

1 Souhegan Cooperative School Board Meeting

2 Monday, January 28th, 2019

3 Meeting Minutes-Approved 02 19 19

4 Administrative Team: Adam Steel- Superintendent, Christine Landwehrle- Assistant
5 Superintendent, Brad Freeman- Network Administrator, Natalie Berger- Dean of Faculty and
6 Karen Chininis- Director of Guidance.

7 Souhegan Cooperative School Board: Jim Manning- Chair, Pim Grondstra- Vice Chair, Howard
8 Brown, Amy Facey, Steve Coughlan and Dwayne Purvis.

9 Minute Taker: Danae Marotta

10 Public: Shannon Hargreaves- SHS Student Videographer, Michael J. Campo, CPA – Director,
11 Plodzik and Sanderson, Professional Association, Concord NH, Tony Labranche- SHS
12 Student/CC Liaison and Community Members

13 I. Call to Order

14 **Mr. Jim Manning, Chair of the SCSB, called the meeting to order at 6:03PM.**

15 II. Public Input

16 No Public Comment

17 III. Board Conduct

18 *Moved to the End of the Agenda.*

19 IV. Principal's Report

20 Principal, Mr. Rob Scully remarked that they have a substitute shortage. If you are interested in
21 being a sub, please contact Maureen DeGrenier at mdegrenier@sprise.com

22 The SHS PTSA 80's Night Scholarship Fundraiser is Saturday, 2/2/19 at the Amherst Country
23 Club starting at 8 pm until midnight. Tickets are \$20 pp and are on sale at The Homestead,
24 Moulton's, SHS and at the door. All proceeds benefit the PTSA Scholarship Fund. Any
25 questions, please contact Lisa Eastland at eastland@comcast.net

26 SHS Student, Ms. Arielle Zlotnick, has received an appointment to the U.S. Military Academy in
27 West Point, NY. We are very proud of her.

28 The Saber Girls Hockey Team were recognized for their season.

29 In an effort to enhance the student experience in music, ensemble coaches are working with
30 students on a bi-weekly basis during period 6 and after-school. This partnership with outside
31 professionals provides their students access to specialists on instruments including flute, clarinet,
32 drums, trumpet, trombone. The students experience a more in depth training on their instruments.

33 They have established a new partnership with Hitchiner Manufacturing, Last spring, Hitchiner
34 announced a capital investment in the area including construction of a new facility. The addition
35 of new jobs will require the creation of training videos for potential employees.

36 Mr. Tim Cotreau, ELO Coordinator and Mr. Adam Theriault, video production teacher, worked
37 closely with Hitchiner to design and develop an extended learning opportunity. Students will
38 collaborate with Hitchiner to conceptualize, design and produce training videos.

39 Hitchiner has been fantastic and you will hear more in the future.

40 Wellness Day 2019, went really well with pausing as a community to practice self-care and find
41 balance in a world that can sometimes feel chaotic and overwhelming with the Theme of self-
42 care. They might ask Dean of Students, Ms. Kelly Driscoll to come back they used the Advisory
43 program to and the students responded very well. He wanted to highlight this under School and
44 Climate.

45 Mr. Brown asked if this was in lieu of a day of classes.

46 Principal Scully explained that they moved to a semester and it was a nice transition for a day for
47 student mental wellness, they had therapy dogs, mindfulness, etc. (link is included).

48 Mr. Brown asked if everyone attended the ANGST presentation.

49 Principal Scully replied, yes, all grades.

50 Mr. Manning asked the Board for any questions.

51 The Board had no further questions and thanked Principal Scully.

52 V. Superintendent's Report

53 Superintendent, Mr. Adam Steel, also highlighted Wellness Day 2019 noting that it was a great
54 event.

55 Strategic Planning

56 He further discussed that their most important work over the next 6 months regarding Strategic
57 Planning will begin at SHS on Wednesday, January 30th at 6:30PM. It is 6 months of work and is
58 open to everyone.

59 He then encouraged all to attend.

60 Math Evaluation

61 If you remember, the Board authorized administration to hire an outside consultant to review
62 their math program. They did get the first phase of the report back and it gave them important
63 insights so far. They are still continuing their work and it will be great to see their
64 recommendations and what they need to do. There will be more to come.

65 Mr. Manning asked the Board for any questions.

66 Ms. Facey asked when are they going to get the final results.

67 Ms. Christine Landwehrle, Assistant Superintendent, replied that they are still working on the
68 survey for teachers and students and hope to send them out in Feb.

69 Ms. Facey replied, what about March.

70 Ms. Landwehrle replied, yes, they will send out the final report when they receive it.

71 The Board thanked Superintendent Steel and Assistant Superintendent Landwehrle.

72 VI. Consent Agenda

73 Mr. Dwayne Purvis pulled the 1. Minutes of December 17, 2018.

74 *He noted the change from “Lynn Copeland” to “Lynn Briggs” on lines 8, 326 and 345.*

75 **Ms. Amy Facey motioned to accept the Consent Agenda items 1. Minutes of December 17,**
76 **2018, as amended, 2. Minutes of January 9, 2019 3. Treasurer’s Report 11/2018 4. Accept**
77 **Unanticipated Revenue #1 \$600 and 5. Accept Unanticipated Revenue #2 \$1,500. Mr. Steve**
78 **Coughlan seconded the motion. The vote was unanimous, motion passed.**

79 VII. FY 18 Audit Presentation

80 Mr. Michael J. Campo, CPA – Director, Plodzik and Sanderson, Professional Association,
81 Concord NH, discussed that it is a pleasure to come and handed them a copy of the Independent
82 Auditor’s Report.

83 He then noted that the first two pages is the Opinion Letter and they found no significant
84 deficiencies.

85 If you go to page 43, this is a breakdown of your General Fund Revenues vs. your Budget. Cat
86 Aid came in a little higher than projected and in total was \$82,646 higher than projected.

87 Page 44 shows the Appropriations vs. Expenditures. You can see that you have substantial
88 savings in the area of Instruction. Typically, it is the benefits associated with the teachers or
89 because you have an existing higher salaried teacher being replaced with a new hire. This is not
90 uncommon.

91 Page 45, shows the Unassigned Fund Balance. You started the year with about \$660,000 and
92 through activity are ending with \$596,532 to return to the taxpayers.

93 Page 8 is the Government Wide Financial Statements. He then noted that they have \$19M of
94 liabilities. This results in an unrestricted net position of \$14M.

95 Page 23, is 2C GASB included a new statement under GASB 75, OPEB.

96 He remarked that he would be happy to answer any questions.

97 Mr. Campo concluded his report by adding that he works with numerous school districts and the
98 SCSD employs a very special group of people. What they have is not typical and it is a pleasure
99 to work with the staff.

100 The Board thanked Mr. Campo.

- 101 VIII. Deeper Learning-World Language and ELA Curriculum.
- 102 Assistant Superintendent, Ms. Christine Landwehrle noted that they should be budgeting for the
103 textbooks for next year. She then added that Mr. Chen had a few questions that she had asked
104 through email.
- 105 Mr. Manning asked Ms. Landwehrle what were the questions that Mr. Chen had asked.
- 106 Ms. Landwehrle noted that Mr. Chen asked about the AP Spanish Language and Culture and
107 how the culture questions are asked on the AP Exam. She explained that the questions are not
108 multiple choice. She further discussed that in regards to Honors Challenge, students get more
109 flexibility in what they are completing. That is why it is not specifically outlined in the
110 curriculum.
- 111 Ms. Facey asked Ms. Landwehrle how she feels with this curriculum being aligned to the
112 standards.
- 113 Ms. Landwehrle replied that she feels like they are tightly aligned to standards and they worked
114 with outside consultants to help develop this curriculum. They did a double check of the rubric
115 this summer getting ready for standards based grading. The ELA needed to be revised and they
116 have looked at updating resources.
- 117 Ms. Facey asked, this is curriculum rather than the grading.
- 118 Ms. Landwehrle replied, yes, this is for the curriculum.
- 119 Mr. Coughlan asked about standards regarding world language.
- 120 Ms. Landwehrle replied that they do have ACTFL for World Languages (American Center on
121 the Teaching of Foreign Languages). The work around the standards started with the consultants.
122 She added that they are much broader standards.
- 123 Mr. Purvis asked in regards to Latin 3 and 4, how many classes are there.
- 124 Ms. Landwehrle replied that they are taught as one class.
- 125 Mr. Purvis asked how many Latin 3 and 4 classes do they have this year.
- 126 Principal Scully replied, just one.
- 127 Mr. Purvis asked about French I, is there was any new interest.
- 128 Ms. Landwehrle replied that she is thinking that the students that take French in the middle
129 school switch to Spanish when they come to the high school. She then explained that it can be
130 easy to offer French I. The curriculum and the content are the same no matter what language.
- 131 Mr. Manning asked why the languages that they offer.
- 132 Ms. Landwehrle replied, that it was how it was always offered and it can be expanded through
133 VLACS.
- 134 Mr. Manning commented that it is important to ask what students are interested in.

135 Mr. Purvis asked about competencies.

136 Ms. Landwehrle replied that there are a lot of strands with in ELA, such as Speaking and
137 Listening and Public Speaking.

138 Mr. Purvis asked about ELA and Public Speaking and where is it built in.

139 Ms. Landwehrle replied that one of the competencies is Speaking and Listening.

140 Principal Scully replied that 9th and 10th grade does deep work in that area.

141 **Ms. Amy Facey motioned to approve the World Language and ELA Curriculum as**
142 **presented. Mr. Steve Coughlan seconded the motion. The vote was unanimous. Motion**
143 **passed.**

144 Superintendent Steel asked if they can go back to the Community Council Report

145 Mr. Tony Labranche, SHS Student and CC Liaison, remarked that they do not have a report at
146 this time.

147 The Board thanked Ms. Landwehrle.

148 IX. School Culture & Climate

149 Principal Scully will give the Board an update on the SHS Constitution and the CC Bylaws.

150 He noted that he linked the document and the relevant passages are from Article I: Sections 3,4
151 and 5.

152 With Article V: Section 3, There is an Interpretation Committee:

- 153 • 1 Student member elected by entire student body
- 154 • 1 Faculty/staff elected by the entire faculty/staff
- 155 • 1 Member of Administrative Team chosen by administration
- 156 • 1 Member of Community Council chosen by Community Council
- 157 • 1 Member of the School Board chosen by the School Board

158 Their function is to resolve disputes regarding interpretation of Constitution.

159 If there is a dispute regarding interpretation of the Constitution the Committee will hold a Public
160 Hearing in which both sides have the opportunity to present their case.

161 If there is a proposed change, the committee will review the proposed change and hold a Public
162 Hearing to solicit feedback on whether the change is a clarification or an amendment.

163 If the Interpretation Committee determines that the change is a clarification, it may be
164 immediately added to the Constitution.

165 If the Committee determines that the change is an amendment, it must follow the ratification
166 procedure outlined in Article V Section 2.

167 He then reviewed the current status.

168 He then reviewed the Community Council Bylaws: Article II-Purpose and Article III- Authority.

169 He then reviewed the summary:

170 A student-led representative body responsible for:

- 171 • governing all school affairs;
- 172 • making decisions in the best interest of the Souhegan community;
- 173 • serving as a link between the students and faculty/staff of Souhegan High School, the Souhegan
- 174 Cooperative School Board, and the communities of Amherst and Mont Vernon.

175
176 Principal Scully noted the areas of focus and noted that the Proposal Form link is included.

177

178 He finalized by reviewing the timeline.

179 Mr. Manning asked the Board if there are any questions.

180 Mr. Purvis asked where is the School Board in the approval process.

181 Principal Scully replied that the Board should be hearing the proposals and should have final say.
182 There is also a Board representative.

183 Mr. Manning added that he is looking at the flow cart.

184 Principal Scully remarked that it is a draft.

185 Mr. Manning commented that the school board is responsible for governance and the budget. CC
186 is not responsible of the budget and setting the policy. He is looking for CC to have real
187 accountability.

188 Mr. Purvis echoed Mr. Manning.

189 Principal Scully remarked that it needs to be revisited and that chart reflects what is there now.

190 Superintendent Steel mentioned under Principal Scully's direction work with Community
191 Council, to come up with a revision of the Constitution and Bylaws.

192 The Board was in agreement.

193 SHS Student and CC Liaison, Mr. Tony Labranche, added that he agreed with a lot that was said.
194 A lot of students have been disinterested and there was a lot of tension with students thinking
195 that they will be overruled by the School Board.

196 The Board thanked Principal Scully.

197 X. Learner/Student Growth

198 Ms. Landwehrle then noted that she will be giving an update on grading and reporting work.

199 First, she gave the Board an overview, reviewing the strategic wide plan, NH standards for
200 school approval, college and career ready standards, the Home-School Connection, and need for
201 consistency in grading practices.

202 She then reviewed what is changing and what is staying the same.

203 She noted that they always had competencies or (ALE's) Academic Learner Expectations. 9th
204 and 10th grade team teachers have started scoring against specific academic standards, there are
205 common rubrics for WSP and academic standards are used, scoring scale of 1-4 used on all
206 assessments (even quizzes and tests) and rolling grades and trendlines for on team courses. She
207 further explained that you have greater opportunity to show what you have mastered.

208 She added that it was a lot of information and paused for comment.

209 Mr. Purvis asked about achievement is measured.

210 Ms. Landwehrle replied that achievement is measured with content standard. What level they are
211 currently, growth is looking at student scores over time and seeing how it is changing.

212 Mr. Purvis asked about more advanced students.

213 Ms. Landwehrle explained that they should be able to move on with more challenging work.
214 They also have Honors Challenge, and have been working hard on developing that. They are
215 definitely looking at making the work more challenging.

216 She then clarified the learning process and scoring. When they are starting a new unit or
217 presenting a new concept, teachers present an introductory piece. As students progress, they are
218 offered more complex material and tasks. They then continue working until they reach a target of
219 3. The SAU #39 Mastery Learning System allows students to go beyond the target of 4.

220 She then reviewed the Traditional Versus Standards Based Report Cards. It is breaking each
221 content area apart and really the habits, they have not made that change yet. They still have the
222 traditional report cards but the teachers can share the information with the students on a deeper
223 level.

224 There is a link in the upper right hand corner to bring you to a PDF of a Report Card.

225 This is an overview and a link in the blue box for more information. There really isn't one
226 typical/traditional type of transcript out there, with homeschool, and international students. She
227 then noted that you have to look at the school profile. Additionally, colleges want to see the work
228 habits and it is outlined in here. It is critical that the Board has this, it is the general consensus
229 from colleges.

230 Ms. Landwehrle then reviewed the training for teachers and students.

231 Mr. Brown gave his support for the training for the teachers and students. He then asked what is
232 going on for the education for the parents.

233 Ms. Landwehrle responded that they held a Fall Grading Forum for the parents with good
234 attendance. They will do more parent forums in the Spring.

235 Mr. Brown noted that he would be interested to know how past students felt, if they were
236 prepared for college.

237 Ms. Landwehrle, agreed and it will also help with the ongoing math discussions.
238 The Board thanked Assistant Superintendent Landwehrle.
239 Mr. Manning asked if anyone would like to speak for the Public Comment.
240 There was no Public Comment.
241 XI. Learner Agency
242 None
243 XII. Operational Effectiveness
244 Mr. Manning added that they would polish up the slides and send them out to the Board.
245 Mr. Purvis added that they did have one dissenter.
246 Mr. Coughlan noted that they do owe it to the public to explain where the difference is.
247 Mr. Manning remarked that he will give Mr. Purvis time to explain his position.
248 Mr. Purvis replied, probably just a slide.
249 Superintendent Steel replied that there needs to be a careful distinction.
250 Mr. Manning noted that they are looking for best practice and the accommodations for that.
251 Mr. Grondstra added he has seen it from the stage.
252 Mr. Coughlan mentioned that they should give the public both points of view.
253 Mr. Manning remarked with respect to Mr. Purvis, it is transparency.
254 Mr. Purvis added that it is “dissenting opinion” and that is the more appropriate term. He added
255 that he will send over a slide.
256 Mr. Grondstra asked when will they be sending over the final slides.
257 Superintendent Steel replied, later this week.
258 Ms. Facey reminded the public that the Deliberative Session is Monday, Feb 4th 7:00PM at the
259 SHS Auditorium, with Moderator, Mr. George Bower.
260 XIII. Board Conduct
261 Mr. Manning noted that even in meetings that is are Working Sessions, they are still public
262 meetings. The Souhegan Six is a good place to start.
263 He then concluded that they should always show each other respect and asked for further
264 questions or comments.
265 The Board had no further questions or comments.
266 XIV. Non-Public Session- 91- A:3 II

267 None

268 XV. Meeting Adjourned

269 **Ms. Amy Facey motioned to adjourn the meeting at 7: 50 PM. Mr. Howard Brown**
270 **seconded the motion. The vote was unanimous, motion passed.**

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