is ready to vote.

353 Ms. Taylor mentioned that the self-reporting is a pull down menu and is not compatible.

354 Mr. Manning asked how are we going to stay on top of stuff this type of issue.

355 Ms. Chininis added that there is a system in process for all of these things.

356 Principal Hagen added that they are going to have more students going to that red zone and
357 looking at the way schools are assessing students differently.

358 **#1. Mr. Grondstra motioned to approve a transitional transcript for the class of 2024 and**
359 **beyond that includes both a competency-based and a traditional grade for each course and**
360 **to commit to transitioning to a strictly competency-based transcript over time as colleges**
361 **become more familiar with competency-based grading practices; and that the class of 2023**
362 **will continue only the traditional transcript, including weighted GPA's. Ms. Facey**
363 **seconded. (6-0) motion passed.**

364 **Roll call: Coughlan-yes, Grondstra-Yes, Facey- yes, Torres- Yes, Manning- Yes, Taylor-**
365 **Yes. 6-0**

366 Mr. Manning asked for other motions.

367 Ms. Facques asked if Community Council will get to see the transcript.

368 Mr. Steel added that CC has to review and approve the transcript. The SCSB also has to as well.

369 Mr. Manning asked for another motion.

370 **Mr. Grondstra motioned to direct the Superintendent to finalize the transitional transcript**
371 **for the class of 2024 and beyond by seeking input from community council, the SAU-wide**
372 **assessment, grading, and reporting committee, the Souhegan Faculty and administration,**
373 **and from the Souhegan Cooperative School Board no later than June 1, 2020. Ms. Facey**
374 **seconded the motion.**

375 Mr. Manning amended the motion to include alignment to SAU 39 OKR's

376 **#2 Mr. Grondstra motioned to direct the Superintendent to finalize the transitional**
377 **transcript for the class of 2024 and beyond, which includes conducting a thorough analysis**
378 **and alignment to SAU 39 OKR's and by seeking input from Community Council, the SAU-**
379 **wide assessment, grading, and reporting committee, the Souhegan Faculty and**
380 **Administration, and from the Souhegan Cooperative School Board no later than June 1,**
381 **2020. Ms. Facey seconded the motion, approved as amended. (6-0) motion passed.**

382 **Roll call: Coughlan-yes, Grondstra-Yes, Facey- yes, Torres- Yes, Manning- Yes, Taylor-**
383 **Yes.**

384 Ms. Taylor asked if they can get a drafted structure of school profile.

385 Principal Hagen added that they are two separate things, school profile and transcript.

386 Mr. Steel added that they do have a school profile and it does not need as much adjustment now.

387 **Ms. Taylor motioned that Souhegan should provide semester grades, A, B, C's and mid-**
388 **semester grades including A, B, Cs for the Class of 2023.**

389 Mr. Steel asked Principal Hagen if the mid-semester grades have A's B's and C's.

390 Principal Hagen replied that the Progress Report will use the course scores that teachers are
391 using. They will also add a second document.

392 Mr. Manning asked for a second on Laura's second motion.

393 **#3 Ms. Taylor motioned that Souhegan should provide semester grades, A, B, C's and mid-**
394 **semester grades including A, B, Cs for the Class of 2023. Mr. Grondstra seconded the**
395 **motion. The vote was unanimous, motion passed.**

396 **Roll call: Coughlan-yes, Grondstra-Yes, Facey- yes, Torres- Yes, Manning- Yes, Taylor-**
397 **Yes.**

398 The Board took a 5 min Recess.

399 **The Board reconvened at 9:18 PM**

400 IX. First Reading- Policy JIH- 9:18 PM

401 Mr. Coughlan remarked that this is a first reading they are not passing it tonight.

402 Ms. Taylor asked if they have issues when do they bring it up.

403 Ms. Facey added that they should talk about it now.

404 Superintendent Steel noted that that it was a recommended policy from the NHSBA.

405 Ms. Taylor commented that this s serious policy and they have a police officer on
406 campus/property and it is a liability.

407 Mr. Manning asked if this is a consistent

408 Principal Hagen replied, yes, is it consistent with other schools.

409 Mr. Manning remarked that the NHSBA policies have been fully vetted. He then recommended
410 that he will add it to the consent agenda for next month.

411 Mr. Steel added that you can contact him, Board Chair or the Policy Committee Chair, Mr. John
412 Glover.

413 Ms. Facey noted that it is great to have these conversations at the SAU Board so it can go back to
414 the Policy Committee if need be.

415 X. FY'21 Budget Discussion

416 Mr. Steel explained that he is recommending a proposed budget of \$18,377,407 and a default
417 budget calculation of \$18,367,151 for the Board's approval. In addition, a warrant article for the
418 proposed cost items of a new PPC agreement in the amount of \$299,102 and a warrant article for
419 Capital Maintenance items in the amount of \$100,000 are recommended for inclusion in the
420 warrant.

421 The proposed budget includes reductions of \$517,987 in reductions to offset the cost of the PPC
422 agreement and reflect other changes in staffing.

- 423 Mr. Manning added that the Public Hearing is the 8th.
- 424 Mr. Grondstra asked if the special ed increase is because of the students coming from AMS.
- 425 Mr. Steel replied, almost exclusively, additionally they have saved a lot of money.
- 426 Mr. Manning added that they really have to make the voters understand.
- 427 Mr. Torres agreed.
- 428 Ms. Facey commented that they have a Special Needs Expendable Trust Fund, she then asked for
429 the balance.
- 430 Ms. Croteau remarked that at the end of October, the Special Ed Fund is \$360,465 and the
431 Maintenance Fund 249,249 and Unfunded Liabilities of \$53,723.
- 432 Ms. Facey asked about the cuts to the budget.
- 433 Mr. Steel explained that it is a couple of things including, pending retirements, and adjustments
434 to the staffing requirements. He then added that Principal Hagen and Ms. Croteau have worked
435 together on this.
- 436 Ms. Facey asked if they are cutting too close.
- 437 Mr. Steel replied that they are being aggressive but he feels comfortable with it. He added that it is
438 important that they the PPC pass and are funding the Capital Maintenance.
- 439 Ms. Facey added that she wants to make sure that they are not putting their students at a
440 disadvantage.
- 441 Mr. Manning explained that it is going to be a balancing act.
- 442 Mr. Torres asked about the budget historically.
- 443 Mr. Steel remarked the Public Hearing is when they calculate the tax impact and it is two tax
444 rates.
- 445 Ms. Facey asked if the renovation to the Science Labs are in the budget.
- 446 Mr. Steel replied, no, as you can recall he Board has given him a list and it will be a top priority.
- 447 Mr. Coughlan added he has no questions.
- 448 Ms. Taylor remarked that it is very close to the default budget amount.
- 449 Mr. Steel added that there is no such thing as a default budget but rather a default budget
450 calculation. He then explained the default calculation.
- 451 Mr. Torres asked about the default calculation.
- 452 Mr. Steel explained that there is interpretation to the default budget calculation.
- 453 Mr. Torres asked about staff reductions.
- 454 Ms. Croteau added that she does not have an executive summary.

455 Mr. Manning added that the only variance that he saw was the special education.

456 **Mr. Grondstra motioned to approve a proposed budget of \$18,377,407 for public hearing**
457 **with a default budget calculation of \$18,367,151; Ms. Facey seconded the motion. The vote**
458 **was unanimous, motion passed. (6-0)**

459 **Roll call: Coughlan-yes, Grondstra-Yes, Facey- yes, Torres- Yes, Manning- Yes, Taylor-**
460 **Yes. 6-0**

461 Mr. Manning then read the 3rd motion. To approve inclusion on the warrant of the long-range
462 capital maintenance fund in the amount of \$100,000.

463 He then added that at the Joint Facilities Meeting on Dec 5th, their portion was \$100,000.

464 Mr. Coughlan asked if it was out of surplus.

465 Mr. Steel replied that before the Public Hearing they will have their recommendation in advance
466 of the 6th. Ms. Taylor also had questions and Ms. Croteau is preparing answers from her.

467 Ms. Croteau added that ultimately the tax impact is the same, it is just how it is funded.

468 Mr. Steel added they will research the language.

469 Mr. Grondstra remarked that he would pull it from surplus.

470 Ms. Facey agreed, noting that it is a difficult decision.

471 Ms. Taylor asked when would the surplus come out.

472 Mr. Manning added that it would be June of 2020, provided that there is surplus.

473 Ms. Croteau added that it would say “up to \$100,000 from the Unassigned Fund Balance”.

474 Mr. Manning commented that he feels that they have been delinquent in maintaining their
475 facilities. At some point they have to do their due diligence or else they are throwing good
476 money after bad. It will become more and more expensive over time and they need to start
477 building this cushion. This is his personal opinion.

478 Mr. Steel remarked that he agreed with Mr. Manning.

479 Ms. Croteau added that she would want validation that if they want it to come from surplus that
480 it is there to take.

481 Mr. Grondstra asked about projected funds.

482 Ms. Croteau replied that she has an estimate and it is very early in the year. It is about \$284,000.

483 Mr. Grondstra remarked that they should ask for it outright and not worry about surplus.

484 Mr. Manning noted that they have to have the projects pre- identified.

485 Ms. Facey asked how much is it to fix the Science Labs.

486 Mr. Steel replied that he is not sure at this time and a very rough estimate would be \$300,000.

- 487 Ms. Taylor remarked that there are two Science Labs that need repair in the main building.
- 488 Mr. Steel noted that they may be able to fix it with the Souhegan 2.0 project. Additionally, the
489 Souhegan 2.0 recommends moving the science labs to a different part of the building.
- 490 Ms. Taylor asked when will they be discussing it.
- 491 Mr. Steel added that they had a first step with the JFC Meeting on the 5th.
- 492 Mr. Manning remarked that the needs at the elementary level are so great.
- 493 Ms. Taylor added that they should discuss and analyze it to figure out what is practical.
- 494 Mr. Grondstra commented that it is a larger conversation and they should get back to the motion.
- 495 **Mr. Grondstra motioned to approve inclusion on the warrant of the long-range capital**
496 **maintenance fund in the amount of \$100,000, funded through new taxes. Mr. Torres**
497 **seconded the motion. The vote was unanimous, motion passed.**
- 498 **Roll call: Coughlan-yes, Grondstra-Yes, Facey- yes, Torres- Yes, Manning- Yes, Taylor-**
499 **Yes. 6-0**
- 500 Mr. Manning asked for discussion.
- 501 Ms. Facey mentioned that here they are saying that this is through taxation.
- 502 Mr. Steel remarked that this is more proactive
- 503 XI. Non-Public Session- RSA 91 A:3 II
- 504 **Mr. Grondstra motioned to enter into Non-Public Session RSA 91 A:3 II (a) at 10:02 PM.**
505 **Mr. Torres seconded the motion. The vote was unanimous, motion passed.**
- 506 **Roll call: Coughlan-yes, Grondstra-Yes, Facey- yes, Torres- Yes, Manning- Yes, Taylor-**
507 **Yes. 6-0**
- 508 Other Persons Present: Superintendent Steel, and Ms. Croteau.
- 509 Description of matters discussed, and final decisions made: Personnel
- 510 XII. Resume Public Session
- 511 **Mr. Grondstra motioned to exit into Non-Public Session at 10:20 PM. Mr. Torres seconded**
512 **the motion. The vote was unanimous, motion passed.**
- 513 **Roll call: Coughlan-yes, Grondstra-Yes, Facey- yes, Torres- Yes, Manning- Yes, Taylor-**
514 **Yes. 6-0**
- 515 **Mr. Grondstra motioned to authorize Mr. Coughlan and Ms. Facey to accept the PPC**
516 **agreement as written and put the warrant article on the ballot. Mr. Torres seconded the**
517 **motion. The vote was unanimous, motion passed.**
- 518 **Roll call: Coughlan-yes, Grondstra-Yes, Facey- yes, Torres- Yes, Manning- Yes, Taylor-**
519 **Yes. 6-0**

520 XIII. Meeting Adjourned

521 **Mr. Manning motioned to adjourn the meeting at 10:21PM. Mr. Torres seconded the**
522 **motion. The vote was unanimous, motion passed.**

523 **Roll call: Coughlan-yes, Grondstra-Yes, Facey- yes, Torres- Yes, Manning- Yes, Taylor-**
524 **Yes. 6-0**

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