

Souhegan Cooperative School Board

Monday, March 25<sup>th</sup> 2019

Meeting Minutes- Approved 04 16 19

Attendees:

Administrative Team: Adam Steel- Superintendent, Christine Landwehrle- Assistant Superintendent, Rob Scully- Principal SHS, and Kathy White- Dean of Faculty,

Souhegan Cooperative School Board: Chair- Jim Manning, Vice Chair- Pim Grondstra, Secretary- Laura Taylor, Amy Facey, David Chen, George Torres and Steve Coughlan.

Board Minutes: Danae Marotta

SHS Student Videographer: Shannon Hargreaves

Public: Jennifer Stover- SHS Drama Club Director, Dwayne Purvis, Amherst NH and Joe Bennett, SHS Community Council Liaison.

I. Organizational Meeting- Call to Order

**Superintendent, Mr. Adam Steel, called the Organizational Meeting to order at 6:03PM**

II. Board Organization

Mr. Steel noted that he will start the meeting, and then turn it over to the elected Chair. He then asked for nominations.

**Mr. Pim Grondstra nominated Mr. Jim Manning for Chair of the SCSB, seconded by Ms. Amy Facey.**

There were no other nominations.

**Mr. Steel called for a vote, all in favor, none opposed.**

**Mr. Jim Manning is elected Chair of the SCSB.**

Chairman Manning then called for nominations for Vice-Chair.

**Ms. Amy Facey nominated Mr. Pim Grondstra for SCSB Vice-Chair, seconded by Mr. Steve Coughlan.**

**Mr. Manning called for a vote, all in favor, none opposed.**

**Mr. Pim Grondstra is elected Vice-Chair of the SCSB.**

Mr. Manning asked for nominations for SCSB Secretary.

**Mr. Steve Coughlan nominated Ms. Laura Taylor as SCSB Secretary, seconded by Ms. Amy Facey.**

There were no other nominations.

32 **Mr. Manning called for a vote, all in favor, none opposed.**

33 **Ms. Laura Taylor is elected Secretary of the SCSB.**

34 Committee Assignments:

35 AFC Liaison: George Torres

36 Athletic Liaison Committee: Pim Grondstra and David Chen

37 Capital Improvement Plan Committee: Steve Coughlan

38 Community Council Rep: Amy Facey (with transition to Ms. Taylor in the Fall of 2019)

39 PPC Liaison: Amy Facey and Steve Coughlan

40 PTSA Liaison: Laura Taylor

41 NHSBA: Amy Facey

42 Policy Committee: Steve Coughlan and Amy Facey

43 District Reconfiguration Committee: David Chen and Laura Taylor

44 Manifest: Pim Grondstra and George Torres

45 Expendable Trust Committee: David Chen and Jim Manning

46 School Communications Committee: Steve Coughlan

47 Constitutional Interpretation Committee: Laura Taylor

48 III. Public Input

49 Jennifer Stover, Director of SHS Drama Club, wanted to discuss the end of their season and  
50 noted that this year was exceptional. She added that general seating, rather than assigned seating,  
51 worked out best for them and had sold out performances. They had many volunteers and what  
52 was magical was the collaboration between students and adults.

53 She then thanked the Board for their support adding that she is looking forward to future success  
54 and development of the program.

55 Ms. Facey added that she attended a performance and it was really well done. She also attended  
56 the AMS Shrek performance and that was outstanding as well.

57 The Board thanked Ms. Stover.

58 Mr. Dwayne Purvis, Amherst, NH and past SCSB Member, thanked the new members of the  
59 Board for their service. He then noted that he is here because of the discussions that are on  
60 Facebook. In regards to budget cuts, the public needs to understand the master schedule. He then  
61 cautioned the board to think about that first.

62 There has been some discussion over curriculum and grading. The public needs to hear the things  
63 that have gone wrong and there is still some confusion. He then added his appreciation for the  
64 Board.

65 The Board thanked Mr. Purvis.

#### 66 IV. Superintendent's Report

67 Superintendent Steel added that he attended the performance and it was wonderful. He then  
68 thanked Ms. Stover.

#### 69 Tuition Reimbursement through the PPC Policy

70 He then discussed that through the PPC agreement/ policies, they have a set amount for teacher  
71 tuition reimbursement. In the past they have never reached that amount, but now they are. It is  
72 not because teachers are taking a 3, 4<sup>th</sup> or 5<sup>th</sup> course, but just one, and they are being turned  
73 down due to lack of funds. He is asking if the Board would be amenable to adding \$10,000 to  
74 support their education.

75 Mr. Coughlan further explained that this is for teachers who take graduate level courses at  
76 universities. Teachers are doing more so to get dual certified and to become eligible to teach  
77 college level courses. Teachers are going back to get a Masters in their home subject. They have  
78 never hit the limit before and demand is up. He then noted that he would support the proposal  
79 because it is in support of the Administration and Board's Objectives to of providing more  
80 services to their students.

81 Mr. Steel asked the Board if they would be amenable to adding \$10,000 to the Tuition  
82 Reimbursement line for this year.

83 Ms. Taylor asked if that was per person.

84 Mr. Steel replied, no.

85 Mr. Grondstra asked if they have surplus to take out of.

86 Mr. Steel replied, yes.

87 Mr. Chen asked about the courses.

88 Mr. Coughlan replied, it has to be approved and they are allowed one course up to 4 credits at the  
89 UNH Durham rate. That is the cap.

90 Ms. Facey asked if these courses mapped to their individual goals.

91 Assistant Superintendent, Ms. Christine Landwehrle, replied yes. She added that there were 3,  
92 last week, that she had to deny because of no funding. She then discussed that all of them would  
93 be really valuable.

94 Ms. Facey asked what was maximum cost of a course.

95 Ms. Landwehrle replied just under \$4,000.

96 Mr. Chen asked what semester is this for.

97 Ms. Landwehrle replied that it would reset on July 1<sup>st</sup>, 2019, for another \$15,000. This is for end  
98 of spring of early summer.

99 Mr. Torres asked how many times have they had to adjust this line item.

100 Mr. Steel replied this is the first.

101 Mr. Torres mentioned that it makes sense in regards to COLA.

102 Ms. Taylor asked if they were only going to amend it for this year or from now on.

103 Superintendent Steel replied, for the rest of the year, knowing that they have negotiations this  
104 fall.

105 **Mr. Steve Coughlan motioned to create a \$10,000 incremental exception for this fiscal year**  
106 **to Policy GCJB. Mr. Pim Grondstra seconded the motion. The vote was unanimous, motion**  
107 **passed.**

108 FY 21 Budget Process

109 Superintendent Steel commented that they have now entered the next budget cycle. He then  
110 discussed that the Board has been copied in an email from the Chair to himself to see what a 5%  
111 decrease in the current fiscal year's budget would be. He then noted that would be a decrease of  
112 approx. \$904,000.

113 He explained that he spent some time working on what that would look like in terms of  
114 implementation in regards to Board consideration. A reduction in staff would also mean a  
115 reduction in course offerings, which is not a simple answer. It is a much larger conversation and  
116 will then ask the question "What will they not do that they currently do today".

117 A couple of things to consider are, Program of Studies, and then looking at the efficiencies. What  
118 they spend on the workings of the school, but none is in comparison of looking at the efficiency  
119 of the school and what they will not do today.

120 He then asked for direction by their next meeting because they need significant amount of time  
121 to develop those changes.

122 Chairman Manning asked for Board thoughts.

123 Ms. Facey asked when was the last time that they took everything out of the Program of Studies  
124 and then put back what they need. Perhaps there are things that they have out grown or do not  
125 need.

126 Principal Scully replied that they have done a lot of cleaning over the past 6 years and they have  
127 been pretty close to that plan. They have given more scrutiny to proposals.

128 Mr. Chen added that they know that enrollment is declining and asked if they have picked out the  
129 classes and threshold on enrollment.

130 Principal Scully replied that they have been reducing sections and some have been outdated  
131 sections.

132 Mr. Chen suggested that the AP classes stay in the Program of Studies. He added that these  
133 courses are needed and suggested they be more broad. It gives those students an advantage to  
134 take those classes and will save money at the same time.

135 Ms. Facey remarked that it is going to be more of the electives and division II classes. She added  
136 that they need to look outside the box, and open up their minds.

137 Principal Scully replied that they would be happy to share the work that they have done to build  
138 the new Program of Studies and what it should look like and ideas going forward. They are also  
139 gaining efficiencies by helping teachers get dual certified, with the additional tuition  
140 reimbursement.

141 Mr. Steel asked if the Board is thinking that the conversations are less at that Board level and  
142 more of him bringing recommendations for their consideration.

143 Mr. Manning added that is optimal and they want assurances so that they get the information that  
144 they need. He then asked for Board direction in regards to the total budget.

145 Mr. Torres commented on the total budget, keeping that in mind.

146 Mr. Chen noted that he would like to make this motion about AP studies and would like to see  
147 serious work. There are a lot of alternatives.

148 **Mr. Chen motioned that the Souhegan Cooperative School Board direct the**  
149 **Superintendent, Mr. Adam Steel, to prepare a plan for Advanced Placement (AP) courses**  
150 **for the school years 2019-20, 2020-21, and beyond. The plan will include all AP courses in**  
151 **the 2019- 2020 Program of Studies; and the plan is to commence for the 2019-2020 school**  
152 **year. Ms. Facey seconded.**

153 Mr. Steel clarified that date starts 6 months from now and they will have no time to study this as  
154 students are selecting classes as they speak. He cautioned the Board as it might not be a  
155 possibility for this fall.

156 Mr. Chen remarked that he would like to have a date certain.

157 Mr. Manning suggested that they have the plan commence in the following FY 21 September.

158 Mr. Chen replied that he is hesitant because they might be able to collaborate with  
159 Hollis/Brookline. It may not be the best solution but will get them started.

160 Mr. Manning added the more complicated thing is to do something this fall.

161 Mr. Steel remarked that, rest assured, he will again be thoroughly reviewing the Master Schedule  
162 for next fall with his notes in regards to Board guidance.

163 Principal Scully noted that Superintendent Steel and Assistant Superintendent Landwehrle have  
164 met with the administration of Hollis/Brookline. He just wanted to add that.

165 Mr. Manning then read Mr. Chen's motion with the amended language. **The Souhegan**  
166 **Cooperative School Board to direct the Superintendent, Mr. Adam Steel, to prepare a plan**  
167 **for Advanced Placement (AP) courses for the school years 2019-20, 2020-21, and beyond.**  
168 **The plan will include all AP courses in the 2019- 2020 Program of Studies, with a feasibility**  
169 **assessment for as early as this fall 2019. Ms. Facey seconded.**

170 Ms. Taylor applauded the use of dual enrollment, noting that it is an asset of the school. She  
171 noted that she has had great experiences with her children.

172 Mr. Manning suggested that they keep dual enrollment separate from AP courses.

173 Ms. Landwehrle replied that they definitely are related and it depends on what the Board is  
174 looking for as an outcome. The dual enrollment is offered here.

175 Mr. Chen added that dual enrollment is a great idea as well.

176 Principal Scully remarked that they will be hearing about dual enrollment, extended learning  
177 when they look more at the redesign of the Program of Studies.

178 **Mr. Manning then reread the motion from Mr. Chen with the amended language. The**  
179 **Souhegan Cooperative School Board direct the Superintendent, Mr. Adam Steel, to**  
180 **prepare a plan for Advanced Placement (AP) courses for the school years 2019-20, 2020-21,**  
181 **and beyond. The plan will include all AP courses in the 2019- 2020 Program of Studies,**  
182 **with a feasibility assessment for as early as this fall 2019. Ms. Facey seconded. The vote was**  
183 **unanimous, motion passed.**

184 Mr. Steel then asked the Board what they feel about the 5% decrease in the budget.

185 Mr. Chen replied that he would like to see the forecasted enrollment and they should look at it in  
186 those terms. He is vastly in favor of keeping the AP classes going.

187 Mr. Steel replied that Mr. Steve Frades level enrollment for the next 6 years, 740, 752, 735, 737,  
188 737, and 749.

189 Mr. Manning asked about the methodology.

190 Mr. Steel explained that Mr. Frades has developed and feels that it will work.

191 Ms. Facey added that she would agree with Mr. Chen. She does not want to diminish the  
192 educational value of the school. A specific number would be impossible to know.

193 Mr. Coughlan echoed Ms. Facey

194 Ms. Taylor remarked that the quality of education is important and a 5% is achievable.

195 Mr. Torres added he would like to be as efficient as possible as opposed to a hard and fast  
196 number. He then cautioned with using a certain percentage.

197 Mr. Chen asked Superintendent Steel to hear the tradeoffs, the Board would like to make a  
198 choice. He then asked about including MV in the calculations regarding enrollment.

199 Mr. Steel remarked that there are many in MV that believe that there is a lot of new construction.

200 He then asked for clarification from a Board perspective, in regards to becoming more efficient.

201 The Board replied, yes.

202 He then asked if the Board would like to remain as close as possible to what they are offering  
203 now.

204 Ms. Facey replied, that she is not sure.

205 Mr. Manning replied that he has heard from several parents, that it is nice to offer certain courses  
206 but in light of the budget, that can change.

207 Mr. Steel replied that he and Principal Scully will have to address the staff and he wants to be  
208 clear. There may be changes to things that have been done a long time

209 Ms. Facey remarked that they know they have, by law, to offer the remedial courses and  
210 suggested at looking at creative ways of making those advanced courses accessible to students  
211 other than Juniors and Seniors.

#### 212 Strategic Planning

213 Superintendent Steel remarked that they will be meeting this Wednesday March 27<sup>th</sup> at AMS  
214 Cafeteria 6:30-8:30.

215 He then encouraged the public to attend.

216 The Board thanked Superintendent Steel.

#### 217 V. Principal's Report

218 Principal Scully highlighted the recent HYPE event, Scholastic Art Award Competition, and the  
219 Mamma Mia production.

220 A primary objective of Council this year has been a review and revision of the CC By-Laws. To  
221 date, there have been several changes: Article IV-Membership, Article V-Removals, Vacancies,  
222 and Attendance and Article VI-Executive Council.

223 Next Steps Include:

- 224 • Article VIII
- 225 • Article X
- 226 • Article XI
- 227 • Article XIV
- 228 • Article XVI
- 229 • Article XVII

230 He added that he added that he would like to have an initial convening of the committee next  
231 week.

232 Ms. Facey noted that they did elect a student representative for the Interpretation Committee.

233 Mr. Manning asked about Teacher Leader Effectiveness and asked for a better understanding on  
234 the data going forward.

235 Principal Scully replied, yes, and added that he can certainly provide more context.

236 The Board thanked Principal Scully.

237 VI. Consent Agenda

238 Mr. Steve Coughlan pulled the Minutes for February 19<sup>th</sup> 2019.

239 He then noted the change in Line 69 from:

240 *“Mr. Grondstra volunteered to be a signer for the March Manifest.”*

241 Changed to:

242 *“Mr. Grondstra and Mr. Coughlan volunteered to be signers for the March Manifest.”*

243 With the additional change to Line 70 from:

244 *“The Board thanked Mr. Grondstra”.*

245 Changed to:

246 *“Mr. Manning thanked Mr. Grondstra and Mr. Coughlan.”*

247 **Mr. David Chen motioned to approve the Consent Agenda items 1. Minutes of February**  
248 **19, 2019, as amended, 2. Unanticipated Revenue #1 \$23,000 and 3. Unanticipated Revenue**  
249 **#2. \$2,000. Mr. Steve Coughlan seconded. 4 in favor, motion passed. Mr. Torres and Ms.**  
250 **Taylor abstained.**

251 VII. Deeper Learning

252 Assistant Superintendent Landwehrle remarked that she wanted to do a quick review on  
253 Assessment, Grading and Reporting work and there was a request of what Empower learning  
254 looks like.

255 She reviewed that Grade 9 and 10 team teachers have Developed mastery-based team  
256 Handbooks using mastery-based grading practices, using Empower for all scoring and providing  
257 students with Empower reports and Students are still getting traditional report cards.

258 The Off-Team and Grade 11 and 12 Teachers are working on articulating standards,  
259 competencies and scoring rubrics.

260 She then explained what the teachers will be working on for next year as well as the training and  
261 support.

262 Mr. Manning asked for questions from the Board.

263 Ms. Taylor mentioned that she has heard that districts in Vermont and Maine have started  
264 implementation and then backed out.



265 Ms. Landwehrle explained what she read. With NH it is a required and it is up to each district  
266 regarding what their implementation plan looks like.

267 Principal Scully added that it was also political, and legislation has changed.

268 Ms. Facey asked how have they been able to leverage AMS teachers to help Souhegan teachers.

269 Ms. Landwehrle replied that they have a Slack Channel, which is very helpful, and can ask  
270 questions and communicate.

271 Mr. Chen asked what is it about Competency Based Education vs. traditional learning.

272 Ms. Landwehrle explained that you are scoring through the learning process and giving more  
273 feedback to students. It lets students move at their own pace and much more fluidly.

274 Mr. Manning commented that when you have a child that learns quickly and with CBE the  
275 student is not restricted and it unlocks doors. On the other hand, if you need more time to grasp a  
276 concept you are allowed that time.

277 Ms. Landwehrle added that it removes the time constraint.

278 Mr. Chen asked how is this managed in a classroom.

279 Mr. Manning mentioned that in every single agenda they will carve out time to explain to the  
280 community.

281 Ms. Landwehrle then showed the Board a screen shot of Empower. She further explained that  
282 you are seeing it by Standard. You can also go into one of these standards you can see deeper  
283 results. She added that she cannot show the Board a live view as it is real student data.

284 Mr. Manning asked the Board for questions.

285 The Board had no further questions and thanked Ms. Landwehrle.

#### 286 Update on Math

287 Ms. Landwehrle added as many of you know, they have hired math consultants to do an in-depth  
288 look of their math assessment data. They are still working very closely with them, and revising  
289 the last piece. They have done all the data analysis regarding the NWEA results, following  
290 students and cohorts, and teacher and student survey. They will be getting a report in a month or  
291 two from now.

292 Mr. Chen asked about NWEA and NCAP and correlating the two.

293 Ms. Landwehrle explained that they are looking at the NWEA and remember, the NWEA  
294 correlates to SAT.

295 Mr. Chen asked about predictive value of taking the PSAT to the SAT.

296 Ms. Landwehrle replied that it is very helpful for students as soon as they get their PSAT results  
297 they can log into Khan Academy for extra support.

298 The Board thanked Ms. Landwehrle.

299 VIII. School Culture and Climate

300 Community Council Update

301 Mr. Joe Bennett, Community Council Liaison, discussed that they have been continuing with  
302 their examination of alternatives for plastic straws and elected Mr. Tony Labranche as their  
303 Constitutional Interpretation Committee Representative. They are also looking at ways for  
304 reevaluating community service and different ways they might want to implement that and  
305 Service Day for freshman and sophomores. Lastly, they continue their work with Grading and  
306 Reporting, By-laws, following up on past proposals and fund raising for CC.

307 Ms. Facey added that the Grading Committee will have their working session this week and are  
308 putting together a proposal for weighted grades at the high school.

309 The Board thanked Mr. Bennett.

310 IX. Non-Public Session

311 **Ms. Amy Facey motioned to enter into Non-Public Session 91 A:3 (a), (b) and (c) at**  
312 **8:08PM. Mr. David Chen seconded the motion. The vote was unanimous, motion passed.**

313 **Mr. Manning called a roll call: Manning-Yes, Facey-Yes, Coughlan-Yes, Torres- Yes,**  
314 **Taylor- Yes and Chen- Yes.**

315 **Motion to leave Non-Public session by Mr. Chen and 2<sup>nd</sup> by Mr. Coughlan. Motion Passed**  
316 **6-0 at 8:30PM.**

317 X. Public Session reconvened at 8:30PM.

318

319 XI. Meeting Adjourned at 8:30PM